Matthew R. Fenske
Chairperson

Allen Dannenberg
Vice-Chairperson

Ottawa County
Board of Commissioners

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, November 22, 2022, at 1:30 PM** *for the regular November meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan and via Zoom and YouTube.*

The agenda is as follows:

1. *Call to Order by the Chairperson*
2. *Invocation*
3. *Pledge of Allegiance to the Flag*
4. *Roll Call*
5. *Presentation of Petitions and Communications*
   - A. *Outstanding Customer Service Award Recipients:*
     1. *Paul Hirn, Parks & Recreation Department*
     2. *Kyle Coon, Parks & Recreation Department*
   - B. *Award Presentation; Sheriff Steve Kempker*
6. *Public Comments*
7. *Approval of Agenda*
8. *Actions and Reports*
   - A. *Consent Resolutions:*

Francisco C. Garcia Joseph S. Baumann Douglas R. Zylstra Roger A. Bergman Randall J. Meppelink
Kyle J. Terpstra James H. Holtvluwer Philip D. Kuyers Gregory J. DeJong

From the County Clerk/Register

1. *Board of Commissioners Meeting Minutes*
   Suggested Motion:
   To approve the minutes of the November 8, 2022, Board of Commissioners meeting.

From Administration

2. *Accounts Payable for October 31, 2022 – November 11, 2022*
   Suggested Motion:
   To approve the general claims in the amount of $12,481,029.63 as presented by the summary report for October 31, 2022, through November 11, 2022.

3. *Amended 2022 Ottawa County Apportionment Report*
   Suggested Motion:
   To approve the amended 2022 Ottawa County Apportionment Report.

B. *Public Hearings:*

1. *Proposed Brownfield Plan Amendment for Jamestown Industrial LLC Development Project*
   Suggested Motion:
   a. *To open the Public Hearing to receive comments on the Proposed Brownfield Plan Amendment for Jamestown Industrial LLC development project located in Jamestown Township.*
   b. *To close the Public Hearing on the Proposed Brownfield Plan Amendment for Jamestown Industrial LLC development project located in Jamestown Township.*

C. *Action Items:*

From Administration

1. *Resolution of Support for Two Separate Commercial Rehabilitation Districts in the City of Hudsonville*
   Suggested Motion:
   To adopt the Resolution of Support for the establishment of two separate Commercial Rehabilitation Districts (PA 210 of 2005) in the City of Hudsonville.

From the Planning and Policy Committee

1. *Change Orders for the Family Justice Center Policy (first reading)*
   Suggested Motion:
   To approve the proposed Change Orders for the Family Justice Center Policy for review and comment.

2. *Purchasing Card Policy (first reading)*
   Suggested Motion:
   To approve the revised Purchasing Card Policy for review and comment.

3. *Travel and Meal Policy (first reading)*

Suggested Motion:

To approve the revised Travel and Meal Policy for review and comment.

4. *Ottawa Sands Phase I Construction*

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the agreement with Apex Contractors for the Ottawa Sands Phase One Construction Project for a total contract amount of $3,539,000.00.

5. *Establish Parks Capital Project: Ottawa Sands Wetland Restoration*

Suggested Motion:

To approve an amendment to the Capital Improvement Plan by adding Ottawa Sands phase I - Wetland Restoration.

6. *Donation of Property as Part of the Grand River Greenway*

Suggested Motion:

To approve the real estate transfer of 30 acres in Allendale Township as part of the Grand River Greenway from the Ottawa County 4-H Council, Inc.

7. *Donation of Property as Part of the Grand River Greenway*

Suggested Motion:

To approve the real estate transfer of 3.5 acres in Crockery Township from the Sheridan Trust.

8. *Ottawa Sands Kayak Launch CZM Grant Application*

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the application to the Michigan Office of the Great Lakes Coastal Zone Management (CZM) Program in the amount of $100,000 to assist with the construction of a universally accessible kayak launch at Ottawa Sands County Park.

9. *Resolution Urging the State Legislature to Amend the Michigan Auto Insurance Reform Act*

Suggested Motion:

To adopt the Resolution Urging the State Legislature to Amend the Michigan Auto Insurance Reform Act to Amend the Reimbursement Cap for Auto Accident Victims and Home Health Care.

From the Finance and Administration Committee

1. *Development Rights Option Agreement for Mark Jongekrijg*

   Suggested Motion:

   To approve and authorize the Board Chairperson and Clerk/Register to sign a Conservation Easement Option Agreement with Mark Jongekrijg in the amount of $700,000 for+/- 94 acres located in Zeeland Township.

2. *Development Rights Option Agreement for Lyle and Donna Veldheer*

   Suggested Motion:

   To approve and authorize the Board Chairperson and Clerk/Register to sign a Conservation Easement Option Agreement with Lyle and Donna Veldheer in the amount of $198,000 for+/- 38 acres located in Olive Township.

3. *Brownfield Plan Amendment for Jamestown Industrial LLC*

   Suggested Motion:

   To approve and authorize the Board Chairperson and Clerk/Register to sign the Resolution approving the Brownfield Plan Amendment for the Jamestown Industrial LLC Project located in Jamestown Township.

4. *Health Management Plan Renewal*

   Suggested Motion:

   To approve and authorize the Board Chairperson and Clerk/Register to sign the Health Management Plan Renewal at a total cost of $175,000.

5. *Communications Tower Lease Agreement and Memorandum of Lease Agreement*

   Suggested Motion:

   To approve and authorize the Board Chairperson and Clerk/Register to sign the Lease Agreement and Memorandum of Lease Agreement with DISH Wireless LLC to install their wireless broadband equipment on the County's Johnson Street/Robinson Township Communications Tower. DISH Wireless LLC has agreed to lease tower space from the County at a rate of $2,100 per month for a minimum of five (5) years, with automatic renewal for at least an additional five (5) years. Rent increasing by 3% upon the commencement of each renewal term.

6. *FY2023 Budget Adjustments*

   Suggested Motion:

   To approve the 2023 budget adjustments per the attached schedule.

7. *Presentation of ARPA Funding Overview*

Human/Social Needs Bucket:

8. *Recruitment/Retention Fund for Mental Health Professionals*

Suggested Motion:

To approve Community Mental Health's project for $1,000,000 in Board Initiatives funds to support the Recruitment/Retention Fund for Mental Health Professionals.

9. *Children's Advocacy Center Staffing Expansion*

Suggested Motion:

To approve the Children's Advocacy Center's project for $211,750.00 in Board Initiatives funds to support the Children's Advocacy Center Staffing Expansion.

10. *Reach for Recovery Staffing Expansion*

Suggested Motion:

To approve the Reach for Recovery's project for $337,500.00 in Board Initiatives funds to support the Reach for Recovery Staffing Expansion.

11. *Direct Care Providers Certification Program-Benjamin's Hope*

Suggested Motion:

To approve the Grand Rapids Community College's project for $55,919.75 in Board Initiatives funds to support the Direct Care Providers Certification Program with Benjamin's Hope.

12. *Direct Care Providers Certification Program-Harbor House*

Suggested Motion:

To approve the Grand Rapids Community College's project for $103,294 in Board Initiatives funds to support the Direct Care Providers Certification Program with Harbor House Ministries.

13. *Direct Care Providers Certification Program-Heritage Homes*

Suggested Motion:

To approve the Grand Rapids Community College's project for $103,294.00 in Board Initiatives funds to support the Direct Care Providers Certification Program with Heritage Homes, Inc.

14. *Direct Care Providers Certification Program-MOKA Corporation*

Suggested Motion:

To approve the Grand Rapids Community College's project for $87,492.25 in Board Initiatives funds to support the Direct Care Providers Certification Program with MOKA Corporation.

15. *ODC Childcare and Early Childhood and Learning Centers Expansion*

Suggested Motion:

To approve the ODC's project for $7,500,000 in ARPA grant funding to support the Childcare & Early Childhood and Learning Centers Expansion.

Business Stabilization Bucket:

16. *Grand Rapids Community College Michigan Reconnect Expansion*

Suggested Motion:

To approve the Grand Rapids Community College's project for $506,493.00 in Board Initiatives funds to support the Michigan Reconnect Expansion - Tuition Gap Payment.

17. *West Michigan Works! Earn and Learn Manufacturing Career Fair*

Suggested Motion:

To approve the West Michigan Works! Project for $101,874 in ARPA grant funding to support the Earn & Learn Manufacturing Career Fair.

18. *BizStream Academy Expansion*

Suggested Motion:

To approve the BizStream project for $700,000 in ARPA grant funding to support the BizStream Academy Expansion.

19. *LAUP Workforce Development Initiative*

Suggested Motion:

To approve LAUP's request for $799,000 in Board Initiatives funds to support the Workforce Development Initiative.

Affordable Housing Bucket:

20. *Affordable Housing Revolving Loan Fund*

Suggested Motion:

To approve Housing Next's request for $8,000,000 in Board Initiatives funds to support the Affordable Housing Revolving Loan Fund.

County Initiative Bucket:

21. *Youth Center Youth & Parent Portal Funding Request*

Suggested Motion:

To approve the 20th Judicial Circuit Court's project for $20,000 in Board Initiatives funds to support the Youth Center Youth & Parent Portal.

22. *BOC Electronic Roll Call and E-Voting System Funding Request*

Suggested Motion:

To approve the Clerk/Register of Deed's project for $100,000 in Board Initiatives funds to support the Board of Commissioners Electronic Roll Call and E-Voting System.

23. *James Street DHHS Building Funding Request*

Suggested Motion:

To approve the Facilities Maintenance's project for $350,000 in Board Initiatives funds to support the James Street DHHS Building.

24. *Sheriff's Shooting Range HVAC Funding Request*

Suggested Motion:

To approve the Facilities Maintenance's project for $395,000 in Board Initiatives funds to support the Sheriff's Shooting Range HVAC.

25. *Idema Explorer Trail Funding Request*

Suggested Motion:

To approve the Parks and Recreation Department's project for $2,000,000 in Board Initiatives funds to support the Idema Explorer Trail.

26. *Middle Macatawa Trail System Funding Request*

Suggested Motion:

To approve the Parks and Recreation Department's project for $906,000 in Board initiatives funds to support the Middle Macatawa Trail System.

27. *Ottawa Sands Phase I Improvements Funding Request*

Suggested Motion:

To approve the Parks and Recreation Department's project for $3,400,000 in Board Initiatives funds to support the Ottawa Sands Phase I Improvements.

28. *Crime Victim's Assistance Fund Funding Request*

Suggested Motion:

To approve the Prosecutor Attorney's project for $1,000,000 in Board Initiatives funds to support the Crime Victim's Assistance Fund.

29. *Local Food Rescue to Turn Food Excess into Healthy Food Access throughout Ottawa County Funding Request*

Suggested Motion:

To approve Public Health's project for $486,675 in Board Initiatives funds to support the Local Food Rescue to Turn Food Excess into Healthy Food Access throughout Ottawa County.

30. *Medicaid Cost-Based Reimbursements Funding Request*

Suggested Motion:

To approve Public Health's project for $1,507,178 in Board Initiatives funds to support the Medicaid Cost -Based Reimbursements.

31. *Accelerating Farmland Protection Funding Request*

Suggested Motion:

To approve the Department of Strategic Impact's project for $1,000,000 in Board Initiatives funds to support the Accelerating Farmland Protection.

D. *Discussion Items: None*

9. *Report of the County Administrator*

10. *General Information, Comments, and Meetings Attended*

11. *Public Comments*

12. *Adjournment*

PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
NOVEMBER SESSION – FIRST DAY

The Ottawa County Board of Commissioners met on November 8, 2022, at 1:30 p.m. and was called to order by the Chair.

Pastor Jim Maness, Life Stream Church, pronounced the invocation.

The Chief Deputy Register of Deeds led in the Pledge of Allegiance to the Flag of the United States of America.

Present at roll call: Francisco Garcia, Joseph Baumann, Douglas Zylstra, Allen Dannenberg, Kyle Terpstra, James Holtvluwer, Gregory DeJong, Philip Kuyers, Roger Bergman, Matthew Fenske. (10)

Absent: Randall Meppelink (1)

Presentation of Petitions and Communications

None

Board Chair Comments

Chairman Fenske spoke on several topics, including, the unemployment rate for Ottawa County was 3% for October, Ottawa County Parks is having a Holiday Luminary Event, and a reminder on fall yard waste and debris.

Public Comments

1. Arlan Meekhof-Grand Haven
2. Brian Harrison-Advisacare

B/C 22-223 Roger Bergman moved to approve the agenda of today. The motion passed as shown by the following votes: Yeas: Philip Kuyers, James Holtvluwer, Francisco Garcia, Allen Dannenberg, Gregory DeJong, Douglas Zylstra, Kyle Terpstra, Joseph Baumann, Roger Bergman, Matthew Fenske. (10)

B/C 22-224 Allen Dannenberg moved to approve the following Consent Resolutions, with the exception of #5. Doug Zylstra requested #5 be moved to #2 under Action Items, "From Administration".

1. To approve the minutes of the October 25, 2022, Board of Commissioners meeting.

2. To approve the general claims in the amount of $18,463,064.22 as presented by the summary report for October 17, 2022, through October 28, 2022.

3. To ratify all contracts currently pending on the post-execution ratification list as authorized under Section IV(D)(2) of the Ottawa County Contracting Authorization and Form Policy.

4. To receive for information the Correspondence Log.

The motion passed as shown by the following votes: Yeas: Francisco Garcia, Roger Bergman, Douglas Zylstra, Allen Dannenberg, Kyle Terpstra, James Holtvluwer, Joseph Baumann, Philip Kuyers, Gregory DeJong, Matthew Fenske. (10)

B/C 22-225 Douglas Zylstra moved to approve and authorize the Board Chairperson and Clerk/Register to sign the Resolution declaring Tuesday, November 22, 2022 as "Michigan Adoption Day in Ottawa County".

The motion passed as shown by the following votes: Yeas: Allen Dannenberg, Joseph Baumann, Roger Bergman, Kyle Terpstra, Francisco Garcia, Gregory DeJong, James Holtvluwer, Douglas Zylstra, Philip Kuyers, Matthew Fenske. (10)

B/C 22-226 Roger Bergman moved to approve the final version of the proposed 2023 Board Rules.

The motion passed as shown by the following votes: Yeas: Philip Kuyers, James Holtvluwer, Francisco Garcia, Roger Bergman, Allen Dannenberg, Gregory DeJong, Joseph Baumann, Matthew Fenske. (8)

Nays: Kyle Terpstra and Douglas Zylstra (2)

B/C 22-227 Francisco Garcia moved to place into nomination the name of:

Alison El-Cassabgui
and to select one (1) to fill one (1) Private Sector vacancy to the Community Action Agency Advisory Board beginning immediately and ending December 31, 2024.

The motion passed as shown by the following votes: Yeas: Roger Bergman, Douglas Zylstra, Philip Kuyers, Francisco Garcia, James Holtvluwer, Joseph Baumann, Gregory DeJong, Allen Dannenberg, Kyle Terpstra, Matthew Fenske. (10)

B/C 22-228 Roger Bergman moved at 1:50 p.m. to go into Closed Session for the purpose of considering material exempt from disclosure pursuant to OMA section 8h.

The motion passed as shown by the following votes: Yeas: Douglas Zylstra, Roger Bergman, Joseph Baumann, Philip Kuyers, Francisco Garcia, Allen Dannenberg, Gregory DeJong, James Holtvluwer, Kyle Terpstra, Matthew Fenske. (10)

B/C 22-229 Allen Dannenberg moved at 2:19 p.m. to come out of Closed Session for the purpose of considering material exempt from disclosure pursuant to OMA section 8h.

The motion passed.

B/C 22-230 Roger Bergman moved that the Board of Commissioners direct legal counsel to follow the directions of the federal court and pursue Ottawa County's claim for a fair share of the Opioid Settlement proceeds in the Michigan courts so that Ottawa County residents are treated with due process and equal protection of the law.

The motion passed as shown by the following votes: Yeas: Joseph Baumann, Francisco Garcia, James Holtvluwer, Gregory DeJong, Douglas Zylstra, Kyle Terpstra, Philip Kuyers, Allen Dannenberg, Roger Bergman, Matthew Fenske. (10)

The County Administrator's report was presented.

Several Commissioners commented on meetings attended and future meetings to be held.

Public Comments

1. Michael Kuras-Spring Lake

Chair Fenske adjourned the meeting at 2:33 p.m.

JUSTIN F. ROEBUCK, Clerk/Register
Of the Board of Commissioners

MATTHEW R. FENSKE, Chairman
Of the Board of Commissioners

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Fiscal Services
Submitted By:	Karen Karasinski
Agenda Item:	Accounts Payable for October 31, 2022 through November 11, 2022.

Suggested Motion:

To approve the general claims in the amount of $12,481,029.63 as presented by the summary report for October 31, 2022 through November 11, 2022.

Summary of Request:

Approve vendor payments in accordance with the Ottawa County Purchasing Policy.

Financial Information:

Total Cost:	$12,481,029.63	General Fund Cost:	$12,481,029.63	Included in Budget:	☑ Yes	☐ No	☐ N/A

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

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Board of Commissioners

Total CHECKS | EFTs | WIRES

Ottawa County
Where You Belong.

Dates: October 31, 2022

to November 11, 2022

I hereby certify that to the best of my knowledge the List of Audit Claims, a summary of which is attached, constitutes all claims received and audited for payment. The amount of claims to be approved totals:

$12,481,029.63

1,225 INVOICES	12,481,029.63

Karen Karasinski

Fiscal Services Director

11-16-22

Date

We hereby certify that the Board of Commissioners has approved the claims on Tuesday, November 22, 2022

Matthew Fenske, Chairperson

Board of Commissioners

Justin Roebuck

Clerk/Register of Deeds

Total CHECKS | EFTs | WIRES

Ottawa County
Where You Belong

Dates: October 31, 2022

to November 11, 2022

Total of all funds: $12,481,029.63

0000	TREASURY FUND	5,761.57
1010	GENERAL FUND	441,327.14
1060	TOWERS	0.00
1070	BOARD INITIATIVES	400,000.00
1500	CEMETERY TRUST	0.00
2081	PARKS & RECREATION	33,667.13
2160	FRIEND OF COURT	6,635.27
2180	OTHER GOVERNMENTAL GRANTS	40,663.08
2210	HEALTH	116,213.09
2220	MENTAL HEALTH	1,245,776.91
2221	MENTAL HEALTH MILLAGE	1,068,767.68
2225	SUBSTANCE USE DISORDER	96,137.62
2271	SOLID WASTE CLEAN-UP	0.00
2272	LANDFILL TIPPING FEES	12,899.47
2340	FARMLAND PRESERVATION	0.00
2430	BROWNFIELD REDEVELOPMENT	0.00
2444	INFRASTRUCTURE FUND	0.00
2550	HOMESTEAD PROPERTY TAX	0.00
2560	REGISTER OF DEEDS AUTOMATION FUND	35,818.40
2600	PUBLIC DEFENDERS OFFICE	25,726.87
2620	FEDERAL FOREITURE	0.00
2602	WEMET	8,720.23
2630	SHERIFF GRANTS & CONTRACTS	5,624.18
2631	CONCEALED PISTOL LICENSING	0.00
2901	DEPT OF HUMAN SERVICES	110.00
2920	CHILD CARE - PROBATE	29,784.01
2970	DB/DC CONVERSION	0.00

Total CHECKS | EFTs | WIRES

Ottawa County
Where You Belong.

Dates: October 31, 2022

to November 11, 2022

Total of all funds: $12,481,029.63

3010	DEBT SERVICE	4,806,411.00
3690	OCBA-FAM JUSTIC CENTER BONDS	543,876.67
4020	CAPITAL IMPROVEMENTS	23,657.43
4690	BUILDING AUTHORITY CONSTRUCTION PROJECT	0.00
5160	DELINQUENT TAXES	0.00
5360	LAND BANK AUTHORITY	0.00
6360	INNOVATION & TECHNOLOGY	139,044.13
6450	DUPLICATING	7,440.00
6550	TELECOMMUNICATIONS	4,754.54
6641	EQUIPMENT POOL	70,791.99
6770	PROTECTED SELF-FUNDED INSURANCE	0.00
6771	EMPLOYEE BENEFITS	22,011.42
6772	PROTECTED SELF-FUNDED UNEMPL INS.	0.00
6775	LONG-TERM DISABILITY INSURANCE	10,690.70
6780	OTTAWA CNTY-INSURANCE AUTHORITY	0.00
6810	DB/DC CONVERSION FUND	0.00
7010	TRUST & AGENCY	2,944,008.65
7015	TRUST & AGENCY JUVENILE COURT	2,673.99
7040	IMPREST PAYROLL	199,454.70
7210	LIBRARY PENAL FINE	0.00
7360	OPEB TRUST	0.00
8010	SPECIAL ASSESS. DRAINS	116,081.76
8011	DRAINS-CAPITAL PROJECTS FUND	0.00
8020	DRAINS-REVOLVING	0.00
8510	DRAINS-DEBT SERVICE FUND	0.00
8725	INLAND LAKE IMPROVEMENT	11,000.00
8800	BROWNFIELD REDEVELOPMENT AUTHORITY	5,500.00

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Equalization
Submitted By:	John Shay
Agenda Item:	Amended 2022 Ottawa County Apportionment Report

Suggested Motion:

To approve the amended 2022 Ottawa County Apportionment Report.

Summary of Request:

Every fall, Equalization prepares an Apportionment Report to be received by the Finance and Administration Committee and then approved by the Board of Commissioners.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☐ No	☑ N/A

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

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

2022
Ottawa County
Apportionment Report
Amended November 22, 2022

Ottawa County

2022

Apportionment Report

Report of Certified Ad Valorem Tax Rates for All Entities Levying Taxes in the County of Ottawa, Michigan

Prepared For:
Ottawa County Commissioners

Prepared by:
Brian L Busscher
Director of Equalization, MMAO (4)

Date of Report:
November 2022

Cover Photo courtesy of Rodger Murphy

County of Ottawa
Equalization Department

Brian L. Busscher
Director
Joshua Morgan
Deputy Director

12220 Fillmore Street * Room 110 * West Olive Michigan 49460 (616) 738-4826
email Director: bbusscher@miottawa.org Fax (616) 738-4009

November 22, 2022

Board of Commissioners
Ottawa County, Michigan

Ladies and Gentlemen:
The Ottawa County Equalization Department has prepared this report as authorized by the Finance and Administration Committee of the Ottawa County Board of Commissioners. This report, if approved by the board, directs the spread of taxes in terms of millage to be levied. The book presents an analysis of tax levies in Ottawa County as they relate to County, Townships, Village, Cities, Local School Districts, State Education Tax, Intermediate School Districts, Community Colleges, District Libraries and Authorities. This report does not direct the raising of any specific amount of money. Taxable valuation totals are those presented in April at the Equalization hearing. The taxable valuations do not represent current taxable valuations after adjustments due to changes ordered by the July Board of Review, State Tax Commission, Michigan Tax Tribunal, and others.

The statutory responsibilities of the County Board of Commissioners in this matter are listed below:
THE GENERAL PROPERTY TAX ACT (EXCERPT)
Act 206 of 1893 211.37
Sec. 37.
The county board of commissioners, either at a session held not later than October 31 in each year or at a special meeting held for a local tax collecting unit that approves under section 44a(2) the accelerated collection in a summer property tax levy of a millage that had been previously billed and collected as in a preceding tax year as part of the winter property tax levy, shall ascertain and determine the amount of money to be raised for county purposes, and shall apportion the amount and also the amount of the state tax and indebtedness of the county to the state among the several townships in the county in proportion to the valuation of the taxable real and personal property as determined by the board, or as determined by the state tax commission upon appeal in the manner provided by law for that year, which determination and apportionment shall be entered at large on county records. The board, at a session held not later than October 31 in each year, shall also examine all certificates, statements, papers, and records submitted to it, showing the money to be raised in the several townships for school, highway, drain, township, and other purposes. It shall hear and consider all objections made to raising that money by any taxpayer affected. If it appears to the board that any certificate, statement, paper, or record is not properly certified or is in any way defective, or that any proceeding to authorize the raising of the money has not been had or is in any way imperfect, the board shall verify the same, and if the certificate, statement, paper, record, or proceeding can then be corrected, supplied, or had, the board shall authorize and require the defects or omissions of proceedings to be corrected, supplied, or had. The board may refer any or all the certificates, statements, papers, records, and proceedings to the prosecuting attorney, who shall investigate and without delay report in writing his or her opinion to the board. The board shall direct that the money proposed to be raised for township, school, highway, drain, and all other purposes authorized by law shall be spread upon the assessment roll of the proper townships, wards, and cities. This action and direction shall be entered in full upon the records of the proceedings of the board and shall be final as to the levy and assessment of all the taxes, except if there is a change made in the equalization of any county by the state tax commission upon appeal in the manner provided by law. The direction for spread of taxes shall be expressed in terms of millages to be spread against the taxable values of properties and shall not direct the raising of any specific amount of money. This section does not apply when section 36(2) applies and shall not prevent the township clerk from providing a certification to the county clerk pursuant to section 36(1). If a certification is provided pursuant to section 36(1), the county board of commissioners shall meet and direct or amend its direction for the spread of millages by local units in the county pursuant to the certification.

As required by Statute, this report is being amended to correct a clerical error discovered by Muskegon County in their computation of the Millage Reduction Fractions for Ravenna Schools

Respectfully submitted,

Brian Busscher

Brian L Busscher, Director
Ottawa County Equalization Department

OTTAWA COUNTY
2022 APPORTIONMENT REPORT

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Certification Statement

I hereby certify that this Statement Showing Mills Apportioned by the County Board of Commissioners and submitted to the State Tax Commission is a true statement of all ad valorem millages apportioned by the County Board of Commissioners of the

County of Ottawa for the year 2022

_____

Brian L Busscher, Ottawa County Equalization Director

NOTARIZATION

_____ *Notary Public*

_____ *County, Michigan*

STATE OF MICHIGAN

County of _____} ss

Subscribed before me this _____day of

_____, year_____

My commission expires _____, _____

Statement Showing Mills Apportioned by the County Board of Commissioners **Pg 1**
of the County of OTTAWA for the Year 2022 **County and Local Unit**

(A) County Name	(B) Taxable Value *	(C) County Allocated Rate / SET	(D) Est. County Allocated / SET Tax Dollars	(E) Total County Extra Voted Operating Rate	(F) Est. County EV Oper. Tax Dollars	(G) Total County Debt Rate	(H) Est. County Debt Tax Dollars	(I) Total Est. County Tax Dollars	(BB) Total Ren Zone Taxable Value
OTTAWA COUNTY	13,961,475,486.00	3.9000	$ 54,449,754.40	1.4984	$ 20,919,874.87	0.0000	$ -	$ 75,369,629.27	17,092,968
STATE ED. TAX**	13,763,494,986.00	6.0000	$ 82,580,969.92	0.0000	$ -	0.0000	$ -	$ 82,580,969.92	17,092,968

* Sections (B) and (K) Exclude Renaissance Zone Taxable Value Section (B) Taxable Value for SET also excudes the Industrial Personal class of Property

(J) Local Unit Name Townships Cities Villages Listed Alphabetically	(K) Taxable Value	(L) Total Allocated / Charter Rate	(M) Est. Local Allocated / Charter Tax Dollars	(N) Total Other Extra Voted / General Law Operating Rate	(O) Est. Local EV / GL Oper. Tax Dollars	(P) Total Debt Rate	(Q) Est. Local Debt Tax Dollars	(R) Total Est. Local Tax Dollars	(KK) Total Ren Zone Taxable Value
Allendale	723,312,345	2.7422	$ 1,983,467.11	0.0000	$ -	0.0000	$ -	$ 1,983,467.11	0
Blendon	364,636,519	1.0020	$ 365,365.79	1.9226	$ 701,050.17	0.0000	$ -	$ 1,066,415.96	0
Chester	105,647,463	1.0348	$ 109,323.99	3.3290	$ 351,700.40	0.0000	$ -	$ 461,024.39	0
Crockery	212,841,794	1.0037	$ 213,629.31	2.6790	$ 570,203.17	0.0000	$ -	$ 783,832.48	0
Georgetown	2,148,606,824	2.2500	$ 4,834,365.35	0.0000	$ -	0.0000	$ -	$ 4,834,365.35	0
Grand Haven	963,763,443	1.0221	$ 985,062.62	3.7601	$ 3,623,846.92	0.3500	$ 337,317.21	$ 4,946,226.75	0
**Grand Haven PA 425	1,624,700	9.9814	$ 16,216.78	2.0556	$ 3,339.73	1.9000	$ 3,086.93	$ 22,643.44	0
* Holland	1,549,287,957	3.4743	$ 5,382,691.15	1.3857	$ 2,146,848.32	0.0000	$ -	$ 7,529,539.47	13,250,853
Jamestown	506,749,723	1.0092	$ 511,411.82	3.2973	$ 1,670,905.86	0.0000	$ -	$ 2,182,317.68	0
Olive	222,565,937	1.0087	$ 224,502.26	1.4802	$ 329,442.10	0.0000	$ -	$ 553,944.36	0
Park	1,311,306,784	0.9076	$ 1,190,142.04	1.8168	$ 2,382,382.17	0.0000	$ -	$ 3,572,524.21	0
Polkton	145,794,036	0.9496	$ 138,446.02	3.2010	$ 466,686.71	0.0000	$ -	$ 605,132.73	0
Port Sheldon	557,976,231	1.0000	$ 557,976.23	1.1997	$ 669,404.08	0.0000	$ -	$ 1,227,380.31	0
Robinson	302,563,758	1.0125	$ 306,345.80	2.4195	$ 732,053.01	0.0000	$ -	$ 1,038,398.81	0
* Spring Lake	949,197,945	0.7500	$ 711,898.46	1.5075	$ 1,430,915.90	0.0000	$ -	$ 2,142,814.36	0
Tallmadge	426,054,589	1.0041	$ 427,801.41	1.7937	$ 764,214.12	0.0000	$ -	$ 1,192,015.53	0
Wright	171,658,254	1.0132	$ 173,924.14	2.1955	$ 376,875.70	0.0000	$ -	$ 550,799.84	0
Zeeland	521,031,414	2.7500	$ 1,432,836.39	2.9456	$ 1,534,750.13	0.0000	$ -	$ 2,967,586.52	0
Ferrysburg	217,651,282	7.6883	$ 1,673,368.35	2.9060	$ 632,494.63	0.0000	$ -	$ 2,305,862.98	0
Grand Haven	702,785,162	9.9814	$ 7,014,779.82	2.0556	$ 1,444,645.18	1.9000	$ 1,335,291.81	$ 9,794,716.81	0
* Holland	922,823,169	13.7757	$ 12,712,535.13	0.0935	$ 86,283.97	0.0000	$ -	$ 12,798,819.10	3,842,115
Hudsonville	282,083,937	11.2303	$ 3,167,887.24	0.0000	$ -	0.0000	$ -	$ 3,167,887.24	0
* Zeeland	510,982,630	11.1354	$ 5,689,995.98	0.0993	$ 50,740.58	0.0000	$ -	$ 5,740,736.56	0
* Coopersville	140,529,590	13.0000	$ 1,826,884.67	0.2392	$ 33,614.68	0.0000	$ -	$ 1,860,499.35	0
	13,961,475,486		$ 51,650,857.86		$ 20,002,397.53		$ 1,675,695.95	$ 73,328,951.34	17,092,968
* Spring Lake Village	161,959,579	9.7700	$ 1,582,345.09	0.0000	$ -	0.5900	$ 95,556.15	$ 1,677,901.24	0

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.
** Per Act 425 Agreement 70-03-33-100-076 and related personal property parcels are assessed on Grand Haven Townships roll, but taxed at Grand Haven City's millage rate.

Local Units have been audited and are in compliance with Article Ix, Section 6 of the Michigan Constitution.

Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OTTAWA for the Year 2022

Local K-12 School District and Local Unit

(A) Local K12 School District Name	(B) Total Taxable Value*	(C) Total NonHomestead Taxable Value*	(D) Total Commercial Personal Taxable Value*	(E) HH / Supplemental Rate	(F) Est. HH / Supplemental Tax Dollars	(G) Non Homestead Operating Rate	(H) Est. NH Operating Tax Dollars	(I) Total Debt / Sinking Fund / Bldg Site Rate	(J) Est. Debt / Sinking Fund / Bldg Site Tax Dollars	(K) Total Recreational Rate	(L) Est. Recreational Tax Dollars	(M) Total Est. Local K12 School Tax Dollars	(BB) Total RenZone Taxable Value	Non Homestead Comm.Pers. Operating Rate
* Sections (B), (C)and (D) Exclude Renaissance Zone Taxable Value														
ALLENDALE PUBLIC SCHOOL DIST	723,108,427	255,518,391	10,554,500	0.0000	$ -	18.0000	$ 4,662,658.04	12.0000	$ 8,677,301.12	0.0000	0.00	$ 13,339,959.16	0	6.0000
*COOPERSVILLE PUBLIC SCH DIST	581,769,005	122,112,259	6,936,700	0.0000	$ -	17.8308	$ 2,217,805.78	8.9900	$ 5,230,103.35	0.0000	0.00	$ 7,447,909.13	0	5.8308
FRUITPORT COMMUNITY SCHOOLS	138,730,408	25,828,381	172,300	0.0000	$ -	18.0000	$ 465,944.66	6.9000	$ 957,239.82	0.0000	0.00	$ 1,423,184.48	0	6.0000
GRAND HAVEN CITY SCHOOL DIST	2,579,789,666	865,419,538	31,944,200	0.0000	$ -	18.0000	$ 15,769,216.88	4.2000	$ 10,835,116.60	0.0000	0.00	$ 26,604,333.48	0	6.0000
GRANDVILLE PUBLIC SCHOOLS	273,889,199	71,978,005	3,349,200	0.0000	$ -	16.8422	$ 1,228,485.46	6.4021	$ 1,753,466.04	0.0000	0.00	$ 2,981,951.50	0	4.8422
*HOLLAND CITY SCHOOL DISTRICT	1,119,221,902	469,544,743	35,469,700	0.0000	$ -	18.0000	$ 8,664,623.57	5.9119	$ 6,639,442.16	0.0000	0.00	$ 15,304,065.73	3,842,115	6.0000
HUDSONVILLE PUBLIC SCH DIST	2,039,264,638	374,996,887	24,569,300	0.0000	$ -	18.0000	$ 6,897,359.77	7.9542	$ 16,220,718.78	0.0000	0.00	$ 23,118,078.55	0	6.0000
JENISON PUBLIC SCHOOLS	1,083,738,202	200,808,458	21,471,700	0.0000	$ -	18.0000	$ 3,743,382.44	8.5000	$ 9,211,774.72	0.0000	0.00	$ 12,955,157.16	0	6.0000
KENOWA HILLS PUBLIC SCHOOLS	136,445,869	40,238,822	5,622,900	0.0000	$ -	18.0000	$ 758,036.20	4.6700	$ 637,202.21	0.0000	0.00	$ 1,395,238.41	0	6.0000
KENT CITY COMMUNITY SCHOOLS	8,199,604	820,100	0	0.0000	$ -	17.5657	$ 14,405.63	9.2150	$ 75,559.35	0.0000	0.00	$ 89,964.98	0	5.5657
RAVENNA PUBLIC SCHOOLS	27,292,733	3,741,392	265,700	0.0000	$ -	18.0000	$ 68,939.26	7.6000	$ 207,424.77	0.0000	0.00	$ 276,364.03	0	6.0000
SPARTA AREA SCHOOLS	45,890,503	9,575,730	540,200	0.0000	$ -	18.0000	$ 175,604.34	8.1500	$ 374,007.60	0.0000	0.00	$ 549,611.94	0	6.0000
*SPRING LAKE PUBLIC SCH DIST	863,900,676	208,441,076	5,920,700	0.0000	$ -	18.0000	$ 3,787,463.57	7.0000	$ 6,047,304.73	0.0000	0.00	$ 9,834,768.30	0	6.0000
*WEST OTTAWA PUBLIC SCH DIST	2,615,815,494	861,665,574	40,779,200	0.0000	$ -	18.0000	$ 15,754,655.53	8.0434	$ 21,146,632.26	0.0000	0.00	$ 36,901,287.79	13,250,853	6.0000
*ZEELAND PUBLIC SCHOOLS	1,724,419,160	527,371,936	22,902,200	0.0000	$ -	18.0000	$ 9,630,108.05	8.4302	$ 14,537,198.40	0.3919	675,799.87	$ 24,843,106.32	0	6.0000
	$ 13,961,475,486	$ 4,038,061,292	$ 210,498,500		$ -		$ 73,838,689.18		$102,550,491.91		$ 675,799.87	$ 177,064,980.96		

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.

Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OTTAWA for the Year 2022

(A) Community College Name	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Community College Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Community College Debt Tax Dollars	(G) Est. Total Community College Tax Dollars		(BB) Total RenZone Taxable Value
GRAND RAPIDS CC	464,425,175.00	1.7085	793,470.41	0.0000	0.00	793,470.41		0.00

Intermediate School	Taxable Value	ISD	Est. ISD	ISD Total	Est. ISD EV	ISD Total Debt	Est. ISD Debt	Est. Total ISD	Total
KENT	464,425,175.00	0.0856	39,754.79	5.3591	2,488,900.96	0.0000	0.00	2,528,655.75	0
MUSKEGON	166,023,141.00	0.4518	75,009.26	4.2255	701,530.78	0.0000	0.00	776,540.04	0
*OTTAWA	13,331,027,170.00	0.1176	1,567,728.80	6.0370	80,494,280.20	0.0000	0.00	82,062,009.00	17,092,968

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.

Statement Showing Mills Apportioned by the County Board of Commissioners **Pg 4**
of the County of OTTAWA for the Year 2022 **Authorities**

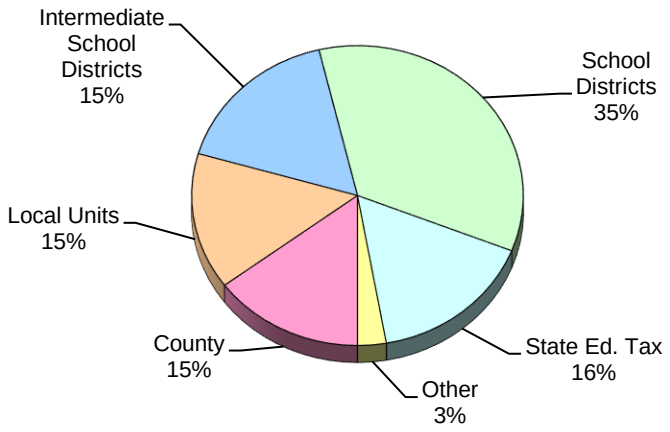
(A) Authority (Dist. Libraries, DDAs, Transit,Metro, Fire, etc.)	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Authority Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Authority Debt Tax Dollars	(G) Est. Total Authority Tax Dollars	(BB) Total RenZone Taxable Value
DDA - GRAND HAVEN	64,716,630.00	1.6481	106,659.48	0.0000	0.00	106,659.48	0.00
DDA - HOLLAND	152,010,288.00	1.5907	241,802.77	0.0000	0.00	241,802.77	0.00
DDA - HUDSONVILLE	17,260,368.00	1.0000	17,260.37	0.0000	0.00	17,260.37	0.00
*LIBRARY - COOPERSVILLE (AKA/NE OTTAWA) DIST.	563,629,343.00	0.5683	320,310.56	0.2400	135,271.04	455,581.60	0.00
*LIBRARY - HERRICK DIST	3,783,417,910.00	1.4091	5,331,214.18	0.0000	0.00	5,331,214.18	17,092,968.00
LIBRARY - LOUTIT DIST.	2,468,052,396.00	0.9523	2,350,326.30	0.1150	283,826.03	2,634,152.33	0.00
*LIBRARY - SPRING LAKE DIST.	949,197,945.00	1.4735	1,398,643.17	0.0000	0.00	1,398,643.17	0.00
*POOL - HOLLAND OTTAWA CO.	1,119,221,902.00	0.9505	1,063,820.42	1.0600	1,190,447.86	2,254,268.28	3,842,115.00
*TRANSIT - MACATAWA AREA EXPRESS (MAX) OTTAWA CO.	2,472,111,126.00	0.3953	977,225.53	0.0000	0.00	977,225.53	17,092,968.00

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.

Total Estimated 2022 Tax Dollars

Summarized by Individual Taxing Entity

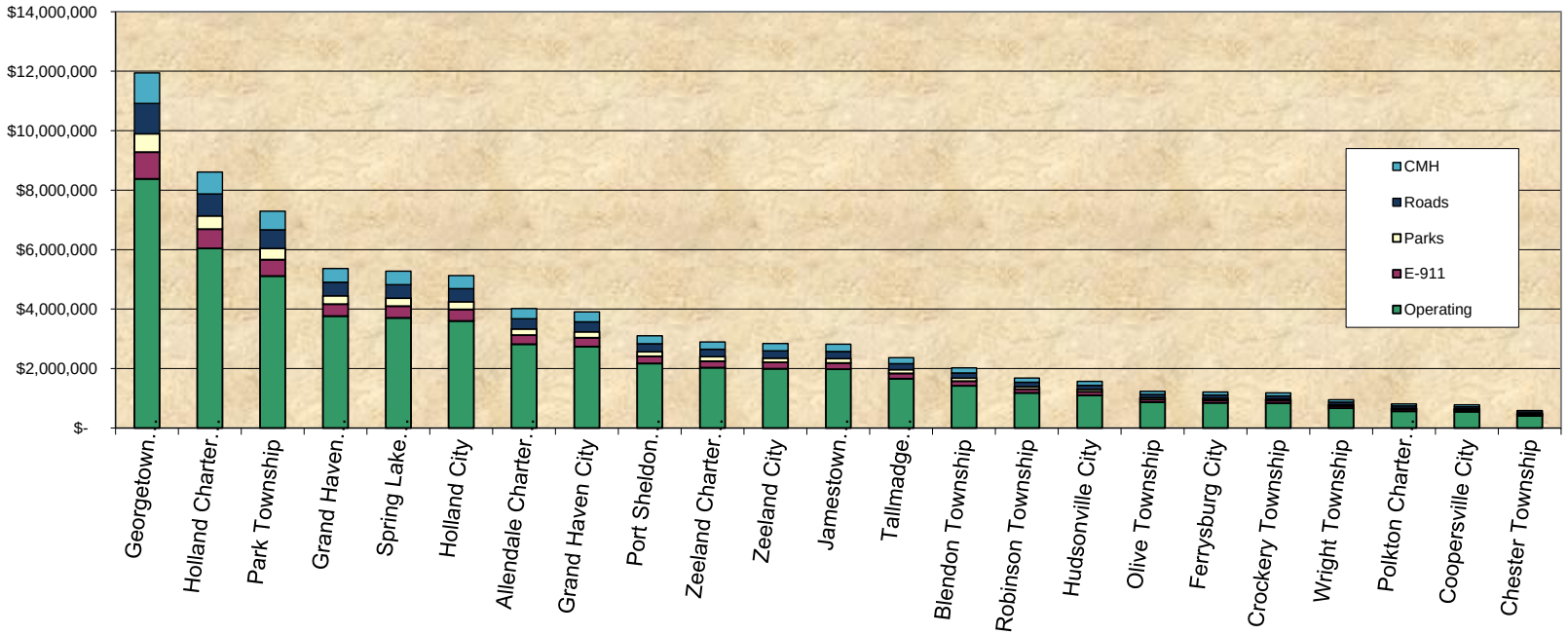
Ottawa County	75,369,630
Allendale Charter Township	1,983,467
Blendon Township	1,066,416
Chester Township	461,024
Crockery Township	783,831
Georgetown Charter Township	4,834,365
Grand Haven Charter Township	4,968,872
Holland Charter Township	7,529,539
Jamestown Charter Township	2,182,318
Olive Township	553,943
Park Township	3,572,523
Polkton Charter Township	605,133
Port Sheldon Township	1,227,380
Robinson Township	1,038,399
Spring Lake Township	2,142,815
Tallmadge Charter Twp	1,192,015
Wright Township	550,799
Zeeland Charter Township	2,967,585
Coopersville City	1,860,500
Ferrysburg City	2,305,863
Grand Haven City	9,794,717
Holland City	12,798,819
Hudsonville City	3,167,887
Zeeland City	5,740,737
Spring Lake Village	1,677,901
Grand Rapids Community College	793,471
Loutit Library	2,634,151
Coopersville Area Library	455,581
Spring Lake Library	1,398,643
Herrick Library	5,331,214
MAX Transport	977,226
Holland Area Community Pool	2,254,270
Grand Haven City MSDDA	106,659
Holland City DDA	241,803
Hudsonville City DDA	17,260
Ottawa Intermediate School	82,062,012
Muskegon Intermediate School	776,539
Kent Intermediate School	2,528,655
Allendale School District	13,339,959
Coopersville School District	7,447,910
Grand Haven School District	26,604,333
Holland School District	15,304,065
Hudsonville School District	23,118,079
Jenison School District	12,955,157
Spring Lake School District	9,834,767
West Ottawa School District	36,901,288
Zeeland School District	24,843,107
Grandville School District	2,981,951
Kenowa Hills School District	1,395,238
Kent City School District	89,966
Sparta School District	549,611
Fruitport School District	1,423,185
Ravenna School District	276,364
State Education Tax (SET)	82,580,971
Total All Taxing Entities	**509,599,913**



(Other: Libraries, Pool Authority, MAX, DDA's that levy a tax, and Grand Rapids Community College)

2022 County Tax Levy Review

Government Unit	Taxable Value minus Ren. Zone	Total County Levy	% of Total County	Breakdown of County Taxes				
				Operating	E-911	Parks	Roads	Community Mental Health
Georgetown Charter Twp	2,148,606,824	$ 11,599,040	15.39%	$ 8,379,567	$ 901,341	$ 679,604	$ 1,024,241	$ 614,287
Holland Charter Twp	1,549,287,957	$ 8,363,676	11.10%	$ 6,042,223	$ 649,926	$ 490,040	$ 738,546	$ 442,941
Park Township	1,311,306,784	$ 7,078,958	9.39%	$ 5,114,096	$ 550,093	$ 414,766	$ 625,100	$ 374,903
Grand Haven Charter Twp	965,388,143	$ 5,211,551	6.91%	$ 3,765,014	$ 404,980	$ 305,352	$ 460,201	$ 276,004
Spring Lake Township	949,197,945	$ 5,124,151	6.80%	$ 3,701,872	$ 398,189	$ 300,231	$ 452,483	$ 271,376
Holland City	922,823,169	$ 4,981,768	6.61%	$ 3,599,010	$ 387,124	$ 291,889	$ 439,910	$ 263,835
Allendale Charter Twp	723,312,345	$ 3,904,730	5.18%	$ 2,820,918	$ 303,430	$ 228,784	$ 344,803	$ 206,795
Grand Haven City	702,785,162	$ 3,793,915	5.03%	$ 2,740,862	$ 294,818	$ 222,291	$ 335,018	$ 200,926
Port Sheldon Township	557,976,231	$ 3,012,178	4.00%	$ 2,176,107	$ 234,071	$ 176,488	$ 265,987	$ 159,525
Zeeland Charter Twp	521,031,414	$ 2,812,737	3.73%	$ 2,032,023	$ 218,573	$ 164,802	$ 248,376	$ 148,963
Zeeland City	510,982,630	$ 2,758,488	3.66%	$ 1,992,832	$ 214,357	$ 161,624	$ 243,585	$ 146,090
Jamestown Charter Twp	506,749,723	$ 2,735,639	3.63%	$ 1,976,324	$ 212,582	$ 160,285	$ 241,568	$ 144,880
Tallmadge Charter Twp	426,054,589	$ 2,300,013	3.05%	$ 1,661,613	$ 178,730	$ 134,761	$ 203,100	$ 121,809
Blendon Township	364,636,519	$ 1,968,454	2.61%	$ 1,422,082	$ 152,965	$ 115,335	$ 173,822	$ 104,250
Robinson Township	302,563,758	$ 1,633,360	2.17%	$ 1,179,999	$ 126,925	$ 95,701	$ 144,232	$ 86,503
Hudsonville City	282,083,937	$ 1,522,801	2.02%	$ 1,100,127	$ 118,334	$ 89,223	$ 134,469	$ 80,648
Olive Township	222,565,937	$ 1,201,500	1.59%	$ 868,007	$ 93,366	$ 70,398	$ 106,097	$ 63,632
Ferrysburg City	217,651,282	$ 1,174,969	1.56%	$ 848,840	$ 91,305	$ 68,843	$ 103,754	$ 62,227
Crockery Township	212,841,794	$ 1,149,005	1.52%	$ 830,083	$ 89,287	$ 67,322	$ 101,462	$ 60,851
Wright Township	171,658,254	$ 926,680	1.23%	$ 669,467	$ 72,011	$ 54,296	$ 81,829	$ 49,077
Polkton Charter Twp	145,794,036	$ 787,056	1.04%	$ 568,597	$ 61,161	$ 46,115	$ 69,500	$ 41,683
Coopersville City	140,529,590	$ 758,634	1.01%	$ 548,065	$ 58,952	$ 44,450	$ 66,990	$ 40,177
Chester Township	105,647,463	$ 570,327	0.76%	$ 412,025	$ 44,319	$ 33,416	$ 50,362	$ 30,205
Totals:	**13,961,475,486**	**$ 75,369,630**	**100%**	**$ 54,449,753**	**$ 5,856,839**	**$ 4,416,016**	**$ 6,655,435**	**$ 3,991,587**



2022 Local Unit Levy Rates

Millage Type	Townships																		Cities						Villages
	Allendale	Blendon	Chester	Crockery	Georgetown	Grand Haven	Grand Haven (PA 425 Agreement)	Holland	Jamestown	Olive	Park	Polkton	Port Sheldon	Robinson	Spring Lake	Tallmadge	Wright	Zeeland	Coopersville	Ferrysburg	Grand Haven	Holland	Hudsonville	Zeeland	***Spring Lake
Local Unit Total	**2.7422**	**2.9246**	**4.3638**	**3.6827**	**2.2500**	**5.1322**	**13.9370**	**4.8600**	**4.3065**	**2.4889**	**2.7244**	**4.1506**	**2.1997**	**3.4320**	**2.2575**	**2.7978**	**3.2087**	**5.6956**	**13.2392**	**10.5943**	**13.9370**	**13.8692**	**11.2303**	**11.2347**	**10.3600**
Operating	2.7422	1.0020	1.0348	1.0037	2.2500	1.0221	9.9814	3.4743	1.0092	1.0087	0.9076	0.9496	1.0000	1.0125	0.7500	1.0041	1.0132	2.7500	13.0000	7.6883	9.9814	13.7757	11.2303	11.1354	9.7700
Extra Voted Operating		1.9226	3.3290	2.6790		3.7601	2.0556	1.3857	3.2973	1.4802	1.8168	3.2010	1.1997	2.4195	1.5075	1.7937	2.1955	2.9456	0.2392	2.9060	2.0556	0.0935		0.0993	
Aging Council			0.1224			0.2476	0.2333					0.2462			0.2311		0.2383		0.2392	0.2282	0.2333				
Bike Path				0.4731		0.4287		0.4251			0.3684				0.4530					0.4566					
Infrasrructure							0.9853														0.9853				
E-Unit								0.9606		0.9842	0.4195														
Fire			1.7232	1.4199		1.9000			1.4449	0.2500		1.9699	1.1000	1.4800	*****	0.2437	1.9572	1.9728							
Fire/Police						****										1.2500									
Library		0.2744	*Authority*	0.4731		*Authority*	*Authority*	*Authority*	0.4119	0.2460	*Authority*	*Authority*	0.0997	*Authority*	*Authority*	0.3000	*Authority*		*Authority*	*Authority*	*Authority*	*Authority*			
Museum						0.2430	0.2370								0.2422					0.2392	0.2370				
Parks											0.4763														
Roads			1.4834	0.3129					1.4405	0.0000	0.4584	0.9849		0.9395				0.9728		1.4865					
Safety Services		1.6482																							
Transportation						0.9408	0.6000	*Authority*							0.5812						0.6000	Authority			
Vehicles																				0.4955					
West Michigan Airport											0.0942											0.0935		0.0993	
Debt						**0.3500**	**1.9000**														**1.9000**				**0.5900**
Charter Debt																									
Debt						0.3500	1.9000														1.9000				0.5900

AUTHORITIES																									
Operating & Debt			**0.8083**			**1.0673**	**1.0673**	**3.8149**			**3.4196**	**0.8083**	**1.0673**	**1.0673**	**1.4735**		**0.8083**		**0.8083**	**1.0673**	**1.0673**	**3.8149**			
Coopersville Dist Library			0.8083									0.8083					0.8083		0.8083						
Herrick Distiict Library								1.4091			1.4091											1.4091			
Loutit District Library*						1.0673	1.0673						1.0673	1.0673						1.0673	1.0673				
Spring Lake Dist Library															1.4735										
Macatawa Area Express Transportation Authority								0.3953														0.3953			
Holland Area Swimming Pool Authority**								2.0105			2.0105											2.0105			

* Loutit Library is only levied in the Grand Haven Schools portion of Port Sheldon Twp.

**Holland Area Swimming Pool Authority is levied only in the Holland Schools portion of these local units

*** Spring Lake Village also pays Spring Lake Township millages

****Grand Haven Twp has a Police Special Assessment

*****Spring Lake Township has a Fire District Special Assessment

2022 Ad Valorem

Taxes

by

Individual Government Unit

Allendale Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	723,312,345	3.9000	5.3984	2,820,918	3,904,730
		E-911	723,312,345	0.4195		303,430	
		Parks	723,312,345	0.3163		228,784	
		Roads	723,312,345	0.4767		344,803	
		Community Mental Health	723,312,345	0.2859		206,795	
Township	**Allendale**	Operating	723,312,345	2.7422	2.7422	1,983,467	1,983,467
Library District	**None**						
Authorities	**None**						
School District	**Allendale**	Operating	255,518,391	18.0000		4,599,331	13,339,959
		Operating- Com. Pers.	10,554,500	6.0000		63,327	
		Debt - All	723,108,427	12.0000		8,677,301	
		Bldg&Site - All	-	-		-	
		Recreation	-	-		-	
School District	**Hudsonville**	Operating	11,030	18.0000		199	1,821
		Operating- Com. Pers.	-	6.0000		-	
		Debt - All	203,918	7.0000		1,427	
		Building & Site - All	203,918	0.9542		195	
		Recreation	-	-		-	
Interm. School	**Ottawa**	Operating	723,312,345	5.2847	6.1546	3,822,489	4,451,698
		Enhanced	723,312,345	0.8699		629,209	
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	722,744,645	6.0000		4,336,468	4,336,468

Totals for Taxable Status by School District	Summer	Winter	Total
Allendale Schools [Non-PRE]	46.0546	4.2406	50.2952
Allendale Schools [PRE]	28.0546	4.2406	32.2952
Allendale School District [Com Personal]	34.0546	4.2406	38.2952
Allendale School District [Ind Personal]	22.0546	4.2406	26.2952
Hudsonville School District [Non-PRE]	42.0088	4.2406	46.2494
Hudsonville School District [PRE]	24.0088	4.2406	28.2494
Hudsonville School District [Com Personal]	30.0088	4.2406	34.2494
Hudsonville School District [Ind Personal]	18.0088	4.2406	22.2494

Total: 28,018,143

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Blendon Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	364,636,519	3.9000	5.3984	1,422,082	1,968,454
		E-911	364,636,519	0.4195		152,965	
		Parks	364,636,519	0.3163		115,335	
		Roads	364,636,519	0.4767		173,822	
		Community Mental Health	364,636,519	0.2859		104,250	
Township	**Blendon**	Operating	364,636,519	1.0020	2.9246	365,366	1,066,416
		Fire Protection	364,636,519	1.6482		600,994	
		Library	364,636,519	0.2744		100,056	
Library District	**None**		-		-	-	-
Authorities	**None**		-		-	-	-
School District	**Hudsonville**	Operating	27,172,431	18.0000		489,104	2,411,790
		Operating- Com. Pers.	476,700	6.0000		2,860	
		Debt	241,359,984	7.0000		1,689,520	
		Bldg&Site - All	241,359,984	0.9542		230,306	
		Recreation	-	-		-	
School District	**Zeeland**	Operating	17,404,661	18.0000		313,284	1,405,005
		Operating-Comm. Pers	693,900	6.0000		4,163	
		Debt	123,276,535	7.4500		918,410	
		Bldg& Site	123,276,535	0.9802		120,836	
		Recreation	123,276,535	0.3919		48,312	
Interm. School	**Ottawa**	Operating - Hudsonville	241,359,984	6.1546			1,485,474
Interm. School	***Ottawa**	Operating - Zeeland	123,276,535	6.1546			758,718
Comm. College	**Grand Rapids**	Operating	-	-			-
State Education	**Michigan**	Operating	364,606,819	6.0000			2,187,641

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Hudsonville School District [Non-PRE]	42.00880	4.42300	46.43180
Hudsonville School District [PRE]	24.00880	4.42300	28.43180
Hudsonville School District [Com. Personal]	30.00880	4.42300	34.43180
Hudsonville School District [Ind. Personal]	18.00880	4.42300	22.43180
Zeeland School District [Non-PRE]	26.38840	20.91130	47.29970
Zeeland School District [PRE]	17.38840	11.91130	29.29970
Zeeland School District [Com. Personal]	20.38840	14.91130	35.29970
Zeeland School District [Ind. Personal]	11.38840	11.91130	23.29970

Total: **11,283,498**

NOTE 1: Industrial Personal Property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate.
See Certified Tax Rates page for listings of these total school millage rates

*NOTE: Township levied 50% of Ottawa ISD millage in Zeeland school district on the summer tax bills

Chester Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	105,647,463	3.9000	5.3984	412,025	570,327
		E-911	105,647,463	0.4195		44,319	
		Parks	105,647,463	0.3163		33,416	
		Roads	105,647,463	0.4767		50,362	
		Community Mental Health	105,647,463	0.2859		30,205	
Township	**Chester**	Operating	105,647,463	1.0348	4.3638	109,324	461,024
		Roads	105,647,463	1.4834		156,717	
		Fire	105,647,463	1.7232		182,052	
		Senior Citizen Services	105,647,463	0.1224		12,931	
Library District	**Coopersville**	Operating	105,647,463	0.5683	0.8083	60,039	85,394
		Debt	105,647,463	0.2400		25,355	
Authorities	**None**		-		-	-	-
School District	**Coopersville**	Operating	3,193,289	17.8308		56,939	311,636
		Operating- Com. Pers.	87,800	5.8308		512	
		Debt	28,274,198	8.9900		254,185	
		Bldg& Site	-	-		-	
		Recreation	-	-		-	
School District	**Sparta**	Operating	9,208,188	18.0000		165,747	510,317
		Operating- Com. Pers.	540,200	6.0000		3,241	
		Debt	41,880,928	7.0000		293,166	
		Bldg& Site	41,880,928	1.1500		48,163	
		Recreation	-	-		-	
School District	**Kent City**	Operating	820,100	17.5657		14,406	89,966
		Operating- Com. Pers.	0	5.5657		0	
		Debt	8,199,604	8.2500		67,647	
		Bldg& Site	8,199,604	0.9650		7,913	
		Recreation	-	-		-	
School District	**Ravenna**	Operating	3,741,392	18.0000		67,345	276,364
		Operating- Com. Pers.	265,700	6.0000		1,594	
		Debt	27,292,733	7.6000		207,425	
		Bldg& Site	-	-		-	
		Recreation	-	-		-	
Interm. School	**Ottawa**	Operating	28,274,198	6.1546			174,016
Interm. School	**Kent**	Operating	50,080,532	5.4447			272,673
Interm. School	**Muskegon**	Operating	27,292,733	4.6773			127,656
Comm. College	**Grand Rapids**	Operating	50,080,532	1.7085			85,563
State Education	**Michigan**	Operating	105,615,763	6.0000			633,695

Totals for Taxable Status by School District	Summer	Winter	Total
Coopersville School District [Non-PRE]	10.1400	39.4059	49.5459
Coopersville School District [PRE]	10.1400	21.5751	31.7151
Coopersville School District [Com. Personal]	10.1400	27.4059	37.5459
Coopersville School District [Ind. Personal]	4.1400	21.5751	25.7151
Sparta School District [Non-PRE]	30.3682	19.5055	49.8737
Sparta School District [PRE]	21.3682	10.5055	31.8737
Sparta School District [Com. Personal]	24.3682	13.5055	37.8737
Sparta School District [Ind. Personal]	15.3682	10.5055	25.8737
Kent City School District [Non-PRE]	30.6836	19.8208	50.5044
Kent City School District [PRE]	21.9007	11.0380	32.9387
Kent City School District [Com. Personal]	24.6836	13.8208	38.5044
Kent City School District [Ind. Personal]	15.9007	11.0380	26.9387
Ravenna School District [Non-PRE]	10.1400	36.7078	46.8478
Ravenna School District [PRE]	10.1400	18.7078	28.8478
Ravenna School District [Com. Personal]	10.1400	24.7078	34.8478
Ravenna School District [Ind. Personal]	4.1400	18.7078	22.8478

Total: 3,598,631

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Crockery Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	212,841,794	3.9000	5.3984	830,083	1,149,005
		E-911	212,841,794	0.4195		89,287	
		Parks	212,841,794	0.3163		67,322	
		Roads	212,841,794	0.4767		101,462	
		Community Mental Health	212,841,794	0.2859		60,851	
Township	**Crockery**	Operating	212,841,794	1.0037	3.6827	213,629	783,831
		Fire	212,841,794	1.4199		302,214	
		Roads	212,841,794	0.3129		66,598	
		Library	212,841,794	0.4731		100,695	
		Non-Motorized Trail	212,841,794	0.4731		100,695	
Library District	**None**		-		-	-	-
Authorities	**None**		-		-	-	-
School District	**Spring Lake**	Operating	28,839,835	18.0000		519,117	1,436,716
		Operating- Com. Pers.	2,857,800	6.0000		17,147	
		Debt	128,636,049	7.0000		900,452	
		Bldg&Site - All	-	-		-	
		Recreation	-	-		-	
School District	**Coopersville**	Operating	13,900	17.8308		248	3,841
		Operating-Comm. Pers	0	5.8308		0	
		Debt	399,615	8.9900		3,593	
		Bldg & Site	-	-		-	
		Recreation	-	-		-	
School District	**Fruitport**	Operating	10,170,646	18.0000		183,072	761,580
		Operating-Comm. Pers	41,000	6.0000		246	
		Debt	83,806,130	6.9000		578,262	
		Bldg & Site	-	-		-	
		Recreation	-	-		-	
Interm. School	**Ottawa**	Operating	129,035,664	6.1546			794,163
Interm. School	**Muskegon**	Operating	83,806,130	4.6773			391,986
Comm. College	**None**	Operating	-	-			
State Education	**Michigan**	Operating	212,758,194	6.0000			1,276,549

Totals for Taxable Status by School District	Summer	Winter	Total
Spring Lake School District [Non-PRE]	41.0546	5.1811	46.2357
Spring Lake School District [PRE]	23.0546	5.1811	28.2357
Spring Lake School District [Com. Personal]	29.0546	5.1811	34.2357
Spring Lake School District [Ind. Personal]	17.0546	5.1811	22.2357
Coopersville School District [Non-PRE]	9.9000	38.1565	48.0565
Coopersville School District [PRE]	9.9000	20.3257	30.2257
Coopersville School District [Com. Personal]	9.9000	26.1565	36.0565
Coopersville School District [Ind. Personal]	3.9000	20.3257	24.2257
Fruitport School District [Non-PRE]	9.9000	34.7584	44.6584
Fruitport School District [PRE]	9.9000	16.7584	26.6584
Fruitport School District [Com. Personal]	9.9000	22.7584	32.6584
Fruitport School District [Ind. Personal]	3.9000	16.7584	20.6584

Total: 6,597,671

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Georgetown Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	2,148,606,824	3.9000	5.3984	8,379,567	11,599,040
		E-911	2,148,606,824	0.4195		901,341	
		Parks	2,148,606,824	0.3163		679,604	
		Roads	2,148,606,824	0.4767		1,024,241	
		Community Mental Health	2,148,606,824	0.2859		614,287	
Township	**Georgetown**	Operating	2,148,606,824	2.2500	2.2500	4,834,365	4,834,365
Library District	**None**		-		-	-	-
Authorities	**None**		-		-	-	-
School District	**Jenison**	Operating	200,808,458	18.0000		3,614,552	12,955,157
		Operating- Com. Pers	21,471,700	6.0000		128,830	
		Debt	1,083,738,202	8.5000		9,211,775	
		Bldg&Site - All	-			-	
		Recreation	-			-	
School District	**Hudsonville**	Operating	133,376,313	18.0000		2,400,774	10,424,956
		Operating-Comm. Pers	6,654,200	6.0000		39,925	
		Debt	1,003,778,723	7.0000		7,026,451	
		Bldg & Site	1,003,778,723	0.9542		957,806	
		Recreation	-			-	
School District	**Grandville**	Operating	5,182,826	16.8422		87,290	479,193
		Operating-Comm. Pers	165,100	4.8422		799	
		Debt	61,089,899	5.0500		308,504	
		Bldg & Site	61,089,899	1.3521		82,600	
		Recreation	-			-	
Interm. School	**Ottawa**	Operating	2,087,516,925	6.1546			12,847,832
Interm. School	**Kent**	Operating	61,089,899	5.4447			332,616
Comm. College	**Grand Rapids**	Operating	61,089,899	1.7085			104,372
State Education	**Michigan**	Operating	2,145,849,224	6.0000			12,875,095

Totals for Taxable Status by School District	Summer	Winter	Total
Jenison School District [Non-PRE]	42.5546	3.7484	46.3030
Jenison School District [PRE]	24.5546	3.7484	28.3030
Jenison School District [Com. Personal]	30.5546	3.7484	34.3030
Jenison School District [Ind. Personal]	18.5546	3.7484	22.3030
Hudsonville School District [Non-PRE]	42.0088	3.7484	45.7572
Hudsonville School District [PRE]	24.0088	3.7484	27.7572
Hudsonville School District [Com. Personal]	30.0088	3.7484	33.7572
Hudsonville School District [Ind. Personal]	18.0088	3.7484	21.7572
Grandville School District [Non-PRE]	40.2975	3.7484	44.0459
Grandville School District [PRE]	23.4553	3.7484	27.2037
Grandville School District [Com. Personal]	28.2975	3.7484	32.0459
Grandville School District [Ind. Personal]	17.4553	3.7484	21.2037

Total: 66,452,626

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Grand Haven Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	965,388,143	3.9000	5.3984	3,765,014	5,211,551
		E-911	965,388,143	0.4195		404,980	
		Parks	965,388,143	0.3163		305,352	
		Roads	965,388,143	0.4767		460,201	
		Community Mental Health	965,388,143	0.2859		276,004	
Township	**Grand Haven**	Operating	963,763,443	1.0221	5.1322	985,063	4,946,228
		Fire/Rescue	963,763,443	1.9000		1,831,151	
		Museum	963,763,443	0.2430		234,195	
		Aging Council	963,763,443	0.2476		238,628	
		Transportation	963,763,443	0.9408		906,709	
		Bike Path	963,763,443	0.4287		413,165	
		DEBT-Parks	963,763,443	0.3500		337,317	
Township	**Grand Haven**	Charter-Operating	1,624,700	9.9814	13.9370	16,217	22,644
		Transportation	1,624,700	0.6000		975	
Subject to PA 425 Agreement		Museum	1,624,700	0.2370		385	
City Millage Levied		Aging Council	1,624,700	0.2333		379	
		Infrastructure	1,624,700	0.9853		1,601	
		Debt	1,624,700	1.9000		3,087	
Library District	**Loutit**	Operating	965,388,143	0.9523	1.0673	919,339	1,030,359
		Debt	965,388,143	0.1150		111,020	
Authorities	**None**						
School District	**Grand Haven**	Operating	231,390,027	18.0000		4,165,020	8,269,215
		Operating- Com. Pers.	8,260,800	6.0000		49,565	
		Debt	965,388,143	4.2000		4,054,630	
		Bldg&Site - All	-	-		-	
		Recreation	-	-		-	
Interm. School	**Ottawa**	Operating	965,388,143	6.1546			5,941,578
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	962,151,143	6.0000			5,772,907

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Twp Mills Grand Haven School District [Non-PRE]	38.2546	7.6979	45.9525
Twp Mills Grand Haven School District [PRE]	20.2546	7.6979	27.9525
Twp Mills Grand Haven School District [Com. Personal]	26.2546	7.6979	33.9525
Twp Mills Grand Haven School District [Ind. Personal]	14.2546	7.6979	21.9525
City Mills Grand Haven School District [Non-PRE]	38.2546	16.5027	54.7573
City Mills Grand Haven School District [PRE]	20.2546	16.5027	36.7573
City Mills Grand Haven School District [Com. Personal]	26.2546	16.5027	42.7573
City Mills Grand Haven School District [Ind. Personal	14.2546	16.5027	30.7573

Sub Total: **31,194,482**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

(Qualified Special Assessment)	Police/Public Saftey	942,528,370	0.5500		518,391

Total: **31,712,873**

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate.
See Certified Tax Rates page for listings of these total school millage rates

Holland Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	1,549,287,957	3.9000	5.3984	6,042,223	8,363,676
		E-911	1,549,287,957	0.4195		649,926	
		Parks	1,549,287,957	0.3163		490,040	
		Roads	1,549,287,957	0.4767		738,546	
		Community Mental Health	1,549,287,957	0.2859		442,941	
Township	**Holland**	Operating	1,549,287,957	3.4743	4.8600	5,382,691	7,529,539
		Bike Path	1,549,287,957	0.4251		658,602	
		E-unit	1,549,287,957	0.9606		1,488,246	
Library District	**Herrick**	Operating	1,549,287,957	1.4091		2,183,102	2,183,102
Authority	**Holl Swim Pool**	Operating	32,370,424	0.9505	2.0105	30,768	65,081
		Debt	32,370,424	1.0600		34,313	
Authority	**MAX Transport**	Operating	1,549,287,957	0.3953			612,434
School District	**Holland**	Operating	25,153,681	18.0000		452,766	665,958
		Operating- Com. Pers	3,636,900	6.0000		21,821	
		Debt	32,370,424	4.7300		153,112	
		Bldg&Site - All	32,370,424	1.1819		38,259	
		Recreation	-	-		-	
School District	**West Ottawa**	Operating	520,564,234	18.0000		9,370,156	18,487,835
		Operating-Comm. Pers	33,392,700	6.0000		200,356	
		* Debt	1,108,650,952	7.7500		8,592,045	
		* Bldg & Site	1,108,650,952	0.2934		325,278	
		Recreation	-	-		-	
School District	**Zeeland**	Operating	91,759,239	18.0000		1,651,666	5,391,850
		Operating-Comm. Pers	3,585,900	6.0000		21,515	
		Debt	421,517,434	7.4500		3,140,305	
		Bldg & Site	421,517,434	0.9802		413,171	
		Recreation	421,517,434	0.3919		165,193	
Interm. School	**Ottawa**	Operating	1,549,287,957	5.2847	6.1546	8,187,522	9,546,775
		* Enhanced	1,562,538,810	0.8699		1,359,253	
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	1,541,531,357	6.0000			9,249,188

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Holland School District [Non-PRE]	29.4112	20.7286	50.1398
Holland School District [PRE]	20.4112	11.7286	32.1398
Holland School District [Com. Personal]	23.4112	14.7286	38.1398
Holland School District [Ind. Personal]	14.4112	11.7286	26.1398
West Ottawa School District [Non-PRE]	42.4933	7.7675	50.2608
West Ottawa School District [PRE]	24.4933	7.7675	32.2608
West Ottawa School District [Com. Personal]	30.4933	7.7675	38.2608
West Ottawa School District [Ind. Personal]	18.4933	7.7675	26.2608
West Ottawa School District [Ren. Zone]	8.9133	0.0000	8.9133
Zeeland School District [Non-PRE]	29.8610	21.1785	51.0395
Zeeland School District [PRE]	20.8610	12.1785	33.0395
Zeeland School District [Com. Personal]	23.8610	15.1785	39.0395
Zeeland School District [Ind. Personal]	14.8610	12.1785	27.0395

Total: 62,095,438

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

* Includes Renaissance Zone.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Jamestown Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	506,749,723	3.9000	5.3984	1,976,324	2,735,639
		E-911	506,749,723	0.4195		212,582	
		Parks	506,749,723	0.3163		160,285	
		Roads	506,749,723	0.4767		241,568	
		Community Mental Health	506,749,723	0.2859		144,880	
Township	**Jamestown**	Operating	506,749,723	1.0092	4.3065	511,412	2,182,318
		Fire	506,749,723	0.9603		486,632	
		Fire Equipment	506,749,723	0.4846		245,571	
		Roads	506,749,723	1.4405		729,973	
		Library Operating	506,749,723	0.4119		208,730	
Library District	**None**		-		-	-	-
Authorities	**None**		-		-	-	-
School District	**Hudsonville**	Operating	102,362,521	18.0000		1,842,525	5,755,403
		Operating- Com. Pers	9,929,200	6.0000		59,575	
		Debt	484,436,256	7.0000		3,391,054	
		Bldg&Site - All	484,436,256	0.9542		462,249	
		Recreation		-		-	
School District	**Grandville**	Operating	5,087,471	16.8422		85,684	230,015
		Operating-Comm. Pers	305,300	4.8422		1,478	
		Debt	22,313,467	5.0500		112,683	
		Bldg & Site	22,313,467	1.3521		30,170	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	484,436,256	6.1546			2,981,511
Interm. School	**Kent**	Operating	22,313,467	5.4447			121,490
Comm. College	**Grand Rapids**	Operating	22,313,467	1.7085			38,123
State Education	**Michigan**	Operating	505,568,623	6.0000			3,033,412

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Hudsonville School District [Non-PRE]	42.0088	5.8049	47.8137
Hudsonville School District [PRE]	24.0088	5.8049	29.8137
Hudsonville School District [Com. Personal]	30.0088	5.8049	35.8137
Hudsonville School District [Ind. Personal]	18.0088	5.8049	23.8137
Grandville School District [Non-PRE]	40.2975	5.8049	46.1024
Grandville School District [PRE]	23.4553	5.8049	29.2602
Grandville School District [Com. Personal]	28.2975	5.8049	34.1024
Grandville School District [Ind. Personal]	17.4553	5.8049	23.2602

Total: 17,077,911

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Olive Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	222,565,937	3.9000	5.3984	868,007	1,201,500
		E-911	222,565,937	0.4195		93,366	
		Parks	222,565,937	0.3163		70,398	
		Roads	222,565,937	0.4767		106,097	
		Community Mental Health	222,565,937	0.2859		63,632	
Township	**Olive**	Operating	222,565,937	1.0087	2.4889	224,502	553,943
		Roads	222,565,937	0.0000		0	
		Fire EMS	222,565,937	0.9842		219,049	
		Fire Equipment	222,565,937	0.2500		55,641	
		Library	222,565,937	0.2460		54,751	
Library District	**None**		-			-	-
Authorities	**None**		-			-	-
School District	**West Ottawa**	Operating	29,287,690	18.0000		527,178	1,309,098
		Operating- Com. Pers	3,190,100	6.0000		19,141	
		Debt	94,832,840	7.7500		734,955	
		Bldg&Site - All	94,832,840	0.2934		27,824	
		Recreation		-		-	
School District	**Zeeland**	Operating	25,902,888	18.0000		466,252	1,595,610
		Operating-Comm. Pers	413,900	6.0000		2,483	
		Debt	127,733,097	7.4500		951,612	
		Bldg & Site	127,733,097	0.9802		125,204	
		Recreation	127,733,097	0.3919		50,059	
Interm. School	**Ottawa**	Operating	222,565,937	6.1546			1,369,804
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	220,830,937	6.0000			1,324,986

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
West Ottawa School District [Non-PRE]	42.0980	3.9873	46.0853
West Ottawa School District [PRE]	24.0980	3.9873	28.0853
West Ottawa School District [Com. Personal]	30.0980	3.9873	34.0853
West Ottawa School District [Ind. Personal]	18.0980	3.9873	22.0853
Zeeland School District [Non-PRE]	29.4657	17.3983	46.8640
Zeeland School District [PRE]	20.4657	8.3983	28.8640
Zeeland School District [Com. Personal]	23.4657	11.3983	34.8640
Zeeland School District [Ind. Personal]	14.4657	8.3983	22.8640

Total: **7,354,941**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Park Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	1,311,306,784	3.9000	5.3984	5,114,096	7,078,958
		E-911	1,311,306,784	0.4195		550,093	
		Parks	1,311,306,784	0.3163		414,766	
		Roads	1,311,306,784	0.4767		625,100	
		Community Mental Health	1,311,306,784	0.2859		374,903	
Township	**Park**	Operating	1,311,306,784	0.9076	2.7244	1,190,142	3,572,523
		Parks	1,311,306,784	0.4763		624,575	
		E-Unit	1,311,306,784	0.4195		550,093	
		Bike Paths	1,311,306,784	0.3684		483,085	
		West Michigan Airport	1,311,306,784	0.0942		123,525	
		Roads	1,311,306,784	0.4584		601,103	
Library District	**Herrick**		1,311,306,784	1.4091	1.4091	1,847,762	1,847,762
Authority	**Holl Swim Pool**	Operating	164,036,409	0.9505	2.0105	155,917	329,796
		Debt	164,036,409	1.0600		173,879	
School District	**West Ottawa**	Operating	251,365,119	18.0000		4,524,572	13,769,183
		Operating- Com. Pers	2,776,100	6.0000		16,657	
		Debt	1,147,270,375	7.7500		8,891,345	
		Bldg&Site - All	1,147,270,375	0.2934		336,609	
		Recreation		-		-	
School District	**Holland**	Operating	79,663,860	18.0000		1,433,949	2,405,496
		Operating-Comm. Pers	296,600	6.0000		1,780	
		Debt	164,036,409	4.7300		775,892	
		Bldg & Site	164,036,409	1.1819		193,875	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	1,311,306,784	6.1546			8,070,569
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	1,311,306,784	6.0000			7,867,841

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
West Ottawa School District [Non-PRE]	42.0980	5.6319	47.7299
West Ottawa School District [PRE]	24.0980	5.6319	29.7299
West Ottawa School District [Com. Personal]	30.0980	5.6319	35.7299
West Ottawa School District [Ind. Personal]	18.0980	5.6319	23.7299
Holland School District [Non-PRE]	29.0159	18.5930	47.6089
Holland School District [PRE]	20.0159	9.5930	29.6089
Holland School District [Com. Personal]	23.0159	12.5930	35.6089
Holland School District [Ind. Personal]	14.0159	9.5930	23.6089

Total: **44,942,128**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Polkton Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	145,794,036	3.9000	5.3984	568,597	787,056
		E-911	145,794,036	0.4195		61,161	
		Parks	145,794,036	0.3163		46,115	
		Roads	145,794,036	0.4767		69,500	
		Community Mental Health	145,794,036	0.2859		41,683	
Township	**Polkton**	Operating	145,794,036	0.9496	4.1506	138,446	605,133
		Senior Citizen Activities	145,794,036	0.2462		35,894	
		Fire	145,794,036	1.9699		287,200	
		Roads	145,794,036	0.9849		143,593	
Library District	**Coopersville**	Operating	145,794,036	0.5683	0.8083	82,855	117,846
		Debt	145,794,036	0.2400		34,991	
Authorities	**None**		-		-	-	-
School District	**Coopersville**	Operating	22,729,938	17.8308		405,293	1,723,707
		Operating- Com. Pers	1,325,100	5.8308		7,726	
		Debt	145,794,036	8.9900		1,310,688	
		Bldg&Site - All		-		-	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	145,794,036	6.1546			897,304
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	143,643,436	6.0000			861,861

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Coopersville School District [Non-PRE]	10.1400	39.1927	49.3327
Coopersville School District [PRE]	10.1400	21.3619	31.5019
Coopersville School District [Com. Personal]	10.1400	27.1927	37.3327
Coopersville School District [Ind. Personal]	4.1400	21.3619	25.5019

Total: **4,992,907**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Port Sheldon Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	557,976,231	3.9000	5.3984	2,176,107	3,012,178
		E-911	557,976,231	0.4195		234,071	
		Parks	557,976,231	0.3163		176,488	
		Roads	557,976,231	0.4767		265,987	
		Community Mental Health	557,976,231	0.2859		159,525	
Township	**Port Sheldon**	Operating	557,976,231	1.0000	2.1997	557,976	1,227,380
		Fire	557,976,231	1.1000		613,774	
		Library	557,976,231	0.0997		55,630	
Library District	**Loutit**	Operating	279,664,051	0.9523	1.0673	266,324	298,485
		Debt	279,664,051	0.1150		32,161	
Authorities	**None**		-		-	-	-
School District	**Grand Haven**	Operating	120,031,404	18.0000		2,160,565	3,335,935
		Operating- Com. Pers	130,100	6.0000		781	
		Debt	279,664,051	4.2000		1,174,589	
		Bldg&Site - All		-		-	
		Recreation		-		-	
School District	**West Ottawa**	Operating	60,448,531	18.0000		1,088,074	3,335,172
		Operating-Comm. Pers	1,420,300	6.0000		8,522	
		Debt	278,312,180	7.7500		2,156,919	
		Bldg & Site	278,312,180	0.2934		81,657	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	557,976,231	6.1546			3,434,121
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	496,619,231	6.0000			2,979,715

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Grand Haven School District [Non-PRE]	38.2546	4.7654	43.0200
Grand Haven School District [PRE]	20.2546	4.7654	25.0200
Grand Haven School District [Com. Personal]	26.2546	4.7654	31.0200
Grand Haven School District [Ind. Personal]	14.2546	4.7654	19.0200
West Ottawa School District [Non-PRE]	42.0980	3.6981	45.7961
West Ottawa School District [PRE]	24.0980	3.6981	27.7961
West Ottawa School District [Com. Personal]	30.0980	3.6981	33.7961
West Ottawa School District [Ind. Personal]	18.0980	3.6981	21.7961

Total: 17,622,986

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Robinson Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	302,563,758	3.9000	5.3984	1,179,999	1,633,360
		E-911	302,563,758	0.4195		126,925	
		Parks	302,563,758	0.3163		95,701	
		Roads	302,563,758	0.4767		144,232	
		Community Mental Health	302,563,758	0.2859		86,503	
Township	**Robinson**	Operating	302,563,758	1.0125	3.4320	306,346	1,038,399
		Fire	302,563,758	1.4800		447,794	
		Roads	302,563,758	0.9395		284,259	
Library District	**Loutit**	Operating	302,563,758	0.9523	1.0673	288,131	322,926
		Debt	302,563,758	0.1150		34,795	
Authorities	**None**		-		-	-	-
School District	**Grand Haven**	Operating	35,836,811	18.0000		645,063	1,726,153
		Operating- Com. Pers	1,477,300	6.0000		8,864	
		Debt	255,291,988	4.2000		1,072,226	
		Bldg&Site - All		-		-	
		Recreation		-		-	
School District	**Zeeland**	Operating	7,015,588	18.0000		126,281	545,195
		Operating-Comm. Pers	312,900	6.0000		1,877	
		Debt	47,271,770	7.4500		352,175	
		Bldg & Site	47,271,770	0.9802		46,336	
		Recreation	47,271,770	0.3919		18,526	
Interm. School	**Ottawa**	Operating	302,563,758	6.1546			1,862,159
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	302,534,258	6.0000			1,815,206

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Grand Haven School District [Non-PRE]	38.2546	5.9977	44.2523
Grand Haven School District [PRE]	20.2546	5.9977	26.2523
Grand Haven School District [Com. Personal]	26.2546	5.9977	32.2523
Grand Haven School District [Ind. Personal]	14.2546	5.9977	20.2523
Zeeland School District [Non-PRE]	29.4657	19.4087	48.8744
Zeeland School District [PRE]	20.4657	10.4087	30.8744
Zeeland School District [Com. Personal]	23.4657	13.4087	36.8744
Zeeland School District [Ind. Personal]	14.4657	10.4087	24.8744

Total: **8,943,398**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Spring Lake Township and Village

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	949,197,945	3.9000	5.3984	3,701,872	5,124,151
		E-911	949,197,945	0.4195		398,189	
		Parks	949,197,945	0.3163		300,231	
		Roads	949,197,945	0.4767		452,483	
		Community Mental Health	949,197,945	0.2859		271,376	
Township	**Spring Lake**	Operating	949,197,945	0.7500	2.2575	711,898	2,142,815
		Museum	949,197,945	0.2422		229,896	
		Bike Path	949,197,945	0.4530		429,987	
		Aging Council	949,197,945	0.2311		219,360	
		Transportation	949,197,945	0.5812		551,674	
Library District	**Spring Lake**	Operating	949,197,945	1.4735	1.4735	1,398,643	1,398,643
Authorities	**None**			-	-	-	-
	Spring Lake Schools Operating on November Ballot						
School District	**Spring Lake**	Operating	179,601,241	18.0000		3,232,822	8,398,051
		Operating- Com. Pers	3,062,900	6.0000		18,377	
	*	Debt	735,264,627	7.0000		5,146,852	
		Bldg&Site - All		-		-	
		Recreation		-		-	
School District	**Grand Haven**	Operating	57,645,178	18.0000		1,037,613	1,718,439
		Operating-Comm. Pers	2,164,600	6.0000		12,988	
		Debt	159,009,040	4.2000		667,838	
		Bldg & Site		-		-	
		Recreation		-		-	
School District	**Fruitport**	Operating	15,657,735	18.0000		281,839	661,605
		Operating-Comm. Pers	131,300	6.0000		788	
		Debt	54,924,278	6.9000		378,978	
		Bldg & Site		-		-	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	894,273,667	5.2847	6.1546	4,725,968	5,503,897
	*	Enhanced	894,273,667	0.8699		777,929	
Interm. School	**Muskegon**	Operating	54,924,278	4.6773		256,897	256,897
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	947,389,545	6.0000			5,684,337
Village	**Spring Lake**	Operating	161,959,579	9.7700	10.3600	1,582,345	1,677,901
		Debt	161,959,579	0.5900		95,556	

Totals for Taxable Status by School District	Summer	Winter	Total
Spring Lake School District [Non-PRE]	41.0546	5.2294	46.2840
Spring Lake School District [PRE]	23.0546	5.2294	28.2840
Spring Lake School District [Com. Personal]	29.0546	5.2294	34.2840
Spring Lake School District [Ind. Personal]	17.0546	5.2294	22.2840
Spring Lake School District [Non-PRE] in Village	51.4146	5.2294	56.6440
Spring Lake School District [PRE] in Village	33.4146	5.2294	38.6440
Spring Lake School District [Com. Personal] in Village	39.4146	5.2294	44.6440
Spring Lake School District [Ind. Personal] in Village	27.4146	5.2294	32.6440
Grand Haven School District [Non-PRE]	38.2546	5.2294	43.4840
Grand Haven School District [PRE]	20.2546	5.2294	25.4840
Grand Haven School District [Com. Personal]	26.2546	5.2294	31.4840
Grand Haven School District [Ind. Personal]	14.2546	5.2294	19.4840
Fruitport School District [Non-PRE]	39.4773	5.2294	44.7067
Fruitport School District [PRE]	21.4773	5.2294	26.7067
Fruitport School District [Com. Personal]	27.4773	5.2294	32.7067
Fruitport School District [Ind. Personal]	15.4773	5.2294	20.7067

Township Total excluding Village Tax **30,888,835**

Village Only Total: **1,677,901**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.
NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

* Includes Renaissance Zone.

(Qualified Special Assessment)	Fire District	933,465,566	1.3000		1,213,505

Township Total excluding Village Tax Plus Special **32,102,340**

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		**Include**			
Operating- Com. Pers.			**Include**		
Debt - All	**Include**	**Include**	**Include**	**Include**	**Include**
Building & Site - All	**Include**	**Include**	**Include**	**Include**	**Include**
Recreation	**Include**	**Include**	**Include**	**Include**	

The chart to the left shows the items of tax included in each total school millage rate.
See Certified Tax Rates page for listings of these total school millage rates

Tallmadge Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	426,054,589	3.9000	5.3984	1,661,613	2,300,013
		E-911	426,054,589	0.4195		178,730	
		Parks	426,054,589	0.3163		134,761	
		Roads	426,054,589	0.4767		203,100	
		Community Mental Health	426,054,589	0.2859		121,809	
Township	**Tallmadge**	Operating	426,054,589	1.0041	2.7978	427,801	1,192,015
		Fire	426,054,589	0.2437		103,830	
		Police & Fire	426,054,589	1.2500		532,568	
		Library	426,054,589	0.3000		127,816	
Library District	**None**						
Authorities	**None**						
School District	**Coopersville**	Operating	14,313,632	17.8308		255,224	1,585,874
		Operating- Com. Pers	411,800	5.8308		2,401	
		Debt-All	147,747,360	8.9900		1,328,249	
		Bldg&Site - All		-		-	
		Recreation		-		-	
School District	**Grandville**	Operating	61,707,708	16.8422		1,039,294	2,272,743
		Operating-Comm. Pers	2,878,800	4.8422		13,940	
		* Debt	190,485,833	5.0500		961,953	
		* Bldg & Site	190,485,833	1.3521		257,556	
		Recreation		-		-	
School District	**Kenowa Hills**	Operating	21,258,821	18.0000		382,659	796,206
		Operating-Comm. Pers	570,200	6.0000		3,421	
		* Debt	87,821,396	4.6700		410,126	
		Bldg & Site		-		-	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	147,747,360	6.1546	6.1546	909,326	909,326
Interm. School	**Kent**	Operating	278,307,229	4.5802	5.4447	1,274,703	1,515,300
		* Enhanced	278,307,229	0.8645		240,597	
Comm. College	**Grand Rapids**	Operating	278,307,229	1.7085			475,488
State Education	**Michigan**	Operating	425,235,589	6.0000			2,551,414

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Coopersville School District [Non-PRE]	9.9000	37.2716	47.1716
Coopersville School District [PRE]	9.9000	19.4408	29.3408
Coopersville School District [Com. Personal]	9.9000	25.2716	35.1716
Coopersville School District [Ind. Personal]	3.9000	19.4408	23.3408
Grandville School District [Non-PRE]	40.2975	4.2962	44.5937
Grandville School District [PRE]	23.4553	4.2962	27.7515
Grandville School District [Com. Personal]	28.2975	4.2962	32.5937
Grandville School District [Ind. Personal]	17.4553	4.2962	21.7515
Kenowa Hills School District [Non-PRE]	39.7232	4.2962	44.0194
Kenowa Hills School District [PRE]	21.7232	4.2962	26.0194
Kenowa Hills School District [Com. Personal]	27.7232	4.2962	32.0194
Kenowa Hills School District [Ind. Personal]	15.7232	4.2962	20.0194

Total: 13,598,379

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

* Includes Renaissance Zone.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Wright Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	171,658,254	3.9000	5.3984	669,467	926,680
		E-911	171,658,254	0.4195		72,011	
		Parks	171,658,254	0.3163		54,296	
		Roads	171,658,254	0.4767		81,829	
		Community Mental Health	171,658,254	0.2859		49,077	
Township	**Wright**	Operating	171,658,254	1.0132	3.2087	173,924	550,799
		Fire Equipment	171,658,254	0.7625		130,889	
		Senior Citizen Services	171,658,254	0.2383		40,906	
		Fire	171,658,254	1.1947		205,080	
Library District	**Coopersville**	Operating	171,658,254	0.5683	0.8083	97,553	138,751
		Debt	171,658,254	0.2400		41,198	
Authorities	**None**						
School District	**Coopersville**	Operating	24,953,411	17.8308		444,939	1,518,428
		Operating- Com. Pers	593,600	5.8308		3,461	
		Debt	119,024,206	8.9900		1,070,028	
		Bldg&Site - All		-		-	
		Recreation		-		-	
School District	**Kenowa Hills**	Operating	18,980,001	18.0000		341,640	599,032
		Operating-Comm. Pers	5,052,700	6.0000		30,316	
		Debt	48,624,473	4.6700		227,076	
		Bldg & Site		-		-	
		Recreation		-		-	
School District	**Sparta**	Operating	367,542	18.0000		6,616	39,294
		Operating-Comm. Pers	0	6.0000		0	
		Debt	4,009,575	7.0000		28,067	
		Bldg & Site	4,009,575	1.1500		4,611	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	119,024,206	6.1546		732,546	732,546
Interm. School	**Kent**	Operating	52,634,048	4.5802	5.4447	241,074	286,576
		Enhanced	52,634,048	0.8645		45,502	
Comm. College	**Grand Rapids**	Operating	52,634,048	1.7085			89,925
State Education	**Michigan**	Operating	170,936,054	6.0000			1,025,616

Totals for Taxable Status by School District	Summer	Winter	Total
Coopersville School District [Non-PRE]	10.1400	38.2508	48.3908
Coopersville School District [PRE]	10.1400	20.4200	30.5600
Coopersville School District [Com. Personal]	10.1400	26.2508	36.3908
Coopersville School District [Ind. Personal]	4.1400	20.4200	24.5600
Kenowa Hills School District [Non-PRE]	39.9632	5.2754	45.2386
Kenowa Hills School District [PRE]	21.9632	5.2754	27.2386
Kenowa Hills School District [Com. Personal]	27.9632	5.2754	33.2386
Kenowa Hills School District [Ind. Personal]	15.9632	5.2754	21.2386
Sparta School District [Non-PRE]	30.3682	18.3504	48.7186
Sparta School District [PRE]	21.3682	9.3504	30.7186
Sparta School District [Com. Personal]	24.3682	12.3504	36.7186
Sparta School District [Ind. Personal]	15.3682	9.3504	24.7186

Total: **5,907,647**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Zeeland Charter Township

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	521,031,414	3.9000	5.3984	2,032,023	2,812,737
		E-911	521,031,414	0.4195		218,573	
		Parks	521,031,414	0.3163		164,802	
		Roads	521,031,414	0.4767		248,376	
		Community Mental Health	521,031,414	0.2859		148,963	
Township	**Zeeland**	Operating	521,031,414	2.7500	5.6956	1,432,836	2,967,585
		Fire	521,031,414	1.0000		521,031	
		Fire Oper & Equipment	521,031,414	0.9728		506,859	
		Roads	521,031,414	0.0000		0	
		Roads	521,031,414	0.9728		506,859	
Library District	**None**				-	-	-
Authorities	**None**				-	-	-
School District	**Zeeland**	Operating	111,959,706	18.0000		2,015,275	6,427,819
		Operating- Com. Pers	9,615,800	6.0000		57,695	
		Debt	493,629,594	7.4500		3,677,540	
		Bldg&Site - All	493,629,594	0.9802		483,856	
		Recreation	493,629,594	0.3919		193,453	
School District	**Hudsonville**	Operating	6,244,634	18.0000		112,403	333,402
		Operating-Comm. Pers	506,500	6.0000		3,039	
		Debt	27,401,820	7.0000		191,813	
		Bldg & Site	27,401,820	0.9542		26,147	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	521,031,414	6.1546			3,206,740
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	518,264,914	6.0000			3,109,589

Totals for Taxable Status by School District	Summer	Winter	Total
Zeeland School District [Non-PRE]	29.4657	20.6050	50.0707
Zeeland School District [PRE]	20.4657	11.6050	32.0707
Zeeland School District [Com. Personal]	23.4657	14.6050	38.0707
Zeeland School District [Ind. Personal]	14.4657	11.6050	26.0707
Hudsonville School District [Non-PRE]	42.0088	7.1940	49.2028
Hudsonville School District [PRE]	24.0088	7.1940	31.2028
Hudsonville School District [Com. Personal]	30.0088	7.1940	37.2028
Hudsonville School District [Ind. Personal]	18.0088	7.1940	25.2028

Total: 18,857,872

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Coopersville City

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	140,529,590	3.9000	5.3984	548,065	758,634
		E-911	140,529,590	0.4195		58,952	
		Parks	140,529,590	0.3163		44,450	
		Roads	140,529,590	0.4767		66,990	
		Community Mental Health	140,529,590	0.2859		40,177	
City	**Coopersville**	Charter-Operating	140,529,590	13.0000	13.2392	1,826,885	1,860,500
		Aging Council	140,529,590	0.2392		33,615	
Library District	**Coopersville**	Operating	140,529,590	0.5683	0.8083	79,863	113,590
		Debt	140,529,590	0.2400		33,727	
Authorities	**None**				-	-	-
School District	**Coopersville**	Operating	56,908,089	17.8308		1,014,717	2,304,424
		Operating- Com. Pers	4,518,400	5.8308		26,346	
		Debt	140,529,590	8.9900		1,263,361	
		Bldg&Site - All		-		-	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	140,529,590	5.2847	6.1546	742,657	864,904
		Enhanced	140,529,590	0.8699		122,247	
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	138,924,290	6.0000			833,546

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Coopersville School District [Non-PRE]	23.3792	35.0421	58.4213
Coopersville School District [PRE]	23.3792	17.2113	40.5905
Coopersville School District [Com. Personal]	23.3792	23.0421	46.4213
Coopersville School District [Ind. Personal]	17.3792	17.2113	34.5905

Total: **6,735,598**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Ferrysburg City

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	217,651,282	3.9000	5.3984	848,840	1,174,969
		E-911	217,651,282	0.4195		91,305	
		Parks	217,651,282	0.3163		68,843	
		Roads	217,651,282	0.4767		103,754	
		Community Mental Health	217,651,282	0.2859		62,227	
City	**Ferrysburg**	Charter-Operating	217,651,282	7.6883	10.5943	1,673,368	2,305,863
		Vehicles	217,651,282	0.4955		107,846	
		Museum	217,651,282	0.2392		52,062	
		Aging Council	217,651,282	0.2282		49,668	
		Bike Paths	217,651,282	0.4566		99,380	
		Street Millage	217,651,282	1.4865		323,539	
Library District	**Loutit**	Operating	217,651,282	0.9523	1.0673	207,269	232,299
		Debt	217,651,282	0.1150		25,030	
Authorities	**None**				-	-	-
School District	**Grand Haven**	Operating	69,532,712	18.0000		1,251,589	2,173,467
		Operating- Com. Pers	1,290,500	6.0000		7,743	
		Debt	217,651,282	4.2000		914,135	
Interm. School	**Ottawa**	Operating	217,651,282	6.1546			1,339,557
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	217,504,182	6.0000			1,305,025

	Summer	Winter	Total
Grand Haven School District [Non-PRE]	49.8012	1.6134	51.4146
Grand Haven School District [PRE]	31.8012	1.6134	33.4146
Grand Haven School District [Com. Personal]	37.8012	1.6134	39.4146
Grand Haven School District [Ind. Personal]	25.8012	1.6134	27.4146

Total: **8,531,180**

NOTE: Industrial personal property is exempt from the 6 mills of State Education Tax, and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Grand Haven City

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	702,785,162	3.9000	5.3984	2,740,862	3,793,915
		E-911	702,785,162	0.4195		294,818	
		Parks	702,785,162	0.3163		222,291	
		Roads	702,785,162	0.4767		335,018	
		Community Mental Health	702,785,162	0.2859		200,926	
City	**Grand Haven**	Charter-Operating	702,785,162	9.9814	13.9370	7,014,780	9,794,717
		Transportation	702,785,162	0.6000		421,671	
		Museum	702,785,162	0.2370		166,560	
		Aging Council	702,785,162	0.2333		163,960	
		Infrastructure	702,785,162	0.9853		692,454	
		Debt	702,785,162	1.9000		1,335,292	
Library District	**Loutit**	Operating	702,785,162	0.9523	1.0673	669,262	750,082
		Debt	702,785,162	0.1150		80,820	
Authority *	**MSDDA**	Operating	64,716,630	1.6481			106,659
School District	**Grand Haven**	Operating	350,983,406	18.0000		6,317,701	9,381,124
		Operating- Com. Pers.	18,620,900	6.0000		111,725	
		Debt	702,785,162	4.2000		2,951,698	
		Bldg&Site - All		-		-	
		Recreation		-		-	
Interm. School	**Ottawa**	Operating	702,785,162	6.1546			4,325,362
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	698,437,862	6.0000			4,190,627

*** Totals for Taxable Status by School District**	**Summer**	**Winter**	**Total**
Grand Haven School District [Non-PRE]	53.1439	1.6134	54.7573
Grand Haven School District [PRE]	35.1439	1.6134	36.7573
Grand Haven School District [Com. Personal]	41.1439	1.6134	42.7573
Grand Haven School District [Ind. Personal]	29.1439	1.6134	30.7573

Total: 32,342,486

* Millage totals listed above do not include the MSDDA amount as that millage is only spread in a portion of the city.

NOTE: Industrial personal property is exempt from the 6 mills of State Education Tax, and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Holland City

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	922,823,169	3.9000	5.3984	3,599,010	4,981,768
		E-911	922,823,169	0.4195		387,124	
		Parks	922,823,169	0.3163		291,889	
		Roads	922,823,169	0.4767		439,910	
		Community Mental Health	922,823,169	0.2859		263,835	
City	**Holland**	Charter-Operating	922,823,169	13.7757	13.8692	12,712,535	12,798,819
		West Michigan Airport	922,823,169	0.0935		86,284	
Library District	**Herrick**	Operating	922,823,169	1.4091			1,300,350
Authority	**Holl Swim Pool**	Operating	922,815,069	0.9505	2.0105	877,136	1,859,393
	*	Debt	926,657,184	1.0600		982,257	
Authority	**MAX Transport**	Operating	922,823,169	0.3953			364,792
Authority	**Holland DDA**	Operating	152,010,288	1.5907			241,803
School District	**Holland**	Operating	364,727,202	18.0000		6,565,090	12,232,611
		Operating- Com. Pers	31,536,200	6.0000		189,217	
	*	Debt	926,657,184	4.7300		4,383,088	
	*	Bldg&Site - All	926,657,184	1.1819		1,095,216	
		Recreation	-	-		-	
School District	**Zeeland**	Operating	8,100	18.0000		146	217
		Operating-Comm. Pers	0	6.0000		0	
		Debt	8,100	7.4500		60	
		Bldg & Site	8,100	0.9802		8	
		Recreation	8,100	0.3919		3	
Interm. School	**Ottawa**	Operating	922,823,169	5.2847	6.1546	4,876,844	5,682,950
	*	Enhanced	926,665,284	0.8699		806,106	
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	919,185,369	6.0000			5,515,112

Totals for Taxable Status by School District	Summer	Winter	Total
Holland School District [Non-PRE]	57.6506	1.4984	59.1490
Holland School District [PRE]	39.6506	1.4984	41.1490
Holland School District [Com. Personal]	45.6506	1.4984	47.1490
Holland School District [Ind. Personal]	33.6506	1.4984	35.1490
Holland School District [Ren. Zone]	7.8418	-	7.8418
Zeeland School District [Non-PRE]	31.7282	28.3205	60.0487
Zeeland School District [PRE]	31.7282	10.3205	42.0487
Zeeland School District [Com. Personal]	31.7282	16.3205	48.0487
Zeeland School District [Ind. Personal]	25.7282	10.3205	36.0487

Millage totals listed above do not include the Holland DDA amount, that millage is only spread in a portion of the city.

Total: **44,977,815**

* Includes Renaissance Zone.

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Hudsonville City

2022 Ad Valorem Taxes

Taxing Entity	Name		Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**		Operating	282,083,937	3.9000	5.3984	1,100,127	1,522,801
			E-911	282,083,937	0.4195		118,334	
			Parks	282,083,937	0.3163		89,223	
			Roads	282,083,937	0.4767		134,469	
			Community Mental Health	282,083,937	0.2859		80,648	
City	**Hudsonville**		Charter-Operating	282,083,937	11.2303	11.2303		3,167,887
Library District	**None**						-	-
Authority **	**Hudsonville DDA**		Operating	17,260,368	1.0000			17,260
School District	**Hudsonville**		Operating	105,829,958	18.0000		1,904,939	4,190,707
			Operating- Com. Pers	7,002,700	6.0000		42,016	
		*	Debt	282,083,937	7.0000		1,974,588	
		*	Bldg&Site - All	282,083,937	0.9542		269,164	
			Recreation		-		-	
Interm. School	**Ottawa**		Operating	282,083,937	5.2847	6.1546	1,490,729	1,736,114
		*	Enhanced	282,083,937	0.8699		245,385	
Comm. College	**None**		Operating	-	-			-
State Education	**Michigan**		Operating	280,180,937	6.0000			1,681,086

** Totals for Taxable Status by School District	Summer	Winter	Total
Hudsonville School District [Non-PRE]	53.2391	1.4984	54.7375
Hudsonville School District [PRE]	35.2391	1.4984	36.7375
Hudsonville School District [Com. Personal]	41.2391	1.4984	42.7375
Hudsonville School District [Ind. Personal]	29.2391	1.4984	30.7375

** Millage totals listed above do not include the DDA amount, that millage is only spread in a portion of the city.

Total: 12,315,855

* Includes Renaissance Zone.

NOTE: Industrial personal property is exempt from the 6 mills of State Education Tax, and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Zeeland City

2022 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2022 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	**Ottawa**	Operating	510,982,630	3.9000	5.3984	1,992,832	2,758,488
		E-911	510,982,630	0.4195		214,357	
		Parks	510,982,630	0.3163		161,624	
		Roads	510,982,630	0.4767		243,585	
		Community Mental Health	510,982,630	0.2859		146,090	
City	**Zeeland**	Charter-Oper	510,982,630	11.1354	11.2347	5,689,996	5,740,737
		West Michigan Airport	510,982,630	0.0993		50,741	
Library District	**None**						
Authorities	**None**						
School District	**Zeeland**	Operating	273,321,754	18.0000		4,919,792	9,477,411
		Operating- Com. Pers	8,279,800	6.0000		49,679	
		Debt	510,982,630	7.4500		3,806,821	
		Bldg&Site - All	510,982,630	0.9802		500,865	
		Recreation	510,982,630	0.3919		200,254	
Interm. School	**Ottawa**	Operating	510,982,630	6.1546			3,144,894
Comm. College	**None**	Operating	-	-			-
State Education	**Michigan**	Operating	411,675,830	6.0000			2,470,055

Totals for Taxable Status by School District	**Summer**	**Winter**	**Total**
Zeeland School District [Non-PRE]	54.1114	1.4984	55.6098
Zeeland School District [PRE]	36.1114	1.4984	37.6098
Zeeland School District [Com. Personal]	42.1114	1.4984	43.6098
Zeeland School District [Ind. Personal]	30.1114	1.4984	31.6098

Total: **23,591,585**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

*** Industrial personal property in Zeeland School district does not include amount for Consumers power plant

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Combined

2022 Ad Valorem

Certified

Tax Rates

2022 Certified Tax Rates in Ottawa County Per $1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority		Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
Allendale Charter Township											
70040 Allendale School District [Non-PRE]	30.0000	6.1546	6.0000				2.7422	5.3984	50.2952	46.0546	4.2406
70040 Allendale School District [PRE]	12.0000	6.1546	6.0000				2.7422	5.3984	32.2952	28.0546	4.2406
70040 Allendale School District [Com. Personal]	18.0000	6.1546	6.0000				2.7422	5.3984	38.2952	34.0546	4.2406
70040 Allendale School District [Ind. Personal]	12.0000	6.1546					2.7422	5.3984	26.2952	22.0546	4.2406
70190 Hudsonville School District [Non-PRE]	25.9542	6.1546	6.0000				2.7422	5.3984	46.2494	42.0088	4.2406
70190 Hudsonville School District [PRE]	7.9542	6.1546	6.0000				2.7422	5.3984	28.2494	24.0088	4.2406
70190 Hudsonville School District [Com. Personal]	13.9542	6.1546	6.0000				2.7422	5.3984	34.2494	30.0088	4.2406
70190 Hudsonville School District [Ind. Personal]	7.9542	6.1546					2.7422	5.3984	22.2494	18.0088	4.2406
Blendon Township											
70190 Hudsonville School District [Non-PRE]	25.9542	6.1546	6.0000				2.9246	5.3984	46.4318	42.0088	4.4230
70190 Hudsonville School District [PRE]	7.9542	6.1546	6.0000				2.9246	5.3984	28.4318	24.0088	4.4230
70190 Hudsonville School District [Com. Personal]	13.9542	6.1546	6.0000				2.9246	5.3984	34.4318	30.0088	4.4230
70190 Hudsonville School District [Ind. Personal]	7.9542	6.1546					2.9246	5.3984	22.4318	18.0088	4.4230
70350 Zeeland School District [Non-PRE]	26.8221	6.1546	6.0000				2.9246	5.3984	47.2997	26.3884	20.9113
70350 Zeeland School District [PRE]	8.8221	6.1546	6.0000				2.9246	5.3984	29.2997	17.3884	11.9113
70350 Zeeland School District [Com. Personal]	14.8221	6.1546	6.0000				2.9246	5.3984	35.2997	20.3884	14.9113
70350 Zeeland School District [Ind. Personal]	8.8221	6.1546					2.9246	5.3984	23.2997	11.3884	11.9113
Chester Township											
70120 Coopersville School District [Non-PRE]	26.8208	6.1546	6.0000		Coopersville	0.8083	4.3638	5.3984	49.5459	10.1400	39.4059
70120 Coopersville School District [PRE]	8.9900	6.1546	6.0000		Library	0.8083	4.3638	5.3984	31.7151	10.1400	21.5751
70120 Coopersville School District [Com. Personal]	14.8208	6.1546	6.0000			0.8083	4.3638	5.3984	37.5459	10.1400	27.4059
70120 Coopersville School District [Ind. Personal]	8.9900	6.1546				0.8083	4.3638	5.3984	25.7151	4.1400	21.5751
41240 Sparta School District [Non-PRE]	26.1500	5.4447	6.0000	1.7085		0.8083	4.3638	5.3984	49.8737	30.3682	19.5055
41240 Sparta School District [PRE]	8.1500	5.4447	6.0000	1.7085		0.8083	4.3638	5.3984	31.8737	21.3682	10.5055
41240 Sparta School District [Com. Personal]	14.1500	5.4447	6.0000	1.7085		0.8083	4.3638	5.3984	37.8737	24.3682	13.5055
41240 Sparta School District [Ind. Personal]	8.1500	5.4447		1.7085		0.8083	4.3638	5.3984	25.8737	15.3682	10.5055
41150 Kent City School District [Non-PRE]	26.7807	5.4447	6.0000	1.7085		0.8083	4.3638	5.3984	50.5044	30.6836	19.8208
41150 Kent City School District [PRE]	9.2150	5.4447	6.0000	1.7085		0.8083	4.3638	5.3984	32.9387	21.9007	11.0380
41150 Kent City School District [Com. Personal]	14.7807	5.4447	6.0000	1.7085		0.8083	4.3638	5.3984	38.5044	24.6836	13.8208
41150 Kent City School District [Ind. Personal]	9.2150	5.4447		1.7085		0.8083	4.3638	5.3984	26.9387	15.9007	11.0380
61210 Ravenna School District [Non-PRE]	25.6000	4.6773	6.0000			0.8083	4.3638	5.3984	46.8478	10.1400	36.7078
61210 Ravenna School District [PRE]	7.6000	4.6773	6.0000			0.8083	4.3638	5.3984	28.8478	10.1400	18.7078
61210 Ravenna School District [Com. Personal]	13.6000	4.6773	6.0000			0.8083	4.3638	5.3984	34.8478	10.1400	24.7078
61210 Ravenna School District [Ind. Personal]	7.6000	4.6773				0.8083	4.3638	5.3984	22.8478	4.1400	18.7078
Crockery Township											
70300 Spring Lake School District [Non-PRE]	25.0000	6.1546	6.0000				3.6827	5.3984	46.2357	41.0546	5.1811
70300 Spring Lake School District [PRE]	7.0000	6.1546	6.0000				3.6827	5.3984	28.2357	23.0546	5.1811
70300 Spring Lake School District [Com. Personal]	13.0000	6.1546	6.0000				3.6827	5.3984	34.2357	29.0546	5.1811
70300 Spring Lake School District [Ind. Personal]	7.0000	6.1546					3.6827	5.3984	22.2357	17.0546	5.1811
70120 Coopersville School District [Non-PRE]	26.8208	6.1546	6.0000				3.6827	5.3984	48.0565	9.9000	38.1565
70120 Coopersville School District [PRE]	8.9900	6.1546	6.0000				3.6827	5.3984	30.2257	9.9000	20.3257
70120 Coopersville School District [Com. Personal]	14.8208	6.1546	6.0000				3.6827	5.3984	36.0565	9.9000	26.1565
70120 Coopersville School District [Ind. Personal]	8.9900	6.1546					3.6827	5.3984	24.2257	3.9000	20.3257
61080 Fruitport School District [Non-PRE]	24.9000	4.6773	6.0000				3.6827	5.3984	44.6584	9.9000	34.7584
61080 Fruitport School District [PRE]	6.9000	4.6773	6.0000				3.6827	5.3984	26.6584	9.9000	16.7584
61080 Fruitport School District [Com. Personal]	12.9000	4.6773	6.0000				3.6827	5.3984	32.6584	9.9000	22.7584
61080 Fruitport School District [Ind. Personal]	6.9000	4.6773					3.6827	5.3984	20.6584	3.9000	16.7584

2022 Certified Tax Rates in Ottawa County Per $1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority		Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
Georgetown Charter Township											
70175 Jenison School District [Non-PRE]	26.5000	6.1546	6.0000				2.2500	5.3984	46.3030	42.5546	3.7484
70175 Jenison School District [PRE]	8.5000	6.1546	6.0000				2.2500	5.3984	28.3030	24.5546	3.7484
70175 Jenison School District [Com. Personal]	14.5000	6.1546	6.0000				2.2500	5.3984	34.3030	30.5546	3.7484
70175 Jenison School District [Ind. Personal]	8.5000	6.1546					2.2500	5.3984	22.3030	18.5546	3.7484
70190 Hudsonville School District [Non-PRE]	25.9542	6.1546	6.0000				2.2500	5.3984	45.7572	42.0088	3.7484
70190 Hudsonville School District [PRE]	7.9542	6.1546	6.0000				2.2500	5.3984	27.7572	24.0088	3.7484
70190 Hudsonville School District [Com. Personal]	13.9542	6.1546	6.0000				2.2500	5.3984	33.7572	30.0088	3.7484
70190 Hudsonville School District [Ind. Personal]	7.9542	6.1546					2.2500	5.3984	21.7572	18.0088	3.7484
41130 Grandville School District [Non-PRE]	23.2443	5.4447	6.0000	1.7085			2.2500	5.3984	44.0459	40.2975	3.7484
41130 Grandville School District [PRE]	6.4021	5.4447	6.0000	1.7085			2.2500	5.3984	27.2037	23.4553	3.7484
41130 Grandville School District [Com. Personal]	11.2443	5.4447	6.0000	1.7085			2.2500	5.3984	32.0459	28.2975	3.7484
41130 Grandville School District [Ind. Personal]	6.4021	5.4447		1.7085			2.2500	5.3984	21.2037	17.4553	3.7484
Grand Haven Charter Township											
70010 Grand Haven School District [Non-PRE]	22.2000	6.1546	6.0000		Loutit Library	1.0673	5.1322	5.3984	45.9525	38.2546	7.6979
70010 Grand Haven School District [PRE]	4.2000	6.1546	6.0000			1.0673	5.1322	5.3984	27.9525	20.2546	7.6979
70010 Grand Haven School District [Com. Personal]	10.2000	6.1546	6.0000			1.0673	5.1322	5.3984	33.9525	26.2546	7.6979
70010 Grand Haven School District [Ind. Personal]	4.2000	6.1546				1.0673	5.1322	5.3984	21.9525	14.2546	7.6979
70010 Grand Haven School District [Non-PRE] *PA 425*	22.2000	6.1546	6.0000		Loutit Library	1.0673	13.9370	5.3984	54.7573	38.2546	16.5027
70010 Grand Haven School District [PRE] *PA 425*	4.2000	6.1546	6.0000			1.0673	13.9370	5.3984	36.7573	20.2546	16.5027
70010 Grand Haven School District [Com. Personal] *PA 425*	10.2000	6.1546	6.0000			1.0673	13.9370	5.3984	42.7573	26.2546	16.5027
70010 Grand Haven School District [Ind Personal] *PA 425*	4.2000	6.1546				1.0673	13.9370	5.3984	30.7573	14.2546	16.5027
Holland Charter Township											
70020 Holland School District [Non-PRE]	23.9119	6.1546	6.0000		Max Trans &	3.8149	4.8600	5.3984	50.1398	29.4112	20.7286
70020 Holland School District [PRE]	5.9119	6.1546	6.0000		Holland Pool &	3.8149	4.8600	5.3984	32.1398	20.4112	11.7286
70020 Holland School District [Com. Personal]	11.9119	6.1546	6.0000		Herrick Library	3.8149	4.8600	5.3984	38.1398	23.4112	14.7286
70020 Holland School District [Ind. Personal]	5.9119	6.1546				3.8149	4.8600	5.3984	26.1398	14.4112	11.7286
70070 West Ottawa School District [Non-PRE]	26.0434	6.1546	6.0000		Max Trans &	1.8044	4.8600	5.3984	50.2608	42.4933	7.7675
70070 West Ottawa School District [PRE]	8.0434	6.1546	6.0000		Herrick Library	1.8044	4.8600	5.3984	32.2608	24.4933	7.7675
70070 West Ottawa School District [Com. Personal]	14.0434	6.1546	6.0000			1.8044	4.8600	5.3984	38.2608	30.4933	7.7675
70070 West Ottawa School District [Ind. Personal]	8.0434	6.1546				1.8044	4.8600	5.3984	26.2608	18.4933	7.7675
70070 West Ottawa School District [Ren Zone]	8.0434	0.8699				0.0000	0.0000	0.0000	8.9133	8.9133	0.0000
70350 Zeeland School District [Non-PRE]	26.8221	6.1546	6.0000		Max Trans	1.8044	4.8600	5.3984	51.0395	29.8610	21.1785
70350 Zeeland School District [PRE]	8.8221	6.1546	6.0000		Herrick Library	1.8044	4.8600	5.3984	33.0395	20.8610	12.1785
70350 Zeeland School District [Com. Personal]	14.8221	6.1546	6.0000			1.8044	4.8600	5.3984	39.0395	23.8610	15.1785
70350 Zeeland School District [Ind. Personal]	8.8221	6.1546				1.8044	4.8600	5.3984	27.0395	14.8610	12.1785
Jamestown Charter Township											
70190 Hudsonville School District [Non-PRE]	25.9542	6.1546	6.0000				4.3065	5.3984	47.8137	42.0088	5.8049
70190 Hudsonville School District [PRE]	7.9542	6.1546	6.0000				4.3065	5.3984	29.8137	24.0088	5.8049
70190 Hudsonville School District [Com. Personal]	13.9542	6.1546	6.0000				4.3065	5.3984	35.8137	30.0088	5.8049
70190 Hudsonville School District [Ind. Personal]	7.9542	6.1546					4.3065	5.3984	23.8137	18.0088	5.8049
41130 Grandville School District [Non-PRE]	23.2443	5.4447	6.0000	1.7085			4.3065	5.3984	46.1024	40.2975	5.8049
41130 Grandville School District [PRE]	6.4021	5.4447	6.0000	1.7085			4.3065	5.3984	29.2602	23.4553	5.8049
41130 Grandville School District [Com. Personal]	11.2443	5.4447	6.0000	1.7085			4.3065	5.3984	34.1024	28.2975	5.8049
41130 Grandville School District [Ind. Personal]	6.4021	5.4447		1.7085			4.3065	5.3984	23.2602	17.4553	5.8049

2022 Certified Tax Rates in Ottawa County Per $1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority		Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
Olive Township											
70070 West Ottawa School District [Non-PRE]	26.0434	6.1546	6.0000				2.4889	5.3984	46.0853	42.0980	3.9873
70070 West Ottawa School District [PRE]	8.0434	6.1546	6.0000				2.4889	5.3984	28.0853	24.0980	3.9873
70070 West Ottawa School District [Com. Personal]	14.0434	6.1546	6.0000				2.4889	5.3984	34.0853	30.0980	3.9873
70070 West Ottawa School District [Ind. Personal]	8.0434	6.1546					2.4889	5.3984	22.0853	18.0980	3.9873
70350 Zeeland School District [Non-PRE]	26.8221	6.1546	6.0000				2.4889	5.3984	46.8640	29.4657	17.3983
70350 Zeeland School District [PRE]	8.8221	6.1546	6.0000				2.4889	5.3984	28.8640	20.4657	8.3983
70350 Zeeland School District [Com. Personal]	14.8221	6.1546	6.0000				2.4889	5.3984	34.8640	23.4657	11.3983
70350 Zeeland School District [Ind. Personal]	8.8221	6.1546					2.4889	5.3984	22.8640	14.4657	8.3983
Park Township											
70070 West Ottawa School District [Non-PRE]	26.0434	6.1546	6.0000		Herrick Library	1.4091	2.7244	5.3984	47.7299	42.0980	5.6319
70070 West Ottawa School District [PRE]	8.0434	6.1546	6.0000			1.4091	2.7244	5.3984	29.7299	24.0980	5.6319
70070 West Ottawa School District [Com. Personal]	14.0434	6.1546	6.0000			1.4091	2.7244	5.3984	35.7299	30.0980	5.6319
70070 West Ottawa School District [Ind. Personal]	8.0434	6.1546				1.4091	2.7244	5.3984	23.7299	18.0980	5.6319
70020 Holland School District [Non-PRE]	23.9119	6.1546	6.0000		Holland Pool &	3.4196	2.7244	5.3984	47.6089	29.0159	18.5930
70020 Holland School District [PRE]	5.9119	6.1546	6.0000		Herrick Library	3.4196	2.7244	5.3984	29.6089	20.0159	9.5930
70020 Holland School District [Com. Personal]	11.9119	6.1546	6.0000			3.4196	2.7244	5.3984	35.6089	23.0159	12.5930
70020 Holland School District [Ind. Personal]	5.9119	6.1546				3.4196	2.7244	5.3984	23.6089	14.0159	9.5930
Polkton Charter Township											
70120 Coopersville School District [Non-PRE]	26.8208	6.1546	6.0000		Coopersville	0.8083	4.1506	5.3984	49.3327	10.1400	39.1927
70120 Coopersville School District [PRE]	8.9900	6.1546	6.0000		Library	0.8083	4.1506	5.3984	31.5019	10.1400	21.3619
70120 Coopersville School District [Com. Personal]	14.8208	6.1546	6.0000			0.8083	4.1506	5.3984	37.3327	10.1400	27.1927
70120 Coopersville School District [Ind. Personal]	8.9900	6.1546				0.8083	4.1506	5.3984	25.5019	4.1400	21.3619
Port Sheldon Township											
70010 Grand Haven School District [Non-PRE]	22.2000	6.1546	6.0000		Loutit Library	1.0673	2.1997	5.3984	43.0200	38.2546	4.7654
70010 Grand Haven School District [PRE]	4.2000	6.1546	6.0000			1.0673	2.1997	5.3984	25.0200	20.2546	4.7654
70010 Grand Haven School District [Com. Personal]	10.2000	6.1546	6.0000			1.0673	2.1997	5.3984	31.0200	26.2546	4.7654
70010 Grand Haven School District [Ind. Personal]	4.2000	6.1546				1.0673	2.1997	5.3984	19.0200	14.2546	4.7654
70070 West Ottawa School District [Non-PRE]	26.0434	6.1546	6.0000				2.1997	5.3984	45.7961	42.0980	3.6981
70070 West Ottawa School District [PRE]	8.0434	6.1546	6.0000				2.1997	5.3984	27.7961	24.0980	3.6981
70070 West Ottawa School District [Com. Personal]	14.0434	6.1546	6.0000				2.1997	5.3984	33.7961	30.0980	3.6981
70070 West Ottawa School District [Ind. Personal]	8.0434	6.1546					2.1997	5.3984	21.7961	18.0980	3.6981
Robinson Township											
70010 Grand Haven School District [Non-PRE]	22.2000	6.1546	6.0000		Loutit Library	1.0673	3.4320	5.3984	44.2523	38.2546	5.9977
70010 Grand Haven School District [PRE]	4.2000	6.1546	6.0000			1.0673	3.4320	5.3984	26.2523	20.2546	5.9977
70010 Grand Haven School District [Com. Personal]	10.2000	6.1546	6.0000			1.0673	3.4320	5.3984	32.2523	26.2546	5.9977
70010 Grand Haven School District [Ind. Personal]	4.2000	6.1546				1.0673	3.4320	5.3984	20.2523	14.2546	5.9977
70350 Zeeland School District [Non-PRE]	26.8221	6.1546	6.0000			1.0673	3.4320	5.3984	48.8744	29.4657	19.4087
70350 Zeeland School District [PRE]	8.8221	6.1546	6.0000			1.0673	3.4320	5.3984	30.8744	20.4657	10.4087
70350 Zeeland School District [Com. Personal]	14.8221	6.1546	6.0000			1.0673	3.4320	5.3984	36.8744	23.4657	13.4087
70350 Zeeland School District [Ind. Personal]	8.8221	6.1546				1.0673	3.4320	5.3984	24.8744	14.4657	10.4087

2022 Certified Tax Rates in Ottawa County Per $1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority		Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
Spring Lake Township & Village											
70300 Spring Lake School District [Non-PRE]	25.0000	6.1546	6.0000		Spring Lake	1.4735	2.2575	5.3984	46.2840	41.0546	5.2294
70300 Spring Lake School District [PRE]	7.0000	6.1546	6.0000		Library	1.4735	2.2575	5.3984	28.2840	23.0546	5.2294
70300 Spring Lake School District [Com. Personal]	13.0000	6.1546	6.0000			1.4735	2.2575	5.3984	34.2840	29.0546	5.2294
70300 Spring Lake School District [Ind. Personal]	7.0000	6.1546				1.4735	2.2575	5.3984	22.2840	17.0546	5.2294
70300 Spring Lake School [Non-PRE] in Village	25.0000	6.1546	6.0000			1.4735	12.6175	5.3984	56.6440	51.4146	5.2294
70300 Spring Lake School [PRE] in Village	7.0000	6.1546	6.0000			1.4735	12.6175	5.3984	38.6440	33.4146	5.2294
70300 Spring Lake School [Com. Personal] in Village	13.0000	6.1546	6.0000			1.4735	12.6175	5.3984	44.6440	39.4146	5.2294
70300 Spring Lake School [Ind. Personal] in Village	7.0000	6.1546				1.4735	12.6175	5.3984	32.6440	27.4146	5.2294
70010 Grand Haven School District [Non-PRE]	22.2000	6.1546	6.0000			1.4735	2.2575	5.3984	43.4840	38.2546	5.2294
70010 Grand Haven School District [PRE]	4.2000	6.1546	6.0000			1.4735	2.2575	5.3984	25.4840	20.2546	5.2294
70010 Grand Haven School District [Com. Personal]	10.2000	6.1546	6.0000			1.4735	2.2575	5.3984	31.4840	26.2546	5.2294
70010 Grand Haven School District [Ind. Personal]	4.2000	6.1546				1.4735	2.2575	5.3984	19.4840	14.2546	5.2294
61080 Fruitport School District [Non-PRE]	24.9000	4.6773	6.0000			1.4735	2.2575	5.3984	44.7067	39.4773	5.2294
61080 Fruitport School District [PRE]	6.9000	4.6773	6.0000			1.4735	2.2575	5.3984	26.7067	21.4773	5.2294
61080 Fruitport School District [Com. Personal]	12.9000	4.6773	6.0000			1.4735	2.2575	5.3984	32.7067	27.4773	5.2294
61080 Fruitport School District [Ind. Personal]	6.9000	4.6773				1.4735	2.2575	5.3984	20.7067	15.4773	5.2294
Tallmadge Charter Township											
70120 Coopersville School District [Non-PRE]	26.8208	6.1546	6.0000				2.7978	5.3984	47.1716	9.9000	37.2716
70120 Coopersville School District [PRE]	8.9900	6.1546	6.0000				2.7978	5.3984	29.3408	9.9000	19.4408
70120 Coopersville School District [Com. Personal]	14.8208	6.1546	6.0000				2.7978	5.3984	35.1716	9.9000	25.2716
70120 Coopersville School District [Ind. Personal]	8.9900	6.1546					2.7978	5.3984	23.3408	3.9000	19.4408
41130 Grandville School District [Non-PRE]	23.2443	5.4447	6.0000	1.7085			2.7978	5.3984	44.5937	40.2975	4.2962
41130 Grandville School District [PRE]	6.4021	5.4447	6.0000	1.7085			2.7978	5.3984	27.7515	23.4553	4.2962
41130 Grandville School District [Com. Personal]	11.2443	5.4447	6.0000	1.7085			2.7978	5.3984	32.5937	28.2975	4.2962
41130 Grandville School District [Ind. Personal]	6.4021	5.4447		1.7085			2.7978	5.3984	21.7515	17.4553	4.2962
41145 Kenowa Hills School District [Non-PRE]	22.6700	5.4447	6.0000	1.7085			2.7978	5.3984	44.0194	39.7232	4.2962
41145 Kenowa Hills School District [PRE]	4.6700	5.4447	6.0000	1.7085			2.7978	5.3984	26.0194	21.7232	4.2962
41145 Kenowa Hills School District [Com. Personal]	10.6700	5.4447	6.0000	1.7085			2.7978	5.3984	32.0194	27.7232	4.2962
41145 Kenowa Hills School District [Ind. Personal]	4.6700	5.4447		1.7085			2.7978	5.3984	20.0194	15.7232	4.2962
Wright Township											
70120 Coopersville School District [Non-PRE]	26.8208	6.1546	6.0000		Coopersville	0.8083	3.2087	5.3984	48.3908	10.1400	38.2508
70120 Coopersville School District [PRE]	8.9900	6.1546	6.0000		Library	0.8083	3.2087	5.3984	30.5600	10.1400	20.4200
70120 Coopersville School District [Com. Personal]	14.8208	6.1546	6.0000			0.8083	3.2087	5.3984	36.3908	10.1400	26.2508
70120 Coopersville School District [Ind. Personal]	8.9900	6.1546				0.8083	3.2087	5.3984	24.5600	4.1400	20.4200
41145 Kenowa Hills School District [Non-PRE]	22.6700	5.4447	6.0000	1.7085		0.8083	3.2087	5.3984	45.2386	39.9632	5.2754
41145 Kenowa Hills School District [PRE]	4.6700	5.4447	6.0000	1.7085		0.8083	3.2087	5.3984	27.2386	21.9632	5.2754
41145 Kenowa Hills School District [Com. Personal]	10.6700	5.4447	6.0000	1.7085		0.8083	3.2087	5.3984	33.2386	27.9632	5.2754
41145 Kenowa Hills School District [Ind. Personal]	4.6700	5.4447		1.7085		0.8083	3.2087	5.3984	21.2386	15.9632	5.2754
41240 Sparta School District [Non-PRE]	26.1500	5.4447	6.0000	1.7085		0.8083	3.2087	5.3984	48.7186	30.3682	18.3504
41240 Sparta School District [PRE]	8.1500	5.4447	6.0000	1.7085		0.8083	3.2087	5.3984	30.7186	21.3682	9.3504
41240 Sparta School District [Com. Personal]	14.1500	5.4447	6.0000	1.7085		0.8083	3.2087	5.3984	36.7186	24.3682	12.3504
41240 Sparta School District [Ind. Personal]	8.1500	5.4447		1.7085		0.8083	3.2087	5.3984	24.7186	15.3682	9.3504
Zeeland Charter Township											
70350 Zeeland School District [Non-PRE]	26.8221	6.1546	6.0000				5.6956	5.3984	50.0707	29.4657	20.6050
70350 Zeeland School District [PRE]	8.8221	6.1546	6.0000				5.6956	5.3984	32.0707	20.4657	11.6050
70350 Zeeland School District [Com. Personal]	14.8221	6.1546	6.0000				5.6956	5.3984	38.0707	23.4657	14.6050
70350 Zeeland School District [Ind. Personal]	8.8221	6.1546					5.6956	5.3984	26.0707	14.4657	11.6050
70190 Hudsonville School District [Non-PRE]	25.9542	6.1546	6.0000				5.6956	5.3984	49.2028	42.0088	7.1940
70190 Hudsonville School District [PRE]	7.9542	6.1546	6.0000				5.6956	5.3984	31.2028	24.0088	7.1940
70190 Hudsonville School District [Com. Personal]	13.9542	6.1546	6.0000				5.6956	5.3984	37.2028	30.0088	7.1940
70190 Hudsonville School District [Ind. Personal]	7.9542	6.1546					5.6956	5.3984	25.2028	18.0088	7.1940

2022 Certified Tax Rates in Ottawa County Per $1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority		Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
Coopersville City											
70120 Coopersville School District [Non-PRE]	26.8208	6.1546	6.0000		Coopersville	0.8083	13.2392	5.3984	58.4213	23.3792	35.0421
70120 Coopersville School District [PRE]	8.9900	6.1546	6.0000		Library	0.8083	13.2392	5.3984	40.5905	23.3792	17.2113
70120 Coopersville School District [Com. Personal]	14.8208	6.1546	6.0000			0.8083	13.2392	5.3984	46.4213	23.3792	23.0421
70120 Coopersville School District [Ind. Personal]	8.9900	6.1546				0.8083	13.2392	5.3984	34.5905	17.3792	17.2113
Ferrysburg City											
70010 Grand Haven School District [Non-PRE]	22.2000	6.1546	6.0000		Loutit Library	1.0673	10.5943	5.3984	51.4146	49.8012	1.6134
70010 Grand Haven School District [PRE]	4.2000	6.1546	6.0000			1.0673	10.5943	5.3984	33.4146	31.8012	1.6134
70010 Grand Haven School District [Com. Personal]	10.2000	6.1546	6.0000			1.0673	10.5943	5.3984	39.4146	37.8012	1.6134
70010 Grand Haven School District [Ind. Personal]	4.2000	6.1546				1.0673	10.5943	5.3984	27.4146	25.8012	1.6134
Grand Haven City											
70010 Grand Haven School District [Non-PRE]	22.2000	6.1546	6.0000		Loutit Library	1.0673	13.9370	5.3984	54.7573	53.1439	1.6134
70010 Grand Haven School District [PRE]	4.2000	6.1546	6.0000			1.0673	13.9370	5.3984	36.7573	35.1439	1.6134
70010 Grand Haven School District [Com. Personal]	10.2000	6.1546	6.0000			1.0673	13.9370	5.3984	42.7573	41.1439	1.6134
70010 Grand Haven School District [Ind. Personal]	4.2000	6.1546				1.0673	13.9370	5.3984	30.7573	29.1439	1.6134
Holland City											
70020 Holland School District [Non-PRE]	23.9119	6.1546	6.0000		Max Trans &	3.8149	13.8692	5.3984	59.1490	57.6506	1.4984
70020 Holland School District [PRE]	5.9119	6.1546	6.0000		Holland Pool &	3.8149	13.8692	5.3984	41.1490	39.6506	1.4984
70020 Holland School District [Com. Personal]	11.9119	6.1546	6.0000		Herrick Library	3.8149	13.8692	5.3984	47.1490	45.6506	1.4984
70020 Holland School District [Ind. Personal]	5.9119	6.1546				3.8149	13.8692	5.3984	35.1490	33.6506	1.4984
70020 Holland School District [Renaissance Zone]	5.9119	0.8699				1.0600	0.0000	0.0000	7.8418	7.8418	0.0000
70350 Zeeland School District [Non-PRE]	26.8221	6.1546	6.0000		Max Transport &	1.8044	13.8692	5.3984	60.0487	31.7282	28.3205
70350 Zeeland School District [PRE]	8.8221	6.1546	6.0000		Herrick Library	1.8044	13.8692	5.3984	42.0487	31.7282	10.3205
70350 Zeeland School District [Com. Personal]	14.8221	6.1546	6.0000			1.8044	13.8692	5.3984	48.0487	31.7282	16.3205
70350 Zeeland School District [Ind. Personal]	8.8221	6.1546				1.8044	13.8692	5.3984	36.0487	25.7282	10.3205
Hudsonville City											
70190 Hudsonville School District [Non-PRE]	25.9542	6.1546	6.0000				11.2303	5.3984	54.7375	53.2391	1.4984
70190 Hudsonville School District [PRE]	7.9542	6.1546	6.0000				11.2303	5.3984	36.7375	35.2391	1.4984
70190 Hudsonville School District [Com. Personal]	13.9542	6.1546	6.0000				11.2303	5.3984	42.7375	41.2391	1.4984
70190 Hudsonville School District [Ind. Personal]	7.9542	6.1546					11.2303	5.3984	30.7375	29.2391	1.4984
Zeeland City											
70350 Zeeland School District [Non-PRE]	26.8221	6.1546	6.0000				11.2347	5.3984	55.6098	54.1114	1.4984
70350 Zeeland School District [PRE]	8.8221	6.1546	6.0000				11.2347	5.3984	37.6098	36.1114	1.4984
70350 Zeeland School District [Com. Personal]	14.8221	6.1546	6.0000				11.2347	5.3984	43.6098	42.1114	1.4984
70350 Zeeland School District [Ind. Personal]	8.8221	6.1546					11.2347	5.3984	31.6098	30.1114	1.4984

Combined

2022 Ad Valorem Taxes

in

Tax Dollars

• Schools
• State Education, Intermediate Schools, Community College
• Libraries
• Authorities

2022 Estimate of School Tax Dollars

GOVERNMENT UNITS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL B & S	TOTAL RECREATION	GRAND TOTAL
Ottawa Area Intermediate School District						
Allendale 70-040	Allendale Charter Twp.	4,662,658	8,677,301			13,339,959
Coopersville 70-120	Chester Twp.	57,451	254,185			311,636
	Crockery Twp.	248	3,593			3,841
	Polkton Charter Twp.	413,019	1,310,688			1,723,707
	Tallmadge Charter Twp.	257,625	1,328,249			1,585,874
	Wright Twp.	448,400	1,070,028			1,518,428
	Coopersville City	1,041,063	1,263,361			2,304,424
	TOTAL	2,217,806	5,230,104			7,447,910
Grand Haven 70-010	Grand Haven Charter Twp.	4,214,585	4,054,630			8,269,215
	Port Sheldon Twp.	2,161,346	1,174,589			3,335,935
	Robinson Twp.	653,927	1,072,226			1,726,153
	Spring Lake Twp.	1,050,601	667,838			1,718,439
	Ferrysburg City	1,259,332	914,135			2,173,467
	Grand Haven City	6,429,426	2,951,698			9,381,124
	TOTAL	15,769,217	10,835,116			26,604,333
Holland 70-020	Holland Charter Twp.	474,587	153,112	38,259		665,958
	Park Twp.	1,435,729	775,892	193,875		2,405,496
	Holland City	6,754,307	4,383,088	1,095,216		12,232,611
	TOTAL	8,664,623	5,312,092	1,327,350		15,304,065

GOVERNMENT UNITS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL B & S	TOTAL RECREATION	GRAND TOTAL
Hudsonville	Allendale Charter Twp.	199	1,427	195		1,821
70-190	Blendon Twp.	491,964	1,689,520	230,306		2,411,790
	Georgetown Charter Twp.	2,440,699	7,026,451	957,806		10,424,956
	Jamestown Charter Twp.	1,902,100	3,391,054	462,249		5,755,403
	Zeeland Charter Twp.	115,442	191,813	26,147		333,402
	Hudsonville City	1,946,955	1,974,588	269,164		4,190,707
	TOTAL	6,897,359	14,274,853	1,945,867		23,118,079
Jenison	Georgetown Charter Twp.	3,743,382	9,211,775			12,955,157
70-175						
Spring Lake	Crockery Twp.	536,264	900,452			1,436,716
70-300	Spring Lake Twp.	3,251,199	5,146,852			8,398,051
	TOTAL	3,787,463	6,047,304			9,834,767
West Ottawa	Holland Charter Twp.	9,570,512	8,592,045	325,278		18,487,835
70-070	Olive Twp.	546,319	734,955	27,824		1,309,098
	Park Twp.	4,541,229	8,891,345	336,609		13,769,183
	Port Sheldon Twp.	1,096,596	2,156,919	81,657		3,335,172
	TOTAL	15,754,656	20,375,264	771,368		36,901,288
Zeeland	Blendon Twp.	317,447	918,410	120,836	48,312	1,405,005
70-350	Holland Charter Twp.	1,673,181	3,140,305	413,171	165,193	5,391,850
	Olive Twp.	468,735	951,612	125,204	50,059	1,595,610
	Robinson Twp.	128,158	352,175	46,336	18,526	545,195
	Zeeland Charter Twp.	2,072,970	3,677,540	483,856	193,453	6,427,819
	Holland City	146	60	8	3	217
	Zeeland City	4,969,471	3,806,821	500,865	200,254	9,477,411
	TOTAL	9,630,108	12,846,923	1,690,276	675,800	24,843,107
Total Ottawa Intermediate School District - Ottawa County Only		**71,127,272**	**92,810,732**	**5,734,861**	**675,800**	**170,348,665**

GOVERNMENT UNITS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL B & S	TOTAL RECREATION	GRAND TOTAL
Kent Intermediate School District						
Grandville	Georgetown Charter Twp.	88,089	308,504	82,600		479,193
41-130	Jamestown Charter Twp.	87,162	112,683	30,170		230,015
	Tallmadge Charter Twp.	1,053,234	961,953	257,556		2,272,743
	TOTAL	1,228,485	1,383,140	370,326		2,981,951
Kenowa Hills	Tallmadge Charter Twp.	386,080	410,126			796,206
41-145	Wright Twp.	371,956	227,076			599,032
	TOTAL	758,036	637,202			1,395,238
Kent City	Chester Twp.	14,406	67,647	7,913		89,966
41-150						
Sparta	Chester Twp.	168,988	293,166	48,163		510,317
41-240	Wright Twp.	6,616	28,067	4,611		39,294
	TOTAL	175,604	321,233	52,774		549,611
Total Kent Intermediate School District Ottawa County Only		**2,176,531**	**2,409,222**	**431,013**		**5,016,766**
Muskegon Area Intermediate School District						
Fruitport	Crockery Twp.	183,318	578,262			761,580
61-080	Spring Lake Twp.	282,627	378,978			661,605
	TOTAL	465,945	957,240			1,423,185
Ravenna	Chester Twp.	68,939	207,425			276,364
61-210						
Total Muskegon Area Intermediate School District-Ottawa County Only		**534,884**	**1,164,665**			**1,699,549**
GRAND TOTAL (Ottawa, Kent, Muskegon Intermediate School Districts)		**73,838,687**	**96,384,619**	**6,165,874**	**675,800**	**177,064,980**

2022 Estimate of Library & Authority Dollars

GOVERNMENT UNITS IN DISTRICT LIBRARIES AND AUTHORITIES

LIBRARY OR AUTHORITY	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL DOLLARS
Coopersville Area Library	Chester Township	60,039	25,355	85,394
	Polkton Charter Township	82,855	34,991	117,846
	Wright Township	97,553	41,198	138,751
	Coopersville City	79,863	33,727	113,590
	TOTAL	320,310	135,271	455,581
Herrick Library	Holland Charter Township	2,183,102		2,183,102
	Park Township	1,847,762		1,847,762
	Holland City	1,300,350		1,300,350
	TOTAL	5,331,214		5,331,214
Loutit Library	Grand Haven Charter Twp	919,339	111,020	1,030,359
	Robinson Township	288,131	34,795	322,926
	Ferrysburg City	207,269	25,030	232,299
	Grand Haven City	669,262	80,820	750,082
	Port Sheldon Twp (Grand Haven School District only)	266,324	32,161	298,485
	TOTAL	2,350,325	283,826	2,634,151
Spring Lake Library	Spring Lake Township	1,398,643		1,398,643

Macatawa Area Express Transportation Authority

Ottawa County Portion Only	Holland Charter Township	612,434		612,434
	Holland City	364,792		364,792
	TOTAL	977,226		977,226

Holland Area Swimming Pool Authority

Ottawa County Portion Only	Holland Charter Township	30,768	34,313	65,081
	Park Township	155,917	173,879	329,796
	Holland City	877,136	982,257	1,859,393
	TOTAL	1,063,821	1,190,449	2,254,270

Downtown Development Authorities

MSDDA	Grand Haven City	106,659		106,659
DDA	Holland City	241,803		241,803
DDA	Hudsonville City	17,260		17,260

2022 Estimate of Tax Dollars for State Education, Intermediate Schools, and Community College

Government Unit	State Ed Tax Dollars	Ottawa ISD Tax Dollars	Muskegon ISD Tax Dollars	Kent ISD Tax Dollars	GR Comm. College Tax Dollars
Allendale Charter Township	4,336,468	4,451,698			
Blendon Township	2,187,641	2,244,192			
Chester Township	633,695	174,016	127,656	272,673	85,563
Crockery Township	1,276,549	794,163	391,986		
Georgetown Charter Township	12,875,095	12,847,832		332,616	104,372
Grand Haven Charter Township	5,772,907	5,941,578			
Holland Charter Township	9,249,188	9,546,775			
Jamestown Charter Township	3,033,412	2,981,511		121,490	38,123
Olive Township	1,324,986	1,369,804			
Park Township	7,867,841	8,070,569			
Polkton Charter Township	861,861	897,304			
Port Sheldon Township	2,979,715	3,434,121			
Robinson Township	1,815,206	1,862,159			
Spring Lake Township	5,684,337	5,503,897	256,897		
Tallmadge Charter Township	2,551,414	909,326		1,515,300	475,488
Wright Township	1,025,616	732,546		286,576	89,925
Zeeland Charter Township	3,109,589	3,206,740			
Coopersville City	833,546	864,904			
Ferrysburg City	1,305,025	1,339,557			
Grand Haven City	4,190,627	4,325,362			
Holland City	5,515,112	5,682,950			
Hudsonville City	1,681,086	1,736,114			
Zeeland City	2,470,055	3,144,894			
Totals	**82,580,971**	**82,062,012**	**776,539**	**2,528,655**	**793,471**

2022 Ad Valorem

Senior Citizen & Disabled Family Housing Facility Properties (Act 585 of 2008)
&
County Drain Assessments

211.7d Senior Citizen and Disabled Family Housing Facility Exemption.

(1) Housing owned and operated by a nonprofit corporation or association, by a limited dividend housing corporation, or by this state, a political subdivision of this state, or an instrumentality of this state, for occupancy or use solely by elderly or disabled families is exempt from the collection of taxes under this act. For purposes of this section, housing is considered occupied solely by elderly or disabled families even if 1 or more of the units is occupied by service personnel, such as a custodian or nurse.

(3) If property for which an exemption is claimed under this section would have been subject to the collection of taxes under this act if an exemption had not been granted under this section, the state treasurer, upon verification, shall make a payment in lieu of taxes, which shall be in the following amount:

(a) For property exempt under this section before January 1, 2009, the amount of taxes paid on that property for the 2008 tax year, excluding any mills that would have been levied under all of the following:

(i) Section 1211 of the revised school code, 1976 PA 451, MCL 380.1211.

(ii) The state education tax act, 1993 PA 331, MCL 211.901 to 211.906

Per BULLETIN NO 16 of 2009

The calculation of the base valuation for the Senior Citizen and Disabled Family Housing Exemption for property already exempt under this act prior to the January 20, 2009 effective date of

The property remains on the ad valorem assessment roll.

The frozen taxable values for these properties are included in the figures presented in this report to match the State's version of our apportionment report. Under this act, the millage rates have also been frozen. Below, "Ad-Valorem Millage" rates are as reported in this book. "Mills Levied under 211.7(d)" are the total millage rates to be levied on these parcels.

Real

Local Units	Mills Levied in 2008	Less Sch Op & SET	To Be Levied under 211.7(d)
Holland Twp	46.9806	-24.0000	22.9806
Spring Lake Twp	44.0412	-24.0000	20.0412
Coopersville City	57.7583	-24.0000	33.7583
Holland City	52.6606	-24.0000	28.6606
Zeeland City	53.3960	-24.0000	29.3960
Spring Lake Village	11.8619	N A	11.8619

Personal

Local Units	Mills Levied in 2008	Less Sch Op & SET	To Be Levied under 211.7(d)
Holland Twp	N A	N A	N A
Spring Lake Twp	32.0412	-12.0000	20.0412
Coopersville City	N A	N A	N A
Holland City	40.6606	-12.0000	28.6606
Zeeland City	41.3960	-12.0000	29.3960
Spring Lake Village	11.8619	N A	11.8619

	Ad Valorem Millage	Mills Levied under 211.7(d)	Ad Valorem Millage	Mills Levied under 211.7(d)
Holland City				
70020 Holland Schools				
Parcel #	70-16-30-452-032		70-50-65-080-195	
Mills Levied	59.1490	28.6606	47.1490	28.6606
Less Sch Op	-18.0000	Exempt	-6.0000	Exempt
Less SET	-6.0000	Exempt	-6.0000	Exempt
Net	35.1490	28.6606	35.1490	28.6606

	Ad Valorem Millage	Mills Levied under 211.7(d)	Ad Valorem Millage	Mills Levied under 211.7(d)
Zeeland City				
70350 Zeeland Schools				
Parcel #	70-17-18-300-047		70-50-79-226-255	
Mills Levied	55.6098	29.3960	43.6098	29.3960
Less Sch Op	-18.0000	Exempt	-6.0000	Exempt
Less SET	-6.0000	Exempt	-6.0000	Exempt
Net	31.6098	29.3960	31.6098	29.3960

Spring Lake Twp				
70300 Spring Lake Schools				
Parcel #	70-03-14-375-061		70-50-24-081-200	
Mills Levied	46.2840	20.0412	34.2840	20.0412
Less Sch Op	-18.0000	Exempt	-6.0000	Exempt
Less SET	-6.0000	Exempt	-6.0000	Exempt
Net	22.2840	20.0412	22.2840	20.0412

Spring Lake Village				
70300 Spring Lake Schools				
Parcel #	70-03-14-375-061		70-50-24-081-200	
Mills Levied	10.3600	11.8619	10.3600	11.8619
Less Sch Op	N/A	N/A	N/A	N/A
Less SET	N/A	N/A	N/A	N/A
Net	10.3600	11.8619	10.3600	11.8619

Holland Twp				
70700 West Ottawa Schools				
Parcel #	70-16-18-177-012			
Mills Levied	50.2608	22.9806		
Less Sch Op	-18.0000	Exempt		
Less SET	-6.0000	Exempt		
Net	26.2608	22.9806		

Coopersville City				
70120 Coopersville Schools				
Parcel #	70-05-26-201-027			
Mills Levied	58.4213	33.7583		
Less Sch Op	-17.8308	Exempt		
Less SET	-6.0000	Exempt		
Net	34.5905	33.7583		

2022 Drain Assessment Totals by Municipality

As of 10/03/2022

Township	At-Large Assessment	Property Owner Assessment	Total
Chester Twp.	$ 1,425.00	$ 56,688.58	$ 58,113.58
Spring Lake Twp.	$ 108,446.75	$ 87,503.95	$ 195,950.70
Crockery Twp.	$ 7,514.30	$ 5,821.08	$ 13,335.38
Polkton Twp.	$ 20,049.16	$ 2,370.82	$ 22,419.98
Wright Twp.	$ 13,304.25	$ 20,982.83	$ 34,287.08
Grand Haven Twp.	$ 137,017.78	$ 32,614.93	$ 169,632.71
Robinson Twp.	$ 25,876.38	$ 7,376.02	$ 33,252.40
Allendale Twp.	$ 45,715.34	$ -	$ 45,715.34
Tallmadge Twp.	$ 18,334.22	$ 21,169.41	$ 39,503.63
Port Sheldon Twp.	$ 31,942.33	$ 38,591.57	$ 70,533.90
Olive Twp.	$ 66,069.52	$ -	$ 66,069.52
Blendon Twp.	$ 51,741.73	$ 69,843.08	$ 121,584.81
Georgetown Twp.	$ 175,801.06	$ 31,771.92	$ 207,572.98
Park Twp.	$ 70,828.81	$ 262,958.11	$ 333,786.92
Holland Twp.	$ 278,315.51	$ 197,107.27	$ 475,422.78
Zeeland Twp.	$ 58,599.51	$ -	$ 58,599.51
Jamestown Twp.	$ 53,440.34	$ 19,790.74	$ 73,231.08
TOTAL:	$ 1,164,421.99	$ 854,590.31	$2,019,012.30
City	**At-Large Assessment**	**Property Owner Assessment**	**Total**
City of Ferrysburg	$ 1,775.86	-	$ 1,775.86
City of Coopersville	$ 33,039.61	$ 39,979.11	$ 73,018.72
City of Grand Haven	$ 4,421.81		$ 4,421.81
City of Hudsonville	$ 22,511.57	$ 1,857.46	$ 24,369.03
City of Zeeland	$ 27,498.28	$ -	$ 27,498.28
City of Holland	$ 10,606.38	$ -	$ 10,606.38
TOTAL:	$ 99,853.51	$ 41,836.57	$ 141,690.08
TOTAL MUNICIPALITIES:	$ 1,264,275.50	$ 896,426.88	$2,160,702.38
County, Ottawa	$ 284,168.71	$ -	$ 284,168.71
Road Commission, OC	$ 179,331.96	$ -	$ 179,331.96
MDOT	$ 16,805.65	$ -	$ 16,805.65
CSX	$ 5,270.67	$ -	$ 5,270.67
TOTAL:	$ 485,576.99	$ -	$ 485,576.99
GRAND TOTAL:	$ 1,749,852.49	$ 896,426.88	$2,646,279.37

Drain assessments are special assessments for drain projects and/or maintenance. The at large assessment is the portion paid by the local municipality (township/city) or other government entities. The property owner assessment is the portion paid by the property owners. Drain assessments are placed on the winter tax bill per Drain Code. Questions related to drain assessments can be directed to the Ottawa County Water Resources Office.

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Administrator's Office
Submitted By:	John Shay
Agenda Item:	Resolution of Support for Two Separate Commercial Rehabilitation Districts in the City of Hudsonville

Suggested Motion:

To adopt the Resolution of Support for the establishment of two separate Commercial Rehabilitation Districts (PA 210 of 2005) in the City of Hudsonville.

Summary of Request:

The City of Hudsonville is asking for Ottawa County's upcoming support for the establishment of two, separate Commercial Rehabilitation Districts (CRD) in the City of Hudsonville, as allowed under PA 210 of 2005. At a special meeting on October 25, 2022, the Hudsonville City Commission voted to schedule public hearings on November 15, 2022 to establish two new CRDs. Assuming the Hudsonville City Commission adopts resolutions to establish the districts on the 15th, notice of such will be sent to the County. The County Board of Commissioners will then have up to 28 days to adopt a resolution rejecting the establishment of the districts. If no such action is taken by the County Board, the districts will thereafter be established, pending approval by the State Tax Commission. The City is asking for a resolution of support from the County.

The establishment of the two CRDs is necessary in order to make possible the purchase and redevelopment of two city-owned properties located in the heart of the city's downtown Tax Increment Finance (TIF) district. Both projects will be mixed-use developments that will add much-needed rental housing and retail space in our downtown. Without the local contribution of a multi-year tax abatement, these developments would not be eligible for outside MEDC funding, and neither would be financially viable.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☐ No	☑ N/A

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: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.
Goal 4: To Continually Improve the County's Organization and Services.

Objective: Goal 2, Objective 1: Consider initiatives that contribute to the economic health and sustainability of the County and its' residents.
Goal 4, Objective 4: Examine opportunities for increased cooperation and collaboration with local government and other partners.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Shay

Committee/Governing/Advisory Board Approval Date:

STATE OF MICHIGAN
COUNTY OF OTTAWA

_____

RESOLUTION

At a meeting of the Board of Commissioners of the County of Ottawa, Ottawa County, Michigan, held at the Board of Commissioners' meeting room in the County Administration Building, 12220 Fillmore Street, West Olive, Michigan, in said County on November 22, 2022, at 1:30 p.m. local time.

PRESENT:

_____

_____

ABSENT:

_____

The following preamble and resolution was offered by Commissioner: _____ and supported by Commissioner:_____:

WHEREAS, MCL §207.843(5) provides that a Michigan county may reject a local unit of government's request to create a Commercial Rehabilitation District ("CRD"); and

WHEREAS, on October 26, 2022, Ottawa County received a request from the City of Hudsonville for Ottawa County's support for two, separate CRDs to facilitate the purchase of two City-owned properties located in the heart of the City's downtown tax increment finance ("TIF") district; and

WHEREAS, without such designation, the proposed mix-used development in the CRDs will not be possible; and

WHEREAS, the Board determines the above projects will advance the interests of the County and its residents in the Hudsonville area.

