CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN

AGENDA FOR

REGULAR COUNCIL MEETING

GRAND HAVEN CITY HALL*
COUNCIL CHAMBERS
519 WASHINGTON AVE

MONDAY, July 20, 2026
7:30 PM

1. **MEETING CALLED TO ORDER**
2. **ROLL CALL**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE**
5. **REAPPOINTMENTS TO BOARDS & COMMISSIONS**
6. **NEW APPOINTMENTS TO BOARDS & COMMISSIONS** **ATTACHMENT A**

   A. Thomas Poel, Community Center Board, term ending June 30, 2031.

7. **APPROVAL OF CONSENT AND REGULAR AGENDA**
8. **CONTINUATION OF WORK SESSION (IF NEEDED)**
9. **CALL TO AUDIENCE – ONE OF TWO OPPORTUNITIES**

   At this time, members of the audience may address Council on any item, whether on the agenda or not. Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Those not physically present who would like to call in may dial 616-935-3203.

10. **PRESENTATION** **ATTACHMENT B**

    A. BUCS Pride and Bluebird Cancer Retreat Partnership
    Marcie Lynch, BUCS Pride

11. **CONSENT AGENDA** **ATTACHMENT C**

    A. Approve the Special Work Session and Regular City Council meeting minutes for July 6, 2026.
    B. Approve the bills memo in the amount of $601,135.85.

C. Accept a Michigan Lighthouse Assistance Program grant in the amount of $60,000.00, providing matching funds in the amount of $60,000.00, to be reimbursed by the Grand Haven Lighthouse Conservancy, and authorize expenditures in the amount of $120,000.00 for entrance lighthouse improvements, including interior repairs.
D. Approve a service agreement with Grand Haven Area Public Schools for use of GHAPS Technology Services in the budgeted amount of $53,545.44 and authorize the Mayor and City Clerk to execute the necessary documents.
E. Adopt the Michigan Mutual Aid Box Alarm System (MI-MABAS) Agreement.

12. UNFINISHED BUSINESS **ATTACHMENT D**

A. Consideration by City Council of a resolution to approve and adopt the Brownfield Plan for the Flatiron redevelopment project located at 7 N. 7th Street, Grand Haven, MI, 49417, for a period of 19 years.

EDC/BRA recommends approval.
Administration recommends approval.

13. PUBLIC HEARING

14. NEW BUSINESS **ATTACHMENT E**

A. Consideration by City Council of a resolution to approve an event request by the Grand Haven Elks Lodge at 15 South 3rd Street, Grand Haven, MI 49417, to add September 25, 2026, to their Pol-Elk's-Ski-Days celebration.

Administration recommends approval.

B. Consideration by City Council of a resolution to amend Section 36-8 of Article I in Chapter 36 of the City of Grand Haven Code of Ordinance to include electric bicycles, electric scooters and electric skateboards and create section 36-8 (B)1 incorporating prohibited items in the 10 block of Washington Avenue during street closure.

Administration recommends approval.

C. Consideration by City Council of a resolution to amend Section 25-44 of Article III in Chapter 25 of the City of Grand Haven Code of Ordinances to include electric bicycles, electric scooters and electric skateboards.

Administration recommends approval.

D. Consideration by City Council of a resolution to retroactively approve an emergency purchase in the amount of $46,635.00 with Northwoods Site Works of Muskegon, MI for the repair of a storm water line at the 1500 block of S. Griffin St. Grand Haven, MI, 49417.

Administration recommends approval.

15. CORRESPONDENCE & BOARD MEETING MINUTES

16. REPORT BY CITY COUNCIL

17. REPORT BY CITY MANAGER

18. CALL TO AUDIENCE–SECOND OPPORTUNITY

At this time, members of the audience may address Council on any item, whether on the agenda or not. Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Those not physically present who would like to call in may dial 616-935-3203.

19. ADJOURNMENT

Attachment A

City of Grand Haven
Application for Consideration for appointment to Citizen Boards and Commissions

(Applications are kept on file for one year from date of completion)

Name thom Poel Date 6/25/20

Address

Telephone (Home) (Cell) (Work)

E-Mail Address

I wish to be considered for ✓ appointment or ____ reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference — "1" being first choice.)

____ Airport Board
____ Audit Review Committee
____ Board of Review
____ Brownfield Redevelopment & Economic Develop. Corp.
____ Cemetery Board
✓ Community Center Board
____ Compensation Commission
____ Construction Board of Appeals.
____ Corridor Improvement Authority
____ Duncan Park Commission
____ Environmental & Natural Resource Committee
____ Harbor Board
____ Historic Conservation District
____ Human Relations Commission
____ Loutit District Library Board
____ Main Street DDA
____ Musical Fountain Committee
____ North Ottawa Community Hospital
____ Parks & Recreation Board
____ Planning Commission
____ Zoning Board of Appeals
____ Other

Are you over 21 years of age? ✓ Yes ____ No

Are you a resident of Grand Haven? ✓ Yes ____ No

Are you a registered voter in the City of Grand Haven? ✓ Yes ____ No

Educational Qualifications: Common Sense.

Place of Employment: Retired

Type of Work performed: Construction

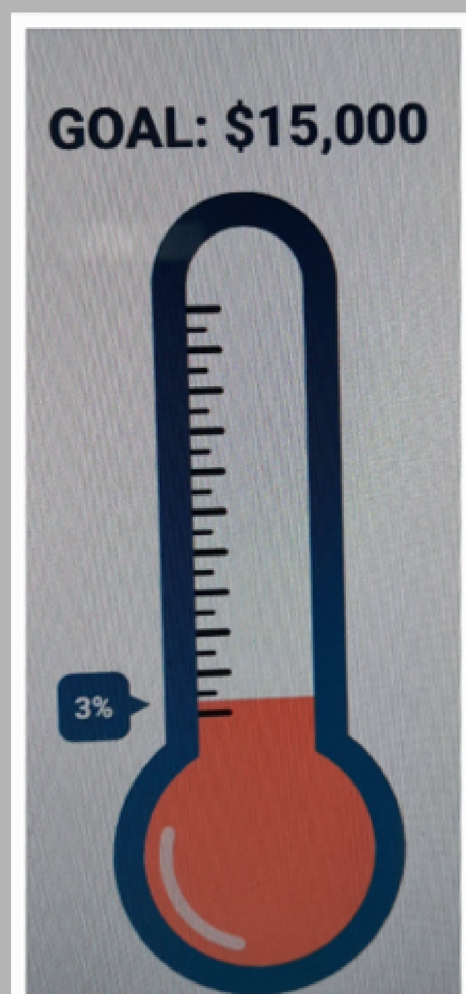
Other experience that would assist you in performing the duties of a Board/Commission member:

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

Attachment B


BLUEBIRD
CANCER RETREATS
BUCS PRIDE
for BLUEBIRD FAMILY CAMP
ONE RIVALRY. ONE COMMUNITY. ONE CAUSE.


