



PORT SHELDON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460
Telephone 616-399-6121 Fax 616-399-7173
www.portsheldontwp.org | info@portsheldontwp.org

BOARD MEETING

AGENDA

Wednesday – May 13, 2026

5:30 P.M.

1. Call to order
2. Roll Call
3. Pledge of allegiance
4. Invocation
5. Public Comment
6. Additions to Agenda
7. Approval of Agenda
8. Consent Agenda Approval
 - a. Approve Minutes – Regular meeting – April 15, 2026*
 - b. Approve Financial Report
 - c. Approve Correspondence*
 - d. Approve Committee Reports
 - e. Approve payment of Bills
9. Consider – Planning Commission Recommendation- Rezone parcels 70-11-04-200-019 & 072*
10. Consider – Street Light Addition Agreement & Resolution 2026-11 – Polk St.*
11. Consider – Street Light Addition Agreement & Resolution 2026-12 – Tradewinds Dr.*
12. Consider – Approval Annual Assessor Contract*
13. Consider – Approval of 2nd year MERS Surplus division deposit*
14. Discuss – FY2026 State Public Safety Revenue Sharing distribution*
15. Discuss – Pedestrian Access points into fenced Township Natural area*
16. Consider – TSI Door Access quote for Township Hall*
17. Discuss – Natural Areas & Illegal Dumping
18. Additions to Agenda
19. Public Comment
20. Adjourn

*** Information included in packet**

Next Meeting – June 10, 2026

**Minutes of a Regular Meeting of the
Port Sheldon Township Board
April 15, 2026 – 5:30 P.M.**

1. Call to order
2. Roll Call

Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, Bill Monhollon and Luke DeVries.

Absent: None

Also present: Attorney Ron Bultje, Ottawa County Deputy Lieutenant Nicholas Knott, Building and Zoning Administrator Ryan Capson and eight residents/guests.

3. Pledge of allegiance.
4. Invocation

Meredith Hemmeke offered the invocation.

5. Additions to Agenda:

- Discuss Proposal for engineering for Windsnest Additional Parking Concept.
- Discuss Ambulance Services Agreement.
- Budget Amendments for the Fiscal Year 2025-2026 to Zoning and General due to the increase in hours for staff.

6. Approval of Agenda with additions.

Motion by Monhollon to approve the agenda with additions. Supported by Frantom and carried.

7. Public Comment:

One resident made public comment.

8. Consent Agenda Approval

- a. Approve Minutes- March 11, 2026 Regular Meeting.
- b. Approve Financial Report
- c. Approve Correspondence: None
- d. Approve Committee Reports
 - i. Building – Thirteen Building permits & Thirteen Zoning Permits issued with Zero new home starts.
 - ii. Fire Department – Thirty-three calls plus two meetings.
- e. Approve payment of Bills

Motion by DeVries to approve the consent agenda. Supported by Hemmeke and carried.

9. Redstone Planned Unit Development (PUD) Public Hearing
Supervisor Sabatino opened the Public Hearing at 5:38 p.m.

Public Comment- None

Motion by Frantom to close the Budget Public Hearing. Supported by Monhollon and carried.
Public Hearing closed at 5:39 p.m.

10. Planning Commission Recommendation for Planned Unit Development (PUD) approval.

Motion by DeVries to approve the Planning Commission's Recommendation for the Redstone Planned Unit Development. Supported by Monhollon and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.

11. Resolution in opposition to State Bills seeking to eliminate local control of lot sizes.

Motion by Frantom to adopt Resolution 2026-10 opposing Michigan State House Bills HB 4583, HB 4584, HB 5529, HB 5530, HB 5531 and HB 5532. Supported by DeVries and carried with five

- yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries, and Monhollon. Nays: None.
12. Ottawa Road Commission partial right of way abandonment of Lake Ave /Quit Claim Deed
Motion by DeVries to approve the abandonment of the right of way and direct township attorney to draft a quitclaim deed to convey the partially abandoned Lake Avenue right-of-way to the Atherton estate and include a requirement that the small parcel be merged/absorbed into adjacent parcel(s) so it complies with zoning and to authorize township officials to sign and execute the documents. Supported by Frantom and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke, Frantom, and Monhollon. Nays: None.
13. ELAN Credit Card Signup (Macatawa Bank)
Motion by Monhollon to approve adding a new credit card through ELAN Credit Card. Supported by DeVries and carried with five yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries and Monhollon. Nays: None.
14. Michigan Legislature changes to Land Division Act- Discussion
The Supervisor discussed the changes to the Michigan Land Division Act, which goes into effect on March 24, 2027.
15. Additions to Agenda:
1. Discuss Proposal for engineering for Windsnest Additional Parking Concept.
Motion by Monhollon to approve to authorize additional work, not to exceed the \$13,800 for engineering for Windsnest Park Additional Parking. Supported by Frantom and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke and Frantom. Nays: None.
 2. Discuss Ambulance Services Agreement.
Motion by Frantom to approve the Ambulance Services Agreement version #3494953 and authorize the supervisor to execute the agreement. Supported by DeVries and carried with five yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries, and Monhollon. Nays: None.
 3. Budget Amendments for the Fiscal Year 2025-2026 to Zoning and General due to the increase in hours for staff.
Motion by Frantom to amend the Zoning 2025-2026 budget increasing it by \$1,500 in the salary line item and amend the General 2025-2026 budget increasing budget it by \$1600.00 in the salary line item. Supported by DeVries and carried with five yes roll call votes. Ayes: Monhollon, DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.
 4. **Motion** by Sabatino to accept the opportunity to make public comments and officially request the EPA hold a public hearing for the benefit of the residents and surrounding area. Supported by Frantom and carried.
16. Public Comment.
- One Resident gave public comment.
17. Adjourn
Motion by Monhollon to adjourn. Supported by DeVries and carried.
The meeting adjourned at 6:21 pm.

Respectfully submitted
Meredith Hemmeke, Clerk

Building Dept. Totals 2026

Month	Total Permits	Building Permits	Zoning Permits	Total Value	Total Building Permit Fees	Total Zoning Permit Fees	New Homes	New Mobile Homes	Multi-Family
JAN	12	6	6	\$ 2,129,194.00	\$ 7,777.60	\$ 510.00	2	0	0
FEB	20	12	8	\$ 1,749,334.00	\$ 8,320.20	\$ 680.00	3	0	0
MAR	24	11	13	\$ 796,106.00	\$ 3,545.70	\$ 1,020.00	0	0	0
APR	32	22	10	\$ 1,557,126.00	\$ 6,800.50	\$ 850.00	2	0	0
MAY									
JUN									
JUL									
AUG									
SEP									
OCT									
NOV									
DEC									

	2026	2025	2024	2023	2022
YTD Total Permits	51	233	188	166	173
YTD Total Value	\$ 6,231,760.00	\$ 45,880,508.00	\$ 38,694,721.00	\$18,702,963.00	\$25,622.50
YTD Total Fees	\$ 26,444.00	\$ 148,654.85	\$ 140,660.00	\$60,671.50	\$67,055.15
YTD New Homes	7	27	30	21	34
YTD New Mobile Homes	0	0	10	9	10
YTD New Multi-Family Units	0	32	20	0	0

Percent of change		23.94%	13.25%	4.22%
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Monthly Permit List

April 2026
05/05/2026

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB25-245	WEST OTTAWA SCHOOLS	15050 BLAIR ST	\$150.00	\$20,000
Work Description: GENERATOR UPDATES ADDING ADDITIONAL EQUIPMENT LOAD TO THE EXISTING GENERATOR AND SUBSEQUENT ELECTRICAL PENETRATIONS TO EXISTING WALLS AND ADDITIONAL LIGHT FIXTURES				
PB26-023	BAKKER DIRK-REBECCA	9097 LAKESHORE DR	\$221.50	\$38,898
Work Description: TEAR OFF AND RE ROOF				
PB26-030	ROBISON ERIC-TRICIA	6607 TIMBER COVE DR	\$290.00	\$50,000
Work Description: KITCHEN REMODEL AND FIREPLACE REMODEL				
PB26-031	UNDERWOOD JOSHUA	8745 146TH AVE	\$134.00	\$5,000
Work Description: ATTACHED DECK W/STAIRS 32X14				
PB26-033	BOERMAN REBECCA J TRUST	5377 LAKESHORE DR	\$172.50	\$24,351
Work Description: TEAR OFF AND REROOF				
PB26-034	YES COMPANIES FRED LLC	8990 PINE LAKE PLACE	\$127.00	\$11,388
Work Description: TEAR OFF AND REROOF				
PB26-036	ORNEE DAVID-JULIE AND	5026 ROSABELLE BEACH	\$862.00	\$221,165
Work Description: ADDITION(12X32) AND REMODEL TO HOME ADD BEDROOM, BATH, ENTRY, OFFICE, PORCH(5X11)				
PB26-038	SMITH GARY-PATRICIA TRUST	16932 FOREST LAKE DR	\$172.50	\$25,000
Work Description: 37' X 22' DECK				
PB26-039	RAAK DAN	5505 TIMBERSTONE LANE (PVT)	\$1,716.00	\$465,060
Work Description: SINGLE FAMILY HOME ATTACHED GARAGE FINISHED BASEMENT ATTACHED DECK				
PB26-040	EBEL RONALD D-CATHERINE	16530 PINE ISLAND DR	\$155.00	\$19,820
Work Description: TEAR OFF AND RE-ROOF				
PB26-041	LUBBERS BRIAN-SALLY JO	8655 WEST OLIVE RD	\$323.00	\$68,000
Work Description: 50' X 32' ACCESSORY BLDG 1,600 SQ FT				
PB26-042	ROSE FRANKLIN D JR-SHERRY	15820 CROSWELL ST	\$130.50	\$12,420
Work Description: TEAR OFF AND RE-ROOF				
PB26-043	KUHN ALEXANDER	16261 CROSWELL ST	\$141.00	\$15,377

Monthly Permit List

05/05/2026

Zoning

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ25-136	WEST OTTAWA SCHOOLS	15050 BLAIR ST	\$85.00	\$0
Work Description: GENERATOR UPDATES ADDING ADDITIONAL EQUIPMENT LOAD TO THE EXISTING GENERATOR AND SUBSEQUENT ELECTRICAL PENETRATIONS TO EXISTING WALLS AND ADDITIONAL LIGHT FIXTURES				
PZ26-025	ROBISON ERIC-TRICIA	6607 TIMBER COVE DR	\$85.00	\$0
Work Description: KITCHEN REMODEL AND FIREPLACE REMODEL				
PZ26-027	UNDERWOOD JOSHUA	8745 146TH AVE	\$85.00	\$0
Work Description: ATTACHED DECK W/STAIRS 32X14				
PZ26-030	ORNEE DAVID-JULIE AND	5026 ROSABELLE BEACH	\$85.00	\$0
Work Description: ADDITON(12X32) AND REMODEL TO HOME ADD BEDROOM, BATH, ENTRY, OFFICE, PORCH(5X11)				
PZ26-032	SMITH GARY-PATRICIA TRUST	16932 FOREST LAKE DR	\$85.00	\$0
Work Description: 37' X 22' DECK				
PZ26-033	ALASKAN PIPELINE-WEST OLI	9104 US 31	\$85.00	\$0
Work Description:				
PZ26-034	RAAK DAN	5505 TIMBERSTONE LANE (PVT)	\$85.00	\$0
Work Description:				
PZ26-035	LUBBERS BRIAN-SALLY JO	8655 WEST OLIVE RD	\$85.00	\$0
Work Description: 50' X 32' ACCESSORY BLDG 1,600 SQ FT				
PZ26-036	MILLAR CONNOR L-MALLORY	6707 HOLLY DR	\$85.00	\$0
Work Description: ADDITION TO ACCESSORY BUILDING 39' X 20'				
PZ26-038	DC LAND LLC	15000 FILLMORE ST	\$85.00	\$0
Work Description: NEW SINGLE FAMILY DWELLING WITH ATTACHED GARAGE MAIN 1,517 SQ FT BASEMENT 922 SQ FT GARAGE 748 SQ FT				

Total Permits For Type:	10
Total Fees For Type:	\$850.00
Total Const. Value For Type:	\$0



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Planning Commission Meeting Minutes April 22, 2026

Call to Order: 5:00 by Steve Grilley

Roll Call: Present: Lori Stump, Del Petroelje, Duke DeLeeuw, Steve Grilley, Patrick Kelderhouse, Nicole Timmer & Bill Monhollon
Absent: None
Staff present: Ryan Capson, Andrew Moore, Cate Wiler

Approve Minutes from March 25, 2026:

Motion: Del Petroelje
Support: Duke DeLeeuw
Motion carried 7-0 via voice vote

Approve Agenda:

Motion to move New Business ahead of Old Business and eliminate item 9b.
Motion: Duke DeLeeuw
Support: Patrick Kelderhouse
Motion carried 7-0 via voice vote

Communications: 1 letter from Cheryl Bellinger expressing concerns about the rezoning application.

Zoning Administrator Updates: None

Public Comments: None

New Business:

9a. Public Hearing - Rezoning Application for Parcel# 70-11-04-200-019 & Parcel# 70-11-04-200-072, from R-1 Residential to Agricultural. Jack VanSlooten spoke regarding the height he needs to store his RV would require a rezoning to AG-1. He explained that he is not interested in having animals within his barn.

1. Public comment –

- a. William Bellinger, 9568 Lakeshore Dr. West Olive, MI 49464 – He does not have a problem with a barn but doesn't want it rezoned because of what it opens for future landowners could be detrimental to property values.

- b. Doug Smith, 9595 Lakeshore Dr., West Olive, MI 49464 – Neighbor expressing his support for the pole barn that meets the needs of their RV Storage.

Public comment closed.