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, **BE IT RESOLVED** that the Board hereby approves the two CRDs as described in the October 16, 2022 letter from the City, which is attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

YEAS: _____

_____

NAYS: _____

ABSTAIN: _____

RESOLUTION ADOPTED.

_____ _____

Chairperson, Matthew Fenske Justin Roebuck, Ottawa County Clerk

City of Hudsonville
3275 Central Blvd.
Hudsonville, MI 49426
(616) 669-0200
Fax (616) 669-2330

October 26, 2022

Mr. John Shay, Ottawa County Administrator

RE: Upcoming Request to Establish Commercial Rehabilitation Districts

Dear Mr. Shay,

Pursuant our earlier discussions, I am writing to ask for Ottawa County's upcoming support for the establishment of two, separate Commercial Rehabilitation Districts (CRD) in the City of Hudsonville, as allowed under PA 210 of 2005. At a special meeting on October 25, the City Commission voted to schedule public hearings on November 15, 2022 to establish two new CRDs. Notice of said hearings will soon be sent to the Ottawa County Clerk's office. Assuming the Hudsonville City Commission adopts resolutions to establish the districts on the 15th, notice of such will be sent to the County. The County Board of Commissioners will then have up to 28 days to adopt a resolution rejecting the establishment of the districts. If no such action is taken by the County Board, the districts will thereafter be established, pending approval by the State Tax Commission.

The establishment of the two CRDs is necessary in order to make possible the purchase and redevelopment of two city-owned properties located in the heart of the city's downtown Tax Increment Finance (TIF) district. Both projects will be mixed-use developments that will add much-needed rental housing and retail space in our downtown. Without the local contribution of a multi-year tax abatement, these developments would not be eligible for outside MEDC funding, and neither would be financially viable.

Thank you very much for your consideration and anticipated support for the creation of the two new CRDs in Hudsonville. Should you have any questions on this, please do not hesitate to call me

Sincerely,

Patrick B. Waterman
City Manager

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Administration
Submitted By:	Regina MacMillan
Agenda Item:	Change Orders for the Family Justice Center Policy (first reading)

Suggested Motion:

To approve the proposed Change Orders for the Family Justice Center Policy for review and comment.

Summary of Request:

County policies require periodic review and updates. This request is to review the Family Justice Center Change Orders Policy and forward it to the Board of Commissioners for a first and second reading before final approval.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☐ No	☑ N/A

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

Objective: Goal 4, Objective 1: Conduct activities and maintain systems to continuously improve to gain efficiencies and improve effectiveness.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Sn

Committee/Governing/Advisory Board Approval Date:

Ottawa County

Change Orders for the Family Justice Center Policy

I. Policy

The Ottawa County Building Authority has entered into an Integrated Project Design ("IPD") Contract with a team of architects and builders to build a new Family Justice Center at the Fillmore Campus in West Olive, Michigan. Among the unique features of the IPD contract is the role of a Senior Management Team ("SMT") composed of representatives of the Building Team and County, which is empowered to approve change orders. Under the IPD Contract, the County Administrator is the County and Building Authority's representative on the SMT, which approves change orders as defined in the IPD Contract. The purpose of this policy is for the County to outline the conditions under which the County Administrator may approve change orders on behalf of the County and Building Authority on the SMT, in accordance with the IPD Contract. Specifically, before voting on the SMT to approve any change order under the IPD Contract that increases the project's "Maximum Cost" as provided in the IPD Contract, the Administrator must apprise and receive the Building Authority Board's approval as well as that of the Ottawa County Board of Commissioners.

II. Statutory References

MCL §123.958 authorizes the Building Authority of Ottawa County to enter into contracts and set procedures for the exercise of contractual authority.

III. County Legislative or Historical References

Board of Commissioners Resolution Number and Policy Adoption Date:

Board of Commissioners Review Date and Resolution Number:

Name and Date of Last Committee Review:

Last Review by Internal Policy Review Team:

IV. Procedure

To ensure compliance with this policy, the Administrator shall consult with a member of the Building Authority who is monitoring the activities of the SMT. All purchase orders will be subject to reporting and ratification by the Building Authority at its next meeting.

V. Review Period

The Internal Policy Review Team will review this Policy at least once every two years and will make recommendations for changes to the Planning & Policy Committee.

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Administration
Submitted By:	Regina MacMillan
Agenda Item:	Purchasing Card Policy (first reading)

Suggested Motion:

To approve the revised Purchasing Card Policy for review and comment.

Summary of Request:

County policies require periodic review and updates. This request is to review the Purchasing Card Policy and forward it to the Board of Commissioners for a first and second reading before final approval.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☐ No	☑ N/A

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

Objective: Goal 4, Objective 1: Conduct activities and maintain systems to continuously improve to gain efficiencies and improve effectiveness.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Sn

Committee/Governing/Advisory Board Approval Date: Planning & Policy 11/15/2022

Ottawa County

PURCHASING CARD POLICY

I. POLICY

A policy to define, authorize and regulate the use of purchasing cards, and to establish procedures for utilizing purchasing cards for appropriate expenses in the conduct of official County of Ottawa business.

The purchasing card provides the County of Ottawa organization with an alternate method to purchase goods and services. The purchasing card is a tool that reduces transaction costs, facilitates timely acquisition of materials and supplies, automates data flow for electronic commerce and accounting purposes, and offers flexible controls to help ensure proper usage.

This policy is not intended to replace or eliminate the current purchasing policy, but rather complement the existing processes. Good record keeping is essential to ensure the success of the program.

II. STATUTORY REFERENCES

MCL 46.11 (l); (m)

III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

The original Board policy on this subject matter was adopted on April 12, 2011

Board of Commissioners Policy Adoption Date and Resolution Number: June 13, 2017; B/C 17-118

Board of Commissioners Review Date and Resolution Number: May 23, 2017; B/C 17-101

Date of Last Committee Review: Planning and Policy Committee; May 11, 2017

Last Review by Internal Policy Review Team: October 13, 2022

Related Policies: Travel and Mileage

Ottawa County

IV. PROCEDURE

A. Use of Purchasing Card

1. Purchasing cards may be used only by an employee for the purchase of budgeted goods or services for official County of Ottawa business in accordance with the provisions of this policy and within spending limitations authorized for each employee.

2. Purchases may not be divided into several transactions in order to avoid compliance with the purchasing policy.

3. Purchasing cards may ***not*** be used for: ~~for cash advances or personal use.~~

- ATM Transactions/Cash Advances
- ~~Daily~~ Meals eligible for a per-diem allowance
- Invoices
- Personal Use

~~3.~~

4. Standard Limits:

   a. Single Purchase Limit: $1,499.00, without an existing purchase order

   b. Daily Purchase Limit: $4,000.00

   c. Monthly Purchase Limit: $7,500.00

   d. Fiscal Services, in conjunction with the Department Official, will determine authorized limits.

B. Requesting, Transferring, Returning, Reporting Lost or Stolen Card

1. Requesting a Purchasing Card

   a. A Department Official may request a County purchasing card for employee use by submitting a Purchasing Card Request Form to the Fiscal Services Department.

   b. The Fiscal Services Department is responsible for administration of the program, the issuance and distribution of purchasing cards, accounting, monitoring, and general overview of the purchasing card policy.

c. The purchasing card is issued in the employee's name. By accepting the purchasing card, the employee assumes responsibility for the card and associated transactions. The purchasing card is not transferable and may not be used by anyone other than the Cardholder.

d. Although the purchasing card lists an employee's name, the card will have no impact on the employee's personal credit.

2. Transferring to another Department and Separation of Employment

a. The current Department Official shall notify Fiscal Services by emailing purchasing@miottawa.org that the employee will be transferring to another department.

b. The employee must return the purchasing card upon transfer to another department unless written approval is submitted to the Fiscal Services Department from the new Department Official.

c. The employee must return the purchasing card upon separation from the County. The card should be returned to the Fiscal Services Department located at: 12220 Fillmore, Room 331, West Olive, MI 49460.

d. Fiscal Services will deactivate the card upon notification.

3. Reporting a Lost or Stolen Card

a. If a purchasing card is lost or stolen, the employee must immediately contact JPMorgan Chase Bank at 800-316-6056. The employee must also notify the Fiscal Services Department.

b. Fiscal Services and/or JPMorgan Chase will immediately deactivate the purchasing card and request a new card be issued.

c. The employee is responsible for reviewing and reconciling the account detail of the deactivated purchasing card, as well as the account detail for the new purchasing card.

C. Employee Responsibilities

1. The employee shall enter into an agreement with the County, for the use and care of the purchasing card. The purchasing card is not to be used by anyone else.

2. The County is tax exempt and generally does not pay Michigan sales tax. Before making a purchase, the employee shall inform the vendor that the purchase is tax exempt and that Michigan sales tax shall be excluded from the transaction. The County Tax ID number is embossed on the purchasing card, and most vendors will accept this as evidence of non-taxable status. The employee, with assistance from Fiscal Services, is responsible to complete any tax verification paperwork required by the vendor in order for the purchase to be tax exempt.

3. If a purchase includes sales tax that the County is exempt from paying, the employee is responsible to obtain a refund (credit). Sales tax that the County is exempt from paying is an inappropriate use of the procurement card.

4. The employee using the purchasing card must submit documentation detailing the goods or services purchased.

    a. Itemized receipt of the goods or services purchased.

    b. The cost of the goods or services.

    c. Date of purchase.

    d. The official County business for which purchases were made.

5. All documentation must be submitted by the employee with the monthly statement to the Department Official or Designee for approval.

6. Each employee is responsible for safeguarding the account number. Improperly disclosing the purchasing card number in any written form including fax or email is strictly prohibited by JP Morgan Chase and the County.

D. Department Officials Responsibilities

1. Determine employees request for the use of County purchasing card and execution of the Purchasing Card Request Form.

2. Complete a security access IT Form to allow employees to review, code, and submit the purchasing card transactions in Munis.

3. Personally, or individual designated to review purchasing card activity must attend training on the program.

4. Personally, or have a Designee review, and authorize all necessary documentation submitted by the employee using a County purchasing card including:

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a. Itemized receipt of the goods or services purchased.

b. The cost of the goods or services.

c. Date of purchase.

d. The official County business for which purchases were made.

5. Provide follow-up information in response to Fiscal Service inquiries regarding compliance to the policy.

6. Immediately notify Fiscal Services or the designated Program Administrator of any fraudulent or irresponsible use of a purchasing card.

~~6.~~7. Initiated by Fiscal Services, annually review purchasing card holders within your department to assure no changes are required. If changes are required, please notify Fiscal Services outlining the changes in detail.

E. Unauthorized or Improper Use

1. Fiscal Services may terminate a purchasing card without notice to the Department Official for any reason including, but not limited to, the following:

a. The purchasing card policies and procedures are not followed.

b. If the purchasing card was not used for a period greater than 12 calendar months.

c. If the employee does not reimburse the County for personal or ineligible expenses.

d. If the employee repeatedly tries to exceed the allowable per purchase limit or the specified purchase frequency.

e. If the employee fails to submit the required back-up receipts and documents and statement by the designated time.

f. If there is concern that the card has been compromised, in any way.

2. An employee who engages in an unauthorized or improper use of a County purchasing card will be subject to disciplinary measures, up to and including

termination, and may be subject to civil/criminal prosecution consistent with applicable laws.

3. An employee found to have inappropriately used the purchasing card will be required to reimburse the County for all costs associated with such improper use.

4. If an employee believes the purchasing card may have been used for a personal or otherwise ineligible expense, the employee should report the incident to their Department Official immediately.

V. REVIEW PERIOD

The Internal Policy Review Committee will review this Policy at least once every two years and will make recommendations for changes to the Planning & Policy Committee.

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Administration
Submitted By:	Regina MacMillan
Agenda Item:	Travel and Meal Policy (first reading)

Suggested Motion:

To approve the revised Travel and Meal Policy for review and comment.

Summary of Request:

County policies require periodic review and updates. This request is to review the Travel and Meal Policy and forward it to the Board of Commissioners for a first and second reading before final approval.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☐ No	☑ N/A

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

Objective: Goal 4, Objective 1: Conduct activities and maintain systems to continuously improve to gain efficiencies and improve effectiveness.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Shz

Committee/Governing/Advisory Board Approval Date: Planning & Policy 11/15/2022

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TRAVEL AND MEAL POLICY

I. POLICY

This policy shall apply to all County employees, elected and appointed officials, and any other person who submits a reimbursement request for travel and meal ~~or~~ expense voucher to the County, regardless of funding sources. ~~for reimbursement.~~

The responsibility for ensuring compliance with this policy rests with each traveler's department head or elected official. The County Administrator and/or the County Administrator's designee reserves the right to question travel vouchers which appear to violate the intent of this policy or to waive, where special circumstances warrant, any regulation/requirement herein.

All elected officials, ~~officers,~~ employees, and persons traveling on official business are expected to exercise the appropriate level of care in incurring expenses, recognizing the use of public funds to support these expenses. The person authorized to approve reimbursement of expenses is the traveler's department head and/or designee.

The County Administrator and/or the Administrator's designee is responsible for interpretation and enforcement of this policy as they apply to all County employees, elected officials, and non-County personnel but excluding the County Administrator. The Finance and Administration Committee of the Board of Commissioners is responsible for interpretation and enforcement of this policy as they apply to the County Administrator , ~~and~~ may hear appeals of the Administrator's interpretation of this policy.

II. STATUTORY REFERENCES

Internal Revenue Service Code (IRS)
Code of Federal Regulations (CFR)
General Services Administration (GSA)

~~II.~~

The Board of Commissioners may establish such rules and regulations regarding the business concerns of the County as the Board considers necessary and proper. See: MCL 46.11(m); Act 156 of 1851, as amended.

III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

The original Board policy on this subject matter was adopted in January 28, 1992, Resolution Number: BC 92-58

Board of Commissioners Resolution Number and Policy Adoption Date: B/C 12-151, August 28, 2012

Board of Commissioner Resolution Number and Review Date: B/C 12-145, August 14, 2012

Name and Date of Last Committee Review: Planning and Policy: March 8, 2018

Last Review by the Internal Policy Review Team: October 13, 2022

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IV. PROCEDURES

A. General Information:

~~1. All expenses must be annotated. A person must substantiate an expenditure for travel by adequate records or by sufficient evidence corroborating his/her own statement as to: (a) amount, (b) time and place, (c) business purpose, and (d) business relationship to taxpayers (IRS Code Section 954A). Also, an arrangement is not a reimbursement or an express expense allowance arrangement if it (a) does not require the employee to substantiate the covered expenses to the employer or (b) allows an employee to retain amounts in excess of substantiated covered expenses (IRS Code Section 941A).~~

~~2. Use of credit cards or County issued purchasing cards will be accepted if supported by an itemized receipt.~~

~~3. Actual travel expenses of persons, other than County employees, who are called upon to contribute time and services as consultants, advisers or volunteers, must be authorized by the appropriate department head and/or designee. Documentation must be furnished as required by these regulations. The voucher must include an explanation/justification for the expense incurred by the consultant, advisor, or volunteer.~~

1. ~~Authority for Travel:~~ All travel ~~other than normally assigned in-County travel and travel of less than one day (not overnight),~~ shall be duly authorized and approved by the department head and/or designee. Sufficient budgeted funds must be available for such travel except that the Board of Commissioners may authorize travel and provide non-budgeted funds upon special request.

2. The department head and/or designee approving the expense voucher is responsible for the certification of all items of expense as being necessary, correct and not in conflict with this policy. Questions from Fiscal Services regarding a reimbursement claim ~~n expense voucher~~ will first be directed to the department head and/or designee that approved ~~signed~~ the expense claim. ~~voucher.~~
~~4.~~

3. The County will pay the following expenses directly with a County purchasing card:

   a. Registration costs for conferences and seminar
   b. Public transportation costs (i.e., air, boat, bus, or rail)
   c. Lodging charges

4. In the event travel arrangements are cancelled or modified, the employee is responsible for obtaining refunds for payments made in advance.

~~5. Advances for Travel: Normally, all travelers on official business for the County are expected to provide themselves with funds to cover their expenses.~~

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~~(Reimbursements will be processed in weekly check runs).~~

~~a. The County will pay direct the following expenses: 1).~~

~~Registration costs for conferences and seminars.~~

~~2). Public transportation costs (i.e., air, boat, bus or rail).~~

~~3). Lodging charges.~~

~~b. In unusual cases, an actual advance can be requested. The advance will be determined by using the per diem guidelines established in this policy and the following are met:~~

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~~1). The travel advance is authorized by the Administrator and/or the Administrator's designee who is to ensure that the advance is reasonable and complies with these regulations.~~

~~2). Upon the traveler's return, a final accounting of the actual expenses incurred plus required receipts will be submitted to the Fiscal Services Department within fifteen (15) days on an Expense Voucher.~~

B. Conferences and Trainings:~~Expense Vouchers~~

1. Registration ~~Fees: Enrollment o~~or enrollment ~~registration~~ fees for conferences and trainings ~~conventions and meetings, associations or organizations~~ are allowable for individuals attending as official representatives of the County. ~~Receipts must be attached to the voucher. Registration literature must be attached indicating if meals are included in the fee. If meals are included in the registration fee, corresponding meals are not reimbursable.~~

2. Fees for non-business and/or spousal/partner activities associated with the conference will not be reimbursed by the County.

~~B.~~

~~1. The Expense Voucher form is to be used for reimbursement of expenses.~~

~~2. The expenses of only one person shall be included on a single expense voucher, except when an employee in a custodial capacity is responsible for and pays expenses of others who accompany him or her. Names of others must be recorded on the expense voucher.~~

~~3. Itemized receipts must be attached for all items of expenses. Any receipt not submitted where required by this policy may cause the expense for same to be denied or reimbursed at rates determined by the Administrator and/or the Administrator's designee.~~

~~4.1. Conference and seminar agendas shall be submitted in instances where lodging will be requested for reimbursement. Conference and seminar agendas, whenever such agendas exist, shall be submitted in instances where meal costs will be requested for reimbursement.~~

~~5. Expense vouchers shall be submitted within thirty (30) days after incurring the expenditures.~~

~~6.1. The department head and/or designee approving the expense voucher is responsible for the certification of all items of expense as being necessary, correct and not in conflict with this policy. Questions from Fiscal Services regarding an expense voucher will first be directed to the department head and/or designee that signed the expense voucher.~~

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~~C. Travel:Transportation~~
C.

1. All travel must be by "usually" traveled route using the most economical mode of transportation. Any extra costs incurred by traveling an indirect route for his or her convenience, or uses a more expensive mode of transportation, will be the responsibility of the traveler. ~~In case a person travels by an indirect route for his or her convenience, or uses a slower or more expensive travel route, any extra costs shall be borne by the traveler and reimbursement for expenses will be based on only such charges as would have been incurred by a usually traveled route.. For example, a person has a conference in Denver, Colorado, scheduled to start Monday at 8:30 a.m. and conclude Friday at 11:00~~

2. In general, travel that can be completed within the employee's normal workday shall commence on the day of the event and conclude on the last day of the event. If this is not feasible, traveling the one day prior/after will be reimbursed if approved by employee's supervisor. ~~a.m. The airlines schedule would allow the traveler to depart Sunday and return Friday. If, for whatever reason, the individual elects to fly home on Saturday,~~

3.

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~~lodging for Friday night and meal costs after Friday afternoon would not be reimbursed by the County.~~

Public Carrier: The expense of traveling by public carrier (rail, airplane, boat) will be allowed based on actual cost with standard seating.~~on the basis of actual cost. All travelers are expected to travel by the most economical mode of transportation. Transportation expense in excess of the cost of coach-class airfare and associated costs, e.g. baggage, will not be allowed unless justification is given and the approval of the Administrator and/or the Administrator's designee is obtained before leaving on the proposed trip.~~

4. Private Automobile: If travel is by privately owned automobile, the traveler will be reimbursed at the rate established by the Board of Commissioners (see Mileage Policy).

5. Baggage Fees are allowable for up to one piece of checked baggage with receipt.

6. Airline Seat Assignment Fees will be reimbursed for economy/coach class.

7. Flight and/or Travel Insurance will not be reimbursed by the County.

8. Parking Fees are allowable with receipts.

9. Taxic~~-Cab~~ and Ride Share Fees for necessary travel are allowable with receipts, along with an explanation of travel purpose. ~~: Necessary taxi cab fares will be allowed with receipts. I~~If receipts are not available, an affidavit is required.~~ full explanation is required.~~

10. Toll Bridge, Toll Road, and Ferry Boat Expenses are allowable with receipts.

~~4.~~ Car Rental is allowable only if it is more advantageous for County business or more economical than some other mode of transportation. Written approval from the County Administrator or the County Administrator's designee is required in advance.

11.

~~5.~~ Travel outside the contiguous 48 states must be approved in advance of the travel by the ~~Finance and Administration Committee~~Elected Official or Department Head. ~~If the travel is by private automobile, the maximum allowance will be the established mileage rate or coach-class airfare (round trip determined 30 days in advance of trip) and associated charges as would have been incurred by a usually traveled route, whichever is the lesser amount.~~

12.

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~~1. Any transportation arrangements other than what is covered above will require specific approval by the Administrator and/or the Administrator's designee, prior to commencing travel.~~

D. Lodging:

~~1.~~ The actual paid lodging receipt is required for lodging reimbursement. Any change in hotel charges during continuous occupancy by an employee must be explained on the voucher. ~~Documentation must show lowest available single occupancy rate as certified by the hotel or other lodging. IRS Tax Code Section 954A: A taxpayer must have documentary evidence for any lodging expense while traveling away from home.~~

1.

2. Incidental Expenses include fees and tips given to porters, baggage carriers, and hotel staff, which are included in the Per Diem Allowance discussed under section E (Meals) of this policy.

3. When a traveler who is being reimbursed by the County shares a hotel or other lodging with non-County reimbursed travelers (family members, friends, etc.), reimbursement to the traveler will ~~be as follows:~~ not exceed the single rate occupancy, regardless of the number of persons and/or rooms occupied.

4. When a traveler who is being reimbursed by the County shares a hotel or other lodging with another County reimbursed traveler(s) who is receiving reimbursement for travel from another budget source, reimbursement will be reduced by a proportionate amount of the bill, based on the number of persons occupying the room.

~~2.~~

~~a. If a hotel or other lodging is shared with one or more non-County travelers who receive no travel reimbursement from another source, reimbursement to the traveler will be at the rate of single occupancy as certified by the hotel or other lodging (the rate of single occupancy must be documented on the expense voucher) regardless of the number of persons and/or rooms occupied. At no time will reimbursement exceed the room rate actually paid by the County reimbursed travelers (ie. single room cost exceeds double room rate).~~

~~b. If a hotel or other lodging is shared with a County or non-County traveler on County business who is receiving reimbursement for travel from another budget or source, reimbursement will be reduced by a proportionate amount of the bill, based on the number of persons occupying the room.~~

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5. Lodging in Ottawa, Kent, Muskegon, and Allegan Counties is not eligible for reimbursement.

6. Fax and Internet: Charges are allowable when necessary for official business. An explanation and receipt are required including the nature of the business necessitating the expense.

~~3. Only out-of-county lodging will be reimbursed. Additionally, lodging in counties adjacent to Ottawa County (Muskegon, Kent, and Allegan) is generally not allowed, unless specific approval by the Administrator and/or the Administrator's designee is secured prior to travel.~~

~~E. Miscellaneous Expenses~~

~~1. Miscellaneous expenses incidental to official County travel shall be held to the minimum amount required for essential and efficient conduct of County business. The following miscellaneous items are reimbursable with appropriate receipts:~~

~~a. Registration Fees: Enrollment or registration fees for conventions and meetings, associations or organizations are allowable for individuals attending as official representatives of the County. Receipts must be attached to the voucher. Registration literature must be attached indicating if meals are included in the fee. If meals are included in the registration fee, corresponding meals are not reimbursable.~~

~~b. Parking Fees: Reimbursement for parking fees is allowable, with receipts.~~

~~c.~~a. ~~Taxi Cab: Necessary taxi cab fares will be allowed with receipts. If receipts are not available, a full explanation is required.~~

~~d. Car Rental: Allowable only if: (a) approved in advance of travel by the Administrator or the Administrator's designee, (b) it is more advantageous for County business and (c) more economical than some other mode of transportation. Explanation and receipt are required.~~

~~e. Fax and Internet: Charges are allowable when necessary for official business. An explanation and receipt is required including the nature of the business necessitating the expense.~~

~~f. Personal Expenses: The County will not reimburse for the following: fees and tips for valets[1], flight insurance, housekeeping/maid service, alcoholic beverages, cleaning and pressing clothing, renting movies, snacks, and similar personal expenses.~~

~~g. Personal Phone Calls: An employee is allowed one reimbursed phone call home (duration not to exceed 5 minutes) for each day away.~~

Ottawa County

h. Health Club Costs: Reimbursement for reasonable costs not to exceed $10.00 per day for use of health club facilities during travel greater than one day. Receipts are required for reimbursement.

[1] Fees and tips for valet charges will be reimbursed, when accompanied with receipts, when such charges are incurred as a necessary expense of the trip and not for the convenience of the traveler.

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~~i. Baggage Handling: Charges for handling and checking baggage at hotels, depots, and terminals are allowable, when such charges are incurred as a necessary expense of the trip and not for the convenience of the traveler. The allowable rate shall not exceed $2.00 at each point of handling, except for airline baggage fees which are allowable for up to one piece of checked baggage.~~

~~j. Toll Bridge, Toll Road, and Ferry Boat Expenses: Toll bridge, toll road and ferry boat expenses are allowed with receipts.~~

~~F.~~E. Meals:

1. The following guidelines are to be used regarding meal reimbursements:

   a. The County will reimburse employees for meals on a per-diem rate as published by the General Services Administration (GSA). Itemized receipts are not required for Per Diem reimbursement. The per-diem rate includes employees' food, non-alcoholic beverages, taxes, and gratuities.

   b. Eligibility for a per-diem allowance requires an overnight stay. The only exceptions are:

      1). Public Safety Officers transporting inmates between facilities. These meals will be reimbursed with an itemized receipt based on actual cost, not to exceed the GSA per diem rate.

      2). All day conferences and training sessions outside of Ottawa County where lunch is not provided will be reimbursed with an itemized receipt based on actual cost, not to exceed the GSA per diem rate.

   c. Per Diem is provided at 75% on the first and last days of travel, and at 100% of the daily allowance for all other days of travel. Travelers are not subject to the per meal limits; this is only important for item (e) below. ~~regardless of travel time.~~ Per Diem rates, including taxes and gratuities, are determined annually by the General Services Administration. A breakdown of Meals and Incidental Expenses (M&IE) totals can be found at the GSA website:

      https://www.gsa.gov/travel/plan-book/per-diem-rates/mie-breakdown.

   d. Incidental Expenses include fees and tips given to porters, baggage carriers, and hotel staff, which are included in the Per Diem Allowance.

   e. Meals which are included in a registration fee ~~or provided by public transportation~~ or paid by others are not eligible for Per Diem reimbursement and must be excluded ~~f~~from the Per Diem allowance using the GSA breakdown by meal. An exception will be made for the following:

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1). Continental Breakfast – When only a continental breakfast is served, reimbursement for breakfast will be provided.
2). Dinner Reception – When an evening reception of only appetizers is served, reimbursement for dinner will be provided.

2. Alcoholic beverages are not reimbursable by the County. ~~Alcoholic beverages, to the maximum extent possible, should not be listed on the itemized receipt submitted with an Expense Voucher, but should rather be paid by the traveler separately~~

3. County issued purchasing cards cannot not be used for Per Diem meals.

F. Request for Reimbursement:

~~1.~~ Requests for reimbursement are processed electronically using "Employee Self Services. ~~All expenses must be annotated.~~ Itemized receipts must be attached for all items of expenses, except for per-diem meals. Receipts and supporting documentation must include the following: ~~A person must substantiate an expenditure for travel by adequate records or by sufficient evidence corroborating his/her own statement as to:~~ (a) amount, (b) time and place, (c) business purpose, ~~;~~ and ~~(d) business relationship to taxpayers (IRS Code Section 954A). Also, an arrangement is not a reimbursement or an express expense allowance arrangement if it (a) does not require the employee to substantiate the covered expenses to the employer or (b) allows an employee to retain amounts in excess of substantiated covered expenses (IRS Code Section 941A).~~

1.

2. The daily per-diem rate for meals can be submitted for reimbursement based on the daily rate outlined in section E.

~~The expenses of only one person shall be included on a single expense voucher, except when an employee in a custodial capacity is responsible for and pays expenses of others who accompany him or her. Names of others must be recorded on the reimbursement request claim.~~

3. Conference and training ~~seminar~~ agendas must ~~shall~~ be submitted in instances where lodging, travel and meal reimbursement is requested. ~~will be requested for reimbursement. Conference and seminar agendas, whenever such agendas exist, shall be submitted in instances where meal costs will be requested for reimbursement.~~

4. The expenses of only one person shall be included on a single expense voucher, except when an employee in a custodial capacity is responsible for and pays

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expenses of others who accompany him or her. Names of others must be recorded on the reimbursement request claim.

5. Requests for reimbursement should be submitted within thirty (30) days after incurring the expenditures, but no later than the end of the fiscal year in which the expense was incurred.

6. Non-County personnel who are called upon to contribute time and services as consultants, advisers or volunteers shall submit reimbursement requests to their respective employer. The employer can request reimbursement from the County for such expenses by submitting an invoice and requesting payment. The invoice must include an explanation/justification, along with itemized receipts for the expenses incurred by the consultant, advisor, or volunteer. The appropriate department head or elected official must provide authorization and approval prior to travel commencing.

~~2. . When travel commences before 7:00 a.m. or extends beyond 8:00 p.m. or they are out of the County at a conference, seminar, training session, or other approved County business, a meal reimbursement is allowed. Whenever meals are included in the registration fee, provided by public transportation or paid by others, the traveler should not be entitled to any allowance for those particular meals; examples:~~

~~a. Departure – June 1, 9:00 a.m. Return – June 5, 4:30 p.m. Allowable – June 1, lunch and dinner; June 2 through June 4, three (3) full day meals; June 5, breakfast and lunch plus four (4) days lodging.~~

~~b. Departure – June 1, 3:00 p.m. Return – June 2, 10:30 a.m. Allowable – June 1, dinner and lodging, June 2 - breakfast.~~

~~3. Meals will not be reimbursed for non-County travelers (spouses, members of a family, friends, etc.)~~

~~4. In-county meals will be reimbursed for Associations or Organization meetings with a receipt.~~

~~5. Guest Meals: The cost of guest meals is reimbursed only if it can be shown that such cost is necessary to conduct official County business and has prior approval of the Administrator. In no case will the amount allowed be in excess of the maximum established in this policy. Full explanation must be given on the voucher, including the name, position, and employer of the guest, nature of business discussed and how it relates to the County as required by the IRS Code. The total cost of the meals for guests cannot exceed the amount permitted an employee. A detailed receipt is required for a guest meal.~~

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6. ~~Alcoholic beverages are not reimbursable by the County. Alcoholic beverages, to the maximum extent possible, should not be listed on the itemized receipt submitted with an Expense Voucher, but should rather be paid by the traveler separately.~~

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7. Food Services/Tips: The maximum allowable tip for meals is 20% of the actual meal cost, excluding alcoholic drinks.

8. Meals included in the registration fee of conventions, meetings, associations or organizations are generally not reimbursable. Guidelines for the limited exception to this policy include dietary restrictions of a traveler or meals that are limited in the scope of offerings such as some continental breakfasts or appetizer dinners. An explanation of the exception must be included in cases where registration materials indicate a meal is provided as part of the registration fee.

9. The following are the maximum rates established for meal reimbursement with receipts:

	In State	Select Cities[2]	Traverse City/Leland	Out-of-State	Select Cities[3]
Breakfast	$8.00	$9.00	$12	$10.00	$12.00
Lunch	$12.00	$13.00	$18	$15.00	$18.00
Dinner	$26.00	$29.00	$39	$31.00	$36.00
Total Reimbursement[4]	$46.00	$51.00	$69	$56.00	$66.00

G. Travel Outside the Contiguous 48 States

1. Reimbursement for all expenses related to conferences or travel outside the contiguous 48 states must be approved in advance of the travel by the Finance and Administration Committee.

V. REVIEW PERIOD

The Internal Policy Review Team will review this Policy at least once every two years , and will make recommendations for changes to the Planning & Policy Committee.

[2] Select Cities in-state: Charlevoix, Detroit, Mackinaw Island, Ann Arbor, Lansing/East Lansing, Petoskey, Pontiac and South Haven.
[3] Select Cities out-of-state: Los Angeles, San Francisco, San Diego, Washington D.C., Chicago, New Orleans, Baltimore, Boston, Las Vegas, New York, Austin Texas, Dallas, Houston.
[4] Total excludes a maximum 20% tip.

Action Request

Electronic Submission – Contract # 1723

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: APEX CONTRACTORS

Requesting Department: PARKS AND RECREATION

Submitted By: CURT TERHAAR

Agenda Item: APEX CONTRACTORS - OTTAWA SANDS PHASE ONE CONSTRUCTION

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the agreement with Apex Contractors for the Ottawa Sands Phase One Construction Project for a total contract amount of $3,539,000.00

Summary of Request:

Ottawa County Parks has been developing plans for the first phase of improvements at Ottawa Sands in accordance with grant funds provided to the Ottawa County Parks Foundation by the Idema Foundation. Bids were received in early October for elements of this project including a new paved entrance drive, utilities, and portions of the Idema Explorers Camp area. In order to proceed with the construction, millage funds allocated for future projects: Bend Area Phase I and the Sheldon Landing projects have be removed from the CIP. Additionally, portions of the project including the welcome center building renovation, kayak launch, and associated parking and amenities have been removed from this agreement and will be pursued when funding is secured.

Financial Information:

Total Cost: $3,539,000.00	General Fund Cost: $0.00	Included in Budget: Yes

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/10/2022 3:54:10 PM*

Committee/Governing/Advisory Board Approval Date: PLANNING AND POLICY: 11/15/2022

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor *where the basis of payment is a Stipulated Sum*

AGREEMENT made as of the Twenty Second day of November in the year Two Thousand Twenty-Two
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Ottawa County Parks & Recreation Commission
12220 Fillmore Street
West Olive, Michigan 49460

and the Contractor:
(Name, legal status, address and other information)

APEX Contractors, Inc.
4101 27th Street
Dorr, Michigan 49323

for the following Project:
(Name, location and detailed description)

Ottawa Sands County Park – Phase 1
18153 North Shore Road
Ferrysburg, Michigan 49456

The Architect:
(Name, legal status, address and other information)

Viridis Design Group
1430 Monroe Avenue NW #210
Grand Rapids Michigan 49505

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.
/

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TABLE OF ARTICLES

1 THE CONTRACT DOCUMENTS

2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

[ ] The date of this Agreement.

[X] A date set forth in a notice to proceed issued by the Owner.

[ ] Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

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[ ] Not later than ( ) calendar days from the date of commencement of the Work.

[X] By the following date: October 1, 2023

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Three Million, Five Hundred Thirty-Nine Thousand Dollars and Zero Cents ($ 3,539,000.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
Alternate 1A	$35,000	Approved Change Order
Alternate 1B	$23,500	Approved Change Order

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)
Unit Prices as provided in the Bid Proposal Dated 10/11/2022		

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

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ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the 1st day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the 1st day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than 30 (days) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- **.1** That portion of the Contract Sum properly allocable to completed Work;
- **.2** That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- **.3** That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- **.1** The aggregate of any amounts previously paid by the Owner;
- **.2** The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- **.3** Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- **.4** For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- **.5** Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:
(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Per specification section 00800 Supplementary Conditions, Article 9.3.1.3

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§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

Per specification section 00800 Supplementary Conditions, Article 9.3.1.3

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

Per specification section 00800 Supplementary Conditions, Article 9.3.1.3

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and

.2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.
(Insert rate of interest agreed upon, if any.)

%

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

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§ 6.2 Binding Dispute Resolution
For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:
(Check the appropriate box.)

[X] Arbitration pursuant to Section 15.4 of AIA Document A201–2017

[ ] Litigation in a court of competent jurisdiction

[ ] Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION
§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS
§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

Trevor Bosworth, Principal
Viridis Design Group
1430 Monroe Avenue NW #210
Grand Rapids, Michigan
(616) 438-9841
trevor@virdg.com

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Mark Miedema, President
APEX Contractors, Inc.
4101 27th Street
Dorr, Michigan 49323
(616) 896-8699
apex.markm@yahoo.com

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§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor

.2 AIA Document A201™–2017, General Conditions of the Contract for Construction

(Paragraphs deleted)

.3 Drawings

Number	Title	Date
T1.0 - C8.8	Site	9-19-2022
E1.1 - E4.3	Electrical	9-19-2022
S0-1 – S3.2	Structural	9-19-2022
P0-1 – P6-1	Plumbing	9-19-2022
I1-1 – FF1-1	Architectural	9-19-2022
M0-1 – M8-1	Mechanical	9-19-2022

.4 Specifications

Section	Title	Date
DIVISION 00	PROCUREMENT AND CONTRACTING REQUIREMENTS	
000300	Advertisement	9-19-2022
001000	Instructions to Bidders	9-19-2022
003000	Bid Proposal	9-19-2022
005000	Agreement	9-19-2022
007000	General Conditions	9-19-2022
008000	Supplementary Conditions	9-19-2022
008600	List of Drawings	9-19-2022
009000	Addenda	9-19-2022
DIVISION 01	GENERAL REQUIREMENTS	
011000	Summary	9-19-2022
012200	Unit Prices	9-19-2022
012500	Contract Modification Procedures	9-19-2022

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012900	Payment Procedures	9-19-2022
013100	Project Management and Coordination	9-19-2022
013200	Construction Progress Documentation	9-19-2022
013300	Submittal Procedures	9-19-2022
014000	Quality Requirements	9-19-2022
015000	Temporary Facilities and Controls	9-19-2022
016000	Product Requirements	9-19-2022
017300	Execution Requirements	9-19-2022
017700	Closeout Procedures	9-19-2022
DIVISION 03	CONCRETE	
031000	Concrete Forming and Accessories	9-19-2022
032000	Concrete Reinforcing	9-19-2022
033000	Cast-In-Place Concrete	9-19-2022
036000	Post Installed Anchors	9-19-2022
		9-19-2022
DIVISION 04	MASONRY	
042000	Unit Masonry	9-19-2022
DIVISION 05	METALS	
055213	Pipe and Tube Railings	9-19-2022
DIVISION 06	WOOD, PLASTICS, AND COMPOSITES	
061000	Rough Carpentry	9-19-2022
061001	Carpentry – Boardwalks & Decks	9-19-2022
061600	Sheathing	9-19-2022
062013	Exterior Finish Carpentry	9-19-2022
064013	Exterior Architectural Woodwork	9-19-2022
DIVISION 07	THERMAL AND MOISTURE PROTECTION	
072119	Foamed-In-Place Insulation	9-19-2022
072500	Weather Barriers	9-19-2022
072650	Underslab Vapor Retarders	9-19-2022
073113	Asphalt Shingles	9-19-2022
075423	Thermoplastic-Polyolefin (Tpo) Roofing	9-19-2022
076100	Sheet Metal Roofing	9-19-2022
DIVISION 08	OPENINGS	
081113	Hollow Metal Doors and Frames	9-19-2022
088000	Glazing	9-19-2022
DIVISION 09	FINISHES	
093013	Section 093013 Ceramic Tiling	9-19-2022
099113	Section 099113 Exterior Painting	9-19-2022
099123	Section 099123 Interior Painting	9-19-2022
DIVISION 10	SPECIALTIES	
102800	Toilet, Bath, and Laundry Accessories	9-19-2022
DIVISION 12	FURNISHINGS	
129300	Site Furnishings	9-19-2022
DIVISION 31	EARTHWORK	
311000	Site Clearing	9-19-2022
312000	Earth Moving	9-19-2022
DIVISION 32	EXTERIOR IMPROVEMENTS	

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321216	Asphalt Paving	9-19-2022
321313	Concrete Paving	9-19-2022
329200	Turf and Grasses	9-19-2022
329300	Exterior Plants	9-19-2022
DIVISION 33	UTILITIES	
334100	Storm Utility Drainage Piping	9-19-2022
334300	Sanitary Sewers	9-19-2022
334400	Water Distribution Piping	9-19-2022
APPENDIX	Geotechnical Report	9-19-2022
	Pacific Yurt Instructions	9-19-2022

.5 Addenda, if any:

Number	Date	Pages
1	10/5/2022	
2	10/6/2022	

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.6 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[ ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

[ ] The Sustainability Plan:

Title	Date	Pages

[ ] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.7 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

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President

OWNER *(Signature)*

Matthew Fenske County Board of Commissioners Chair

(Printed name and title)

CONTRACTOR *(Signature)*

Mark Miedema President

(Printed name and title)

OWNER *(Signature)*

Justin RoebuckCounty Clerk/Register of Deeds

(Printed name and title)

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Additions and Deletions Report for

AIA® Document A101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 10:13:37 ET on 11/07/2022.

PAGE 1

AGREEMENT made as of the Twenty Second day of November in the year Two Thousand Twenty-Two

...

Ottawa County Parks & Recreation Commission
12220 Fillmore Street
West Olive, Michigan 49460

...

APEX Contractors, Inc.
4101 27th Street
Dorr, Michigan 49323

...

Ottawa Sands County Park – Phase 1
18153 North Shore Road
Ferrysburg, Michigan 49456

...

Viridis Design Group
1430 Monroe Avenue NW #210
Grand Rapids Michigan 49505

PAGE 2

[X] A date set forth in a notice to proceed issued by the Owner.

PAGE 3

[X] By the following date: October 1, 2023

...

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Three Million, Five Hundred Thirty-Nine Thousand Dollars and Zero Cents ($ 3,539,000.00), subject to additions and deductions as provided in the Contract Documents.

...

Alternate 1A	$35,000	Approved Change Order
Alternate 1B	$23,500	Approved Change Order

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...

Unit Prices as provided in the Bid Proposal
Dated 10/11/2022

PAGE 4

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the 1st day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the 1st day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than 30 (days) days after the Architect receives the Application for Payment.

...

Per specification section 00800 Supplementary Conditions, Article 9.3.1.3

PAGE 5

Per specification section 00800 Supplementary Conditions, Article 9.3.1.3

...

Per specification section 00800 Supplementary Conditions, Article 9.3.1.3

PAGE 6

[**X**] Arbitration pursuant to Section 15.4 of AIA Document A201–2017

...

Trevor Bosworth, Principal
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(616) 438-9841
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(616) 896-8699
apex.markm@yahoo.com

PAGE 7

.2 AIA Document ~~A101™–2017, Exhibit A, Insurance and Bonds~~

~~**.3** AIA Document~~ A201™–2017, General Conditions of the Contract for Construction

~~**.4** AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:~~

~~*(Insert the date of the E203-2013 incorporated into this Agreement.)*~~

~~**.5**~~ **.3** Drawings

...

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User Notes: (1214596425)

T1.0 - C8.8	Site	9-19-2022
E1.1 - E4.3	Electrical	9-19-2022
S0-1 – S3.2	Structural	9-19-2022
P0-1 – P6-1	Plumbing	9-19-2022
I1-1 – FF1-1	Architectural	9-19-2022
M0-1 – M8-1	Mechanical	9-19-2022

~~.6~~ .4 Specifications

~~Section~~	~~Title~~	~~Date~~	~~Pages~~

Section	Title	Date
DIVISION 00	PROCUREMENT AND CONTRACTING REQUIREMENTS	
000300	Advertisement	9-19-2022
001000	Instructions to Bidders	9-19-2022
003000	Bid Proposal	9-19-2022
005000	Agreement	9-19-2022
007000	General Conditions	9-19-2022
008000	Supplementary Conditions	9-19-2022
008600	List of Drawings	9-19-2022
009000	Addenda	9-19-2022
DIVISION 01	GENERAL REQUIREMENTS	
011000	Summary	9-19-2022
012200	Unit Prices	9-19-2022
012500	Contract Modification Procedures	9-19-2022
012900	Payment Procedures	9-19-2022
013100	Project Management and Coordination	9-19-2022
013200	Construction Progress Documentation	9-19-2022
013300	Submittal Procedures	9-19-2022
014000	Quality Requirements	9-19-2022
015000	Temporary Facilities and Controls	9-19-2022
016000	Product Requirements	9-19-2022
017300	Execution Requirements	9-19-2022
017700	Closeout Procedures	9-19-2022
DIVISION 03	CONCRETE	
031000	Concrete Forming and Accessories	9-19-2022
032000	Concrete Reinforcing	9-19-2022
033000	Cast-In-Place Concrete	9-19-2022
036000	Post Installed Anchors	9-19-2022
		9-19-2022
DIVISION 04	MASONRY	
042000	Unit Masonry	9-19-2022
DIVISION 05	METALS	
055213	Pipe and Tube Railings	9-19-2022
DIVISION 06	WOOD, PLASTICS, AND COMPOSITES	
061000	Rough Carpentry	9-19-2022
061001	Carpentry – Boardwalks & Decks	9-19-2022
061600	Sheathing	9-19-2022
062013	Exterior Finish Carpentry	9-19-2022
064013	Exterior Architectural Woodwork	9-19-2022
DIVISION 07	THERMAL AND MOISTURE PROTECTION	

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User Notes: (1214596425)

072119	Foamed-In-Place Insulation	9-19-2022
072500	Weather Barriers	9-19-2022
072650	Underslab Vapor Retarders	9-19-2022
073113	Asphalt Shingles	9-19-2022
075423	Thermoplastic-Polyolefin (Tpo) Roofing	9-19-2022
076100	Sheet Metal Roofing	9-19-2022
DIVISION 08	OPENINGS	
081113	Hollow Metal Doors and Frames	9-19-2022
088000	Glazing	9-19-2022
DIVISION 09	FINISHES	
093013	Section 093013 Ceramic Tiling	9-19-2022
099113	Section 099113 Exterior Painting	9-19-2022
099123	Section 099123 Interior Painting	9-19-2022
DIVISION 10	SPECIALTIES	
102800	Toilet, Bath, and Laundry Accessories	9-19-2022
DIVISION 12	FURNISHINGS	
129300	Site Furnishings	9-19-2022
DIVISION 31	EARTHWORK	
311000	Site Clearing	9-19-2022
312000	Earth Moving	9-19-2022
DIVISION 32	EXTERIOR IMPROVEMENTS	
321216	Asphalt Paving	9-19-2022
321313	Concrete Paving	9-19-2022
329200	Turf and Grasses	9-19-2022
329300	Exterior Plants	9-19-2022
DIVISION 33	UTILITIES	
334100	Storm Utility Drainage Piping	9-19-2022
334300	Sanitary Sewers	9-19-2022
334400	Water Distribution Piping	9-19-2022
APPENDIX	Geotechnical Report	9-19-2022
	Pacific Yurt Instructions	9-19-2022

~~.7~~ .5 Addenda, if any:

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1	10/5/2022
2	10/6/2022

...

~~.8~~ .6 Other Exhibits:

...

~~.9~~ .7 Other documents, if any, listed below:

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User Notes: (1214596425)

Matthew Fenske County Board of Commissioners Chair

Mark Miedema President

...

OWNER *(Signature)*

Justin RoebuckCounty Clerk/Register of Deeds
(Printed name and title)

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User Notes: (1214596425)

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Trevor J Bosworth, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 10:13:37 ET on 11/07/2022 under Order No. 2114379701 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

Principal

(Title)

11/7/2022

(Dated)

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User Notes: (1214596425)

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Parks and Recreation
Submitted By:	Jason Shamblin
Agenda Item:	Establish Parks Capital Project: Ottawa Sands Wetland Restoration

Suggested Motion:

To approve an amendment to the Capital Improvement Plan by adding Ottawa Sands phase I - Wetland Restoration.

Summary of Request:

As part of the Ottawa Sands Master Plan, significant wetland restoration and creation projects were recommended to enhance the site s ecology and aesthetics, which had been degraded as a result of previous mining and sand extraction activity. This project will implement the first phase of these restorations. A wetland assessment, completed as part of the Master Plan, prioritized the order of wetland restoration/creation by ecological impact, with shoreline enhancement for the manmade lake as the highest priority since there is minimal natural habitat, and this feature is key within the region. Although the shoreline is aesthetically attractive, it is currently an overall poor habitat for wildlife, including birds, amphibians, and fish.

The project is funded by a Sustain Our Great Lakes (SOGL) grant obtained by Audubon Great Lakes and made available to Ottawa County Parks through a subaward agreement. Ottawa County Parks contribution to the required grant match is through in-kind labor, Stearns Creek north acquisition (already complete) and a MI DNR Fisheries Habitat Grant (to be awarded) but no cash is required.

Financial Information:

Total Cost: $450,000.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

Audubon/SOGL grant and MI DNR Fisheries Habitat Grant - budget amendment on 11/15 Finance agenda

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Sr

Committee/Governing/Advisory Board Approval Date: 06/29/2022 Parks and Recreation Commission

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Parks & Recreation Department
Submitted By:	Jason Shamblin
Agenda Item:	Donation of Property as Part of the Grand River Greenway

Suggested Motion:

To approve the real estate transfer of 30 acres in Allendale Township as part of the Grand River Greenway from the Ottawa County 4-H Council, Inc.

Summary of Request:

• Parks Initiative: Grand River Greenway/Idema Explorers Trail – Bass River Segment
• Parks Plan/Strategic Plan/Master Plan Reference (where applicable): Parks Plan - Page 164
• Land Acquisition Criteria: Natural Features/Socio-Environmental Features (forested floodplain/wetland; part of Grand River Greenway; adjacent to Riverside Park/Bass River)
• Parcel(s): 70-09-17- 200-003 • Acres: 30 • Location: Allendale Township, Ottawa County
This 30- acre property has been owned by the Ottawa County 4-H Council, (a non-profit entity operating in conjunction with MSU Extension), since the 1960's, when it was donated for recreational purposes. It was once used for various 4-H related activities including the occasional camp-out but has not been used in recent history.
The property was identified as part of a preferred route for the Idema Explorers Trail, which lead to discussions about long-term management of the property. Since it includes floodplain forest, is adjacent to the Bass River State Recreation Area, and could provide other future recreational value, it was agreed that a transfer of the entire 30 acre property was preferable to an easement. Parks staff have worked with the Ottawa County 4H Council and MSU Extension and have prepared the transfer agreement, The Parks Commission has an approximate cost of $15,000 (parks millage) for investigations and incidentals such as legal fees, a completed an environmental site assessment, survey, title search and title insurance.

Financial Information:

Total Cost:	General Fund Cost:	Included in Budget:	☑ Yes	☐ No	☐ N/A
$15,000.00	$0.00				

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: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 2: Consider initiatives that contribute to the social health and sustainability of the County and its' residents.

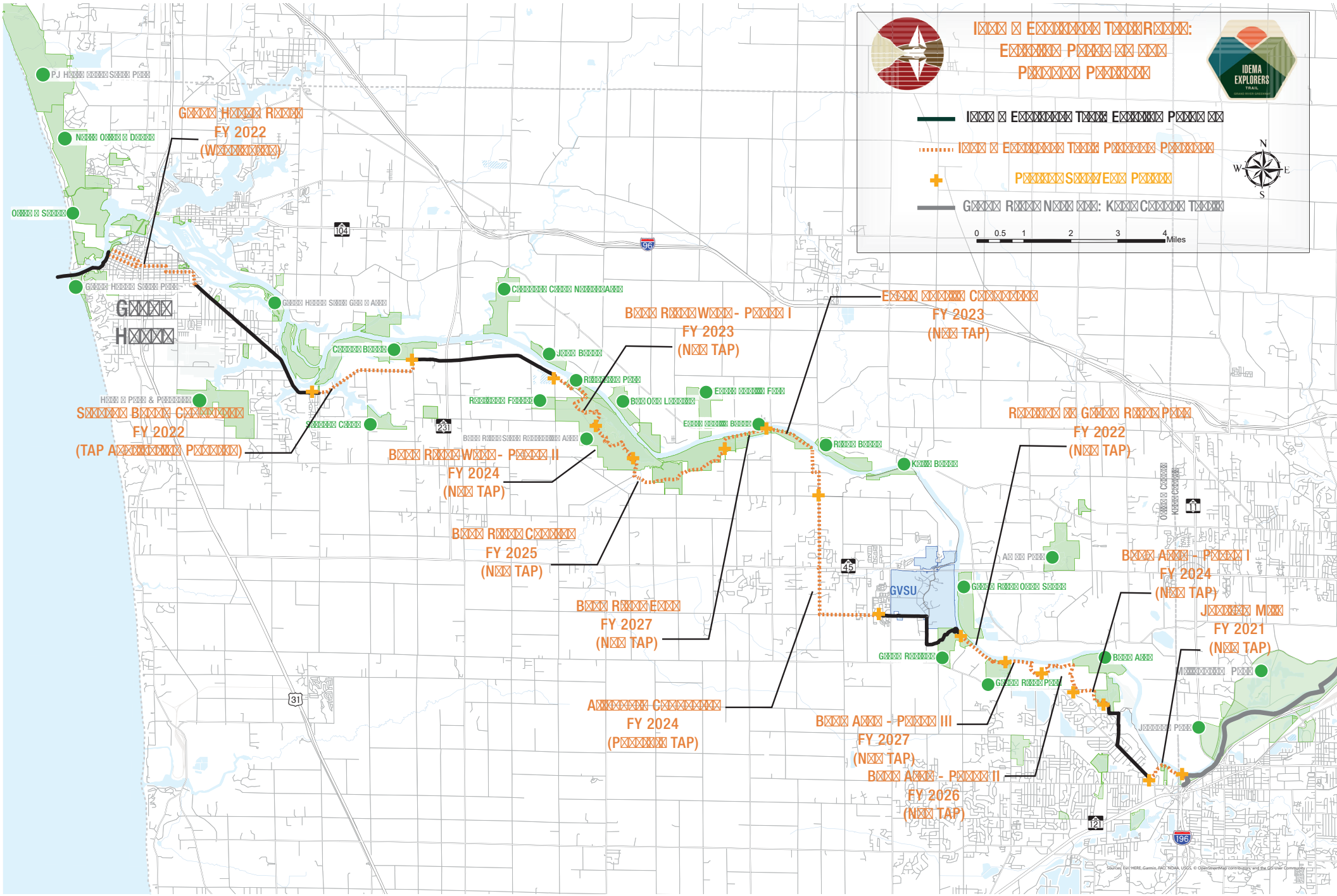
Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

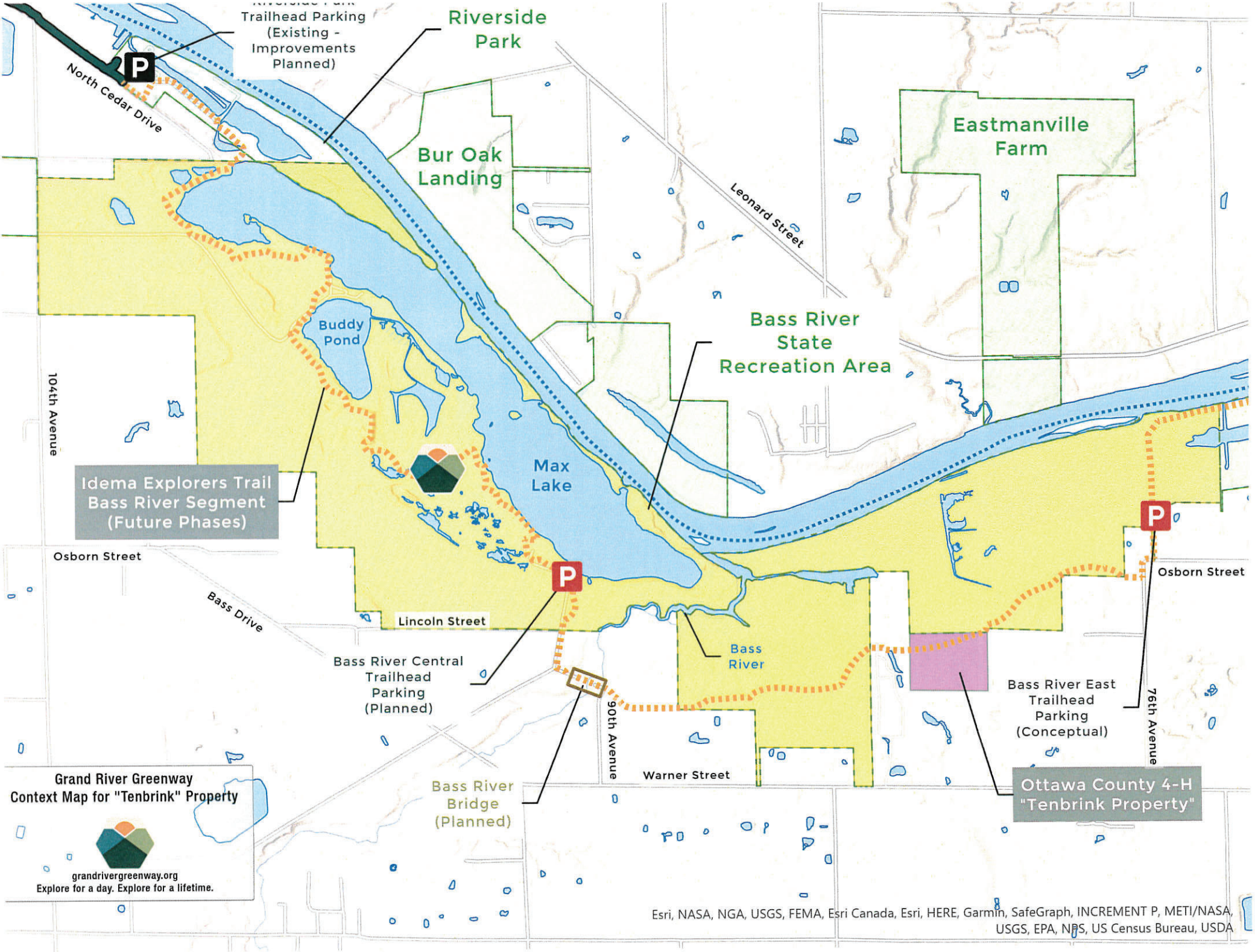
County Administrator:

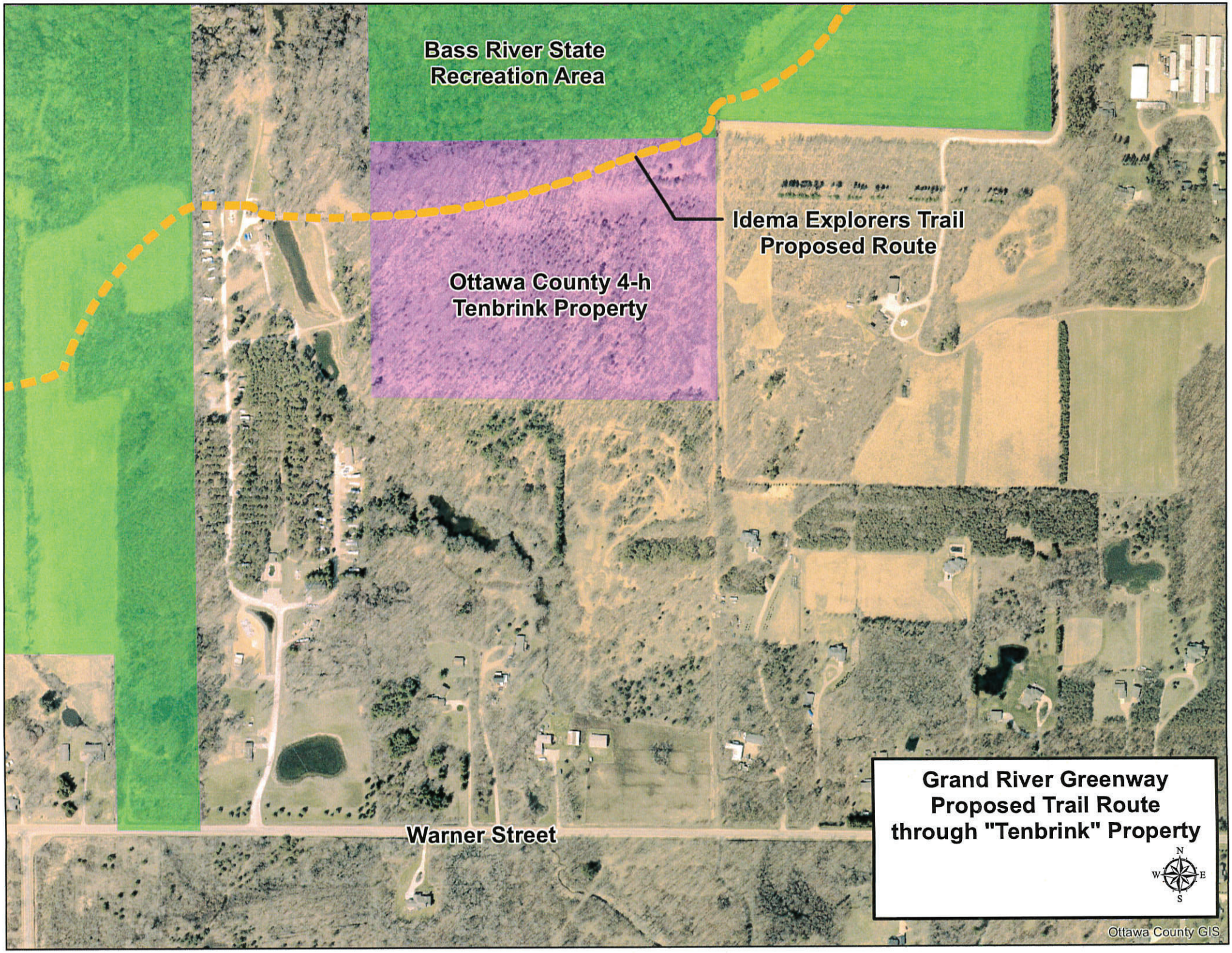
Committee/Governing/Advisory Board Approval Date:

11/15/2022 Planning and Policy Committee

Parks and Recreation Commission


IDEMA EXPLORERS TRAIL
GRAND RIVER GREENWAY
N
S
E
W
0 0.5 1 2 3 4 Miles
GVSU
96
104
31
45
231
196
121
Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community


Trailhead Parking (Existing - Improvements Planned)
Riverside Park
North Cedar Drive
Bur Oak Landing
Eastmanville Farm
Leonard Street
Buddy Pond
Bass River State Recreation Area
104th Avenue
Idema Explorers Trail Bass River Segment (Future Phases)
Max Lake
Osborn Street
Bass Drive
Lincoln Street
Bass River Central Trailhead Parking (Planned)
Bass River
Bass River East Trailhead Parking (Conceptual)
76th Avenue
90th Avenue
Warner Street
Bass River Bridge (Planned)
Ottawa County 4-H "Tenbrink Property"
Grand River Greenway
Context Map for "Tenbrink" Property
grandrivergreenway.org
Explore for a day. Explore for a lifetime.
Esri, NASA, NGA, USGS, FEMA, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA


Bass River State
Recreation Area
Idema Explorers Trail
Proposed Route
Ottawa County 4-h
Tenbrink Property
Warner Street
Grand River Greenway
Proposed Trail Route
through "Tenbrink" Property
N
W
E
S
Ottawa County GIS

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Parks & Recreation Department
Submitted By:	Jason Shamblin
Agenda Item:	Donation of Property as Part of the Grand River Greenway

Suggested Motion:

To approve the real estate transfer of 3.5 acres in Crockery Township from the Sheridan Trust.

Summary of Request:

• Parcel(s): 70-04-23-200-003 • Acres: 3.5 • Location: Crockery Township, Ottawa County
Crockery Creek is a popular paddling area in the County. However, paddlers currently have no upstream access. Staff have investigated the possibility of acquiring land or an easement to create a relatively simple gravel public access for canoes and kayaks in the past. Recently, a fortunate opportunity arose when the Sheridan family sold much of their property near the Creek and split off a small parcel with Creek access. They reached out to discuss preserving the property and have agreed to donate the property.

Parks staff have worked with the family and have prepared the transfer agreement/ The Parks Commission has an approximate cost of $15,000 (parks millage) for investigations and incidentals such as legal fees, a completed environmental site assessment, title search, and title insurance.

Financial Information:

Total Cost:	$15,000.00	General Fund Cost:	$0.00	Included in Budget:	☑ Yes	☐ No ☐ N/A

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: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 2: Consider initiatives that contribute to the social health and sustainability of the County and its' residents.

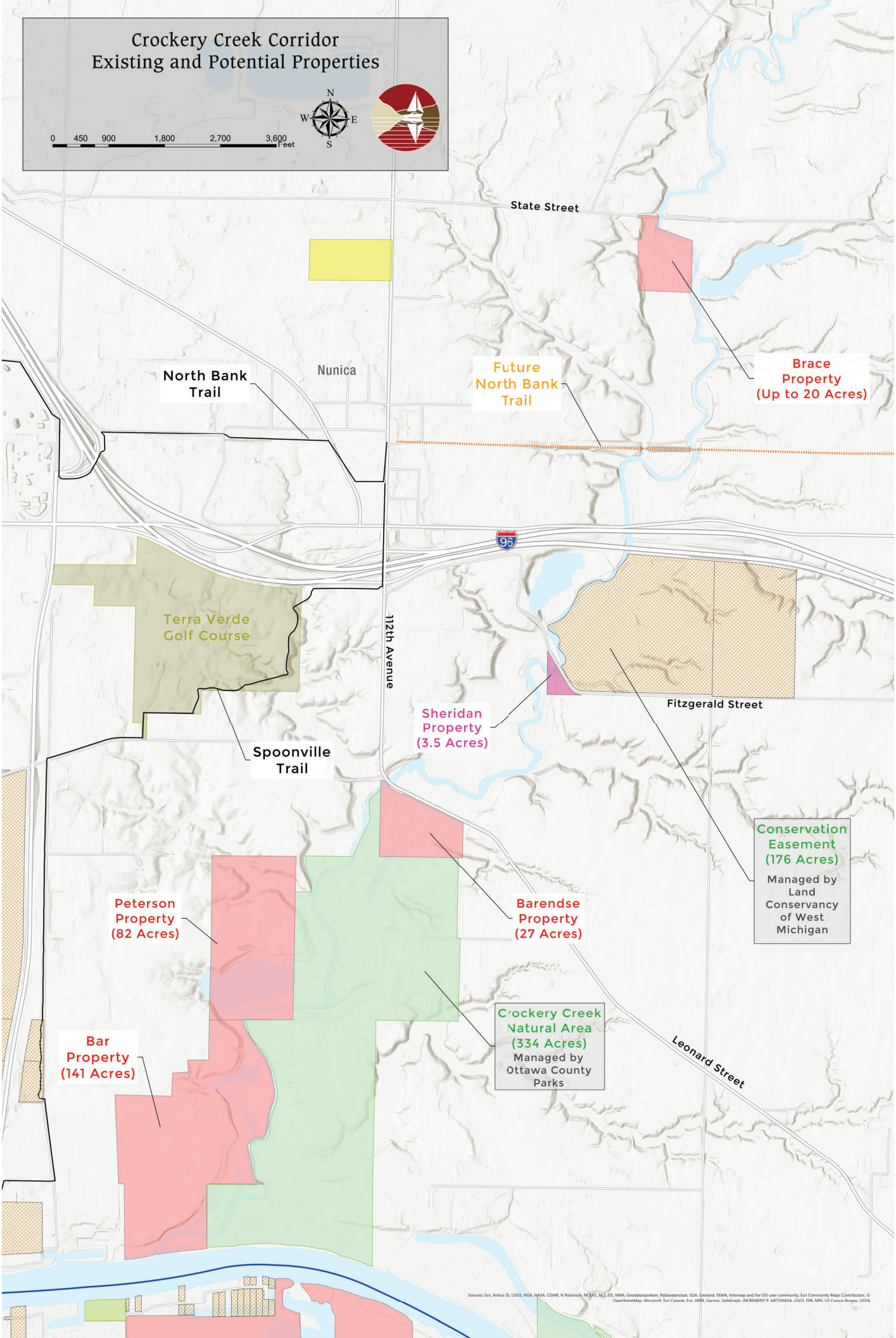
Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Parks and Recreation Commission

Planning and Policy Committee

Form Last Revised 8/30/2019


Crockery Creek Corridor
Existing and Potential Properties
N
W
E
S
0 450 900 1,800 2,700 3,600 Feet
State Street
Nunica
North Bank Trail
Future North Bank Trail
Brace Property (Up to 20 Acres)
96
Terra Verde Golf Course
112th Avenue
Sheridan Property (3.5 Acres)
Fitzgerald Street
Spoonville Trail
Conservation Easement (176 Acres)
Managed by Land Conservancy of West Michigan
Peterson Property (82 Acres)
Barendse Property (27 Acres)
Crockery Creek Natural Area (334 Acres)
Managed by Ottawa County Parks
Bar Property (141 Acres)
Leonard Street
Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

Action Request

Electronic Submission – Resolution #: 1728

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Requesting Department: PARKS AND RECREATION

Submitted By: CURT TERHAAR

Agenda Item: OTTAWA SANDS KAYAK LAUNCH CZM GRANT APPLICATION

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the Resolution approving the Michigan Office of the Great Lakes Coastal Zone Management (CZM) Program application in the amount of $100,000 to assist with the construction of a universally accessible kayak launch at Ottawa Sands County Park.

Summary of Request:

Ottawa County Parks is seeking funding for several improvements to Ottawa Sands County Park as defined in the Ottawa Sands Park Master Plan. One key element of this effort is the installation of a universally accessible kayak launch on the Grand River which would provide needed water access in this location for the Grand River Heritage Water Trail, the Lake Michigan Water Trail, and general access to the waterways of the Tri-Cities Area. The project includes a floating launch dock, walkways, parking, and miscellaneous amenities estimated to cost $200,000. The grant would fund $100,000 (50%) of the total cost.

Financial Information:

Total Cost: **N/A**	General Fund Cost: **N/A**	Included in Budget: **N/A**

If not included in Budget, recommended funding source:
N/A

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal:
Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/17/2022 9:32:40 AM*

Committee/Governing/Advisory Board Approval Date: PLANNING AND POLICY 11/15/2022

Action Request

Electronic Submission – Resolution #: 1728

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Requesting Department: PARKS AND RECREATION

Submitted By: CURT TERHAAR

Agenda Item: OTTAWA SANDS KAYAK LAUNCH CZM GRANT APPLICATION

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Financial Information:

Total Cost: **N/A**	General Fund Cost: **N/A**	Included in Budget: **N/A**

If not included in Budget, recommended funding source:
N/A

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal:
Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/17/2022 9:32:40 AM*

Committee/Governing/Advisory Board Approval Date: PLANNING AND POLICY 11/15/2022

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Planning & Policy Committee
Submitted By:	John Shay
Agenda Item:	Resolution Urging the State Legislature to Amend the Michigan Auto Insurance Reform Act

Suggested Motion:

To adopt the Resolution Urging the State Legislature to Amend the Michigan Auto Insurance Reform Act to Amend the Reimbursement Cap for Auto Accident Victims and Home Health Care.

Summary of Request:

At the request of certain groups, the Planning & Policy Committee is recommending that the Board of Commissioners adopt the Resolution of Support to Amend the Auto Insurance Reform Act to Amend the Reimbursement Cap for Auto Accident Victims and Home Health Care.

Corporation Counsel Doug Van Essen and I recommend that the Board of Commissioners should not take any action on this issue, as it does not impact the County itself. We should reserve our lobbying of the state legislature to issues that impact the County directly.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☐ No	☑ N/A

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:

Objective:

Administration: ☐ Recommended ☑ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

A RESOLUTION URGING THE STATE LEGISLATURE TO AMEND THE MICHIGAN AUTO INSURANCE REFORM ACT TO AMEND THE REIMBURSEMENT CAP FOR AUTO ACCIDENT VICITMS AND HOME HEALTH CARE

At a meeting of the Board of Commissioners of the County of Ottawa, Ottawa County, Michigan, held at the Ottawa County Fillmore Complex, Board Room, 12220 Fillmore Street, West Olive, Michigan in said County on November 22, 2022 at 1:30 p.m. local time.

PRESENT:

ABSENT:

The following resolution was offered by Commissioner: _____ and supported by Commissioner: _____:

WHEREAS, the Michigan No-Fault Auto Insurance Reform Act of 2019 introduced a fee cap, which took final effect on July 1, 2021; this cap set percentage limits on how much residential care facilities, home health care providers and other persons can be reimbursed for providing treatment/care to auto-accident victims; and

WHEREAS, these reimbursement caps are 55% of the reimbursement rates that Home Care Providers were collecting in 2019; and

WHEREAS, 55% of a Home Health Care provider's 2019 collections is an unsustainable reimbursement cap to continue caring for catastrophically injured individuals following an auto accident; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners for the County of Ottawa hereby urges the Michigan Legislature to amend the Michigan No-Fault Auto Insurance Reform Act to address a sustainable fee cap for Home Health Care Providers in order to uphold these benefits that have been paid for by the survivors who are currently receiving and who will receive in-home, long-term care when purchasing an unlimited PIP auto insurance policy paid by the Michigan Catastrophic Claims Association; and

BE IT FURTHER RESOLVED that the Ottawa County Clerk/Register of Deeds is requested to forward copies of the adopted resolution to the members of the Ottawa County delegation to the Michigan Legislature.

YEAS:

NAYS:

ABSTAIN:

ABSENT AT TIME OF VOTING:

RESOLUTION DECLARED ADOPTED.

_____ _____

Chairperson, Matthew R. Fenske Justin Roebuck, County Clerk/Register

CERTIFICATION

I, the undersigned, duly qualified Clerk/Register of the County of Ottawa, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners of the County of Ottawa, Michigan, at a meeting held on November 22, 2022, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed my official signature this 22nd day of November, 2022.

_____

Justin Roebuck, County Clerk/Register

Action Request

Electronic Submission – Contract # 1713

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: MARK JONGEKRIJG

Requesting Department: DEPARTMENT OF STRATEGIC IMPACT

Submitted By: BECKY HUTTENGA

Agenda Item: DEVELOPMENT RIGHTS OPTION AGREEMENT FOR MARK JONGEKRIJG

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the Conservation Easement Option Agreement with Mark Jongekrijg in the amount of $700,000 for +/- 94 acres located in Zeeland Township.

Summary of Request:

On November 2, 2022, the Ottawa County Agricultural Preservation Board approved the Conservation Easement Option Agreement with Mark Jongekrijg to purchase the development rights to +/- 94 acres of prime farmland on parcels #70-17-02-200-001 and 70-17-02-200-002 in Zeeland Township for a total estimated value of $700,000.

The funding plan for this project includes a landowner donation of $182,000 and securing grant funding for the remaining $518,000 from the Michigan Agricultural Preservation Fund and/or the Regional Conservation Partnership Program. If necessary, the Ottawa County Agricultural Preservation Board will provide gap funding from their non-endowed fund. A formal appraisal will be completed before this option is executed. In the event that funds cannot be secured, the purchase agreement will not be executed.

Purchasing these development rights will help protect Ottawa County's robust agricultural sector and preserve its rural beauty for generations to come.

Financial Information:

Total Cost: $700,000.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/9/2022 2:18:06 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

PERMANENT CONSERVATION EASEMENT OPTION AGREEMENT

This Permanent Conservation Easement Option Agreement ("Agreement") is made and entered into this 3rd day of November, 2022, by and between *Mark Jongekrijg ("Seller"), whose address is 5898 New Holland Street, Hudsonville, Michigan, 49426;* and the **COUNTY OF OTTAWA, a political subdivision of the State of Michigan, on behalf of the Ottawa County Farmland Preservation Board** ("County"), whose address is 12220 Fillmore Street, West Olive, Michigan 49460.

1. **Agreement.** In consideration of One and no/100 ($1.00) Dollar, Seller grant the County an exclusive option to purchase a Permanent Conservation Easement ("Easement") over, under, upon and across the following-described real property located in the **Township of Zeeland, Ottawa County, Michigan,** to-wit:

See legal description attached as Exhibit A (the "Description").

2. **Term and Exercise of Agreement.** This Agreement shall remain in effect for a two (2) year term from the date of this Agreement first appearing above. The County may exercise the Agreement by giving written notice to the Seller at the address set forth above, prior to the expiration of the term.

3. **Purchase Price.** The total estimated Purchase Price for the Easement, based on local data, is SEVEN HUNDRED THOUSAND, AND NO/100 ($700,000.00) Dollars, payable in cash and/or collectible funds at closing, allocated as follows, contingent upon any changes in value pursuant to a future appraisal:

(i)	Grant funds (+/-49%):	$343,000
(ii)	Seller' contribution (+/-26%) by gift at closing	$182,000
(iii)	County PDR funds (+/-25%):	$175,000
Total:		$700,000

4. **Specific Performance**. The Seller and the County have entered into this Agreement voluntarily, with the intent of each to encourage the permanent preservation of farmland. Upon signing this Agreement, the Seller has agreed to donate, at the Seller's option and discretion, not less than 26% (twenty-six percent) of the Purchase Price. Seller further agrees to pay a Grant Processing Fee of 2% (two percent) of the appraised fair market value of the easement at the time of Closing.

5. **Closing.** A Closing of the purchase and sale of the Easement pursuant to this Agreement shall be held within a reasonable time after the County's exercise of this Agreement, at the offices of a title insurance company. Seller shall execute and deliver at Closing an Easement in recordable form that is substantially similar to the document attached as Exhibit B, and such other documents as are typical for this matter and required by the title insurance company acting as Closing Agent for the parties. Upon conveyance of the Easement, Seller shall pay all applicable real estate transfer taxes and the Grant Processing Fee. The County shall pay all other closing costs.

6. **Taxes.** Seller shall pay all real property taxes. The County shall have no responsibility for real property taxes.

7. **Preserved Farm Sign.** Seller agrees to install a Permanently Preserved Farm sign (sign and materials to be provided by the County), secure any permits required for sign installation; install the sign within seven days of the easement closing date, and keep the sign in good repair.

8. **Binding Effect.** This Agreement becomes effective when signed by the parties and shall then apply to and bind the Seller and the Seller's heirs, executors, administrators, successors, and assigns.

9. **Waivers.** No failure or delay on the part of either of the parties to this Agreement in exercising any right, power or privilege set forth herein shall operate as a waiver thereof, nor shall a single or partial exercise of any rights, power or privilege preclude any other or further exercise of any other right, power, or privilege.

10. **Amendments.** Modifications, amendments, or waivers of any provision of this Agreement shall be made only by the written mutual consent of the parties.

11. **Complete Agreement.** This Agreement and any additional or supplementary documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties, including any Statement of Just Compensation. No other agreements, oral or otherwise, regarding the subject property of this Agreement or any part thereof shall have the validity or bind any of the parties.

12. **Certification of Authority to Sign Agreement.** The persons signing this Agreement on behalf of the Seller and the County certify by their signatures that they are authorized to sign this Agreement on behalf of the respective parties, and that this Agreement has been authorized by any organization represented by an individual signing this Agreement.

Mark Jongekrijg
SELLER

Date: 11-3-22 By: Mark Jongekrijg
Mark Jongekrijg

STATE OF MICHIGAN
COUNTY OF OTTAWA

Subscribed and sworn to before me, a Notary Public, this 3rd day of November, 2022,

by Mark Jongekrijg.

Katy Steenwyk
Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My Commission Expires: 11-1-24

KATY STEENWYK
Notary Public – State of Michigan
County of Ottawa
My Commission Expires Nov 1, 2024
Acting in the County of Ottawa

OTTAWA COUNTY

Date: _____

By: _____
Matt Fenske, Chairperson,
Ottawa County Board of Commissioners

By: _____
Justin F. Roebuck, Clerk/Register,
Ottawa County

STATE OF MICHIGAN
COUNTY OF OTTAWA

Subscribed and sworn to before me, a Notary Public, this ___ day of _____, 2022, by Matt Fenske, Chairperson of the Ottawa County Board of Commissioners and Justin F. Roebuck, Ottawa County Clerk/Register.

_____
Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My Commission Expires: _____

Exhibit A

Lands and premises located in the **Township of Zeeland, County of Ottawa and State of Michigan,** described as follows, to-wit:

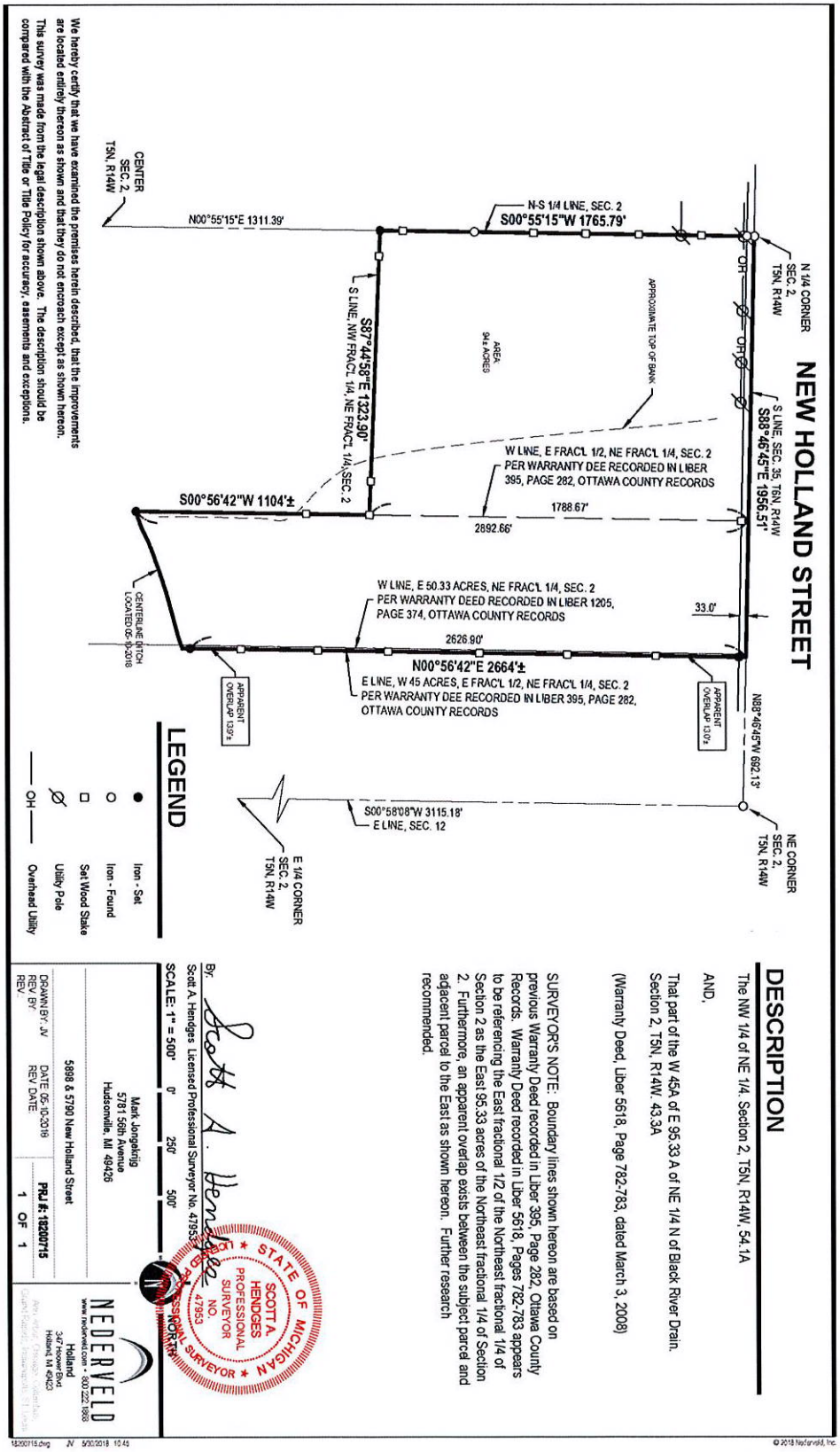
Parcel Numbers: 70-17-02-200-001 and 70-17-02-200-002

Description:

Parcel 70-17-02-200-001:
The Northwest 1/4 of the Northeast 1/4, Section 2, Town 5 North, Range 14 West.

Parcel 70-17-02-200-002:
That part of the West 45 acres of the East 95.33 acres of the Northeast 1/4 North of Black River Drain, Section 2, Town 5 North, Range 14 West.

Exhibit B
Proposed Jongekrijg Permanent Conservation Agreement
+/-94 acres in Zeeland Township, Ottawa County, Michigan



Action Request

Electronic Submission – Contract # 1714

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: LYLE AND DONNA VELDHEER

Requesting Department: DEPARTMENT OF STRATEGIC IMPACT

Submitted By: BECKY HUTTENGA

Agenda Item: DEVELOPMENT RIGHTS OPTION AGREEMENT - LYLE & DONNA VELDHEER

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the Conservation Easement Option Agreement with Lyle and Donna Veldheer in the amount of $198,000 for +/- 38 acres located in Olive Township.

Summary of Request:

On November 2, 2022, the Ottawa County Agricultural Preservation Board approved the Conservation Easement Option Agreement with Lyle and Donna Veldheer to purchase the development rights to +/- 38 acres of prime farmland on parcel #70-12-20-300-015 in Olive Township for a total estimated value of $198,000.

The funding plan for this project includes a donation of $51,480 from the landowner, $97,020 from the Regional Conservation Partnership Program, and $49,500 from the non-endowed fund of the Ottawa County Agricultural Preservation Board. A formal appraisal will be completed before this option is executed. In the event that funds cannot be secured, the purchase agreement will not be executed.

Purchasing these development rights will help protect Ottawa County's robust agricultural sector and preserve its rural beauty for generations to come.

Financial Information:

Total Cost: $198,000.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/9/2022 2:17:58 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

PERMANENT CONSERVATION EASEMENT OPTION AGREEMENT

This Permanent Conservation Easement Option Agreement ("Agreement") is made and entered into this 3rd day of November, 2022, by and between *Lyle J. and Donna M. Veldheer ("Sellers"), whose address is 13304 Blair Street, Holland, Michigan 49424;* and the **COUNTY OF OTTAWA, a political subdivision of the State of Michigan, on behalf of the Ottawa County Farmland Preservation Board** ("County"), whose address is 12220 Fillmore Street, West Olive, Michigan 49460.

1. **Agreement.** In consideration of One and no/100 ($1.00) Dollar, Sellers grant the County an exclusive option to purchase a Permanent Conservation Easement ("Easement") over, under, upon and across the following-described real property located in the **Township of Olive, Ottawa County, Michigan,** to-wit:

See legal description attached as Exhibit A (the "Description").

2. **Term and Exercise of Agreement.** This Agreement shall remain in effect for a two (2) year term from the date of this Agreement first appearing above. The County may exercise the Agreement by giving written notice to the Sellers at the address set forth above, prior to the expiration of the term.

3. **Purchase Price.** The total estimated Purchase Price for the Easement, based on local data, is ONE HUNDRED NINETY-EIGHT THOUSAND, AND NO/100 ($198,000.00) Dollars, payable in cash and/or collectible funds at closing, allocated as follows, contingent upon any changes in value pursuant to a future appraisal:

(i)	Grant funds (+/-49%):	$97,020
(ii)	Sellers' contribution (+/-26%) by gift at closing	$51,480
(iii)	County PDR funds (+/-25%):	$49,500
Total:		$198,000

4. **Specific Performance.** The Sellers and the County have entered into this Agreement voluntarily, with the intent of each to encourage the permanent preservation of farmland. Upon signing this Agreement, the Sellers have agreed to donate, at the Sellers' option and discretion, not less than 26% (twenty-six percent) of the Purchase Price. Sellers further agree to pay a Grant Processing Fee of 2% (two percent) of the appraised fair market value of the easement at Closing.

5. **Closing.** A Closing of the purchase and sale of the Easement pursuant to this Agreement shall be held within a reasonable time after the County's exercise of this Agreement, at the offices of a title insurance company. Sellers shall execute and deliver at Closing an Easement in recordable form that is substantially similar to the document attached as Exhibit B, and such other documents as are typical for this matter and required by the title insurance company acting as Closing Agent for the parties. Upon conveyance of the Easement, Sellers shall pay all applicable real estate transfer taxes and the Grant Processing Fee. The County shall pay all other closing costs.

6. **Taxes.** Sellers shall pay all real property taxes. The County shall have no responsibility for real property taxes.

7. **Preserved Farm Sign.** Sellers agrees to install a Permanently Preserved Farm sign (sign and materials to be provided by the County), secure any permits required for sign installation; install the sign within seven days of the easement closing date, and keep the sign in good repair.

8. **Binding Effect.** This Agreement becomes effective when signed by the parties and shall then apply to and bind the Sellers and the Sellers's heirs, executors, administrators, successors, and assigns.

9. **Waivers.** No failure or delay on the part of either of the parties to this Agreement in exercising any right, power or privilege set forth herein shall operate as a waiver thereof, nor shall a single or partial exercise of any rights, power or privilege preclude any other or further exercise of any other right, power, or privilege.

10. **Amendments.** Modifications, amendments, or waivers of any provision of this Agreement shall be made only by the written mutual consent of the parties.

11. **Complete Agreement.** This Agreement and any additional or supplementary documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties, including any Statement of Just Compensation. No other agreements, oral or otherwise, regarding the subject property of this Agreement or any part thereof shall have the validity or bind any of the parties.

12. **Certification of Authority to Sign Agreement.** The persons signing this Agreement on behalf of the Sellers and the County certify by their signatures that they are authorized to sign this Agreement on behalf of the respective parties, and that this Agreement has been authorized by any organization represented by an individual signing this Agreement.

Lyle J. and Donna M. Veldheer
SELLERS

Date: 11/3/2022 By: Lyle J. Veldheer
Lyle J. Veldheer

Date: 11/3/2022 By: Donna M. Veldeer
Donna M. Veldeer

STATE OF MICHIGAN
COUNTY OF OTTAWA

Subscribed and sworn to before me, a Notary Public, this 3rd day of November, 2022,

by Lyle J. and Donna M. Veldheer

Marcia J. VanVelzen
Notary Public Marcia J. VanVelzen
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My Commission Expires: Aug 3, 2029

OTTAWA COUNTY

Date: _____

By: _____
Matt Fenske, Chairperson,
Ottawa County Board of Commissioners

By: _____
Justin F. Roebuck, Clerk/Register,
Ottawa County

STATE OF MICHIGAN
COUNTY OF OTTAWA

Subscribed and sworn to before me, a Notary Public, this ___ day of _____, 2022, by Matt Fenske, Chairperson of the Ottawa County Board of Commissioners and Justin F. Roebuck, Ottawa County Clerk/Register.

_____
Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My Commission Expires: _____

Exhibit A

Lands and premises located in the **Township of Olive, County of Ottawa and State of Michigan,** described as follows, to-wit:

Parcel Number: 70-12-20-300-015

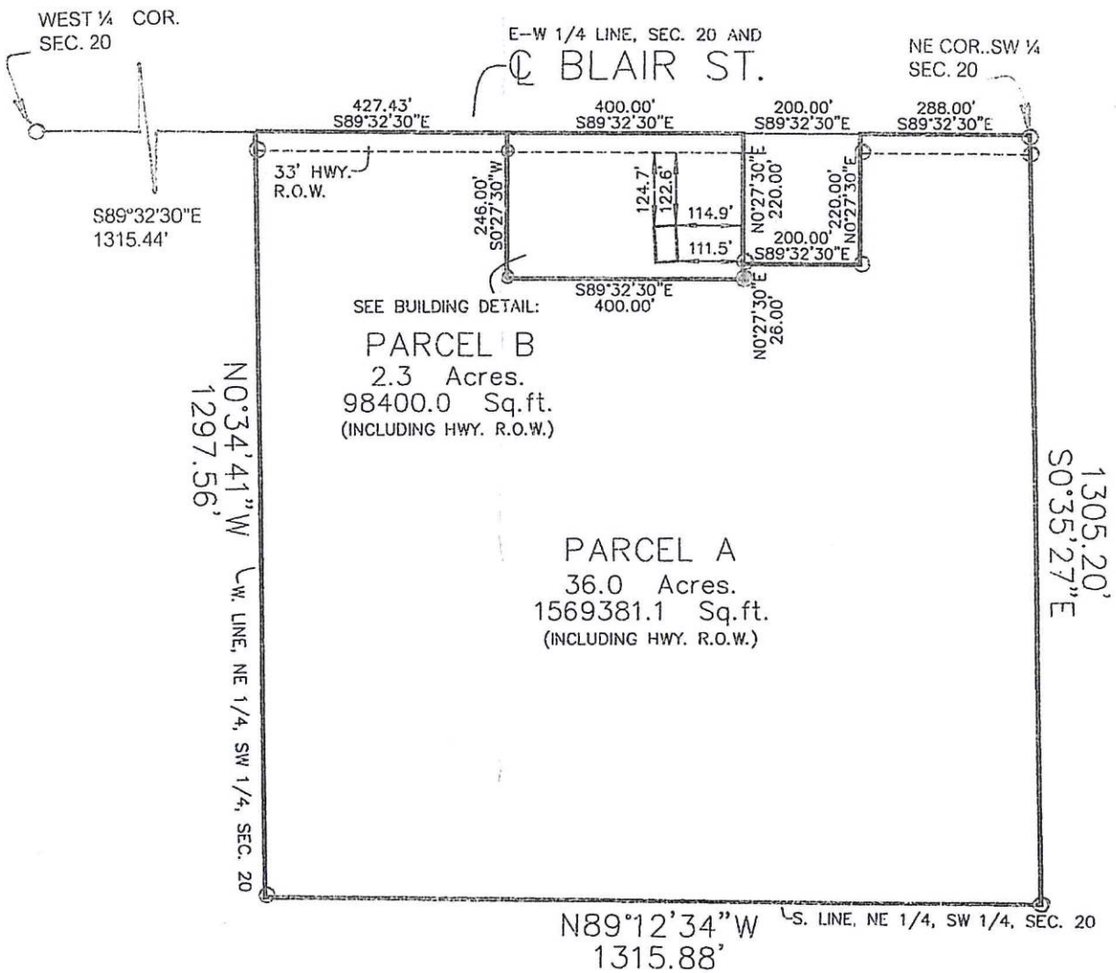
Description:

The Northeast 1/4 of the Southwest 1/4, EXCEPT commencing 288 feet West of center ¼ corner; thence South 220 feet; thence West 200 feet; thence North 220 feet; thence East 200 feet to beginning, Section 20, Town 6 North, Range 15 West.

Exhibit B
Proposed Veldheer Permanent Conservation Agreement
36 acres in Olive Township, Ottawa County, Michigan

Survey for:
Lyle Veldheer

Re: 13304 Blair Street



SCALE: 1" = 300'

D = DEEDED DIMENSION
M = MEASURED DIMENSION
P = PLATTED DIMENSION
◎ = SET IRON STAKE
○ = FOUND IRON STAKE
⊕ = CONCRETE MONUMENT
X = FENCE LINE

THIS SURVEY WAS MADE FROM THE LEGAL DESCRIPTION SHOWN ABOVE. THE DESCRIPTION SHOULD BE COMPARED WITH THE ABSTRACT OF TITLE OR TITLE POLICY FOR ACCURACY, EASEMENT AND EXCEPTION.

Description of parcel A: That part of the SW ¼ of Section 20, Town 7 North, Range 15 West, Olive Township, Ottawa County, Michigan, described as: commencing at the West ¼ corner of said Section; thence S89°32'30"E 1315.44 feet along the East and West ¼ line of said Section to the Northwest corner of the NE ¼ of the SW ¼ of said Section and the Place of Beginning of this description; thence S89°32'30"E 427.43 feet along the East and West ¼ line of said Section to a point N89°32'30"W 888.00 feet from the Northeast corner of the SW ¼ of said Section; thence S00°27'30"W 246.00 feet; thence S89°32'30"E 400.00 feet; thence N00°27'30"E 26.00 feet; thence S89°32'30"E 200.00 feet; thence N00°27'30"E 220.00 feet; thence S89°32'30"E 288.00 feet along the East and West ¼ line of said Section to the Northeast corner of the SW ¼ of said Section; thence S00°35'27"E 1305.20 feet along the North and South ¼ line of said Section; thence N89°12'34"W 1315.88 feet along the South line of the NE ¼ of the SW ¼ of said Section; thence N00°34'41"W 1297.56 feet along the West line of the NE ¼ of the SW ¼ of said Section to the place of beginning.

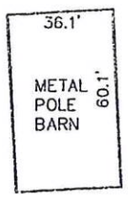
This parcel contains 36.03 acres including highway right of way and is subject to highway right of way for Blair Street. Also subject to easements, restrictions and rights of way of record.

Description of parcel B: That part of the SW ¼ of Section 20, Town 7 North, Range 15 West, Olive Township, Ottawa County, Michigan, described as: commencing at the West ¼ corner of said Section; thence S89°32'30"E 1742.87 feet along the East and West ¼ line of said Section to a point N89°32'30"W 888.00 feet from the Northeast corner of the SW ¼ of said Section and the Place of Beginning of this description; thence S89°32'30"E 400.00 feet along the East and West ¼ line of said Section; thence S00°27'30"W 246.00 feet; thence N89°32'30"W 400.00 feet; thence N00°27'30"E 246.00 feet to the place of beginning.

This parcel contains 2.26 acres including highway right of way and is subject to highway right of way for Blair Street. Also subject to easements, restrictions and rights of way of record.

Maurice J. Rosema P.S. no. 4001027459

BUILDING DETAIL:
SCALE: 1" = 60'



STATE OF MICHIGAN
Maurice J. Rosema
PROFESSIONAL SURVEYOR
No. 4001027459
LICENSED PROFESSIONAL SURVEYOR

TRU-LINE SURVEYING P.C.
P.O. Box 708, Jenison, Michigan 49429
Telephone: (616) 457-1711
File No: 2022282
Date: 9/10/2022

T6N R15W SEC 20 VELDHEER BLAIR ST PARCEL SPLIT.dwg

Action Request

Electronic Submission – Resolution #: 1712

Ottawa County
Where You Belong

Committee: Board of Commissioners

Meeting Date: 11/22/2022

Requesting Department: DEPARTMENT OF STRATEGIC IMPACT

Submitted By: BECKY HUTTENGA

Agenda Item: BROWNFIELD PLAN AMENDMENT FOR JAMESTOWN INDUSTRIAL LLC

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the Resolution approving the Brownfield Plan Amendment for the Jamestown Industrial LLC Project located in Jamestown Township.

Summary of Request:

The Ottawa County Brownfield Redevelopment Authority (OCBRA) recommends the Brownfield Plan Amendment (the Plan) proposed by Jamestown Industrial LLC (the Developer) for approval, contingent upon receiving approvals from the Jamestown Township Board of Trustees and the Ottawa County Land Bank Authority, which have meetings scheduled for November 21,2022 and November 22, 2022, respectively. The Plan is eligible property for brownfield tax increment financing because ownership has been transferred to the Ottawa County Land Bank Authority, as allowed under Section 125.2652(p) of Brownfield Redevelopment Refinancing Act (the Act).The project proposes to invest approximately $31.4M into four contiguous parcels encompassing 28.6 acres in Jamestown Township, located off Central Parkway between Quincy Street to the north and Greenly Street to the South.

The Developer is requesting approval to capture a maximum of $3,356,166 in local tax increment revenue over 18 years, as allowed under the Act. This amount includes $2,205,495 to reimburse Jamestown Industrial LLC for eligible activities with interest, $167,808 to the OCBRA for administrative expenses, $1,500 to the State Brownfield Revolving Fund, and $982,342 for deposit into OCBRA's Local Brownfield Revolving Fund.

When complete, the project is anticipated to result in a three to five new industrial buildings ranging from 40,000 - 75,000 square feet for up to a total of 300,000 square feet. The project will include construction of a new road, utilities, and associated infrastructure to connect Central Parkway to Greenly Street, allowing for additional industrial infill and development in the future.

Financial Information:

Total Cost: **N/A**	General Fund Cost: **N/A**	Included in Budget: **N/A**

If not included in Budget, recommended funding source:
N/A

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal:
Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/9/2022 9:45:03 AM*

Committee/Governing/Advisory Board Approval Date:

COUNTY OF OTTAWA
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 December 13, 2022 at 1:30 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 1996 ("Act 381") in order to redevelop one specific site; and

WHEREAS, on June 23, 2009 the Ottawa County Brownfield Redevelopment Authority was amended in order to provide for the administration of 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 Jamestown Industrial, LLC for a 28.6 acre site located at Central Parkway and Greenly Street in the Jamestown Township, Michigan (the "Amendment"); and

WHEREAS, the site is owned by or under control of the Ottawa County Land Bank

Authority and is therefore considered an "eligible property" as defined by MCL 125.2652(p); and

WHEREAS, the Amendment includes the use of Tax Increment Financing to capture taxes for a maximum of 18 years from Ottawa County, Jamestown Township, Hudsonville Community Schools, and limited state education and school operating millages; and

WHEREAS, the total amount of taxes captured for this project will not exceed $3,356,166 over the term of the Amendment, of which a maximum of $2,202,495 will be used to reimburse the applicant for eligible activities with interest, $167,808 is projected for reimbursement of the Ottawa County Brownfield Redevelopment Authority for administrative expenses, $1,500 deposited to the State Brownfield Revolving Fund, and a the remaining $982,342 will be deposited in a Local Brownfield Revolving Fund; and

WHEREAS, the Amendment complies with all requirements set forth in Act 381; and

WHEREAS, a Public Hearing was held on November 22, 2022, in accordance with Section 14(4) of Act 381; and

WHEREAS, on November 17, 2022, Jamestown Township approved a resolution of concurrence support for the Amendment and requesting the Ottawa County Brownfield Redevelopment Authority to manage the Amendment on their behalf; and

WHEREAS, the Ottawa County Brownfield Redevelopment Authority recommends that the County approve the Amendment;

NOW, THEREFORE, BE IT RESOLVED that the Ottawa County Board of Commissioners approves the Amendment to the Ottawa County Brownfield Plan as submitted by Jamestown Industrial, LLC for the following reasons:

1. The Amendment constitutes a public purpose

2. The Amendment meets all requirements of Section 13 and 13bof Act 381

3. The proposed method of financing the costs of the eligible activities as identified in the Amendment is feasible and the Authority has the ability to arrange the financing

4. The costs of the eligible activities proposed in the Amendment are reasonable and necessary to carry out the purpose of Act 381

5. The amount of captured taxable value included in the Amendment is reasonable; and

BE IT FURTHER RESOLVED that Ottawa County approves the use of Tax Increment Financing for this project site, consistent with the provisions of the Amendment and Act 381; and

BE IT FURTHER RESOLVED that all resolutions or parts of resolutions in conflict with any of the provisions of this resolution are hereby repealed.

YEAS: Commissioners _____

_____

NAYS: Commissioners _____

RESOLUTION DECLARED ADOPTED.

_____ _____

Chairperson, Ottawa County Board of Commissioners

Ottawa County Clerk/Register

BROWNFIELD PLAN FOR THE JAMESTOWN INDUSTRIAL LLC PROJECT AT CENTRAL PARKWAY, HUDSONVILLE, MICHIGAN (JAMESTOWN TOWNSHIP)

October 10, 2022

Prepared for:

Ottawa County Brownfield Redevelopment Authority
12220 Fillmore Street, Room 260
West Olive, Michigan 49460

Prepared with the assistance of:

Warner Norcross + Judd LLP
150 Ottawa Ave NW, Suite 1500
Grand Rapids, MI 49503-2487

Recommended for approval by the Ottawa County Brownfield Redevelopment Authority on _____, 2022

Resolution of Concurrence/Support by the Jamestown Township Board on _____, 2022

Resolution of Support by the Ottawa County Commission on _____, 2022

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   B. Summary of Eligible Activities

   C. Estimate of Captured Taxable Value and Tax Increment Revenues

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   E. Maximum Amount of Note or Bonded Indebtedness

   F. Duration of Brownfield Plan

   G. Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions

   H. Legal Description, Property Map, Statement of Qualifying Characteristics and Personal Property

   I. Estimates of Residents and Displacement of Individuals/Families

   J. Plan for Relocation of Displaced Persons

   K. Provisions for Relocation Costs

   L. Strategy for Compliance with Michigan's Relocation Assistance Law

   M. Description of Proposed Use of Local Site Remediation Revolving Fund

   N. Other Material that the Authority or Governing Body Considers Pertinent

EXHIBITS

Figure 1	Map of the Property
Table 1	TIF Table
Attachment A	Legal Descriptions of the Eligible Property in the Plan
Attachment B	Confirmation of Blighted Eligibility

1. Summary of Project

Pursuant to this "**Brownfield Plan**", Jamestown Industrial LLC ("**Developer**") is proposing to redevelop the approximately 28.6-acre property (currently four parcels) located off Central Parkway between Quincy Street to the north and Greenly Street to the south in Jamestown Township (Hudsonville) (collectively, the "**Property**") into a new industrial development project consisting of three to five new industrial buildings ranging from 40,000 square foot to 175,000 square foot for up to a total of 300,000 square feet (the "**Project**"). The Project is expected to include construction of a new road, utilities, and associated infrastructure to connect Central Parkway to Greenly Street.

The Project is expected to be constructed in phases over a sixty (60) month period, as dictated by tenant demand, with total projected capital investment estimated at approximately $31.4 million. The Brownfield Plan is requested to assist the Project with the cost of due diligence costs and infrastructure improvements.

2. Basis of Eligibility

The Property, which is listed and legally described in Attachment A, is considered "blighted," as defined by Act 381 of 1996, as amended (the "**Act**"), because it is owned or under the control of a land bank fast track authority. Therefore, the Property is considered "eligible property" as defined in the Act. See Attachment B for confirmation of blighted eligibility.

See Figure 1a for a map of the Property.

3. Required Elements of Brownfield Plan

A. A description of costs intended to be paid for with tax increment revenues. (MCLA 125.2663(2)(a))

Developer will seek tax increment financing ("**TIF**") from available local taxes and state school taxes, as applicable, for eligible activities conducted on the Property, including department specific activities, infrastructure improvements, a 15% contingency, brownfield plan preparation and development, plus simple interest at 4%. The table below presents estimated costs of the eligible activities for the Project that qualify for TIF reimbursement.

ELIGIBLE ACTIVITIES	
TASK	**COST ESTIMATE**
1. Department Specific Activities (Due Diligence costs)	$5,000
2. Infrastructure Improvements	$1,400,000
Eligible Activity Subtotal	*$1,405,000*
3. Contingency (15%) (excludes $5k Phase I cost)	$210,000
4. Brownfield Plan Amendment/Work Plan Preparation and Development	$30,000
***TOTAL**	**$1,645,000**

*Plus simple interest at 4%.

B. A brief summary of the eligible activities that are proposed for each eligible property. (MCLA 125.2663(2)(b))

"Eligible Activities" are defined in Act 381 of 1996, as amended (the "Act") as meaning one or more of the following: (i) department specific activities; (ii) relocation of public buildings or operations for economic development purposes; (iii) reasonable cost of environmental insurance; (iv) reasonable cost of developing, preparing and implementing brownfield plans, combined brownfield plans, and work plans; (v) demolition of structures that is not a response activity under Part 201 of NREPA; (vi) lead, asbestos, or mold abatement; and (vii) assistance to a land bank fast track authority in clearing or quieting title to, or selling or otherwise conveying, property owned by or under the control of a land bank fast track authority or the acquisition of property by the land bank fast track authority if the acquisition of the property is for economic development purposes. In addition, in non-qualified local governmental units such as Jamestown Township where the eligible property is under the control of a land bank fast track authority, the Act includes the following additional activities under the definition of "eligible activities": (A) infrastructure improvements that directly benefit eligible property; and (B) site preparation that is not a response activity under Part 201 of NREPA. The cost of eligible activities is estimated in the table above and includes the following:

i. Department Specific Activities. Costs associated with due diligence for acquisition of the Property, including Phase I costs.

ii. Infrastructure Improvements. Infrastructure improvements that directly benefit the Project include installation of a connector road from Central Parkway to Greenly, water, sewer, power and other utilities. Costs will include associated engineering fees.

iii. Contingencies. A 15% contingency is included to cover unexpected cost overruns on the Project encountered during construction.

iv. Brownfield Plan Amendment Preparation and Development. Costs incurred to prepare and develop this Brownfield Plan, as required under the Act.

C. 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(2)(c))

An estimate of real property tax capture for tax increment financing is attached as Table 1.

D. 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 City. (MCLA 125.2663(2)(d))

The Developer will initially pay for the cost of the Eligible Activities included in this Brownfield Plan and they will seek reimbursement through available tax increment revenue during the term of the Plan Amendment.

E. The maximum amount of the note or bonded indebtedness to be incurred, if any. (MCLA 125.2663(2)(e))

Bonds will not be issued for the Project.

F. The proposed beginning date and duration of capture of tax increment revenues, 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) 30 years. (MCLA 125.2663(2)(f) and MCLA 125.2663b(16))

The duration of the Plan for the Project is estimated to be 18 years. It is estimated that redevelopment of the Property will be completed over the next sixty (60) months and that it will take up to 13 years to recapture the Eligible Activities through tax increment revenues, plus up to 5 years of capture for the Local Brownfield Revolving Fund (the "LBRF"), if available. Therefore, the first year of tax increment capture will be 2024 and the Brownfield Plan will remain in place until the Developer is fully reimbursed and the Authority has completed capture for the LBRF capture, if available, subject to the maximum duration provided for in MCL 125.2663. The Authority intends to capture funds for the LBRF with tax increment revenue capture, if available. The land bank intends to capture 50% of the available taxes from the Property for the first five (5) years pursuant to PA 260 of 2003, as amended.

G. An estimate of the future tax revenues of all taxing jurisdictions in which the Property is located to be generated during the term of the Plan. (MCLA 125.2663(2)(g))

An estimate of real property tax capture is attached as Table 1.

H. 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 eligible property and a statement of whether personal property is included as part of the eligible property. (MCLA 125.2663(2)(h))

i. See legal description and site map of the Property in Figure 1.

ii. Eligible Property Status. The Property is considered "blighted". See the confirmation of blighted status shown in Attachment B.

iii. Characteristics of the Property. The Property has been utilized for agricultural purposes based on historical records dating back to 1938.

iv. Personal Property. New personal property added to the Property is included as part of the Eligible Property, to the extent that it is taxable.

I. 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(2)(i))

This Section is inapplicable as the Plan will not displace anyone.

J. A plan for establishing priority for the relocation of persons displaced by implementation of the Plan, if applicable. (MCLA 125.2663(2)(j))

This Section is inapplicable as the Plan will not displace anyone.

K. 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(2)(k))

This Section is inapplicable as the Plan will not displace anyone.

L. A strategy for compliance with the Michigan Relocation Assistance Act, if applicable. (MCLA 125.2663(2)(l))

This Section is inapplicable as the Plan will not displace anyone.

M. Other material that the Authority or the City Council considers pertinent. (MCLA 125.2663(2)(m))

The Project will provide new industrial space to support new and growing businesses in Ottawa County.

FIGURE 1

Location of the Eligible Property

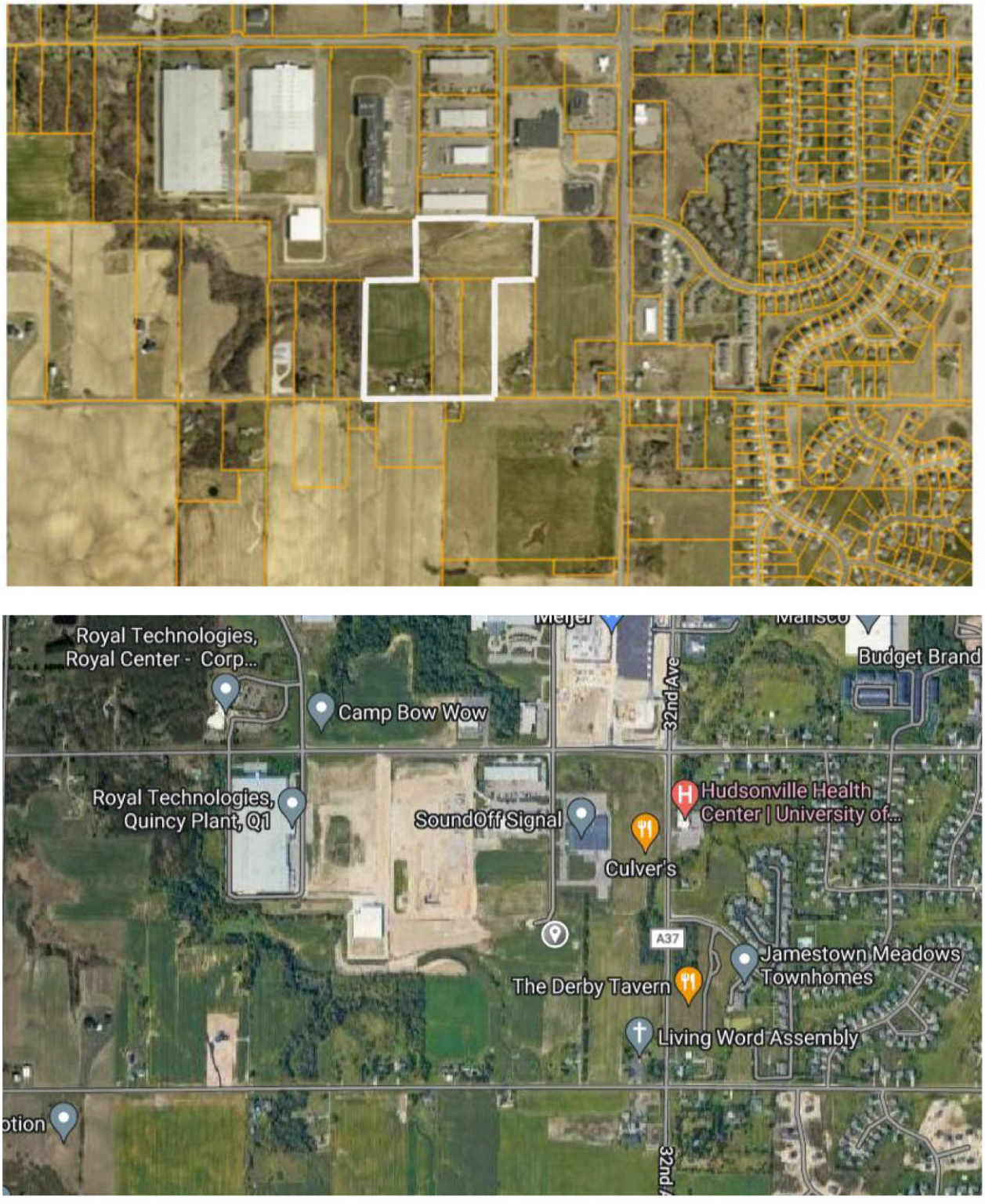
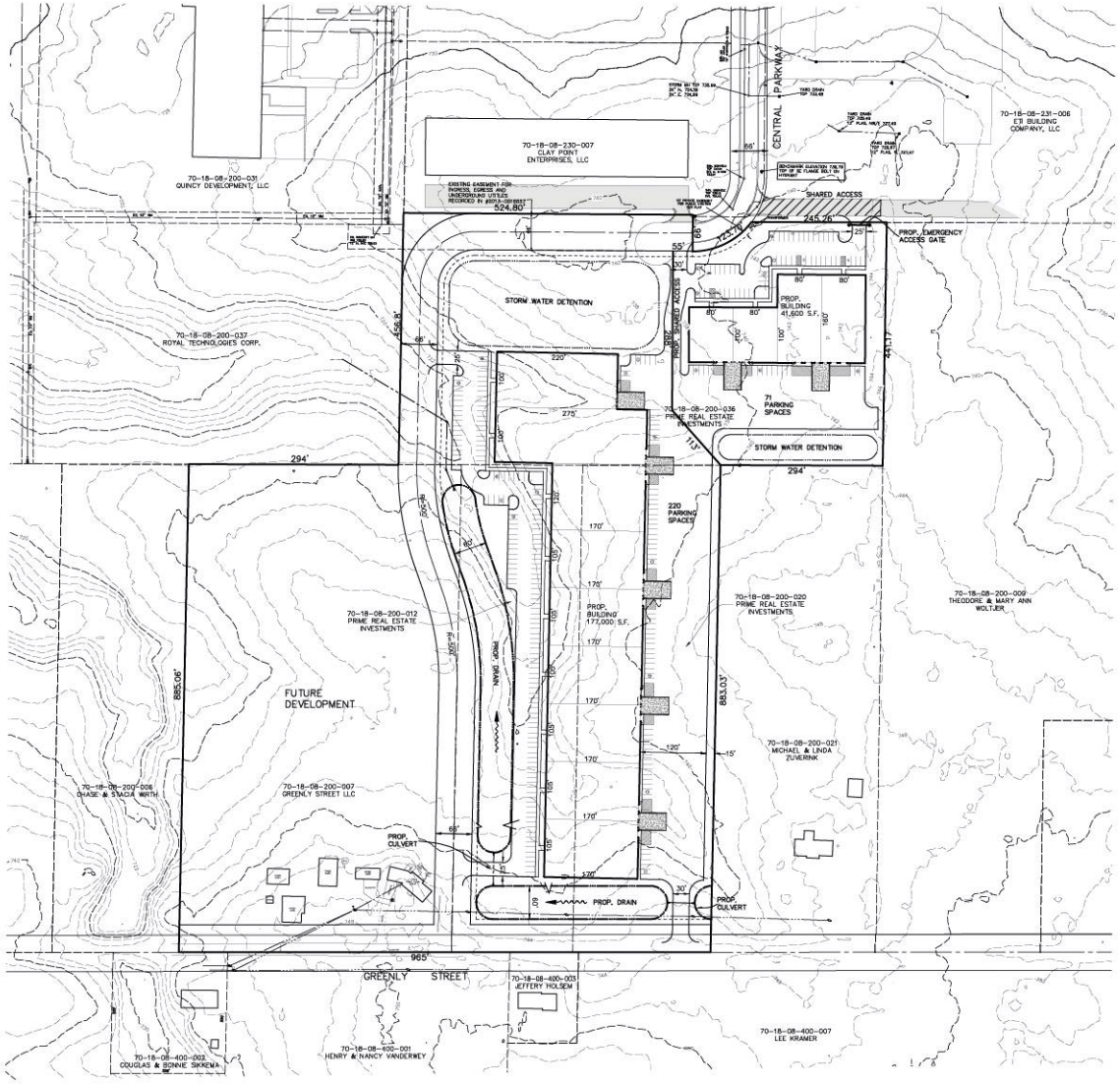


Table 1

Preliminary Site Plan



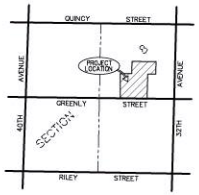
SCALE: 1" = 100'
2' Contours

PARCELS TO BE DEVELOPED:

PP# 70-18-08-200-036
PART OF NE 1/4 COM S 89D 32M 28S W 210.93 FT FROM SE COR LOT 5 JAMESTOWN COMMERCE CENTER SOUTH NO 1, TH S 0D 16M 10S W 441.17 FT ALG E LI OF W 3/4 OF NE 1/4 TO S LI OF N 2/3 OF NE 1/4, TH S 89D 28M 38S W 879.05 FT ALG SD S LI, TH N 0D 32M 52S E 496.8 FT, TH N 89D 43M 59S E 524.8 FT, TH S 0D 16M 01S E 66 FT ALG W LI OF CENTRAL PARKWAY, TH NELY 123.7 FT ALG A 133 FT RAD CURVE TO LEFT (CHD BEARS N 63D 05M 16S E 119.29 FT) SD CURVE BEING SLY LI OF CENTRAL PARKWAY, TH N 89D 32M 28S E 245.26 FT ALG S LI SD LOT 5 TO BEG. SEC 8 T5N R13W 8.98 AC.
PLUS
PP# 70-18-08-200-020
PART NE 1/4 COM 862.1 FT W OF E 1/4 COR, TH W 250 FT, N 01D 11M E 883.51 FT TO N LI OF S 1/3 OF NE 1/4, TH S 89D 52M 30S E 250 FT, TH S 01D 11M W 883.03 FT TO BEG. SEC 8 T5N R13W 5.07 AC.
PLUS
PP# 70-18-08-200-012
PART NE 1/4 COM 1212.1 FT W OF SE COR, TH W 220 FT, N 883.99 FT, E 220 FT, S 883.51 FT TO BEG. SEC 8 T5N R13W 4.46 AC.
AND
PP# 70-18-08-200-007
PT S 1/3 OF W 3/4 OF NE 1/4 COM 1432 FT W OF E 1/4 COR, TH W 495 FT, N 885.06 FT, E 494.98 FT, S 883.99 FT TO BEG. SEC 8 T5N R13W 10 AC.

TOTAL ACRES: 28.5 AC.

1. EXISTING ZONING: AR (Agricultural Rural Residential)
   I-2 (Planned Industrial)
   C-2 (General Commercial)
2. PROPOSED ZONING: I-2 (Planned Industrial)
3. I-2 ZONING REQUIREMENTS:
   - Lot Size: 80,000 S.F. Min.
   - Lot Width: 200' Min.
   - Front Yard Setback: 100 ' Min.
   - Side Yard and Rear Yard Setback: 35' Min.
     - 1 additional foot of side and rear yard setback shall be required for each additional foot of building height above 30'
     - Side and rear yard setback abutting a residential zone (AG, R-1, R-2, R-3) shall be no less that 50'.
4. 1,700 L.F. of proposed public street.
5. Master Plan designation = I-2 Industrial.



Site Development Plan – MASTER PLAN

For: Jamestown Industrial LLC.
Attn: Mr. DJ Vander Silk
4720 – 52nd Street SE
Grand Rapids, MI 49512

In: Part of the SE 1/4 of Section 8, T5N, R13W, Jamestown Township, Ottawa County, Michigan.

Revisions

exxel engineering, inc.
planners · engineers · surveyors
5252 Clyde Park, S.W. · Grand Rapids, MI 49509
Phone: (616) 531-3660 www.exxelengineering.com

DRAWN BY: JB	PROJ. ENG.: TRS		SHEET
APPROVED BY: TRS	PROJ. SURV.:		
FILE NO.: 202169E	DATE: 05/04/2022		1 of 1

TABLE 1

TIF Table

Tax Increment Revenue Capture Estimates
Jamestown Industrial LLC
Jamestown Township Project
October 10, 2022

Estimated Taxable Value (TV) Increase Rate:		2% per year																					
Plan Year		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	TOTAL
Calendar Year		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	
Base Taxable Value		$ 578,081	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Estimated New TV		$ 578,081	$ -	$ 500,000	$5,500,000	$ 7,500,000	$ 8,500,000	$ 14,500,000	$ 14,790,000	$15,085,800	$ 15,387,516	$ 15,695,266	$16,009,172	$16,329,355	$ 16,655,942	$ 16,989,061	$ 17,328,842	$ 17,675,419	$ 18,028,927	$ 18,028,927
Incremental Difference (New TV - Base TV)		$ -	$ -	$ 500,000	$5,500,000	$ 7,500,000	$ 8,500,000	$ 14,500,000	$ 14,790,000	$15,085,800	$ 15,387,516	$ 15,695,266	$16,009,172	$16,329,355	$ 16,655,942	$ 16,989,061	$ 17,328,842	$ 17,675,419	$ 18,028,927	$ 18,028,927
School Capture	**Millage Rate**																			
State Education Tax (SET)	6.0000		$ -	$ -	$ 3,000	$ 33,000	$ 45,000	$ 51,000	$ 87,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 219,000
School Operating Tax	18.0000		$ -	$ -	$ 9,000	$ 99,000	$ 135,000	$ 153,000	$ 261,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 657,000
School Total	24.0000		$ -	$ -	$ 12,000	$ 132,000	$ 180,000	$ 204,000	$ 348,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 876,000
Less LB 5/50 Capture				$ (6,000)	$ (66,000)	$ (90,000)	$ (102,000)	$ (174,000)													
Adjusted State			$ -	$ 6,000	$ 66,000	$ 90,000	$ 102,000	$ 174,000													
Available for Brownfield Plan			$ -	$ 6,000	$ 66,000	$ 90,000	$ 102,000	$ 174,000													
Local Capture	**Millage Rate**																			
Ottawa County	3.9000	0.2308	$ -	$ -	$ 1,950	$ 21,450	$ 29,250	$ 33,150	$ 56,550	$ 57,681	$ 58,835	$ 60,011	$ 61,212	$ 62,436	$ 63,684	$ 64,958	$ 66,257	$ 67,582	$ 68,934	$ 70,313	$ 844,254
Ottawa ISD	6.1546	0.3642	$ -	$ -	$ 3,077	$ 33,850	$ 46,160	$ 52,314	$ 89,242	$ 91,027	$ 92,847	$ 94,704	$ 96,598	$ 98,530	$ 100,501	$ 102,511	$ 104,561	$ 106,652	$ 108,785	$ 110,961	$ 1,332,319
County E-911	0.4243	0.0251	$ -	$ -	$ 212	$ 2,334	$ 3,182	$ 3,607	$ 6,152	$ 6,275	$ 6,401	$ 6,529	$ 6,660	$ 6,793	$ 6,929	$ 7,067	$ 7,208	$ 7,353	$ 7,500	$ 7,650	$ 91,850
County Parks	0.3199	0.0189	$ -	$ -	$ 160	$ 1,759	$ 2,399	$ 2,719	$ 4,639	$ 4,731	$ 4,826	$ 4,922	$ 5,021	$ 5,121	$ 5,224	$ 5,328	$ 5,435	$ 5,543	$ 5,654	$ 5,767	$ 69,250
County Roads	0.4822	0.0285	$ -	$ -	$ 241	$ 2,652	$ 3,617	$ 4,099	$ 6,992	$ 7,132	$ 7,274	$ 7,420	$ 7,568	$ 7,720	$ 7,874	$ 8,031	$ 8,192	$ 8,356	$ 8,523	$ 8,694	$ 104,384
JTWN Twp Oper	1.0256	0.0607	$ -	$ -	$ 513	$ 5,641	$ 7,692	$ 8,718	$ 14,871	$ 15,169	$ 15,472	$ 15,781	$ 16,097	$ 16,419	$ 16,747	$ 17,082	$ 17,424	$ 17,772	$ 18,128	$ 18,490	$ 222,017
JTWN Twp Fire	1.4684	0.0869	$ -	$ -	$ 734	$ 8,076	$ 11,013	$ 12,481	$ 21,292	$ 21,718	$ 22,152	$ 22,595	$ 23,047	$ 23,508	$ 23,978	$ 24,458	$ 24,947	$ 25,446	$ 25,955	$ 26,474	$ 317,872
JWTN Twp Lib-Op	0.4186	0.0248	$ -	$ -	$ 209	$ 2,302	$ 3,140	$ 3,558	$ 6,070	$ 6,191	$ 6,315	$ 6,441	$ 6,570	$ 6,701	$ 6,835	$ 6,972	$ 7,112	$ 7,254	$ 7,399	$ 7,547	$ 90,617
JWTN Twp Roads	1.4638	0.0866	$ -	$ -	$ 732	$ 8,051	$ 10,979	$ 12,442	$ 21,225	$ 21,650	$ 22,083	$ 22,524	$ 22,975	$ 23,434	$ 23,903	$ 24,381	$ 24,869	$ 25,366	$ 25,873	$ 26,391	$ 316,877
County CMH	0.2892	0.0171	$ -	$ -	$ 145	$ 1,591	$ 2,169	$ 2,458	$ 4,193	$ 4,277	$ 4,363	$ 4,450	$ 4,539	$ 4,630	$ 4,722	$ 4,817	$ 4,913	$ 5,012	$ 5,112	$ 5,214	$ 62,605
HUD Sch B&S	0.9542	0.0565	$ -	$ -	$ 477	$ 5,248	$ 7,157	$ 8,111	$ 13,836	$ 14,113	$ 14,395	$ 14,683	$ 14,976	$ 15,276	$ 15,581	$ 15,893	$ 16,211	$ 16,535	$ 16,866	$ 17,203	$ 206,561
Local Total	16.9008		$ -	$ -	$ 8,450	$ 92,954	$ 126,756	$ 143,657	$ 245,062	$ 249,963	$ 254,962	$ 260,061	$ 265,263	$ 270,568	$ 275,979	$ 281,499	$ 287,129	$ 292,871	$ 298,729	$ 304,703	$ 3,658,606
Less LB 5/50 Capture				$ (4,225)	$ (46,477)	$ (63,378)	$ (71,828)	$ (122,531)													
Adjusted Local			$ -	$ 4,225	$ 46,477	$ 63,378	$ 71,828	$ 122,531													
Available for Brownfield Plan			$ -	$ 4,225	$ 46,477	$ 63,378	$ 71,828	$ 122,531	$ 249,963	$ 254,962	$ 260,061	$ 265,263	$ 270,568	$ 275,979	$ 281,499	$ 287,129	$ 292,871	$ 298,729	$ 304,703		
Non-Capturable Millages	**Millage Rate**																			
Hud Sch Debt	7.0000		$ -	$ -	$ 3,500	$ 38,500	$ 52,500	$ 59,500	$ 101,500	$ 103,530	$ 105,601	$ 107,713	$ 109,867	$ 112,064	$ 114,305	$ 116,592	$ 118,923	$ 121,302	$ 123,728	$ 126,202	$ 1,515,327
Total Non-Capturable Taxes	7.0000		$ -	$ -	$ 3,500	$ 38,500	$ 52,500	$ 59,500	$ 101,500	$ 103,530	$ 105,601	$ 107,713	$ 109,867	$ 112,064	$ 114,305	$ 116,592	$ 118,923	$ 121,302	$ 123,728	$ 126,202	$ 1,515,327
Less LB 5/50 Capture				$ (1,750)	$ (19,250)	$ (26,250)	$ (29,750)	$ (50,750)													
Adjusted Local			$ -	$ 1,750	$ 19,250	$ 26,250	$ 29,750	$ 50,750													
Total Tax Increment Revenue (TIR) Available for Capture			$ -	$ -	$ 10,225	$ 112,477	$ 153,378	$ 173,828	$ 296,531	$ 249,963	$ 254,962	$ 260,061	$ 265,263	$ 270,568	$ 275,979	$ 281,499	$ 287,129	$ 292,871	$ 298,729	$ 304,703	$ 4,534,606

Footnotes:
Assumes proposed buildout with 2% inflation thereafter
Assumes millages rates remain the same

Tax Increment Revenue Reimbursement Allocation Table
Jamestown Industrial LLC Project
Jamestown Twp, Michigan
October 10, 2022

Developer Maximum Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	0.1%	$ 2,739	$ -	$ 2,739
Local	45.2%	$ 2,261	$ 2,200,495	$ 2,202,755
TOTAL				$ 2,205,495
EGLE	0.2%	$ 5,000	$ -	$ 5,000
MSF	0.0%	$ -	$ 2,200,495	$ 2,200,495

Estimated Total Years of Plan:	18

Estimated Capture	$ 3,356,166
Administrative Fees	$ 167,808
State Brownfield Fund	$ 1,500
LBRF	$ 982,342

		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	TOTAL
Total State Incremental Revenue		$ -	$ -	$ 6,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,000
State Brownfield Redevelopment Fund (50% of SET)		$ -	$ -	$ (1,500)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (1,500)
State TIR Available for Reimbursement		**$ -**	**$ -**	**$ 4,500**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,500**
Total Local Incremental Revenue		$ -	$ -	$ 4,225	$ 46,477	$ 63,378	$ 71,828	$ 122,531	$ 249,963	$ 254,962	$ 260,061	$ 265,263	$ 270,568	$ 275,979	$ 281,499	$ 287,129	$ 292,871	$ 298,729	$ 304,703	$ 3,350,166
BRA Administrative Fee (5%)		$ -	$ -	$ (511)	$ (2,324)	$ (3,169)	$ (3,591)	$ (6,127)	$ (12,498)	$ (12,748)	$ (13,003)	$ (13,263)	$ (13,528)	$ (13,799)	$ (14,075)	$ (14,356)	$ (14,644)	$ (14,936)	$ (15,235)	$ (167,808)
Local TIR Available for Reimbursement		**$ -**	**$ -**	**$ 3,714**	**$ 44,153**	**$ 60,209**	**$ 68,237**	**$ 116,404**	**$ 237,465**	**$ 242,214**	**$ 247,058**	**$ 251,999**	**$ 257,039**	**$ 262,180**	**$ 267,424**	**$ 272,772**	**$ 278,228**	**$ 283,792**	**$ 289,468**	**$ 3,182,358**
Total State & Local TIR Available		**$ -**	**$ -**	**$ 8,214**	**$ 44,153**	**$ 60,209**	**$ 68,237**	**$ 116,404**	**$ 237,465**	**$ 242,214**	**$ 247,058**	**$ 251,999**	**$ 257,039**	**$ 262,180**	**$ 267,424**	**$ 272,772**	**$ 278,228**	**$ 283,792**	**$ 289,468**	**$ 3,186,858**
DEVELOPER	Beginning Balance																			
DEVELOPER Reimbursement Balance	*$ 1,645,000*	*$ 1,645,000*	*$ 1,645,000*	*$ 1,638,547*	*$ 1,659,935*	*$ 1,666,124*	*$ 1,664,532*	*$ 1,614,709*	*$ 1,441,832*	*$ 1,257,292*	*$ 1,060,525*	*$ 850,947*	*$ 627,945*	*$ 390,883*	*$ 139,094*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
EGLE Environmental Costs	*$ 5,000*	*$ 5,000*	*$ 5,000*	*$ 5,000*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
State Tax Reimbursement		$ -	$ -	$ 2,739	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,739
Local Tax Reimbursement		$ -	$ -	$ 2,261	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,261
Total EGLE Reimbursement Balance		*$ 5,000*	*$ 5,000*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
Local Only Costs	*$ 1,640,000*	*$ 1,640,000*	*$ 1,640,000*	*$ 1,640,000*	*$ 1,704,089*	*$ 1,726,333*	*$ 1,732,769*	*$ 1,731,113*	*$ 1,679,297*	*$ 1,499,506*	*$ 1,307,583*	*$ 1,102,946*	*$ 884,984*	*$ 653,063*	*$ 406,518*	*$ 144,658*	*$ -*	*$ -*	*$ -*	
Local Tax Reimbursement			$ -	$ 1,453	$ 44,153	$ 60,209	$ 68,237	$ 116,404	$ 237,465	$ 242,214	$ 247,058	$ 251,999	$ 257,039	$ 262,180	$ 267,424	$ 144,658	$ -	$ -	$ -	$ 2,200,495
Total Local Only Reimbursement Balance		*$ 1,640,000*	*$ 1,640,000*	*$ 1,638,547*	*$ 1,659,935*	*$ 1,666,124*	*$ 1,664,532*	*$ 1,614,709*	*$ 1,441,832*	*$ 1,257,292*	*$ 1,060,525*	*$ 850,947*	*$ 627,945*	*$ 390,883*	*$ 139,094*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
Interest @4%			*$ -*	*$ 65,542*	*$ 66,397*	*$ 66,645*	*$ 66,581*	*$ 64,588*	*$ 57,673*	*$ 50,292*	*$ 42,421*	*$ 34,038*	*$ 25,118*	*$ 15,635*	*$ 5,564*					
Total LBRF Capture																				

* Up to five years of capture for LBRF Deposits after eligible activities are reimbursed. May be taken from EGLE & Local TIR only

Footnotes:
LOCAL BROWNFIELD REVOLVING FUND
Assumes millages rates remain the same
Assumes reimbursement with 4% interest

Attachment A

Legal Description of the Eligible Property

Property Address: Central Parkway, Hudsonville, Michigan 49426 (Jamestown Township)

Parcel ID #: 70-18-08-200-036

Legal Description: PART OF NE 1/4 COM S 89D 32M 28S W 210.93 FT FROM SE COR LOT 5 JAMESTOWN COMMERCE CENTER SOUTH NO 1, TH S 0D 16M 10S W 441.17 FT ALG E LI OF W 3/4 OF NE 1/4 TO S LI OF N 2/3 OF NE 1/4, TH S 89D 28M 39S W 879.05 FT ALG SD S LI, TH N 0D 32M 52S E 456.8 FT, TH N 89D 43M 59S E 524.8 FT, TH S 0D 16M 01S E 66 FT ALG W LI OF CENTRAL PARKWAY, TH NE'LY 123.7 FT ALG A 133 FT RAD CURVE TO LEFT (CHD BEARS N 63D 05M 16S E 119.29 FT) SD CURVE BEING S'LY LI OF CENTRAL PARKWAY, TH N 89D 32M 28S E 245.26 FT ALG S LI SD LOT 5 TO BEG. SEC 8 T5N R13W 8.98 AC

Property Address: Greenly Street, Hudsonville, Michigan 49426 (Jamestown Township)

Parcel ID #: 70-18-08-200-020

Legal Description: PART NE 1/4 COM 962.1 FT W OF E 1/4 COR, TH W 250 FT, N 01D 11M E 883.51 FT TO N LI OF S 1/3 OF NE 1/4, TH S 89D 52M 30S E 250 FT, TH S 01D 11M W 883.03 FT TO BEG. SEC 8 T5N R13W 5.0682 AC

Property Address: Greenly Street, Hudsonville, Michigan 49426 (Jamestown Township)

Parcel ID #: 70-18-08-200-012

Legal Description: PART NE 1/4 COM 1212.1 FT W OF SE COR, TH W 220 FT, N 883.99 FT, E 220 FT, S 883.51 FT TO BEG. SEC 8 T5N R13W 4.4624 AC

Property Address: Greenly Street, Hudsonville, Michigan 49426 (Jamestown Township)

Parcel ID #: 70-18-08-200-007

Legal Description: PT S 1/3 OF W 3/4 OF NE 1/4 COM 1432 FT W OF E 1/4 COR, TH W 495 FT, N 885.06 FT, E 494.98 FT, S 883.99 FT TO BEG. SEC 8 T5N R13W 10.0492 AC

ATTACHMENT B

Confirmation of Blighted Eligibility

Action Request

Electronic Submission – Contract # 1704

Ottawa County
Where You Belong

Committee: Board of Commissioners

Meeting Date: 11/22/2022

Vendor/3rd Party: PRIORITY HEALTH

Requesting Department: HUMAN RESOURCES

Submitted By: MARCIE VER BEEK

Agenda Item: HEALTH MANAGEMENT PLAN RENEWAL

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the Health Management Plan Renewal at a total cost of $175,000.

Summary of Request:

Ottawa County contracts with Priority Health on an annual basis for the Health Management Plan. Contract dates for the Health Management Plan runs from January 1, 2023 - December 31, 2023. The purpose of the Health Management Plan is to promote better health of Ottawa County employees, and their covered spouses, as well as reduce employer and employee costs for health insurance.

Financial Information:

Total Cost: $175,000.00	General Fund Cost: $175,000.00	Included in Budget: Yes

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *10/31/2022 1:36:06 PM*

Committee/Governing/Advisory Board Approval Date: 11/15/2022

Sold rate sheet

PriorityHealth

PriorityWell-Custom

Effective date: 1/1/2023 Renewal date: 1/1/2023

Select Wellness covered: ☐ Employee ☑ Employee and Spouse

Total enrolled contracts: 874

*Total contracts is used for the rate chosen below only. Eligible member count is used to determine total costs.

Rates

Group Size	Major	Large	Key
Enrolled Contracts	100–299	300–499	500+
Per Wellness Eligible Member Per Month (PWEMPM)	☐ $5.00 PWEMPM	☐ $4.07 PWEMPM	☑ $3.19 PWEMPM
Additional Services	**Major**	**Large**	**Key**
Biometric Screening	$	$	$57 pp
Biometric forms	$	$	$12 per form
Verified forms	$	$	$5 per form

Per wellness eligible member per month (PWEMPM): $3.19

*Wellness eligible is defined as a member with an active wellness product in the Priority Health enrollment system (includes each employee and spouse, if applicable).

Total number of wellness eligible members: 1356

Total cost per month: $4,325.64

Implementation fee: Waived

Pricing is contingent upon final enrollment. Rates are guaranteed for one year from the effective date of PriorityWell coverage. PWEPM package fee will be billed each month a month in advance of the service, based on membership total extracted from the Priority Health system.

Please complete the following:

Eligible subgroups: S001

Custom Program Requirements:

Custom rewards segment with biometrics being the biggest focus

Reasonable alternative provided to allow members to meet criteria

Custom verified form will be created to allow an alternate way for members to get credit

*Pulse Cash will be funded by employer and will be billed to employer monthly for each individual card issued per participant.

Continued>

PriorityWell add-on options:
Additional fees to be billed monthly.
Select:

- [x] **Whole-person lifestyle management coaching ($275 per engaged member)** — Members work one-on-one with a certified telephonic health coach specializing in reducing health risks associated with fitness, nutrition, stress and other lifestyle factors.
- [ ] **Tobacco cessation focused health coaching ($350 per engaged member)** — Members work one-on-one with a certified tobacco treatment specialist and health coach to quit smoking and using other forms of tobacco.
- [ ] **Weight management and risk-specific health coaching ($350 per engaged member)** — Members work one-on-one with a certified telephonic health coach with advanced specialization(s) in specific cardiometabolic risk and condition management, including weight loss, hypertension, diabetes prevention and management, and more.
- [x] **On-site biometric screening facilitation ($57 per participant)** — Provide members with their biometric numbers to better assess their health risks with an on-site biometric screening provided by an integrated preferred vendor partner.
- [x] **Provider Biometric Verification form ($12/completed form)** — provides members the option to visit their medical provider and document lab & biometric results for verification and processing in the PriorityWell portal.

Group name Ottawa County	
Authorized agent/employer representative	Date
Priority Health representative Braydon Foley	Date 10/19/2022
Priority Health underwriting Adam Baker	Date 10/19/2022

*See participation rules and underwriting guidelines on the reverse side.

Continued>

PriorityWell

Group will receive access to the online platform for members who are covered by Group's wellness program ("Eligible Users"). Online Platform will provide Eligible Users a personalized experience based on their health assessment responses.

Eligibility

- All eligible users must be enrolled with PriorityWell in the Priority Health system at least 30 days prior to program launch. Eligible users are defined as those members covered with wellness in the Priority Health system.
- Wellness-only user is defined as a wellness covered member who does not have active medical coverage with Priority Health.
- Eligible wellness-only users must be enrolled with wellness in the Priority Health system to participate in the wellness program. Priority Health will provide a wellness-only enrollment spreadsheet to the client to be completed to enroll wellness-only members. This will allow the member to create an online account and access their online wellness program.
- Group is required to notify Priority Health wellness of members who are terminated from employment within 30 days.
- Program participation is voluntary.
- All eligible users will have the option to participate on the online platform. To participate, they will be required to agree to online platform terms and conditions of use.
- Contributory or voluntary rates will be based on total eligible employees enrolled.

Health coaching

Members work one-on-one with a certified telephonic health coach specializing in reducing health risks associated with fitness, nutrition, stress and other lifestyle factors.

Tobacco cessation focused health coaching ($375 per engaged member)—Members work one-on-one with a certified tobacco treatment specialist and health coach to quit smoking and using other forms of tobacco.

Weight management and risk-specific health coaching ($375 per engaged member)—Members work one-on -one with a certified telephonic health coach with advanced specialization(s) in specific cardiometabolic risk and condition management, including weight loss, hypertension, diabetes prevention and management, and more.

- Available to all eligible users via online platform
- Per engaged member cost is for a calendar year of health coaching (365 days)
- Online scheduling tool through online platform

Continued>

Biometric screening fees and scheduling:

- All supplies will be delivered to the Group prior to the biometric screening and are the responsibility of the Group to store securely on-site until the screening date.
- Group is responsible for providing to Priority Health a list of all final clinic dates, times and locations, as well as anticipated participation, six weeks prior to clinic date. If information is not provided, then the Group may incur short notice fees.
- Screenings scheduled less than 20 business days (four weeks) in advance will be subject to an additional short-lead-time fee of $275 plus any additional fees necessary to meet the new requirements, per event site.
- If a change to the size or scope of the screening is made within 10 business days (two weeks) of the screening date that necessitates a change in staff size, the Group will be invoiced $275 per personnel change plus any fees necessary to meet the new requirements.
- On-site staff hours between 5 p.m. and 7 a.m. or anytime Saturday or Sunday will be subject to an after-hours surcharge of 12 percent of event site cost.
- Group will be invoiced at $57 per person for the difference between actual and estimated participation for each clinic location.
- A $300 (in-state) or $425 (out-of-state) fee will apply to each screening with fewer than 25 participants.
- Travel costs are included for all clinic locations within 50 miles of city limits with a population of 50,000 or greater. Any clinic that does not meet this criterion is considered a "remote location" and will incur travel fees. A travel quote can be provided upon request.
- If a clinic is more than 120 miles outside of city limits with a population of 50,000 or greater, hotel fees may be incurred. Hotels will be booked at a maximum of $180/night.
- Out-of-state fees:
  - All on-site screening clinics in California and New York will incur a $100 licensing fee per clinic.
  - Fingerstick on-site screening clinics in Massachusetts, Oregon and Maryland will incur a $250 regulatory fee per clinic.
  - All on-site screening clinics in Nevada will incur a combined licensing and regulatory fee of $895 per clinic.
  - All on-site screening clinics outside of the contiguous United States (including Alaska and Hawaii) will be charged a 100 percent premium (fees are doubled).
- All screenings are required to last a minimum of four hours on-site (including setup and tear-down equaling 1.5 hours). Screenings that last less than four hours will be subject to a service charge. The service charge will be $70 per hour per staff member for each hour under the four-hour minimum. For example, a screening lasting three hours conducted by two staff members would be subject to a service charge of $140 ($70 for one hour, times two staff members).

Continued>

- A clinic is defined by a location/date/time of the screening without a break of more than one hour. Two screenings for a client in one day separated by more than one hour of downtime are treated as two independent screenings and will be assessed fees based on minimums and/or estimated participation of $57 per person for the difference between actual and estimated participation for each clinic location up to:
  1. 80 percent of estimated participation or
  2. 25 minimum participants, whichever is greater.
- Additional on-site administrator/clerk will be billed at $50 per hour.
- Additional biometric screener/floater will be billed at $85 per hour.
- Cancellation policy: To ensure adequate staffing levels, Priority Health must receive a final list with final estimated number of screening participants at least 10 business days prior to the first screening date. Group must notify Priority Health if a screening date will need to be cancelled at least 12 business days before the screening date, otherwise the Group will be charged 50 percent to 80 percent of the estimated screening fees.
- Additional fees to be billed to the Group upon the completion of all biometric screening dates.

©Priority Health 10906P2 09/22

Action Request

Electronic Submission – Contract # 1715

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: DISH WIRELESS LLC

Requesting Department: DEPARTMENT OF STRATEGIC IMPACT

Submitted By: PAUL SACHS

Agenda Item: COMMUNICATIONS TOWER LEASE AGREEMENT

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the Lease Agreement with DISH Wireless LLC to install their wireless broadband equipment on the County's Johnson Street/Robinson Township Communications Tower. DISH Wireless LLC has agreed to lease tower space from the County at a rate of $2,100 per month for a minimum of five (5) years, with automatic renewal for at least an additional five (5) years. Rent increasing by 3% upon the commencement of each renewal term.

Summary of Request:

As part of the County Board of Commissioners ongoing effort to expand the wireless connectivity footprint countywide, the County, to-date, has constructed three (3) cellular communications towers in areas of the County where the private-sector was not planning to build towers themselves. The opportunity for private-sector carriers to co-locate their equipment on county-owned towers in areas of needed wireless coverage – typically in more rural areas – helps the carriers' respective business models to deploy wireless service in less densely populated areas where they may not otherwise offer reliable service. Through this public-private partnership, the County only constructs towers in areas of needed wireless coverage when at least two (2) carriers agree to co-locate their equipment on a tower. Revenue generated by the County through leasing tower space to a carrier is put into a Technology Fund that is used for impactful technologically-related endeavors that benefit the County as a whole. Two carriers currently co-locate their equipment on the County's Johnson Street Tower, which was built in 2012. DISH will be the third carrier to co-locate on this tower.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/9/2022 2:18:57 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

TOWER CELL SITE LEASE AGREEMENT

This Tower Cell Site Lease Agreement (the "**Agreement**") is made and effective as of _____ (the "**Effective Date**"), by and between Ottawa County, a Michigan municipal corporation, having a place of business at 12220 Fillmore St. West Olive, MI 49460 ("**Landlord**"), and DISH Wireless L.L.C., a Colorado limited liability company having a place of business at 9601 S. Meridian Blvd., Englewood, Colorado 80112 ("**Tenant**," and together with Landlord, the "**Parties**," each a "**Party**").

WITNESSETH:

1. Definitions.

"**Affiliate(s)**" means, with respect to a Party, any person or entity, directly or indirectly, controlling, controlled by, or under common control with such Party, in each case for so long as such control continues. For purposes of this definition, "control" shall mean (i) the ownership, directly or indirectly, or at least fifty percent (50%) of either: (a) the voting rights attached to issued voting shares; or (b) the power to elect fifty percent (50%) of the directors of such entity, or (ii) the ability to direct the actions of the entity. Notwithstanding the preceding, for purposes of this Agreement, EchoStar Corporation and its direct and indirect subsidiaries shall not be deemed to be "Affiliates" of Tenant unless after the Effective Date any such entity qualifies as a direct or indirect subsidiary of DISH Network Corporation.

"**Applicable Law**" means any applicable federal, state or local act, law, statute, ordinance, building code, rule, regulation or permit, or any order, judgment, consent or approval of any Governmental Authority having jurisdiction over the Parties or this Agreement.

"**Cable Space**" means the additional leased ground space on the Property for the installation, use, operation, modification, repair, replacement, monitoring and maintenance of wires, cables, fiber/T-1, conduits, pipes running between and among the Equipment Space, Tower Space and/or public right of way, and to all necessary electrical, fiber and telephone utility sources located on the Property.

"**Equipment Space**" means the leased ground space where cabinets, generators, cabling, conduit, backhaul fiber, electrical feeds and similar supporting communications equipment are located.

"**Governmental Authority**" means any: (i) federal, state, county, municipal, tribal or other local government and any political subdivision thereof having jurisdiction over the Parties or this Agreement; (ii) any court or administrative tribunal exercising proper jurisdiction; or (iii) any other governmental, quasi-governmental, self-regulatory, judicial, public or statutory instrumentality, authority, body, agency, bureau or entity of competent jurisdiction.

"**Installation**" means the installation of Tenant's Equipment at the Premises.

"**Property**" means that certain parcel of real property upon which the Tower and Ground Space are located.

"**Tower**" means the structure located on the Property upon which Tenant's antennas, radios, and related communication equipment are mounted, but does not include the ground space used for the placement of cabinets, generators, cabling, conduit, backhaul fiber, electrical feeds and similar supporting communications equipment are located.

"**Tower Space**" means that portion of the Tower designated for use by the Tenant for the installation, use, operation, modification, repair, replacement, monitoring and maintenance of antennas, radios, cables/coax, nodes, and/or related equipment, which will be comprised of a radiation center with a minimum of five (5) feet in each vertical direction of separation from adjacent occupants on the Tower.

2. Premises, Term, Rent and Contingencies.

2.1 Premises. Landlord has the right to grant the rights set forth in this Agreement as they pertain to the Property located at 12332 Johnson St., Grand Haven, MI 49417 as more particularly described in Exhibit A, attached to and incorporated herein. In consideration of the obligations of Landlord and Tenant set forth herein, Landlord leases to Tenant, and Tenant hereby leases from Landlord: (i) a portion of Landlord's Tower located on the Property for the installation of Tenant's Equipment in the Tower Space; (ii) approximately one hundred fifty (150) square feet of ground space ("**Ground Space**") for Tenant's use as Equipment Space; and (iii) additional space on the Property to be used as Cable Space. The Tower Space, Ground Space, Equipment Space and Cable Space are collectively referred to as the "**Premises**" and are depicted on the drawings attached hereto and incorporated herein as Exhibit B. Tenant shall have the right, but not the obligation, to prepare a survey of the Property, Tower Space, Equipment Space, Ground Space, Cable Space, and/or the Easements (as defined below) and said survey may, at Tenant's election, replace Exhibit B. Promptly following Tenant's request, Landlord shall provide Tenant any existing surveys of the Premises in Landlord's possession.

2.2 Term. This Agreement shall be effective as of the Effective Date. The initial term of this Agreement (the "**Initial Term**") will commence on the earlier to occur of: (i) the first (1st) day of the month following the date that is twelve (12) months after the Effective Date; and (ii) the first (1st) day of the month following the commencement of Tenant's Installation (such earlier date, the "**Commencement Date**"), and will expire on the last day of the month that is sixty (60) months after the Commencement Date unless terminated sooner, renewed or extended as provided herein. The Initial Term shall automatically be extended for up to four (4) additional terms of sixty (60) months each (each, a "**Renewal Term**") unless Tenant elects, in Tenant's sole and absolute discretion, not to renew the lease at the end of the then-current term by giving Landlord written Notice at least ninety days (90) days prior to the end of the then-current term. The Parties agree to execute a "Certificate of Commencement" in a form substantially similar to Exhibit C (attached hereto and incorporated herein) within ten (10) business days after the Commencement Date. Notwithstanding the fact that the Commencement Date may be subsequent to the Effective Date of this Agreement, the Parties agree that each Party has vested rights hereunder and that this Agreement constitutes a binding and valid obligation of each Party as of the Effective Date, subject to the Contingencies (as defined in Section 2.4 below). The Initial Term and any applicable Renewal Term(s) may be referred to collectively as the "**Term**".

2.3 Rent. Beginning on the Commencement Date, and for each month thereafter during the Term, Tenant shall pay to Landlord rent for the Premises ("Rent") in advance, without Notice, demand or set-off (except as otherwise set forth herein), in the amount of two thousand one hundred and 00/100 Dollars ($2,100.00). The first Payment shall be made within twenty (20) business days of the Commencement Date, and all subsequent payments shall be made on or before the first day of the applicable month, at such places as may be designated in writing from time to time by Landlord at least thirty (30) days in advance of the first affected payment, except that all payments due hereunder for any fractional calendar month shall be prorated based upon the number of days during said month that the payment obligation was in force (collectively, the "Payment Terms"). The Parties acknowledge and agree that, notwithstanding anything to the contrary set forth in this Section 2.3, Tenant's obligation to pay Rent or any other amount due hereunder is contingent upon Tenant's receipt of an IRS approved W-9 form setting forth the tax identification number of Landlord (or of the person or entity to whom Rent is to be made payable, if applicable). Upon the commencement of each Renewal Term, the Rent shall be automatically increased by three percent (3%) of the then-current Rent.

2.4 Contingencies. The Parties acknowledge and agree that Tenant's ability to lawfully use the Premises is contingent upon Tenant obtaining each of the following: (a) a satisfactory structural analysis showing that the Tower is suitable for Tenant's Permitted Use ("**Structural Analysis**"); and (b) all certificates, permits, approvals and other authorizations that may be required by any Governmental Authority in accordance with Applicable Law (collectively, the "**Governmental Approvals**"). Tenant will endeavor to obtain all Governmental Approvals promptly following the Effective Date. Landlord hereby authorizes Tenant to file and submit for Governmental Approvals, at Tenant's sole cost and expense. Landlord shall: (x) cooperate with Tenant in Tenant's efforts to obtain such Governmental Approvals; (y) promptly execute and deliver any and all documents necessary to obtain and maintain Government Approvals; and (z) take no action that would adversely affect Tenant's ability

to obtain Governmental Approvals. Prior to the Commencement Date, if: (i) a structural analysis shows that the Tower is not suitable for Tenant's Permitted Use; (ii) any application for Governmental Approvals is rejected, conditioned, materially delayed or otherwise not approved for any or no reason; or (iii) Tenant determines, in Tenant's sole and absolute discretion, that such Governmental Approvals cannot be obtained in a timely and commercially reasonable manner, then, following the occurrence of any of the events set forth in clauses (i) through (iii) (collectively, the "**Contingencies**"), Tenant shall have the right to terminate this Agreement immediately upon Notice to Landlord and without penalty or further obligation to Landlord, its employees, officers, agents or lenders. If this Agreement is terminated in accordance with this Section 2.4, this Agreement shall be of no further force or effect (except as set forth to the contrary herein). If, following the Commencement Date, and through no fault of Tenant, any Governmental Approval issued to Tenant is canceled, expires, lapses or is otherwise withdrawn or terminated by the applicable Governmental Authority, then Tenant shall have the right to terminate this Agreement upon ninety (90) days' written Notice to Landlord without penalty or further obligation to Landlord, its employees, officers, agents or lenders.