GOAL: $15,000
7%


GOAL: $15,000
3%

Attachment C

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
SPECIAL CITY COUNCIL WORK SESSION
MONDAY, JULY 6, 2026

The Special Work Session of the Grand Haven City Council was called to order at 6:30 p.m. by Mayor Bob Monetza in the Council Chambers of Grand Haven City Hall at 519 Washington Ave, Grand Haven, MI 49417.

Present: Council Members Mike Fritz, Sarah Kallio, Erin Lyon, Mayor Pro-tem Mike Dora, and Mayor Bob Monetza.

Absent: None.

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, and Waterfront & Events Manager Brian Jarosz.

PRESENTATION

Assistant Director of Urban Forestry, Lawrence Burns, presented an update on the urban forests in the city. The presentation focused on the various tree diseases that are being monitored and treated. Those diseases include Hemlock Woolly Adelgid, Elongate Hemlock Scale, Spruce Spider Mite, Oak Wilt, Beech Bark Disease, Beech Leaf Disease, and Dutch Elm Disease. For anyone wishing to help preserve the City's urban forest, there is a "Save Our Forest" fund at the Grand Haven Community Foundation.

ADJOURNMENT

Mayor Monetza adjourned the meeting at 7:20 p.m.

____
Robert Monetza, Mayor

____
Maria Boersma, City Clerk

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
REGULAR CITY COUNCIL MEETING
MONDAY, JULY 6, 2026

The Regular Meeting of the Grand Haven City Council was called to order at 7:30 p.m. by Mayor Bob Monetza in the Council Chambers of City Hall, 519 Washington Ave.

Present: Council Members Mike Fritz, Sarah Kallio, Erin Lyon, Mayor Pro-tem Mike Dora, and Mayor Bob Monetza.

Absent: None.

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, Finance Director Emily Greene, Project Management Director Derek Gajdos, City Planner Brian Urquhart, Facilities & Ground Manager Derek Lemke, and Waterfront & Events Manager Brian Jarosz.

INVOCATION/PLEDGE OF ALLEGIANCE

REAPPOINTMENTS

26-133 Council Member **Fritz** moved, seconded by Mayor Pro-tem **Dora**, to reappoint the following:

Dale Hagenbuch, Airport Board, term ending June 30, 2031.
R. Douglas VanOss, Community Center Board, term ending June 30, 2031.
Patrick Qua, Historic Conservation District Commission, June 30, 2029.

Roll Call Vote:
This motion carried unanimously.

NEW APPOINTMENTS

26-134 Council Member **Lyon** moved, seconded by Council Member **Kallio**, to appoint Jeffrey Hoekstra to the Construction Board of Appeals with a term ending December 31, 2026.

Roll Call Vote:
This motion carried unanimously.

APPROVAL OF CONSENT AND REGULAR AGENDAS

26-135 Mayor Pro-tem **Dora** moved, seconded by Council Member **Fritz,** to approve the agendas as presented.

Roll Call Vote:
This motion carried unanimously.

FIRST CALL TO AUDIENCE

Jeffrey Miller, 1120 S Harbor: Thanked Professor Burns for his work on tree diseases in the city's urban forest, and encouraged people to donate to the Save Our Forest Fund at the Grand Haven Community Foundation.

Ryan, 1482 Bridgemore: Commented on Public Safety's use of a flock camera system.

Jim Hagen, 400 Lake: Commented on the Brownfield Plan request for the proposed Flatiron redevelopment at 7 North 7th Street.

Amy Atkinson, Acorn Marketing, 28 Columbus: Commented on the Eagle's permission to use the public parking lot next to 28 Columbus Avenue during the Coast Guard Festival.

Joe, 204 Columbus: Commented on the Eagle's permission to use the public parking lot next to 28 Columbus Avenue during the Coast Guard Festival.

Becky Newman, Walk the Beat: Commented on their event application.

CONSENT AGENDA.

26-136 Approve the Special Work Session and Regular City Council Meeting Minutes for June 15, 2026.

26-137 Approve the bill's memo in the amount of $2,875,519.87. **Attachment A**

26-138 Approve the amended FY 2026-2027 millage rate for the 2015 Infrastructure Bond Millage for the City of Grand Haven fiscal year beginning July 1, 2026, and ending June 30, 2027.

26-139 Approve the FY 2026-2027 budget amendments for accounts relating to partial redemption payment of the Unlimited Tax General Obligation Bond Series 2015.

26-140 Approve a Local Governing Body Resolution for Charitable Gaming Licenses for the Grand Haven Pickleball Club to conduct raffles at their Grand Haven Pickleball Tournament event on August 20, 2026.

26-141 Approve Task Order 006 with HDR of Ann Arbor, MI, for fiscal year 2026/2027 of $360,440.00, to be reimbursed by the Board of Light and Power.

26-142 Award a contract to the Davey Resources Group for the Smart Tree Inventory in the budgeted amount of $45,800.00.

Council Member **Fritz** moved, seconded by Mayor Pro-tem **Dora**, to approve the Consent Agenda as presented.

Roll Call Vote:
This motion carried unanimously.

NEW BUSINESS

**Council Member Kallio requested to abstain from the next agenda item due to a personal business relationship with the developer of the proposed project, Capstone.*

26-143 Mayor Pro-tem **Dora** moved, seconded by Council Member **Lyon,** to allow Council Member Kallio to abstain from the next agenda item.

