

To: Whitewater Township Board
From: Cheryl A. Goss, Clerk
Date: 01/08/2018
Re: **Additional Documents & Additional Agenda Items for 01/09/2017 Board Meeting**

1. **Minutes of the 12/20/2017 and 12/28/2017 Grand Traverse Rural Fire Board.** These minutes are attached. They were obtained today from Dave Milliron, Rural Fire's accountant, pursuant to a phone call last Friday to the Rural Fire office requesting them. Interestingly, Mr. Milliron volunteered that he had previously provided these to our Rural Fire Board rep via e-mail. Our board rep failed to transmit them to my office for inclusion in the January 9th electronic meeting packet.
2. Also, I have two items that I would like to see added to the 1/9 agenda. I believe they can be added without the meeting going past 10:00 p.m.

Item #1: Proposed Municipal Civil Infraction Ordinance. On 12/5, I requested that this item be placed on the township board's 12/12 agenda; the supervisor declined to add it. On 1/2, I again requested that it be added to the board's 1/9 agenda; again, the supervisor declined to add it.

The documents related to it are attached. This ordinance was drafted by our township attorney.

Obviously, the most desirable avenue to obtain compliance with the zoning ordinance is through voluntary compliance. However, when voluntary compliance doesn't work, the zoning administrator needs to take the next step. That is to write a citation for a civil infraction. The citation requires the violator to appear in front of the Grand Traverse County magistrate to answer for the violation. The zoning administrator also appears at this hearing. The magistrate has the power to order the violator to comply with the ordinance and to assess fines and costs. A violator can usually avoid the fines and costs by complying with the ordinance.

Currently, the ONLY method of enforcing a violation of the township's zoning ordinance is to have the township attorney file a civil action in the local district court, which will then wind its way to the local circuit court. This is what was done with the Jim Snider case. This gets very expensive, very quickly.

The question is whether the board wants to adopt the proposed ordinance or a revised ordinance, and if so, when it should be set for public hearing.

An appropriate motion would be: Motion to set the proposed Municipal Civil Infraction Ordinance for public hearing at the _____ meeting.

(continued)

Item #2: Purchase of ArcGIS Software for the Zoning Office. Pursuant to a previous memo from Zoning Administrator Dennis Habedank, this issue was briefly discussed at the 12/12 township board meeting.

At the 12/12 meeting, I asked the board to act on the memo and purchase a new license, at a cost of \$1,350. The township has had this software for many years. The license was last renewed in October 2012 (before I took office) and expired a year later. There was a question whether it would be cheaper to update the existing license. It turns out that renewing the **existing license** would cost \$2,000 (\$500 annual maintenance fee x 4 years of nonrenewal), where purchasing a **new license** would cost \$1,350.

As previously explained, this software allows municipalities to create their own maps. The zoning map for Whitewater Township does not have a date. When was it created? By whom? Is it accurate? These questions need to be answered. The Clerk is responsible for certifying the zoning ordinance, including the map. This cannot be done with the current map. We need to get up to date in the zoning office in order to provide accurate information to our citizens and other interested parties.

After a revolving door of zoning administrators for the last 5 years, we now have a very experienced zoning administrator who is willing to take the class necessary to learn the GIS software. The funds exist in the zoning administrator budget to cover the cost of the software, as well as training.

An appropriate motion would be: Motion to approve the purchase of a new license for the ArcGIS software at a cost of \$1,350.

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GRAND TRAVERSE RURAL FIRE BOARD MEETING

Paradise Township Hall
2300 E. M-113
Kingsley, MI 49649

*December 20, 2017
Regular Meeting held at 6:00 p.m.*

Chairman Ron Popp Vice-Chair Doug Mansfield Treasurer Rob Lajko

Members: Fife Lake -Linda Forwerck, Paradise- Rob Lajko, Springfield- Tom Gonyer, Union- Doug Mansfield, Whitewater- Ron Popp

Any interested person or group may address the Grand Traverse Rural Fire Board on any agenda item when recognized by the presiding Chairman or upon request of any Board Member. Also, any interested person or group may address the Grand Traverse Fire Board on any matter of Fire Department concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding Chairman, subject to appeal by the Grand Traverse Rural Fire Board.

I. Roll Call

Paradise (present), Springfield (present), Union (present), Whitewater (present) and Fife Lake (present).

II. Approval of Agenda – Paradise asked to add Chief's Contract to Unfinished Business. Whitewater added two expense items to the consent calendar.

Motion by Union, supported by Fife Lake to approve the agenda as amended. Motion carried unanimously.

III. Conflict of Interest

No conflicts of interest were reported by members.

IV. Consent Calendar

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere

on the agenda for individual consideration by the Board; and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Board action adopting the consent calendar.

- a. Minutes - The Board approves the minutes of Grand Traverse Rural Fire Board of November 9, 2017 and the Special Board Meeting of December 4, 2017
- b. Payroll – The Board approves Payroll #22 in te amount of \$4,852.13, Payroll #22A in the amount of \$1,754.38, Payroll #23 in the amount of \$4,827.13, and Payroll #24 in the amount of \$4,652.64.
- c. Accounts Payable – The Board approves Pre-Authorized Vendor’s Payable (none on this date) and Vendor’s Payable for December 20, 2017 in the amount of \$4,158.51. In addition, approves liability/fleet and workmans comp insurance.
- d. Reports and Communications – The Board directs the staff to receive, file and respond to communications as necessary. (Financial, Chief’s, RTC, Attorney).

Motion by Union, supported by Fife Lake to approve the consent calendar for December 20, 2017 as amended in the approval of agenda discussion. Roll Call Vote: Fife Lake (aye) Paradise (aye), Springfield (aye), Union (aye), Whitewater (aye). Motion carried unanimously.

V. Public Comment - None

VI. Unfinished Business

- a. **Record Safe Keeping Post Dissolution** – Chief Weber has been in contact with the State of Michigan archives, and they decided that they are not interested in taking care of the records, as they are non-historic. The State suggested Weber contact the Grand Traverse County Clerk. He did, and they are interested in setting up a meeting to review the records and discuss compensation and other items. Mary Jo will be working between the holidays to finish sorting the documents and discard any that do not need to be kept. Approximately 22 boxes have already been shredded; there are approximately the same number left to sort. This item will be maintained on the agenda.
- b. **Disposition of Ladder Truck** – Whitewater distributed a letter from his township’s archives from May 2008 that discusses the ownership of the ladder truck and the pass-through ownership of Whitewater Township. A draft resolution from 2008 was attached that authorized Whitewater to accept the truck and immediately transfer ownership to GTRFD; Whitewater was unsure if the resolution had ever been passed by his township. Chief Weber stated that he has not had further contact with the tribe. He also pointed out that GTRFD had completed major repairs to the truck during its ownership. The board wants to continue being completely forthcoming with the tribe, especially considering discussion of the sale of the truck. Weber suggested that the board send a letter to the tribe outlining the possibilities for the truck and asking for their input. The board had consensus to send a letter; Weber will draft the letter and copy the board when he sends it to the tribe. Whitewater’s township board subcommittee regarding equipment will be recommending that the ladder truck be

requested to be kept in Whitewater Township. The board and chief discussed other local ladder trucks that can be used to service the area.