3. Use, Access and Installation.

3.1 Tenant's Permitted Use. Landlord agrees that Tenant may use the Premises for the purpose of the installation, operation, and management of a telecommunications facility, including, without limitation, antennas, nodes, wires, cables, conduits, piping, electrical and utility lines, and other related equipment or personal property (collectively, "**Tenant's Equipment**"), which shall include the right, subject to Section 3.3 below, to replace, repair, add, or otherwise modify Tenant's Equipment or any portion thereof and the frequencies over which Tenant's Equipment operates ("**Tenant's Permitted Use**"). Promptly following Tenant's request, Landlord shall provide the most recent structural analysis (if any) in Landlord's possession to facilitate Tenant or its designee's production of a Structural Analysis. Landlord hereby grants permission to Tenant to install, maintain and operate on the Property the Tenant's Equipment set forth in Exhibit D, attached hereto and incorporated herein by reference.

3.2 Access. The Parties acknowledge and agree that commencing on the Effective Date and continuing throughout the Term, Tenant, its employees, agents and contractors shall have unrestricted access to the Premises 24 hours per day, 7 days per week and at no additional cost or expense to Tenant. Further, Landlord grants to Tenant: (i) the right of ingress and egress to the Property and the Premises; (ii) access to the Property from all public streets within and bordering the Property; and (iii) access to the Property from any and all public right-of-way(s) adjacent to the Property and the Premises.

3.3 Installation of Tenant's Equipment. Following Tenant's initial Installation, Tenant shall be permitted to: (i) modify or add additional frequencies or technologies; and (ii) replace, modify or add equipment within the Premises (as long as doing so does not cause a material adverse effect on the structural integrity of the Tower); in either case, without incurring any increase in the then-current Rent or other modification of the terms and conditions set forth in this Agreement.

4. Utilities, Liens and Taxes.

4.1 Utilities. Tenant shall be solely responsible for cost of the electrical utilities used to power Tenant's Equipment. Tenant shall have its own utility meter installed in a mutually agreed upon location, and will request that Tenant's utility usage is billed directly to Tenant by the applicable utility company. Landlord grants to Tenant and its utility providers non-exclusive easement(s) for utilities, including, without limitation, fiber optic cabling and electrical power as may be reasonably necessary for utilization of Tenant's Equipment at the Premises ("**Easement**"). The Parties acknowledge and agree that independent third-party providers of utility services, including but not limited to, fiber, gas, electric and telephone, may utilize the Easements. If required by any such third-party provider, Landlord agrees to execute a separate recordable document or other reasonable documentation evidencing such rights without the payment of additional consideration. The Parties acknowledge and agree that Tenant may wish to obtain real property rights or interests from third-parties and, if requested, Landlord shall

promptly provide commercially reasonable assistance to Tenant with respect to obtaining such rights. Landlord also grants to Tenant: (a) the right to use any fiber installed at the Property to support Tenant's Installation, if available; and (b) the right to install such fiber services on, through, over and/or under the Property in available conduit. It is expressly acknowledged and agreed that independent third party providers of utility services, including, but not limited to, fiber, may utilize the Easements and conduit for the installation of lines, equipment, and all necessary appurtenances, without the execution of any further documentation. In the event that the existing electric, gas, telephone, cable or fiber utility sources located on the Property are insufficient for Tenant's Permitted Use, Landlord agrees to grant Tenant and/or the applicable third-party utility or fiber provider the right, at Tenant's sole cost and expense, to install such utilities on, over and/or under the Property as is necessary for Tenant's Permitted Use, provided that the location of such utilities shall be mutually agreed upon by Landlord and Tenant prior to the commencement of installation thereof. The Easements are depicted on the drawings attached hereto and incorporated herein as Exhibit B.

4.2 Liens. Tenant will use commercially reasonable efforts to prevent any lien from attaching to the Property or any part thereof. If any lien is filed purporting to be for labor or material furnished or to be furnished at the request of Tenant, then Tenant shall do all acts necessary to discharge such lien by payment, satisfaction or posting of bond within ninety (90) days of receipt of Notice of the same from Landlord; provided, that Tenant may contest any such lien if Tenant provides Landlord with cash or a letter of credit in the amount of said lien as security for its payment within such ninety (90) day period, and thereafter diligently contests such lien. In the event Tenant fails to deposit the aforementioned security with Landlord and fails to pay any lien claim after entry of final judgment in favor of the claimant, then Landlord shall have the right to expend all sums reasonably necessary to discharge the lien claim.

4.3 Real Estate Taxes. Landlord shall pay all Taxes that accrue against the Property and/or Tower during the Term, which shall be deemed to be included as part of the Rent charged to Tenant. "**Taxes**" means any present or future federal, state, county, municipal or local taxes, assessments, levies, benefit charges, and/or other governmental and/or private impositions (including business park charges and dues), levied, assessed and/or agreed to be imposed upon the Property and/or Tower, or upon the rent due and payable hereunder, whether or not now customary or within the contemplation of the Parties hereto and regardless of whether the same shall be extraordinary or ordinary, general or special, or similar or dissimilar to any of the foregoing, but shall not include any inheritance, estate, succession, income, profits or franchise tax. If any such tax or excise is levied or assessed directly against Tenant, then Tenant shall be responsible for and shall pay the same at such times and in such manner as the taxing authority requires. Tenant shall be liable for all taxes levied or assessed against Tenant's personal property or Tenant's fixtures placed in the Premises, whether levied or assessed against Landlord or Tenant. Landlord shall reasonably cooperate with Tenant, at Tenant's expense, in filing, prosecuting and perfecting any appeal or challenge to Taxes as set forth in the preceding sentence, including but not limited to, executing any consent, appeal or other similar document. If, as a result of any appeal or challenge by Tenant, there is a reduction, credit or repayment received by Landlord for any Taxes previously paid by Tenant, Landlord agrees to promptly reimburse to Tenant the amount of said reduction, credit or repayment. If Tenant does not have the standing rights to pursue a good faith and reasonable dispute of any Taxes under this section, Landlord will pursue such dispute at Tenant's sole cost and expense upon written request of Tenant.

5. Interference and Structure Damage.

5.1 Interference. Tenant agrees to use commercially reasonable efforts to ensure that Tenant's Equipment does not cause measurable Interference (as defined below) with the electronic equipment, operations of, or other telecommunications equipment installed at the Property as of the Effective Date. Following Tenant's Installation, Landlord agrees not to install or to permit others to install any structure or equipment which would block or otherwise interfere with any transmission or reception by Tenant's Equipment (whether such blockage or interference is in the form of an emission, radiation, induction, harmonic, a physical barrier or otherwise ("**Interference**")). If Interference continues for a period more than seventy-two (72) hours following a Party's receipt of notification thereof, Landlord shall cause any interfering party to cease operating and/or relocate the

source of Interference or to reduce the power sufficiently to minimize the Interference until such Interference can be remedied. Landlord represents, warrants and covenants that all leases, subleases, or other agreements entered into by Landlord or any Affiliate of Landlord for the installation of equipment used for any service utilizing in whole or in part the transmission or reception of any radio frequency(ies) at the Property contain or will contain language prohibiting interference to any then pre-existing use of the Property. The Parties acknowledge and agree that there will not be an adequate remedy at law for noncompliance with the provisions of this Section 5.1, and therefore either Party shall have the right to equitable remedies, including, without limitation, injunctive relief and specific performance.

5.2 Structure Unfit For Tenant's Permitted Use. In the event that all or a substantial portion of the Tower is destroyed, damaged or otherwise unfit for Tenant's occupancy in accordance with the Tenant's Permitted Use (as determined by Tenant in its reasonable discretion) and the Tower cannot be restored, or rebuilt, by Landlord within thirty (30) days to a condition which is fit for Tenant's occupancy in accordance with the Tenant's Permitted Use (as determined by Tenant in its reasonable discretion), then Tenant may elect to immediately terminate this Agreement by written Notice to Landlord without penalty or further obligation to Landlord, its employees, officers, agents or lenders. Landlord shall inform Tenant whether Landlord intends to rebuild, repair or replace the Tower as soon as possible under the circumstances, but in all cases within ten (10) days following Landlord's discovery of such condition. In the event Tenant does not elect to terminate this Agreement, then Landlord shall promptly commence and diligently pursue to completion the restoration or repair of the Tower in accordance with prevailing tower industry standards, at Landlord's sole cost and expense. If such restoration or repair cannot reasonably be undertaken without moving Tenant's Equipment, then, at Landlord's sole cost and expense, Tenant may remove Tenant's Equipment from the Tower, thereafter replacing Tenant's Equipment on the Tower as soon as reasonably possible. Tenant shall be entitled to deploy and use a mobile structure, temporary power solution or other interim cell siting arrangement in a location mutually agreed upon by the Parties in good faith, and to an abatement of its Rent obligation (and/or a pro rata refund of prepaid Rent, as applicable) until such time that the affected facility is replaced or otherwise restored to a condition fit for Tenant's occupancy in accordance with the Tenant's Permitted Use (as determined by Tenant in its reasonable discretion).

6. Maintenance and Repair Obligations.

6.1 Landlord Maintenance of the Tower. Landlord represents and warrants that: (i) its operation of the Tower and Property (exclusive of Tenant's Equipment), including, without limitation, any required or advisable lighting systems, currently complies with, and will be maintained throughout the Term of this Agreement in accordance with, all Applicable Laws. Landlord shall at all times throughout the Term maintain, at its sole cost and expense, the Tower and the Property, including, without limitation, the lighting systems, transmission lines, equipment and building(s) in good operating condition. In no event shall Landlord access, power down, move, modify or otherwise alter Tenant's Equipment without Tenant's prior written consent (email being sufficient).

6.2 Tenant Maintenance of Tenant's Equipment. Tenant assumes sole responsibility for the maintenance, repair and/or replacement of Tenant's Equipment, except as set forth in Section 6.1. Tenant agrees to perform all maintenance, repair or replacement of Tenant's Equipment ("**Tenant Maintenance**") in accordance with Applicable Law, and in a good and workmanlike manner. Tenant acknowledges and agrees that Tenant shall not be permitted to conduct Tenant Maintenance in a manner that would materially increase the size of the Premises.

7. Surrender and Hold Over.

7.1 Surrender. Except as set forth to the contrary herein, within ninety (90) days following the expiration or termination of the Term of this Agreement (including any period(s) of renewal or extension) (the "**Equipment Removal Period**") in each case in accordance with the terms of this Agreement, Tenant will surrender

the Premises to Landlord in a condition similar to that which existed on the Commencement Date, normal wear and tear excepted, together with all additions, alterations and improvements thereto provided, however, that Tenant shall have no obligation to remove any Tenant's Equipment or other objects that are below the surface of the Property (such as cables) or any concrete or equivalent installation pad. The Parties acknowledge and agree that Rent will not accrue during the Equipment Removal Period, provided, however, that if Tenant fails to remove Tenant's Equipment during the Equipment Removal Period, Tenant will be deemed to be in Hold Over (as defined in Section 7.2 below) until such time as Tenant removes Tenant's Equipment from the Premises in accordance with this Section 7.1. Nothing herein, however, shall prohibit Tenant from accessing the Premises of removing all or any portion of Tenant's Equipment from the Premises at any time during the Term or the Equipment Removal Period. Tenant shall repair any damage to the Premises caused by the removal of Tenant's Equipment.

7.2 Holding Over. If Tenant occupies the Premises beyond the Equipment Removal Period without Landlord's written consent ("**Hold Over**"), Tenant will be deemed to occupy the Premises on a month-to-month basis, terminable by either Party on thirty (30) days' written Notice to the other Party, and all of the terms and provisions of this Agreement shall be applicable during that period, except that Tenant shall pay Landlord a rental equal to one hundred twenty-five percent (125%) of the monthly Rent applicable hereunder at the expiration of the Term or applicable Renewal Term, prorated for the number of days of such holding over.

8. Default, Remedies and Termination.

8.1 Default. If any one (1) or more of the following events (each, an "**Event of Default**") occurs during the Term, then the non-defaulting Party may elect one or more of the remedies set forth below in this Section 8 or seek any other remedy available at law or in equity: (a) a Party's failure to make any payment required by this Agreement within thirty (30) days after such Party's receipt of written Notice from the other Party of such failure to pay; (b) failure by either Party to observe or perform any of the covenants or other provisions of this Agreement to which either Party is bound by this Agreement where such failure: (1) continues for a period of thirty (30) days after written Notice thereof from the non-defaulting Party, provided, however, that if the event for which the Notice is given is of a nature that may not be reasonably cured within said thirty (30) day period, then such Party shall not be in default for so long as such Party commences to cure the failure within the thirty (30) day period and diligently pursues it to conclusion; and/or (2) based upon Tenant's reasonable determination, materially affects Tenant's ability to transmit or receive wireless communications signals to or from the Premises; (c) either Party files a petition in bankruptcy or insolvency or for reorganization or arrangement under the bankruptcy laws of the United States or under any insolvency act of any state, or admits the material allegations of any such petition by answer or otherwise, or is dissolved or makes an assignment for the benefit of creditors; and/or (d) involuntary proceedings under any such bankruptcy law or insolvency act or for the dissolution of either Party are instituted against either Party, or a receiver or trustee is appointed for all or substantially all of the property of either Party, and such proceeding is not dismissed, or such receivership or trusteeship vacated within sixty (60) days after such institution or appointment.

8.2 Remedies and Termination. Upon the occurrence of any uncured Event of Default, the non-defaulting Party may thereafter terminate this Agreement immediately upon written Notice to the other Party without prejudice to any other remedies the non-defaulting Party may have at law or in equity. Further, Tenant shall have the right, but not the obligation, to terminate this Agreement without further liability upon thirty (30) days prior written Notice to Landlord due to any one or more of the following: (i) changes in Applicable Law which prohibit or adversely affect Tenant's ability to operate Tenant's Equipment at the Premises; (ii) Tenant, in its sole discretion, determines that Tenant's Permitted Use of the Premises is obsolete or unnecessary; (iii) Landlord or a third party installs any structure, equipment, or other item on the Structure, Property or an adjacent property, which blocks, hinders, limits, or prevents Tenant from being able to use the Tenant Equipment for Tenant's Permitted Use.

9. Limitation of Liability and Indemnification.

9.1 Limitation of Liability. EXCEPT FOR EACH PARTY'S INDEMNIFICATION OBLIGATIONS SET FORTH BELOW IN THIS SECTION 9, NEITHER PARTY NOR ANY OF ITS AGENTS, CONTRACTORS

OR EMPLOYEES, SHALL BE LIABLE TO THE OTHER PARTY OR ANY PERSON CLAIMING THROUGH THAT PARTY FOR ANY EXEMPLARY, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR ANY CAUSE WHATSOEVER, INCLUDING, WITHOUT LIMITATION, CLAIMS CAUSED BY OR RESULTING FROM THE NEGLIGENCE, GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF THAT PARTY, ITS AGENTS, CONTRACTORS OR EMPLOYEES.

9.2 Tenant's Indemnity. Except to the extent caused by the breach of this Agreement by Landlord or the acts or omissions of Landlord, its officers, agents, employees, contractors, or any other person or entity for whom Landlord is legally responsible, Tenant shall defend, indemnify and hold Landlord and its officers, directors, shareholders, employees, agents and representatives harmless from and against any and all claims, demands, litigation, settlements, judgments, damages, liabilities, costs and expenses (including, without limitation, reasonable attorneys' fees) arising directly or indirectly out of: (i) any act or omission of Tenant, its officers, agents, employees, contractors, or any other person or entity for whom Tenant is legally responsible; or (ii) a breach of any representation, warranty or covenant of Tenant contained or incorporated in this Agreement. Tenant's obligations under this Section 9.2 shall survive the expiration or earlier termination of this Agreement for two (2) years.

9.3 Landlord's Indemnity. Except to the extent caused by the breach of this Agreement by Tenant or the acts or omissions of Tenant, its officers, agents, employees, contractors, or any other person or entity for whom Tenant is legally responsible, Landlord shall defend, indemnify and hold Tenant, its officers, directors, shareholders, employees, agents and representatives harmless from and against any and all claims, demands, litigation, settlements, judgments, damages, liabilities, costs and expenses (including, without limitation, reasonable attorneys' fees) arising directly or indirectly out of: (i) any act or omission of Landlord, its officers, agents, employees, contractors or any other person or entity for whom Landlord is legally responsible; (ii) a breach of any representation, warranty or covenant of Landlord contained or incorporated in this Agreement; and/or (iii) the generation, possession, use, storage, presence, release, spill, treatment, transportation, manufacture, refinement, handling, production and/or disposal of Hazardous Substances (as defined in Section 11) in, on, about, adjacent to, under or near the Premises and/or the Property, and/or any contamination of the Premises and/or the Property by any Hazardous Substance, but only to the extent not caused by Tenant or its employees, agents, customers/invitees or contractors. Landlord's obligations under this Section 9.3 shall survive the expiration or earlier termination of this Agreement for two (2) years.

9.4 Indemnification Procedure. The Party seeking indemnification (the "**Indemnified Party**") shall promptly send Notice to the Party from whom indemnification is being sought (the "**Indemnifying Party**") of the claim or suit for which indemnification is sought. The Indemnified Party shall not make any admission as to liability or agree to any settlement of or compromise any claim without the prior written consent of the Indemnifying Party. The Indemnified Party shall, at the Indemnifying Party's request and expense, give the Indemnifying Party all reasonable assistance in connection with such negotiations and litigation.

10. Insurance.

10.1 Landlord Obligations. Throughout the Term, Landlord shall maintain, at Landlord's sole cost and expense, the following insurance coverage: (i) Commercial General Liability of not less than $1,000,000 per occurrence and $2,000,000 aggregate; and (ii) such other insurance policies as may be deemed normal and customary for substantially similar properties, including, without limitation, coverage for loss of rent. All such policies shall be endorsed to include Tenant as an additional insured. Subject to the policy minimums set forth above in this Section 10.1, the insurance required of Landlord hereunder may be maintained by a blanket or master policy that includes properties other than the Property.

10.2 Tenant Obligations. Throughout the Term, Tenant shall maintain, at Tenant's sole cost and expense, the following insurance coverage: (i) workers' compensation insurance with no less than the minimum limits required by Applicable Law; (ii) employer's liability insurance with such limits as required by Applicable

Law; and (iii) Commercial General Liability with a minimum limit of $1,000,000 per occurrence and $2,000,000 aggregate. All such policies shall be endorsed to include Landlord as additional insured.

10.3 Insurance Requirements. All policies required to be maintained by this Section 10 shall be issued by insurers that are (1) licensed to do business in the state in which the Property are located, and (2) rated A- or better by Best's Key Rating Guide.

10.4 Waiver of Subrogation. To the fullest extent permitted by law, Landlord and Tenant for themselves and any and all parties claiming under or through them, including, without limitation, their respective insurers, hereby mutually release and discharge each other and the other's Affiliates, and their respective officers, directors, shareholders, agents, employees, contractors, and/or any other person or entity for whom a Party is legally responsible from any claims for damage to any person or to the Premises or any other real or personal property that are or are claimed to have been caused by or result from risks insured against under any insurance policies carried by the waiving party and in force at the time of such damage and hereby waive any right of subrogation that might otherwise exist in or accrue to any person on account thereof. All policies required to be carried by either Party herein shall contain an endorsement in favor of the other Party waiving the insurance company's right of subrogation against such other Party. THIS RELEASE SHALL APPLY EVEN IF THE LOSS OR DAMAGE IS CAUSED BY THE FAULT OR NEGLIGENCE OF A PARTY HERETO OR BY ANY PERSON FOR WHICH SUCH PARTY IS RESPONSIBLE. EACH PARTY AGREES TO NOTIFY ITS INSURANCE CARRIER(S) OF THIS PROVISION.

11. Representations and Warranties. Landlord represents, warrants and covenants that: (a) Landlord has good and sufficient title and interest to the Premises, whether by ownership, license, lease or otherwise and has the right to grant the rights set forth in this Agreement; (b) there are no liens, judgments or other title matters materially and adversely affecting Landlord's title to or interest in the Property; (c) there are no covenants, easements or restrictions that prevent the use of the Premises for Tenant's Permitted Use; (d) the Property and the Premises are in good repair and suitable for Tenant's Permitted Use; (e) in the event a third party other than Landlord owns or controls any rights to, or Landlord subleases any portion of the Property, Landlord has obtained all rights necessary to enter into this Agreement; and (f) Landlord has not and shall not cause, knowingly permit or, fail to remediate in accordance with Applicable Law (at Landlord's sole cost and expense) any hazardous substance (as such phrase is defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 USC §9601 et seq. ("**Hazardous Substance**")) to be placed, stored, treated, released, spilled, transported or disposed of on, under, at or from the Property in violation of any applicable environmental laws during the term of this Agreement. Landlord understands and agrees that notwithstanding anything contained in this Agreement to the contrary, in no event shall Tenant have any liability whatsoever with respect to any Hazardous Substance that was on, about, adjacent to, under or near the Property prior to the Effective Date, or that was generated, possessed, used, stored, released, spilled, treated, transported, manufactured, refined, handled, produced or disposed of on, about, adjacent to, under or near the Property by: (1) Landlord, its agents, employees, contractors or invitees; or (2) any third party who is not an employee, agent, contractor or invitee of Tenant.

Tenant and Landlord each represent, warrant and covenant to the other Party that: (i) it is a duly constituted organization (corporation, limited partnership, limited liability company, partnership, non-profit corporation, etc.) in good standing in its State of organization and qualified to do business in the State in which the Premises is located to the extent required by Applicable Law; (ii) it has filed all forms, reports, fees and other documents necessary to materially comply with Applicable Laws as and when due; (iii) it has all rights, power and authority necessary to enter into and to execute and deliver this Agreement and to perform its obligations (and in the case of Landlord grant any rights) hereunder; (iv) neither the execution and delivery of this Agreement, nor the consummation of the transactions contemplated hereby or thereby will violate any constitution, statute, regulation, rule, injunction, judgment, order, decree, ruling, charge, or other restriction of any government, governmental agency, or court to which it or any of its Affiliates are subject; and (v) the transaction contemplated by this Agreement does not require the consent of any other party, will not result in a breach of or default under any third party agreement, and will not

otherwise cause any such third party agreement to cease to be legal, valid, binding, enforceable and in full force and effect.

12. Miscellaneous.

12.1 Assignment. Neither Party may assign or otherwise transfer any of its rights or obligations under this Agreement to any third party without the prior written approval of the other Party, which consent shall not be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, Tenant may assign or transfer some or all of its rights and/or obligations under the Agreement to: (i) an Affiliate; (ii) a successor entity to its business, whether by merger or by sale of all or substantially all of its assets or stock; (iii) any entity in which Tenant or its Affiliates have any direct or indirect equity investment; and/or (iv) any other entity directly or indirectly controlling, controlled by or under common control with any of the foregoing, and in each case, such assignment or transfer shall not be considered an assignment under this Section 12.1 requiring consent and Landlord shall have no right to delay, alter or impede such assignment or transfer. For clarity, and the avoidance of doubt, neither: (a) a change in ownership of Tenant as a result of a merger, consolidation or reorganization; nor (b) the sale of all or substantially all of the assets of Tenant shall be considered an assignment under this Section 12.1 requiring Landlord's consent, and Landlord shall have no right to delay, alter or impede any of the foregoing transactions.

12.2 Rights Upon Sale of Premises or Tower. Should Landlord, at any time during the Term, sell or transfer all or any part of the Premises or the Tower thereon to a purchaser other than Tenant, such transfer shall be subject to this Agreement and Landlord shall require any such purchaser or transferee to recognize Tenant's rights under the terms of this Agreement in a written instrument signed by Landlord and the third party transferee. In the event that Landlord completes any such transfer without executing such a written instrument, then Landlord shall not be released from its obligations to Tenant under this Agreement, and Tenant shall have the right to look to Landlord and the third party for the full performance of this Agreement.

12.3 Subordination and Non-Disturbance. At Landlord's option, this Agreement shall be subordinate to any mortgage, deed of trust, or other security agreement (each a "**Mortgage**") by Landlord which, from time to time, may encumber all or part of the Property; provided, however, the lender under every such Mortgage shall, in the event of a foreclosure of Landlord's interest, recognize the validity of this Agreement and Tenant's right to remain in occupancy of and have access to the Premises, as long as no Event of Default by Tenant exists under this Agreement. If the Property is encumbered by a Mortgage as of the Effective Date, then Landlord shall, promptly following Tenant's request, obtain and furnish to Tenant a non-disturbance agreement, in recordable form, for each such Mortgage. If Landlord defaults in any payment or other performance obligations under any Mortgage encumbering the Property, Tenant may, at its option (but without any obligation), cure or correct such default and, upon doing so, Tenant: (a) shall be subrogated to any and all rights, titles, liens, and/or equities of the holders of such Mortgage; and (b) may offset the full amount against any Rent or other amount owed by Tenant to Landlord under this Agreement.

12.4 Condemnation. If all or any portion of the Premises is condemned, taken by a Governmental Authority or otherwise appropriated by the exercise of the right of eminent domain or a deed or conveyance in lieu of eminent domain (each, a "**Taking**"), either Party hereto shall have the right, but not the obligation, to terminate this Agreement immediately upon Notice to the other Party. If either Party elects to terminate this Agreement, the Rent set forth herein shall be abated, and Tenant's liability therefor will cease as of the date of such Taking, this Agreement shall terminate as of said date, and any prepaid rent shall be returned to Tenant. If this Agreement is not terminated as herein provided, then it shall continue in full force and effect, and Landlord shall, within a reasonable time after possession is physically taken by the condemning authority restore the remaining portion of the Premises to render it reasonably suitable for the uses permitted by this Agreement and the Rent shall be proportionately and equitably reduced. Notwithstanding the foregoing, Landlord shall not be obligated to expend an amount greater than the proceeds received from the condemning authority less all expenses reasonably incurred in connection therewith (including attorneys' fees) for the restoration. All compensation awarded in connection with a Taking shall be the property of Landlord, provided that if allowed under Applicable Law, Tenant may apply for and keep

as its property a separate award for (i) the value of Tenant's leasehold interest; (ii) the value of Tenant's Equipment or other personal property of Tenant; (iii) Tenant's relocation expenses; and (iv) damages to Tenant's business incurred as a result of such Taking.

12.5 Recording. If requested by Tenant, Landlord and Tenant agree to execute a Memorandum of Lease that Tenant may record, at Tenant's sole cost and expense, with the appropriate recording officer. The date set forth in the Memorandum of Lease is for recording purposes only, and bears no reference to commencement of either the Term or rent payments of any kind.

12.6 Force Majeure. Notwithstanding anything to the contrary in this Agreement, neither Party shall be liable to the other Party for nonperformance or delay in performance of any of its obligations under this Agreement due to causes beyond its reasonable control, including, without limitation, strikes, lockouts, pandemics, labor troubles, acts of God, accidents, technical failure governmental restrictions, insurrections, riots, enemy act, war, civil commotion, fire, explosion, flood, windstorm, earthquake, natural disaster or other casualty ("**Force Majeure**"). Upon the occurrence of a Force Majeure condition, the affected Party shall immediately notify the other Party with as much detail as possible and shall promptly inform the other Party of any further developments. Immediately after the Force Majeure event is removed or abates, the affected Party shall perform such obligations with all due speed. Neither Party shall be deemed in default of this Agreement to the extent that a delay or other breach is due to or related to a Force Majeure event. A proportion of the Rent herein reserved, according to the extent that such Force Majeure event shall interfere with the full enjoyment and use of the Premises, shall be suspended and abated from the date of commencement of such Force Majeure event until the date that such Force Majeure event subsides. If such Force Majeure event prevents the affected Party from performing its obligations under this Agreement, in whole or in part, for a period of forty-five (45) or more days, then the other Party may terminate this Agreement immediately upon Notice to the affected Party.

12.7 Successors and Assigns. The respective rights and obligations provided in this Agreement shall bind and shall inure to the benefit of the Parties hereto, their legal representative, heirs, successors and permitted assigns. No rights however, shall inure to the benefit of any assignee, unless such assignment shall have been made in accordance with Section 12.1 of this Agreement.

12.8 Governing Law and Construction. This Agreement shall be construed, governed and enforced in accordance with the laws of the state in which the Premises is located. Landlord and Tenant acknowledge and agree that they and their counsel have reviewed, or have been given a reasonable opportunity to review, this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments hereto.

12.9 Person; Gender; Number; Section Headings. As used in this Agreement, the word "person" means and includes, where appropriate, an individual, corporation, partnership or other entity; the plural shall be substituted for the singular, and the singular for the plural, where appropriate; and words of any gender shall include any other gender. The section and paragraph headings contained in this Agreement are solely for reference purposes, and shall not affect in any way the meaning or interpretation of this Agreement.

12.10 Severability. Each provision of this Agreement shall be construed as separable and divisible from every other provision and the enforceability of any one provision shall not limit the enforceability, in whole or in part, of any other provision. In the event that a court or administrative body of competent jurisdiction holds any provision of this Agreement to be invalid, illegal, void or less than fully enforceable as to time, scope or otherwise, such provision shall be construed by limiting and reducing it so that such provision is valid, legal and fully enforceable while preserving to the greatest extent permissible the original intent of the parties; the remaining terms and conditions of this Agreement shall not be affected by such alteration, and shall remain in full force and effect.

12.11 Waiver. It is agreed that, except as expressly set forth in this Agreement, the rights and remedies herein provided in case of default or breach by either Landlord or Tenant are cumulative and shall not affect in any manner any other remedies that the non-breaching Party may have by reason of such default or breach. The exercise

of any right or remedy herein provided shall be without prejudice to the right to exercise any other right or remedy provided herein, at law, in equity or otherwise.

12.12 Notice. Unless explicitly set forth to the contrary herein, all notices or requests that are required or permitted to be given pursuant to this Agreement must be given in writing and must be sent by facsimile transmission (solely in the case of notices or requests sent to Tenant), by email (solely in the case of notices or requests sent to Landlord), or by first-class certified mail, postage prepaid, or by overnight courier service, charges prepaid, to the party to be notified, addressed to such party at the address(es), email address(es) or fax number(s) set forth below, or such other address(es), email address(es) or fax number(s) as such Party may have substituted by written notice (given in accordance with this Section 12.12) to the other Party ("**Notice**"). The sending of such Notice to the proper email address (in the case of email transmission), the sending of such Notice with confirmation of receipt of the complete transmission (in the case of facsimile transmission) or the receipt of such Notice (in the case of delivery by first-class certified mail or by overnight courier service) will constitute the giving thereof.

If to be given to Landlord:

County of Ottawa
Attn: Dept. of Strategic Impact, Paul Sachs
12220 Fillmore St.
West Olive, MI 49460

If by email:
Email address: psachs@~~co.ottawa.mi.us~~ miottawa.org

If to be given to Tenant:

DISH Wireless L.L.C.
Attn: Lease Administration/DEGRR00256A

If by overnight courier service:
5701 South Santa Fe Drive
Littleton, Colorado 80120

If by first-class certified mail:
5701 South Santa Fe Drive
Littleton, Colorado 80120

If by facsimile:
Fax #: (303) 723-2050

cc: DISH Wireless L.L.C.
Attn: Office of the General Counsel

If by overnight courier service:
9601 South Meridian Blvd.
Englewood, Colorado 80112

If by first-class certified mail:
P.O. Box 6655
Englewood, Colorado 80155

If by facsimile:
Fax #: (303) 723-1699

12.13 Entire Agreement. This Agreement sets forth the entire, final and complete understanding between the Parties hereto relevant to the subject matter of this Agreement, and it supersedes and replaces all previous understandings or agreements, written, oral, or implied, relevant to the subject matter of this Agreement made or existing before the date of this Agreement. Except as expressly provided by this Agreement, no waiver or modification of any of the terms or conditions of this Agreement shall be effective unless in writing and signed by both Parties. Any provision of this Agreement that logically would be expected to survive termination or expiration,

shall survive for a reasonable time period under the circumstances, whether or not specifically provided in this Agreement.

12.14 Compliance with Law. Each Party shall, with respect to its actions and/or inactions pursuant to and in connection with this Agreement, comply with all applicable statutes, laws, rules, ordinances, codes and governmental or quasi-governmental orders or regulations (in each case, whether federal, state, local or otherwise) and all amendments thereto, now enacted or hereafter promulgated and in force during the Term of this Agreement, a Renewal Term or any extension of either of the foregoing.

12.15 Counterparts. This Agreement may be executed in any number of identical counterparts and, as so executed, shall constitute one agreement, binding on all the Parties hereto, notwithstanding that all the Parties are not signatories to the original or the same counterpart. Execution of this Agreement by facsimile or electronic signature shall be effective to create a binding agreement and, if requested, Landlord and Tenant agree to exchange original signed counterparts in their possession.

12.16 Attorneys' Fees. If an action is brought by either Party for breach of any lease covenant and/or to enforce or interpret any provision of this Agreement, the prevailing Party shall be entitled to recover its costs, expenses and reasonable attorneys' fees, both at trial and on appeal, in addition to all other sums allowed by law.

12.17 Incorporation of Exhibits. All exhibits referenced herein and attached hereto are hereby incorporated herein in their entirety by this reference.

[*Remainder of page intentionally left blank. Signature page follows.*]

IN WITNESS WHEREOF, the Parties have caused their duly authorized representatives to execute this Agreement as of the Effective Date.

LANDLORD:

Ottawa County,
a Michigan municipal corporation

By: _____

Name: Matt Fenske

Its: Chairperson, Board of Commissioners

Date: _____

By: _____

Name: Justin Roebuck

Its: County Clerk

Date: _____

TENANT:

DISH WIRELESS L.L.C.

By: _____

Name: Dave Mayo

Its: EVP

Date: 10/21/22

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

The East 50 acres of the S/2 of SW/4 of Section 4, Township 7 North, Range 15 West, Robinson Township, Ottawa County, Michigan.

Parcel ID: 70-08-04-300-006

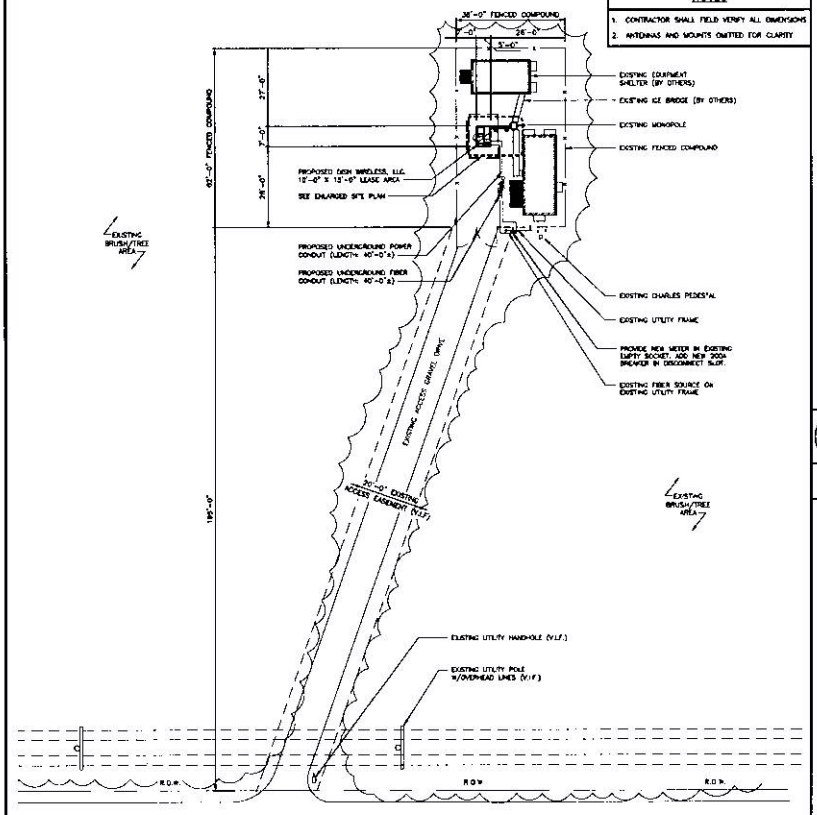
EXHIBIT B

SITE PLAN

[Attached]

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS
2. ANTENNAS AND MOUNTS OMITTED FOR CLARITY

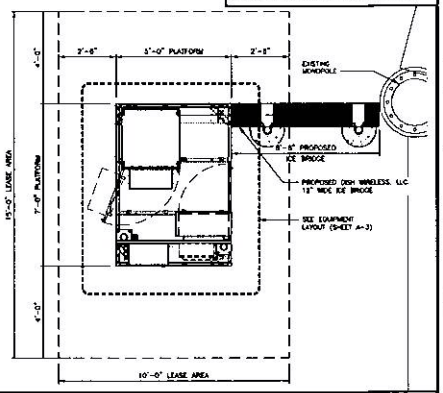


OVERALL SITE PLAN

1/16"=1'-0" | 1

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
2. CONTRACTOR SHALL MAINTAIN A 10'-0" MINIMUM SEPARATION BETWEEN THE PROPOSED GPS UNIT, TRANSMITTING ANTENNAS AND EXISTING GPS UNITS.
3. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.



ENLARGED SITE PLAN

1/2"=1'-0" | 2

NOT USED | 3

dish wireless.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847.277.0070
FAX: 847.277.0080
MJ@WESTCHESTERSERVICES.COM

JOHN M. BANKS
ARCHITECT
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847.277.0070
FAX: 847.277.0080
JBANKS@WESTCHESTERSERVICES.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
No. 40268
LICENSED ARCHITECT

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT, ENGINEER TO ALTER THIS DOCUMENT.

DRAWN BY:	CHECKED BY:	APPROVED BY:
SH	JK	JMB

RFDS REV #: 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV #	DATE	DESCRIPTION
0	06/13/22	ISSUED FOR CONSTRUCTION

PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC
PROJECT INFORMATION

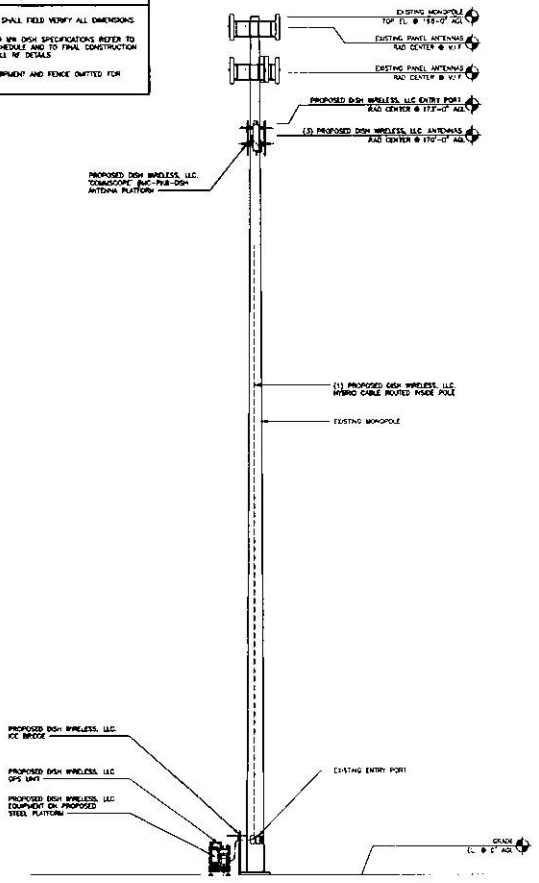
DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
OVERALL AND ENLARGED SITE PLAN

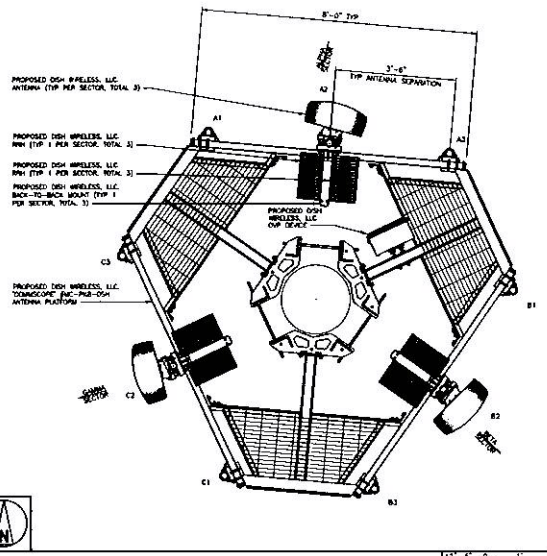
SHEET NUMBER
A-1

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS
2. ANTENNA AND RRH DISH SPECIFICATIONS REFER TO ANTENNA SCHEDULE AND TO FINAL CONSTRUCTION RFDS FOR ALL RF DETAILS
3. EXISTING EQUIPMENT AND FENCE OMITTED FOR CLARITY



PROPOSED ELEVATION | 1/32"=1'-0" | 1



ANTENNA LAYOUT | 3/4"=1'-0" | 2

ANTENNA SCHEDULE | NO SCALE | 3

dish wireless.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
454 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847.277.0076
FAX 847.277.0080
JBANKS@WESTCHESTERSERVICES.COM

JOHN M. BANKS
ARCHITECT
454 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847.277.0076
FAX 847.277.0080
JBANKS@WESTCHESTERSERVICES.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
No. 40268
LICENSED ARCHITECT

DATE: 08/15/23
EXP. DATE: 10/31/24

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DRAWN BY:	CHECKED BY	APPROVED BY
SH	JK	JMB

RFDS REV # 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV	DATE	DESCRIPTION
0	08/15/23	ISSUED FOR CONSTRUCTION

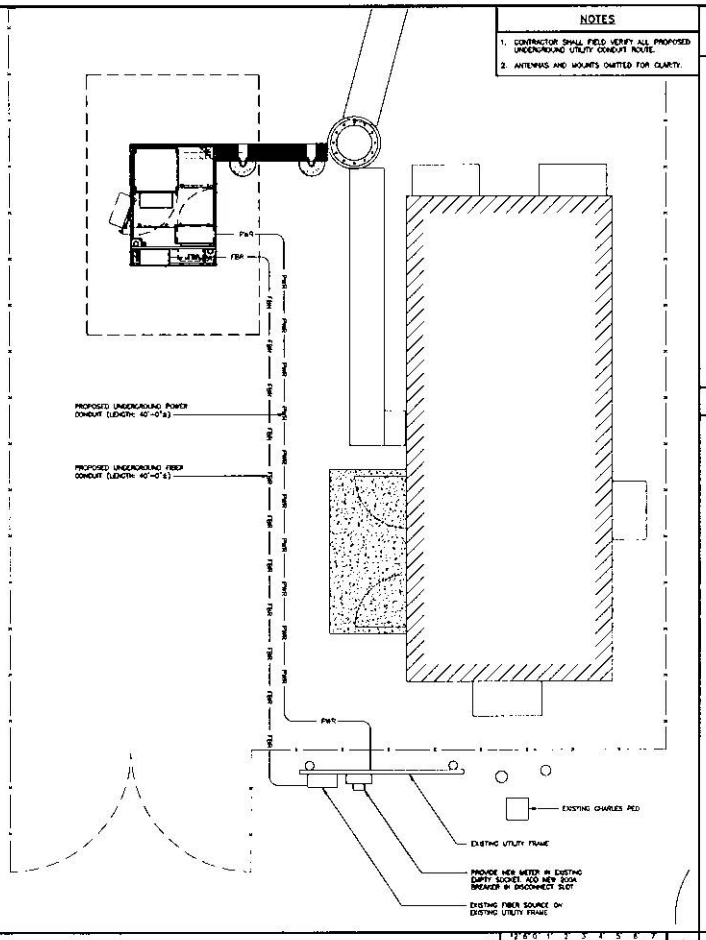
PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC.
PROJECT INFORMATION

DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
ELEVATION, ANTENNA LAYOUT AND SCHEDULE

SHEET NUMBER
A-2



UTILITY ROUTE PLAN | 3/8"=1'-0" | 1

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL PROPOSED UNDERGROUND UTILITY CONDUIT ROUTE.
2. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.

DC POWER WIRING SHALL BE COLOR CODED AT EACH END FOR IDENTIFYING +24V AND -48V CONDUCTORS. RED MARKINGS SHALL IDENTIFY +24V AND BLUE MARKINGS SHALL IDENTIFY -48V.

1. CONTRACTOR SHALL INSPECT THE EXISTING CONDITIONS PRIOR TO SUBMITTING A BID. ANY QUESTIONS ARISING DURING THE BID PERIOD IN REGARDS TO THE CONTRACTOR'S FUNCTIONS, THE SCOPE OF WORK, OR ANY OTHER ISSUE RELATED TO THIS PROJECT SHALL BE BROUGHT UP DURING THE BID PERIOD WITH THE PROJECT MANAGER FOR CLARIFICATION, NOT AFTER THE CONTRACT HAS BEEN AWARDED.
2. ALL ELECTRICAL WORK SHALL BE DONE IN ACCORDANCE WITH CURRENT NATIONAL ELECTRICAL CODES AND ALL STATE AND LOCAL CODES, LAWS, AND ORDINANCES. PROVIDE ALL COMPONENTS AND WIRING SIZES AS REQUIRED TO MEET NEC STANDARDS.
3. LOCATION OF EQUIPMENT, CONDUIT AND DEVICES SHOWN ON THE DRAWINGS ARE APPROXIMATE AND SHALL BE COORDINATED WITH FIELD CONDITIONS PRIOR TO CONSTRUCTION.
4. CONDUIT ROUGH-IN SHALL BE COORDINATED WITH THE MECHANICAL EQUIPMENT TO AVOID LOCATION CONFLICTS. VERIFY WITH THE MECHANICAL EQUIPMENT CONTRACTOR AND COMPLY AS REQUIRED.
5. CONTRACTOR SHALL PROVIDE ALL BREAKERS, CONDUITS AND CIRCUITS AS REQUIRED FOR A COMPLETE SYSTEM.
6. CONTRACTOR SHALL PROVIDE PULL BOXES AND JUNCTION BOXES AS REQUIRED BY THE NEC ARTICLE 314.
7. CONTRACTOR SHALL PROVIDE ALL STRAIN RELIEF AND CABLE SUPPORTS FOR ALL CABLE ASSEMBLIES. INSTALLATION SHALL BE IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.
8. ALL DISCONNECTS AND CONTROLLING DEVICES SHALL BE PROVIDED WITH ENGRAVED PHENOLIC NAMEPLATES INDICATING EQUIPMENT CONTROLLED, BRANCH CIRCUITS INSTALLED ON, AND PANEL FIELD LOCATIONS FED FROM.
9. INSTALL AN EQUIPMENT GROUNDING CONDUCTOR IN ALL CONDUITS PER THE SPECIFICATIONS AND NEC 250. THE EQUIPMENT GROUNDING CONDUCTORS SHALL BE BONDED AT ALL JUNCTION BOXES, PULL BOXES, AND ALL DISCONNECT SWITCHES, AND EQUIPMENT CABINETS.
10. ALL NEW MATERIAL SHALL HAVE A U.L. LABEL.
11. PANEL SCHEDULE LOADING AND CIRCUIT ARRANGEMENTS REFLECT POST-CONSTRUCTION EQUIPMENT.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR AS-BUILT PANEL SCHEDULE AND SITE DRAWINGS.

ELECTRICAL NOTES | NO SCALE | 2

NOT USED | NO SCALE | 3

dish wireless.
5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847 277 0010
FAX 847 277 0080
ARE@WESTCHESTERSERVICES.COM

JOHN M. BANKS
ARCHITECT
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847 277 0010
FAX 847 277 0080
JOHN.M@WESTCHESTERSERVICES.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
No. 40268
LICENSED ARCHITECT
DATE: 05/13/20
EXP. DATE: 10/31/20

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DRAWN BY:	CHECKED BY:	APPROVED BY:
SH	JV	JMB

RFDS REV #: 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV:	DATE:	DESCRIPTION:
0	05/13/20	ISSUED FOR CONSTRUCTION

PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC
PROJECT INFORMATION

DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
ELECTRICAL/FIBER ROUTE PLAN AND NOTES

SHEET NUMBER
E-1

EXHIBIT C

CERTIFICATE OF COMMENCEMENT

Tenant: DISH Wireless L.L.C.

Landlord: Ottawa County

Tenant Site ID: DEGRR00256A

Address of Property containing the Premises: 12332 Johnson St., Grand Haven, MI 49417

RE: That certain Tower Cell Site Lease Agreement by and between Landlord and DISH Wireless L.L.C., made and effective as of _____.

This certificate certifies that:

1. The above referenced Premises has been accepted by Tenant.

2. Tenant's Installation at the Premises commenced on _____, 202_.

3. Tenant's obligation to pay Rent to Landlord commences on _____ 1st, 202_.

The execution of this certificate shall not relieve Landlord of its obligations under the Agreement. In the event of a conflict between this certificate and the Agreement, the terms set forth in the Agreement shall prevail. Capitalized terms used in this certificate shall have the same meaning ascribed to them in the Agreement, unless otherwise indicated herein. If Landlord does not deliver written Notice of Landlord's objection to the terms set forth in this certificate to Tenant within fifteen (15) days following Landlord's receipt thereof, the terms set forth in this certificate shall be deemed to have been approved by Landlord.

DISH Wireless L.L.C.

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT D

TENANT'S EQUIPMENT

DESCRIPTION	QUANTITY
5' X 7' STEEL EQUIPMENT PLATFORM (GROUND)	1
DELTA EQUIPMENT CABINET (GROUND)	1
AMPHENOL FIBER CABINET (GROUND)	1
RAYCAP RDIAC-2465-P-240 MTS PPC (GROUND)	1
COMMSCOPE MC-PK8-DSH PLATFORM (TOWER)	1
COMMSCOPE FFVV-65B-R2 ANTENNAS (TOWER)	3
FUJITSU TA08025-B604 RADIO (TOWER)	3
FUJITSU TA08025-B605 RADIO (TOWER)	3
RAYCAP RDIDC-9181-PF-48 SURGE PROTECTION (TOWER)	1
CABLES UNLIMITED 1.75" HYBRID CABLE (TOWER)	1

Dish Wireless L.L.C.

Authorization Agreement for Automated Deposits & Credits

I hereby authorize and request **DISH Wireless L.L.C.** ("Company") to make payment of any amounts owed to me by initiating credit entries to my account at the Bank indicated below ("Bank"). I hereby authorize and request Bank to accept any credit entries initiated by Company and to credit all such entries to my account without liability for the correctness of the entries.

It is understood and agreed that I may terminate this agreement at any time upon three business days prior written notice to Company or Bank. Notification to Company or Bank shall be effective upon receipt.

I understand and agree that if an erroneous credit is made to my account, that Company and Bank are authorized to stop payment, reverse the entry or make any adjustments necessary to my account to correct the erroneous entry.

DISH 5G Site ID:	
Landlord Entity Name:	
Rent Payee Name: *(if different from Landlord entity)*	
Address:	
Signed:	
Printed Name:	
Date:	
Remittance Email Address:	

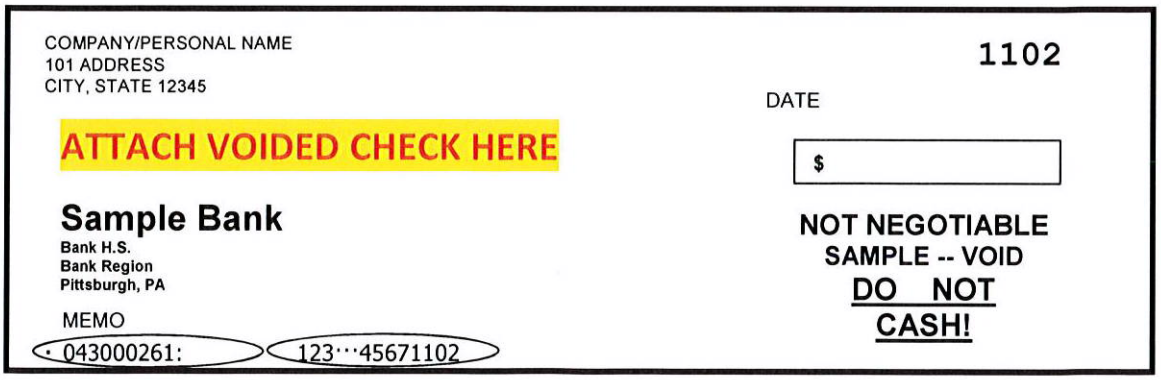
Depositor Account Information

1. Attach a voided, pre-printed company check, **or** letter from banking institution with the following information:

- **Account Name and Address**
- **Bank Name**
- **Bank Routing Number**
- **Bank Account Number**

2. Email completed document to Landlordrelations@Dish.com -or- mail to:

Dish Wireless L.L.C.
ATTN: Lease Administration
5701 S. Santa Fe Drive
Littleton, CO 80120



DISH Wireless L.L.C.
9601 S. Meridian Blvd.
Englewood, CO 80112
303.723.1000

Jon Szutarski
248-910-0901
Jonathan.szutarski@dish.com

October 26, 2022

***Via* UPS**

Tele-Rad Inc
511 East 8th Street
Holland, MI 49423
ATTENTION: Mark Kooyers

RE:	Tower Cell Site Lease Agreement and Memorandum of Site Lease Agreement
Site Address:	12332 Johnson St, Grand Haven, MI 49417
DISH Site Number:	DEGRR00256A

Dear Mr. Kooyers:

At the request of DISH Wireless L.L.C. ("DISH"), please find enclosed three (3) original copies of a Site Lease Agreement ("Lease") and two (2) original copies of a Memorandum of Site Lease Agreement ("Memorandum"), both by and between Ottawa County, as Landlord, and DISH, as Tenant regarding DISH's proposed communications facility located at the Site Address listed above.

Please have Landlord sign and notarize each original copy of the Lease, Memorandum where indicated and return one (1) of each signed and notarized copy to my attention using the enclosed, pre-paid envelope. We will then coordinate to return a fully executed Memorandum to you.

If you are interested in having your rent paid via Electronic Funds Transfer ("EFT") please complete the enclosed EFT Request form and return it with a voided check.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Jon Szutarski
Site Development Manager

Enclosures

Upon Recording, Return to:

DISH Wireless L.L.C.
Attention: Lease Administration
5701 S. Santa Fe Dr.
Littleton, CO 80120
Re: DEGRR00256A

(Space above for Recorder's Office)

MEMORANDUM OF TOWER CELL SITE LEASE AGREEMENT

This Memorandum of Tower Cell Site Lease Agreement ("**Memorandum**") is made this ___ day of _____, 20__, by and between Ottawa County, a Michigan municipal corporation, ("**Landlord**") having a place of business at 12220 Fillmore St. West Olive. MI 49460, and DISH Wireless L.L.C., a Colorado limited liability company ("**Tenant**"), having a place of business at 9601 South Meridian Boulevard, Englewood, Colorado 80112. Tenant and Landlord are at times collectively referred to hereinafter as the "**Parties**" or individually as the "**Party**." This Memorandum is summarized as follows:

1. Tenant and Landlord entered into a Tower Cell Site Lease Agreement ("**Agreement**") with an effective date of _____, 20__, for the purpose of installation, operation, maintenance, and management of a wireless communications facility. All of the foregoing, in addition to the provisions set forth in the Agreement between the Parties, are incorporated by reference and made a part herein.

2. Landlord, or one of its affiliates, is the owner of a certain portion of real property located at 12332 Johnson St., Grand Haven, MI 49417 being more particularly described in **Exhibit A**, attached hereto and made a part herein (the "**Property**").

3. Landlord has leased to Tenant and Tenant has leased from Landlord, space for Tenant's equipment installation on the Property in the locations as described or depicted in **Exhibit B**, attached hereto and made a part hereof (the "**Premises**"), that includes certain right of ways or grants of easements for access and utilities as provided in the Agreement (which may or may not be described or depicted in **Exhibit B**) which easements are in effect, or may be acquired, or granted, throughout the term of the Agreement as renewed or extended subject to the terms and conditions as set forth in the Agreement.

4. The Agreement has an Initial Term of sixty (60) months commencing on the **Commencement Date**, as defined in the Agreement. Tenant shall have the right, at its election, to extend the term of the Agreement, by four (4) additional terms of sixty (60) each or in any other such manner as prescribed in the Agreement. If all options to renew are exercised, the Agreement will have a term of twenty-five (25) years from the

JCA

Commencement Date, unless Tenant elects not to renew the Agreement at the end of then-current term by giving Landlord written Notice at the least ninety (90) days prior to the end of then-current Term.

5. Should Landlord, at any time during the Term, sell or transfer all or any part of the Premises or the Tower thereon to a purchaser other than Tenant, such transfer shall be subject to the Agreement and Landlord shall require any such purchaser or transferee to recognize Tenant's rights under the terms of the Agreement in a written instrument signed by Landlord and the third party transferee. In the event that Landlord completes any such transfer without executing such a written instrument, then Landlord shall not be released from its obligations to Tenant under the Agreement, and Tenant shall have the right to look to Landlord and the third party for the full performance of the Agreement.

6. Landlord and Tenant possess duplicate copies of the originals of the Agreement at the addresses set forth above and reference should be made thereto for a more detailed description thereof and for resolution of any questions pertaining thereto.

7. It is expressly understood and agreed by all Parties that the sole purpose of this Memorandum is to give record notice of the Agreement; it being distinctly understood and agreed that said Agreement constitutes the entire agreement between Landlord and Tenant with respect to the Premises and is hereby incorporated by reference. The Agreement contains and sets forth additional rights, terms, conditions, and obligations not enumerated within this Memorandum which govern the Agreement. This Memorandum is for information purposes only and nothing contained herein may be deemed in any way to modify or vary any of the terms or conditions of the Agreement. In the event of any inconsistency between the terms of the Agreement and this Memorandum, the terms of the Agreement shall control. The rights and obligations set forth in the Agreement shall be binding upon and inure to the benefit of the Parties and their respective heirs, representatives, successors, and assigns.

[Reminder of page intentionally left blank. Signature page follows.]

zca

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Tower Cell Site Lease Agreement as of the day and year last written below.

LANDLORD:

Ottawa County,
a Michigan municipal corporation

By: _____

Name: _____

Title: _____

Date: _____

TENANT:

DISH Wireless L.L.C.

By: _____

Name: Dave Mayo

Title: EVP

Date: 10/21/22

[Remainder of page intentionally left blank. Acknowledgement page follows.]

COUNTY OF OTTAWA

By: _____
Matthew Fenske, Chairperson
Board of Commissioners

By: _____
Justin F. Roebuck, County Clerk/Register

LANDLORD'S ACKNOWLEDGMENT

STATE OF _____)
) SS:
COUNTY OF _____)

On this _____ day of _____, 20___, before me, the undersigned a Notary Public in and for the county and state aforesaid, personally appeared _____(person/company) to me known to be the identical person who executed the within and foregoing instrument as its _____(title), and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said **Ottawa County, a Michigan municipal corporation**, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

_____
Notary Public

My Commission Expires:_____
Commission No:_____

TENANT'S ACKNOWLEDGMENT

STATE OF Colorado)
) SS:
COUNTY OF Arapahoe)

On this 21st day of Oct., 2022 before me, the undersigned a Notary Public in and for the county and state aforesaid, personally appeared Dave Mayo of DISH Wireless L.L.C. to me known to be the identical person who executed the within and foregoing instrument as its EVP (title), and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said **DISH Wireless L.L.C.**, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

DENISE FULLER
Notary Public
State of Colorado
Notary ID # 20004019620
My Commission Expires 08-18-2024

_____
Notary Public

My Commission Expires:
Commission No:_____

EXHIBIT A

Legal Description of the Property

Property Address: 12332 Johnson St., Grand Haven, MI 49417

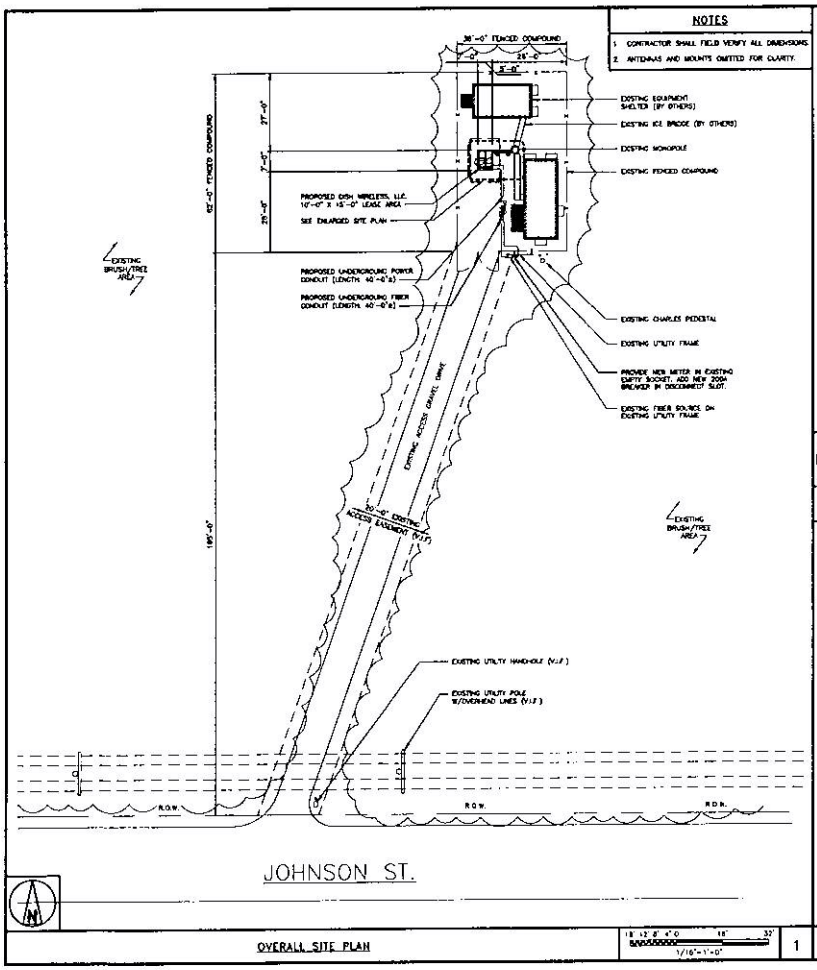
Parcel Identification Number: 70-08-04-300-006

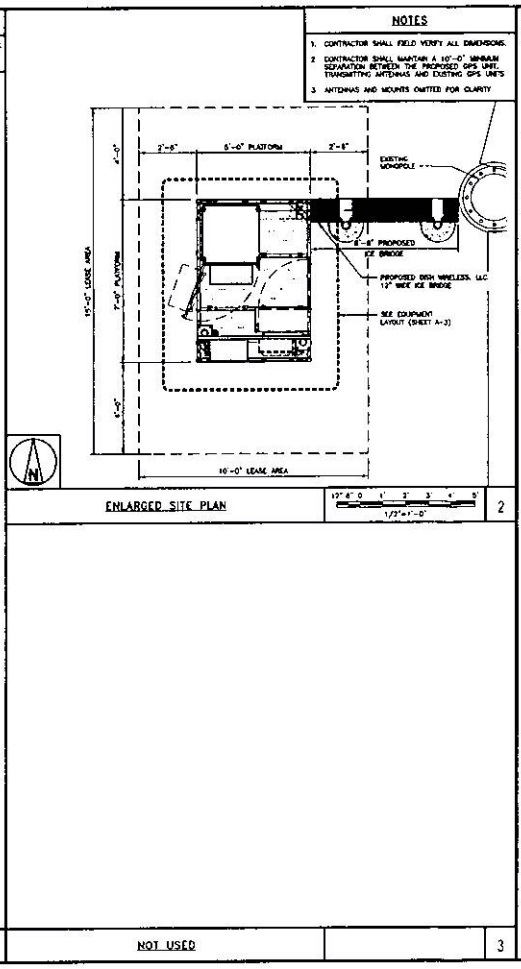
Legal Description of the Property:

The East 50 acres of the S/2 of SW/4 of Section 4, Township 7 North, Range 15 West, Robinson Township, Ottawa County, Michigan.

EXHIBIT B

The Premises





NOT USED

3

dish wireless.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
WALTER GLEIM
BARRINGTON IL 60010
TELEPHONE 847.277.8979
FAX 847.277.8980
AE@WESTCHESTERENGINEERS.COM

JOHN M. BANKS ARCHITECT
WALTER GLEIM
BARRINGTON IL 60010
TELEPHONE 847.277.8979
FAX 847.277.8980
JBANKS@WESTCHESTERENGINEERS.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
40268
LICENSED ARCHITECT
DATE: 08/15/2013

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DRAWN BY:	CHECKED BY:	APPROVED BY:
SH	JK	JMB

RFDS REV #: 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV	DATE	DESCRIPTION
0	08/15/13	99% CD FOR CONSTRUCTION

PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC PROJECT INFORMATION

DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
OVERALL AND ENLARGED SITE PLAN

SHEET NUMBER
A-1

Action Request

Electronic Submission – Contract # 1716

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: DISH WIRELESS LLC

Requesting Department: DEPARTMENT OF STRATEGIC IMPACT

Submitted By: PAUL SACHS

Agenda Item: COMMUNICATIONS TOWER MEMORANDUM OF LEASE AGREEMENT

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign the Memorandum of Lease Agreement with DISH Wireless LLC to install their wireless broadband equipment on the County's Johnson Street/Robinson Township Communications Tower. DISH Wireless LLC has agreed to lease tower space from the County at a rate of $2,100 per month for a minimum of five (5) years, with automatic renewal for at least an additional five (5) years. Rent increasing by 3% upon the commencement of each renewal term.

Summary of Request:

As part of the County Board of Commissioners ongoing effort to expand the wireless connectivity footprint countywide, the County, to-date, has constructed three (3) cellular communications towers in areas of the County where the private-sector was not planning to build towers themselves. The opportunity for private-sector carriers to co-locate their equipment on county-owned towers in areas of needed wireless coverage – typically in more rural areas – helps the carriers' respective business models to deploy wireless service in less densely populated areas where they may not otherwise offer reliable service. Through this public-private partnership, the County only constructs towers in areas of needed wireless coverage when at least two (2) carriers agree to co-locate their equipment on a tower. Revenue generated by the County through leasing tower space to a carrier is put into a Technology Fund that is used for impactful technologically-related endeavors that benefit the County as a whole. Two carriers currently co-locate their equipment on the County's Johnson Street Tower, which was built in 2012. DISH will be the third carrier to co-locate on this tower.

Financial Information:

Total Cost: $0.00	General Fund Cost: $0.00	Included in Budget:

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/9/2022 2:19:14 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

Upon Recording, Return to:

DISH Wireless L.L.C.
Attention: Lease Administration
5701 S. Santa Fe Dr.
Littleton, CO 80120
Re: DEGRR00256A

(Space above for Recorder's Office)

MEMORANDUM OF TOWER CELL SITE LEASE AGREEMENT

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2. Landlord, or one of its affiliates, is the owner of a certain portion of real property located at 12332 Johnson St., Grand Haven, MI 49417 being more particularly described in **Exhibit A**, attached hereto and made a part herein (the "**Property**").

3. Landlord has leased to Tenant and Tenant has leased from Landlord, space for Tenant's equipment installation on the Property in the locations as described or depicted in **Exhibit B**, attached hereto and made a part hereof (the "**Premises**"), that includes certain right of ways or grants of easements for access and utilities as provided in the Agreement (which may or may not be described or depicted in **Exhibit B**) which easements are in effect, or may be acquired, or granted, throughout the term of the Agreement as renewed or extended subject to the terms and conditions as set forth in the Agreement.

4. The Agreement has an Initial Term of sixty (60) months commencing on the **Commencement Date**, as defined in the Agreement. Tenant shall have the right, at its election, to extend the term of the Agreement, by four (4) additional terms of sixty (60) each or in any other such manner as prescribed in the Agreement. If all options to renew are exercised, the Agreement will have a term of twenty-five (25) years from the

JCA

Commencement Date, unless Tenant elects not to renew the Agreement at the end of then-current term by giving Landlord written Notice at the least ninety (90) days prior to the end of then-current Term.

5. Should Landlord, at any time during the Term, sell or transfer all or any part of the Premises or the Tower thereon to a purchaser other than Tenant, such transfer shall be subject to the Agreement and Landlord shall require any such purchaser or transferee to recognize Tenant's rights under the terms of the Agreement in a written instrument signed by Landlord and the third party transferee. In the event that Landlord completes any such transfer without executing such a written instrument, then Landlord shall not be released from its obligations to Tenant under the Agreement, and Tenant shall have the right to look to Landlord and the third party for the full performance of the Agreement.

6. Landlord and Tenant possess duplicate copies of the originals of the Agreement at the addresses set forth above and reference should be made thereto for a more detailed description thereof and for resolution of any questions pertaining thereto.

7. It is expressly understood and agreed by all Parties that the sole purpose of this Memorandum is to give record notice of the Agreement; it being distinctly understood and agreed that said Agreement constitutes the entire agreement between Landlord and Tenant with respect to the Premises and is hereby incorporated by reference. The Agreement contains and sets forth additional rights, terms, conditions, and obligations not enumerated within this Memorandum which govern the Agreement. This Memorandum is for information purposes only and nothing contained herein may be deemed in any way to modify or vary any of the terms or conditions of the Agreement. In the event of any inconsistency between the terms of the Agreement and this Memorandum, the terms of the Agreement shall control. The rights and obligations set forth in the Agreement shall be binding upon and inure to the benefit of the Parties and their respective heirs, representatives, successors, and assigns.

[Reminder of page intentionally left blank. Signature page follows.]

zca

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Tower Cell Site Lease Agreement as of the day and year last written below.

LANDLORD:	**TENANT:**
Ottawa County, **a Michigan municipal corporation**	**DISH Wireless L.L.C.**
By: _____	By: _____
Name: _____	Name: Dave Mayo
Title: _____	Title: EVP
Date: _____	Date: 10/21/22

[Remainder of page intentionally left blank. Acknowledgement page follows.]

COUNTY OF OTTAWA

By: _____
Matthew Fenske, Chairperson
Board of Commissioners

By: _____
Justin F. Roebuck, County Clerk/Register

LANDLORD'S ACKNOWLEDGMENT

STATE OF _____)
) SS:
COUNTY OF _____)

On this _____ day of _____, 20___, before me, the undersigned a Notary Public in and for the county and state aforesaid, personally appeared _____(person/company) to me known to be the identical person who executed the within and foregoing instrument as its _____(title), and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said **Ottawa County, a Michigan municipal corporation**, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

_____
Notary Public

My Commission Expires:_____
Commission No:_____

TENANT'S ACKNOWLEDGMENT

STATE OF Colorado)
) SS:
COUNTY OF Arapahoe)

On this 21st day of Oct., 2022 before me, the undersigned a Notary Public in and for the county and state aforesaid, personally appeared Dave Mayo of DISH Wireless L.L.C. to me known to be the identical person who executed the within and foregoing instrument as its EVP (title), and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said **DISH Wireless L.L.C.**, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

DENISE FULLER
Notary Public
State of Colorado
Notary ID # 20004019620
My Commission Expires 08-18-2024

_____
Notary Public

My Commission Expires:_____
Commission No:_____

EXHIBIT A

Legal Description of the Property

Property Address: 12332 Johnson St., Grand Haven, MI 49417

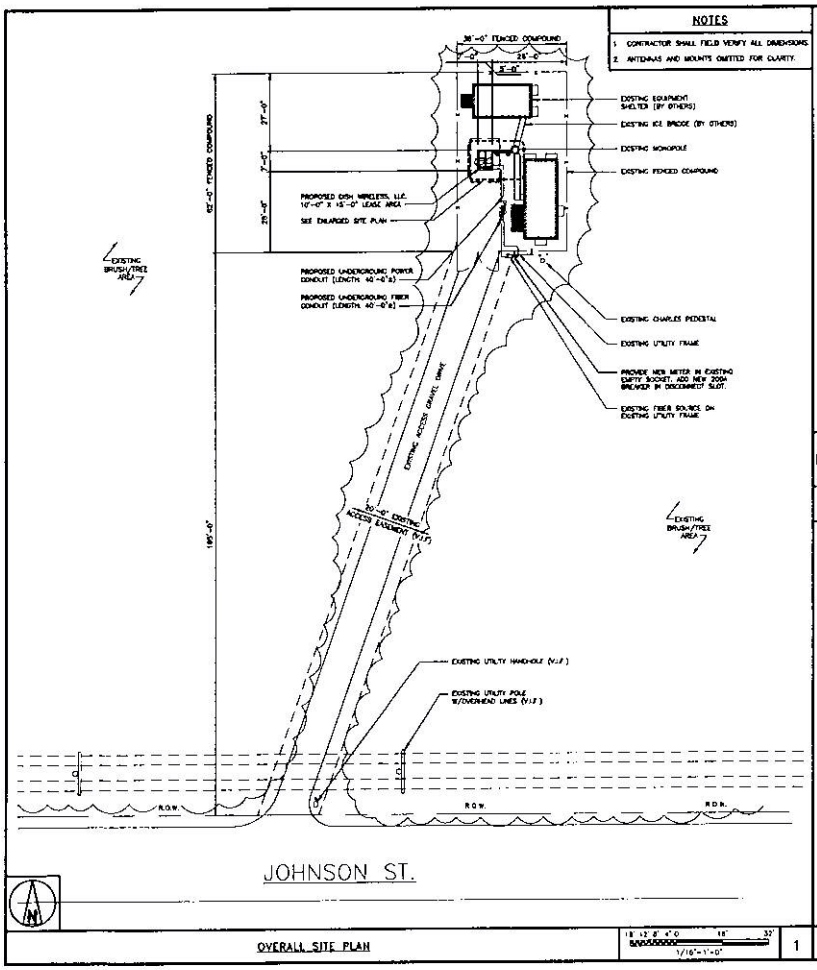
Parcel Identification Number: 70-08-04-300-006

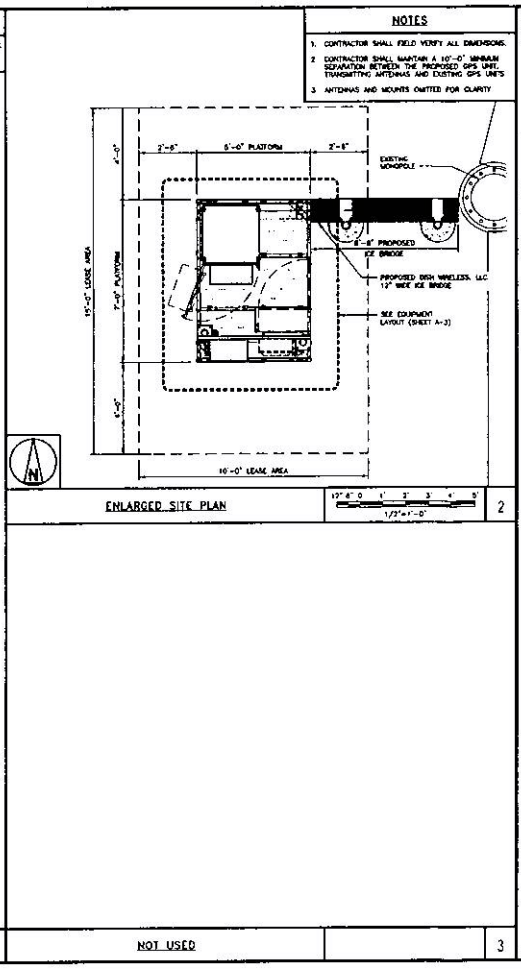
Legal Description of the Property:

The East 50 acres of the S/2 of SW/4 of Section 4, Township 7 North, Range 15 West, Robinson Township, Ottawa County, Michigan.

EXHIBIT B

The Premises





NOT USED

3

dish wireless.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
WALTER GLEIM
BARRINGTON IL 60010
TELEPHONE 847.277.8979
FAX 847.277.8980
AE@WESTCHESTERENGINEERS.COM

JOHN M. BANKS ARCHITECT
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TELEPHONE 847.277.8979
FAX 847.277.8980
JBANKS@WESTCHESTERENGINEERS.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
40268
LICENSED ARCHITECT
DATE: 08/15/2013

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

DRAWN BY:	CHECKED BY:	APPROVED BY:
SH	JK	JMB

RFDS REV #: 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV	DATE	DESCRIPTION
0	08/15/13	99% CD FOR CONSTRUCTION

PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC PROJECT INFORMATION

DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
OVERALL AND ENLARGED SITE PLAN

SHEET NUMBER
A-1

TOWER CELL SITE LEASE AGREEMENT

This Tower Cell Site Lease Agreement (the "**Agreement**") is made and effective as of _____ (the "**Effective Date**"), by and between Ottawa County, a Michigan municipal corporation, having a place of business at 12220 Fillmore St. West Olive, MI 49460 ("**Landlord**"), and DISH Wireless L.L.C., a Colorado limited liability company having a place of business at 9601 S. Meridian Blvd., Englewood, Colorado 80112 ("**Tenant**," and together with Landlord, the "**Parties**," each a "**Party**").

WITNESSETH:

1. Definitions.

"**Affiliate(s)**" means, with respect to a Party, any person or entity, directly or indirectly, controlling, controlled by, or under common control with such Party, in each case for so long as such control continues. For purposes of this definition, "control" shall mean (i) the ownership, directly or indirectly, or at least fifty percent (50%) of either: (a) the voting rights attached to issued voting shares; or (b) the power to elect fifty percent (50%) of the directors of such entity, or (ii) the ability to direct the actions of the entity. Notwithstanding the preceding, for purposes of this Agreement, EchoStar Corporation and its direct and indirect subsidiaries shall not be deemed to be "Affiliates" of Tenant unless after the Effective Date any such entity qualifies as a direct or indirect subsidiary of DISH Network Corporation.

"**Applicable Law**" means any applicable federal, state or local act, law, statute, ordinance, building code, rule, regulation or permit, or any order, judgment, consent or approval of any Governmental Authority having jurisdiction over the Parties or this Agreement.

"**Cable Space**" means the additional leased ground space on the Property for the installation, use, operation, modification, repair, replacement, monitoring and maintenance of wires, cables, fiber/T-1, conduits, pipes running between and among the Equipment Space, Tower Space and/or public right of way, and to all necessary electrical, fiber and telephone utility sources located on the Property.

"**Equipment Space**" means the leased ground space where cabinets, generators, cabling, conduit, backhaul fiber, electrical feeds and similar supporting communications equipment are located.

"**Governmental Authority**" means any: (i) federal, state, county, municipal, tribal or other local government and any political subdivision thereof having jurisdiction over the Parties or this Agreement; (ii) any court or administrative tribunal exercising proper jurisdiction; or (iii) any other governmental, quasi-governmental, self-regulatory, judicial, public or statutory instrumentality, authority, body, agency, bureau or entity of competent jurisdiction.

"**Installation**" means the installation of Tenant's Equipment at the Premises.

"**Property**" means that certain parcel of real property upon which the Tower and Ground Space are located.

"**Tower**" means the structure located on the Property upon which Tenant's antennas, radios, and related communication equipment are mounted, but does not include the ground space used for the placement of cabinets, generators, cabling, conduit, backhaul fiber, electrical feeds and similar supporting communications equipment are located.

"**Tower Space**" means that portion of the Tower designated for use by the Tenant for the installation, use, operation, modification, repair, replacement, monitoring and maintenance of antennas, radios, cables/coax, nodes, and/or related equipment, which will be comprised of a radiation center with a minimum of five (5) feet in each vertical direction of separation from adjacent occupants on the Tower.

2. Premises, Term, Rent and Contingencies.

2.1 Premises. Landlord has the right to grant the rights set forth in this Agreement as they pertain to the Property located at 12332 Johnson St., Grand Haven, MI 49417 as more particularly described in Exhibit A, attached to and incorporated herein. In consideration of the obligations of Landlord and Tenant set forth herein, Landlord leases to Tenant, and Tenant hereby leases from Landlord: (i) a portion of Landlord's Tower located on the Property for the installation of Tenant's Equipment in the Tower Space; (ii) approximately one hundred fifty (150) square feet of ground space ("**Ground Space**") for Tenant's use as Equipment Space; and (iii) additional space on the Property to be used as Cable Space. The Tower Space, Ground Space, Equipment Space and Cable Space are collectively referred to as the "**Premises**" and are depicted on the drawings attached hereto and incorporated herein as Exhibit B. Tenant shall have the right, but not the obligation, to prepare a survey of the Property, Tower Space, Equipment Space, Ground Space, Cable Space, and/or the Easements (as defined below) and said survey may, at Tenant's election, replace Exhibit B. Promptly following Tenant's request, Landlord shall provide Tenant any existing surveys of the Premises in Landlord's possession.

2.2 Term. This Agreement shall be effective as of the Effective Date. The initial term of this Agreement (the "**Initial Term**") will commence on the earlier to occur of: (i) the first (1st) day of the month following the date that is twelve (12) months after the Effective Date; and (ii) the first (1st) day of the month following the commencement of Tenant's Installation (such earlier date, the "**Commencement Date**"), and will expire on the last day of the month that is sixty (60) months after the Commencement Date unless terminated sooner, renewed or extended as provided herein. The Initial Term shall automatically be extended for up to four (4) additional terms of sixty (60) months each (each, a "**Renewal Term**") unless Tenant elects, in Tenant's sole and absolute discretion, not to renew the lease at the end of the then-current term by giving Landlord written Notice at least ninety days (90) days prior to the end of the then-current term. The Parties agree to execute a "Certificate of Commencement" in a form substantially similar to Exhibit C (attached hereto and incorporated herein) within ten (10) business days after the Commencement Date. Notwithstanding the fact that the Commencement Date may be subsequent to the Effective Date of this Agreement, the Parties agree that each Party has vested rights hereunder and that this Agreement constitutes a binding and valid obligation of each Party as of the Effective Date, subject to the Contingencies (as defined in Section 2.4 below). The Initial Term and any applicable Renewal Term(s) may be referred to collectively as the "**Term**".

2.3 Rent. Beginning on the Commencement Date, and for each month thereafter during the Term, Tenant shall pay to Landlord rent for the Premises ("Rent") in advance, without Notice, demand or set-off (except as otherwise set forth herein), in the amount of two thousand one hundred and 00/100 Dollars ($2,100.00). The first Payment shall be made within twenty (20) business days of the Commencement Date, and all subsequent payments shall be made on or before the first day of the applicable month, at such places as may be designated in writing from time to time by Landlord at least thirty (30) days in advance of the first affected payment, except that all payments due hereunder for any fractional calendar month shall be prorated based upon the number of days during said month that the payment obligation was in force (collectively, the "Payment Terms"). The Parties acknowledge and agree that, notwithstanding anything to the contrary set forth in this Section 2.3, Tenant's obligation to pay Rent or any other amount due hereunder is contingent upon Tenant's receipt of an IRS approved W-9 form setting forth the tax identification number of Landlord (or of the person or entity to whom Rent is to be made payable, if applicable). Upon the commencement of each Renewal Term, the Rent shall be automatically increased by three percent (3%) of the then-current Rent.

2.4 Contingencies. The Parties acknowledge and agree that Tenant's ability to lawfully use the Premises is contingent upon Tenant obtaining each of the following: (a) a satisfactory structural analysis showing that the Tower is suitable for Tenant's Permitted Use ("**Structural Analysis**"); and (b) all certificates, permits, approvals and other authorizations that may be required by any Governmental Authority in accordance with Applicable Law (collectively, the "**Governmental Approvals**"). Tenant will endeavor to obtain all Governmental Approvals promptly following the Effective Date. Landlord hereby authorizes Tenant to file and submit for Governmental Approvals, at Tenant's sole cost and expense. Landlord shall: (x) cooperate with Tenant in Tenant's efforts to obtain such Governmental Approvals; (y) promptly execute and deliver any and all documents necessary to obtain and maintain Government Approvals; and (z) take no action that would adversely affect Tenant's ability

to obtain Governmental Approvals. Prior to the Commencement Date, if: (i) a structural analysis shows that the Tower is not suitable for Tenant's Permitted Use; (ii) any application for Governmental Approvals is rejected, conditioned, materially delayed or otherwise not approved for any or no reason; or (iii) Tenant determines, in Tenant's sole and absolute discretion, that such Governmental Approvals cannot be obtained in a timely and commercially reasonable manner, then, following the occurrence of any of the events set forth in clauses (i) through (iii) (collectively, the "**Contingencies**"), Tenant shall have the right to terminate this Agreement immediately upon Notice to Landlord and without penalty or further obligation to Landlord, its employees, officers, agents or lenders. If this Agreement is terminated in accordance with this Section 2.4, this Agreement shall be of no further force or effect (except as set forth to the contrary herein). If, following the Commencement Date, and through no fault of Tenant, any Governmental Approval issued to Tenant is canceled, expires, lapses or is otherwise withdrawn or terminated by the applicable Governmental Authority, then Tenant shall have the right to terminate this Agreement upon ninety (90) days' written Notice to Landlord without penalty or further obligation to Landlord, its employees, officers, agents or lenders.

3. Use, Access and Installation.

3.1 Tenant's Permitted Use. Landlord agrees that Tenant may use the Premises for the purpose of the installation, operation, and management of a telecommunications facility, including, without limitation, antennas, nodes, wires, cables, conduits, piping, electrical and utility lines, and other related equipment or personal property (collectively, "**Tenant's Equipment**"), which shall include the right, subject to Section 3.3 below, to replace, repair, add, or otherwise modify Tenant's Equipment or any portion thereof and the frequencies over which Tenant's Equipment operates ("**Tenant's Permitted Use**"). Promptly following Tenant's request, Landlord shall provide the most recent structural analysis (if any) in Landlord's possession to facilitate Tenant or its designee's production of a Structural Analysis. Landlord hereby grants permission to Tenant to install, maintain and operate on the Property the Tenant's Equipment set forth in Exhibit D, attached hereto and incorporated herein by reference.

3.2 Access. The Parties acknowledge and agree that commencing on the Effective Date and continuing throughout the Term, Tenant, its employees, agents and contractors shall have unrestricted access to the Premises 24 hours per day, 7 days per week and at no additional cost or expense to Tenant. Further, Landlord grants to Tenant: (i) the right of ingress and egress to the Property and the Premises; (ii) access to the Property from all public streets within and bordering the Property; and (iii) access to the Property from any and all public right-of-way(s) adjacent to the Property and the Premises.

3.3 Installation of Tenant's Equipment. Following Tenant's initial Installation, Tenant shall be permitted to: (i) modify or add additional frequencies or technologies; and (ii) replace, modify or add equipment within the Premises (as long as doing so does not cause a material adverse effect on the structural integrity of the Tower); in either case, without incurring any increase in the then-current Rent or other modification of the terms and conditions set forth in this Agreement.

4. Utilities, Liens and Taxes.

4.1 Utilities. Tenant shall be solely responsible for cost of the electrical utilities used to power Tenant's Equipment. Tenant shall have its own utility meter installed in a mutually agreed upon location, and will request that Tenant's utility usage is billed directly to Tenant by the applicable utility company. Landlord grants to Tenant and its utility providers non-exclusive easement(s) for utilities, including, without limitation, fiber optic cabling and electrical power as may be reasonably necessary for utilization of Tenant's Equipment at the Premises ("**Easement**"). The Parties acknowledge and agree that independent third-party providers of utility services, including but not limited to, fiber, gas, electric and telephone, may utilize the Easements. If required by any such third-party provider, Landlord agrees to execute a separate recordable document or other reasonable documentation evidencing such rights without the payment of additional consideration. The Parties acknowledge and agree that Tenant may wish to obtain real property rights or interests from third-parties and, if requested, Landlord shall

promptly provide commercially reasonable assistance to Tenant with respect to obtaining such rights. Landlord also grants to Tenant: (a) the right to use any fiber installed at the Property to support Tenant's Installation, if available; and (b) the right to install such fiber services on, through, over and/or under the Property in available conduit. It is expressly acknowledged and agreed that independent third party providers of utility services, including, but not limited to, fiber, may utilize the Easements and conduit for the installation of lines, equipment, and all necessary appurtenances, without the execution of any further documentation. In the event that the existing electric, gas, telephone, cable or fiber utility sources located on the Property are insufficient for Tenant's Permitted Use, Landlord agrees to grant Tenant and/or the applicable third-party utility or fiber provider the right, at Tenant's sole cost and expense, to install such utilities on, over and/or under the Property as is necessary for Tenant's Permitted Use, provided that the location of such utilities shall be mutually agreed upon by Landlord and Tenant prior to the commencement of installation thereof. The Easements are depicted on the drawings attached hereto and incorporated herein as Exhibit B.

4.2 Liens. Tenant will use commercially reasonable efforts to prevent any lien from attaching to the Property or any part thereof. If any lien is filed purporting to be for labor or material furnished or to be furnished at the request of Tenant, then Tenant shall do all acts necessary to discharge such lien by payment, satisfaction or posting of bond within ninety (90) days of receipt of Notice of the same from Landlord; provided, that Tenant may contest any such lien if Tenant provides Landlord with cash or a letter of credit in the amount of said lien as security for its payment within such ninety (90) day period, and thereafter diligently contests such lien. In the event Tenant fails to deposit the aforementioned security with Landlord and fails to pay any lien claim after entry of final judgment in favor of the claimant, then Landlord shall have the right to expend all sums reasonably necessary to discharge the lien claim.

4.3 Real Estate Taxes. Landlord shall pay all Taxes that accrue against the Property and/or Tower during the Term, which shall be deemed to be included as part of the Rent charged to Tenant. "**Taxes**" means any present or future federal, state, county, municipal or local taxes, assessments, levies, benefit charges, and/or other governmental and/or private impositions (including business park charges and dues), levied, assessed and/or agreed to be imposed upon the Property and/or Tower, or upon the rent due and payable hereunder, whether or not now customary or within the contemplation of the Parties hereto and regardless of whether the same shall be extraordinary or ordinary, general or special, or similar or dissimilar to any of the foregoing, but shall not include any inheritance, estate, succession, income, profits or franchise tax. If any such tax or excise is levied or assessed directly against Tenant, then Tenant shall be responsible for and shall pay the same at such times and in such manner as the taxing authority requires. Tenant shall be liable for all taxes levied or assessed against Tenant's personal property or Tenant's fixtures placed in the Premises, whether levied or assessed against Landlord or Tenant. Landlord shall reasonably cooperate with Tenant, at Tenant's expense, in filing, prosecuting and perfecting any appeal or challenge to Taxes as set forth in the preceding sentence, including but not limited to, executing any consent, appeal or other similar document. If, as a result of any appeal or challenge by Tenant, there is a reduction, credit or repayment received by Landlord for any Taxes previously paid by Tenant, Landlord agrees to promptly reimburse to Tenant the amount of said reduction, credit or repayment. If Tenant does not have the standing rights to pursue a good faith and reasonable dispute of any Taxes under this section, Landlord will pursue such dispute at Tenant's sole cost and expense upon written request of Tenant.

5. Interference and Structure Damage.

5.1 Interference. Tenant agrees to use commercially reasonable efforts to ensure that Tenant's Equipment does not cause measurable Interference (as defined below) with the electronic equipment, operations of, or other telecommunications equipment installed at the Property as of the Effective Date. Following Tenant's Installation, Landlord agrees not to install or to permit others to install any structure or equipment which would block or otherwise interfere with any transmission or reception by Tenant's Equipment (whether such blockage or interference is in the form of an emission, radiation, induction, harmonic, a physical barrier or otherwise ("**Interference**")). If Interference continues for a period more than seventy-two (72) hours following a Party's receipt of notification thereof, Landlord shall cause any interfering party to cease operating and/or relocate the

source of Interference or to reduce the power sufficiently to minimize the Interference until such Interference can be remedied. Landlord represents, warrants and covenants that all leases, subleases, or other agreements entered into by Landlord or any Affiliate of Landlord for the installation of equipment used for any service utilizing in whole or in part the transmission or reception of any radio frequency(ies) at the Property contain or will contain language prohibiting interference to any then pre-existing use of the Property. The Parties acknowledge and agree that there will not be an adequate remedy at law for noncompliance with the provisions of this Section 5.1, and therefore either Party shall have the right to equitable remedies, including, without limitation, injunctive relief and specific performance.

5.2 Structure Unfit For Tenant's Permitted Use. In the event that all or a substantial portion of the Tower is destroyed, damaged or otherwise unfit for Tenant's occupancy in accordance with the Tenant's Permitted Use (as determined by Tenant in its reasonable discretion) and the Tower cannot be restored, or rebuilt, by Landlord within thirty (30) days to a condition which is fit for Tenant's occupancy in accordance with the Tenant's Permitted Use (as determined by Tenant in its reasonable discretion), then Tenant may elect to immediately terminate this Agreement by written Notice to Landlord without penalty or further obligation to Landlord, its employees, officers, agents or lenders. Landlord shall inform Tenant whether Landlord intends to rebuild, repair or replace the Tower as soon as possible under the circumstances, but in all cases within ten (10) days following Landlord's discovery of such condition. In the event Tenant does not elect to terminate this Agreement, then Landlord shall promptly commence and diligently pursue to completion the restoration or repair of the Tower in accordance with prevailing tower industry standards, at Landlord's sole cost and expense. If such restoration or repair cannot reasonably be undertaken without moving Tenant's Equipment, then, at Landlord's sole cost and expense, Tenant may remove Tenant's Equipment from the Tower, thereafter replacing Tenant's Equipment on the Tower as soon as reasonably possible. Tenant shall be entitled to deploy and use a mobile structure, temporary power solution or other interim cell siting arrangement in a location mutually agreed upon by the Parties in good faith, and to an abatement of its Rent obligation (and/or a pro rata refund of prepaid Rent, as applicable) until such time that the affected facility is replaced or otherwise restored to a condition fit for Tenant's occupancy in accordance with the Tenant's Permitted Use (as determined by Tenant in its reasonable discretion).

6. Maintenance and Repair Obligations.

6.1 Landlord Maintenance of the Tower. Landlord represents and warrants that: (i) its operation of the Tower and Property (exclusive of Tenant's Equipment), including, without limitation, any required or advisable lighting systems, currently complies with, and will be maintained throughout the Term of this Agreement in accordance with, all Applicable Laws. Landlord shall at all times throughout the Term maintain, at its sole cost and expense, the Tower and the Property, including, without limitation, the lighting systems, transmission lines, equipment and building(s) in good operating condition. In no event shall Landlord access, power down, move, modify or otherwise alter Tenant's Equipment without Tenant's prior written consent (email being sufficient).

6.2 Tenant Maintenance of Tenant's Equipment. Tenant assumes sole responsibility for the maintenance, repair and/or replacement of Tenant's Equipment, except as set forth in Section 6.1. Tenant agrees to perform all maintenance, repair or replacement of Tenant's Equipment ("**Tenant Maintenance**") in accordance with Applicable Law, and in a good and workmanlike manner. Tenant acknowledges and agrees that Tenant shall not be permitted to conduct Tenant Maintenance in a manner that would materially increase the size of the Premises.

7. Surrender and Hold Over.

7.1 Surrender. Except as set forth to the contrary herein, within ninety (90) days following the expiration or termination of the Term of this Agreement (including any period(s) of renewal or extension) (the "**Equipment Removal Period**") in each case in accordance with the terms of this Agreement, Tenant will surrender

the Premises to Landlord in a condition similar to that which existed on the Commencement Date, normal wear and tear excepted, together with all additions, alterations and improvements thereto provided, however, that Tenant shall have no obligation to remove any Tenant's Equipment or other objects that are below the surface of the Property (such as cables) or any concrete or equivalent installation pad. The Parties acknowledge and agree that Rent will not accrue during the Equipment Removal Period, provided, however, that if Tenant fails to remove Tenant's Equipment during the Equipment Removal Period, Tenant will be deemed to be in Hold Over (as defined in Section 7.2 below) until such time as Tenant removes Tenant's Equipment from the Premises in accordance with this Section 7.1. Nothing herein, however, shall prohibit Tenant from accessing the Premises of removing all or any portion of Tenant's Equipment from the Premises at any time during the Term or the Equipment Removal Period. Tenant shall repair any damage to the Premises caused by the removal of Tenant's Equipment.

7.2 Holding Over. If Tenant occupies the Premises beyond the Equipment Removal Period without Landlord's written consent ("**Hold Over**"), Tenant will be deemed to occupy the Premises on a month-to-month basis, terminable by either Party on thirty (30) days' written Notice to the other Party, and all of the terms and provisions of this Agreement shall be applicable during that period, except that Tenant shall pay Landlord a rental equal to one hundred twenty-five percent (125%) of the monthly Rent applicable hereunder at the expiration of the Term or applicable Renewal Term, prorated for the number of days of such holding over.

8. Default, Remedies and Termination.

8.1 Default. If any one (1) or more of the following events (each, an "**Event of Default**") occurs during the Term, then the non-defaulting Party may elect one or more of the remedies set forth below in this Section 8 or seek any other remedy available at law or in equity: (a) a Party's failure to make any payment required by this Agreement within thirty (30) days after such Party's receipt of written Notice from the other Party of such failure to pay; (b) failure by either Party to observe or perform any of the covenants or other provisions of this Agreement to which either Party is bound by this Agreement where such failure: (1) continues for a period of thirty (30) days after written Notice thereof from the non-defaulting Party, provided, however, that if the event for which the Notice is given is of a nature that may not be reasonably cured within said thirty (30) day period, then such Party shall not be in default for so long as such Party commences to cure the failure within the thirty (30) day period and diligently pursues it to conclusion; and/or (2) based upon Tenant's reasonable determination, materially affects Tenant's ability to transmit or receive wireless communications signals to or from the Premises; (c) either Party files a petition in bankruptcy or insolvency or for reorganization or arrangement under the bankruptcy laws of the United States or under any insolvency act of any state, or admits the material allegations of any such petition by answer or otherwise, or is dissolved or makes an assignment for the benefit of creditors; and/or (d) involuntary proceedings under any such bankruptcy law or insolvency act or for the dissolution of either Party are instituted against either Party, or a receiver or trustee is appointed for all or substantially all of the property of either Party, and such proceeding is not dismissed, or such receivership or trusteeship vacated within sixty (60) days after such institution or appointment.

8.2 Remedies and Termination. Upon the occurrence of any uncured Event of Default, the non-defaulting Party may thereafter terminate this Agreement immediately upon written Notice to the other Party without prejudice to any other remedies the non-defaulting Party may have at law or in equity. Further, Tenant shall have the right, but not the obligation, to terminate this Agreement without further liability upon thirty (30) days prior written Notice to Landlord due to any one or more of the following: (i) changes in Applicable Law which prohibit or adversely affect Tenant's ability to operate Tenant's Equipment at the Premises; (ii) Tenant, in its sole discretion, determines that Tenant's Permitted Use of the Premises is obsolete or unnecessary; (iii) Landlord or a third party installs any structure, equipment, or other item on the Structure, Property or an adjacent property, which blocks, hinders, limits, or prevents Tenant from being able to use the Tenant Equipment for Tenant's Permitted Use.

9. Limitation of Liability and Indemnification.

9.1 Limitation of Liability. EXCEPT FOR EACH PARTY'S INDEMNIFICATION OBLIGATIONS SET FORTH BELOW IN THIS SECTION 9, NEITHER PARTY NOR ANY OF ITS AGENTS, CONTRACTORS

OR EMPLOYEES, SHALL BE LIABLE TO THE OTHER PARTY OR ANY PERSON CLAIMING THROUGH THAT PARTY FOR ANY EXEMPLARY, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR ANY CAUSE WHATSOEVER, INCLUDING, WITHOUT LIMITATION, CLAIMS CAUSED BY OR RESULTING FROM THE NEGLIGENCE, GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF THAT PARTY, ITS AGENTS, CONTRACTORS OR EMPLOYEES.

9.2 Tenant's Indemnity. Except to the extent caused by the breach of this Agreement by Landlord or the acts or omissions of Landlord, its officers, agents, employees, contractors, or any other person or entity for whom Landlord is legally responsible, Tenant shall defend, indemnify and hold Landlord and its officers, directors, shareholders, employees, agents and representatives harmless from and against any and all claims, demands, litigation, settlements, judgments, damages, liabilities, costs and expenses (including, without limitation, reasonable attorneys' fees) arising directly or indirectly out of: (i) any act or omission of Tenant, its officers, agents, employees, contractors, or any other person or entity for whom Tenant is legally responsible; or (ii) a breach of any representation, warranty or covenant of Tenant contained or incorporated in this Agreement. Tenant's obligations under this Section 9.2 shall survive the expiration or earlier termination of this Agreement for two (2) years.

9.3 Landlord's Indemnity. Except to the extent caused by the breach of this Agreement by Tenant or the acts or omissions of Tenant, its officers, agents, employees, contractors, or any other person or entity for whom Tenant is legally responsible, Landlord shall defend, indemnify and hold Tenant, its officers, directors, shareholders, employees, agents and representatives harmless from and against any and all claims, demands, litigation, settlements, judgments, damages, liabilities, costs and expenses (including, without limitation, reasonable attorneys' fees) arising directly or indirectly out of: (i) any act or omission of Landlord, its officers, agents, employees, contractors or any other person or entity for whom Landlord is legally responsible; (ii) a breach of any representation, warranty or covenant of Landlord contained or incorporated in this Agreement; and/or (iii) the generation, possession, use, storage, presence, release, spill, treatment, transportation, manufacture, refinement, handling, production and/or disposal of Hazardous Substances (as defined in Section 11) in, on, about, adjacent to, under or near the Premises and/or the Property, and/or any contamination of the Premises and/or the Property by any Hazardous Substance, but only to the extent not caused by Tenant or its employees, agents, customers/invitees or contractors. Landlord's obligations under this Section 9.3 shall survive the expiration or earlier termination of this Agreement for two (2) years.

9.4 Indemnification Procedure. The Party seeking indemnification (the "**Indemnified Party**") shall promptly send Notice to the Party from whom indemnification is being sought (the "**Indemnifying Party**") of the claim or suit for which indemnification is sought. The Indemnified Party shall not make any admission as to liability or agree to any settlement of or compromise any claim without the prior written consent of the Indemnifying Party. The Indemnified Party shall, at the Indemnifying Party's request and expense, give the Indemnifying Party all reasonable assistance in connection with such negotiations and litigation.

10. Insurance.

10.1 Landlord Obligations. Throughout the Term, Landlord shall maintain, at Landlord's sole cost and expense, the following insurance coverage: (i) Commercial General Liability of not less than $1,000,000 per occurrence and $2,000,000 aggregate; and (ii) such other insurance policies as may be deemed normal and customary for substantially similar properties, including, without limitation, coverage for loss of rent. All such policies shall be endorsed to include Tenant as an additional insured. Subject to the policy minimums set forth above in this Section 10.1, the insurance required of Landlord hereunder may be maintained by a blanket or master policy that includes properties other than the Property.

10.2 Tenant Obligations. Throughout the Term, Tenant shall maintain, at Tenant's sole cost and expense, the following insurance coverage: (i) workers' compensation insurance with no less than the minimum limits required by Applicable Law; (ii) employer's liability insurance with such limits as required by Applicable

Law; and (iii) Commercial General Liability with a minimum limit of $1,000,000 per occurrence and $2,000,000 aggregate. All such policies shall be endorsed to include Landlord as additional insured.

10.3 Insurance Requirements. All policies required to be maintained by this Section 10 shall be issued by insurers that are (1) licensed to do business in the state in which the Property are located, and (2) rated A- or better by Best's Key Rating Guide.

10.4 Waiver of Subrogation. To the fullest extent permitted by law, Landlord and Tenant for themselves and any and all parties claiming under or through them, including, without limitation, their respective insurers, hereby mutually release and discharge each other and the other's Affiliates, and their respective officers, directors, shareholders, agents, employees, contractors, and/or any other person or entity for whom a Party is legally responsible from any claims for damage to any person or to the Premises or any other real or personal property that are or are claimed to have been caused by or result from risks insured against under any insurance policies carried by the waiving party and in force at the time of such damage and hereby waive any right of subrogation that might otherwise exist in or accrue to any person on account thereof. All policies required to be carried by either Party herein shall contain an endorsement in favor of the other Party waiving the insurance company's right of subrogation against such other Party. THIS RELEASE SHALL APPLY EVEN IF THE LOSS OR DAMAGE IS CAUSED BY THE FAULT OR NEGLIGENCE OF A PARTY HERETO OR BY ANY PERSON FOR WHICH SUCH PARTY IS RESPONSIBLE. EACH PARTY AGREES TO NOTIFY ITS INSURANCE CARRIER(S) OF THIS PROVISION.

11. Representations and Warranties. Landlord represents, warrants and covenants that: (a) Landlord has good and sufficient title and interest to the Premises, whether by ownership, license, lease or otherwise and has the right to grant the rights set forth in this Agreement; (b) there are no liens, judgments or other title matters materially and adversely affecting Landlord's title to or interest in the Property; (c) there are no covenants, easements or restrictions that prevent the use of the Premises for Tenant's Permitted Use; (d) the Property and the Premises are in good repair and suitable for Tenant's Permitted Use; (e) in the event a third party other than Landlord owns or controls any rights to, or Landlord subleases any portion of the Property, Landlord has obtained all rights necessary to enter into this Agreement; and (f) Landlord has not and shall not cause, knowingly permit or, fail to remediate in accordance with Applicable Law (at Landlord's sole cost and expense) any hazardous substance (as such phrase is defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 USC §9601 et seq. ("**Hazardous Substance**")) to be placed, stored, treated, released, spilled, transported or disposed of on, under, at or from the Property in violation of any applicable environmental laws during the term of this Agreement. Landlord understands and agrees that notwithstanding anything contained in this Agreement to the contrary, in no event shall Tenant have any liability whatsoever with respect to any Hazardous Substance that was on, about, adjacent to, under or near the Property prior to the Effective Date, or that was generated, possessed, used, stored, released, spilled, treated, transported, manufactured, refined, handled, produced or disposed of on, about, adjacent to, under or near the Property by: (1) Landlord, its agents, employees, contractors or invitees; or (2) any third party who is not an employee, agent, contractor or invitee of Tenant.

Tenant and Landlord each represent, warrant and covenant to the other Party that: (i) it is a duly constituted organization (corporation, limited partnership, limited liability company, partnership, non-profit corporation, etc.) in good standing in its State of organization and qualified to do business in the State in which the Premises is located to the extent required by Applicable Law; (ii) it has filed all forms, reports, fees and other documents necessary to materially comply with Applicable Laws as and when due; (iii) it has all rights, power and authority necessary to enter into and to execute and deliver this Agreement and to perform its obligations (and in the case of Landlord grant any rights) hereunder; (iv) neither the execution and delivery of this Agreement, nor the consummation of the transactions contemplated hereby or thereby will violate any constitution, statute, regulation, rule, injunction, judgment, order, decree, ruling, charge, or other restriction of any government, governmental agency, or court to which it or any of its Affiliates are subject; and (v) the transaction contemplated by this Agreement does not require the consent of any other party, will not result in a breach of or default under any third party agreement, and will not

otherwise cause any such third party agreement to cease to be legal, valid, binding, enforceable and in full force and effect.

12. Miscellaneous.

12.1 Assignment. Neither Party may assign or otherwise transfer any of its rights or obligations under this Agreement to any third party without the prior written approval of the other Party, which consent shall not be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, Tenant may assign or transfer some or all of its rights and/or obligations under the Agreement to: (i) an Affiliate; (ii) a successor entity to its business, whether by merger or by sale of all or substantially all of its assets or stock; (iii) any entity in which Tenant or its Affiliates have any direct or indirect equity investment; and/or (iv) any other entity directly or indirectly controlling, controlled by or under common control with any of the foregoing, and in each case, such assignment or transfer shall not be considered an assignment under this Section 12.1 requiring consent and Landlord shall have no right to delay, alter or impede such assignment or transfer. For clarity, and the avoidance of doubt, neither: (a) a change in ownership of Tenant as a result of a merger, consolidation or reorganization; nor (b) the sale of all or substantially all of the assets of Tenant shall be considered an assignment under this Section 12.1 requiring Landlord's consent, and Landlord shall have no right to delay, alter or impede any of the foregoing transactions.

12.2 Rights Upon Sale of Premises or Tower. Should Landlord, at any time during the Term, sell or transfer all or any part of the Premises or the Tower thereon to a purchaser other than Tenant, such transfer shall be subject to this Agreement and Landlord shall require any such purchaser or transferee to recognize Tenant's rights under the terms of this Agreement in a written instrument signed by Landlord and the third party transferee. In the event that Landlord completes any such transfer without executing such a written instrument, then Landlord shall not be released from its obligations to Tenant under this Agreement, and Tenant shall have the right to look to Landlord and the third party for the full performance of this Agreement.

12.3 Subordination and Non-Disturbance. At Landlord's option, this Agreement shall be subordinate to any mortgage, deed of trust, or other security agreement (each a "**Mortgage**") by Landlord which, from time to time, may encumber all or part of the Property; provided, however, the lender under every such Mortgage shall, in the event of a foreclosure of Landlord's interest, recognize the validity of this Agreement and Tenant's right to remain in occupancy of and have access to the Premises, as long as no Event of Default by Tenant exists under this Agreement. If the Property is encumbered by a Mortgage as of the Effective Date, then Landlord shall, promptly following Tenant's request, obtain and furnish to Tenant a non-disturbance agreement, in recordable form, for each such Mortgage. If Landlord defaults in any payment or other performance obligations under any Mortgage encumbering the Property, Tenant may, at its option (but without any obligation), cure or correct such default and, upon doing so, Tenant: (a) shall be subrogated to any and all rights, titles, liens, and/or equities of the holders of such Mortgage; and (b) may offset the full amount against any Rent or other amount owed by Tenant to Landlord under this Agreement.

12.4 Condemnation. If all or any portion of the Premises is condemned, taken by a Governmental Authority or otherwise appropriated by the exercise of the right of eminent domain or a deed or conveyance in lieu of eminent domain (each, a "**Taking**"), either Party hereto shall have the right, but not the obligation, to terminate this Agreement immediately upon Notice to the other Party. If either Party elects to terminate this Agreement, the Rent set forth herein shall be abated, and Tenant's liability therefor will cease as of the date of such Taking, this Agreement shall terminate as of said date, and any prepaid rent shall be returned to Tenant. If this Agreement is not terminated as herein provided, then it shall continue in full force and effect, and Landlord shall, within a reasonable time after possession is physically taken by the condemning authority restore the remaining portion of the Premises to render it reasonably suitable for the uses permitted by this Agreement and the Rent shall be proportionately and equitably reduced. Notwithstanding the foregoing, Landlord shall not be obligated to expend an amount greater than the proceeds received from the condemning authority less all expenses reasonably incurred in connection therewith (including attorneys' fees) for the restoration. All compensation awarded in connection with a Taking shall be the property of Landlord, provided that if allowed under Applicable Law, Tenant may apply for and keep

as its property a separate award for (i) the value of Tenant's leasehold interest; (ii) the value of Tenant's Equipment or other personal property of Tenant; (iii) Tenant's relocation expenses; and (iv) damages to Tenant's business incurred as a result of such Taking.

12.5 Recording. If requested by Tenant, Landlord and Tenant agree to execute a Memorandum of Lease that Tenant may record, at Tenant's sole cost and expense, with the appropriate recording officer. The date set forth in the Memorandum of Lease is for recording purposes only, and bears no reference to commencement of either the Term or rent payments of any kind.

12.6 Force Majeure. Notwithstanding anything to the contrary in this Agreement, neither Party shall be liable to the other Party for nonperformance or delay in performance of any of its obligations under this Agreement due to causes beyond its reasonable control, including, without limitation, strikes, lockouts, pandemics, labor troubles, acts of God, accidents, technical failure governmental restrictions, insurrections, riots, enemy act, war, civil commotion, fire, explosion, flood, windstorm, earthquake, natural disaster or other casualty ("**Force Majeure**"). Upon the occurrence of a Force Majeure condition, the affected Party shall immediately notify the other Party with as much detail as possible and shall promptly inform the other Party of any further developments. Immediately after the Force Majeure event is removed or abates, the affected Party shall perform such obligations with all due speed. Neither Party shall be deemed in default of this Agreement to the extent that a delay or other breach is due to or related to a Force Majeure event. A proportion of the Rent herein reserved, according to the extent that such Force Majeure event shall interfere with the full enjoyment and use of the Premises, shall be suspended and abated from the date of commencement of such Force Majeure event until the date that such Force Majeure event subsides. If such Force Majeure event prevents the affected Party from performing its obligations under this Agreement, in whole or in part, for a period of forty-five (45) or more days, then the other Party may terminate this Agreement immediately upon Notice to the affected Party.

12.7 Successors and Assigns. The respective rights and obligations provided in this Agreement shall bind and shall inure to the benefit of the Parties hereto, their legal representative, heirs, successors and permitted assigns. No rights however, shall inure to the benefit of any assignee, unless such assignment shall have been made in accordance with Section 12.1 of this Agreement.

12.8 Governing Law and Construction. This Agreement shall be construed, governed and enforced in accordance with the laws of the state in which the Premises is located. Landlord and Tenant acknowledge and agree that they and their counsel have reviewed, or have been given a reasonable opportunity to review, this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments hereto.

12.9 Person; Gender; Number; Section Headings. As used in this Agreement, the word "person" means and includes, where appropriate, an individual, corporation, partnership or other entity; the plural shall be substituted for the singular, and the singular for the plural, where appropriate; and words of any gender shall include any other gender. The section and paragraph headings contained in this Agreement are solely for reference purposes, and shall not affect in any way the meaning or interpretation of this Agreement.

12.10 Severability. Each provision of this Agreement shall be construed as separable and divisible from every other provision and the enforceability of any one provision shall not limit the enforceability, in whole or in part, of any other provision. In the event that a court or administrative body of competent jurisdiction holds any provision of this Agreement to be invalid, illegal, void or less than fully enforceable as to time, scope or otherwise, such provision shall be construed by limiting and reducing it so that such provision is valid, legal and fully enforceable while preserving to the greatest extent permissible the original intent of the parties; the remaining terms and conditions of this Agreement shall not be affected by such alteration, and shall remain in full force and effect.

12.11 Waiver. It is agreed that, except as expressly set forth in this Agreement, the rights and remedies herein provided in case of default or breach by either Landlord or Tenant are cumulative and shall not affect in any manner any other remedies that the non-breaching Party may have by reason of such default or breach. The exercise

of any right or remedy herein provided shall be without prejudice to the right to exercise any other right or remedy provided herein, at law, in equity or otherwise.

12.12 Notice. Unless explicitly set forth to the contrary herein, all notices or requests that are required or permitted to be given pursuant to this Agreement must be given in writing and must be sent by facsimile transmission (solely in the case of notices or requests sent to Tenant), by email (solely in the case of notices or requests sent to Landlord), or by first-class certified mail, postage prepaid, or by overnight courier service, charges prepaid, to the party to be notified, addressed to such party at the address(es), email address(es) or fax number(s) set forth below, or such other address(es), email address(es) or fax number(s) as such Party may have substituted by written notice (given in accordance with this Section 12.12) to the other Party ("**Notice**"). The sending of such Notice to the proper email address (in the case of email transmission), the sending of such Notice with confirmation of receipt of the complete transmission (in the case of facsimile transmission) or the receipt of such Notice (in the case of delivery by first-class certified mail or by overnight courier service) will constitute the giving thereof.

If to be given to Landlord:

County of Ottawa
Attn: Dept. of Strategic Impact, Paul Sachs
12220 Fillmore St.
West Olive, MI 49460

If by email:
Email address: psachs@~~co.ottawa.mi.us~~ miottawa.org

If to be given to Tenant:

DISH Wireless L.L.C.
Attn: Lease Administration/DEGRR00256A

If by overnight courier service:
5701 South Santa Fe Drive
Littleton, Colorado 80120

If by first-class certified mail:
5701 South Santa Fe Drive
Littleton, Colorado 80120

If by facsimile:
Fax #: (303) 723-2050

cc: DISH Wireless L.L.C.
Attn: Office of the General Counsel

If by overnight courier service:
9601 South Meridian Blvd.
Englewood, Colorado 80112

If by first-class certified mail:
P.O. Box 6655
Englewood, Colorado 80155

If by facsimile:
Fax #: (303) 723-1699

12.13 Entire Agreement. This Agreement sets forth the entire, final and complete understanding between the Parties hereto relevant to the subject matter of this Agreement, and it supersedes and replaces all previous understandings or agreements, written, oral, or implied, relevant to the subject matter of this Agreement made or existing before the date of this Agreement. Except as expressly provided by this Agreement, no waiver or modification of any of the terms or conditions of this Agreement shall be effective unless in writing and signed by both Parties. Any provision of this Agreement that logically would be expected to survive termination or expiration,

shall survive for a reasonable time period under the circumstances, whether or not specifically provided in this Agreement.

12.14 Compliance with Law. Each Party shall, with respect to its actions and/or inactions pursuant to and in connection with this Agreement, comply with all applicable statutes, laws, rules, ordinances, codes and governmental or quasi-governmental orders or regulations (in each case, whether federal, state, local or otherwise) and all amendments thereto, now enacted or hereafter promulgated and in force during the Term of this Agreement, a Renewal Term or any extension of either of the foregoing.

12.15 Counterparts. This Agreement may be executed in any number of identical counterparts and, as so executed, shall constitute one agreement, binding on all the Parties hereto, notwithstanding that all the Parties are not signatories to the original or the same counterpart. Execution of this Agreement by facsimile or electronic signature shall be effective to create a binding agreement and, if requested, Landlord and Tenant agree to exchange original signed counterparts in their possession.

12.16 Attorneys' Fees. If an action is brought by either Party for breach of any lease covenant and/or to enforce or interpret any provision of this Agreement, the prevailing Party shall be entitled to recover its costs, expenses and reasonable attorneys' fees, both at trial and on appeal, in addition to all other sums allowed by law.

12.17 Incorporation of Exhibits. All exhibits referenced herein and attached hereto are hereby incorporated herein in their entirety by this reference.

[*Remainder of page intentionally left blank. Signature page follows.*]

IN WITNESS WHEREOF, the Parties have caused their duly authorized representatives to execute this Agreement as of the Effective Date.

LANDLORD:

Ottawa County,
a Michigan municipal corporation

By: _____

Name: Matt Fenske

Its: Chairperson, Board of Commissioners

Date: _____

By: _____

Name: Justin Roebuck

Its: County Clerk

Date: _____

TENANT:

DISH WIRELESS L.L.C.

By: _____

Name: Dave Mayo

Its: EVP

Date: 10/21/22

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

The East 50 acres of the S/2 of SW/4 of Section 4, Township 7 North, Range 15 West, Robinson Township, Ottawa County, Michigan.

Parcel ID: 70-08-04-300-006

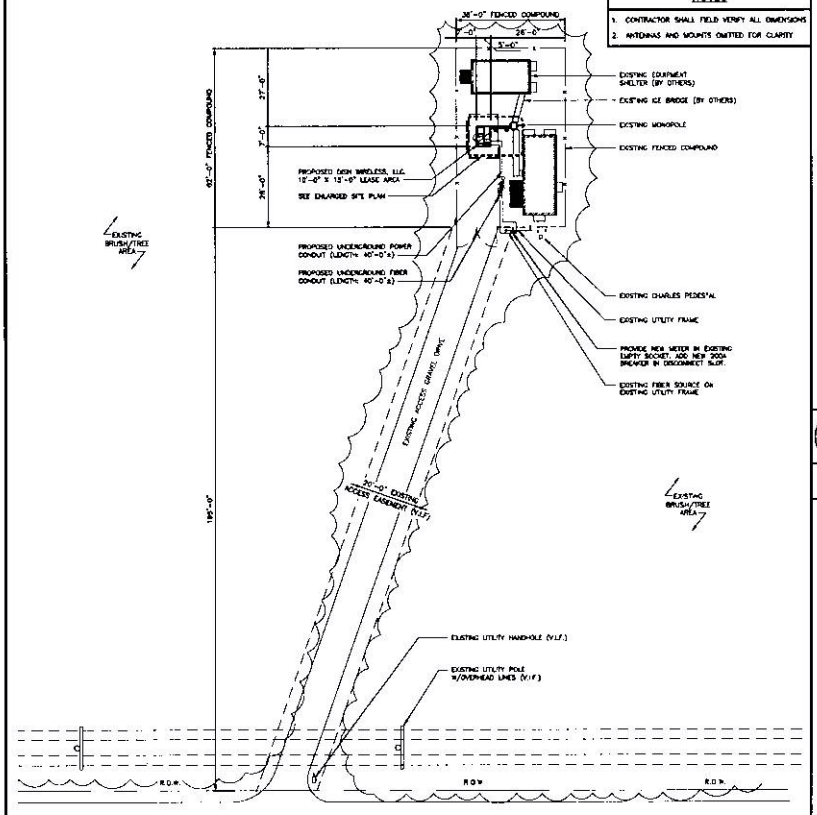
EXHIBIT B

SITE PLAN

[Attached]

NOTES

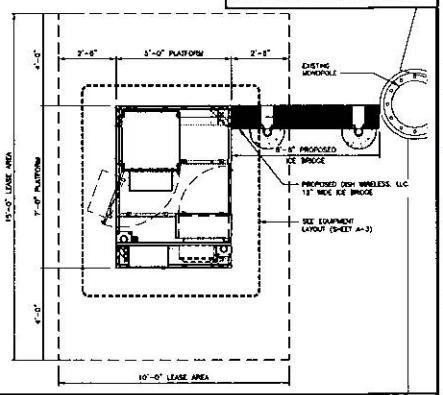
1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS
2. ANTENNAS AND MOUNTS OMITTED FOR CLARITY



OVERALL SITE PLAN — 1/16"=1'-0" — 1

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
2. CONTRACTOR SHALL MAINTAIN A 10'-0" MINIMUM SEPARATION BETWEEN THE PROPOSED GPS UNIT, TRANSMITTING ANTENNAS AND EXISTING GPS UNITS.
3. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.



ENLARGED SITE PLAN — 1/2"=1'-0" — 2

NOT USED — 3

dish wireless.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847.277.0570
FAX: 847.277.0385
M@WESTCHESTERSERVICES.COM

JOHN M. BANKS
ARCHITECT
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847.277.0570
FAX: 847.277.0385
JBANKS@WESTCHESTERSERVICES.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
No. 40268
LICENSED ARCHITECT

SEE SEAL/SIGNATURE DATED FOR ORIGINAL SUBMITTAL

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT, ENGINEER TO ALTER THIS DOCUMENT.

DRAWN BY:	CHECKED BY:	APPROVED BY:
SH	JK	JMB

RFDS REV #: 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV #	DATE	DESCRIPTION
0	06/13/22	ISSUED FOR CONSTRUCTION

PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC
PROJECT INFORMATION

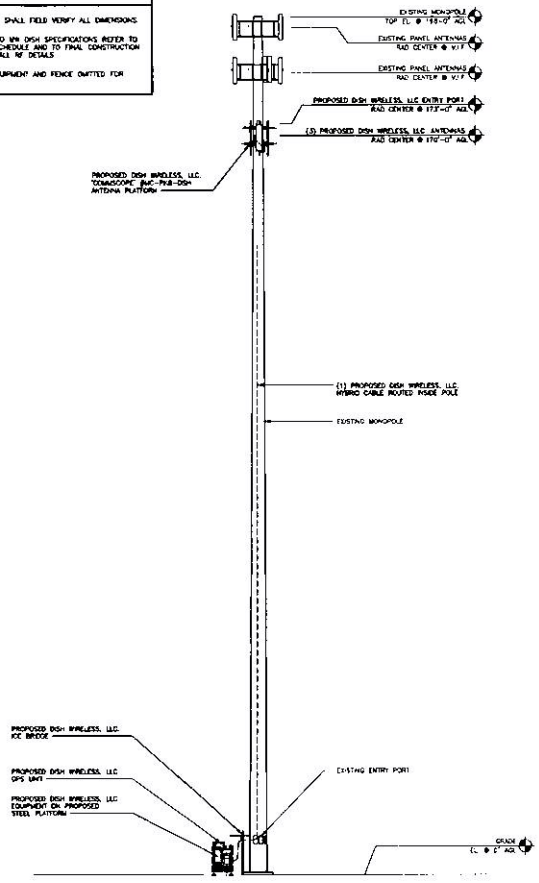
DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
OVERALL AND ENLARGED SITE PLAN

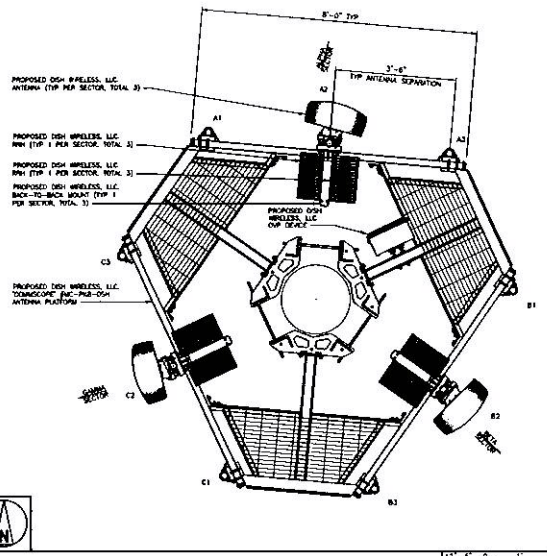
SHEET NUMBER
A-1

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS
2. ANTENNA AND RRH DISH SPECIFICATIONS REFER TO ANTENNA SCHEDULE AND TO FINAL CONSTRUCTION RFDS FOR ALL RF DETAILS
3. EXISTING EQUIPMENT AND FENCE OMITTED FOR CLARITY



PROPOSED ELEVATION | 1/32"=1'-0" | 1



ANTENNA LAYOUT | 3/4"=1'-0" | 2

ANTENNA SCHEDULE | NO SCALE | 3

dish wireless.
5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
454 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847.277.0076
FAX 847.277.0080
AE@WESTCHESTERSERVICES.COM

JOHN M. BANKS
ARCHITECT
454 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847.277.0076
FAX 847.277.0080
JBANKS@WESTCHESTERSERVICES.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
No. 40268
LICENSED ARCHITECT

DATE: 08/15/22
EXP. DATE: 10/31/23

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DRAWN BY:	CHECKED BY	APPROVED BY
SH	JK	JMB

RFDS REV # 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV	DATE	DESCRIPTION
0	08/15/22	ISSUED FOR CONSTRUCTION

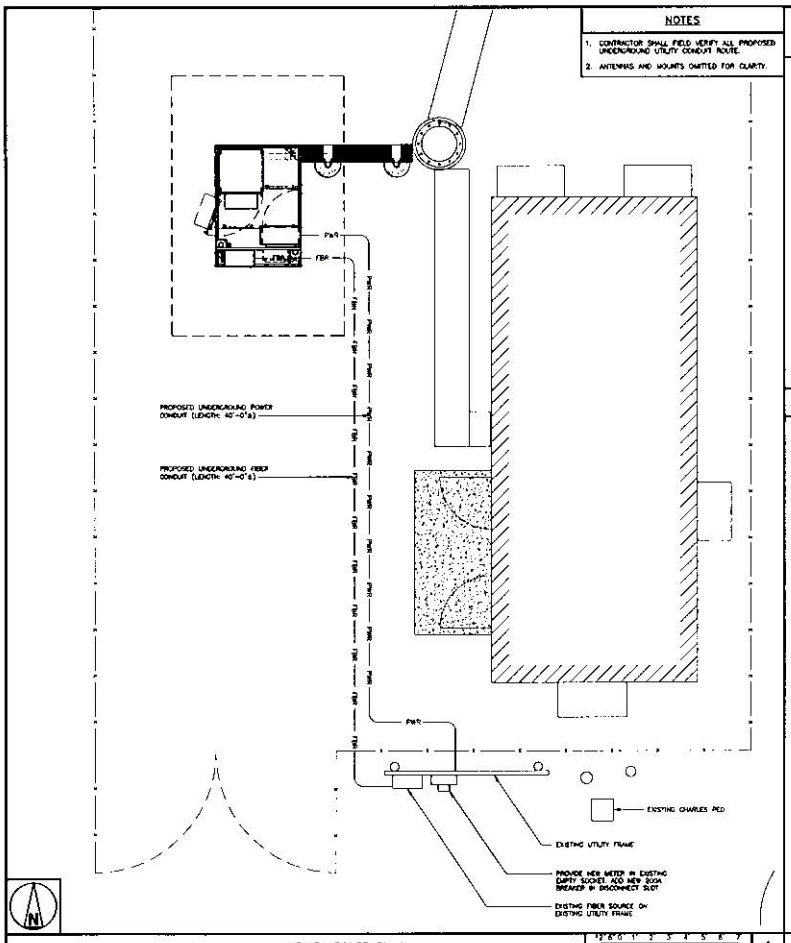
PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC.
PROJECT INFORMATION

DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
ELEVATION, ANTENNA LAYOUT AND SCHEDULE

SHEET NUMBER
A-2



UTILITY ROUTE PLAN

3/8"=1'-0"

1

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL PROPOSED UNDERGROUND UTILITY CONDUIT ROUTE.
2. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.

NOT USED

NO SCALE

3

DC POWER WIRING SHALL BE COLOR CODED AT EACH END FOR IDENTIFYING +24V AND -48V CONDUCTORS. RED MARKINGS SHALL IDENTIFY +24V AND BLUE MARKINGS SHALL IDENTIFY -48V.

1. CONTRACTOR SHALL INSPECT THE EXISTING CONDITIONS PRIOR TO SUBMITTING A BID. ANY QUESTIONS ARISING DURING THE BID PERIOD IN REGARDS TO THE CONTRACTOR'S FUNCTIONS, THE SCOPE OF WORK, OR ANY OTHER ISSUE RELATED TO THIS PROJECT SHALL BE BROUGHT UP DURING THE BID PERIOD WITH THE PROJECT MANAGER FOR CLARIFICATION, NOT AFTER THE CONTRACT HAS BEEN AWARDED.
2. ALL ELECTRICAL WORK SHALL BE DONE IN ACCORDANCE WITH CURRENT NATIONAL ELECTRICAL CODES AND ALL STATE AND LOCAL CODES, LAWS, AND ORDINANCES. PROVIDE ALL COMPONENTS AND WIRING SIZES AS REQUIRED TO MEET NEC STANDARDS.
3. LOCATION OF EQUIPMENT, CONDUIT AND DEVICES SHOWN ON THE DRAWINGS ARE APPROXIMATE AND SHALL BE COORDINATED WITH FIELD CONDITIONS PRIOR TO CONSTRUCTION.
4. CONDUIT ROUGH-IN SHALL BE COORDINATED WITH THE MECHANICAL EQUIPMENT TO AVOID LOCATION CONFLICTS. VERIFY WITH THE MECHANICAL EQUIPMENT CONTRACTOR AND COMPLY AS REQUIRED.
5. CONTRACTOR SHALL PROVIDE ALL BREAKERS, CONDUITS AND CIRCUITS AS REQUIRED FOR A COMPLETE SYSTEM.
6. CONTRACTOR SHALL PROVIDE PULL BOXES AND JUNCTION BOXES AS REQUIRED BY THE NEC ARTICLE 314.
7. CONTRACTOR SHALL PROVIDE ALL STRAIN RELIEF AND CABLE SUPPORTS FOR ALL CABLE ASSEMBLIES. INSTALLATION SHALL BE IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.
8. ALL DISCONNECTS AND CONTROLLING DEVICES SHALL BE PROVIDED WITH ENGRAVED PHENOLIC NAMEPLATES INDICATING EQUIPMENT CONTROLLED, BRANCH CIRCUITS INSTALLED ON, AND PANEL FIELD LOCATIONS FED FROM.
9. INSTALL AN EQUIPMENT GROUNDING CONDUCTOR IN ALL CONDUITS PER THE SPECIFICATIONS AND NEC 250. THE EQUIPMENT GROUNDING CONDUCTORS SHALL BE BONDED AT ALL JUNCTION BOXES, PULL BOXES, AND ALL DISCONNECT SWITCHES, AND EQUIPMENT CABINETS.
10. ALL NEW MATERIAL SHALL HAVE A U.L. LABEL.
11. PANEL SCHEDULE LOADING AND CIRCUIT ARRANGEMENTS REFLECT POST-CONSTRUCTION EQUIPMENT.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR AS-BUILT PANEL SCHEDULE AND SITE DRAWINGS.

ELECTRICAL NOTES

NO SCALE

2

dish wireless.
5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

WESTCHESTER
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847 277 0010
FAX 847 277 0080
ARE@WESTCHESTERSERVICES.COM

JOHN M. BANKS
ARCHITECT
804 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE 847 277 0010
FAX 847 277 0080
JOHN.M@WESTCHESTERSERVICES.COM

STATE OF MICHIGAN
JOHN M. BANKS
ARCHITECT
No. 40268
LICENSED ARCHITECT
DATE: 05/13/20
EXP. DATE: 10/31/20

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER TO ALTER THIS DOCUMENT.

DRAWN BY:	CHECKED BY:	APPROVED BY:
SH	JK	JMB

RFDS REV #: 1

CONSTRUCTION DOCUMENTS

SUBMITTALS

REV:	DATE:	DESCRIPTION:
0	05/13/20	ISSUED FOR CONSTRUCTION

PROJECT NUMBER
DEGRR00256A

DISH WIRELESS, LLC
PROJECT INFORMATION

DEGRR00256A
12332 JOHNSON ST.
GRAND HAVEN, MI 49417

SHEET TITLE
ELECTRICAL/FIBER ROUTE PLAN AND NOTES

SHEET NUMBER
E-1

EXHIBIT C

CERTIFICATE OF COMMENCEMENT

Tenant: DISH Wireless L.L.C.

Landlord: Ottawa County

Tenant Site ID: DEGRR00256A

Address of Property containing the Premises: 12332 Johnson St., Grand Haven, MI 49417

RE: That certain Tower Cell Site Lease Agreement by and between Landlord and DISH Wireless L.L.C., made and effective as of _____.

This certificate certifies that:

1. The above referenced Premises has been accepted by Tenant.

2. Tenant's Installation at the Premises commenced on _____, 202_.

3. Tenant's obligation to pay Rent to Landlord commences on _____ 1st, 202_.

The execution of this certificate shall not relieve Landlord of its obligations under the Agreement. In the event of a conflict between this certificate and the Agreement, the terms set forth in the Agreement shall prevail. Capitalized terms used in this certificate shall have the same meaning ascribed to them in the Agreement, unless otherwise indicated herein. If Landlord does not deliver written Notice of Landlord's objection to the terms set forth in this certificate to Tenant within fifteen (15) days following Landlord's receipt thereof, the terms set forth in this certificate shall be deemed to have been approved by Landlord.

DISH Wireless L.L.C.

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT D

TENANT'S EQUIPMENT

DESCRIPTION	QUANTITY
5' X 7' STEEL EQUIPMENT PLATFORM (GROUND)	1
DELTA EQUIPMENT CABINET (GROUND)	1
AMPHENOL FIBER CABINET (GROUND)	1
RAYCAP RDIAC-2465-P-240 MTS PPC (GROUND)	1
COMMSCOPE MC-PK8-DSH PLATFORM (TOWER)	1
COMMSCOPE FFVV-65B-R2 ANTENNAS (TOWER)	3
FUJITSU TA08025-B604 RADIO (TOWER)	3
FUJITSU TA08025-B605 RADIO (TOWER)	3
RAYCAP RDIDC-9181-PF-48 SURGE PROTECTION (TOWER)	1
CABLES UNLIMITED 1.75" HYBRID CABLE (TOWER)	1

DISH Wireless L.L.C.
9601 S. Meridian Blvd.
Englewood, CO 80112
303.723.1000

Jon Szutarski
248-910-0901
Jonathan.szutarski@dish.com

October 26, 2022

***Via* UPS**

Tele-Rad Inc
511 East 8th Street
Holland, MI 49423
ATTENTION: Mark Kooyers

RE:	Tower Cell Site Lease Agreement and Memorandum of Site Lease Agreement
Site Address:	12332 Johnson St, Grand Haven, MI 49417
DISH Site Number:	DEGRR00256A

Dear Mr. Kooyers:

At the request of DISH Wireless L.L.C. ("DISH"), please find enclosed three (3) original copies of a Site Lease Agreement ("Lease") and two (2) original copies of a Memorandum of Site Lease Agreement ("Memorandum"), both by and between Ottawa County, as Landlord, and DISH, as Tenant regarding DISH's proposed communications facility located at the Site Address listed above.

Please have Landlord sign and notarize each original copy of the Lease, Memorandum where indicated and return one (1) of each signed and notarized copy to my attention using the enclosed, pre-paid envelope. We will then coordinate to return a fully executed Memorandum to you.

If you are interested in having your rent paid via Electronic Funds Transfer ("EFT") please complete the enclosed EFT Request form and return it with a voided check.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Jon Szutarski
Site Development Manager

Enclosures

Dish Wireless L.L.C.

Authorization Agreement for Automated Deposits & Credits

I hereby authorize and request **DISH Wireless L.L.C.** ("Company") to make payment of any amounts owed to me by initiating credit entries to my account at the Bank indicated below ("Bank"). I hereby authorize and request Bank to accept any credit entries initiated by Company and to credit all such entries to my account without liability for the correctness of the entries.

It is understood and agreed that I may terminate this agreement at any time upon three business days prior written notice to Company or Bank. Notification to Company or Bank shall be effective upon receipt.

I understand and agree that if an erroneous credit is made to my account, that Company and Bank are authorized to stop payment, reverse the entry or make any adjustments necessary to my account to correct the erroneous entry.

DISH 5G Site ID:	
Landlord Entity Name:	
Rent Payee Name: *(if different from Landlord entity)*	
Address:	
Signed:	
Printed Name:	
Date:	
Remittance Email Address:	

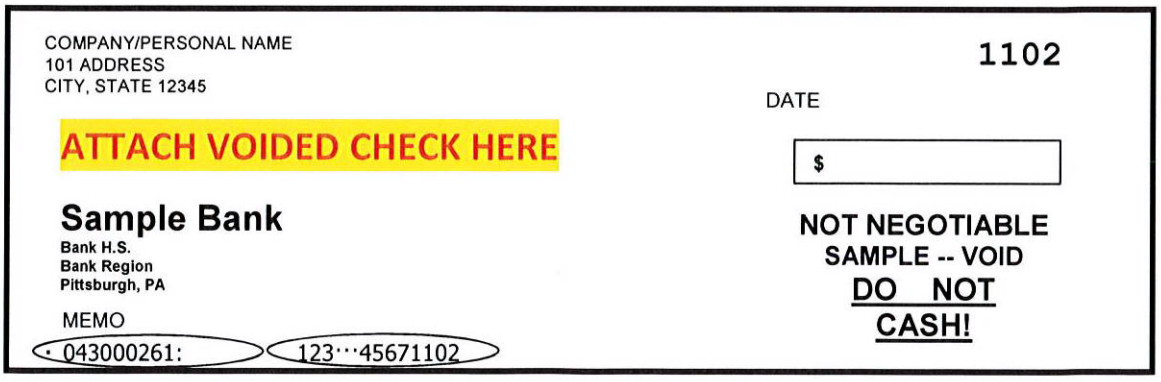
Depositor Account Information

1. Attach a voided, pre-printed company check, **or** letter from banking institution with the following information:

- **Account Name and Address**
- **Bank Name**
- **Bank Routing Number**
- **Bank Account Number**

2. Email completed document to Landlordrelations@Dish.com -or- mail to:

Dish Wireless L.L.C.
ATTN: Lease Administration
5701 S. Santa Fe Drive
Littleton, CO 80120



Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Fiscal Services
Submitted By:	Karen Karasinski
Agenda Item:	FY2023 Budget Adjustments

Suggested Motion:

To approve the 2023 budget adjustments per the attached schedule.

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:	General Fund Cost:	Included in Budget:			
$0.00	$0.00	☑ Yes	☑ No	☐ N/A	

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

Objective:

Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 1, Objective 2: Maintain and improve the financial position of the County through legislative advocacy.

Goal 1, Objective 3: Maintain or improve bond credit ratings.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance & Administration 11/15/2022

	Fund	Department	Explanation	Revenue	Expense
1-206	General Fund	DSI	Carryforward unspent portion of FY22 Ground Water Grant awarded by Michigan Economic Development Grant. The total FY22 grant award was for $1,141,500.	$ 455,328	$ 455,328
1-514	ROD Automation Fund	ROD	Appropriation of expenditures to purchase of a new linking software for Register of Deeds and Equalization. The current software is no longer supported. This request was submitted and approved in FY22, however project was not completed prior to year-end.		$ 27,000
1-860	General Fund	DEI			$ 16,400
	General Fund	Administrator	Reallocate funds for salary and fringe expense for Intern.		$ (16,400)
1-898	Governmental Grants	Bryne Justice Assistance Grant	Federal Grant Award to be used for the purchase of AED machines.	$ 48,101	$ 48,101
1-1015	General Fund	DSI		$ 55,890	$ 55,890
	Brownfield Redevelopment Authority	Brownfield Redevelopment Authority	Federal Subrecipient Pass-thru Brownfield Assessment Grant Award to cover consulting services related to development sites.	$ 55,890	$ 55,890
1-1040	Farmland Preservation	Farmland Preservation	Correct FY23 appropriation for purchase of Bronkema Farms to include donation and easement cost.	$ 2,803	$ 2,803
1-1051	Governmental Grants	CAA	Use of donation funds received from the "Greatest Needs Fundraiser" to allocate funding for purchase of discentfecting supplies for client rooms.		$ 275
1-1318	Community Mental Health	ACT/IDDT	FY23 State Grant Award of $20,300 to cover salary and marketing expense for on-call providers on the Assertive Community Treatment team.	$ 20,300	$ 20,300
1-1511	Community Mental Health	Community Mental Health	Increase FY23 Lakeshore Regional Entity Grant Award to match actual award amount of $49,000. Original budget forecast was less than award amount.	$ 3,410	$ 3,410
1-1513	Substance Abuse Disorder	Community Mental Health	Lakeshore Regional Entity Block Grant awarded for FY23 for prevention and treatment services of substance use disorder.	$ 6,000	$ 6,000
1-1523	Substance Abuse Disorder	Community Mental Health	Lakeshore Regional Entity Grant award of ARPA funds to be used for prevention and treatment services of substance use disorder.	$ 8,810	$ 8,810

	Fund	Department	Explanation	Revenue	Expense
1-1524	CMH Millage	Community Mental Health	Reduce FY23 Integrated Healthcare Grant to actual award amount of $139,539. Original budget forecast was greater than award amount.	$ (13,853)	$ (13,853)
2-103	Parks and Recreation	Parks	Correct FY23 appropriation for the purchase of new fee machines to match budget approved by OCIA Board.		$ (3,950)
2-126	General Fund	Administration		$ 29,785,292	
	General Fund	Transfers Out	Commit budgetary savings from ARPA grant to Board Initiatives		$ 29,785,292
2-206	Parks and Recreation	Parks	Hope College Grant award to continue Arts in the Park Project in FY23.	$ 6,000	$ 6,000
2-207	Parks and Recreation	Parks	Appropriate funds for purchase of internet access points for Weaver, Connor and Grand Ravines buildings.		$ 1,650
2-208	Parks and Recreation	Transfers Out	Appropriate funding to cover shortfall on Ottawa Sands Development project using savings on the Ottawa Sands Loop project and Parks fund balance.		$ 450,000
	Parks CIP Admin	Transfers In		$ 450,000	
		Ottawa Sands Development			$ 450,000
2-210	Public Health	Health Department	Increase FY23 CSHCS Medicaid Outreach Grant to actual award amount. Original budget forecast was less than award.	$ 63,567	
2-217	Parks CIP Admin	Ottawa Sands Wetland Project	SOGL Federal Grant Award to restore a portion of wetlands at Ottawa Sands.	$ 450,000	$ 450,000
2-247	General Fund	District Court	Appropriation of funding for approved Wage Study Appeals.		$ 3,943
		Elections			$ 1,135
		Human Resources			$ 177
		Probate Court			$ 1,839
		Prosecuting Attorney			$ 6,589
		Contingency			$ (13,683)
	Governmental Grants	SAMSHSA Grant		$ 1,126	$ 1,126
	Public Health	Health Department			$ 3,060
	Community Mental Health	CMH Waiver Residential			$ (7,597)
		CMH MI Adult			$ 7,597
	Employee Benefits	Human Resources			$ 1,908

John E. Shay
County Administrator

Patrick Waterman
Deputy County Administrator

Ottawa County
Administrator's Office

Date: November 16, 2022

To: Ottawa County Board of Commissioners

From: John Shay, County Administrator

Subject: ARPA Funding Overview

I have attached an overview of the amount of APRA funding available to spend on projects submitted by the ARPA Task Force, as well as projects submitted by County departments, courts, agencies and elected officials. The overview also includes the cost of each project.

The overview represents the recommendations from the Finance Committee and includes setting aside $7.5 million for expanding broadband coverage to underserved areas, as well as $5 million for future Capital Improvement Plan (CIP) projects at the County. With these recommendations, there is about $32.8 million in available funds. The Finance Committee is recommending funding about $31.5 million in projects leaving a balance of about $1.3 million for future consideration.

I have also attached a list of projects submitted by various County departments, courts, agencies and elected officials that have not been recommended for funding. These projects total about $28.2 million.

There are three projects marked with an asterisk (*). For these projects, Corporation Counsel Doug Van Essen has concluded that there is no statutory authority to spend County-committed funds on them. The Finance Committee is recommending that "straight-up" ARPA funds be used to fund them. If the Board agrees with this recommendation, then the County would enter into a contract with Guidehouse, which is a consultant that many counties are using, to provide the technical expertise to the County to 1) determine if these three projects are eligible for ARPA funding; 2) provide information on the amount and type of Treasury requirements with which the County must comply; 3) assist the County in drafting contracts with grant recipients to ensure they comply with all Treasury regulations; and 4) assist the Fiscal Services Department in overseeing these three ARPA-funded grants.

I plan to discuss this overview in more detail prior to the Board reviewing the projects that have been submitted.

ARPA FUNDING OVERVIEW

Total ARPA Funds	56,684,656.00	
Total Committed	11,352,992.77	
Broadband Reserve (recommended)	7,500,000.00	
CIP Reserve (recommended)	5,000,000.00	
Funds Available	32,831,663.23	

PENDING PROJECTS

Accelerating Farmland Protection	1,000,000.00	
Affordable Housing Revolving Loan Fund	8,000,000.00	
BizStream Academy Expansion	770,000.00	*
BOC Electronic Roll Call	100,000.00	
Children's Advocacy Center	211,750.00	
Earn & Learn Manuf. Career Fair	112,061.58	*
GRCC	506,493.00	
GRCC Cert Program-Benjamin's Hope	55,919.63	
GRCC Cert Program-Heritage House	103,294.16	
GRCC Cert Program-MOKA	87,492.05	
GRCC Certification Program-Harbor House	103,294.16	
Idema Explorer Trail (2)	2,000,000.00	
James St. DHHS Building Roof	350,000.00	
LAUP Business Stabilization	799,000.00	
Local Food Rescue	486,675.00	
Medicaid Cost-Base Reimb.	1,507,178.00	
Mental Health Professionals	1,000,000.00	
Middle Macatawa Trail System (3)	906,000.00	
ODC Network-Childcare Slots	8,250,000.00	*
Ottawa Sands (1)	3,400,000.00	
Reach for Recovery	337,500.00	
Sheriff's Shooting Range HVAC	395,000.00	
Victim's Assistance Fund	1,000,000.00	
Youth Center Youth & Parent Portal	20,000.00	
Total-Pending Projects	31,501,657.58	
Balance	1,330,005.65	

*No legal authority to spend County committed funds; includes Guidehouse cost.

Department	Project name	Estimated funding request ($)	
20th Judicial Circuit Court	Additional Attorneys for Neglect/Abuse and Juvenile Delinquency Cases	$200,000	$ 200,000.00
20th Judicial Circuit Court	Building B Enhancements for Juvenile Court	TBD	
20th Judicial Circuit Court	Court Innovation & Technology Specialist	$357,458	$ 357,458.00
20th Judicial Circuit Court	Data Evaluation Regarding Disproportionate Minority Contact	TBD	
20th Judicial Circuit Court	FOC Analyst Operations Coordinator	$11,820.72	$ 11,820.72
20th Judicial Circuit Court	FOC Managers (2)	$240,863.56	$ 240,863.56
20th Judicial Circuit Court	Juvenile Detention First Responder COVID Payment	$15,000	$ 15,000.00
20th Judicial Circuit Court	Legal Self-Help Center Specialist	$78,386.02	$ 78,386.02
20th Judicial Circuit Court	Probate Court Microfilm Scanning & Digital Conversion	$2,500	$ 2,500.00
20th Judicial Circuit Court	Senior FOC Clerk I	$74,587.69	$ 74,587.69
Clerk/Register of Deeds	In-House Mental Health Services for Employees	Unknown	
CMH	Ottawa County Credible Mind	$76,500	$ 76,500.00
Commissioner's	Community Enhancement Plan Fund Contribution	$30,000	$ 30,000.00
Community Action Agency	Utility Assistance	$750,000	$ 750,000.00
Ottawa County Parks	Bend Area Activity Venue	$5,000,000	$ 5,000,000.00
Ottawa County Parks	Eastmanville Farm Restoration and Planning	$250,000	$ 250,000.00
Ottawa County Parks	Grand River Greenway Interpretive Nodes	$3,000,000	$ 3,000,000.00
Ottawa County Parks	Hemlock Crossing Fiber Optic Connection	$260,000	$ 260,000.00
Ottawa County Parks	Ottawa Sands Dunal Prairie Marsh and Trail System	$3,000,000	$ 3,000,000.00
Ottawa County Parks	Paw Paw Park Improvements	$1,100,000	$ 1,100,000.00
Ottawa County Parks	Sheldon Landing Development	$1,000,000	$ 1,000,000.00
Ottawa County Parks	Spring Grove East Venue	$3,000,000	$ 3,000,000.00
Public Health	Business and Non-Profit Organization Focused: Continuity of Operations and Leadership Outreach	$50,000	$ 50,000.00
Public Health	Deep Dive into Deaths of Despair	$225,000	$ 225,000.00
Public Health	Lead Abatement and Remediation for Houses in Ottawa County	$200,000	$ 200,000.00
Public Health	Ottawa County CHNA/CHIP Expansion	$39,600	$ 39,600.00
Public Health	Pathways to Better Health Evaluation and Enhancement	$30,000	$ 30,000.00
Public Health	Storage Barn Addition - James Street	$870,000	$ 870,000.00
Road Commission	Road Commission Request	$2,708,923.18	$ 2,708,923.18
Sheriff's Office	Dual Tote Trailers for Chemical Fires	$233,476	$ 233,476.00
Sheriff's Office	Flock Safety Cameras	$388,150	$ 388,150.00
Water Resources	OCWR Drain Improvement and Maintenance Initiative	$5,000,000	$ 5,000,000.00
			$ 28,192,265.17

STATE OF MICHIGAN
COUNTY OF OTTAWA

_____

RESOLUTION

At a meeting of the Board of Commissioners of the County of Ottawa, Ottawa County, Michigan, held at the Board of Commissioners' meeting room in the County Administration Building, 12220 Fillmore Street, West Olive, Michigan, in said County on November 22, 2022, at 1:30 p.m. local time.

PRESENT:

_____

_____

ABSENT:

_____

The following preamble and resolution was offered by Commissioner: _____ and supported by Commissioner:_____:

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use mostly for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Board of Commissioners ("Board") created a Human Services/Social Needs, Business Stabilization and Affordable Housing "buckets" and retained "bucket managers" to evaluate proposals in each of those areas;

WHEREAS, the Board also reserved such funds for County corporate projects (County Initiatives bucket), which were evaluated thorough an internal administrative process;

WHEREAS, Corporation Counsel, the County's Department of Strategic Impact, Fiscal Services Department and County Administrator have created contracts to memorialize the commitment of funds and purpose for their subsequent expenditure by the grantees, including conditions and metrics to facilitate the purpose of the grant and measure progress towards that goal;

WHEREAS, the Board's Finance Committee reviewed and recommended that the Board approve the County Initiatives, Human Services/Social Needs, Business Stabilization and Affordable Housing projects referenced as "pending" below:

Total ARPA Funds	56,684,656.00	
Total Committed	11,352,992.77	
Broadband Reserve (recommended)	7,500,000.00	
CIP Reserve (recommended)	5,000,000.00	
Funds Available	32,831,663.23	

PENDING PROJECTS

Accelerating Farmland Protection	1,000,000.00	
Affordable Housing Revolving Loan Fund	8,000,000.00	
BizStream Academy Expansion	770,000.00	*
BOC Electronic Roll Call	100,000.00	
Children's Advocacy Center	211,750.00	
Earn & Learn Manuf. Career Fair	112,061.58	*
GRCC	506,493.00	
GRCC Cert Program-Benjamin's Hope	55,919.63	
GRCC Cert Program-Heritage House	103,294.16	
GRCC Cert Program-MOKA	87,492.05	
GRCC Certification Program-Harbor House	103,294.16	
Idema Explorer Trail (2)	2,000,000.00	
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LAUP Business Stabilization	799,000.00	
Local Food Rescue	486,675.00	
Medicaid Cost-Base Reimb.	1,507,178.00	
Mental Health Professionals	1,000,000.00	
Middle Macatawa Trail System (3)	906,000.00	
ODC Network-Childcare Slots	8,250,000.00	*
Ottawa Sands (1)	3,400,000.00	
Reach for Recovery	337,500.00	
Sheriff's Shooting Range HVAC	395,000.00	
Victim's Assistance Fund	1,000,000.00	
Youth Center Youth & Parent Portal	20,000.00	
Total-Pending Projects	31,501,657.58	
Balance	1,330,005.65	

*No legal authority to spend County committed funds; includes Guidehouse cost.

WHEREAS, the Board determines the above projects will advance the interests of the County and its residents, in the areas of County corporate improvements, business stabilization, human services/social needs and development of affordable housing;

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, **BE IT RESOLVED** that the Board hereby approves all of the projects identified above;

BE IT FURTHER RESOLVED that subject to Corporation Counsel and the grantees completing the conditions and metrics as exhibits, the Board hereby approves the grant contracts and the ARPA contracts prepared for each of the above projects and hereby authorizes and directs its Chairperson and County Clerk to execute such contracts on behalf of the County;

BE IT FURTHER RESOLVED that subject to the conditions and metrics of each contract, the Board appropriates the funding for such contracts from the County's ARPA funds or savings in the Board Initiatives Fund realized therefrom;

BE IT FURTHER RESOLVED that County Administrator, Fiscal Services Director, Director of Strategic Impact and Corporation Counsel are hereby directed to complete all tasks necessary to finalize and implement the contracts, their conditions and metrics including but not limited to the engagement of Guidehouse Consulting, using ARPA funds, to evaluate the ODC Childcare, BizStream and Career Fair projects for ARPA eligibility and to assist in the formation of appropriate final contracts, conditions and metrics for such projects; and

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

YEAS: _____

_____

NAYS: _____

ABSTAIN: _____

RESOLUTION ADOPTED.

_____ _____

Chairperson, Matthew Fenske Justin Roebuck, Ottawa County Clerk

Action Request

Committee:	Finance and Administration Committee
Meeting Date:	11/15/2022
Requesting Department:	Administration
Submitted By:	John Shay
Agenda Item:	Recruitment/Retention Fund for Mental Health Professionals

Suggested Motion:

To approve Community Mental Health's project for $1,000,000 in Board Initiatives funds to support the Recruitment/Retention Fund for Mental Health Professionals.

Summary of Request:

The Social and Human Service Needs Review Committee is recommending the establishment of a $1,000,000 prescribing professional recruitment and retention fund to be managed by CMHOC with the goal of attracting 6-10 new prescribing professionals to Ottawa County.
If instituted, CMHOC would convene a practitioner taskforce to serve as the selection committee for the recruitment and retention bonus scholarship. Members would include representatives from CMHOC, Holland Hospital, Pine Rest, InterCare and at least one community based provider.

Financial Information:

Total Cost:	$1,000,000.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 1: Consider initiatives that contribute to the economic health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

Form Last Revised 8/30/2019

Action Request

Electronic Submission – Contract # 1722

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: CHILDREN'S ADVOCACY CENTER

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: CHILDREN'S ADVOCACY CENTER STAFFING EXPANSION

Suggested Motion:

To approve the Children's Advocacy Center's project for $211,750.00 in Board Initiatives funds to support the Children's Advocacy Center Staffing Expansion.

Summary of Request:

The Social and Human Service Needs Review Committee is recommending $211,750 to Children's Advocacy Center to hire an additional on-staff clinician to meet therapy demands for the next three years. Following the three years CAC should be through the backlog created by the pandemic and would then decrease the use of contract therapists and increase its federal funding to sustain the on-staff clinician originally funded by ARPA funds.

CAC is the only agency in our county providing this service to child victims of sexual abuse and utilizes a strong collaborative model to work closely with law enforcement and other community partners providing integrated care and support for children and their families. They have been doing this work for twenty five years and have a very strong track record of delivering high quality services and adapting to meet the needs of their clients as they navigate the complex trauma and legal processes involved. The Review Committee was highly compelled to support this investment to ensure that all child victims in our county receive the best care possible to mitigate the negative long term mental health outcomes that often follow.