2. Andy Moore –The request is to rezone back to AG instead of R1. We don't have specific standard when it comes to these matters. The first consideration would be the master plan and that land designation is AG. The request would be consistent with the recommended land use. Recommend to the board to determine if the request is consistent with the master plan. Stump asked if this application should have been presented to the ZBA instead. This situation doesn't establish a hardship with compliance to the ordinance, it just limits the ability to have a larger barn.
3. Motion to recommend to the township board to rezone property from R1 to AG.
 - a. Motion: DeLeeuw
 - b. Support: Del Petroelje
 - c. Motion carried 7-0 via voice vote

9b. Public Hearing – SLU application for a Sports Barn larger than is allowed. Parcel# 70-11-02-200-007, Shaun Page asking for permission to build a sports barn that would be taller than the allowed 20 ft and 7,000 sq ft. Worked with neighbor on placement and location of the barn and Scott Tonks of 15219 Stanton St, West Olive, MI 49460 wrote a letter stating his support. The barn will include a gym, kitchen, bathroom, office and common area. He owns 20 acres and the home sits in the middle of the parcel. For future sales, it would limit the ability to split the property. He intends for the exterior to match the aesthetics of his home. The height will be 18' walls, 26' pitch and 32'3" peak. This request is for the height needed for a basketball arc when shooting hoops. There are existing mature trees that will block the view from neighbors.

1. Public Comment opened

Public Comment Closed

2. Moore – The request goes beyond the ordinance of 2.5% of total area or 4,000 sq ft and the height is 20 ft. They will exceed the sq ft by 3,000 sq ft and 5-10 ft in height. In terms of aesthetics, it will not be visible from the road or neighbors, so this is not a concern. Recommend approval with 4 conditions as listed in letter from planner.
3. Motion to recommend the SLU application with the following 4 conditions
 - The intended use of the Building and the type of material to be stored.
 - The location of other detached Accessory Buildings and the height of these Buildings compared to the proposed Accessory Building.
 - The architectural character of the proposed Accessory Building compared with the architectural character of the surrounding Buildings and uses.
 - The visual impact of the proposed Accessory Building on adjacent property owners when considering existing and proposed landscaping.
 - a. Motion: Kelderhouse
 - b. Support: Stump
 - c. Motion carried 7-0 via voice vote

9c. Shooting Range Discussion – Moore shared that he talked with Ron Buljite today and there really isn't much out there. There isn't much that we can do enforcement-wise other than contacting the Sherrif for concerns for safety.

1. Dell suggested a reminder in the newsletter to be careful.
2. Grilley asked about the noise ordinance but Moore said that existing ordinance prohibits noise at nighttime but there is little enforceable outside of that.
3. Moore stated there isn't a great regulatory issue here but it may be a good idea to add it to the newsletter as a reminder to have a good backstop and make sure the weapon is sighted in.

Adjourn: Grilley adjourned the meeting at 5:51 pm.

X

Lori Stump
Secretary



PORT SHELDON TOWNSHIP

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www.portsheldontwp.org | info@portsheldontwp.org

RECEIVED

MAR 26 2026

Port Sheldon Township

ZONING AMENDMENT APPLICATION (RE-ZONING)

Submit at least 28 days prior to desired meeting to:
Port Sheldon Township

16201 Port Sheldon Street, West Olive, MI 49460 616-399-6121

Name of Applicant Jack Van Slooten + Steve Saversky Phone [redacted]

Mailing Address of applicant 17112 Fillmore St West Olive MI 49460 / P.O. Box 17 West Olive, MI 49460

Applicants interest in property OWNERS
Jack + Cathy Van Slooten

Name of property owner Steve Saversky Phone [redacted]

Permanent parcel number of property in question 70-11-04-200-019 and 70-11-04-200-072
17112 Fillmore West Olive, MI 49460

Address of property in question 17090 Fillmore West Olive, MI 49460

Current zone district classification of property R1

Proposed zoning Rural Residential / Ag 1

Size of existing and/or proposed parcel 2. + acres 4.21 acres

Describe the nature and effect of your request Would like to build a larger pole barn than allowed under current zoning to store camper, boat and tractor. Camper requires a 14' garage door + trusses to accommodate height.

If there has been a previous request involving a zoning change on this parcel, please state the date of filing, the nature of the request and any action taken by the planning commission.

None

Signature of applicant agent (circle one) and date
Jack W. Van Slooten Steve Saversky 3-25-26

Cathy Van Slooten FILING FEE \$1,200.00 (+)*

*(Plus) fees for required engineering, planning or legal fees incurred by the township to offset township expenses. Applicant billed for any additional expenses. The township Supervisor would have the option of requiring an escrow account if deemed necessary. The applicant can appeal to the township board the plus fees that could be changed or waived by majority vote.

A site plan must accompany this application. A public hearing is required. It is important that the applicant or a representative be present at the meeting when this application is considered.

Property Description

Condo Development Name:

Condo Unit:

Condo Parent PIN:

Legal Description: **PART OF N 1/2 OF N 1/2 OF NE FRL 1/4 COM N 88D 35M 30S W 1738.47 FT FROM NE SEC COR, TH S 708.4 FT, N 88D 38M 29S W 260.36 FT ALG S LI OF N 1/2 OF N 1/2 OF NE FRL 1/4, TH N 708.63 FT TO N SEC LI, TH S 88D 35M 30S E 260.36 FT TO BEG. SEC 4 T6N R16W 4.23A**

Government Unit: **PORT SHELDON TOWNSHIP**

Public Land Survey System ID: **T06NR16W04200**

Local Zoning: **Residential (R-1)**

Standardized Zoning: **Low Density Residential A (LDR A)**

Local Master Plan: **Agricultural and Rural Residential**

Standardized Master Plan: **Agricultural Preservation (AP)**

Related Taxable Information

Estimated Acreage (GIS Calculated): **4.21 ac**



John Kistler & Associates, Inc.

CONSULTING ENGINEERS, LAND SURVEYORS AND COMMUNITY PLANNERS

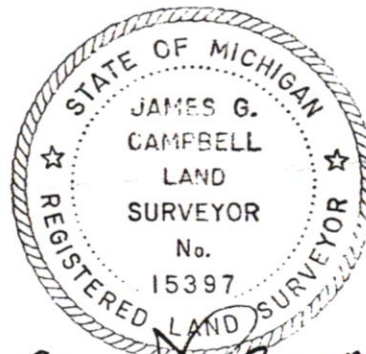
THOMAS A. HANDYSIDE, P.E.
JOHN J. KISTLER, JR., P.E., P.C.P., L.S.
FRANK J. BRECHTING, JR., P.E.
FREDERICK A. DIETER, P.E.
WILLIAM E. CHAPPELL, P.E.
JAMES G. CAMPBELL, L.S.

November 13, 1978
Job No. 15624

DESCRIPTION OF REMAINING PROPERTY

The West 38.5 rods of the North 1/2 of the North 1/2 of the Northeast fractional 1/4 of Section 4, Town 6 North, Range 16 West, Port Sheldon Township, Ottawa County, Michigan, except the South 27 rods thereof, and except that part of the North 1/2 of the North 1/2 of the Northeast fractional 1/4 of Section 4 described as, commencing at the North 1/4 corner of said Section 4 which is the point of beginning; thence North 89 degrees 49 minutes 31 seconds East along the North section line 290.00 feet; thence South 01 degrees 31 minutes 54 seconds East 259.64 feet; thence South 89 degrees 02 minutes 02 seconds West 290.00 feet; thence North 01 degees 31 minutes 00 seconds West 263.65 feet to the point of beginning, except that part taken, used or deeded for road purposes.

*Containing 2.45 acres
+*

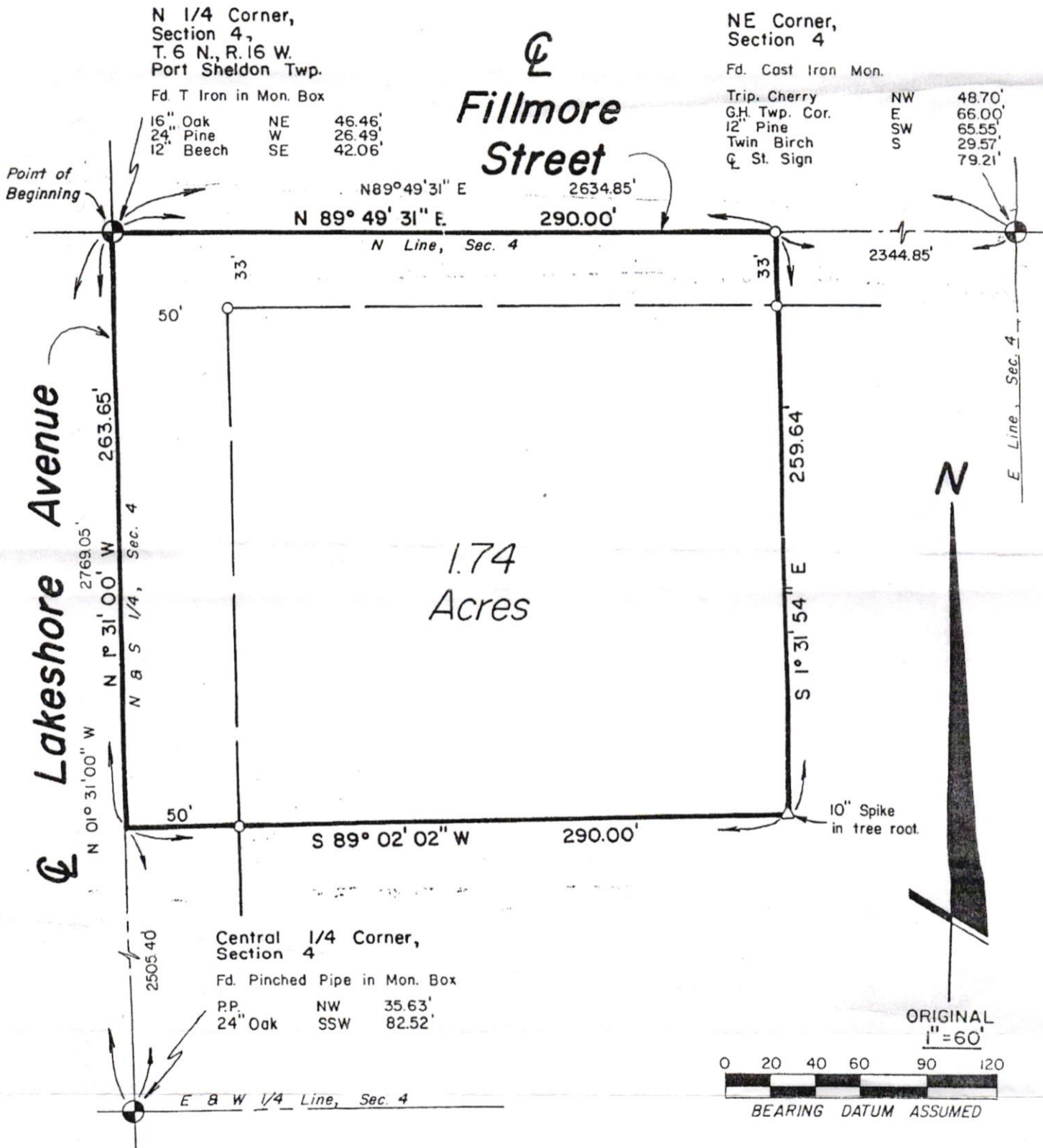


James G. Campbell

Sanitary, Municipal, Structural and Land Development

DESCRIPTION OF SURVEY

Part of the North 1/2 of the North 1/2 of the Northeast fractional 1/4 of Section 4, Town 6 North, Range 16 West, Port Sheldon Township, Ottawa County, Michigan, described as commencing at the North 1/4 corner of said Section 4 which is the point of beginning; thence North 89 degrees 49 minutes 31 seconds East along the North section line 290.00 feet; thence South 1 degrees 31 minutes 54 seconds East 259.64 feet; thence South 89 degrees 02 minutes 02 seconds West 290.00 feet; thence North 1 degrees 31 minutes 00 seconds West 263.65 feet to the point of beginning, containing 1.74 acres, except that part taken, used, or deeded for road purposes.



To Edward Homik:
 I, James G. Campbell, a Registered Surveyor in the State of Michigan, hereby certify that I have surveyed the parcel(s) of land described and delineated hereon; that said plat is a true representation of the survey as performed by me; that there are no encroachments other than as shown hereon; that said survey was performed with an error of closure no greater than 1 in 5,000; and that I have fully complied with the requirements of Section 3, Act #132, P.A. 1970. This survey was made from the attached legal description. The description was given to us by the person certified to, or was prepared by us from information or documents given to us by the person certified to, and should be compared with the Abstract of Title or Title policy for accuracy, easements or exceptions.