- c. **Equipment Waivers** – Paradise stated that the UTV, snowmobile and sled, as previously discussed, will go back to the Kingsley Firefighters Association. Whitewater distributed a list that functioned as both their equipment waiver list and their request list for asset distribution. This is a list prepared by their equipment subcommittee, and has not yet been approved by their township board. The board discussed the list, and how assets will be distributed. Not all of their townships have their request list for asset distribution; townships should send their request lists to Milliron. All equipment waivers and requests lists are due to Milliron by the first meeting in January; there may be an earlier meeting set than the regular board meeting. The waivers and lists should be approved by the township boards.
- d. **GTRFD Vendor List** – The Chief has provided the board with a list of vendors, including a cover letter with the most commonly used vendors. A letter will be sent to the vendors regarding the dissolution of GTRFD and payment of expenses post March 31, 2018. The insurance payments approved tonight will be paid through March 31, 2018. All vendors that have long-term contracts with GTRFD have been contacted, and have agreed to sunset the contracts as of March 31, 2018.
- e. **GTRFD Mutual/Automatic Aid Partners** – The Chief has provided a list of all mutual aid partners to the board.
- f. **Chief's Employment Contract** – The Chief had been offered a month-to-month contract post December 31, 2017. That offer has not been accepted, and the topic has not been on the agendas since the offer was made. The Chief will not be accepting the month-to-month contract, and will be terminating his employment effective December 31, 2017. An interim chief will be needed for the first quarter of 2018. The board thanked the Chief for his service. Blair Township has offered incident command through Chief Bill Parker, for fireground incident response only. They are not interested in taking over day-to-day administrative operations. The payment they would like is the title to the chief's truck. The board discussed the offer. The board discussed other options. The Chief stated that the state requires that there be a chief in place. The board discussed the timeline for a new chief.

VII. New Business

- a. **Settlement Steps for Equitable Asset Distribution** – The board discussed how assets will be distributed. Union suggested that Milliron speak with an accounting service to work out a plan for distribution. Milliron stated that he currently does not have enough information to work with regarding distribution – he needs the waiver and request lists for each township. Each township has a percentage of the department that they own – it is their choice whether they take this in cash or equipment. If a department wants equipment that exceeds their percentage value, they will owe GTRFD the excess. Milliron will work with

Tobin & Associates or another accounting firm to verify the formulas for splitting up assets. The board has consensus for Milliron to do this work. Milliron will send this information out to the board when he has it.

- b. **Begin Apparatus/Equipment Re-assignments between GTRFD Members** – This has already been discussed. Whitewater pointed out an error in accounting on Page 2 of AIR 4, where a 50% depreciation was not taken; instead the item was depreciated \$50.00; in addition, the name of the item was given as International Harvester, not Chevrolet. Whitewater will contact the appraiser to discuss the accounting error. Paradise's responders have made a list of their requested equipment; this list has not been approved by the Paradise board. The board discussed disposition of turnout gear and training gear. Radios are all county property.

Paradise asked to set a meeting early in January to discuss the chief situation. The board discussed the issue of needing a chief January 1. The purpose of the meeting would be to put together a game plan for a chief for the first quarter of 2018. The board discussed the possibilities of Blair, reaching out to the current station captains and future chiefs, etc. Blair's Chief Parker does not want to become involved in the separation of assets, meetings, etc.; his compensation is potentially negotiable. The appointment of Chief Parker of Blair as Chief of Rural would cover state requirements; he would only be covering fire-ground operations and not day-to-day administrative activities. Chief Parker of Metro was present at the meeting; when asked if Metro was interested in partnering with GTRFD he stated he would have to take that question to his board.

A meeting was set for December 28 at 6 pm to discuss the chief's position. Paradise asked if Chief Weber would be open to reconsidering; he said no. **Whitewater moved to hold a meeting December 28 at 6 pm. Union seconded. All in favor, motion carried.** Chief Parker of Blair will be invited to the meeting.

VIII. Second Public Comment

Ken Fritz, Kingsley – He thanked Chief Weber for his services to Rural Fire. Weber has been a great leader and the guys are all truly going to miss him. For the chief's position for next year, if the board is looking for an operational chief there will be some interest internally. The interest is not in doing the admin side of things, but for operations work.

Tim Arbonowski, Williamsburg – He thanked both Chief Parker of Metro and Chief Weber for being able to work under them.

Chief Weber brought Chief Sedlacek and Chief Parker from Metro forward. He stated that he would like to present an award to an exceptional department employee. He recognized Dave Milliron for 37 years of service to Metro and Rural, as well as other fire services. Chief Parker spoke, and recognized Milliron's work for Metro. The chiefs presented a plaque to Milliron, as well as a challenge coin, presented for outstanding performance and service. Chief Weber also presented a challenge coin to Chief Sedlacek. Chief Sedlacek stated that when he retired, he

missed coming to work with Milliron, and he recognized Milliron for his contributions to the department.

IX. Adjournment

**Motion by Fife Lake, supported by Whitewater to adjourn the meeting at 7:22 p.m.
Motion carried unanimously.**

Ron Popp, Chairman

Dana Boomer, Recording Secretary



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GRAND TRAVERSE RURAL FIRE BOARD MEETING
Paradise Township Hall
2300 E. M-113
Kingsley, MI 49649

December 28, 2017
Special Meeting held at 6:00 p.m.

Chairman Ron Popp Vice-Chair Doug Mansfield Treasurer Rob Lajko

Members: Fife Lake -Linda Forwerck, Paradise- Rob Lajko, Springfield- Tom Gonyer, Union- Doug Mansfield, Whitewater- Ron Popp

Any interested person or group may address the Grand Traverse Rural Fire Board on any agenda item when recognized by the presiding Chairman or upon request of any Board Member. Also, any interested person or group may address the Grand Traverse Fire Board on any matter of Fire Department concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding Chairman, subject to appeal by the Grand Traverse Rural Fire Board.

I. Roll Call

Paradise (present), Springfield (present), Whitewater (present) and Fife Lake (present). Union absent.

II. Approval of Agenda – The agenda stands as written, being a special meeting.

III. Conflict of Interest

No conflicts of interest were reported by members.

IV. Public Comment - None

V. New Business

- a. Interim Chief and Interim Deputy Chief Job Descriptions –** Whitewater presented draft job descriptions for an interim chief and deputy chief; the board discussed these and the need for both a chief and deputy chief. Whitewater has received two formal letters of interest for these positions – Scott Tinker and Tim Arbenowske. The board discussed the time frame for a chief – a chief must be in place by January 1, and the board would

appreciate a few days of overlap, given that Chief Weber is on vacation through the end of the year.

The board and the responders in the audience discussed the need for both a chief and deputy chief. The reasoning behind needing a deputy chief would be to have someone to respond to and command major fires if the chief was unavailable. However, it is common for captains to take command of even large fires. Hiring from inside the department is likely to be in the best interest of the department; hiring from outside would require a very steep learning curve for a three month position. The department needs a chief because it is required to have one by the state. The number of calls that a chief would be needed to run was discussed – major fire events are relatively rare in the current service area, and the captains currently employed by GTRFD are fully capable of running a fire scene.

The board discussed the duties and responsibilities of the fire chief position. It was felt that at this time a deputy chief is unnecessary.

The chief's responsibilities will be to:

- Direct and supervise the activities of division heads and other supervisors
- Determine the assignment and use of personnel and equipment
- Assume command during natural and man-made emergencies as required
- Oversee the hiring, supervision, training, evaluation and discipline of all department employees.
- Administer existing department policy, procedures, rules and regulations
- Ensure reporting systems are in place to evaluate all department activities (this is handled by the station captains and administrative staff, but the chief has ultimate responsibility)
- Complete all required local, county, state, and federal reports (this is handled by administrative staff, but the chief has ultimate responsibility)
- Coordinate the activities of the fire department with other departments.
- Serve as a spokesperson for the fire department, with citizens, news media, community groups, and township officials
- Report to the Grand Traverse Rural Fire Department Board
- Be an At-Will Employee

Discipline is handled by station lieutenants and captains. The only action they don't have the authority to take is termination; the board will be responsible for this. The board will also be responsible for direct investigations into cases of misconduct involving department personnel.