Roll Call Vote:
This motion carried unanimously.

**Council Member Kallio left the dais and joined the audience.*

Council Member **Lyon** moved, seconded by Mayor Pro-tem **Dora**, to approve and adopt the Brownfield Plan for the Flatiron redevelopment project located at 7 North 7th Street, Grand Haven, MI 49417, for a period of 19 years.

Roll Call Vote:
Ayes: Dora, Monetza.
Nays: Lyon, Fritz.
Abstain: Kallio.
This motion failed.

**Council Member Kallio returned to the dais.*

26-144 Council Member **Lyon** moved, seconded by Mayor Pro-tem **Dora**, to deny a resolution of intent to vacate the eastern portion of Woodlawn Avenue right-of-way from the end of the improved roadway to the intersection with Beechtree Street.

Roll Call Vote:
Ayes: Lyon, Dora, Fritz, Kallio.
Nays: Monetza.
This motion passed.

26-145 Council Member **Fritz** moved, seconded by Council Member **Kallio**, to approve a new event request from the Grand Haven Board of Light and Power to host a 130th Anniversary Celebration at Lynne Sherwood Waterfront Stadium on September 12, 2026.

Roll Call Vote:
This motion carried unanimously.

26-146 Council Member **Kallio** moved, seconded by Mayor Pro-tem **Dora,** to approve a new event request from West Side Wave Beach Wrestling Club to host a beach wrestling tournament for area high schoolers at City Beach on August 15, 2026.

Roll Call Vote:
This motion carried unanimously.

26-147 Mayor Pro-tem **Dora** moved, seconded by Council Member **Frtiz**, to approve a request for Walk the Beat to add the 1500 block of Franklin Avenue to the closures for Walk the Beat on August 8, 2026.

Roll Call Vote:
This motion carried unanimously.

26-148 Council Member **Fritz** moved, seconded by Council Member **Kallio**, to approve Task Order 030, Task 43 with HDR of Ann Arbor, MI, for fiscal year 2026/2027 General Coordinating and Community Engagement Services in the budgeted not-to-exceed amount of $158,944.00**.**

Roll Call Vote:
This motion carried unanimously.

26-149 Council Member **Fritz** moved, seconded by Council Member **Lyon**, to approve a purchase order with Trace Analytical Laboratories of Muskegon, MI, for FY 2026/2027 CCR Ground Water Laboratory services for Harbor Island in the budgeted not-to-exceed amount of $135,063.68.

Roll Call Vote:
This motion carried unanimously.

26-150 Council Member **Lyon** moved, seconded by Council Member **Kallio**, to approve Task Order 35, Task 45 with HDR of Ann Arbor, MI, for Public Engagement services for the Remedial Alternative Analysis in the budgeted non-to-exceed amount of $77,069.00.

Roll Call Vote:
This motion carried unanimously.

REPORT BY CITY COUNCIL

Mayor Pro-tem Dora shared that he was able to assist staff in replacing the pier lights with red, white, and blue bulbs to celebrate the 250th anniversary of the United States. The Lighthouse Conservancy has also developed a T-shirt commemorating the event, which will be available at the lighthouse gift shop.

Council Member Lyon thanked city staff for the red, white, and blue pier lights and thanked the Department of Public Works and Public Safety for all their work on July 4th. Council Member Lyon expressed that the City Council wants to hear all public comments regarding any city work or future projects.

Council Member Kallio thanked city staff for the red, white, and blue pier lights, the Department of Public Works and Public Safety, and shared that the fireworks show was fantastic.

Council Member Fritz thanked Public Works and Public Safety for their work on July 4th and expressed an interest in updating the pier lights so their colors can be remotely changed to celebrate multiple holidays moving forward.

Mayor Monetza discussed the availability of two public comment opportunities during City Council Meetings to allow time for the public to directly address Council, thanked city staff for their work on July 4th, and discussed the resolution that allows the Eagle's to use the parking lot at 28 Columbus for this year only, while the hotel is being constructed, and expressed a desire for everyone to work together during that week.

CITY MANAGER REPORT

City Manager Latsch thanked all the partners who assisted with the red, white, and blue pier lights and thanked the Department of Public Works and Public Safety for their work on July 4th.

CALL TO AUDIENCE SECOND OPPORTUNITY

Tracey Riley, Coast Guard Festival: Commented on the Eagle's tent accommodations and how the noise will impact other festival events on Friday and Saturday evening.

Jeffrey Miller, 1120 S Harbor: Commented on the efforts to treat and prevent tree diseases in the city's urban forests.

Lita Bazuin, Human Relations Commission: Shared information on an upcoming Human Relations Commission community listening event that will take place on July 14th at 6:30 p.m. at Central Park Place.

Issac, Boy Scout: Shared that he is working on his communications badge, and attending this meeting was one of his requirements.

ADJOURNMENT

After hearing no further business, Mayor Monetza adjourned the meeting at 9:16 p.m.

Robert Monetza, Mayor	Maria Boersma, City Clerk

Attachment A

To: Ashley Latsch, City Manager
From: Emily Greene, Finance Director EG
CM Date: **07.06.26**
RE: Bills From Payables Warrant