James G. Campbell
 R.L.S. # 15397

- LEGEND
- O - SET CAPPED "T" IRON NO. 15397
 - - FOUND IRON STAKE
 - P - PLAT
 - M - MEASURED
 - D - DESCRIPTION

John Kistler & Associates, Inc. Civil Engineers, Land Surveyors and Community Planning		
P.O. BOX 213 GRAND HAVEN, MICH. 49417		
DATE	DRAWN BY	SURVEYED BY
11-13-78	L.A.D.	J.G.C.
SEC. 4 T. 6 N., R. 16 W. Port Sheldon TWP.		
FOR Edward Homik		
SHEET 1 OF 1 SHEETS	NE 1/4	JOB NO. 15624



Property Description – 17090 Fillmore, West Olive
 Legal Description: PART OF N 1/2 OF N 1/2 OF NE FRL 1/4 COM N 88D 35M 30S W 1738.47 FT FROM NE SEC COR, TH S 708.4 FT, N 88D 38M 29S W 260.36 FT ALG S LI OF N 1/2 OF N 1/2 OF NE FRL 1/4, TH N 708.63 FT TO N SEC LI, TH S 88D 35M 30S E 260.36 FT TO BEG. SEC 4 T6N R16W 4.23A
 Government Unit: PORT SHELDON TOWNSHIP
 Public Land Survey System ID: T06NR16W04200
 Local Zoning: Residential (R-1)
 Standardized Zoning: Low Density Residential A (LDR A)
 Local Master Plan: Agricultural and Rural Residential
 Standardized Master Plan: Agricultural Preservation (AP)
Related Taxable Information
 Estimated Acreage (GIS Calculated): 4.21 ac

Property Description – 17112 Fillmore
 Legal Description: E 345.25 FT OF W 38.5 RDS OF N 1/2 OF N 1/2 OF NE 1/4 EXCS 27 RDS SEC 4 T6N R16W 2.06 A
 Government Unit: PORT SHELDON TOWNSHIP
 Public Land Survey System ID: T06NR16W04200
 Local Zoning: Residential (R-1)
 Standardized Zoning: Low Density Residential A (LDR A)
 Local Master Plan: Agricultural and Rural Residential
 Standardized Master Plan: Agricultural Preservation (AP)
Related Taxable Information
 Estimated Acreage (GIS Calculated): 2.05 ac

**PORT SHELDON TOWNSHIP
OTTAWA COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE PORT SHELDON TOWNSHIP ZONING
ORDINANCE; AND TO AMEND THE PORT SHELDON TOWNSHIP OFFICIAL
ZONING MAP

PORT SHELDON TOWNSHIP, OTTAWA COUNTY, MICHIGAN, ORDAINS:

Section 1. Amendment of Zoning Map – 17112 Fillmore Street. The Official Zoning Map of Port Sheldon Township is amended such that the following described property is included within the AG-1 Agricultural Zoning District:

E 345.25 FT OF W 38.5 RDS OF N 1/2 OF N 1/2 OF NE 1/4 EXC S 27 RDS SEC 4 T6N R16W
2.06 A

Section 2. Amendment of Zoning Map – 17090 Fillmore Street. The Official Zoning Map of Port Sheldon Township is amended such that the following described property is included within the AG-1 Agricultural Zoning District:

PART OF N 1/2 OF N 1/2 OF NE FRL 1/4 COM N 88D 35M 30S W 1738.47 FT FROM NE
SEC COR, TH S 708.4 FT, N 88D 38M 29S W 260.36 FT ALG S LI OF N 1/2 OF N 1/2 OF
NE FRL 1/4, TH N 708.63 FT TO N SEC LI, TH S 88D 35M 30S E 260.36 FT TO BEG. SEC
4 T6N R16W 4.23A

Section 3. Effective Date. The foregoing amendment to the Port Sheldon Township Zoning Ordinance was approved and adopted by the Township Board of Port Sheldon Township, Ottawa County, Michigan on _____, 2026, after a public hearing as required pursuant to Michigan Act 110 of 2006, as amended. This Ordinance shall be effective on _____, 2026, which date is eight days after publication of the Ordinance as is required by Section 401 of Act 110, as amended, provided that this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

CERTIFICATE

I, Meredith Hemmeke, the Clerk for the Township of Port Sheldon, Ottawa County, Michigan, certify that the foregoing Port Sheldon Township Zoning Text Amendment Ordinance was adopted at a regular meeting of the Township Board held on _____, 2026. The following members of the Township Board were present at that meeting: _____.

The following members of the Township Board were absent: _____.

The Ordinance was adopted by the Township Board with members of the Board: _____ voting in favor and members of the Board: _____ voting in opposition.

The Ordinance or a summary of the Ordinance was published in the _____ on _____, 2026.

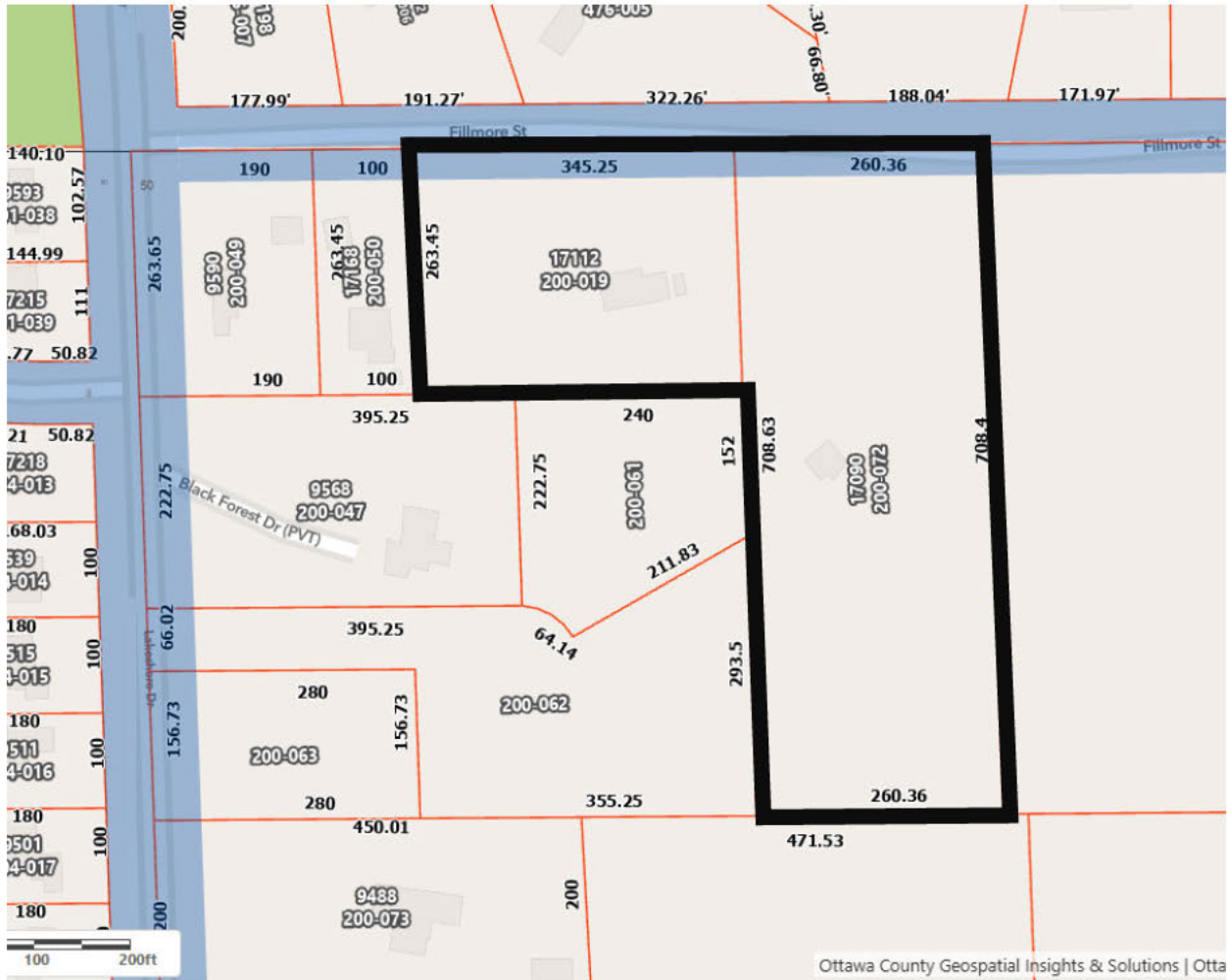
Meredith Hemmeke, Clerk
Port Sheldon Township

Exhibit A

17090 Fillmore Street

17112 Fillmore Street

Rezoned from R-1 to AG-1



**Resolution 2026-11
Port Sheldon Township
15500 Block of Polk**

Resolved, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of PORT SHELDON TWP, dated 10/23/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____, heretofore submitted to and considered by this Board; and RESOLVED, further, that the Township Clerk be and are authorized to execute such authorization for change on the behalf of the Township.

Certificate

I, Meredith Hemmeke, the duly elected and acting Clerk of Port Sheldon Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on May 13, 2026 at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Clerk, Meredith Hemmeke

Dated:

Municipal Customer Type: Township

GENERAL NOTES:
OUTAGE REQUIRED

FORESTRY REQUIRED AT
LOC 1 & 4

④
INSTALL

35-4
6DX DE
FIGURE 23-302-1 DETAIL A
30W LED COBRA
12' BRACKET
MOUNT AT 25'
FIGURE 42-103-1 DETAIL D

③
INSTALL

6DX DE
FIGURE 23-302-1 DETAIL A
11K-1P-10'-RS
FIGURE 22-405-1 DETAIL A

②
REMOVE

40-6(TOP POLE 1'
ABOVE COMMS)
PTP
NEUT WR
CO, SA BRKT
SB 300A
LCP 0717
11K-1P-RS

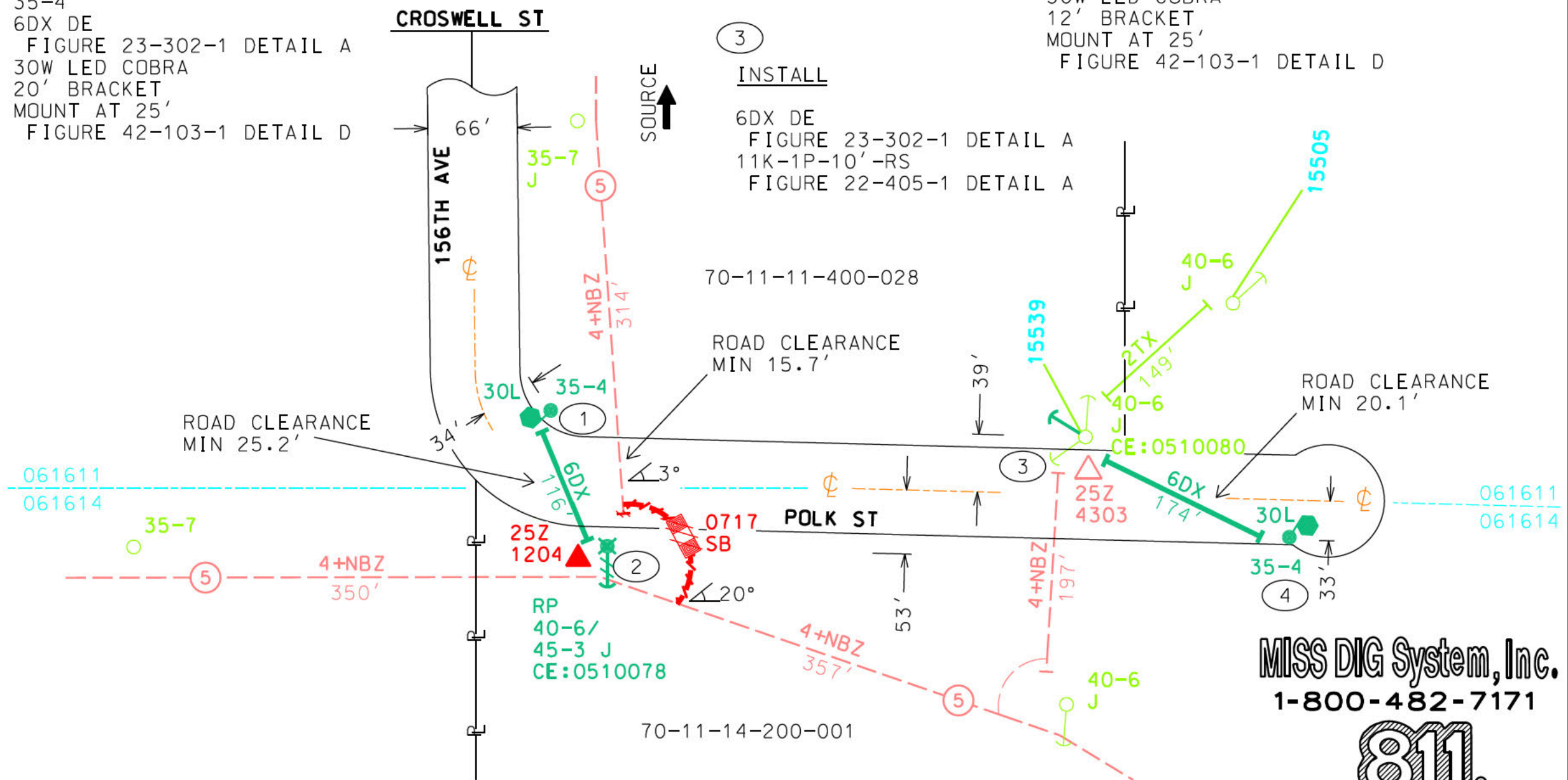
INSTALL

45-3 DPTP
NEUT WR
D = 8'
FIGURE 23-102-1 DETAIL B
PRI DE
NEUT DE
FIGURE 23-107-1 DETAIL B
25 KVA DRY T XFMR ASSY
FIGURE 26-108-1 DETAIL B
6DX DE
FIGURE 23-302-1 DETAIL A
CO, SA BRKT
SB 300A
LCP 0717
FIGURE 25-310-1 DETAIL B
11K-1P-19'-RS
FG INS
FIGURE 22-101-2

NOTE:
CHARTER TO TRANSFER COMMS
ONTO NEW POLE PER NJUNS
TICKET# 7405716

①
INSTALL

35-4
6DX DE
FIGURE 23-302-1 DETAIL A
30W LED COBRA
20' BRACKET
MOUNT AT 25'
FIGURE 42-103-1 DETAIL D



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



SUBSTATION PIGEON LAKE		WD NO. 1098	METER ORDER NUMBER		METER NUMBER	READ	METER LOCATION		JOB PURPOSE: CUST REQUEST TO INSTALL NEW STREETLIGHTS			
CIRCUIT PIGEON		CKT NO. 01	TLM NUMBER 06161143	# OF RODS	OHMS	POLK ST ECNC STL CM NO.100008148885						
		CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		ORDER TYPE ECNC	MAT. TYPE STL	NOTIFICATION NUMBER 1075782185	DESIGN NUMBER 11839030	ORDER NUMBER 45409488	UPSTREAM SECTIONALIZING DEVICE: FUSE 229-40A LOCATION: 152ND S/O CROSWELL	CONSUMERS ENERGY CONTACTS		
		FORESTRY REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		DEPARTMENT COORDINATOR DESIGNER	NAME TANYA M MARTIN-WALKER SAM SOLTANI		NUMBER 616-251-0574 616-272-1288					