Given the discussed duties and responsibilities, Ken Fritz also entered his interest for the position. The board discussed those interested in the position. Fife Lake asked for the chosen candidate to attend township board meetings as available, at least to introduce themselves.

The board and public discussed the salary. The board settled on a salary of \$2,500 per month for the interim chief position. The board discussed whether candidates should be

discussed who did not submit a formal letter of interest, given the lack of a formal job description and job posting in advance of the meeting. It was consensus that they should. There was concern that Arbenowske stated in his letter of interest that he was only interested in the scene command part, not the administrative aspect of the job.

Whitewater moved that Tim Arbenowske be appointed as the interim fire chief of GTRFD. Fife Lake seconded. Paradise (no), Fife Lake (yes), Whitewater (yes), Springfield (no). Motion fails.

Paradise moved that Ken Fritz be appointed as interim fire chief of GTRFD. Springfield seconded. Paradise (yes), Fife Lake (no), Whitewater (yes), Springfield (yes). Motion passes.

Whitewater moved that the salary be \$2,500/month for the interim fire chief, through March 31, 2018. Paradise seconded. Paradise (yes), Fife Lake (yes), Whitewater (yes), Springfield (yes). Motion passes.

- b. **Letters of Interest** – Previously discussed under item a.
- c. **Completing Administrative Tasks of Dissolving GTRFD** – The board discussed this topic. Milliron stated that he spoke with several agencies and companies regarding the distribution of assets. They were all in agreement that the intergovernmental agreement be followed when distributing assets. Milliron distributed a checklist for what needs to be done to finish the process. He stated that the next step is each township stating what they want, and then determining a process for disposing of any equipment that is not wanted by any township. He covered the agencies that will need to be notified of the distribution, as well as the remaining record retention work that needs to be completed. Rental contracts with the townships for buildings will need to be terminated. He suggests that after all the distributions of equipment and dollars are completed, a firm be employed to double check all of the math. He also suggests contacting a law firm that has experience in dissolving entities to double check all of the steps that have been taken to make sure nothing has been missed. He recommended that a small escrow account be set up to pay any bills that come in after March 31, 2018. Mary Jo and Milliron have been working on notifying all vendors that GTRFD will be dissolved after March 31.

Whitewater stated that he spoke with Jim Young. Mr. Young has recommended a person that could assist with the administrative tasks that are not able to be undertaken by Mary Jo or Milliron. Whitewater is still speaking with this person regarding expected salary and duties. Consensus of the board is for Whitewater to move forward with these discussions and negotiate a proposal that he will bring to the January board meeting for approval.

The list of equipment from each township to be retained is the biggest concern at this point. This will be discussed at the January meeting. Fife Lake has their list 99% done, Paradise is close to finishing their list. Both will be ready for the January meeting. Whitewater will ask Mr. Young to comment on how to dispose of extra equipment, and whether it can be donated to other departments around the state or whether sale must be attempted first. The board discussed where extra equipment would be stored – it depends on how much

equipment there is (there is unlikely to be a substantial amount, unless there are unneeded vehicles). It will be easier to decide this when all of the townships have determined what they want to keep. The board briefly discussed the ownership of the ladder truck; Whitewater and Fife Lake will move forward with contact with the tribe on this subject.

VI. Second Public Comment – None

Nicole Blonshine, Blair Township, thanked Dave Milliron for his contributions to GTRFD and the fire service.

VII. Adjournment

**Motion by Fife Lake, supported by Whitewater to adjourn the meeting at 7:25 p.m.
Motion carried unanimously.**

Ron Popp, Chairman

Dana Boomer, Recording Secretary

Whitewater Township
Planning & Zoning
5777 Vinton Road
P. O. Box 159
Williamsburg MI 49690
(231) 267-5141

Memorandum

To...: Whitewater Township Board

From...: Denny Habedank, Zoning Administrator

Reference...: Municipal Civil Infraction Ordinance Update

Date...: December 5, 2017

Board Members:

During the course of an investigation with respect to a zoning ordinance violation and the subsequent issuance of a Municipal Civil Infraction Violation Notice it was discovered that our ability to take enforcement action was very limited or non-existent because we failed to adopt an ordinance. Due to the lack of an ordinance, a request to dismiss the citation was filed with the 86th District Court and Christopher Patterson, our attorney at FSBR was contacted and he informed me that there has been ongoing discussion since 2012 regarding the lack of ordinance enforcement powers.

I respectfully request that the Whitewater Township Board review and adopt the attached documents; these documents have been drafted and reviewed by attorney Patterson:

- CIVIL INFRACTION ORDINANCE, 7 PAGES
- ZONING ORDINANCE AMENDMENT, 3 PAGES
- NOTICE, 1 PAGE

Respectfully Submitted,

Denny Habedank, Zoning Administrator

WHITEWATER TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN

CIVIL INFRACTIONS ORDINANCE

Ordinance No. _____

An Ordinance to provide for the enforcement of Whitewater Township Ordinance violations through the issuance of Municipal Civil Infraction Citations; to collect and retain civil fines/costs for such violations as prescribed herein, to establish that the Township Code Enforcement Officer, Township Zoning Administrator, and members of the Grand Traverse County Sheriff's Department who provide services to the Township may issue Municipal Civil Infraction Citations, and to repeal all conflicting Ordinances or parts of Ordinances.

THE TOWNSHIP OF WHITEWATER, GRAND TRAVERSE COUNTY, MICHIGAN,
ORDAINS:

Section 1: Title: This Ordinance shall be known and cited as the Whitewater Township Civil Infractions Ordinance.

Section 2: Definitions: As used in this Ordinance:

- A. "Act" means Act No. 236 of the Public Acts of 1961, as amended.
- B. "Authorized Township Official" means the Township Code Enforcement Officer, the Township Zoning Administrator, a police officer or other personnel of the Township authorized by this Ordinance or any Ordinance to issue Municipal Civil Infraction Citations, including members of the Grand Traverse County Sheriff's Department who provide services to the Township.
- C. "District Court" means the appropriate District Court of Grand Traverse County, Michigan.
- D. "Municipal Civil Infraction Action" means a civil action in which the defendant is alleged to be responsible for a municipal civil infraction.
- E. "Municipal Civil Infraction Citation" or "Citation" means a written complaint or notice prepared by an Authorized Township Official, directing a person to appear in court regarding the occurrence or existence of a municipal civil infraction violation by the person cited.
- F. "Township" means Whitewater Township, Grand Traverse County, Michigan.
- G. "Township Code Enforcement Officer" means that person designated by the Township Board to enforce the provisions of Township Ordinances.

H. "Township Zoning Administrator" means that person designated by the Township Board to enforce the Township Zoning Ordinance.

Section 3: Municipal Civil Infraction Action; Commencement: A Municipal Civil Infraction Action may be commenced upon the issuance a Municipal Civil Infraction Citation directing the alleged violator to appear in District Court by an Authorized Township Official.