Financial Information:

Total Cost: $211,750.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:
Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:
Recommended by County Administrator: *11/9/2022 2:21:41 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and Children's Advocacy Center, a Michigan nonprofit corporation of 12125 Union St, Holland, MI 49424 (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a Michigan nonprofit entity, and has submitted a written request to the County for $211,750.00 in grant funds to finance the following project: Hire an additional on-staff clinician to meet therapy demands for the next three years;

WHEREAS, during their regular public meeting on _____, the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $211,750.00.

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Executive Director, Children's Advocacy Center at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or

extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

CHILDREN'S ADVOCACY CENTER

By: Darcy Flaherty

11/4/22, Its: Exec. Director

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____

Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

Exhibit A further explains how and when resources authorized by this grant agreement will be released to Recipient, specifically outlining how the itemization of expenses referenced in sections 4 and 5 will be manifested. This is a three-year grant to increase staff capacity. The County will front Recipient $74,250.00 and will release additional $68,750.00 installments until the total $211,750.00 is expended. After the initial installment, future installments will be released only after the Recipient provides the County's Fiscal Services Department a comprehensive and detailed list of all expenditures incurred with the previously disbursed funds. All expenditures detailed therein must qualify for payment in accordance with Exhibits A, B and C.

If ineligible expenses are determined from the County's review, the ineligible expenses will be withdrawn from the remaining payments due. Within 60 days after the expenditure of the remaining funds, the Recipient will forward a final comprehensive and detailed list of all expenditures and all must have qualified for payments in accordance with this Agreement and its Exhibits. If the County in its sole discretion determines that an expenditure does not qualify, the Recipient agrees to reimburse the County for the ineligible expenses.

Any amounts not expended on eligible expenses under Section VI of the proposal by July 1, 2026 will revert to the County's general fund.

EXHIBIT B

METRICS

The success of this grant will be measured by the following, which the Recipient must report on a quarterly basis:

(1) 90% of all children who receive counseling will be able to report 3 safe adults they could go to if something inappropriate were to happen in the future.

(2) 90% of children who receive counseling will understand that the sexual abuse was not their fault.

(3) 90% of caregivers who attend counseling will have increased knowledge about children's common responses to child sexual abuse.

(4) A full-time Crisis Counselor will provide counseling services to at least 45 new counseling clients per year, as well as run support groups for at least 40 new clients per year and provide 1,000 sessions of crisis intervention per year. These services address the backlog, making services readily available for new clients.

EXHIBIT C

RECIPIENT'S PROPOSAL

[Children's Advocacy Center's Proposal and all attachments are incorporated by reference herein. Any discrepancies between that Proposal and this Agreement or its Exhibits shall be resolved according to the terms of this Agreement and its Exhibits]

Action Request

Electronic Submission – Contract # 1721

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: REACH FOR RECOVERY, INC.

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: REACH FOR RECOVERY STAFFING EXPANSION

Suggested Motion:

To approve the Reach for Recovery's project for $337,500.00 in Board Initiatives funds to support the Reach for Recovery Staffing Expansion.

Summary of Request:

ARPA funds would allow Reach for Recovery to add 60 more MAT clients and provide for substantially enhanced physical and mental health support for the 160 clients that annually receive treatment in its residential programs. After 24 months, fees for service and a small amount of fundraising will fully support ongoing program expenses.

With service locations in Grand Haven and Holland, Reach for Recovery plays an essential role in providing access to substance abuse treatment in Ottawa County. Expanding MAT treatment capacity and providing more integrated mental and physical health care to all SUD clients will have a lasting impact on these individuals as well as addressing the increased demand for services that has arisen during and in the aftermath of the Covid-19 pandemic in our community. The Review Committee felt strongly that we should seek to meet these needs in a robust way now as opposed to letting them fester and likely worsen if left untreated.

Financial Information:

Total Cost: $337,500.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:

Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/9/2022 2:21:27 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and Reach for Recovery, Inc., a Michigan nonprofit corporation of 483 Century Lane, Holland, MI 49423 (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a Michigan nonprofit entity, and has submitted a written request to the County for $337,500.00 in grant funds to finance the following project:

> *Ottawa County Substance Use Disorder Treatment - Physical and Mental Health Care, and Medication Assisted Treatment (MAT) for Opioid Use Disorder – Program Stabilization and Expansion*

WHEREAS, during their regular public meeting on, the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $337,500.00.

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Executive Director, Reach for Recovery, Inc at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has

been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

REACH FOR RECOVERY, INC.

By: _____
David D. Teater
Executive Director
Reach for Recovery, Inc.

OTTAWA COUNTY, MICHIGAN

By: _____
Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____
Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

Exhibit A further explains how and when resources authorized by this grant agreement will be released to Recipient, specifically outlining how the itemization of expenses referenced in sections 4 and 5 will be manifested. This is a two-year grant to increase staff capacity. The County will front Recipient $200,000 to begin the program. After the initial installment, the remaining $137,500 will be released only after the Recipient provides the County's Fiscal Services Department a comprehensive and detailed list of all expenditures incurred with the previously disbursed funds. All expenditures detailed therein must qualify for payment in accordance with Exhibits A, B and C.

If ineligible expenses are determined from the County's review, the ineligible expenses will be withdrawn from the remaining payment due. Within 60 days after the expenditure of the remaining funds, the Recipient will forward a final comprehensive and detailed list of all expenditures and all must have qualified for payments in accordance with this Agreement and its Exhibits. If the County in its sole discretion determines that an expenditure does not qualify, the Recipient agrees to reimburse the County for the ineligible expenses.

Any amounts not expended on eligible expenses under Section VI of the proposal by July 1, 2025 will revert to the County's general fund.

EXHIBIT B

METRICS

The success of this grant will be measured by the following, which the Recipient must report on a quarterly basis:

1. MAT clients enrolled in the program – increase from 60 to 120 by June 30, 2024.
2. MAT retention rate – maintain an annual retention rate more than 60%
3. Rate of successful residential treatment – 60% of residential admissions successfully complete the program

EXHIBIT C

RECIPIENT'S PROPOSAL

[Reach for Recovery's Proposal and all attachments are incorporated by reference herein. Any discrepancies between that Proposal and this Agreement or its Exhibits shall be resolved according to the terms of this Agreement and its Exhibits]

Action Request

Electronic Submission – Contract # 1717

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: BENJAMIN'S HOPE

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: DIRECT CARE PROVIDERS CERTIFICATION PROGRAM-BENJAMIN'S HOPE

Suggested Motion:

To approve the Grand Rapids Community College's project for $55,919.75 in Board Initiatives funds to support the Direct Care Providers Certification Program with Benjamin's Hope.

Summary of Request:

The Social and Human Service Needs Review Committee is recommending $350,000 to a joint application from MOKA Corporation, Heritage Homes, Inc., Harbor House Ministries, and Benjamin's Hope to collaboratively pilot a certificate program in partnership with Grand Rapids Community College and Community Mental Health of Ottawa County (CMHOC) that would provide a Post-Secondary track for students to enter the Direct Care field specifically serving adults with Mental Illness and Developmental Differences. This funding would support 40 individuals completing the GRCC certification program as well as provider labor costs over a two-year timeframe. The providers will employ eligible participants and sponsor the costs of putting them through to a certification program with the support of ARPA funds. This effort provides a pathway to stabilize and expand local DSP capacity and these additional employees can make the difference between facilities being able to remain open or closing permanently. For these individuals and their families, it is critical that these residential providers have stable businesses into the future.

Financial Information:

Total Cost: $55,919.75	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:
Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:
Recommended by County Administrator: *11/9/2022 2:20:38 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and Benjamin's Hope, a Michigan nonprofit corporation of 15468 Riley St, Holland MI 49424 (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a Michigan nonprofit entity, and has submitted a written request to the County for $55,919.75 in grant funds to finance the following project: Direct Support Professionals Certificate Pilot;

WHEREAS, during their regular public meeting on _____, the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $55,919.75.

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Executive Director, Benjamin's Hope at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has

been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

BENJAMIN'S HOPE

By: Krista A. Mason

Krista A. Mason, Its: Executive Director

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____

Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

Exhibit A further explains how and when resources authorized by this grant agreement will be released to Recipient, specifically outlining how the itemization of expenses referenced in sections 4 and 5 will be manifested. This grant is conditioned upon receipt of approval from the State Superintendent for public education of this adult education effort. Once that approval has been received, the County will front Recipient $27,959.88 to begin the program. After the initial installment, the remaining $27,959.87 will be released only after the Recipient provides the County's Fiscal Services Department a comprehensive and detailed list of all expenditures incurred with the previously disbursed funds. All expenditures detailed therein must qualify for payment in accordance with Exhibits A, B and C, specifically:

(1) Paid tuition for DSP certification

(2) Wages paid during course completion.

(3) Wage Premium paid upon certification

(4) Marketing and recruitment for DSP position

If ineligible expenses are determined from the County's review, the ineligible expenses will be withdrawn from the remaining payment due. Within 60 days after the expenditure of the remaining funds, the Recipient will forward a final comprehensive and detailed list of all expenditures and all must have qualified for payments in accordance with this Agreement and its Exhibits. If the County in its sole discretion determines that an expenditure does not qualify, the Recipient agrees to reimburse the County for the ineligible expenses.

Any amounts not expended on eligible expenses under Section VI of the proposal by July 1, 2025 will revert to the County's general fund.

EXHIBIT B

METRICS

To meet the immediate goal of stabilizing the DSP workforce and long-term goal for credentialing/ professionalism of the DSP work, Recipient will track and evaluate the following quantitative measurements:

1. Increase Recipient applicant pool following GRCC's DSP curriculum **post-pilot program** offering by 30 %.
    - # of applicants pre curriculum (6 months pre)
    - # of applicants post curriculum (6 months post)
2. Increase the number of people hired by Recipient following program offering by 30%.
    - # of applicants hired pre-curriculum offering (6 months prior)
    - # of applicants hired post-curriculum offering (6 months post)
3. Number of Recipient employees who receive certification in GRCC's DSP curriculum program.
    - # of those employed with Recipient who received certification (total annual number)
4. The GRCC Direct Support Professional (DSP) credentialing program continues as a career path option to support adults to successfully enter the behavioral health care field.

EXHIBIT C

RECIPIENT'S PROPOSAL

[Benjamin's Hope's Proposal and all attachments are incorporated by reference herein. Any discrepancies between that Proposal and this Agreement or its Exhibits shall be resolved according to the terms of this Agreement and its Exhibits]

Action Request

Electronic Submission – Contract # 1718

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: HARBOR HOUSE MINISTRIES

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: DIRECT CARE PROVIDERS CERTIFICATION PROGRAM-HARBOR HOUSE

Suggested Motion:

To approve the Grand Rapids Community College's project for $103,294 in Board Initiatives funds to support the Direct Care Providers Certification Program with Harbor House Ministries.

Summary of Request:

The Social and Human Service Needs Review Committee is recommending $350,000 to a joint application from MOKA Corporation, Heritage Homes, Inc., Harbor House Ministries, and Benjamin's Hope to collaboratively pilot a certificate program in partnership with Grand Rapids Community College and Community Mental Health of Ottawa County (CMHOC) that would provide a Post-Secondary track for students to enter the Direct Care field specifically serving adults with Mental Illness and Developmental Differences. This funding would support 40 individuals completing the GRCC certification program as well as provider labor costs over a two-year timeframe. The providers will employ eligible participants and sponsor the costs of putting them through to a certification program with the support of ARPA funds. This effort provides a pathway to stabilize and expand local DSP capacity and these additional employees can make the difference between facilities being able to remain open or closing permanently. For these individuals and their families, it is critical that these residential providers have stable businesses into the future.

Financial Information:

Total Cost: $103,294.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:
Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:
Recommended by County Administrator: *11/9/2022 2:20:28 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and Harbor House Ministries, a Michigan nonprofit corporation of 919 44th St SW, Jenison, MI 49428 (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a Michigan nonprofit entity, and has submitted a written request to the County for $103,294.00 in grant funds to finance the following project: Direct Support Professionals Certificate Pilot;

WHEREAS, during their regular public meeting on _____, the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $103,294.00.

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Executive Director, Harbor House Ministries at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has

been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

HARBOR HOUSE MINISTRIES

By: Peggy Driesenga

Peggy Driesenga, Its: Executive Director

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____

Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

Exhibit A further explains how and when resources authorized by this grant agreement will be released to Recipient, specifically outlining how the itemization of expenses referenced in sections 4 and 5 will be manifested. This grant is conditioned upon receipt of approval from the State Superintendent for public education of this adult education effort. Once that approval has been received, the County will front Recipient $51,647.00 to begin the program. After the initial installment, the remaining $51,647.00 will be released only after the Recipient provides the County's Fiscal Services Department a comprehensive and detailed list of all expenditures incurred with the previously disbursed funds. All expenditures detailed therein must qualify for payment in accordance with Exhibits A, B and C, specifically:

(1) Paid tuition for DSP certification

(2) Wages paid during course completion.

(3) Wage Premium paid upon certification

(4) Marketing and recruitment for DSP position

If ineligible expenses are determined from the County's review, the ineligible expenses will be withdrawn from the remaining payment due. Within 60 days after the expenditure of the remaining funds, the Recipient will forward a final comprehensive and detailed list of all expenditures and all must have qualified for payments in accordance with this Agreement and its Exhibits. If the County in its sole discretion determines that an expenditure does not qualify, the Recipient agrees to reimburse the County for the ineligible expenses.

Any amounts not expended on eligible expenses under Section VI of the proposal by July 1, 2025 will revert to the County's general fund.

EXHIBIT B

METRICS

To meet the immediate goal of stabilizing the DSP workforce and long-term goal for credentialing/ professionalism of the DSP work, Recipient will track and evaluate the following quantitative measurements:

1. Increase Recipient applicant pool following GRCC's DSP curriculum **post-pilot program** offering by 30 %.
    - # of applicants pre curriculum (6 months pre)
    - # of applicants post curriculum (6 months post)
2. Increase the number of people hired by Recipient following program offering by 30%.
    - # of applicants hired pre-curriculum offering (6 months prior)
    - # of applicants hired post-curriculum offering (6 months post)
3. Number of Recipient employees who receive certification in GRCC's DSP curriculum program.
    - # of those employed with Recipient who received certification (total annual number)
4. The GRCC Direct Support Professional (DSP) credentialing program continues as a career path option to support adults to successfully enter the behavioral health care field.

EXHIBIT C

RECIPIENT'S PROPOSAL

[Harbor House Ministries' Proposal and all attachments are incorporated by reference herein. Any discrepancies between that Proposal and this Agreement or its Exhibits shall be resolved according to the terms of this Agreement and its Exhibits]

Action Request

Electronic Submission – Contract # 1719

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: HERITAGE HOMES INC

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: DIRECT CARE PROVIDERS CERTIFICATION PROGRAM-HERITAGE HOMES

Suggested Motion:

To approve the Grand Rapids Community College's project for $103,294.00 in Board Initiatives funds to support the Direct Care Providers Certification Program with Heritage Homes, Inc.

Summary of Request:

The Social and Human Service Needs Review Committee is recommending $350,000 to a joint application from MOKA Corporation, Heritage Homes, Inc., Harbor House Ministries, and Benjamin's Hope to collaboratively pilot a certificate program in partnership with Grand Rapids Community College and Community Mental Health of Ottawa County (CMHOC) that would provide a Post-Secondary track for students to enter the Direct Care field specifically serving adults with Mental Illness and Developmental Differences. This funding would support 40 individuals completing the GRCC certification program as well as provider labor costs over a two-year timeframe. The providers will employ eligible participants and sponsor the costs of putting them through to a certification program with the support of ARPA funds. This effort provides a pathway to stabilize and expand local DSP capacity and these additional employees can make the difference between facilities being able to remain open or closing permanently. For these individuals and their families, it is critical that these residential providers have stable businesses into the future.

Financial Information:

Total Cost: $103,294.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:
Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/9/2022 2:20:55 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and Heritage Homes, Inc, a Michigan nonprofit corporation of 400 136th Avenue, Building 200, Suite 205, Holland, MI 49424 (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a Michigan nonprofit entity, and has submitted a written request to the County for $103,294.00 in grant funds to finance the following project: Direct Support Professionals Certificate Pilot;

WHEREAS, during their regular public meeting on _____, the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $103,294.00.

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Executive Director, Heritage Homes, Inc at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or

extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

HERITAGE HOMES, INC

By: Dawn Noordijk

Dawn Noordijk, Its: Executive Director

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____

Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

Exhibit A further explains how and when resources authorized by this grant agreement will be released to Recipient, specifically outlining how the itemization of expenses referenced in sections 4 and 5 will be manifested. This grant is conditioned upon receipt of approval from the State Superintendent for public education of this adult education effort. Once that approval has been received, the County will front Recipient $51,647.00 to begin the program. After the initial installment, the remaining $51,647.00 will be released only after the Recipient provides the County's Fiscal Services Department a comprehensive and detailed list of all expenditures incurred with the previously disbursed funds. All expenditures detailed therein must qualify for payment in accordance with Exhibits A, B and C, specifically:

(1) Paid tuition for DSP certification

(2) Wages paid during course completion.

(3) Wage Premium paid upon certification

(4) Marketing and recruitment for DSP position

If ineligible expenses are determined from the County's review, the ineligible expenses will be withdrawn from the remaining payment due. Within 60 days after the expenditure of the remaining funds, the Recipient will forward a final comprehensive and detailed list of all expenditures and all must have qualified for payments in accordance with this Agreement and its Exhibits. If the County in its sole discretion determines that an expenditure does not qualify, the Recipient agrees to reimburse the County for the ineligible expenses.

Any amounts not expended on eligible expenses under Section VI of the proposal by July 1, 2025 will revert to the County's general fund.

EXHIBIT B

METRICS

To meet the immediate goal of stabilizing the DSP workforce and long-term goal for credentialing/ professionalism of the DSP work, Recipient will track and evaluate the following quantitative measurements:

1. Increase Recipient applicant pool following GRCC's DSP curriculum **post-pilot program** offering by 30%.
    - # of applicants pre curriculum (6 months pre)
    - # of applicants post curriculum (6 months post)
2. Increase the number of people hired by Recipient following program offering by 30%.
    - # of applicants hired pre-curriculum offering (6 months prior)
    - # of applicants hired post-curriculum offering (6 months post)
3. Number of Recipient employees who receive certification in GRCC's DSP curriculum program.
    - # of those employed with Recipient who received certification (total annual number)
4. The GRCC Direct Support Professional (DSP) credentialing program continues as a career path option to support adults to successfully enter the behavioral health care field.

EXHIBIT C

RECIPIENT'S PROPOSAL

[Heritage Homes, Inc's Proposal and all attachments are incorporated by reference herein. Any discrepancies between that Proposal and this Agreement or its Exhibits shall be resolved according to the terms of this Agreement and its Exhibits]

Action Request

Electronic Submission – Contract # 1720

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: MOKA CORPORATION

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: DIRECT CARE PROVIDERS CERTIFICATION PROGRAM-MOKA CORPORATION

Suggested Motion:

To approve the Grand Rapids Community College's project for $87,492.25 in Board Initiatives funds to support the Direct Care Providers Certification Program with MOKA Corporation.

Summary of Request:

The Social and Human Service Needs Review Committee is recommending $350,000 to a joint application from MOKA Corporation, Heritage Homes, Inc., Harbor House Ministries, and Benjamin's Hope to collaboratively pilot a certificate program in partnership with Grand Rapids Community College and Community Mental Health of Ottawa County (CMHOC) that would provide a Post-Secondary track for students to enter the Direct Care field specifically serving adults with Mental Illness and Developmental Differences. This funding would support 40 individuals completing the GRCC certification program as well as provider labor costs over a two-year timeframe. The providers will employ eligible participants and sponsor the costs of putting them through to a certification program with the support of ARPA funds. This effort provides a pathway to stabilize and expand local DSP capacity and these additional employees can make the difference between facilities being able to remain open or closing permanently. For these individuals and their families, it is critical that these residential providers have stable businesses into the future.

Financial Information:

Total Cost: $87,492.25	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:
Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:
Recommended by County Administrator: *11/9/2022 2:21:14 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and MOKA Corporation, a Michigan nonprofit corporation of 715 Terrace St, Suite 201, Muskegon MI 49440 (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a Michigan nonprofit entity, and has submitted a written request to the County for $87,492.25 in grant funds to finance the following project: Direct Support Professionals Certificate Pilot;

WHEREAS, during their regular public meeting on _____, the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $87,492.25.

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Executive Director, MOKA Corporation at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has

been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this 7th day of November, 2022.

MOKA CORPORATION

By: _____

Tracey Hamlet, Its: Executive Director

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____

Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

Exhibit A further explains how and when resources authorized by this grant agreement will be released to Recipient, specifically outlining how the itemization of expenses referenced in sections 4 and 5 will be manifested. This grant is conditioned upon receipt of approval from the State Superintendent for public education of this adult education effort. Once that approval has been received, the County will front Recipient $43,746.13 to begin the program. After the initial installment, the remaining $43,746.12 will be released only after the Recipient provides the County's Fiscal Services Department a comprehensive and detailed list of all expenditures incurred with the previously disbursed funds. All expenditures detailed therein must qualify for payment in accordance with Exhibits A, B and C, specifically:

(1) Paid tuition for DSP certification

(2) Wages paid during course completion.

(3) Wage Premium paid upon certification

(4) Marketing and recruitment for DSP position

If ineligible expenses are determined from the County's review, the ineligible expenses will be withdrawn from the remaining payment due. Within 60 days after the expenditure of the remaining funds, the Recipient will forward a final comprehensive and detailed list of all expenditures and all must have qualified for payments in accordance with this Agreement and its Exhibits. If the County in its sole discretion determines that an expenditure does not qualify, the Recipient agrees to reimburse the County for the ineligible expenses.

Any amounts not expended on eligible expenses under Section VI of the proposal by July 1, 2025 will revert to the County's general fund.

EXHIBIT B

METRICS

To meet the immediate goal of stabilizing the DSP workforce and long-term goal for credentialing/ professionalism of the DSP work, Recipient will track and evaluate the following quantitative measurements:

1. Increase Recipient applicant pool following GRCC's DSP curriculum **post-pilot program** offering by 30 %.
    - # of applicants pre curriculum (6 months pre)
    - # of applicants post curriculum (6 months post)
2. Increase the number of people hired by Recipient following program offering by 30%.
    - # of applicants hired pre-curriculum offering (6 months prior)
    - # of applicants hired post-curriculum offering (6 months post)
3. Number of Recipient employees who receive certification in GRCC's DSP curriculum program.
    - # of those employed with Recipient who received certification (total annual number)
4. The GRCC Direct Support Professional (DSP) credentialing program continues as a career path option to support adults to successfully enter the behavioral health care field.

EXHIBIT C

RECIPIENT'S PROPOSAL

[MOKA Corporation's Proposal and all attachments are incorporated by reference herein. Any discrepancies between that Proposal and this Agreement or its Exhibits shall be resolved according to the terms of this Agreement and its Exhibits]

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Administration
Submitted By:	John Shay
Agenda Item:	ODC Childcare & Early Childhood and Learning Centers Expansion

Suggested Motion:

To approve the ODC's project for $7,500,000 in ARPA grant funding to support the Childcare & Early Childhood and Learning Centers Expansion.

Summary of Request:

There is nothing more basic than a parent's desire to provide for their children and know that they are safe, cared for, and nurtured while they do so. At the same time, there is nothing more crucial to the long-term success of a community than the growth and development of its next generation. Unfortunately, both are at risk today. The evidence that shows this is overwhelming and what follows here is an overview of state and local data that describes this crisis.

Several reports have demonstrated this need for more child care options in Ottawa County serving the 0-5 age group, especially for low-income families. The Michigan League for Public Policy (MLPP) states in a March 2021 publication "Child care continues to be a critical need in Michigan." Ottawa County, the MLPP reports, has low capacity, which means there are 1.9 kids per spot and the county needs more programs serving the 0-5 age group. The MLPP also reports that 8% of families in Ottawa County live below the poverty level (less than $26,500 annually for a family of four) and another 20% live between 100% and 200% of the poverty level (annual income between $27,750-$55,500 for a family of four). Together, this represents more than 1 in 4 families in the County. Complicating this issue, according to a recent report by Crain's, "Between the start of 2020 and Sept. 2, 2022, the state lost 753 day care centers, home-based centers and group home centers, a nearly 9 percent decrease." Currently, Ottawa County has approximately 11,000 child care 'spots' within the county, and 21,000 children birth to 5, leaving a gap of 10,000 child care spots, while our population and employer needs continue to grow and expand.

Child care remains one of the highest concerns of employers who already face a significant labor shortage.

The important take away here is that no matter who you are or where you live in Ottawa County there isn't enough child care. It doesn't just affect parents, but our businesses and civic institutions as well. Without immediate action, the gap in child care will stifle the area's economic growth, jeopardize family stability, and make Ottawa County a difficult place to belong.

Financial Information:

Total Cost: $7,500,000.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

Seeking Federal ARPA Funding

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 2: Consider initiatives that contribute to the social health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Shay

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee

11/15/2022

SUBRECIPIENT AGREEMENT Between OTTAWA COUNTY, MICHIGAN and ODC CHILDCARE NETWORK FOR AMERICAN RESCUE PLAN ACT ("ARPA") FUNDS

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "COUNTY"), and ODC Childcare Network, a non-profit organization (hereinafter "RECIPIENT"):

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, on May 10, 2021, the United States Department of the Treasury (hereinafter "US TREASURY") published guidance regarding the allowable usage of the Coronavirus State and Local Fiscal Recovery Funds (hereinafter "SLFRF") to be disseminated to local governments in accordance with the ARPA;

WHEREAS, the RECIPIENT, a Michigan nonprofit corporation, submitted a written request to the COUNTY for $8,250,000.00 in COVID-19 relief funds to support digital skill training in Ottawa County high school and middle schools, which is explained in more detail in its proposal, which is attached as Exhibit A and which is incorporated by reference herein;

WHEREAS, the COUNTY intends to allocate a portion of its SLFRF funds to assist organizations within Ottawa County that have suffered negative economic impacts as a result of the COVID-19 pandemic in accordance with all federal, state, and local guidelines regarding the usage of SLFRF funds;

WHEREAS, under section 602(c)(3) of the ARPA, the COUNTY may transfer funds to a small business or private non-profit entity for the purpose of meeting ARPA's goals;

WHEREAS, in an effort to provide additional guidance regarding the eligible uses of SLFRF funds, the US TREASURY published a document containing answers to Frequently Asked Questions regarding Coronavirus State and Local Fiscal Recovery Funds as of July 19, 2021 (hereinafter "FAQ");

WHEREAS, Section 2.8 of the FAQ states that recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible for the use of SLFRF Funds;

WHEREAS, during their regular public meeting on November 22, 2022, the Board of County Commissioners (hereinafter "BOARD") approved the aforementioned request from the RECIPIENT subject to all federal, state, and local guidelines regarding the usage of SLFRF funds, including any contractual guidelines set forth by the BOARD, as well as any audit requirements established by the Michigan State Auditor's Office (hereinafter "SAO"); and

WHEREAS, the COUNTY and RECIPIENT desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect no later than December 31, 2024, unless terminated earlier by the COUNTY in writing. The parties envision that the disbursement provisions and other audit and reporting requirements will be memorialized in an amended agreement once the parties receive the benefit of Guidehouse Consulting's review and recommendations regarding RECIPIENT's proposal.

2. SLFRF FUNDS TO BE DISSEMINATED TO RECIPIENT

The total subaward of SLFRF funds to be disseminated by the COUNTY to the RECIPIENT as part of this Agreement shall not exceed $8,250,000.00. This grant is contingent upon Guidehouse Consulting's conclusion that the RECIPIENT's proposal is eligible for SLFRF Funds in whole or in part and the development of appropriate conditions and metrics for the program.

3. LIMITATIONS REGARDING THE USE OF SLFRF FUNDS

The RECIPIENT shall ensure that all expenditures utilizing SLFRF funds received in accordance with this Agreement shall be limited to only those eligible services outlined in Section 2.8 of the US TREASURY ARPA FAQ, which states that recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible for the use of SLFRF Funds. In addition to and without limiting the above, the RECIPIENT shall ensure that all expenditures utilizing SLFRF funds are expended in accordance with the application for such funds and all supporting materials which are incorporated by reference herein as Exhibit A.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH ARPA

In order to ensure compliance with the existing ARPA guidelines set forth by the US TREASURY – while also ensuring that all expenditures within the scope of this Agreement adhere to future guidelines that may be established by the US TREASURY during the term of this Agreement – the RECIPIENT, when requesting reimbursement for eligible ARPA expenditures, shall provide to the COUNTY a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the RECIPIENT, indicating that all expenditures therein comport with the guidelines of the ARPA as set forth by the US TREASURY and in accordance with its representations in Exhibit A. Reimbursement requests shall be submitted to the COUNTY no more than once per month. No reimbursement requests may be submitted to the COUNTY after December 31, 2024.

5. TIMELINE REGARDING THE DISSEMINATION OF FUNDS TO RECIPIENT

Upon receipt of the RECIPIENT's complete reimbursement request as described above, the COUNTY shall disseminate funds for all eligible ARPA expenditures therein within twenty (20) days of receipt of said reimbursement request. The dissemination of SLFRF funds shall only occur after the COUNTY reviews the RECIPIENT's reimbursement request to ensure that all expenditures detailed

therein appear to qualify for reimbursement in accordance with all published federal, state, and local guidance regarding the use of SLFRF funds as specified in the ARPA. All payments from the COUNTY to the RECIPIENT are contingent on the availability of SLFRF funds to the COUNTY, and further subject to all applicable federal, state, and local laws regarding the governance of SLFRF funds within the ARPA.

6. EVOLUTION OF ARPA GUIDANCE FROM THE US TREASURY

The COUNTY may request additional information from the RECIPIENT, as needed, to meet any additional guidelines regarding the use of SLFRF funds that may be established by the US TREASURY during the scope of this Agreement.

7. TERMINATION

Without the need for prior notification, the COUNTY may terminate this Agreement immediately at its will upon written notice to the RECIPIENT, and the RECIPIENT agrees that it will not sue the COUNTY or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The RECIPIENT shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the COUNTY for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The RECIPIENT agrees to defend, indemnify, and hold the COUNTY, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the RECIPIENT, its officers, directors, employees, and/or agents relating to the RECIPIENT's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

The RECIPIENT shall comply with all federal, state, and local laws and all requirements and published guidance set forth regarding the usage of any and all monies appropriated under the ARPA.

11. MAINTENANCE AND AUDIT OF RECORDS

The RECIPIENT shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the COUNTY or its designees, the SAO, and the US TREASURY for five (5) years following termination of this Agreement. If it is determined during the course of the audit that the RECIPIENT was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding

the expenditure of such funds, the RECIPIENT agrees to promptly reimburse the COUNTY for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

RECIPIENT: [Position and address]

COUNTY: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the COUNTY and the RECIPIENT for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any

action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the COUNTY to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the COUNTY of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the COUNTY at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The RECIPIENT shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the COUNTY.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by an third party nor shall it be construed as a waiver of the COUNTY'S governmental immunity. This provision shall not limit any obligation which either party has to the US TREASURY in connection with the use of ARPA funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.

23. CIVIL RIGHTS COMPLIANCE

Recipients of Federal financial assistance from the US TREASURY are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the US TREASURY do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The RECIPIENT shall be solely responsible for any and all local, state or federal taxes and/or fees associated within this distribution of funds and the COUNTY shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

SUBRECIPIENT

By: _____

_____, Its: _____

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By:_____

Justin F. Roebuck, County Clerk

ARPA Social and Human Service Needs – Full Application

NARRATIVE INSTRUCTIONS

Please provide the information in the Narrative using the headings indicated and in the order requested. The Narrative section of the proposal should be approximately 5 – 7 single spaced pages in total (**not** including the budget worksheet or other attachments). Please number the pages of the Narrative.

NARRATIVE OUTLINE

I. **Organizational Information**

The mission of the ODC Network (ODC) is to *advance outdoor education and conservation in West Michigan* and nature-based early childhood education is core to this mission. ODC Network knows the value and power of nature-based experiences which led to the creation of the Little Hawks Discovery Preschool in 2013. This began as a partnership with Hamilton Community Schools and eventually due to expansion, became a component of the ODC Network. The first year, there were 56 preschoolers enrolled at Little Hawks. Since that time, the expansion has been vast including the addition of child care. The ODC now operates three sites that are widely considered among the top early childhood programs in the area. Little Hawks Discovery Preschool is located in Fillmore Township, Seedlings Discovery Preschool is in the City of Holland, and Dragonflies Discovery Preschool opened this school year in Park Township. In total, **nearly 400 children receive preschool education, wrap around care services, and full-time child care with the ODC Network**.

ODC was founded in 2000. At that time, a local nonprofit Wildlife Unlimited of Allegan and Ottawa Counties formed a partnership with the Ottawa Area Intermediate School District (OAISD) to create an outdoor education center that would serve both Allegan and Ottawa county schools and communities. This entity was the Outdoor Discovery Center. Nine years later, the Outdoor Discovery Center merged with the Macatawa Greenway Partnership to leverage and expand their missions. Over the years, nine business divisions have been developed and our breadth of services led to a formal name change to the ODC Network in 2018.

ODC's current business units include the following:
Outdoor Discovery Center: Our 166-acre nature preserve with a variety of habitats, walking trails, live animal exhibits, playscapes, Cultural History Center and educational programming. It is open free to the public 365 days a year.
DeGraaf Nature Center: The city of Holland's 18-acre urban nature center managed by ODC.
ODC Education Network: Our team of educators and naturalists who provide customized professional development and nature-based education opportunities for students, educators and education administrators – connecting them to nature.
Little Hawks Discovery Preschool and Hatchlings Child care: Our first nature-based, licensed preschool and located in the Outdoor Discovery Center, it serves 200 children each year and offers full child care services at Hatchlings Child Care.
Seedlings Discovery Preschool: Our second nature-based, licensed preschool and located at Pillar Church in downtown Holland, it serves 18 children each year in full-day preschool.
Dragonflies Discovery Preschool: Our third nature-based, licensed preschool and located at in Park Township, it serves 180 children each year and offers wrap-around child care.
Macatawa River Greenway: Its mission is to protect and enhance natural lands, streams and open spaces within the Lake Macatawa watershed for public enjoyment and the preservation of plant and wildlife habitat.

Project Clarity: A regional partnership with a mission to restore the water quality of Lake Macatawa and the Macatawa Watershed through land restoration, best land management practices, community education and long-term sustainability.
Kalamazoo River Greenway: Its mission is to protect and enhance natural lands, streams and open spaces within the Kalamazoo River Watershed for public enjoyment and the preservation of plant and wildlife habitat.
ODC Conservation Services: Our staff provide fee-for-service land management and restoration services, invasive species management and wildlife habitat and conservation improvement to public and private land owners/customers in West Michigan.
Nature-Rich Community: An initiative developed to promote a systems-based sustainability program for ODC and the greater community.
ODC Explorer Network: It provides nature-based, small group eco-tour excursions with experienced travelers and ODC naturalists.

Travis Williams, ODC's Chief Executive Officer, has led ODC since its start. Other members of ODC's senior leadership include David Nyitray, President and Chief Operating Officer; Jamie Krupka, Chief Program Officer; Joy Funk, Vice President of Programming; Alexa Redick, Vice President of Communications and Marketing; and Mike Oosting, Vice President of Operations. Our Board of Directors is led by Chairperson Laurie Schmitt and consists of 16 community members representing business, non-profits, education and the community at large. Board meetings are held bimonthly with most work done by board committees. Currently ODC's staff consists of 65 full-time and 37 part-time employees. ODC's financial history has been marked by strength and growth due to the generosity of the greater community and the confidence of public funders for our work. The current operating budget is $4.4 million and income sources include earned revenue from programs and services, philanthropic support, and public funding.

Furthermore, **the ODC has specific experience with one-time infusions of capital for a designated purpose**. In 2013, the ODC launched a similarly sized initiative called Project Clarity that raised more than $10 million dollars from the public and private sector to invest in water quality projects. In 2021, research showed the lowest levels of phosphorous since 1972. In addition, the Macatawa Area Coordinating Council, a cooperative effort among local units of government, trusted the ODC and its work in water quality by hiring the ODC to serve as its sole provider of these services.

II. Statement of Need

There is nothing more basic than a parent's desire to provide for their children and know that they are safe, cared for, and nurtured while they do so. At the same time, there is nothing more crucial to the long-term success of a community than the growth and development of its next generation. Unfortunately, both are at risk today. The evidence that shows this is overwhelming and what follows here is an overview of state and local data that describes this crisis.

Several reports have demonstrated this need for more child care options in Ottawa County serving the 0-5 age group, especially for low-income families. The Michigan League for Public Policy (MLPP) states in a March 2021 publication "Child care continues to be a critical need in Michigan." Ottawa County, the MLPP reports, has *low capacity,* which means there are 1.9 kids per spot and the county needs more programs serving the 0-5 age group. The MLPP also reports that 8% of families in Ottawa County live below the poverty level (less than $26,500 annually for a family of four) and another 20% live between 100% and 200% of the poverty level

(annual income between $27,750-$55,500 for a family of four). **Together, this represents more than 1 in 4 families in the County.** Complicating this issue, according to a recent report by Crain's, "Between the start of 2020 and Sept. 2, 2022, the state lost 753 day care centers, home-based centers and group home centers, a nearly 9 percent decrease." Currently, Ottawa County has approximately 11,000 child care 'spots' within the county, and 21,000 children birth to 5, leaving a gap of 10,000 child care spots, while our population and employer needs continue to grow and expand.

According to the 2020 *ALICE National Report*, "child care is essential for parents to work and children to be prepared for school. Education is one of the best predictors of financial well-being…and ALICE families face challenges finding quality education at every level." [ALICE families are identified as Asset Limited, Income Constrained, Employed households and live above the poverty level.] *United for Alice* reports that the percentage of all households, which are identified as ALICE households in Ottawa County, was 22% in 2021. In many ALICE households with young children, monthly child care can be the most expensive item in their family budget. Furthermore, data shared by Lakeshore Advantage shows **Ottawa County is among the worst in the state with child care expenses making up almost 40% of household income** for minimum wage workers. Kidscount data explains why the child care problem matters to all in our community, the best, "Child care enables parents to take advantage of educational and economic opportunities for their families while providing children with quality settings to grow and learn. While child care should account for no more than 7% of a family's budget, the average cost of care is often much greater, rivaling the costs of housing and in-state college tuition. Care is even more expensive for families that need infant or toddler care, have children with special needs, or who need care during evening or weekend hours." In fact, this is especially true for hourly wage workers who are more likely to rely on family, friend, and neighbor care. While these can be a short-term solution for child care needs, issues of reliability often lead to employee turnover.

Employee turnover is one example of how child care is both a human issue and an economic one. A recent Lakeshore Advantage Economic Report included results of a survey of Ottawa and Allegan County employers which inquired about the child care needs of their employees. 50% of the respondents indicated that their employees' child care needs have significantly changed, and those most affected include:

- Households with both parents working
- Employees working in positions with little to no flexibility
- Employees working in manufacturing

Child care remains one of the highest concerns of employers who already face a significant labor shortage.

The important take away here is that no matter who you are or where you live in Ottawa County there isn't enough child care. It doesn't just affect parents, but our businesses and civic institutions as well. Without immediate action, the gap in child care will stifle the area's economic growth, jeopardize family stability, and make Ottawa County a difficult place to belong.

III. Project Description

The ODC Network will reduce the gap in child care capacity by 10% over the next 3 years. To do so, it will work with its partners to create **1,000 additional child care spots** across the County. For the ODC to be involved these new programs need to be both nature-based and education focused. Approaching them from this dual perspective leads to incredible benefits for children including:

- Prevent the achievement gap between disadvantaged children and their more advantaged peers;

- Improve health outcomes for disadvantaged children;
- Boost earnings for disadvantaged children later in life;
- The rate of return for investments in quality early childhood development for disadvantaged children is 7-10% annum through better outcomes in education, health, sociability, economic productivity and reduced crime;
- Spending time in nature can improve health and wellbeing, including more healthy babies, healthy eyes and vitamin D levels;
- Increased physical activity and social-emotional wellbeing;
- Spending time in nature enhances educational outcomes by improving children's academic performance, focus, behavior, and engagement in and enthusiasm for learning;
- Nature-based sensory related experiences advance brain development
- Nature based education increases empathy and care for the community and development

At the same time, ODC Network realizes that parental involvement is crucial for early childhood success. Because of this the ODC offers a variety of early childhood program offerings designed to complement parent choice. We will expand this service to others through this new endeavor by offering a combination of programming resources, which are built in best practices. These include the following:

- Blended/braided program that serves a mix of incomes and socioeconomic statuses
- Infant and toddler care 6 weeks to 30 months
- Full-day and half-day preschool options for children 30 months and older
- Wrap around child care for families
- Significant time spent in outdoor learning and play
- A full Inclusion preschool model for children with diverse learning abilities
- Social Worker support for students and families
- Parent training classes on child development
- Educator training and site experience for college Education majors
- State accredited and certified teachers and trained assistants
- Help me Grow Ottawa position to leverage existing supports for families (such as food resources, housing, programs and services to support the family)

The ODC Network plans to accomplish this through a coalition of partners including the Ottawa Area Intermediate School District (OAISD) and local businesses. The ODC will physically locate the new and expanded child care centers across the County using local employer sites. With the commitments to date, the ODC would be able to open onsite care:

- In the City of Holland at Stow Co. in partnership with Hope College;
- In Zeeland Township at [redacted];
- In the City of Grand Haven at Shape Corp.;
- In Georgetown Township at NuWool Co. Inc.; and
- In Holland Township at the Shops at Westshore in partnership with the OAISD.

This demonstrates the ODC's commitment and ability to develop partnerships geographically across the County. The current proposed center locations are **geographically accessible for 9 of the 11 commission**

districts (before or after redistricting), representing over 80% of the population. In addition, the employers partnering in this endeavor draw employees from across the County including the areas where a center is not currently proposed. So, while child care may not be near a family home, onsite care at a place of business makes it highly accessible for a majority of Ottawa County families.

Furthermore, family home centers supported by this project can be located where a large-scale center might not be economically feasible. The OAISD and the ODC will work to engage entrepreneurs interested in running licensed home based child care services across the county, but specifically in areas where a center based solution isn't feasible. The coalition will also help former providers who may have left the industry during the pandemic return to business, leveraging existing expertise within the community. While this project meets the primary goal of increasing capacity, it will have a secondary benefit of increasing affordability and convenience for child care in the region in general. Parents, who may have had to drive a great distance to find care, may now free up a child care spot for someone close by shut out of the market due to supply.

The table below shows the estimated geographic spread and timetable for implementation:

Physical Location	2023	2024	2025	Total
49423	50			50
49464		300		300
49424			100	100
49417/49456			200	200
49426/49428			150	150
Home-based	50	50	100	200
Total	**100**	**350**	**550**	**1000**

This table shows the major activities grouped by year:

Child Care Center Activity Timeline		
Upon Approval/2023	2024	2025
Stow Permitting and Renovation	Shape Construction	**Shape Opens**
Stow Hiring	[redacted] Hiring	Shops @ Westshore Construction
Stow Licensing	[redacted] Licensing	Shops @ Westshore Hiring
[redacted] Design	[redacted] **Opens**	NuWool Construction
[redacted] Permitting	Shops @ Westshore Design	Shops @ Westshore Licensing
Stow Opens	Shops @ Westshore Permitting	NuWool Licensing
[redacted] Construction	NuWool Design	NuWool Hiring
Shape Design	NuWool Permitting	**Shops @ Westshore Opens**
Shape Permitting	Shape Hiring	**NuWool Opens**
Evaluation Begins	Shape Licensing	Evaluation Concludes

Key Personnel:

Tami Mannes, PhD: Dr. Mannes is currently the Director of Early Childhood Services at Ottawa Area Intermediate School District. Tami has been within the early childhood field for 20 years, working in early childhood systems and administration for 10 years. Tami has a history of expanding preschool programming in the last 10 years. In doing so, Tami and her team have been responsible for significant gains in kindergarten readiness across the community. Tami will provide overall program leadership and specifically oversee homebased care expansion, data evaluation, and program licensing and development. Tami received a PhD in special education and early literacy.

Travis Williams: Mr. Williams began the ODC 22 years ago in partnership with OAISD. Since that time, Travis has been the leader in developing the ODC as a independent non-profit entity and has continued to expand the scope of expertise of the ODC Network, not only preserving wetlands and nature areas throughout our county, but also envisioning and implementing high quality nature based education experiences. Travis' long-term relationships with business stakeholders and community members within the county is vital to the success of this project. In addition, Travis has successfully completed the design and construction process for two early childhood education centers and the renovation of a third. Travis' education experience includes an MBA and a M.Ed.

Dave Nyitray: Mr. Nyitray has 15 years of experience within the non-profit sector in both administration and development, including 10 years with early childhood programming leadership responsibilities. Dave comes with years of experience in both designing and implementing projects, and ultimately making Ottawa County a better place for families and children to live. David's role in this project will be to lead the financial management, coordinate contracted services, and provide operational oversight for the project. Dave will be completing a Master's of Non-Profit Administration in the Spring of 2023.

This project would create long-term, transformational impact in several ways, while addressing gaps for underserved populations. First, by partnering directly with local businesses for on-site child care, it increases opportunity for hourly employees who struggle to find care that allows them to come to work. According to Lakeshore Advantage, labor force participation rates have dropped approximately 5%, which equates to close to 10,000 people leaving the workforce over the last few years. This decrease in workforce engagement disproportionately affected women and those with lower educational attainment. This project aims to create high quality, trusted child care environments that support all workers to return to the workforce, especially women. This model will also see the first second shift child care opportunities in the County and would be the first program in the State of Michigan to offer second shift access to the Great Start Readiness Program (GSRP). Both [redacted] and Shape have strong interest in developing this programming with a goal of providing the same quantity of second shift care as first shift care at those sites.

Second, there is a direct economic benefit to this project. Funding this proposal will create 165 new jobs and a corresponding $4,000,000 in economic value according to the Lightcast Model of Lakeshore Advantage. Furthermore, $25,000,000 will be invested in new construction and renovation work. Beyond the direct impact, there are secondary economic benefits. With businesses as key partners in the childcare solution, a report by Ready Nation and the Council for Strong America (2021) noted that companies that invested in their employees and their families reported 5.5 times more revenue growth. Comparatively, employers can lose up to $13 billion in potential earnings, productivity, and revenue due to inadequate childcare resources.

Once more, parents can start employment sooner after being hired or return to work sooner after a parental leave. This is one tool towards increasing employee retention and recruitment. Employee turnover is problematic as it can cost thousands of dollars or more. Furthermore, to replace employees you have hiring costs, loss of productivity, decrease of staff morale, and training costs.

Third, investment in early childhood education sees ample return as every dollar invested has a $5-$7 return on investment in community savings and added productivity in the long run. Once more, vocabulary development begins years before preschool, and is impacted by environmental factors (Hart & Risley, 1995). Hart & Risley's (1995) seminal study examined vocabulary development and found children from upper-class homes, working-class homes, and welfare homes were exposed to 11.2 million, 6.5 million, and 3.2 million words respectively. These differences are vast and show the need to ensure young children have high quality learning environments from the start! Research shows that the word gap can be remediated with appropriate exposure to high quality early learning experiences.

This project will support our community families and business by providing increased access to high quality childcare, eliminating barriers for labor force engagement, supporting business growth, and elevating the trajectory for children across our County.

IV. **Community Partnership**

This project wouldn't be possible without partner support across the county. **The ODC's primary partner is the Ottawa Area Intermediate School District (OAISD).** The OAISD currently is responsible for more than $20 million dollars' worth of early childhood investment in Ottawa County each year, making it the largest countywide provider of early childhood services in the County. Additionally, OAISD has maximized increased revenue streams from state and federal sources to continue to expand early childhood programming and services. Since 2011, OAISD has increased revenue 233% from a $6 million dollar budget to $20 million. Furthermore, increased funding equates to direct impact on kids and families within Ottawa County, with an 380% increase in children accessing services prior to Kindergarten.

Over the course of the last 10 years, OAISD's early childhood department has a proven track record of implementing and scaling up programming across the county. One example includes supporting child care providers to start implementing the Great Start Readiness Program. This start up requires intensive support to implement sound business practices, implementation of new curriculum, supporting staff to teach all children including children with disabilities and/or behavior challenges so parents do not have to leave work to pick up their child. Not only does OAISD have experience scaling up preschool programs, but OAISD currently supports 41% of the children 0-5 and families in Ottawa Area in some capacity. They are trusted within the community by families and community stakeholders.

The OAISD will play a pivotal role in coordinating support services and navigating licensing requirements. On top of this, they will provide technical support and data management, administrative staffing, and evaluation of the newly created child care offerings. The ODC will rely on the OAISD generally, and Dr. Mannes' expertise more specifically to implement every facet of this program.

In addition, local school districts will help identify areas with care gaps and can leverage its existing infrastructure to provide economies of scale to new child care providers. The OAISD provides support services

for all of these schools and the ODC has partner relationships with and has provided programming for a large majority of the schools in the County, serving more than 30,000 students each year.

The State of Michigan can assist by providing economic incentives to business partners as well as supporting subsidies for child care including through the Michigan Department of Health and Human Services as well as the Tri-Share program.

Lastly, business partners will be at the table making sure the programming developed both meets the needs of employees and employers. The ODC Network has received written support from 9 businesses and expressly committed funding totaling $20,000,000 from these. These partners however serve a much greater role than resources alone. In total, they represent more than 5,000 employees across the County and are all seeking additional employees. This creates a natural pipeline for supporting economic growth and family stability across the County.

There are 277 licensed child care providers in Ottawa County, serving approximately 50% of children 0-5. While these services are similar, this project is not duplicative because there is simply not enough capacity to meet the overall demand. Wherever appropriate, the ODC will work with child care partners across the community. In particular, working with the Great Start to Quality Regional Resource Center and Great Start Collaborative to leverage existing expertise and establish new working relationships.

V. **Evaluation**

The ODC Network will contract with the OAISD to oversee this portion of the project. The evaluation for this project with be multi-faceted to ensure that the complexity and scale of this project for both economic impact as well as child and family impact are measured. This ensures the measurement provides third-party accountability and also provides valuable information for the broader community by aggregating this work with other County data sets.

The impact of the new child care sites will look at the publicly available data indicators. This will allow the evaluation to include a baseline and track indicators as this project continues to expand high-quality, child care opportunities for children and families. Because these are all public data sets, it increases the sustainability in the long run, by avoiding the need for a proprietary data system. The goal for this data would be for interactivity, utilizing mapping technology.

New Child Care Capacity Evaluation:

Variable	Data Source
Child Care License	LARA
Participation in Great Start to Quality	Great Start to Quality (greatstarttoquality.org)
Participation in CDC Child Care Subsidy	Department of Health and Human Services
Braided Funding (GSRP with tuition)	OAISD
Participation in Food Program	Michigan Department of Education
Number of Child Care Slots Created	Program Data

Child and Family Impact Evaluation:

The child and family evaluation is a secondary data analysis that will allow our team to engage in continual improvement to better meet the educational needs of children. The outlined tools below for data collection are required components of implementing high quality programming, and we will use the data available to provide additional information about educational characteristics of the children and programs. Second, parent voice needs to be a central aspect of meeting families where they are at, and helping parents become their child's first and best teacher. The goal of this program is to not only support the child, but also build stronger families. This data will be collected via survey of parent satisfaction, skills learned after events, as well as focus groups when appropriate. The following indicators will be used:

Variable	Data Source
Developmental Screening	OAISD – Ages and Stages Questionnaire
Curriculum Assessments	OAISD - Creative Curriculum
Preschool Early Literacy Indicators (Children 3-5 years of age)	OAISD – Acadia Data Set
Family Feedback Surveys & Focus Groups	ODC & OAISD - Local Data

Economic Impact Evaluation:

Finally, the transformational nature of this project will be demonstrated through the economic impact of the project across the County. The following measures will be tracked:

Variable	Data Source
Jobs created	Employer – Local Data
Economic impact of jobs created	Lakeshore Advantage
Number of Employees participating (including breakdown by sub groups i.e. income, race, etc)	Employer – Local Data
Number of children participating (including breakdown by subgroups)	Employer – Local Data
Employee retention comparisons (participating vs not participating in child care program)	Employer – Local Data
# open jobs	Employer – Local Data
# new employees who engage	Employer – Local Data
$ leveraged	ODC Network

VI. **Budget/Financial Information**

The ODC Network proposal is requesting $7,500,000 in support towards a $37,500,000 total project budget or 20%. These dollars would be apportioned evenly across budget categories. **Every dollar invested through ARPA would directly leverage four additional dollars from the community.** Launching 1,000 new child care slots requires resources for the infrastructure, operations, and the organization needed to do so. First, child care facilities are licensed by the State of Michigan. There are a broad range of requirements for physical spaces legally required to create safe child care facilities. The cost of this infrastructure is a significant barrier to establish new child care offerings. The largest portion of the proposed budget is designed to account for

the cost of the construction of new spaces, renovation of existing spaces, and the in-kind value of donated spaces. For construction costs, the ODC has real world examples from the last year. The ODC recently completed the construction of a 12,000 sq feet child care facility at roughly $400/sq ft for 150 children. In addition, the ODC also completed a renovation of an existing structure and has estimates to do several others between $150/sq ft and $300/sq ft depending on the condition of the building. The **Capital Expenses** budget number is equal to 32,000 sq ft at $400/sq ft, 12,000 at $175/sq ft, 20,000 at $300/sq ft, a 10% contingency, and $2,000,000 of donated space totaling $25 million.

Second, in addition to licensing the physical spaces, operating a program requires state approval as well. The ODC will need to offer care at licensed ratios with highly trained staff. The average ratio for child care targeted in this plan is 1:6 across all age groups. This means there will be an estimated 130 direct care staff in the newly created child care centers. In addition to the direct care staff, an additional 7 staff per site (35 total) for administrative, financial, office management, supervisory, maintenance, curriculum support, and social worker services. The **Staffing** budget number is equal to the average wages and benefits per employee phased in over 3 years with a 5% inflation adjustment totaling $10 million.

Third, to create total county coverage where a large center-based program wouldn't be feasible, the ODC will work with the OAISD to incentivize the startup or expansion of 20-25 home-based programs serving between 6 to 12 children each. The OAISD would leverage state grant funding with ARPA dollars to support: equipment, curriculum, support staffing for group homes, insurance, tax preparation and filing, zoning, inspections, licensing, marketing, vehicle/car seats, renovations, and food service. This **Family Home Care** budget number is based on an average startup cost of $25,000 per provider over three years for 25 total providers totaling $625,000.

Equipment and Materials: $525,000 for equipment, furnishings, curriculum, and materials. This figure is based on actual expenditures at the ODC's newest site Dragonflies that was outfitted for approximately $100,000 for 150 children.

Evaluation and Data: $100,000 for a contract with the OAISD to perform evaluation services over the term of the project. This is based on past evaluative contracts the OAISD has administered.

Administration: $750,000 for the ODC Network to administer the program over the term of the project.

Contracted Services: $500,000 for contracted services, professional development for child care staff, professional services (legal, accounting, etc) to support new centers and home programs, and contracted staff time with the OAISD.

Apart from the requested ARPA resources, **85% of the total matching funds have already been committed, more than $25,000,000**. The remaining $4,500,000 in support would come from a combination of partners who offered letters of support, but not yet specific dollar commitments and other business partners who have expressed interest. In the long run, the ODC runs child care centers as breakeven enterprises requiring only fundraising similar to a traditional school classroom environment for special projects, experiences, and some support services not funded through operational revenue. The anticipated mix of revenue on average following the grant is approximately one-third from users, one third from local businesses benefiting from these services, and one-third from the public sector in the form of child care subsidies, the Tri-Share program,

and Great Start Readiness Preschool funding. This revenue mix is required to ensure that child care costs are accessible to the widest segment of the community. For example, an average cost per day might be $60 (the prices change with age based on care ratios). In this model, the parent would contribute $20, the Department of Health and Human Services pays another $20, and the employer contributes the final $20.

Funding less than the full amount of this proposal would directly affect the quantity and location of child care capacity offered to the community. The ODC would work with its partners to identify the best way to allocate the dollars available for the greatest return on investment for children and families in Ottawa County.

GRANT BUDGET WORKSHEET

Expenses: Include description and total amount for each of the following budget categories, adding any that may not be listed, as appropriate to your project/program**.**

EXPENDITURE CATEGORY	**ARPA REQUEST *** Column A	**OTHER FUNDS** Column B	**TOTAL COSTS** Column A + Column B
Staffing (Wages and Benefits)	2,000,000	8,000,000	10,000,000
Equipment/Materials	105,000	420,000	525,000
Administration	150,000	600,000	750,000
Family Home Care	125,000	500,000	625,000
Contracted Services	100,000	400,000	500,000
Evaluation and Data	20,000	80,000	100,000
Capital Expenses	5,000,000	20,000,000	25,000,000
TOTAL	7,500,000	30,000,000	37,500,000

*ARPA Request prorated based on 20% of total expenses

Revenue: Please indicate a description and the total amount for other sources of revenue that have been committed or are pending in relation to your project/program.

REVENUE SOURCE	**PENDING** Column A	**COMMITTED** Column B	**TOTAL** Column A + Column B
ARPA Request	7,500,000		7,500,000
Other Government (DHHS Subsidy, Tri-Share, GSRP)		2,500,000	2,500,000
Earned Income		3,000,000	3,000,000
Corporate Support	4,500,000	20,000,000	24,500,000
TOTAL	12,000,000	25,500,000	37,500,000

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oaisd.org

September 22, 2022

Elizabeth Kidd
Vice President of Community Impact
Community Foundation Holland/Zeeland Area
85 E. 8th St., Suite 110
Holland, MI 49423

Dear Ms. Kidd,

Ottawa Area Intermediate School District (OAISD) is excited to be a partner with the ODC Network (ODC) in this grant application. OAISD has a proven history within the early childhood realm, within several aspects diversifying funding, increasing access for children and families, and implementation of best practices in early childhood that support better outcomes for children and families.

Currently, the OAISD early childhood department has an operating budget of more than $20 million dollars, making it the largest countywide provider of early childhood services. Over the last decade, OAISD has increased revenue streams from federal, state, local and grant sources to continue to expand early childhood programming and services. Since 2011, OAISD has increased revenue by 233% from a $6 million dollar budget to $20 million.

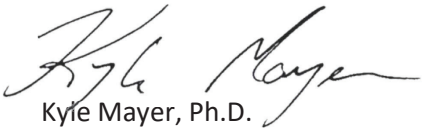
Increasing funding is only a component of the scope of OAISD's countywide work in early childhood; the most important aspect is that with increased funding more families get access to services to meet their family needs. Over the last decade, due to the 233% increase in funding there was a 380% increase in children accessing services prior to Kindergarten. This staggering statistic was not the work of OAISD alone, but due to the strong partnerships throughout the county with a shared interest in providing high-quality supports and services to children and families within the Ottawa Area. The expansion of services includes high-quality preschool and home visiting. Additionally, OAISD has launched new programs such as Help Me Grow-Ottawa as a 'one-stop' for families to navigate the early childhood system.

The final aspect of the OAISD's early childhood program that supports the ODC's proposal is the OAISD's experience in piloting and scaling up best practices in early childhood programs. A few examples include selecting an evidenced-based preschool curriculum through gathering stakeholder voices, identifying the preferred curriculum, piloting, and then scaling up to all preschool classrooms within the county. An additional example is the use of the Michigan Early Childhood Connect (MiECC), which is a data system for supporting children and families 0-5 to get access to services. The MiECC implementation started with the Great Start Readiness Preschool program partners and over the course of the last five years has expanded to over 80 agencies countywide. The MiECC that started in OAISD under Dr. Tami Mannes' leadership in partnership with the OAISD technology team has now expanded statewide and 30% of the

children statewide now have access to the MiECC to support and streamline access to early childhood education programs and services.

As evidenced above, OAISD has experience in the implementation and scaling up of early childhood initiatives, both at the county and state levels. When paired with ODC's experience in offering high-quality early childhood experiences we are confident this partnership will create transformational change for children, families and business workforce recruitment and retention. In anticipation of this partnership, OAISD has added additional leadership support, which has allowed Dr. Tami Mannes additional time in her schedule to dedicate to this project. OAISD is fully committed to partnering with ODC and having Dr. Mannes be an integral part of the team.

Sincerely,



Kyle Mayer, Ph.D.
Superintendent

the stow company

Dear Ottawa County Board of Commissioners,

The Stow Company is proud to support the ODC Network's child care coalition. As a growing company, Stow is always in search of talented, passionate people. One of the issues affecting our ability to find new talent and keep our existing talent has been the challenges presented by child care in our community. There are simply not enough spaces for the kids that need care. This affects our team members by making it hard to meet schedule expectations and prevents some from coming back after becoming a parent. We also see this weighing on those considering jobs and or considering coming back to the workforce.

Our vision as a company is to be a force of growth and prosperity for our team members, dealers, customers, and local economies. So, when the ODC approached us about using space at our headquarters to expand child care options in our County, we were excited to help. If the ODC receives support from the County, we are willing to help them leverage space at our headquarters to help them grow child care capacity downtown Holland. This would help them grow their program, work with Hope College and other nearby employers, and aligns with our vision to promote prosperity in the community. We encourage you to support their coalition.

Sincerely,

Randy Tallman

HOPE COLLEGE

OFFICE OF THE VICE PRESIDENT AND CFO

September 22, 2022

Ottawa County Board of Commissioners
12220 Fillmore St.
West Olive, MI 49460

Dear Ottawa County Board of Commissioners,

Hope College is one of the few institutions almost as old as the County in our community. In that time, we've seen numerous changes as our area has grown. One trend has been the need for and growth of early childhood education. Hope has been at the forefront of this movement, including adding an early childhood education degree specialization almost 10 years ago.

Early childhood education is not only important to Hope through the lens of academia, but also as a significant employer in the community. As Hope's labor needs have grown and as the market for education talent has tightened, we have been looking for ways to attract and retain the people that make Hope an education leader and a community asset.

Because of this, Hope College has been looking for a way to increase access to child care for our staff in proximity to our campus. In particular, we are excited to partner with the ODC Network as they look to expand child care openings to do this very thing. Hope has been a longstanding partner of the ODC for more than 20 years. This partnership has benefited both organizations resulting in new research studies, water quality improvements, field projects, and numerous internships. In fact, currently, 11 early childhood education students are placed within ODC programs to get hands on field experience in high quality child care and preschool for their degree.

Furthermore, Hope, with the ODC, has investigated what it would take to expand this early childhood partnership. Simply put, what we found was the need to secure additional resources. If the ODC Network's proposal is approved, those resources would be leveraged with our own to create early childhood education opportunities for our students that could also serve our staff.

One of our current goals is to be transformational. The ODC is uniquely positioned to help us and our community be so by connecting the private and public sector to address this pressing issue. Please make their proposal a priority in your funding decisions.

Sincerely,

Thomas W. Bylsma
Vice President for Business & CFO

DEWITT CENTER / 141 E 12TH ST / PO BOX 9000
HOLLAND, MICHIGAN 49422-9000
616-395-7781 / FAX 616-395-7111

September 22, 2022

Dear Ottawa County Board of Commissioners,

We value the combination of outstanding educational opportunities, health care, housing and the beautiful landscape that helps Ottawa County attract professionals from around the globe. Companies have chosen West Michigan not only for its proximity to major markets and affordable commercial space, but also for its highly qualified workforce. Shape Corp is no different in this.

Today, however, the workforce is challenged by a lack of child care options in the community. Too many families don't have access to child care creating a ripple affect across the community. Families without stable child care are less likely to stay in or return to the workforce and aren't able to grow in their career like they may otherwise choose. This directly impacts the labor pool available to our company and affects our ability to grow and create economic value for our community.

At Shape, we are thinkers, believers and doers. We don't see the norm as our limit; we look at it as our opportunity to push limits and tradition. A chance to bring something new to our customers, associates and communities. When seemingly impossible challenges arise, we look to the core of the problem, and create solutions others say can't be done. Shape Corp is proud to partner with the ODC Network, because they operate the same way. The group they have assembled is ready to create transformational change by bringing people together in a way that hasn't ever happened before.

If their ARPA proposal is funded, we are committed to exploring a partnership with the ODC for an onsite child care center with a goal to provide 1st and 2nd shift services for approximately 200 children. This partnership would include matching resources to the County's investment, both financial and in-kind, to make sure this initiative succeeds in the long term.

We are grateful for the ways County Staff and the Board of Commissioners work to make Ottawa County a place "Where you Belong." This project is one more way to accomplish that bold vision and we encouraged you to do everything you can to help it succeed.

Sincerely,

Kyle Verplank

Kyle Verplank
Owner and Chaiman of the Board
Shape Corp.
1900 Hayes
Grand Haven, MI 49417

THE SHOPS AT
westshore

Dear Ottawa County Board of Commissioners,

Please accept this letter in support of the ODC Network's child care coalition. We are excited to partner with them to create transformational change in our community. If the ODC's proposal is approved by the County, we would be willing to donate existing infrastructure to be used for child care services valued at more than $2,000,000. We appreciate how the ODC partnership is county wide and particularly think the Shops at Westshore makes an ideal location to support that vision.

The Shops at Westshore:

- Centrally located within Ottawa County with easy access off US 31.
- Opportunity to work with other organizations that are close in proximity including Grand Rapids Community College (GRCC), Ottawa Area Independent School District (OAISD), Ottawa County Health Department, and Holland Charter Township.
- Property recently repositioned to create a sense of community that will cultivate the young and old by improving their lives by adding dignity, creating emotional and mental stimulation, and meeting modern living standards through housing, employment, education, and recreation.
- Use of best practices for sustainability and design.
- Reuse of existing buildings, infrastructure, and roads.
- The Great Start to Quality Program (Ottawa County) shows that there are only 2 licensed centers within the Township jurisdiction and a childcare desert along the 5-mile-long US 31 corridor.
- Proximity to large manufacturers

Neighboring Organizations:

GRCC Lakeshore Campus
A $12 million investment in an old 50,000 sqft JCPenney department store was transformed into a state-of-the-art facility which opened in September 2021. Prior to this facility, GRCC rented space at five different locations making it difficult to expand offerings and provide higher educational services to the community.

Holland Charter Township
HCT will be opening a new 45,000 sqft recreation facility complete with an elevated walking track, two full size basketball courts and multipurpose rooms for flexible programming needs. This project has been a long-term goal for the Township and is able to come to fruition through a private-public partnership with the ownership of The Shops at Westshore.

THE SHOPS AT
westshore

OAISD
The former 27,000 sqft strip center located adjacent to Hobby Lobby will be transformed into a Life Skills Center where adult students, age 18-26, who are receiving special education services can develop further skills to aid in employability, social-emotional, communication and household independence.

Progressive Quality Care
Opening in 2023 and located next to Kohl's, this 105-bed Post-Hospital Rehabilitation and Care Facility will offer a distinctive environment not commonly found in Skilled Nursing Facilities. Known for providing a full circle wellness approach, the center is committed to providing excellent physical, medical, emotional and spiritual support in an environment of comfort and respect.

Ottawa County Department of Health & Human Services
Located near GRCC and abutting the future Eco Park are Ottawa County buildings that provide health and human services to the community.

Housing
Plans for 167 units along the east ring road include different product types and mixed-income options for the different demographics within the area. Working to identify partner to determine customization of plan and scope.

In addition, other proposed amenities, including improved transportation options, the development of a greenspace eco park, and ideas for community gathering spaces are in development. The approximately 20,000sq feet we are willing to donate could serve hundreds of children with more room to provide wraparound care services with other non-profit partners.

The Shops at Westshore ownership group is behind this project and strongly encourages you to help it become a reality for our community.

Sincerely,

Gregory J. Erne
Owner

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9/20/2022

Dear Ottawa County Board of Commissioners,

Located in Jenison, Nu-Wool Co., Inc. is a third-generation, family-owned business that was started in 1949. Each year, Nu-Wool recycles more than 25,000 tons of paper products into insulation. This cellulose insulation is sold across the country, and shipped mostly with our own trucking fleet.

Nu-Wool has been a green manufacturer since our inception in 1949 before being "Green" was a concept. We pride ourselves on being an innovator in our industry. We believe that being on the cutting edge keeps us competitive in the marketplace. Part of our innovation story and a major part of our growth over the last 10 years, was the creation of an additional company, Cellulose Material Solutions (CMS). With Nu-Wool's same eco-friendly philosophy at the forefront, CMS processes recycled fibers into sustainable insulation products and materials.

Through the growth of both companies, we have increased our headcount from 60 in 2019 to 96 in 2022. Currently, we have 30 open positions that we are trying to fill to meet and continue our growth. Like many other manufacturers, the labor shortage is affecting our ability to grow and thrive. We are finding it to be increasingly difficult to attract and retain talent, despite increasing our benefit packages and incentives. A reoccurring comment, we hear time and time again from our employees and potential employees we interview is that childcare has become the number one issue affecting people's ability to stay employed or re-enter the workforce. This especially holds true for employees that fill entry level positions.

Because of this hiring hurdle, we are so excited to be a part of the coalition of businesses and organizations working with the ODC Network to expand childcare options in Ottawa County. We are passionate about the approach the coalition is taking and feel it is cutting edge and innovative, which is necessary to solve difficult problems. Nu-Wool agrees that the expansion of childcare options will help our businesses be more competitive, but will also help our whole community gain a competitive advantage.

With the support of the resources available through ARPA, you as a member of the Board of Commissioners has an opportunity to make an additional transformational investment in our County through this plan. We believe so strongly in its potential, that pending your support, we will commit both the financial and in-kind resources necessary to work with the ODC Network to launch a childcare on our site.

We strongly encourage you to make this transformational investment in our community.

Sincerely,

Matthew Henderson
Chief Operating Officer

2472 Port Sheldon Street • Jenison, MI 49428
616.669.0100 • 616.669.2370 (fax) • 800.748.0128 • www.nuwool.com

ADMINISTRATIVE OFFICES

3275 Central Blvd.
Hudsonville, Michigan 49426-1450
phone 616.669.0200
fax 616.669.2330

Ottawa County Board of Commissioners
Ottawa County Administrative Offices
12220 Fillmore Street
West Olive, MI 49460

September 21, 2022

Dear County Commissioners,

Child care is an important service in our community. In fact, we see it as an integral part of the City of Hudsonville's mission to grow a Distinctive, Livable, Vibrant, and Connected city. Our employers depend on having an available, quality, and local workforce to support their growing businesses. In addition, our excellent schools are able to do so much more when children have early learning experiences in their younger years. And finally, having access to stable child care options also helps our families thrive and participate in their community.

Unfortunately, there is simply not enough child care capacity available in our County and specifically in the Hudsonville area. The Hudsonville Early Childhood Center in our city is at capacity with a waiting list. The proposal developed by the ODC Network would go a long way towards addressing our community's child care needs. As you review the many proposals for transformational investment in our County, please consider supporting additional child care options as a top priority.

Sincerely,

Patrick B. Waterman
City Manager

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Hudsonville, MI 49426
lovewm.org | (616) 662-3300

22 September 2022

Ms. Elizabeth Kidd
Vice President of Community Impact
Community Foundation Holland/Zeeland Area
85 E. 8th St., Suite 110
Holland, MI 49423

Dear Ms. Kidd,

As an organization that focuses on engaging the ALICE population in Eastern Ottawa County, we at Love Your Neighbor have an opportunity to hear the stories of people who are struggling to find appropriate and affordable care for their children. These stories are profoundly supported by the statistics available in United Way's Community Assessment. Of particular pain for many families is the complete lack of licensed child care available to people working outside normal business hours, especially second shift.

We desperately need more safe, nurturing, and affordable care for the children of people who are working hard to keep their families together, safely housed and part of the community. We believe that the benefit to the community is significant: More people with access to safe, affordable child care means more employable people, safer environments for children's development, and lower impacts on social services.

We believe that the ODC Network is an excellent organization to take on a significant role in planning and providing care across the county, and we look forward to finding ways to collaborate with them on this important undertaking.

Sincerely,

Jodi Cole Meyer
Executive Director

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

September 23, 2022

Elizabeth Kidd
Vice President of Community Impact/People and Culture
Community Foundation Holland/Zeeland Area
85 E. 8th St., Ste. 110
Holland, MI 49423

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George Kruggel
Kirsten Runschke
Kyle Snell
Chris Streng
Michelle Vink
Gerald Witherell

Dear Ms. Kidd,

We are pleased to write on behalf of the ODC Network. We've had the ability to get to know their organization through this ARPA application process and their commitment to serving the community.

At Tri-Cities Family YMCA, we recognize the value of early childhood education for children, families and employers. In fact, that is just one of the many shared values we have with the ODC Network.

If the ODC proposal is funded, we would be happy to work with them to create additional child care capacity in Northwest Ottawa County. We would be willing to share our expertise, connections, and consider ways to partner together more formally. I hope the Ottawa County Board of Commissioners will prioritize funding for child care in their decision making process.

Sincerely,

Gregory Coil, CEO

Goodwill
Industries of West Michigan, Inc.

Corporate Headquarters
and Career Center
271 East Apple Avenue
Muskegon, MI 49442
Phone (231) 722-7871
Fax (231) 728-6408

www.goodwillwm.org

September 14, 2022

To Whom It May Concern,

This letter is intended to express support from Goodwill Industries of West Michigan for the coalition being led by the ODC Network (ODC) in their application for Ottawa County ARPA funds to expand child care access and availability.

Goodwill is committed to our vision that every person has a pathway to meaningful and sustaining work, and child care is one of the biggest barriers to achieving that vision. In an effort to support removal of that barrier, Goodwill Industries of West Michigan became the Tri-Share Hub for a five county region that includes Ottawa County. Tri-Share allows us to work with employers to leverage state dollars to assist employees with child care expense. Tri-Share assists with accessibility through reducing child care expense to a family, but does not increase access through improving the number of child care slots available. We have particular difficulty in Ottawa County finding child care for those who want to participate in Tri-Share because there simply are not enough slots to meet demand.

The addition of 1,000 slots through employer on-site child care facilities and subsidizing new family home child care is critical to Ottawa County's continued growth and health, and we applaud and support the ODC and their coalition of employers and child care support organizations in their commitment to increase availability of child care in this way. Goodwill is committed to being part of the solution and will assist this effort in any way we can.

Thank you for considering using ARPA funding to increase access to child care in Ottawa County through the ODC and their child care coalition.

Sincerely,

Jeanette Hoyer
President and CEO

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United Way Community Partner

ODC Network
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President - Laurie Schmitt, Former Assistant Superintendent of Instructional Services Allegan Area Educational Services Agency, Holland, MI

Vice President - Eric DeWitt, Architect & Owner, Lucid Architecture, Zeeland, MI

Treasurer - Matt Orazem, Vice President – Senior Business Banker Huntington Bank, Zeeland, MI

Secretary – Nick Reister, Attorney - Smith Haughey Rice and Roegge, Hamilton, MI

Bill Borgman, CPA, Ferris, Buscher & Zwiers, Holland, MI

Liz DeLaLuz, Vice President of Community Impact, Greater Ottawa County United Way, Holland, MI

Joe Dykhuis, President, Dykhuis Farms, Holland, MI

Kevin Nash, CFO, Gentex Corporation, Zeeland, MI 49464

David VanWylen, Principal, Office of Possibilities, Hope College, Holland, MI

Casey Marietta, Family Services Manager, Brooks Capital Management, Holland, MI

Har Ye Kan, Urban Planning & Design Consultant, Har Ye Kan Consulting, Holland, MI

Micki Janssen, Community Member, Holland, MI

Todd Reed, President National Bulk Equipment, Inc, Holland, MI

Kyle Geenen, Team Broker, Kyle Geenen Group @ Coldwell Banker, Holland, MI

Jenna TerHorst - Field Marketing & Events Manager, Haworth, Inc, Holland, MI

Action Request

Electronic Submission – Contract # 1725

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: GRAND RAPIDS COMMUNITY COLLEGE LAKESHORE CAMPUS

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: GRCC MICHIGAN RECONNECT EXPANSION FUNDING REQUEST

Suggested Motion:

To approve the Grand Rapids Community College's project for $506,493.00 in Board Initiatives funds to support the Michigan Reconnect Expansion - Tuition Gap Payment.

Summary of Request:

Upon notification of an award, David DeBoer, who oversees the Michigan Reconnect program for the college, will work with the Institutional Research Department to set up the reporting mechanism to track the reporting metrics for the grant. GRCC will also begin outreach and recruitment in Ottawa County. Strategies will include social media campaigns, posters/brochures in local businesses and other locations, neighborhood job fairs and networking events, bus/media advertisements, and information sessions in trusted venues (e.g., churches, schools, etc.). One hundred seventy individuals have already been identified in the county as possible participants. These individuals have expressed an interest in programs at the GRCC Holland campus, but financially have not been able to begin programs.

GRCC will also begin the process of hiring a Reconnect navigator for the Lakeshore Campus. The college anticipates that this staff person will be in place and ready to begin serving the community in January 2023. Individuals who have other part time roles with the College in the Ottawa County are interested in this position. Regarding the navigator position, a growing body of practice and data suggests that college/career navigators are strong drivers of student retention, completion of training programs, and employment advancement for nontraditional students. This specialized role provides a way to close the gap in helping low-income adults access and succeed in college programs, attain credentials, and ultimately pursue quality careers. In this project, the part-time navigator will be responsible for intake, assessments, and assisting in alignment of assessment and career planning. The navigator will also facilitate academic and personal wraparound services to remove barriers as they arise, and act as a coach/mentor to assist students with persistence and educational goal attainment.

Financial Information:

Total Cost: $506,493.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source:
Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:
Recommended by County Administrator: John Shay *11/10/2022 3:53:39 PM*

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 11/15/2022

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and [Grand Rapids Community College Lakeshore Campus, 12335 James Street, Holland, MI 49424 (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a public educational institution.

WHEREAS, during their regular public meeting on [DATE, 2022], the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $506,493.

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Chief Financial Officer & Vice President Finance & Administration, address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity

whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

Grand Rapids Community College **OTTAWA COUNTY, MICHIGAN**

By: _____ By: _____

Lisa Freiburger, Its: Vice President for Finance and Administration

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____
Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

Grand Rapids Community College will invoice the county quarterly for expense reimbursement listing student names, addresses, high school district and program of study. Data provided subject to any FERPA restrictions or requirements only. eld 11/9/22

EXPENDITURE CATEGORY	**ARPA REQUEST** Column A	**OTHER FUNDS** Column B	**TOTAL COSTS** Column A + Column B
Salary (.5 FTE)	$30,500		$30,500
Fringe Benefits	$13,115		$13,115
Program Materials			
Office Supplies			
Equipment			
Training			
Consultant Fees			
Rent/Utilities			
Tuition Difference	$462,878		$462,878
Capital Expenses			
TOTAL	$506,493		$506,493

Revenue: Please indicate a description and the total amount for other sources of revenue that have been committed or are pending in relation to your project/program.

REVENUE SOURCE	**PENDING** Column A	**COMMITTED** Column B	**TOTAL** Column A + Column B
ARPA Request			
Other Government Grant(s) Michigan Reconnect dollars	$131,760	$279,528	$411,288
Earned Income			
Corporate Support			
Individual Support			
Foundation Support			
TOTAL	$131,760	$279,528	$411,288

Key Activities and Milestones for 2022	Timeline
Hire the navigator for the Lakeshore Campus	11/22 – 12/22
Implement system for tracking and reporting (metrics)	12/22
Recruit students; Complete intake process (Reconnect application/verify eligibility, complete FAFSA)	11/22 – 1/23
Key Activities and Milestones for 2023	**Timeline**
Enroll students (GRCC enrollment, meet with advisor to enroll in courses)	1/23
Winter 2023 semester begins	1/10/23
Conduct outreach activities with community partners and employers	1/23 – 12/23
Hold adult education recruitment events	3/23 – 4/23
Fall 2023 semester begins	8/23
Report on student success (metrics)	10/2023
Enrollment activities for Winter 2024	10/23 – 1/24
Final report (metrics)	7/24

EXHIBIT B

METRICS

The success of this grant will be measured by the following, which the Recipient must report on a quarterly basis:

(1) Number of individuals from the county who sign up for classes.

(2) Number of individuals completing classes – quarterly (number, not personally identifiable information per the Family Educational Rights and Privacy Act (FERPA))

(2) Number of individuals from the county obtaining a certificate and/or degree.

(3) Number of individuals employed after completing programs.

(4) Total of financial assistance that the Program distributed to individuals.

EXHIBIT C

RECIPIENT'S PROPOSAL

[Proposal and all attachments are incorporated by reference herein]

ARPA Business Stabilization – Full Application

I. Organizational Information

Describe your organizational capacity to successfully implement the proposed project. Grand Rapids Community College (GRCC) has extensive experience leading the large-scale, grant-funded initiatives. Grant initiatives have included a 2009 U.S. Department of Labor (DOL) Pathways Out of Poverty grant that helped individuals who had been long-term welfare recipients gain the skills needed to get good-paying jobs. Over the 36-month grant, 2,127 people were served; 83% completed training; 90% were placed in jobs. GRCC's 2017 DOL America's Promise grant focused on healthcare job pathways. This project has served 1,579 individuals, with a target population of low socio-economic individuals and exceeded job placement at 127% of the goal. Three promising practices were noted by the federal program officer during his visit to GRCC—the strong employer participation; the training of frontline supervisors at the sites where participants applied for jobs; and a shared system that the coaches/navigators used for intake and communication with other partners. GRCC currently leads three DOL grants (Job Corps Scholars, One Workforce, and Strengthening Community Colleges Training Grant), an EPA Innovative Water Infrastructure Workforce Development Grant, several U.S. Department of Education grants, and many philanthropically-funded projects.

With respect to the Michigan Reconnect program, GRCC served the second largest number of students through Reconnect scholarships in its first year out of all 28 Michigan community colleges. In total, GRCC served 4,155 students—just 284 fewer students than the lead college.

Provide a brief summary of organization's history. Founded in 1914, GRCC is a comprehensive two-year, non-residential public institution. The college has been continuously accredited since 1917 by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools. Throughout its history of academic excellence, GRCC has maintained a solid reputation as a premier transfer institution and is nationally recognized for both liberal arts and occupational programming.

GRCC strengthened its commitment to West Michigan with the Fall 2021 inauguration of a consolidated, state-of-the-art campus located in Holland, Michigan. To serve the entire region more effectively, the college consolidated its lakeshore presence into a single, highly-accessible, and centrally-located building, creating a comprehensive and convenient learning environment for students that promotes postsecondary credential attainment. The campus provides a modern

learning environment where students can earn the credentials needed for 21st century jobs. Further, as instruction is only the beginning of the higher education journey, the Lakeshore Campus also offers wraparound services such as tutoring, career counseling, advising, and referrals to critical community services to help all students achieve their educational goals.

Provide a brief statement of organization's mission and goals. GRCC's mission is to be an open access college that prepares individuals to attain their goals and contribute to the community. This mission is achieved through the following strategic goals: 1) Teaching and Learning: *GRCC develops and delivers curriculum that supports instruction through various modalities that meet students' needs to measurably improve student learning and success*; 2) Completion and Transfer: *GRCC sustains and continuously improves our focus on successful student goal achievement*; 3) Equity: GRCC uses benchmarks in access and equity to remove barriers and create inclusive policies, procedures, and practices; 4) Community Impact: *GRCC seeks to impact and serve the community by educating students and sustaining partnerships*; and 5) Infrastructure and Sustainability: *GRCC effectively and responsibly uses our resources to enhance and improve GRCC and our community.*

Describe the organization's financial history and current funding sources. GRCC has maintained a solid financial foundation throughout its history. All Michigan community colleges receive funding from several sources—student tuition and fees, state appropriations, local millage, and other revenues (e.g., fees, interest, grants). In addition to state appropriations, local taxpayers provide financial support to GRCC through a voter-approved tax levy of 1.79 mils on all property within the Kent Intermediate School District. This levy supports the operating budget, capital expenditures, and debt retirement. With no expiration date, this millage will continue as long as the college exists. Most recently, GRCC implemented a zero-based budgeting model for re-allocating and aligning financial resources to better support student learning and success. This change encouraged staff to become increasingly intentional about expenditures, as all costs must be considered and justified annually. Other advantages include flexible budgets, focused operations, and more disciplined execution of college objectives.

Describe the organization's board and staff leadership. GRCC is governed by a seven-member board of trustees elected at large in biennial elections, and who operate under the policy governance model. The president is board-appointed and is directly responsible to the board for implementing administrative and operational policies.

GRCC's strategic plans are developed using a cross-institutional approach—the Strategic Leadership Team (SLT)—whose purpose is to provide a forum that enables a wide variety of college constituency groups the opportunity to provide input into the present and future direction of the college. The SLT is broadly representative of the college community and includes board of trustee members, GRCC Foundation board members, over forty faculty and staff, and students.

The SLT guides the development and ongoing implementation of the strategic plan, reviews benchmarking and other data, studies budget realities, and offers recommendations for priorities.

Other staff and faculty leadership committees include the Academic Governing Council (faculty), College Action Project (CAP) teams (i.e., several teams comprised of staff and faculty that lead the work of strategic initiatives), and the Student Alliance.

Describe current programs, activities and record of past project/program delivery. Since its founding, GRCC has developed a strong reputation for academic excellence and innovation. GRCC offers more than 145 programs of study and a full range of certificate, workforce training, and apprenticeship programming. The college's liberal arts programs provide students with a foundation for individual achievement—whether the student wants to pursue a profession, transfer to attain a baccalaureate degree, self-enrichment, or more fully exercise civic responsibility. GRCC's occupational programs provide students with the skills and knowledge they need to obtain a credential, certificate, or associate degree in order to succeed in a chosen occupation.

II. Statement of Need

Describe the community need to be addressed and why it is important for Ottawa County. Ottawa County faces several challenges—lagging educational attainment, declining enrollment in higher education,[1] and transition to a knowledge-based economy that is leaving many who lack education and skills unable to compete for family-sustaining jobs. Even prior to the pandemic, amid record low unemployment in the region, too many families were being left behind in the long, difficult recovery from the 2009 Great Recession.

Currently, **more than half—53.3%—of Ottawa County residents ages 25 or older have little or no college experience** (U.S. Census, 2021). For many of these adults, access to a college education has felt out of reach largely due to financial barriers. That is because many Ottawa County residents are struggling to make a living wage. Unsurprisingly, Census data show that those who are the least educated are most likely to experience poverty. In Ottawa County, 13.9% of residents who did not complete high school, and 7.4% with only a high school diploma, earn below poverty. This is compared to just 3.4% of residents with a bachelor's degree or higher.

Further, the 2021 ALICE Project report shows that an **additional 22% of Ottawa County households** are classified as "ALICE."[2] ALICE is an acronym for Asset Limited, Income

[1] Just 56% of 2021 Ottawa County high school graduates enrolled in postsecondary within 6 months of graduating. This is compared to 63% in 2018, 60% in 2019, and 58% in 2020 (MI School Data, College Enrollment by High School Report).
[2] *ALICE in Michigan: A Financial Hardship Study* (2021 Report).

Constrained, Employed—households that earn more than the Federal Poverty Level, but less than the basic cost of living for the county. ALICE households are often forced to make difficult choices such as skipping preventative health care, healthy food, accredited child care, or car insurance. **This means that for the significant number of households that are below poverty or are ALICE, higher education—even at a reduced cost—is simply not an option.**

In addition to the financial struggles of families, the shortage of adults with postsecondary education and credentialing has contributed to the difficulty that Ottawa County employers face in hiring a skilled workforce. With traditionally low-skill, high-wage production jobs significantly declining due to a transition to a knowledge-based economy, new occupations are emerging. The Michigan Department of Technology, Management & Budget[3] reports that this emerging cohort of middle- and high-skill occupations requires new knowledge, skills, and abilities that were not previously expected of workers. Thus, the lack of postsecondary education and credentialing among adults who are 25 and older is an increasingly significant factor in the difficulty employers are facing in hiring the skilled labor force they need to provide products and services to their customers. This ultimately strains business growth and economic performance. While high-demand and hard-to-fill jobs are often an entry into sustainable career paths, there are currently not enough adults in the target population with the required credentials.

Beginning or returning to college takes an extraordinary commitment for any student, but especially for adults from underserved communities or low-income households. With a considerable number of people in Ottawa County struggling financially, and without the credentials necessary to compete in a modern workforce, there is a clear need for postsecondary education and training that is within reach. Thus, removing barriers to access and affordability is critical and the proposed solution will do just that. Individuals in Ottawa county are not eligible for the Michigan Reconnect (free community college) program because the county is not a part of a community college district (where local taxes support the community college). Michigan Reconnect eligible students pay for classes at the out of district tuition rate. **The proposed project is aimed at helping adults from the lowest-income households—those for whom out-of-district tuition is a deterrent to enrolling in college to earn much-needed postsecondary credentials.**

III. Project Description

Describe the project's action plan from start to completion. Upon notification of an award, David DeBoer, who oversees the Michigan Reconnect program for the college, will work with the Institutional Research Department to set up the reporting mechanism to track the reporting

[3] MI Department of Technology, Management & Budget, *2020 Annual Planning Information and Workforce Analysis Report* for West Michigan. (Region 4).

metrics for the grant. GRCC will also begin outreach and recruitment in Ottawa County. Strategies will include social media campaigns, posters/brochures in local businesses and other locations, neighborhood job fairs and networking events, bus/media advertisements, and information sessions in trusted venues (e.g., churches, schools, etc.). One hundred seventy individuals have already been identified in the county as possible participants. These individuals have expressed an interest in programs at the GRCC Holland campus, but financially have not been able to begin programs.

GRCC will also begin the process of hiring a Reconnect navigator for the Lakeshore Campus. The college anticipates that this staff person will be in place and ready to begin serving the community in January 2023. Individuals who have other part time roles with the College in the Ottawa County are interested in this position. Regarding the navigator position, a growing body of practice and data suggests that college/career navigators are strong drivers of student retention, completion of training programs, and employment advancement for nontraditional students. This specialized role provides a way to close the gap in helping low-income adults access and succeed in college programs, attain credentials, and ultimately pursue quality careers. In this project, the part-time navigator will be responsible for intake, assessments, and assisting in alignment of assessment and career planning. The navigator will also facilitate academic and personal wraparound services to remove barriers as they arise, and act as a coach/mentor to assist students with persistence and educational goal attainment.

Because Michigan Reconnect is an existing program, the process for students to apply and establish eligibility are already in place. As such, the following procedures will be used based on an adult's previous experience with higher education. Regarding eligibility, adults without a high school diploma, but interested in completing one, will be assisted by GRCC's Education Opportunity Center, which provides academic support and referrals for those services.

- **Currently enrolled at GRCC:** 1) Apply for Michigan Reconnect (Eligibility: age 25 or older; lived in Michigan for a year or more; have a high school diploma or equivalent; have not yet completed an associate or bachelor's degree). 2) Complete the FAFSA. 3) Enroll in 6 or more credits required for certificate or associate degree program.
- **Returning students:** 1) Apply for Michigan Reconnect. 2) Complete the FAFSA. 3) If they have taken GRCC classes within the last two years, their account is still active. They will be assisted in enrolling in 6 or more credits required for certificate or associate degree program. 4) If it has been two years or longer since they last attended, they will be assisted in completing the Declaration of Academic Program before enrolling in classes.
- **For students who are new to GRCC:** 1) Apply for Michigan Reconnect. 2) Enroll at GRCC. 3) Complete the FAFSA. 4) For students unsure about a career pathways, they can complete free online assessment tools and/or receive individualized career counseling from the navigator or a GRCC advisor. 5) Complete the Declaration of Academic Program. 6) Enroll in classes.

Throughout the project period, metrics will be tracked for reporting purposes by David DeBoer and his staff in the Financial Aid Department, with assistance from the navigator. Reports will be provided according to the timeline as established in the grant agreement.

Include a timetable for implementation.

Key Activities and Milestones for 2022	**Timeline**
Hire the navigator for the Lakeshore Campus	11/22 – 12/22
Implement system for tracking and reporting (metrics)	12/22
Recruit students; Complete intake process (Reconnect application/verify eligibility, complete FAFSA)	11/22 – 1/23
Key Activities and Milestones for 2023	**Timeline**
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Hold adult education recruitment events	3/23 – 4/23
Fall 2023 semester begins	8/23
Report on student success (metrics)	10/2023
Enrollment activities for Winter 2024	10/23 – 1/24
Final report (metrics)	7/24

Qualifications of key personnel that will ensure the success of the project. David DeBoer is the Executive Director of Financial Aid and is responsible for overseeing the Michigan Reconnect program. David will serve as co-project director. He has over 25 years of financial aid experience, having served students at four different higher education institutions, including GRCC. He has been active in state, regional, and national-level financial aid discussions. He is past president of the Michigan Financial Aid Association and has served on various committees. He has presented on various financial aid topics to parent groups, financial aid professionals, and others involved in higher education.

Julie Parks is the Dean of Workforce Training and the Executive Director of the Tassell M-TEC.

Julie will serve as co-project director. She has several years' experience managing multiple grant-funded projects. Julie also brings extensive experience in workforce development and managing employer relationships on behalf of the college. Under her leadership, GRCC has impacted more than 78,013 individuals in West Michigan (since 2010) through high-quality education and training. Collaboration is the key to the success of her team. Programs under her direction have completion rates of 86% or higher and job placement rates of 93%.

David Selmon currently serves as Interim Dean of the Lakeshore Campus and provides leadership, supervision, and management of the Lakeshore Campus and its staff.

If this project will be serving county-wide and/or extends beyond the usual geographic service area of your organization, describe specifically how services will be provided across the entire service area. GRCC has had a presence in Ottawa County for several years. To enhance recruitment efforts and reach residents who are most in need of financial assistance, the college will work closely with the adult education partners within the county, the Ottawa Area ISD, Lakeshore Ethnic Diversity Alliance, and several employer partners who will promote the opportunity to their current employees—to include Gentex, Transmatic, LG Chem, Haworth, Miller Knoll, Metal Flow, JR Automation, and Mission Design.

Describe the long-term, transformational impact that will result from ARPA's investment in this project. Impact would not only be transformational for individuals, for their families and for the entirety of Ottawa county. The Center on Education and the Workforce reports that the median lifetime earnings of individuals achieving an associate's degree is $423,000 more than an individual with a high school diploma alone. Individuals achieving a bachelor's degree earn a median average of $964,000 more than those with only a high school diploma. Increased lifetime earnings and the opportunities afforded by a postsecondary credential are important elements of upward socio-economic mobility, impacting every aspect of life, including child welfare, family health, and asset accumulation. Having a county population that is well skilled and well employed because of those skills will benefit the county by increasing tax revenue for the county.

This is especially true for low-income and underserved communities who are the target population for this project. That is, not all Ottawa County residents have the same chance to experience the benefits afforded by a postsecondary education. Low-income, first-generation, and minority adults are less likely to graduate high school, enroll in college, and graduate college than their peers. For instance, of county residents 25 and older, 39.4% of Caucasians have at least a bachelor's degree, compared to 32.1% of Asians, 16.3% of Hispanics, and 10.8% of two or more races (U.S. Census, 2021).

Moreover, while the value of a college education is often presented in purely monetary terms, it is well-documented that when one generation attains educational advantage, the next generation reaps significant benefits in its own educational, financial, cultural, marital, health, and occupational prospects. [4] For example, parents with a college degree are more likely to find and maintain employment, thereby creating more stability for their family, leading to greater economic mobility for their children. In addition to economic mobility, research confirms that the most important factor in predicting a child's educational attainment is how far in school their parents progressed. Importantly, the positive impact of a parent's college education on their child's social and economic mobility is particularly pronounced among families in the bottom of the economic spectrum.[5] This investment by the county will increase the trajectory of future generations as they see the positive results of their family members career earnings and job satisfaction. It will set in motion future generations seeing and understanding the need for advanced credentials and degrees to recognize their full potential.

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List any collaborative partners in the project and explain how you will leverage the strengths of different organizations to maximize community impact. The primary partner for this project will be the Michigan Department of Labor and Economic Opportunity, as they provide the funding for the Reconnect scholarship program. GRCC also has strong working

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Describe overall project costs and specifically how ARPA dollars would be expended.

GRCC is requesting a total of $506,493.

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Describe how your organization plans to obtain the necessary additional funding to implement the proposed project/program and if applicable, sustain it beyond the ARPA funding period.

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	Column A	Column B	B
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Earned Income			
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Foundation Support			
TOTAL	$131,760	$279,528	$411,288

ARPA Business Stabilization – Full Application

I. Organizational Information

Describe your organizational capacity to successfully implement the proposed project. Grand Rapids Community College (GRCC) has extensive experience leading the large-scale, grant-funded initiatives. Grant initiatives have included a 2009 U.S. Department of Labor (DOL) Pathways Out of Poverty grant that helped individuals who had been long-term welfare recipients gain the skills needed to get good-paying jobs. Over the 36-month grant, 2,127 people were served; 83% completed training; 90% were placed in jobs. GRCC's 2017 DOL America's Promise grant focused on healthcare job pathways. This project has served 1,579 individuals, with a target population of low socio-economic individuals and exceeded job placement at 127% of the goal. Three promising practices were noted by the federal program officer during his visit to GRCC—the strong employer participation; the training of frontline supervisors at the sites where participants applied for jobs; and a shared system that the coaches/navigators used for intake and communication with other partners. GRCC currently leads three DOL grants (Job Corps Scholars, One Workforce, and Strengthening Community Colleges Training Grant), an EPA Innovative Water Infrastructure Workforce Development Grant, several U.S. Department of Education grants, and many philanthropically-funded projects.

With respect to the Michigan Reconnect program, GRCC served the second largest number of students through Reconnect scholarships in its first year out of all 28 Michigan community colleges. In total, GRCC served 4,155 students—just 284 fewer students than the lead college.

Provide a brief summary of organization's history. Founded in 1914, GRCC is a comprehensive two-year, non-residential public institution. The college has been continuously accredited since 1917 by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools. Throughout its history of academic excellence, GRCC has maintained a solid reputation as a premier transfer institution and is nationally recognized for both liberal arts and occupational programming.

GRCC strengthened its commitment to West Michigan with the Fall 2021 inauguration of a consolidated, state-of-the-art campus located in Holland, Michigan. To serve the entire region more effectively, the college consolidated its lakeshore presence into a single, highly-accessible, and centrally-located building, creating a comprehensive and convenient learning environment for students that promotes postsecondary credential attainment. The campus provides a modern learning environment where students can earn the credentials needed for 21st century jobs. Further, as instruction is only the beginning of the higher education journey, the Lakeshore Campus also offers wraparound services such as tutoring, career counseling, advising, and referrals to critical community services to help all students achieve their educational goals.

Provide a brief statement of organization's mission and goals. GRCC's mission is to be an open access college that prepares individuals to attain their goals and contribute to the community. This mission is achieved through the following strategic goals: 1) Teaching and Learning: *GRCC develops and delivers curriculum that supports instruction through various modalities that meet students' needs to measurably improve student learning and success*; 2)

Completion and Transfer: *GRCC sustains and continuously improves our focus on successful student goal achievement*; 3) Equity: GRCC uses benchmarks in access and equity to remove barriers and create inclusive policies, procedures, and practices; 4) Community Impact: *GRCC seeks to impact and serve the community by educating students and sustaining partnerships*; and 5) Infrastructure and Sustainability: *GRCC effectively and responsibly uses our resources to enhance and improve GRCC and our community.*

Describe the organization's financial history and current funding sources. GRCC has maintained a solid financial foundation throughout its history. All Michigan community colleges receive funding from several sources—student tuition and fees, state appropriations, local millage, and other revenues (e.g., fees, interest, grants). In addition to state appropriations, local taxpayers provide financial support to GRCC through a voter-approved tax levy of 1.79 mils on all property within the Kent Intermediate School District. This levy supports the operating budget, capital expenditures, and debt retirement. With no expiration date, this millage will continue as long as the college exists. Most recently, GRCC implemented a zero-based budgeting model for re-allocating and aligning financial resources to better support student learning and success. This change encouraged staff to become increasingly intentional about expenditures, as all costs must be considered and justified annually. Other advantages include flexible budgets, focused operations, and more disciplined execution of college objectives.

Describe the organization's board and staff leadership. GRCC is governed by a seven-member board of trustees elected at large in biennial elections, and who operate under the policy governance model. The president is board-appointed and is directly responsible to the board for implementing administrative and operational policies.

GRCC's strategic plans are developed using a cross-institutional approach—the Strategic Leadership Team (SLT)—whose purpose is to provide a forum that enables a wide variety of college constituency groups the opportunity to provide input into the present and future direction of the college. The SLT is broadly representative of the college community and includes board of trustee members, GRCC Foundation board members, over forty faculty and staff, and students. The SLT guides the development and ongoing implementation of the strategic plan, reviews benchmarking and other data, studies budget realities, and offers recommendations for priorities.

Other staff and faculty leadership committees include the Academic Governing Council (faculty), College Action Project (CAP) teams (i.e., several teams comprised of staff and faculty that lead the work of strategic initiatives), and the Student Alliance.

Describe current programs, activities and record of past project/program delivery. Since its founding, GRCC has developed a strong reputation for academic excellence and innovation. GRCC offers more than 145 programs of study and a full range of certificate, workforce training, and apprenticeship programming. The college's liberal arts programs provide students with a foundation for individual achievement—whether the student wants to pursue a profession, transfer to attain a baccalaureate degree, self-enrichment, or more fully exercise civic responsibility. GRCC's occupational programs provide students with the skills and knowledge they need to obtain a credential, certificate, or associate degree in order to succeed in a chosen occupation.

II. Statement of Need

Describe the community need to be addressed and why it is important for Ottawa County. Ottawa County faces several challenges—lagging educational attainment, declining enrollment in higher education,[1] and transition to a knowledge-based economy that is leaving many who lack education and skills unable to compete for family-sustaining jobs. Even prior to the pandemic, amid record low unemployment in the region, too many families were being left behind in the long, difficult recovery from the 2009 Great Recession.

Currently, **more than half—53.3%—of Ottawa County residents ages 25 or older have little or no college experience** (U.S. Census, 2021). For many of these adults, access to a college education has felt out of reach largely due to financial barriers. That is because many Ottawa County residents are struggling to make a living wage. Unsurprisingly, Census data show that those who are the least educated are most likely to experience poverty. In Ottawa County, 13.9% of residents who did not complete high school, and 7.4% with only a high school diploma, earn below poverty. This is compared to just 3.4% of residents with a bachelor's degree or higher.

Further, the 2021 ALICE Project report shows that an **additional 22% of Ottawa County households** are classified as "ALICE."[2] ALICE is an acronym for Asset Limited, Income Constrained, Employed—households that earn more than the Federal Poverty Level, but less than the basic cost of living for the county. ALICE households are often forced to make difficult choices such as skipping preventative health care, healthy food, accredited child care, or car insurance. **This means that for the significant number of households that are below poverty or are ALICE, higher education—even at a reduced cost—is simply not an option.**

In addition to the financial struggles of families, the shortage of adults with postsecondary education and credentialing has contributed to the difficulty that Ottawa County employers face in hiring a skilled workforce. With traditionally low-skill, high-wage production jobs significantly declining due to a transition to a knowledge-based economy, new occupations are emerging. The Michigan Department of Technology, Management & Budget[3] reports that this emerging cohort of middle- and high-skill occupations requires new knowledge, skills, and abilities that were not previously expected of workers. Thus, the lack of postsecondary education and credentialing among adults who are 25 and older is an increasingly significant factor in the difficulty employers are facing in hiring the skilled labor force they need to provide products and services to their customers. This ultimately strains business growth and economic performance. While high-demand and hard-to-fill jobs are often an entry into sustainable career paths, there are currently not enough adults in the target population with the required credentials.

Beginning or returning to college takes an extraordinary commitment for any student, but especially for adults from underserved communities or low-income households. With a considerable number of people in Ottawa County struggling financially, and without the

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[1] Just 56% of 2021 Ottawa County high school graduates enrolled in postsecondary within 6 months of graduating. This is compared to 63% in 2018, 60% in 2019, and 58% in 2020 (MI School Data, College Enrollment by High School Report).
[2] *ALICE in Michigan: A Financial Hardship Study* (2021 Report).
[3] MI Department of Technology, Management & Budget, *2020 Annual Planning Information and Workforce Analysis Report* for West Michigan. (Region 4).

credentials necessary to compete in a modern workforce, there is a clear need for postsecondary education and training that is within reach. Thus, removing barriers to access and affordability is critical and the proposed solution will do just that. Individuals in Ottawa county are not eligible for the Michigan Reconnect (free community college) program because the county is not a part of a community college district (where local taxes support the community college). Michigan Reconnect eligible students pay for classes at the out of district tuition rate. **The proposed project is aimed at helping adults from the lowest-income households—those for whom out-of-district tuition is a deterrent to enrolling in college to earn much-needed postsecondary credentials.**

III. Project Description

Describe the project's action plan from start to completion. Upon notification of an award, David DeBoer, who oversees the Michigan Reconnect program for the college, will work with the Institutional Research Department to set up the reporting mechanism to track the reporting metrics for the grant. GRCC will also begin outreach and recruitment in Ottawa County. Strategies will include social media campaigns, posters/brochures in local businesses and other locations, neighborhood job fairs and networking events, bus/media advertisements, and information sessions in trusted venues (e.g., churches, schools, etc.). One hundred seventy individuals have already been identified in the county as possible participants. These individuals have expressed an interest in programs at the GRCC Holland campus, but financially have not been able to begin programs.

GRCC will also begin the process of hiring a Reconnect navigator for the Lakeshore Campus. The college anticipates that this staff person will be in place and ready to begin serving the community in January 2023. Individuals who have other part time roles with the College in the Ottawa County are interested in this position. Regarding the navigator position, a growing body of practice and data suggests that college/career navigators are strong drivers of student retention, completion of training programs, and employment advancement for nontraditional students. This specialized role provides a way to close the gap in helping low-income adults access and succeed in college programs, attain credentials, and ultimately pursue quality careers. In this project, the part-time navigator will be responsible for intake, assessments, and assisting in alignment of assessment and career planning. The navigator will also facilitate academic and personal wraparound services to remove barriers as they arise, and act as a coach/mentor to assist students with persistence and educational goal attainment.

Because Michigan Reconnect is an existing program, the process for students to apply and establish eligibility are already in place. As such, the following procedures will be used based on an adult's previous experience with higher education. Regarding eligibility, adults without a high school diploma, but interested in completing one, will be assisted by GRCC's Education Opportunity Center, which provides academic support and referrals for those services.

- **Currently enrolled at GRCC:** 1) Apply for Michigan Reconnect (Eligibility: age 25 or older; lived in Michigan for a year or more; have a high school diploma or equivalent; have not yet completed an associate or bachelor's degree). 2) Complete the FAFSA. 3) Enroll in 6 or more credits required for certificate or associate degree program.

- **Returning students:** 1) Apply for Michigan Reconnect. 2) Complete the FAFSA. 3) If they have taken GRCC classes within the last two years, their account is still active. They will be assisted in enrolling in 6 or more credits required for certificate or associate degree program. 4) If it has been two years or longer since they last attended, they will be assisted in completing the Declaration of Academic Program before enrolling in classes.
- **For students who are new to GRCC:** 1) Apply for Michigan Reconnect. 2) Enroll at GRCC. 3) Complete the FAFSA. 4) For students unsure about a career pathways, they can complete free online assessment tools and/or receive individualized career counseling from the navigator or a GRCC advisor. 5) Complete the Declaration of Academic Program. 6) Enroll in classes.

Throughout the project period, metrics will be tracked for reporting purposes by David DeBoer and his staff in the Financial Aid Department, with assistance from the navigator. Reports will be provided according to the timeline as established in the grant agreement.

Include a timetable for implementation.

Key Activities and Milestones for 2022	**Timeline**
Hire the navigator for the Lakeshore Campus	11/22 – 12/22
Implement system for tracking and reporting (metrics)	12/22
Recruit students; Complete intake process (Reconnect application/verify eligibility, complete FAFSA)	11/22 – 1/23
Key Activities and Milestones for 2023	**Timeline**
Enroll students (GRCC enrollment, meet with advisor to enroll in courses)	1/23
Winter 2023 semester begins	1/10/23
Conduct outreach activities with community partners and employers	1/23 – 12/23
Hold adult education recruitment events	3/23 – 4/23
Fall 2023 semester begins	8/23
Report on student success (metrics)	10/2023
Enrollment activities for Winter 2024	10/23 – 1/24
Final report (metrics)	7/24

Qualifications of key personnel that will ensure the success of the project. David DeBoer is the Executive Director of Financial Aid and is responsible for overseeing the Michigan Reconnect program. David will serve as co-project director. He has over 25 years of financial aid experience, having served students at four different higher education institutions, including GRCC. He has been active in state, regional, and national-level financial aid discussions. He is past president of the Michigan Financial Aid Association and has served on various committees. He has presented on various financial aid topics to parent groups, financial aid professionals, and others involved in higher education.

Julie Parks is the Dean of Workforce Training and the Executive Director of the Tassell M-TEC. Julie will serve as co-project director. She has several years' experience managing multiple grant-funded projects. Julie also brings extensive experience in workforce development and managing employer relationships on behalf of the college. Under her leadership, GRCC has impacted more than 78,013 individuals in West Michigan (since 2010) through high-quality education and training. Collaboration is the key to the success of her team. Programs under her

direction have completion rates of 86% or higher and job placement rates of 93%.

David Selmon currently serves as Interim Dean of the Lakeshore Campus and provides leadership, supervision, and management of the Lakeshore Campus and its staff.

If this project will be serving county-wide and/or extends beyond the usual geographic service area of your organization, describe specifically how services will be provided across the entire service area. GRCC has had a presence in Ottawa County for several years. To enhance recruitment efforts and reach residents who are most in need of financial assistance, the college will work closely with the adult education partners within the county, the Ottawa Area ISD, Lakeshore Ethnic Diversity Alliance, and several employer partners who will promote the opportunity to their current employees—to include Gentex, Transmatic, LG Chem, Haworth, Miller Knoll, Metal Flow, JR Automation, and Mission Design.

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Grand Rapids Community College

Financial Report
with Supplemental Information
June 30, 2021

Grand Rapids Community College

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Independent Auditor's Report

To the Board of Trustees
Grand Rapids Community College

Report on the Financial Statements

We have audited the accompanying financial statements of Grand Rapids Community College (the "College") and its discretely presented component unit as of and for the years ended June 30, 2021 and 2020 and the related notes to the financial statements, which collectively comprise Grand Rapids Community College's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement. The financial statements of the discretely presented component unit were not audited under *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of Grand Rapids Community College and its discretely presented component unit as of June 30, 2021 and 2020 and the respective changes in its financial position and, where applicable, cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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Grand Rapids Community College

Other Matters

Required Supplemental Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of the College's proportionate share of the net pension liability, schedule of pension contributions, schedule of the College's proportionate share of the net OPEB liability, and schedule of OPEB contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplemental information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Grand Rapids Community College's basic financial statements. The other supplemental information, as identified in the table of contents, is presented for the purpose of additional analysis and is not a required part of the basic financial statements.

The other supplemental information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplemental information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 18, 2021 on our consideration of Grand Rapids Community College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Grand Rapids Community College's internal control over financial reporting and compliance.

Plante & Moran, PLLC

October 18, 2021

The discussion and analysis of Grand Rapids Community College's (the "College") financial statements provides an overview of the College's financial activities for the years ended June 30, 2021, 2020, and 2019. Management has prepared the financial statements and the related note disclosures along with the discussion and analysis. Responsibility for the completeness and fairness of this information rests with the College's administration.

Using this Report

These financial statements are prepared in accordance with Governmental Accounting Standards Board (GASB) Statement No. 35, *Basic Financial Statements - and Management's Discussion and Analysis - for Public Colleges and Universities*. These financial statements are prepared under the accrual basis of accounting, whereby revenue and assets are recognized when the service is provided and expenses and liabilities are recognized when others provide the service, regardless of when cash is exchanged. Capital expenditures are recorded as assets on the statement of net assets and depreciated over their estimated useful lives.

Activities are reported as either operating or nonoperating in accordance with GASB Statement No. 35. Charges for services are recorded as operating revenue. Essentially all other types of revenue, including state appropriations and property tax levies, are nonoperating. A public community college's reliance on state funding and local property taxes will result in reporting an operating deficit.

The Grand Rapids Community College Foundation (the "Foundation") is a private nonprofit tax-exempt organization formed for the purpose of receiving funds for the sole benefit of the College. Based on the criteria set forth in GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units* and amended in GASB Statement No. 61, the Foundation is considered a component unit of Grand Rapids Community College. Accordingly, the activity and financial position of the Foundation have been discretely presented within the College's in the accompanying financial statements.

This annual financial report complies with the above requirements and includes this management's discussion and analysis, the report of independent auditors, the financial statements, notes to financial statements, and additional information similar to commercial enterprises and private-sector institutions.

Over time, increases or decreases in net position provide one indication of the financial health of an organization. To assess the overall health of the College, many other nonfinancial factors need to be considered, such as trends in enrollment, condition of facilities, attention to workforce needs, success of students and graduates, and the strength of the faculty and staff.

Statement of Net Position

One of the most important questions asked about the College's finances is, "Is Grand Rapids Community College as a whole better off or worse off as a result of the year's activities?" The statement of net position and the statement of revenue, expenses, and changes in net position report information on the College as a whole and on its activities in a way that helps answer this question. When revenue and other support exceed expenses, the result is an increase in net position. When the reverse occurs, the result is a decrease in net position. The relationship between revenue and expenses may be thought of as the College's operating results.

The following are the major components of assets, liabilities, and net position (in thousands) for the College as of June 30:

Statement of Financial Position at June 30 (in thousands)	2021	2020	2019
Assets			
Current assets	$ 58,891	$ 41,762	$ 36,744
Noncurrent assets:			
Capital assets - Net of depreciation	177,525	159,665	146,741
Investments and other long-term assets	44,359	42,943	45,590
Total assets	280,775	244,370	229,075
Deferred Outflow of Resources	49,558	59,495	59,798
Liabilities			
Current liabilities	28,530	29,573	25,405
Noncurrent liabilities:			
Long-term debt	28,313	30,683	34,244
Net OPEB liability	27,671	37,760	43,675
Net pension liability	181,000	179,249	168,471
Total liabilities	265,514	277,265	271,795
Deferred Inflow of Resources	38,602	37,462	36,575
Net Position			
Net investment in capital assets	150,355	129,469	113,032
Unrestricted (deficit)	(124,138)	(140,331)	(132,529)
Total net position	**$ 26,217**	**$ (10,862)**	**$ (19,497)**

Current assets are comprised primarily of cash and cash equivalents, which total $37.9, $34.0, and $27.0 million for 2021, 2020, and 2019, respectively. The fluctuation is due to year-to-year timing differences. These funds will be used primarily for operating purposes and, accordingly, are invested to provide liquidity. Receivables resulting from tuition and fees, student loans, and federal, state, and local grants and appropriations ($20.6, $7.4, and $9.5 million for 2021, 2020, and 2019, respectively) represent the majority of the remainder of current assets. Changes in these amounts are due largely to changes in enrollment levels as well as the timing of actual receipts from grantors and students relative to recognition of revenue or, in the case of grant programs, funds expended for allowable grant purposes. The increase in current assets resulted primarily from the receivable related to Higher Education Emergency Relief Fund (HEERF) grants.

Noncurrent assets primarily represent investments with long-term maturity dates, college investments not needed to meet current cash flow obligations and/or designated for future capital projects, as well as the College's investment in its capital assets, net of accumulated depreciation.

Current liabilities are comprised primarily of employee compensation and vendor payments, representing 46 percent, 48 percent, and 43 percent of current liabilities for 2021, 2020, and 2019, respectively. The individual dollar amounts will fluctuate from year to year based on timing of payments to contractors and vendors, timing of pay dates, and the remittance of retirement payments to Michigan Public School Employees' Retirement System (MPSERS). Bond, capital lease, and interest payments due in November and May of the subsequent fiscal year accounted for another 20 percent, 23 percent, and 27 percent of current liabilities for 2021, 2020, and 2019, respectively. Student tuition and fee revenue for the portion of the summer session occurring after June 30 of the applicable fiscal year represents the balance of current liabilities.

Noncurrent liabilities include future payments (beyond June 30, 2021) on capital bond debt and leases referenced above, as well as accruals for employee leaves based on current contract parameters and retirement guidelines established by the State of Michigan that are not expected to be paid in the next year. These liabilities decreased from $34.2 million in 2019 to $30.7 million in 2020 to $28.3 million in 2021 due to the scheduled retirement of bond debt and capital lease obligations.

In 2015, the College adopted a new Governmental Accounting Standards Board (GASB) Statement No. 68, which requires governments providing defined pension benefits through a cost-sharing plan to recognize their unfunded pension benefit obligation as a liability for the first time and to more comprehensively and comparably measure the annual costs of pension benefits. In 2018, the College adopted GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other than Pensions, which requires governments providing other postemployment benefit (OPEB) plans to recognize their unfunded OPEB obligation as a liability for the first time. In accordance with these statements, the College has reported net pension liability of $181.0 at June 30, 2021, $179.2 million at June 30, 2020 and $168.5 million at June 30, 2019 and a net OPEB liability of $27.7 million at June 30, 2021, $37.8 million at June 30, 2020 and $43.7 million at June 30, 2019. In accordance with the statement, the College is also required to report deferred outflows and deferred inflows. Deferred outflows are $49.6 million at June 30, 2021, $59.5 million as of June 30, 2020 and $59.8 million as of June 30, 2019. Deferred inflows are $38.6 million at June 30, 2021, $37.5 million as of June 30, 2020 and $36.6 million as of June 30, 2019.

Statement of Revenue, Expenses, and Changes in Net Position

The statement of revenue, expenses, and changes in net position presents the operating results of the College, as well as nonoperating revenue and expenses. Annual state appropriations and property tax collections, while budgeted for operational purposes, are considered nonoperating revenue according to accounting principles generally accepted in the United States of America.

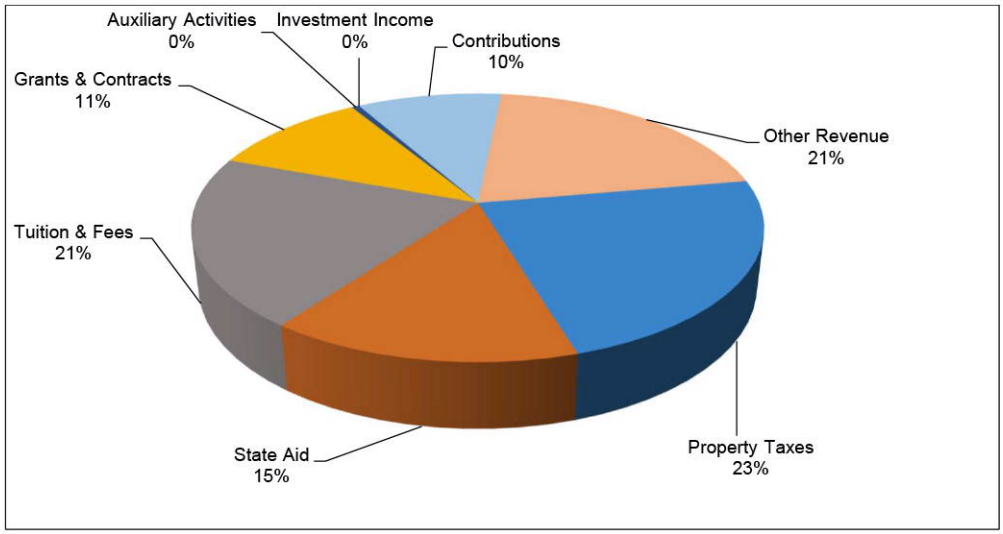
The following are the major components of the College's revenue and expenses (in thousands) for the years ended June 30:

Operating Results for the Years Ended June 30 (in thousands)

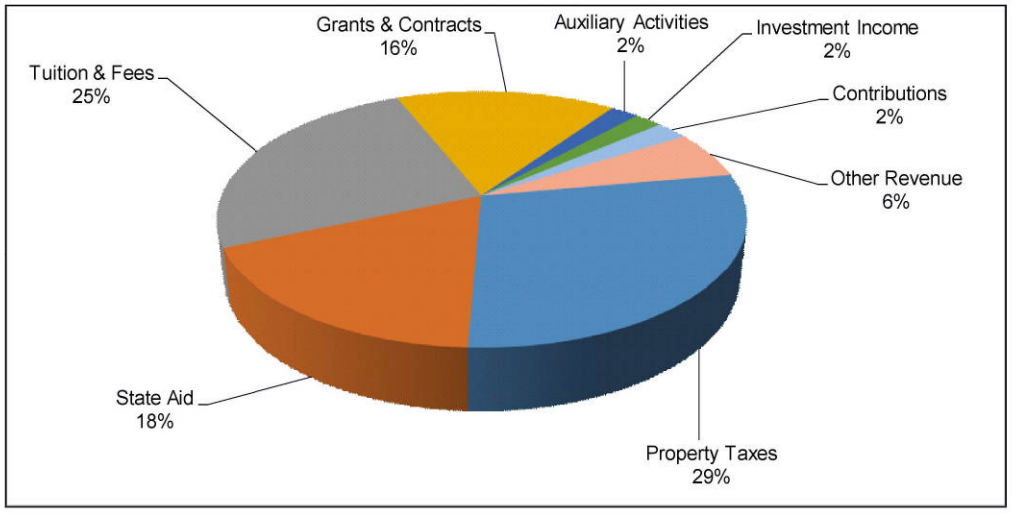
	2021	2020	2019
Operating Revenue			
Tuition and fees - Net	$ 39,741	$ 37,808	$ 40,788
Grants and contracts	7,855	8,275	6,827
Sales and services of auxiliary activities	964	3,055	3,803
Other sources	4,088	4,540	5,290
Total operating revenue	52,648	53,678	56,708
Operating Expenses			
Instruction	51,256	53,365	50,814
Information Technology	9,414	8,474	7,887
Public service	5,616	6,937	5,634
Instructional support	13,226	13,895	13,311
Student services	37,518	22,381	21,706
Institutional administration	13,868	13,804	12,651
Physical plant operations	18,032	13,855	15,112
Depreciation	6,807	7,088	7,235
Total operating expenses	155,737	139,799	134,350
Operating Loss	(103,089)	(86,121)	(77,642)
Nonoperating Revenue (Expenses) and Other Revenue			
State appropriations	28,674	26,817	27,833
Property taxes	44,629	42,605	40,819
Federal Pell grant	12,802	15,662	16,049
Investment income	9	3,025	2,801
Interest expense on bonds	(668)	(1,330)	(1,483)
Higher Education Emergency Relief Funds and Coronavirus Relief Funds	33,816	2,417	-
Capital Contributions	18,855	3,500	1,122
Other revenue	2,051	2,060	1,795
Net nonoperating revenue	140,168	94,756	88,936
Increase in Net Position	37,079	8,635	11,294
Net Position - Beginning of year	(10,862)	(19,497)	(30,791)
Net Position - End of year	**$ 26,217**	**$ (10,862)**	**$ (19,497)**

College revenue is derived from four primary sources: property taxes, student tuition and fees, grants and contracts, and state appropriations. The following graphs show the percentage of revenue from the component sources for the years ended June 30, 2021 and 2020:

Revenue Sources – 2021



Revenue Sources – 2020



Property tax revenue (23 percent, 29 percent, and 28 percent of revenue for 2021, 2020, and 2019, respectively) reflects changes in taxable values in the Kent Intermediate School District (the tax base for the College). The College is authorized to levy 1.9 mills, which the board of trustees has allocated to support operating expenditures (1.5 mills) and capital expenditures and debt retirement (.4 mills). However, the cumulative impact of the Headlee Rollback has reduced the effective levy to 1.7472 for 2021, 1.7606 for 2020, and 1.7716 for 2019.

Student tuition and fees (21 percent, 25 percent, and 28 percent of revenue for 2021, 2020, and 2019, respectively) are driven by enrollment and board-approved tuition and fee adjustments. With limited increases in state aid and property tax revenue, the College found it necessary to continue annual tuition increases in 2020 and 2019, thus placing an ever increasing share of the responsibility for funding the institution on students. However, larger increases in property tax revenue in 2021 allowed the College to minimize the impact on tuition increase to students. Billing units in 2021 declined by approximately 10 percent from the previous year. We believe this is largely due to the improving economy and greater employment opportunities for students, as well as to generally smaller high school graduating classes and the effect of the pandemic. Net student tuition and fees reflects a scholarship allowance of approximately $9.3 million, $10.1 million, and $10.4 million for 2021, 2020, and 2019, respectively. This offset to tuition reflects funds the College receives, primarily through federal and state grants, which are applied to student tuition bills and are shown in the financial statements as federal and state grant revenue. The decrease in the allowance between 2021, 2020, and 2019 is due to lower enrollment levels and fewer student loans.

Grants and contracts (11 percent for 2021, 16 percent for 2020, and 15 percent for 2019, respectively) are primarily federal and state funding for financial aid programs. In addition, the College receives federal and state funding for economic job development grant programs, employment services, and training to work programs, among others. To assist with the economic impact of the pandemic, the College spent Higher Education Emergency Relief Fund (HEERF) Grant funds of $17.1 million in emergency grants to students and $14.7 million in institutional support as of June 30, 2021. Additionally, the College spent $2.1 million of Coronavirus Relief Fund (CRF) grant funds. As of June 30, 2020, the College had spent $1.8 million in emergency grants to students and approximately $600,000 in institutional support.

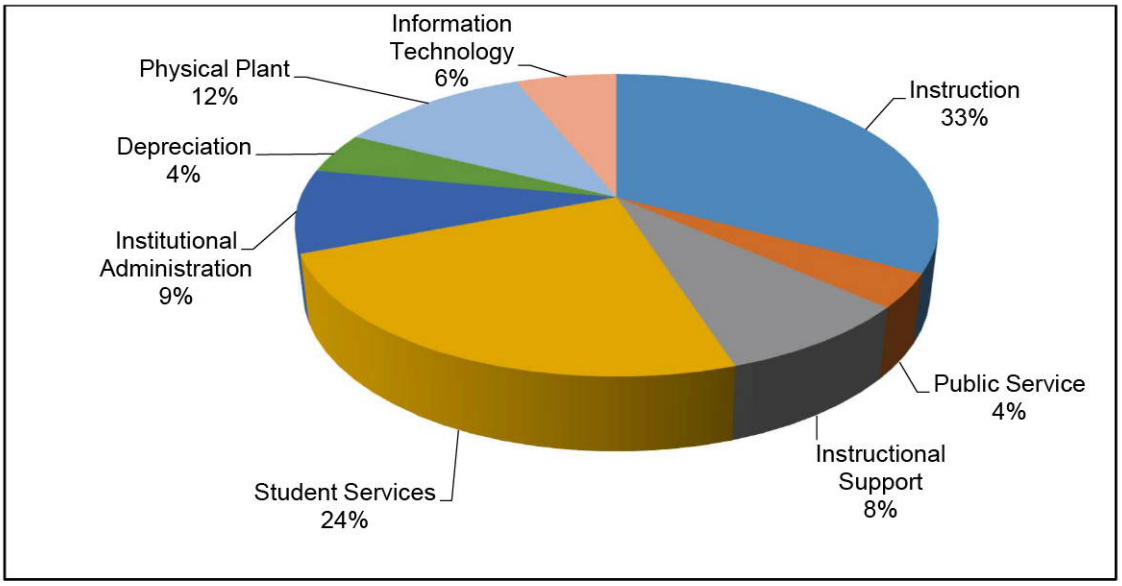
State appropriations (15 percent for 2021, 18 percent for 2020, and 19 percent for 2019, respectively) remained consistent along with the MPSERS UAAL subsidy that is remitted back to the State. In addition, approximately $2.0 million and $1.8 million in personal property tax reimbursement was also allocated to state appropriations in 2021 and 2020, respectively.

The remainder of the College's revenue is derived from the following sources:

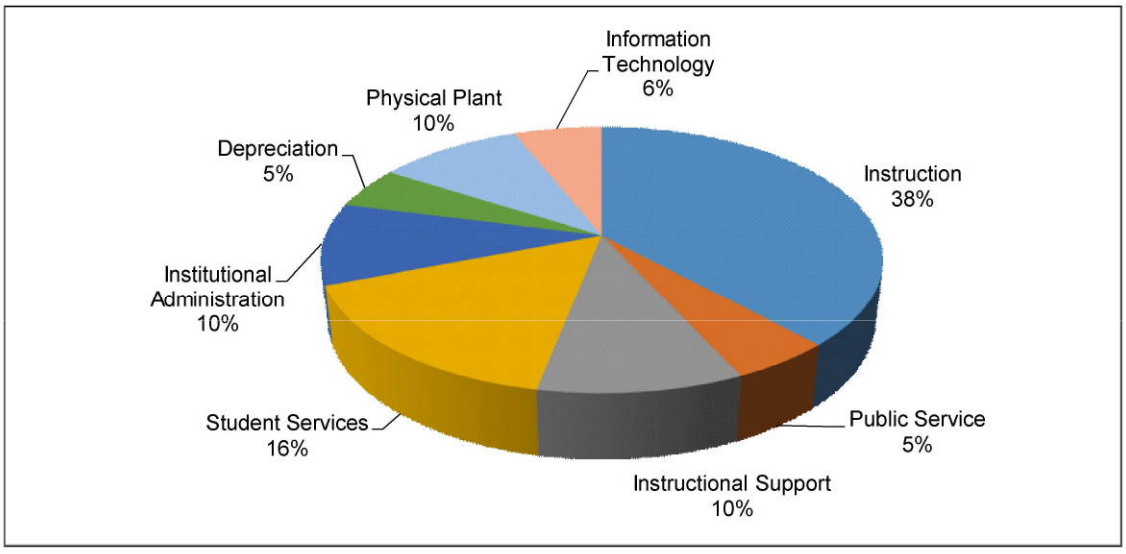
- HEERF and CRF grant funds described above are recorded as other revenue
- Auxiliary activities, which include the College's parking ramps, food service, bookstore, media services, and printing operations. The day-to-day operations of the parking ramps, bookstore, and food service are managed by external providers through a variety of rental and management agreements.
- Seminars and workshops. Customized training programs for business and industry are offered through the College's Training Solutions/Job Training unit.
- Rental of college facilities.
- Contributions to the College, primarily from the Foundation for scholarships, facility improvements, and faculty/staff professional development.
- Interest and investment income. Interest income increased in 2020 due to slightly higher interest rates, the use of callable agency bonds, and effective cash management reducing the average balance in lower-earning sweep accounts. There were unrealized gains (losses) in the investment portfolios of approximately ($1,108,000), $794,000, and $905,000 in 2021, 2020, and 2019, respectively. However, since the College's practice is to hold investments until maturity, it is unlikely that any of the gains or losses will be realized.

Operating expenses are reported using functional classifications. For the years ended June 30, 2021 and 2020, the following shows the breakdown of operating expenses:

Operating Expenses – 2021



Operating Expenses – 2020



The College expends the largest percentage (33 percent in 2021 and 38 percent in 2020 and 2019) of its available operating dollars on instruction. Expenditures for instruction include all costs required to provide direct instruction in the classroom such as faculty salaries and fringe benefits, classroom supplies, printing supplies, and instructional equipment. Contractual compensation adjustments, fringe benefit cost increases, and equipment and technology upgrades, as well as the number of class sections delivered, all impact instructional costs. Because this expense category consists primarily of salaries, wages, and fringe benefits, it can be the most sensitive to year-to-year fluctuations in these costs. In addition, the percentage decreased due to large increase in student services expenditures.

Student services expenditures (24 percent in 2021 and 16 percent in 2020, and 2019) include support services for students such as counseling, academic advising, financial aid, registrar's, and job placement. Also included are other ancillary costs associated with operating a comprehensive community college such as athletics, student clubs and organizations, and auxiliary activities. The percentage increase in 2021 is the result of HEERF student grant awards.

Instructional support (8 percent in 2021 and 10 percent in 2020, and 2019) includes the costs of the academic support structure for the delivery of instruction. Expenditures in this area include the provost and deans, departmental support, instructional technology support, and the library operations.

Institutional administration (9 percent in 2021 and 10 percent in 2020 and 2019) includes expenditures for the president's office, research and planning, and financial and business services functions.

Physical plant operations (12 percent in 2021, 10 percent in 2020, and 11 percent in 2019) and depreciation (4 percent in 2021, 5 percent in 2020, and 2019) reflect the cost of operating and maintaining the College's physical environment and the safety of students, staff, and visitors to the campus.

Public service expenditures (4 percent in 2021, 5 percent in 2020, and 4 percent in 2019) include activities that make available to the public unique resources for the specific purpose of responding to a community need or solving a community problem.

Information technology expenditures (6 percent in 2021, 2020, and 2019) include all costs associated with providing software, hardware, network, and infrastructure for the instructional and administrative computing needs of the College. The increase is reflective of the ongoing cost of providing current technology and information security to support college operations.

Statement of Cash Flows

The primary purpose of this statement is to provide relevant information about the cash receipts and cash payments of an entity during a period. The statement of cash flows may also help users assess:

- An entity's ability to generate future net cash flows
- Its ability to meet its obligations as they come due
- Its need for external financing

The College's liquidity increased during the year. Highlights from the College's cash flow for the years ended June 30, 2021, 2020, and 2019 include:

- Cash used in operating activities totaled $112.1 million ($67.8 million in 2020 and $68.8 million in 2019) with the most significant use of cash flow being in the form of payments related to employee compensation and fringe benefits of $97.3 million ($95.8 million in 2020 and $95.4 million in 2019). Payments to vendors ($26.6 million in 2021, $17.6 million in 2020, and $20.9 million in 2019) and for building utilities ($4.0 million in 2021, $3.4 million in 2020, and $3.5 million in 2019) also represent use of cash for operations. These operating uses of cash, including payments to students for scholarships and grants ($45.9 million in 2021, $16.4 million in 2020, and $16.8 million in 2019), were offset by cash provided by operations from tuition and fees collected of $48.4 million ($48.9 million in 2020 and $52.3 million in 2019), federal, state, and local grants and contracts collected of $7.9 million ($8.3 million in 2020 and $5.6 million in 2019), auxiliary sales of $1.4 million ($3.6 million in 2020 and $4.7 million in 2019), and other cash collections of $4.1 million ($4.5 million in 2020 and $5.3 million in 2019) primarily from rentals, seminars, and workshops.

- Noncapital financing activities provided $107.5 million ($91.0 million in 2020 and $86.0 million in 2019) in cash flow for the College, the most significant sources being local property taxes collected of $44.6 million ($42.6 million in 2020 and $40.8 million in 2019), federal Pell grants for students of $12.8 million ($15.7 million in 2020 and $16.0 million in 2019), federal Higher Education Emergency Relief funds of $23.7 million in 2021 and $2.4 million in 2020, and state appropriations of $26.3 million ($26.8 million in 2020 and $28.0 million in 2019). Gifts and contributions account for the remainder of cash provided by noncapital financing activities.

- The College used approximately $7.5 million in cash in 2021 ($23.9 million in 2020 and $17.5 million in 2019) of cash from capital and related financing activities. Receipt of capital contributions provided $18.9 million in cash (none in 2020 and 2019). Purchase of capital assets used $22.7 million ($18.4 million in 2020 and $9.5 million in 2019). Principal paid on capital debt and leases of $3.0 million ($4.1 million 2020 and $6.5 million in 2019) and interest paid on debt and capital leases of $0.68 million ($1.3 million in 2020 and $1.5 million in 2019) accounted for the remainder of the use of cash from capital and related financing activities in 2021.

- Investing activities received $16.0 million of cash in 2021 (compared to receiving $7.7 million in 2020 and using $10.6 million in 2019). This variation reflects investing activity in the College's operating and bond portfolios to match maturities with payroll dates, student refund periods, debt payments, construction schedules, and other cash needs. Interest on investments provided $1.1 million in cash (compared to $2.2 million in 2020 and $1.9 million in 2019), reflecting slightly higher interest rates and smaller average balances in lower-earning sweep accounts.

Capital Assets and Debt Administration

At June 30, 2021, 2020, and 2019, the College had $177.5, $159.7, and $146.7 million invested in capital assets, net of accumulated depreciation of approximately $131.4, $126.6, and $121.1, million, respectively. Depreciation charges were $6.8, $7.1, and $7.2 million in 2021, 2020, and 2019, respectively.

In 2021, capital asset additions totaled $39.4 million. $21.0 million was for current construction in progress that includes significant renovations to Finkelstein Hall and the Lakeshore Campus. The remaining $18.4 million includes the renovation of the Applied Technology Center and Mable Engle Hall and various purchases of instructional equipment and furniture, library resources, vehicle replacements, technology expenditures, and minor deferred maintenance projects.

During 2020, capital asset additions totaled $20.1 million. $12.7 million was for current construction in progress that includes significant renovations to the Applied Technology Center, Mable Engle Hall and Finkelstein Hall. The remaining $7.4 million includes the renovation of Lettinga Hall, the purchase of a new Lakeshore campus property and various purchases of instructional equipment and furniture, library resources, vehicle replacements, technology expenditures, and minor deferred maintenance projects.

Capital expenditures in 2022 will include the completion of the renovation of the Lakeshore Campus and Finkelstein Hall. Other projects will include HVAC upgrades, ongoing deferred maintenance, campus safety and security enhancements, and equipment and technology replacements and upgrades.

At June 30, 2021, the College had $265.5 million in long-term obligations outstanding ($277.3 million in 2020 and $271.8 million in 2019), which includes a net pension liability of $181.0 million ($179.2 million in 2020 and $168.5 million in 2019) and a net OPEB liability of $27.7 million ($37.8 million in 2020 and $43.7 in 2019) (see Note 10). Capital debt and lease obligations totaled $27.1 million ($30.1 million in 2020 and $33.7 million in 2019). As an objective indication of its financial stability, the College's debt is rated AA (Standard & Poor's) and Aa1 (Moody's). The Standard & Poor's rating was reaffirmed in fiscal year 2021. Annual bond payment obligations are met by the .4 mill property tax allocation authorized by the board of trustees.

The fortunes of the local economy will also impact the College in the future. Property tax revenue is dependent on home sales, assessed values, new construction, and commercial development. For 2021, we've budgeted for an increase of 4.5 percent, despite a small Headlee Rollback resulting in a reduction from 1.7472 mills to 1.7307 mills. With the improving home sales and new construction, we are optimistic that this trend will continue.

Enrollment levels, which have declined for the ninth year in a row, are being watched closely. With an improving economy, some decline is anticipated, as community college enrollment in Michigan has historically run counter-cyclical to the State's economy. Other colleges are experiencing similar enrollment reductions. However, since student tuition and fees now provide nearly 50 percent of General Fund revenue, the potential impact on the College's operating budget is significant.

As noted earlier, the College has been working diligently to address deferred maintenance and renovation needs. We desire to not only keep our students and staff "warm, safe, and dry," but to also provide them with state-of-the-art learning environments and technology resources. Private donations have provided funding for improvements to nearly every building on campus along with the purchase and renovation of a new building strategically located to serve the Ottawa County residents.

Now in its second century, the administration and board of trustees are of the opinion that, in spite of some critical challenges, the College is positioned to meet the needs of its students and the community during the current year and has established a financial foundation to carry the College into the future. The College remains committed to the ideals of 'open door' access and 'student success'. With a dedicated staff, board of trustees, and the support of the community, Grand Rapids Community College will continue to strive to be 'distinctive' in all that it does in 2022 and beyond.

Impact of the COVID 19 Pandemic

Effective March 15, 2020 the College suspended all on-ground classes and transferred the large majority of them to an online format. Classes that included a laboratory component which could not be effectively delivered in a remote format were put on hold. The College offered all students enrolled in classes that were originally scheduled on-ground and moved online a one-time option to withdraw from courses and retake them at a later date (within one year) without penalty. While most students elected to remain in classes and completed them remotely, there were approximately 1,400 students that elected to withdraw and to date 497 have of them have signed up to retake courses. The College has accounted for the cost of the retake in the 2020-21 budget.

State aid funding makes up approximately 19% of the College's operating revenues. This revenue is received in eleven equal payments beginning in October and running monthly through the following August. Payments received in July and August are accrued back to the prior (in this case 2019-20) fiscal year. The 2019-20 state revenue allocation was reduced by 11% or $2.1 million. The College was provided with dollar for dollar replacement of the lost revenue through federal Coronavirus Relief Funds (CRF). The College has used HEERF and CRF funds totaling $33.8 million in 2021 and $2.4 million in 2020 to disburse grant awards to students based on need and to also fund expenses related to the pandemic as well as replace lost revenues.

The College will close the 2020-21 fiscal year adding more than $2.2 million to general fund equity. The enrollment decline was more than offset by HEERF funding as well as reductions in expense related to vacant positions, and a general lack of spending on supplies and materials, travel, professional development, and other costs due to the pandemic.

The College has adopted a balanced budget for the 2021-22 fiscal year. The College has used HEERF funds to plan and provide a safe and socially distanced learning environment for the Fall 2021 semester based on student demand. Summer 2021 enrollment significantly exceeded budgeted projections. The 2021-22 budget includes flat enrollment projections as well as rising property tax revenues. The College closed the prior fiscal year with a fund equity of over 18% and a budget stabilization reserve of an additional $1.9 million that could be used to offset any additional losses.

Grand Rapids Community College

Statement of Net Position

	June 30 2021	June 30 2020
Assets		
Current assets:		
Cash and cash equivalents (Note 3)	$ 37,914,667	$ 34,023,425
Accounts receivable - Net (Note 6)	20,607,649	7,372,998
Prepaid expenses and other current assets	368,995	365,920
Total current assets	58,891,311	41,762,343
Noncurrent assets:		
Accounts receivable - Net (Note 6)	25,658	193,169
Long-term investments (Note 3)	44,257,185	42,593,817
Unamortized bond discount	76,129	155,667
Capital assets - Net (Note 7)	177,525,310	159,665,428
Total noncurrent assets	221,884,282	202,608,081
Total assets	280,775,593	244,370,424
Deferred Outflow of Resources (Note 10)	49,557,633	59,495,357
Liabilities		
Current liabilities:		
Accounts payable	5,220,167	6,134,314
Accrued salaries and related amounts	8,564,881	8,366,452
Unearned revenue	9,288,491	8,046,166
Interest payable	213,321	200,597
Long-term obligations - Current (Note 8)	4,846,888	6,445,164
Deposits held in custody for others	396,667	380,846
Total current liabilities	28,530,415	29,573,539
Noncurrent liabilities:		
Long-term obligations - Net of current portion (Note 8)	28,312,691	30,683,024
Net OPEB liability (Note 10)	27,670,604	37,760,595
Net pension liability (Note 10)	181,000,242	179,249,084
Total liabilities	265,513,952	277,266,242
Deferred Inflow of Resources (Note 10)	38,602,008	37,461,520
Net Position		
Net investment in capital assets	150,355,310	129,468,668
Unrestricted deficit	(124,138,044)	(140,330,649)
Total net position	**$ 26,217,266**	**$ (10,861,981)**

The Accompanying Notes to Financial Statements are an Integral Part of These Statements.

Grand Rapids Community College

Statement of Revenue, Expenses, and Changes in Net Position

	Year Ended June 30	
	2021	2020
Operating Revenue		
Tuition and fees - Net of scholarship allowance of $9,264,749 and $10,143,094 for 2021 and 2020, respectively	$ 39,740,946	$ 37,807,915
Federal grants and contracts	4,508,554	5,267,076
State grants and contracts	2,142,740	1,777,442
Private gifts, grants, and contracts	1,204,148	1,230,246
Sales and services of auxiliary activities	963,915	3,055,161
Seminars, workshops, and other revenue	4,087,566	4,539,909
Total operating revenue	52,647,869	53,677,749
Operating Expenses		
Instruction	51,256,051	53,365,022
Information technology	9,413,654	8,474,302
Public service	5,616,246	6,937,038
Instructional support	13,226,307	13,895,320
Student services	37,518,493	22,380,539
Institutional administration	13,867,486	13,803,541
Physical plant operations	18,032,161	13,854,609
Depreciation	6,806,907	7,088,734
Total operating expenses	155,737,305	139,799,105
Operating Loss	(103,089,436)	(86,121,356)
Nonoperating Revenue (Expenses)		
State appropriations	28,673,733	26,817,191
Property taxes	44,629,135	42,604,634
Pell revenue	12,802,011	15,662,290
Interest income	1,117,031	2,231,416
Interest expense on bonds	(667,760)	(1,329,895)
Unrealized gain (loss) on investments	(1,108,092)	793,999
Higher Education Emergency Relief Funds and Coronavirus Relief Funds	33,816,441	2,416,876
Other revenue	2,050,723	2,059,870
Net nonoperating revenue	121,313,222	91,256,381
Income - Before other revenue	18,223,786	5,135,025
Other Revenue - Capital contributions	18,855,461	3,500,000
Increase in Net Position	37,079,247	8,635,025
Net Position - Beginning of year	(10,861,981)	(19,497,006)
Net Position - End of year	**$ 26,217,266**	**$ (10,861,981)**

The Accompanying Notes to Financial Statements are an Integral Part of These Statements.

Grand Rapids Community College

Statement of Cash Flows

	Year Ended June 30	
	2021	2020
Cash Flows from Operating Activities		
Tuition and fees	$ 48,384,994	$ 48,873,443
Grants and contracts	7,855,442	8,278,002
Payments to suppliers	(26,612,217)	(17,634,171)
Payments for utilities	(3,976,549)	(3,359,441)
Payments to employees	(60,796,377)	(60,702,218)
Payments for benefits	(36,530,346)	(35,085,199)
Payments for scholarships and grants	(45,873,865)	(16,379,879)
Auxiliary enterprise charges - Net	1,359,766	3,641,072
Federal direct lending receipts	9,298,313	11,617,379
Federal direct lending disbursements	(9,298,313)	(11,617,379)
Other	4,087,566	4,539,909
Net cash used in operating activities	(112,101,586)	(67,828,482)
Cash Flows from Noncapital Financing Activities		
Local property taxes	44,629,135	42,604,634
Federal Pell grant	12,802,011	15,662,290
Higher Education Emergency Relief Funds	23,741,812	2,416,876
State appropriations	26,301,923	26,817,191
Net cash provided by noncapital financing activities	107,474,881	87,500,991
Cash Flows from Capital and Related Financing Activities		
Purchase of capital assets	(22,706,989)	(18,439,483)
Capital Contributions	18,855,461	3,500,000
Principal paid on long-term obligations including capital debt	(2,986,900)	(4,102,600)
Interest paid on capital debt	(667,760)	(1,329,895)
Net cash used in capital and related financing activities	(7,506,188)	(20,371,978)
Cash Flows from Investing Activities		
Proceeds from sales and maturities of investments	54,908,355	156,317,497
Purchase of investments	(40,001,251)	(150,816,098)
Interest on investments	1,117,031	2,231,416
Net cash provided by investing activities	16,024,135	7,732,815
Net Increase in Cash and Cash Equivalents	3,891,242	7,033,346
Cash and Cash Equivalents - Beginning of year	34,023,425	26,990,079
Cash and Cash Equivalents - End of year	**$ 37,914,667**	**$ 34,023,425**

The Accompanying Notes to Financial Statements are an Integral Part of These Statements.

Grand Rapids Community College

Statement of Cash Flows (Continued)

	Year Ended June 30	
	2021	2020
Reconciliation of Operating Loss to Net Cash from Operating Activities		
Operating loss	$ (103,089,436)	$ (86,121,356)
Adjustments to reconcile operating loss to net cash from operating activities:		
Depreciation expense	6,806,907	7,088,734
Change in assets and liabilities:		
Accounts receivable	(4,143,230)	2,002,897
Other assets	76,463	(49,401)
Accounts payable and accrued liabilities	(4,684,327)	3,501,177
Unearned revenue	1,242,325	922,434
Deposits held in custody for others	15,821	13,456
Interest payable	12,724	(50,307)
Net OPEB liability	(10,089,991)	(5,914,112)
Net pension liability	1,751,158	10,778,296
Net cash used in operating activities	**$ (112,101,586)**	**$ (67,828,182)**

There were no noncash activities during 2021 or 2020.

Grand Rapids Community College

Discretely Presented Component Unit
Grand Rapids Community College Foundation

Statement of Financial Position

	June 30	
	2021	2020
Assets		
Cash and cash equivalents	$ 4,578,042	$ 11,416,283
Other current assets	76,566	78,568
Long-term investments	38,205,264	29,478,115
Contribution receivable - Net (Note 5)	3,760,693	4,869,477
Total assets	**$ 46,620,565**	**$ 45,842,443**
Liabilities - Scholarships payable and related amounts	$ 4,611,371	$ 2,360,376
Net Assets		
Without donor restrictions	8,242,127	13,536,907
With donor restrictions	33,767,067	29,945,160
Total net assets	42,009,194	43,482,067
Total liabilities and net assets	**$ 46,620,565**	**$ 45,842,443**

Statement of Activities and Changes in Net Assets

	Year Ended June 30	
	2021	2020
Revenue		
Investment income	$ 8,490,682	$ 683,611
Contributions from the College	297,230	156,596
Contributions	6,256,266	11,612,491
Total revenue	15,044,178	12,452,698
Expenses		
Scholarships and grants expense	15,818,708	5,934,630
General and administrative	315,608	250,864
Fundraising	382,735	475,356
Total expenditures	16,517,051	6,660,850
Change in Net Assets	(1,472,873)	5,791,848
Net Assets - Beginning of year	43,482,067	37,690,219
Net Assets - End of year	**$ 42,009,194**	**$ 43,482,067**

The Accompanying Notes to Financial Statements
are an Integral Part of These Statements.

Note 1 - Industry Information and Significant Accounting Policies

Reporting Entity - Grand Rapids Community College (the "College") is a Michigan community college whose financial statements have been prepared in accordance with generally accepted accounting principles as applicable to public colleges and universities outlined in Governmental Accounting Standards Board (GASB) Statement No. 35 and the *Manual for Uniform Financial Reporting - Michigan Public Community Colleges, 2001*.

The College reports as a business-type activity, as defined by GASB Statement No. 35. Business-type activities are those that are financed in whole or in part by fees charged to external parties for goods or services. The accompanying financial statements have been prepared using the economic resource measurement focus and the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

In addition, the accompanying financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board for determining the various governmental organizations to be included in the reporting entity. These criteria include significant operational or financial relationships with the College.

The Grand Rapids Community College Foundation (the "Foundation"), a not-for-profit corporation, was formed to solicit, collect, and invest donations made for the promotion of educational activities and capital campaigns at the College. In accordance with the GASB, the Foundation is discretely presented in the College's financial statements because of the significance of the resources provided to the College and the Foundation provides services entirely for the benefit of the College. Separate financial statements of the Foundation may be obtained by contacting Grand Rapids Community College, 143 Bostwick Avenue, NE, Grand Rapids, Michigan 49503.

Significant accounting policies followed by the College are described below to enhance the usefulness of the financial statements to the reader:

Basis of Presentation - The Foundation is a private nonprofit organization that reports under Financial Accounting Standards Board (FASB) standards. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. No modifications have been made to the Foundation's financial information in the College's financial reporting entity for these differences. The Internal Revenue Service has determined that the Foundation is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been recorded.

Accrual Basis - The financial statements of Grand Rapids Community College have been prepared on the accrual basis of accounting, whereby revenue is recognized when earned and expenditures are recognized when the related liabilities are incurred and certain measurement and matching criteria are met.

Internal Service Activities - Both revenue and expense related to internal service activities, including print shops, office equipment, maintenance, telecommunications, and institutional computing, have been eliminated.

Note 1 - Industry Information and Significant Accounting Policies (Continued)

Revenue Recognition - The College generally follows the revenue recognition methods set forth in the *Manual for Uniform Financial Reporting - Michigan Public Community Colleges, 2001*. Property taxes are recorded as revenue in the year taxes are levied. Under this method, revenue for fiscal year 2021 includes property taxes that were levied on July 1, 2020 and generally collected before September 30, 2020, and revenue for fiscal year 2020 includes property taxes that were levied on July 1, 2019 and generally collected before September 30, 2019. State appropriations are recorded as revenue in the period for which they are appropriated. Reductions to state appropriations are recorded in the College's fiscal year in which the changes are approved by the state legislature.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of financial statements and the reported amounts of revenue, expenses, gains, losses, and other changes in net position during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents - Cash and cash equivalents consist of all highly liquid investments, including certificates of deposit, with an initial maturity of 12 months or less.

Investments - Investments are recorded at fair value, based on quoted market price.

Accounts Receivable - Accounts receivable resulting from government and state grants, state appropriations, and student tuition consists of operating revenue recognized, but not received, as of June 30, 2021 and 2020. An allowance for doubtful accounts is established based on a specific assessment of all invoices that remain unpaid following normal student payment periods. In addition, a general valuation allowance is established for other student accounts receivable based on historical loss experience.

Scholarship Allowances - Student tuition and fee revenue and certain other revenue from students are reported net of scholarship allowances in the statement of revenue, expenses, and changes in net position. Scholarship allowances are the difference between the stated charge for goods and services provided by the College, and the amount that is paid by students and/or third parties making payments on the students' behalf. Certain governmental grants, such as Pell grants and other federal, state, or nongovernmental programs, are recorded as either operating or nonoperating revenue in the College's financial statements. To the extent that revenue from such programs is used to satisfy tuition and fees and other student charges, the College has recorded a scholarship allowance.

Bond Discount and Premium - Bond discount or premium relates to the value of the bonds issued by the College at the issuance date. The premium or discount on issuance is amortized on a straight-line basis over the life of the related outstanding bond issue.

Note 1 - Industry Information and Significant Accounting Policies (Continued)

Property and Equipment - Property and equipment are recorded at cost. Gifts of property are recorded at acquisition value at the time gifts are received. Expenditures for maintenance and repairs are expensed as incurred. Depreciation is computed using the straight-line method. No depreciation is recorded on land. Expenditures for major renewals and betterments that extend the useful lives of the assets are capitalized. The following estimated useful lives are used to compute depreciation:

Buildings	40 years
Land improvements and infrastructure	20 years
Equipment	5-15 years

Unearned Revenue - Revenue received prior to year-end that relates to the next fiscal period is recorded as unearned revenue. Unearned revenue relates primarily to Summer-term tuition received prior to June 30. The remaining amount included in unearned revenue relates to grant and award monies received in excess of costs incurred as of year-end for college programs financed by government agencies and other organizations.

Net Position - Net position is classified according to external donor restrictions or availability of assets for satisfaction of college obligations. Restricted net position represents amounts over which third parties have imposed restrictions that cannot be changed by the board, including amounts that the board has agreed to set aside under contractual agreements with third parties. Generally, the College first applies restricted resources when an expense is incurred for which both restricted and unrestricted resources are available. Net investment in capital assets consists of capital assets, net of accumulated depreciation, and net of related debt.

Operating Revenue and Expenses - Revenue and expense transactions are normally classified as operating revenue and expenses when such transactions are generated by the College's principal ongoing operations. However, most revenue that is considered to be nonexchange, such as tax revenue, federal Pell grant revenue, and state appropriations, is considered nonoperating revenue.

Federal Financial Assistance Programs - The College participates in federally funded Pell grants, SEOG grants, Federal Work Study, and the federal direct lending program. Federal programs are audited in accordance with Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the compliance supplement.

During the years ended June 30, 2021 and 2020, the College distributed $9,298,313 and $11,617,379, respectively, for direct lending through the U.S. Department of Education, which is not included as revenue and expenditures in the accompanying financial statements.

Note 1 - Industry Information and Significant Accounting Policies (Continued)

Pensions - For the purpose of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Michigan Public School Employees' Retirement System (MPSERS) and additions to/deductions from MPSERS fiduciary net position have been determined on the same basis as they are reported by MPSERS. MPSERS uses the economic resources measurement focus and the full accrual basis of accounting. Contribution revenue is recorded as contributions are due, pursuant to legal requirements. Benefit payments (including refunds of employee contributions) are recognized as expense when due and payable in accordance with the benefit terms. Related plan investments are reported at fair value.

Other Postemployment Benefit Costs - For purposes of measuring the net other postemployment benefit (OPEB) liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the MPSERS and additions to/deductions from MPSERS fiduciary net position have been determined on the same basis as they are reported by MPSERS. MPSERS uses the economic resources measurement focus and the full accrual basis of accounting. For this purpose, MPSERS recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

Deferred Outflows of Resources - In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expense) until then.