A CMS Energy Company

CEM Support Center

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

April 13, 2026

NOTIFICATION #:
1075782185

PORT SHELDON TOWNSHIP
16201 PORT SHELDON ST
WEST OLIVE, MI 49460-9563

REFERENCE: 15500 BLOCK OF POLK, WEST OLIVE

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:	\$	-
Installation Charge:	\$	460.00
Additional Costs		
Total Estimated Cost:	\$	460.00
Less Prepayment Received:	\$	-
Total Estimated Cost Due:	\$	460.00

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Tanya Martin-walker at 616-251-0574

PLEASE RETURN THE CHECKED DOCUMENTS BELOW TO CONSUMERS ENERGY IN THE ENVELOPE PROVIDED	
TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com	
<input type="checkbox"/>	AGREEMENT FOR INSTALLATION (Please return all pages of contracts) (Form 93, Form 94 and Form 95 - 2 Page Document Each) (Form 861, Form 862 and Form 230 - 4 Page Document Each)
<input checked="" type="checkbox"/>	PAYMENT WITH INVOICE STUB (BOTTOM STUB IS REQUIRED FOR PROCESSING)
<input type="checkbox"/>	REQUEST FOR ELEVATED CUSTOMER DELIVERY PRESSURE
<input checked="" type="checkbox"/>	STANDARD LIGHTING CONTRACT (MUST BE CERTIFIED BY CLERK) EMAIL STREETLIGHT CONTRACTS TO: street_lighting@cmsenergy.com
<input type="checkbox"/>	SIGNED CUSTOMER ATTACHMENT PROGRAM (CAP) CONTRACT (PLEASE ENSURE TO CHECK PAYMENT OPTION ON CONTRACT)
<input type="checkbox"/>	GO READY FORM (FORM 1250) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	SITE READY PHOTO(S) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	OTHER:
ELECTRIC SERVICE NOTIFICATION:	
GAS SERVICE NOTIFICATION:	
ELECTRIC OH DISTRIBUTION NOTIFICATION:	
ELECTRIC UG DISTRIBUTION NOTIFICATION:	
GAS MAIN NOTIFICATION:	
STREETLIGHT NOTIFICATION:	1075782185



PORT SHELDON TOWNSHIP
16201 PORT SHELDON ST
WEST OLIVE MI 49460-9563

Amount Due: \$3,535.00
Please pay by: April 27, 2026

▶ Invoice Number	9328817002
PO Number	
PO Date	
Bill Date	04/13/26

▶ **Account: 3000 2594 0077** ◀

▶ 15500 BLOCK OF POLK WEST OLIVE - STREETLIGHTING - NOTIFICATION NUMBER (s): - - - - - 1075782185 -

NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Tree Clearing Costs	1.0 EA	\$3,075.00	\$3,075.00
Electric Streetlights-CIAC	2.0 EA	\$230.00	\$460.00
TOTAL DUE:			\$3,535.00

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Tanya Martin-walker -616-251-0574 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
530 W Willow St
Lansing, MI 48906-4754

PREPAYMENT REQUEST

Account: 3000 2594 0077

Amount Due: \$3,535.00
Please pay by: April 27, 2026
▶ **Enclosed:**

6 330039411196 000003535002 0000 2056 2 300025940077 H

Ways to pay your nonenergy bill:



Same-day payment
ConsumersEnergy.com

Discover® MasterCard®
Visa® or eCheck



Same-day payment
866-329-9593

Discover® MasterCard®
Visa® or eCheck



By mail
Check, money order

Consumers Energy
Payment Center
P.O. Box 740309
Cincinnati, OH 45274 0309



In person
Cash, check, card
or money order

Varies by authorized payment location

Fee may apply



AGREEMENT FOR INSTALLATION OF ELECTRIC FACILITIES (REFUNDABLE)

PART I

Effective Date: 4/13/2025 Notification Number: 1075782185 (Drawing Attached, Exhibit A)

Company:

Customer:

CONSUMERS ENERGY COMPANY a Michigan Corporation

PORT SHELDON TOWNSHIP (Name)

530 W. Willow St

16201 PORT SHELDON ST (Street and Number)

Lansing, MI 48909-7662 (Address)

WEST OLIVE, MI 49460-9563 (City, State and Zip Code)

Attention: MIKE SABATINO

Service Location: 15500 BLOCK OF POLK WEST OLIVE

Township PORT SHELDON

County OTTAWA

Town 06

Range 16

Section 11

Service Characteristics: Single Phase 120/240 Volt

Extension Type: Overhead

Total Payment: \$ 3,535.00

(a) Part II, Terms and Conditions for Line Extension and (b) Computation of Electric Distribution System Line Extension Deposit and Contribution (Residential/General Service) are attached hereto and are a part of this Agreement. CUSTOMER ACKNOWLEDGES HAVING READ SAID ATTACHMENTS.

CONSUMERS ENERGY COMPANY

PORT SHELDON TOWNSHIP (Customer)

By (Signature)

By (Signature)

(Print or Type Name)

(Print or Type Name)

(Date Signed)

(Date Signed)

Title

Title



**AGREEMENT FOR INSTALLATION
OF ELECTRIC FACILITIES (REFUNDABLE)**

**TERMS AND CONDITIONS
PART II**

1. The Company, subject to the provisions of this Agreement, shall furnish, install, own and maintain an electric line extension consisting of primary and secondary cables, transformers, power terminals, primary service connections and associated equipment and any other underground or overhead line extension facilities which are required in connection therewith, but not including secondary service connections, to make available alternating current, 60 hertz, electric service to Applicant's service location identified in Part I. If the line extension is to serve a residential subdivision, the Applicant shall record the plat of the subdivision in the office of the Register of Deeds in the County where the subdivision is located, if it is not already so recorded. The facilities included in the line extension and its approximate location, or in the case of a residential subdivision the location of the subdivision, are shown on the drawing attached as Exhibit A. If said line extension is to serve a residential subdivision, it shall be designed and installed so that the Company may serve streetlighting luminaries therefrom. The character and location of all streetlighting equipment, if installed by the Company, and all equipment constituting the line extension shall conform to specifications prepared by the Company. Streetlighting service is not covered by this Agreement and, if provided by the Company, shall be the subject of separate agreement between the Company and the governmental body requesting such service. The character and location of all equipment constituting the line extension shall conform to specifications prepared by the Company. Said line extension system shall be used for furnishing the Company's electric service to the Applicant and to such other persons along such line extension, or beyond the same, as may become customers of the Company; provided, however, that such line extension shall remain a separate, distinct unit for purposes of this Agreement and any further extension therefrom shall have no effect upon this Agreement. Further, secondary service connections between such line extension and any buildings or other facilities to be served therefrom are not covered by this Agreement and shall be the subject of separate agreements between the Company and parties requesting such service connections.

2. The Applicant shall pay to the Company, upon the execution hereof, the "Total Payment" as set forth in Part I and in the "Computation of Electric Distribution System Line Extension Deposit and Contribution" attached, after deducting the allowance for the investment under the Company's line extension policy. If an underground line extension is included under this Agreement, said "Total Payment" may include a nonrefundable contribution as stated in said "Computation of Electric Distribution System Line Extension Deposit and Contribution," computed in accordance with Rule C6.2 of the General Rules and Regulations included in the Company's Schedule of Rates Governing the Sale of Electric Service (Rate Schedule) as filed with the Michigan Public Service Commission. No portion of a nonrefundable contribution, nor of any other nonrefundable contribution required hereunder, shall be refunded (except as otherwise provided in Section 4, 5, 7 and 8 hereof) nor any interest paid thereon by the Company.

3. The Company will backfill and place excavated earth over any area of construction; the Customer is responsible for the final restoration of the construction area. In regard to any amount identified as "Line Extension Deposit Subject to Refund" in said "Computation of Electric Distribution System Line Extension Deposit and Contribution," the Company will refund to the Applicant in accordance with the attached "Schedule of Refunds." No refund shall be made in excess of said refundable amount and said amount shall bear no interest. Any portion of said amount remaining unrefunded at the expiration of the fifth 12 months' period next succeeding the month during which the line extension is completed, shall be retained by the Company.

4. If the underground electric line extension or any portion thereof is to be installed between December 15 and April 15, the Applicant shall pay the Company, prior to installation of said extension or portion thereof, an additional nonrefundable contribution (winter charge) per trench foot as stated in the "Computation of Electric Distribution System Line Extension Deposit and Contribution" for the portion of said line extension installed during said period. The Applicant will receive a credit for any part of said winter charge paid by other utilities for joint use of the trench or paid by the Applicant for installation, by the Company, of gas pipe in the same trench. No portion of said line extension will be installed between December 15 and April 15, unless the Applicant has paid such additional contribution. Further, a nonrefundable contribution in addition to that provided for herein may be required where, in the Company's judgment, practical difficulties (not considered in determining the nonrefundable contribution included herein) such as water conditions or rock near the surface are encountered during construction. If the Customer does not make the additional contribution within 15 days after written notice of the amount of the additional contribution, the Company may, at its option, refund all payments made to it hereunder by the Applicant, without interest, and with reasonable expenses incurred by the Company on account of this Agreement deducted therefrom, and this Agreement shall thereupon terminate.



**AGREEMENT FOR INSTALLATION
OF ELECTRIC FACILITIES (REFUNDABLE)**

TERMS AND CONDITIONS (CONT.)

5. Prior to the installation of the line extension, and as a condition precedent thereto, the Applicant shall secure and deliver to the Company, at no expense to the Company, recordable easements, in form and substance satisfactory to the Company, granting all necessary rights of way for installation and maintenance of said line extension. If said line extension is to serve a residential subdivision, said easements shall include, but not by way of limitation, rights of way for streetlighting in the subdivision by means of underground facilities, notwithstanding that the Company does not undertake to provide streetlighting facilities and service as a part of this Agreement. If said easements are not secured and delivered to the Company within thirty (30) days after execution of this Agreement, the Company may, at its option, refund all payments made to it hereunder by the Applicant, without interest, and with reasonable expenses incurred by the Company on account of this Agreement deducted therefrom, and this Agreement shall thereupon terminate.

6. For any underground facilities included in the line extension, the Applicant shall provide, at no expense to the Company, rough grading (not more than three inches below finished grade) so that the underground facilities can be properly installed in relation to the finished grade level. If said line extension is to serve a residential subdivision, after rough grading, the Applicant shall install and maintain, at no expense to the Company, permanent survey stakes indicating all property lines in the subdivision. Applicant shall maintain the average ground elevation within six feet of any cable, conduit, wire, conductor or other underground facility thereafter at a level not to exceed twelve inches above or three inches below the grade level established at the time of installation of said underground facilities. Further, Applicant shall maintain the ground surface elevation in an area four feet wide around any transformer pad, subsurface transformer, junction vault or other support at an elevation of not less than three inches and not more than six inches below the base of any transformer mounted on a pad or other support and not more than six inches below the top of any subsurface transformer or junction vault; provided, however, that changes in the ground surface elevation in excess of the limits herein prescribed may be permitted upon written consent of the Company.

7. Upon execution of this Agreement and compliance in full by the Applicant with all conditions to be performed by him as contained herein and in the Rate Schedule, the Company, subject to weather, labor disputes, availability of necessary materials, and any other cause beyond the reasonable control of the Company, shall construct such line extension. Notwithstanding the foregoing, if, in the sole judgment of the Company, it does not appear that all of the customers (or their equivalent) upon which the "Free Footage Allowances" and/or the "Company's Share of Cost" (as the case may be) is based, as stated in said "Computation of Line Extension Deposit and Contribution," will in fact require and be prepared to receive electric service upon completion of such line extension, the Company may, upon notice thereof to the Customer, postpone construction of said extension until such time as, in the sole judgment of the Company, permanent customers requiring such quantity of electricity will require and be prepared to receive electric service. In the event of such postponement by the Company the Applicant may, upon notice thereof to the Company, cancel this Agreement at any time prior to the commencement of installation of said line extension by the Company. If prior to the end of any such postponement by the Company, the "Line Extension Deposit Subject to Refund" required for installation of such line extension increases or decreases due to changes in the estimated cost, the Company may, prior to construction of such line extension, require the Applicant to (1) execute an amendment to this Agreement reflecting said changes in cost and (2) pay such additional cost. If the Applicant fails to execute such amendment and pay such additional costs within thirty (30) days after presentation of such amendment to the Applicant, or if any such postponement of construction continues for more than twelve months, the Company may, upon notice thereof to the Applicant, cancel this Agreement. In the event of such cancellation either by the Applicant or by the Company as aforesaid, the Company shall refund all payments made to it hereunder by the Applicant, without interest.

8. If at any time more than sixty (60) days after the effective date of this Agreement and prior to commencement of installation of said line extension by the Company the "Line Extension Deposit Subject to Refund" and/or nonrefundable contribution(s) required for installation of such line extension increase or decrease due to changes in the Rate Schedule, the Applicant will be required, prior to installation of such line extension, to (1) execute an amendment to this Agreement reflecting said changes, and (2) pay any additional amounts required by the Company as a result of said changes. If the Applicant fails to execute such amendment and pay such additional amounts, if any, within thirty (30) days after presentation of such amendment to the Applicant the Company may, upon notice to the Applicant, cancel this Agreement. In the event of such cancellation by the Company as aforesaid, the Company shall refund all payments made to it hereunder by the Applicant, without interest.



**AGREEMENT FOR INSTALLATION
OF ELECTRIC FACILITIES (REFUNDABLE)**

TERMS AND CONDITIONS (CONT.)

9. The Applicant shall have no ownership in said line extension by reason of any payment made hereunder. This Agreement and the installation and operation of said line extension shall be subject to the Rate Schedule as may be applicable including Rule C6.1, "Overhead Extension Policy," and C6.2, "Underground Policy," copies of which will be furnished to the Applicant upon his request. This Agreement and the benefits and obligations thereof may be transferred by the Applicant only upon the Company's prior written consent. Any other attempted transfer by Applicant shall be void.