Section 4: Municipal Civil Infraction Citations; Issuance and Service: Municipal Civil Infraction Citations shall be issued and served by Authorized Township Officials as follows:

- A. The time for appearance specified in a Citation shall be within a reasonable time after the Citation is issued.
- B. The place for appearance specified in a Citation shall be the District Court.
- C. Each Citation shall be numbered consecutively and shall be in a form approved by the state court administrator. The original Citation shall be filed with the District Court. Copies of the Citation shall be retained by the Township and issued to the alleged violator as provided by Section 8705 of the Act.
- D. A Citation for a municipal civil infraction signed by an Authorized Township Official shall be treated as made under oath if the violation alleged in the citation occurred in the presence of the official signing the complaint and if the citation contains the following statement immediately above the date and signature of the official: "I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief."
- E. An Authorized Township Official who witnesses a person commit a municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.
- F. An Authorized Township Official may issue a Citation to a person if:
 - (1) Based upon investigation, the official has reasonable cause to believe that the person is responsible for a municipal civil infraction; or
 - (2) Based upon investigation of a complaint by someone who allegedly witnessed the person commit a municipal civil infraction, the Authorized Township Official has reasonable cause to believe that the person is responsible for an infraction and if the prosecuting attorney or township attorney approves in writing the issuance of the Citation.
- G. Municipal Civil Infraction Citations shall be served by an Authorized Township Official as follows:
 - (1) Except as provided by Section 4(G)(2), an Authorized Township Official shall personally serve a copy of the Citation upon the alleged violator.

- (2) If the Municipal Civil Infraction Action involves the use or occupancy of land, a building, or other structure, a copy of the Citation does not need to be personally served upon the alleged violator, but may be served upon an owner or occupant of the land, building or structure by posting a copy on the land or attaching a copy to the building structure. In addition, a copy of the Citation shall be sent by first class mail to the owner of the land, building, or structure at the owners' last known address.

Section 5: Municipal Civil Infraction Citations; Contents

A. A Municipal Civil Infraction Citation shall contain

- (1) A description of the violation;
- (2) The amount of the scheduled fines and/or costs for the violation;
- (3) The name and address of the alleged violator; and
- (4) The place where the alleged violator shall appear in court; and
- (5) The telephone number of the court, and the time at or by which the appearance shall be made.

B. The Citation shall inform the alleged violator that he or she may do one of the following:

- (1) Admit responsibility for the municipal civil infraction by mail, in person, or by representation, at or by the time specified for appearance.
- (2) Admit responsibility for the municipal civil infraction “with explanation” by mail by the time specified for appearance or, in person, or by representation.
- (3) Deny responsibility for the municipal civil infraction by doing either of the following:
 - (a) Appearing in person for an informal hearing before a judge or district court magistrate, without the opportunity of being represented by an attorney, unless a formal hearing before the judge is requested by the Township.
 - (b) Appearing in court for a formal hearing before a judge, with the opportunity of being represented by an attorney.

C. The Citation shall also inform the alleged violator of all of the following:

- (1) That if the alleged violator desires to admit responsibility “with explanation” in person or by representation, the alleged violator must apply to the court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time for an appearance.

- (2) That if the alleged violator desires to deny responsibility, the alleged violator must apply to the court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time to appear for a hearing, unless a hearing date is specified on the Citation.
- (3) That a hearing shall be an informal hearing unless a formal hearing is requested by the alleged violator or the Township.
- (4) That at an informal hearing that the alleged violator must appear in person before a judge or district court magistrate, without the opportunity of being represented by an attorney.
- (5) That at a formal hearing the alleged violator must appear in person before a judge with the opportunity of being represented by an attorney.

D. The Citation shall contain a notice in boldfaced type that the failure of the alleged violator to appear within the time specified in the Citation or at the time scheduled for a hearing or appearance is a misdemeanor and will result in entry of a default judgment against the alleged violator on the Municipal Civil Infraction Citation.

Section 6: Schedule of Civil Fines/Costs:

- A. General Fines: Unless a different schedule of civil fines is provided for by an applicable Ordinance or established by a resolution adopted by the Township Board, the civil fines payable for persons deemed responsible for a Municipal Civil Infraction Citation shall not exceed five-hundred dollars (\$500.00) per violation, nor shall they be less than one-hundred dollars (\$100.00) per violation. In addition to the civil fines, costs in the amount of \$10.00 shall be assessed. On matters that proceed in District Court, attorney's fees may be assessed in an amount of up to five hundred (\$500.00) per violation.
- B. Repeat Offenses: Increased civil fines may be imposed for a repeat offense. As used in this Ordinance, "repeat offense" means a second (or any subsequent) municipal civil infraction violation of the same ordinance (a) committed by a person within any three-year period (unless specified otherwise in an appropriate ordinance) and (b) for which the person admits responsibility or is determined to be responsible. Unless otherwise provided by an ordinance, the increased fine for a repeat offense shall be as follows:
 - a. The fine for any offense which is a repeat offense shall be not less than \$300.00, plus costs and fees as provided in this Section and the Act.
 - b. The fine for any offense which is a second repeat offense or any subsequent repeat offense shall be not less than \$500.00, plus costs and fees as provided in this Section and the Act.
- C. Separate Offenses: Each day on which a violation continues constitutes a separate offense and shall be subject to the penalties appropriate thereto.

Section 7: Availability of Other Enforcement Options: Nothing in this Ordinance shall be deemed to require the Township to initiate its municipal civil infraction ordinance enforcement activity through the issuance of a Municipal Civil Infraction Citation. As to each Ordinance violation designated as a municipal civil infraction the Township may, at its sole discretion, take such other enforcement action as is authorized by law, including, without limitation, injunctive relief or criminal enforcement.

Section 8: Severability: The provisions of this Ordinance are hereby declared to be severable and if any part is declared invalid for any reason by a court of competent jurisdiction it shall not affect the remainder of the Ordinance which shall continue in full force and effect.

Section 9: Repeal: All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed.

Section 10: Effective Date: This Ordinance shall take effect immediately upon publication as required by law following adoption by the Township Board.

Roll Call:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Ron Popp, Supervisor
Whitewater Township

CERTIFICATION

I hereby certify that:

1. The above is a true copy of an Ordinance adopted by the Whitewater Township Board at a duly scheduled and noticed meeting of that Township Board held on _____, 2017, pursuant to the required statutory procedures.
2. A summary of the above Ordinance was duly published in the _____ newspaper, a newspaper that circulates within Whitewater Township, on _____, 2017.
3. Within 1 week after such publication, I recorded the above Ordinance in a book of Ordinances kept by me for that purpose, including the date of passage of the Ordinance, the names of the members of the township board voting, and how each member voted.

4. I filed an attested copy of the above Ordinance with the Grand Traverse County Clerk on _____, 2017.

ATTESTED:

Cheryl Goss, Clerk
Whitewater Township

**Whitewater Township
Grand Traverse County, Michigan
Whitewater Township Civil Infractions Ordinance
Notice of Adoption**

Ordinance No. _____

At a meeting of the Township Board of Whitewater Township, Grand Traverse County, Michigan, held at the Whitewater Township Hall on _____, 2017, at _____ p.m., the Township Board adopted Ordinance No. ____, which provides a definition for “municipal civil infraction” and related terms, authorizes certain Township officials to issue municipal civil infraction citations for violations of the Township’s ordinances, describes the process for issuing a municipal civil infraction citation, specifies the contents of a municipal civil infraction citation, provides a schedule of civil fines and costs for persons found responsible for a municipal civil infraction, clarifies that other options are available for the enforcement of the Township’s ordinances, and repeals all contrary ordinances or parts of ordinances. Copies of the complete text of the Ordinance were posted at the office of the Township Clerk at 5777 Vinton Road, Williamsburg, MI 49690.

The Ordinance has the following sections and catch lines: Section 1: Title; Section 2: Definitions; Section 3: Municipal Civil Infraction Action; Commencement; Section 4: Municipal Civil Infraction Citations; Issuance and Service; Section 5: Municipal Civil Infraction Citations; Contents; Section 6: Schedule of Fines/Costs; Section 7: Availability of Other Enforcement Options; Section 8: Severability; Section 9: Repeal; Section 10: Enactment and Effective Date, which is thirty (30) days after publication of this notice.