The College reports deferred outflows of resources for certain pension-related and OPEB-related amounts, such as change in expected and actual experience, changes in assumptions, and certain contributions made to the plan subsequent to the measurement date. More detailed information can be found in Note 10.

Deferred Inflows of Resources - In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and will not be recognized as an inflow of resources (revenue) until that time.

The College reports deferred inflows of resources for certain pension-related and OPEB-related amounts, such as the difference between projected and actual earnings of the plan's investments. More detailed information can be found in Note 10.

Note 1 - Industry Information and Significant Accounting Policies (Continued)

Adoption of New Accounting Pronouncement - Effective for the fiscal year ended June 30, 2021, the College adopted GASB Statement No. 84, *Fiduciary Activities*, ("GASB 84"). This statement establishes criteria for identifying and reporting fiduciary activities and the related reporting requirements for fiduciary activities. GASB 84 permits certain entities, such as the College, to report activities that would otherwise require separate fiduciary fund financial statements within the College's State of Net Position and Statement of Cash flows as operating activity if upon receipt, the funds are normally expected to be held for three months or less. Accordingly, federal direct lending receipts and disbursements are shown as operating activities in the Statement of Cash Flows. As a result of implementing this standard, there were no substantial activities not previously reported in the financial statements that now meet the definition of a fiduciary activity. Additionally, no activities were previously reported as fiduciary activities but no longer meet the definition of fiduciary activities.

Impact of Pandemic - On March 11, 2020, the World Health Organization declared the outbreak of a respiratory disease caused by a new coronavirus a pandemic, now known as COVID-19. In response to the COVID-19 pandemic, governments have taken preventative or protective actions, such as temporary closures of non-essential businesses and "shelter-at-home" guidelines for individuals. As a result, the global economy has been negatively affected, and the College's operations were also impacted. Due to the "shelter-at-home" guidelines during April and May, the College shifted to a remote online learning environment. To offset the financial impact to students and the losses incurred by the College due to the disruption caused by COVID-19, the College received grants and other relief primarily from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The College was allocated Higher Education Emergency Relief Fund (HEERF) grants totaling $6.8 million, of which 50 percent was required to be given directly to students. The College also received a grant for $340,000 under the HEERF Strengthening Institutions Program (SIP). For the year ended June 30, 2020, the College recognized HEERF grant revenue totaling $2,416,876. For the year ended June 30, 2021, the College was awarded two additional rounds of HEERF grants and has recognized HEERF grant revenue totaling $31.7 million and Coronavirus Relief Funds (CRF) funds of $2.1 million. The severity of the continued impact due to COVID-19 on the College's financial condition, results of operations or cash flows will depend on a number of factors, including, but not limited to, the duration and severity of the pandemic and the extent and severity of the impact on the College's community, all of which are uncertain and cannot be predicted.

Note 2 - Property Taxes

Property tax revenue is recognized in the year for which taxes have been levied.

Property taxes are levied on July 1 and December 1 based on taxable values as of the preceding December 31. The taxes, which are collected and remitted to the College by townships and cities within the College district boundaries, are collected through February 28. Uncollected real property taxes of the College are turned over to the counties in which the district is located for subsequent collection. The College is subsequently paid 100 percent of delinquent real property taxes through the counties' tax revolving funds. These payments are usually received within three to five months after the delinquency date.

During the years ended June 30, 2021 and 2020, $1.7472 and $1.7606, respectively, of tax per $1,000 of taxable property value in the College's taxing district was levied for general operating purposes on all property. Total operating property tax revenue was $44,629,135 and $42,604,634 for the years ended June 30, 2021 and 2020, respectively.

Note 3 - Cash and Investments

The College considers all highly liquid investments with a maturity of 12 months or less when purchased to be cash equivalents. The College's deposits and investments are included on the statement of net position under the following classifications at June 30, 2021 and 2020:

	2021	2020
Cash and cash equivalents	$ 37,914,667	$ 34,023,425
Long-term investments	44,257,185	42,593,817
Total cash and investments	$ 82,171,852	$ 76,617,242

Investments - The investment policy of the Foundation, as established by the Foundation's board of directors, authorizes investments in a diversified portfolio of stocks and bonds based on the following asset allocation ranges:

Investment Type	Range	Benchmark
Stocks	55% - 65%	60%
Fixed income	30% - 50%	35%
Cash	0% - 15%	5%

Interest Rate Risk - The College does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The College does invest in accordance with state law.

The Foundation invests in mutual funds with the long-term objective to preserve principal, provide appreciation, and maintain adequate liquidity. Due to the long-term nature of the investments, the Foundation does not limit investment maturities. The Foundation is also not limited to the investing restrictions imposed on the College by state law.

Note 3 - Cash and Investments (Continued)

As of June 30, 2021, the College had the following investments and maturities:

	Fair Market Value	Less Than One Year	1-3 Years	More Than 3 Years
Cash and money market accounts	$ 35,978,889	$ 35,978,889	$ -	$ -
Bonds and notes	6,448,322	291,266	3,970,688	2,186,368
U.S. agency securities	39,744,641	1,644,512	19,010,446	19,089,683
Total	$ 82,171,852	$ 37,914,667	$ 22,981,134	$ 21,276,051

As of June 30, 2020, the College had the following investments and maturities:

	Fair Market Value	Less Than One Year	1-3 Years	More Than 3 Years
Cash and money market accounts	$ 30,538,093	$ 30,538,093	$ -	$ -
Bonds and notes	4,626,569	783,323	3,242,439	600,807
U.S. agency securities	41,452,580	2,702,009	18,831,161	19,919,410
Total	$ 76,617,242	$ 34,023,425	$ 22,073,600	$ 20,520,217

Credit Risk - According to state law, the College must limit investments in commercial paper to corporations rated prime by at least one of the standard rating services. The Foundation invests in mutual funds with a long-term growth objective.

At June 30, 2021 and 2020, the College's investments (notes and bonds) subject to credit risk (interest rate fluctuations and related ratings consisted of the following:

	June 30, 2021 S&P Quality Rating				
	AAA	AA+	AA	Not Rated	Total
Bonds and Notes	$ 5,604,413	$ -	$ 472,450	$ 371,459	$ 6,448,322
U.S. Agency Securities	-	39,744,641	-	-	39,744,641
Total	$ 5,604,413	$ 39,744,641	$ 472,450	$ 371,459	$ 46,192,963

	June 30, 2020 S&P Quality Rating				
	AAA	AA+	AA	Not Rated	Total
Bonds and Notes	$ 3,772,754	$ -	$ 479,792	$ 374,023	$ 4,626,569
U.S. Agency Securities	-	41,452,580	-	-	41,452,580
Total	$ 3,772,754	$ 41,452,580	$ 479,792	$ 374,023	$ 46,079,149

The nationally recognized statistical rating organization (NRSRO) utilized is primarily Standard & Poor's Rating Services.

Note 3 - Cash and Investments (Continued)

Custodial Credit Risk of Bank Deposits - Custodial credit risk is the risk that in the event of a bank failure, the College's deposits may not be available or returned. The College does not have a deposit policy for custodial credit risk. At June 30, 2021 and 2020, the carrying amount of the College's deposits was $6,814,588 and $11,177,738, respectively. Of that amount, $250,000 and $500,000 for 2021 and 2020, respectively, was insured by the Federal Deposit Insurance Corporation. The remaining $6,564,588 and $10,677,738 at June 30, 2021 and 2020, respectively, was uninsured and uncollateralized. The College does not require deposits to be insured or collateralized. It is precluded by state law from collateralizing its deposits.

Custodial Credit Risk of Investments - Custodial credit risk is the risk that, in the event of the failure of the counterparty, the College will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The College's investment policy does not address custodial credit risk. All of the investments are, however, in the name of the College, and the investments are held in trust accounts with each financial institution from which they were purchased.

Concentration of Credit Risk - The College's investment policy limits investments in any one institution to an upper limit of 5 percent of the net worth of that institution. Also, commercial paper investments are limited to no more than $5,000,000 in any single issuer. The College's investment policy does not limit investments in U.S. agencies or treasuries. The Foundation's investment policy limits investments in any single equity security to no more than 5 percent of the market value of all equity securities.

More than 5 percent of the College's investments at June 30 were invested as follows:

Issuer	2021	2020
Michigan Class	2%	6%
PNC Bank	8%	13%
Michigan Liquid Asset Fund - Money Markets	33%	20%
United States Agencies and Treasuries	48%	54%

Investments at Grand Rapids Community College Foundation are as follows:

	June 30, 2021		June 30, 2020	
	Cost	Fair Value	Cost	Fair Value
Bonds	$ 9,984,482	$ 10,362,333	$ 9,801,643	$ 10,344,742
Common stock	14,714,614	27,842,931	13,685,330	19,133,373
Total	$ 24,699,096	$ 38,205,264	$ 23,486,973	$ 29,478,115

Note 3 - Cash and Investments (Continued)

Net gains from security transactions for the Foundation for the years ended June 30, 2021 and 2020 are as follows:

	2021	2020
Unrealized appreciation (depreciation)	$ 7,515,026	$ (253,789)
Realized gains	1,014,473	461,143
Total	$ 8,529,499	$ 207,354

Total investment gains and losses on the statement of activities and changes in net assets for the Grand Rapids Community College Foundation are comprised of interest and dividend income of $199,931 at June 30, 2021 and $639,194 at June 30, 2020 plus realized and unrealized gains from above less investment fees of $238,748 at June 30, 2021 and $162,937 at June 30, 2020.

Note 4 - Fair Value Measurements

The College categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Investments that are measured at fair value using the net asset value per share (or its equivalent) as a practical expedient are not classified in the fair value hierarchy below.

In instances whereby inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The College's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset or liability.

The College has the following recurring fair value measurements as of June 30, 2021 and 2020:

Assets Measured at Fair Value on a Recurring Basis

	Balance at June 30, 2021	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by Fair Value Level				
U.S. Agency Securities	$ 39,744,641	$ -	$ 39,744,641	$ -
Bonds and Notes	6,448,322	-	6,448,322	-
Total investments by fair value level	$ 46,192,963	$ -	$ 46,192,963	$ -

Note 4 - Fair Value Measurements (Continued)

Assets Measured at Fair Value on a Recurring Basis

	Balance at June 30, 2020	Active Markets for Identical Assets (Level 1)	Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by Fair Value Level				
U.S. Agency Securities	$ 41,452,580	$ -	$ 41,452,580	$ -
Bonds and Notes	4,626,569	-	4,626,569	-
Total investments by fair value level	$ 46,079,149	$ -	$ 46,079,149	$ -

Investments classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value the investments' relationship to benchmark quoted prices.

Note 5 - Foundation Contributions Receivable

Foundation contributions receivable consist of unconditional promises to give. The present value of contributions receivable is calculated using a discount rate of 0.46 percent and 0.18 percent for the years ended June 30, 2021 and 2020, respectively, and is expected to be collected as follows:

Years	2021	2020
2021	$ -	$ 2,318,867
2022	2,048,025	1,055,813
2023	1,173,600	912,439
2024	361,127	595,125
2025	200,000	-
Total	3,782,752	4,882,244
Less discount to present value	(22,059)	(12,767)
Net present value	$ 3,760,693	$ 4,869,477

Note 6 - Accounts Receivable

Accounts receivable consist of the following:

	2021	2020
Tuition and other	$ 3,574,484	$ 3,061,913
Grants and contracts	12,845,935	2,771,306
State appropriations - Operating	4,999,386	2,627,576
Total accounts receivable	21,419,805	8,460,795
Less allowance for uncollectibles	(786,498)	(894,628)
Net accounts receivable	$ 20,633,307	$ 7,566,167

Note 6 - Accounts Receivable (Continued)

The College values accounts receivable at gross realizable value. All amounts deemed to be uncollectible are charged directly against income in the period that determination is made.

Note 7 - Capital Assets

Capital asset activity for the year ended June 30, 2021 was as follows:

	Beginning Balance	Additions	Transfers/ Disposals	Ending Balance
Land and improvements	$ 7,043,534	$ -	$ -	$ 7,043,534
Building and building improvements	229,655,100	15,844,842	(3,777,000)	241,722,942
Furniture, fixtures, and equipment	36,793,963	2,542,552	(135,734)	39,200,781
Subtotal - Depreciable assets	273,492,597	18,387,394	(3,912,734)	287,967,257
Construction in progress	12,739,851	20,972,180	(12,739,851)	20,972,180
Total	286,232,448	39,359,574	(16,652,585)	308,939,437
Less accumulated depreciation:				
Building and building improvements	(95,956,355)	(5,034,395)	1,888,500	(99,102,250)
Furniture, fixtures, and equipment	(30,610,665)	(1,772,512)	71,300	(32,311,877)
Total accumulated depreciation	(126,567,020)	(6,806,907)	1,959,800	(131,414,127)
Capital assets - Net	$ 159,665,428			$ 177,525,310

Capital asset activity for the year ended June 30, 2020 was as follows:

	Beginning Balance	Additions	Transfers/ Disposals	Ending Balance
Land and improvements	$ 6,929,534	$ 114,000	$ -	$ 7,043,534
Building and building improvements	223,495,807	6,159,293	-	229,655,100
Furniture, fixtures, and equipment	37,367,624	1,140,509	(1,714,170)	36,793,963
Subtotal - Depreciable assets	267,792,965	7,413,802	(1,714,170)	273,492,597
Construction in progress	-	12,739,851	-	12,739,851
Total	267,792,965	20,153,653	(1,714,170)	286,232,448
Less accumulated depreciation:				
Building and building improvements	(90,981,847)	(4,974,508)	-	(95,956,355)
Furniture, fixtures, and equipment	(30,069,890)	(2,114,226)	1,573,451	(30,610,665)
Total accumulated depreciation	(121,051,737)	(7,088,734)	1,573,451	(126,567,020)
Capital assets - Net	$ 146,741,228			$ 159,665,428

At June 30, 2021, there was approximately $5.0 million in constuction commitments outstanding in connection with ongoing capital projects.

Note 8 - Long-term Obligations

Long-term obligation activity during the year ended June 30, 2021 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds Payable					
Series bonds, 2020 series	$ -	$ 18,285,000	$ -	$18,285,000	$ -
Series bonds, 2019 series	6,575,000	-	635,000	5,940,000	655,000
Series bonds, 2018 series	2,585,000	-	1,310,000	1,275,000	1,275,000
Series bonds, 2013 series	895,000	-	530,000	365,000	365,000
Series bonds, 2012 series (Facilities)	18,635,000	-	17,735,000	900,000	200,000
Series bonds, 2012 series	910,000	-	505,000	405,000	200,000
Leases Payable -					
Capital leases	6,900	-	6,900	-	-
Other Long-term Liabilities					
Unamortized bond premium	2,125,258	-	1,341,829	783,429	91,692
Accrued employee leave	5,086,090	2,507,599	2,443,198	5,150,491	2,060,196
Michigan job training grants	309,940	10,000	264,281	55,659	-
Total	$ 37,128,188	$ 20,802,599	$ 24,771,208	$33,159,579	$4,846,888

Long-term obligation activity during the year ended June 30, 2020 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds Payable					
Series bonds, 2019 series	$ 7,080,000	$ -	$ 505,000	$ 6,575,000	$ 635,000
Series bonds, 2018 series	3,935,000	-	1,350,000	2,585,000	1,310,000
Series bonds, 2013 series	1,430,000	-	535,000	895,000	530,000
Series bonds, 2012 series (Facilities)	19,790,000	-	1,155,000	18,635,000	1,210,000
Series bonds, 2012 series	1,415,000	-	505,000	910,000	505,000
Leases Payable -					
Capital leases	59,500	-	52,600	6,900	6,900
Other Long-term Liabilities					
Unamortized bond premium	2,339,915	-	214,657	2,125,258	214,657
Accrued employee leave	4,482,421	2,395,907	1,792,238	5,086,090	2,033,607
Michigan job training grants	375,853	248,000	313,913	309,940	-
Total	$ 40,907,689	$ 2,643,907	$ 6,423,408	$37,128,188	$6,445,164

Note 8 - Long-term Obligations (Continued)

Series Bonds, 2020 Refunding - The College issued $18,285,000 in general obligation bonds (2020 Series Bonds) with an average interest rate of 1.44 percent. The 2020 Series Bonds were issued to refund $16,810,000 outstanding of 2012 Series Facilities Bonds with an average interest rate of 3.39 percent. In conjunction with the issuance, the College established an irrevocable trust with an escrow agent to provide for future debt service payments on the 2012 Series Facilities Bonds. As a result, the 2012 Series Facilities Bonds are considered to be defeased, $16,810,000 in liability for the bonds has been removed from the statement of net position, and the transaction has been treated as a noncash financing activity in the statement of cash flows. Defeased debt that remains on the 2012 Series Facilities Bonds was $900,000 at June 30, 2021. The principal and interest on the 2020 Series Bonds are paid primarily from property tax levies. The bonds bear interest ranging from .42 percent to 1.90 percent and have remaining annual maturities ranging from $1,755,000 to $1,940,000. The bonds mature in 2032.

Series Bonds, 2019 Refunding - The College issued $7,080,000 in general obligation bonds (2019 Series Bonds) with an average interest rate of 2.57 percent. The 2019 Series Bonds were issued to refund $7,850,000 outstanding of 2009 Series Bonds with an average interest rate of 3.88 percent. In conjunction with the issuance, the College established an irrevocable trust with an escrow agent to provide for future debt service payments on the 2009 Series Bonds. As a result, the 2009 Series Bonds are considered to be defeased, $7,850,000 in liability for the bonds has been removed from the statement of net position, and the transaction has been treated as a noncash financing activity in the statement of cash flows. Defeased debt that remains on the 2009 Series Bonds was $6,500,000 at June 30, 2021. The principal and interest on the 2019 Series Bonds are paid primarily from property tax levies. The bonds bear interest ranging from 5.69 percent to 6.50 percent and have remaining annual maturities ranging from $655,000 to $835,000. The bonds mature in 2029.

Series Bonds, 2018 Refunding - The College issued $5,305,000 in general obligation bonds (2018 Series Bonds) with an average interest rate of 2.26 percent. The 2018 Series Bonds were issued to refund $5,260,000 outstanding of 2008 Series Bonds with an average interest rate of 5.0 percent. In conjunction with the issuance, the College established an irrevocable trust with an escrow agent to provide for future debt service payments on the 2008 Series Bonds. As a result, the 2008 Series Bonds are considered to be defeased, $5,260,000 in liability for the bonds has been removed from the statement of net position, and the transaction has been treated as a noncash financing activity in the statement of cash flows. Defeased debt that remains on the 2008 Series Bonds was $1,315,000 at June 30, 2021. The principal and interest on the 2018 Series Bonds are paid primarily from property tax levies. The bonds mature in 2022.

Note 8 - Long-term Obligations (Continued)

Series Bonds, 2013 - The College issued $4,830,000 in general obligation bonds (2013 Series Bonds) with an average interest rate of 2.16 percent. The 2013 Series Bonds were issued to refund $4,915,000 outstanding of 2003 Series Bonds with an average interest rate of 5.27 percent. In conjunction with the issuance, the College established an irrevocable trust with an escrow agent to provide for future debt service payments on the 2003 Series Bonds. As a result, the 2003 Series Bonds are considered to be defeased, and the liability for the bonds has been removed from the statement of net position. Defeased debt that remains on the 2003 Series Bonds was $505,000 at June 30, 2021. The principal and interest on the 2013 Series Bonds are paid primarily from property tax levies. The remaining bonds bear interest at 3.0 percent and have mature in 2022.

Series Bonds, 2012 (Facilities) - The College issued $26,645,000 in general obligation limited tax bonds (2012 Series Bonds) with an average interest rate of 3.39 percent. The funds are being used for renovating, refurnishing, and re-equipping existing college facilities, acquiring and installing enhanced technology and technology infrastructure, and purchasing or expanding building and other facilities. The principal and interest on the 2012 Series Bonds are paid from a facilities maintenance fee assessed to students based on contact hour enrolled. These bonds were defeased with the issuance of the 2020 Refunding Bonds on September 30, 2020. The outstanding balance not refunded by the 2020 Series Bonds matures in 2022.

Series Bonds, 2012 Refunding - The College issued $4,365,000 in general obligation bonds (2012 Series Bonds) with an average interest rate of 3.79 percent. The 2012 Series Bonds were issued to refund $4,400,000 of the $10,195,000 outstanding of 2003 Series Bonds with an average interest rate of 4.81 percent. In conjunction with the issuance, the College established an irrevocable trust with an escrow agent to provide for future debt service payments on the 2003 Series Bonds. As a result, the 2003 Series Bonds are considered to be partially defeased, and $4,400,000 in liability for the bonds has been removed from the statement of net position. Defeased debt that remains on the 2003 Series Bonds was $460000 at June 30, 2021. The principal and interest on the 2012 Series Bonds are paid primarily from property tax levies. The bonds bear interest at rates ranging from 3.0 percent to 4.0 percent and have remaining annual maturities ranging from $200,000 to $205,000. The bonds mature in 2023.

Total principal and interest maturities on the bonds payable as of June 30, 2021 are as follows:

Years Ending	Debt Obligations		
June 30	Principal	Interest	Total
2022	$ 3,395,000	$ 589,220	$ 3,984,220
2023	2,640,000	492,332	3,132,332
2024	2,460,000	451,372	2,911,372
2025	2,500,000	405,672	2,905,672
2026	2,535,000	355,401	2,890,401
2027-2031	11,700,000	881,137	12,581,137
2032	1,940,000	36,763	1,976,763
Total	$ 27,170,000	$ 3,211,897	$ 30,381,897

Note 8 - Long-term Obligations (Continued)

Cash Paid for Interest - Cash paid for interest was approximately $668,000 and $1,330,000 for the years ended June 30, 2021 and 2020, respectively.

Michigan Job Training Grants - During 2010, the College became involved in the Michigan New Jobs Training Program. The Michigan New Jobs Training Program was created by State of Michigan Public Acts 359 and 360 of 2008 and provides the ability for community college districts to enter into agreements with employers to (1) provide education and training to workers in order to create new jobs and (2) to establish a funding mechanism to pay for the education and training. In connection with this program, the College has entered into agreements with various local employers for the purpose of establishing projects to educate and train certain persons employed in new jobs. The local employers prepay training costs to the College and the College subsequently issues noninterest-bearing revenue bonds payable to the employers equal to the prepayments. The employer remits state income tax withholdings for these new employees directly to the College. The College then remits these withholdings back to the employer on a quarterly basis to reimburse the company for the costs of training, thus reducing bonds payable. As of June 30, 2021, the College has outstanding bonds payable to various employers of $55,658. The bonds mature at various dates through 2030.

Accrued Employee Leave - The College provides termination benefits upon departure from the College resulting from unused sick time and years of service and defined by each respective labor contract and administrative policy under the vesting method. Under the vesting method, the liability is accrued for employees based on the amount eligible and certain assumptions are used to determine probability of reaching the criteria required for eligibility. Included in the current portion of the accrual is earned but not used vacation and amounts to be provided to employees that will be retiring in the upcoming fiscal year.

Note 9 - Defined Contribution (Optional) Retirement Plan

The College has established an Optional Retirement Plan (ORP) in addition to the Michigan Public School Employees' Retirement System (MPSERS) plan as required by state law. Eligible employees may elect to participate in the MPSERS plan or join the ORP. Eligible employees are defined as full-time faculty and professional staff. Participants are immediately vested in the ORP, which requires an employer and employee contribution of 12.00 percent and 3.00 percent, respectively. In general, a participant may request payment of benefits at any time after total disability, termination of employment, or age 65 unless deferred until age 70½. College contributions to the ORP were approximately $1,638,000 and $1,537,000 for the years ended June 30, 2021 and 2020, respectively.

Note 10 - Michigan Public School Employees' Retirement System

Plan Description - The College participates in the Michigan Public School Employees' Retirement System (MPSERS or the "System"), a statewide, cost-sharing, multiple-employer defined benefit public employee retirement system governed by the State of Michigan that covers substantially all employees of the College. Certain College employees also receive defined contribution retirement and healthcare benefits through the System. The System provides retirement, survivor, and disability benefits to plan members and their beneficiaries. The System also provides postemployment healthcare benefits to retirees and beneficiaries who elect to receive those benefits.

The Michigan Public School Employees' Retirement System issues a publicly available financial report that includes financial statements and required supplemental information for the pension and postemployment healthcare plans. That report is available on the web at http://www.michigan.gov/orsschools.

Contributions - Public Act 300 of 1980, as amended, required the College to contribute amounts necessary to finance the coverage of pension benefits of active and retired members. Contribution provisions are specified by state statute and may be amended only by action of the State Legislature. Under these provisions, each College's contribution is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance a portion of the unfunded accrued liability.

Under the OPEB plan, retirees electing this coverage contribute an amount equivalent to the monthly cost for Part B Medicare and 10 percent, or 20 percent for those not Medicare eligible, of the monthly premium amount for the health, dental, and vision coverage at the time of receiving the benefits. The MPSERS board of trustees annually sets the employer contribution rate to fund the benefits. Participating employers are required to contribute at that rate.

Under Public Act 300 of 2012, members were given the choice between continuing the 3 percent contribution to the retiree healthcare and keeping the premium subsidy benefit described above, or choosing not to pay the 3 percent contribution and instead opting out of the subsidy benefit and becoming a participant in the Personal Healthcare Fund (PHF), a portable, tax-deferred fund that can be used to pay healthcare expenses in retirement. Participants in the PHF are automatically enrolled in a 2 percent employee contribution into their 457 account as of their transition date, earning them a 2 percent employer match into a 401(k) account. Members who selected this option stop paying the 3 percent contribution to the retiree healthcare as of the day before their transition date, and their prior contributions were deposited into their 401(k) account.

The College's contributions are determined based on employee elections. There are multiple different pension and healthcare benefit options included in the plan available to employees based on date of hire and the elections available at that time. Contribution rates are adjusted annually by the ORS.

Note 10 - Michigan Public School Employees' Retirement System (Continued)

The range of rates is as follows:

	Pension	OPEB
October 1, 2018 - September 30, 2019	13.39% - 19.59%	7.57% - 7.93%
October 1, 2019 - September 30, 2020	13.39% - 19.59%	7.57% - 8.09%
October 1, 2020 - September 30, 2021	13.39% - 19.78%	7.57% - 8.43%

Depending on the plan selected, member pension contributions range from 0 percent up to 7.0 percent of gross wages. For certain plan members, a 4 percent employer contribution to the defined contribution pension plan is required. In addition, for certain plan members, a 3 percent employer match is provided to the defined contribution pension plan.

The College's required and actual pension contributions to the plan for the years ended June 30, 2021 and 2020 were $16,105,867 and $14,873,938, respectively, which include the College's contributions required for those members with a defined contribution benefit. The College's required and actual pension contributions include an allocation of $7,043,747 and $6,002,255 in revenue received from the State of Michigan, and remitted to the System, to fund the MPSERS unfunded actuarial accrued liability (UAAL) stabilization rate for the years ended June 30, 2021 and 2020, respectively.

The College's required and actual OPEB contributions to the plan for the years ended June 30, 2021 and 2020 were $4,017,758 and $3,846,177, respectively, which include the College's contributions required for those members with a defined contribution benefit.

Benefits Provided - Benefit provisions of the defined benefit (DB) pension plan and the postemployment healthcare plan are established by state statute, which may be amended. Public Act 300 of 1980, as amended, establishes eligibility and benefit provisions for the defined benefit pension plan and the postemployment healthcare plan.

Depending on the plan option selected, member retirement benefits are calculated as final average compensation times years of services times a pension factor ranging from 1.25 percent to 1.50 percent. The requirements to retire range from attaining the age of 46 to 60 with years of service ranging from 5 to 30 years, depending on when the employee became a member. Early retirement is computed in the same manner as a regular pension but is permanently reduced by 0.50 percent for each full and partial month between the pension effective date and the date the member will attain age 60. There is no mandatory retirement age.

Depending on the member's date of hire, MPSERS offers the option of participating in the Defined Contribution (DC) plan that provides a 50 percent employer match (up to 3 percent of salary) on employee contributions.

Note 10 - Michigan Public School Employees' Retirement System (Continued)

Members are eligible for non-duty disability benefits after 10 years of service and for duty-related disability benefits upon hire. Disability retirement benefits are determined in the same manner as retirement benefits but are payable immediately without an actuarial reduction. The disability benefits plus authorized outside earnings are limited to 100 percent of the participant's final average compensation, with an increase of 2 percent each year thereafter.

Benefits may transfer to a beneficiary upon death and are determined in the same manner as retirement benefits, but with an actuarial reduction.

Benefit terms provide for annual cost-of-living adjustments to each employee's retirement allowance subsequent to the employee's retirement date. The annual adjustment, if applicable, is 3 percent. For some members who do not receive an annual increase, they are eligible to receive a supplemental payment in those years when investment earnings exceed actuarial assumptions.

MPSERS provides medical, prescription drug, dental, and vision coverage for retirees and beneficiaries. A subsidized portion of the premium is paid by MPSERS with the balance deducted from the monthly pension of each retiree healthcare recipient. Depending on the member's date of hire, this subsidized portion ranges from 80 percent to the maximum allowed by the statute.

Net Pension Liability - At June 30, 2021 and 2020, the College reported a liability of $181,000,241 and $179,249,084, respectively, for its proportionate share of the net pension liability. The net pension liability was measured as of September 30, 2020 and 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of September 30, 2019 and 2018, which used updated procedures to roll forward the estimated liability to September 30, 2020 and 2019. The College's proportion of the net pension liability was based on a projection of its long-term share of contributions to the pension plan relative to the projected contributions of all participating reporting units, actuarially determined. At September 30, 2020, 2019, and 2018 the College's proportion was 0.5269, 0.54127, and 0.56041, percent, respectively, representing a change of (2.6549) and (3.41536) percent, respectively.

Net OPEB Liability - At June 30, 2021 and 2020, the College reported a liability of $27,670,604 and $37,760,595, respectively, for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of September 30, 2020 and 2019 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of September 30, 2019 and 2018, which used updated procedures to roll forward the estimated liability to September 30, 2020 and 2019. The College's proportion of the net OPEB liability was based on a projection of its long-term share of contributions to the plan relative to the projected contributions of all participating reporting units, actuarially determined. At September 30, 2020, 2019, and 2018 the College's proportion was 0.5165, 0.52608, and 0.54944, percent, respectively, representing a change of (1.81962) and (4.25160) percent, respectively.

Note 10 - Michigan Public School Employees' Retirement System (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - For the years ended 2021 and 2020, the College recognized pension expense of $22,624,793 and $24,190,429, respectively, inclusive of payments to fund the MPSERS UAAL stabilization rate.

At June 30, 2021 and 2020, the College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	June 30, 2021	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	$ 20,056,572	$ -
Differences between expected and actual experience	2,765,535	(386,318)
Net difference between projected and actual earnings on pension plan assets	760,482	-
Changes in proportion and differences between college contributions and proportionate share of contributions	-	(7,494,746)
College contributions subsequent to the measurement date	13,725,179	-
Total	$ 37,307,768	$ (7,881,064)

	June 30, 2020	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	$ 35,097,096	$ -
Differences between expected and actual experience	803,451	(747,452)
Net difference between projected and actual earnings on pension plan assets	-	(5,744,629)
Changes in proportion and differences between college contributions and proportionate share of contributions	45,306	(7,302,449)
College contributions subsequent to the measurement date	12,594,802	-
Total	$ 48,540,655	$ (13,794,530)

The $7,043,747 and $6,002,255 reported as deferred inflows of resources resulting from the pension portion of state aid payments received pursuant to Section 201(5) of the State School Aid Act (PA 94 of 1979), will be recognized as state appropriations revenue for the years ended June 30, 2021 and 2020, respectively. Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Years Ending June 30	Amount
2022	$ 7,360,053
2023	5,082,028
2024	2,480,669
2025	778,775
Total	$ 15,701,525

Note 10 - Michigan Public School Employees' Retirement System (Continued)

In addition, the contributions subsequent to the measurement date will be included as a reduction of the net pension liability in the next year.

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2021 and 2020, the College recognized OPEB (recovery) expense of ($1,652,256) and $206,793, respectively.

At June 30, 2021 and 2020, the College reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	June 30, 2021	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	$ 9,123,548	$ -
Differences between expected and actual experience	-	(20,617,186)
Net difference between projected and actual earnings on OPEB plan assets	230,942	-
Changes in proportion and differences between college contributions and proportionate share of contributions	28,761	(3,060,011)
College contributions subsequent to the measurement date	2,866,614	-
Total	$ 12,249,865	$ (23,677,197)

	June 30, 2020	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	$ 8,181,957	$ -
Differences between expected and actual experience	-	(13,855,430)
Net difference between projected and actual earnings on OPEB plan assets	-	(656,675)
Changes in proportion and differences between college contributions and proportionate share of contributions	4,543	(3,152,630)
College contributions subsequent to the measurement date	2,768,202	-
Total	$ 10,954,702	$ (17,664,735)

Note 10 - Michigan Public School Employees' Retirement System (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows (note that employer contributions subsequent to the measurement date will reduce the net OPEB liability and therefore will not be included in future pension expense):

Years Ending June 30		Amount
2022		$ (3,945,650)
2023		(3,624,575)
2024		(2,970,717)
2025		(2,179,785)
2026		(1,573,219)
	Total	$ (14,293,946)

Actuarial Assumptions - The total pension liability and total OPEB liability as of September 30, 2020 is based on the results of an actuarial valuation as of September 30, 2019 and rolled forward. The total pension liability was determined using the following actuarial assumptions:

Actuarial cost method		Entry age normal cost actuarial cost method
Investment rate of return - Pension	6.00% - 6.80%	Net of investment expenses based on the groups
Investment rate of return – OPEB	6.95%	Net of investment expenses based on the groups
Salary increases	2.75% - 11.55%	Including wage inflation of 2.75%
Healthcare cost trend rate	7.00%	Year 1 graded to 3.5% Year 15, 3.0% year 12
Mortality basis	Retirees & Active	RP-2014 Male and Female Combined Healthy Annuitant Mortality Tables, scaled 100% and adjusted for morality improvements using projection scale MP 2017 from 2006. For retirees, scaled 82% for males and 78% for females.
Cost of living pension adjustments	3.00%	Annual non-compounded for MIP members

Note 10 - Michigan Public School Employees' Retirement System (Continued)

Actuarial Assumptions - The total pension liability and total OPEB liability as of September 30, 2019 is based on the results of an actuarial valuation as of September 30, 2018 and rolled forward. The total pension liability was determined using the following actuarial assumptions:

Actuarial cost method		Entry age normal cost actuarial cost method
Investment rate of return - Pension	6.00% - 6.80%	Net of investment expenses based on the groups
Investment rate of return – OPEB	6.95%	Net of investment expenses based on the groups
Salary increases	2.75%-11.55%	Including wage inflation of 2.75%
Healthcare cost trend rate	7.50%	Year 1 graded to 3.0% Year 12
Mortality basis	Retirees & Active	RP-2014 Male and Female Combined Healthy Annuitant Mortality Tables, scaled 100% and adjusted for morality improvements using projection scale MP 2017 from 2006. For retirees, scaled 82% for males and 78% for females.
Cost of living pension adjustments	3.00%	Annual non-compounded for MIP members

Assumption changes as a result of an experience study for the periods 2012 to 2017 have been adopted by the System for use in the annual pension valuations beginning with the September 30, 2017 valuation.

Significant assumption changes since the prior measurement date, September 30, 2019, for the OPEB plan include a reduction in the health care cost trend rate of 0.50 percentage points and the actual per person health benefit costs were lower than projected. There were no significant changes in assumptions for the pension actuarial valuation. There were no significant benefit terms changes for the pension or OPEB plans since the prior measurement date of September 30, 2019.

Discount Rate - The discount rate used to measure the total pension liability was 6.00 to 6.80 percent as of September 30, 2020 and 2019, depending on the plan option. The discount rate used to measure the total OPEB liability was 6.95 percent as of September 30, 2020 and 2019. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that College contributions will be made at statutorily required rates.

Based on those assumptions, the pension plan's fiduciary net position and the OPEB plan's fiduciary net position were projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return credit on pension plan and OPEB plan investments was applied to all periods of projected benefit payments to determine the total pension liability and total OPEB liability.

Note 10 - Michigan Public School Employees' Retirement System (Continued)

The long-term expected rate of return on pension plan and OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

	June 30, 2021		June 30, 2020	
Investment Category	Target Allocation	Long-term Expected Real Rate of Return	Target Allocation	Long-term Expected Real Rate of Return
Domestic Equity Pools	25.0%	5.6%	28.0%	5.5%
Private Equity Pools	16.0%	9.3%	18.0%	8.6%
International Equity Pools	15.0%	7.4%	16.0%	7.3%
Fixed-income Pools	10.5%	0.5%	10.5%	1.2%
Real Estate and Infrastructure Pools	10.0%	4.9%	10.0%	4.2%
Absolute Return Pools	9.0%	3.2%	15.5%	5.4%
Real Return / Opportunistic Pools	12.5%	6.6%	0.0%	0.0%
Short-term Investment Pools	2.0%	-0.1%	2.0%	0.8%
Total	100.0%		100.0%	

Long-term rates of return are net of administrative expense and inflation of 2.1 percent.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate - The following presents the net pension liability of the College, calculated using the discount rate depending on the plan option. The following also reflects what the College's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

2021		
1.00 Percent Decrease (5.00 - 5.80%)	Current Discount Rate (6.00 - 6.80%)	1.00 Percent Increase (7.00 - 7.80%)
$ 234,274,107	$ 181,000,242	$ 136,848,080

2020		
1.00 Percent Decrease (5.00 - 5.80%)	Current Discount Rate (6.00 - 6.80%)	1.00 Percent Increase (7.00 - 7.80%)
$ 233,035,277	$ 179,249,084	$ 134,658,478

Note 10 - Michigan Public School Employees' Retirement System (Continued)

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate - The following presents the net OPEB liability of the College, calculated using the current discount rate. The following also reflects what the College's net OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

2021		
1.00 Percent Decrease (5.95%)	Current Discount Rate (6.95%)	1.00 Percent Increase (7.95%)
$ 35,546,035	$ 27,670,604	$ 21,040,151

2020		
1.00 Percent Decrease (5.95%)	Current Discount Rate (6.95%)	1.00 Percent Increase (7.95%)
$ 46,319,044	$ 37,760,595	$ 30,573,875

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Tend Rate The following presents the net OPEB liability of the College, calculated using the current healthcare cost trend rate. The following also reflects what the College's net OPEB liability would be if it were calculated using a healthcare cost trend rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

2021		
1.00 Percent Decrease (6.00%)	Current Rate (7.00%)	1.00 Percent Increase (8.00%)
$ 20,786,283	$ 27,670,604	$ 35,500,670

2020		
1.00 Percent Decrease (6.50%)	Current Rate (7.50%)	1.00 Percent Increase (8.50%)
$ 30,269,189	$ 37,760,595	$ 46,318,028

Pension and OPEB Plan Fiduciary Net Position - Detailed information about the pension plan's fiduciary net position is available in the separately issued MPSERS financial report.

Payable to the Pension and OPEB Plan - At June 30, 2021, the College reported a payable of $2,245,642 and $139,275 for the outstanding amount of contributions to the pension plan and OPEB plan, respectively, required for the year ended June 30, 2021. At June 30, 2020, the College reported a payable of $1,930,646 and $123,311 for the outstanding amount of contributions to the pension plan and OPEB plan, respectively, required for the year ended June 30, 2020.

Note 11 - Tax Abatements

The College's property tax revenue is affected by tax abatements entered into by other governments. The College's property tax revenues were reduced as follows for the year ended June 30, 2021 and 2020:

Government with Tax Abatement Agreement	Amount of Property Taxes Abated June 30, 2021	June 30, 2020
Ada Township	$ 20,552	$ 14,290
Algoma Township	1,312	1,271
Alpine Township	17,993	19,447
Byron Township	5,270	5,393
Caledonia Township	16,738	4,230
Cascade Township	51,598	28,483
Chester Township	-	56
Gaines Township	89,758	37,919
Georgetown Township	13,584	13,584
Grand Rapids Township	2,533	2,537
Plainfield Township	4,498	4,080
Sparta Township	4,617	5,407
Tallmadge Township	4,972	-
Thornapple Township	6,764	-
Tyrone Township	8	8
Vergennes Township	3,389	1,911
Wright Township	20	1,200
City of Cedar Springs	3,315	3,382
City of Grand Rapids	669,288	665,655
City of Grandville	6,796	7,740
City of Kentwood	39,518	43,245
City of Lowell	6,006	3,550
City of Rockford	1,368	1,299
City of Walker	42,852	51,066
City of Wyoming	96,199	99,429
Total	$ 1,108,948	$ 1,015,182

Note 12 - Risk Management

The College is exposed to various risks of loss related to property loss, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The College has purchased commercial insurance for property loss, errors and omissions, and medical benefits provided to employees and claims relating to employee injuries. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Note 13 - State Building Authority

The State of Michigan partially funded the construction of the Applied Technology Center renovations with $6,300,000 of bonds issued by the State Building Authority (SBA) in April 2020, the Calkins Science Center with $15,040,000 of bonds issued by the SBA in May 2000, the Main Building renovations with $3,000,000 of bonds issued by the SBA in April 2002, and Cook Hall renovations with $5,000,000 of bonds issued in August 2015. The SBA bonds are secured by a pledge of rentals to be received from the State of Michigan pursuant to an agreement entered into between the SBA, the State of Michigan, and the College. During the lease term, the SBA will hold title to the buildings, the State of Michigan will make all lease payments to the SBA, and the College will be responsible for all operating and maintenance costs. At the expiration of the lease, the SBA will transfer the titles of the buildings to the College. The lease related to the Calkins Science Center expires in May 2021 and title was transferred to the College. The lease related to the Main Building expires in March 2037, the lease related to Cook Hall expires in 2050 and the lease related to the Applied Technology expires in 2055.

Note 14 - Foundation Restricted Net Assets

Foundation net assets were restricted for the following purposes:

	June 30, 2021	June 30, 2020
Capital campaigns	$ 2,285,798	$ 4,315,020
Other capital related	176,393	-
Tech Center capital campaign	896,739	872,691
Scholarships and other	30,408,137	24,757,449
Total	$ 33,767,067	$ 29,945,160

Assets restricted for Scholarships and other includes $10,536,662 as of June 30, 2021 and $9,499,071 as of June 30, 2020, restricted in perpetuity.

Note 15 - Upcoming Pronouncements

In June 2017, the Governmental Accounting Standards Board issued GASB Statement No. 87, Leases, which increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. This statement establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and deferred inflow of resources. The effect of applying the new lease guidance on the financial statements has not yet been determined. The new lease standard is not expected to have a significant effect on the College's financial statements. The provisions of this statement were originally effective for the College's financial statements for the year ending June 30, 2021 but were extended to June 30, 2022 with the issuance of GASB Statement No. 95, Postponement of the Effective Date of Certain Authoritative Guidance.

Required Supplemental Information

Required Supplemental Information

Schedule of the College's Proportionate Share of the Net Pension Liability
Michigan Public School Employees' Retirement System
(amounts were determined as of September 30 of each fiscal year)

	2020	2019	2018	2017	2016	2015	2014
College's proportion of the collective MPSERS net pension liability: As a percentage	0.52691%	0.54127%	0.56041%	0.57280%	0.59322%	0.59710%	0.61095%
Amount	$ 181,000,242	$ 179,249,084	$ 168,470,788	$ 148,436,081	$ 148,003,349	$ 145,842,419	$ 134,569,167
College's covered payroll	$ 45,813,579	$ 46,016,178	$ 46,740,187	$ 47,565,876	$ 48,505,242	$ 49,129,485	$ 52,048,878
College's proportionate share of the collective pension liability (amount), as a percentage of the College's covered payroll	395.08%	389.53%	360.44%	312.06%	323.09%	296.85%	258.54%
MPSERS fiduciary net position as a percentage of the total pension liability	59.49%	60.08%	62.12%	63.96%	63.01%	62.92%	66.20%

Schedule of Pension Contributions
Michigan Public School Employees' Retirement System
(amounts were determined as of June 30 of each fiscal year)

	2021	2020	2019	2018	2017	2016	2015
Statutorily required contribution	$ 15,911,517	$ 14,663,731	$ 14,557,430	$ 13,750,838	$ 12,396,670	$ 13,751,793	$ 9,488,294
Contributions in relation to the actuarially determined contractually required contribution	$ 15,911,517	$ 14,663,731	$ 14,557,430	$ 13,750,838	$ 12,396,670	$ 13,751,793	$ 9,488,294
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Covered payroll	$ 45,479,070	$ 45,711,582	$ 46,137,226	$ 47,300,505	$ 45,064,027	$ 48,088,254	$ 51,268,145
Contributions as a percentage of covered payroll	34.99%	32.08%	31.55%	29.07%	27.51%	28.60%	18.51%

Note to Required Supplemental Information

Benefit Changes – There were no changes of benefit terms for each of the reported plan years ended September 30.

Changes in Assumptions – There were no significant changes of assumptions for each of the reported plan years ended September 30, except for the following:

2019 – The discount rate used in the September 30, 2018 actuarial valuation decreased by 0.25% percentage points.

2018 – The discount rate used in the September 30, 2017 actuarial valuation decreased by 0.45% percentage points. The valuation also includes the impact of an updated experience study for periods from 2012 to 2017.

2017 – The discount rate used in the September 30, 2016 actuarial valuation decreased by 0.50% percentage points.

Required Supplemental Information

Schedule of the College's Proportionate Share of the Net OPEB Liability
Michigan Public School Employees' Retirement System
(amounts were determined as of September 30 of each fiscal year)

	2020	2019	2018	2017
College's proportion of the collective MPSERS net OPEB liability: As a percentage	0.51651%	0.52608%	0.54944%	0.57312%
Amount	$ 27,670,604	$ 37,760,595	$ 43,674,707	$ 50,752,538
College's covered payroll	$ 45,813,579	$ 46,016,178	$ 46,740,187	$ 47,565,876
College's proportionate share of the collective OPEB liability (amount), as a percentage of the College's covered payroll	60.40%	82.06%	93.44%	106.70%
MPSERS fiduciary net position as a percentage of the total OPEB liability	59.76%	48.67%	43.10%	36.53%

Schedule of OPEB Contributions
Michigan Public School Employees' Retirement System
(amounts were determined as of June 30 of each fiscal year)

	2021	2020	2019	2018
Statutorily required contribution	$ 3,784,654	$ 3,673,200	$ 3,624,091	$ 3,376,239
Contributions in relation to the actuarially determined contractually required contribution	$ 3,784,654	$ 3,673,200	$ 3,624,091	$ 3,376,239
Contribution deficiency (excess)	$ -	$ -	$ -	$ -
Covered payroll	$ 45,479,070	$ 45,711,582	$ 46,137,226	$ 47,300,505
Contributions as a percentage of covered payroll	8.32%	8.04%	7.86%	7.14%

Note to Required Supplemental Information

Benefit Changes – There were no changes of benefit terms for each of the plan years ended September 30.

Changes in Assumptions – There were no changes of benefit assumptions each of the plan years ended September 30 except for the following:

2020 – The healthcare cost trend rate used in the September 30, 2019 actuarial valuation decreased by 0.50% percentage points and actual per person health benefit costs were lower than projected. This reduced the plan's total OPEB liability by $1.8 billion in 2020.

2019 – The discount rate used in the September 30, 2018 actuarial valuation decreased by 0.20% percentage points. The valuation also includes the impact of an updated experience study for periods from 2012 to 2017. This resulted in a lower than projected per person health benefit costs to reduce the plan's total OPEB liability by an additional $1.4 billion in 2019.

2018 – The discount rate used in the September 30, 2017 actuarial valuation decreased by 0.35%. The valuation also includes the impact of an updated experience study for periods from 2012 to 2017. This resulted in a lower than projected per person health benefit costs to reduce the plan's total OPEB liability by $1.4 billion in 2018.

Other Supplemental Information

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Grand Rapids Community College

	General Fund	Designated Fund	Retirement Fund	Auxiliary Fund
Assets				
Current assets:				
Cash and cash equivalents	$ 21,252,183	$ 4,657,000	$ -	$ 11,957,757
Accounts receivable - Net	19,298,432	865,284	-	47,397
Prepaid expenses and other current asset	348,999	3,632	-	16,364
Due (to) from other funds	(18,016,679)	865,134	-	261,466
Total current assets	22,882,935	6,391,050	-	12,282,984
Noncurrent assets:				
Accounts receivable - Net	-	-	-	-
Long-term investments	21,650,314	-	-	-
Unamortized bond discounts	-	-	-	-
Capital assets - Net	-	-	-	-
Total noncurrent assets	21,650,314	-	-	-
Total assets	44,533,249	6,391,050	-	12,282,984
Deferred Outflow of Resources	-	-	49,557,633	-
Liabilities				
Current liabilities:				
Accounts payable	583,676	590,330	-	178,361
Accrued salaries and related amounts	8,435,546	-	-	-
Unearned revenue	9,288,491	-	-	-
Interest payable	-	-	-	-
Long-term obligations - Current	2,060,196	-	-	-
Deposits held in custody for others	-	-	-	-
Total current liabilities	20,367,909	590,330	-	178,361
Noncurrent liabilities:				
Long-term obligations - Net of current porti	3,090,295	-	-	-
Net OPEB liability	-	-	27,670,604	-
Net pension liability	-	-	181,000,242	-
Total liabilities	23,458,204	590,330	208,670,846	178,361
Deferred Inflow of Resources	-	-	38,602,008	-
Net Position				
Net investment in capital assets	-	-	-	-
Unrestricted (deficit)	21,075,045	5,800,720	(197,715,221)	12,104,623
Total net position	**$ 21,075,045**	**$ 5,800,720**	**$ (197,715,221)**	**$ 12,104,623**

Grand Rapids Community College

Combining Statement of Net Position
June 30, 2021

Expendable Restricted Fund	Agency Fund	Plant Fund	Total	Eliminations	Combined Total
$ -	$ 47,727	$ -	$ 37,914,667	$ -	$ 37,914,667
74,272	-	322,264	20,607,649	-	20,607,649
-	-	-	368,995	-	368,995
373,125	351,346	16,165,608	-	-	-
447,397	399,073	16,487,872	58,891,311	-	58,891,311
-	-	25,658	25,658	-	25,658
-	-	22,606,871	44,257,185	-	44,257,185
-	-	76,129	76,129	-	76,129
-	-	177,525,310	177,525,310	-	177,525,310
-	-	200,233,968	221,884,282	-	221,884,282
447,397	399,073	216,721,840	280,775,593	-	280,775,593
-	-	-	49,557,633	-	49,557,633
318,062	2,406	3,547,332	5,220,167	-	5,220,167
129,335	-	-	8,564,881	-	8,564,881
-	-	-	9,288,491	-	9,288,491
-	-	213,321	213,321	-	213,321
-	-	2,786,692	4,846,888	-	4,846,888
-	396,667	-	396,667	-	396,667
447,397	399,073	6,547,345	28,530,415	-	28,530,415
-	-	25,222,396	28,312,691	-	28,312,691
-	-	-	27,670,604	-	27,670,604
-	-	-	181,000,242	-	181,000,242
447,397	399,073	31,769,741	265,513,952	-	265,513,952
-	-	-	38,602,008	-	38,602,008
-	-	150,355,310	150,355,310	-	150,355,310
-	-	34,596,789	(124,138,044)	-	(124,138,044)
$ -	**$ -**	**$ 184,952,099**	**$ 26,217,266**	**$ -**	**$ 26,217,266**

Grand Rapids Community College

	General Fund	Designated Fund	Retirement Fund	Auxiliary Fund
Operating Revenue				
Tuition and fees - Net of scholarship allowance	$ 49,005,695	$ -	$ -	$ -
Federal grants and contracts	-	-	-	-
State grants and contracts	-	-	-	-
Private gifts, grants, and contracts	-	-	-	-
Sales and services of auxiliary activities	-	-	-	1,359,766
Seminars, workshops, and other revenue	2,112,140	1,975,426	-	-
Total operating revenue	51,117,835	1,975,426	-	1,359,766
Operating Expenses				
Instruction	48,464,327	1,196,487	892,641	-
Information Technology	8,167,381	-	101,316	-
Public service	1,305,525	93,922	22,668	-
Instructional support	13,184,161	-	220,827	-
Student services	9,361,650	404,959	153,393	1,561,853
Institutional administration	12,319,417	747,456	183,631	-
Physical plant operations	12,014,311	10,380	123,411	-
Depreciation	-	-	-	-
Total operating expenses	104,816,772	2,453,204	1,697,887	1,561,853
Operating (Loss) Income	(53,698,937)	(477,778)	(1,697,887)	(202,087)
Nonoperating Revenue (Expenses)				
State appropriations	29,715,225	-	(1,041,492)	-
Property taxes	35,334,715	-	-	-
Pell revenue	-	-	-	-
Interest income	1,117,031	-	-	-
Interest expense on bonds	-	-	-	-
Current fund expenditures for capital assets	-	-	-	-
Unrealized gain (loss) on investments	(1,108,092)	-	-	-
Higher Education Emergency Relief Funds and Coronavirus Relief Funds	-	-	-	-
Other revenue	-	-	-	-
Net nonoperating revenue (expenses)	65,058,879	-	(1,041,492)	-
Income (Loss) Before Other Revenue	11,359,942	(477,778)	(2,739,379)	(202,087)
Other Revenue - Capital contributions	-	-	-	-
Increase (Decrease) in Net Position - Before transfers	11,359,942	(477,778)	(2,739,379)	(202,087)
Transfers - Mandatory and nonmandatory	(9,133,121)	1,622,196	-	2,513,954
Increase in Net Position	2,226,821	1,144,418	(2,739,379)	2,311,867
Net Position - Beginning of year	18,848,224	4,656,302	(194,975,842)	9,792,756
Net Position - End of year	**$ 21,075,045**	**$ 5,800,720**	**$ (197,715,221)**	**$ 12,104,623**

Combining Statement of Revenue, Expenses, and Changes in Net Position
Year Ended June 30, 2021
(with comparative totals for the year ended June 30, 2020)

Expendable Restricted Fund	Plant Fund	Total	Eliminations	2021	2020
$ -	$ -	$ 49,005,695	$ (9,264,749)	$ 39,740,946	$ 37,807,915
4,508,554	-	4,508,554	-	4,508,554	5,267,076
2,142,740	-	2,142,740	-	2,142,740	1,777,442
1,204,148	-	1,204,148	-	1,204,148	1,230,246
-	-	1,359,766	(395,851)	963,915	3,055,161
-	-	4,087,566	-	4,087,566	4,539,909
7,855,442	-	62,308,469	(9,660,600)	52,647,869	53,677,749
1,379,669	-	51,933,124	(677,073)	51,256,051	53,365,022
1,554,340	-	9,823,037	(409,383)	9,413,654	8,474,302
4,315,561	-	5,737,676	(121,430)	5,616,246	6,937,038
114,338	-	13,519,326	(293,019)	13,226,307	13,895,320
35,889,014	-	47,370,869	(9,852,376)	37,518,493	22,380,539
710,172	-	13,960,676	(93,190)	13,867,486	13,803,541
1,910,771	3,988,329	18,047,202	(15,041)	18,032,161	13,854,609
-	6,806,907	6,806,907	-	6,806,907	7,088,734
45,873,865	10,795,236	167,198,817	(11,461,512)	155,737,305	139,799,105
(38,018,423)	(10,795,236)	(104,890,348)	1,800,912	(103,089,436)	(86,121,356)
-	-	28,673,733	-	28,673,733	26,817,191
-	9,294,420	44,629,135	-	44,629,135	42,604,634
12,802,011	-	12,802,011	-	12,802,011	15,662,290
-	-	1,117,031	-	1,117,031	2,231,416
-	(667,760)	(667,760)	-	(667,760)	(1,329,895)
-	1,800,912	1,800,912	(1,800,912)	-	-
-	-	(1,108,092)	-	(1,108,092)	793,999
33,816,441	-	33,816,441	-	33,816,441	2,416,876
-	2,050,723	2,050,723	-	2,050,723	2,059,870
46,618,452	12,478,295	123,114,134	(1,800,912)	121,313,222	91,256,381
8,600,029	1,683,059	18,223,786	-	18,223,786	5,135,025
-	18,855,461	18,855,461	-	18,855,461	3,500,000
8,600,029	20,538,520	37,079,247	-	37,079,247	8,635,025
(8,600,029)	13,597,000	-	-	-	-
-	34,135,520	37,079,247	-	37,079,247	8,635,025
-	150,816,579	-	-	(10,861,981)	(19,497,006)
$ -	**$ 184,952,099**	**37,079,247**	**$ -**	**$ 26,217,266**	**$ (10,861,981)**

Grand Rapids Community College

Schedule of General Fund Revenue, Expenses, and Transfers - Budget to Actual
Year Ended June 30, 2021

	Actual	Final Authorized Budget	Variance Favorable (Unfavorable)
Revenue			
Student tuition and fees	$ 49,005,695	$ 48,632,000	$ 373,695
Property taxes	35,334,715	35,090,000	244,715
State operating appropriations	29,715,225	29,307,000	408,225
Interest income	8,939	400,000	(391,061)
Seminars, workshops, and other revenue	2,112,140	1,615,000	497,140
Total revenue	116,176,714	115,044,000	1,132,714
Expenditures and Transfers			
Instruction	48,464,327	51,013,784	2,549,457
Information Technology	8,167,381	8,597,024	429,643
Public service	1,305,525	1,374,202	68,677
Instructional support	13,184,161	13,877,711	693,550
Student services	9,361,650	9,854,118	492,468
Institutional administration	12,319,417	12,967,478	648,061
Physical plant operations	12,014,311	12,646,322	632,011
Total expenditures	104,816,772	110,330,639	5,513,867
Transfers from (to) General Fund			
Designated fund support	1,622,196	162,166	(1,460,030)
Auxiliary fund support	2,513,954	200,000	(2,313,954)
Expendable restricted fund support	(8,600,029)	875,000	9,475,029
Maintenance, equipment, and technology support	13,597,000	1,250,000	(12,347,000)
Total transfers	9,133,121	2,487,166	(6,645,955)
Total expenditures and transfers	113,949,893	112,817,805	(1,132,088)
Revenue over expenditures and transfers	**$ 2,226,821**	**$ 2,226,195**	**$ 626**

Grand Rapids Community College

Schedule of Changes in Designated Fund
Year Ended June 30, 2021

	Net Position at June 30, 2020	Revenue	Expenditures	Transfers In	Net Position at June 30, 2021
Training solutions	$ 1,049,967	$ 1,654,475	$ 1,863,228	$ 1,320,287	$ 2,161,501
Diversity lecture series	(501)	65,889	48,638	-	16,750
Ford concessions	20,742	232	3,031	-	17,943
Ford equipment	127,809	3,338	19,667	-	111,480
HED Programs	190,140	1,078	2,407	-	188,811
Auto technologies	18,314	-	3,609	-	14,705
Occupational training	26,843	37,156	25,634	-	38,365
Strategic Leadership Team	139,328	-	83,417	73,000	128,911
Budget stabilization	1,937,762	-	-	-	1,937,762
Other designated programs	1,145,898	213,258	403,573	228,909	1,184,492
Total	**$ 4,656,302**	**$ 1,975,426**	**$ 2,453,204**	**$ 1,622,196**	**$ 5,800,720**

Grand Rapids Community College

Schedule of Changes in Auxiliary Fund
Year Ended June 30, 2021

	Bookstore	Food Service	Parking	Printing Services	Total
Revenue -					
Sales and fees	$ 261,518	$ 206,322	$ 480,054	$ 411,872	$ 1,359,766
Total revenue	261,518	206,322	480,054	411,872	1,359,766
Expenditures					
Cost of sales	-	332,417	549,476	168,088	1,049,981
Salaries, w ages, and benefits	-	4,896	-	362,815	367,711
Capital outlay	-	22,478	-	-	22,478
Other operating expenses	121,683	-	-	-	121,683
Total expenditures	121,683	359,791	549,476	530,903	1,561,853
Exceess (Deficit) of Revenue Over Expenditures	139,835	(153,469)	(69,422)	(119,031)	(202,087)
Transfers In	-	278,301	2,075,653	160,000	2,513,954
Excess (Deficit) of Revenue And Transfers In Over Expenditures	139,835	124,832	2,006,231	40,969	2,311,867
Net Position - July 1, 2020	3,302,779	30,775	6,316,629	142,573	9,792,756
Net Position - June 30, 2021	**$ 3,442,614**	**$ 155,607**	**$ 8,322,860**	**$ 183,542**	**$12,104,623**

Grand Rapids Community College

Schedule of Changes in Expendable Restricted Fund
Year Ended June 30, 2021

	Net Position at July 1, 2020	Revenue	Expenditures	Transfers In (Out)	Net Position at June 30, 2021
Specially funded:					
Apprenticeship	$ -	$ 124,475	$ 124,475	$ -	$ -
HEERF III- AMERICAN RESCUE PLAN	-	12,063,914	12,063,914	-	-
HEERF I - CARES ACT	-	4,728,379	4,728,379	-	-
Coronavirus Relief Fund	-	2,104,000	2,104,000	-	-
HEERF II - CRRSAA funding	-	14,920,148	5,824,972	(9,095,176)	-
Cybersecurity Grant	-	80,620	80,620	-	-
DOL - America's Promise Grant	-	910,030	910,030	-	-
DOL - JOBCORP Grant	-	191,678	191,678	-	-
DOL - One Workforce Grant	-	11,777	11,777	-	-
DOL - Strengthening Community Colleges Grant	-	7,485	7,485	-	-
Early Childhood	-	764,138	791,134	26,996	-
GEAR UP	-	385,825	385,825	-	-
Kellogg Foundation	-	312,923	312,923	-	-
Metallica Grant	-	124,657	124,657	-	-
Michigan New Jobs Training	-	1,122,604	1,122,604	-	-
Motorcycle Safety Program	-	278,767	278,767	-	-
Older Learner	-	37,347	37,347	-	-
Student Support Services	-	453,222	408,057	(45,165)	-
Student Support Services - STEM Project	-	52,659	52,659	-	-
Title III-Strengthening Institution Program	-	571,794	571,794	-	-
Veterans Success Center	-	13,793	13,793	-	-
Vocational Education	-	1,017,946	1,531,262	513,316	-
WIOA Adult Education	-	183,024	183,024	-	-
Workforce Development	-	193,608	193,608	-	-
Foundations	-	91,371	91,371	-	-
Miscellaneous - Other	-	199,122	199,122	-	-
Total	-	40,945,306	32,345,277	(8,600,029)	-
Student financial aid:					
Federal Pell Grant Program	-	12,802,011	12,802,011	-	-
Federal Supplemental Education Opportunity Grant Program	-	294,358	696,377	402,019	-
Federal Work Study	-	432,219	30,200	(402,019)	-
Total	**$ -**	**$ 54,473,894**	**$ 45,873,865**	**$ (8,600,029)**	**$ -**

Grand Rapids Community College

Schedule of Bonded Debt
Year Ended June 30, 2021

	2020 Refunding Bonds		2019 Refunding Bonds		Series 2012		Series 2012 (Facilities)		Series 2013		Series 2018		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2022	$ -	$ 228,476	$ 655,000	$ 283,650	$ 200,000	$ 12,406	$ 900,000	$ 22,500	$ 365,000	$ 10,950	$ 1,275,000	$ 31,238	$ 3,395,000	$ 589,220
2023	1,755,000	228,476	680,000	257,450	205,000	6,406	-	-	-	-	-	-	2,640,000	492,332
2024	1,760,000	221,122	700,000	230,250	-	-	-	-	-	-	-	-	2,460,000	451,372
2025	1,770,000	210,422	730,000	195,250	-	-	-	-	-	-	-	-	2,500,000	405,672
2026	1,785,000	196,651	750,000	158,750	-	-	-	-	-	-	-	-	2,535,000	355,401
2027	1,805,000	177,462	780,000	121,250	-	-	-	-	-	-	-	-	2,585,000	298,712
2028	1,825,000	155,893	810,000	82,250	-	-	-	-	-	-	-	-	2,635,000	238,143
2029	1,855,000	129,886	835,000	41,750	-	-	-	-	-	-	-	-	2,690,000	171,636
2030	1,880,000	101,598	-	-	-	-	-	-	-	-	-	-	1,880,000	101,598
2031	1,910,000	74,148	-	-	-	-	-	-	-	-	-	-	1,910,000	74,148
2032	1,940,000	36,763	-	-	-	-	-	-	-	-	-	-	1,940,000	36,763
Total	**$ 18,285,000**	**$ 1,760,897**	**$ 5,940,000**	**$ 1,370,600**	**$ 405,000**	**$ 18,812**	**$ 900,000**	**$ 22,500**	**$ 365,000**	**$ 10,950**	**$ 1,275,000**	**$ 31,238**	**$ 27,170,000**	**$ 3,214,997**

plante moran

Plante & Moran, PLLC
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634 Front Avenue N.W.
Grand Rapids, MI 49504
Tel: 616.774.8221
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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

To Management and the Board of Trustees
Grand Rapids Community College

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Grand Rapids Community College (the "College") and its discretely presented component unit as of and for the year ended June 30, 2021 and the related notes to the financial statements, which collectively comprise the College's basic financial statements, and have issued our report thereon dated October 18, 2021. The financial statements of Grand Rapids Community College Foundation were not audited in accordance with *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the College's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. Accordingly, we do not express an opinion on the effectiveness of the College's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the College's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the College's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

PRAXITY™
Empowering Business Globally

To Management and the Board of Trustees
Grand Rapids Community College

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the College's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the College's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Plante & Moran, PLLC

October 18, 2021

Grand Rapids Community College
Board of Trustees and Affiliations
2022

David Koetje
Chairperson
Retired/Formerly President and CEO, Christian Schools International

Kenyatta Brame
Vice Chairperson
Executive Vice President and Chief Administrative Officer, Cascade Engineering

Kathleen Bruinsma
Secretary
Attorney, McShane & Bowie, P.L.C.

Sheryl Siegel
Treasurer
Retired/School Board President, Wellspring Preparatory High School

Daniel Williams
Trustee
President and CEO of the Steelcase Foundation

Brandy Lovelady Mitchell
Trustee
Director of Diversity, Equity and Inclusion, Grand Rapids Community Foundation

Salvador Lopez
Trustee
President, KConnect

Juan Olivarez
Interim President
Grand Rapids Community College

DeWys Manufacturing
A DeWys Metal Solutions Company™

September 29, 2022

Dr. Juan Olivarez, Interim President
c/o Grand Rapids Community College
143 Bostwick Ave NE
Grand Rapids, MI 49504

Dear Dr. Olivarez,

It is my pleasure to write a letter in support of the proposal submitted by Grand Rapids Community College (GRCC) to the American Rescue Plan Act (ARPA) Task Force of Ottawa County. We anticipate that the project will not only prepare individuals with the credentials to fill the high-skill jobs available at Metal Flow, but also for a multitude of jobs at different businesses across the county.

As an employer in one of the fastest growing job sectors in West Michigan, we must compete for talent across counties, and even the state, as our need to fill new and existing positions continues to grow. This project will allow GRCC to expand educational opportunities for adults to earn a valuable postsecondary credential, which is a necessary tactic to increase the number of workers who are prepared for the jobs we provide. By funding the costs for tuition and training, we anticipate that this project will increase the Ottawa County labor force and provide us with a stronger pool of employees from which to hire.

As such, we are confident that the project will successfully target one of the biggest challenges that West Michigan employers face—a shortage of workers with the knowledge and skills needed to continue growing the advanced manufacturing industry sector. We therefore strongly encourage you to fully consider the benefits that the proposed project would have for Ottawa County employers.

Sincerely,

Laura Preuss

Laura Preuss
Director of Workforce Development

616.677.5281 15300 8th Ave Marne, MI 49435 www.dewysmfg.com

Johnny Rodriguez, Executive Director
Latin Americans United for Progress
430 W 17th St #31 Holland, MI 49423
Phone: (616)888-7225
www.laup.org — johnny@laup.org

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Vice President
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PwC

Jose Mireles Jr.
Koop & Burr Insurance

Tim Marroquin
Grand Rapids Catholic Central

Daniel Quintanilla
Gentex Corporation

Rev. Ben Aguilera
The BLVD

Luis Gomez
Meijer

Mary Carrizales
Boys & Girls Club of Greater Holland

Tina Pietrangelo
Pliant Plastics Corp.

Staff:
Johnny Rodriguez
Executive Director

Baruch de Carvalho
Development &
Communications Coordinator

Brenda Ballesteros
Admin/Programs Manager

October 3, 2022

Dear Dr. Olivarez,

LAUP is pleased to provide this letter in support of Grand Rapids Community College's proposal to the American Rescue Plan Act (ARPA) Task Force of Ottawa County. We believe your project to extend the in-district tuition benefits of the Michigan Reconnect program and provide wraparound support for returning adult student will have a significant impact in Ottawa County communities, particularly for underserved communities.

Beginning or returning to college takes an extraordinary commitment for any student, but especially for adults from underserved communities or low-income households. That is why it's important to couple the tuition benefits of the Reconnect program with navigation and support services to ensure the greatest chance of success for all students.

We know that education can be a springboard to a better life, and this project is uniquely situated to change the trajectory of adults and their families, while helping employers meet their workforce needs.. Increased lifetime earnings and the opportunities afforded by a postsecondary credential are important elements of upward socio-economic mobility, impacting every aspect of life, including child welfare, family health, and asset accumulation. We anticipate that the opportunities made available through the proposed project will provide important pathways to family-sustaining jobs, thereby promoting upward economic mobility and equity for Ottawa County residents.

Sincerely,

Johnny Rodríguez
Executive Director

Lakeshore Ethnic Diversity Alliance

Dismantling Barriers. Advancing Equity.

Executive Director

Gloria Lara
Executive Director

Board of Directors

Francisco Ramirez, M.Ed.
Board Chairperson
Grand Rapids Community College

Ann Noe
Board Vice-Chairperson
Herman Miller

Grant Hill
Treasurer
Davenport University

Heather Daniel
Secretary
Haworth

Heather Spek
Spectrum Health

Jeffrey Lewis
Muskegon Public Safety

Shani Padnos
Community Volunteer

Shontaye Witcher
GVSU, Disability Support Resources

September 30, 2022

Dr. Juan Olivarez, Interim President
c/o Grand Rapids Community College
143 Bostwick Ave NE
Grand Rapids, MI 49504

Dear Dr. Olivarez,

Lakeshore Ethnic Diversity Alliance is pleased to provide this letter in support of Grand Rapids Community College's proposal to the American Rescue Plan Act (ARPA) Task Force of Ottawa County. We believe your project to extend the in-district tuition benefits of the Michigan Reconnect program and provide wraparound support for returning adult student will have a significant impact in Ottawa County communities, particularly for underserved communities.

Beginning or returning to college takes an extraordinary commitment for any student, but especially for adults from underserved communities or low-income households. That is why it's important to couple the tuition benefits of the Reconnect program with navigation and support services to ensure the greatest chance of success for all students.

We know that education can be a springboard to a better life, and this project is uniquely situated to change the economic trajectory of adults and their families. Increased lifetime earnings and the opportunities afforded by a postsecondary credential are important elements of upward socio-economic mobility, impacting every aspect of life, including child welfare, family health, and asset accumulation. We anticipate that the opportunities made available through the proposed project will provide important pathways to family-sustaining jobs, thereby promoting upward economic mobility and equity for Ottawa County residents.

I know, that in my case, I never would have been able to receive my BA in accounting or my MBA from Harvard Business School if I was not able to first attend my local community colleges. This project can lead to life-changing opportunities for our local Ottawa County communities.

Sincerely,

Gloria Lara

Gloria Lara
Executive Director
Lakeshore Ethnic Diversity Alliance

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Administration
Submitted By:	John Shay
Agenda Item:	West Michigan Works! Earn & Learn Manufacturing Career Fair

Suggested Motion:

To approve the West Michigan Works! Project for $101,874 in ARPA grant funding to support the Earn & Learn Manufacturing Career Fair.

Summary of Request:

West Michigan Works! will organize a county-wide event for local employers to share information about career opportunities, current entry level open positions, tuition reimbursement programs, apprenticeship opportunities, and career paths to high school seniors on the cusp of graduation. Both educators and manufacturers have expressed a need for an opportunity like this for seniors that are close to graduation. West Michigan Works! is identified to lead this initiative as they have close employer relations and a proven track record of hosting large-scale employer-student events such as MiCareerQuest which are ultimately fully funded by the private sector. The program will run in perpetuity via employer contributions after the first year's transportation, marketing, and operational costs are supported by ARPA funding.

Financial Information:

Total Cost:	$101,874.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

Seeking Federal ARPA Funding

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 1: Consider initiatives that contribute to the economic health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Shay

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee

11/15/2022

SUBRECIPIENT AGREEMENT Between OTTAWA COUNTY, MICHIGAN and EARN & LEARN MANUFACTURERING CAREER FAIR FOR AMERICAN RESCUE PLAN ACT ("ARPA") FUNDS

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "COUNTY"), and Earn & Learn Manufacturing Career Fair, a non-profit organization (hereinafter "RECIPIENT"):

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, on May 10, 2021, the United States Department of the Treasury (hereinafter "US TREASURY") published guidance regarding the allowable usage of the Coronavirus State and Local Fiscal Recovery Funds (hereinafter "SLFRF") to be disseminated to local governments in accordance with the ARPA;

WHEREAS, the RECIPIENT, a Michigan nonprofit corporation, submitted a written request to the COUNTY for $112,061.58 in COVID-19 relief funds to support digital skill training in Ottawa County high school and middle schools, which is explained in more detail in its proposal, which is attached as Exhibit A and which is incorporated by reference herein;

WHEREAS, the COUNTY intends to allocate a portion of its SLFRF funds to assist organizations within Ottawa County that have suffered negative economic impacts as a result of the COVID-19 pandemic in accordance with all federal, state, and local guidelines regarding the usage of SLFRF funds;

WHEREAS, under section 602(c)(3) of the ARPA, the COUNTY may transfer funds to a small business or private non-profit entity for the purpose of meeting ARPA's goals;

WHEREAS, in an effort to provide additional guidance regarding the eligible uses of SLFRF funds, the US TREASURY published a document containing answers to Frequently Asked Questions regarding Coronavirus State and Local Fiscal Recovery Funds as of July 19, 2021 (hereinafter "FAQ");

WHEREAS, Section 2.8 of the FAQ states that recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible for the use of SLFRF Funds;

WHEREAS, during their regular public meeting on November 22, 2022, the Board of County Commissioners (hereinafter "BOARD") approved the aforementioned request from the RECIPIENT subject to all federal, state, and local guidelines regarding the usage of SLFRF funds, including any contractual guidelines set forth by the BOARD, as well as any audit requirements established by the Michigan State Auditor's Office (hereinafter "SAO"); and

WHEREAS, the COUNTY and RECIPIENT desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect no later than December 31, 2024, unless terminated earlier by the COUNTY in writing. The parties envision that the disbursement provisions and other audit and reporting requirements will be memorialized in an amended agreement once the parties receive the benefit of Guidehouse Consulting's review and recommendations regarding RECIPIENT's proposal.

2. SLFRF FUNDS TO BE DISSEMINATED TO RECIPIENT

The total subaward of SLFRF funds to be disseminated by the COUNTY to the RECIPIENT as part of this Agreement shall not exceed $112,061.58. This grant is contingent upon Guidehouse Consulting's conclusion that the RECIPIENT's proposal is eligible for SLFRF Funds in whole or in part and the development of appropriate conditions and metrics for the program.

3. LIMITATIONS REGARDING THE USE OF SLFRF FUNDS

The RECIPIENT shall ensure that all expenditures utilizing SLFRF funds received in accordance with this Agreement shall be limited to only those eligible services outlined in Section 2.8 of the US TREASURY ARPA FAQ, which states that recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible for the use of SLFRF Funds. In addition to and without limiting the above, the RECIPIENT shall ensure that all expenditures utilizing SLFRF funds are expended in accordance with the application for such funds and all supporting materials which are incorporated by reference herein as Exhibit A.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH ARPA

In order to ensure compliance with the existing ARPA guidelines set forth by the US TREASURY – while also ensuring that all expenditures within the scope of this Agreement adhere to future guidelines that may be established by the US TREASURY during the term of this Agreement – the RECIPIENT, when requesting reimbursement for eligible ARPA expenditures, shall provide to the COUNTY a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the RECIPIENT, indicating that all expenditures therein comport with the guidelines of the ARPA as set forth by the US TREASURY and in accordance with its representations in Exhibit A. Reimbursement requests shall be submitted to the COUNTY no more than once per month. No reimbursement requests may be submitted to the COUNTY after December 31, 2024.

5. TIMELINE REGARDING THE DISSEMINATION OF FUNDS TO RECIPIENT

Upon receipt of the RECIPIENT's complete reimbursement request as described above, the COUNTY shall disseminate funds for all eligible ARPA expenditures therein within twenty (20) days of receipt of said reimbursement request. The dissemination of SLFRF funds shall only occur after the COUNTY reviews the RECIPIENT's reimbursement request to ensure that all expenditures detailed

therein appear to qualify for reimbursement in accordance with all published federal, state, and local guidance regarding the use of SLFRF funds as specified in the ARPA. All payments from the COUNTY to the RECIPIENT are contingent on the availability of SLFRF funds to the COUNTY, and further subject to all applicable federal, state, and local laws regarding the governance of SLFRF funds within the ARPA.

6. EVOLUTION OF ARPA GUIDANCE FROM THE US TREASURY

The COUNTY may request additional information from the RECIPIENT, as needed, to meet any additional guidelines regarding the use of SLFRF funds that may be established by the US TREASURY during the scope of this Agreement.

7. TERMINATION

Without the need for prior notification, the COUNTY may terminate this Agreement immediately at its will upon written notice to the RECIPIENT, and the RECIPIENT agrees that it will not sue the COUNTY or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The RECIPIENT shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the COUNTY for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The RECIPIENT agrees to defend, indemnify, and hold the COUNTY, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the RECIPIENT, its officers, directors, employees, and/or agents relating to the RECIPIENT's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

The RECIPIENT shall comply with all federal, state, and local laws and all requirements and published guidance set forth regarding the usage of any and all monies appropriated under the ARPA.

11. MAINTENANCE AND AUDIT OF RECORDS

The RECIPIENT shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the COUNTY or its designees, the SAO, and the US TREASURY for five (5) years following termination of this Agreement. If it is determined during the course of the audit that the RECIPIENT was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding

the expenditure of such funds, the RECIPIENT agrees to promptly reimburse the COUNTY for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

RECIPIENT: [Position and address]

COUNTY: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the COUNTY and the RECIPIENT for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any

action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the COUNTY to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the COUNTY of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the COUNTY at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The RECIPIENT shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the COUNTY.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by an third party nor shall it be construed as a waiver of the COUNTY'S governmental immunity. This provision shall not limit any obligation which either party has to the US TREASURY in connection with the use of ARPA funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.

23. CIVIL RIGHTS COMPLIANCE

Recipients of Federal financial assistance from the US TREASURY are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the US TREASURY do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The RECIPIENT shall be solely responsible for any and all local, state or federal taxes and/or fees associated within this distribution of funds and the COUNTY shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

SUBRECIPIENT

By: _____

_____, Its: _____

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By:_____

Justin F. Roebuck, County Clerk

ARPA Business Stabilization Needs – Full Application

APPLICATION INSTRUCTIONS

Please include the following materials when submitting your full application:

- Narrative as outlined on pages 2-3 of this packet
- Completed Budget Worksheet as shown on page 4 of this packet
- List of Board of Directors with affiliations
- Letters of support which verify project/program need and collaboration with other organizations and/or copies of memorandums of understanding if applicable. We strongly encourage applicants to submit letters of support that reflect the geographic reach of the project, particularly if the proposed project will serve county-wide and/or beyond the usual boundaries of your organization's service area.
- Most recent Annual Financial Statement
    - If available, provide independently audited statement
    - If independently audited statement is not available, also attach most recent IRS Form 990

DUE DATES

Please submit your complete application via email to joe.pierce@lakeshoreadvantage.com **.**

The Lakeshore Advantage team will provide funding recommendations to the American Rescue Plan Act (ARPA) Task Force of Ottawa County. The ARPA Task Force will provide their recommendation to the County Commissioner's Committee of Finance and Administration and Board of Commissioners. Please be aware that a representative may be required to be present, and present an overview of the request, at any of these meetings. Meeting dates and times will be shared in advance.

Questions: If you have questions about the application process, please contact Joe Pierce at joe.pierce@lakeshoreadvantage.com or 616-848-8077.

Thank you for your application!

ARPA Business Stabilization – Full Application

NARRATIVE INSTRUCTIONS

Please provide the information in the Narrative using the headings indicated and in the order requested. The Narrative section of the proposal should be approximately 5 – 7 single spaced pages in total (**not** including the budget worksheet or other attachments). Please number the pages of the Narrative.

NARRATIVE OUTLINE

I. **Organizational Information**

- Describe your organizational capacity to successfully implement the proposed project or program.
  - Provide a brief summary of organization's history.

West Michigan Works! (WMW) is the official workforce development agency in West Michigan, serving the counties of Allegan, Barry, Ionia, Kent, Montcalm, Muskegon, and Ottawa. Our agency brings federal and state workforce programs to the region, leveraging and aligning resources for maximum impact, with the goal of preparing a skilled workforce that meets the needs of local businesses

Discover Manufacturing (DM) is an employer led collaborative, focused on building scaling existing projects and building new projects in West Michigan to help expand and enhance the manufacturing workforce. Discover Manufacturing's mission is simple. "We exist to inspire and expand manufacturing talent in West Michigan."

  - **Provide a brief statement of organization's mission and goals**.

WMW strives to lead workforce development strategy and resource alignment by understanding the talent needs of employers and employment needs of job seekers to connect them to solutions. Strategies to identify common skill gaps, emerging training needs, and industry trends are driven by labor market data and the active involvement of employers. Additionally, WMW convenes and collaborates regionally with employers, educators, economic developers, and community-based organizations to address talent, curriculum, and advocacy issues on a broader level. Through robust partnerships and problem-solving with these stakeholders, WMW seeks to create a qualified workforce that meets regional employers' current and future talent needs to fuel a shared economic future.

As the lead entity of a mature regional workforce training system, WMW fosters and supports multiple sectoral partnerships. Having cultivated a variety of partnerships critical to improving the region's workforce, WMW is uniquely positioned to be a neutral and effective convener of regional collaboratives and has extensive experience in both establishing and maintaining sectoral partnership activities.

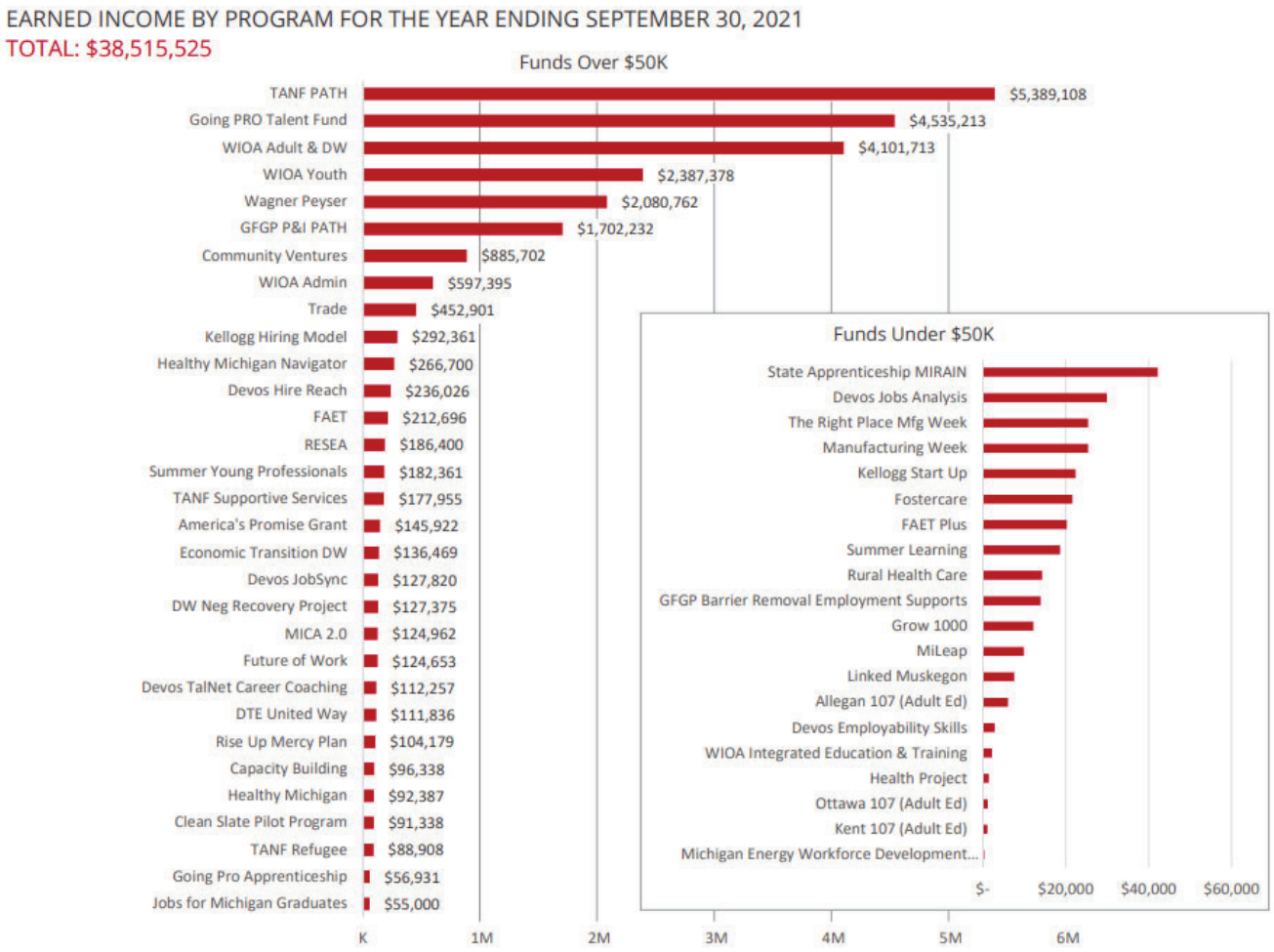
WMW relies on labor market data and input from employers and industry talent councils to identify common skill gaps, training needs and industry trends. Regional collaboration and problem-solving address talent, curriculum, and advocacy issues on a broader level, resulting in a larger skilled labor pool and increased job placements.

The DM Industry Talent Council relies on three main strategies to accomplish its work. The council looks to promote projects that align with either promoting the industry, training new and current employees, and sharing best practices among employers.

- **Describe the organization's financial history and current funding sources.**

See Attachment A

WMW operated 59 programs under 80 grants during the year ending September 30, 2021. Each grant dictated the populated to be served and how the funding could be used and the time frame in which the funding needed to be spent. WMW was awarded $38,515,525 during the year ending September 30, 2021.



- **Describe the organization's board and staff leadership.**

WMW is governed by a Workforce Development Board comprised of private sector representatives and locally elected officials The WMW Governing Board (GB) and the Workforce Development Board (WDB) share a common interest in assuring that workforce development decisions will be made with the best interests of employers and job seekers in mind.

DM is led by WMW and is comprised of an employer majority executive team. DM also convenes a larger leadership team comprised of manufacturing employers, training providers and colleges, and community partners.

- **Describe current programs, activities, and record of past project/program delivery.**

Through its industry talent councils, WMW has reached over 20,000 students on a yearly basis for career exploration. Additionally, WMW manages a variety of programs directly or indirectly through the councils. Each of these initiatives includes project team members from a variety of stakeholders.

DM had several key accomplishments in 2021 that align well with this proposal. DM is very involved with promoting the manufacturing industry to students to expand knowledge and interest in the industry. Through tours, scholarships, and additional support of other programs, DM led the following initiatives in 2021:

- DM Week- 71 manufacturers, 75 schools, and 5,839 students representing 13 counties.
- DM Scholarships – Project team created criteria and online application; $5000 was awarded to four deserving students.
- Prime School Initiative- DM promoted a Prime grant initiative in cooperation with the State of Michigan and the Michigan Manufacturers Association and was instrumental in two new programs awarded including West Ottawa High School in Ottawa County and Innovation Central in Kent County.
- Adopt A School- Launched a project designed to connect manufacturers to local schools for direct involvement to build long term engagement.

II. Statement of Need

- Describe the community need or issue to be addressed and why it is important for Ottawa County.
    - Please prioritize referencing any local data available on the need you will be addressing.

Earn & Learn Manufacturing Career Fair & Networking Event

Manufacturing is the leading employer and economic engine of our community. There are over 380 manufacturing facilities in Ottawa county. Manufacturing employs 25% of Ottawa County's workforce at 34.7K (38% more statistically than the state average, with a median income of 46k per year). According to Lightcast Industry Snapshot 2022 Q3, there are 500 manufacturing job postings a month in Ottawa County with projected growth of more than 1% for the next three years for a total number of 41,130 manufacturing jobs. In addition, there are 9,689 projected retirements over the next decade.

Changing the perception that manufacturing is repetitive, mindless, and unrewarding is a cornerstone of DM's plan to engage students and ensure the next generation of manufacturers is prepared to meet the challenges we face. Highlighting the career and salary growth potential combined with the ability to earn a living while a manufacturer pays for your education is a compelling message that needs to be delivered to students and parents alike. Instead of graduating with debt, dropping out after the first year or changing college majors multiple times, manufacturing employees get to try on a career, develop a clear pathway, and experience tremendous earning potential. The opportunity for young people in our community to be part of incredible companies in their own backyard is transformational for families, for business, and for our community holistically.

To help meet growing industry demands and develop a talent pipeline, high school students need more direct contact with employers to engage early and form a plan for their career path. Ottawa ISD educational partners have expressed dire need for a career fair benefitting high school seniors graduating without a plan, as well as providing networking opportunities and introductions to local employment opportunities in the manufacturing sector. The Earn & Learn Manufacturing Career Fair & Networking Event provides manufacturers opportunities to display a variety of career opportunities including entry level positions, tuition reimbursement programs, apprenticeship opportunities, and career paths. Community partners would provide resume resources, soft skills instruction, training opportunities and much more.

In 2019, Lakeshore Advantage led a similar effort at DeVos Field house on Hope College's campus. WMW, along with DM, wishes to duplicate and scale the event in Ottawa County and potentially throughout our region. With the pandemic interruption, the critical need identified for the event has gone unmet.

Future growth is dependent upon a workforce that is prepared to meet the demand and workforce development efforts that deliver tangible results to assist employers. With an aging workforce (over 9,689 projected retirements in the coming years) and shrinking class enrollment sizes, reaching students before they leave our education system is critical. Efforts to engage a diverse workforce is also imperative to serve the needs of local manufacturers. Manufacturing organizations have good paying entry-level roles with clear career pathways. Additionally, WMW has tools available for individuals to visualize their career path in a manufacturing setting.

WMW would serve as the backbone organization and fiduciary for this project. Startup costs and marketing, along with venue costs, would eventually be covered by participating employers along with WMW. In 2022, there are 3,702 high school seniors in Ottawa County, and the pilot aims to reach 10,000 students over the next three years. This event will provide all area high school seniors with opportunities to network with local manufacturers and apply and/or interview while in attendance.

We anticipate that transportation funding as well as availability will be a barrier to participation and will allocate the resources necessary to overcome funding challenges. We will partner with our education members of the project team to creatively address availability by staggering times and sharing busses as districts work together toward our common goal.

III. Project Description

- Describe the project's action plan from start to completion.
- Include a timetable for implementation. **See attachment B**
- Describe the qualifications of key personnel and lead stakeholders that will ensure the success of the project/program.
- If this project/program will be serving county-wide and/or extends beyond the usual geographic service area of your organization, please describe specifically how services will be provided across the entire service area.
- Describe the long-term, transformational impact that will result from ARPA's investment in this project/program.
    - If the proposed project/program addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations, please describe how.

Project Action Plan Description

The Earn & Learn Manufacturing Career Fair & Networking Event project would be led by WMW and begin in January 2023, serving all of Ottawa County. In subsequent years, DM may look to expand the project to neighboring Kent and Muskegon counties. WMW has demonstrated the capacity to host large scale events such as MiCareerQuest, where over 10,000 students are hosted for a one-day career exploration event, and Discover Manufacturing Week, engaging over 12,000 students each November with over 200 manufacturers providing on site tours of their facilities. Each of these projects rely heavily on our ability to form teams of key stakeholders and produce transformational events.

The proposed plan includes hiring a part time, contracted project coordinator that would handle the administrative portion of the work while full time WMW staff handle coordination with all stakeholders including educators, manufacturers, community partners, and WMW staff. WMW will recruit, hire, and onboard the project coordinator.

Next, we would recruit a project team comprised of educators, local manufacturers, community partners and key WMW staff members and convene that group by the end of January to determine the best date and venue for the event, along with sponsorship recommendations to assist with funding.

The project team would then begin the discussion of allocating transportation funding and working together to solve the bussing availability issues by staggering student arrival times and sharing busses where practical. Selecting a date and communicating early with each districts' transportation provider is crucial. We will engage the State of Michigan Department of Education Pupil Transportation as advisors when necessary.

After establishing the date and securing the venue based on the project teams' recommendations, WMW would develop a marketing strategy to include a Save the Date, registration, and web page development. WMW in conjunction with the project team, would next host information sessions for all interested educators and manufacturers and promote participation through our extensive network.

The new web directory would feature area manufacturers with formal tuition reimbursement programs, apprenticeship, and job shadow opportunities as well as hot links to the company's website. Manufacturers open positions and the ability to apply online would be included within the company links. The directory will be a resource for students, parents, and educators to be used year-round and updated with more manufacturers on an ongoing basis.

The project coordinator would monitor registrations, develop toolkits for educators including best practices to prepare students and manufacturers' recommendations to engage with students including diversity, equity, and inclusion guidance from our community partners. The coordinator would also develop, deploy, and analyze post-event surveys for students, educators, manufacturers, and all participants in the event to capture feedback.

Educators on the project team would be responsible for communication, scheduling, and logistics with all schools. Three planning meetings would be held to organize manufacturers and community partner exhibitors for the event and coordinate floor plan, set up, student flow, and take down. Training and recommendations on engaging students and attracting diversity would be incorporated.

Post-event survey data and associated metrics would be compiled and analyzed, a debriefing meeting held, and all data and recommendations for continuous improvement shared with stakeholders in a formal report. The goal being to incorporate lessons learned and efficiencies we can realize year over year. Metrics collection would continue through July to measure the number of applicants and inquiries manufacturers receive.

- **Include a timetable for implementation. See attachment B**

A sample action plan is provided in Attachment B. Please note that the project team would identify the best date, venue, and times for the event each year and the attached timeline is offered as an example that could be replicated and adapted to an earlier or later date as determined by the stakeholders represented on the project team. The project team would consider school schedules, school testing, graduation dates weather conditions, transportation distance, cost, and availability.

Description of key personnel and lead stakeholders qualifications.

- Joe Thiry, WMW Business Solutions Manager. Responsible for leading five high demand Industry Council Leads and coordinating initiatives and major projects. Extensive experience integrating council work with job fairs.
- Jerry Hill, WMW Industry Council Lead for DM. Responsible for leading nine active projects for the group including Discover Manufacturing Week, MiCareerQuest Advanced Manufacturing Sector, Adopt a School initiative, Earn and Learn Website Directory, and DM Scholarship programs.

- Tasha Evans, WMW Talent Solutions Director. Responsible for leading all staff within WMW assisting job seekers with resources to find employment and overcome barriers. Extensive experience coordinating all aspects of job fairs throughout a seven-county region.
- Shayna Carlson, Supervisor at Ottawa Careerline Tech. Extensive experience guiding students into work-based learning opportunities and skilled trades careers. Community liaison between education and manufacturing employers.

- **Description of the long-term, transformational impact that will result from ARPA's investment in this project/program.**

The Earn & Learn Manufacturing Career Fair & Networking Event will deliver transformational impact to Ottawa County in several ways. Helping to shape diverse groups of students' future career prospects, assisting Ottawa manufacturers to attract and retain an entry level workforce, and support the economic engine of our community are just a few of the long-term impacts resulting from this project.

First, our event will inform students and educators on the opportunities for rewarding careers in manufacturing and the opportunity for a clear career path with salary growth in a growing and high demand industry. Exhibitors will expose students and educators to "earn to learn" opportunities, giving students the option to work while attending post-secondary education and earning portable credentials as an affordable option to funding college themselves. The event will assist high school seniors graduating without a plan to define a career path and contribute to the economic engine of our community before they leave our education system and are more difficult to reach. There will be intentional focus to attract minority students, females, and economically disadvantaged students to see a future in manufacturing and transform their career prospects and their family's future.

Second, our event will assist manufacturers to address the growing demand for an educated workforce and prepare the next generation of manufacturing workers. The economic impact to our community is well documented. One in four jobs in West Michigan are in manufacturing, creating four spin-off jobs per manufacturing job. According to the National Association of Manufacturers, every one dollar spent in manufacturing creates $2.68 in our economy and supports several industries, such as retail and hospitality, and helps elevate the standard of living more than any other industry. Our event would bring new employees that both fill employer needs and create significant economic activity. The manufacturing industry provides many occupations to support their organizations beyond production. Marketing, sales, accounting, technical writing, facilities maintenance, and human resources are just a few. Students not interested in skilled trades can still have a lucrative career within a in manufacturing setting, and our career fair would broaden the career options for students. Manufacturers utilizing the earn and learn model impacts retention, hiring, and training costs. Employees that are in tuition reimbursement programs or apprenticeships are four times more likely to stay with their sponsoring employer, therefore helping reduce costly turnover. Those cost reductions are great for business and for our local economy.

The Earn & Learn Manufacturing Career Fair & Networking Event meets a need that educators are asking for, and manufactures endorse with full support. A similar event was well received in 2019, prior to the Covid 19 pandemic. Funding from this grant would assist with our plan to re-establish the event over the next three years to become self-supporting in year four and contribute to the community for years to come.

Target population for the program, including the benefit to eliminate disparities and gaps in opportunities for underserved and underrepresented populations.

The project team will work with ISD representatives as well as administrators from local schools to ensure every school in Ottawa County is invited and has the resources to participate. In targeting all high school seniors, we will specifically look towards those graduating without a plan to attend college, which will represent an economically disadvantaged and ethnically diverse group of students. These students will be able to learn more about resources and supports they may not previously have been aware of. All marketing materials and messaging created for the event would reflect intentionality towards imagery representing populations that all students can relate to. We want to make sure everyone who attends can see themselves as part of the manufacturing workforce. As we have done in other events, our toolkits for manufacturers would include resources to encourage the companies to include spokespersons that represent younger, minority, and female populations to speak towards their respective career pathways. We will encourage Spanish speaking representatives to attend and provide signage and applications available in Spanish. WMW has an organizational commitment to Diversity, Equity and Inclusion and will rely on an internal DEI Workgroup as well as our partnership with Global Bridgebuilders to create strategies to attract a diverse population.

IV. **Community Partnership**

List any collaborative partners in the project/program and explain how you will leverage the strengths of different organizations to maximize community impact.

Ottawa Area Intermediate School District (OAISD) Administration
: Leveraging strengths in student scheduling, communications, and transportation guidance. WMW works with ISD partners on several large-scale events including MiCareerQuest, Discover Manufacturing Week, MiCode Experience, and others. We have a vast network within the school district and will look to their leadership to assist with effective coordination.

Ottawa Careerline Tech Center Administration
: Similar to above – tech center administration will be part of the project team to provide some industry-specific guidance an ensure all tech center students interested in this industry attend the event.

Ottawa Area Intermediate School District (OAISD) principals and counselors
: Serve as boots on the ground to help determine best practices around scheduling, marketing, and student engagement.

Lakeshore Advantage Economic Development
: Uniquely suited to assist as co-lead on manufacturer recruitment efforts.

Discover Manufacturing Executive Board and Leadership Team
: Advisory support to ensure local manufacturers' needs are met as part of this project.

Grand Rapids Community College
: Utilizing existing relationship with GRCC to ensure representation on the lakeshore (new campus) to promote short-term manufacturing trainings and programs.

Ottawa County Manufacturers
: Will actively engage a wide variety of manufacturers to participate in the event, financially support the event, and provide feedback on logistics and planning.

Thompson M-Tec
: Trusted training partner to be showcased at the event and assist with marketing and event planning.

Global Bridgebuilders/WMW DEI Workgroup
: Work directly with experts in DEI field to ensure equitable access to the event, support our messaging as inclusive, and help track the metrics so students match regional diversity.

State of MI Department of Transportation
: Relying on expertise to help with transportation ideas.

ESL Partners
: Help with signage, applications, and potential translation services.

- **Acknowledge similar existing projects/programs, if any, and explain how your project/program differs, and if an effort will be made to work cooperatively.**

- Jenison High School is in discussions for a senior job fair during SAT testing but would like to coordinate with WMW instead.

- Boomerang – Grand Haven Chamber
    1. Limited to Grand Haven, Central, Spring Lake and Allendale High Schools and focused not only on manufacturing.
    2. Focus is on career exploration only – not hiring and other resources – with the goal of having students return after going away to learn.
    3. Our focus is on high school seniors graduating without a plan to promote tuition reimbursement programs, apprenticeships, and open positions they can start right away.

IV. Evaluation

- **Describe how return on investment will be measured based on verified outcome-based results.**

WMW has extensive experience in measuring project deliverables and impacts and will use proven methods to collect metrics and determine return on investment. WMW has executed several successful events of this size on an annual basis and employs a variety of tools to collect information quickly to determine the success of the project. WMW will use surveys to collect quantitative and qualitative data and feedback from the students, teachers, counselors, administrators, and employers on a variety of items including:

- Impact on students' decision making for their future
- Impact on counselors/teachers understanding of manufacturing opportunities including:
    1. Tuition reimbursement programs
    2. Apprenticeships
    3. Community support
- Total participation numbers
- Demographics and diversity of student population
- Total hires 90 days post-event
- Overall satisfaction and continuous improvement recommendations

WMW will determine the program's success if we have completely met each of the following metrics and key impact numbers, which will be reported on an annual basis to Ottawa County*:*

1. The number of Ottawa County High school seniors registered annually; 2,000 students year one, 2500 year two, and 2800 year three.
2. The number of educators and administrators participating annually; 40 educators and administrators year one, 50 year two, and 60 year three.
3. The number of employers participating annually; 25 employers year one, 35 employers year two, 40 employers year three.

WMW will monitor and track the following metrics annually:

- Number of Manufacturers served
- Number of Manufacturer's information with tuition reimbursement programs, mentoring, internship, job shadow, apprenticeship, and hot links to company information and how to apply developed and housed on DM's website intended as a tool for students, parents, and educators throughout the year
- Number of schools and students registered- projecting 500 additional students annually
- Number of buses funded and district invoices

- Number of applications submitted for employment
- Available aggregate student demographic information
- Sponsorship dollars from manufacturers grown each year
- Number/percentage of hires 90 days post-event attributed to career fair
- Number of partners participating

WMW will also compile metrics annually for the following:

- Post-survey data collected from educators, students, and manufacturers
- Debriefing held for continuous improvement strategies
- Multi-year report developed and shared with partners and participating employers

    - **Specify who will evaluate the project/program and provide reporting to Ottawa County.**

WMW will evaluate project/program outcomes and report to Ottawa County. WMW has extensive experience working with other entities on grants and has a structured system to collect and report information in a timely manner.

V. Budget/Financial Information

- Describe overall project/program costs and specifically how ARPA dollars would be expended.
    - Please describe how each budget item relates to the project/program and how the amount was calculated.

- 50K year 1 project coordination, venue cost, event marketing, transportation assistance
- 30K year 2 project coordination, marketing, transportation assistance
- 20K year 3 project coordination, marketing, transportation assistance

Matching funds:

- WMW marketing development team- 200 hours= $8,000
- WMW staff time- 1000 hours= $40,000
- Manufacturer's sponsorship - $5000 year 1; $15,000 year 2; $17,500 year 3

WMW will execute this project through its planning team. WMW administrative costs make up 10% of annual total. The planning team will help review budget expenditures and ensure the project is on track. Each line item is outlined below:

- Salary: WMW anticipates this project would require a .2 FTE commitment for marketing, accounting, industry council lead, and talent services support staff on an annual basis to be split between ARPA funding on a sliding scale year by year and would be completely covered by WMW after the third year.
- Fringe and Allocated Costs: Same as above; calculations based off WMW FTE formulas.
- Program Materials: Costs for marketing materials, which would diminish over time as the project coordinator would use or update existing materials.
- Facility Costs: Venue rental as well as anticipated rental of chairs, tables, etc. Cost will slowly start to be covered by employer contributions through the years until fully funded.
- Transportation Funding: Calculated based on 40 students per bus and cost of $250 per bus. Event will slowly have less students each year as schools become better at identifying students that should attend. Costs will gradually be picked up by employer contributions.

- Project Coordinator: Part Time Project Coordinator, working for WMW, to lead and organize efforts. Less time commitment each year as the project gets established. Would be fully funded by WMW and/or DM by year four.

Describe how your organization plans to obtain the necessary additional funding to implement the proposed project/program and if applicable, sustain it beyond the ARPA funding period.

WMW and DM would leverage existing employer relationships, community partners and its own funding sources to sustain all elements of this event. The WMW Project Coordinator would be covered by WMW and/or DM, and transportation and venue costs as in-kind and employer contributions. WMW would continue to leverage the .2FTE as part of this project in perpetuity.

Over the course of the three years of the pilot program, there are a few key items that will aid in its sustainability. Over the course of the three years, we anticipate both employers and educators to better understand if this event is a fit for them, allowing us to reach our goals of employer and student participation. Regarding budgeting, sustainability affects the amount needed for transportation and funding, as we also anticipate many students being able to drive themselves to the event. WMW and DM also plans on increasing corporate funding towards this event to make itself sustaining. Employers who contributed costs rose from a target of $5,000 in year 1 to $15,000 in year 3. This number target would be larger in year 4 to help sustain the project. Additionally, several costs will decrease as the project evolves including marketing costs, WMW reimbursement, and coordinator wages, as the “heavy lifting” of building the program will have been completed in the pilot portion of the project.

- **In the event that we are unable to meet your full request, please indicate priority items in the proposed expenses.**

Priority items Include and are ranked in importance:

1. Transportation costs
2. Project Coordinator
3. Facility cost
4. Program materials

- **Complete and attach the Grant Budget Worksheet.**

GRANT BUDGET WORKSHEET

Expenses: Include description and total amount for each of the following budget categories, adding any that may not be listed, as appropriate to your project/program.

EXPENDITURE CATEGORY	**ARPA REQUEST** Column A	**OTHER FUNDS** Column B	**TOTAL COSTS** Column A + Column B
Salary (.2FTE)	$11,007.41	$33,022.23	$44,029.64
Fringe Benefits and Allocated Costs	$5,455.64	$15.736.93	$21,192.57
Program Materials	$6,000		$6,000
Office Supplies			
Equipment			
Training			
Consultant Fees			
Rent/Utilities			
Facility Cost	$22,500	$7,500	$30,000
Transportation Funding	$26,250	$30,000	$56,250
Project Coordinator	$21,400		$21,400
Capital Expenses			
Admin (10%)	$9,261.31		$9,261.31
TOTAL	$101,874.36	$86,259.16	$188,133.52

Revenue: Please indicate a description and the total amount for other sources of revenue that have been committed or are pending in relation to your project/program.

REVENUE SOURCE	**PENDING** Column A	**COMMITTED** Column B	**TOTAL** Column A + Column B
ARPA Request	$101,874.36		$101,874.36
Other Government Grant(s)			
Earned Income			
Corporate Support	$37,500		$37,500
Individual Support			
Foundation Support			
WMW! Support		$48,759.16	$48,759.16
TOTAL	$139,374.36	$48,759.16	$188,133.52

ARPA grant budget.xlsx - year by year breakdown (only viewable as WMW! Staff)

Earn & Learn Manufacturing Career Fair & Networking Event

Attachment A

	Status	Team Action Plan	Action Step Description	Key Contact	Date
1		**Earn and Learn Manufacturing Career Fair and Networking Event**			
2		**Create Earn to Learn Manufacturing Career Fair and Networking event**		**Jeremiah Hill, joe Thiry**	
8		Recruit and Hire Project Coordinator	Wst MI Works HR Team	Jeremiah Hill, joe Thiry	01/09/23
9		Onboard Project Coordinator	West Mi Works/ Jeremiah Hill	Jeremiah Hill, joe Thiry	01/16/23
10		Recruit project team	Recruit Ottawa ISD educators, local manufacturers, and partners to assist with project planning	Jeremiah Hill, Project Coordinator	01/23/23
11		Convene Project Team	Determine best date and venue to maximize attendance. Discuss transportation funding. Discuss manufacturer sponsorship/ fund raising.Project team to convene monthly Jn - Event	Jeremiah Hill, Project Coordinator	01/30/23
12		Secure venue	confirm venue, cost, and equipment availability	Jeremiah Hill, Project Coordinator	02/06/23
13		Create Marketing Strategy	West Michigan works marketing team	Jeremiah Hill, Project Coordinator	02/06/23
14		Save The Date	Date, venue, and upcoming information session communicated to all stakeholders	Jeremiah Hill, Project Coordinator	02/13/23
15		Registration system developed	Registration form posted to Discover Manufacturing Website	Jeremiah Hill, Project Coordinator	02/13/23
16		Information Session Scheduled	Details of the event with registration instructions provided to all stakeholders	Jeremiah Hill, Project Coordinator	02/16/23
17		Educator Toolkit Developed	How to prepare students for the Career Fair	Jeremiah Hill, Project Coordinator	02/20/23
18		Manufacturer Toolkit Developed	Share best practices for manufacturers to maximize exposure and positive engagement. Share diversity, equity and inclusion recommendations	Jeremiah Hill, Project Coordinator	02/27/23
19		Post event survey developed .	Online survey with QR code for students, educators, manufacturers and exhibiting partners.	Jeremiah Hill, Project Coordinator	03/01/23
20		Planning Session #1	Convene manufacturers for event set up, equipment needs, organization etc. Discuss sponsorship and fundraising	Jeremiah Hill, Project Coordinator	03/02/23
21		Planning Session #2	Assign tables, finalize floorplan, review student flow schedule.	Jeremiah Hill, Project Coordinator	03/16/23
22		Planning Session #3	Finalize all remaining details. Share best practices. Reinforce DEI recommendations.	Jeremiah Hill, Project Coordinator	03/29/23
23		Proposed Event Date TBD	Final date will be determined by the project team meeting in January.	Jeremiah Hill, Project Coordinator	4/11/23
24		Survey data compiled. All metrics compiled.	all survey responses collected, analyzed, and report with metrics prepared.	Jeremiah Hill, Project Coordinator	4/18/22
25		Debriefing Meeting held	report data shared. Recommendations for continuous improvement discussed.	Jeremiah Hill, Project Coordinator	04/25/23
26		Final Report completed and Metrics reported	Hiring data collection from manufacturers continues through July.	Jeremiah Hill, Project Coordinator	05/01/23

West MICHIGAN WORKS!

A proud partner of the American Job Center network

WORKFORCE BOARD

Mark Bergsma, Chair ***Account Executive*** **Berends Hendricks Stuit**	Mandy Cooper *VP Strategic Initiatives* Lakeshore Advantage	David Kitchen *Training Director* West Michigan Electrical JATC
Heather Daniel, Vice Chair ***Program Manager*** **Haworth**	Cathy Cronick *District Manager* Michigan Rehabilitation Services	Shana Lewis *VP, Talent Acquisition* Mercy Health|Trinity Health
Nora Balgoyen *Area Manager* ITC Holdings, Inc	Paul David *HR Director* Fleis & Vandenbrink	Scott McLean *Managing Director* Spectrum Ventures, LLC
Ryan Bennett *Business Manager* West MI Plumbers and Fitters	Jay Dunwell *President* Wolverine Coil Spring	Vacant *President* Grand Rapids Community College
Randy Boss *Partner* Ottawa Kent Insurance	Jim Fisher *President* Second Act, LLC	Dan Rinsema-Sybenga *Dean of Academic Affairs* Muskegon Community College
Norm Brady- retired *President & CEO* Associated Builders and Contractors, Inc. West Michigan Chapter	Kristin Garris *Chief Workforce Officer* Goodwill Industries of West Michigan	Michelle Seigo *County Director* Department of Health & Human Services Ionia/Montcalm
Kenyatta Brame *Exec VP & Chief Administrative Officer* Cascade Engineering	Jennifer Heinzman *President*	Samantha Semrau *HR Director* Kendrick Plastics

	Barry County Chamber of Commerce & Economic Development Alliance	
John Buchan *Executive Vice President* NN, Inc Mobile Solutions|Autocam	Vacant	Dave Smith *VP of Compensation Services* The Employers' Association
Morgan Carroll *Director of Business Development* Greater Muskegon Economic Development	Rebecca Herrington- retired *VP Global Talent Acquisition* Perrigo	Dan TenHoopen *AFL-CIO Labor Liaison* Heart of West Michigan United Way, Labor Liaison – AFL-CI
Tonia Castillo *Director of Adult Training/Career Svs* Ottawa Area ISD	Jon Hofman *HR Manager* Holland Board of Public Works	Mark Thomas *Principal* Northview Public Schools
Jordan Clark *Director of Compensation* Meijer Inc.	TaRita Johnson *Senior Vice President, Talent & Diversity* The Right Place, Inc.	Stacy Young *President* Montcalm Community College

LOCAL ELECTED OFFICIALS

Senita Lenear **Chair, ACSET Governing Board** **City of Grand Rapids Commissioner**	Frank Garcia Ottawa County Commissioner	Kurt Reppart City of Grand Rapids Commissioner
Jim Storey **Vice-Chair, ACSET Governing Board** **Chair, Allegan County Commissioner**	Ben Geiger Chair, Barry County Commissioner	Bob Scolnik Chair, Muskegon County Commissioner
Ron Baker Montcalm County Commissioner	Matt Kallman Kent County Commissioner	Larry Tiejema Vice-Chair, Ionia County Commissioner
Mark De Young Allegan County Commissioner	Melissa LaGrand Kent County Commissioner	Robert S. Womack Kent County Commissioner
Matt Fenske Chair, Ottawa County Commissioner	Malinda Pego Muskegon County Commissioner	

LEADERSHIP STAFF

Jacob Maas

Chief Executive Officer

Angie Barksdale

Chief Operating Officer

Bob Perkins

Chief Financial Officer

ADMINISTRATIVE OFFICE
Area Community Services Employment & Training Council
215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4100

SERVICE CENTERS

Allegan County
3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

Barry County
130 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County
603 W Adams St
Ionia, MI 48846
(616) 389-8525

Kent County
121 Franklin SE
Grand Rapids, MI 49507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County
114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County
316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County
12331 James St, Suite 130
Holland, MI 49424
(616) 396-2154

September 29, 2022

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

Dear Mr. Sachs,

On behalf of West Michigan Works! (WMW) it is my pleasure to submit this letter of support for the Discover Manufacturing Industry Talent Council funding proposal to Ottawa County. Discover Manufacturing is filling a significant need for skilled workers within the region's manufacturing industry. A growing labor shortage represents an opportunity for the residents of our region. Through the Earn and Learn Career Fair, High School seniors will make the direct connection needed to be successful in the industry and obtain full-time employment and inform their educational options leading to a fulfilling, lifelong career.

West Michigan Works! fully supports the work Discover Manufacturing is doing to strengthen the pipeline of skilled manufacturing workers in our region. The manufacturing industry is one of WMW's identified in-demand industry sectors, so we know the need for skilled workers in this industry is essential. West Michigan Works! is confident in supporting this grant application targeting one of the biggest challenges West Michigan continues to face by directly connecting manufacturers to students needed to continue growing the next generation of manufacturers.

We strongly support the Discover Manufacturing Earn and Learn Career Fair and urge Ottawa County to consider the organization's funding proposal. Your investment will strengthen workforce development in the region, supporting Ottawa County's growth and prosperity.

Sincerely,

Jacob Maas
Chief Executive Officer

West Michigan Works! is a division of ACSET, an equal opportunity employer/program and a proud partner of the American Job Center network. Auxiliary aids and services are available upon request to individuals with disabilities. West Michigan Works! is supported by state and federal funds; more details at westmiworks.org/about/. TTY 711.

Ottawa Area ISD.
Learn. Serve. Lead.

Career and Technical Education

October 3, 2022

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

Dear Mr. Sachs:

This Letter of Commitment affirms the intention of Ottawa Area ISD/Careerline Tech Center to enter a collaborative partnership with Discover Manufacturing and West Michigan Works! for the purpose of creating an Earn to Learn Manufacturing Career Fair in Ottawa County.

We are committed to the development of a diverse workforce and look forward to fulfilling the following roles, duties, and responsibilities as part of this important initiative:

- Participate in Discover Manufacturing's industry talent project team to create a job fair event.
- Prepare students to make the most of their time during the job fair.
- Expose students to manufacturing career pathways.
- Connect with manufacturers to engage in classroom and employment site visits as well as recruitment and hiring events.
- Assist students with knowledge regarding registered apprenticeships, paid-work experience, and internships.
- Promote the Discover Manufacturing website's Earn & Learn Directory of Manufacturers offering formal tuition reimbursement programs.
- Help to implement a feedback system using student feedback to inform future improvements.
- Provide data needed to track performance outcomes.

The undersigned affirms the OAISD/Careerline Tech Center's commitment to work with Discover Manufacturing, West Michigan Works! and its collaborating partners to implement this important work.

Sincerely,

Dave Searles, Director of CTE

Careerline Tech Center
13663 Port Sheldon St.
Holland, MI 49424
616.738.8950
Fax 616.399.3480
careerlinetech.org

Early College
13663 Port Sheldon St.
Holland, MI 49424
616.738.8950
Fax 616.399.3480
oaisd.org/EarlyCollege

futurePREP'd
13663 Port Sheldon St.
Holland, MI 49424
616.738.8950
Fax 616.399.3480
oaisd.org/futurePREPd

Thompson M-TEC
6364 136th Ave.
Holland, MI 49424
616.738.8935
Fax 616.738.8936
mtec.org

DeWys Manufacturing
A DeWys Metal Solutions Company℠

September 30, 2022

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

Dear Mr. Sachs:

This Letter of Commitment affirms the intention of DeWys Manufacturing to enter a collaborative partnership with Discover Manufacturing and West Michigan Works! for the purpose of creating an Earn to Learn Manufacturing Career Fair in Ottawa County.

DeWys is a sheet metal fabrication company based in Ottawa County. We have been in existence for 45 years and provide career opportunities in many skill trade areas such as welding, powder coating, machining and press brake operations.

We are committed to the development of a diverse workforce and look forward to fulfilling the following roles, duties, and responsibilities as part of this important initiative:

- Participate in Discover Manufacturing's industry talent project team to create a job fair event.
- Assist in identifying skills, knowledge, and credentials for today's manufacturers.
- Develop career pathways aligned with stackable credentials.
- Engage students through classroom and employment site visits and recruitment/hiring events.
- Provide work-based learning including on-the-job-training, registered apprenticeships, paid-work experience, and interns.
- Promote a formal tuition reimbursement program and support the Earn & Learn Directory.
- Implement a feedback system using hiring data to inform future improvements.
- Provide data needed to track performance outcomes.

The undersigned affirms DeWys Manufacturing commitment to work with Discover Manufacturing, West Michigan Works! and its collaborating partners to implement this important work.

Sincerely,

Laura Preuss

Laura Preuss
Director of Workforce Development

EVOQUA
WATER TECHNOLOGIES

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

Dear Mr. Sachs:

This Letter of Commitment affirms the intention of Evoqua Water Technologies to enter a collaborative partnership with Discover Manufacturing and West Michigan Works! for the purpose of creating an Earn to Learn Manufacturing Career Fair in Ottawa County.

We are a skilled trade water filtration and solutions facility serving a global platform. We offer custom designed products to our customers in a B2B environment. We are currently partnering with the OAISD and MTEC and have been in talks to promote skilled trade as a viable career path for students interested in going to GRCC.

We are committed to the development of a diverse workforce and look forward to fulfilling the following roles, duties, and responsibilities as part of this important initiative:

- Participate in Discover Manufacturing's industry talent project team to create a job fair event.
- Assist in identifying skills, knowledge, and credentials for today's manufacturers.
- Develop career pathways aligned with stackable credentials.
- Engage students through classroom and employment site visits and recruitment/hiring events.
- Provide work-based learning including on-the-job-training, registered apprenticeships, paid-work experience, and interns.
- Promote a formal tuition reimbursement program and support the Earn & Learn Directory.
- Implement a feedback system using hiring data to inform future improvements.
- Provide data needed to track performance outcomes.

The undersigned affirms Evoqua Water Technologies commitment to work with Discover Manufacturing, West Michigan Works! and its collaborating partners to implement this important work.

Sincerely,

Sincerely
Jennifer Howe
Human Resource Partner

2155 112th Street
Holland, MI 49424 USA
Tel: +1(616)499-6449
Fax: +1(616)772-4516
evoqua.com

GENTEX
CORPORATION

October 3, 2022

Mr. Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

Dear Mr. Sachs:

This Letter of Commitment affirms the intention of Gentex Corporation to enter a collaborative partnership with Discover Manufacturing and West Michigan Works! for the purpose of creating an Earn to Learn Manufacturing Career Fair in Ottawa County.

Gentex Corporation is a Zeeland, Michigan-based manufacturer and supplier of digital vision, connected car, dimmable glass, and fire protection technologies. Gentex Corporation has a long-standing history of participating and supporting workforce development programs in west Michigan, including Ottawa County.

We are committed to the development of a skilled workforce and look forward to supporting the following as part of this important initiative:

- Discover Manufacturing's industry talent project team to create a job fair event.
- Identifying skills, knowledge, and credentials for today's manufacturers.
- Develop career pathways aligned with stackable credentials.
- Engage students through classroom and employment site visits and recruitment/hiring events.
- Provide work-based learning including on-the-job-training, registered apprenticeships, paid-work experience, and interns.
- Promote a formal tuition reimbursement program and support the Earn & Learn Directory.
- Implement a feedback system using hiring data to inform future improvements.
- Provide data needed to track performance outcomes.

The undersigned affirms Gentex Corporation's commitment to work with Discover Manufacturing, West Michigan Works! and its collaborating partners to implement this important work.

Sincerely,

Scott Ryan

Scott Ryan
Vice President, General Counsel
and Corporate Secretary

600 N. CENTENNIAL STREET, ZEELAND, MI 49464
616.772.1800 | GENTEX.COM | GENTEXTECH.COM

October 3, 2022

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room
#260
West Olive, Michigan 49460

Dear Mr. Sachs:

This Letter of Commitment affirms the intention of Herman Miller, Inc. to enter a collaborative partnership with Discover Manufacturing and West Michigan Works! for the purpose of creating an Earn to Learn Manufacturing Career Fair in Ottawa County.

Herman Miller Inc. is a local office furniture manufacturer and we have worked closely with Discover Manufacturing and West Michigan Works! to identify talent streams and hiring for manufacturing.

We are committed to the development of a diverse workforce and look forward to fulfilling the following roles, duties, and responsibilities as part of this important initiative:

- Participate in Discover Manufacturing's industry talent project team to create a job fair event.
- Assist in identifying skills, knowledge, and credentials for today's manufacturers.
- Develop career pathways aligned with stackable credentials.
- Engage students through classroom and employment site visits and recruitment/hiring events.
- Provide work-based learning including on-the-job-training, registered apprenticeships, paid-work experience, and interns.
- Promote a formal tuition reimbursement program and support the Earn & Learn Directory.
- Implement a feedback system using hiring data to inform future improvements.

Herman Miller Inc
PO Box 302
Zeeland MI 49464-0302

HermanMiller

- Provide data needed to track performance outcomes.

The undersigned affirms Herman Miller's commitment to work with Discover Manufacturing, West Michigan Works! and its collaborating partners to implement this important work.

Sincerely,

Mary Bennink
HR Director

ITW Drawform

October 3, 2022

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

Dear Mr. Sachs:

This Letter of Commitment affirms the intention of ITW Drawform to enter a collaborative partnership with Discover Manufacturing and West Michigan Works! for the purpose of creating an Earn to Learn Manufacturing Career Fair in Ottawa County.

ITW Drawform & Sexton is a $200M USD Division within Illinois Tool Works' Automotive Segment. It has an excellent reputation for delivering top results and exceeding customer expectations within the deep draw and aerosol can industries. ITW is constantly looking for ways to engage and be present in our community. We are committed to the development of a diverse workforce and look forward to fulfilling the following roles, duties, and responsibilities as part of this important initiative:

- Participate in Discover Manufacturing's industry talent project team to create a job fair event.
- Assist in identifying skills, knowledge, and credentials for today's manufacturers.
- Develop career pathways aligned with stackable credentials.
- Engage students through classroom and employment site visits and recruitment/hiring events.
- Provide work-based learning including on-the-job-training, registered apprenticeships, paid-work experience, and interns.
- Promote a formal tuition reimbursement program and support the Earn & Learn Directory.
- Implement a feedback system using hiring data to inform future improvements.
- Provide data needed to track performance outcomes.

The undersigned affirms ITW Drawform's commitment to work with Discover Manufacturing, West Michigan Works! and its collaborating partners to implement this important work.

Sincerely,

Carlie Howell
Carlie Howell
Sr. HR Generalist

Royal Technologies

October 4, 2022

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

Dear Mr. Sachs:

This Letter of Commitment affirms the intention of Royal Technologies to enter a collaborative partnership with Discover Manufacturing and West Michigan Works! for the purpose of creating an
Earn to Learn Manufacturing Career Fair in Ottawa County.

Royal Technologies is one of the largest plastics injection molding manufacturers in West Michigan with approximately 800 employees locally and 1,200 total in the U.S. We have a vested interest in promoting manufacturing careers to high school graduates who may not feel college is the right avenue for them at that time in their lives. We have a history of partnering with local schools to ensure students understand the meaningful and enriching career opportunities there are in the manufacturing sector.

We are committed to the development of a diverse workforce and look forward to fulfilling the following roles, duties, and responsibilities as part of this important initiative:

- Participate in Discover Manufacturing's industry talent project team to create a job fair event.
- Assist in identifying skills, knowledge, and credentials for today's manufacturers.
- Develop career pathways aligned with stackable credentials.
- Engage students through classroom and employment site visits and recruitment/hiring events.
- Provide work-based learning including on-the-job-training, registered apprenticeships, paid-work experience, and interns.
- Promote a formal tuition reimbursement program and support the Earn & Learn Directory.
- Implement a feedback system using hiring data to inform future improvements.
- Provide data needed to track performance outcomes.

The undersigned affirms Royal Technologies' commitment to work with Discover Manufacturing, West Michigan Works! and its collaborating partners to implement this important work.

Sincerely,

Edelio Coipel
Director of Human Resources

3765 Quincy Street
Hudsonville, MI 49426
p 616.669-3393 f 616.896.0290
www.royaltechnologies.com

LAKESHORE ADVANTAGE

West Michigan Works! Business Stabilization Application Summary

Project: Earn & Learn Manufacturing Career Fair

Funding Request: $101,874.16

Organization: West Michigan Works! and Discover Manufacturing

Project Leads: Joe Thiry, WMW Business Solutions Manager and Jerry Hill, WMW Industry Council Lead for Discover Manufacturing

Scale: By Year 3, total impact will be 7,300 students and 40 participating employers

Geographic Impact: All of Ottawa County

Project Summary: West Michigan Works! will organize a county-wide event for local employers to share information about career opportunities, current entry level open positions, tuition reimbursement programs, apprenticeship opportunities, and career paths to high school seniors on the cusp of graduation. Both educators and manufacturers have expressed a need for an opportunity like this for seniors that are close to graduation. West Michigan Works! Is the right organization to lead this initiative as they have close employer relations and a proven track record of hosting large-scale employer-student events such as MiCareerQuest which are ultimately fully funded by the private sector. The program will run in perpetuity via employer contributions after the first year's transportation, marketing, and operational costs are supported by ARPA funding.

Project Timeline:

Basic Timeline 2023*	
Recruit and Hire Project Coordinator	January
Convene Project Team	February
Registration Opens	February
Event Held	April
Metrics Reported	May

**The event will occur annually between Spring Break and Graduation.*

Letters of Support:
Jacob Maas, Chief Executive Officer for West Michigan Works!
Laura Preuss, Director of Workforce Development for DeWys Manufacturing
Jennifer Howe, Human Resource Partner for Evoqua Water Technologies
Scott Ryan, Vice President, General Counsel, and Corporate Secretary for Gentex
Mary Bennink, Human Resources Director for MillerKnoll
Carlie Howell, Sr. Human Resources Generalist for ITW Drawform
Edelio Coipel, Director of Human Resources for Royal Technologies
David Searles, Director of CTE, OAISD

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Administration
Submitted By:	John Shay
Agenda Item:	BizStream Academy Expansion

Suggested Motion:

To approve the BizStream project for $700,000 in ARPA grant funding to support the BizStream Academy Expansion.

Summary of Request:

BizStream Academy is an emerging coding bootcamp ready to take scale up programming via ARPA funding. This proposal address Ottawa County's current and future need for skilled workers in the computer science and technology fields by meeting students where they are in schools. The proposed options would empower BizStream Academy to grow from a passion project of one of the area's leading tech businesses into an educational powerhouse reaching all students in Ottawa County. ARPA funding will provide the one-time transformational funding BizStream Academy needs to not only expand programming to the young emerging workforce but will also enable them to incorporate grant funding and contractual income from employer partners for long-term sustainability.

Financial Information:

Total Cost: $700,000.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

Seeking Federal ARPA Funding

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 1: Consider initiatives that contribute to the economic health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator: John Shay

Committee/Governing/Advisory Board Approval Date:

SUBRECIPIENT AGREEMENT Between OTTAWA COUNTY, MICHIGAN and BIZ STREAM ACADEMY FOR AMERICAN RESCUE PLAN ACT ("ARPA") FUNDS

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "COUNTY"), and Biz Stream Academy, a non-profit organization (hereinafter "RECIPIENT"):

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, on May 10, 2021, the United States Department of the Treasury (hereinafter "US TREASURY") published guidance regarding the allowable usage of the Coronavirus State and Local Fiscal Recovery Funds (hereinafter "SLFRF") to be disseminated to local governments in accordance with the ARPA;

WHEREAS, the RECIPIENT, a Michigan nonprofit corporation, submitted a written request to the COUNTY for $770,000 in COVID-19 relief funds to support digital skill training in Ottawa County high school and middle schools, which is explained in more detail in its proposal, which is attached as Exhibit A and which is incorporated by reference herein;

WHEREAS, the COUNTY intends to allocate a portion of its SLFRF funds to assist organizations within Ottawa County that have suffered negative economic impacts as a result of the COVID-19 pandemic in accordance with all federal, state, and local guidelines regarding the usage of SLFRF funds;

WHEREAS, under section 602(c)(3) of the ARPA, the COUNTY may transfer funds to a small business or private non-profit entity for the purpose of meeting ARPA's goals;

WHEREAS, in an effort to provide additional guidance regarding the eligible uses of SLFRF funds, the US TREASURY published a document containing answers to Frequently Asked Questions regarding Coronavirus State and Local Fiscal Recovery Funds as of July 19, 2021 (hereinafter "FAQ");

WHEREAS, Section 2.8 of the FAQ states that recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible for the use of SLFRF Funds;

WHEREAS, during their regular public meeting on November 22, 2022, the Board of County Commissioners (hereinafter "BOARD") approved the aforementioned request from the RECIPIENT subject to all federal, state, and local guidelines regarding the usage of SLFRF funds, including any contractual guidelines set forth by the BOARD, as well as any audit requirements established by the Michigan State Auditor's Office (hereinafter "SAO"); and

WHEREAS, the COUNTY and RECIPIENT desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect no later than December 31, 2024, unless terminated earlier by the COUNTY in writing. The parties envision that the disbursement provisions and other audit and reporting requirements will be memorialized in an amended agreement once the parties receive the benefit of Guidehouse Consulting's review and recommendations regarding RECIPIENT's proposal.

2. SLFRF FUNDS TO BE DISSEMINATED TO RECIPIENT

The total subaward of SLFRF funds to be disseminated by the COUNTY to the RECIPIENT as part of this Agreement shall not exceed $770,000. This grant is contingent upon Guidehouse Consulting's conclusion that the RECIPIENT's proposal is eligible for SLFRF Funds in whole or in part and the development of appropriate conditions and metrics for the program.

3. LIMITATIONS REGARDING THE USE OF SLFRF FUNDS

The RECIPIENT shall ensure that all expenditures utilizing SLFRF funds received in accordance with this Agreement shall be limited to only those eligible services outlined in Section 2.8 of the US TREASURY ARPA FAQ, which states that recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible for the use of SLFRF Funds. In addition to and without limiting the above, the RECIPIENT shall ensure that all expenditures utilizing SLFRF funds are expended in accordance with the application for such funds and all supporting materials which are incorporated by reference herein as Exhibit A.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH ARPA

In order to ensure compliance with the existing ARPA guidelines set forth by the US TREASURY – while also ensuring that all expenditures within the scope of this Agreement adhere to future guidelines that may be established by the US TREASURY during the term of this Agreement – the RECIPIENT, when requesting reimbursement for eligible ARPA expenditures, shall provide to the COUNTY a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the RECIPIENT, indicating that all expenditures therein comport with the guidelines of the ARPA as set forth by the US TREASURY and in accordance with its representations in Exhibit A. Reimbursement requests shall be submitted to the COUNTY no more than once per month. No reimbursement requests may be submitted to the COUNTY after December 31, 2024.

5. TIMELINE REGARDING THE DISSEMINATION OF FUNDS TO RECIPIENT

Upon receipt of the RECIPIENT's complete reimbursement request as described above, the COUNTY shall disseminate funds for all eligible ARPA expenditures therein within twenty (20) days of receipt of said reimbursement request. The dissemination of SLFRF funds shall only occur after the COUNTY reviews the RECIPIENT's reimbursement request to ensure that all expenditures detailed therein appear to qualify for reimbursement in accordance with all published federal, state, and local

guidance regarding the use of SLFRF funds as specified in the ARPA. All payments from the COUNTY to the RECIPIENT are contingent on the availability of SLFRF funds to the COUNTY, and further subject to all applicable federal, state, and local laws regarding the governance of SLFRF funds within the ARPA.

6. EVOLUTION OF ARPA GUIDANCE FROM THE US TREASURY

The COUNTY may request additional information from the RECIPIENT, as needed, to meet any additional guidelines regarding the use of SLFRF funds that may be established by the US TREASURY during the scope of this Agreement.

7. TERMINATION

Without the need for prior notification, the COUNTY may terminate this Agreement immediately at its will upon written notice to the RECIPIENT, and the RECIPIENT agrees that it will not sue the COUNTY or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The RECIPIENT shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the COUNTY for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The RECIPIENT agrees to defend, indemnify, and hold the COUNTY, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the RECIPIENT, its officers, directors, employees, and/or agents relating to the RECIPIENT's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

The RECIPIENT shall comply with all federal, state, and local laws and all requirements and published guidance set forth regarding the usage of any and all monies appropriated under the ARPA.

11. MAINTENANCE AND AUDIT OF RECORDS

The RECIPIENT shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the COUNTY or its designees, the SAO, and the US TREASURY for five (5) years following termination of this Agreement. If it is determined during the course of the audit that the RECIPIENT was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding

the expenditure of such funds, the RECIPIENT agrees to promptly reimburse the COUNTY for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

RECIPIENT: [Position and address]

COUNTY: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the COUNTY and the RECIPIENT for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any

action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the COUNTY to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the COUNTY of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the COUNTY at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The RECIPIENT shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the COUNTY.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by an third party nor shall it be construed as a waiver of the COUNTY'S governmental immunity. This provision shall not limit any obligation which either party has to the US TREASURY in connection with the use of ARPA funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.

23. CIVIL RIGHTS COMPLIANCE

Recipients of Federal financial assistance from the US TREASURY are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the US TREASURY do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The RECIPIENT shall be solely responsible for any and all local, state or federal taxes and/or fees associated within this distribution of funds and the COUNTY shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

SUBRECIPIENT

By: _____

_____, Its: _____

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By:_____

Justin F. Roebuck, County Clerk

BizStream Academy
11480 53rd Ave. NE
Suite A
Allendale, MI 49401
877.692.4978
mschmidt@bizstream.com
chamm@bizstream.com
mlentz@bizstream.com

BizStream Academy ARPA Business Stabilization Application

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ORGANIZATIONAL INFORMATION

Describe your organizational capacity to successfully implement the proposed project or program.

- *Provide a brief summary of organization's history.*
- *Provide a brief statement of organization's mission and goals.*
- *Describe the organization's financial history and current funding sources.*
- *Describe the organization's board and staff leadership.*
- *Describe current programs, activities and record of past project/program delivery.*

BizStream Academy was started in 2012 and became incorporated as a 501(c)(3) organization in 2015. We have been serving students in West Michigan for over ten years. Each summer, we have offered 1-2 sessions introducing students to web development. The program starts with fundamentals so even students without prior experience can feel empowered and see immediate results. By the end of the course, students leave with a live website they have built entirely themselves that can be shared with friends and family. The site is completely controlled and owned by the students, so they can continue to update, rebuild, revise, and use it to continue learning outside the classroom.

Students also leave with the understanding that everything they need to continue to learn and to code is available to them on any computer with an internet connection, encouraging them to continue learning.

> **BizStream Academy came into being because we wanted kids to have the same opportunities some of us did. It took one person to show me that you can create a website and code with the tools that are already on your computer. Once I learned that, I went off and taught myself to code, got a few jobs, and eventually, built a company. I strongly feel that if we can give this opportunity to everyone, a percentage of them will end up working in a field related to computer science. These are jobs that are high-paying, fulfilling, in high demand and, it's what the future needs. And of those kids, a small percentage will end up making a much larger impact, possibly starting a new company, creating a new idea, building something that we will all be using in the future. Having the ability to write code allows you to create new things with very low overhead (no factory, no huge costs) that can be distributed and used by many people very rapidly. Even if a person ends up going into a completely unrelated field, most fields these days can benefit from someone on the team having at least some programming skills.**
>
> - **Mark Schmidt, Founder**

Classes typically consist of short explanations of concepts, followed by frequent breaks to try out the concept in their code. During this time, mentor assistants circulate throughout the classroom to provide help wherever needed. These pauses are an excellent opportunity to reinforce the idea that mistakes and failures in software development are not only acceptable, but encouraged. It is a natural part of the process, and one many students need to learn to lose their fear of.

BizStream Academy has been able to accommodate up to 25 students per session. Over the last ten years, we have been able to put approximately 250 students through the program and are aware of approximately 15 students that have gone on to become employed full-time in the tech industry in Ottawa and Kent counties.

Historically, the majority of sessions that have been offered have seen more interest than available spaces, indicating that we are not currently reaching all interested students. Because the demand has out-stripped availability, BizStream Academy has done very little in the way of marketing to gain additional students, demonstrating a level of need and demand that warrants much more support than is currently available.

The fundamental goal of BizStream Academy is to address the gap that exists between being a self-taught software developer and the high cost and time commitment of many formal programs. We do this through exposure to the industry, training in high-demand software skills, and promoting a mindset of lifelong learning. Our ambition is to help ensure a highly-skilled, plentiful, diverse, and representative technical workforce in Ottawa County. BizStream Academy's focus on high school students, career transitioners, and underrepresented populations is intended to zero in on the people most affected by the training gap and those who could have the greatest positive impact on the industry.

While we are very passionate about these endeavors, impactful expansion beyond the current state is impossible with the current level of funding. To date, BizStream Academy has been funded solely through sponsorship by BizStream, aside from a few incidental donations. BizStream has provided technology, mentors, equipment, technology, and physical space. Most importantly, BizStream has allowed employees to take paid time to plan and prepare for BizStream Academy. Due to limited resources for tracking, we do not have solid numbers for the investment Bizstream has made in BizStream Academy, but we believe it to be approximately $250,000.

In 2018 BizStream Academy instituted a $20 tuition fee to help offset the cost of items like aluminum water bottles, stickers, magnets, and certificates we give to each student upon completion of the course. We have endeavored to advertise the fact that we offer need-based

scholarships which cover this tuition cost if a student cannot afford the cost. We are passionate about breaking down any and all barriers to learning to create technology instead of just consuming it.

BizStream Academy's board and staff are made up primarily of software developers with real-world experience in the industry. We feel interaction with real developers is vital in not only learning the material well but also in sparking interest in the industry and breaking down stereotypes of what kind of people are developers and what the job is like. Among the staff are coaches, former teachers, former BizStream Academy students, career transitioners, and business & marketing professionals. We use that as an opportunity to show students that there is no single path to working in the technology industry. Almost anyone can enter the field at any point in their lives, given motivation and opportunity.

STATEMENT OF NEED

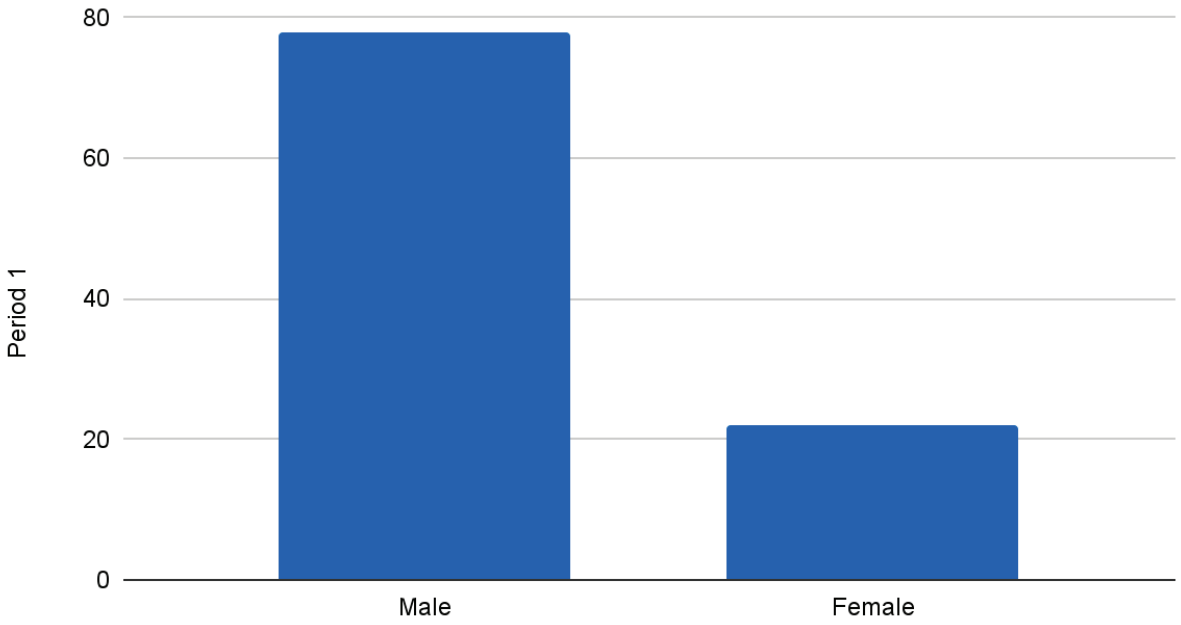
Describe the community need or issue to be addressed and why it is important for Ottawa County.

- *Please prioritize referencing any local data available on the need you will be addressing.*

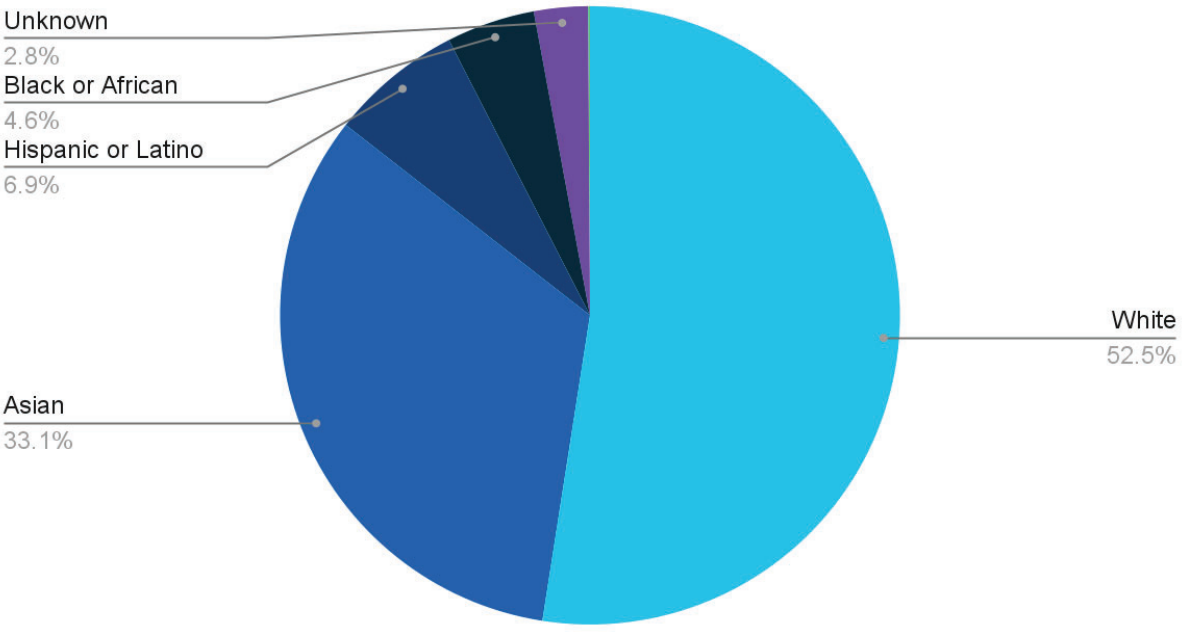
The technology industry has a need for workers with a wide range of skill levels in different focus areas. This includes many jobs that do not require extensive training or experience that would necessitate a traditional 4-year degree or similar program. A large gap exists between these opportunities and the level of commitment of both time and money that is required by a degree program or even a more focused “coding bootcamp”. The median cost for these “coding bootcamps” is $13,500 [1.] with degree programs being exponentially more expensive and time intensive. This gap disenfranchises many who would like to enter the technology industry but lack the time, money, or learning resources needed to get started.

Like many topics, everything a person would need to know to gain an entry level position in software development is available freely on the internet. Becoming entirely self-taught, however, requires a level of commitment of time and effort that can be prohibitive, particularly for those in disadvantaged groups. When looking at the landscape of software development, the lack of diversity is clear.

Gender



Race & Ethnicity



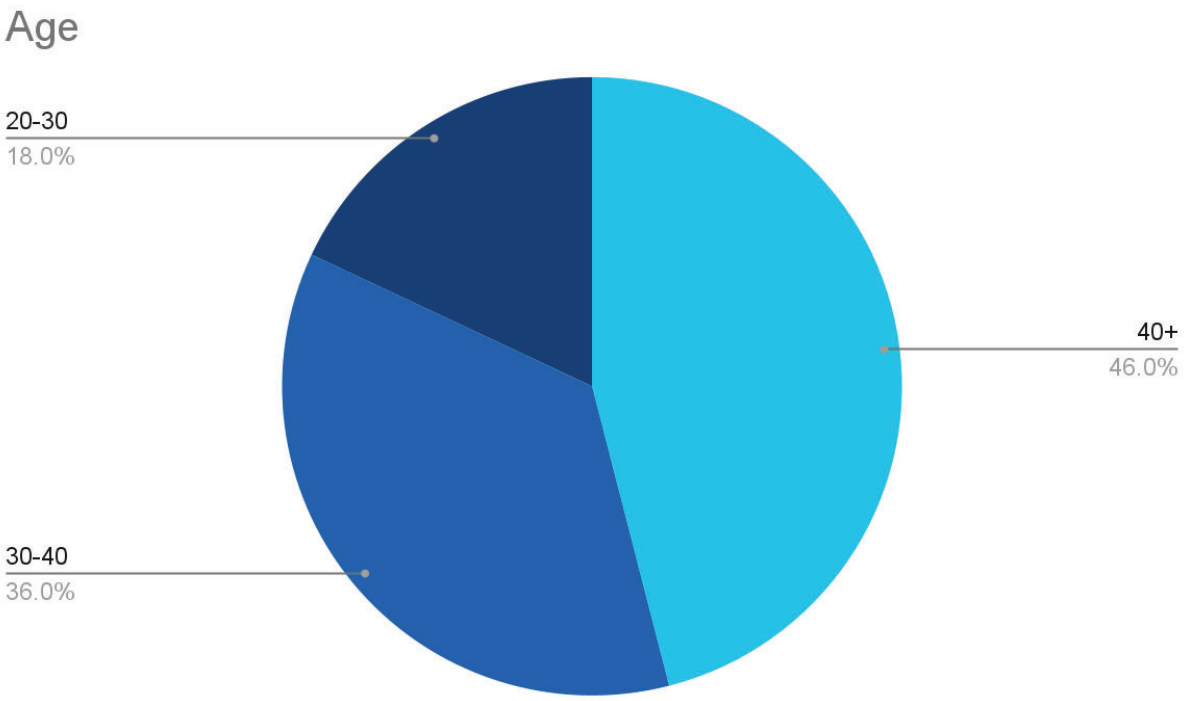


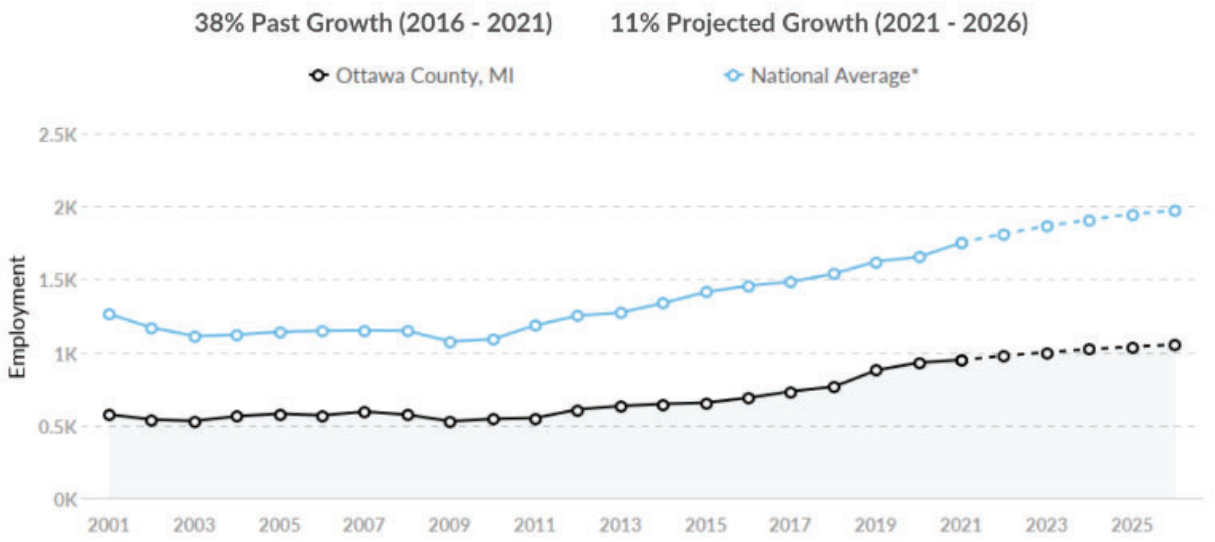
Chart data [3.]

The data shows (and it is a widely accepted fact) that the tech industry is dominated by white cis-gender males over 40. This points to a significant opportunity to encourage and assist diverse populations, particularly younger groups early in their career or first-time job seekers, to enter a thriving industry with a huge need for workers. It has been shown that companies with more diverse workforces make better decisions up to 87% of the time, are 15% more likely to generate above-average profitability, and experience less turnover than their less diverse counterparts [12.].

- **Annually 40 million tech jobs go unfulfilled due to lack of skilled talent**
- **By 2030 85.2 million tech jobs will go unfulfilled**
- **Software developers are expected to see a 22% growth in job openings**
- **Within 10 years, 77% of jobs will require tech skills**
- **80% of tech managers have hired graduates of coding bootcamps**
- **99.8% of tech managers who have hired a graduate of a coding bootcamp report that they would do so again**
- **72% of tech managers say coding bootcamp graduates are just as prepared as traditional computer science graduates**
- **12% of tech managers believe coding bootcamp graduates are likely to do even better than traditional computer science graduates**

[7. 8. 9.]

We also see in Ottawa County, as well as the state of Michigan at large, that software developers are in high demand but the supply of qualified applicants is low.



The regional vs. national average employment helps you understand if the supply of Software and Web Developers, Programmers, and Testers is a strength or weakness for Ottawa County, MI, and how it is changing relative to the nation. An average area of this size would have 1,752* employees, while there are 948 here. This lower than expected supply may make it more difficult to find candidates. The gap between expected and actual employment is expected to increase over the next 5 years.

[13.]

HIGH-DEMAND AND HIGH-WAGE

SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS (STEM)			
OCCUPATION (JOB TITLE)	ANNUAL OPENINGS	GROWTH (%)	WAGE RANGE
Software Developers & Quality Assurance Analysts	3,965	22.8	$37–$58

[14.]

BizStream is an emerging coding bootcamp ready to take advantage of the unique opportunity offered by the ARPA funding. We aim to fill that gap between the expensive and time-consuming boot camps and being entirely self-taught in order to help address the issues identified above.

PROJECT DESCRIPTION

- *Describe the project's action plan from start to completion.*
- *Include a timetable for implementation.*
- *Describe the qualifications of key personnel and lead stakeholders that will ensure the success of the project/program*
- *If this project/program will be serving county-wide and/or extends beyond the usual geographic service area of your organization, please describe specifically how services will be provided across the entire service area.*
- *Describe the long-term, transformational impact that will result from ARPA's investment in this project/program*
    - *If the proposed project/program addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations, please describe how.*

The ultimate goals of BizStream Academy are to make sure that every high school student in Ottawa County goes through an introductory "Level 1" web development course and to provide opportunities for practical, project-based, low/no-cost, more in-depth learning that will help prepare students for entry-level careers in the technology industry. A percentage of these students will go on to fulfill technical roles here in Ottawa County and contribute to the growth of West Michigan as a technology hub [10., 11.].

BizStream Academy seeks to eliminate the barriers to entry by providing scholarships, providing equipment to use during class for students without laptops, and (in the future) traveling to locations convenient for students rather than requiring them to come to us.

Seeking, creating, and taking advantage of opportunities to impact underserved communities and populations underrepresented in the industry are an especially important mission for BizStream Academy. These people are poised to provide a disproportionate positive impact on the tech industry as it seeks to better itself through better diversity, inclusion, and representation.

The plan is tiered to help us ramp up smoothly, efficiently, and allow for refinements before larger commitments are made.