10. All notices require hereunder shall be in writing and shall be sent by United States mail or delivered in person to the parties at their respective addresses as set forth in Part I. Either party may at any time change the addressee or address to which notices to it are to be mailed or delivered by giving notice of such change to the other party.

11. With respect to the subject matter hereof, this Agreement supersedes all previous representations, negotiations, understandings or agreements, either written or oral, between the parties hereto or their representatives, and constitutes the entire agreement of the parties.

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

13. Additional Items



**COMPUTATION OF ELECTRIC
DISTRIBUTION SYSTEM LINE EXTENSION
DEPOSIT AND CONTRIBUTIONS
(GENERAL SERVICE)**

Attachment to Agreement
Dated 4/13/2025
between Consumers Energy Company
and PORT SHELDON TOWNSHIP

Estimated cost (not including applicable "Nonrefundable Contribution" (below))	<u>\$ 3,075.00</u>
<p>Company's Share of Cost : Three times estimated increase in annual revenue of <u> \$0.00 </u> total estimated annual revenue from permanent customers minus <u> \$0.00 </u> present annual revenue from permanent customers) for permanent customers to be immediately served when the extension is completed</p>		
TOTAL LINE EXTENSION DEPOSIT SUBJECT TO REFUND	<u>\$ 3,075.00</u>
NONREFUNDABLE CONTRIBUTION:		
1. Nonrefundable contribution for additional cost for alternate route due to Applicant not securing easements, right of way and tree-trimming permits, and items requested or made necessary by the Applicant.	+ \$	<u>460.00</u>
2. Nonrefundable contribution for winter construction	+ \$	<u> </u>
TOTAL NONREFUNDABLE CONTRIBUTION	<u>\$ 460.00</u>
TOTAL PAYMENT	<u>\$ 3,535.00</u>

SCHEDULE OF REFUNDS

1. Original Customers

At the end of each of the five 12-month periods during the five-year period beginning three months following the date the line extension is completed, the Company will refund to the Applicant three times the amount that actual revenue from original permanent customers exceeds the base annual revenue. The 'base annual revenue' equals the total estimated annual revenue from permanent customers stated above; provided that if for any 12-month refund period the actual revenue upon which the refund is based exceeds the base annual revenue. Said actual 12-month revenue will be the base annual revenue for calculations of future refunds. Total refund(s) shall not exceed the amount of the original deposit subject to refund.

2. Additional Connected Customers

The Company will refund \$1,000 for each permanent residential customer and/or three times the first year's estimated annual revenue for each permanent general service customer who during the five-year refund period connects directly to the line extension covered by this Agreement. Directly connected customers are those who do not require the construction of more than 300 feet of primary and/or secondary distribution line. Refunds will not be made until the original customer(s) or equivalent is actually connected to the extension. Refund will not include any amount of Nonrefundable contribution. Total refund(s) shall not exceed the amount of the original deposit subject to refund.



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

Contract Number: 103035488628

Consumers Energy Company is authorized as of _____ by the Township of PORT SHELDON TWP, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Township of PORT SHELDON TWP, dated 10/23/2018.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/23/2018 shall remain in full force and effect.

Notification Number(s): 1075782185 AND 1076118303

Comments:

Township of PORT SHELDON TWP

By: _____

(Signature)

(Printed)

Its: _____

(Title)

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

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of PORT SHELDON TWP, dated 10/23/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board; and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the Township.

STATE OF MICHIGAN
COUNTY OF OTTAWA

I, _____, clerk of the Township of PORT SHELDON TWP do hereby certify that the foregoing resolution was duly adopted by the

commission council board of said municipality, at the meeting held on _____.

Dated:

Municipal Customer Type: Township

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

- (2) 30 watt LED White Cobrahead NA to Install at location POLK ST AND TRADEWINDS;

(2) REMOVE

40-6 TOP POLE 1' ABOVE COMMS)
PTP
NEUT WR
CO, SA BRKT
SB 300A
LCP 0717
11K-1P-RS

INSTALL

45-3 DPTP
NEUT WR
D = 8'
FIGURE 23-102-1 DETAIL B
PRI DE
NEUT DE
FIGURE 23-107-1 DETAIL B
25 KVA DRY T XFMR ASSY
FIGURE 26-108-1 DETAIL B
6DX DE
FIGURE 23-302-1 DETAIL A
CO, SA BRKT
SB 300A
LCP 0717
FIGURE 25-310-1 DETAIL B
11K-1P-19'-RS
FC INS
FIGURE 22-101-2

NOTE:
CHARTER TO TRANSFER COMMS
ONTO NEW POLE PER NJUNS
TICKET# 7405716

(1) INSTALL

35-4
6DX DE
FIGURE 23-302-1 DETAIL A
30W LED COBRA
20' BRACKET
MOUNT AT 25'
FIGURE 42-103-1 DETAIL D

(3) INSTALL

6DX DE
FIGURE 23-302-1 DETAIL A
11K-1P-10'-RS
FIGURE 22-405-1 DETAIL A

(4) INSTALL

35-4
6DX DE
FIGURE 23-302-1 DETAIL A
30W LED COBRA
12' BRACKET
MOUNT AT 25'
FIGURE 42-103-1 DETAIL D

GENERAL NOTES:
OUTAGE REQUIRED
FORESTRY REQUIRED AT LOC 1 & 4

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

SUBSTATION	WD NO.	METER ORDER NUMBER	METER NUMBER	READ	METER LOCATION
PIGEON LAKE	1098				
CIRCUIT	CKT NO.	TLM NUMBER	# OF RODS	OHMS	POLK ST ECNC STL
PIGEON	01	06161143			CM NO. 100008148885
		CE STAKING REQ'D	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	ORDER TYPE
		FORESTRY REQ'D	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	MAT. TYPE
					NOTIFICATION NUMBER
					DESIGN NUMBER
					ORDER NUMBER
					UPSTREAM SECTIONALIZING DEVICE:
					FUSE 229-40A
					LOCATION:
					152ND S/O CROSWELL
		Consumers Energy			
		ELECTRIC			
		CONSUMERS ENERGY CONTACTS			
		DEPARTMENT	NAME	NUMBER	
		COORDINATOR	TANYA M MARTIN-WALKER	616-251-0514	
		DESIGNER	SAM SOLTANI	616-272-1288	

ELECTRIC CAD TITLE BLOCK (2020) 02-23-2016 12:11:40 SA BPO 6-8890 260032378

Resolution 2026-12
Port Sheldon Township
Tradewinds Dr Street Lighting

Resolved, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of PORT SHELDON TWP, dated 10/23/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____, heretofore submitted to and considered by this Board; and RESOLVED, further, that the Township Clerk be and are authorized to execute such authorization for change on the behalf of the Township.

Certificate

I, Meredith Hemmeke, the duly elected and acting Clerk of Port Sheldon Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on May 13, 2026 at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Clerk, Meredith Hemmeke

Dated:

Municipal Customer Type: Township



A CMS Energy Company

CEM Support Center

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

January 13, 2026

NOTIFICATION #:
1075826576

PORT SHELDON TOWNSHIP
16201 PORT SHELDON ST
WEST OLIVE, MI 49460-9563

REFERENCE: Tradewinds Dr and Windward Dr, WEST OLIVE

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:	\$ -
Installation Charge:	\$ 1,035.00
Additional Costs	
Total Estimated Cost:	\$ 1,035.00
Less Prepayment Received:	\$ -
Total Estimated Cost Due:	<u>\$ 1,035.00</u>

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Tanya Martin-walker at 616-251-0574



A CMS Energy Company

Dear New Electric Customer:

Thank you for your request for electric service. In order to expedite your request and meet your schedule, we have developed the following list of items requiring action by you (Customer Responsibilities). These requirements must be met before we can install your service.

CUSTOMER RESPONSIBILITIES

- 1) Service Location: A copy of our design document may be included in your customer packet. If included, your service entrance equipment should be located at the spot indicated by an "X" as shown on the design document (Form 2804). Install the meter socket 3½ - 5 feet above final grade of this location.
- 2) Meter Socket: Residential metering equipment furnished free of charge, owned and maintained by Consumers Energy includes: meters and one or two position self-contained meter sockets. Contact the company representative assigned to your notification for locations to pick-up the meter socket. For metering installations that require a three or more position self-contained meter socket, the customer will be required to purchase approved meter sockets from a distributor or supplier of their choice.
- 3) Payment: An invoice may be included in your customer packet. If included, the deposit amount on the invoice must be paid prior to installation of your service. Additional charges may apply and will be billed/or a refund issued upon completion of your service installation.
- 4) Site Conditions: The site must be within three (3) inches of final grade before we can install your service. If you have requested an underground service, you will need to clear a 12-foot wide path that is free of building materials, brush, trees, shrubs, etc, along the proposed service route to avoid delays. Our Forestry Department can provide this service for you at an additional charge. For overhead service, nominal line clearing will be provided at no charge. Any extensive line clearing may require additional charges. After your service is installed, we will backfill and place excavated earth over the trench. You are responsible for the final restoration and ensuring that the grading over the trench is at the required level.
- 5) Staking: To avoid damage, you must mark (stake) your existing private underground facilities such as: well, septic systems, sprinkler system, any underground wires, buried LPG tanks, piping, or other unusual buried facilities. These stakes must be apparent when we arrive to install the service. We cannot reimburse you for damage to facilities that are not properly staked. You do not need to stake the utilities' electric, gas or communication lines.
- 6) Mobile Home or Temporary Service: If you requested service to a mobile home or temporary electric service, you will be required to set your own pole or install a pipe for underground service in accordance with Consumers Energy specifications. Contact the Consumers Energy representative assigned to your notification for additional information.
- 7) Construction Repair: If additional line work is required to reach your location due to site conditions or other unusual circumstances, extra charges may be incurred.
- 8) **ELECTRICAL INSPECTION: YOU ARE RESPONSIBLE FOR ENSURING THAT ALL ELECTRICAL PERMITS AND INSPECTIONS ARE OBTAINED BEFORE ANY SERVICE CONNECTIONS CAN BE MADE. WIRINGS MUST COMPLY WITH LOCAL AND STATE ELECTRICAL CODES. NOTE: CAUTION SHOULD BE USED WHEN WORKING INSIDE FUSE PANEL. PANEL MAY BE ENERGIZED AFTER SERVICE IS**
- 9) Additional Charges: Underground services installed during the months of December through April may be subject to an additional charge. Unusual site conditions may also require an additional charge. These charges will be communicated to you in advance of construction.
- 10) Joint Trenching: Discounts for installation of electric and gas service in the same trench (joint trench) are applied in calculating the gas service contribution.
- 11) Usage Rate: Customers are billed at a general service rate while the structure is under construction. If the structure is a home, then the owner of the home, upon receiving a Certificate of Occupancy, should call 1-800-477-5050 to ensure the gas and/or electric rates are changed to an appropriate rate.

Please keep these procedures in a convenient location to review as we proceed with designing your service and constructing the job. If any of the characteristics of the service request are changed and not communicated to us, you may experience delays and/or additional charges.

If you have any questions regarding these requirements please direct inquiries to:

Tanya Martin-walker at 616-251-0574

PLEASE RETURN THE CHECKED DOCUMENTS BELOW TO CONSUMERS ENERGY IN THE ENVELOPE PROVIDED	
TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com	
<input type="checkbox"/>	AGREEMENT FOR INSTALLATION (Please return all pages of contracts) (Form 93, Form 94 and Form 95 - 2 Page Document Each) (Form 861, Form 862 and Form 230 - 4 Page Document Each)
<input checked="" type="checkbox"/>	PAYMENT WITH INVOICE STUB (BOTTOM STUB IS REQUIRED FOR PROCESSING)
<input type="checkbox"/>	REQUEST FOR ELEVATED CUSTOMER DELIVERY PRESSURE
<input checked="" type="checkbox"/>	STANDARD LIGHTING CONTRACT (MUST BE CERTIFIED BY CLERK) EMAIL STREETLIGHT CONTRACTS TO: street_lighting@cmsenergy.com
<input type="checkbox"/>	SIGNED CUSTOMER ATTACHMENT PROGRAM (CAP) CONTRACT (PLEASE ENSURE TO CHECK PAYMENT OPTION ON CONTRACT)
<input type="checkbox"/>	GO READY FORM (FORM 1250) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	SITE READY PHOTO(S) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	OTHER:
ELECTRIC SERVICE NOTIFICATION:	
GAS SERVICE NOTIFICATION:	
ELECTRIC OH DISTRIBUTION NOTIFICATION:	
ELECTRIC UG DISTRIBUTION NOTIFICATION:	
GAS MAIN NOTIFICATION:	
STREETLIGHT NOTIFICATION:	1075826576



PORT SHELDON TOWNSHIP
16201 PORT SHELDON ST
WEST OLIVE MI 49460-9563

Amount Due: \$1,035.00
Please pay by: January 27, 2026

▶ Invoice Number	9328771502
PO Number	
PO Date	
Bill Date	01/13/26

▶ **Account: 3000 2539 7211** ◀

▶ Tradewinds Dr and Windward Dr WEST OLIVE - STREETLIGHTING - NOTIFICATION NUMBER (s): 1075826576 -

NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	1.0 EA	\$230.00	\$230.00
Electric Transformer Contribution	25.0 KVA	\$10.00	\$250.00
Electric Tree Clearing Costs	1.0 EA	\$450.00	\$450.00
Electric Streetlights-Trench	15.0 EA	\$7.00	\$105.00
TOTAL DUE:			\$1,035.00

See Page 2 for Payment Options.
Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Tanya Martin-walker -616-251-0574 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
530 W Willow St
Lansing, MI 48906-4754

PREPAYMENT REQUEST

Account: 3000 2539 7211

Amount Due: \$1,035.00
Please pay by: January 27, 2026
▶ **Enclosed:**

6 330038927463 000001035005 0000 2056 7 300025397211 H

Ways to pay your nonenergy bill:



Same-day payment
ConsumersEnergy.com

Discover® MasterCard®
Visa® or eCheck



Same-day payment
866-329-9593

Discover® MasterCard®
Visa® or eCheck



By mail
Check, money order

Consumers Energy
Payment Center
P.O. Box 740309
Cincinnati, OH 45274 0309



In person
Cash, check, card
or money order

Varies by authorized payment location

Fee may apply



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

Contract Number: 103035488628

Consumers Energy Company is authorized as of _____ by the Township of PORT SHELDON, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Township of PORT SHELDON, dated 10/23/2018.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/23/2018 shall remain in full force and effect.