FUND NUMBER	FUND NAME	WARRANT 06.17.26	ACH WARRANT 06.24.26	WARRANT 06.24.26	ACH WARRANT 06.26.26	WARRANT 06.26.26	ACH WARRANT 07.01.26	WARRANT 07.01.26	TOTALS
101	General Fund	$39,310.41	$145,447.53	$61,644.52	$2,034.34	$8.62	$31,451.48	$22,440.57	$302,337.47
151	Cemetery Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
202	Major Street Fund	$4,586.23	$43,311.06	$242.19	$0.00	$11,453.00	$399.78	$92.19	$60,084.45
203	Local Street Fund	$92.19	$7,676.32	$242.19	$0.00	$2,453.00	$0.00	$92.19	$10,555.89
235	Public Safety Millage Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
242	Brfd LBRF TIF Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
243	Brownfield Redevelopment Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
244	Economic Development Corp Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
245	Downtown TIF Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
246	Brownfield TIF GL Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
248	Grand Haven Main Street DDA Fund	$638.52	$213.20	$10,785.75	$0.00	$863.52	$0.00	$0.00	$12,500.99
272	2008/17 UTGO Inf Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
273	2014 LTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
274	2015 UTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
276	LightHouse Maintenance Fund	$0.00	$2,000.00	$1,600.00	$0.00	$0.00	$13,891.00	$0.00	$17,491.00
278	Community Land Trust Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
352	Brownfield TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
372	2008/17 UTGO Inf Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
373	2014 LTGO Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
374	2015 UTGO Bond Debt Fund	$0.00	$1,538,915.55	$0.00	$0.00	$0.00	$0.00	$0.00	$1,538,915.55
375	Public Safety Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
384	2020 LTGO Bond - Warber Drain Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
394	Downtown TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
401	Public Improvements Fund	$0.00	$3,218.81	$37,783.03	$0.00	$0.00	$24,846.00	$0.00	$65,847.84
402	Fire Truck Replacement Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
410	Harbor Island Remediation Fund	$0.00	$15.00	$8,486.50	$0.00	$0.00	$0.00	$0.00	$8,501.50
435	Public Safety Capital Project Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
456	2008/17 UTGO Inf Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
457	2014 LTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
458	2015 UTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
508	North Ottawa Recreation Authority	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	Sewer Authority Operating	$0.00	$15,635.36	$15,242.02	$6,836.64	$40.83	$299.82	$44.82	$38,099.49
509	Sewer Authority SL Force Main	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	Sewer Authority Plant Mod	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-2013 Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-SLPS/Force Main Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-Local Lift Station Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-2018 Plant Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
510	NOWS Operating	$1,876.25	$9,813.63	$7,845.28	$0.00	$124.90	$56,268.74	$8,635.85	$84,564.65
510	NOWS Plant Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
510	NOWS Replacement	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
581	Airport Fund	$42,778.44	$284.86	$0.00	$0.00	$0.00	$25,417.47	$0.00	$68,480.77
590	City Sewer Fund	$3,829.18	$272,429.58	$1,136.79	$0.00	$0.00	$980.05	$44.69	$278,420.29
591	City Water Fund	$7,460.83	$123,600.26	$16,269.34	$447.74	$0.00	$248.15	$44.69	$148,071.01
594	Marina Fund	$1,630.36	$59,884.74	$19,836.00	$0.00	$0.00	$1,724.68	$0.00	$83,075.78
597	Boat Launch Fund	$954.00	$627.16	$136.39	$0.00	$0.00	$327.73	$0.00	$2,045.28
661	Motor Pool Fund	$1,906.96	$3,600.06	$2,206.39	$18.00	$0.00	$89.76	$28.65	$7,849.82
677	Self Insurance Fund	$0.00	$0.00	$0.00	$0.00	$2,738.83	$84,757.00	$0.00	$87,495.83
678	OPEB/Retiree Benefits Fund	$1,553.44	$0.00	$42,449.49	$0.00	$1,552.59	$0.00	$1,167.09	$46,722.61
679	Health Benefits Fund	$0.00	$0.00	$91.80	$0.00	$0.00	$0.00	$0.00	$91.80
701	Trust & Agency Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
703	Tax Collection Fund	$111.23	$0.00	$0.00	$7,072.41	$7,184.21	$0.00	$0.00	$14,367.85
704	Payroll Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$106,728.04	$2,226,673.12	$225,997.68	$16,409.13	$26,419.50	$240,701.66	$32,590.74	$2,875,519.87

$2,875,519.87 Total Approved Bills
$148,678.09 Minus eligible bills for release without prior approval: including Utility,
$2,726,841.78 Retirement, Insurance, Health Benefit, and Tax Collection Funds

To: Ashley Latsch, City Manager
From: Emily Greene, Finance Director EG
CM Date: 07.20.26
RE: Bills From Payables Warrant