> **Current State**
> - 1-2 sessions per year of approximately 25 students each
> - Sessions take place at BizStream
> - Course: 1-day introductory web-development course
> - 1 mentor and 1-3 assistants

Pilot

- 45 sessions of approximately 20 students each (900 students total: 100% of Allendale)
- Ready to launch partnership with Allendale High School to offer courses on-campus with the intent to scale to cover Ottawa County in subsequent phases
- Course: 1-day introductory web-development course (new curriculum)
- 1-2 primary mentors and 6-8 rotating assistants
- Summer program partnership with futurePREP'd

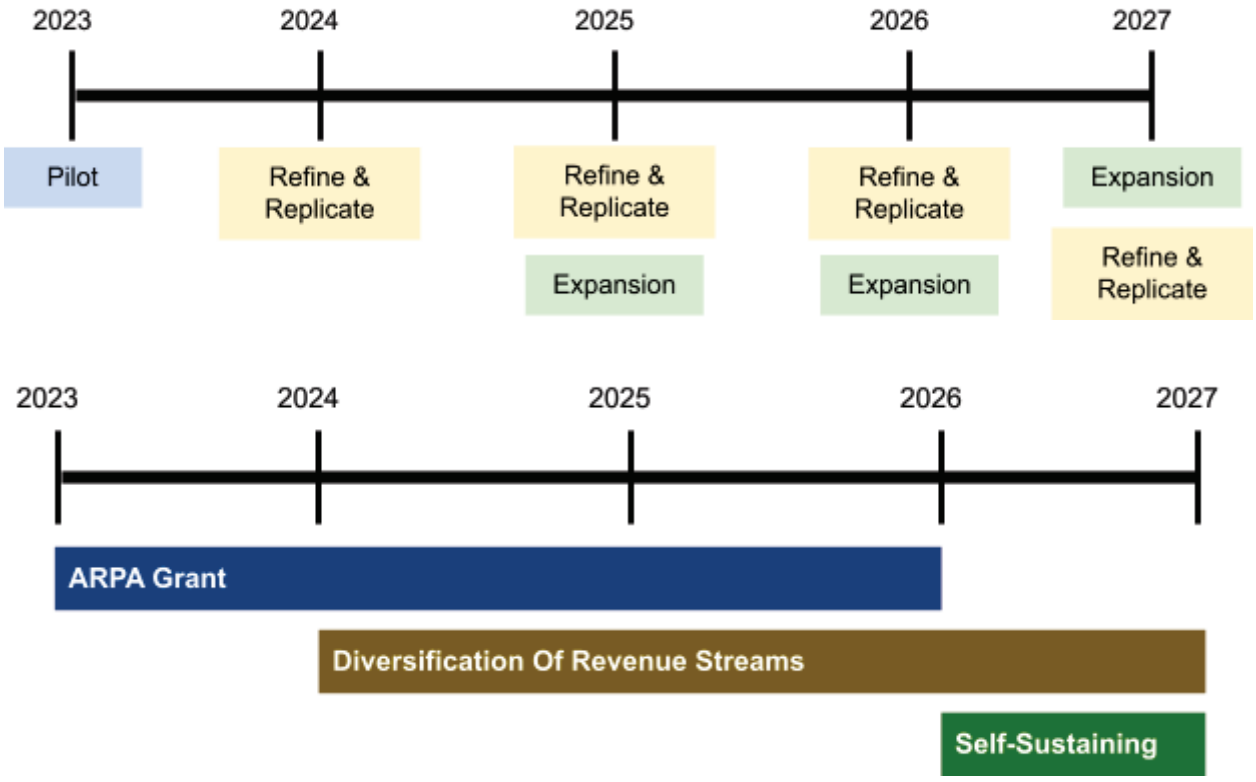
Refine & Replicate

- Refine and update curriculum, approaches, and processes developed during the pilot program.
- Add an additional course each year for returning students until we have four unique courses that students can rotate through during high school
- Add additional high schools to the program
- Add additional mentors and assistants as needed
    - We would seek to ensure new mentors have been assistants for at least 1-2 courses
- With the ARPA grant of $700,000, our plan would be to teach every hush school student from the following schools:
    - Allendale High School (approx 735 students)
    - Coopersville High School (approx 834 students)
    - Grand Haven High School (approx 1951 students)
    - Jenison High School (approx 1,393 students)
    - Spring Lake High School (approx 841 students)
    - Zeeland East High School (approx 953 students)
    - Zeeland West High School (approx 819 students)
    - **Totaling approx: 7,526 students**
    - *Source: https://high-schools.com/directory/mi/counties/ottawa-county/26139/*

Expansion

- Establish additional courses and services which may include:
    - In-depth courses for specific concepts of programming languages
    - Adult education services through West Michigan Works!, companies, and/or direct services to students
    - Internship placement program
    - Job placement program
    - Fully-virtual course offerings
    - Service area expansion
    - Courses, exposure, and introduction to other opportunities within the tech industry that aren't direct technical roles (Quality Assurance, Marketing, Project Management, Business Analysis, and others)

It is important to note that these phases need not be mutually exclusive. BizStream Academy will seek to take advantage of the opportunities available at any time to go the directions that best serve to achieve our goals. The timeline below demonstrates the high-level plan for scaling the program to service all of Ottawa County. Primary focuses for years 3-5 are listed above secondary focuses.



Note: Most charts, graphs, and figures show a date range of 2023-2027. BizStream Academy understands the funds for this grant need to be spent by 2026. We are including 2027 to demonstrate continued growth and sustainability.

Key Personnel & Stakeholder Qualifications

- **Mark Schmidt - Board President, Partnership Lead, Business Advisor**
    - Founder/Owner at BizStream
    - Founder of BizStream Academy
    - Board Member at Lakeshore Advantage
    - Coach at Allendale High School
    - Former Board Member at Allendale Area Chamber of Commerce
- **Brian McKeiver - Board Treasurer**
    - Owner at BizStream
- **Michelle Lentz - Marketing Director, Board Secretary**
    - Marketing Lead at BizStream
    - Business ownership experience
    - Community liaison
- **Chris Hamm - Executive Director, Board Member**
    - Current director and Lead Mentor at BizStream Academy
    - Sales & Marketing experience
    - Business Analyst experience
    - Former public school teacher

COMMUNITY PARTNERSHIP

- *List any collaborative partners in the project/program and explain how you will leverage the strengths of different organizations to maximize community impact.*
- *Acknowledge similar existing projects/programs, if any, and explain how your project/program differs, and if an effort will be made to work cooperatively.*

BizStream Academy has partnered with local organizations and schools in past years to put our teachers in classrooms to support ongoing initiatives as well as introduce new ones. These partnerships and activities have included:

- MiSTEM
- futurePREP'D Academy
- School tours of the BizStream facility
- Allendale Middle School Code Club
- Hour of Code at various schools
- Ladies First STEM conference
- Careerline Tech Center partnership
- Student mentorship & tutoring
- Week of Code at Allendale Middle School
- Allendale Christian technology program
- Hamilton Schools Hackathon
- Grand Circus
- STEMoSphere

West Michigan Works! (see attached letter of support)

Jacob Maas, CEO of West Michigan Works! has made it clear to us that tech jobs are an important focus area for WMW. BizStream Academy intends to expand into adult education once the core high school program is established. A partnership between our organizations is ideal as they seek to connect job seekers with training opportunities, and we seek to provide services to career transitioners. WMW also runs MiCareerQuest which is focused on exposing high school students to career opportunities which BizStream Academy would be excited to participate in. Here again, cost sharing and WMW's funding model would help move BizStream Academy toward becoming self-sustaining.

MiSTEM Network's Greater West Michigan Region (see attached letter of support)

The MiSTEM Network embraces BizStream Academy's initiative where students can learn CS concepts from working professionals and understand CS careers that are available in our area. The work that BizStream Academy is implementing directly aligns to the goals and mission of the MiSTEM Network. If funded, the MiSTEM Network's Greater West Michigan Region would support the initiative by reaching out to school districts to implement and connecting to potential sponsors that could make this program sustainable in the long-term.

West Michigan Tech Talent (see attached letter of support)

We know from experience from working with high school career exploration events, after-school coding classes and adult upskilling programs like coding bootcamps, that this programming is aligned with multiple, strategic initiatives in the region. We also know that one challenge of these types of programs is having employers directly engaged in the design and implementation of the curriculum and training so that the content is relevant and creates a realistic career pathway into the tech industry. We are also aware that schools rarely have the resources and expertise to help nudge students forward and get them excited about the career opportunities in computer science.

Our Council is confident in supporting this grant application. We believe that it will help to expand computer science principles to as many high school students as possible in a fun and meaningful way. We are also excited about the potential for this program to scale beyond both Ottawa County and high school students. We can easily envision how this program could partner with State agencies like West Michigan Works to provide funded training to individuals and employers to meet the demand of this high growth, high wage industry.

Ottawa Area Intermediate School District (see attached letter of support)

The technology industry is one of West Michigan's identified in-demand industry sectors, and we know the need for skilled workers in this industry is essential. I am working with the staff of the Careerline Tech Center and their desire to expand their programming in this area. Partnering with BizStream to provide full day, introductory and then expanded coding and programming offerings for all students will be a perfect complement to the future work of the Careerline Tech Center as well as the adult certification and training opportunities provided by Thompson M-TEC.

Allendale High School (see attached letter of support)

The ultimate goal is to reach every high school student in Ottawa County at least once each year. In an effort to grow sustainably, we have begun talks about running a more comprehensive pilot program within Allendale high school. This would allow Allendale High School to provide technical education opportunities they would not otherwise have, and would allow BizStream Academy to evaluate and refine curriculum and strategies before working to capture all of Ottawa County.

futurePREP'd (see attached letter of support)

Initial conversations with Nicole Gitler at futurePREP'd have been very positive. The goals of our two organizations align very well and we have identified some key and immediate opportunities to collaborate which include:

- Hosting and supporting a futurePREP'd Academy at the BizStream office. This program poses a real-world business problem and helps the students develop innovative solutions. Analyzing BizStream Academy, what students like them would like to see out of a course, marketing that would appeal to them, innovative funding ideas, and more could be a great challenge for the students and a benefit for BizStream Academy.
- An early pilot of the program has been discussed as part of the summer programs futurePREP'd puts on every year.
- Collaboration and cost sharing on physical space, transportation, and equipment would benefit both organizations.
- futurePREP'd has been tasked with providing students with more and more meaningful opportunities. BizStream Academy could help fill that need as we work together on possibilities such as offering college credit for the course.

EVALUATION

- *Describe how return on investment will be measured based on verified outcome-based results.*
- *Specify who will evaluate the project/program and provide reporting to Ottawa County.*

Metrics that BizStream Academy will report quarterly in order to demonstrate success are:

- Number of students participating in and successfully completing a course
    - Target:
        - Year 1 - 900 students average
        - Year 2 - 1,800 students average
        - Year 3 - 4,200 students average
        - Year 4 - 7,500 students average
        - Future: all of Ottawa County
- Satisfaction with the program as reported by students
    - Target: 8/10 average
- Increase in comfort level and skill with the technology
    - Target: 3 point increase over initial comfort level
- Other Metrics Tracked Internally
    - Number of new organizations, businesses, and schools partnering with BizStream Academy to promote, support, and provide courses
    - Number of students participating in and successfully completing multiple courses
    - Number of students participating in and successfully completing a course who come from demographics that are underrepresented in the technology industry
        - Target: No specific target needed
    - Age of students
        - Target: No specific target needed
    - Race & Ethnicity of students
        - Target: No specific target needed
    - Gender identity of students
        - Target: No specific target needed
    - Number of students participating in and successfully completing a course who then go on to gain full or part-time employment in the technology industry
    - Number of students participating in and successfully completing a course in order to enhance/add to their skill set in their current position

Metrics will be gathered by a combination of internal documentation and post-class survey results. The results will be reported to the County by the Executive Director.

BUDGET/FINANCIAL INFORMATION

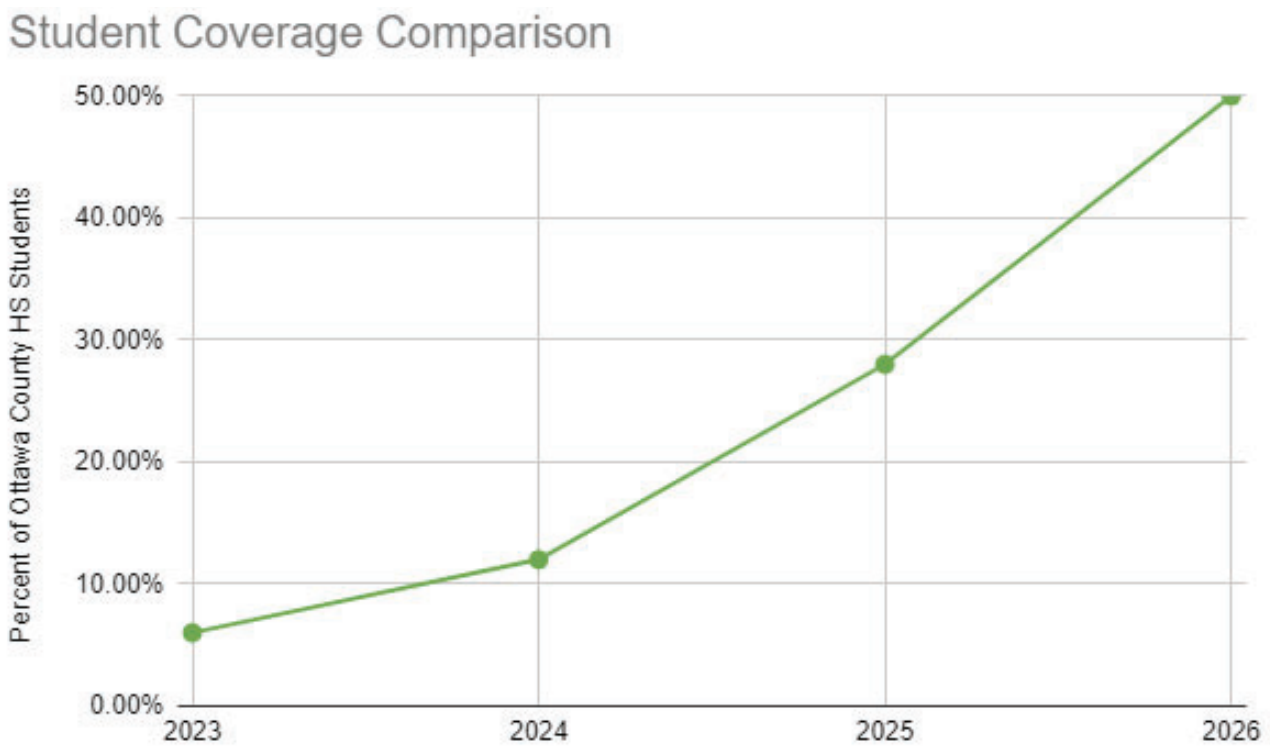
- *Describe overall project/program costs and specifically how ARPA dollars would be expended.*
    - *Please describe how each budget item relates to the project/program and how the amount was calculated.*
- *Describe how your organization plans to obtain the necessary additional funding to implement the proposed project/program and, if applicable, sustain it beyond the ARPA funding period.*
- *In the event that we are unable to meet your full request, please indicate priority items in the proposed expenses*
- *Complete and attach the Grant Budget Worksheet*

Plan: Ottawa County Full Coverage:

This plan will allow us to work with approx **HALF of High School Student** in Ottawa County **(50% = 7,500 students)**, EVERY YEAR. Every student will get our Level 1 Training/Introduction class. Students will receive Level 1A (freshman year), Level 1B (sophomore year), Level 1C (junior year) and Level 1D (senior year).

Students interested in additional training would be able to take tuition-based classes to further advance their skills.

The cost for this plan is approximately **$700,000**



Sustaining funds will be procured via additional grants, corporate sponsorships & support, earned income (tuition-based classes), and in-kind donations. The projected distribution of these sources is detailed below in the Grant Budget Worksheet.

Example Grant Application Targets

- 3-P STEM Education Grants (up to $20,000)
    - https://www.michigan.gov/leo/boards-comms-councils/mistem/all-grants
- Out-of-School Time Grants (total varies based on number of students)
    - https://www.michigan.gov/mde/-/media/Project/Websites/mde/21stcclc/22-23-OST-Grant-Application-Information.pdf?rev=b3441646d6cd46e2b48f4feba5e07fd3&hash=A5F7F110A3B6909D82ADDE3AAA95FB08

SCHOOL YEAR:						
Number of Proposed Students	At least 59 days			At least 83 days		
	Before School at least 1.5 hours/day	After school at least 2.5 hours/day	Before **AND** After school at least 3.5 hours/day	Before School at least 1.5 hours/day	After school at least 2.5 hours/day	Before **AND** After school at least 3.5 hours/day
10-20	$7,080	$11,800	$16,520	$9,960	$16,600	$23,240
21-30	$10,620	$17,700	$24,780	$14,940	$24,780	$34,860
> 30	$17,700	$29,500	$41,300	$24,900	$41,500	$58,100

SUMMER:		
Number of Proposed Students	At least 4 hours per day for at least 24 days	At least 4 hours per day for at least 50 days
10-20	$11,520	$24,000
21-30	$17,280	$36,000
31-50	$28,800	$60,000
51-100	$57,600	$120,000
>100	$86,400	$180,000

Grant Budget Worksheet

EXPENDITURE CATEGORY	ARPA REQUEST Column A	OTHER FUNDS Column B	TOTAL COSTS Column A + Column B
FTE Salary/Benefits	$572,709	$924,516	$1,497,225
Marketing Material & Events	$15,301	$24,699	$40,000
Office Supplies	$0	$0	
IT Equipment & Services	$84,918	$137,082	$222,000
Training	$15,301	$24,699	$40,000
Professional Fees	$4,925	$7,950	$12,875
Rent/Utilities	$6,847	$11,053	$17,900
TOTAL	**$700,000**	**$1,130,000**	**$1,830,000**

REVENUE SOURCE	PENDING Column A	COMMITTED Column B	TOTAL Column A + Column B
ARPA Request	$700,000	$0	$700,000
Other Grant(s): MiSTEM, etc	$350,000	$0	$350,000
Earned Income (Classes)	$355,000	$0	$355,000
Corporate Support	$225,000	$0	$225,000
In-Kind Support (BizStream)	$0	$200,000	$200,000
TOTAL	**$1,630,000**	**$200,000**	**$1,830,000**

REFERENCES

1. https://www.forbes.com/advisor/education/are-coding-bootcamps-worth-it/
2. https://jobs.westmiworks.org/weekly-hot-jobs/
3. https://www.zippia.com/software-engineer-jobs/demographics/
4. https://www.mckinsey.com/capabilities/people-and-organizational-performance/our-insights/delivering-through-diversity
5. https://www.statista.com/statistics/1126823/worldwide-developer-gender
6. https://www.census.gov/quickfacts/ottawacountymichigan
7. https://www.revelo.com/blog/software-developer-shortage-us
8. https://codesubmit.io/blog/shortage-of-developers/
9. https://www.forbes.com/sites/forbestechcouncil/2021/06/08/is-there-a-developer-shortage-yes-but-the-problem-is-more-complicated-than-it-looks/?sh=54b9747c3b8e
10. https://www.mlive.com/news/grand-rapids/2022/09/plan-to-grow-grand-rapids-into-major-midwestern-tech-hub-outlined-by-the-right-place.html
11. https://rightplace.nyc3.cdn.digitaloceanspaces.com/production/uploads/downloads/public-resources/Tech-Report-iPDF-Low.pdf
12. https://www.indeed.com/hire/c/info/benefits-of-diversity
13. https://www.bizstreamacademy.com/ACADEMY/media/Assets/Grants/Ottawa_County_Occupation_Snapshot.pdf
14. https://www.bizstreamacademy.com/ACADEMY/media/Assets/Grants/CareerOutlook_Statewide_2030.pdf
15.

RESPONSES TO OTTAWA COUNTY ARPA TASK FORCE QUESTIONS

1. What is the quantified demand among area employers for local programmers/software developers?

Please see the bottom section of the Statement of Need portion of this application for statistical information on the demand for these workers in Ottawa County.

For more information, read the following sections below.
ADDITIONAL INFORMATION AND RESOURCES

2. Has the $350,000 MiSTEM grant referenced in the budget been awarded?

BizStream Academy has not yet applied for or been awarded any other grants. BizStream Academy''s primary funding source to date has been via the sponsorship/investment made by BizStream and its team. In addition to expanding the program, the ARPA grant will be vital in providing the resources needed to pursue additional sources of funding to ensure sustainability. We have already begun conversations with several groups/people including Larry Wyn at MiSTEM who has expressed his support as shown in the letters from MiSTEM and GVSU.

3. Please provide more detail as to how this will be sustained after the grant period.

BizStream Academy will be sustainable through a combination of grants, paid courses/tuition and employer sponsorships. Computer science is one of the fastest growing areas in education. There is a strong push to get the US in a stronger position for STEM and especially computer science. One of the most recent announcements: **"Google is committing $20 million in new**

funding to help expand access to computer science education for 11 million people in the U.S."

https://blog.google/outreach-initiatives/education/expand-cs-ed-access/

The funding is available. However, we need the capacity the ARPA funds will provide to pursue and secure the dollars. This is a big part of the job.

4. Want to see more logistical information – how long are sessions?

Before school or after? Is everyone required to go?

- These sessions are **during school**.
- They would be a "**full school day**", approximately 6 hours
- Yes, **everyone is required to go**. Our goal is to get ALL kids exposure to computer science, regardless of background. We believe a partnership with the schools gives us the best opportunity to accomplish this. We do not want a program that is only available to kids that can be part of an extracurricular program (which would require additional cost, time and transportation)
- Logistically, we would **coordinate with each of the schools'** IT department and faculty to use one or more of the classrooms to teach. We would need to get our computers on to their network (or bypass their network), so the kids are not limited on what they can do on their computers. Many schools lock down their computer equipment, so kids cannot program on them. We will use our own laptops to accommodate this.
- **Future:** Our goal would be to create a **mobile classroom** (modified bus of some sort). It could be driven on site to any school. 20 computer stations with full internet (mobile, satellite, etc)

5. Want to see commitment from schools, beyond ISD and Allendale, that you would utilize

- There is a strong desire at both the OAISD level and the school district level for the career exposure and educational opportunity BizStream Academy can provide. We currently have letters two letters of support from Ottawa Area Intermediate School District (representing two different focus areas at the ISD), Allendale High School and Spring Lake High School. Once the pilot program at Allendale has been launched, we will be able to expand this to additional school systems. (Due to the short turnaround time, we only asked a few schools for letters of support.)

6. Please show evidence that students need these skills

https://www.nsf.gov/news/special_reports/csed/

https://www.csforall.org/

- **The biggest success in teaching computer science to students has been when private business partners with K-12 education.**

  > **Some of the most promising initiatives across the country involve local industries partnering with nearby high schools, community colleges, or college systems to bring relevant classes to their institutions, while also bringing students into the workplace to gain on-the-job experience.**
  >
  > - **Katherine McClelland, (Brookings Institution)**

- **10 benefits of coding beyond the computer**

  https://teachyourkidscode.com/benefits-of-coding-beyond-the-computer/

  - Computer programming promotes logical and analytical thinking
  - Learning to code helps a students' creativity
  - When students learn to code, they develop persistence

    - Coding helps to develop resilience
    - Learning to code can improve a child's communication skills
    - Children improve their structural thinking when learning to code
    - Coding helps children with problem-solving
    - Coding improves students' math skills
    - Coding gives students' satisfaction
    - Coding helps kids learn to learn
    - **Coding is The Most Important Skill You Need in the 21st Century**
- **Coding can be useful in jobs you might not expect**

    Even with basic python programming skills, people are able to automate repetitive tasks. This is valuable in any field of work a person choose to go in. Even if they are not the one that ends up writing the code, simply knowing "there is a better way", is valuable enough to a company. The company may choose to hire a programmer to automate. This allows people to focus their time and energy on the products or services that are unique to that company.
- Our teaching methods are different from traditional school. It is excitement-driven. Game-driven. Etc. We teach students to play and explore first. Then we teach them that what they were doing was actually called "programming".
- Participation in Computer Science Classes Lowest Among Black, Hispanic, Low-Income Students
  https://news.gallup.com/poll/354980/students-computer-science-participation-lags-interest.aspx

- Access to Computer Science in High School is improving, but not equally.
  https://www.edsurge.com/news/2022-09-26-computer-science-is-growing-in-k-12-schools-but-access-doesn-t-equal-participation

7. Please demonstrate that employers see value in these skills

Major American Companies to Schools: Expand Access to Computer Science

States must act urgently to make sure every K-12 student has access to computer science education, wrote more than 500 top business, nonprofit, and education leaders in a July 12 letter to the governors and lead education officials in all 50 states.

The signatories include tech giants Amazon, Microsoft, and Google parent company Alphabet as well as companies that work primarily in other sectors of the economy, such as American Express, AT&T, Delta Airlines, Hasbro, Nike, Starbucks, UPS, and Walgreens. The letter also garnered signatures from education organizations, including the American Federation of Teachers and the nonprofit Khan Academy.

"Every student should learn computer science in the classroom," said Susan Wojcicki, CEO of YouTube, in a statement. "When I was young, I didn't see myself as someone who could work in tech, but I took a computer science class in college, and it changed the course of my career. I believe all students should have the opportunity to explore how computer science could impact their lives."

https://www.edweek.org/technology/major-american-companies-to-schools-expand-access-to-computer-science/2022/07

> **The one thing that never, ever, ever becomes obsolete are people. They're always trainable. So, investment in that is what brings you continued improvement and continued growth.**
>
> - **John Hazen White Jr., (Brookings Institution)**

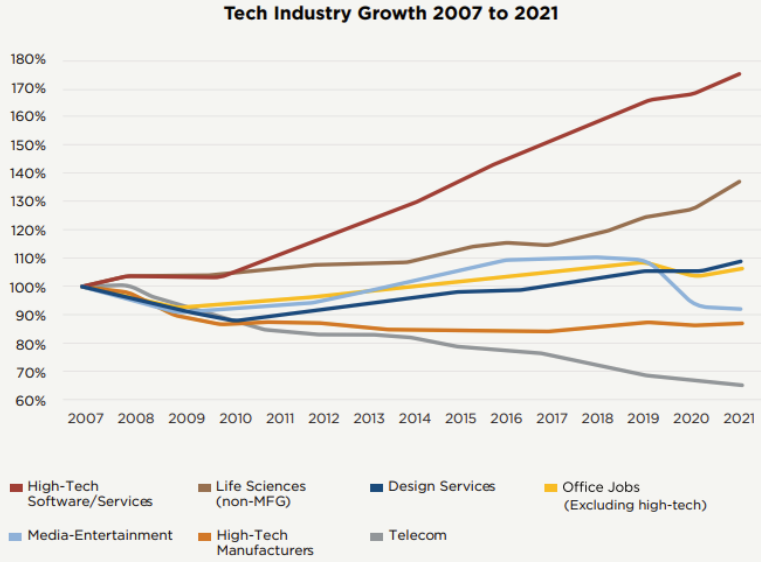
Greater Grand Rapids Tech Strategy

This is a report from Right Place for the Greater Grand Rapids area. The majority of this information is true for all the West Michigan area:

https://rightplace.nyc3.cdn.digitaloceanspaces.com/production/uploads/downloads/public-resources/Tech-Report-iPDF-Low.pdf

There's no denying technology is the future. Our businesses are driven by it. **The future of Greater Grand Rapids depends on it.**

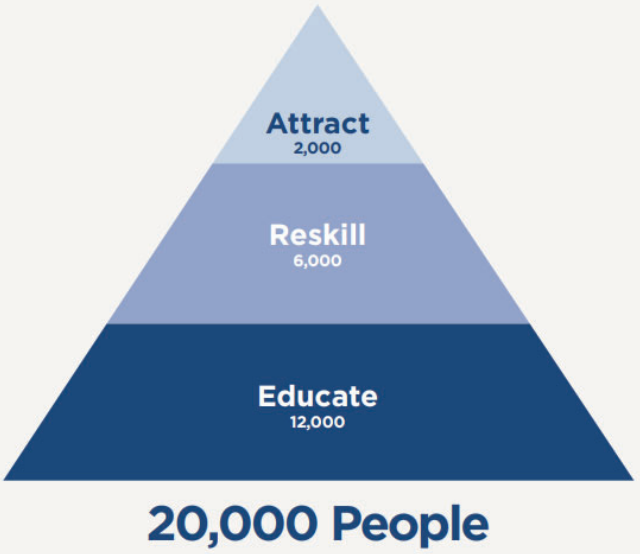
The next decade will spur more technological progress than experienced over the past century.[1] Future jobs will mirror that trend, with the growth in tech-related fields projected to grow at twice the rate of other occupations nationally over the coming decade.[2] **Currently, job postings for positions in emerging tech fields increased 209% between 2015 and 2021,** while high-tech software and service firms grew at a rate far surpassing other sectors in the years following the Great Recession.[3,4]

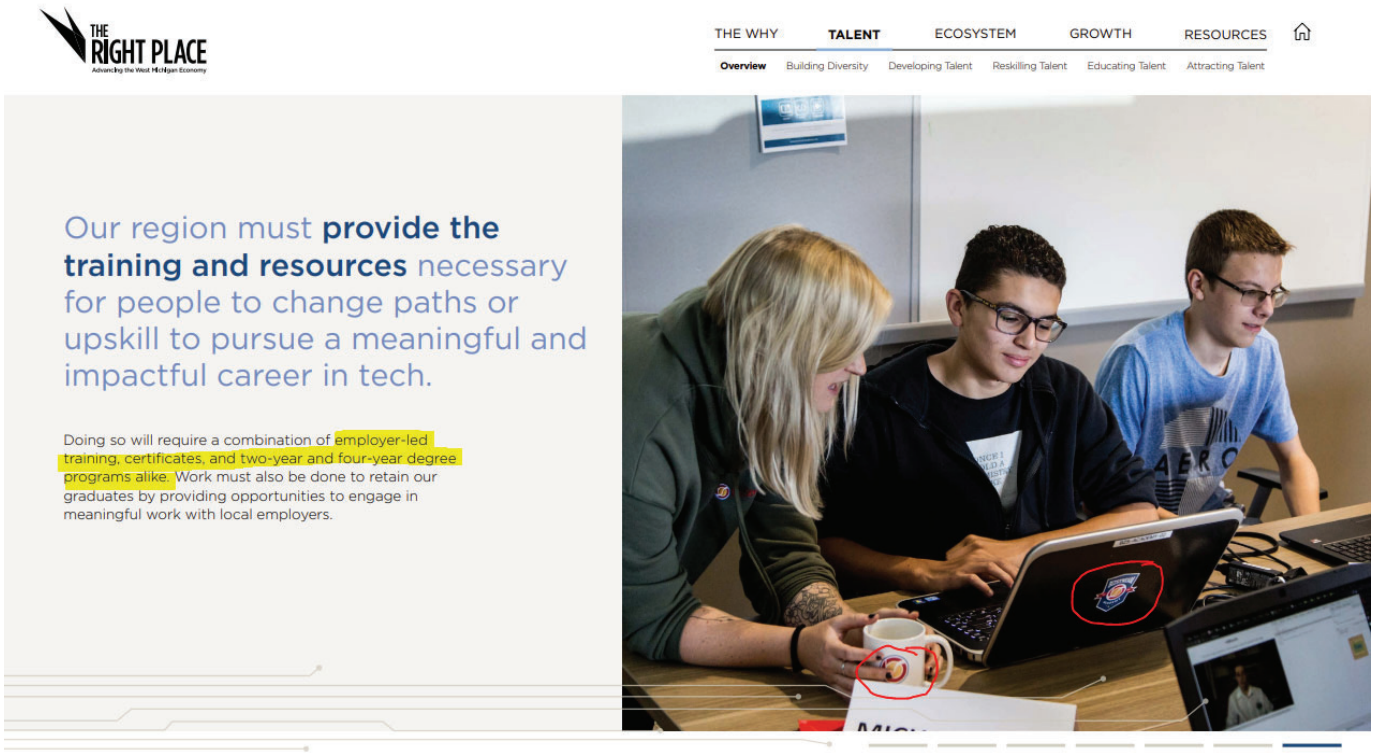


[1] McKinsey & Company Tech Trends
[2] CompTIA CyberStates 2022

Greater Grand Rapids must educate, reskill and attract **20,000 tech workers by 2030.**

To meet the rising demand for tech talent and position Greater Grand Rapids as the leading tech hub in the Midwest, our region must increase the concentration of its tech workforce to 10% of the overall labor pool in the next decade.





On Page 25 of the report. The picture used for “the example” is one of our summer BizStream Academy Sessions.

For more information, read the following sections below.
***ADDITIONAL INFORMATION AND RESOURCES*:**

- ***High Demand For Workers from Employers***
- ***Closing The Skills Gap***
- ***Employees Want More Training***
- ***Tech Jobs Don’t Always Require A Degree***
- ***Tech Jobs Are Desirable***
- ***America Is Relying on Foreign-born Workers To Fill Jobs***

8. Would like to see more solid proof of long-term financial viability

See Question #4

ADDITIONAL INFORMATION AND RESOURCES

High Demand For Workers from Employers

- Computer Science remains some of the most in demand jobs out there. (LinkedIn),

  (Search Engine Journal)

  Most In-demand Jobs Overall Remain Consistent

  Changes in the workforce have left many industries facing labor shortages, but the jobs in the highest demand prior to COVID still rank highly.

  The jobs with the most overall demand in the fourth quarter of 2021, according to LinkedIn posts were:

  1. **Software engineer**
  2. **JavaScript developer**
  3. **Salesperson**
  4. **Registered nurse**
  5. **Java Software Engineer**

  Of these, only nursing was new to the list during the pandemic.

- Science, technology, engineering, and mathematics (STEM) occupations are projected to **grow over two times faster** than the total for all occupations in the next decade. (Bureau Of Labor & Statistics)
- Computer occupations as a group are projected to **grow about 3 times as fast as the average between 2019 and 2029 at 11.5 percent**. This growth will result in slightly **more than half a million new computer jobs** over the 10-year period. The three computer occupations [Information security analysts, Software developers, Computer and information research scientists] discussed below are all poised to **grow at rates above 15.0 percent over the next 10 years**. (Bureau Of Labor & Statistics)
- By including workers of all educational backgrounds and the wide variety of occupations that require significant science, technology, engineering, and mathematics (STEM) knowledge and expertise, the **STEM workforce represented 23% of the total U.S. workforce in 2019.** (National Center for Science and Engineering Statistics)
- **52% of recruiters say they are most interested in candidates with a degree in STEM**. (Management Recruiters International)
- In about **60 percent of occupations, at least one-third of the constituent activities could be automated**, implying substantial workplace transformations and changes for all

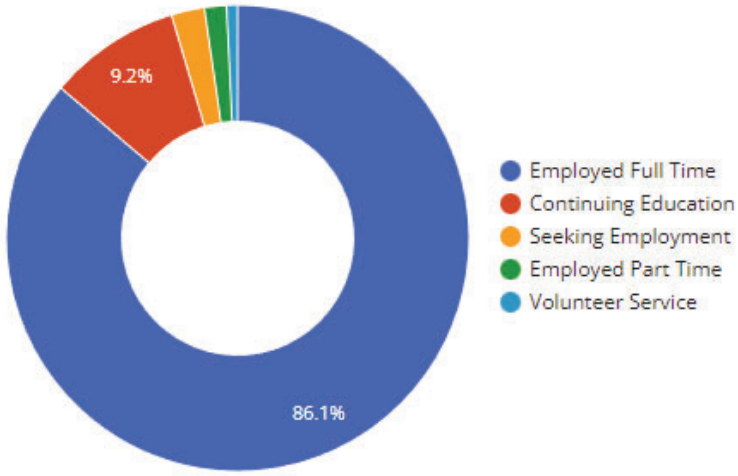
workers. It is important to note, however, that even when some tasks are automated, **employment in those occupations may not decline but rather workers may perform new tasks**. (McKinsey)

- Skill Companies Need Most in 2020 (LinkedIn)
    - **Blockchain**
    - **Cloud computing**
    - **Analytical reasoning**
    - **Artificial intelligence**
    - **UX design**
    - Business analysis
    - Affiliate marketing
    - Sales
    - **Scientific computing**
    - Video production
- **Sixty-eight percent [of HR decision makers] predict that in the next 5-10 years, a scarcity of qualified IT talent will negatively impact their business**. (Business Wire)
- Across all sectors, **most middle- and high-skill jobs now involve managing some business function through software** or software-as-a-service (SaaS) platforms. (Progressive Policy Institute)
- According to Brookings, **only 41 million American jobs still don't require significant digital skills; nearly 100 million do**. (Progressive Policy Institute)
- **Two-thirds of the jobs created in the last decade require either high or moderate digital skills**. (Progressive Policy Institute)

Using MSU's Post-Graduate Outcomes Tool:

You can see there is a MUCH higher demand for hiring graduates of Computer Science (86%) compared to all other degrees (62%). In addition, these are much higher paying jobs ($77,000/year vs ($49,000/year). https://careernetwork.msu.edu/outcomes

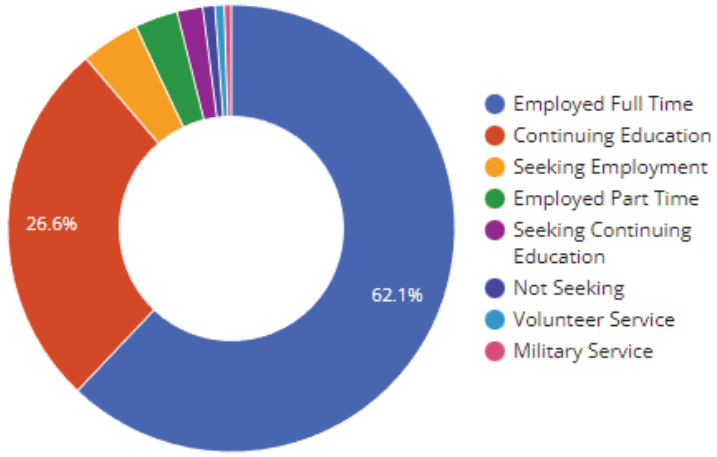
Class of 2021 > Computer Science Graduates:



Mean: **$77,143** Yearly

Median: **$75,000** Yearly

Class of 2021 > Compared to ALL (which does also include Computer Science)



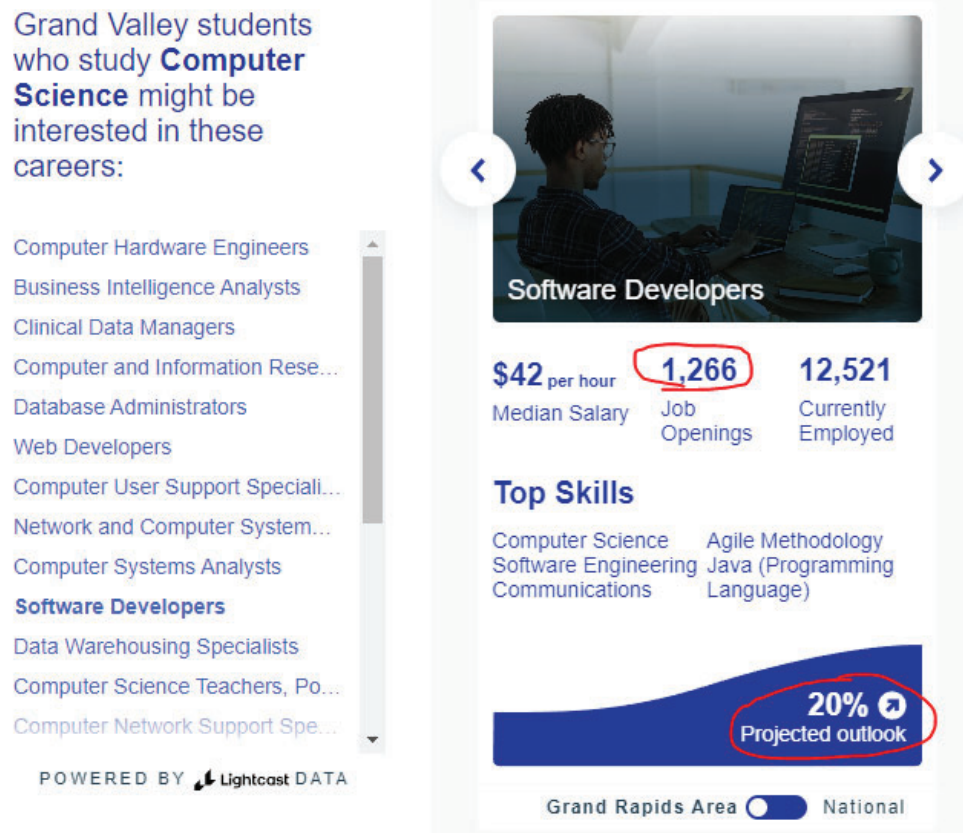
Mean: **$49,310** Yearly

Median: **$50,000** Yearly

Using GVSU's Career Insight Tool:

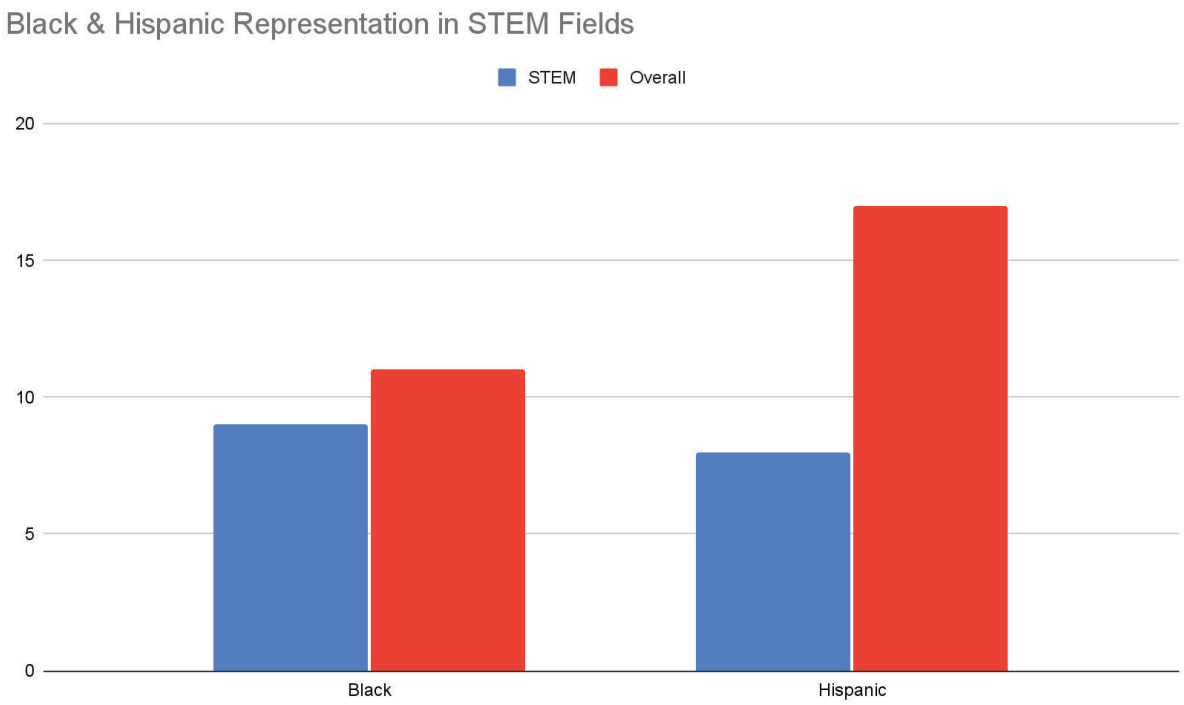
This shows that Software Developer jobs are some of the highest in demand, and are projected to increase in demand by more than 20% (compared to many of the other jobs on the site show minimal growth (ex 4%) to even declining).

https://www.gvsu.edu/acad/computer-science-bs.htm

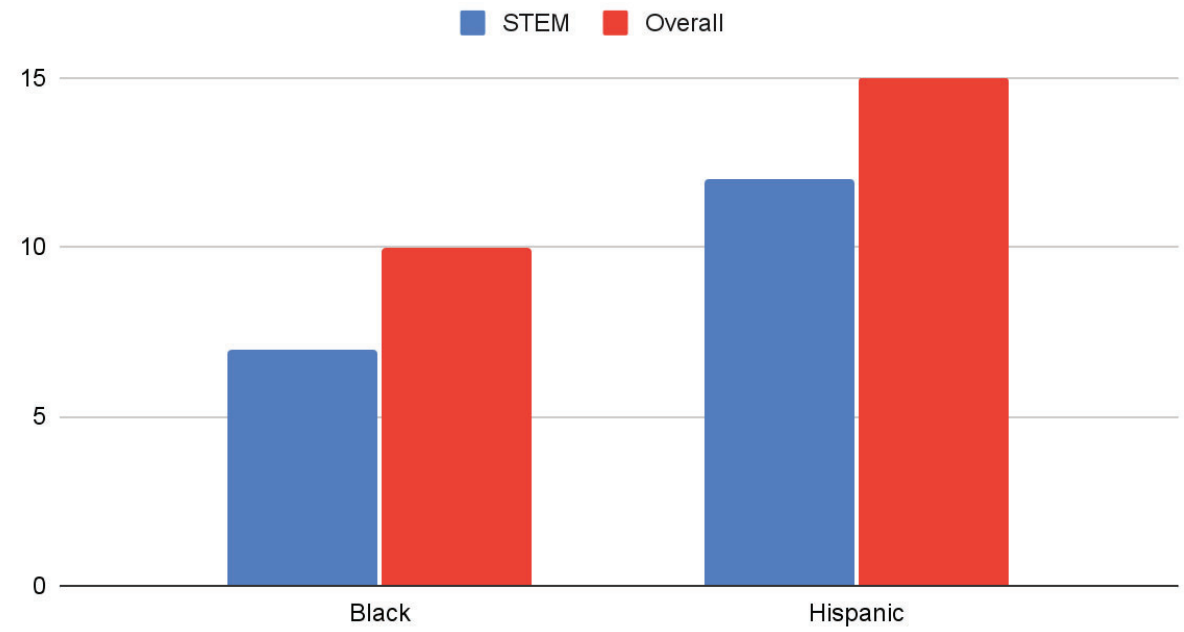


Diversity, Equity, & Inclusion

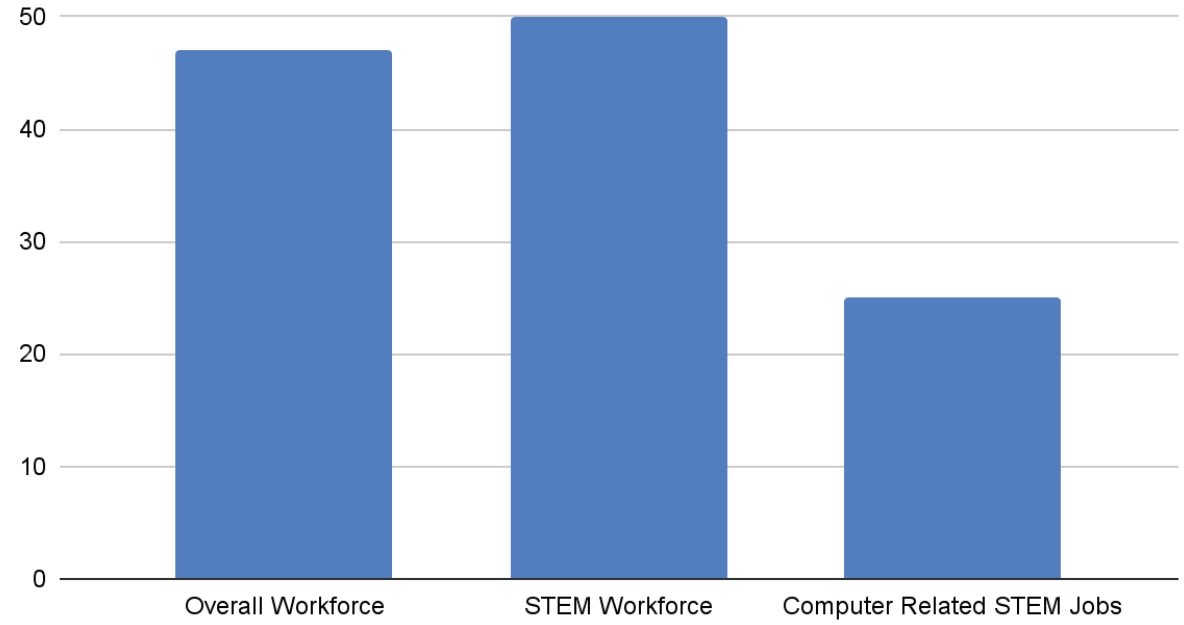
- Black and Hispanic **workers are underrepresented in the STEM field** (Pew)



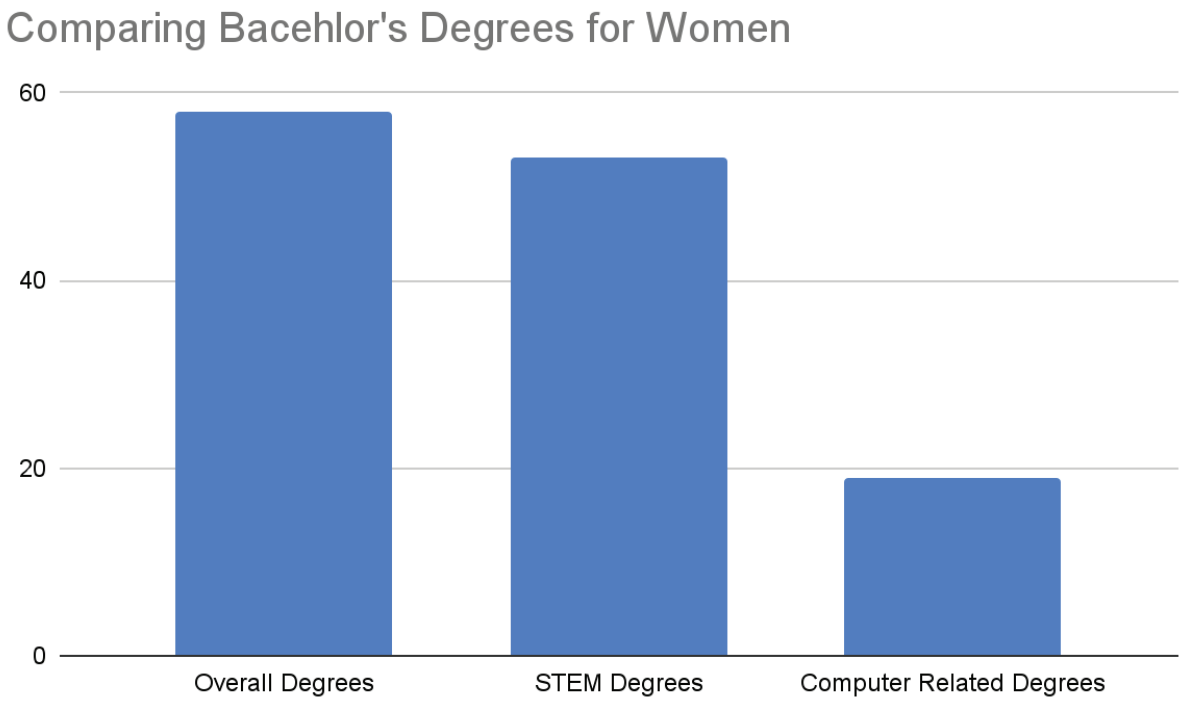
- **Black and Hispanic graduates are underrepresented among degree recipients** in STEM fields compared with their share of all degrees. (Pew)



- The **share of women is uneven across STEM job types**. (Pew)



- Women earn a large share of degrees in health-related and life science fields, far fewer in other STEM areas. (Pew)



- Women are about **34% of STEM workers**, representing 44% of those with a bachelor's degree or higher and 26% of those without a bachelor's degree. (National Center for Science and Engineering Statistics)
- Although Blacks or African Americans, Hispanics or Latinos, and American Indians or Alaska Natives represent 30% of the employed U.S. population, they are **23% of the STEM workforce due to underrepresentation** of these groups among STEM workers with a bachelor's degree or higher. (National Center for Science and Engineering Statistics)

Closing The Skills Gap

- The skills gap may leave an estimated **2.4 million positions unfilled** between 2018 and 2028, with a potential **economic impact of $2.5 trillion**. Further, the study shows that the positions relating to **digital talent**, skilled production, and operational managers may be three times as difficult to fill in the next three years. (Deloitte), (Brookings Institution)
- **More than half** of the world's workforce will need significant reskilling by 2023. (World Economic Forum)
- The digital skills gap comes at a cost. 14 G20 countries could **miss out on $11.5 trillion** cumulative GDP growth. (Salesforce)
- The skills gap of the future is two-pronged; organizations seek IT staff to fill the need for both interpersonal/soft skills and technical/hard skills. **Over three quarters** (79%) of organizations are pursuing initiatives to address these gaps amid a tightening market for IT labor. (Monster)
- Filling the skills gap is a top priority. **64% of L&D professionals** said that reskilling the current workforce to fill skills gaps is a priority now. (LinkedIn)
- The World Economic Forum found **only 27 percent of small companies and 29 percent of large companies** believe they have the digital talent they require. (Progressive Policy Institute)
- Deloitte has found that **only 25 percent of "digital leaders"** believe their workforce is sufficiently skilled 10 to execute their digital strategy. (Progressive Policy Institute)
- According to TechServe Alliance CEO Mark Roberts, "this is totally a supply side phenomenon. **There are simply not enough qualified workers to meet demand**." (Progressive Policy Institute)
- The skills gap **extends well beyond coding** to positions outside the formal technology sector. These are **jobs that manage functions like supply chains, sales, marketing, customer service, finance, IT, and HR**. Employers are seeking skills like Pardot (marketing), Marketo (digital marketing), Google Adwords (digital marketing), ZenDesk Plus (customer service), NetSuite (finance), Financial Force (finance), Workday (HR), and the customer relationship management (CRM) platform Salesforce – the most popular SaaS platform in American businesses. According to Burning Glass, jobs demanding Salesforce experience have **quadrupled in the past five years**; in 2017, more than **300,000 open positions** called for Salesforce skills. In addition to these cross-sector SaaS platforms, every industry has its own SaaS platforms for specific functions. For example, insurance companies and third-party claims administrators have a range of SaaS options for claims processing. (Progressive Policy Institute)
- Research has shown that as many as **375 million workers globally** might have to change occupations in the next decade to meet companies' needs and that automation could free employees to spend as much as **30 percent of their time** on new work. (McKinsey)

Employees Want More Training

- **More than three-quarters (76%)** of employees feel the opportunity to complete additional training designed to develop their skills for the future would make an employer (present or prospective) more appealing to them. When broken down by employment status, **79% of full-time employees** echo this sentiment versus 66% of part-time employees. (Axonify)
- Future-focused development is especially valued by those starting out their career, with **nine out of ten Millennials (89%)** saying they are interested in future-focused training compared to 81% of Gen Xers and only 59% of Baby Boomers. (Axonify)
- Despite a healthy appetite for additional training that develops skills for the future, **only 41% of employees** say their employer offers this kind of development. (Axonify)
- **48% of workers** say that investing more in professional development is one of the highest-impact strategies to fight stress that their company can do. (Executive Forum)
- **76% of millennials** think professional development opportunities are one of the most important elements of company culture. (Executive Forum)
- The **State of Michigan** has shown support for similar programs through community colleges. (American Association of Community Colleges)

Tech Jobs Don't Always Require A Degree

- A little **over half of STEM workers** do not have a bachelor's degree and work primarily in health care (19%), construction trades (20%), installation, maintenance, and repair (21%), and production occupations (14%). (National Center for Science and Engineering Statistics)
- To compensate for the skills gap, companies are putting even less emphasis on college degrees. **Only 15%** ranked a college degree as the first thing they look for. (Business Wire)

Tech Jobs Are Desirable

- **Unemployment was lower among the STEM labor force** (2%) compared to the non-STEM labor force (4%) in 2019, and this pattern **persisted even during the COVID-19 pandemic**. (National Center for Science and Engineering Statistics)
- In 2019, STEM workers had **higher median earnings ($55,000) than non-STEM workers ($33,000)**. (National Center for Science and Engineering Statistics)

America Is Relying on Foreign-born Workers To Fill Jobs

- Foreign-born workers accounted for **19% of the STEM workforce** and 45% of a subset of STEM workers (i.e., mathematical and computer scientists, physical scientists, life scientists, social scientists, and engineers) with doctoral degrees in 2019. (National Center for Science and Engineering Statistics)

Form **990-N**

Electronic Notice (e-Postcard)

OMB No. 1545-2085

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2021

Open to Public Inspection

A For the **2021** Calendar year, or tax year beginning **2021-01-01** and ending **2021-12-31**

B Check if available

- ☐ **Terminated** for Business
- ☑ **Gross receipts are normally $50,000 or less**

C Name of Organization: **BIZSTREAM ACADEMY INC**
11480 53RD AVE STE A,
ALLENDALE, MI, US, 49401

D Employee Identification Number **47-3979940**

E Website:

F Name of Principal Officer: **MARK SCHMIDT**
11480 53RD AVE STE A,
ALLENDALE, MI, US, 49401

Information Copy. Do not send to IRS

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The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

ADMINISTRATIVE OFFICE
Area Community Services Employment & Training Council
215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4100

SERVICE CENTERS

Allegan County
3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

Barry County
130 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County
603 W Adams St
Ionia, MI 48846
(616) 389-8525

Kent County
121 Franklin SE
Grand Rapids, MI 49507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County
114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County
316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County
12331 James St, Suite 130
Holland, MI 49424
(616) 396-2154

September 30, 2022

Paul Sachs
Ottawa County Director of Strategic Impact
12220 Fillmore St. Room #260
West Olive, Michigan 49460

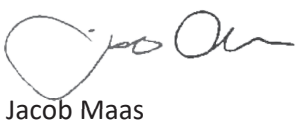
Dear Mr. Sachs,

On behalf of West Michigan Works! (WMW) it is my pleasure to submit this letter of support for the Bizstream Academy funding proposal to Ottawa County. Expanding computer science learning opportunities is a critical mission and aligns well with WMW's IT Employer Talent Council's (West Michigan Tech Talent) strategies to expand and enhance the IT workforce in West Michigan. Many positions in IT are prominently features on WMW! annual hot jobs list, and the industry consistently showcases both high wages and growth rates. For our region to stay competitive in an ever-changing digital world, we need to invest in the future workforce of tech professionals.

WMW fully supports the work BizStream Academy is doing to strengthen the pipeline of IT workers in our region. The technology industry is one of WMW's identified in-demand industry sectors, so we know the need for skilled workers in this industry is essential. WMW is confident in supporting this grant application, helping to expand existing programs that get computer science principles in front of as many high school students as possible. This programming has great alignment with WMW! MiCareerQuest event, as well as a variety of other career exploration activities in our region.

We strongly support the BizStream Academy and encourage Ottawa County to consider the organization's funding proposal. Your investment will strengthen workforce development in the region, supporting Ottawa County's position to make sure its next generation of talent is not just an end user of technology, but a maker of the next technology solutions.

Sincerely,



Jacob Maas
Chief Executive Officer

West Michigan Works! is a division of ACSET, an equal opportunity employer/program and a proud partner of the American Job Center network. Auxiliary aids and services are available upon request to individuals with disabilities. West Michigan Works! is supported by state and federal funds; more details at westmiworks.org/about/. TTY 711.

Allendale Public Schools
High School |10760 68th Ave. | Allendale, MI 49401 | 616-892-5595

September 30, 2022

To: Paul Sachs, Director of Strategic Impact

Mr. Sachs,

This letter is to highly recommend the BizStream company as a recipient of your grant award and to affirm that Allendale Public School is very interested in partnering with BizStream. Both BizStream and Allendale Public Schools feel the call to create opportunities for all students to be exposed to and foster an excitement for Computer Science. We proudly work with BizStream whenever the opportunity arises.

BizStream has long been a staple in the Allendale Community and has always looked to not only provide excellent business solutions to their clients, but also partner with schools in providing Computer Science opportunities for students. This is all led by their forward-thinking leader, Mark Schmidt. Mark has made it a priority for BizStream to donate staff time and talent to introduce computer programming skills to students. They even have a dedicated classroom/learning workspace in their office building where students and community members can learn about Computer Science. I cannot think of any other business that has community outreach in that capacity. The funds of this grant would allow significant expansion to this vision.

The vision starts with Allendale Public Schools, but the ultimate goal is to expand this exposure to all of Ottawa County by partnering with our ISD. BizStream can certainly be successful with this vision. We believe we have the resources and connections to offer this opportunity on a county-wide level, and perhaps even beyond. The staff at BizStream enjoy their careers and Computer Science to such a large degree, they want to see students, ALL students have the opportunity to learn about Computer Science and consider it as a very real part of their future.

Staff members at Allendale Public Schools are willing, excited, and honored to work with BizStream in the pursuit to expand Computer Science opportunities for students. Grant funding this endeavor would be well-used to see Computer Science opportunities impact our local students, both in Allendale and Ottawa County as a whole in the future.

Thank you for your time and consideration,

Shawn McMaster
Computer Science Teacher
Allendale Public Schools

Ottawa Area ISD®
Learn. Serve. Lead.

Career and Technical Education

September 29, 2022

Dear Paul Sachs,

We are writing to express support of our partnership of the BizStream Academy and our futurePREP'd programs through the Careerline Tech Center at the Ottawa Area Intermediate School District. At futurePREP'd one of our main goals is to support classroom teachers and students and help connect them with industry and their communities. As we think about our partnership with BizStream, we believe that this partnership helps us to achieve those goals. Working with BizStream to design and create new programming will help us reach more students in Ottawa Area.

This year futurePREP'd will be continuing to support teachers and students through our IChallengeU, IChallengeUth, IChallengeUjr, and Academy programs, as well as continuing to develop new programs. We are excited about the possibilities and continuing to work with BizStream through their Academy. We hope to help them explore offering more career exploration opportunities, college credit options, and building programs for students to enhance/develop their skills. By working with BizStream, we hope to create new programming that will impact students across Ottawa Area.

They have been an incredible partner for us throughout the years, and have been integral in introducing students and teachers to their industry. By providing more in-depth opportunities to students, BizStream will help to connect more students with relevant experiences and information into various career pathways.

Thank you for your consideration of our letter of support and continued partnership with BizStream. We are excited to continue to work together to make our communities stronger.

Nicole Gitler
futurePREP'd
Program Developer

LAKESHORE ADVANTAGE

BizStream Academy Business Stabilization Application Summary

Project: BizStream Academy Expansion

Funding Request (Tiered): $900,000, $700,000, $500,000

Organization: BizStream Academy

Project Leads: Mark Schmidt, Founder/Owner at BizStream and Chris Hamm, Director and Lead Mentor at BizStream Academy

Scale (Tiered): 100%, 50%, 25% of Ottawa County ISD students

Geographic Impact: Year 1 – Allendale; Year 2+ - All of Ottawa County

Project Summary: BizStream Academy is an emerging coding bootcamp ready to take scale up programming via ARPA funding. This proposal address Ottawa County's current and future need for skilled workers in the computer science and technology fields by meeting students where they are in schools. The proposed options would empower BizStream Academy to grow from a passion project of one of the area's leading tech businesses into an educational powerhouse reaching all students in Ottawa County. ARPA funding will provide the one-time transformational funding BizStream Academy needs to not only expand programming to the young emerging workforce but will also enable them to incorporate grant funding and contractual income from employer partners for long-term sustainability.

Project Timeline:

- **Pilot (2023):** Ready to launch partnership with Allendale High School to offer courses on-campus for 900 students.
- **Refine & Replicate (2024 – Ongoing):** Refine and update curriculum, approaches, and process developed during pilot, adding additional schools, courses, mentors, assistants, and employer partners.
- **Expansion (2025 – Ongoing):** Establish additional courses and services which will include: specific programming language courses, adult education services, placement programs, virtual courses, and greater service area expansion.

Letters of Support:

- Jacob Maas, Chief Executive Officer of West Michigan Works!
- Shawn McMaster, Computer Science Teacher at Allendale High School
- Nicole Gitler, Program Developer of futurePREP'd, Ottawa Area ISD

Summary

4 Year Plan to go from Allendale HS, to rc

Year 1 Planning, Relationships, etc, Fall 2

Scale up after that (Ideally to 100% of O

Focus of this is Level 1 courses for all. It is

This shows we are SUSTAINABLE, on o

Revenue

- *ARPA*
- *Other*

Expenses

Net

Balance Forward

"Cash"

ARPA Only Cummulative Funding

Total Revenue

- **ARPA**
- **Other**
  - Other Grants
  - Corporate Support
  - In-Kind Support (BizStream)
  - Classes

Total Costs

- Other Costs
- 1099 Mentor Costs
- 1099 Asssitant Costs
- FTEs Costs
- Advanced Class Costs

4-day Summer Camps

- Students per Camp
- Summer Camp Sessions (weeks)
- Students Served
- Cost per 4-day camp
- Summer Income
- Mentor Hours
- Mentor Costs
- Assistant Hours

Assistant Costs

Level 1:

Students Served
Students per Class
Classes Needed
Mentors Hours Needed
Assistants Hours Needed
Mentor/Assistant Cost for Classes
Mentors Needed
Mentor Hours per Year
Mentor Costs
Assistant Costs

Level 2, Level 3, Other Classes, Other

Expenses

Other Costs

Laptops Needed
Classes on Same Day
Laptop Purchases
Est Cost

Laptop Costs
Mobile Network
Other IT Expenses
Rent/Utilities
Training
Marketing Events & Materials

Professional Services (Attorney, Accountir

Resource Costs

Director

Full-time Cost Est Salary/Benefits
Full-time/Part-time %
Annual Cost Est

IT

Full-time Cost Est Salary/Benefits
Full-time/Part-time %
Annual Cost Est

Marketing

Full-time Cost Est Salary/Benefits
Full-time/Part-time %
Annual Cost Est

	Est Cost/Hour	Max Hours/Year	Annual Equivalent	
Mentor	$60.00	600		$124,800.00
Assistant	$25.00	600		$52,000.00
Students per Class	20			
Level 1 Class Hours				
Mentor	8			
Assistant	6			
Mentor Cost	$480.00			
Assistant Cost	$150.00			
Total Cost	**$630.00**			
	$28,350.00			

ughly all of Ottawa Couny ISD HS
023 start pilot with Allendale
ttawa County High School Students)
s likely we will be able to offer Level 2, Level 3 and higher for some
ur own by 2027 (not need for ARPA funding after this)

2022	2023	2024	2025	2026	2027
$0	**$230,000**	**$400,000**	**$575,000**	**$825,000**	**$850,000**
$0	*$200,000*	*$200,000*	*$250,000*	*$250,000*	*$0*
$0	*$30,000*	*$200,000*	*$325,000*	*$575,000*	*$850,000*
$0	**$245,050**	**$351,945**	**$559,256**	**$872,631**	**$849,641**
$0	**-$15,050**	**$48,055**	**$15,744**	**-$47,631**	**$359**
		-$15,050	$33,005	$48,749	$1,118
$0	**-$15,050**	**$33,005**	**$48,749**	**$1,118**	**$1,477**
$0	**$200,000**	**$400,000**	**$650,000**	**$900,000**	
$0	**$230,000**	**$400,000**	**$575,000**	**$825,000**	**$850,000**
$0	**$200,000**	**$200,000**	**$250,000**	**$250,000**	**$0**
$0	**$30,000**	**$200,000**	**$325,000**	**$575,000**	**$850,000**
$0	$0	$50,000	$100,000	$200,000	$300,000
$0	$0	$50,000	$75,000	$100,000	$150,000
	$25,000	$50,000	$50,000	$75,000	$100,000
$0	$5,000	$50,000	$100,000	$200,000	$300,000
$0	**$245,050**	**$351,945**	**$559,256**	**$872,631**	**$849,641**
0	$86,100	$89,600	$88,600	$88,600	$88,600
$0	$31,200	$87,273	$240,000	$468,923	$449,143
$0	$10,750	$32,273	$85,000	$166,538	$160,357
$0	$117,000	$142,800	$145,656	$148,569	$151,541
0	$0	$18,750	$37,500	$75,000	$150,000
	$5,000	$25,000	$50,000	$100,000	$100,000
	20	20	20	20	20
	1	5	10	20	20
	20	100	200	400	400
	$250	$250	$250	$250	$250
	$5,000	$25,000	$50,000	$100,000	$100,000
	160	800	1600	3200	3200
	$9,600	$48,000	$96,000	$192,000	$192,000
	160	800	1600	3200	3200

	$4,000.00	$20,000.00	$40,000.00	$80,000.00	$80,000.00
	0	0	0	0	0
	900	1,800	7,200	15,000	15,000
	20	22	24	26	28
	45	82	300	577	536
	360	655	2,400	4,615	4,286
	270	491	1,800	3,462	3,214
	$28,350	$51,545	$189,000	$363,462	$337,500
	1	2	5	8	9
	360	327	480	577	476
	$21,600	$39,273	$144,000	$276,923	$257,143
	$6,750	$12,273	$45,000	$86,538	$80,357
		$25,000	$50,000	$100,000	$200,000
		$18,750	$37,500	$75,000	$150,000
	$86,100	**$89,600**	**$88,600**	**$88,600**	**$88,600**
	30	45	68	101	152
	1.5	2.0	2.8	3.9	5.4
	30	30	30	30	30
	$1,000	$1,000	$1,000	$1,000	$1,000
	$30,000	$30,000	$30,000	$30,000	$30,000
	$0	$2,000	$0	$0	$0
	$30,000	$30,000	$30,000	$30,000	$30,000
	$4,100	$4,600	$4,600	$4,600	$4,600
	$10,000	$10,000	$10,000	$10,000	$10,000
	$10,000	$10,000	$10,000	$10,000	$10,000
ıg, etc)	$2,000	$3,000	$4,000	$4,000	$4,000
$0	**$117,000**	**$142,800**	**$145,656**	**$148,569**	**$151,541**
	Year 1 Director is also Primary Mentor				
$80,000	$110,000	$112,200	$114,444	$116,733	$119,068
0%	70%	100%	100%	100%	100%
$0	$77,000	$112,200	$114,444	$116,733	$119,068
$80,000	$100,000	$102,000	$104,040	$106,121	$108,243
0%	20%	10%	10%	10%	10%
$0	$20,000	$10,200	$10,404	$10,612	$10,824
$80,000	$80,000	$81,600	$83,232	$84,897	$86,595
0%	25%	25%	25%	25%	25%
$0	$20,000	$20,400	$20,808	$21,224	$21,649

5 Year Total	4 Year Grant Totals
$2,880,000	**$2,030,000**
$900,000	**$900,000**
$1,980,000	**$1,130,000**
$2,878,523	**$2,028,882**
$1,477	
$1,477	
$2,955	

2023-2026 Totals	
$2,030,000	
$900,000	44%
$1,130,000	56%
$350,000	
$225,000	
$200,000	
$355,000	
$2,028,882	
$352,900	
$827,396	
$294,561	
$554,025	
$131,250	
$180,000	

$345,600

$144,000

$481,796
$150,561

$175,000
$131,250

$352,900

$120,000
$2,000
$120,000
$17,900
$40,000
$40,000
$0
$13,000

$554,025

$420,377

$51,216

$82,432

BizStream Academy, Inc.

Board Officers

President

Mark Schmidt

Owner, BizStream

Treasurer

Chris Hamm

Business Analyst, BizStream

Secretary

Shelby (Tieche) Rottschafer

UX Engineer, Airlines Reporting Corporation

Director

Mark Schmidt

Owner, BizStream

Director

Michelle Lentz

Marketing Lead, BizStream

Director

Brian McKeiver

Owner, BizStream

Action Request

Electronic Submission – Contract # 1734

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: LATIN AMERICANS UNITED FOR PROGRESS

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: LAUP WORKFORCE DEVELOPMENT INITIATIVE

SUGGESTED MOTION:

To approve LAUP's request for $799,000 in Board Initiatives funds to support the Workforce Development Initiative.

Summary of Request:

LAUP seeks to launch a Workforce Development Initiative increasing the upward mobility and economic stability for community members who are unemployed or working in lower wage roles through intentional career development opportunities and wrap around support. This initiative is built on proven programs. LAUP's expansion of these programs in Ottawa County is strongly supported by several key employers as they look to engage more deeply with this community. By partnering with Lakeshore Immigrant Advocates, The Source, Zeeland Adult Ed, and the area's largest employers, LAUP will bring unemployed or underemployed individuals into the workforce, and support those in low-earning positions in promotion.

Financial Information:

Total Cost: $799,000.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source: Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: John Shay *11/17/2022 9:35:21 AM*

Committee/Governing/Advisory Board Approval Date:

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and [Latin Americans United for Progress 430 West 17th Street Ste31 Holland MI 49423] (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants to worthy projects that benefit the community;

WHEREAS, the Recipient is a [Michigan nonprofit entity, and has submitted a written request to the County for $799,000 in grant funds to finance the following project: LAUP Workforce Development Initiative.];

WHEREAS, during their regular public meeting on [November 15, 2022], the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Grant Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. GRANT FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of grant funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed [$799,000].

3. LIMITATIONS REGARDING THE USE OF GRANT FUNDS

The Recipient shall ensure that all expenditures utilizing Grant Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing Grant Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient, when requesting payment for eligible Grant Funds, shall provide to the County's Fiscal Services Department, a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above. Payment requests shall be submitted to the County no more than once per month. No payment requests may be submitted to the County after the following date: December 31, 2026, at least without amendment to this Agreement.

5. DISSEMINATION OF GRANT FUNDS TO RECIPIENT

The dissemination of Grant Funds shall only occur after the County reviews the Recipient's payment request to ensure that all expenditures detailed therein appear to qualify for payment in accordance with Exhibits A, B and C. Upon receipt of the Recipient's payment request as described above, the County shall disseminate Grant Funds for eligible expenditures therein within twenty (20) days of receipt of said payment request, unless the Fiscal Services Department extends this date because it needs more time to verify eligibility of invoiced items.

6. EVOLUTION OF GRANT FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines that it makes to Exhibit A, during the term of this Agreement, the right to make such unilateral changes being expressly reserved by the County.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient sixty (60) days to cure. The County may or may not require the Recipient to return Grant Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: [Johnny Rodriguez, Executive Director, LAUP] at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or

extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Fuds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

[Latin Americans United for Progress; "LAUP"]

By: _____

Johnny Rodriguez, Its: Executive Director

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By: _____

Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

[Eligible and ineligible expenses, as well as payment structure and required activities.].

Exhibit A further explains how and when resources authorized by this grant agreement will be released to Recipient, specifically outlining how the itemization of expenses referenced in sections 4 and 5 will be manifested. This is a three-year grant to finance workforce training to underprivileged adults in Ottawa County, as further described in Exhibits B and C. Recipient expressly pledges that it will apply eligibility conditions consistently to all Ottawa County residents who are over the age of 18 regardless of age, race, disability, ethnic heritage, gender or religious affiliation. At least 80% of the funds must be spent on direct payments to adults for tuition or training or payments to educational or training partners to directly serve such adults or supportive services that remove barriers to credential attainment or employment. No more than 20% may be spent on the Recipient's staff or other administrative expenses.

The parties envision that $345,000 will be advanced in the first full year of the program. The County will release $260,00 for the second year, and the remaining $194,000 in year three, but only after the Recipient provides the County's Fiscal Services Department a comprehensive and detailed list of all expenditures incurred with the previously disbursed funds. All expenditures detailed therein must qualify for payment in accordance with Exhibits A, B and C. If ineligible expenses are determined from the County's review, the ineligible expenses will be withdrawn from the remaining payments due. Within 60 days after the expenditure of the remaining funds, the Recipient will forward a final comprehensive and detailed list of all expenditures and all must have qualified for payments in accordance with this Agreement and its Exhibits. If the County in its sole discretion determines that an expenditure does not qualify, the Recipient agrees to reimburse the County for the ineligible expenses.

Any amounts not expended on eligible expenses by July 1, 2026 will revert to the County's general fund.

This Agreement is issued under MCL §388.531, which authorizes a county to create a program of adult education subject to furnishing evidence concerning local or county needs for adult education satisfactory to the superintendent of public instruction. The County will submit such evidence after execution of this Agreement, but funding is conditioned upon the satisfaction of the Michigan superintendent of public instruction with Recipient's program.

EXHIBIT B
METRICS

The success of this grant will be measured by the following, which the Recipient must report progress toward goal on a quarterly basis:

1. Names of program participants and whether they completed their GED, ESL or Citizenship as a result of the LAUP Basic Adult education programs (GED, ESL, Citizenship); Goal: 600.

2. Name of program participants and whether they complete the new education or training offerings determined by the end of first calendar year of program; Goal: 300 participants.

3. Names of program participants employed as a result of their program completion; Goal: 300.

4. Names of program participants promoted to a higher level role including prior and subsequent position description; Goal: 200

5. Wage increases as a result of participants' hire or promotion, including name of participant an amount of increased compensation; Goal: $1M+.

6. Retention of program participants employed by a partnering employer; Goal: 70%

EXHIBIT C

RECIPIENT'S PROPOSAL

[Proposal and all attachments are incorporated by reference herein]

ARPA Business Stabilization – Full Application

NARRATIVE INSTRUCTIONS

Please provide the information in the Narrative using the headings indicated and in the order requested. The Narrative section of the proposal should be approximately 5 – 7 single spaced pages in total (**not** including the budget worksheet or other attachments). Please number the pages of the Narrative.

NARRATIVE OUTLINE

I. **Organizational Information**

- **Describe your organizational capacity to successfully implement the proposed project or program.**
  - LAUP began in 1964 when several grassroots Latino serving organizations in the Holland area merged together under a common name to pool resources and strength. Together, they were able to work on the formation of many well-known organizations such as Community Action House and Children's Afterschool Achievement. In 1986, LAUP was incorporated and registered as a 501(c)(3), marking the start of the modern LAUP. Since then, LAUP has been committed to community development through youth and adult programming, typically free of cost or very low cost. All of LAUP's programs are available to any community member regardless of their racial or ethnic identity.
  - LAUP would hire a Director of Workforce Development to lead this work and a Program Specialist to support the work. These would be great additions to our team that allow LAUP to build upon the successful basic Adult Education programming we have been leading for years. The added staff capacity would ensure program success and ability to sustain beyond initial ARPA funding.

  - **Provide a brief statement of the organization's mission and goals.**
    LAUP's mission is to empower Latinos to participate in creating a better community for ALL through Advocacy, Celebration, and Education. Our vision is to be the center of influence in our Latino community that builds bridges to opportunities and creates pathways to success for all by helping Latinos reach their highest potential academically, financially and socially. Additionally LAUP strives to empower latinos and be part of circles they are traditionally not a part of, such as politics and public service, so that they may facilitate the way for future generations. All of our programs and services are available to all, we do not discriminate based on racial or ethnic diversity.

  - **Describe the organization's financial history and current funding sources.**
    LAUP is currently funded through several grants and donations. In fiscal year 2022, LAUP is operating on a revenue of $295,000 split between unrestricted and restricted grants like NNICE, MI Poder Ottawa County United Way, Women of Color Give, along with revenue from community events, fundraising events and business sponsorships..

  - **Describe the organization's board and staff leadership.**
    It is important for LAUP to have a diverse board of directors, both in terms of social identities as well as careers. Among the board we have representation from banks like Huntington Bank (Martin Veliz), the Holland Public Safety department (Captain Bob Burrsma), large area-based corporations (Daniel Quintanilla, Gentex and Monica Ramirez, MillerKnoll), insurance companies,and nonprofit organizations. LAUP is proud to enforce a bylaw stating that the majority of the board must be latino in order to accurately reflect the community. LAUP has an entirely latino staff, with complete latino leadership. Johnny Rodriguez, the current executive director is in his first year and has been able to take LAUP in an aggressive new direction, quickly making up for lost time from Covid.

- **Describe current programs, activities and record of past project/program delivery.** LAUP currently offers a wide variety of programming for adults and youth in the Holland community. Serving roughly 700 people annually. Adult programming includes GED classes in Spanish and English, Citizenship classes, Spanish courses, English as a second language classes, financial literacy and health through salsa. The youth programming is for 8th to 12th grade students in the greater Holland area and offers tutoring, homework assistance, volunteering opportunities, college visits, and access/help with FAFSA and scholarships. Program delivery projects initiated by LAUP are recorded and analyzed to ensure both an responsible use of funds that meet a genuine need of the community. The strongest programs currently are the Adelante and Mas Adelante youth programs, which were awarded over $800,000 in scholarships for the class of 2022. The citizenship program is strongly attended with 26 students in the spring 2022 semester with 10 of them proceeding to make appointments with lawyers at Lighthouse Immigrant Advocates.

II. **Statement of Need**

- **Describe the community need or issue to be addressed and why it is important for Ottawa County.**
  - **Please prioritize referencing any local data available on the need you will be addressing.**

- The talent needs and shortage in our region require immediate action by those with relationships with community members that may not be in the labor force or strive for an opportunity to elevate their career.
- This program would be inclusive for participants of all ethnicities and we believe that LAUP's name and history will help to increase Latino participation in the programming. The Latino community is underserved by existing workforce development programming.
- LAUP is a trusted resource for the Latino population in West Michigan which continues to increase and is predicted to be the majority within the next twenty years. In West Michigan Latinos account for 8% of the total population, 10% in Ottawa County and 24% in the City of Holland.
- Unfortunately, today Latinos and other BIPOC community members are disproportionately represented in lower wage roles in the community. The demographics of the manufacturing workforce in Ottawa County from 2010-2022 are 30,641 white workers to 6,019 Hispanic or Latino workers, a 5:1 ratio. For the same time frame for management of companies or enterprises, there were 183 white managers compared to 11 Hispanic or Latino, nearly a 17:1 ratio.
- Being intentional with investing in the community will not only help to address talent shortages but is also an equitable workforce development practice that will help empower and elevate which is essential to change the narrative and move the needle on greater representation for BIPOC into higher levels of employment.
- LAUP seeks to increase the upward mobility and economic stability for all community members who are working in lower wage roles through intentional career development opportunities and wrap-around support. This preparation to move into high skilled/higher wage roles, will provide an increase in wages that will lead to greater financial security, self-sufficiency and overall well-being.

III. **Project Description**

- **Describe the project's action plan from start to completion.**
  LAUP's adult programming has historically focused on basic adult education such as GED, computer literacy, citizenship and ESL. These continue to be essential to providing opportunities to

gain employment. Expanding this work through the creation of a Workforce Development Initiative, LAUP will take a leadership role in coordinating community resources to make an intentional investment in the Latino population, because they are underserved, and disproportionately represented in lower wage roles, as well as community members of all backgrounds. This will help people move from entry level roles to mid and high skill/wage roles that in turn create greater financial security and self-sufficiency.

In recent months, LAUP has connected with several employers in the community that are interested in working together. This work must be strategic and informed on best practice in effort to reach the goal of having greater Latino representation at all levels of employment. LAUP is positioned well to lead this work in the greater Holland community.

- This work is informed by two national models – 1) "Outside In, Inside Up" is a model with proven success in the healthcare industry to help communicate the pathways and support individual needs to upward mobility leading to greater representation in higher level roles. In West Michigan, this work has been successfully replicated by Trinity Health – Grand Rapids in partnership with the SOURCE and West Michigan Works since 2019. 2) U.S. Chamber of Commerce Talent Pipeline Management Program convenes employers and puts them in a leadership role to drive change within their organizations in partnership with community based organizations. Both of these models provide frameworks that can be tailored to meet the needs of the local workforce while helping employers to evaluate internal practices that perpetuate inequities and replace with evidence based practices proven to reduce bias in hiring and advancement. This is achieved in partnership with community partners and educational providers that are able to leverage resources across an employer collaborative.
- This work is a three-prong approach that will be flexible to support the needs and educational interests of individuals, a single employer and among the employer collaborative.

- **Include a timetable for implementation.**

Timeline:

<u>Phase 1: Organizing Partners, Identifying Strategic Priorities, Creating Plan of Action</u>
Timeframe: 9 - 12 months (through Mid to late 2023)

- LAUP to hire a Director of Workforce Development
- Send this director to a US Chamber of Commerce Talent Pipeline Management training
- Begin to build internal capacity for data collection, analytics, and reporting
- Begin to convene employer partners and community based organizations that will evaluate workforce needs and opportunities to work together to co-design solutions to meet those needs while being intentional about supporting Latinos in the greater Holland community
- Begin engagement with other community based organizations Lighthouse Immigrant Advocates, Salvation Army, and the Source.
- Begin engagement with education partners Zeeland Adult Education, GRCC Lakeshore, and M-Tec to explore opportunities to leverage current grant dollars focused on manufacturing and healthcare workforce in alignment of strategic priorities of employers.
- Partner with the Source to provide wrap-around resource navigation to LAUP clients
- Capture data on needs of LAUP clients to inform additional supports that will help make programming more successful in the implementation phase

- This phase will result in clarity of strategic priorities aligned with greatest workforce needs and commitments made from employer and community partners to proceed.

Phase 2: Implementation
Timeframe: Ongoing (Mid to late 2023 to 2025)

- Upskill work begins in strategic focus areas determined by CBO and employer group. Exact program(s) to be determined in phase 1 through engagement and commitment from employer partners. The target would be skills to entry career path and programs to continue to develop skills to move to mid-level roles. We would seek to leverage grant dollars held by GRCC through the One Workforce and Michigan Coalition for Accelerated Healthcare Pathways programs to help offset the cost of these training programs.
    - Examples: Industrial Maintenance, Welding, Customer Service, Medical Assistant
- Wrap-around support for LAUP clients continues. Options to continue through employer explored for sustainability beyond grant.
- Hold regular employer network convening to discuss progress, share best practices and work through struggles.
- Continuous feedback loop among all partners to allow for process improvements aligned with goals and intended outcomes.

Phase 3: Post ARPA Grant Continuation
Timeframe: 2026 and ongoing

- Shift in cost of most of the contractual services to employer partners.
- Engagement with employer partners and other funders(federal, foundation, individual) to support continuation of this work.
- Hold regular employer network convening to discuss progress, share best practices and work through struggles.
- Continuous feedback loop among all partners to allow for process improvements aligned with goals, intended outcomes and changing needs over time.

Describe the qualifications of key personnel and lead stakeholders that will ensure the success of the project/program.

LAUP Executive Director, Johnny Rodriguez, is an experienced Human Resources leader with prior experience in talent recruitment, acquisition, and employee relations. He has focused on strong partnerships with employers, educational partners and community based organizations in his first year at LAUP that has resulted in the largest ever revenue and multi-year financial commitments for LAUP.

An experienced leader in workforce development will be hired for the Director of Workforce Development role and a program specialist to support this work. These two roles are essential in program delivery, organizational capacity, and sustainability of the work beyond the initial grant phase.

The LAUP planning team consists of leaders of local businesses and nonprofit organizations with combined experiences in organizational leadership, human resources, talent development, post-secondary education, and adult education and training.

Community based organization partners have years of experience in their respective areas and have staff capacity to support this work.

- The Source will provide wrap-around resource navigation support to LAUP clients, consultation for internal infrastructure to LAUP to implement a large grant, data tracking and analytics,growing the staff,

and consultation/thought leadership to program structure based on previous work in the "outside in, inside up" space. Their support will help LAUP to capture data on clients served that will help to inform potential additional supports needed in future iterations of this work. This will be instrumental in helping to have data that speaks to the needs of the Latino community while helping LAUP to set up their own improved data tracking practices. Additionally, their guidance in internal practices will help LAUP with to build internal capacity. They will join the planning team to provide support and guidance in the implementation of this work.

- Lighthouse Immigrant Advocates provide legal support to those seeking immigration support. This is a common barrier for participants in LAUP's basic adult education programming. By contracting with them, they will dedicate some resources to supporting LAUP clients.
- The Salvation Army has already started work with LAUP to co-design a leadership development program. By contracting with them, LAUP ensures a dedicated resource on their team tol help to build out this training program.
- Zeeland Adult Education has been a partner to LAUP for many years in the basic adult education program space. This partnership will continue and add capacity to serve more participants.

Educational partners, M-TEC and GRCC are experienced in working with employers and employer groups to build customized training solutions and leverage grant dollars to do so. As committed partners on the Lakeshore, LAUP can ensure that there are training and education program opportunities that are available on the lakeshore that are in alignment with what partner employers are seeking to hire for. This allows LAUP to continue as a thought partner with M-TEC and GRCC in the best ways to support Latino learners.

If this project/program will be serving county-wide and/or extends beyond the usual geographic service area of your organization, please describe specifically how services will be provided across the entire service area.

Although this program will be primarily focused on the greater Holland community, its reach will be throughout the county and surrounding counties through the current incumbent workforce of partner employers based on where the employee lives. Services will be delivered through the LAUP office, onsite at education partner institutions, and onsite at employers that are spread out throughout the community. Additionally, the wrap around support can be by phone or virtual appointment.

Describe the long-term, transformational impact that will result from ARPA's investment in this project/program.
If the proposed project/program addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations, please describe how.

LAUP believes the three years of initial programming will be enough to demonstrate an impact in upward mobility, diverse representation in higher wage roles, and financial security of Latinos and all Ottawa County citizen that participate in this programming. The models used to inform this work have proven success in helping employers to evaluate internal practices that perpetuate inequities and replace them with evidence based practices proven to reduce bias in hiring and advancement. We expect employers to report on changes to internal processes and policies that lead to more equitable hiring, development and promotion.

We expect to see an impact to wages in the amount of $1.25M in the short term that will help to create greater financial security allowing for greater stability in the household with a ripple effect into the family creating generational wealth.

Based on a recent economic impact study from Lightcast (formerly EMSI) we estimate the economic impact of this work to be:

- An increase of 657 jobs in Ottawa County (for every 1 job created another .64 would be created as a result)
- An increase in aggregated earnings by $43.6M in Ottawa County
- An increase in taxes on production and imports of $4.3M in Ottawa County

IV. **Community Partnership**

- **List any collaborative partners in the project/program and explain how you will leverage the strengths of different organizations to maximize community impact.**

- LAUP's collaborative partners would include Lighthouse Immigrant Advocates, Salvation Army, Zeeland Adult Education, The SOURCE, MTEC, GRCC, MI Works and employers such as MillerKnoll, Gentex Corporation Request Foods and Meijer. All partners have significant experience in collaborative partnerships and a few have proven success with implementing larger dollar, multi-year grants with sub-grantees and reporting responsibilities. These grants have come from the federal government, State of Michigan, W.K. Kellogg Foundation, Wege Foundation, Spectrum Health Healthier Communities, and the Aspen Institute.

- **Acknowledge similar existing projects/programs, if any, and explain how your project/program differs, and if an effort will be made to work cooperatively**.
- No other organization is better positioned to engage the growing Latino population than LAUP in partnership with our collaborative partners. LAUP has been a trusted resource in the Latino community for years. By leading this important work, LAUP can ensure engagement of Latinos that might have otherwise been skeptical of other organizations taking the lead. West Michigan Works!, the leading workforce development organization in our area, recognizes the need and demonstrates their support in the attached letter of intent. For non-Latino participants, they will benefit by working in a more diverse workforce, which has a proven business case for success as it leads to greater innovation and ability to serve diverse customers.

V. **Evaluation**

- **Describe how return on investment will be measured based on verified outcome-based results.**

A third party evaluator would be hired to support overall program evaluation.

There are two distinct groups that will be measured to help evaluate program effectiveness and provide data to inform continuous improvement opportunities.

Group 1: "Outside In" Group which consists of the general adult population served by LAUP that is not connected directly to an employer partner. Their engagement is to prepare for employment and/or upskill for higher levels of employment.

- Number of program participants and completers from LAUP Basic Adult education programs
- Number of program participants and completers from new education or training offerings determined by the end of first year of program
- Number of program participants employed as a result of their program completion
- Wage increase at time of hire
- Wage increase at 6 and 12 months

Group 2: "Inside Up" Group which consists of participants already employed by a partner employer that engage in the program for their career advancement.

- Number of program participants and completers of training programs
- Number promoted to a higher level role
- Wage increase as a result of completed training and/or job promotion
- Retention by employer and community

- Employer partners will commit to providing their internal data quarterly that will help measure or track
    - Diversity and representation at various levels
    - Wage increases
    - retention
    - changes to internal policies or protocols as it relates to a more equitable approach to hiring, development and promotion

- At a community level, we would expect ALICE (Asset Limited, Income Constrained, Employed) numbers to decrease overall and for the Latino population

Annual Goals:

	"Outside In" Group		**"Inside Up" Group**		**Overall**
	LAUP Basic Adult Education Completions	# Employed (previous unemployed or underemployed)	New education or training program completions	# Promoted	Wage Increase
Year 1	300	100	25	20	$250,000
Year 2	350	125	125	80	$425,000
Year 3	400	150	150	100	$575,000
End of Year 3 Target	1050	375	300	200	$1.25M
Year 4+	400+	150+	300+	200+	$1.25M+

A baseline for Latino representation will be determined in phase 1 by employer partners with goals set and tracked after.

VI. **Budget/Financial Information**

- **Describe overall project/program costs and specifically how ARPA dollars would be expended.**
    - **Please describe how each budget item relates to the project/program and how the amount was calculated.**

The salary and fringe benefits were calculated for LAUP staff based on current wages and predicted salary for the Workforce Director and Program Specialist roles. Additionally, a 3-5% increase was included for years two and three to allow for wage increases for cost of living and merit. These roles are critical in the convening of employers, educational partners and community based organizations and the organizational capacity to lead the work and sustain it over time.

Program materials are essential to ensure program success. This includes a career assessment license for LAUP so that it can be used among all participants. The amount was an estimate based on a quote from a potential provider.

Additional office supplies will be needed to support the new programming. This was calculated based on current office supply costs for LAUP.

Rent and utilities were calculated based on current costs and anticipated increase in areas such as phones, IT, audit and accounting. Rent and other utilities are already accounted for in LAUP's annual budget.

Having budget dollars to allow LAUP staff and program planning members to attend trainings, conferences and meetings in addition to travel costs are necessary to ensure LAUP is gaining the best knowledge and building a national network to inform the work.

Hiring a third party evaluator will be essential to prove the validity of the work and aid LAUP in going after additional funding sources such as Federal grants and grants from large foundations. This will also help to solidify partnership with additional employers.

The training funds will be used to support community members that are unemployed or not currently connected to a partnering employer for training that will lead to employment. The client funds will be used through the wrap-around support to ensure that there are dollars to alleviate barriers to employment, remaining employed and career advancement. These funds would be dispersed through interaction with the Source Resource Navigator, who is a skilled in assessing and supporting unique needs of each client.

Being able to share financial resources with key community based organization partners that will dedicate headcount to this work will be essential to remain a priority for them. This amount was calculated based on the amount of FTE they would need to allocate to support the program.

- **Describe how your organization plans to obtain the necessary additional funding to implement the proposed project/program and if applicable, sustain it beyond the ARPA funding period.**

LAUP has $40,000 committed toward this program to date from individual donors and sponsorships. We feel confident in our ability to secure $180,000 in corporate support and $70,000 in sponsorships over the three year program start-up given the direct connection to the local workforce. This will be a "pay to play" program for employer partners and we have a few that have already committed to support this program knowing a financial contribution will be required. Once the initial planning phase that occurs in 2023 is complete, we plan to request support from foundations, a federal grant, the Aspen Institute, etc. The formal commitments from business partners and exact plan of action for training needs that are made during the planning phase will provide the details needed to request these additional funds.

In addition to the budget outlined on the pages that follow, we estimate another $3.5 million in contributions from our employer and educational partners as well as other training/education grant dollars available in the community. The total contributions of employer and educational partners in the form of time committed to supporting the program in planning meetings, internal FTE allocation, and training expenses to be approximately $3.3 million; and approximately $210,000 in leveraged grants our educational partners already have access to that are specifically for manufacturing and healthcare talent.

In planning for the long-term financial sustainability of a Workforce Development Program, LAUP expects that the three years of support will be enough to prove the value to employer partners and funders for continued support. Specifically, we believe we can continue to get financial support from employer partners as well as shift ownership of training/education and wrap-around support expenses to them in the years beyond the grant. Additionally, we expect the ability to secure additional federal grant and foundation dollars in partnership with

our community based organization and educational partners given the collaborative nature of the work and an expected favorable evaluation that proves a model to increase diverse representation at higher levels of employment and increased personal financial security from increased wages of participants.

- **In the event that we are unable to meet your full request, please indicate priority items in the proposed expenses.**

Should the total ask of $799,000 not be awarded, the size and scope of program participants could be modified to reduce expenses related to program materials, office supplies, and client support/training funds. This would however, jeopardize the current employer interest in partnering in this work and momentum LAUP is experiencing.

- **Complete and attach the Grant Budget Worksheet.**

Detailed budget by year is attached.

GRANT BUDGET WORKSHEET

Expenses: Include description and total amount for each of the following budget categories, adding any that may not be listed, as appropriate to your project/program.

EXPENDITURE CATEGORY	**ARPA REQUEST** Column A	**OTHER FUNDS** Column B	**TOTAL COSTS** Column A + Column B
Salary (2.3 FTE)*	200000	1800000	380000
Fringe Benefits	40000	35000	75000
Program Materials	15000	10000	25000
Office Supplies	0	12000	12000
Equipment			
Training	14000	14000	28000
Consultant Fees			
Rent/Utilities	15500	20000	36500
Client Support/Training Funds	85000	27500	112500
Contractual Services	378500	216500	595000
Evaluation	50000	0	50000
Capital Expenses			
TOTAL	799,0000	515000	1314000

*Includes a portion of the executive director's time.

Revenue: Please indicate a description and the total amount for other sources of revenue that have been committed or are pending in relation to your project/program.

REVENUE SOURCE	**PENDING** Column A	**COMMITTED** Column B	**TOTAL** Column A + Column B
ARPA Request	799,000		799,000
Other Government Grant(s)	120,000		120,000
Earned Income			
Corporate Support	180,000		180,000
Individual Support		10,000	10,000
Foundation Support	105,000		105,000
Sponsorships	70,000	30,000	100,000
TOTAL	1,274,000	40,000	1,314,000

LAUP Workforce Development Program Launch

		Year 1 - 2023	Year 2 - 2024	Year 3 - 2025	Total	Year 4 - 2026	
Personnel							
	Director of Workforce Development Salary	$62,000	$65,000	$68,000		$72,000	
	Program Specialist Salary *hire half way through first year	$22,000	$50,000	$53,000		$56,000	
	Executive Director Salary	$25,000	$20,000	$15,000	**$380,000**	$15,000	
	Fringe Benefits	$20,000	$25,000	$30,000	**$75,000**	$35,000	
Program Materials							
	Career Assessment License	*$5,000*	$10,000	$10,000	**$25,000**	$10,000	
Office Supplies							
	Office Supplies	$4,000	$4,000	$4,000	**$12,000**	$4,000	
Training							
	Training	$3,000	$2,000	$2,000		$2,000	
	Conferences + Meetings	$4,000	$4,000	$4,000		$4,000	
	Travel	$3,000	$3,000	$3,000	**$28,000**	$3,000	
Rent/Utilities							
	Phones	$6,000	$6,000	$6,000		$6,000	
	IT	$3,000	$3,000	$2,000		$2,000	
	Audit	$1,000	$1,000	$1,000		$1,000	
	Accounting	$2,500	$2,500	$2,500		$2,500	
	Rent **already in general LAUP budget*				**$36,500**		
Training / Client Funds							
	Training Funds	$10,000	$20,000	$15,000		$15,000	
	Participant Support Funds	$20,000	$20,000	$20,000		$10,000	
	Testing and Credentials	$1,500	$3,000	$3,000	**$112,500**	$3,000	
Contractual Services		**These partners will include their indirect costs with their fee for service*					
	Source Resource Navigator & Program Support	$125,000	$100,000	$100,000		$25,000	**reduced need for LAUP clients, shift remaining cost to employer*
	Lighthouse Immigrant Advocates	$50,000	$50,000	$50,000		$15,000	**reduced need for LAUP clients, shift remaining cost to employer*
	Salvation Army	$25,000	$25,000	$25,000		$5,000	**reduced need for LAUP clients, shift remaining cost to employer*
	Zeeland Adult Education	$15,000	$15,000	$15,000	**$595,000**	$5,000	**reduced need for LAUP clients, shift remaining cost to employer*
Evaluation		$0	$25,000	$25,000	**$50,000**	$0	
	Total Budget by Year	**$407,000**	**$453,500**	**$453,500**	**$1,314,000**	**$290,500**	
Revenue							
	Source:						
	ARPA Grant	**$347,000**	**$258,500**	**$193,500**	**$799,000**	**$0**	
	Federal Grant		$55,000	$65,000		$120,000	
	Coporate Support		$80,000	$100,000		$100,000	
	Individual Support	$10,000				$15,500	
	Foundation Support	$20,000	$30,000	$55,000		$25,000	
	Business Sponsorship/LAUP Budget	$30,000	$30,000	$40,000		$30,000	
		$60,000	$195,000	$260,000	**$515,000**		
				Total Revenue	**$1,314,000**	**$290,500**	
	ARPA Funds %	85.26%	57.00%	42.67%		0.00%	
	Other Funding Sources %	14.74%	43.00%	57.33%		100%	
Not included in budget:							
Value of Employer & Educational Partner Contributions							
	Personnel for planning meetings, internal FTE allocation, training/education expeneses	$1,095,000	$1,095,000	$1,095,000			
	Leveraged community grants for manufacturing & healthcare	$21,000	$94,500	$94,500			
				Subtotal	**$3,495,000**		

Latin Americans United for Progress

Profit and Loss

January - August, 2022

	TOTAL
Income	
Community Services	120.00
Donations/Grants	
Community (Brooks, GRCC, Hope, Mellen, HMI, WOC)	28,136.00
Corporate	95,175.89
Family/Individual Contributions	7,955.01
Foundation	7,000.00
United Way Grant	10,000.00
Total Donations/Grants	**148,266.90**
Events/Fundraisers	-231.15
Fiesta/Together Again	69,857.63
Gala	5,000.00
Golf Outing	18,852.52
Youth Conference	6,909.19
Total Events/Fundraisers	**100,388.19**
Program Fees - Spanish Class	1,955.00
Program Fees - Translation	431.00
Restricted - HMI	10,000.00
Restricted - NNICE Vaccine Equity	67,600.00
Restricted - United Way	6,904.63
Translation	120.00
Total Income	**$335,785.72**
GROSS PROFIT	**$335,785.72**
Expenses	
Adult Development Programs	
Citizenship Instructor	1,000.00
Citizenship Materials	39.98
Citizenship Snacks	81.21
GED Instructor	2,700.00
GED Materials	700.18
Spanish Instructor	750.00
Spanish Materials	192.59
Total Adult Development Programs	**5,463.96**
Community Engagement Project	2,500.00
Meeting Exp Food Catering	30.16
Total Community Engagement Project	**2,530.16**

Latin Americans United for Progress

Profit and Loss

January - August, 2022

	TOTAL
Events	4,718.82
Fiesta/Together Again	27,453.81
Gala	1,957.50
Golf Outing	8,625.89
Total Events	**42,756.02**
Insurance	
Workers Comp	856.00
Total Insurance	**856.00**
Occupancy	
Rent	8,590.00
Total Occupancy	**8,590.00**
Office Expenses	581.71
Copier and Software	7,600.25
Events/Meals	732.97
Mileage/Travel	542.05
Office Move/Expenses 2022	10,236.34
Office Supplies	3,016.60
Postage	36.00
Relational Engagement	1,129.41
Total Office Expenses	**23,875.33**
Scholarships	3,500.00
Services/Professional/Online/Dues/Subscriptions/Fees	180.89
Accounting	5,354.49
Bank Charges	767.48
Marketing	2,385.52
Memberships	910.00
Online Services - Blackbaud/ETapestry	1,025.49
Total Services/Professional/Online/Dues/Subscriptions/Fees	**10,623.87**
Wages	
Benefits	9,165.50
Employer Taxes	14,081.16
Office Employees	73,639.90
Total Wages	**96,886.56**
Youth Development Programs	485.33
Adelante Field Trips/College Visits	165.00
Adelante Graduation Awards	167.68
Adelante Marketing/Recruitment	669.64
Adelante Snacks	263.52
Mas Adelante Class Materials	169.52
Mas Adelante Field Trips/College Visits	672.02
Mas Adelante Graduation Awards	472.67

Latin Americans United for Progress

Profit and Loss

January - August, 2022

	TOTAL
Mas Adelante Marketing/Recruitment	705.68
Mas Adelante Snacks	226.19
Total Youth Development Programs	**3,997.25**
Total Expenses	**$199,079.15**
NET OPERATING INCOME	**$136,706.57**
Other Income	
Interest Earned	38.10
Total Other Income	**$38.10**
NET OTHER INCOME	**$38.10**
NET INCOME	**$136,744.67**

Board of Directors

Martin Veliz, Vice President
Huntington Bank

Alma Valenzuela, Treasurer
LAR Counseling

Abraham Roa, Secretary
MI Home Group

Esperanza Degnan, Director
PriceWaterhouseCoopers

Bob Buursma, Director
Holland Department of Public Safety

Salomon Caballero, Director
Haworth

Alison Freas, Director
The Source

Monica Ramirez, Director
MillerKnoll

Tim Marroquin, Director
Grand Rapids Catholic Central

Daniel Quintanilla, Director
Gentex Corporation

Luis Gomez, Director
Meijer Inc.

Mary Carrizales
Boys and Girls Club of Greater Holland

Tina Pietrangelo
Pilant Plastics

Rev. Ben Aguilera, President
BLVD. Church

REQUEST FOODS, INC.

November 3, 2022

To Whom it May Concern,

Request Foods, Inc. is a premier employer located in Holland, MI (Ottawa County) operating in the convenience frozen food manufacturing industry. Request Foods currently employs 1000+ team members who primarily reside in the Ottawa County (Holland/Zeeland) region. Request Foods is family owned and operated.

For many years, Request Foods has been a strong supporter of the L.A.U.P. organization, Latin Americans United for Progress, helping to support L.A.U.P.'s mission of advancing Latinos in all facets of their lives, both personal and professional. As Request Foods employs over 400+ Latino team members, at all levels of our organization, its management team foresees the continued employment, and successes, of many more Latinos helping support its organizational growth. The programs and community activities L.A.U.P. engages in both directly, and indirectly, assist Request Foods with its attraction of, and care for, our current and future Latino team members.

Request Foods recognizes L.A.U.P is laying the groundwork with its request for ARPA funding and is willing to be a continued community partner as we understand future financial commitment will be necessary to sustain the work. Request Foods understands that LAUP's programs are inclusive and accessible to anyone in Ottawa County. Specifically, the adult programming under the proposed Workforce Development Initiative would require participants to be 18 years of age or older.

To that end, Request Foods wholeheartedly supports and will continue to financially partner with L.A.U.P. in its endeavors to be a benefactor of Ottawa County ARPA funds, specifically for their Workforce Development program.

Sincerely,

Mark Zink

Mark Zink
Senior Director of People Services
Request Foods

P.O. Box 2577, 49422-2577 • 3460 John F. Donnelly Drive • Holland, MI 49424 • 616.786.0900 • fax 616.786.9180 www.requestfoods.com

11/03/2022

Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland MI 49423

Dear Johnny Rodriguez,

Please accept this letter of agreement for the LAUP Workforce Development project. We strongly support LAUP as it seeks to increase the upward mobility and economic stability for Latinos who are working in lower wage roles through intentional career development opportunities and wrap-around support. This preparation to move into high skilled/higher wage roles, will provide an increase in wages that will lead to greater financial security, self-sufficiency and overall well-being.

MillerKnoll is committed to the growth and development of all our associates by providing them with the training and education necessary to keep exceeding the expectations of our customers. As a company we recognize this is only possible by having partners that engage the talent available in the community to equip them with the necessary skills, enriching the pool of professionals available for us and the broader business community.

Milleknoll recognizes L.A.U.P is laying the groundwork with its request for ARPA funding and is willing to be a continued community partner as we understand future financial commitment will be necessary to sustain the work. MillerKnoll understands that LAUP's programs are inclusive and accessible to anyone in Ottawa County. Specifically, the adult programming under the proposed Workforce Development Initiative would require participants to be 18 years of age or older.

We look forward to working with you in supporting the Latino community and continue supporting LAUP’s mission of a better community for all!

Respectfully,

Francisco Henriquez Montiel

VP of Manufacturing for the Americas

ADMINISTRATIVE OFFICE
Area Community Services Employment & Training Council
215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4100

SERVICE CENTERS

Allegan County
3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

Barry County
130 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County
603 W Adams St
Ionia, MI 48846
(616) 389-8525

Kent County
121 Franklin SE
Grand Rapids, MI 49507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County
114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County
316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County
12331 James St, Suite 130
Holland, MI 49424
(616) 396-2154

November 8, 2022

Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street, Suite 31
Holland MI 49423

Subject: Workforce Development Project

Dear Johnny Rodriguez,

Please accept this letter of support for the Latin Americans United for Progress (LAUP) Workforce Development project.

Not only does West Michigan Works! (WMW) support the work being done by LAUP, but we are also pleased to have the opportunity to partner with a goal to coordinate efforts as it seeks to increase upward mobility and economic stability for Latinos who are working in lower-wage roles through intentional career development opportunities and wrap-around support for eligible participants. This preparation to move into high-skilled/higher-wage roles will increase wages, leading to greater financial security, self-sufficiency, and overall well-being. When individuals feel a sense of belonging, ownership, and purpose, they're likely to feel happier and stay longer in their employment.

WMW understands that LAUP's programs are inclusive and accessible to anyone in Ottawa County. Specifically, the adult programming under the proposed Workforce Development Initiative would require participants to be 18 years or older.

WMW serves a seven-county region, including Allegan, Barry, Ionia, Kent, Montcalm, Muskegon, and Ottawa counties. In partnership with employers, educators, economic developers, and community organizations, we work to create a qualified workforce that meets our region's current and future talent needs and fuels our shared economic future.

Services that we are committed to including but are not limited to the following:

- For individuals eligible for our programs, we will provide access to career coaching and scholarship opportunities, including on-the-job training opportunities.
- Labor Market Information (LMI) to assist in career planning and development.
- Connections to employment and apprenticeships programs.
- Job search assistance and employment readiness workshops.
- Resource navigation.

We look forward to working with you to support the Latino community and continue supporting LAUP's mission of a better society for all!

Sincerely,

Jacob Maas
Chief Executive Officer

West Michigan Works! is a division of ACSET, an equal opportunity employer/program and a proud partner of the American Job Center network. Auxiliary aids and services are available upon request to individuals with disabilities. West Michigan Works! is supported by state and federal funds; more details at westmiworks.org/about/. TTY 711.

GENTEX
CORPORATION

October 3, 2022

Mr. Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland MI 49423

Dear Mr. Rodriguez,

Please accept this letter of agreement for the LAUP Workforce Development project. We strongly support LAUP as it seeks to increase the upward mobility and economic stability for Latinos who are working in lower wage roles through intentional career development opportunities and wrap-around support. This preparation to move into high skilled/higher wage roles, will provide an increase in wages that will lead to greater financial security, self-sufficiency and overall well-being.

Gentex Corporation is a Zeeland, Michigan-based manufacturer and supplier of digital vision, connected car, dimmable glass, and fire protection technologies. Gentex Corporation is committed to the growth and development of all our team members by providing them with the training and education necessary to keep exceeding the expectations of our customers. As a company, we recognize the importance of having partners that engage the talent available in the community to equip them with the necessary skills, enriching the pool of professionals available for us and the broader business community.

Gentex Corporation recognizes LAUP is laying the groundwork with its request for ARPA funding and is willing to be a continued community partner as we understand future financial commitment will be necessary to sustain the work. To that end, Gentex Corporation wholeheartedly supports and will continue to partner with LAUP in its endeavors to be a benefactor of Ottawa County ARPA funds, specifically for their Workforce

We look forward to working with you in supporting the Latino community and continue supporting LAUP's mission of a better community for all!

Sincerely,

Scott Ryan

Scott Ryan
Vice President, General Counsel
and Corporate Secretary

GRCC

October 1, 2022

Mr. Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland MI 49423

Dear Johnny,

Grand Rapids Community College (GRCC) is pleased to write this letter of support for the LAUP Workforce Development project for Ottawa County ARPA funds. We strongly support LAUP as it seeks to increase the upward mobility and economic stability for Latinos who are working in lower wage roles through intentional career development, educational opportunities and wrap-around support to ensure success. This preparation to move into high skilled/higher wage roles, should provide an increase in wages that will lead to greater financial security, self-sufficiency and overall well-being for individuals from Ottawa county.

GRCC and LAUP have been working together for years to uplift individuals in our community. LAUP's strong relationships in the Latino community and GRCC's educational offerings will allow for individuals to empower their economic security. We are excited to try new innovative ways to provide high quality, employer demanded credentials to ensure success.

We look forward to working with you in supporting the Latino community and continue supporting LAUP's mission of a better community for all!

Sincerely,

Julie Parks

Julie Parks
Dean, Workforce Training
Interim Dean, Business & Industry
jparks@grcc.edu,, 616-234-3714

Lighthouse IMMIGRANT ADVOCATES

735 Paw Paw | Dr | Holland, MI 49423
(616) 298-8984
admin@lia-michigan.org
https://lia-michigan.org

9/30/2022

Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland MI 49423

Dear Johnny Rodriguez,

Please accept this letter of support for the LAUP Workforce Development project. We strongly support LAUP as it seeks to increase the upward mobility and economic stability for Latinos who are working in lower-wage roles through intentional career development opportunities and wrap-around support. This preparation to move into high-skilled and higher-wage roles will lead to an increase in wages and greater financial security, self-sufficiency, and overall well-being.

We are honored to continue building on years of partnership between Lighthouse Immigrant Advocates and LAUP. With demonstrated success in our combined citizenship programs and numerous outreach initiatives with aligned values and goals, we are eager to continue serving our community's residents with dignity and respect together.

We look forward to working with you in supporting the Latino community and continue supporting LAUP's mission of a better community for all!

Respectfully,

David Lee
Advancement Director, Interim Executive Director
Lighthouse Immigrant Advocates

Ottawa Area ISD®
Learn. Serve. Lead.

Thompson M-TEC™
6364 136th Avenue Pvt., Holland MI 49424
616.738.8935 • Fax 616.738.8936
oaisd.org
mtec.org

10/5/22

Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland, MI 49423

Dear Johnny Rodriguez,

Please accept this letter of agreement for the LAUP Workforce Development project. We strongly support LAUP as it seeks to increase the upward mobility and economic stability for Latinos who are working in lower wage roles through intentional career development opportunities and wrap-around support. This preparation to move into high skilled/higher wage roles, will provide an increase in wages that will lead to greater financial security, self-sufficiency, and overall well-being.

We appreciate the opportunities we have had to partner with you in providing career coaching to your students. Continuing this partnership and expanding our services to work with you in helping the members of the Latino community to reach their full potential is one of our ongoing goals.

We look forward to working with you in supporting the Latino community and in supporting LAUP's mission of a better community for all!

Respectfully,

Tonia Castillo

Tonia Castillo
Director of Adult Training
& Career Services

the source

October 1, 2022

Ottawa County ARPA Evaluation Committee:

Please accept this letter in support of LAUP as an ARPA recipient. These funds will allow LAUP to launch a Workforce Development Program that will convene employer partners, educational partners and community based organizations, in an effort to come together to improve the upward mobility for Latinos.

LAUP has been in the Holland community since 1964 focused on advocacy, empowerment and education. LAUP's current adult programming provides basic adult education classes to meet the needs in the community. This provides a great starting ground to build upon through the Workforce Development program.

LAUP has been approached from several employer partners over the past year to aid in employee attraction and development to ensure that Latinos are represented in higher levels roles of employment. This work must be strategic and informed by best practices. This work must also be coordinated across several partners in the community to have a large scale impact. LAUP is positioned well to lead this work in the greater Holland community given the level of trust they hold within the Latino community.

The Source is committed as a partner in this work. Specifically, we would provide wrap-around support to LAUP clients while assisting LAUP in building the internal infrastructure to effectively grow their team, manage a large grant, and improve their data tracking capabilities.

Sincerely,

Alison Freas

Alison Freas
Executive Director

616-452-5295 1505 44th St SW, Wyoming, MI 49509 grsource.org

THINKERS.
BELIEVERS.
DOERS.

October 17, 2022
Mr. Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland MI 49423

Mr. Rodriguez,

Please accept this letter of support for the LAUP Workforce Development Project. We applaud LAUP in their continued efforts to increase upward mobility and economic stability for Latinos through strategic career development opportunities and support. These efforts will help equip the Latino community for long term career and financial success.

Shape Corp. is a globally headquartered in Grand Haven, Michigan. We are a tier one automotive supplier specializing in the design and manufacturing of crash management safety systems. The Shape Family is one of Thinkers, Believers, and Doers. We recognize and applaud LAUP for having a similar mindset. We value our partnership with LAUP and look forward to working with the program participants who will, no doubt, have developed valuable skills needed at Shape Corp.

Shape Corp. recognizes LAUP is laying the groundwork with its request for ARPA funding and is willing to be a continued community partner as we understand future financial commitment will be necessary to sustain the work. To that end, Shape wholeheartedly supports and will continue to partner with LAUP in its endeavors to be a benefactor of Ottawa County ARPA funds, specifically for their Workforce. We look forward to working with you in supporting the Latino community and continue supporting LAUP's mission of a better community for all!

Respectfully,

Danielle Smith
Shape Corp.
Vice President of Human Resources

pliant Talent. Technology. Trusted.

October 21, 2022
Mr. Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland, MI 49423

Mr. Rodriguez,

Please accept this letter of support for LAUP Workforce Development Project. We appreciate the dedication LAUP has demonstrated in identifying ways to increase the upward mobility and economic stability of Latinos. LAUP's efforts will help Latino's increase their skill set and secure higher paying positions. I applaud the intentionality of LAUP to continuing to search for ways to increase their reach to support the needs of Latinos and businesses in our community.

Pliant is in Spring Lake Michigan and is a Tier II customer injection molding supplier. Our purpose is to cultivate growth in ourselves and Pliant, allowing us to further invest in our communities. We view the ARPA funding as critical to aid LAUP in their efforts to equip Latinos with the skills needed to fill positions for today and in the future. Pliant is committed to partner with LAUP in their endeavors to be a benefactor of Ottawa County ARPA. We value the work currently being done by LAUP and look forward to growing our partnership with LAUP to *build a better community for all.*

Respectfully,

Tina Pietrangelo
Pliant Plastics
Plant Manager

10/19/2022

Johnny Rodriguez
Latin Americans United for Progress
430 West 17th Street Suite 31
Holland MI Holland MI 49423

Dear Johnny Rodriguez,

Please accept this letter of support for the LAUP Workforce Development project. We strongly support LAUP as it seeks to increase the upward mobility and economic stability for Latinos who are working in lower-wage roles through intentional career development opportunities and wrap-around support. This preparation to move into high-skilled and higher-wage roles will lead to an increase in wages and greater financial security, self-sufficiency, and overall well-being.

Tri-Cities Puentes Initiative is honored to continue to build a partnership with LAUP. With demonstrated success in our leadership programs, events and numerous outreach initiatives with aligned values and goals, we are eager to continue serving our Latin American community with dignity and respect together.

We look forward to working with you in supporting the Latin American community and continue supporting LAUP's mission of empowering Latinos to participate in creating a better community for all.

Respectfully,

Reyna Masko
Co-Founder & Co-Chair
Tri-Cities Puentes Initiative

Reyna Masko
(616) 990-1176
chair@tcpuentes.org
www.tcpuentes.org

Action Request

Electronic Submission – Contract # 1735

Ottawa County
Where You Belong

Committee: BOARD OF COMMISSIONERS

Meeting Date: 11/22/2022

Vendor/3rd Party: IFF

Requesting Department: ADMINISTRATOR

Submitted By: JOHN SHAY

Agenda Item: AFFORDABLE HOUSING REVOLVING LOAN FUND

Suggested Motion:

To approve Housing Next's request for $8,000,000 in Board Initiatives funds to support the Affordable Housing Revolving Loan Fund.

Summary of Request:

Housing Next proposes that Ottawa County will grant $8 million to IFF for the specific and express purpose of supporting affordable housing investments in Ottawa County. The grant award will stipulate that all funds must be used to support projects only in Ottawa County unless otherwise directed by Ottawa County.

As a result of the $8 million investment, IFF will match that investment threefold to create a total fund size of $32 million to support affordable and workforce housing in Ottawa County. The funds contributed by Ottawa County will be non-recourse funds, and the funds contributed by IFF will be recourse.

his investment will have a transformational impact on the ability of the County to adequately respond to the extraordinary need for additional affordable and workforce housing. Prior to the COVID-19 pandemic, Ottawa County was in need of approximately 7,500 additional housing units by 2023. Significant work was undertaken by multiple partners across the County to begin to close that gap and nearly 4,200 additional housing units are now under construction or planned for the next 12 months. However, as a result of the pandemic which has created dramatic shifts in the labor market and spurred significant changes in work-from-home opportunities, demand for housing in Ottawa County has skyrocketed. The County is now in need of more than 15,000 housing units by 2025. Nearly 9,500 of these units are needed for households earning at or below the median income in the county. The private sector is not currently empowered to solve for this housing need. While there are outstanding local non-profit organizations working to provide more housing for low and moderate income households, it is a daunting task to consider trying to raise enough grant dollars to support the additional 9,500 housing units that are needed. Ottawa County needs a more transformational approach to funding the types of housing that are most needed and it needs more than the typical small dollar donors to help support this effort. The Ottawa County Affordable Housing Loan Fund will position the County as a statewide leader in the funding of affordable housing while simultaneously leverage a significant matching contribution from a highly trusted CDFI funding partner.

Financial Information:

Total Cost: $8,000,000.00	General Fund Cost: $0.00	Included in Budget: No

If not included in Budget, recommended funding source: Appropriate Board Initiatives funds (ARPA budgetary savings) for this project.

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator: *11/17/2022 9:32:16 AM*

Committee/Governing/Advisory Board Approval Date:

GRANT AGREEMENT

THIS AGREEMENT is made between Ottawa County, a State of Michigan political subdivision (hereinafter "County"), and IFF, a 501c3 nonprofit corporation of _____Address_____ (hereinafter "Recipient").

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter "ARPA");

WHEREAS, the County is going to receive a total of approximately $57 million in ARPA funds that the County intends to use for revenue replacement;

WHEREAS, the County has decided to release some of resulting budgetary savings through grants and/or revolving loan funds to worthy projects that benefit the community;

WHEREAS, the Recipient is a nonprofit entity, and has submitted a written request to the County for $8,000,000.00 in revolving loan funds to finance the following project: Workforce Housing Revolving Loan Fund;

WHEREAS, during their regular public meeting on _____, 2022, the Board of County Commissioners (hereinafter "Board") approved the aforementioned request from the Recipient subject to the terms and conditions of this Grant Agreement (hereinafter "Agreement"); and

WHEREAS, the County and the Recipient desire to enter into this Agreement:

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect until such time as any conditions and/or limitations described in Exhibit A are fulfilled or expire.

2. FUNDS TO BE DISSEMINATED TO RECIPIENT

The total award of funds to be disseminated by the County to the Recipient, as part of this Agreement shall not exceed $8,000,000.00.

3. LIMITATIONS REGARDING THE USE OF FUNDS

The Recipient shall ensure that all expenditures utilizing County Funds received in accordance with this Agreement shall be limited to only those eligible services and activities described in Exhibit A, and the Recipient also agrees to achieve the metrics set forth in Exhibit B. In addition to and without limiting the above, the Recipient shall ensure that all expenditures utilizing County Funds are expended in accordance with its application for such funds and all supporting materials which are incorporated by reference herein as Exhibit C.

4. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THIS AGREEMENT

In order to ensure compliance with the standards and metrics set forth in Exhibits A and B, the Recipient shall provide to the County's Fiscal Services Department, an annual report with detailed accounting of all revolving loan fund investments, and shall also provide any backup documentation to support such expenditures. The invoice must include a statement, signed by the Recipient, indicating that all expenditures therein comport with the guidelines of Exhibit A and exclusively to advance the metrics contained in Exhibit B and are consistent with the representations contained in Exhibit C and as provided in Paragraph 3 above.

5. DISSEMINATION OF FUNDS TO RECIPIENT

The dissemination of Funds shall occur upon finalization of a revolving loan fund agreement.

6. EVOLUTION OF FUND GUIDANCE FROM THE COUNTY

The County may request additional information from the Recipient, as needed, to meet any additional guidelines made to Exhibit A. Any changes to Exhibit A shall be made by and between the County and the Recipient and signed by authorized representatives of both agencies.

7. TERMINATION

Without the need for prior notification, the County may terminate this Agreement immediately upon written notice to the Recipient that the County considers the Recipient to be in material breach of this Agreement, after giving the Recipient one-hundred and eighty (180) days to cure. The County may or may not require the Recipient to return Funds paid, in its sole discretion. In the event of a termination and/or demand for repayment, the Recipient covenants that it will not sue the County or any of its officers or agents regarding the termination of this Agreement nor for any loss or damages resulting from the termination of this Agreement. Instead, any dispute over the termination and/or repayment decision of the County will be resolved by binding arbitration conducted by the American Arbitration Association under its rules with each side bearing the costs of its own attorneys' fees and costs, the arbitrator being limited in his or her discretion to an affirmation of the County's termination decision and/or repayment decision or to reversal of the County's decisions and a restoration of the remainder of the grant, and either side having the right to confirm the arbitrator's award through a judgment in the 20th Circuit Court.

8. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Recipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the County for any purpose.

9. HOLD HARMLESS AND INDEMNIFICATION

The Recipient agrees to defend, indemnify, and hold the County, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, taxes or fees, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the Recipient, its officers, directors, employees, and/or agents relating to the Recipient's performance or failure to perform under this Agreement and/or its receipt of funds hereunder. This section shall survive the expiration or termination of this Agreement.

10. COMPLIANCE WITH LAWS AND GUIDELINES

In spending the Grant Funds and operating the funded project, the Recipient shall comply with all federal, state, and local laws.

11. MAINTENANCE AND AUDIT OF RECORDS

The Recipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the County or its designees. If it is determined during the course of the audit that the Recipient was reimbursed for unallowable costs under this Agreement or any statute, rule, or regulation regarding the expenditure of such funds, the Recipient agrees to promptly reimburse the County for such payments upon request.

12. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Recipient: Suza Leao Reuter, Chief Financial Officer, IFF at address above

County: Fiscal Services Director, 12220 Fillmore Street, West Olive, MI 49460

13. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

14. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest as defined in MCL §15.321 *et. seq.*

15. TIME

Time is of the essence in this Agreement.

16. SURVIVAL

The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall survive. Those provisions include without limitation Indemnification and Maintenance and Audit of Records.

17. MERGER AND AMENDMENT

This Agreement constitutes the entire agreement between the County and the Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement. No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties and signature in a like document.

18. GOVERNING LAW

The Agreement shall be governed in all respects by the laws of the State of Michigan, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in conjunction with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Ottawa County, Michigan pursuant to MCL §600.1615.

19. NON-WAIVER

No failure on the part of the County to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by the County of any right hereunder preclude any other or further exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the County at law or in equity.

20. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

21. ASSIGNMENT

The Recipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the County.

22. NO THIRD-PARTY BENEFICIARIES AND NON-WAIVER

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This Agreement cannot be enforced by a third party, nor shall it be construed as a waiver of the County's governmental immunity.

23. CIVIL RIGHTS COMPLIANCE

With respect to the project funded herein and expenditure of Grant Funds, Recipient promises that it shall not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

24. SEVERABILITY

In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

25. COUNTERPARTS

This Agreement may be executed in on or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

26. TAXES

The Recipient shall be solely responsible for any and all local, state, or federal taxes and/or fees associated within this distribution of funds and the County shall not undertake any withholdings for such purposes.

27. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below: Dated this _____ day of _____, 2022.

IFF

By: _____

Suza Leao-Reuter, Its: Chief Financial Officer

OTTAWA COUNTY, MICHIGAN

By: _____

Matt Fenske, Chairperson
Ottawa County Board of Commissioners

By:_____

Justin F. Roebuck, County Clerk

EXHIBIT A

CONDITIONS

This grant is conditioned upon the Recipient's investment in workforce and affordable housing for individuals who live, work, or have a job offer within Ottawa County. The County will invest $8,000,000 in IFF to provide subordinated revolving debt to support workforce and affordable housing for a period of at least 20 years. IFF will in turn dedicate $26.6 million in recourse debt to be invested alongside the County Funds. Revolving Loan Funds shall only constitute the funds invested into the fund referenced above, and will not include any interest earned on those funds (e.g. interest received on 3rd party loans or from bank accounts holding the Revolving Loan Funds). Revolving Loan Funds will primarily take one of the following two forms:

(1) Bridge Loans up to 110% of project cost with a maximum loan amount of $1 million for unsecured debt and a maximum loan amount of $6.5 million for secured debt. Loan terms may range from 12 to 60 months, offering interest rates based on an at-cost approach, and the option for interest-only payments and/or payments from available cash flow. Eligible activities for investment may include:
   a. Predevelopment
   b. Acquisition
   c. Rehabilitation
   d. Construction

(2) Mezzanine Loans up to 25% of project cost with a term of 60 to 240 months, offering interest rates based on an at-cost approach and the option for interest-only payments and/or payments from available cash flow.
   a. Rehabilitation
   b. Construction
   c. Preservation

The parties envision that the Ottawa County Housing Commission will provide direct support to IFF staff in the process of the initial review of potential projects for funding and the recommendations for funding amount, rate and terms which will then be submitted to the IFF underwriting team for final review and underwriting. The Ottawa County Housing Commission may contract with an independent third-party consultant, such as Housing Next or another similar organization, to assist with project intake, review, and recommendations to the IFF underwriting team. No project may be approved by IFF unless it is located in Ottawa County and it has received a letter of unqualified support from the city, township or village in which the project is located.

From time to time, the Ottawa County Housing Commission may make a recommendation to the Ottawa County Finance Committee and the Ottawa County Board of Commissioners that a specific workforce or affordable housing development is in need of a forgivable loan with a specific set of metrics to determine how and when any portion of a revolving loan may be forgiven. These recommendations should be accompanied by supporting materials from the IFF staff to justify the need for a forgivable loan and final decisions shall rest with the Ottawa County Board of Commissioners. Due to the fact that

any loans which are forgiven will reduce the overall dedicated investment of IFF to Ottawa County workforce and affordable housing and thereby increase the cost of capital for future loans, IFF will agree to forgive any such loans only to the extent IFF is able to obtain substitute funding in an amount equal to the amount being forgiven, upon similar terms and conditions, including, but not limited to, interest rate..

All investments of the Workforce/Affordable Housing Loan Fund shall include a minimum period of affordability for at least 20% of the total residential dwelling units being constructed/preserved, and for a period of at least 10 years. Workforce/Affordable units shall be deemed to be affordable if they are priced appropriately for households earning at or below 80% of the county-wide area median income (AMI) as determined annually by the Michigan State Housing Development Authority. The Ottawa County Housing Commission may make recommendations for lower income targeting and/or longer minimum periods of affordability on a project-by-project basis. Final decision making is left to the IFF underwriting team based upon the viability of the project.

IFF will require all borrowers to submit annual income certification materials to demonstrate that they are complying with the terms of the loan and satisfying the minimum affordability requirements of the loan. Failure of a borrower to demonstrate compliance with the terms of the loan shall result in the loan funds being called due within 90 days.

At the end of the original 20-year investment period, the Ottawa County Board of Commissioners may request that all or a portion of the County funds be returned to the County as outstanding loan balances are repaid to IFF from borrowers. If Ottawa County chooses to exercise this option, notice must be provided to IFF no less than 90 days prior to the end of the 20-year period and funds will be reimbursed to Ottawa County only to the extent third-party loan balances are paid in full to IFF. The County may also elect to reinvest all or a portion of the original investment into IFF for a second period of investment, the terms of which shall be negotiated at that time.

EXHIBIT B

METRICS

The success of this fund disbursement will be measured by the following, which the Recipient must report on an annual basis:

(1) The number of new residential developments undertaken in Ottawa County as a result of the fund investment, including project locations and number of residential units per project.

(2) The number of new residential dwelling units created in Ottawa County as a result of the fund investment.

(3) The total amount of investment in Ottawa County as a result of the fund investment and the leverage ratio of the workforce/affordable housing loan fund compared to private investments and/or state/federal investments.

(4) The average income, measured as a percentage of the county-wide average median income (AMI), of residents being served by the fund investment for each project.

(5) The range of incomes served by the fund investment for each project, including the overall residential unit count within each AMI price band.

(6) The period of time that any income-restricted residential units shall be required to remain income restricted and the date that those restrictions will be lifted.

EXHIBIT C

RECIPIENT'S PROPOSAL

[Housing Next October 5, 2022 Proposal and all attachments are incorporated by reference herein. Any discrepancies between that Proposal and this Agreement or its Exhibits shall be resolved according to the terms of this Agreement and its Exhibits]

Company Name

Memo

To: Ottawa County ARPA Committee

From: Housing Next ARPA Committee & Ryan Kilpatrick

cc:

Date: 10/5/22

Re: Affordable Housing Revolving Loan Fund

Housing Next has been working for several years to find a mechanism which allows for public, philanthropic, and corporate investments to be coordinated in service of funding additional affordable and workforce housing. The intent has been to mitigate the risk of any one investor by pooling funds. This also allows a team approach to funding affordable housing which not only benefits corporate employers, but also serves the mission of philanthropy and local government.

The barrier has been that the preferred funding partners have been hesitant to create a geographically specific fund. The large and reputable Community Development Finance Institutions (CDFIs) have a much broader territory to serve than just a single county. If every county in Michigan were to ask for a separate designated fund, the administration and bureaucracy around each fund would become unwieldy. And yet, most investors want to be certain that their funds are targeted to a geographically specific area.

Now, with the help of partners at Northern Trust, the opportunity to invest Ottawa County funds with the targeted purpose of supporting affordable and workforce housing *in Ottawa County*, has opened a door for this concept.

Background

IFF is a CDFI certified by the U.S. Department of the Treasury. They are the largest nonprofit CDFI in the Midwest and one of only five nationally to hold the top ranked Aeris four-star rating for impact management and AAA rating for financial strength and performance. From 1988 to

2020, they have made more than $1.1 billion in loans, leveraging $3.4 billion in community investments.

Thanks to support from Debby Kasemeyer of Northern Trust, IFF is willing to establish an Ottawa County specific fund as a pilot or demonstration project for the State of Michigan. This fund will leverage local public and philanthropic investments as matching investments to IFF's larger balance sheet. The County investment of funds will allow IFF to be much more flexible with both the terms of its loans as well as its interest rates. These will be the critical characteristics to help make more affordable housing projects financially feasible in Ottawa County.

The longer-term objective for IFF will be to demonstrate to local municipalities, philanthropic partners, and corporate investors that we have created a replicable model which can serve the entire State of Michigan.

Recommendation

$8 million grant from Ottawa County to leverage

$24 million balance sheet contribution from IFF to support

A $32 million affordable housing revolving loan fund specific to Ottawa County.

Housing Next proposes that Ottawa County will grant $8 million to IFF for the specific and express purpose of supporting affordable housing investments in Ottawa County. The grant award will stipulate that all funds must be used to support projects only in Ottawa County unless otherwise directed by Ottawa County.

As a result of the $8 million investment, IFF will match that investment threefold to create a total fund size of $32 million to support affordable and workforce housing in Ottawa County. The funds contributed by Ottawa County will be non-recourse funds, and the funds contributed by IFF will be recourse.

The overall size of the fund is not limited by the initial Ottawa County investment. The objective of Housing Next would be to work closely with community foundations, corporate partners, and local municipalities to generate as much additional investment into the affordable housing loan fund as possible. IFF will continue to match all investments threefold. However, the Ottawa County investment will be a critical and catalytic investment on the front-end of this endeavor.

An $8M initial investment is sizable enough that, on its own, it will be able to leverage multiple large-scale affordable housing investments. We believe it will also make a significant statement of priority to the community at-large and challenge the private sector and local units of government to join the effort.

This investment will have a transformational impact on the ability of the County to adequately

respond to the extraordinary need for additional affordable and workforce housing. Prior to the COVID-19 pandemic, Ottawa County was in need of approximately 7,500 additional housing units by 2023. Significant work was undertaken by multiple partners across the County to begin to close that gap and nearly 4,200 additional housing units are now under construction or planned for the next 12 months. However, as a result of the pandemic which has created dramatic shifts in the labor market and spurred significant changes in work-from-home opportunities, demand for housing in Ottawa County has skyrocketed. The County is now in need of more than 15,000 housing units by 2025. Nearly 9,500 of these units are needed for households earning at or below the median income in the county. The private sector is not currently empowered to solve for this housing need. While there are outstanding local non-profit organizations working to provide more housing for low and moderate income households, it is a daunting task to consider trying to raise enough grant dollars to support the additional 9,500 housing units that are needed.

Ottawa County needs a more transformational approach to funding the types of housing that are most needed and it needs more than the typical small dollar donors to help support this effort. The Ottawa County Affordable Housing Loan Fund will position the County as a statewide leader in the funding of affordable housing while simultaneously leverage a significant matching contribution from a highly trusted CDFI funding partner

Revolving Loan Fund Outline

There are two primary ways that the Affordable Housing Loan Fund can support new developments and/or preserve existing naturally occurring affordable housing.

1) **Bridge Loans**. These are loans that are intended to support a project for a relatively short period of time (1 – 5 years). These loans could be 0% interest up to 4% interest and may be interest-only payments until the full balance of the loan is due. The loan could be up to 100% of the total cost.

   Example Projects: Non-profit developers seeking to acquire land and complete site due diligence for an upcoming development. Non-profit partners seeking to acquire existing housing that is still affordably priced with intentions to rehab and preserve that housing as affordable in the community. Non-profit or for-profit developers seeking to build LIHTC housing and in need of a bridge loan for the tax credit equity. A for-profit developer who is willing to commit to building a minimum percentage of homes for-sale that will be affordable to households earning at or below 100% of the area median income with deed restrictions to ensure long-term affordability.

2) **Mezzanine Loans**. These loans are likely to have a much longer term (10-20 years) and will have a flexible interest rate and term, depending on what the specific project needs. These loans will be limited to 25% of project costs.

Example Projects: 4% LIHTC housing in need of additional debt beyond the MSHDA bond financing and tax credit equity. For-profit or non-profit developers seeking to acquire, rehab, and preserve existing naturally occurring affordable housing, the mezzanine loan would replace traditional equity. For-profit or non-profit developers seeking to build new rental housing and guarantee a minimum level of affordability for a specific share of the units.

Outcomes

An initial investment of $8 million in non-recourse debt will leverage an additional $24 million in traditional recourse debt from IFF for a total of $32 million.

A single development of 200 rental units costs roughly $36 million to construct. However, the proposed loan structure is designed to be last dollars into a deal. A 200-unit development should be able to support 50-75% of the project costs using traditional private market lending tools, and another 10-15% of the project costs using traditional equity. This type of development would require $3.5 million to $7 million in subordinate, revolving loan funds with more flexible rate and terms than the private lenders can offer to fill those last dollar gaps. The final amount will depend on the level of affordability (i.e. serving primarily 40-50% AMI households or primarily 70-80% AMI households).

If this scenario were replicated, a $32 million fund could support at least 1,200 new affordable housing units in the first round of funding. With additional housing to be supported as the principal balance on the loans is returned to the fund. We expect a portion of the funds will revolve every 3-5 years and can be redeployed just as often. This will create additional momentum to support more units more quickly.

Process

The Housing Next ARPA committee will work with the staff at IFF to define the parameters for funding. This will include minimum thresholds of affordability, minimum duration of affordability, and geographic equity across the entire county. These parameters will then be shared with both non-profit and for-profit development partners as Housing Next and IFF work to bring development partners into the loan program.

Housing Next will provide the initial project review in partnership with the developer sponsor and the local community leadership (City, Township, or Village staff). It will be important that all parties clearly understand and support the scope of the project and that the local unit of government is willing to provide some level of financial support to the project. This may be a tax abatement, a payment in lieu of tax, a contribution of publicly owned land, a direct grant award to support the project or be invested through IFF, or a combination of any of these. Housing Next will also support the project developer and the local community by working to connect them to other third party funding resources or innovative solutions to reduce costs whenever applicable.

Once the developer and the local community are determined to be in alignment, the project will be forwarded to IFF for intake review. The IFF team specialists will work with the development sponsor to clearly understand the intent of the project, the existing financing gap, the role that IFF can play to support the project. This will likely include a conversation with the private sector lender or equity partners (where applicable) to understand the underwriting terms and investor expectations. IFF will then work to ensure that the project is in alignment with the mission of the Ottawa County Affordable Housing Revolving Loan Fund and that the financing gap is of a reasonable size to be addressed by the Fund.

When the project aligns with the requirements of the fund, IFF will manage all of the underwriting, administration and compliance of the loans. IFF will also keep Ottawa County updated with an annual report of funds expended, loans in progress, number of total affordable housing units supported, and dollars that have been returned to the fund which can then be reallocated to a new project investment.

Ottawa County

Where You Belong®

HOUSINGNEXT

www.housingnext.org

AFFORDABLE HOUSING
REVOLVING LOAN FUND

WHAT IS A CDFI?

- Over the past 30 years, the CDFI (Community Development Finance Institution) industry has become a critical part of the financial infrastructure. They are trusted partners to the public and private sectors, which invest in CDFIs to drive capital and create impact in all communities.
- And CDFIs are smart investments: They leverage every dollar invested to go deeper in our local communities.

HOUSINGNEXT
www.housingnext.org

- IFF is a Community Development Financial Institution (CDFI) certified by the U.S. Department of the Treasury. They are the largest nonprofit CDFI in the Midwest and one of only five nationally to hold the top-ranked Aeris four-star rating for impact management and AAA rating for financial strength and performance. From 1988 to 2020, they have made more than $1.1 billion in loans, leveraging $3.4 billion in community investments.

WHO IS IFF?

HN
HOUSINGNEXT
www.housingnext.org

PROPOSED USE OF OTTAWA CO ARPA

- Create a dedicated affordable housing loan fund to serve Ottawa County.
  - Invest $8M of Ottawa County Funds
  - Receive $24M in matching support from IFF

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www.housingnext.org

WHAT ARE THE FUND SOURCES?

- $32M Total Revolving Loan Fund

  30% ($8M) of fund is non-recourse to loan administrator (ARPA)

  - Grants or 0% Loans
  - Public & Philanthropic Investors

  70% ($24M) of fund is recourse to the loan administrator (IFF Balance Sheet)

  - Recourse debt, up to 20-yr term with 1.5 – 2% maximum return
  - Banks, Foundations, Employer investors

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Affordable Housing Loan Fund

Supports housing construction, rehabilitation, and preservation for individuals and families earning at or below the county-wide median income. Preference will be given for housing serving households earning at or below 80% AMI.

Revolving Bridge Loans
- 1-5 year terms
- Interest only payments
- 100% Loan-to-value

Mezzanine Loans
- 15-20 year terms
- Interest only payments
- Up to 25% of project costs

WHAT ARE THE USES OF THE FUND?

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WHAT ARE SOME EXAMPLES?

Bridge Loans

- Property acquisition & predevelopment
- Gap financing through construction & stabilization

Mezzanine Loans

- Equity replacement for workforce housing
- Gap financing for 4% LIHTC

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HOUSINGNEXT
www.housingnext.org

WHAT'S THE BIG DEAL?

- When using flexible funds from philanthropic or public sources, a CDFI is able to work alongside traditional lenders and equity partners to offer very flexible terms on loans that fill critical funding gaps in affordable housing projects.
  - 0% - 4% interest rates on CDFI loans, compared to 6% private debt
  - Interest-only payments, or payments from available cash flow

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- Projects are pushed to pursue all other available sources of private capital and public funding sources first.
- Recognizing a mission to keep some or all of the housing relatively affordable, there will likely be funding gaps.
- The Ottawa County Affordable Housing Revolving Loan Fund will be designed to fill those last dollar gaps in projects that are otherwise fully funded.
- Investments in housing will include long-term affordability requirements as well as geographical requirements in the County.

APPROACH

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PROPOSED PROCESS

- Ottawa County & IFF will collaboratively define the parameters for future investments in housing.
- Ottawa County & Housing Next will engage with non-profit and for-profit developers to review project proposals.
- Investments that align with Ottawa Co priorities will be shared with IFF staff (Stephanie Socall is the affordable housing lead at IFF).
- IFF will then perform the underwriting, loan administration, and compliance
- If necessary, IFF staff will support Ottawa County with any federal compliance and reporting obligation associated with ARPA funds.

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NEXT STEPS

- Formalize a memorandum of understanding with IFF (mid-October)
- Clearly define the terms of financing – project types, lending terms, etc. (end of October)
- Finalize project intake process and selection criteria (end of October)

OPPORTUNITIES FOR FUNDING

- 4% LIHTC – Specific Projects
- Workforce housing: Habitat for Humanity or other non-profit developers in the community seeking to acquire land and/or fill gaps in lending.
- Workforce housing: 10% - 25% of For-profit development

GROWING THE $8 MILLION

- Encourage additional investment from corporate employers, philanthropy, and public entities.
- Every $1 from Ottawa Co leverages $3 from IFF. This 3:1 match will occur above and beyond the initial investment from Ottawa County.
- Why would a corporation make an investment in this fund? What is the benefit to a corporate investment in affordable housing revolving loan fund?
  - Return of capital + interest + new housing for local employees.

Ottawa County
Housing Commission

November 6, 2022

Ottawa County Board of Commissioners
Ottawa County
12220 Fillmore Street
West Olive, MI 49460

Board of Commissioners:

The Ottawa County Housing Commission is proud to serve as a collaborative partner to Housing Next, the designated Bucket Manager of Ottawa County's ARPA Funding Prioritization of Affordable Housing. Furthermore, we are pleased to communicate our support for the request of an $8 million investment in IFF for the ultimate creation of a $32 million Ottawa County Affordable Housing Revolving Loan Fund.

The Housing Commission works cooperatively with federal, state, and local governments to address housing needs within Ottawa County. Our strategic plan has outlined a vision to encourage public and private partnerships to ensure housing in Ottawa County is affordable for people of all ages and incomes, and we are actively working towards the following goals: to leverage financial resources to help construct more affordable housing units; organize for long-term and sustaining impact; build a network of community partners committed to supporting affordable housing; and advocate for affordable housing on all fronts.

Undoubtedly, the Ottawa County Affordable Housing Revolving Loan Fund has the potential to further our collective success as the contribution from Ottawa County will serve as a catalytic investment – leveraging an additional $24 million from IFF and encouraging additional contributions from the philanthropic and private sector. The Revolving Loan Fund will support shorter term, bridge loans as well as longer term, mezzanine loans meeting the varying needs of developers and projects across the county including non-profit organizations, LIHTC housing projects, and new developments guaranteeing a minimum level of affordability.

As the Revolving Loan Fund is established, and on a regular basis, the Housing Commission is prepared and willing to support IFF in understanding the unique priorities and values of Ottawa County. Recognizing that the responsibility of underwriting, administration and compliance of individual projects is limited to IFF, the Commission will remain a key partner in maintaining an understanding of the funds expended, loans in progress, and their respective impacts on affordable housing throughout Ottawa County.

Ottawa County, through the creation of the Affordable Housing Revolving Loan Fund, has an opportunity to create an innovative and leading pilot for municipalities, and the entire State of Michigan, to follow. Thank you for your consideration.

Respectfully,

Holly Cole

Holly Cole, Chair
Ottawa County Housing Commission

Virginia Beard | Holly Cole | Thomas Reinsma | Patrick Waterman | Doug Zylstra

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Youth Center Youth & Parent Portal Funding Request

Suggested Motion:

To approve the 20th Judicial Circuit Court's project for $20,000 in Board Initiatives funds to support the Youth Center Youth & Parent Portal.

Summary of Request:

This project would build out our Circuit Court's Juvenile Services' current case management system (Youth Center) to create a youth and parent portal that could be accessed by a youth and parent to handle cases (online dispute resolution) assigned to the consent calendar and to provide a portal where all youth and parents involved with the Juvenile Court could access court, programmatic, and other pertinent information to their case.

Financial Information:

Total Cost:	$20,000.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiativesd funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: Goal 3, Objective 2: Maximize communication with citizens.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance & Administration 11/15/2022

Form Last Revised 8/30/2019

Q1. The American Rescue Plan Act (ARPA), a COVID-19 relief package, was signed into law in March 2021. This Act includes billions in federal funding for state and local governments. This federal aid is intended to address economic impacts of the pandemic and ensure a strong recovery. Determined to utilize these one time federal resources wisely, Ottawa County formed the American Rescue Plan Act Committee. Appointed by the Board of Commissioners, the Committee is comprised of community members representing a cross-section of local public and private organizations. The Committee's sole purpose is to guide the Board of Commissioners on how to spend the $57 million that the County has received from ARPA.

ARPA Committee members have identified needs within their area of expertise and are assisting County officials with drafting funding options and priorities. To ensure projects funded by ARPA dollars benefit all who live and work in Ottawa County, the Committee identified five categories, or "buckets", of high level priorities.

This application is intended for county departments/courts to submit their project idea/proposal which can be categorized under the "county/courts-led initiatives" bucket. Other “bucket” ideas can be submitted as well, where appropriate, and will be shared with the respective bucket manager for further consideration. The Ottawa County Department of Strategic Impact will serve as the internal bucket manager for the "expanding broadband access" bucket. The current target date to receive project applications is September 30, 2022.

For questions, please call 616-738-4852 or email plan@miottawa.org. To learn more, please visit the ARPA webpage.

Q30. **For Reference:** The County’s ARPA Committee developed specific “Lenses for Evaluating Projects” as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

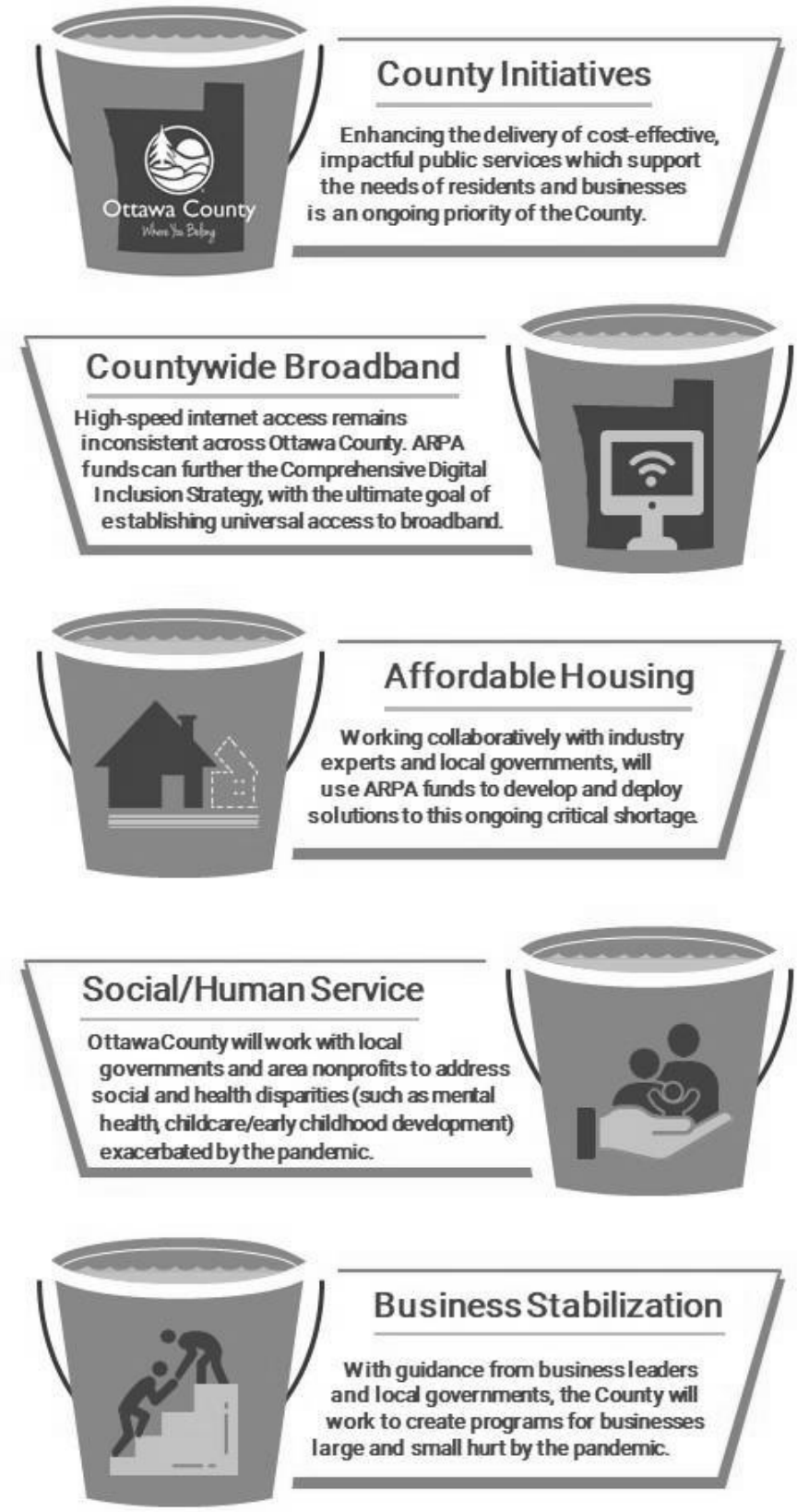
- The project is designed to address a known and demonstrated need.
- The project addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations.
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified.

Q2. Project name:

Youth Center Youth and Parent Portal

Q3. Estimated funding request ($):

$20,000



Q4. Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project.

- (●) County/Courts-Led Initiative
- ( ) Expanding Broadband Access
- ( ) Affordable Housing
- ( ) Social/Human Services Need
- ( ) Business Stabilization Need

Q5. Please provide a brief description of the project:

This project would build out our Circuit Court's Juvenile Services' current case management system (YouthCenter) to create a youth and parent portal that could be accessed by a youth and parent to handle cases (online dispute resolution) assigned to the consent calendar and to provide a portal where all youth and parents involved with the Juvenile Court could access court, programmatic, and other pertinent information to their case.

Q6. Please select one of the following options to describe the project:

The project is a...

- ( ) New initiative
- ( ) Continuation of an existing initiative
- (●) Upgrade to an existing initiative
- ( ) Other: [ ]

Q7. Please select one of the following options to describe the funding request:

Funds will be used for...

- ( ) Funding a program
- ( ) Making a one-time purchase
- ( ) A large capital construction/installation project
- ( ) Individual distribution (e.g., resident or home)
- (●) Other: [One-time increase to an existing contract to build the portal]

Q8. Are you leveraging other funds for this effort?

- ( ) Yes
- (●) No

Q9. If yes, provide the source and amount of other funds.

This question was not displayed to the respondent.

Q10. Source:

This question was not displayed to the respondent.

Q11. Amount ($):

This question was not displayed to the respondent.

Q12. Briefly describe the timeline of the project.

Q13. Start date of expending funds:

ASAP

Q14. End date of expending funds:

Upon completion

Q15. Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

This project would be maintained through continuing use of the Youth Center case management program.

Q16. If not awarded ARPA, please describe how this project will still materialize, if at all:

Child Care Fund or General Fund request.

Q17. Briefly describe the target population to be served by the project:

Youth and parents/guardians of youth entering the Juvenile Court due to pending juvenile delinquency cases (Juvenile Detention intakes and youth petitioned to the Juvenile Court).

Q18. What is the estimated number of individuals and/or small businesses to be served by the project?

Q19. Number of individuals:

more than 300

Q20. Number of small businesses:

0

Q21. Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

- (●) Yes
- ( ) No

Q22. If yes, please explain.

This project will help the court in offering an electronic platform where youth and parents can access their court information (court orders, treatment services, required programs, tutorial videos, case resolution, etc.) 24 hours per day, 7 days per week to get the items they need without delay (or resolve cases sooner and without coming into court building).

Q23. Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

This would close the gap on access to services, court information, etc. without clients needing to take time off work, miss school to come in for an appointment, finding rides to court, and providing services remotely and more conveniently.

Q24. Please provide us with your contact information.

Name:	Susan Franklin
Organization:	20th Judicial Circuit Court and Ottawa County Probate Court
Phone:	616 786-4123
Email:	sfranklin@miottawa.org

Q25. Type of organization:

- (●) County
- ( ) Local unit
- ( ) Non-profit
- ( ) Private sector

Q26. If you'd like to share additional information, please include that in the space below. Supporting documentation may also be submitted using the file upload option below.

Q32. Upload supporting documentation here:

Q27. You may submit this application by clicking the blue arrow button below. For questions, please call 616-738-4852 or email plan@miottawa.org

Location Data

Location: (42.8123, -86.1421)

Source: GeoIP Estimation

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	BOC Electronic Roll Call and E-Voting System Funding Request

Suggested Motion:

To approve the Clerk/Register of Deed's project for $100,000 in Board Initiatives funds to support the Board of Commissioners Electronic Roll Call and E-Voting System.

Summary of Request:

Technology that allows the Board of Commissioners to have electronic Roll call, e-voting, and digital agenda's. Some programs even allow for live streaming right through the program, so we would not longer have to stream on YouTube.

Financial Information:

Total Cost:	$100,000.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: Goal 3, Objective 1: Regularly review and update communication strategies that guide the work of the County in this goal area.
Goal 3, Objective 2: Maximize communication with citizens.
Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Administration: ☐ Recommended ☐ Not Recommended ☑ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance and Administration 11/15/2022

Q1. The American Rescue Plan Act (ARPA), a COVID-19 relief package, was signed into law in March 2021. This Act includes billions in federal funding for state and local governments. This federal aid is intended to address economic impacts of the pandemic and ensure a strong recovery. Determined to utilize these one time federal resources wisely, Ottawa County formed the American Rescue Plan Act Committee. Appointed by the Board of Commissioners, the Committee is comprised of community members representing a cross-section of local public and private organizations. The Committee's sole purpose is to guide the Board of Commissioners on how to spend the $57 million that the County has received from ARPA.

