

**Agenda**

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**Board of Directors Study Session**

**HOLLAND BOARD OF PUBLIC WORKS  
625 HASTINGS AVENUE  
HOLLAND, MICHIGAN**

**September 28, 2009  
4:00 p.m.**

<b>AGENDA</b>	<ol style="list-style-type: none"><li><b>1. CALL TO ORDER</b></li><li><b>2. COMMUNICATIONS from the AUDIENCE</b></li><li><b>3. MUNICIPAL UTILITY SOURCES OF AUTHORITY</b></li><li><b>4. OPEN MEETINGS ACT REQUIREMENTS</b></li><li><b>5. FREEDOM OF INFORMATION ACT REQUIREMENTS</b></li><li><b>6. HBPW MEETING CONDUCT AND RULES</b></li><li><b>7. CONFLICT OF INTEREST</b></li><li><b>8. FRANCHISES/AGREEMENTS WITH OTHER GOVERNMENTAL ENTITIES</b></li></ol>
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*Accommodations are available for persons with disabilities.  
If you need any aid, please contact the Holland Board of Public Works  
at 616/355-1575  
in advance of this meeting*

**AUDIENCE PARTICIPATION:**

*Members of the audience may address the Board of Directors during public hearings  
and under "Communications from the Audience".*

*Audience participation includes stating name and address and limiting speaking time  
to five minutes.*



# Holland Board of Public Works

## Orientation Handbook for HBPW Directors

Andrew J. Mulder and Nicholas R. Dekker  
Cunningham Dalman, P.C.  
September 28, 2009

# Sources of Power: Home Rule Powers

- Constitutional Authority
  - Article 7, Section 24 of the Michigan Constitution
- Statutory Authority
  - Michigan Home Rule Cities Act - MCL 117.1 (et seq.)

# [ City Charter Provisions ]

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- Source of Authority
- Establishment of Board
- Employee Status

# [ City Charter Provisions ]

- Utility Functions
  - Water and Electric
  - Sewer
  - Fiber Optic
  
- Budget and Contracts
  - Rates
  
- Payment in Lieu of Taxes

# [ Open Meetings Act ]

- Requirement of Public Meetings
- Closed Door Sessions
  - Exemptions
  - Procedure
- Committee Meetings
- Violations/Sanctions

# Freedom of Information Act

- Requirement of Public Information
- BPW FOIA Policy
- Exemptions
- Electronic Communication
- Violations/Sanctions

# [ Conflicts of Interest ]

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- Pecuniary Interest
- Appearance of Conflict
- Voidability of Contracts

# [ Delivery of Utility Services ]

- Electric
- Sewer
- Water