FUND NUMBER	FUND NAME	WARRANT 07.08.26	ACH WARRANT 07.15.26	WARRANT 07.15.26	CREDIT CARD WARRANT 07.14.26	TOTALS
101	General Fund	$11,838.84	$53,903.73	$15,325.78	$12,490.49	$93,558.84
151	Cemetery Fund	$0.00	$0.00	$0.00	$0.00	$0.00
202	Major Street Fund	$48.92	$2,066.00	$22,786.94	$0.00	$24,901.86
203	Local Street Fund	$48.92	$1,923.76	$19,443.23	$0.00	$21,415.91
235	Public Safety Millage Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
242	Brfd LBRF TIF Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
243	Brownfield Redevelopment Fund	$0.00	$0.00	$0.00	$0.00	$0.00
244	Economic Development Corp Fund	$0.00	$0.00	$0.00	$0.00	$0.00
245	Downtown TIF Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
246	Brownfield TIF GL Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
248	Grand Haven Main Street DDA Fund	$4,540.44	$0.00	$40.64	$1,514.43	$6,095.51
272	2008/17 UTGO Inf Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
273	2014 LTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
274	2015 UTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
276	LightHouse Maintenance Fund	$0.00	$0.00	$0.00	$0.00	$0.00
278	Community Land Trust Fund	$13,115.36	$0.00	$0.00	$0.00	$13,115.36
352	Brownfield TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
372	2008/17 UTGO Inf Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
373	2014 LTGO Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
374	2015 UTGO Bond Debt Fund	$0.00	$500.00	$0.00	$0.00	$500.00
375	Public Safety Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
384	2020 LTGO Bond - Warber Drain Fund	$0.00	$0.00	$0.00	$0.00	$0.00
394	Downtown TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
401	Public Improvements Fund	$8,911.70	$0.00	$0.00	$259.20	$9,170.90
402	Fire Truck Replacement Fund	$0.00	$0.00	$0.00	$0.00	$0.00
410	Harbor Island Remediation Fund	$0.00	$34.43	$0.00	$3,088.50	$3,122.93
435	Public Safety Capital Project Fund	$0.00	$0.00	$0.00	$0.00	$0.00
456	2008/17 UTGO Inf Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00
457	2014 LTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00
458	2015 UTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00
508	North Ottawa Recreation Authority	$0.00	$0.00	$0.00	$377.78	$377.78
509	Sewer Authority Operating	$33,480.85	$25,989.50	$96,697.17	$96.90	$156,264.42
	509 Sewer Authority SL Force Main	$0.00	$0.00	$0.00	$0.00	$0.00
	509 Sewer Authority Plant Mod	$0.00	$0.00	$0.00	$0.00	$0.00
	509 GH/SL SA-2013 Debt	$0.00	$0.00	$0.00	$0.00	$0.00
	509 GH/SL SA-SLPS/Force Main Debt	$0.00	$0.00	$0.00	$0.00	$0.00
	509 GH/SL SA-Local Lift Station Debt	$0.00	$0.00	$0.00	$0.00	$0.00
	509 GH/SL SA-2018 Plant Debt	$0.00	$0.00	$0.00	$0.00	$0.00
510	NOWS Operating	$38,237.87	$2,978.35	$4,531.28	$0.00	$45,747.50
	510 NOWS Plant Debt	$0.00	$0.00	$0.00	$0.00	$0.00
	510 NOWS Replacement	$0.00	$0.00	$0.00	$0.00	$0.00
581	Airport Fund	$217.17	$111.16	$121.42	$0.00	$449.75
590	City Sewer Fund	$147.57	$1,180.07	$762.80	$0.00	$2,090.44
591	City Water Fund	$2,457.89	$110,133.57	$6,079.75	$0.00	$118,671.21
594	Marina Fund	$1,016.49	$2,298.31	$64.96	$943.03	$4,322.79
597	Boat Launch Fund	$0.00	$1,527.08	$40.01	$0.00	$1,567.09
661	Motor Pool Fund	$647.96	$95,700.26	$1,897.70	$291.89	$98,537.81
677	Self Insurance Fund	$0.00	$0.00	$130.05	$0.00	$130.05
678	OPEB/Retiree Benefits Fund	$0.00	$0.00	$0.00	$0.00	$0.00
679	Health Benefits Fund	$0.00	$0.00	$1,095.70	$0.00	$1,095.70
701	Trust & Agency Fund	$0.00	$0.00	$0.00	$0.00	$0.00
703	Tax Collection Fund	$0.00	$0.00	$0.00	$0.00	$0.00
704	Payroll Fund	$0.00	$0.00	$0.00	$0.00	$0.00
		$114,709.98	$298,346.22	$169,017.43	$19,062.22	$601,135.85

$601,135.85 Total Approved Bills
$1,225.75 Minus eligible bills for release without prior approval: including Utility,
$599,910.10 Retirement, Insurance, Health Benefit, and Tax Collection Funds

CITY OF GRAND HAVEN
519 Washington Ave
Grand Haven, MI 49417
Phone: (616) 847-4888

TO: Ashley Latsch, City Manager

CC: Emily Greene, Finance Director
Michael England, Department of Public Works Director

FROM: Dana Kollewehr, Assistant City Manager DK

DATE: June 8, 2026

SUBJECT: Michigan Lighthouse Assistance Program Grant Agreement

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As a vital asset to the community, the Grand Haven Lighthouse Conservancy has been working hard to complete the restoration work outlined in the Historic Structures Report (HSR) for the Entrance and Inner Lights (2015).

In partnership with the Lighthouse Conservancy, the City applied for and has received a Michigan Lighthouse Assistance Program (MLAP) grant, helping to address priority items listed in the HSR. Funding will support entrance lighthouse repairs, including restoration of the second-level interior wood paneling and concrete, and replacement of the upper-level exterior door.

The grant award is $60,000.00 and will be matched by another $60,000.00 from the Grand Haven Lighthouse Conservancy, bringing the total project cost to $120,000.00. Grand Haven has successfully secured three previous MLAP grants for entrance light restoration and, most recently, for interior light painting and metalwork in summer 2025.

As the owners of the lighthouses, the City will be the recipient of the funding. Therefore, we recommend that the City Council approve the attached grant agreement for the Michigan Lighthouse Assistance Program with the State Historic Preservation Office (SHPO), authorize the project match to be reimbursed by the Grand Haven Lighthouse Conservancy, and permit the Mayor and City Clerk to sign the necessary documents.

STATE OF MICHIGAN

STATE HISTORIC PRESERVATION OFFICE

OF THE MICHIGAN STRATEGIC FUND

MICHIGAN LIGHTHOUSE ASSISTANCE PROGRAM GRANT AGREEMENT

FOR GRAND HAVEN SOUTH PIER ENTRANCE LIGHT INTERIOR REHABILITATION PROJECT

TO BE PERFORMED BY

CITY OF GRAND HAVEN

This Grant Agreement (the "Agreement"), Grant No. LH26-218, made on July 1, 2026 by and between the STATE HISTORIC PRESERVATION OFFICE OF THE MICHIGAN STRATEGIC FUND (the "Grantor") and the CITY OF GRAND HAVEN, a Michigan municipal corporation (the "Grantee"), take notice that:

The Grantor is authorized, pursuant to Section 811k of the Michigan Vehicle Code, 1949 PA 300, MCL 257.811k, to award discretionary grants and spend proceeds from the sale of Michigan lighthouse license plates for the Michigan Lighthouse Assistance Program (the "Program"). The Program is designed to assist with the preservation and protection of lighthouses in Michigan in order to enhance public awareness and appreciation for the maritime heritage of the United States and the State of Michigan; and

The Grantor desires to aid the Grantee in an activity intended to preserve, manage, and/or protect the Grand Haven South Pier Entrance Light (the "Light"), which is a maritime resource having historic value; and

The Grantee desires to be aided in its preservation activities pertaining to the Light, as provided in this Agreement.

THEREFORE, IT IS AGREED BETWEEN THE PARTIES TO THIS AGREEMENT AS FOLLOWS:

FOR DEPARTMENT USE ONLY

Project No.		SIGMA Code	185LIGHTHOUSEGRANT
Project Amt.		Purchasing No.	