Published by Order of the Township Board
Whitewater Township, Grand Traverse County, Michigan
Cheryl Goss, Township Clerk
231-267-5141

Publication Date: _____, 2017

**Whitewater Township
Grand Traverse County, Michigan
Whitewater Township Civil Infractions Ordinance
Notice of Public Hearing**

PROPOSED ZONING ORDINANCE AMENDMENT

The Whitewater Township Planning Commission will hold a public hearing on _____, _____, 2017, at _____ p.m., at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, MI 49690, to consider proposed amendments to the Whitewater Township Zoning Ordinance which would permit that ordinance to be enforced using municipal civil infractions.

Ordinance No. __, if adopted, would amend Article XXI, Section 22.10, to provide that violations of the Whitewater Township Zoning Ordinance may be treated as municipal civil infractions, and to further specify that such a remedy is not the exclusive means by which the Township may enforce that Ordinance.

A copy of the proposed ordinance amendment is available for inspection at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, MI 49690, and also will be available for inspection at the public hearing. Written comments on the proposed ordinance amendments will be received by the Township at the Township Hall prior to the public hearing or at the public hearing. Oral comments may also be made at the public hearing.

Whitewater Township will provide auxiliary aids or services to individuals with disabilities. Persons needing such services should contact the office of the township clerk by writing or calling the clerk not less than four (4) days before the public hearing.

Cheryl Goss
Whitewater Township Clerk
231-267-5414

**Whitewater Township
Grand Traverse County, Michigan
Zoning Ordinance Amendment
Ordinance No. _____**

At a meeting of the Township Board of Whitewater Township, Grand Traverse County, Michigan, held at the Whitewater Township Hall on _____, 2017, at __:__ p.m., Township Board Member _____ moved to adopt the following Ordinance amendment, which motion was seconded by Township Board Member _____:

An Ordinance to amend Article XXI, Section 21.10 of the Whitewater Township Zoning Ordinance, to allow for enforcement of that Ordinance through the use of municipal civil infractions, and to clarify that such relief is not the Township's exclusive relief in Zoning Ordinance Enforcement.

THE TOWNSHIP OF WHITEWATER ORDAINS:

Section 1. Adoption of Zoning Ordinance Amendment: The Whitewater Township Zoning Ordinance, Article XXI, Section 21.10, shall hereby be amended in its entirety to read as follows:

21.10 PENALTIES.

Any person, corporation or firm who violates, disobeys, omits, neglects or refuses to comply with any provisions of this Ordinance or any permit, license or exception granted hereunder, or any lawful order of the Township Zoning Administrator, Zoning Board of Appeals, Planning Commission or the Township Board issued pursuant to this Ordinance shall be guilty of a municipal civil infraction. Upon admission of responsibility, or a finding of responsibility for the violation before any court having jurisdiction, he, she, or it shall be punishable by a civil fine not to exceed five hundred (\$500.00) dollars plus costs and attorney fees for each violation, in accordance with the Whitewater Township Civil Infractions Ordinance and applicable law. Each day during which a violation continues shall be deemed a separate violation. The imposition of any civil fine shall not exempt a violator from compliance with the provisions of this Ordinance. The foregoing civil fines shall not prohibit the Township from seeking injunctive relief against a violator or such other appropriate relief as may be provided by law.

Section 2. Severability: The provisions of this Ordinance are declared severable. If any provision of this Ordinance or part thereof is declared invalid for any reason by a court of competent jurisdiction, that declaration does not affect or impair the validity of all other provisions that are not subject to that declaration.

Section 3. Repeal: All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

Section 4. Effective Date: This Ordinance shall take effect thirty (30) days following publication or posting after final adoption by the Township Board.

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN _____

ORDINANCE DECLARED ADOPTED.

Ron Popp, Whitewater Township Supervisor

CERTIFICATION

I hereby certify that:

1. The above is a true copy of Ordinance No. __, adopted by the Whitewater Township Board at a duly scheduled and noticed meeting of that Township Board held on _____, 2017, pursuant to the required statutory procedures.
2. A summary of Ordinance No. __ was duly published in the _____ newspaper, a newspaper that circulates within Whitewater Township, on _____, 2017.
3. Within 1 week after such publication, I recorded Ordinance No. __ in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the township board voting, and how each member voted.
4. I filed an attested copy of Ordinance No. __ with the Grand Traverse County Clerk on _____, 2017.
5. I did not receive a notice or a petition for a referendum on the said Ordinance.

ATTESTED:

Cheryl Goss, Whitewater Township Clerk

Dated: _____, 2017

**Whitewater Township
Grand Traverse County, Michigan
Whitewater Township Civil Infractions Ordinance
Notice of Adoption**

Ordinance No. _____

At a meeting of the Township Board of Whitewater Township, Grand Traverse County, Michigan, held at the Whitewater Township Hall on _____, 2017, at _____ p.m., the Township Board adopted Ordinance No. ____, which amends the Zoning Ordinance to permit enforcement of that Ordinance through the issuance of municipal civil infraction citations, clarifies that other options remain available for the enforcement of the Zoning Ordinance, and repeals all contrary ordinances or parts of ordinances. Copies of the complete text of the Ordinance were posted at the office of the Township Clerk at 5777 Vinton Road, Williamsburg, MI 49690.

The Ordinance has the following sections and catch lines: Section 1: Adoption of Zoning Ordinance Amendment; Section 2: Severability; Section 3: Repeal; Section 4: Effective Date, which is thirty (30) days after publication of this notice.

Published by Order of the Township Board
Whitewater Township, Grand Traverse County, Michigan
Cheryl Goss, Township Clerk
231-267-5141

Publication Date: _____, 2017

Cheryl A. Goss

From: Zoning Administrator <zoning@whitewatertownship.org>
Sent: Wednesday, December 13, 2017 10:54 AM
To: Della Benak; Cheryl A. Goss; Paul Hubbell; Lloyd Lawson; Ron Popp
Subject: ESRI Quote - ArcGIS
Attachments: ArcGIS Information 12132017.pdf

December 13, 2017

WWT Board Members:

I apologize for any confusion created with respect to the quote for ArcGIS Desktop Basic Single Use License. I was dealing with two different people at ESRI, Erin McCollum and Michelle DeBoves and I accidentally neglected to include the original email from ERIN MCCOLLUM that informed us it would be cheaper to purchase a new license than to renew the old one because we would be responsible for four years of back maintenance. When I received the quote, which was sent by Michelle DeBoves, it was less expensive because it was based on us purchasing under the State of Michigan pricing.

There is a yearly maintenance fee of \$500.00 that we must budget for

See Attachments...

Again, sorry for creating any confusion, just shopping for the best deal for the Township.

Denny

Dennis L. Habedank, Zoning Administrator
Whitewater Township
P.O. Box 159 – 5777 Vinton Road
Williamsburg MI 49690
(231) 267-5141 Ext 21
(231) 267-9020 (Fax)
(231) 590-6890 (Cell)
zoning@whitewatertownship.org

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Zoning Administrator

From: Erin McCollum <EMcCollum@esri.com>
Sent: Monday, November 13, 2017 2:57 PM
To: Dennis Habedank
Subject: RE: Renewal Quote CN 140920

Hi Dennis,

You currently do not have a license that's current in maintenance. Your Desktop Basic Single use license expired on 12/4/2013 and would be \$2000 to renew. I suggest just purchasing a new license at \$1500 rather than paying back maintenance.