ARPA Committee members have identified needs within their area of expertise and are assisting County officials with drafting funding options and priorities. To ensure projects funded by ARPA dollars benefit all who live and work in Ottawa County, the Committee identified five categories, or "buckets", of high level priorities.

This application is intended for county departments/courts to submit their project idea/proposal which can be categorized under the "county/courts-led initiatives" bucket. Other “bucket” ideas can be submitted as well, where appropriate, and will be shared with the respective bucket manager for further consideration. The Ottawa County Department of Strategic Impact will serve as the internal bucket manager for the "expanding broadband access" bucket. The current target date to receive project applications is September 30, 2022.

For questions, please call 616-738-4852 or email plan@miottawa.org. To learn more, please visit the ARPA webpage.

Q30. **For Reference:** The County’s ARPA Committee developed specific “Lenses for Evaluating Projects” as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

- The project is designed to address a known and demonstrated need.
- The project addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations.
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified.

Q2. Project name:

Board of Commissioners Electronic Roll Call and E-Voting System

Q3. Estimated funding request ($):

$100,000

Q4. Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project.

- (●) County/Courts-Led Initiative
- ( ) Expanding Broadband Access
- ( ) Affordable Housing
- ( ) Social/Human Services Need
- ( ) Business Stabilization Need

Q5. Please provide a brief description of the project:

Technology that allows the Board to have electronic Roll call, e-voting, and digital agenda's. Some programs even allow for live streaming right through the program, so we would not longer have to stream on YouTube.

Q6. Please select one of the following options to describe the project:

The project is a...

- (●) New initiative
- ( ) Continuation of an existing initiative
- ( ) Upgrade to an existing initiative
- ( ) Other: [ ]

Q7. Please select one of the following options to describe the funding request:

Funds will be used for...

- ( ) Funding a program
- (●) Making a one-time purchase
- ( ) A large capital construction/installation project
- ( ) Individual distribution (e.g., resident or home)
- ( ) Other: [ ]

Q8. Are you leveraging other funds for this effort?

- ( ) Yes
- (●) No

Q9. If yes, provide the source and amount of other funds.

This question was not displayed to the respondent.

Q10. Source:

This question was not displayed to the respondent.

Q11. Amount ($):

This question was not displayed to the respondent.

Q12. Briefly describe the timeline of the project.

Q13. Start date of expending funds:

01/01/2023

Q14. End date of expending funds:

03/31/2023

Q15. Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

Once the original program is purchased, the big expense will be spent. It will only depend on if there are any added fees to go along with it. Another County I spoke with said the only expense they have is added Cloud storage. I think this could be accounted for out of general fund moving forward if it is even necessary.

Q16. If not awarded ARPA, please describe how this project will still materialize, if at all:

I would love to see this to be important enough to be a general fund purchase but I know it is something other Counties have used ARPA funds for.

Q17. Briefly describe the target population to be served by the project:

Improved experience for Board members, County Employees who assist the Board, and the general public.

Q18. What is the estimated number of individuals and/or small businesses to be served by the project?

Q19. Number of individuals:

Entire County

Q20. Number of small businesses:

Not sure on this one

Q21. Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

- (●) Yes
- ( ) No

Q22. If yes, please explain.

Promotes transparency and ease of access.

Q23. Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

This program allows for paperless, remote-ready meetings, automatic documentation and minutes, digital agendas, roll call, voting, and a public display of agenda and meeting activity.

Q24. Please provide us with your contact information.

Name:	Rachel Sanchez
Organization:	Clerk/Register of Deeds
Phone:	616-994-4518
Email:	rsanchez@miottawa.org

Q25. Type of organization:

- (●) County
- ( ) Local unit
- ( ) Non-profit
- ( ) Private sector

Q26. If you'd like to share additional information, please include that in the space below. Supporting documentation may also be submitted using the file upload option below.

The estimate I gave is a "very rough" estimate. We were just made aware of these types of programs and plan to do lots of research to find the best system for Ottawa County. The documentation I have attached is just a sample of a system that I am sitting in on a demo for in the future.

Q32. Upload supporting documentation here:

sampleprogram.pdf
1.3MB
application/pdf

Q27. You may submit this application by clicking the blue arrow button below. For questions, please call 616-738-4852 or email plan@miottawa.org

Location Data

Location: (42.8123, -86.1421)

Source: GeoIP Estimation

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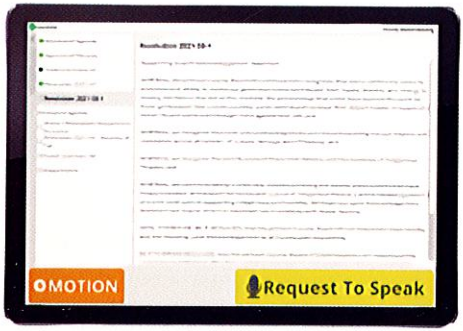

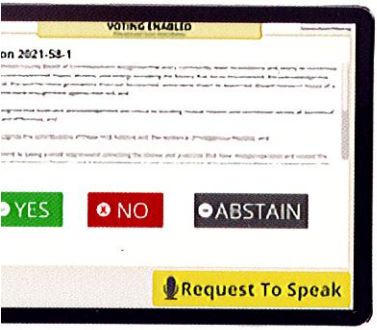

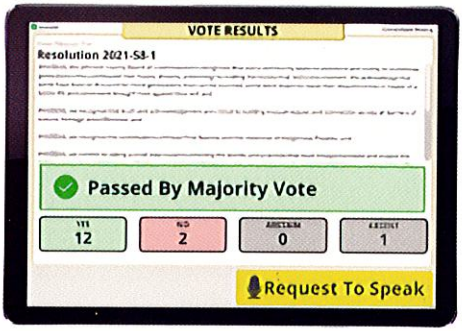

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ılsh

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County Board Meeting

e called for:

solution 2021-58-1

REAS, the Johnson County Board of Commissioners recognizes that every community owes its existence and vitality to numerous rations who contributed their hopes, dreams, and energy to making the history that led to this moment. We acknowledge that e have lived on this land for more generations than can be counted, some were drawn to leave their distant homes in hopes of a r life and some were brought here against their will; and

REAS, we recognize that truth and acknowledgement are critical to building mutual respect and connection across all barriers of re, heritage and difference; and

REAS, we recognize the contributions of these First Nations and the resilience of Indigenous Peoples; and

REAS, we commit to taking a small step toward correcting the stories and practices that have misappropriated and erased the

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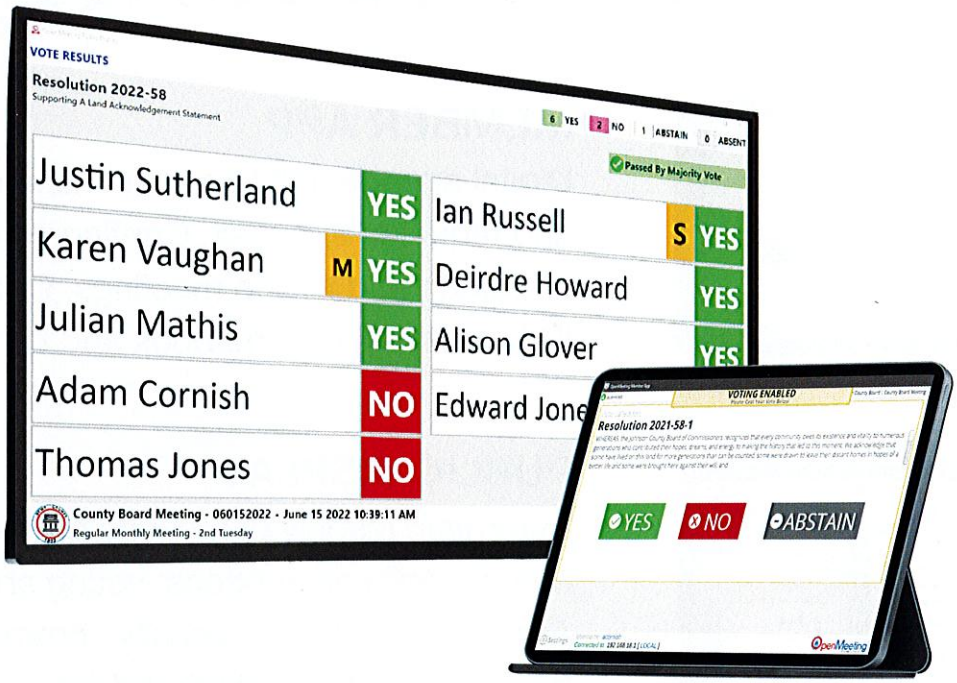

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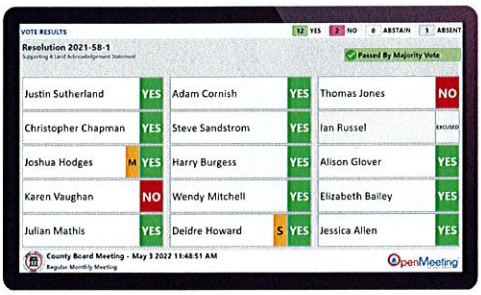

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Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	James Street DHHS Building Funding Request

Suggested Motion:

To approve the Facilities Maintenance's project for $350,000 in Board Initiatives funds to support the James Street DHHS Building.

Summary of Request:

To rehab the existing rubber roof on the building. When we had a moisture survey done by Tremco this it was revealed that this roof is in worse shape than originally thought. This would allow us to rehab the roof instead of replacing the roof, saving the County funds in the long term.

Financial Information:

Total Cost:	$350,000.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

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

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance & Administration 11/15/2022

Form Last Revised 8/30/2019

American Rescue Plan Act (ARPA): Application for Project Proposals

Ottawa County
Where You Belong

Project name: James Street DHHS Building **Estimated funding request:** $ 350,000.00

Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project. *A brief description of each bucket can be found via the ARPA Committee website.*

x County/Courts-Led Initiative Expanding Broadband Access

Affordable Housing Social/Human Services Need Business Stabilization Need

Please provide a brief description of the project:

To rehab the existing rubber roof on the building. When we had a moisture survey done by Tremco this it was revealed that this roof is in worse shape than originally thought. This would allow us to rehab the roof instead of replacing the roof, saving the County funds in the long term.

Please select one of the following options to describe the project:

The project is a… New initiative Continuation of an existing initiative

Upgrade to an existing initiative Other: repair of current structure

Please select one of the following options to describe the funding request:

Funds will be used for… Funding a program Making a one-time purchase

x A large capital construction/installation project Individual distribution (e.g., resident or business)

Other: _____

Are you leveraging other funds for this effort? Yes x No

If yes, provide the source and amount of other funds.

Source: _____ Amount: $ _____

Briefly describe the timeline of the project.

Start date of expending funds: 11/22 End date of expending funds: 9/23

American Rescue Plan Act (ARPA): Application for Project Proposals

Ottawa County
Where You Belong

Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:
this will be a project that comes with 20 year warranty, facilites operational budget will maintain the roof

If not awarded ARPA, please describe how this project will still materialize, if at all:
this will be done in CIP, however at a higher cost if we have to wait until the FY24 budget year.

Briefly describe the target population to be served by the project:

Current building use is for the department of human services as well as the public defender.

What is the estimated number of individuals and/or small businesses to be served by the project?

Number of individuals: unknown Number of small businesses: unknown

Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

Yes x No

If yes, please explain.

Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

American Rescue Plan Act (ARPA): Application for Project Proposals

Please provide us with your contact information.

Name: Blake Upright Organization: Ottawa County Facilities

Type of organization: x County Local unit Non-profit Private sector

Phone: 517-667-8908 Email: bupright@miottawa.org

If you'd like to share additional information, please include that in the space below.

For Reference: The County's ARPA Committee developed specific "Lenses for Evaluating Projects" as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

- The project is designed to address a known and demonstrated need
- The project addresses a needed change in societal opportunity and/ or eliminates disparities and gaps in opportunities for underserved and underrepresented populations
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified

For questions, please call 616-738-4852 or email plan@miottawa.org

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Sheriff's Shooting Range HVAC Funding Request

Suggested Motion:

To approve the Facilities Maintenance's project for $395,000 in Board Initiatives funds to support the Sheriff's Shooting Range HVAC.

Summary of Request:

The current shooting range was designed for officers testing and shooting indoors. The uses today are also including physical tactics and training. Given the fact that no air conditioning is currently available the exhaust fans get turned on to lower CO2 levels which causes wet slippery conditions that are borderline unsafe for training in the needed capacity during the summer months when the hot humid entering meets the cool basement slab. This upgrade would provide conditioned air.

Financial Information:

Total Cost:	$395,000.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance & Administration 11/15/2022

Form Last Revised 8/30/2019

American Rescue Plan Act (ARPA): Application for Project Proposals

Ottawa County
Where You Belong

Project name: Sheriffs Shooting Range HVAC **Estimated funding request:** $ 395,000.00

Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project. *A brief description of each bucket can be found via the ARPA Committee website.*

County/Courts-Led Initiative | Expanding Broadband Access

Affordable Housing | Social/Human Services Need | Business Stabilization Need

Please provide a brief description of the project:

The current shooting range was designed for officers testinga and shooting indoors. The uses today are also including physical tactics and training. Given the fact that no air conditioning is not currently availlable the exhuast fans get turned on to lower CO2 levels which causes wet slippery conditions that are borderline unsafe for training in the needed capacity in the summer months when the hot humid air coming in meets the cool basement slab. This upgrade would provide conditioned air.

Please select one of the following options to describe the project:

The project is a… New initiative | Continuation of an existing initiative

Upgrade to an existing initiative | Other: upgrade to current equipment

Please select one of the following options to describe the funding request:

Funds will be used for… Funding a program | Making a one-time purchase

x A large capital construction/installation project | Individual distribution (e.g., resident or business)

Other: _____

Are you leveraging other funds for this effort? Yes | x No

If yes, provide the source and amount of other funds.

Source: _____ Amount: $ _____

Briefly describe the timeline of the project.

Start date of expending funds: December 2022 End date of expending funds: May 2023

American Rescue Plan Act (ARPA): Application for Project Proposals

Ottawa County
Where You Belong

Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

this equipment will be maintained through facilities operational budget once installed

If not awarded ARPA, please describe how this project will still materialize, if at all:

it would need to be put into the CIP list for no sooner than spring 2024

Briefly describe the target population to be served by the project:

this will benefit any and all law enforcement staff that train in the facility

What is the estimated number of individuals and/or small businesses to be served by the project?

Number of individuals: unknown

Number of small businesses: unknown

Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

Yes

x No

If yes, please explain.

Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

the anticipated outcome would be a space that is better equiped to meet the needs of the current training functions of the sheriffs department. Better training in creates better execution of duties

American Rescue Plan Act (ARPA): Application for Project Proposals

Please provide us with your contact information.

Name: Blake Upright Organization: Ottawa County Facilities

Type of organization: x County Local unit Non-profit Private sector

Phone: 517-667-8908 Email: bupright@miottawa.org

If you'd like to share additional information, please include that in the space below.

we arrived at this dollar amount based on working with a vendor to establish scope and cost. This is a project that would be a great assest to the Sheriffs Departement to effectively train staff by providing a properly conditioned space for the training needs required in todays environment

For Reference: The County's ARPA Committee developed specific "Lenses for Evaluating Projects" as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

- The project is designed to address a known and demonstrated need
- The project addresses a needed change in societal opportunity and/ or eliminates disparities and gaps in opportunities for underserved and underrepresented populations
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified

For questions, please call 616-738-4852 or email plan@miottawa.org

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Idema Explorer Trail Funding Request

Suggested Motion:

To approve the Parks and Recreation Department's project for $2,000,000 in Board Initiatives funds to support the Idema Explorer Trail.

Summary of Request:

The Grand River Greenway connects Lake Michigan to Millennium Park and Grand Rapids with a multi-use river and land trails on and along the Grand River through vast parks, deep woods, and hidden bayous. The heart of the Greenway is the Idema Explorers Trail, which is currently being developed. When connected, the 36.5-mile trail will offer endless opportunities to explore nature, community, and culture while also expanding access to over 100 miles of regional trails. These shovel-ready segments of the Idema Explorers Trail will connect the Grand River Greenway to growing areas of the County, opening access to trails, park land, and the Grand River where it is currently lacking. This includes the 2.4-mile Stearns Bayou Connector segment that is the final connection between the M-231 Grand River bridge pathway and the City of Grand Haven on the south side of the Grand River. It will connect bikers and pedestrians in Grand Haven to several Greenway parks for the first time (Connor Bayou, Riverside Park, and the Bass River State Recreation Area). This is also the final segment needed to complete a 24-mile trail loop around the Grand River between the US-31 bridge and M231 bridge. This project will provide safe crossing over two major barriers for bike/pedestrian users: Stearns Bayou and Little Robinson Creek. There is also the 2.2-mile Bea Idema Eastmanville Legacy segment that will connect the neighborhoods of Allendale Township to the Grand River waterfront via Eastmanville Bayou County Park. It will feature over a mile along a high bank adjacent to the Grand River and provide access to the eastern section of Eastmanville Bayou. This area of the park is not currently readily accessible to the public and features a stand of rare Virginia Bluebells, which the trail route has been designed to preserve. It will also include an expanded underpass beneath the 68th Avenue bridge over the Grand River and a trailhead with rustic restrooms at Eastmanville Bayou. See the attached budget, project sheets, and project schedule map for more detail.

Financial Information:

Total Cost:	$2,000,000.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance & Administration 11/15/2022

Form Last Revised 8/30/2019

Q1. The American Rescue Plan Act (ARPA), a COVID-19 relief package, was signed into law in March 2021. This Act includes billions in federal funding for state and local governments. This federal aid is intended to address economic impacts of the pandemic and ensure a strong recovery. Determined to utilize these one time federal resources wisely, Ottawa County formed the American Rescue Plan Act Committee. Appointed by the Board of Commissioners, the Committee is comprised of community members representing a cross-section of local public and private organizations. The Committee's sole purpose is to guide the Board of Commissioners on how to spend the $57 million that the County has received from ARPA.

ARPA Committee members have identified needs within their area of expertise and are assisting County officials with drafting funding options and priorities. To ensure projects funded by ARPA dollars benefit all who live and work in Ottawa County, the Committee identified five categories, or "buckets", of high level priorities.

This application is intended for county departments/courts to submit their project idea/proposal which can be categorized under the "county/courts-led initiatives" bucket. Other “bucket” ideas can be submitted as well, where appropriate, and will be shared with the respective bucket manager for further consideration. The Ottawa County Department of Strategic Impact will serve as the internal bucket manager for the "expanding broadband access" bucket. The current target date to receive project applications is September 30, 2022.

For questions, please call 616-738-4852 or email plan@miottawa.org. To learn more, please visit the ARPA webpage.

Q30. **For Reference:** The County’s ARPA Committee developed specific “Lenses for Evaluating Projects” as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

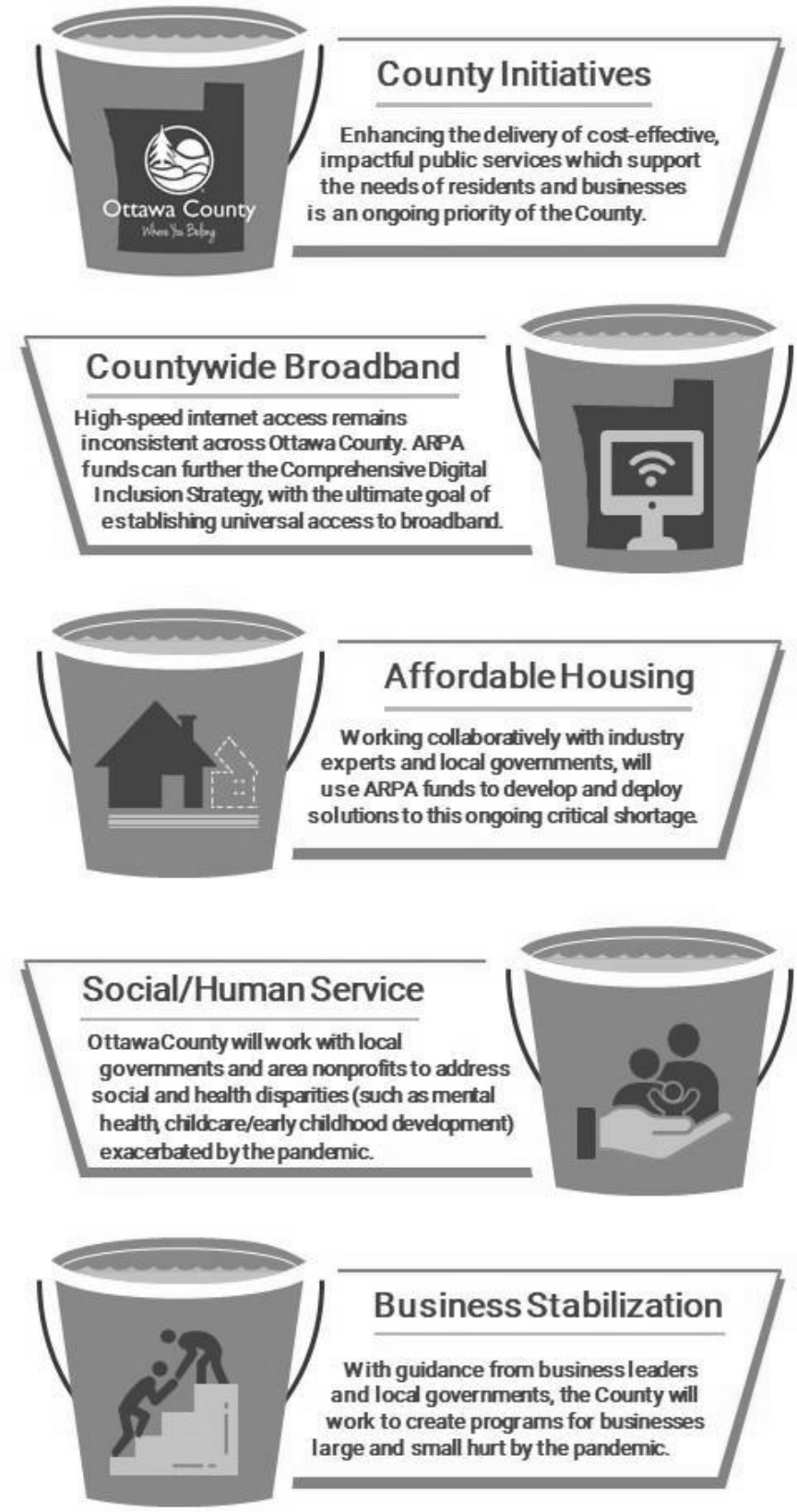
- The project is designed to address a known and demonstrated need.
- The project addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations.
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified.

Q2. Project name:

Idema Explorers Trail – Shovel-Ready Projects

Q3. Estimated funding request ($):

$2,000,000



Q4. Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project.

- (●) County/Courts-Led Initiative
- ( ) Expanding Broadband Access
- ( ) Affordable Housing
- ( ) Social/Human Services Need
- ( ) Business Stabilization Need

Q5. Please provide a brief description of the project:

The Grand River Greenway connects Lake Michigan to Millennium Park and Grand Rapids with a multi-use river and land trails on and along the Grand River through vast parks, deep woods, and hidden bayous. The heart of the Greenway is the Idema Explorers Trail, which is currently being developed. When connected, the 36.5-mile trail will offer endless opportunities to explore nature, community, and culture while also expanding access to over 100 miles of regional trails. These shovel-ready segments of the Idema Explorers Trail will connect the Grand River Greenway to growing areas of the County, opening access to trails, park land, and the Grand River where it is currently lacking. This includes the 2.4-mile Stearns Bayou Connector segment that is the final connection between the M-231 Grand River bridge pathway and the City of Grand Haven on the south side of the Grand River. It will connect bikers and pedestrians in Grand Haven to several Greenway parks for the first time (Connor Bayou, Riverside Park, and the Bass River State Recreation Area). This is also the final segment needed to complete a 24-mile trail loop around the Grand River between the US-31 bridge and M-231 bridge. This project will provide safe crossing over two major barriers for bike/pedestrian users: Stearns Bayou and Little Robinson Creek. There is also the 2.2-mile Bea Idema Eastmanville Legacy segment that will connect the neighborhoods of Allendale Township to the Grand River waterfront via Eastmanville Bayou County Park. It will feature over a mile along a high bank adjacent to the Grand River and provide access to the eastern section of Eastmanville Bayou. This area of the park is not currently readily accessible to the public and features a stand of rare Virginia Bluebells, which the trail route has been designed to preserve. It will also include an expanded underpass beneath the 68th Avenue bridge over the Grand River and a trailhead with rustic restrooms at Eastmanville Bayou. See the attached budget, project sheets, and project schedule map for more detail.

Q6. Please select one of the following options to describe the project:

The project is a...

- ( ) New initiative
- (●) Continuation of an existing initiative
- ( ) Upgrade to an existing initiative
- ( ) Other: [ ]

Q7. Please select one of the following options to describe the funding request:

Funds will be used for...

- ( ) Funding a program
- ( ) Making a one-time purchase
- (●) A large capital construction/installation project
- ( ) Individual distribution (e.g., resident or home)
- ( ) Other: [ ]

Q8. Are you leveraging other funds for this effort?

- (●) Yes
- ( ) No

Q9. If yes, provide the source and amount of other funds.

Q10. Source:

Various (see attached budget)

Q11. Amount ($):

$4,312,991

Q12. Briefly describe the timeline of the project.

Q13. Start date of expending funds:

November 2022

Q14. End date of expending funds:

May 2024

Q15. Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

This will be operated and maintained through funding from the Ottawa County Parks Millage.

Q16. If not awarded ARPA, please describe how this project will still materialize, if at all:

It is anticipated that these projects will still move forward. However, this funding would help to accelerate the Bea Idema Eastmanville Legacy Segment as well as subsequent sections of the Idema Explorers Trail through the Bass River State Recreation Area. Furthermore, given the changing cost climate for materials, this funding will help avoid extended delays to future Idema Explorers Trail projects due to potential budget shortfalls resulting from construction inflation.

Q17. Briefly describe the target population to be served by the project:

Over the long-term, OCP envisions the Greenway as an amenity that will draw visitors from Ottawa County and the entire West Michigan region - however, as it is completed and paired with the improvements to the River in Grand Rapids, the Greenway will attract users from all over Michigan, the Midwest, and even possibly nationally. As such we are anticipating thousands of annual users and are working to better quantify this usage. However, preliminary numbers from our trail counter at the entrance of Grand Ravines already shows thousands of monthly users during the warmer seasons. Once completed, these specific segments will directly serve the communities along the Grand River from Allendale to northwest Ottawa County, which includes nearly 80,000 residents, who will have unprecedented bikeable and walkable access to the Grand River and the Greenway park land, which includes over 2,205 acres.

Q18. What is the estimated number of individuals and/or small businesses to be served by the project?

Q19. Number of individuals:

1,400,000

Q20. Number of small businesses:

6

Q21. Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

- (●) Yes
- ( ) No

Q22. If yes, please explain.

These projects will provide expanded walkable/bikeable access to some of Ottawa County's lower income area (Census tracts in Grand Haven and Allendale townships) as well as under-educated areas (Census tracts in Robinson Township).

Q23. Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

The major outcomes of the project include the following: 1) completing the connection of the Idema Explorers Trail to the City of Grand Haven and Grand Haven Township 2) completing the connection of the M-231 Grand River Bridge trail (the Spoonville Trail) to the City of Grand Haven and Grand Haven Township 3) completing a 24-mile Grand River loop around northwest Ottawa County 4) connecting Allendale Township to the northern section of the Grand River in their community 5) connecting over 2,000 acres of Greenway park lands to surrounding communities.

Q24. Please provide us with your contact information.

Name:	Curt TerHaar
Organization:	Ottawa County Parks
Phone:	6167384656
Email:	cterhaar@miottawa.org

Q25. Type of organization:

- (●) County
- ( ) Local unit
- ( ) Non-profit
- ( ) Private sector

Q26. If you'd like to share additional information, please include that in the space below. Supporting documentation may also be submitted using the file upload option below.

Per the "lenses," the Idema Explorers Trails is a long-term, transformational impact project as it will not only connect Grand Haven to the Grand Rapids area (as well as several Ottawa County communities) but is a key component as a growing regional Greenway effort. This effort includes over $800 million in documented past and future public investment in the Grand River with the potential for a 100-mile long bike trail system from Ottawa to Ionia counties as well as a water trail system from Jackson to Lake Michigan. Completing the Idema Explorers Trail is an essential step for fully integrating Ottawa County and its communities into this vision. This project is ranked #2 in the Ottawa County Parks Commission's list of priority projects proposed for ARPA funding (see attached).

Q32. Upload supporting documentation here:

IET Shovel Ready ARPA Application Attachments.pdf
2.3MB
application/pdf

Q27. You may submit this application by clicking the blue arrow button below. For questions, please call 616-738-4852 or email plan@miottawa.org

Location Data

Location: (42.8123, -86.1421)

Source: GeoIP Estimation

Idema Explorers Trail – Shovel-Ready Projects

ARPA Application – Attachments

1. Ottawa County Parks Commission – Priority Projects for ARPA
2. Idema Explorers Trail Shovel-Ready Projects – Budget
3. Idema Explorers Trail Shovel-Ready Projects – Stearns Bayou Connector Project Sheet
4. Idema Explorers Trail Shovel-Ready Projects – Bea Idema Eastmanville Legacy Segment Project Sheet
5. Idema Explorers Trail Shovel-Ready Projects – Schedule Map

Ottawa County Parks and Recreation Commission
American Rescue Plan Act Funding – Proposed Priority Projects

Ottawa County Parks & Recreation Commission

For upcoming unique funding opportunities through the American Rescue Plant Act that are anticipated through the County and the Michigan Department of Natural Resources (MDNR), staff has identified and ranked proposed priority projects that could be submitted once submissions are being accepted. The projects are listed below in priority order:

1. **Ottawa Sands Phase I Development**
   Request Amount~~: $2 million~~ rev. $3.4 million
   Brief Description: Covers funding needed to complete Idema Explorers Camp, entry drive, utilities, day-use area (parking, restroom, and boardwalk), and lake loop.
2. **Idema Explorers Trail – Bea Idema Eastmanville Legacy Segment**
   Request Amount: $2 million
   Brief Description: 2.2-mile segment with scenic riverfront views that is "shovel-ready," connects Allendale Township to Eastmanville Bayou Open Space.
3. **Eastmanville Farm Restoration and Planning**
   Request Amount: $250,000
   Brief Description: Engineering study of potential conversion of barn to rental facility, removal of treatment pools, as well as grassland restoration and management.
4. **Hemlock Crossing Fiber Optic Connection**
   Request Amount: $250,000
   Brief Description: Provide high speed internet connection that would better facilitate virtual programming.
5. **Upper Macatawa Natural Area Restroom & Middle Macatawa Trail Linkage**
   Request Amount: $750,000
   Brief Description: Modern restroom with changing rooms/showers for mountain bike trail users. Completion of natural surface trail connection through Poppen Woods and Middle Macatawa (bridges over Macatawa River).
6. **Paw Paw Park Improvements**
   Request Amount: $750,000
   Brief Description: Extension of Macatawa Greenway Trail within park and day-use improvements at Paw Paw East entry area (e.g. modern restroom, nature play area).
7. **Grand River Greenway Interpretive Nodes**
   Request Amount: $3 million
   Brief Description: Plan and develop 4 to 8 interpretive "nodes" along the Greenway that will provide standout outdoor spaces and create a sense of place. Each site would have thematic elements, shelter, and art.
8. **Ottawa Sands Dunal Prairie Marsh and Trail System**
   Request Amount: $3 million
   Brief Description: Complete creation of up to 18 acres of dunal wetlands at Ottawa Sands and develop related wetland trail system, which includes boardwalks, shelters, and overlooks.
9. **Bend Area Activity Venue**
   Request Amount: $5 million
   Brief Description: Renovate "Moss House" and convert into rental facility, construct large three-season multi-purpose building. Both feature waterfront views.
10. **Spring Grove East Venue**
    Request Amount: $3 million
    Brief Description: Construct large multi-purpose building in east area of park.
11. **Sheldon Landing Development**
    Request Amount: $1 million
    Brief Description: Improve access drive and access to Pigeon River, including universal kayak launch and fishing pier.

Idema Explorers Trail - Shovel-Ready Projects

Project Budget & Funding Sources

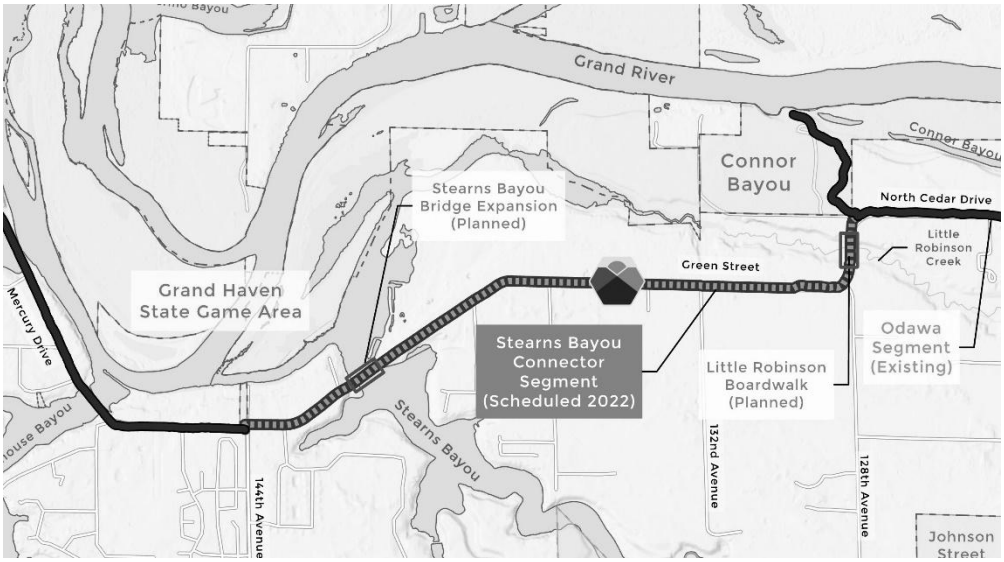
Ottawa County Parks & Recreation Commission

	Project Cost Estimates					
Phases	**Acquisition**	**Design**	**Construction**			**Total**
Idema Explorers Trail - Stearns Bayou Connector	$72,087	$432,297	$3,946,474			**$4,450,857**
Idema Explorers Trail - Bea Idema Eastmanville Legacy Segment	$0	$239,164	$1,626,859			**$1,866,023**
Totals	***$72,087***	***$671,461***	***$5,573,333***			***$6,316,881***

	Proposed Funding Sources					
Phases	**Millage (Budgeted)**	**Foundation (Secured)**	**Trust Fund (Secured)**	**MDOT Transportation Alternatives Program (Pending)**	**Unidentified**	**Total**
Idema Explorers Trail - Stearns Bayou Connector	$150,000	$797,036	$300,000	$2,337,757	$866,064	**$4,450,857**
Idema Explorers Trail - Bea Idema Eastmanville Legacy Segment	$150,000	$578,198	$0	$0	$1,137,825	**$1,866,023**
Totals	***$300,000***	***$1,375,234***	***$300,000***	***$2,337,757***	***$2,003,890***	***$6,316,881***

Project: Stearns Bayou Connector

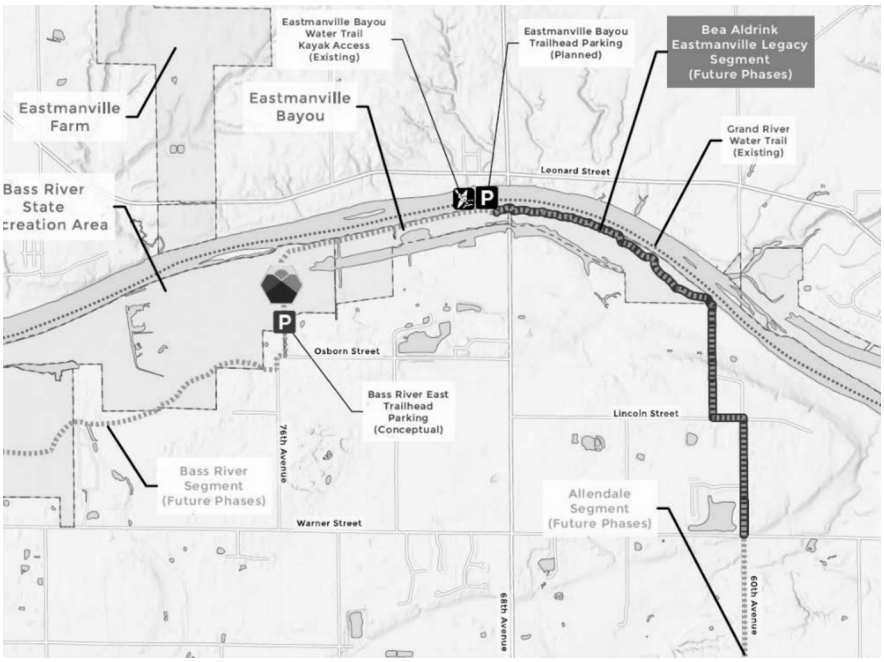
- **Parks Initiative:** Grand River Greenway – Idema Explorers Trail (background below in *italics*)
- **Parks Plan/Strategic Plan/Master Plan Reference (where applicable):** Parks Plan 161-163 and Appendix L-4 (Project D48)
- **Estimated Cost:** $4,450,857
- **Proposed/Committed Funding**:
    - Ottawa County Parks Millage (Committed): 150,000
    - MDOT Transportation Alternatives Program (Conditional Commitment): $2,337,757
    - Ottawa County Parks Foundation – Grand River Greenway Fund (Committed): $797,036
    - Michigan Natural Resources Trust Fund (Committed): $300,000
    - To be determined: $866,064
- **Location**: Robinson Township
- **Summary**: This 2.4-mile segment is the final connection between the M-231 Grand River bridge pathway and the City of Grand Haven on the south side of the Grand River. It will connect bikers and pedestrians in Grand Haven to several Greenway parks for the first time (Connor Bayou, Riverside Park, and the Bass River State Recreation Area). This is also the final segment needed to complete a 24-mile trail loop around the Grand River between the US-31 bridge and M-231 bridge. This project will provide safe crossing over two major barriers for bike/pedestrian users: Stearns Bayou and Little Robinson Creek. Once completed, it will be officially known as the "Bayou Segment"



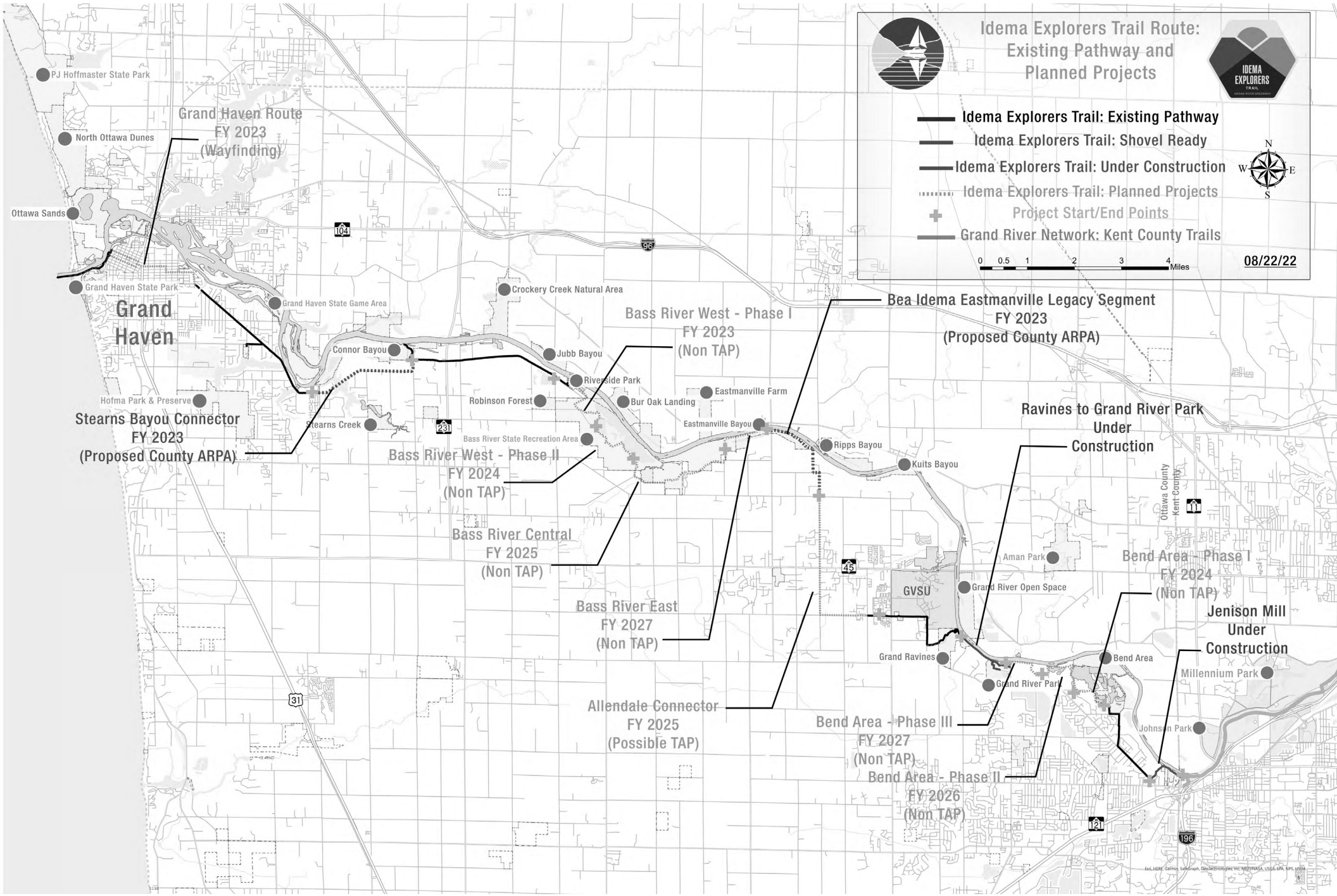
- **Status**: Scheduled for Construction in FY 2023. 95% design completed.

Project: Eastmanville Connector Segment (to be named Bea Aldrink Eastmanville Legacy Segment)

- **Parks Initiative:** Grand River Greenway – Idema Explorers Trail (background below in *italics*)
- **Estimated Cost:** $1,866,203
- **Proposed/Committed Funding**
  - Ottawa County Parks Millage (Committed): $150,000
  - Ottawa County Park Foundation – Grand River Greenway Fund (Committed): $578,198
  - To be determined: $1,137,825
- **Location**: Allendale Township, Ottawa County (Senate District 30, State House District 88)
- **Summary**: This 2.2-mile segment will connect the neighborhoods of Allendale Township to the Grand River waterfront via Eastmanville Bayou County Park. It will feature over a mile along a high bank adjacent to the Grand River and provide access to the eastern section of Eastmanville Bayou. This area of the park is not currently readily accessible to the public and features a stand of rare Virginia Bluebells, which the trail route has been designed to preserve. It will also include an expanded underpass under the 68th Avenue bridge over the Grand River and a trailhead with rustic restrooms at Eastmanville Bayou.



- **Status**: Scheduled for Construction in FY 2023/4. 95% design completed.


Idema Explorers Trail Route:
Existing Pathway and
Planned Projects
IDEMA EXPLORERS TRAIL
Idema Explorers Trail: Existing Pathway
Idema Explorers Trail: Shovel Ready
Idema Explorers Trail: Under Construction
Idema Explorers Trail: Planned Projects
Project Start/End Points
Grand River Network: Kent County Trails
0 0.5 1 2 3 4 Miles
08/22/22
N
W
E
S
PJ Hoffmaster State Park
North Ottawa Dunes
Ottawa Sands
Grand Haven Route
FY 2023
(Wayfinding)
Grand Haven State Park
Grand Haven
Grand Haven State Game Area
Crockery Creek Natural Area
Connor Bayou
Jubb Bayou
Riverside Park
Eastmanville Farm
Robinson Forest
Bur Oak Landing
Eastmanville Bayou
Hofma Park & Preserve
Stearns Bayou Connector
FY 2023
(Proposed County ARPA)
Stearns Creek
Bass River State Recreation Area
Bass River West - Phase I
FY 2023
(Non TAP)
Bea Idema Eastmanville Legacy Segment
FY 2023
(Proposed County ARPA)
Bass River West - Phase II
FY 2024
(Non TAP)
Ripps Bayou
Kuits Bayou
Ravines to Grand River Park
Under
Construction
Ottawa County
Kent County
Bass River Central
FY 2025
(Non TAP)
Aman Park
Bend Area - Phase I
FY 2024
(Non TAP)
GVSU
Grand River Open Space
Jenison Mill
Under
Construction
Bass River East
FY 2027
(Non TAP)
Grand Ravines
Bend Area
Millennium Park
Grand River Park
Allendale Connector
FY 2025
(Possible TAP)
Bend Area - Phase III
FY 2027
(Non TAP)
Johnson Park
Bend Area - Phase II
FY 2026
(Non TAP)
104
96
23
45
31
11
21
196

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Middle Macatawa Trail System Funding Request

Suggested Motion:

To approve the Parks and Recreation Department's project for $906,000 in Board Initiatives funds to support the Middle Macatawa Trail System.

Summary of Request:

The Macatawa Greenway connects Lake Michigan to the southeastern area of the County along the Macatawa River/Lake Macatawa corridor. Through the efforts of Ottawa County Parks and its local, state, and non-profit partners, there is now over 1,500 acres of public land directly along the River or the Lake. Over time, the partners have worked toward a shared vision of connecting these public lands together through a non-motorized trail system and/or increasing access to this land and the water through connected hiking trails while also improving amenities along the corridor. The corridor has been broken into different sections for planning purposes. The focus of this project is the section of publicly accessible land along the River east of I-196, which include 774 acres of land that is nearly continuously connected, including Hawthorn Pond, the Outdoor Discovery Center's "Middle Macatawa" properties, and Upper Macatawa Natural Area. In 2021, Ottawa County Parks purchased a 5-acre property that was the final acquisition needed to develop a connected trail route through all these properties. While Hawthorn Pond and the Upper Macatawa Natural Area are currently somewhat accessible for pedestrians and bikers via the Adams Street separated pathway, this bypasses two miles of riverfront and 177 acres of natural land. As a result, Ottawa County Parks, Holland Township, and the ODC Network have developed a plan to connect these properties with a recreational trail system. This includes the development of a 2.8-mile hiking and mountain biking trail from Hawthorn Pond through the entire length of Middle Macatawa. In order to accomplish this, installation of bridges and boardwalks to cross the River and wetlands is needed as well as repair of some existing boardwalks in the "Poppen Woods" area of the Middle Macatawa property. Additionally, work would be needed to develop an underpass under the Adams Street bridge over the River. These improvements comprise the bulk of the costs related to developing this trail system. In total, these improvements would create a 15.69-mile connected system of trails, with a total of 8 miles of natural surface mountain biking trails. Additionally, enhanced amenities are proposed to pair with the expansion of the greenway trail system. Some of the most requested facilities for the parks within the Macatawa Greenway are modern restrooms. Currently, Ottawa County Parks is assisting Holland Township with planning for a possible trailhead, modern restroom, connector pathways within the park as well as along Black River Court at Hawthorn Pond on the west side of this section of the Greenway. A modern restroom is also needed at the popular Upper Macatawa Natural Area, which is a regional destination for mountain biking on the east side of this section of the Greenway. This project includes construction of these two restrooms. The Upper Macatawa restroom will service the general user as well as mountain bikers, with changing rooms and showers for mountain bikers. Both of these restrooms will feature accessible elements.

Financial Information:

Total Cost: $906,000.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance and Administration 11/15/2022

Form Last Revised 8/30/2019

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Ottawa Sands Phase I Improvements Funding Request

Suggested Motion:

To approve the Parks and Recreation Department's project for $3,400,000 in Board Initiatives funds to support the Ottawa Sands Phase I Improvements. (Restoration/Access).

Summary of Request:

In 2019, Ottawa County Parks completed the purchase of Ottawa Sands. This 345-acre former sand mine includes over a mile of Grand River frontage, an 80-acre manmade lake, and critical dune features. The park is situated at the crossroads of the Grand River and Lake Michigan Coastal Greenways and is the midpoint of a 6-mile corridor of duneland along Lake Michigan, stretching from the north side of the Grand River in Grand Haven to PJ Hoffmaster State Park. In 2021 the Ottawa Sands Master Plan was adopted, and it features several projects designed to restore and open up access to the Park and its Grand River Greenway features. These projects include ecological improvements to the mine lake shoreline, the restoration/creation of up to 18 acres of wetland, paved pathway connections to the regional trail system, a 1.6-mile paved path around the manmade lake, a kayak launch, swimming beach, Idema Explorers Camp (including tent camping, yurts, and tree houses), and "Riverfront Promenade" area along the Grand River. It would also connect to the Idema Explorers Trail and Grand River Heritage Water Trail. Though a very popular and beloved park, many users are unable to access the park from the temporary gravel parking area off North Shore Drive due to the challenging sandy conditions of the trails and walking distances to the scenic areas. To enhance access for people of all abilities, take advantage of its location at greenway corridor crossroads, and create a more biodiverse park for users and wildlife, this project includes lake shoreline improvements, wetland creation, developing a paved entry drive, the Idema Explorers Camp, an accessible kayak launch on the Grand River, a paved "day-use" parking area near the sand mine lake, trail boardwalks, modern restrooms (at the day-use area and Idema Explorers Camp), an accessible 1.6-mile paved loop around the scenic Ottawa Sands lake, and connection to the Idema Explorers Trail. See attached annotated "Project Phasing Plan" map for the Ottawa Sands Master Plan, Project Sheet, Phase I Budget, and relevant renderings for more detail.

Financial Information:

Total Cost:	General Fund Cost:	Included in Budget:	☐ Yes	☑ No	☐ N/A
$3,400,000.00	$0.00				

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance and Administration 11/15/2022

Q1. The American Rescue Plan Act (ARPA), a COVID-19 relief package, was signed into law in March 2021. This Act includes billions in federal funding for state and local governments. This federal aid is intended to address economic impacts of the pandemic and ensure a strong recovery. Determined to utilize these one time federal resources wisely, Ottawa County formed the American Rescue Plan Act Committee. Appointed by the Board of Commissioners, the Committee is comprised of community members representing a cross-section of local public and private organizations. The Committee's sole purpose is to guide the Board of Commissioners on how to spend the $57 million that the County has received from ARPA.

ARPA Committee members have identified needs within their area of expertise and are assisting County officials with drafting funding options and priorities. To ensure projects funded by ARPA dollars benefit all who live and work in Ottawa County, the Committee identified five categories, or "buckets", of high level priorities.

This application is intended for county departments/courts to submit their project idea/proposal which can be categorized under the "county/courts-led initiatives" bucket. Other “bucket” ideas can be submitted as well, where appropriate, and will be shared with the respective bucket manager for further consideration. The Ottawa County Department of Strategic Impact will serve as the internal bucket manager for the "expanding broadband access" bucket. The current target date to receive project applications is September 30, 2022.

For questions, please call 616-738-4852 or email plan@miottawa.org. To learn more, please visit the ARPA webpage.

Q30. **For Reference:** The County’s ARPA Committee developed specific “Lenses for Evaluating Projects” as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

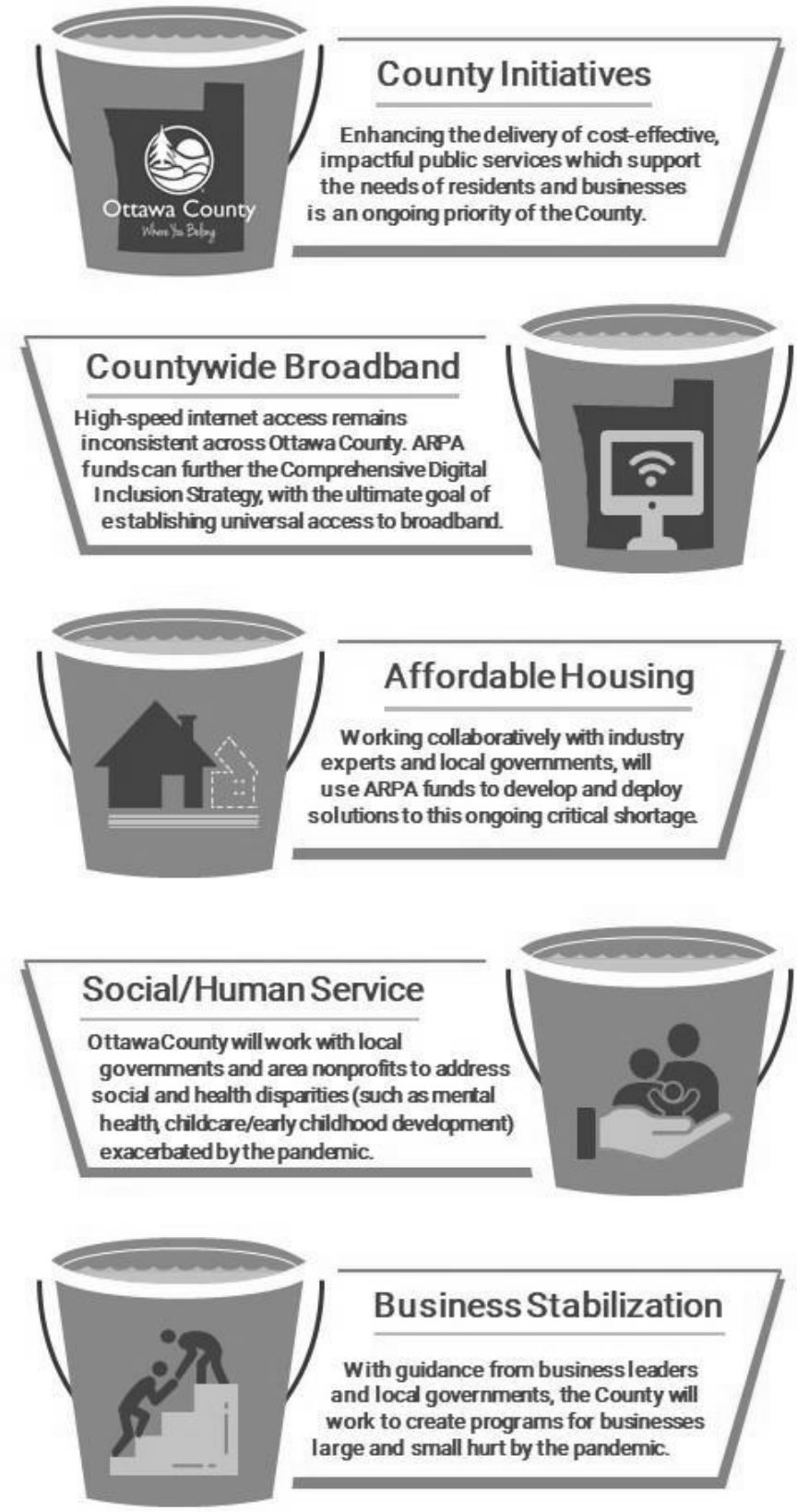
- The project is designed to address a known and demonstrated need.
- The project addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations.
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified.

Q2. Project name:

Ottawa Sands Phase I Improvements (Restoration/Access)

Q3. Estimated funding request ($):

$3,400,000



Q4. Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project.

- (●) County/Courts-Led Initiative
- ( ) Expanding Broadband Access
- ( ) Affordable Housing
- ( ) Social/Human Services Need
- ( ) Business Stabilization Need

Q5. Please provide a brief description of the project:

In 2019, Ottawa County Parks completed the purchase of Ottawa Sands. This 345-acre former sand mine includes over a mile of Grand River frontage, an 80-acre manmade lake, and critical dune features. The park is situated at the crossroads of the Grand River and Lake Michigan Coastal Greenways and is the midpoint of a 6-mile corridor of duneland along Lake Michigan, stretching from the north side of the Grand River in Grand Haven to PJ Hoffmaster State Park. In 2021 the Ottawa Sands Master Plan was adopted, and it features several projects designed to restore and open up access to the Park and its Grand River Greenway features. These projects include ecological improvements to the mine lake shoreline, the restoration/creation of up to 18 acres of wetland, paved pathway connections to the regional trail system, a 1.6-mile paved path around the manmade lake, a kayak launch, swimming beach, Idema Explorers Camp (including tent camping, yurts, and tree houses), and “Riverfront Promenade” area along the Grand River. It would also connect to the Idema Explorers Trail and Grand River Heritage Water Trail. Though a very popular and beloved park, many users are unable to access the park from the temporary gravel parking area off North Shore Drive due to the challenging sandy conditions of the trails and walking distances to the scenic areas. To enhance access for people of all abilities, take advantage of its location at greenway corridor crossroads, and create a more biodiverse park for users and wildlife, this project includes lake shoreline improvements, wetland creation, developing a paved entry drive, the Idema Explorers Camp, an accessible kayak launch on the Grand River, a paved “day-use” parking area near the sand mine lake, trail boardwalks, modern restrooms (at the day-use area and Idema Explorers Camp), an accessible 1.6-mile paved loop around the scenic Ottawa Sands lake, and connection to the Idema Explorers Trail. See attached annotated “Project Phasing Plan” map for the Ottawa Sands Master Plan, Project Sheet, Phase I Budget, and relevant renderings for more detail.

Q6. Please select one of the following options to describe the project:

The project is a...

- ( ) New initiative
- (●) Continuation of an existing initiative
- ( ) Upgrade to an existing initiative
- ( ) Other: [ ]

Q7. Please select one of the following options to describe the funding request:

Funds will be used for...

- ( ) Funding a program
- ( ) Making a one-time purchase
- (●) A large capital construction/installation project
- ( ) Individual distribution (e.g., resident or home)
- ( ) Other: [ ]

Q8. Are you leveraging other funds for this effort?

- (●) Yes
- ( ) No

Q9. If yes, provide the source and amount of other funds.

Q10. Source:

Various (see attached budget sheet)

Q11. Amount ($):

4722864

Q12. Briefly describe the timeline of the project.

Q13. Start date of expending funds:

November 2022

Q14. End date of expending funds:

May 2024

Q15. Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

This will be operated and maintained through funding from the Ottawa County Parks Millage as well as from revenue from the Idema Explorers Camp. A campground feasibility study completed as part of the Master Plan process indicated that a campground would be self-sustaining at this site.

Q16. If not awarded ARPA, please describe how this project will still materialize, if at all:

There are priority portions of the project that will be constructed such as the paved entry drive and Idema Explorers Camp – however, it is possible that accessibility focused amenities such as the paved lake loop and modern restroom could be delayed for several years, if not longer. The acquisition of Ottawa Sands was completely unanticipated, and this project would not have been moving ahead at this time without an unexpected $3.48 million philanthropic gift from the Bill and Bea Idema Foundation for the camp portion of the project. However, the additional amenities which are a priority for the Parks Commission to meet the needs for users of all abilities do not currently have an identified funding source.

Q17. Briefly describe the target population to be served by the project:

Due to its signature natural features and unique location as a crossroads of two major natural and recreation corridors, the Michigan Natural Resources Trust Fund recognized its potential value as a regional attraction and invested $8 million in assisting with the acquisition of Ottawa Sands. As a result, Ottawa County Parks embarked on the Ottawa Sands Master Plan with the intention of balancing a beloved park experience, restoration, and providing regional recreational offerings. While currently popular, Ottawa Sands is limited as it is not fit for regional usage and also inaccessible to many visitors with limited mobility. This project targets creating a regional attraction for entire Grand Rapids/Kentwood/Muskegon Combined Statistical Area (over 1.4 million residents) while also ensuring access for people of all abilities to this treasured natural feature. As the Idema Explorers Trail nears completion and the Grand River Greenway expands into Kent County with major developments, overnight accommodations will be needed to serve bikers, paddlers, and hikers utilizing the Greenway. With the development of the Idema Explorers Camp, Ottawa Sands will provide the first public 24-hour experience of the Grand River Greenway, filling a critical recreational need for both residents and visitors – especially for this type of camping experience which is unique to the region. Additionally, this project would open up Ottawa Sands and its beloved experience to the estimated 191,000 residents of the Combined Statistical Area that are likely to have mobility issues according to the Center for Disease Control (13.7% of the population: https://www.cdc.gov/ncbddd/disabilityandhealth/infographic-disability-impacts-all.html). The paved entry drive, paved parking area, 1.6-mile lake loop, paved connector trails, boardwalks, modern restroom, accessible kayak launch and Idema Explorers Camp are all specifically designed to welcome people of all abilities into this park.

Q18. What is the estimated number of individuals and/or small businesses to be served by the project?

Q19. Number of individuals:

1,400,000

Q20. Number of small businesses:

6

Q21. Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

- (●) Yes
- ( ) No

Q22. If yes, please explain.

As mentioned above, 13.7% of the population has mobility issues and cannot fully enjoy Ottawa Sands. Additionally, the 2021 Community Assessment for Ottawa County shows increasing issues with physical and mental health in Ottawa County. A growing body of scientific evidence shows that time spent outdoors and in nature positively impacts physical and mental health. By increasing access to Ottawa Sands as described above, this project with further help in addressing these issues in our community.

Q23. Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

The major outcomes of the project include the following: 1) enhancing the biodiversity of the site following the mining operation for both users and wildlife, fulfilling a need for “green infrastructure” in this area as recommended in the Grand River Coastal Corridor Assessment completed by Audubon Great Lakes 2) providing access to Ottawa Sands to people of all abilities, fulfilling a need to reach these sometimes underserved park users 3) integrating Ottawa Sands into the Grand River Greenway through land and water trail connections and the Idema Explorers Camp.

Q24. Please provide us with your contact information.

Name:	Curt TerHaar
Organization:	Ottawa County Parks
Phone:	6167384656
Email:	cterhaar@miottawa.org

Q25. Type of organization:

- (●) County
- ( ) Local unit
- ( ) Non-profit
- ( ) Private sector

Q26. If you'd like to share additional information, please include that in the space below. Supporting documentation may also be submitted using the file upload option below.

Per the "lenses," Ottawa Sands is a long-term, transformational project on a scale that is unprecedented for Ottawa County Parks. This is due to several factors, such as the opportunity to revive a dune extraction area, its central location in a growing urban center and its outstanding access to the Grand River and a 6-mile long dune corridor. This project will begin ecological restoration/enhancement work and develop in a balanced fashion to open up the dune corridor and the Grand River Greenway for the entire region with signature projects that will help to further attract and retain talent on a national basis, enhance quality of life for our residents, and provide an impactful addition to our vibrant tourism and outdoors industries. This project is ranked #1 in the Ottawa County Parks Commission's list of priority projects proposed for ARPA funding (see attached).

Q32. Upload supporting documentation here:

Ottawa Sands ARPA Application Attachments.pdf
13.4MB
application/pdf

Q27. You may submit this application by clicking the blue arrow button below. For questions, please call 616-738-4852 or email plan@miottawa.org

Location Data

Location: (42.7686, -86.117)

Source: GeoIP Estimation

Ottawa Sands Phase I Improvements

ARPA Application – Attachments

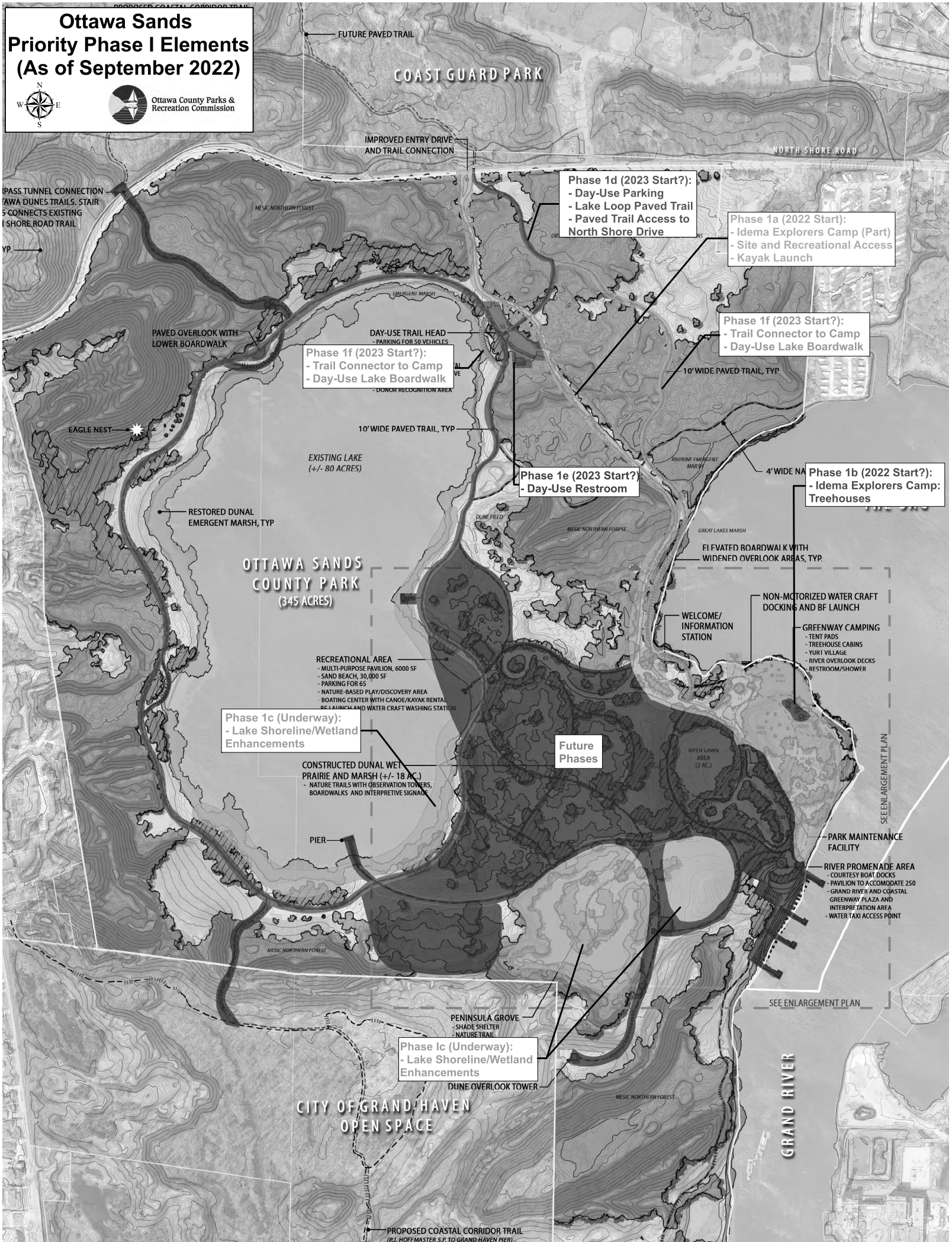
1. Ottawa County Parks Commission – Priority Projects for ARPA
2. Ottawa Sands Phase I Improvements – Project Maps, Project Elements, and Project Budgets
3. Ottawa Sands Phase I Improvements – Project Sheet

Ottawa County Parks and Recreation Commission
American Rescue Plan Act Funding – Proposed Priority Projects

Ottawa County Parks & Recreation Commission

For upcoming unique funding opportunities through the American Rescue Plant Act that are anticipated through the County and the Michigan Department of Natural Resources (MDNR), staff has identified and ranked proposed priority projects that could be submitted once submissions are being accepted. The projects are listed below in priority order:

1. **Ottawa Sands Phase I Development**
   Request Amount: $3.4 million
   Brief Description: Covers funding needed to complete Idema Explorers Camp, entry drive, utilities, day-use area (parking, restroom, and boardwalk), shoreline/wetland enhancements, lake loop, and connection to the Idema Explorers Trail.
2. **Idema Explorers Trail – Shovel-Ready Projects**
   Request Amount: $2 million
   Brief Description: Completion of Bea Idema Legacy Segment - 2.2-mile segment with scenic riverfront views that is "shovel-ready," connects Allendale Township to Eastmanville Bayou Open Space. Completion of Stearns Bayou Connector - 2.4-mile "shovel-ready" segment that connects the M-231 Bridge and Robinson Township to existing trails in Grand Haven Township.
3. **Middle Macatawa Trail System & Amenities**
   Request Amount: $906,000
   Brief Description: Trailhead, modern restroom, and paved trail connector on Black River Court for Hawthorn Pond. Modern restroom with changing rooms/showers for mountain bike trail users at Upper Macatawa Natural Area. Completion of natural surface trail connection through Poppen Woods and Middle Macatawa (bridges over Macatawa River).
4. **Eastmanville Farm Restoration and Planning**
   Request Amount: $250,000
   Brief Description: Engineering study of potential conversion of barn to rental facility, removal of treatment pools, as well as grassland restoration and management.
5. **Hemlock Crossing Fiber Optic Connection**
   Request Amount: $250,000
   Brief Description: Provide high speed internet connection that would better facilitate virtual programming.
6. **Paw Paw Park Improvements**
   Request Amount: $1,100,000
   Brief Description: Extension of Macatawa Greenway Trail within park and day-use improvements at Paw Paw East entry area (e.g. modern restroom, nature play area).
7. **Grand River Greenway Interpretive Nodes**
   Request Amount: $3 million
   Brief Description: Plan and develop 4 to 8 interpretive "nodes" along the Greenway that will provide standout outdoor spaces and create a sense of place. Each site would have thematic elements, shelter, and art.
8. **Ottawa Sands Dunal Prairie Marsh and Trail System**
   Request Amount: $3 million
   Brief Description: Complete creation of up to 18 acres of dunal wetlands at Ottawa Sands and develop related wetland trail system, which includes boardwalks, shelters, and overlooks.
9. **Bend Area Activity Venue**
   Request Amount: $5 million
   Brief Description: Renovate "Moss House" and convert into rental facility, construct large three-season multi-purpose building. Both feature waterfront views.
10. **Spring Grove East Venue**
    Request Amount: $3 million
    Brief Description: Construct large multi-purpose building in east area of park.
11. **Sheldon Landing Development**
    Request Amount: $1 million
    Brief Description: Improve access drive and access to Pigeon River, including universal kayak launch and fishing pier.


Ottawa Sands
Priority Phase I Elements
(As of September 2022)
Ottawa County Parks & Recreation Commission
FUTURE PAVED TRAIL
COAST GUARD PARK
IMPROVED ENTRY DRIVE AND TRAIL CONNECTION
NORTH SHORE ROAD
Phase 1d (2023 Start?):
- Day-Use Parking
- Lake Loop Paved Trail
- Paved Trail Access to North Shore Drive
Phase 1a (2022 Start):
- Idema Explorers Camp (Part)
- Site and Recreational Access
- Kayak Launch
Phase 1f (2023 Start?):
- Trail Connector to Camp
- Day-Use Lake Boardwalk
10' WIDE PAVED TRAIL, TYP
PAVED OVERLOOK WITH LOWER BOARDWALK
DAY-USE TRAIL HEAD
- PARKING FOR 50 VEHICLES
- DONOR RECOGNITION AREA
EAGLE NEST
EXISTING LAKE
(+/- 80 ACRES)
Phase 1e (2023 Start?)
- Day-Use Restroom
Phase 1b (2022 Start?):
- Idema Explorers Camp:
Treehouses
RESTORED DUNAL EMERGENT MARSH, TYP
OTTAWA SANDS COUNTY PARK
(345 ACRES)
ELEVATED BOARDWALK WITH WIDENED OVERLOOK AREAS, TYP.
NON-MOTORIZED WATER CRAFT DOCKING AND BF LAUNCH
WELCOME/ INFORMATION STATION
GREENWAY CAMPING
- TENT PADS
- TREEHOUSE CABINS
- YURT VILLAGE
- RIVER OVERLOOK DECKS
- RESTROOM/SHOWER
RECREATIONAL AREA
- MULTI-PURPOSE PAVILION, 6000 SF
- SAND BEACH, 30,000 SF
- PARKING FOR 65
- NATURE-BASED PLAY/DISCOVERY AREA
- BOATING CENTER WITH CANOE/KAYAK RENTAL
Phase 1c (Underway):
- Lake Shoreline/Wetland Enhancements
Future Phases
CONSTRUCTED DUNAL WET PRAIRIE AND MARSH (+/- 18 AC.)
- NATURE TRAILS WITH OBSERVATION TOWERS, BOARDWALKS AND INTERPRETIVE SIGNAGE
PIER
PARK MAINTENANCE FACILITY
RIVER PROMENADE AREA
- COURTESY BOAT DOCKS
- PAVILION TO ACCOMODATE 250
- GRAND RIVER AND COASTAL GREENWAY PLAZA AND INTERPRETATION AREA
- WATER TAXI ACCESS POINT
SEE ENLARGEMENT PLAN
PENINSULA GROVE
- SHADE SHELTER
- NATURE TRAIL
Phase 1c (Underway):
- Lake Shoreline/Wetland Enhancements
DUNE OVERLOOK TOWER
CITY OF GRAND HAVEN OPEN SPACE
GRAND RIVER
PROPOSED COASTAL CORRIDOR TRAIL
(P.J. HOFFMASTER S.P. TO GRAND HAVEN PIER)

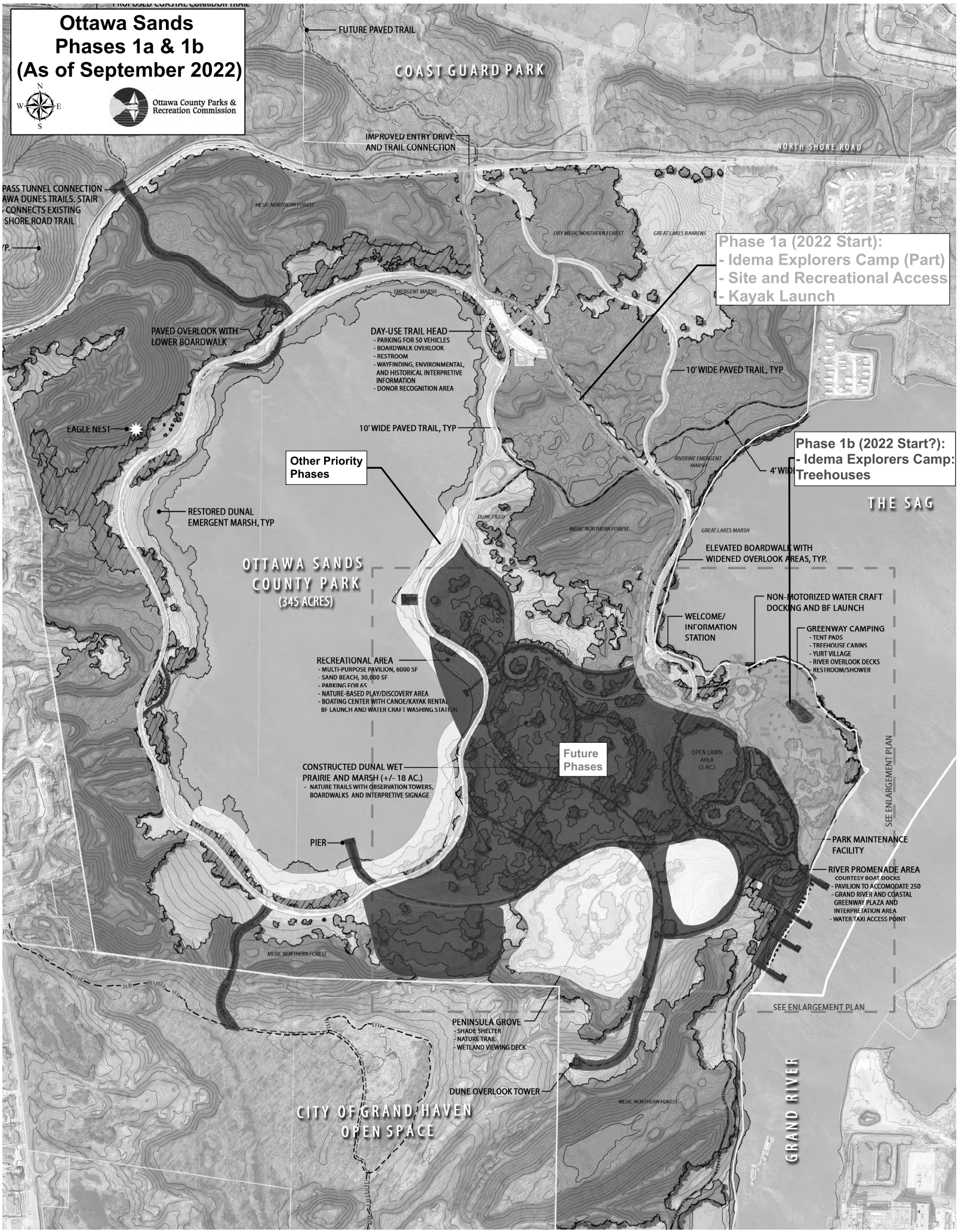
Ottawa Sands Priority Development Projects

Project Budget & Funding Sources

Ottawa County Parks & Recreation Commission

		Project Cost Estimates							
Phase	**Items**	**Design**	**Construction**						**Total**
1a	Access Drive, Misc. Amenities, and Idema Explorers Camp (Part)	$195,325	$3,177,697						**$3,373,022**
1b	Idema Explorers Camp: Treehouses	$78,636	$1,276,611						**$1,355,247**
1c	Lake Shoreline/Wetlands	$45,000	$405,000						**$450,000**
1d	Day-Use Parking/Lake Loop	$90,168	$901,676						**$991,844**
1e	Day-Use Restroom	$44,157	$441,570						**$485,727**
1f	Trail Amenities (Day-Use Boardwalk, Sag Connector)	$130,285	$1,302,846						**$1,433,131**
Totals		***$409,129***	***$5,760,984***						***$8,088,970***

		Proposed Funding Sources							
Phase	**Items**	**Millage (Budgeted)**	**Foundation (Secured)**	**Trust Fund (Pending)**	**Land & Water Conservation Fund (Pending)**	**Sustain Our Great Lakes (Secured)**	**MDNR Fisheries Habitat (Proposed)**	**Unidentified**	**Total**
1a	Access Drive, Misc. Amenities, and Idema Explorers Camp (Part)		$3,373,022					$0	**$3,373,022**
1b	Idema Explorers Camp: Treehouses							$1,355,247	**$1,355,247**
1c	Lake Shoreline/Wetlands					$300,000	$150,000	$0	**$450,000**
1d	Day-Use Parking/Lake Loop	$250,000	$106,978	$300,000				$334,866	**$991,844**
1e	Day-Use Restroom				$242,864			$242,863	**$485,727**
1f	Trail Amenities (Day-Use Boardwalk, Sag Connector)							$1,433,131	**$1,433,131**
Totals		***$250,000***	***$3,480,000***	***$300,000***	***$242,864***	***$300,000***	***$150,000***	***$3,366,106***	***$8,088,970***


Ottawa Sands
Phases 1a & 1b
(As of September 2022)
Ottawa County Parks & Recreation Commission
FUTURE PAVED TRAIL
COAST GUARD PARK
IMPROVED ENTRY DRIVE AND TRAIL CONNECTION
NORTH SHORE ROAD
PASS TUNNEL CONNECTION
AWA DUNES TRAILS. STAIR
CONNECTS EXISTING
SHORE ROAD TRAIL
MESIC NORTHERN FOREST
DRY MESIC NORTHERN FOREST
GREAT LAKES BARRENS
Phase 1a (2022 Start):
- Idema Explorers Camp (Part)
- Site and Recreational Access
- Kayak Launch
EMERGENT MARSH
PAVED OVERLOOK WITH LOWER BOARDWALK
DAY-USE TRAIL HEAD
- PARKING FOR 50 VEHICLES
- BOARDWALK OVERLOOK
- RESTROOM
- WAYFINDING, ENVIRONMENTAL, AND HISTORICAL INTERPRETIVE INFORMATION
- DONOR RECOGNITION AREA
10' WIDE PAVED TRAIL, TYP
EAGLE NEST
10' WIDE PAVED TRAIL, TYP
Other Priority Phases
RIVERINE EMERGENT MARSH
4' WIDE
Phase 1b (2022 Start?):
- Idema Explorers Camp: Treehouses
THE SAG
RESTORED DUNAL EMERGENT MARSH, TYP
DUNE FIELD
MESIC NORTHERN FOREST
GREAT LAKES MARSH
ELEVATED BOARDWALK WITH WIDENED OVERLOOK AREAS, TYP.
OTTAWA SANDS COUNTY PARK
(345 ACRES)
NON-MOTORIZED WATER CRAFT DOCKING AND BF LAUNCH
WELCOME/ INFORMATION STATION
GREENWAY CAMPING
- TENT PADS
- TREEHOUSE CABINS
- YURT VILLAGE
- RIVER OVERLOOK DECKS
- RESTROOM/SHOWER
RECREATIONAL AREA
- MULTI-PURPOSE PAVILION, 6000 SF
- SAND BEACH, 30,000 SF
- PARKING FOR 65
- NATURE-BASED PLAY/DISCOVERY AREA
- BOATING CENTER WITH CANOE/KAYAK RENTAL, BF LAUNCH AND WATER CRAFT WASHING STATION
Future Phases
OPEN LAWN AREA (2 AC.)
CONSTRUCTED DUNAL WET PRAIRIE AND MARSH (+/- 18 AC.)
- NATURE TRAILS WITH OBSERVATION TOWERS, BOARDWALKS AND INTERPRETIVE SIGNAGE
SEE ENLARGEMENT PLAN
PIER
PARK MAINTENANCE FACILITY
RIVER PROMENADE AREA
COURTESY BOAT DOCKS
- PAVILION TO ACCOMODATE 250
- GRAND RIVER AND COASTAL GREENWAY PLAZA AND INTERPRETATION AREA
- WATER TAXI ACCESS POINT
MESIC NORTHERN FOREST
SEE ENLARGEMENT PLAN
PENINSULA GROVE
- SHADE SHELTER
- NATURE TRAIL
- WETLAND VIEWING DECK
DUNE OVERLOOK TOWER
MESIC NORTHERN FOREST
CITY OF GRAND HAVEN OPEN SPACE
GRAND RIVER

Ottawa Sands Phase 1a & 1b Development Projects

Project Budget & Funding Sources

Ottawa County Parks & Recreation Commission

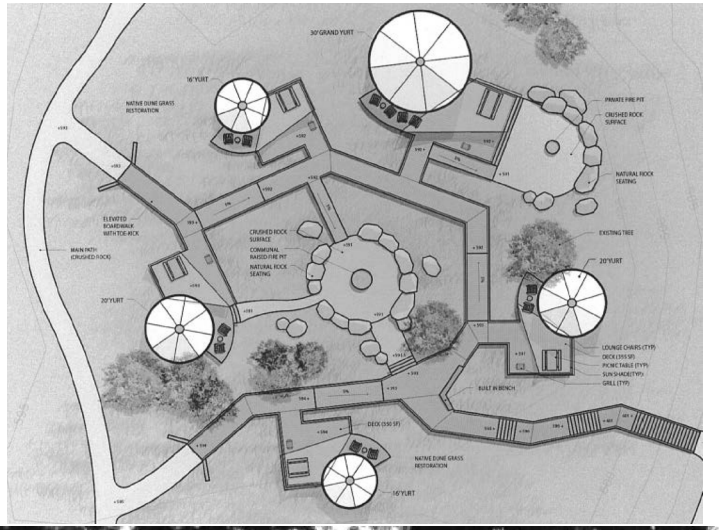
		Project Cost Estimates			
Phase	**Items**	**Design**	**Construction**		**Total**
1a	Entry-Drive, Gravel Trail, Utiliites (Water, Electric, Waste-Water, Welcome Center (including parking), Kayak Launch (including parking), Idema Explorers Camp - Partial (Yurts, Tent Pads, Restrooms)	$195,325	$3,177,697		**$3,373,022**
1b	Three Tree Houses at Idema Explorers Camp	$78,636	$1,276,611		**$1,355,247**
Totals		***$273,961***	***$4,454,308***		***$4,728,269***

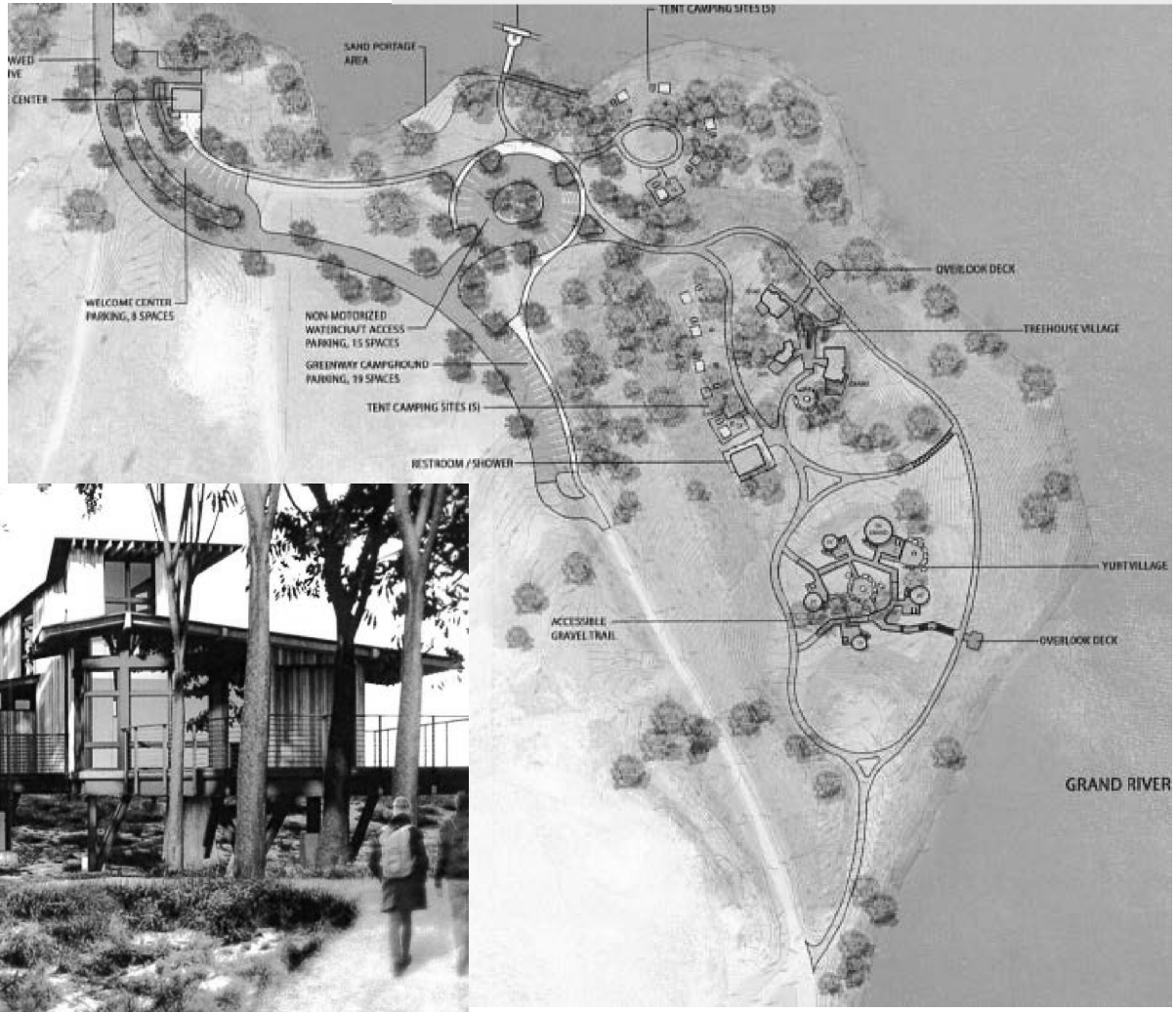
		Proposed Funding Sources		
Phase	**Items**	**Foundation (Secured)**	**Unidentified**	**Total**
1a	Center (including parking), Kayak Launch (including parking), Idema	$3,373,022	$0	**$3,373,022**
1b	Three Tree Houses at Idema Explorers Camp		$1,355,247	**$1,355,247**
Totals		***$3,373,022***	***$1,355,247***	***$4,728,269***

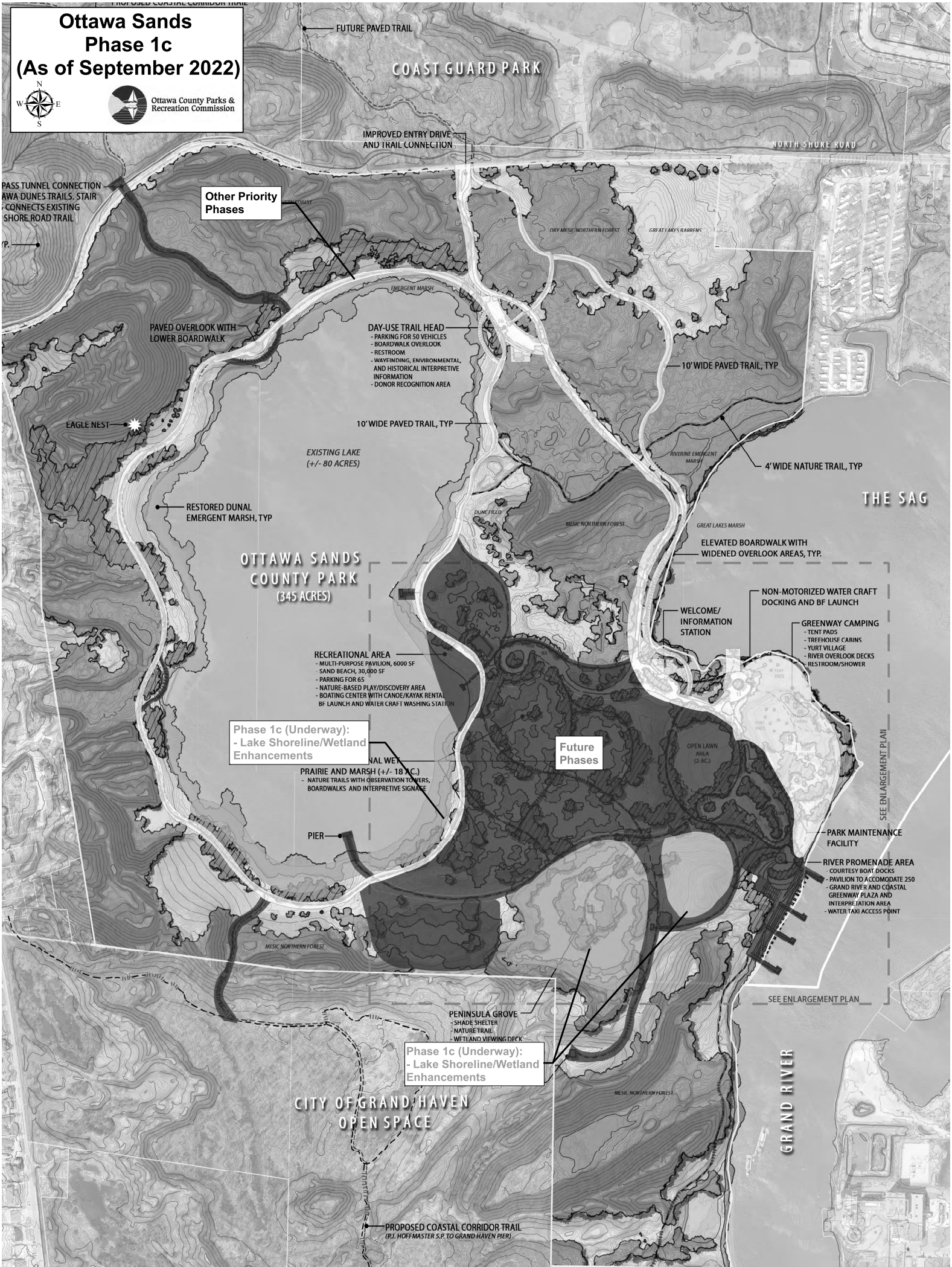
Phase 1a & 1b Renderings

Phase 1a & 1b Renderings

Phase 1a & 1b Renderings & Concepts






Ottawa Sands
Phase 1c
(As of September 2022)
Ottawa County Parks & Recreation Commission
FUTURE PAVED TRAIL
COAST GUARD PARK
IMPROVED ENTRY DRIVE AND TRAIL CONNECTION
NORTH SHORE ROAD
PASS TUNNEL CONNECTION
AWA DUNES TRAILS. STAIR
CONNECTS EXISTING
SHORE ROAD TRAIL
Other Priority Phases
DRY MESIC NORTHERN FOREST
GREAT LAKES BARRENS
EMERGENT MARSH
PAVED OVERLOOK WITH LOWER BOARDWALK
DAY-USE TRAIL HEAD
- PARKING FOR 50 VEHICLES
- BOARDWALK OVERLOOK
- RESTROOM
- WAYFINDING, ENVIRONMENTAL, AND HISTORICAL INTERPRETIVE INFORMATION
- DONOR RECOGNITION AREA
10' WIDE PAVED TRAIL, TYP
EAGLE NEST
10' WIDE PAVED TRAIL, TYP
EXISTING LAKE
(+/- 80 ACRES)
RIVERINE EMERGENT MARSH
4' WIDE NATURE TRAIL, TYP
THE SAG
RESTORED DUNAL EMERGENT MARSH, TYP
DUNE FIELD
MESIC NORTHERN FOREST
GREAT LAKES MARSH
ELEVATED BOARDWALK WITH WIDENED OVERLOOK AREAS, TYP.
OTTAWA SANDS COUNTY PARK
(345 ACRES)
NON-MOTORIZED WATER CRAFT DOCKING AND BF LAUNCH
WELCOME/ INFORMATION STATION
GREENWAY CAMPING
- TENT PADS
- TREEHOUSE CABINS
- YURT VILLAGE
- RIVER OVERLOOK DECKS
- RESTROOM/SHOWER
RECREATIONAL AREA
- MULTI-PURPOSE PAVILION, 6000 SF
- SAND BEACH, 30,000 SF
- PARKING FOR 65
- NATURE-BASED PLAY/DISCOVERY AREA
- BOATING CENTER WITH CANOE/KAYAK RENTAL BF LAUNCH AND WATER CRAFT WASHING STATION
Phase 1c (Underway):
- Lake Shoreline/Wetland Enhancements
Future Phases
OPEN LAWN AREA (2 AC.)
PRAIRIE AND MARSH (+/- 18 A.C.)
- NATURE TRAILS WITH OBSERVATION TOWERS, BOARDWALKS AND INTERPRETIVE SIGNAGE
PIER
SEE ENLARGEMENT PLAN
PARK MAINTENANCE FACILITY
RIVER PROMENADE AREA
- COURTESY BOAT DOCKS
- PAVILION TO ACCOMODATE 250
- GRAND RIVER AND COASTAL GREENWAY PLAZA AND INTERPRETATION AREA
- WATER TAXI ACCESS POINT
MESIC NORTHERN FOREST
SEE ENLARGEMENT PLAN
PENINSULA GROVE
- SHADE SHELTER
- NATURE TRAIL
- WETLAND VIEWING DECK
Phase 1c (Underway):
- Lake Shoreline/Wetland Enhancements
MESIC NORTHERN FOREST
CITY OF GRAND HAVEN OPEN SPACE
GRAND RIVER
PROPOSED COASTAL CORRIDOR TRAIL
(P.J. HOFFMASTER S.P. TO GRAND HAVEN PIER)

Ottawa Sands Phase 1c

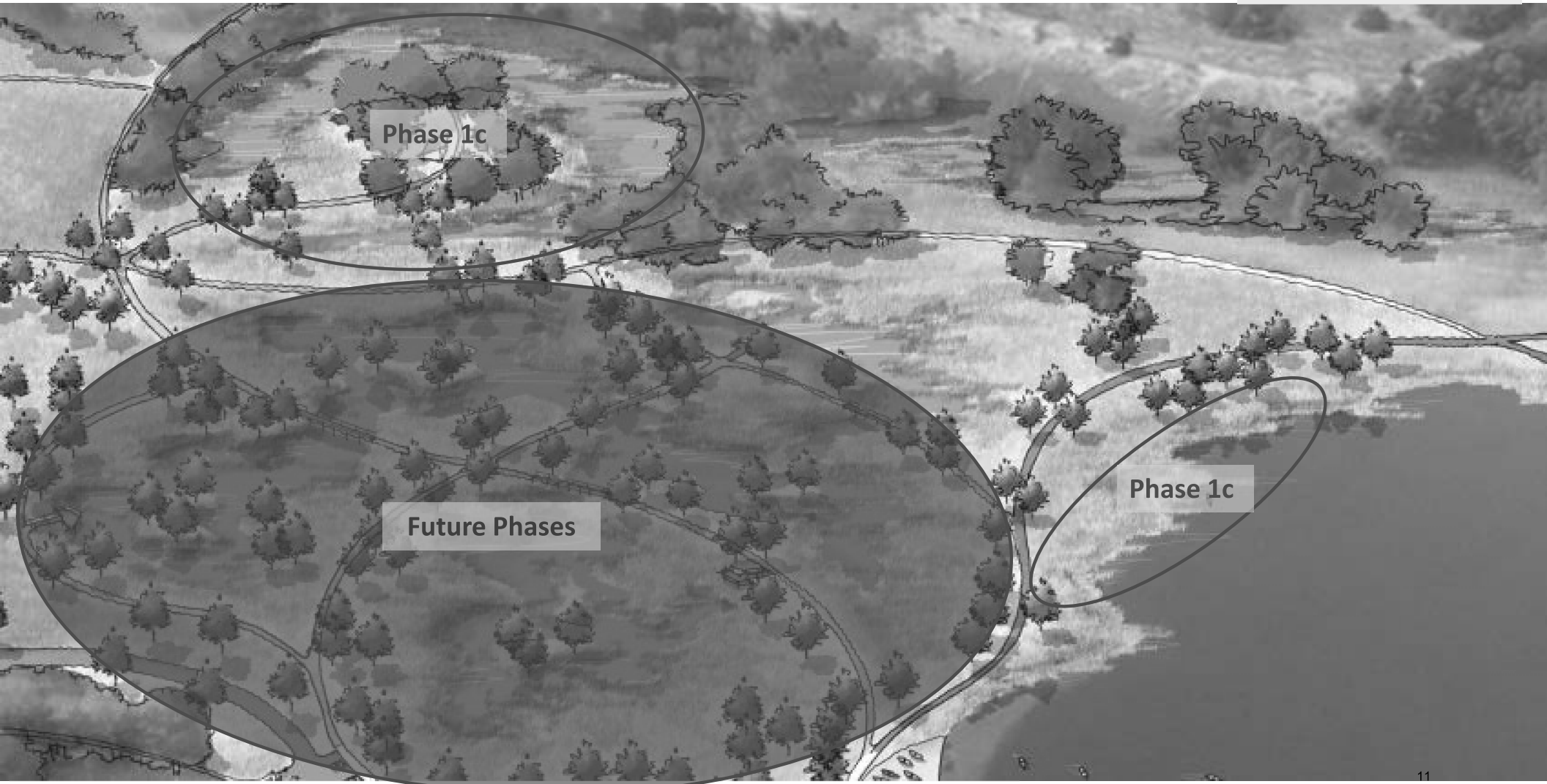
Project Budget & Funding Sources

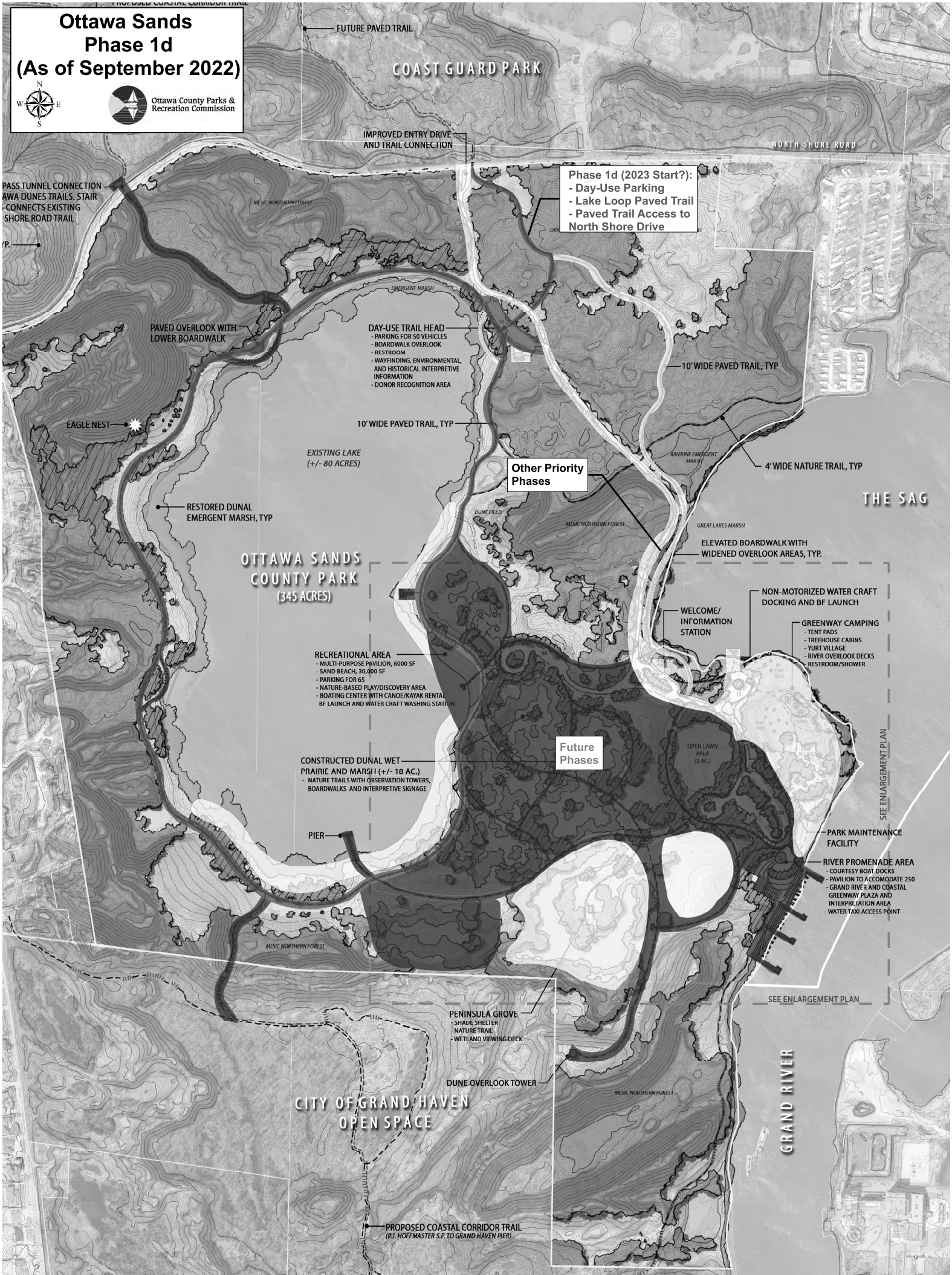
Ottawa County Parks & Recreation Commission

		Project Cost Estimates			
Phases	**Items**	**Design**	**Construction**		**Total**
1c	Lake Shoreline/Wetlands	$45,000	$405,000		**$450,000**

		Proposed Funding Sources			
Phases	**Items**	**Sustain Our Great Lakes (Secured)**	**MDNR Fisheries Habitat (Proposed)**	**Unidentified**	**Total**
1c	Lake Shoreline/Wetlands	$300,000	$150,000	$0	**$450,000**

Phase 1c Rendering




Ottawa Sands
Phase 1d
(As of September 2022)
Ottawa County Parks & Recreation Commission
FUTURE PAVED TRAIL
COAST GUARD PARK
IMPROVED ENTRY DRIVE AND TRAIL CONNECTION
NORTH SHORE ROAD
Phase 1d (2023 Start?):
- Day-Use Parking
- Lake Loop Paved Trail
- Paved Trail Access to North Shore Drive
PASS TUNNEL CONNECTION
AWA DUNES TRAILS. STAIR
CONNECTS EXISTING
SHORE ROAD TRAIL
MESIC NORTHERN FOREST
EMERGENT MARSH
PAVED OVERLOOK WITH LOWER BOARDWALK
DAY-USE TRAIL HEAD
- PARKING FOR 50 VEHICLES
- BOARDWALK OVERLOOK
- RESTROOM
- WAYFINDING, ENVIRONMENTAL, AND HISTORICAL INTERPRETIVE INFORMATION
- DONOR RECOGNITION AREA
10' WIDE PAVED TRAIL, TYP
EAGLE NEST
10' WIDE PAVED TRAIL, TYP
EXISTING LAKE
(+/- 80 ACRES)
RIVERINE EMERGENT MARSH
4' WIDE NATURE TRAIL, TYP
Other Priority Phases
THE SAG
RESTORED DUNAL EMERGENT MARSH, TYP
DUNE FIELD
MESIC NORTHERN FOREST
GREAT LAKES MARSH
ELEVATED BOARDWALK WITH WIDENED OVERLOOK AREAS, TYP.
OTTAWA SANDS COUNTY PARK
(345 ACRES)
NON-MOTORIZED WATER CRAFT DOCKING AND BF LAUNCH
WELCOME/ INFORMATION STATION
GREENWAY CAMPING
- TENT PADS
- TREEHOUSE CABINS
- YURT VILLAGE
- RIVER OVERLOOK DECKS
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RECREATIONAL AREA
- MULTI-PURPOSE PAVILION, 6000 SF
- SAND BEACH, 30,000 SF
- PARKING FOR 65
- NATURE-BASED PLAY/DISCOVERY AREA
- BOATING CENTER WITH CANOE/KAYAK RENTAL
- BF LAUNCH AND WATER CRAFT WASHING STATION
Future Phases
OPEN LAWN AREA (2 AC.)
CONSTRUCTED DUNAL WET PRAIRIE AND MARSH (+/- 18 AC.)
- NATURE TRAILS WITH OBSERVATION TOWERS, BOARDWALKS AND INTERPRETIVE SIGNAGE
SEE ENLARGEMENT PLAN
PIER
PARK MAINTENANCE FACILITY
RIVER PROMENADE AREA
- COURTESY BOAT DOCKS
- PAVILION TO ACCOMODATE 250
- GRAND RIVER AND COASTAL GREENWAY PLAZA AND INTERPRETATION AREA
- WATER TAXI ACCESS POINT
MESIC NORTHERN FOREST
SEE ENLARGEMENT PLAN
PENINSULA GROVE
- SHADE SHELTER
- NATURE TRAIL
- WETLAND VIEWING DECK
DUNE OVERLOOK TOWER
MESIC NORTHERN FOREST
CITY OF GRAND HAVEN OPEN SPACE
GRAND RIVER
PROPOSED COASTAL CORRIDOR TRAIL
(P.J. HOFFMASTER S.P. TO GRAND HAVEN PIER)

Ottawa Sands Phase Id

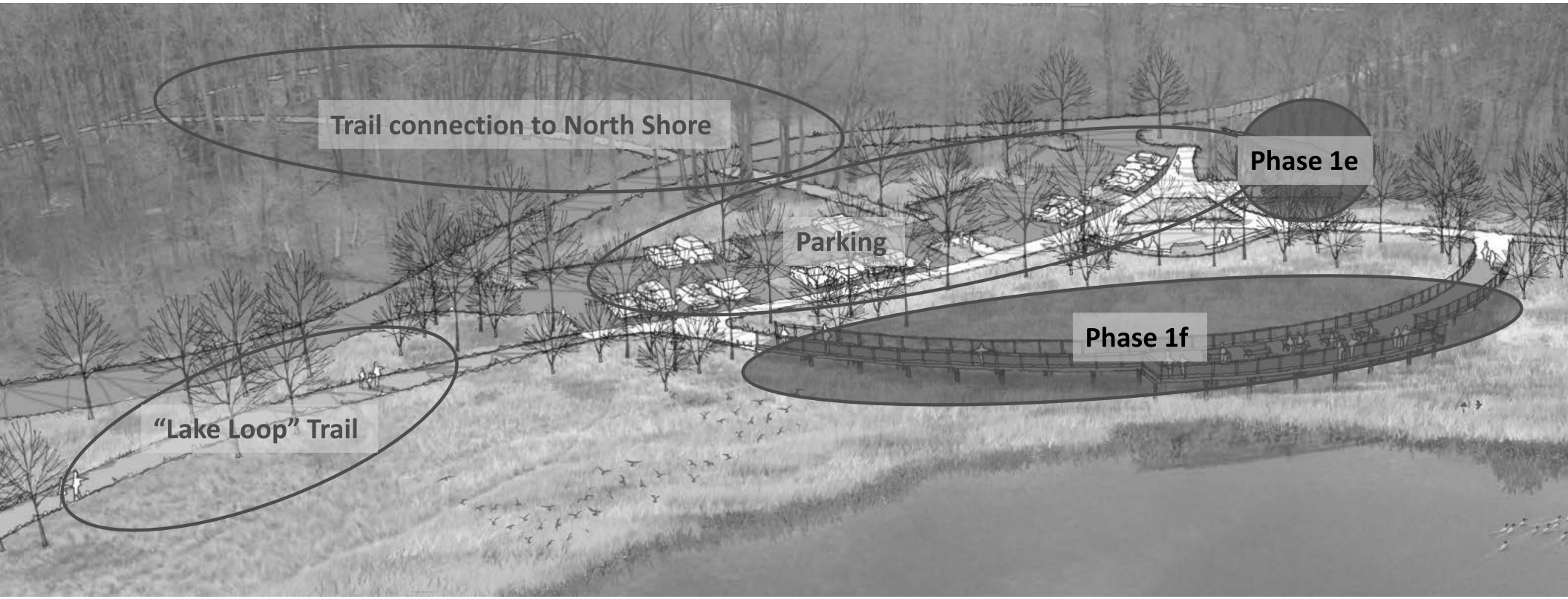
Project Budget & Funding Sources

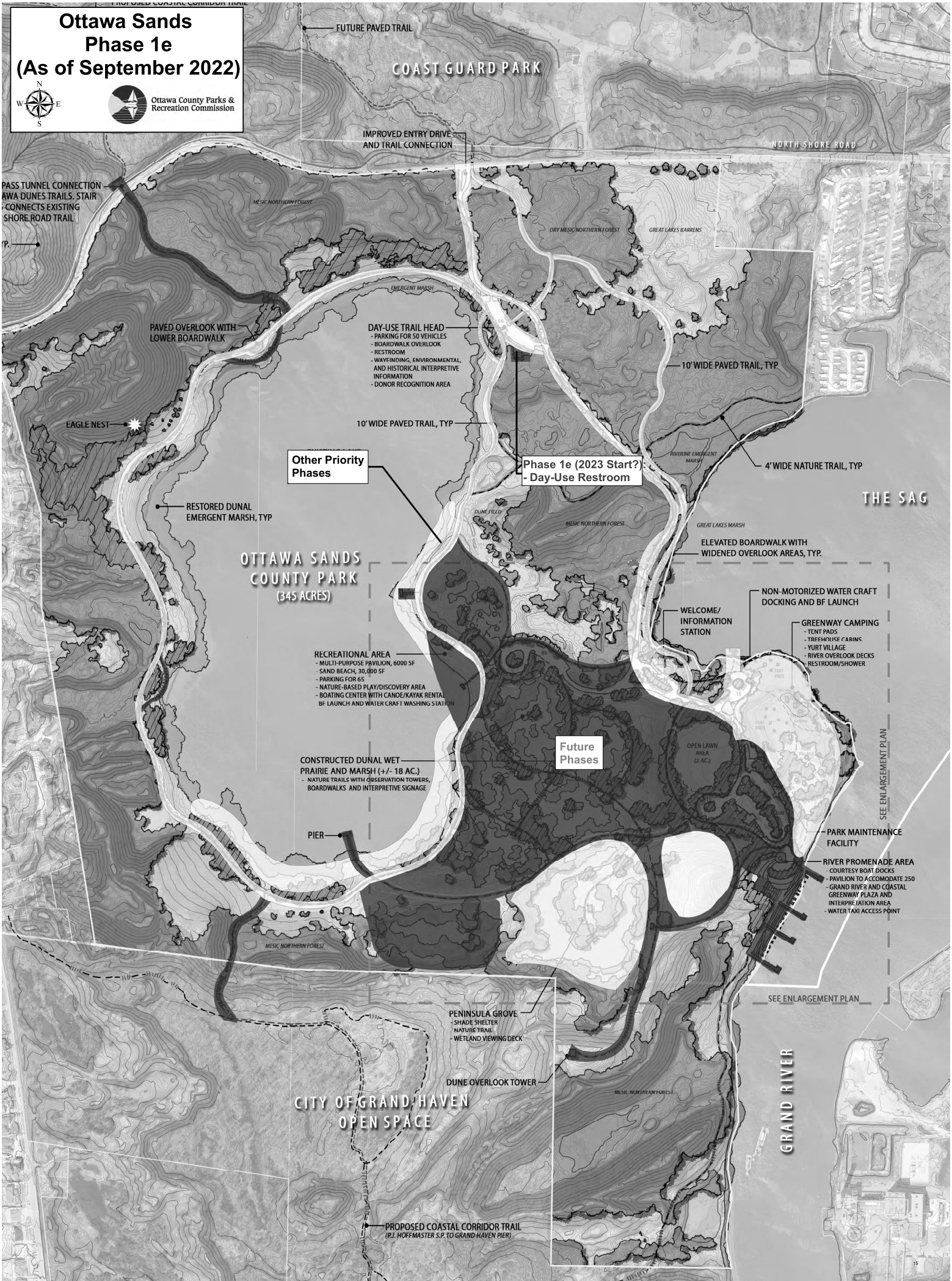
Ottawa County Parks & Recreation Commission

		Project Cost Estimates				
Phase	**Items**	**Design**	**Construction**			**Total**
1d	Day-Use Parking/Lake Loop	$90,168	$901,676			**$991,844**

		Proposed Funding Sources				
Phase	**Items**	**Millage (Budgeted)**	**Foundation (Secured)**	**Trust Fund (Pending)**	**Unidentified**	**Total**
1d	Day-Use Parking/Lake Loop	$250,000	$106,978	$300,000	$334,866	**$991,844**

Phase 1d Rendering




Ottawa Sands
Phase 1e
(As of September 2022)
Ottawa County Parks & Recreation Commission
FUTURE PAVED TRAIL
COAST GUARD PARK
IMPROVED ENTRY DRIVE AND TRAIL CONNECTION
NORTH SHORE ROAD
PASS TUNNEL CONNECTION
AWA DUNES TRAILS. STAIR
CONNECTS EXISTING
SHORE ROAD TRAIL
MESIC NORTHERN FOREST
DRY MESIC NORTHERN FOREST
GREAT LAKES BARRENS
EMERGENT MARSH
PAVED OVERLOOK WITH LOWER BOARDWALK
DAY-USE TRAIL HEAD
- PARKING FOR 50 VEHICLES
- BOARDWALK OVERLOOK
- RESTROOM
- WAYFINDING, ENVIRONMENTAL, AND HISTORICAL INTERPRETIVE INFORMATION
- DONOR RECOGNITION AREA
10' WIDE PAVED TRAIL, TYP
EAGLE NEST
10' WIDE PAVED TRAIL, TYP
Other Priority Phases
Phase 1e (2023 Start?):
- Day-Use Restroom
RIVERINE EMERGENT MARSH
4' WIDE NATURE TRAIL, TYP
THE SAG
RESTORED DUNAL EMERGENT MARSH, TYP
DUNE FIELD
MESIC NORTHERN FOREST
GREAT LAKES MARSH
ELEVATED BOARDWALK WITH WIDENED OVERLOOK AREAS, TYP.
OTTAWA SANDS COUNTY PARK
(345 ACRES)
NON-MOTORIZED WATER CRAFT DOCKING AND BF LAUNCH
WELCOME/ INFORMATION STATION
GREENWAY CAMPING
- TENT PADS
- TREEHOUSE CABINS
- YURT VILLAGE
- RIVER OVERLOOK DECKS
- RESTROOM/SHOWER
RECREATIONAL AREA
- MULTI-PURPOSE PAVILION, 6000 SF
- SAND BEACH, 30,000 SF
- PARKING FOR 65
- NATURE-BASED PLAY/DISCOVERY AREA
- BOATING CENTER WITH CANOE/KAYAK RENTAL
BF LAUNCH AND WATER CRAFT WASHING STATION
Future Phases
OPEN LAWN AREA (2 AC.)
CONSTRUCTED DUNAL WET PRAIRIE AND MARSH (+/- 18 AC.)
- NATURE TRAILS WITH OBSERVATION TOWERS, BOARDWALKS AND INTERPRETIVE SIGNAGE
PIER
SEE ENLARGEMENT PLAN
PARK MAINTENANCE FACILITY
RIVER PROMENADE AREA
- COURTESY BOAT DOCKS
- PAVILION TO ACCOMODATE 250
- GRAND RIVER AND COASTAL GREENWAY PLAZA AND INTERPRETATION AREA
- WATER TAXI ACCESS POINT
MESIC NORTHERN FOREST
SEE ENLARGEMENT PLAN
PENINSULA GROVE
- SHADE SHELTER
NATURE TRAIL
- WETLAND VIEWING DECK
DUNE OVERLOOK TOWER
CITY OF GRAND HAVEN OPEN SPACE
MESIC NORTHERN FOREST
GRAND RIVER
PROPOSED COASTAL CORRIDOR TRAIL
(P.J. HOFFMASTER S.P. TO GRAND HAVEN PIER)

Ottawa Sands Phase Ie

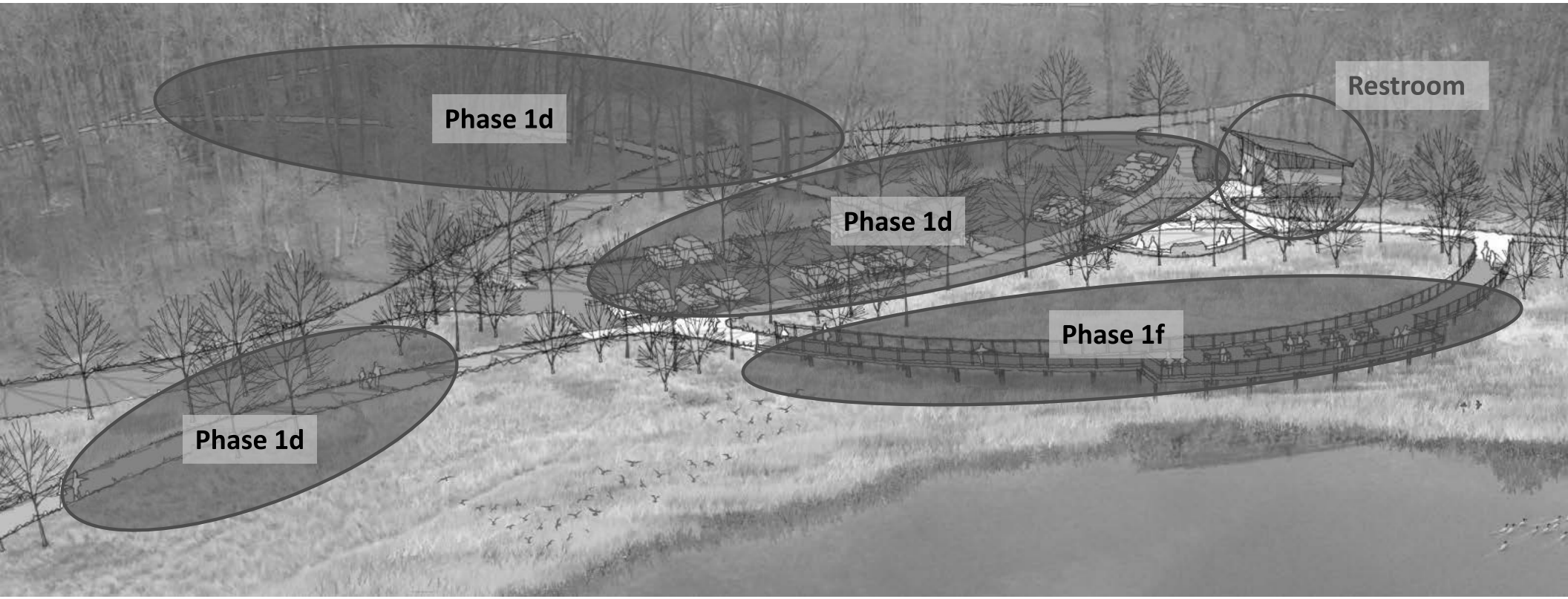
Project Budget & Funding Sources

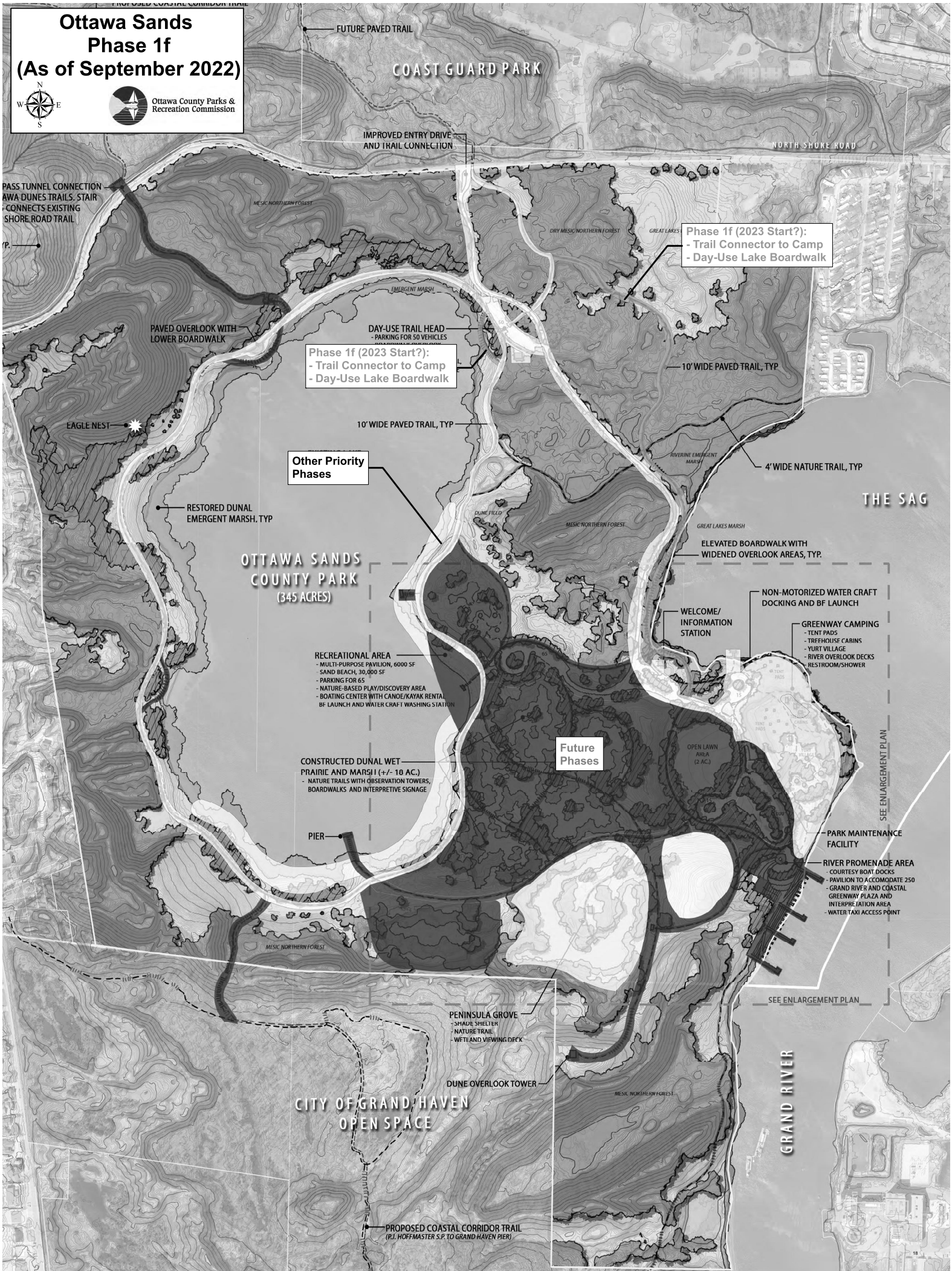
Ottawa County Parks & Recreation Commission

		Project Cost Estimates		
Phase	**Items**	**Design**	**Construction**	**Total**
1e	Day-Use Restroom	$44,157	$441,570	**$485,727**

		Proposed Funding Sources		
Phase	**Items**	**Land & Water Conservation Fund (Pending)**	**Unidentified**	**Total**
1e	Day-Use Restroom	$242,864	$242,863	**$485,727**

Phase 1e Rendering




Ottawa Sands
Phase 1f
(As of September 2022)
Ottawa County Parks & Recreation Commission
FUTURE PAVED TRAIL
COAST GUARD PARK
IMPROVED ENTRY DRIVE AND TRAIL CONNECTION
NORTH SHORE ROAD
PASS TUNNEL CONNECTION
AWA DUNES TRAILS. STAIR
CONNECTS EXISTING
SHORE ROAD TRAIL
MESIC NORTHERN FOREST
DRY MESIC NORTHERN FOREST
GREAT LAKES
Phase 1f (2023 Start?):
- Trail Connector to Camp
- Day-Use Lake Boardwalk
EMERGENT MARSH
PAVED OVERLOOK WITH LOWER BOARDWALK
DAY-USE TRAIL HEAD
- PARKING FOR 50 VEHICLES
Phase 1f (2023 Start?):
- Trail Connector to Camp
- Day-Use Lake Boardwalk
10' WIDE PAVED TRAIL, TYP
EAGLE NEST
10' WIDE PAVED TRAIL, TYP
RIVERINE EMERGENT MARSH
4' WIDE NATURE TRAIL, TYP
Other Priority Phases
THE SAG
RESTORED DUNAL EMERGENT MARSH. TYP
DUNE FIELD
MESIC NORTHERN FOREST
GREAT LAKES MARSH
ELEVATED BOARDWALK WITH WIDENED OVERLOOK AREAS, TYP.
OTTAWA SANDS COUNTY PARK
(345 ACRES)
NON-MOTORIZED WATER CRAFT DOCKING AND BF LAUNCH
WELCOME/ INFORMATION STATION
GREENWAY CAMPING
- TENT PADS
- TREEHOUSE CABINS
- YURT VILLAGE
- RIVER OVERLOOK DECKS
- RESTROOM/SHOWER
RECREATIONAL AREA
- MULTI-PURPOSE PAVILION, 6000 SF
- SAND BEACH, 30,000 SF
- PARKING FOR 65
- NATURE-BASED PLAY/DISCOVERY AREA
- BOATING CENTER WITH CANOE/KAYAK RENTAL
BF LAUNCH AND WATER CRAFT WASHING STATION
Future Phases
OPEN LAWN AREA (2 AC.)
CONSTRUCTED DUNAL WET PRAIRIE AND MARSH (+/- 18 AC.)
- NATURE TRAILS WITH OBSERVATION TOWERS, BOARDWALKS AND INTERPRETIVE SIGNAGE
SEE ENLARGEMENT PLAN
PIER
PARK MAINTENANCE FACILITY
RIVER PROMENADE AREA
- COURTESY BOAT DOCKS
- PAVILION TO ACCOMODATE 250
- GRAND RIVER AND COASTAL GREENWAY PLAZA AND INTERPRETATION AREA
- WATER TAXI ACCESS POINT
MESIC NORTHERN FOREST
SEE ENLARGEMENT PLAN
PENINSULA GROVE
- SHADE SHELTER
- NATURE TRAIL
- WETLAND VIEWING DECK
DUNE OVERLOOK TOWER
CITY OF GRAND HAVEN OPEN SPACE
MESIC NORTHERN FOREST
GRAND RIVER
PROPOSED COASTAL CORRIDOR TRAIL
(P.J. HOFFMASTER S.P. TO GRAND HAVEN PIER)

Ottawa Sands Phase 1f

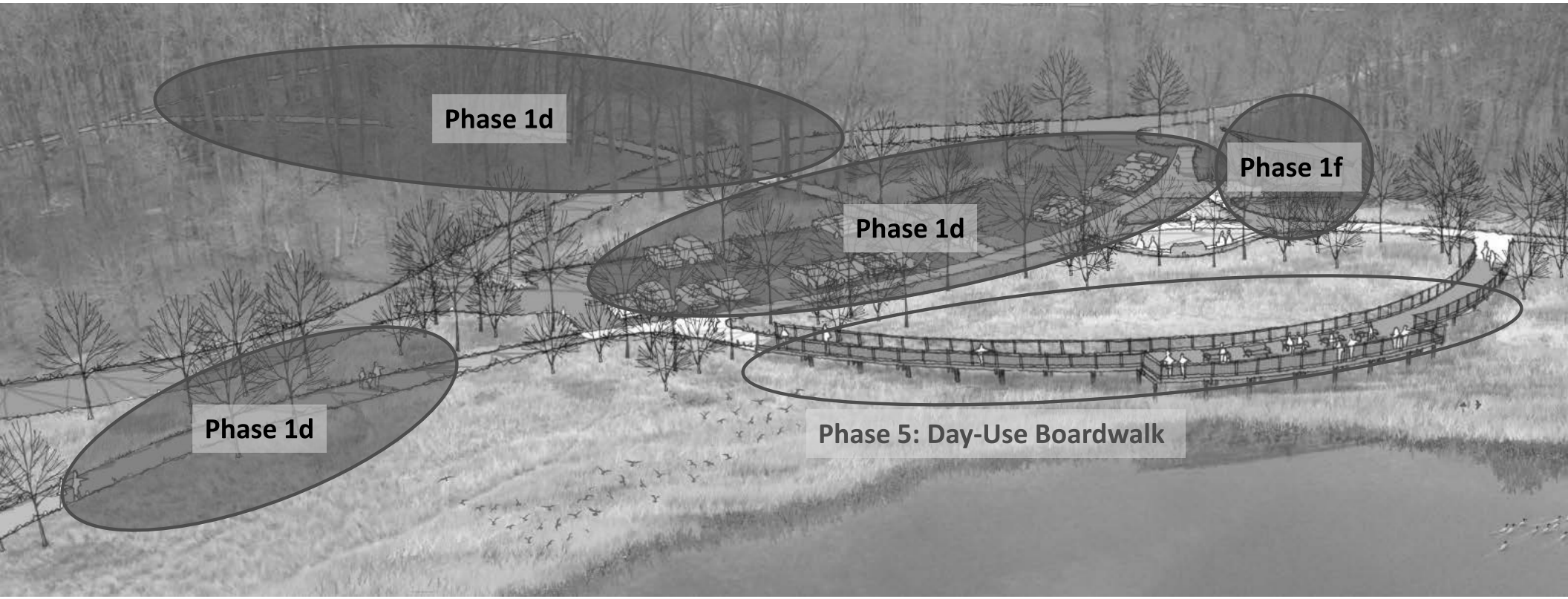
Project Budget & Funding Sources

Ottawa County Parks & Recreation Commission

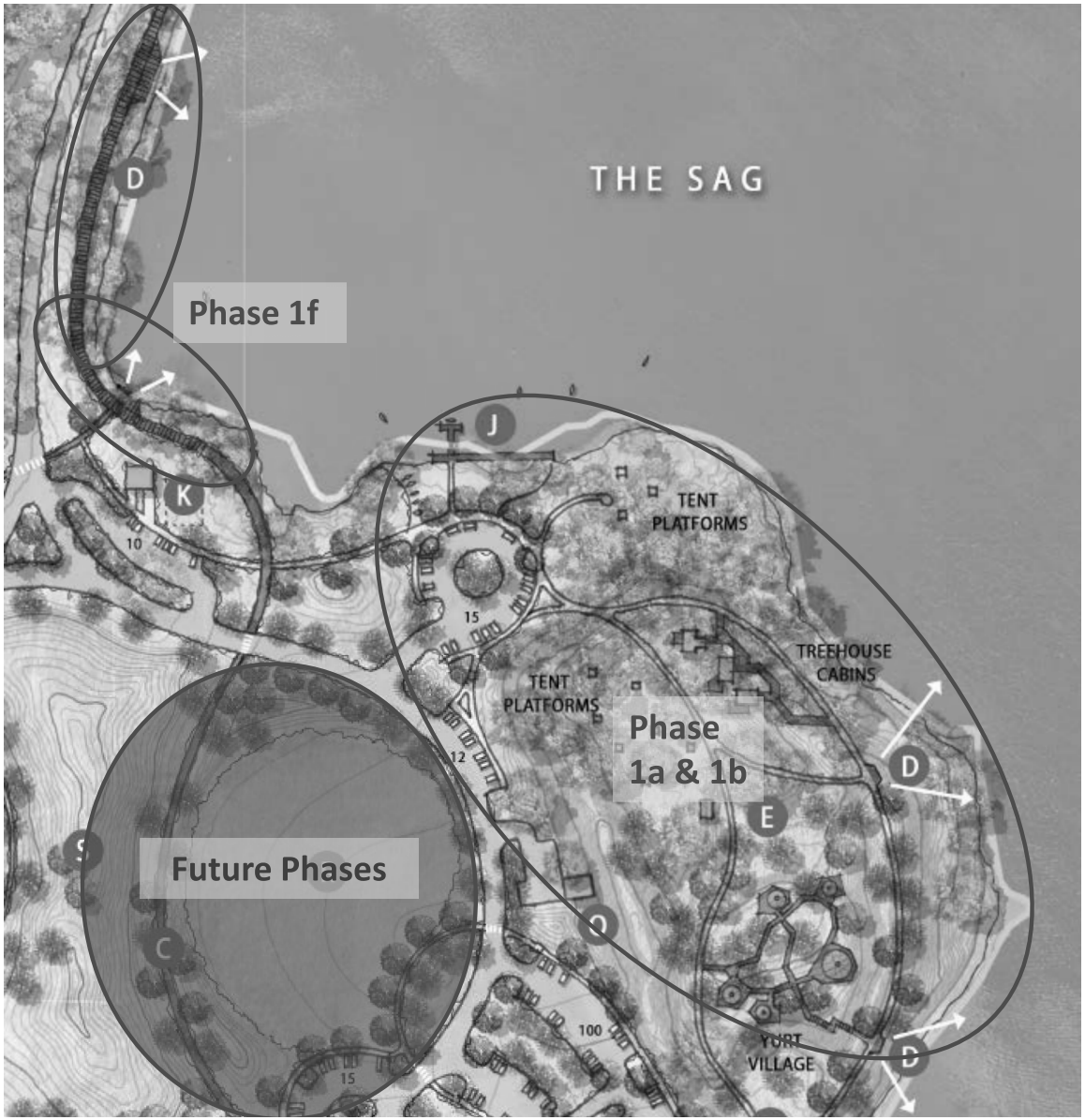
		Project Cost Estimates		
Phase	**Items**	**Design**	**Construction**	**Total**
1f	Trail Amenities (Day-Use Boardwalk, Sag Connector)	$130,285	$1,302,846	**$1,433,131**

		Proposed Funding Sources	
Phase	**Items**	**Unidentified**	**Total**
1f	Trail Amenities (Day-Use Boardwalk, Sag Connector)	$1,433,131	**$1,433,131**

Phase 1f Rendering

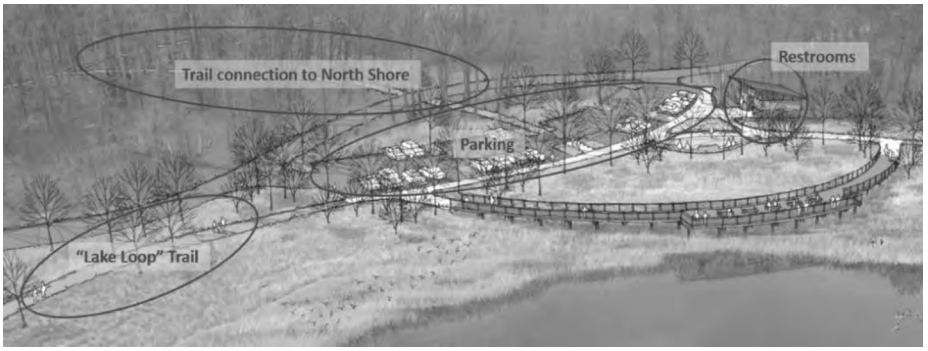


Phase 1f Concept



Project: Ottawa Sands – Phase I Development

- **Parks Initiative:** Lake Michigan Coastal Greenway /Grand River Greenway – Ottawa Sands
- **Parks Plan/Master Plan Reference (where applicable):** Ottawa Sands Master Plan**,** Parks Plan Page 236, and Appendix L-4 (Project D45)
- **Total Estimated Cost:** $8,122,933 (Sources: Ottawa Sands Master Plan, engineer's estimate)
  - Idema Explorers Camp: $2,712,574
  - Entry Drive/Utilities: $1,782,008
  - Lake-Loop/Trails/Day-use Improvements: $2,289,184
  - Day-use Restroom: $574,157
  - Kayak Launch: $230,010
  - Lake Shoreline/Wetlands: $535,000



- **Proposed/Committed Funding**:
  - Total to-be-determined: $3,400,000*
    - Idema Explorers Camp: $2,712,574
      - Ottawa County Parks Foundation (Committed): $2,053,938
      - To-be-determined: $658,636
    - Entry Drive/Utilities: $1,782,008
      - Ottawa County Parks Foundation (Committed): $1,082,008
      - To-be-determined: $700,000
    - Lake-Loop/Phase I Trails/Day-use Parking Improvements: $2,289,184
      - Ottawa County Parks Foundation (Committed): $114,044
      - Ottawa County Parks Millage (FY2022): $250,000
      - Michigan Natural Resources Trust Fund (Pending): $300,000
      - To-be-determined: $1,625,140
    - Day-use Restroom: $574,157
      - Land and Water Conservation Fund (Pending): $242,864
      - To-be-determined: $331,293
    - Lake Shoreline/Wetlands: $535.000
      - Sustain Our Great Lakes (Committed): $300,000
      - MDNR Fisheries Habitat (Proposed): $150,000
      - To-be-determined: $300,000
- **Location**: City of Ferrysburg
- **Summary**: Though a very popular and beloved park, many users are unable to access the park from the temporary gravel parking area off North Shore Drive due to the challenging sandy conditions of the trails and walking distances to the scenic features. To enhance access for people of all abilities, this project includes paved entry drive, Idema Explorers Camp, accessible kayak launch, a paved parking area near the lake, lake boardwalk overlooks, modern restrooms, an accessible 1.6-mile paved loop around the scenic Ottawa Sands lake), and other connecting non-motorized trails. Additionally, as this site is a former sand mine, intensive restoration is needed to increase biodiversity and enhance the user experience. Therefore, work is planned to enhance the shoreline of the sand mine lake and create a wetland at a former mining lagoon.
- **Status**: Bidding targeted for early Fall 2022 for the entry drive, utilities, kayak access and Idema Explorers Camp. Portions of the project are in final design.

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Crime Victim's Assistance Fund Funding Request

Suggested Motion:

To approve the Prosecutor Attorney's project for $1,000,000 in Board Initiatives funds to support the Crime Victim's Assistance Fund.

Summary of Request:

To establish a self-sustaining Crime Victim Assistance Fund at the county level. Currently our office receives funding from the State of Michigan as part of our Crime Victim Rights grant to be used as Direct Victim Need funds. FY2022, the Direct Victim Need amount received $13,398.80 and but $378.00 of those resources were depleted in the first 9 months of the fiscal year by providing assistance to 28 victims. For FY2023, we are receiving $11,877.00 from the grant. It is a concern that the funds designated for this purpose could eventually be completely discontinued by the State. Establishing a county fund would guarantee that Ottawa County would always have the ability to assist victims of crimes that occur in Ottawa County.

Financial Information:

Total Cost:	General Fund Cost:	Included in Budget:	☐ Yes	☑ No	☐ N/A
$1,000,000.00	$0.00				

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 1: Consider initiatives that contribute to the economic health and sustainability of the County and its' residents.

Administration: ☐ Recommended ☐ Not Recommended ☑ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance and Administration 11/15/2022

Form Last Revised 8/30/2019

American Rescue Plan Act (ARPA): Application for Project Proposals

Ottawa County
Where You Belong

Project name: Ottawa County Prosecutor's Crime Victim Assistance Fund
Estimated funding request: $ 1,000,000.00

Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project. *A brief description of each bucket can be found via the ARPA Committee website.*

County/Courts-Led Initiative	Expanding Broadband Access	
Affordable Housing	(Social/Human Services Need)	Business Stabilization Need

Please provide a brief description of the project:

Respectfully, the Ottawa County Prosecutor's Office is requesting $1,000,000.00 to establish a self-sustaining Crime Victim Assistance fund at the county level. Currently our office receives funding from the State of Michigan as part of our Crime Victim Rights grant to be used as Direct Victim Need funds. FY2022, the Direct Victim Need amount received was $13,398.80. All but $378.00 of those resources were depleted in the first 9 months of the fiscal year by providing assistance to 28 victims. For FY2023, we are receiving $11,877.00 from the grant to be used as Direct Victim Need funds. As you can see the amount has decreased. It is a concern that the funds designated for this purpose could eventually be completely discontinued by the State. Establishing a county fund would guarantee that Ottawa County would always have the ability to assist victims of crimes that occur in Ottawa County. Currently we are using these funds while also reaching out to other community resources when available.

The goal of establishing a county level self-sustaining fund is to guarantee that Ottawa County will always have the resources to assist the victims of crime that occurs in Ottawa County. The intent of these funds would be as a supplemental resource to be used when all State funds have been depleted and no other community resource is available or when a victim need is identified that is not an allowable expense by the State's guidelines. Guidelines would be developed regarding the use of the funds. For example:

1) Does the request for assistance meet a direct victim NEED?
2) Is the request for assistance directly related to, or the result of the incident?
3) Have other resources been considered or exhausted so that we are contributing to the needs of the victim but not necessarily supporting the need entirely?

The Ottawa County Prosecutor's Office management team which consists of the elected Prosecutor, Chief Assistant Prosecuting Attorney and both Office Managers would be the board members performing the functions of reviewing all victim need requests and providing approval decisions based on the predetermined guidelines. We would have a maximum allowable amount per victim with room for specific exceptions. An example of a possible exception would be covering the cost of a headstone for the victim of a homicide, which could easily exceed a predetermined maximum allowable amount per victim but meets all other criteria.

American Rescue Plan Act (ARPA):
Application for Project Proposals

Ottawa County
Where You Belong

We have met with the Grand Haven Area Community Foundation and discussed establishing a non-endowment fund, if approved for these funds. The advantage with a non-endowment fund is that we can make multiple withdrawals throughout the year if additional funds are needed. The hope is that we can withdraw a pre-determined amount at the beginning of each year and add this to our county budget for the Prosecutor's Office. Then if the funds are not depleted by the end of the year, they can either roll over (if possible) or be returned to the Community Foundation to be deposited back into our account. The non-endowment fund is an interest-bearing account with a 1.5% annual fee and will also be set up so that donations may be made at any time through the Community Foundation website, who would list us as a charitable fund.

Please select one of the following options to describe the project:

The project is a... (New initiative) Continuation of an existing initiative

Upgrade to an existing initiative Other: _____

Please select one of the following options to describe the funding request:

Funds will be used for... (Funding a program) Making a one-time purchase

A large capital construction/installation project Individual distribution (e.g., resident or business)

Other: _____

Are you leveraging other funds for this effort? Yes (No)

If yes, provide the source and amount of other funds.

Source: _____ Amount: $_____

Briefly describe the timeline of the project.

Start date of expending funds: 1/1/2023
End date of expending funds: Continuous Funding Source

Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

The awarded amount of funds would be deposited into the interest-bearing non-endowment fund with the opportunity to receive additional donations. Interest yield would be used on an annual basis as needed.

If not awarded ARPA, please describe how this project will still materialize, if at all:

This project will not materialize if these funds are not awarded.

Briefly describe the target population to be served by the project:

In 2021, the Ottawa County Prosecutor's Office authorized and opened 2,127 cases which qualify as victim crimes per the William Van Regenmorter Crime Victim's Rights Act. The total 2,127 cases include serious violent crimes such as, 807 Domestic Violence Cases, 100 Criminal Sexual Conduct Cases, and 1 Homicide. These Domestic Violence, CSC and Homicide cases are 42.7% of the total victim crimes for 2021 and are the case types that most often result in a victim need. However, we provide needed services to victims of all victim crimes identified by the Crime Victim's Rights Act resulting from crimes committed in Ottawa County.

What is the estimated number of individuals and/or small businesses to be served by the project?

Number of individuals: Estimated to be 2,127 victims based on 2021 statistics but will vary.
Number of small businesses: _____

Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

(Yes) No

If yes, please explain.

This project would allow Ottawa County and the Prosecutor's Office to provide assistance for victim needs when a gap exists due to the unavailability of other community resources. The assistance provided to the victims has the ability to create a more stable and safer home environment which allows the victim support to start their process of recovery and moving their life beyond the incident. This can be assistance in the form of rental and/or utility expenses to assist with relocation, security cameras and phone usage gift cards to assist with safety concerns, medical cost assistance due to injuries from the incident, providing a headstone for a homicide victim, and gas/food gift cards for transportation or meal concerns on days that they need to be at a meeting/appointment that is directly related to the incident or the result of the incident. This is just a few of the many ways this project will provide assistance to the victims of crime in Ottawa County when they may not have any other support.

Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

This project's outcome would be the ability to provide additional assistance to victims when it is not available due to the depletion of current annual funds and/or the lack of current resources in our communities. When possible, the assistance would be provided in conjunction with other community resources to meet the majority, if not all of the victims' needs. It would also provide Ottawa County the ability to provide needed assistance to a larger population of victims by increasing our resource options.

American Rescue Plan Act (ARPA): Application for Project Proposals

Ottawa County
Where You Belong

Please provide us with your contact information.

Name: Lee Fisher Organization: Ottawa County Prosecutor's Office

Type of organization: (County) Local unit Non-profit Private sector

Phone: 616-846-8212 Email: lfisher@miottawa.org

If you'd like to share additional information, please include that in the space below.

For Reference: The County's ARPA Committee developed specific "Lenses for Evaluating Projects" as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

- The project is designed to address a known and demonstrated need
- The project addresses a needed change in societal opportunity and/ or eliminates disparities and gaps in opportunities for underserved and underrepresented populations
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified

For questions, please call 616-738-4852 or email plan@miottawa.org

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Local Food Rescue to Turn Food Excess into Healthy Food Access throughout Ottawa County Funding Request

Suggested Motion:

To approve Public Health's project for $486,675 in Board Initiatives funds to support the Local Food Rescue to Turn Food Excess into Healthy Food Access throughout Ottawa County.

Summary of Request:

Finance the expansion of full county-wide Food Rescue infrastructure with an investment of resources provided by the American Rescue Plan Act. If granted, funds would be used to purchase two new food rescue vehicles, food rescue supplies for storing & transporting food, purchase and deploy the Food Rescue Hero app, and fund three staff positions critical to expanding this food rescue infrastructure throughout Ottawa County. Community Action House would be contracted to manage this county-wide expansion, based on their capability and proven pilot work in the Holland area.
The collaboration between Ottawa Food and Community Action House exists because Community Action House has the ability and capacity to meaningfully carry out the aspects of the Ottawa Food Strategic Plan to increase access to healthy foods across the county. Ottawa Food is able to seek out and leverage funding opportunities to make the expansion of Food Rescue available to serve all Ottawa County residents struggling with food insecurity and poor health outcomes.

Financial Information:

Total Cost:	$486,675.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 1: Consider initiatives that contribute to the economic health and sustainability of the County and its' residents.

Administration: ☐ Recommended ☐ Not Recommended ☑ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance and Administration 11/15/2022

Form Last Revised 8/30/2019

Q1. The American Rescue Plan Act (ARPA), a COVID-19 relief package, was signed into law in March 2021. This Act includes billions in federal funding for state and local governments. This federal aid is intended to address economic impacts of the pandemic and ensure a strong recovery. Determined to utilize these one time federal resources wisely, Ottawa County formed the American Rescue Plan Act Committee. Appointed by the Board of Commissioners, the Committee is comprised of community members representing a cross-section of local public and private organizations. The Committee's sole purpose is to guide the Board of Commissioners on how to spend the $57 million that the County has received from ARPA.

ARPA Committee members have identified needs within their area of expertise and are assisting County officials with drafting funding options and priorities. To ensure projects funded by ARPA dollars benefit all who live and work in Ottawa County, the Committee identified five categories, or "buckets", of high level priorities.

This application is intended for county departments/courts to submit their project idea/proposal which can be categorized under the "county/courts-led initiatives" bucket. Other “bucket” ideas can be submitted as well, where appropriate, and will be shared with the respective bucket manager for further consideration. The Ottawa County Department of Strategic Impact will serve as the internal bucket manager for the "expanding broadband access" bucket. The current target date to receive project applications is September 30, 2022.

For questions, please call 616-738-4852 or email plan@miottawa.org. To learn more, please visit the ARPA webpage.

Q30. **For Reference:** The County’s ARPA Committee developed specific “Lenses for Evaluating Projects” as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

- The project is designed to address a known and demonstrated need.
- The project addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations.
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified.

Q2. Project name:

Local Food Rescue to Turn Food Excess into Healthy Food Access throughout Ottawa County

Q3. Estimated funding request ($):

$486,675

Q4. Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project.

- (●) County/Courts-Led Initiative
- ( ) Expanding Broadband Access
- ( ) Affordable Housing
- ( ) Social/Human Services Need
- ( ) Business Stabilization Need

Q5. Please provide a brief description of the project:

The Ottawa County Department of Public Health, on behalf of Ottawa Food, is requesting that Ottawa County finance the expansion of full county-wide Food Rescue infrastructure with an investment of resources provided by the American Rescue Plan Act. If granted, funds would be used to purchase two new food rescue vehicles, food rescue supplies for storing & transporting food, purchase and Deploy the Food Rescue Hero app, and fund three staff positions critical to expanding this food rescue infrastructure throughout Ottawa County. Community Action House would be contracted to manage this county-wide expansion, based on their capability & proven pilot work in the Holland area. Following this one-time infusion of capital to expand infrastructure & programming, Community Action House has agreed to sustain operations across the county without further influxes of county financial support. With this investment, effective expansion of the current pilot (Holland-area) food recovery program (Lakeshore Food Rescue) will occur to bring healthy food access cross-county. This initiative has the enthusiastic support of food retailers, food pantries, farmers, social service staff, and numerous Ottawa County Departments. This time-limited investment in Local Food Rescue infrastructure is needed to allow Ottawa County to significantly reduce food waste (generated from unsold products and produce from grocery stores, smaller corner markets, restaurants, and farmers) while greatly expanding healthy food access throughout Ottawa County's food pantry and nonprofit network. Lakeshore Food Rescue is championed by Ottawa Food at the Ottawa County Department of Public Health, and is identified in Ottawa Food's current Strategic Plan. There is also ample support committed by the Ottawa County Environmental Sustainability Team, the Environmental Health Department, and the Ottawa County Department of Strategic Impact. There is broad support from restaurants across the county and interest from frontline service providers throughout Ottawa County's major population centers, whose work will be enhanced through this collaborative endeavor. This allocation request is in alignment with American Rescue Plan purposes to respond to the COVID-19 pandemic and economic impact, as this effort will directly enhance the work of the Public Health Department's food security and healthy eating efforts that were called on so much during the pandemic. Just as importantly, this request aligns with county strategic plans and goals, Ottawa Food's primary mission is to eliminate hunger and encourage healthy eating. To effectively eliminate hunger and encourage healthy eating, Ottawa Food holds the below strategic goals: Support the expansion of Lakeshore Food Rescue which currently serves only Holland and Zeeland. Expand Lakeshore Food Rescue to all areas of Ottawa County so there are equitable health impacts across the county. Reduce food waste and encourage food reuse in Ottawa County. Support the efforts of community programs feeding children in need. Increase the supply of food from local farmers. Additionally, Food Rescue will reduce landfill waste, ensure that food-related work and production costs to farmers and food retailers do not get wasted, and creates a bridge that will connect producers and retailers to families in need. Food Rescue is a vital source of fresh, high-quality food for our neighbors experiencing food insecurity and lack of access to healthy foods. The challenges of timely food rescue in Ottawa County are the same as those experienced elsewhere in the country, and can be solved by bringing national best-practice approaches to Ottawa County. Timely logistics continues to be the biggest hurdle in getting fresh high-quality food moved from the food donor to the end user before spoilage or waste occurs. Not only does food rescue provide much needed nourishment to Ottawa County residents, but it also reduces waste. By recovering and redirecting wasted food from food retailers and farmers, we can simultaneously reduce hunger, minimize greenhouse gas emissions, support local farmers, increase organic composting, and build a healthier community. Furthermore, Ottawa Food is committed to food rescue after reviewing and tracking stark health data trends that show fruit and vegetable consumption rates decreasing, food insecurity rates rising, and obesity rates rising. Food Rescue Hero (www.foodrescuehero.org) is a nationally-recognized technology platform and app that enables food recovery and hunger-relief organizations to launch and scale food recovery that aims to address the above statistics. Focusing on the logistical challenges of food recovery especially in working with decentralized, smaller food donors, Food Rescue Hero addresses the challenges of food waste, food insecurity and climate change through technology-coordinated, community-powered volunteer networks. Through the App, volunteer drivers are alerted when surplus food is available nearby to be picked up and delivered to a household in need or nonprofit serving people experiencing food insecurity. Since its launch in 2016, the app has redirected approximately 45 million pounds of perfectly good food (the equivalent of 37.5+ million meals) and mitigated millions of pounds of CO_2 emissions. Food Rescue Hero was piloted in Pittsburgh and now measurably impacts food insecurity with partners deploying the App in 13 other communities across the United States. Ottawa Food and Community Action House have modeled this Lakeshore Food Rescue proposed county-wide expansion after the recent growth of Northern Virginia Food Rescue, which used the Food Rescue Hero App to begin services in Prince William County two years ago, and now has hundreds of regular volunteers making daily food donation pickups and deliveries, including over 50,000 pounds per month in additional rescued food shared with frontline providers. Regularly rescuing smaller food donations is not cost-effective or scalable without custom designed and deployed tech such as the Food Rescue Hero App. Many food banks have tried this traditional model and have found that the escalating cost makes the initiative prohibitive. By activating existing and underutilized assets (i.e. volunteers' vehicles) we can mitigate the increase in operating cost of expanding our coverage to capture smaller donations. We can mobilize volunteers to transport smaller donations between donors and beneficiaries throughout Ottawa County by utilizing the proven technology of the Food Rescue Hero App, offering a real community service to both food donors as well as frontline food assistance providers serving our low-income neighbors. Food Rescue Hero is a proven and sustainable technology platform that can serve our communities throughout Ottawa County with a high level of confidence. This project is designed to serve the entire region, and the food rescues can be arranged to go directly to other food pantries and collaborative partners, matching local food donors with local pantries and food assistance providers. This infrastructure of tech & team will not only efficiently increase the amount of healthy food available to our neighbors in need, but it will increase the collaboration and sharing of resources among frontline food access providers, allowing for the efficient moving of food from one partner to another to ensure food waste is minimized and community benefit maximized throughout Ottawa County. Ottawa Food wants to commission Community Action House to operate the Food Rescue Hero app to regularly rescue smaller food donations with volunteers, and get targeted food donations to smaller scale community partners. Community Action House will purchase the App and be responsible for its management and Ottawa Food will use funds from this grant to reimburse them. Ottawa Food wants the Community Action House to purchase additional food rescue vehicles to rescue large food donations from food retailers and restaurants across the county to serve food pantries and community partners across the county. Ottawa Food will use funds from this grant to reimburse the Community Action House for the purchase of these vehicles. Ottawa food wants to create 3 staff persons to act as a Food Rescue Partnerships & Dispatch Coordination Team. This team will manage food donor and food recipient partnerships, field and dispatch food rescue routes, call-ins, and organize getting community partners the food that best fits their needs and populations. Ottawa Food will use funds from this grant to reimburse the Community Action House for these staffing costs and all staff will be Community Action House staff persons. The collaboration between Ottawa Food and Community Action House exists because Community Action House has the ability and capacity to meaningfully carry out the aspects of the Ottawa Food Strategic Plan to increase access to healthy foods across the county. Ottawa Food is able to seek out and leverage funding opportunities to make the expansion of Food Rescue scaleable to serve all Ottawa County residents struggling with food insecurity and poor health outcomes.

Q6. Please select one of the following options to describe the project:

The project is a...

- ○ New initiative
- ○ Continuation of an existing initiative
- ○ Upgrade to an existing initiative
- ◉ Other: Serve new areas and expand a current initiative (outlined in a later question)

Q7. Please select one of the following options to describe the funding request:

Funds will be used for...