SECTION I
SCOPE OF WORK SPECIFICATIONS

A. Project Objective. The Grantee will hire a contractor to rehabilitate the Light. Proposed work to include replacing upper-level exterior doors; restoring interior concrete floors; restoring stair handrails and guardrails and installing new where necessary; installing new interior wall and ceiling sheathing and trim and painting in historically appropriate colors; and enclosing electrical panels (the "Project").

B. Project Site, Construction, Maintenance and Preservation Efforts. The Grantee agrees to obtain written permission from the Grantor prior to beginning any construction, maintenance, or preservation efforts on the Light. The Grantee further agrees to restore, rehabilitate, preserve and otherwise maintain the Light, at its own expense, consistent with the U.S. Secretary of Interior's *Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* (Revised 1990) (the "Standards") and with the Department of Interior's *Preservation Briefs* for structural components considered historically significant. Upon completion of any construction, maintenance, or preservation efforts, the Grantee shall furnish written documentation of the results to the Grantor and shall permit the Grantor access to the Light for inspection. The Grantee shall also permit the Grantor to conduct an annual inspection of the Light. This provision shall continue in duration beyond the End Date of this Agreement.

The Grantee is subject to and shall continue to comply with the terms and requirements of the Quit Claim Deed dated December 6, 2012 and recorded December 28, 2012 with Document Number 2012-0055672, Ottawa County Register of Deeds (the "Easement"). Excerpts of the Easement are attached and incorporated into this Agreement as Exhibit D and provide in pertinent part:

> * * * *
>
> <u>HISTORIC PRESERVATION</u>
>
> A. The Grantee shall maintain and preserve the Lights in accordance with the recommended approaches in *The Secretary of the Interior's Standards for Treatment of Historic Properties, Standards for Preservation* (Technical Preservation Services for Historic Buildings, National Park Service) in order to preserve and enhance the distinctive materials, features and spaces that caused the Lights to be listed on the National Register of Historic Places.
>
> * * * *
>
> D. Plans of proposed construction, alteration, rehabilitation or replacement of distinctive materials, features, finishes or spaces which would affect the appearance or structural integrity of the Lights shall be reviewed and approved by the Secretary in consultation with the Michigan State Historic Preservation Officer (the "SHPO") for consistency with *The Secretary of the Interior's Standards for Treatment of Historic Properties.*

E. The Secretary or authorized representative, and/or the SHPO shall be permitted at all times to inspect the Lights in order to ascertain if the above conditions are being observed.

* * * *

C. Permits and Licenses. The Grantee shall be responsible for obtaining any and all permits, licenses or other proper authorization or permission-related documents required for the performance of this Agreement.

D. Ownership. All documents and reports delivered to the Grantor under this Agreement shall become and be the property of the Grantor.

SECTION II
PERFORMANCE OF SCOPE OF WORK

A. Period of Performance. TIME IS OF THE ESSENCE to this Agreement. The performance of the Scope of Work attached and incorporated into this Agreement as Exhibit A (the "Scope of Work") shall begin on or after the execution of this Agreement by the Grantee (the "Start Date") and shall be completed no later than September 30, 2027 (the "End Date") (together, the "Period of Performance").

During the term of this Agreement, the Grantee agrees and assures that it shall complete all activities in accordance with the Work Schedule attached and incorporated into this Agreement as Exhibit B (the "Work Schedule")

B. Project Representatives. The Grantee designates the following individuals as project representative for all matters concerning this Agreement:

Dana Kollewehr
Assistant City Manager
City of Grand Haven
519 Washington Avenue
Grand Haven, MI 49417
616.847.4888
dkollewehr@grandhaven.org

The Grantor designates the following individual as project representative to be the initial point of contact for all matters concerning this Agreement:

Alan Higgins
Grants Manager/Budget Specialist
Michigan Strategic Fund
Michigan State Historic Preservation Office
300 North Washington Square
Lansing, MI 48913
517.256.4358
higginss3@michigan.gov

Except for changes to the Work Schedule (not including the Project's completion date), the designated project representatives shall have no authority to make promises or binding obligations either for the Grantor or the Grantee, as such authority rests with the duly authorized persons executing this Agreement on behalf of the respective parties.

C. Employees of Grantee/Contractor or Key Persons.

1. The Grantee and its employees, agents, and independent contractors acknowledge that State Employees Retirement Act, MCL 38.68c, requires retirees of the State Employees Retirement System (the "Pensioned Retirees"), who become employed by the State either directly or indirectly through a contractual arrangement with another party on or after October 1, 2007, forfeit their state pension for the duration of their reemployment. PENSIONED RETIREES WHO PROVIDE OR RENDER SERVICES PURSUANT TO THIS AGREEMENT MAY HAVE TO FOREFEIT THEIR PENSIONS. THE GRANTEE AND ANY SUBCONTRACTOR(S) ACKNOWLEDGE THAT ALL PENSIONED EMPLOYEES THEY EMPLOY HAVE BEEN ADVISED TO SEEK LEGAL COUNSEL TO DETERMINE IF THEY ARE AFFECTED.BY PUBLIC ACT 95 OF 2007. THE GRANTEE, ANY SUBCONTRACOR(S) AND THE PENSIONED RETIREES THEY EMPLOY, ACKNOWLEDGE AND AGREE THAT NEITHER THE STATE, NOR THE GRANTOR, NOR ITS EMPLOYEES, DIRECTORS, AGENTS NOR BOARD SHALL BE LIABLE TO THE GRANTEE, ANY CONTRACTOR(S) OR PENSIONED RETIREE(S) IN THE EVENT A PENSIONED RETIREE FORFEITS HIS OR HER PENSION.

D. Subcontracts. In accordance with the bidding procedures and policies in the Grantor's *2026 Michigan Lighthouse Assistance Program Grant Manual* (the "Manual") and Executive Directive 2019-09, the Grantee, with the approval of the Grantor, may subcontract for the performance of some or all of the Scope of Work. Any subcontract shall incorporate all the provisions of this Agreement by reference and/or attachment.