Notification Number(s): 1075826576

Comments:

Township of PORT SHELDON

By: _____

(Signature)

(Printed)

Its: _____

(Title)

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

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of PORT SHELDON, dated 10/23/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board; and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the Township.

STATE OF MICHIGAN
COUNTY OF OTTAWA

I, _____, clerk of the Township of PORT SHELDON do hereby certify that the foregoing resolution was duly adopted by the

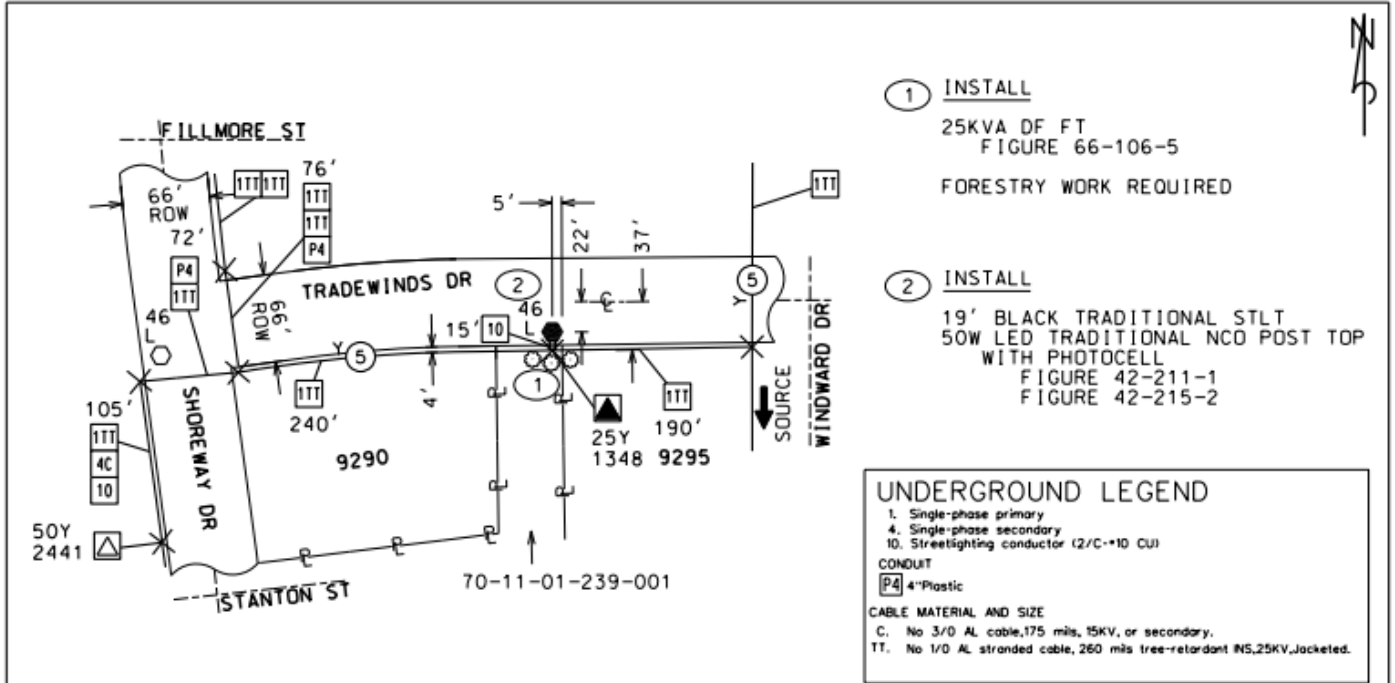
commission council board of said municipality, at the meeting held on _____.

Dated:

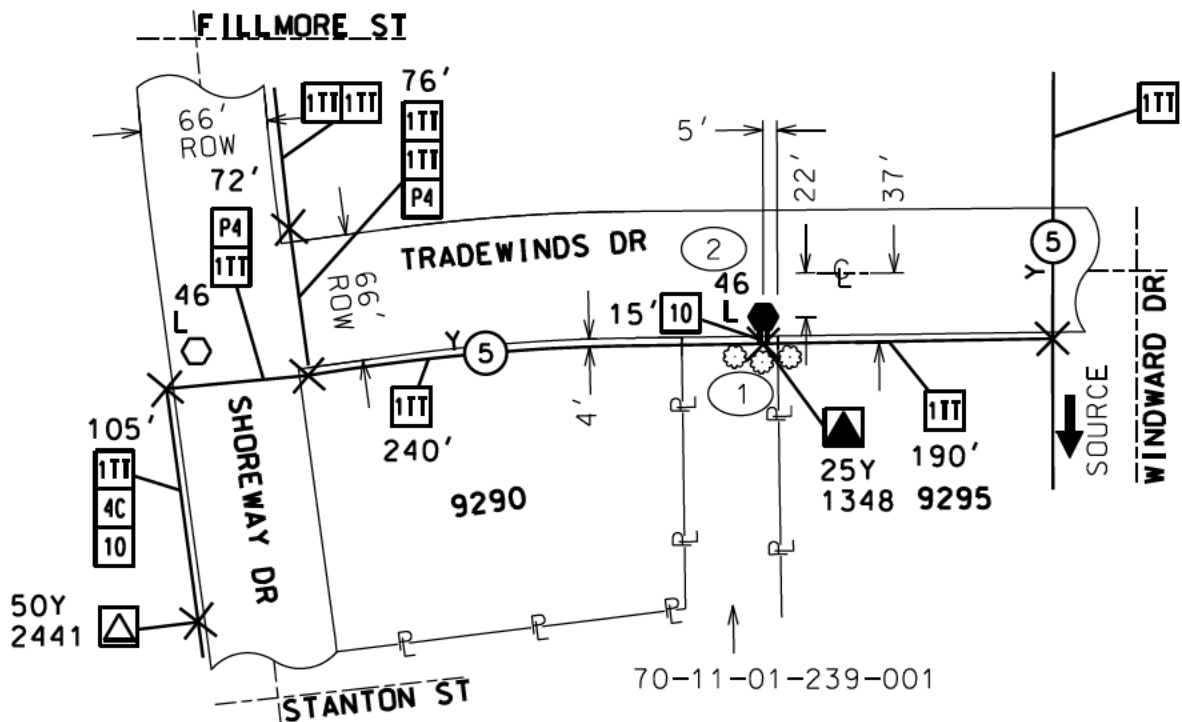
Municipal Customer Type: Township

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

- (1) 30 watt LED White Cobrahead NA to Install at location Tradewinds Dr and Windward Dr;



METER NUMBER		METER ORDER NUMBER		CONSUMERS ENERGY CONTACTS		
SUBSTATION		READ		DEPARTMENT	NAME	NUMBER
AGNEW	WD NO. 0228	METER LOCATION		COORDINATOR	TANYA M. MARTIN-WALKER	616-530-4365
CIRCUIT		TLM NUMBER		DESIGNER	JERED CHAPPELL	616-330-4933
WEYBURN	CKT NO. 03	0616011341	# OF RODS	Tradewinds Dr and Windward Dr ECNC STL		
CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		CM NO. 100008148878	OHMS	ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER
FORESTRY REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		ECNC STL 1075826576		DESIGN NUMBER	ORDER NUMBER	JOB PURPOSE:
SHEET A SHEET 1 OF 2		SCALE 1"=100'	OTTAWA	CO	PORT SHELDON	TWP
ELECTRIC CAD TITLE BLOCK (2020)		SA R0101 .JIS PR001 Revision2192200.dwg		CUSTOMER REQUEST NEW STREET LIGHT. INSTALL NEW XFMR TO SERVE NEW STREET LIGHT.		
12-17-2025 09:17:43				UPSTREAM SECTIONALIZING DEVICE: 0346-80A		
				LOCATION: STANTON ST & WINTERBERRY DR		
				T 06N R 16W SEC. 01		



① INSTALL
 25KVA DF FT
 FIGURE 66-106-5
 FORESTRY WORK REQUIRED


② INSTALL
 19' BLACK TRADITIONAL STL
 50W LED TRADITIONAL NCO POST TOP
 WITH PHOTOCELL
 FIGURE 42-211-1
 FIGURE 42-215-2

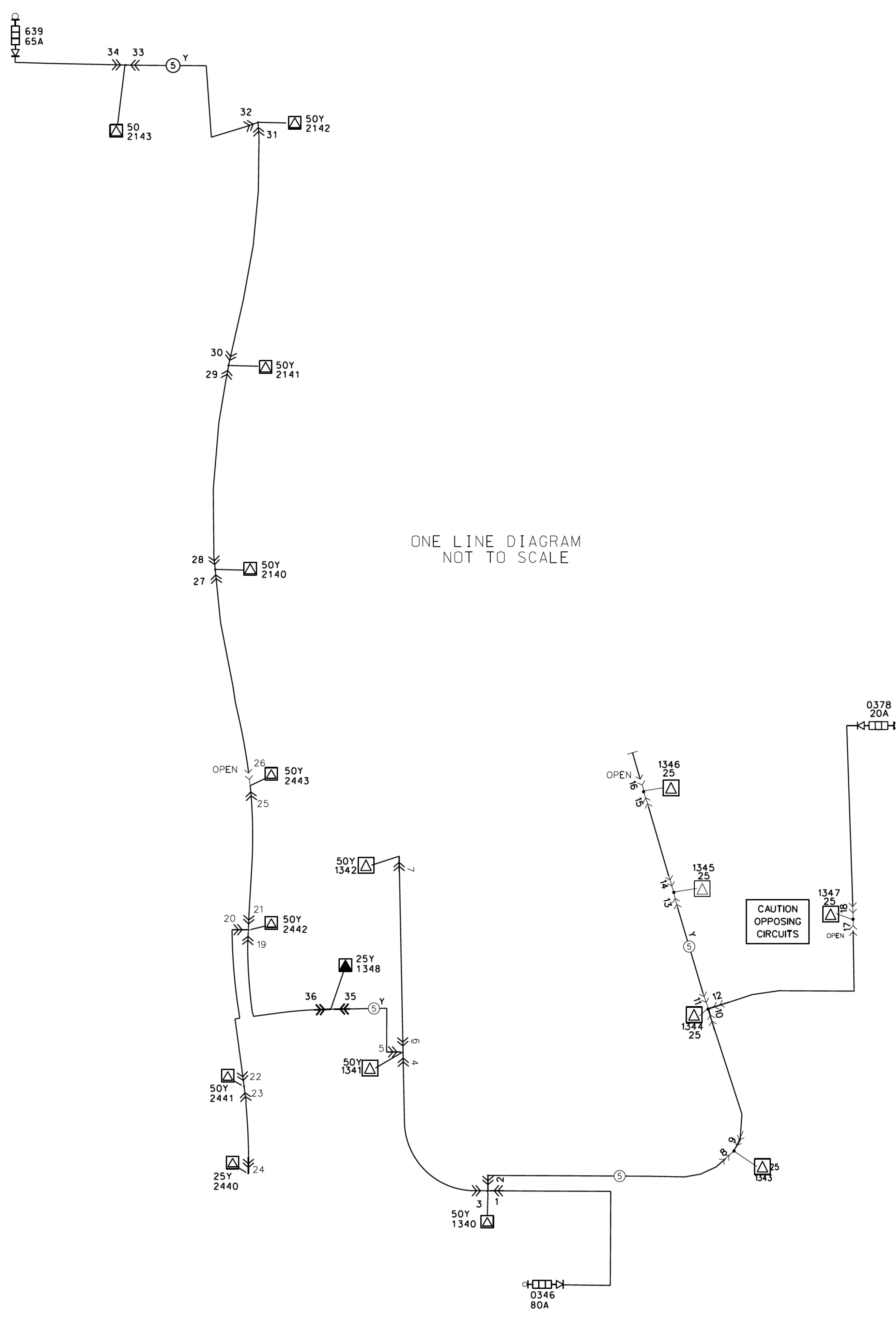
UNDERGROUND LEGEND

1. Single-phase primary
 4. Single-phase secondary
 10. Streetlighting conductor (2/C-10 CU)

CONDUIT
 P4 4" Plastic

CABLE MATERIAL AND SIZE
 C. No 3/0 AL cable, 175 mils, 15KV, or secondary.
 TT. No 1/0 AL stranded cable, 260 mils tree-retardant INS, 25KV, Jacketed.