- ○ Funding a program
- ○ Making a one-time purchase
- ○ A large capital construction/installation project
- ○ Individual distribution (e.g., resident or home)
- ◉ Other: Funding a New Program including one-time capital purchases

Q8. Are you leveraging other funds for this effort?

- ◉ Yes
- ○ No

Q9. If yes, provide the source and amount of other funds.

Q10. Source:

Community Action House who will be sustaining the work year 3 and beyond

Q11. Amount ($):

$353,633

Q12. Briefly describe the timeline of the project.

Q13. Start date of expending funds:

January 1, 2023

Q14. End date of expending funds:

December 31, 2024

Q15. Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

Ottawa Food humbly requests that Ottawa County finance this expansion through a grant of 100% of expansionary expenses in year 1, and 50% in year two. The county-wide Food Rescue work that is launched due to this funding is intended to continue, but will not need county-level support after this initial outlay. Thus, Ottawa Food considers this a long-run infrastructure investment for all of Ottawa County, as it builds our collective capability to efficiently manage the logistical challenges behind ensuring healthy food access in normal times and in response to future crises. This 'big push' approach to financing the expansion will fuel the county-wide expansion of Community Action House's Lakeshore Food Rescue program. This big push in funding up front will phase out as the relational and volunteer infrastructure is built through the county, after which Community Action House will sustain county-wide activities via Community Action House's own fundraising efforts. Community Action House has proven successful in converting volunteers and food donor partners into financial supporters as well, and are confident in their ability to increase their annual fundraising to sustain these operations by adding these new partners from across the county to our already diverse mix of annual support. CAH has proven the ability to build its annual volunteer base and partnership funding significantly, as exhibited by the recent growth of their Food Club and sustaining volunteer and donor base. Similarly, they model that the growing food donor and especially volunteer base expansion will be a key part of this sustaining support, as these volunteers and food partners are converted into sustaining financial partners, as a part of the grassroots annual funding that finances Community Action House's work. Succinctly, these funds will create a county-wide infrastructure for food rescue, then Community Action House will be tasked with sustaining and managing the infrastructure with their own means. This project is both new and is expanding the existing Lakeshore Food Rescue program. This funding would allow for new geographic areas to be served and would newly utilize the Food Rescue App to create dramatic new efficiencies in food rescue and waste reduction. Both these innovations wrought by this funding will expand Lakeshore Food Rescue.

Q16. If not awarded ARPA, please describe how this project will still materialize, if at all:

Without ARPA funding, expanded food rescue efforts would not materialize county-wide. Community Action House anticipates that it would need to continue focusing its food access operations on the Holland/Zeeland region, where they currently focus. ARPA funding represents the opportunity for a 'big push' to extend this impactful work fully to the county's borders to benefit all communities in the county.

Q17. Briefly describe the target population to be served by the project:

Who? This initiative will dramatically benefit Ottawa County residents that are food insecure. Food insecurity is defined by Feeding America as the lack of consistent access to enough food for every person in a household to live an active, healthy life. This can be a temporary situation or it can be a long-term reality for a family. This initiative will infuse food access points, such as food pantries, low-income senior homes or youth-serving organizations, with healthy food choices. Ottawa Food (OCDPH) has long been striving to increase the rate of fruit and vegetable consumption in Ottawa County. Obesity rates in both adults and children continue to rise, and high costs are the primary barrier community members face when trying to make healthy food choices. Ottawa Food is committed to this proposal because there is a stark need to build a bridge between food retailers, local farmers, and community members that struggle with health and hunger. Ottawa Food believes that this is a strong solution to prove that there are localized solutions to poor health and hunger. See related data below: - 40% of food is wasted in the US while currently 1 in 5 experience food insecurity. - There are approximately 25,170 food insecure Ottawa County residents. Of these, approximately 4,950 are children. - 8 in 10 adults in Ottawa County eat fewer than the recommended amount of fruits and vegetables per day, and over 30% eat 0 fruits or vegetables daily. - 16.9% of respondents said that fruit and vegetables not being available at a food pantry prevented them from eating fruits and vegetables on a regular basis. - 66.4% of Ottawa County adults are overweight or obese. - Fresh fruit and vegetable consumption is a priority focus for our county, yet such produce is limited in access for low-income households, while comprising a lot of wasted perishable food. - Produce decomposes in the landfill releasing methane gases – 21x more potent than CO2. - It is estimated that 20% of the weight of landfill materials in the US are produce items. Why? Building this food rescue county-wide infrastructure is in alignment with Ottawa Food's goals to increase fruit and vegetable consumption as a pivotal part of public health. There is also ample research showing the bleak connection between how food insecurity creates poor health outcomes, school and work performance. This initiative will also benefit established nonprofits and special population serving organizations throughout the county. By creating a steady supply of healthy food at trusted locations across the county, this infrastructure will supercharge the work of our various community nonprofit partners. This initiative also benefits all Ottawa County residents from an environmental standpoint as well, because less food waste in landfills benefits us all. Further, this initiative also benefits restaurants and food retailers, as it gives these important business owners an easy, efficient means of being a part of local efforts to enhance public health. This work builds a strong relationship between businesses, nonprofits, and community members. Additionally, operationalizing composting is part of Ottawa County's Solid Waste management Strategic Plan (a plan required by law Part 115). Furthermore, this initiative benefits all of Ottawa County because it is dramatically innovative and has the potential to inspire other counties and states. Creating this country-wide infrastructure is in alignment with Ottawa County's historical and current greatness. How many? Data shows that 25,170 Ottawa County residents are food insecure, with 4,950 children being food insecure. And many residents consume zero fresh fruits or fresh vegetables on a daily basis. Ottawa Food believes that a county-wide expansion will provide up to another 100,000 pounds of food every month to Ottawa County residents struggling with poor health and hunger.* At an estimated average of 1.2 pounds per meal, that is an additional 1,000,000 meals of increased food access available annually in our county, to supercharge the efforts of our frontline partners in serving these struggling neighbors while incentivizing healthier eating. *The market value of this estimated 100,000 pounds per month (at the national average of $1.70 per pound) is $170,000 worth of food rescued and repurposed for healthy food access efforts. That's just over $2M per year in food assistance, once the infrastructure is in place - a compelling return on the county's investment! How often? Our proposed county-level expansion would power food donors, volunteer drivers, and recipients to receive available wholesome food deliveries six days a week. We anticipate growing service towards 100 or more food rescue pickups and drop offs each weekday. How long? While we require the growth funding to put county-wide infrastructure in place in the coming two years, we anticipate operating this program in perpetuity - or as long as some good food is going to waste, while some neighbors are going without.

Q18. What is the estimated number of individuals and/or small businesses to be served by the project?

Q19. Number of individuals:

20,000+

Q20. Number of small businesses:

50-100

Q21. Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

- (●) Yes
- ( ) No

Q22. If yes, please explain.

At the height of the economic disruption during the COVID-19 pandemic, Ottawa County frontline food pantries were stretched nearly to the breaking point – some providing 3x or more the food relief as they are typically called on for. Now, with inflationary pressures pushing more families' budgets past the breaking point, Ottawa County's food access system needs a big push forward. Pantries everywhere are dealing with increased numbers of new hungry families calling on them for support, while facing greater costs themselves. Expanded local Food Rescue is a highly efficient way to expand healthy food availability across frontline food access providers by ensuring that no wholesome food goes to landfills, but is instead quickly and efficiently distributed through frontline pantries and food access providers to neighbors in need. Food pantries and access sites throughout the county would find cost-free healthy food options available to them, controlling their costs as more folks rely on them for service. Guests to all these sites would find a wider variety of healthier, perishable foods available, in line with Ottawa County's goals to increase fresh fruit and vegetable consumption. An investment in this work right now could be transformational for our local food assistance system - laying the groundwork for a permanent, local, effective Food Rescue system that maximizes all parties' efforts by turning all food excess into healthy food access.

Q23. Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

This initiative will dramatically improve access to healthy foods by rescuing and improving access to an additional 1M plus pounds of wholesome perishable food every year. It will work hard to increase the rate of fruit and vegetable consumption and meaningfully combats local hunger. Improved health within families will improve the health of Ottawa County as a whole. It addresses the critical need present in data that shows Ottawa County residents are struggling with healthy food access, obesity, adult and child wellbeing. It also creates a unified network to eliminate gaps in access and reduce service-silos.

Q24. Please provide us with your contact information.

Name:	Sierra Schuetz
Organization:	Ottawa County Department of Public Health, Ottawa Food
Phone:	616-393-5791
Email:	sschuetz@miottawa.org

Q25. Type of organization:

- (●) County
- ( ) Local unit
- ( ) Non-profit
- ( ) Private sector

Q26. If you'd like to share additional information, please include that in the space below. Supporting documentation may also be submitted using the file upload option below.

This is a highly collaborative effort supporting the entire Ottawa County food and social service system, in alignment with needs and county-wide goals. OCDPH, the Environmental Health Department, and the Department of Strategic Impact has supported and guided this approach to increasing local food rescue and enhancing healthy food access. Ottawa Food will contract the staff responsibility to Community Action House, who will oversee and hire all staff, and under contract with Ottawa Food, will undertake the county-wide expansion of this food rescue effort to support all communities in Ottawa County This initiative enjoys the active support of a myriad of community partners. Partners range from recipients of food, to food retailers, local farmers, and advocates championing and participating in the effort. Beyond the initial Lakeshore Food Rescue recipients (including Community Action House in Holland and Harvest Stand Ministries in Zeeland, as well as St. Vincent De Paul (Holland), Salvation Army (Holland), Escape Ministries (Holland, etc), many other frontline food access provider organizations have expressed interest in this effort to significantly expand our local food rescue capabilities throughout the county. Others who have already expressing interest in partnering to receive and use the additional local food rescued through this expansion throughout the county include the below: - The Salvation Army (Holland) - The People Center (Spring Lake) - Love In Action of the Tri-Cities - Love your Neighbor (Hudsonville, Jenison, & Grandville); - Love INC of Allendale - Coopersville Cares - Gold Barn Blueberries - Groundswell Farm - 8th Day Farm - Rasch Orchards - Ottawa County Environmental Health Team - Ottawa County Department of Strategic Impact - Michigan State University Extension - Michigan State University Center for Regional Food Systems - Feeding America Moreover, Ottawa County has already laid considerable groundwork for such an expansion of local Food Rescue. Spencer Ballard at the Department of Public Health has corresponded with food service establishments across the county, and has shared a list of 37 Ottawa County restaurants that have already noted their willingness to join in donating food regularly once the county-wide infrastructure is in place. “Using web-based technology to rapidly connect those with food that would otherwise be wasted with those in need is the next step in reducing food waste and hunger in Ottawa County. Our agency greatly supports the safe distribution of wholesome food to those in need and feel that this solution will help accomplish that goal. I would be excited to work closely with licensed food service establishments throughout Ottawa County that have traditionally discarded food to consider this option and partner with us in reducing food waste and hunger. With this tech fully deployed, our County could make great progress in reducing food waste while greatly enhancing the amount of healthy, perishable food provided to our partners combating food insecurity. To ensure safety throughout this process, our food safety team would work with any licensed establishment to help guide as to what types of foods can be safely donated.” - Spencer Ballard, REHS, MPA | Environmental Health Supervisor | Ottawa County Dept. of Public Health “The collaborative work Ottawa Food does to improve food access in the community is impressive. As a coordinator of a statewide network of local food councils, for years, I have referred other groups to Ottawa Food to learn from their thoughtful, innovative, and collaborative projects the group leads and supports. The Lakeshore Food Rescue project is no exception, connecting businesses and other entities that have food that would otherwise go to waste with organizations that can put it to good use and positively impact the community. The project serves Ottawa Food’s vision of ensuring that all community members have access to healthy food by tapping into resources that already exist -diverting food waste from landfills, rather than creating new programs or placing another demand on food producers- and doing so in a way that connects more community members and organizations to one another. This is yet another innovative, collaborative Ottawa Food project to which I will refer people from across Michigan” - Liz Gensler, Local Food Council Specialist, MSU Center for Regional Food Systems “Food waste occurs at all levels of the supply chain - but often begins at the farmgate. No farmer wants to expend resources, time, and money on products that, for a variety of reasons, will never leave the farm – especially here in the West Michigan Fruit Belt. The ramifications can be huge - besides leaving mouths unfed, the financial and environmental impacts can be tremendous. An effort like Lakeshore Food Rescue can mitigate those impacts - instead of rotting in the fields or getting dumped into landfills, nutritious foods can be diverted to Ottawa County residents suffering from hunger. Lakeshore Food Rescue's mission is just another example of how collaboration is the key to solving Ottawa County's biggest challenges. “ - Becky Huttenga and Shannon Virtue, The Ottawa County Department of Strategic Impact “It is the goal of the Ottawa County Solid Waste Management Plan (SWMP) to reduce waste and increase material recovery in which composting/organics are included. The Ottawas County Environmental Sustainability Program supports and administers these actions as outlined in the SWMP by working with local representatives and community members as much as possible to ensure these efforts are obtained. Both the EPA and EGLE have recognized that food waste reduction is the first step to reducing the number of organic materials lost to local landfills. Healthy communities are built on having healthy people and a healthy environment. It is done by working with farmers, communities, and other partners working together that lay the foundational infrastructure that Ottawa and the State of Michigan are not only wanting but also needs. “ - Kimberly Wolters, Environmental Health Supervisor, Ottawa County Department of Public Health “I have always been an advocate for finding solutions for food waste, particularly when I see what happens to the many tons of food that never finds a home... I support his new proposal wholeheartedly and you have my full endorsement.” - Bruce Michael Wilson, Owner of Groundswell Community Farm Donor partners will include restaurants and food service outlets, large grocery store chains, local supermarkets, school systems, and local food farmers and producers. The program has the capacity to deliver directly to recipients beyond current food access providers, such as Boys & Girls Clubs, schools, community centers, senior centers, low-income housing projects or other food pantries. The concept has already been proven successful with each new city partner in the Food Rescue Hero network. Please note that further clarification on any aspect of this proposal can be supplied upon request. This proposal received the full support of the Health and Humane Services Bucket team.

Q32. Upload supporting documentation here:

LFR Budget for County Expansion (002).xlsx
34.7KB
application/vnd.openxmlformats-officedocument.spreadsheetml.sheet

Q27. You may submit this application by clicking the blue arrow button below. For questions, please call 616-738-4852 or email plan@miottawa.org

Location Data

Location: (42.9133, -85.8145)

Source: GeoIP Estimation

Lakeshore Food Rescue

Funding Request to Build County-Wide Capacity

To turn Food Excess into Food Access through partnership with area restaurants, food retailers, and food producers

Project Start-up Budget Expenses	Year 1 2023	Year 2 2024	Year 3+ 2025+	Total Request	Notes
Ottawa Food (contracting the expansion to benefit all of Ottawa County)					
REVENUE					
ARPA Funding Received	$ 372,600	$ 114,075	$ -	$ 486,675	*ARPA funding for Ottawa Food*
EXPENSES					
Contract payments to CAH for expansion	$ (372,600)	$ (114,075)	$ -	$ (486,675)	*Ottawa Food contract payments for CAH-led county--wide expansion*
NET	$ -	$ -	$ -	$ -	
Community Action House (contracted to manage)					
REVENUE					
ARPA Funding Received	$ 372,600	$ 114,075	$ -	$ 486,675	*Funding covers 100% of year 1, and 50% of year 2 financing to support rapid county-wide infrastructure build*
CAH Funding Commitment	$ -	$ 114,075	$ 239,558	$ 353,633	*CAH commits to sustain county-wide efforts following a drawdown in initial county support.*
TOTAL REVENUE for Food Rescue Expansion	$ 372,600	$ 228,150	$ 239,558	$ 840,308	
EXPENSES					
Salaries/Benefits					*Inclusive of taxes, fringe, & office*
Program Manager (FT)	$ 78,000	$ 85,020	$ 89,271	$ 252,291	*Program leadership for Food Rescue Expansion*
Partnerships Coordinator (FT)	$ 58,500	$ 63,765	$ 66,953	$ 189,218	*Food donor partner manager*
Distribution Coordinator (FT)	$ 58,500	$ 63,765	$ 66,953	$ 189,218	*Daily food rescue dispatching & volunteer coordination & management*
Technology Procurement for Food Rescue					
Food Rescue Hero App Technology & Onboarding	$ 16,000	$ 6,000	$ 6,300	$ 28,300	*$500 monthly for tech platform contract + onboarding IT integration & training*
Commercial Refrigerators for Partners					
New refrigerators purchased & installed at county-wide partners	$ 25,000	$ -	$ -	$ 25,000	*New commercial grade refrigeration systems for food pantry & distribution partners needing additional cold storage capacity*
Refrigerated / Food Rescue Vehicles					
18' Box Truck for bulk food pickup & delivery (with full wrap)	$ 95,000	$ -	$ -	$ 95,000	*Wraped with Lakeshore Food Rescue branding; Reefer Box Truck*
Small EV for small food pickup & delivery (with wrap)	$ 32,000	$ -	$ -	$ 32,000	*Wraped with Lakeshore Food Rescue branding; EV Hatchback*
Vehicle Operation & Maintenance	$ 9,600	$ 9,600	$ 10,080	$ 29,280	*Fuel, insurance, operational maintenance, etc*
TOTAL Expenses for Food Rescue Expansion	**$ 372,600**	**$ 228,150**	**$ 239,558**	**$ 840,308**	*2 years of expansionary funding requested; showing 3+ year budget to detail CAH commitment to carry the program forward.*
NET	$ -	$ -	$ -	$ -	

Community Action House & Lakeshore Food Rescue

Food Safety Overview

Our Mission is to provide area families and individuals with food, clothing, shelter, and the opportunity to build necessary skills to achieve a stable and prosperous life. We achieve this in part through offering convenient access to healthy food in a high dignity environment and through reducing barriers to enjoying nutritious meals at home. Our generous community of food donors who provide high quality and safe donations to support our programs make this possible. Food safety is a top priority for Community Action House (CAH) and Lakeshore Food Rescue (LFR). The guidelines below ensure that we only use and distribute products that meet our food safety standards.

Community Action House works closely with the Ottawa Department of Health, Michigan Department of Agriculture and Rural Development (MDARD), and Feeding America West Michigan to ensure compliance with all county and state regulations.

If you have any questions, please contact hello@communityactionhouse.org or 616.392.2368 ext. 151.

Key Takeaways of this Document:

- Food rescue is safe for the public.
- All food donations are processed in accordance with food safety policies and procedures.
- LFR or CAH staff trains all volunteers, partners, and any person that interacts with rescued food on proper food safety procedures.
- All partners receiving food are inspected and provided with training on food safety policies and procedures.

Bill Emerson Act

“Millions of pounds of food and groceries go to waste each year. To encourage companies and organizations to donate healthy food that would otherwise go to waste, they are protected from criminal and civil liability under the Good Samaritan Food Donation Act. On October 1, 1996, President Clinton signed this act to encourage donation of food and grocery products to non-profit organizations for distribution to individuals in need. This law:

- Protects you from liability when you donate to a non-profit organization;

- Protects you from civil and criminal liability should the product donated in good faith later cause harm to the recipient;
- Standardizes donor liability exposure. You or your legal counsel do not need to investigate liability laws in 50 states; and
- Sets a floor of "gross negligence" or intentional misconduct for persons who donate grocery products. According to the new law, gross negligence is defined as 'voluntary and conscious conduct by a person with knowledge (at the time of conduct) that the conduct is likely to be harmful to the health or well-being of another person.'"

The full Act text can be found at https://www.feedingamerica.org/ways-to-give/corporate-and-foundations/product-partner/bill-emerson.

Food Safety Policies & Documents

As a Feeding America Partner Agency, we closely follow Feeding America food safety policies and guidelines. In addition, we utilize ServSafe food safety standards and have internal standard practices to ensure only food that is safe to eat is distributed to the public. The following documents outline general food safety, storage, and food handling guidelines. The following documents are also incorporated into CAH and LFR staff and volunteer training.

- Feeding America Food Safety Training Video
- Feeding America Food Safety Training Manual
- Feeding America Food Storage Area Food Safety Guidelines
- Feeding America Food Repacking Guidelines
- USDA Food Safety
    - Refrigerated Foods
    - Frozen Foods
    - Dry Goods
- ServSafe Food Handler Guide for Food Banking - See Attachment
- CAH Food Sorting Guides - See Attachments

Employee & Volunteer Training/Servsafe

All Lakeshore Food Rescue and Community Action House team members and volunteers who may interact with any food donations receive thorough food safety training. All permanent or long term Food Team and Community Kitchen employees receive ServSafe Food Handler's training. Select management staff receive ServSave Manager's Certification training. There is always a Servsafe Manager on site at the Food Club and at the Community Kitchen during food preparation or food processing.

All volunteers undergo food safety training during orientation, and are reminded of food safety standards at the beginning of each shift relevant to the task they are completing.

Food safety and food sorting posters are posted in processing areas for employees and volunteers to reference. See attachments for examples.

Food Donation Pickup & Transportation

We work closely with our food donors to ensure that all food donated is still safe to eat and is within compliance with expiration date guidelines. New donors are provided with materials that outline the following:

- The Bill Emerson Act - including clear language of requirements that all donated food be donated in good faith that it is safe for human consumption.
- Types of food accepted
- Expiration dates
- Storage
- Foods that are not accepted for donation

Food is stored at donor locations in areas that meet food safety requirements and is kept in appropriate temperature controlled environments until ready for pickup or delivery. No food is accepted that has been stored improperly or that is not at appropriate temperature. Food storage locations are inspected during each pickup.

Community Action House/Lakeshore Food Rescue has two refrigerated box trucks which are used for transportation of all food items that require refrigeration.

CAH Food Club

Storage

All food donations are brought directly to the Community Action House Food Club at 739 Paw Paw Dr. to be stored or sorted immediately upon receipt.

The following locations at Food Club allow for proper food processing and storage:

- Food Handling Room (certified clean room) with a handwashing sink, 3-compartment sink, temperature controls to lower room temperature for cold food sorting, and NSF food safe surfaces.
- Two Walk-In Coolers
- Three Walk-in Freezers
- Warehouse area for dry storage
- Food Club - display coolers for produce, reach in coolers for deli and dairy, reach in freezer, bunker freezer, shelves for dry goods

Temperatures are checked for all coolers and freezers daily. Temperature logs are kept for at least 12 months.

All areas are kept clean using daily, weekly, and monthly cleaning checklists.

Food Sorting

All food is immediately inspected and sorted in the Food Handling Room upon receipt. All surfaces are sanitized at the beginning and end of each shift. Volunteers follow appropriate hand washing and use gloves, aprons, or hair nets as appropriate for each task. Any items that do not meet CAH standards for expiration dates, quality, or food safety are discarded or composted. Any food not safe for human consumption or that is at all questionable is discarded or composted.

Bulk food is repackaged only when it meets all food safety guidelines and the original packaging is intact with no signs of spoilage or damage. Temperatures are adjusted in the Food Handling Room if Time and Temperature Controlled foods are being repackaged. Feeding America Repackaging Guidelines are used for this process. If there are questions regarding repackaging, MDARD is contacted for clarification before proceeding.

Pest Control

Community Action House contracts with Rose Pest for preventative pest control. All staff are informed of proper pest reporting procedures upon hire. Any pest signs or sightings are reported to Rose Pest immediately.

Food Sharing

Any food that cannot be distributed through Community Action House Food Club or Community Kitchen is distributed to other agency partners in the community if appropriate for use. All new food recipient partners undergo a site visit to ensure they meet CAH/LFR Distribution Partner food safety standards. Items reviewed during site visits include:

- Temperatures & temperature logs are kept for all refrigerators or freezers
- Food is kept off of the floor and away from walls
- No signs of pests
- All areas are protected from outside elements
- Storage areas are generally clean
- No open, damaged, or spoiled food are being stored or distributed

All new Distribution Partners receive training materials for food handling and food safety. If Distribution Partners are not meeting food safety guidelines, they are immediately suspended from receiving food until it is proven that the issue has been corrected.

ServSafe® Food Handler Guide for Food Banking

ServSafe National Restaurant Association | FEEDING AMERICA

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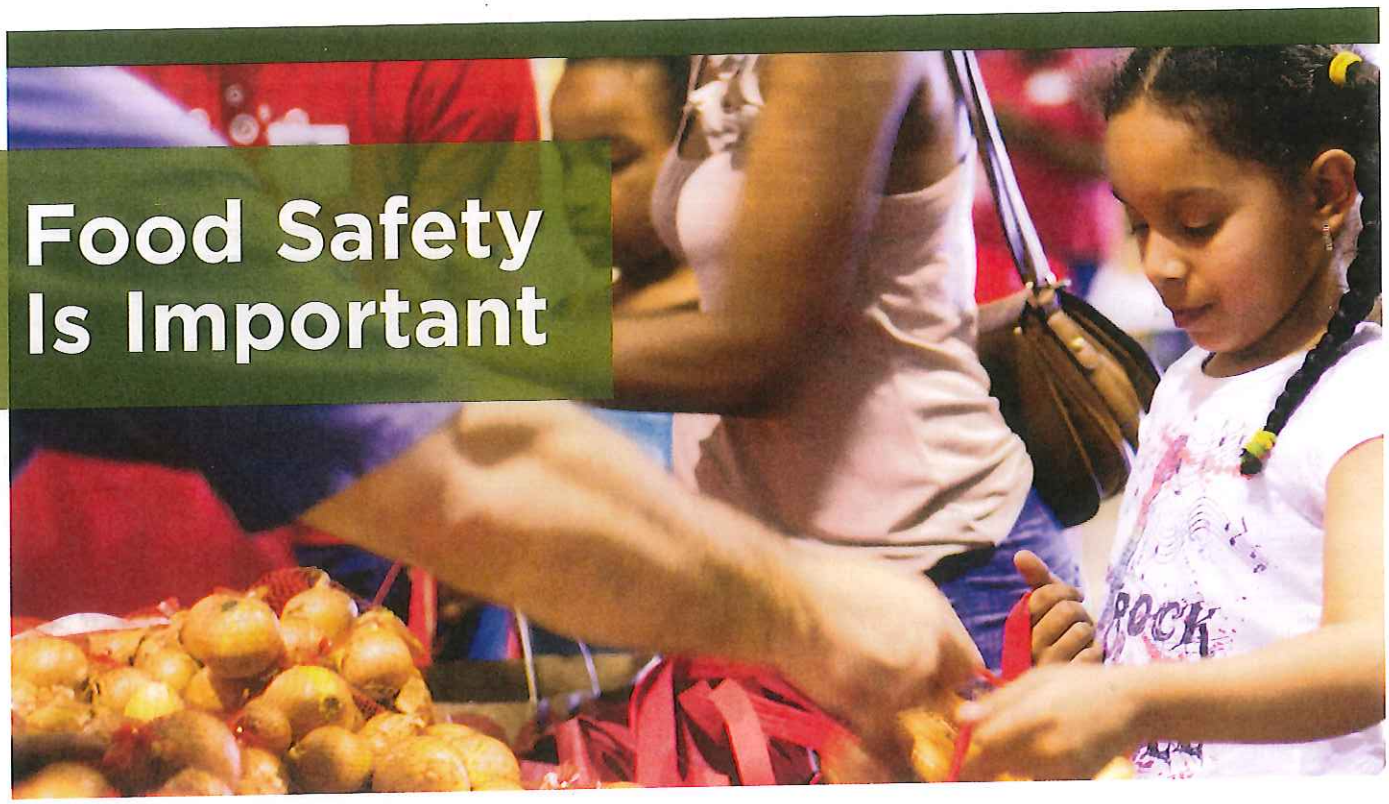
Food Safety Is Important



- How food becomes unsafe
- Your role in keeping food safe
- Understanding food allergies
- Preventing food allergen contamination

Unsafe Temperatures

An independent trucking company was forced to discard several thousand pounds of food products being transported in one of its delivery trucks. A random check by officials found that meat and other perishables on the truck were being held at unsafe temperatures. The food was discarded because officials feared it could cause a foodborne illness.

How Food Becomes Unsafe

People who receive food from a food bank or agency trust you to help keep them safe. One big concern is foodborne illness. A foodborne illness is a disease that is transmitted to people through food.

Many hazards can make food unsafe and cause a foodborne illness. Some come from the air, water, soil, and animals. Some come from dirty surfaces. Others happen when people don't handle food correctly. Foodborne illness is almost always preventable. You just need to know how to handle food safely.

Hazards from the Environment

Three types of hazards make food unsafe. They are: biological hazards, physical hazards, and chemical hazards.

Biological hazards

These are tiny forms of life that you can't see, taste, or smell. They include:

- Bacteria
- Viruses
- Parasites
- Fungi

These forms of life are everywhere. Sometimes they are harmless. But some cause illness. They are called pathogens.

Physical hazards

Some physical hazards occur naturally in food, such as bones in fillets and fruit pits.

Usually physical hazards occur when objects fall into food. Some examples include:

- Jewelry
- Glass
- Brittle plastics
- Ceramics
- Bandages

Chemical hazards

Chemicals in your food bank or agency can contaminate food. These include:

- Cleaners
- Sanitizers
- Pesticides

How People Make Food Unsafe

Sometimes the things people do can make food unsafe. Once you understand what the dangers are, it is easy to avoid them. These four practices can make food unsafe.

Poor personal hygiene

Transferring pathogens from your body to food.

This is the number one cause of foodborne-illness outbreaks.

Cross-contamination

Transferring pathogens from one surface or food to another.

Time-temperature abuse

Letting food stay too long at temperatures that are good for pathogen growth.

Poor cleaning and sanitizing

Transferring pathogens from incorrectly cleaned surfaces to food.

Apply Your Knowledge — What Do You Think?

Write an ✕ next to the problem for each action listed below.

1. Leaving raw chicken breasts on a pallet in a loading area that is not refrigerated

_____ A Time-temperature abuse
_____ B Poor personal hygiene
_____ C Cross-contamination
_____ D Poor cleaning and sanitizing

2. Sneezing on food

_____ A Time-temperature abuse
_____ B Poor personal hygiene
_____ C Cross-contamination
_____ D Poor cleaning and sanitizing

3. Keeping produce that raw meat juices have leaked on

_____ A Time-temperature abuse
_____ B Poor personal hygiene
_____ C Cross-contamination
_____ D Poor cleaning and sanitizing

4. Scraping off food from an otherwise clean food-storage container

_____ A Time-temperature abuse
_____ B Poor personal hygiene
_____ C Cross-contamination
_____ D Poor cleaning and sanitizing

For answers, please turn to the Answer Key.

Your Role in Keeping Food Safe

You play an important role in keeping food safe. Knowing the hazards to food safety is just the start. The next step is to make sure you work safely.

It is easy but critical that you follow these practices.

Practice good personal hygiene

- **DON'T** transfer pathogens from your body to food.
- You'll learn more about this in Chapter 2.

Control the time and temperature of food

- **DON'T** let food stay too long at temperatures that are good for pathogen growth.
- You'll learn more about this in Chapter 3.

Prevent cross-contamination

- **DON'T** transfer pathogens from one food to another.
- **DON'T** transfer pathogens from one surface to another.
- You'll learn more about this in Chapters 3 and 4.

Clean and sanitize surfaces correctly

- Keep everything clean.
- Clean and sanitize anything that touches food.
- You'll learn more about this in Chapter 5.

Understanding Food Allergies

Some people are allergic to certain types of food. The tiniest speck of a food they are allergic to can make them sick or even cause death. You must keep this food away from these people.

When a food item containing an allergen comes in contact with another food item and their proteins mix, it is called cross-contact. This can be dangerous for people with food allergies. Food should be stored and handled in a way that prevents cross-contact.

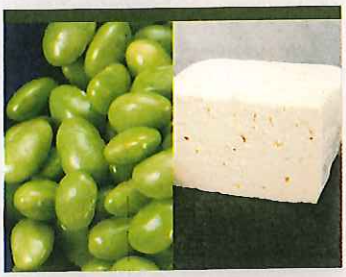
The Most Common Food Allergens

The proteins that cause allergic reactions are called allergens. Many different food items can cause allergic reactions. But just eight food items cause most reactions. These are called the Big Eight.

You need to be aware of the Big Eight and the products that contain them. Here are the Big Eight allergens.

- Milk

- Eggs



- Soy

- Fish, such as bass, flounder, and cod

- Tree nuts, such as almonds, walnuts, and pecans

- Peanuts

- Crustacean shellfish, such as crab, lobster, and shrimp

- Wheat

Preventing Food Allergen Contamination

Labeling is the most important way to help keep people with food allergies safe. You will learn more about correct labeling in Chapter 3. The following practices can also prevent food-allergen contamination.

Prevent Cross-Contact

You must make sure that food containing allergens does not come in contact with other food.

- Clean and sanitize all surfaces that have come in contact with food containing an allergen.
- Inspect food packaging to ensure no leaks or spills have occurred that can cause cross-contact.
- When possible, store food with allergens separately from allergen-free products. **DO NOT** store food containing allergens above allergen-free food. Use dedicated pallets and bins for products containing allergens.
- Wash your hands and change gloves after handling a food containing allergens and before handling an allergen-free food.

Apply Your Knowledge

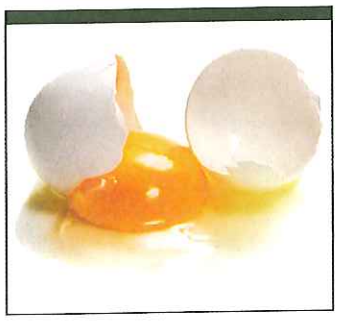
The Most Common Food Allergens

Write an ✕ next to each food that is a common food allergen or contains one.

_____ 1 Tea	_____ 7 Potatoes	_____ 13 Squash and eggplant
_____ 2 Cod	_____ 8 Mushrooms	_____ 14 Soybeans
_____ 3 Wheat flour	_____ 9 Tomatoes	_____ 15 Rice and rice products
_____ 4 Melons	_____ 10 Pecan pie	_____ 16 Omelet
_____ 5 Peanut butter	_____ 11 Citrus fruit	_____ 17 Vanilla ice cream
_____ 6 Crab legs	_____ 12 Green peppers	

Cleaning Up Food Spills

Spills can easily lead to cross-contact. Follow these steps to prevent this.



- Immediately isolate any spilled food containing an allergen from other food products.
- Inspect surrounding products to make sure they have not come in contact with the spilled food.
- Dispose of any open products that have come in contact with the spilled food. If the food is in packaging that can be safely cleaned and sanitized, it may not need to be discarded.
- Clean and sanitize the area.

For answers, please turn to the Answer Key.

Good Personal Hygiene

- How and when to wash your hands
- Where to wash your hands
- Other hand-care guidelines
- What to wear
- Other important practices

Hepatitis A Scare

Hepatitis A vaccinations were offered to thousands of clients who visited a food pantry on the Gulf Coast of the United States. The vaccinations were offered by the local regulatory authority after a staff member at the operation tested positive for hepatitis A, exposing clients to the virus.

The identified staff member was responsible for packaging produce. He was excluded from work until approved to return by a physician and the regulatory authority.

The local regulatory authority also worked with the pantry's director and supervisors to ensure they had all of the correct processes in place to protect clients and staff. Ensuring that staff members reported illness to managers was at the top of the list.

How and When to Wash Your Hands

Handwashing is the most important part of personal hygiene. It is important because your hands can transfer pathogens to food. So it is critical that you wash your hands correctly and at the correct times.

How to Wash Your Hands

Correct handwashing only takes about 20 seconds. Follow these steps.

Wet hands and arms.

Use running water as hot as you can comfortably stand.

Apply soap.

Apply enough to build up a good lather.

Scrub hands and arms vigorously.

Scrub them for 10 to 15 seconds. Clean under fingernails and between fingers.

Rinse hands and arms thoroughly.

Use running warm water.

Dry hands and arms.

DO NOT use your apron or any part of your clothing. Use a single-use paper towel or hand dryer.

After Washing Your Hands

Once your hands are clean, you don't want to contaminate them again. Follow these guidelines.

- Use a paper towel to turn off the faucet.

- Use a paper towel to open the restroom door.

When to Wash Your Hands

It is easy to contaminate your hands while doing everyday activities. And contaminated hands can spread pathogens.

To keep food safe, wash your hands before you start work and after any of these activities.

- Using the restroom.

Failure to do this has caused many foodborne illnesses

- Handling raw meat, poultry, or seafood (before and after).

- Touching your hair, face, or body.

- Touching clothing or aprons.

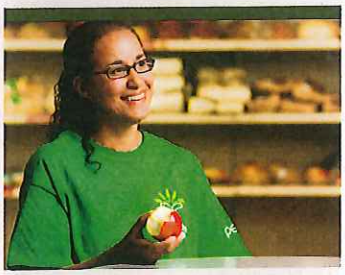
- Taking out garbage.

- Sneezing, coughing, or using a tissue.

- Handling chemicals that can make food unsafe.

- Smoking.

- Chewing gum or tobacco.



- Eating or drinking.

- Before putting on gloves at the start of a new task.

- Touching anything else that may contaminate your hands. Examples include dirty equipment, work surfaces, and cloths.

- Leaving and returning to the food-handling area.

Using Hand Antiseptics

Some food banks or agencies may provide hand antiseptics, commonly called hand sanitizers, to reduce pathogens on hands. Follow these steps if you use hand antiseptics.

- **NEVER** use a hand antiseptic instead of washing your hands.
- Use an antiseptic after you wash your hands.
- Wait for the antiseptic to dry before touching food or equipment, and before putting on gloves.
- Follow the manufacturer's directions for using a hand antiseptic.

Apply Your Knowledge — Check Your Handwashing Knowledge

1. Ryan washed his hands before handling food. Write an X next to each error that Ryan made.

_____ A He applied hand sanitizer before washing his hands

_____ B He wet his hands using very hot water

_____ C He applied enough soap to develop a good lather

_____ D He scrubbed his hands with soap for five seconds

_____ E He rinsed his hands under running warm water

_____ F He dried his hands with his clean apron

_____ G He turned off the faucet with a paper towel

_____ H He opened the door with his clean hands

2. Write an X next to each situation where you must wash your hands.

_____ A After handling packages of raw chicken

_____ B Before putting on gloves at the start of a task

_____ C Before handling chemicals

_____ D After taking out garbage

3. Write an X next to the situation where you should use a hand antiseptic.

_____ A When you can't wash your hands

_____ B Before washing your hands

_____ C After washing your hands

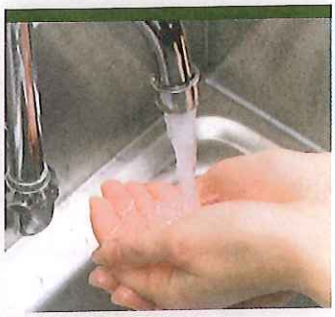
_____ D When you can't dry your hands

For answers, please turn to the Answer Key.

Where to Wash Your Hands

Your food bank or agency should have specific sinks for handwashing. You must use these sinks correctly to make handwashing effective.

Use a Handwashing Sink



Wash your hands only in a designated handwashing sink.

DO NOT use handwashing sinks for other things.

- **NEVER** dump dirty water in them.
- **NEVER** prep food in them.
- **NEVER** wash tools or equipment in them.

Make sure handwashing sinks are easy to get to and are not blocked.

- **NEVER** stack food, equipment, or supplies in them or in front of them.

Stocking the Handwashing Sink

A stocked sink should have:

- Hot and cold running water
- Liquid soap
- Single-use paper towels or a hand dryer
- Garbage container

If these items aren't stocked, tell your director or supervisor.

Other Hand-Care Guidelines

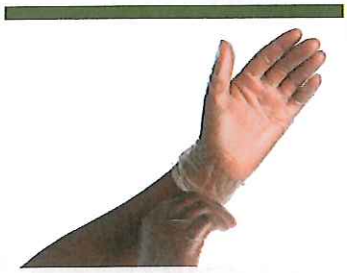
It takes more than just clean hands to maintain good personal hygiene. You also must use gloves correctly and care for your hands and nails.

Use Gloves Correctly

Gloves can help prevent the spread of pathogens. Here is the correct way to use them.

Use the correct gloves

- Only use single-use gloves when handling food.



- Make sure the gloves fit your hands. They should not be too tight or too loose.
- Never blow into a glove, or roll them to make them easier to put on.

- **NEVER** rinse, wash, or reuse gloves.

- Wash your hands before putting on gloves when starting a new task.

Change gloves when necessary

- As soon as they become dirty or torn.

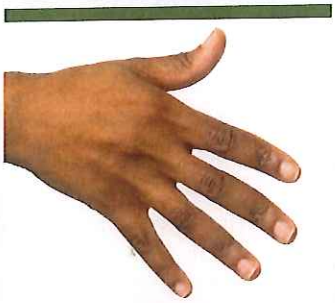
- Before beginning a different task.
- Before or after handling any food with a known food allergen

- After handling raw meat, seafood, or poultry and before handling ready-to-eat food.

- After an interruption, such as taking a phone call.

Hands and Nails

Follow these guidelines to maintain your hands and nails.



- Keep fingernails short and clean. Long fingernails can be hard to keep clean.

- If you will be handling exposed food, you must use single-use gloves if you are wearing:
  - Nail polish
  - False fingernails
- Nail polish can hide dirt under nails and may flake off into exposed food.

Infected wounds can contain bacteria. To keep food safe, make sure wounds are correctly covered.

- **Hands or wrist:** Cover with a bandage or finger cot that prevents fluid from leaking out. Then place a single-use glove over the cover.
- **Arms:** Completely cover with a bandage that prevents fluids from leaking out.
- **Body:** Cover with a dry, durable, tight-fitting bandage.

Apply Your Knowledge — Keeping It Safe

1. Alicia is a volunteer repackaging bulk cereal. Write an ✕ beside everything that Alicia has done wrong.

_____ A Washed her hands before putting on gloves

_____ B Rinsed her gloves when they became too dirty from working with the cereal

_____ C Began repackaging rice after repackaging cereal without changing gloves

_____ D Washed her hands and changed gloves when she noticed a small tear in a glove she was wearing

2. Write an ✕ next to each unsafe practice.

_____ A Washing hands and putting on new gloves after handling an allergen

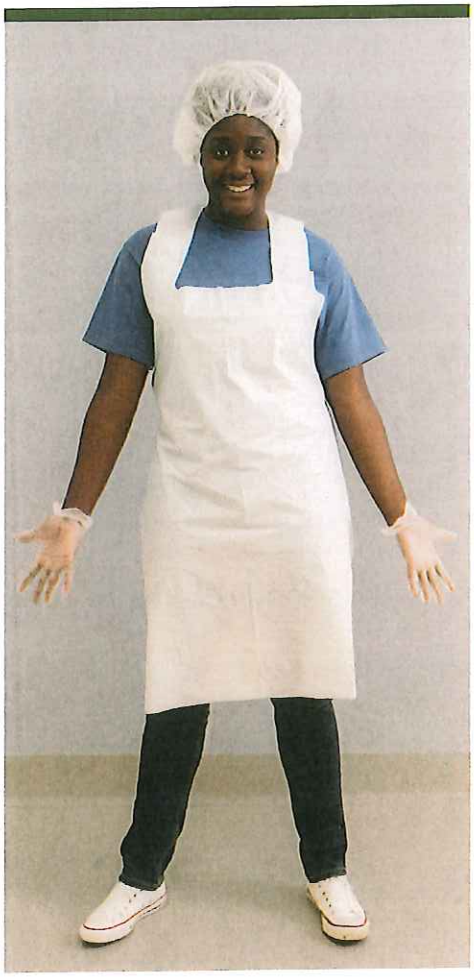
_____ B Putting the same gloves back on after finishing one task and starting a new task

_____ C Prepping food wearing fake nails without gloves

_____ D Working with an infected, unbandaged cut

What to Wear

If you fail to bathe or you wear dirty clothes while working with food, you can make people sick. Dirty hair, skin, and clothing may carry pathogens that can cause foodborne illness. Hygiene matters, so bathe daily. And follow the guidelines below.



Hair covering

Always wear a clean hat or other hair covering when:

- Repackaging food
- Working in a clean room
- Working in areas used to clean utensils and equipment

Men with beards and mustaches should also wear a beard restraint.

Clothing and aprons

- Wear clean clothes whenever working with or around food.
- Remove and throw away disposable aprons when leaving clean rooms or food-handling areas.
- Store personal belongings away from food.

Jewelry

Jewelry can contain bacteria and other pathogens. It can also fall off into food. Remove jewelry from hands and arms before handling exposed food or when working in or around food-handling areas. **DO NOT** wear:

- Rings, except for a plain band
- Bracelets, including medical bracelets
- Watches

Your director or supervisor may also ask you to remove other jewelry.

Apply Your Knowledge — It's What You Wear

1 Write an ✕ next to each unsafe practice.

_____ 1 Wearing a dirty shirt

_____ 2 Wearing nail polish without wearing gloves

_____ 3 Wearing a baseball cap while packaging food

_____ 4 Wearing a watch

_____ 5 Removing a disposable apron and putting it back on after returning to the clean room

_____ 6 Wearing a bandage on your finger under your gloves

_____ 7 Cleaning and sanitizing food scoops without wearing a hat or other hair covering

_____ 8 Wearing the same pants several days in a row until they get dirty

Other Important Practices

Following correct hygiene practices helps keep you and everyone else safe. Follow the guidelines below.

Eating, Drinking, Smoking, and Chewing Gum or Tobacco

Saliva contains pathogens that can cause a foodborne illness. Eating, drinking, smoking, and chewing gum or tobacco can contaminate equipment and your hands with saliva. Cigarette butts and other items can also get into food.

- **NEVER** eat, drink, smoke, or chew gum or tobacco in food-handling and storage areas.
- Only do these things in designated areas.

What to Do if You Are Sick

If you are sick, you could spread pathogens to food and equipment. This could make your clients and your coworkers sick. Don't let this happen.

Tell your director or supervisor if you have been diagnosed with a foodborne illness. You must also tell your director or supervisor if you have any of these symptoms:

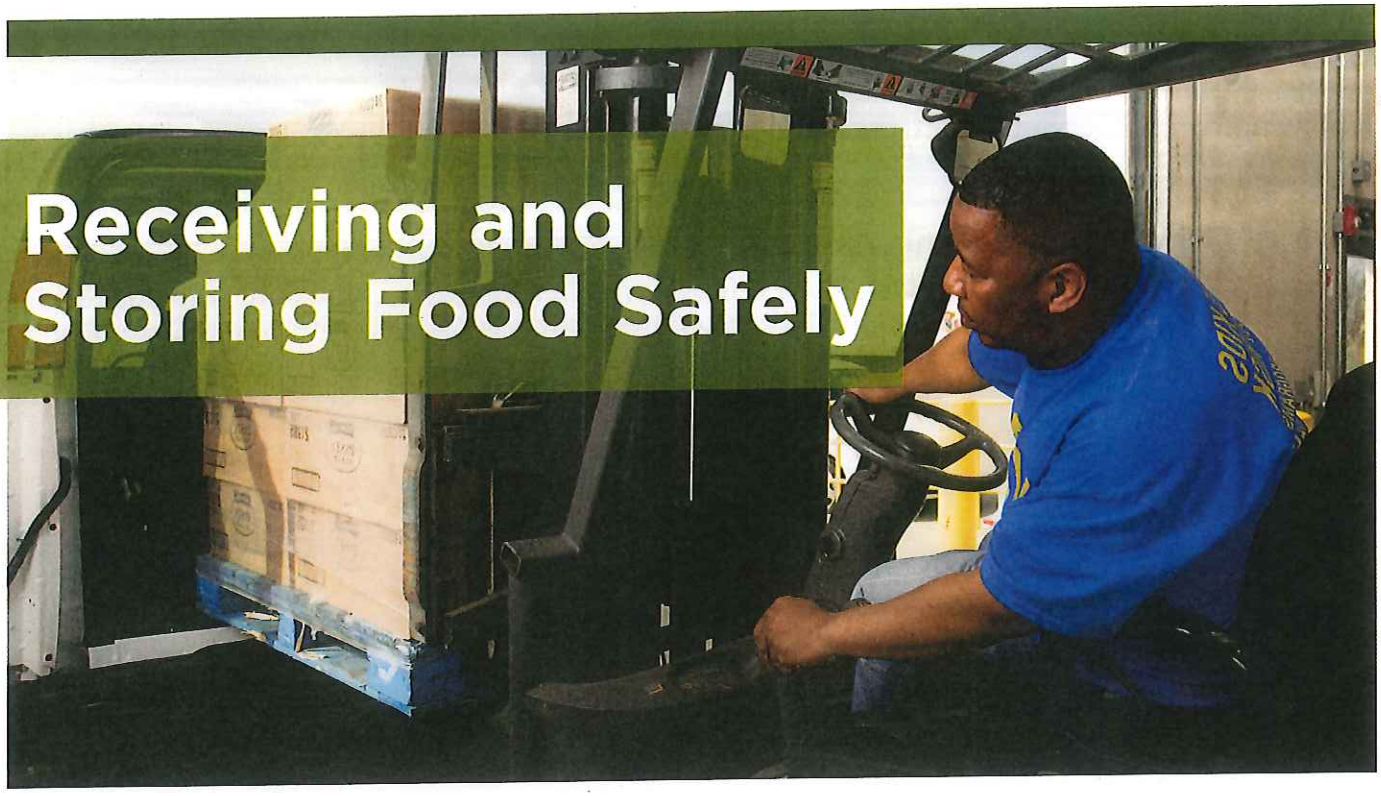
- Vomiting
- Diarrhea
- Jaundice (yellowing of skin and eyes)
- Sore throat with a fever

Apply Your Knowledge — Reporting Illnesses

1 Write an ✕ next to the symptoms you must report to your director or supervisor.

_____ 1 Vomiting
_____ 2 Jaundice
_____ 3 Sore throat with a fever
_____ 4 Being very tired
_____ 5 Diarrhea
_____ 6 Headache

Receiving and Storing Food Safely



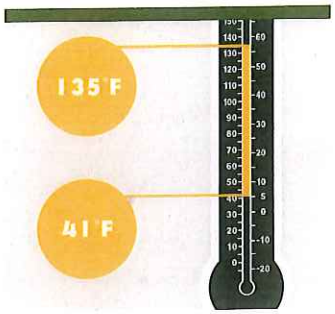
- Controlling time and temperature during receiving
- Inspecting food during receiving to make sure it is safe
- Storing food safely

Salmonella Outbreak Threatens Food Banks

Food banks across the U.S. were forced to destroy thousands of pounds of food products containing peanuts. The culprit—a deadly strain of *Salmonella*, which killed nine people and sickened more than 700 people nationwide. No known cases of illness were attributed to the food distributed by food banks, thus pointing to the importance of following recall notices.

Controlling Time and Temperature During Receiving

The temperature of food must be controlled from the minute it's picked up from the donor or food bank to the minute it's handed to the client.



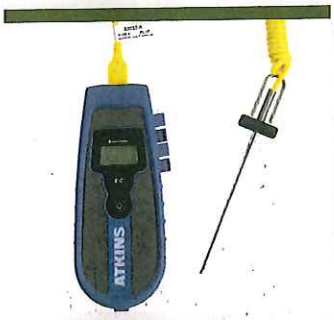
- That includes the time food spends in the warehouse, on the truck, and at the agency.
- Think of this as a "cold chain" that, if broken, can result in foodborne illness.
- The cold chain is broken whenever food is held at temperatures between 41°F and 135°F (5°C and 57°C). This is the temperature danger zone.
- Fortunately, there are several ways to control temperature and prevent a "break" in the cold chain.

Types of Thermometers

A thermometer is the most important tool for controlling the temperature of food. Three types of thermometers are commonly used in food banks and agencies.

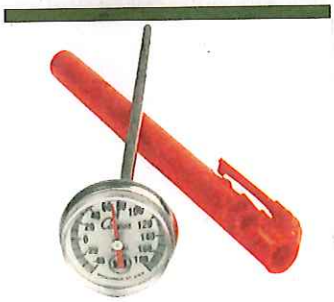
Infrared thermometers

- Only measure surface temperatures of food and equipment
- Display temperatures instantly
- Prevent cross-contamination and damage to food because they do not touch it



Thermocouples and other digital thermometers

- Do not need to be inserted deep into food to get an accurate reading
- Display temperatures quickly
- Many come with other probes for checking liquids, air temperature, and equipment



Bimetallic stemmed thermometers

- Must be inserted in food from the tip of the thermometer stem to the dimple to get an accurate reading
- Require at least 15 seconds before a final reading can be taken
- Can be easily calibrated at the food bank or agency

The Correct Way to Calibrate a Thermometer

Thermometers must be calibrated (adjusted) regularly to make sure the readings are correct.

- Digital thermometers may need to be sent back to the manufacturer to be calibrated. If not, follow the directions from the manufacturer to calibrate them.
- Infrared thermometers will need to be sent back to the manufacturer to be calibrated.

Follow these steps to calibrate a bimetallic stemmed thermometer.

Fill a large container with crushed ice and tap water.

- Stir the mixture well.

Put the thermometer stem or probe into the ice water.

- Make sure the sensing area is under water.
- **DO NOT** let the probe touch the container.
- Wait 30 seconds or until the indicator stops.

Adjust the thermometer so it reads 32°F (0°C).

- Hold the calibration nut with a wrench or other tool.
- Rotate the thermometer head until it reads 32°F (0°C).

Apply Your Knowledge — Ice-Point Calibration Method

Write an ✖ next to the correct answer.

1. How long should you wait to read a bimetallic stemmed thermometer after placing it in the ice water?

_____ A 5 seconds
_____ B 7 seconds
_____ C 10 seconds
_____ D 30 seconds

2. What temperature should a thermometer be adjusted to after placing it in the ice water?

_____ A 0°F (-18°C)
_____ B 10°F (-12°C)
_____ C 22°F (-6°C)
_____ D 32°F (0°C)

For answers, please turn to the Answer Key.

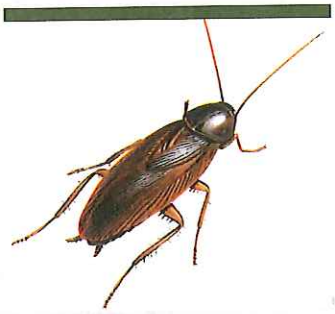
Inspecting Food During Receiving to Make Sure it is Safe

Checking food when you receive it will help make sure it is safe. This starts with inspecting delivery trucks for the correct temperature and signs of contamination. It continues with checking the temperature and quality of food and looking for signs of contamination.

Inspecting the Delivery Vehicle

It is very important that you inspect the delivery vehicle before unloading it. Any problems should be documented. Here's what you should look for.

- Overall condition of the vehicle



- Signs of pests in the product or vehicle

- Condition of the product

- Presence of objectionable product (e.g., homemade product)

- Door locks and seals that are in place and functioning

- Correct truck temperature
- Check the temperature recording device or use an infrared thermometer

Reject the food delivery if the delivery vehicle or delivery containers:

- Do not meet acceptable standards
- Contain pests
- Are excessively dirty

Checking the Temperature of Food

Perishable food must be received at the correct temperature in order for it to be safe. Reject any food that does not meet these temperatures.

Type of food	Temperature
Refrigerated food	41°F (5°C) or lower.
Frozen food	Frozen solid. Recommend 0°F (-18°C) or lower.
Cut produce	41°F (5°C) or lower.
Whole produce	Dry storage temperatures. For more information see Feeding America's produce handling guidelines.

Apply Your Knowledge **Is the Delivery Safe?**

1. Write an X next to each unsafe situation.

_____ A The door lock on a food delivery truck is broken.

_____ B Mice are spotted inside a food delivery truck.

_____ C A delivery truck is transporting food at 38°F (3°C).

_____ D A case of home-canned jelly is found inside a delivery truck.

Apply Your Knowledge **Is It the Correct Temperature?**

1. Write an X next to each item that was not received at the correct temperature.

_____ A Frozen meat received at 38°F (3°C)

_____ B Bags of cut lettuce received at 50°F (10°C)

_____ C Bags of cut melons received at 45°F (7°C)

_____ D Milk received at 50°F (10°C)

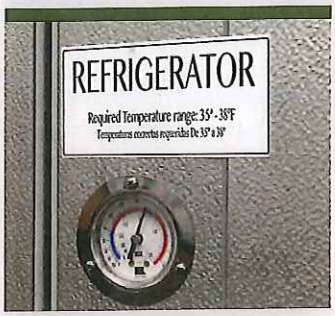
For answers, please turn to the Answer Key.

Storing Food Safely

Food can easily be contaminated if it is not stored correctly. It can also become unsafe if it is allowed to stay in the temperature danger zone. The good news is that there are things you can do to prevent this.

General Storage Guidelines

Here are some important steps you must take to keep food safe when storing it.



- Store refrigerated food at 41°F (5°C) or lower.

  This includes cut produce.

- Keep frozen food frozen solid.

  The recommended temperature is 0°F (-18°C) or lower.

- Store food only in designated food-storage areas.

- Store food at least six inches (15 cm) off the floor.
- Store food away from walls.

- Store ready-to-eat food above raw meat, seafood, and poultry.

  Do not store these items on the same shelf or pallet.

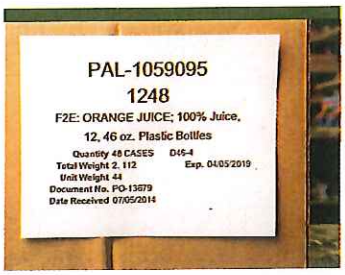
- Store food only in containers made for food.
- Wrap or cover food before storing it.

Apply Your Knowledge — Is It Stored Correctly?

1. Draw an X through each food item that has not been stored correctly.

Labeling Food for Storage

All food given to clients must contain a label that includes specific information about the product. See Feeding America labeling guidelines for more information. While not required by law, food should also be labeled with the receiving date. This will ensure that products can be correctly rotated.



Put the receiving date on food and products.

- Dates should be placed in these locations:
  - On the individual container or case
  - On pallet tags
- Make sure the dates are listed on a permanent part of the packaging.

Understanding Food Product Dating

It can be difficult to understand the dates listed on a food label. Here is an explanation of common labeling terms.

Packing or manufacturing date

- Used by manufacturers for tracking and recalls.
- Not an expiration date.

Sell-by date

- This is a quality date.
- It tells the store how long to display the product for sale.
- The product is still safe to eat past this date.

For answers, please turn to the Answer Key.

Best-by or best if used by date

- This is a quality date.
- It tells clients the date by which the product should be eaten for best flavor or quality.
- The product is still safe to eat past this date.

Use-by or expiration date

- This is the last date recommended for the product while at peak quality.
- The product is still safe to eat past this date.

Determining the Shelf-Life for Refrigerated Food in Storage

Most storage dates on food are not related to food safety. So it can be difficult to decide how long food can be safely stored. Here are some general guidelines to follow.

- If the food has a sell-by date or no date at all, you should freeze or distribute the food following Feeding America guidelines.
- Freezing food will keep it safe for long periods of time. But quality will suffer if frozen food is stored too long. Follow Feeding America guidelines for recommended storage times.

Handling Recalled Food

Sometimes manufacturers or government agencies will issue recalls for food. This may happen when food has been contaminated. It can also happen when food allergens have not been identified on the label.

- Talk to your director or supervisor for how to handle recalls in your food bank or agency.
- Feeding America issues recall notices for all FDA and USDA issued recalls.

Rotating Food in Storage

You must make sure that the oldest food in storage is used first. This will reduce food waste and keep food safe. Food rotation should be based on either the expiration date or the delivery date of the food.

Follow the first-expired, first-out (FEFO) method of rotation if the food has a use-by or expiration date.

1. Check the use-by or expiration date.
2. Store food that will expire first in front of items that will expire later.
3. Use the food stored in front first.

Follow the first-in, first-out (FIFO) method of rotation if the food does not have a use-by or expiration date.

1. Check the delivery date.

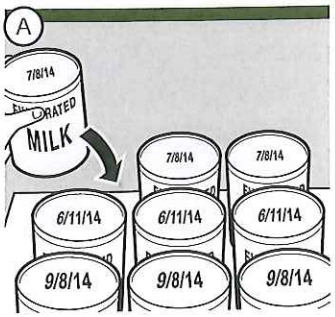
2. Store food with the earliest delivery date in front of food with later dates.

3. Use the food stored in front first.

Apply Your Knowledge — Has It Been Rotated Correctly?

1 The date is 2014. Circle the storage shelf that has the cans stored correctly.

A



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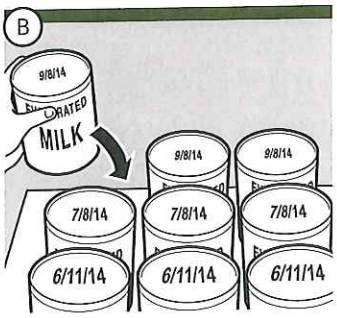
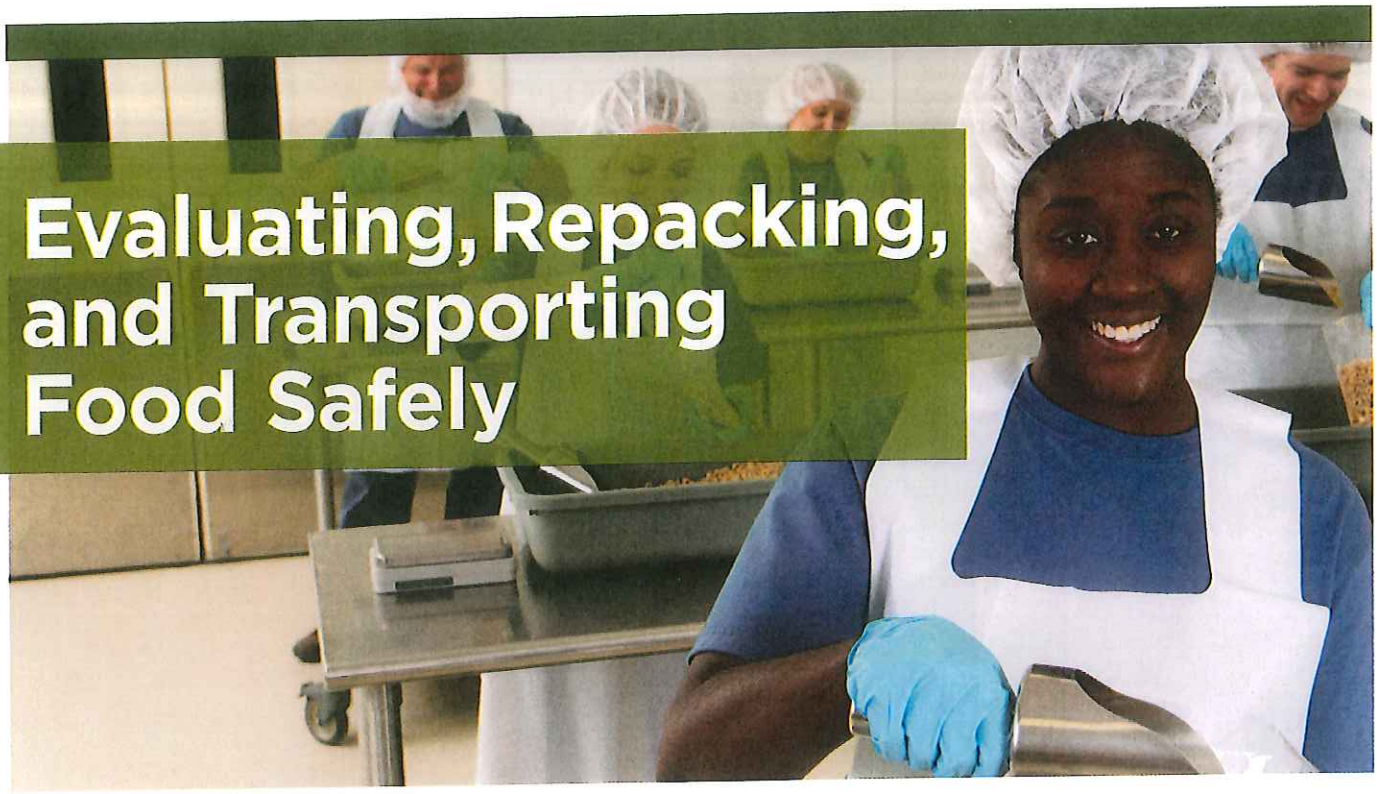


Notes

For answers, please turn to the Answer Key.

Evaluating, Repacking, and Transporting Food Safely



- Evaluating the condition of food
- Repackaging food
- Loading and distributing food safely

Botulism Scare

Workers at a large food bank on the west coast were recently faced with sorting through thousands of pounds of donated canned goods. They were trying to keep food containing deadly bacteria from reaching the hungry. The effort came after five people in three states came down with botulism after eating some of the product. A national recall was issued for over 90 products including 27 brands of canned chili, stew, hash, and gravy. Fortunately the food bank was able to pull more than 300 cans before they were distributed to those in need.

Evaluating the Condition of Food

Not all of the products you receive will be ready for distribution. Many products will require a closer look to see if they are usable. Each product will be evaluated differently. Never assume that the product has already been inspected and is safe for use. It is everyone's responsibility to inspect food for safety.

Checking Cans for Defects

Canned food that is damaged or defective can cause a foodborne illness. Here are some common can defects. Discard cans if they have these problems.

- Severe dent in can seams

- Deep dents in can body
- Crushed cans that are not stackable

- Missing labels
- Unreadable labels due to stains or tears
- No code dates

- Swollen or bulging ends

- Holes
- Visible signs of leaking (indicated by stained labels)

- Rust that cannot be wiped off

Checking Jars and Bottles for Defects

Food in jars and bottles must be checked just as carefully as canned food. Here are some common defects. Discard jars and bottles of food if they have these problems. Never accept homemade food.

- Lid is swollen, rusted, or dented

- Lid is loose
- Button in lid is raised (indicates seal is broken)
- Missing seal (do not discard if inner seal is intact and not discolored)

- Missing label
- Unreadable label
- No code dates

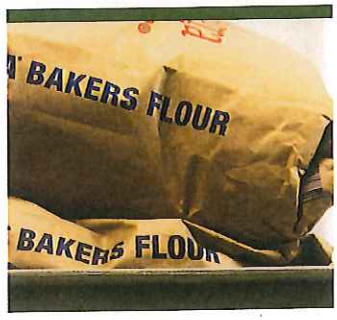
- Signs of leakage
- Jar is chipped or broken

- Food contains mold or foreign objects
- Signs of dirt or mold under lid

- Food is discolored
- Food has unusual appearance or separation

Checking Commercially Packaged Dry Food for Defects

Commercially packaged dry food must be checked just as carefully as other food.



- Dry food containers include bags, boxes, sacks, or plastic-wrapped items.
- Some dry food is packaged in a single package. Other food is double-packaged with the food contained in an inner package.
- Food packaged this way includes flour, cereals, pasta, bread, and rice.

Discard commercially packaged dry food if it has an unusual appearance, is not in its original package, or has these problems.

- Unlabeled or not correctly labeled
- Label is unreadable
- No code dates

- Signs of pests
  - Gnaw marks
  - Droppings
  - Insects (dead or alive)
  - Pin-sized holes in packaging

- Double-packaged food with inner package that is damaged, wet, and/or stained

- Single-packaged food that is exposed due to packaging that is open, ripped or torn, punctured or cut, and/or split at seams

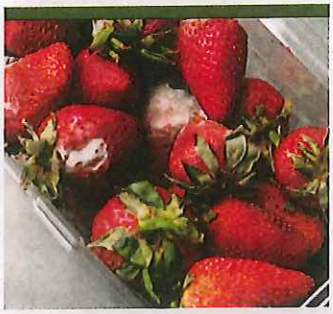
Apply Your Knowledge — Keep It or Toss It?

1 Draw an ✕ through each food item that should be rejected.

For answers, please turn to the Answer Key

Checking Produce for Defects

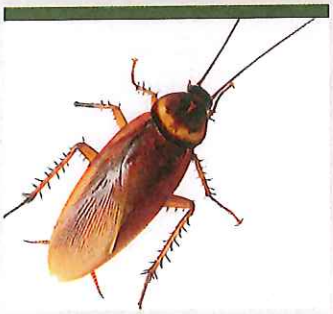
There are many ways that produce will show signs of spoilage. You should be able to recognize the obvious signs as well as those that indicate the produce will spoil quickly. Discard produce if it has these problems.



- Mold.
- Decay or rot.
- Bad odors.

- Severe bruises.
- Skin not intact.

  Bruises provide a way for pathogens to get inside produce.



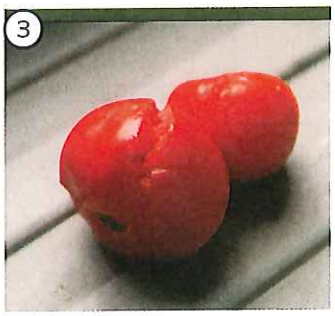
- Signs of insects (live insects, insect bodies, or insect eggs).

- Cut produce not at 41°F (5°C) or lower.
- No code dates.

- Produce repacked in packaging not safe for use with food.

Apply Your Knowledge — Should You Keep It?

1 Draw an ✕ through each food item that should be rejected.



For answers, please turn to the Answer Key.

Checking Over-the-Counter (OTC) Medications for Defects

Check with your director or supervisor to see if OTC medications can be received in your food bank or agency. Never accept products containing ephedrine or pseudoephedrine. Here's what to look for when evaluating OTC medications.

Product packaging

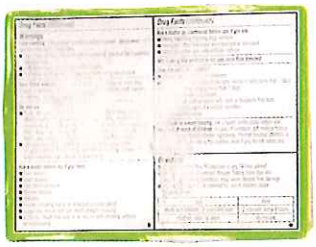
Reject medications with these problems:

- Broken tamper-resistant seals.
- Damaged packaging.

Expiration and use-by dates.

Reject medications with these problems:

- Expired.
- Past the use-by date.



Product labels

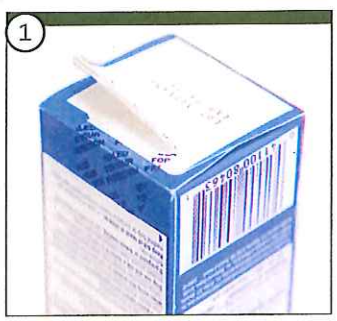
Reject medications with these problems:

- Label is not intact or readable.
- Label does not include necessary information, including common name of drug, list of ingredients, quantity of contents, instructions for correct use, recommended dose, and storage requirements, if any.

Apply Your Knowledge — Is It Acceptable?

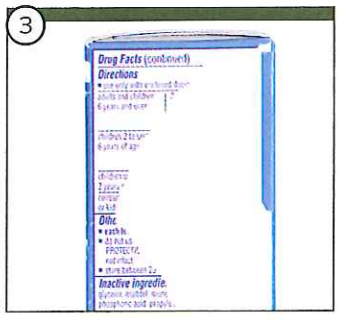
1 Draw an X through each item that should be rejected.

1



2

3



For answers, please turn to the Answer Key.

Repacking Food

Many times food is received in bulk and must be repacked in quantities that are the right size for clients. There are strict conditions for repacking food. In general, it must be performed in a designated clean room. A clean room is a separate enclosed room dedicated to bulk repacking.

- It must be designed to the highest standards of sanitation.
- It must prevent as many environmental contaminants as possible.
- Interior surfaces must be durable and easy to clean.
- It must be built to commercial foodservice construction standards.
- It must meet local health regulations.

TCS food should only be repacked in a clean room that can maintain a temperature of 55°F (13°C) or lower.

Guidelines for Repacking Food

Follow these guidelines when repacking exposed food, especially food that is ready-to-eat.

- Practice correct personal hygiene before handling food.

  (See Chapter 2)

- Clean and sanitize the room before repacking food.

- Clean and sanitize equipment used to repack food.
  - Before and after use
  - When changing to a new product or between allergens

- Only repack one type of product at a time.

- Only handle food with equipment made for food.

- Store clean and sanitized equipment so it doesn't become contaminated.

Labeling Repacked Food

All repackaged food must contain a label that includes specific information about the product.

Oat Bran Cereal — Name of the food (common or usual name)

Anderson Cereals Co. Ludington, Michigan 49431 USA — Name and address of the manufacturer, packer, or distributor

1 lb. — Quantity of food in the package expressed in common units of measure (e.g., pounds, ounces)

Ingredients: Whole grain oats, sugar, wheat bran, vegetable oil, oat bran, corn syrup, wheat starch, coconut, contains 2% or less of molasses, malt flavor, salt, baking soda, natural and artificial flavor — List of ingredients and sub-ingredients in descending order by weight

CONTAINS WHEAT, COCONUT, AND SOY — List of each major food allergen contained in the food

Apply Your Knowledge

What Did They Do Wrong?

1. Write an X next to each situation where a mistake was made.

For answers, please turn to the Answer Key.

Loading and Distributing Food Safely

Food can become unsafe if it's not loaded or distributed correctly. Start by making sure the delivery vehicle is ready for handling food. You also need to be careful when getting food ready for a delivery and when loading the delivery vehicle.

Preparing Delivery Vehicles before Transporting Food

Delivery vehicles must be inspected and maintained to protect food from contamination. That's true whether they are private vehicles or commercial trucks. Here's what you should do to keep food safe.

- Clean the inside of vehicles at least once per week or as often as necessary.
- Make sure vehicles are free of pests, such as insects or rodents.
- Never deliver food in a vehicle used to haul garbage.
- Do not bring pets when delivering food.
- Keep items that could contaminate food separate from the delivery. This could include oil, antifreeze, or wiper fluid.
- Lock and seal delivery vehicles when they are not being loaded or unloaded.

It is critical that food remain at safe temperatures during transport. If not, bacteria on the food can grow and cause an illness. Here's what you should do to prevent this.

- Check the temperature of refrigerated trucks to make sure they can keep food at 41°F (5°C) or lower.
  - Check the readout on the truck's temperature recording and monitoring device. Document the reading.
  - It is recommended that refrigeration units remain on and vehicle doors remain closed during periods of inactivity.
  - Refrigerated trucks must be pre-cooled prior to loading.
- Make sure coolers, ice packs, and thermal blankets are used in unrefrigerated vehicles to keep cold food cold.

Preparing Food for Transport

When getting food ready for delivery, follow these guidelines to keep it safe.

DO NOT leave food outside and unsupervised.

DO NOT put food by garbage containers.

Use boxes that are sturdy, clean, and dry.

DO NOT leave refrigerated or frozen food at room temperature.

Keep shelf-stable food in a clean, dry storage area.

Keep food in a pest-free area.

Keep meat, poultry, and seafood separate from each other and away from other food.

Keep chemicals separate from food.

Cleaning and Sanitizing

- How and when to clean and sanitize
- How to manually clean and sanitize tools and utensils
- Handling garbage
- Spotting pests

Pest Troubles

An agency was closed by the local health department after officials found significant evidence of rodents in the operation. Droppings were spotted in food-storage areas and nests were found near walls. Many food products were also damaged by the rodents. Aside from the damage, officials feared that pathogens carried by the pests would make clients sick. The health department worked closely with the agency to implement pest prevention measures including correct cleaning and sanitizing procedures.

Notes

How and When to Clean and Sanitize

Cleaning removes food and other dirt from a surface. Sanitizing reduces pathogens on a surface to safe levels. The most important reason to clean and sanitize is to prevent the spread of pathogens to food. It also helps control pests such as insects and rodents.

Surfaces to Clean and Sanitize

Not all surfaces are handled the same way. Some only need to be cleaned. Others must be cleaned and sanitized.

All surfaces must be cleaned and rinsed. Examples include:

- Walls and floors
- Storage shelves
- Garbage containers

Any surface that touches food must be cleaned and sanitized. Examples include:

- Plastic food bins
- Ladles
- Scales
- Prep tables in clean rooms
- Sorting tables
- Scoops

If you notice worn or cracked equipment, set it aside and report it to your manager.

This equipment is not easy to clean or sanitize. It also may hold pathogens.

How to Clean and Sanitize Surfaces

The procedure below shows you how to clean and sanitize. Be sure to avoid contamination when cleaning. For example, do not allow spray cleaner to contaminate food. Always use cleaners and sanitizers according to manufacturers' directions and your organization's policies.

Scrape or remove food from the surface.

Wash the surface.

Rinse the surface.

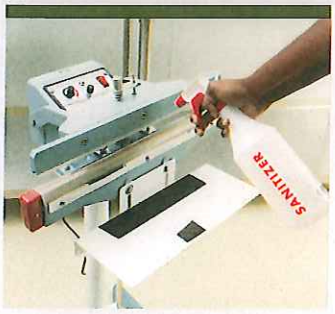
Sanitize the surface.

Allow the surface to air-dry.

Cleaning and Sanitizing Stationary Equipment

Cleaning stationary equipment is similar to cleaning other surfaces. Talk to your director or supervisor about how to clean specific equipment you might use. Follow these steps when cleaning and sanitizing stationary equipment.

- Unplug the equipment.
- Take off the parts that can be removed. Wash, rinse, and sanitize them by hand.



- Scrape or remove food from the equipment surfaces.
- Wash, rinse, and sanitize the equipment surfaces.
- Let the surfaces air-dry. Then put the equipment back together.

When To Clean and Sanitize

All food-contact surfaces need to be cleaned and sanitized at these times.

- Before and after use

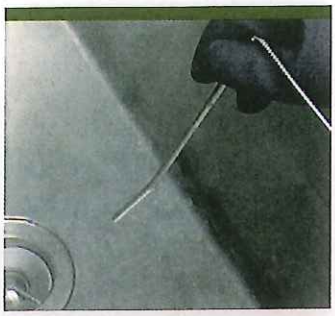
- Before repacking food

- When changing to a new product or between allergens

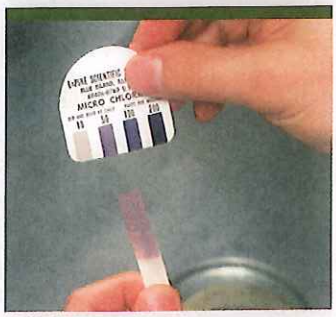
- After four hours if the items have been in constant use
- Any time the item has become contaminated

How to Make Sure Sanitizers Are Effective

You must make sure the sanitizer you use is effective. Ask your director or supervisor how to do these steps.



- Make sure the water is the correct temperature for the sanitizer you are using.



- Make sure you have used the correct amount of sanitizer.
- Use a test kit to check the sanitizer's strength.

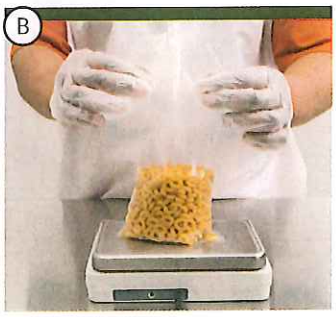
- Make sure you leave the items being sanitized in contact with the sanitizer for the correct amount of time. This will reduce pathogens to safe levels.
- When wiping or spraying sanitizer on surfaces such as prep tables or sorting tables, allow the sanitizer to air-dry on the surface.

Apply Your Knowledge — Cleaning and Sanitizing

1 Circle the item that needs to be both cleaned and sanitized.

A

B



Cleaning and Sanitizing continued

2. Put the steps for cleaning and sanitizing in the correct order by placing the number of each step in the space provided.

_____ A Sanitize the surface.

_____ B Wash the surface.

_____ C Allow the surface to air-dry.

_____ D Rinse the surface.

_____ E Scrape or remove food from the surface.

3. Write an X next to each situation that requires the food handler to clean and sanitize the item being used.

_____ A Jorge has used the same scoop to portion cereal for an hour.

_____ B Bob drops the scoop on the floor while using it.

_____ C Shelly has finished repacking produce on a prep table and now will use it to repack cereal.

_____ D Maria is about to start scooping bulk rice into smaller bags.

4. When cleaning and sanitizing stationary equipment, what is the next step after unplugging it?.

_____ A Taking off any removable parts and washing, rinsing, and sanitizing them

_____ B Scraping or removing food from the equipment surfaces

_____ C Washing, rinsing, and sanitizing the stationary equipment surfaces

_____ D Letting all surfaces air-dry

5. Write an X next to the actions that prevent a sanitizer from working well.

_____ A Making the sanitizer temperature too high

_____ B Putting extra sanitizer in the solution

_____ C Letting items make contact with the sanitizer solution

_____ D Testing the sanitizer strength with a test kit

For answers, please turn to the Answer Key

How to Manually Clean and Sanitize Tools and Utensils

Tools and utensils are usually cleaned and sanitized in a three-compartment sink. The sink must be set up the correct way before it can be used. Once set up, there are specific steps you must follow to make sure items are cleaned and sanitized correctly.

Setting Up a Three-Compartment Sink

Start by cleaning and sanitizing each sink and all work surfaces. Next set up each sink following these steps.

Sink 1

- Fill with water at least 110°F (43°C).
- Add detergent. Ask your director or supervisor how to do this.

Sink 2

- Fill with water. Leave the sink empty if you spray-rinse items.

Sink 3

- Fill with water.
- Add the correct amount of sanitizer. Ask your director or supervisor how to do this.
- Check the strength of the sanitizer with a test kit.

Using a Three-Compartment Sink

Follow these steps to clean and sanitize items in a three-compartment sink.

Rinse, scrape, or soak the items before washing them.

Wash the items in the first sink.
- Use a brush, cloth, or nylon scrub pad to loosen dirt.
- Change the water and detergent when the suds are gone or the water is dirty.

Rinse the items in the second sink.
- Dip them in the water or spray-rinse them.
- Remove any food or detergent.
- Change the water when it becomes dirty or full of suds.

Sanitize the items in the third sink.
- Soak them in the sanitizer solution for the correct length of time.
- **NEVER** rinse items after sanitizing them. This could contaminate the surfaces.

Air-dry the items.
- Place them upside down so they will drain.
- Do **NOT** wipe them dry.

Apply Your Knowledge — Washing Tools and Utensils

1. Write an X next to the first thing you should do when setting up a three-compartment sink.

_____ A Fill the sinks with water.
_____ B Mix the sanitizing solution.
_____ C Mix the detergent solution.
_____ D Clean and sanitize the sinks.

2. Put the steps for cleaning and sanitizing items in a three-compartment sink in order.

_____ A Air-dry the items.
_____ B Rinse the items.
_____ C Sanitize the items.
_____ D Rinse, scrape, or soak the items.
_____ E Wash the items.

Handling Garbage

Garbage can contaminate food and equipment if it's not handled safely. It can also create odors and attract pests. Here's how you should handle it.

- Remove garbage as quickly as possible.
- Be careful not to contaminate food or surfaces when removing garbage.

- **DO NOT** clean garbage containers in clean rooms or food-storage areas.
- Clean the inside and outside of garbage containers often.

- Close the lids on outdoor containers.
- Keep indoor food waste containers covered.

Apply Your Knowledge — That's Just Garbage

1 Draw an ✕ through each situation that is unsafe.

For answers, please turn to the Answer Key.

Spotting Pests

Pests, such as insects and rodents, carry pathogens that can make people sick. Insect parts can even be a source of physical contamination. That's why it is important to look for signs that pests are in the food bank or agency. Tell your director or supervisor if you spot these signs.

- Droppings

- Nests

- Damage to products, packaging, and the facility

Notes

Notes

Apply Your Knowledge Answers

What Do You Think?

1. A. Leaving raw chicken on a pallet in an unrefrigerated loading area is time-temperature abuse. This can allow pathogens on the chicken to grow.
2. B. It is poor personal hygiene to sneeze on food. This can transfer pathogens from the body to food.
3. C. Allowing raw meat to drip juices onto produce is cross-contamination. This can allow the transfer of pathogens on the meat to the produce.
4. D. The food-storage container was not cleaned and sanitized correctly. Pathogens could be transferred to food stored in the container.

The Most Common Food Allergens

1. 2; 3; 5; 6; 10; 14; 16; 17

Check Your Handwashing Knowledge

1. A. Ryan applied hand sanitizer before washing his hands. This should only be done after handwashing.
   D. Ryan only scrubbed his hands with soap for five seconds. He should have scrubbed his hands with soap for at least 10 to 15 seconds.
   F. Ryan dried his hands with his apron. Hands should only be dried with single-use towels or a hand dryer.
   H. Ryan opened the restroom door with his clean hands, possibly contaminating them again. He should have opened the restroom door using a paper towel.
2. A; B; D
3. C

Keeping It Safe

1. B. Alicia should not have rinsed her gloves. Food handlers must never rinse, wash, or reuse gloves.
   C. Alicia should not have repacked rice after repacking cereal without changing her gloves. Gloves must always be changed in-between tasks.
2. B. It is unsafe to reuse the same pair of single-use gloves. Gloves must never be reused. They must also be changed in-between tasks
   C. Prepping food while wearing false fingernails is unsafe. Food handlers with nail polish or false fingernails must wear gloves when handling exposed food
   D. It is unsafe to work with an infected cut that is not bandaged and covered correctly. Infected wounds on the hand or wrist must first be covered with a bandage or finger cot that will prevent fluids from leaking out. Then a single-use glove must be worn over top.

It's What You Wear

1. 1. Wearing a dirty shirt is unsafe because pathogens on it could contaminate exposed food.
   2. Wearing nail polish without wearing single-use gloves is unsafe. Nail polish can hide dirt under nails and may flake off into exposed food.
   4. Wearing watches can be unsafe when handling exposed food or when working around it. Watches, like other jewelry on the hands and arms, can contain bacteria and other pathogens. These pathogens could get onto the exposed food.
   5. Touching an apron when removing it can contaminate it. Disposable aprons must be thrown away when leaving the clean room. A new apron should be put on before returning to the clean room.
   7. Cleaning and sanitizing utensils and equipment used to handle exposed food without wearing a hair covering can contaminate it. Always wear a clean hat or other hair covering when working in areas used to clean utensils and equipment.
   8. Wearing the same pants day after day can be unsafe because they can pick up pathogens. Wear clean clothing whenever working with or around food.

Reporting Illnesses

1. 1; 2; 3; 5

Ice-Point Calibration Method

1. D
2. D

Is the Delivery Safe?

1. A. A broken door lock on a delivery vehicle is unsafe. This can allow tampering with the delivery. Door locks must be in place and functioning on delivery vehicles.
   B. Any sign of pests in a delivery vehicle is

unsafe. A food delivery should be rejected if delivery containers or the delivery vehicle contains pests.
D. Homemade products, such as the home-canned jelly, may be unsafe. You should not receive these products.

Is It the Correct Temperature?

1. A. The frozen meat was not received at the correct temperature. It will start to thaw at 38°F (3°C). Frozen meat must be received frozen solid.
B. The bags of cut lettuce where not received at the correct temperature. Cut produce must be received at 41°F (5°C) or lower.
C. Cut melons received at 45°F (7°C) may be unsafe. Cut produce must be received at 41°F (5°C) or lower.
D. Milk received at 50°F (10°C) may be unsafe. Refrigerated food, such as milk, should be received at 41°F (5°C) or lower unless otherwise specified by the manufacturer.

Is It Stored Correctly?

1. A. This food has not been stored correctly. Food must be stored away from walls.
B. The sour cream is not being stored at the correct temperature. Refrigerated food must be stored at 41°F (5°C) or lower.
D. This food is being stored on the floor, which is not correct. Food must be stored at least six inches (15 cm) off the floor.

Has it Been Rotated Correctly?

1. B

Keep It or Toss It?

1. 1. This jar has a severe dent in the lid. It should be rejected.
2. This can has a deep dent in the can body. It should be rejected.
3. This jar has a missing label. It should be rejected.
5. This can has a bulging end. It should be rejected.
7. This jar is cracked. It should be rejected.
8. This canned food is homemade. It should be rejected.

Should You Keep It?

1. 1. Some of these oranges are moldy. They should be rejected.
3. The skin on these tomatoes is not intact. They should be rejected.
4. This pasta is exposed. It should be rejected.

Is It Acceptable?

1. 1. This medication has a broken tamper-resistant seal. It should be rejected.
2. This medication is expired. It should be rejected.
3. This medication has a label that is not readable. It should be rejected.

What Did They Do Wrong?

1. 1. These scoops are not being stored correctly. They may become contaminated.
2. These people are repacking two different food products at the same time. This can be unsafe.
3. This person is repacking exposed food without wearing a hat or other hair covering. This is unsafe.

Was it Loaded Safely?

1. 1. Eggs were loaded on top of other food in this delivery vehicle. This is unsafe because eggs, an allergen, are being stored over other food, which can result in contamination.
2. Chemicals were loaded on the same pallet with food. Chemicals should never be stored with food because they can contaminate it.

Cleaning and Sanitizing

1. B. A scale used in a clean room to weigh exposed food must be cleaned and sanitized.
2. A. 4; B. 2; C. 5; D. 3; E. 1
3. B. The scoop must be cleaned and sanitized because it may have become contaminated after falling on the floor.
C. The prep table must be cleaned and sanitized. Items that will come in contact with exposed food must be cleaned and sanitized when changing to a new product or between allergens.
D. The scoop that Maria will be using must be cleaned and sanitized. Items that will come in contact with exposed food must be cleaned and sanitized before and after use.
4. A
5. A, B

Washing Tools and Utensils

1. D
2. A. 5; B. 3; C. 4; D. 1; E. 2

That's Just Garbage

1. 2. Garbage should not be stored against a wall in the facility. It should be removed from the facility as quickly as possible.

Test

Circle the best answer to each question below.

1. The three types of hazards that make food unsafe are
   - A biological, chemical, and physical.
   - B bacterial, nutritional, and universal.
   - C fungus, viruses, and parasites.
   - D allergens, sanitizers, and contaminants.

2. Transferring pathogens from the body to food can be prevented by practicing correct
   - A cleaning and sanitizing.
   - B temperature control.
   - C personal hygiene.
   - D receiving and storage.

3. A food allergy occurs when the body has a reaction to
   - A cleaning chemicals.
   - B airborne pathogens.
   - C undercooked meat.
   - D certain food items.

4. Which is a common food allergen?
   - A Sugar
   - B Lettuce
   - C Tomatoes
   - D Wheat

5. What occurs when food containing an allergen comes in contact with other food?
   - A Cross-contamination
   - B Cross-contact
   - C Biological contamination
   - D Biological contact

6. One way to keep people with food allergies safe is to
   - A freeze food before distributing it.
   - B prevent cross-contact between food items.
   - C store food with allergens on top of other food.
   - D wipe off open food that has touched an allergen.

7. Hands and arms should be scrubbed with soap for how many seconds during handwashing?
   - A 1-3
   - B 4-6
   - C 7-9
   - D 10-15

8. When should hands be washed?
   - A After putting on gloves
   - B After touching the hair or body
   - C Before taking out garbage
   - D Before sneezing, coughing, or using a tissue

9. What activity can be performed at a handwashing sink?
   - A Dumping mop water
   - B Rinsing food scoops
   - C Cleaning canned food
   - D Washing hands only

10 How should hair be worn when repackaging food?

A Clipped back with hair pins
B Tied back with a rubber band
C Pulled off the face with a headband
D Covered with a hat or other hair covering

11 Eating and drinking when working in food-storage areas is a food safety hazard because it could

A cause choking.
B offend clients.
C contaminate hands and food.
D lead to time-temperature abuse.

12 What symptom must be reported to the director or supervisor?

A Headache
B Dizziness
C Diarrhea
D Sweating

13 The temperature danger zone is the temperature range between

A 0°F to 41°F (-18°C to 5°C)
B 32°F to 41°F (0°C to 5°C)
C 41°F to 135°F (5°C to 57°C)
D 135°F to 212°F (57°C to 100°C)

14 A delivery should be rejected when

A the truck contains a door lock.
B the product contains pests.
C refrigerated food is 41°F or lower.
D frozen food is frozen solid.

15 A bimetallic stemmed thermometer is being calibrated. After the stem has been submerged in ice water and the indicator has stopped moving, the thermometer must be adjusted to what temperature?

A 0°F (-18°C)
B 32°F (0°C)
C 41°F (5°C)
D 45°F (7°C)

16 Refrigerated food must be stored at temperatures no higher than

A 41°F (5°C).
B 45°F (7°C).
C 47°F (8°C).
D 49°F (9°C).

17 How far off the floor must food be stored?

A 1 in (3 cm)
B 2 in (5 cm)
C 4 in (10 cm)
D 6 in (15 cm)

18 Which storage date is the last date recommended for the product while at peak quality?

A Packing or manufacturing date
B Sell-by date
C Best-by or Best If Used By date
D Use-by or expiration date

19 Cans should be discarded if they have

A torn labels that are still readable.
B shallow dents in the can body.
C swollen or bulging ends.
D rust that can be wiped off.

20 Produce should be discarded when it has

A mold.
B light bruising.
C code dates.
D intact skin.

21 TCS food should be repackaged in a clean room that maintains a temperature no higher than

A 55°F (13°C)
B 65°F (18°C)
C 75°F (24°C)
D 85°F (29°C)

22 What information must be included on repackaged food labels?

A Nutritional value of each ingredient
B Directions for preparation
C List of each major food allergen
D Calorie count of each serving

23 Drive times in unrefrigerated delivery vehicles should be kept to less than

A 120 minutes.
B 90 minutes.
C 60 minutes.
D 30 minutes.

24 Which practice when transporting food will help keep it safe?

A Keeping refrigerated food at 45°F or lower
B Storing raw food over ready-to-eat food
C Packing the delivery vehicle tightly so air cannot circulate around products
D Covering refrigerated food with thermal blankets

25 What is the difference between cleaning and sanitizing?

A Cleaning removes dirt while sanitizing reduces pathogens to safe levels
B Cleaning removes dirt and pathogens while sanitizing sterilizes a surface
C Cleaning reduces pathogens to safe levels while sanitizing removes visible dirt and food
D Cleaning reduces pathogens to safe levels while sanitizing sterilizes a surface

26 What is the correct order for cleaning and sanitizing?

A Rinse, wash, sanitize, scrape, air-dry
B Rinse, sanitize, wash, scrape, air-dry
C Scrape, rinse, wash, sanitize, air-dry
D Scrape, wash, rinse, sanitize, air-dry

27 What surface must be cleaned and sanitized?

A Refrigerator door
B Prep table
C Storage shelf
D Garbage container

28 What is the second sink of a three-compartment sink used for?

A Scraping
B Washing
C Rinsing
D Sanitizing

29 Where should garbage containers be cleaned?

A In clean rooms
B In three-compartment sinks
C In salvage areas
D Away from food-storage areas

30 Insects and rodents are a food-safety risk because they

A eat food that is meant for clients.

B carry pathogens and can make people sick.

C scare employees.

D make a mess with their nests and droppings.

15 million Americans with food allergies dine with family and friends where they feel safe.

WHEN IT'S YOUR CALL

ALLERGY TRENDS

ESSENTIAL TRAINING

Get started at FoodAllergens.com

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II. TYPES OF FOODS WHICH ARE ACCEPTABLE AND SAFE

a) Handling and storage conditions at Donor and Food Bank/Agency

Type of foods	Temperature at pick up	Storage at Food Bank/Agency
Meats, fish, and shellfish (raw and cooked; includes rotisserie chicken) Prepared foods (off-site and on-site) Ice cream	– Frozen solid, at 0F or below. – Frozen on or before the "Sell by" or "Use by" dates.	– 0F or below. – If frozen, can keep up to 3 months after receipt. – If product is not frozen, freeze immediately, can keep up to 3 months after receipt.
Dairy products. (Milk, half and half, whipping cream, yogurt, cheeses, soy products, dips, butter, margarine, etc.). Eggs and egg substitutes. Bakery products. Cut Produce and leafy greens and melons, cantaloupes, honeydews. Individually packaged sandwiches. Deli items. (Potato salads, coleslaws, bean salads, macaroni salads, pork and beans, desserts, etc.)	– 41F or lower. – **(Note:** No more than 1 day past "Sell by" and "Use by" dates).	– 41F or below. – Use within recommended storage guidelines at the Food Bank. – If frozen, can be kept a maximum of 3 months. – Store allergens (Eggs, fish, milk, soy milk) separate from each other and away from other products. – (**Note:** raw, whole eggs should not be frozen)
Shelf stable products. Canned products. Jarred products. (Ketchup, mustard, BBQ sauce, Steak sauce, pickles, relishes, jams, jellies, preserves, salad dressings, salsas, mayonnaise, peanut butter, etc.) Bakery items (Bread, rolls, bagels, cakes, cookies, donuts, muffins). Dry products. (Flours, pastas, rice, grains, beans, lentils, etc.).	– Room temperature. – Must be sealed.	– Clean and dry storage rooms or warehouse. – Flours, pastas, dry beans, rice, grains, lentils should be refrigerated if not to be used in 3 months. – Store allergens (Peanuts, almonds, Brazil nuts, cashews) separate from each other and away from other products. – Bakery products should be frozen if not to be used within 48 hours.

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a) **Handling and storage conditions at Donor and Food Bank/Agency –continued**

Type of foods	Temperature at pick up	Storage at Food Bank/Agency
Non Foods. (Paper goods, etc. Healthy and Beauty aids. OTC medications, Vitamins, Cleaning chemicals).	– Room temperature. – (**Note:** Chemicals should be transported separate from each other and away from other products).	– Clean and dry storage rooms or warehouse. – Store chemicals away from food products.
Whole Produce. (**Note:** Not all whole produce needs to be kept under refrigeration.)	– Room temperature. – Chilled.	– Clean and dry storage rooms or warehouse. – Cooler.

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b) Acceptable Shelf Stable products (Do not require refrigeration)

Type of foods	Unacceptable	Acceptable
Canned goods.	– Unlabeled. – Cannot read the label. – No Codes on can. – Severely dented. – Dented on rims. – Very rusty, cannot be wiped off. – Leaking cans. – Swollen or bulging cans.	– Labeled so you can know what product it is, the weight, the distributor, the product name and the ingredients. – Coded so you can trace later if needed. – Small dents not on seal or rims – Rust can be wiped off.
Jarred goods (Glass or plastic).	– Unlabeled. – Cannot read the label. – No Codes on container. – Leaking containers. – Tamperproof seal broken. – Not in original container. – Fractured/chipped jar.F	– Labeled so you can know what product it is, the weight, the distributor, the product name and the ingredients. – Coded so you can trace later if needed. – Package not damaged. – Tamperproof seal intact. – Original container. – Vacuum seal intact.
Packaged dry goods (Manufactured).	– Unlabeled. – Cannot read the label. – No Codes on package. – Singularly package and package is open (ripped, torn, exposing product). – Double packaged - Inner package damaged, wet or stained. – Not in original package. – Product appearance is not good.	– Labeled so you can know what product it is, the weight, the distributor, the product name and the ingredients. – Coded so you can trace later if needed. – Singularly package which is intact and sealed with no tears, rips, stains, etc. – Doubly package with outer package damaged but internal package is in good condition. – In original package. – Product looks good - no mold, no bad odor, etc.
Packaged dry goods (Made at donor). (Cookies, Donuts, Cakes, Muffins, Bread, Bagels, etc.).	– No ingredient list or allergen disclaimer statement. – Not completely covered. – Not wrapped in food-grade packaging. – Packing damaged, wet, stained. – Product appearance is not good.	– List of ingredients available or an allergen disclaimer statement. – Packaging not damaged. – Wrapped or packaged in approved food grade packaging. – Packaging not wet or stained. – Product looks and smells good – no visible mold, no bad odor, etc.

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c) Acceptable Temperature Sensitive Products (Require refrigeration)

Type of foods	Unacceptable	Acceptable
Prepared Foods (Manufactured).	– Not in original package. – Cannot read ingredient statement. – Singularly packaged and package is damaged, open, wet or stained. – Doubly packaged and internal package is damaged, wet or stained. – Not coded with “Use by” or “Sell by” date. – More than 1 day passed “Use by” or “Sell by” date and not frozen. – Over 41F. – Product, if visible, is moldy. – Product smells bad.	– In original package. – Labeled so you can know what product it is, the weight, the distributor, the product name and the ingredients – Singularly package and package is intact and sealed with no tears, rips, stains, etc. – Doubly package with outer package damaged but internal package is in good condition. – Code readable as to the “Use by” or “Sell by” dates. – Not more than one day passed the “Use by” “Sell by” date. – At 41F or below. – Product, if visible, looks good and does not smell bad.
Prepared Foods (Prepared at Donor).	– Not completely wrapped. – Not in approved food grade packaging. – Unlabeled and no ingredient statement or allergen disclaimer statement provided as required (See page 11). – Over 41F. – Not cooled down to 41F if previously held hot. – Wrapped sandwiches more than 1 day passed their “Sell by” date.	– Completely wrapped in approved food grade packaging. – List of ingredients provided or allergen disclaimer statement. – Cooled quickly if previously held hot. – At 41F or below. – Sandwiches can be consumed up to 3 days after “Sell by” date but it is preferable to consume not more than 1 day past their “Sell by” date.

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c) Acceptable Temperature Sensitive Products (Require refrigeration) -continued

Type of foods	Unacceptable	Acceptable
Other Refrigerated Products (Ready to eat meats, Eggs, Liquid eggs, etc.)	– Not in original package. – Cannot read ingredient statement. – Singularly packaged and package is damaged, open, wet or stained. – Doubly packaged and internal package is damaged, wet or stained. – Not coded with "Use by" or "Sell by" date. – More than 1 day passed "Use by" or "Sell by" date and not frozen. – Over 41F. – Liquid eggs more than 72 hours past "Use by" date and not frozen.	– In original package and labeled so you can know what product it is, the weight, the distributor, the product name and the ingredients. – Singularly packaged and package not torn, wet or stained. – Doubly packaged and internal package is not damaged, wet or stained. – Coded with "Use by" or "Sell by" date. – Within 1 day of "Use by" or "Sell by" date. – 41F or below. – Liquid eggs not more than 72 hours past "Use by" date. – Shell eggs can be used up to 7 days after "Sell by" date
Produce (Whole). **Note:** Not all Produce needs to be kept under refrigeration.	– Moldy. – Decayed.	– In good condition not moldy or decayed.
Produce (Cut or sliced): Salads, diced tomatoes, coleslaws, fruit salads, etc. (**Note:** Produce that has been cut or sliced ***requires*** refrigeration.)	– Moldy or decayed. – Over 41F. – If used in salad bars. – More than 1 day passed "Sell by" date.	– Under 41F. – In good condition not moldy or decayed or having bad odor.

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d) Acceptable Frozen foods (Require a freezer).

Type of foods	Unacceptable	Acceptable
Raw meats and fish. (Beef, Pork, Lamb, Chicken) (Fish)	– Not frozen solid. – Above 0F. – Not frozen by "Sell by" date. Product shows signs of freezer burn (thawing and refreezing)	– Frozen solid. – 0F or below. – No freezer burn. – Fish packed separately. – Shellfish packed separately.
Prepared Frozen Foods. (Manufactured).	– Not in original package. – Cannot read the package. – Singularly packaged and package is damaged, open, wet or stained. – Doubly packaged and internal package is damaged, wet or stained. – Not coded with "Use by" or "Sell by" date. – More than 1 day passed "Use by" or "Sell by" date. – Not frozen solid. – Above 0F. – Product shows signs of freezer burn (thawing and refreezing)	– In original package. – Package readable. – Singularly package and package is intact and sealed with no tears, rips, stains, etc. – Doubly package with outer package damaged but internal package is in good condition. – Code readable as to the "Use by" or "Sell by" dates. – Not more than one day passed the "Use by" "Sell by" date. – At 0F or below. – No signs of freezer burn.
Prepared Foods. (Prepared by Donor).	– Unlabeled. – Cannot read the label. – No Codes on package. – Packaging is damaged. – Not packaged in approved food contact packaging. – Product appearance is not good. – Product shows signs of freezer burn (thawing and re-freezing)	– Labeled so you can know what the product is and the ingredients or have an allergen disclaimer statement. – Dated so you can trace later if needed. – Wrapped well in approved packaging materials to prevent freezer burn. – Product looks good - no mold, no bad odor, etc. – No signs of freezer burn.

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Non-Perishable Food Guide

Date

Expired Food Policy

In alignment with Ottawa Food's Health Pantry Policy, Food Club is committed to providing healthy food that is of high nutritional value. When considering the nutritional value of food, one important concern to address is "expired" food and food dates.

Food Club's policy is to use any non-perishable items within the current calendar year. Once into a new calendar year, products from the last 3 months of the past calendar year will be used through the first 3 months of the new calendar year. For example, from January through March 2021, items from September through December 2020 can still be used.

Dates found on food are recommendations from food manufacturers about optimal quality of the product, and are not necessarily food safety guidelines. Different types of food product dating include:

- Sell By date: Lets the storeowner or store employee know how long to display an item for sale.
- Best if Used By: Consumers should use the product by this suggested date for best quality.
- Use by Date: Last date consumers should use the product for peak quality

We do our best to ensure the freshness and quality of our items, but if any items are unsatisfactory, please give us a call and we're happy to exchange them. The shelf-life of our fresh items is less than at grocery stores. The quality of these items will be best within 3 days after distribution.

Date Guidelines

- In current calendar year = Safe to use
- In past calendar year = Save aside for other use
- Beyond last calendar year = discard

Quality and Condition

Canned Food that is damaged or defected is not acceptable to be stocked or kept. This includes:

- Can Defects
    - Severe dent in seams
    - Deep dents in can body
    - Crushed cans that won't properly stack
    - Cans missing labels
    - Cans with labels that are unreadable due to a stain
    - Cans without a date code
    - Holes or visible signs of leaking
    - Swollen or bulging ends
    - Rust
- Jar or Bottle Defects:
    - Swollen, rusting or dented lids
    - Missing or unreadable labels
    - No date code
    - If it contains mold or foreign objects
    - Signs of dirt or mold under the label
    - Loose lid
    - Lid that is raised, or broken seal
    - Missing seal
    - Signs of leakage
    - Jar is broken or chipped
    - Discolored food or with an unusual appearance
- For Cardboard/boxed items:
    - Broken or unsealed plastic packaging within cardboard
    - If box/carton is open but seal is intact:
        - Keep if they can be ***neatly*** taped but if not, discard
- If not usable, Discard:
    - Set into appropriate discard area -

      Leaking - trash or compost

      Not leaking - separate canned and not canned to be sent to Perfect Circle Recycling

Sorting Process

1. Sort by Category from bins, gaylords, carts onto table
2. Sort by Date (Keep anything within current year)
    a. Save previous year aside
    b. Discard beyond last
        i. If not usable, Discard:

Leaking - trash or compost

Not leaking - separate canned and not canned to be sent to Perfect Circle Recycling

3. Label:
    a. For all other items
        i. Stick corresponding barcode over the current barcode on can
4. Once labeled, it can go into a banana box of like items in the similar category
5. Once a banana box of like items is full, set on pallet to be inventoried and moved to distribution or storage area.

Storage Process:

1. Once items are sorted and labeled and in full banana boxes
2. Please Label banana boxes with using available blank label templates
3. Put labeled boxes onto pallets, and once pallets are full please tell a staff member
4. The staff member will then move that full, sorted, labeled pallet to storage either on the warehouse storage shelves or to the basement

Produce Sorting

Discard if:

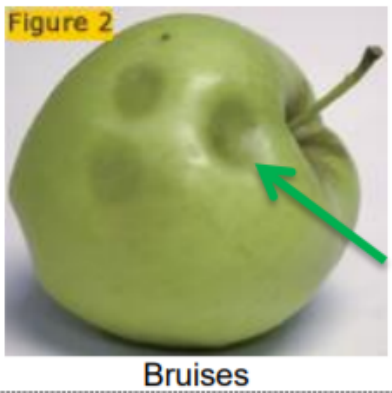
- Moldy
- Decaying or rotting
- Severe bruises
- Broken skin
- Shows any signs of insects (live insets, bodies or eggs)
- Any cut product that has not been at 41 degrees or lower or within a date code

---

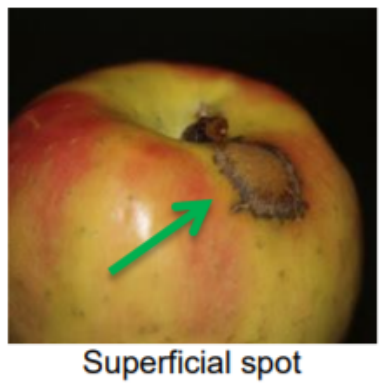
Date Check

- Dates on whole produce do not need to be followed
- Dates on cut produce must be within **5 days after Best-By-Date**

Acceptable

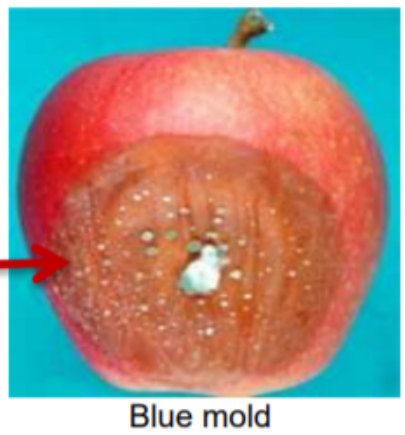


Bruises

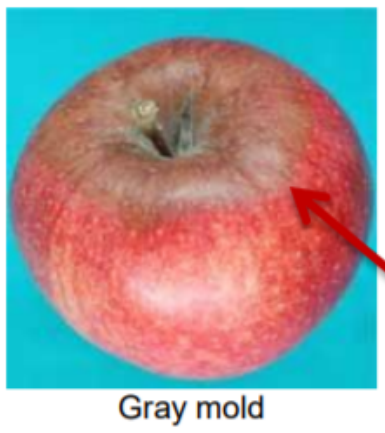


Superficial spot

Not acceptable



Blue mold



Gray mold

Alternaria rot

Bull's eye rot

Acceptable

A few bruises

Slight speckling

Not acceptable

Chill damage

Overripe

Acceptable

Should not be green or underripe

Check that cartons are not oozing, slight moistness ok

Not acceptable

Mushy and discolored fruit

Mold

Acceptable

Some yellow is ok

Some brown at base is ok

Not acceptable

Soft and slimy

Moldy

Acceptable

Outer blemishes

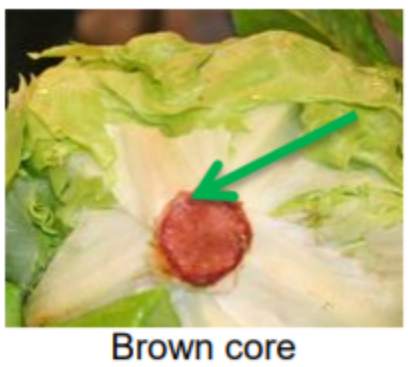
Slight yellowing

Not acceptable

Rot-puckered and soft (especially common after chill injury)

Moldy

Acceptable

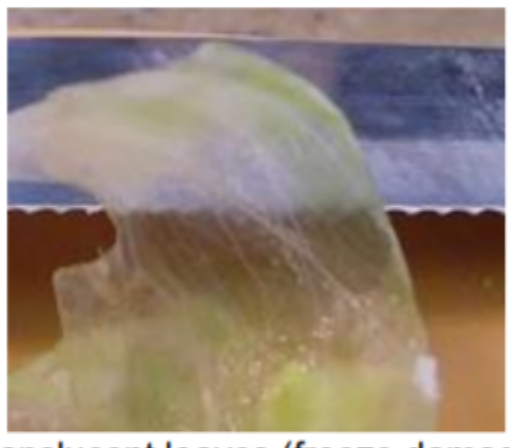


Brown core

Tear/slight bruising

Not acceptable

Wilted leaves



Translucent leaves (freeze damage)

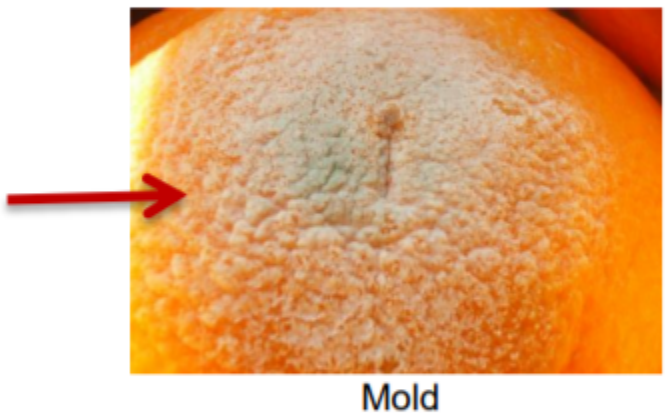
White mold

Acceptable

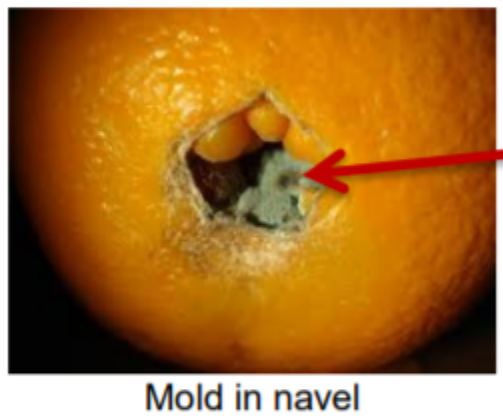
Slightly green oranges

Small spots

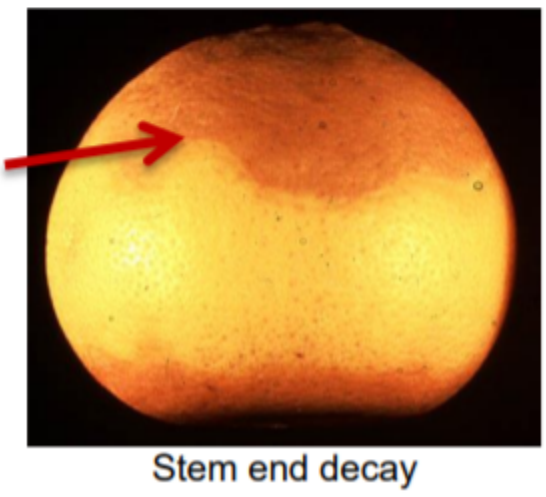
Not acceptable



Mold



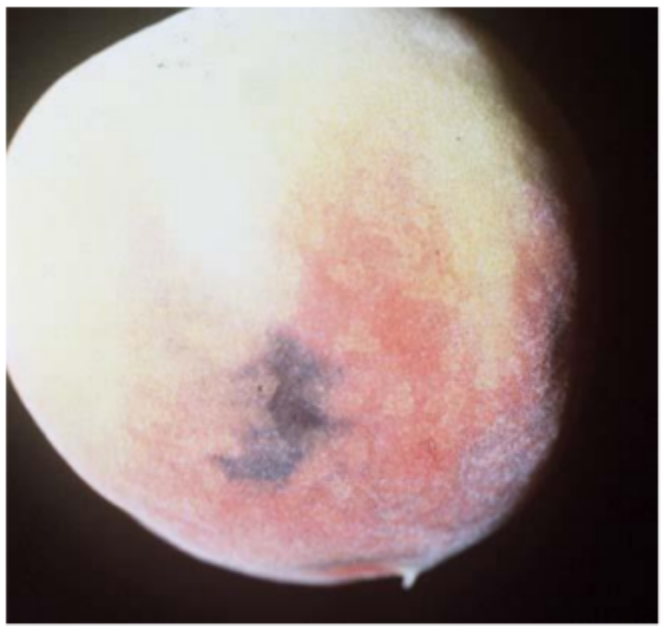
Mold in navel



Stem end decay

More mold (green)

Acceptable

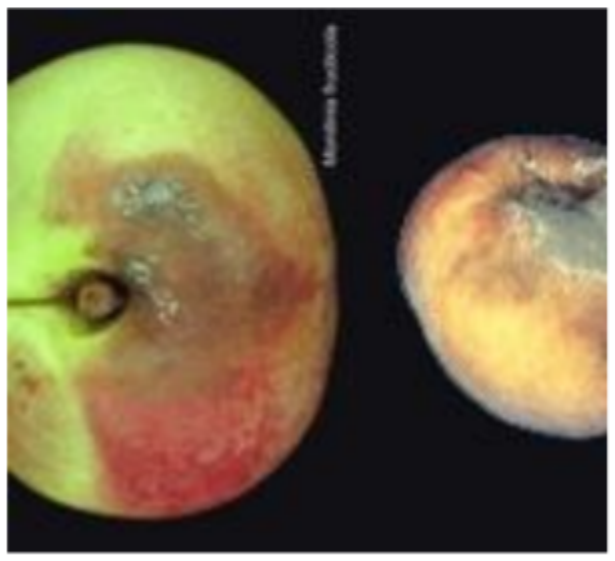


Skin discoloration (inking) OK

Surface scarring OK

Not acceptable

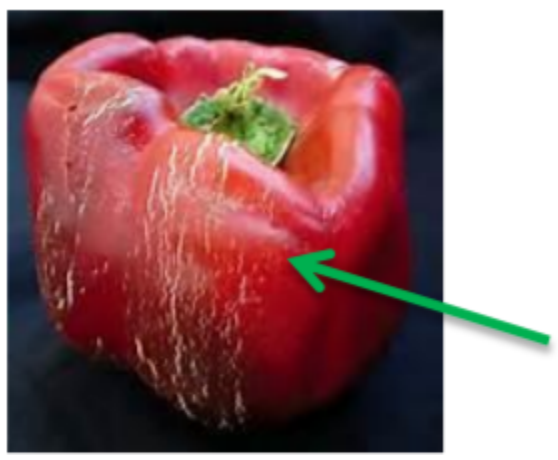
Severe bruising



Rot, mold

Acceptable

Variations in colors



Surface cracks, blemishes, slight puckering

Not acceptable

Decay, heavy puckering or rotting

Mold

Acceptable

Small peepers (sprouts)

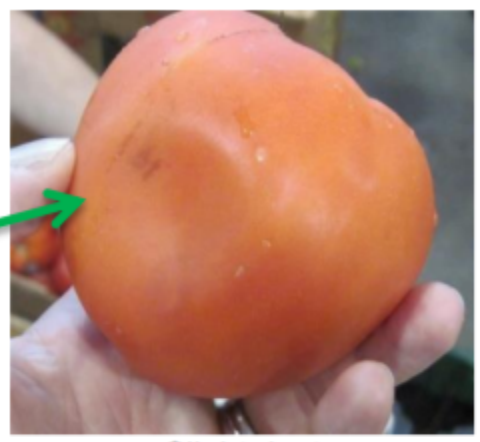
Odd lumps

Not acceptable

Moldy cut

Green potato (solanine)

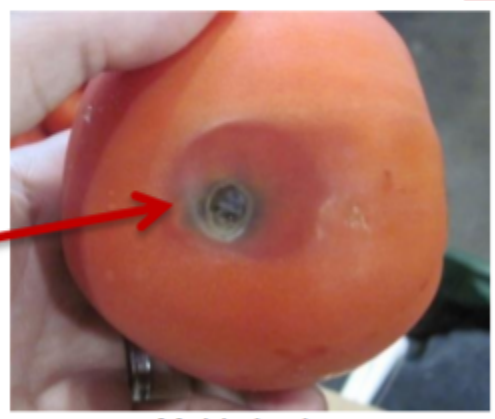
Acceptable



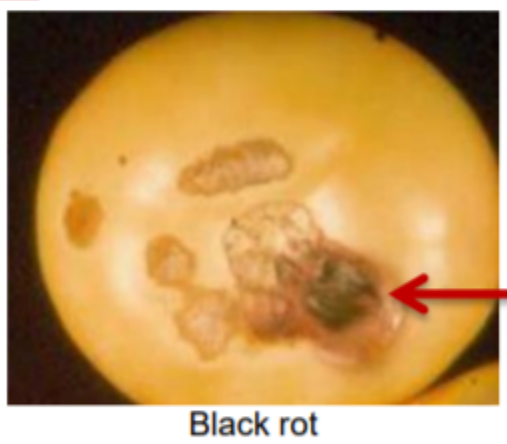
Slight dent

Greenish tint

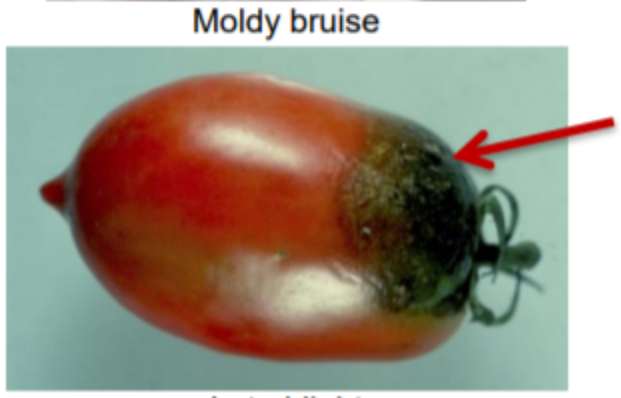
Not acceptable



Moldy bruise



Black rot



Late blight

Mold and bruising

Refrigerated Food Sorting

Discard if:

- Cracked or broken packaging
- Broken or not intact seal
- Missing or unreadable label
- No date code
- Signs of leakage
- Contains mold or foreign objects
- Has been out of the refrigerator for more than 2 hours

Date Check:

Any Milk (dairy or alternative)	7 days
Block Cheese	6 months
Butter	2 months
Cottage Cheese, Cream Cheese	2 weeks

Coffee Creamer	3 weeks
Eggs (in shell)	5 weeks
Eggs (Liquid)	7 days
Fresh Squeezed Juice	6 days
Hard Cheese	6 months
Hummus	3 months
Orange Juice (Commercial)	7 days
Salads (potato, pasta, seafood, etc), Guacamole, Fresh salsa	4 days
Sliced or Shredded Cheese	1 month
Sliced Meat	2 weeks
Sour Cream	7 days
Yogurt	2 weeks

Refrigerated or Dairy Labels:

- Dairy:
  - Eggs
  - Cheese
  - Milk
  - Other Dairy: Includes: yogurt, creamer, any alternative milk, sour cream, cream cheese, etc
- Fresh Protein
  - Refrigerated Meat: lunch meat, fresh hot dogs

- Refrigerated Dessert: cheesecakes, desserts with fruit, etc
- Prepared Fresh: Fresh dips, fresh salsas, hummus, fresh salads (pasta, potato, etc)

Frozen Food

Sorting and Labeling

<u>Discard if:</u>

- Broken, leaking or ripped packaging
- Bulging packaging
- Unlabeled items
- Items without code dates
- Items that smell badly

<u>Date</u>

Bacon	1 month
Bread	2 months

Beef, pork, veal, lamb	12 months
Fish	6 months
Frozen meals	12 months
Frozen potatoes	12 months
Fruit./Vegetables	8 months
Ground Meat	4 months
Ham	2 months
Hot Dogs	2 months
Ice Cream	4 months
Lunch Meat	2 months
Pizza	12 months
Whole Poultry	1 year
Poultry in pieces	9 months
Sausage	2 months

Labels:

- Frozen Meat
  - Small (4lb or less)
  - Large (6 lb or more)

- Other Frozen Protein
- Frozen Fruit
- Frozen Vegetables
- Prepared Frozen

Bread and Dessert Sorting

Discard if:

- Broken packaging / open packaging
- Mold or Rot
- Breads that are too hard to eat
- Bread or desserts that have been smashed or heavily squished
- Compost any bread, discard any desserts

Date Check:

- Keep = within 12 days of best-by-date
- Discard = older than 12 days of best-by-date

Bread & Dessert Labeling

- Label depending on day of the week:
  - Green: Monday
  - Pink: Tuesday
  - Red: Wednesday
  - Blue: Thursday
  - Yellow: Friday
- Code Labels:
  - Bread
    - Tortillas: any package size
  - Desserts
    - Small
    - Large

COMMUNITY
ACTION HOUSE
Since 1969

FIGHTING HUNGER PROVIDING HOPE EMPOWERING PEOPLE

November 7, 2022

Department of Strategic Impact | Ottawa County
12220 Filmore St | Room 260
West Olive, MI 49460

RE: SUPPORT FOR GROWING COMMUNITY ACTION HOUSE'S LAKESHORE FOOD RESCUE PROGRAM

To Whom It May Concern:

On behalf of the Community Action House (CAH) board, I am writing in support of the request for ARPA funding to finance a county-wide expansion of Food rescue infrastructure. We were excited to work closely with closely with the Department of Public Health and Ottawa Food to design this exciting new community-wide effort!

CAH is fully prepared and excited to contract with the county to lead on taking this big new effort forward. As a part of that, I want to write, as President of the board of directors (full membership table enclosed), to assure you that we are committed to sustaining these expanded county-wide efforts following the county's initial ARPA-fueled investment in expanding Lakeshore Food Rescue throughout Ottawa County.

We modeled our approach on the success of Prince William Food Rescue (now Northern Virginia Food Rescue as they've since further expanded), which expanded with significant county-level funding investments. Not only has their help been useful in us preparing our budget and staffing plans to undertake this big growth step, but we also have learned from them about how a big county-funded push can build out infrastructure, expand impact, and attract new volunteers.

We are confident in our ability to follow through on our commitment to sustain this 'Lakeshore Food Rescue' program once the county's initial investment period ends.

1. Our major donor network is committed to our approach to seek 'shared wins' through a highly collaborative approach, and to achieve impact in the most financially efficient way possible. Expanding Food Rescue is a key priority of ours, and many of our major donors who joined for our recent Food Club expansion are determined to stay with us as we continue to expand our impact. For example, see the enclosed letter from Carol & David Myers, the lead campaign donors of our Food Club campaign, noting their commitment to sustain our growing work. [Other major supporters in this network are listed at https://www.hzfoodclub.org/testimonials.]

2. Our experience has always been that the more we create pathways for the compassionate people in our community to get involved through meaningful volunteer opportunities, the more our 'broad based' donation pool grows. We rely heavily on this broad-based pool of grassroots support – and our recent Food Club efforts have also shown our ability to mobilize new volunteers while earning new regular supporters (for instance, over 1,500 brand new donors have joined in supporting our work since July 2020). This Lakeshore Food Rescue expansion will provide an on-ramp for

hundreds of new volunteer partners to join our current 700 annual volunteers. We expect many of these to become regular annual donors, building a broad base of support who, alongside our major donor pool, will sustain our commitment to Lakeshore Food Rescue.

In summary, our board is fully agreed that after the initial generous seed funding requested from ARPA to expand this impactful work county-wide, **Community Action House intends to sustain this newly expanded Food Rescue work without further influxes of county financial support.**

This program is a win for the community, aligned with both needs and opportunities to do more, better. We're excited to take this forward in collaboration with Ottawa County, and hope to earn your trust and partnership to make this possible.

If you have any questions at all, please do not hesitate to reach out to either me, or our CEO Scott Rumpsa (616.392.2368 x110 | srumpsa@communityactionhouse.org).

Thank you for your consideration of making this investment in such important work.

Sincerely,

Brian Pageau | Board President | 616-928-8666 | brianp@fsmgmt.co

COMMUNITY ACTION HOUSE
Since 1969

FIGHTING HUNGER PROVIDING HOPE EMPOWERING PEOPLE

Community Action House Board Membership

First Name	Last Name	Board Position	Committees	Term	Position	Company
Brian	Pageau	Chair & President	Executive	4th	President	Foresight Management
Esther	Fifelski	Member	People & Culture; Housing Task Force	3rd	Human / International Relations Director	City of Holland
Jeff	Dornbos	Member	Governance	2nd	Vice President; Sernior Trust Officer [Attorney]	Macatawa Bank
Bob	Sterken	Member	Executive; Resource Development; Events Subcommittee	2nd	Retired Dentist; community volunteer	Retired
Wade	Blowers	Treasurer	Executive; Finance & Audit	2nd	Principal	Sage Performance Counseling
Don	Goris	Member	Resource Development	1st	President	Campaign Resource Group
Scott	Nagelvoort	Member	Events Subcommittee	1st	President	First Pick Farms
Cindy	Angerer	Member	People & Culture	1st	People Strategist	Cooper People Group
Lauren	Hearit	Member	Communications Subcommittee	1st	Assistant Professor of Communication	Hope College
Kat	Schulte	Member	Executive; People & Culture	1st	Head of Strengths Initiatives; Coach	AG Collaborative
Laurie	Bos	Vice-Chair & Vice-President	Executive	1st	Owner	BosConsulting
Tom	Arendshorst	Secretary	Executive; Governance; Housing Task Force	1st	Retired adjunct professor of peace studies; retired physician	Retired
Josh	Ribbens	Member	People & Culture; Housing Task Force	1st	Operations, Premier Finishing	Premier Finishing, LLC
Austin	Asamoa-Tutu	Member	Governance	1st	Director of Software Development	OST
Britt	Delo	Member	Resource Development	1st	Vice President of Membership & Marketing	West Coast Chamber of Commerce

CAROL & DAVID MYERS

109 W 12th Street, Holland, MI 49423 | carol@stnicholascenter.org

11/7/2022

Department of Strategic Impact | Ottawa County
12220 Filmore St | Room 260
West Olive, MI 49460

RE: SUPPORT FOR GROWING COMMUNITY ACTION HOUSE'S LAKESHORE FOOD RESCUE PROGRAM

To Whom It May Concern:

We are writing in support of the request for ARPA funding to finance a county-wide expansion of Food rescue infrastructure. Further, we understand that the request from the Department of Public Health, on behalf of Ottawa Food, is designed to expand this through a two-year contract with Community Action House. After the initial generous seed funding requested from ARPA to expand this impactful work county-wide, we understand that Community Action House would agree to sustain this newly expanded Food Rescue work without further influxes of county financial support.

We are longstanding partners and supporters of Community Action House, and not only donate generously annually, but recently joined as **lead donors** in their big community fundraising campaign to build and open their new Food Club & Opportunity Hub. We are fully committed to the important work Community Action House does, and want you to know that **we intend to continue supporting the expansion of Community Action House's healthy food access work** here in our lakeshore community.

We've been heartened by how many different donors, of all sizes, who have joined us in supporting Community Action House's work. **Not only will we be there for Community Action House after the county's proposed launch financing concludes, but we fully believe that the broader community, will be there with them too to sustain this important work.**

Thank you for your consideration of making this investment in such important work.

Sincerely,

Carol A. Myers

Carol & David Myers

miOttawa Department of Public Health

Lisa Stefanovsky, M.Ed.
Health Officer

Gwen Unzicker, M.D.
Medical Director

11/4/2022

To Whom It May Concern,

Lakeshore Food Rescue is a community-powered initiative dedicated to expanding access to healthy food options for people in the community and to reduce food waste and hunger in the community. One aspect of this initiative is to transport unused food that is still safe for consumption from one establishment to another so people can have additional access to food, particularly fresh, healthy food.

The Ottawa County Department of Public Health (OCDPH) is the licensing agency for food service establishments in Ottawa County. Food Service Establishment is defined in Act 92 of 2000, as amended (Michigan Food Law) in the following way:

> "Food service establishment" means any eating or drinking establishment or operation where food is served or provided for the public.

A licensed food service establishment is an approved source of food for grocery stores, food pantries, and other approved food establishments. So long as the food is handled in accordance with Act 92 of 2000, as amended and the Michigan Modified 2009 Food Code, food service establishments may donate food to other establishments including through partnerships such as Lakeshore Food Rescue.

Food for donation must be safe and handled with the same requirements restaurants and other food service establishments adhere to in their fixed location. The trained Person in Charge at the establishment must oversee all aspects of food safety to ensure items for donation are handled to reduce or eliminate the five risk factors associated with increased risk of foodborne illness: Unapproved source, improper cooking temperature, inadequate holding, improper cleaning and sanitizing, and poor personal hygiene.

There are several factors to consider while handling food safely through the donation process. This is not an inclusive list; restaurants must follow all requirements outlined in Michigan Food Law and Food Code. Restaurants and other food service establishments that are interested in participating with Lakeshore Food Rescue must ensure the following food safety measures are taken:

1. Potentially Hazardous (Time/Temperature Control for Safety) Foods must be held and cooked to correct temperatures including hot & cold holding, cooling, cooking, and reheating.

2. Potentially Hazardous, Ready-to-Eat foods must be held for no longer than 7 days total where Day 1 is the day of preparation.
3. Contamination must be prevented through proper food storage, protection, and transport as well as through adequate and approved cleaning and sanitizing measures.
4. All food handlers must follow personal hygiene policies related to health, hygiene, and handwashing

The OCDPH Food Safety Services Team oversees the licensing, inspections, and enforcement of these food service establishments. The team supports the work of Lakeshore Food Rescue and encourages food service establishments to donate when it can be done safely. Food that is handled correctly at the restaurant, prepared for donation in accordance with Food Law and Code requirements, and handled properly by Lakeshore Food Rescue is approved for public consumption. The trainings and procedures taken by all parties help protect public health and ensure that food is safe.

Inspectors are available to answer questions from licensed food service establishments or from Lakeshore Food Rescue regarding specifics of the donation process. Please do not hesitate to reach out to our department with additional questions.

Sincerely,

Spencer Ballard

Spencer Ballard, MPA, RS
Environmental Health Supervisor
Ottawa County Dept. of Public Health

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Medicaid Cost Based Reimbursements Funding Request

Suggested Motion:

To approve Public Health's project for $1,507,178 in Board Initiatives funds to support the Medicaid Cost-Based Reimbursements.

Summary of Request:

Medicaid Cost Based(CBR)reimbursement is a state funding source that helps offset actual program cost with the amount received in Medicaid reimbursement. Local health departments receive full cost reimbursement for the following services: Family Planning, Immunizations, Hearing and Vision, Maternal and Infant Health Programs, Communicable Disease Services and Sexually Transmitted Diseases. These are delayed payments made on services provided 2 years prior to the receipt of the CBR payment. For example, FY22 CBR payments will be based on the actual FY20 services provided. OCDPH would normally receive about 1.3 million per year in CBR payments. Due to the reduction in services caused by the OCDPH COVID19 emergency response, our department will experience lost revenue in the amount of about 1.5 million to be used over the next 2 fiscal years. In order for us to maintain these important services, We are requesting that this lost revenue be provided by the ARPA funding for FY 23 and FY24 as we work to restore OCDPH service and subsequent CBR payments to pre-pandemic levels.

Financial Information:

Total Cost:	$1,507,178.00	General Fund Cost:	$0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance and Administration 11/15/2022

Q1. The American Rescue Plan Act (ARPA), a COVID-19 relief package, was signed into law in March 2021. This Act includes billions in federal funding for state and local governments. This federal aid is intended to address economic impacts of the pandemic and ensure a strong recovery. Determined to utilize these one time federal resources wisely, Ottawa County formed the American Rescue Plan Act Committee. Appointed by the Board of Commissioners, the Committee is comprised of community members representing a cross-section of local public and private organizations. The Committee's sole purpose is to guide the Board of Commissioners on how to spend the $57 million that the County has received from ARPA.

ARPA Committee members have identified needs within their area of expertise and are assisting County officials with drafting funding options and priorities. To ensure projects funded by ARPA dollars benefit all who live and work in Ottawa County, the Committee identified five categories, or "buckets", of high level priorities.

This application is intended for county departments/courts to submit their project idea/proposal which can be categorized under the "county/courts-led initiatives" bucket. Other “bucket” ideas can be submitted as well, where appropriate, and will be shared with the respective bucket manager for further consideration. The Ottawa County Department of Strategic Impact will serve as the internal bucket manager for the "expanding broadband access" bucket. The current target date to receive project applications is September 30, 2022.

For questions, please call 616-738-4852 or email plan@miottawa.org. To learn more, please visit the ARPA webpage.

Q30. **For Reference:** The County’s ARPA Committee developed specific “Lenses for Evaluating Projects” as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

- The project is designed to address a known and demonstrated need.
- The project addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations.
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified.

Q2. Project name:

Medicaid Cost Based Reimbursement lost revenue

Q3. Estimated funding request ($):

$1,507,178

Q4. Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project.

- (●) County/Courts-Led Initiative
- ( ) Expanding Broadband Access
- ( ) Affordable Housing
- ( ) Social/Human Services Need
- ( ) Business Stabilization Need

Q5. Please provide a brief description of the project:

Medicaid Cost Based(CBR)reimbursement is a state funding source that helps offset actual program cost with the amount received in Medicaid reimbursement. Local health departments receive full cost reimbursement for the following services: Family Planning, Immunizations, Hearing and Vision, Maternal and Infant Health Programs, Communicable Disease Services and Sexually Transmitted Diseases. These are delayed payments made on services provided 2 years prior to the receipt of the CBR payment. For example, FY22 CBR payments will be based on the actual FY20 services provided. OCDPH would normally receive about 1.3 million per year in CBR payments. Due to the reduction in services caused by the OCDPH COVID-19 emergency response, our department will experience lost revenue in the amount of about 1.5 million to be used over the next 2 fiscal years. In order for us to maintain these important services, We are requesting that this lost revenue be provided by the ARPA funding for FY 23 and FY24 as we work to restore OCDPH service and subsequent CBR payments to pre-pandemic levels.

Q6. Please select one of the following options to describe the project:

The project is a...

- ( ) New initiative
- ( ) Continuation of an existing initiative
- ( ) Upgrade to an existing initiative
- (●) Other: lost revenue due to COVID-19

Q7. Please select one of the following options to describe the funding request:

Funds will be used for...

- ( ) Funding a program
- ( ) Making a one-time purchase
- ( ) A large capital construction/installation project
- ( ) Individual distribution (e.g., resident or home)
- (●) Other: funding multiple mandated and required programs

Q8. Are you leveraging other funds for this effort?

- (●) Yes
- ( ) No

Q9. If yes, provide the source and amount of other funds.

Q10. Source:

ELPHS state payments, third party insurance payments, Maternal Child block grant, fees, Local stabilization funding, County General Fund

Q11. Amount ($):

6.4 million

Q12. Briefly describe the timeline of the project.

Q13. Start date of expending funds:

October 1, 2023

Q14. End date of expending funds:

September 30, 2024

Q15. Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

As we return to pre-pandemic service levels, CBR payments will also return to pre-pandemic levels by FY25. At this time, service level are trending toward recovery.

Q16. If not awarded ARPA, please describe how this project will still materialize, if at all:

The request for County general fund would be greater, and if not made available, essential health services would need to be cut for our residents. This is of concern during a period of inflation and possible recession which may create additional need for our services and hardship on community members.

Q17. Briefly describe the target population to be served by the project:

Primary populations by program are as follows: Hearing and Vision- All school age children; Immunization- children with inability to pay for required vaccinations; STD Services- anyone with risk factors to an STD; Family Planning- low income, uninsured or underinsured men and women; Communicable Disease-all community members; Maternal Infant Health Program- Medicaid eligible pregnant women and infants up to 1 year of age.

Q18. What is the estimated number of individuals and/or small businesses to be served by the project?

Q19. Number of individuals:

50,000

Q20. Number of small businesses:

?

Q21. Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

- (●) Yes
- ( ) No

Q22. If yes, please explain.

All OCDPH programs and services are directed toward ensuring access to health and health services for underserved and underrepresented individuals. Also designed to reduce or eliminate health disparities.

Q23. Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

Needed preventative services will be maintained and available to Ottawa County's population.

Q24. Please provide us with your contact information.

Name:	Lisa Stefanovsky
Organization:	OC Dept. of Public Health
Phone:	6163935781
Email:	lstefanovsky@miottawa.org

Q25. Type of organization:

- (●) County
- ( ) Local unit
- ( ) Non-profit
- ( ) Private sector

Q26. If you'd like to share additional information, please include that in the space below. Supporting documentation may also be submitted using the file upload option below.

Q32. Upload supporting documentation here:

Q27. You may submit this application by clicking the blue arrow button below. For questions, please call 616-738-4852 or email plan@miottawa.org

Location Data

Location: (42.8123, -86.1421)

Source: GeoIP Estimation

Action Request

Committee:	Board of Commissioners
Meeting Date:	11/22/2022
Requesting Department:	Department of Strategic Impact
Submitted By:	Paul Sachs
Agenda Item:	Accelerating Farmland Protection Funding Request

Suggested Motion:

To approve the Department of Strategic Impact's project for $1,000,000 in Board Initiatives funds to support the Accelerating Farmland Protection.

Summary of Request:

Ottawa County leadership recognizes that the loss of its prime farmland is a significant resource concern, having lost 8% from 2012-2017 (Ag Census 2017). The cornerstone of the County's efforts to protect its farmland is the Purchase of Development Rights Program (PDR), which has been used to leverage $3.3M to permanently preserve 728 acres of prime farmland in our local foodshed. This was achieved using only staff time – no general fund dollars were used for the actual purchase of development rights. While this is a tremendous achievement, those 728 acres are just the tip of the iceberg. The County has received applications to preserve over 4,500 acres of farmland to date. But the County's ability to preserve a greater number of acres is greatly limited by matching funds required by grant funders. The County must raise those matching funds, and in the absence of a millage or other fee structure to support PDR, staff must rely on donations from stakeholders and fundraisers. Since the inception of the PDR program in 2008, the County had a water resources study performed that demonstrated challenges with sustaining adequate ground water for the level of growth and development the County has experienced over the past decade, with more severe challenges in certain areas of the County. Over 89,000 acres of land in these more severely challenged areas are agriculturally zoned. Permanently preserving these acres as farmland could not only have the effect of protecting our land base for food production, but could also give us the opportunity to actively manage this land for water efficiency and groundwater protection through the terms established in the conservation easement. Validating this concept is the Regional Conservation Partnership Program (RCPP) project that was secured by the Ottawa Conservation District and its many partners like Ottawa County. The RCPP program awarded $500,000 in funding for agricultural easements that could help protect our groundwater resources. To receive this funding, the County had to commit to raising $250,000 in matching funds using very limited staff resources. If matching funds were more readily available, the County could request a much higher amount of grant funding. To that end, the Agricultural Preservation Board, which oversees the PDR program, respectfully requests $1M in funding to purchase agricultural conservation easements in areas that are known to have groundwater challenges and have demonstrated the need for more intensive management. Maps to define these areas have been created and can be made available upon request. This investment is estimated to enable the PDR program to double its current number of protected acres while giving staff the capacity to get more townships to participate in farmland preservation. Protecting farmland, and thereby our local food source, enhances the County's resiliency in the event of another catastrophic event like a pandemic or climate related disaster.

Financial Information:

Total Cost: $1,000,000.00	General Fund Cost: $0.00	Included in Budget:	☐ Yes	☑ No	☐ N/A

If not included in budget, recommended funding source:

This motion authorizes an appropriation of the Board Initiatives funds for this project.

Action is Related to an Activity Which Is: ☐ Mandated ☑ Non-Mandated ☐ New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its' residents.

Administration: ☑ Recommended ☐ Not Recommended ☐ Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date: Finance and Administration 11/15/2022

Form Last Revised 8/30/2019

Q1. The American Rescue Plan Act (ARPA), a COVID-19 relief package, was signed into law in March 2021. This Act includes billions in federal funding for state and local governments. This federal aid is intended to address economic impacts of the pandemic and ensure a strong recovery. Determined to utilize these one time federal resources wisely, Ottawa County formed the American Rescue Plan Act Committee. Appointed by the Board of Commissioners, the Committee is comprised of community members representing a cross-section of local public and private organizations. The Committee's sole purpose is to guide the Board of Commissioners on how to spend the $57 million that the County has received from ARPA.

ARPA Committee members have identified needs within their area of expertise and are assisting County officials with drafting funding options and priorities. To ensure projects funded by ARPA dollars benefit all who live and work in Ottawa County, the Committee identified five categories, or "buckets", of high level priorities.

This application is intended for county departments/courts to submit their project idea/proposal which can be categorized under the "county/courts-led initiatives" bucket. Other “bucket” ideas can be submitted as well, where appropriate, and will be shared with the respective bucket manager for further consideration. The Ottawa County Department of Strategic Impact will serve as the internal bucket manager for the "expanding broadband access" bucket. The current target date to receive project applications is September 30, 2022.

For questions, please call 616-738-4852 or email plan@miottawa.org. To learn more, please visit the ARPA webpage.

Q30. **For Reference:** The County’s ARPA Committee developed specific “Lenses for Evaluating Projects” as a means to guide the decision-making process for assessing and selecting projects to receive funding. Priority for funding will be placed on the projects that satisfy the following:

- The project is designed to address a known and demonstrated need.
- The project addresses a needed change in societal opportunity and/or eliminates disparities and gaps in opportunities for underserved and underrepresented populations.
- The project would not otherwise materialize without a significant infusion of County dollars.
- The opportunity for the project to sustain itself long-term after the initial infusion of dollars is legitimate.
- The long-term, transformational impact of the project, including its return on investment based on verified outcome-based results, can be quantified.

Q2. Project name:

Accelerating farmland protection in Ottawa County

Q3. Estimated funding request ($):

1,000,000

Q4. Ottawa County and its ARPA Committee have identified five funding priorities to use in distributing ARPA dollars. Please select one of the five categories listed below that best describes the project.

- (●) County/Courts-Led Initiative
- ( ) Expanding Broadband Access
- ( ) Affordable Housing
- ( ) Social/Human Services Need
- ( ) Business Stabilization Need

Q5. Please provide a brief description of the project:

Ottawa County leadership recognizes that the loss of its prime farmland is a significant resource concern, having lost 8% from 2012-2017 (Ag Census 2017). The cornerstone of the County's efforts to protect its farmland is the Purchase of Development Rights Program (PDR), which has been used to leverage $3.3M to permanently preserve 728 acres of prime farmland in our local foodshed. This was achieved using only staff time – no general fund dollars were used for the actual purchase of development rights. While this is a tremendous achievement, those 728 acres are just the tip of the iceberg. The County has received applications to preserve over 4,500 acres of farmland to date. But the County's ability to preserve a greater number of acres is greatly limited by matching funds required by grant funders. The County must raise those matching funds, and in the absence of a millage or other fee structure to support PDR, staff must rely on donations from stakeholders and fundraisers. Since the inception of the PDR program in 2008, the County had a water resources study performed that demonstrated challenges with sustaining adequate ground water for the level of growth and development the County has experienced over the past decade, with more severe challenges in certain areas of the County. Over 89,000 acres of land in these more severely challenged areas are agriculturally zoned. Permanently preserving these acres as farmland could not only have the effect of protecting our land base for food production, but could also give us the opportunity to actively manage this land for water efficiency and groundwater protection through the terms established in the conservation easement. Validating this concept is the Regional Conservation Partnership Program (RCPP) project that was secured by the Ottawa Conservation District and its many partners like Ottawa County. The RCPP program awarded $500,000 in funding for agricultural easements that could help protect our groundwater resources. To receive this funding, the County had to commit to raising $250,000 in matching funds using very limited staff resources. If matching funds were more readily available, the County could request a much higher amount of grant funding. To that end, the Agricultural Preservation Board, which oversees the PDR program, respectfully requests $1M in funding to purchase agricultural conservation easements in areas that are known to have groundwater challenges and have demonstrated the need for more intensive management. Maps to define these areas have been created and can be made available upon request. This investment is estimated to enable the PDR program to double its current number of protected acres while giving staff the capacity to get more townships to participate in farmland preservation. Protecting farmland, and thereby our local food source, enhances the County's resiliency in the event of another catastrophic event like a pandemic or climate related disaster.

Q6. Please select one of the following options to describe the project:

The project is a...

- ( ) New initiative
- ( ) Continuation of an existing initiative
- (●) Upgrade to an existing initiative
- ( ) Other: [ ]

Q7. Please select one of the following options to describe the funding request:

Funds will be used for...

- ( ) Funding a program
- ( ) Making a one-time purchase
- ( ) A large capital construction/installation project
- ( ) Individual distribution (e.g., resident or home)
- (●) Other: [Creating multiple conservation easements]

Q8. Are you leveraging other funds for this effort?

- [x] Yes
- [ ] No

Q9. If yes, provide the source and amount of other funds.

Q10. Source:

Farm Bill and Michigan Ag Preservation Fund

Q11. Amount ($):

$3,000,000

Q12. Briefly describe the timeline of the project.

Q13. Start date of expending funds:

6/1/2023

Q14. End date of expending funds:

9/30/2025

Q15. Please describe how this project will be sustained long-term after the expenditure of ARPA funds. If the project is not intended to be sustained long-term, please describe that rationale as well:

As noted in this application, this request represents a continuation and upgrade of a program. Since the inception of the program in 2008, the County has invested in staff resources to administer a robust program. The easements created with this infusion of County dollars, if awarded, will exist in perpetuity, with annual monitoring requirements included in the easement terms that will ensure the purposes of the easement and related groundwater protection are being met. County staff will continue to perform these easement monitoring visits in addition to monitoring groundwater data collected by wells installed for that purpose. This will ensure that the predicted outcomes will be measurable.

Q16. If not awarded ARPA, please describe how this project will still materialize, if at all:

This project exists today and will continue as it has for the past decade - by preserving farms as fast as we can raise private matching funds, which is a glacial pace.

Q17. Briefly describe the target population to be served by the project:

One could make the argument that all residents of Ottawa County will be served by this project given that each one eats, and this project will help to protect our ability to grow our food locally. More specifically, this project can serve the 1,997 farmers in Ottawa County (2017 Ag Census), virtually all of which meet the definition of small business, with the exception of those who farm in the townships of Park, Port Sheldon, Allendale, Spring Lake, Georgetown, Grand Haven, and Holland. These townships have not yet passed a resolution to participate in the PDR program.

Q18. What is the estimated number of individuals and/or small businesses to be served by the project?

Q19. Number of individuals:

283,000

Q20. Number of small businesses:

12

Q21. Will the project address a needed change in societal opportunity and/or eliminate disparities and gaps in opportunities for underserved and underrepresented populations?

- (●) Yes
- ( ) No

Q22. If yes, please explain.

The success of the PDR program is due in part to our success in securing state and federal grants, which are a critical funding resource to secure the agricultural easements necessary to permanently protect farmland. However, due to the nature of the State enabling statute and requirement of the grant funders, farmers must be located in a township that has passed a resolution to participate in the program. This scenario still leaves a large number of farmers without a mechanism by which to sell their development rights and permanently protect their land. In Ottawa County, only 62% of our total acreage is eligible to apply. With this significant infusion of County dollars, if awarded, staff would not have to be so singularly focused on fundraising and would have time to perform outreach and education to the seven townships that still do not participate in the PDR program, hopefully garnering their approval of a resolution and giving landowners in their jurisdictions the equal opportunity to sell their development rights, just as the farmers in the other 10 townships can. Further, almost 30% of Ottawa County farmers are over the age of 65 (2017 Ag Census). As these farmers retire or stop farming, we need capable beginning farmers to fill their boots. But research by the National Young Farmers Coalition has shown that access to land is the biggest barrier to success for beginning farmers. Placing agricultural easements on farmland makes it significantly more affordable for a new farmer to finance, making land more accessible to this underserved population (The USDA considers farmers with less than 10 years of experience to be 'historically underserved').

Q23. Please describe the anticipated outcomes of the project (e.g. closing gaps in access, achieving universal levels of service, addressing critical needs):

Data from the Ag Census and the MSU Water Resources study prove that the protection of prime farmland and groundwater resources are critical needs, and they just happen to be naturally tie barred together. Permanently protected farmland in localized areas that are groundwater challenged can be more intensively managed for water use efficiency and groundwater recharge. These requirements can be delineated in the terms stated in the easement. As a reminder, any farmer who chooses to sell a conservation easement does so voluntarily and agrees to uphold the terms of the easement. The demand for agricultural easement funding just within served townships far outstrips the available funding. In 2022, our PDR program received applications to protect nearly 1,000 acres of farmland, but funding for just 132 of those acres could be secured. Since the inception of the PDR program, we have received applications to preserve a total of 4,517 acres, yet limited funding availability has only allowed us to preserve/commit to preserve just 715 acres. And that says nothing about how many acres of land farmers in the other seven unserved townships might want to preserve. Factoring in that Ottawa County is the fastest growing county in the state while also the third highest ag producing county in the state highlights the critical need to protect all of our prime farmland from development – not just the farmland in certain townships. Studies done in Montana and Colorado show that for every dollar invested in a conservation easement, returns of $1.89 and $2.19, respectively, are realized. Protecting farmland also protects our ability to feed ourselves, preserves our open spaces, protects our groundwater, and supports the second largest industry in the state – food and agriculture.

Q24. Please provide us with your contact information.

Name:	Becky Huttenga
Organization:	Ottawa County
Phone:	6169700679
Email:	bhuttenga@miottawa.org

Q25. Type of organization:

- (●) County
- ( ) Local unit
- ( ) Non-profit
- ( ) Private sector

Q26. If you'd like to share additional information, please include that in the space below. Supporting documentation may also be submitted using the file upload option below.

PDR programs that have a 'dedicated funding mechanism', like a millage, fee, or local contribution such as the funding in the request, score higher on grant applications and can leverage more funding for protecting farmland. For example, in our last application to the State of Michigan's Agricultural Preservation Fund, our application received maximum local program points in every category – except having a dedicated funding mechanism. Having local funding to use in preservation can truly catalyze our program and our ability to protect farmland and groundwater at the same time.

Q32. Upload supporting documentation here:

GW_Priorities.pdf
962.2KB
application/pdf

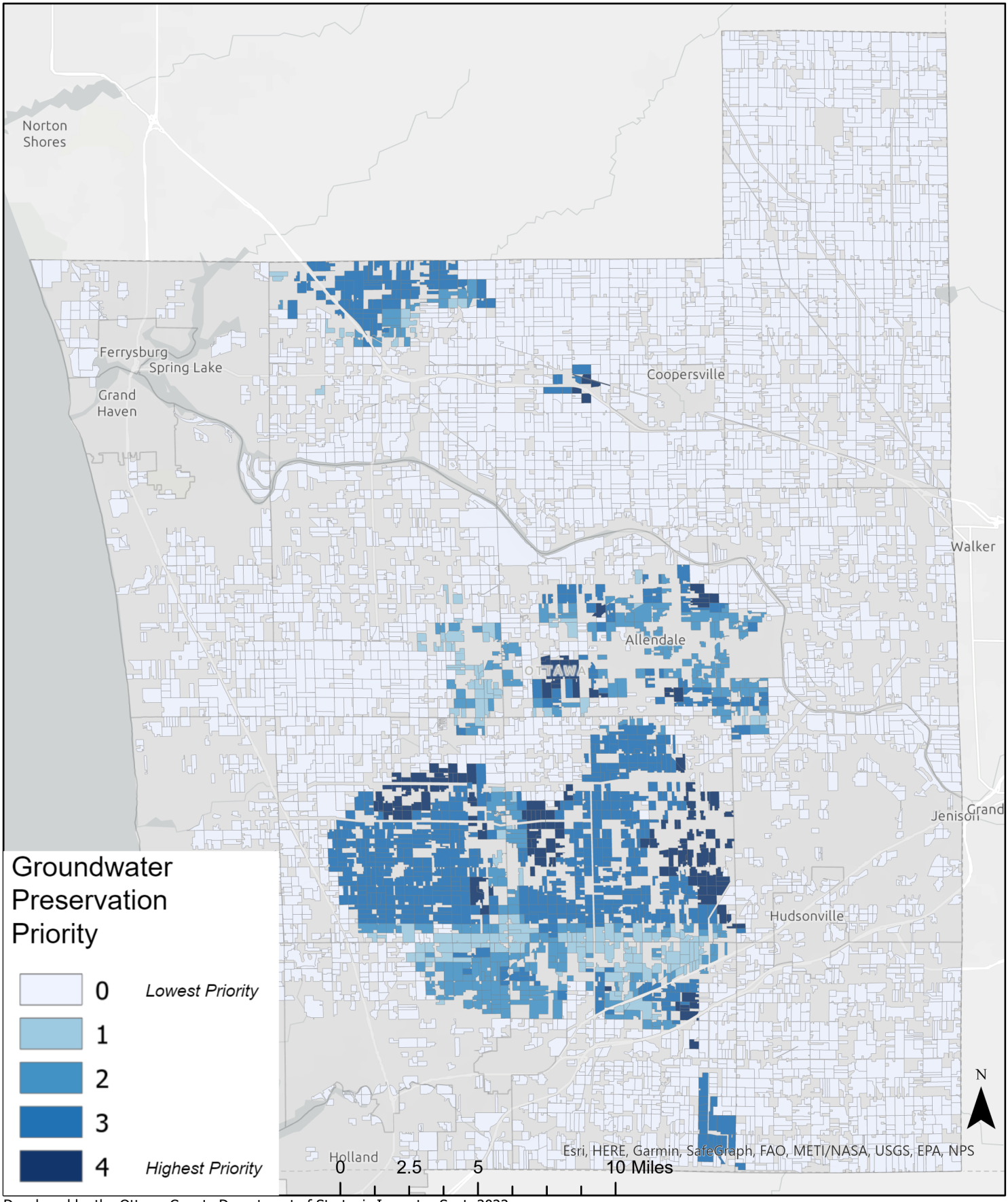
Q27. You may submit this application by clicking the blue arrow button below. For questions, please call 616-738-4852 or email plan@miottawa.org

Location Data

Location: (43.0301, -86.1865)

Source: GeoIP Estimation

Agricultural - Groundwater Priorities



Developed by the Ottawa County Department of Strategic Impact Sept. 2022