The Grantee shall provide written notice to the Grantor and shall obtain approval from the Grantor for each of the following occasions during the bid process: (1) before the bidding process begins, the Grantee shall provide a written notice that provides the Grantee's bid specifications and a description of the bidding process the Grantee intends to follow; (2) before a winning bid proposal is selected, the Grantee shall provide a written notice that contains copies of the bid proposals received by the Grantee, rationale for selection of the subcontractor, and a draft of the proposed subcontract; and (3) after the Grantee has awarded a subcontract to a subcontractor approved by the Grantor, the Grantee shall provide a copy of the executed subcontract entered into between the Grantee and its subcontractor to the Grantor.

Neither the decision to subcontract, nor the approval of the Grantor to the Grantee subcontracting, shall modify the obligations of the Grantee under this Agreement. The Grantee shall be fully responsible for the noncompliance with this Agreement by its subcontractors and by persons directly or indirectly acting for such subcontractors the same as it is for the noncompliance attributable to the Grantee and persons acting for the Grantee.

The Grantee shall insert into each subcontract executed in connection with this Agreement appropriate and enforceable provisions requiring compliance with this Agreement by the subcontractor and the persons acting for it. Throughout the performance of any subcontracts, the Grantee shall monitor and verify the compliance of all subcontractors and persons acting for them and shall immediately take any affirmative or remedial measures prescribed by the Grantor or otherwise deemed necessary in the opinion of the Grantee for enforcing compliance under such subcontracts.

Pursuant to 1980 PA 278; MCL 423.322 *et seq*., the Grantee, in performing this Agreement, shall not enter into any contract with a subcontractor, manufacturer, or supplier listed in the register maintained by the State of Michigan, Department of Licensing and Regulatory Affairs, of employers who have been found in contempt of court by a federal court of appeals, on not less than three (3) occasions involving different violations during the preceding seven (7) years, for failing to correct an unfair labor practice, as prohibited by the National Labor Relations Act, 29 U.S.C. §158. The Grantor may cancel this Agreement if the name of the Grantee or the name of a subcontractor, manufacturer, or supplier used by the Grantee in performing this Agreement subsequently appears in the register during the Period of Performance.

E. Records. The Grantee and its subcontractors shall properly maintain such records and accounts relating to the Project as are prescribed by the Grantor. The Grantee shall be responsible for the maintenance and retention of proper records by its subcontractors. Upon request of the Grantor, the Comptroller General of the United States, or any of their duly authorized representatives (the "Authorized Parties"), the Grantee and its subcontractors shall provide for and facilitate access to, audit of, excerpts of, transcription of and examination of all books, audit reports, or records maintained in connection with the Scope of Work, the Project and this Agreement (the Project Documentation"). The Project Documentation must be retained and be available for inspection for three (3) years after the date the final reimbursement is made by the Grantor under this Agreement and all pending matters are closed. The Authorized Parties, upon request, shall be furnished with a copy of the Project Documentation by the Grantee within seven days of the date the Grantee receives the request.

F. Reports. The Grantee shall acknowledge financial support from the Program and the grant administration of the Grantor in the Grantor's Project Completion Report (the "Completion Report") and in each written, audio, visual, or other material, including web pages, public announcements and news releases, prepared in connection with the Project.

It is further understood that from time to time, the Grantee may, with reasonable notice, be required to provide the Grantor, or such other persons as may be identified by the Grantor, with verbal and/or written reports concerning the progress of the Scope of Work and related matters, in addition to other reports specified in the Work Schedule.

G. Prohibited Interests and Conflicts of Interest. The Grantee shall establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

H. Non-discrimination. The Grantee shall comply with all Federal and State of Michigan statutes relating to nondiscrimination. These include but are not limited to: (1) Title VI of the Civil Rights Act of 1964 (78 Stat. 241) which prohibits discrimination on the basis of race, color or national origin; (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §1681-1683, and §1685-1686), which prohibits discrimination on the basis of sex; (3) the Americans with Disabilities Act of 1990 (42 U.S.C. §12101 *et seq*.), and Title V, Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §701 *et seq.*), which prohibit discrimination on the basis of disability; (4) the Age Discrimination Act of 1975, as amended (42 U.S.C. §6101-6107), which prohibits discrimination on the basis of age; (5) the Drug Abuse Office and Treatment Act of 1972, as amended (21 U.S.C. §1101 *et seq.*), relating to nondiscrimination on the basis of drug abuse; (6) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended (42 U.S.C. §4541 *et seq.*), relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (7) sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. §201 *et seq.*), relating to confidentiality and alcohol and drug-abuse patient records; (8) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. §3601 *et seq*.) relating to nondiscrimination in the sale, rental, or financing of housing; and (9) the requirements of any other nondiscrimination statute(s) and Executive Directives which may apply to this Agreement.

I. Environmental Standards. The Grantee shall comply with environmental standards which may be prescribed pursuant to the following: (1) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (42 U.S.C. §4321 *et seq.*) and Executive Order (EO) 11514; (2) notification of violating facilities pursuant to EO 11738; (3) protection of wetlands pursuant to EO 11990; (4) evaluation of flood hazards in flood plains in accordance with EO 11988; (5) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 *et seq*.); (6) conformity of Federal actions to State (Clear Air) Implementation Plans under section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §7401 *et seq.*); (7) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (42 U.S.C §300f *et seq.*); and (8) protection of endangered species under the Endangered Species Act of 1973, as amended, (16 U.S.C §1531 *et seq.*).

J. Copyrights. The Grantee may copyright any books, publications, or other copyrightable materials developed in the course of the Project. However, any such copyrighted material shall be subject to royalty-free, non-exclusive, worldwide, and irrevocable license to the Grantor to reproduce, publish, or otherwise use, and to authorize others to use, the work for any governmental purpose.

In the development of materials, the Grantee shall not infringe on any United States or foreign patent, copyright, or other proprietary right of any person or entity, which right is enforceable under the laws of the United States or the State of Michigan.

K. Disclosure of Information. Neither the Grantee nor its agents or subcontractors shall disclose information or documents created in connection with this Agreement to anyone, without the prior consent of the Grantor. Neither the Grantee nor its agents or subcontractors shall use information or documents created or maintained in connection with this Agreement to further any private interest other than as contemplated by this Agreement, without the prior consent of the Grantor.