		METER NUMBER			METER ORDER NUMBER				CONSUMERS ENERGY CONTACTS			
					READ							
SUBSTATION		WD NO.	METER LOCATION			COORDINATOR			TANYA M. MARTIN-WALKER		616-530-4365	
AGNEW		0228	Tradewinds Dr and Windward Dr ECNC STL			DESIGNER			JERED CHAPPELL		616-330-4933	
CIRCUIT		CKT NO.	TLM NUMBER	# OF RODS	OHMS	CM NO.100008148878	JOB PURPOSE:					
WEYBURN		03	0616011341			ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER	CUSTOMER REQUEST NEW STREET LIGHT. INSTALL NEW XFMR TO SERVE NEW STREET LIGHT.	
 A CMS Energy Company ELECTRIC		CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			ECNC STL		1075826576	11837813	UPSTREAM SECTIONALIZING DEVICE: 0346-80A			
		FORESTRY REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No									LOCATION: STANTON ST & WINTERBERRY DR	
		SHEET A		SHEET 1 OF 2		SCALE 1"=100'		OTTAWA		CO		PORT SHELDON
								TWP		T 06N R 16W SEC. 01		



ONE LINE DIAGRAM
NOT TO SCALE

UNDERGROUND LEGEND

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

- CABLE MATERIAL AND SIZE**
- A. No 2 AL cable, 175 mbs, 15KV, or secondary.
 - B. No 1/0 AL cable, 175 mbs, 15KV, or secondary.
 - C. No 3/0 AL cable, 175 mbs, 15KV, or secondary.
 - D. 350 kcmil AL cable, 175 mbs, 15KV, or secondary.
 - E. 500 kcmil copper cable, 175 mbs, 15KV, or secondary.
 - F. 750 kcmil AL cable, 175 mbs, 15KV, or secondary.
 - FF. 1000 kcmil AL cable (175 mbs tree-retardant INS, jacketed)
 - G. No 1/0 stranded AL cable, 280 mbs, 28KV.
 - H. No 3/0 stranded AL cable, 280 mbs, 28KV.
 - I. 750 kcmil AL cable, 280 mbs, 28KV.
 - J. Cable joint.
 - K. 350 kcmil AL cable, 260 mbs, 25KV.
 - M. Marker to locate cable
 - N. Refer to Note on Drawing, N1 for Note 1, etc.
 - R. No 1/0 AL solid cable, 280 mbs, 28KV.
 - T. No 1/0 AL stranded cable 280 mbs, 28KV, jacketed
 - TT. No 1/0 AL stranded cable, 260 mbs tree-retardant INS, 25KV, jacketed.
 - V. 350 kcmil AL, stranded, 260 mbs, 25KV, jacketed.
 - VT. 350 kcmil AL, stranded, 260 mbs tree-retardant INS, 25KV, jacketed.
 - W. 750 kcmil AL, stranded, 280 mbs, 28KV, jacketed.
 - WT. 750 kcmil AL, cable, 260 mbs tree-retardant INS, 28KV, jacketed.
- EX: - No. 1/0 solid AL cable for three-phase primary
 - No. 1/0 AL cable for 3-phase primary and 350 AL cable for 1-phase secondary
 CONDUCTOR CHANGE

ELECTRIC CAD TITLE BLOCK (2/20/01)
12-17-2025 09:18:21 SA_B0UD...S_PROD_Design2192200.dgn

SUBSTATION		WD NO.		METER ORDER NUMBER				METER NUMBER		READ		METER LOCATION	
AGNEW		0228		Tradewinds Dr and Windward Dr ECNC STL									
CIRCUIT		CKT NO.		TLM NUMBER		# OF RODS		CM NO.100008148878		JOB PURPOSE:		CUSTOMER REQUEST NEW STREET LIGHT. INSTALL NEW XFMR TO SERVE NEW STREET LIGHT.	
WEYBURN		03		0616011341				ORDER TYPE		DESIGN NUMBER		ORDER NUMBER	
								ECNC STL		1075826576		11837813	
				CE STAKING REQ'D		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
				FORESTRY REQ'D		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
										UPSTREAM SECTIONALIZING DEVICE:		CONSUMERS ENERGY CONTACTS	
										0346-80A		DEPARTMENT	
										STANTON ST & WINTERBERRY DR		TANYA M. MARTIN-WALKER	
										DESIGNER		JERED CHAPPELL	
										OTTAWA		PORT SHELDON	
										TWP		T 06N R 16W SEC. 01	
SHEET D		SHEET 2 OF 2		SCALE 1"=100'									



1 INSTALL

25KVA DF FT
FIGURE 66-106-5

FORESTRY WORK REQUIRED

2 INSTALL

19' BLACK TRADITIONAL STLT
50W LED TRADITIONAL NCO POST TOP
WITH PHOTOCELL
FIGURE 42-211-1
FIGURE 42-215-2

UNDERGROUND LEGEND

- 1. Single-phase primary
- 4. Single-phase secondary
- 10. Streetlighting conductor (2/C-#10 CU)

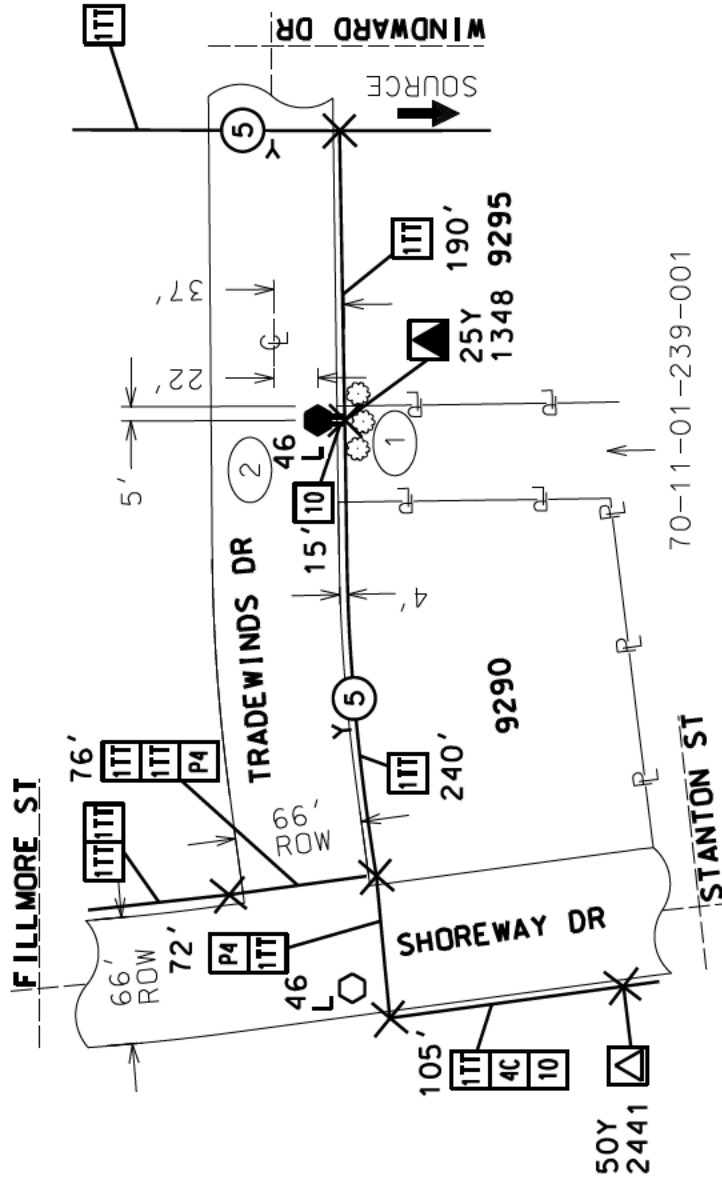
CONDUIT

P4 4" Plastic

CABLE MATERIAL AND SIZE

C. No 3/0 AL cable, 175 mils, 15KV, or secondary.

TT. No 1/0 AL stranded cable, 260 mils tree-retardant INS, 25KV, Jacketed.



70-11-01-239-001

METER NUMBER		METER ORDER NUMBER		CONSUMERS ENERGY CONTACTS	
		READ		DEPARTMENT	NUMBER
		Tradewinds Dr and Windward Dr ECNC STL		COORDINATOR	616-530-4365
		CM NO. 100008148878		DESIGNER	616-330-4933
METER LOCATION		ORDER TYPE	MAT TYPE	DESIGN NUMBER	ORDER NUMBER
		ECNC STL	1075826576	11837813	
JOB PURPOSE:		CUSTOMER REQUEST NEW STREET LIGHT. INSTALL NEW XFMR TO SERVE NEW STREET LIGHT.			
UPSTREAM SECTIONALIZING DEVICE:		0346-80A			
LOCATION:		STANTON ST & WINTERBERRY DR			
TWP		PORT SHELDON		T 06N R 16W SEC. 01	
CO		OTTAWA			
SCALE 1"=100'					
SHEET A		SHEET 1 OF 2			
SUBSTATION		WD NO.	CKT NO.		
AGNEW		0228	03		
CIRCUIT		TLM NUMBER	# OF RODS	OHMS	
WEYBURN		0616011341			
CE STAKING REQ'D		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
FORESTRY REQ'D		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			



property assessment solutions

PROVIDING LOCAL GOVERNMENT WITH PROPERTY TAX ASSESSMENT SERVICES

AGREEMENT FOR CONTRACT SERVICES WITH PORT SHELDON TOWNSHIP

- PROPERTY TAX ASSESSMENT & ADMINISTRATION SERVICES -

This Agreement for Contract Services (the “Agreement”) is entered into on April 29th of 2026, by and between **Port Sheldon Township**, a Michigan township, with offices located at 16201 Port Sheldon St, West Olive MI 49460 (the “Township”), and **Property Assessment Solutions LLC**, a limited liability company, whose address is 1752 Plummer Drive, Byron Center, MI 49315 (the “Contractor”). Tyler Tacoma, or a successor employee provided by Property Assessment Solutions LLC, shall be (the “Assessor”).

Recitals:

WHEREAS, the Township desires to have the Contractor provide property tax assessment services, under the direction of the Township Assessor. The Assessor, as separately employed by the Township, will maintain authority and control of the assessment roll, and provide guidance, direction, and ultimate responsibility for the additional services provided by the Contractor. **This contract is intended to cover the scope of work provided to the Township and the compensation provided for labor services of the Contractor.** Additional costs and services will be separately supported by the Township, such as use of office space at the Town Hall, computers and internet access, appraisal software programs, printings, assessment notice mailings, property tax appeal defense, board of review training and staffing, township support staff, etc. In consideration of these premises, it is hereby agreed as follows:

Article 1 Scope of Services

1.1 In consideration of the Michigan State Tax Commission’s guidance on *Supervising Preparation of the Assessment Roll*, the Township Assessor will perform all mandatory duties. The Contractor will assist with many of those assessment services including, but not limited to:

a) Appraising and assessing all taxable property. This includes the review of all building permits. This also includes review of sales documents for name updates, taxable value uncappings, and principal residence exemption claims or changes in status.

b) Preparing and maintaining the assessment roll, property classifications, tax descriptions, special acts parcels (“IFT’s”), or any other assessment rolls related to property taxes.

c) Attending Assessor’s Board of Review meetings in order to help facilitate any necessary processes (scheduling, printing, appraisal software updates, etc).

d) Reviewing business personal property accounts via canvassing the township and processing all business filings received at or around the annual February 20th filing deadline.

e) Processing all land divisions, combinations, and lot line adjustments.

f) Responding to all resident requests for property information. Also respond to any formal FOIA requests for assessment data, as needed.

g) Performing any other duties or functions of the Assessor’s Office under appropriate *Uniform Standards of Professional Appraisal Practice* (“USPAP”).

h) Maintaining all appropriate assessment records, including:

- 1) Appraisal Record Cards (digital in BS&A and printed upon request)
- 2) Personal Property Records
- 3) Tax Maps (via County GIS – digital, printout, online reference, etc.)
- 4) Land Value Studies to illustrate township land rates
- 5) Economic Condition Factor Spreadsheets for building pricing
- 6) Current Year Assessment Roll (digital)
- 7) Photos of buildings and other improvements on each parcel, stored digitally (BS&A)
- 8) Homeowner’s Rescind/Principal Residence Exemption Forms, Qualified Ag Forms, Property Transfer Affidavits, etc.
- 9) Recording site visit dates on individual parcels
- 10) Keeping historical assessment data in accordance with published records retention schedules

i) Keeping best practices in place in an effort to ensure all property assessments properly reflect the true cash (“market”) value of the properties on the Township Assessment Roll.

1.2 The Contractor will assist the Township Assessor in performing all duties and processes required to maintain compliance with the Michigan State Tax Commission’s Public Act 260 of 2018 audit procedures (formerly the *Audit of Minimum Assessing Requirements* or “AMAR”), as directed under MCL 211.10g.

1.3 The Contractor will implement a review process, whereby an estimated 20% of real estate parcels are visited on site, each year. This is intended to keep accurate appraisal records,

educate fellow residents about the assessment process, and maintain uniformity and equity on the Township Assessment Roll. As of this contract date, there are 3,026 parcels being managed on the assessment roll; 2,906 of which are real property parcels. 20% of the real property parcels is roughly 582 parcels.

1.4 The Contractor will offer on-site Township Hall availability for part of the work week, at the discretion of the Assessor and/or Township staff, as required to provide quality customer service and perform all required duties.

1.5 The Contractor shall perform the services, duties and obligations hereunder in a good, workmanlike, and professional manner and to the satisfaction of the Township. The Contractor shall maintain the qualifications necessary to perform the Services.

Article 2 Independent Contractor

2.1 The Contractor is an independent contractor of the Township and shall not be considered an employee of the Township. The Township shall have no responsibility for, and the Contractor shall not be entitled to worker's compensation insurance, unemployment insurance, health and/or accident insurance, public liability insurance, or for any withholding for social security, federal or state income taxes or otherwise by or from the Township.

2.2 The Contractor shall maintain appropriate liability insurance, a valid Michigan driver's license, and comprehensive automobile liability insurance throughout the term of this Agreement.

Article 3 Compensation

3.1 The Contractor shall be paid on a monthly basis, following a 12 month calendar. In the Assessing profession, the work volume fluctuates with the calendar a bit, but normalizes on an annual basis. Thus, a consistent monthly billing is appropriate, easy to manage, and can be planned for accordingly by all parties. A monthly invoice will be submitted for record keeping and auditing purposes, but the amount will be at a consistent rate, as per the below (Section 3.2).

3.2 The Contractor shall be paid \$24.00 annually, for each parcel on the assessment roll being maintained. As of the date of the contract, there are 3,026 parcels being managed by the Assessor's Office (*see attached parcel count breakdown at back of contract):

Contractor's Annual Salary:

$\$24.00/\text{parcel} \times 3,026 = \underline{\$72,624 \text{ annually}}$

per month = \$6,052/monthly

3.3 For clarification and separate from this agreement, the Assessor, as an employee, will be paid separately and according to township employee payment guidelines. The Assessor is not

entitled to any fringe benefits such as medical insurance, retirement, etc. The Assessor's annual salary shall be \$4.68 per parcel:

Assessor's Annual Salary:

$\$4.68/\text{parcel} \times 3,026 = \underline{\$14,161 \text{ annually}}$

3.4 The compensation shall be re-evaluated in April each year, based on the most current parcel count data available after the annual assessment roll is finalized following the March Board of Review. The rates will also be adjusted for inflationary changes in the cost of living, as determined by the Michigan State Tax Commission's annual inflation rate ("CPI") study.