Thanks

Erin McCollum | Customer Service Representative
Esri | 380 New York St | Redlands, CA 92373 | USA
T 888-377-4575 x1-3987 | F 909-307-3083 | emccollum@esri.com | esri.com

THE SCIENCE OF WHERE™

From: Zoning Administrator [<mailto:zoning@whitewatertownship.org>]
Sent: Monday, November 13, 2017 10:51 AM
To: Service <service@esri.com>
Subject: Renewal Quote

November 13, 2017

Dear ESRI:

Can you tell me if we have a current license and/or what the cost for renewal is.....Thank you

Dennis L. Habedank, Zoning Administrator
Whitewater Township
P.O. Box 159 – 5777 Vinton Road
Williamsburg MI 49690
(231) 267-5141 Ext 21
(231) 267-9020 (Fax)
(231) 590-6890 (Cell)
zoning@whitewatertownship.org

CONFIDENTIALITY NOTICE:

The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

Zoning Administrator

From: Michelle DeBoves <mdeboves@esri.com>
Sent: Tuesday, November 14, 2017 5:10 PM
To: Dennis Habedank
Cc: Joe Araiza
Subject: Esri Quote# 20518790
Attachments: 20518790-Township of Whitewater.pdf

Thank you for your interest in Esri and our software solutions. I have attached the quote you requested.

You may place your order by providing one of the following.

- o Call 1-800-447-9778 option 2 with a credit card.
- o E-mail (service@esri.com) or fax (909.307.3083) a purchase order with the following information: PO #, shipping address, billing address, item descriptions and total amount, authorized signature, and date of purchase. Please reference the quote number or include the quote with the PO.
- o Send a check made out to "Esri" with a copy of the quote to the following address: Esri, File No. 54630, Los Angeles, CA 90074-4630. Payment via check takes approximately 2 weeks to process.

Feel free to visit [My Esri](#) for information regarding your profile and your organization's account with Esri, including order and license details.

Please, feel free to contact me with any questions that you may have regarding this matter.

Michelle DeBoves | Inside Sales Representative
Esri | 380 New York Street | Redlands, CA 92373 | USA
T 800-447-9778, ext. 2679 | mdeboves@esri.com | esri.com



Environmental Systems Research Institute, Inc.
 380 New York St
 Redlands, CA 92373-8100
 Phone: 909-793-2853 Fax: 909-307-3049
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 11/14/2017 To: 02/12/2018

Quotation # 20518790

Date: November 14, 2017

Customer # 140920 Contract # 2011MPA7115

Township of Whitewater
 Planning Dept
 5777 Vinton Rd
 Williamsburg, MI 49690-9776

ATTENTION: Denny Habedank
 PHONE: (231) 267-5141
 FAX: (231) 267-9020

Material	Qty	Description	Unit Price	Total
93198	1	ArcGIS Desktop Basic Single Use License	1,350.00	1,350.00
			Item Total:	1,350.00
			Subtotal:	1,350.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			Total:	\$1,350.00

This quote is subject to the terms and conditions of the State of Michigan contract# 071B1300270. Please reference the contract on your purchase order; no other terms shall apply.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Michelle DeBoves **Email:** mdeboves@esri.com **Phone:** (909) 793-2853 x2679

The items on this quotation are subject to the terms of this quotation and of your signed agreement with Esri, if applicable. If no such agreement covers any item, then Esri's standard terms and conditions found at <http://www.esri.com/legal/software-license> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Acceptance of this quotation is limited to the terms of this quotation. State and local government entities in California or Maryland buying under the State Contract are also subject to the terms and conditions found at <http://www.esri.com/legal/supplemental-terms-and-conditions>. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings.

If sending remittance, please address to: Esri, P.O. Box 741076, Los Angeles, CA 90074-1076

Whitewater Township
Planning & Zoning
5777 Vinton Road
P. O. Box 159
Williamsburg MI 49690
(231) 267-5141

Memorandum

To.....: Whitewater Township Board

From.....: Denny Habedank, Zoning Administrator

Reference... Whitewater Township Zoning Map

Date.....: November 15, 2017

Board Members:

Attached for your review are the following documents:

- It has most recently come to my attention that the current zoning district map is more than likely somebody's rendition or creation of what the zoning map should look like. In an effort to determine the authenticity of our current map, I conferred with John Sych, Grand Traverse Planner, it was determined that Article V of the Zoning Ordinance is the actual map and the wall hanging in my office is simply somebody's rendition or creation of what Article V states. (See attached Map)
- I don't believe that anyone should depend on the map to determine zoning districts because it may be inaccurate, the only true way is to follow the information in Article V. We have requests for the zoning map on a regular basis and it would be difficult for the average person to be expected to decipher Article V.
- Quotation # 20518790 for GIS computer software from ERSI – Environmental Systems Research Institute, Inc. in Redlands, CA 92373-8100. This quote is valid from 11/14/2017 thru 02/12/2018 and is subject to the terms and conditions of the State of Michigan contract #071B1300270

For whatever the reason, the inconsistencies between the Zoning Ordinance and the Zoning District Map needs to be corrected and I believe that it would be wise and prudent of us to purchase the ERSI GIS Software that will enable us to correct, create and modify the zoning ordinance map, keeping it current and accurate as changes

come about in the Township. I believe that there are a couple of people in the area that I can call upon to help get up and running with the new software and I am willing to take some classes to help educate myself in its operation.