3.5 The Contractor will provide all personal transportation and not require reimbursement for such normal workday expenses (gas mileage, vehicle maintenance, etc.). Additional expenses may be reimbursed for atypical or extraordinary expenses such as assessment appeal hearings, work conferences, township retreats, team events, or unforeseen circumstances.

3.6 The Contractor will be given access to share the office space, computers, software, IT support, and tools of the Township Assessor and/or Township staff, as needed and when available. Additional resources may be provided by the Township at their discretion, such as support staff services, secondary work stations, or additional peripheral equipment.

**Article 4
Term of Agreement**

4.1 The intent of the Terms of Agreement are to create a fruitful and longstanding relationship between the Contractor and the Township, whereby occasional scope of work and compensation changes may be taken in to consideration, to the benefit of all parties. The term is intended to expire shortly following the close of the annual March Board of Review, which is deemed to be a good transition point in the annual assessment process.

4.2 The term of this Agreement is from April 1st, 2026 (the "Commencement Date") through and including March 31st, 2027, unless terminated earlier pursuant to Section 4.3.

4.2 The compensation shall be re-evaluated in April each year (noted similarly in Section 3.5). The salaries shall be updated to reflect the current parcel count of the Township at that time as well as for inflationary changes in the cost of living.

4.3 Some grace may be extended in the timing of the annual renewal process of the Contract. The renewal follows closely with the annual assessment cycle. The end of the assessment cycle at the close of the Assessor's March Board of Review presents a thorough process of review with the County Equalization Department, so this completion date can fluctuate. The Contractor intends to continue service in the interim of renewal, in anticipation of continuance of this relationship and the services provided as outlined throughout this Contract. Preliminary *estimates* of parcel count and inflation figures may be provided earlier in the year to align with the Township's annual budget process.

4.4 Notwithstanding Section 4.1, this Agreement between the Township and the Contractor may be terminated by either party upon 60 days prior written notice to the other party, mailed to



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/29/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sam Martin 1475 Robbins Road Ste 140 Grand Haven MI 494172799	CONTACT NAME: Sam Martin PHONE (A/C, No, Ext): 616-846-8470 E-MAIL ADDRESS: sam.martin.twuq@statefarm.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED PROPERTY ASSESSMENT SOLUTIONS LLC 1752 PLUMMER DR SW BYRON CENTER MI 49315-8996	INSURER A : State Farm Fire and Casualty Company	NAIC # 25143
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	92-KF-L877-7	05/01/2026	05/01/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER \$ E.L. EACH ACCIDENT \$ 500000 E.L. DISEASE - EA EMPLOYEE \$ 500000 E.L. DISEASE - POLICY LIMIT \$ 500000
	<i>ADD'L OFFICE POLICY @: 92-CE-A481-3</i>						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CURRENT WORKER'S COMP: 05/01/2025 TO 05/01/2026 POLICY IS @: POLICY #: 92-JO-K176-5

John J. Jacono 4/29/26

CERTIFICATE HOLDER PROPERTY ASSESSMENT SOLUTIONS LLC 1752 PLUMMER DR SW BYRON CENTER MI 49315-8996	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE This form was system-generated on 04/29/2026
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BS&A Parcel Count

Port Sheldon

4/29/2026

TOP LINE IN BS&A ASSESSING		3,068		
<u>Class</u>	<u>Detail</u>	<u>Count</u>	<u>% of Total</u>	
001	Retired	35	1.1%	
003	Reference Personal	5	0.2%	<u>20% Site Visits:</u>
101	Ag - Improved	40	1.3%	Real Property 40
102	Ag - Vacant	39	1.3%	Real Property 39
201	Commercial - Improved	101	3.3%	Real Property 101
202	Commercial - Vacant	7	0.2%	Real Property 7
210	Commercial - Bldg on Leased Land	3	0.1%	Real Property 3
251	Commercial - Personal	106	3.5%	
301	Industrial - Improved	30	1.0%	Real Property 30
302	Industrial - Vacant	19	0.6%	Real Property 19
351	Industrial - Personal	5	0.2%	
401	Residential - Improved	2227	72.6%	Real Property 2227
402	Residential - Vacant	440	14.3%	Real Property 440
551	Utility Personal	11	0.4%	
		3068	100.0%	2906
<u>Reduce By:</u>				
001	Retired	-35		Div by 5 581.2
003	Reference Personal	-5		20% Review 582
-	2 default template parcels - 1 real, 1 pers prop	-2		
<u>Parcels being managed</u>		3026		

MEMORANDUM

To: Port Sheldon Township Board

From: Meredith Hemmeke

Date: May 4, 2026

Subject: MERS Surplus for the Township Defined Benefit Plan (Pension)

As of the most recent Annual Actuarial Report, the plan's funded ratio is 78.5%. The Township is currently contributing 23.33% of wages, which includes a catch-up component due to the plan being underfunded.

The Board approved the budget reflecting the second year of an additional \$50,000 contribution to the surplus. The intent is to continue this additional contribution for five years, with the amount reviewed annually during the budget process.

Thank you for your cooperation.

Meredith Hemmeke

Port Sheldon Township Clerk



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

May 2026

Public Safety Revenue Sharing – Cities, Villages and Townships
Fiscal Year 2026
Program Information

Overview

For fiscal year (FY) 2026, the legislature authorized the distribution of \$42,562,500 (\$35,062,500 ongoing funding + \$7,500,000 one-time funding) in Public Safety Revenue Sharing payments to cities, villages and townships ([2025 Public Act 22, Section 959\(1\)\(b\)](#) and [Section 992\(2\)](#)). Payments are based on each local unit's share of violent crime counts as certified by the Michigan Department of State Police (MDSP) for calendar years 2022, 2023, and 2024.

Distribution Timing

Payments are expected to be distributed in May 2026.

Distribution Calculation

Distributions are calculated by determining the Average Violent Crime Count for each local unit by computing the average of a local unit's two highest violent crime counts from the three most recent Annual Crime Reports as certified by the MDSP. The averages are then summed for all local units to determine the Statewide Total Violent Crime Count. Next, a Proportional Factor is computed for each local unit by dividing its Average Violent Crime Count by the Statewide Total Violent Crime Count. Then the Distribution Amount is determined for each local unit by multiplying the local unit's Proportional Factor by the total funds available for distribution.

The maximum payment any local unit may receive is 25% of the total amount available for distribution.

Calculation Formulas:

Average Violent Crime Count (for a Local Unit) =

Sum (local unit's 2 highest violent crime counts for the three most recent MDSP Annual Crime Reports) / 2

Statewide Total Violent Crime Counts =

Sum (Average Violent Crime Counts for each Local Unit)

Proportional Factor (for a Local Unit) =

Average Violent Crime Count (for a Local Unit) / *Statewide Total Violent Crime Count*

Distribution Amount (for a Local Unit) =

Proportional Factor (for a Local Unit) X *Total Amount Available for Distribution*

May 2026

Public Safety Revenue Sharing – Cities, Villages and Townships

Fiscal Year 2026 – Program Information

Page 2

Crime Data

Violent Crime Counts are based on the 3 most recent annual crime reports published by the MDSP as of October 1, 2025. The violent crime counts are based on the finalized crime data (for counts of murder, rape, robbery, and aggravated assault) that the MDSP received for each local unit for the most recent three calendar years.

The Annual Crime Reports, as certified by MDSP, include only crimes reported by local law enforcement agencies and county sheriff departments. As a result, crimes reported by state, tribal, and railroad law enforcement agencies were excluded, as were those reported by college and university police, airport police, and metropark police. In some local units, the Michigan State Police was the only reporting agency, and those crimes are not included in this report. Cities, villages and townships that did not submit crime data are shown as zero.

Use of Funds – Requirements/Restrictions

Local units must use these funds only for operational or capital expenses that serve the purposes of public safety. At least 75% of the distribution must be used to fund a law enforcement agency or law enforcement officers. Up to 25% of the distribution must be used to fund other non-law-enforcement related public safety purposes, such as:

- Public safety initiatives to improve recruitment or retention efforts
- Training programs
- Equipment purchases
- Programs designed to reduce identified risks to public safety
- Crime diversion programs
- Operational emergency medical or firefighter services
- Capital improvements to public safety buildings/structures

All local public safety initiative expenses must be related to public safety and designed to reduce identified risks to public safety and cannot include unproven intervention solutions to community violence. In addition, these funds cannot be used for any of the following:

- Pension or other post-employee benefit (OPEB) payments
- Lawsuits or claims payments
- Debt service payments
- Acquisition or use of a vehicle weighing more than 15,000 pounds that is designed or used for a tactical police purpose
- Acquisition or use of facial recognition technology
- Acquisition or use of a chemical weapon

Local units may subgrant all or part of their distribution to another local unit as long as the funds are used for public safety purposes and are in compliance with the Use of Funds – Requirements/Restrictions.

Definitions

- “Chemical weapon” means a munition or device that is specifically designed to cause death or other harm through a toxic chemical that would be released as a result of the employment of the munition or device.
- “Facial recognition technology” means an automated or a semiautomated technological process that assists in identifying or verifying an individual based on the individual’s face.
- “Violent crime” means that term as defined by the director of the MDSP in accordance with the department’s incident crime reporting program and the corresponding annual crime reports.
- “Violent crime count” means the number of violent crimes based on victim counts, as certified by the director of the MDSP. When a victim is connected to multiple offenses, the victim is counted under the highest-ranked offense, as defined by the director of the MDSP.
- “Violent crime rate” means the number of crimes per 100,000 people, determined by dividing a particular city, village, or township violent crime count by the population, then multiplying by 100,000 and rounding to the nearest whole number.

Questions?

Additional information can be found on [Public Safety Revenue Sharing Webpage](#).

Please direct all questions to the Revenue Sharing and Grants Division by phone at 517-335-7484 or email at TreasRevenueSharing@michigan.gov.

Grand Rapids
615 Eleventh St., NW
Grand Rapids, MI 49504
PH 616-454-1911
Fax 616-233-0422



Holland
1176 Lincoln Ave.
Holland, MI 49423
PH 616-392-3496
Fax 616-392-1346

May 6, 2026
From: James Gutman / Fence Consultants
To: Michael A. Sabatino / Port Sheldon Township
RE: No Bike Gates

160th Ave. & Holly Dr.
Total fence = \$1,382.00
Furnish and Install: Material and Labor to Set Two Openings in Existing Chain Link Fence. 4 – End Posts Total, Attach Existing Chain Link to New End Posts.

Approved _____ Print _____ Date ___ / ___ / _____

Please sign and E-mail or fax back to 616-392-1346

Not included are bonds, permits, prevailing wage, special insurance, traffic control, staking or layout, demolition, clearing, grading, dewatering, etc. \$250.00 additional cost per additional insured for completed operations per policy year. Payment terms are net 30 days.

Because of unstable material prices, we can hold this quote for only 30 days. I regret any inconvenience.

Thank you for the opportunity to quote this work. If you have any questions, please call me at (616) 392-3496, or contact me by e-mail at James@fenceconsultants.com.



TECH SOLUTIONS INTEGRATION
6301 136TH AVE
HOLLAND, MI 49424
(616) 582-0179

BILL TO

PORTSHELDON TOWNSHIP
16201 Port Sheldon St
West Olive, MI 49460-9563

ESTIMATE 31502506	ESTIMATE DATE Mar 03, 2026
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JOB ADDRESS

PORT SHELDON TOWNSHIP HALL
16201 Port Sheldon St
WEST OLIVE, MI 49460 USA

Job:

ESTIMATE DETAILS

Door Access System:

Front & Rear Employee Entrances
UA-G3 Reader

Install one UA-G3 Reader at each exterior door for credential-based access (card, mobile, or assigned credentials).
Install a 1200 lb electromagnetic lock at each door to provide secure holding force.
Configure doors for fail-safe operation (mag lock releases upon power loss).
Integrate each door into the UniFi Access platform for centralized management, logging, and user permissions.

Main Double-Door Entrance

UA-G3-Flex

Install a G3 Reader Flex at the double-door entry for streamlined credential access.
Install 1200 lb magnetic locks to secure the double-door assembly.
Provide proper door coordination to ensure both leaves release simultaneously when authorized.

Egress Control

Install a surface-mounted wave-to-exit sensor at each secured door for hands-free interior egress.
Wave sensor activation will immediately release the magnetic lock in compliance with life-safety requirements.

System Integration

Provide professional wiring, concealed where possible, with clean and organized termination.
Connect all devices to the UniFi Access control hub and appropriate power supply.
Program user credentials, access schedules, and door permissions.
Fully test system operation to ensure proper locking, unlocking, and emergency release functionality.

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
Front Door	Install the card reader on the exterior column, surface-mounted next to the existing door button. The egress device will be installed on the west wall of the entryway.	1.00	\$1,939.77	\$1,939.77

Rear Employee Door	Install the card reader on the existing fence post beneath the lock box, with the egress device mounted on the east wall of the entrance. All wiring will be routed through the mechanical room, run outside, and buried underground in conduit, emerging at the fence post to connect the reader for a clean and protected installation.	1.00	\$2,192.37	\$2,192.37
Double Door Event Space Entrance	Egress control will be surface-mounted on the interior side next to the door, with the card reader surface-mounted directly opposite on the exterior side of the same wall. This layout allows for a single interior conduit run, providing the cleanest and most professional installation possible.	1.00	\$2,871.17	\$2,871.17
IT Closet	Install Unifi Door Access Controller Include 10 NFC Access Cards Allowance Of 4 Hours Of Programming	1.00	\$880.20	\$880.20

SUB-TOTAL \$7,883.51

TOTAL \$7,883.51

Thank you for choosing Tech Solutions Integrated, LLC.

CUSTOMER AUTHORIZATION

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Tech Solutions Integration as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

Sign here

Date