Respectfully Submitted,



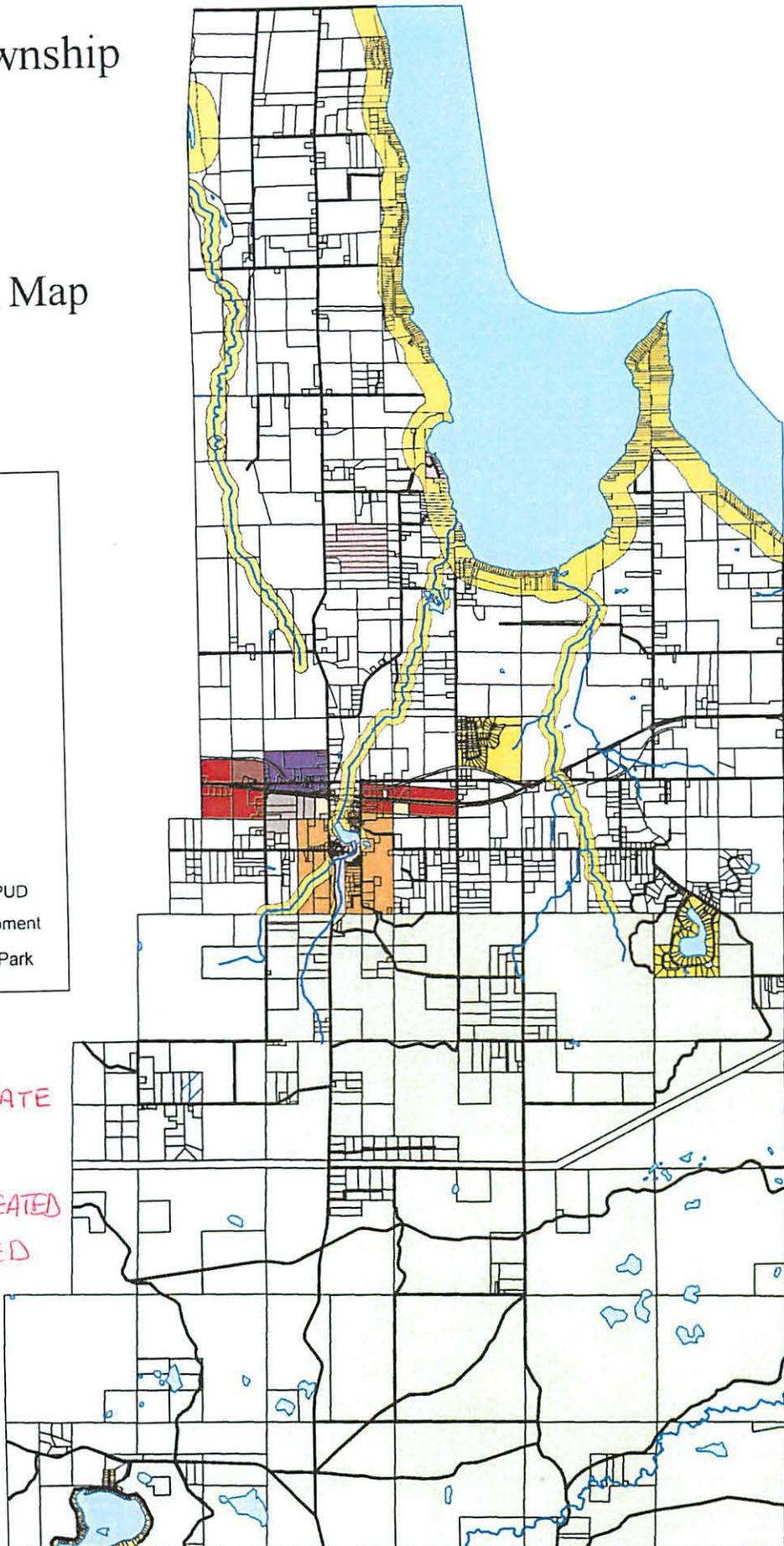
Denny Habedark, Zoning Administrator

Whitewater Township



Current Zoning Map

	rivers
	lakes
	roads
Zoning Districts	
	R1-Residential
	R2-Residential
	R3-Residential
	RC-Recreational
	A1-Agriculture
	C1-Commerical
	N-Industrial
	V Village
	COPUD Corridor Overlay PUD
	PUD Planned Unit Development
	MHP Manufactured Home Park



* NO SECTION #'s
* NO ABILITY TO UPDATE
* NO DATA AS TO WHEN IT WAS CREATED AND WHO CREATED IT.

THIS IS OUR MAP!

5.00

ARTICLE V DISTRICTS

For the purpose of this Ordinance, the Township of Whitewater is hereby divided into seven (7) districts, viz:

5.10 RESIDENTIAL DISTRICT R-1.

This district shall comprise that portion of the Township described as follows:

1. All that part of Sections 3, 4, 9, 10, 13, 14, 15, 16, 22, 23, 26 and 27, Town 28 North, Range 9 West, lying within 1,000 feet of Elk Lake.
2. All that part of Section 23, Town 28 North, Range 9 West, lying northerly of the East and West quarter line of said Section.
3. All that part of Section 13, 24 and 25, Town 28 North, Range 9 West, lying within 1,000 feet of Lake Skegemog (Round Lake).
4. All that part of Section 24, Town 28 North, Range 9 West lying northerly of the East and West quarter line of said Section.
5. All that part of Sections 5, 8, 9 and 17, Town 28 North, Range 9 West, lying within 1,000 feet of Petobego Lake.
6. All that part of Sections 17, 20, 28, 29 and 33, Town 28 North, Range 9 West, lying within 300 feet of Petobeco Creek.
7. All that part of Sections 27, 33 and 34, Town 28 North, Range 9 West, lying within 300 feet of Williamsburg Creek.
8. All that part of Sections 26 and 35, Town 28 North, Range 9 West, lying within 300 feet of Bottle Creek.
9. All that part of Sections 2, Town 27 North, Range 9 West, lying within 300 feet of Bottle Creek.
10. All that part of Section 4, Town 27 North, Range 9 West, lying within 300 feet of Williamsburg Creek.
11. All that part of Section 4 Town 27 North, Range 9 West, lying within 300 feet of the unnamed creek flowing through said Section 4.
12. All that part of Sections 4, Town 27 North, Range 9 West, lying within 300 feet of Bissell Creek and Bissell Pond.

(Whitewater Township Zoning Ordinance)

13. All that part of Sections 1, and 12, Town 27 North, Range 9 West, lying within 1,000 feet of Truax Lake.

14. All that part of Sections 31 and 32, Town 27 North, Range 9 West, lying within The Plats of Nickerson Subdivision #1, Nickerson Subdivision #2, Island Lake Subdivision, Sherwood Shores Subdivision in said sections 31 and 32 including the 8 properties having the following property numbers: 28-13-032-007-00, 28-13-032-008-00, 28-13-031-006-10, 28-13-031-006-02, 28-13-031-006-01, 28-13-031-006-03, 28-13-031-006-04, 28-13-031-006-00.

15. The North one-half of the Southeast one-quarter of Section 34, Town 28 North, Range 9 West and that part of the South half of the Southeast quarter, Section 34, Town 28 North, Range 9 West, lying North of railroad right-of-way.

5.11 RESIDENTIAL DISTRICT R-2.

This district shall comprise that portion of the Township described as follows:

1. The Southeast quarter of the Northwest quarter of Section 4, Town 27 North, Range 9 West, except that portion described in the Residential R1 District.
2. The East half of the Southwest quarter of Section 4, Town 27 North, Range 9 West, except that portion described in Residential District R-1.
3. The East half of Section 4, Town 27 North, Range 9 West, except that portion described in the Residential R1 District, and except that portion lying northerly of a line which is 575 feet southerly of and parallel to the centerline of State Highway M-72.

5.12 COMMERCIAL C-1 and VILLAGE V DISTRICT

A. The Commercial C- 1 district shall comprise that portion of the Township described as follows:

1. The Northwest quarter of Section 3 and the Northeast quarter of section 4, Town 27 North, Range 9 West, lying within 575 feet of the centerline of State Highway M 72 between Vinton Road and Cook or Broomhead Road except that portion described in the Residential District R-1.
2. The Southwest quarter of the Southeast quarter of Section 32, Town 28 North, Range 9 West, except the North half of the North half of the Southwest quarter of the Southeast quarter of Section 32, Town 28 North, Range 9 West (North of the Railroad right of way).
3. The North half of the Northeast quarter of Section 5, Town 27 North, Range 9 West.

B. The Village V district shall comprise that portion of the Township described as follows:

1. The South $\frac{1}{2}$ of the Southwest $\frac{1}{4}$ of Section 33 Town 28 North, Range 9 West.
2. The North $\frac{1}{2}$ of the North $\frac{1}{2}$ of the North $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 4, Town 27 North, Range 9 West (Parcel of land North of M-72, West of Elk Lake Road, South of Old M-72 and East of Moore road)

5.13 INDUSTRIAL DISTRICT N.

This district shall comprise that portion of the Township described as follows:

1. The North $\frac{1}{2}$ of the Northwest quarter of Section 4, Town 27 North, Range 9 West except that portion already described in the Commercial C-1 and Village V district.
2. That part of the NW $\frac{1}{4}$ of Sec 4, T27N, R9W, more fully described as: Commencing at the W $\frac{1}{4}$ corner of said Sec 4; Thence N $0^{\circ}10'33''$ E, along the W Sec line, 750' to the POB; then N $0^{\circ}10'33''$ E, along said Sec line, 571.50'; thence N $89^{\circ}55'28''$ E, along the N $\frac{1}{8}$ line, 990'; thence S $0^{\circ}10'33''$ W, 578.45'; thence N $89^{\circ}40'22''$ W, 990'; to the POB.

(Whitewater Township Zoning Ordinance)

5.14 AGRICULTURAL DISTRICT A-1.

This district shall comprise that portion of the Township described as follows:

1. All of Township 28 North, Range 9 West, and sections 1, 2, 3, 4 and 5, Town 27 North, Range 9 West, lying within the limits of Whitewater Township which is not otherwise described in the Residential R 1, Residential R 2, Retail Commercial C and Industrial N Districts.

5.15 RECREATIONAL DISTRICT RC-1.

This district shall comprise that portion of the Township described as follows:

1. That part of Sections 8 through 17 inclusive, the East half of Section 18, the East half of Section 19, and Sections 20 through 36 inclusive, Town 27 North, Range 9 West, not otherwise described in the Residential R 1 District.

5.16 RESIDENTIAL DISTRICT R-3.

This district shall comprise that portion of the Township described as follows:

1. The South 28 acres of the East one-half of the Southeast one-quarter of Section 32, Town 28 North, Range 9 West.

5.17 PLANNED UNIT DEVELOPMENT DISTRICTS:

1. Shores of Palastra.
2. Cherry Ridge Farms. That part of the northeast one-quarter of section 28, Town 28 north, Range 9 West, more fully described as follows: Commencing at the north one-quarter corner of said section 28, also the point of beginning: thence south 00 degrees 32' 49" west, 1,416.60 feet, along the north-south one-quarter line of said section 28; thence south 88 degrees, 14' 45" east 488.11 feet; thence south 44 degrees 27'11" east 250.11 feet; thence south 00 degrees, 33'13" west 32.01 feet; thence south 00 degrees, 32'49" east 418 feet; thence north 88 degrees 14'45" west 1,953.96 feet; thence south 00 degrees, 35'80" west 1,976.36 feet along east section line to the north-east section corner section 28; thence north 86 degrees 51'44" west 2,622.69 feet along north section line to the point of beginning. Containing 111.58 acres of land more or less.
3. Millbrook Estates and Williamsburg Estates.

4. **Whitewater Inn**

Part of the Southeast ¼ of Section 32, Township 28 North, Range 9 West, Whitewater Township, Grand Traverse County, Michigan, more fully described as: Commencing at the east ¼ corner of the said Section of 32, thence S02°01'18"E, 1738.34 feet along the East line of Said Section 32 to the Southerly line of the C & O Railroad and the Point of Beginning; thence continuing along said East line S02°01'18", 876.33 feet (recorded as S02°01'18" East 875.66 feet) to the North right of way line of Old M-72; thence S89°43'18"W, 332.14 feet (recorded as S89°43'30"W, 333.45 feet) along said North right of way; thence northwesterly along a 30.00 foot radius curve to the right a distance of 47.01 feet (recorded as 47.39 feet); thence N00°02'20"E 30.71 feet (recorded as N00°13'30" E, 30.64) thence Northerly along a 242.00 foot radius curve to the right, a distance of 61.89 feet (recorded as 61.90 feet); thence N69°42'12"W, 66.23 feet; thence Southerly along a 308.00 foot radius curve to the left, a distance of 86.98 feet; thence S00°02'20"W, 29.61 feet; thence Southwesterly along a 30.00 foot radius curve to the right, a distance of 46.96 feet to said north right of way line of Old M-72; thence S89°43'18"W, 206.54 feet along said North right of way line; thence N00°11'31"W, 238.62 feet ; thence S69°42'16"W, 190.49 feet; thence S14°19'22"W, 349.86 feet (recorded as S14°18'30"W, 350 feet) to the south line of said section 32; thence S89°43'18"W, 403.23 feet (recorded as S89°43'30"W, 403.12 feet) thence N01°23'12"W, 1002.84 feet (recorded as N01°21'46"W, 1003.21 feet) to said southerly line of the C & O Railroad; thence N89°14'22"E, 753.04 feet (recorded as N89°15'22"E, 753.48 feet) along said Southerly line of the C & O Railroad; thence Southeasterly along said Southerly line and a 1610.51 foot radius curve to the right, a distance of 585.54 feet (recorded as 585.00 feet) and a long chord of S80°20'42"E, 582.32 feet to the Point of Beginning

5.18 Corridor Overlay Planned Unit Development COPUD.

1. PT W ½, NW ¼, NW ¼, LYING N OF NEW M-72, SEC 3 T27N R9W EXC COM AT SW CNR SD PARCEL, E ALG M-72 100', N 200', E 50', N 300' M/L TO RR R/W, W ALG SD RR R/W 150' M/L TO W SEC LINE OF SEC 3; S ALG SEC LN 500' M/L TO POB EXC RD R/W & EXC RR R/W.
2. W ¼ W ½ of NW ¼ of NW ¼ S of New M-72 SEC 3 T27N R9W
3. PT SE 1/4 SED 4 T27N R9W COM NE SEC CNR; S 684.76' TO N M 72 R/W; N84 DEG W ALG R/W 220.37' TO POB; N 84 DEG W 215'; N 325'; 215.67' N 83 DEG E ALG RR R/W; S 363.95' TO POB EXC RD R/W.

5.19 Mobile Home District

1. Com at the SE ¼ of NW ¼ of Sec 17 T27N R9W , then N 1323.31', W 825' S 1323.31', E 825' to the POB.



Quotation # 20518790

Date: November 14, 2017

Customer # 140920 Contract # 2011MPA7115

Township of Whitewater
Planning Dept
5777 Vinton Rd
Williamsburg, MI 49690-9776

ATTENTION: Denny Habedank
PHONE: (231) 267-5141
FAX: (231) 267-9020

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: 909-793-2853 Fax: 909-307-3049
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 11/14/2017 To: 02/12/2018*

Material	Qty	Description	Unit Price	Total
93198	1	ArcGIS Desktop Basic Single Use License	1,350.00	1,350.00
			Item Total:	1,350.00
			Subtotal:	1,350.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			Total:	\$1,350.00

This quote is subject to the terms and conditions of the State of Michigan contract# 071B1300270. Please reference the contract on your purchase order; no other terms shall apply.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Michelle DeBoves	Email: mdeboves@esri.com	Phone: (909) 793-2853 x2679
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Cheryl A. Goss

From: S and K <skmangus@ymail.com>
Sent: Friday, December 08, 2017 6:12 PM
To: Ron Popp
Cc: Cheryl A. Goss; Dennis Habedank
Subject: Article 5, PC update
Attachments: 2017 Year End Report.docx

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Categories: Extremely Important Information

Supervisor Popp and the Township Board,

It has come to my attention that ZA Habadink is presenting a request for training, professional services, and software to enable WWTS to create, amend, and address issues with our current zoning map. The PC is also concerned about the state of Article 5 and just began initial discussion on this matter at our December 6th meeting. Although the PC has just begun our discussion, given our ZA request, I wanted to make you aware that you will likely be receiving a similar request from the PC in the near future. We will be discussing the creation map as proposed by Denny, as well as the potential of hiring a surveyor to review our current Article 5, compare it with our map, and fill in missing data in out text. We would also like to explore the option of moving entirely to a map based system. No recommendation has been developed yet but I wanted to make you aware of our work on this matter as it could potentially contribute to your decision on our ZA's request.

The PC has scheduled a public hearing for our January 3rd meeting to address Articles 7, 14 and fence standards. Additionally, attached you will find the Planning Commission Chair's, Year End Report. I am very proud of what the gentlemen on our PC have accomplished this year. We have made great strides in repairing our township zoning ordinance and restoring it to a more user friendly state.

Please contact me if you have any questions about any of these issues.

Kim Mangus
Planning Commission Chair