SECTION III
SCOPE OF WORK FUNDING

A. Project Funding. The Grantor shall reimburse the Grantee for the actual costs of the Project upon submission of proper documentation of expenditures and requests for reimbursement. The total amount of reimbursement shall not exceed Sixty Thousand Dollars ($60,000) (the "Award"). The Grantee shall provide matching funds of at least one-half (1/2) of the amount of the actual Award. The Grantee's match shall be in the form of cash. The allowability and evaluation of the Grantee's source of the required matching share shall be determined in accordance with the applicable provisions described in the Manual. Only cost items incurred within the Period of Performance of this Agreement shall be eligible for reimbursement. The Grantee shall follow the project budget set forth in Exhibit C (the "Project Budget") which is attached and incorporated into this Agreement. Transfers between line items may be made with the approval of the Grantor if the Scope of Work does not change.

The Grantee acknowledges that any reimbursements due under this Agreement are contingent upon the availability of funds from the Legislature and other funding authorities. The Grantee agrees that if funds become unavailable or are reduced by the Legislature or other funding authorities during the term of this Agreement, the Grantor has no duty to pay the amounts otherwise due. Further, the Grantor may reduce the Award or cancel this Agreement if funds are withdrawn or reduced.

SECTION IV
NONASSIGNABILITY

The Grantee shall not assign or otherwise transfer any interest in this Agreement or the Light in any manner not provided for in this Agreement.

SECTION V
INDEMNIFICATION, DELEGATION, MODIFICATION, and CANCELLATION

A. Indemnification. The Grantee shall, to the extent allowed by law, indemnify and hold harmless the Grantor and associated departments, officials, employees, and authorized representatives from any and all claims or causes of action arising from, or on account of, the acts or omissions of the Grantee and its officers, employees, and agents, and any persons acting on its behalf or under its control, in performing and implementing the Scope of Work, including but not limited to claims for damages, payments or set-offs arising from, or on account of, any contract, agreement, or arrangement between the Grantee and any person for the performance of activities related to this Agreement.

B. **Delegation.** Delegation of duties or obligations under this Agreement by the Grantee to a subcontractor, independent contractor, or any other person without the prior written consent of the Grantor shall be a material breach of this Agreement.

C. **Modification.** This Agreement shall not be modified or amended except pursuant to a written instrument signed by the Grantee and the Grantor. Any and all amendments must be executed prior to the End Date. The Grantee may not implement any change that materially affects the Scope of Work, including but not limited to additional activities, any alteration to approved grant-funded activities, or a significant change in match expenditures unless such change is covered by an executed amendment.

C. **Cancellation.** Either party may cancel this Agreement at any time by giving written notice to the other party at least fourteen (14) calendar days prior to the date of cancellation. However, in the event of a material breach by the Grantee, the Grantor may cancel this Agreement immediately. The Grantee shall be entitled to receive reimbursement for any portion of the Scope of Work completed to the satisfaction of the Grantor.

SECTION VI
COMPLIANCE WITH LAWS, REGULATIONS, GUIDELINES, AND POLICIES

The Grantee warrants that it possesses both the legal authority to apply for State assistance and the institutional, managerial and financial capability (including funds sufficient to pay the total of all project costs) to ensure proper planning, management and completion of the Project described in this Agreement.

The Grantee shall comply with all applicable requirements of all State and Federal laws, executive orders, rules and regulations, and policies and guidelines governing the Program.

This Agreement is governed by and must be construed in accordance with the laws of the State of Michigan. Any dispute that the parties cannot settle shall be resolved in a Michigan court.

This Agreement, with its attached and incorporated Exhibits A, B, C, and D sets forth the entire agreement of the Parties with respect to the subject matter, and supersedes all prior agreements whether written or oral, with respect to the subject matter of this Agreement.

All of the clauses of this Agreement are distinct and severable and, if any clause shall be deemed illegal, void or unenforceable, it shall not affect the validity, legality or enforceability of any other clause or provision of this Agreement.

SECTION VII
EXECUTION AND IMPLEMENTATION

This Agreement may be signed in counterparts and delivered by facsimile or in pdf form, and in any such circumstances, shall be considered one document and an original for all purposes.

REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF the parties to this Agreement, by their respective and duly authorized representatives, hereto subscribe and execute this Agreement as of the day and year first written above.

GRANTOR:

MICHIGAN STATE HISTORIC PRESERVATION OFFICE

____
By: Ryan M. Schumaker
Its: State Historic Preservation Officer

REMAINDER OF PAGE BLANK – SIGNATURES CONTINUE ON NEXT PAGE

GRANTEE:

CITY OF GRAND HAVEN

____
By: Ashley Latsch
Its: City Manager

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MLAP GRANT AGREEMENT LH26-218

EXHIBIT A - SCOPE OF WORK

Attachment to Agreement between the State Historic Preservation Office of the Michigan Strategic Fund and the City of Grand Haven

For the Grand Haven South Pier Entrance Light Interior Rehabilitation Project

To Be Performed by

The City of Grand Haven

July 1, 2026

The Grantee agrees that the objective of this Agreement is to hire a contractor(s) to rehabilitate the Light. The proposed work includes replacing upper-level exterior doors; restoring interior concrete floors; restoring stair handrails and guardrails and installing new where necessary; installing new interior wall and ceiling sheathing and trim and painting in historically appropriate colors; and enclosing electrical panels (the "Project").

The Light is a significant historic resource that is listed in the National Register of Historic Places. All proposed repair methods and replacement materials will be presented to the Grantor for review and approval by the Grantee prior to any work taking place.

The Grantee agrees to hire, compensate, and supervise personnel to be employed in the completion of the Project, providing all necessary project management services, including architectural services, accounting, bookkeeping, payroll reporting, and day-to-day management of project activities. Lead paint issues shall be addressed using appropriate environmental protection procedures as prescribed by law.

The Grantee further agrees that the portion of the Project aided by this Agreement shall comply with both the U.S. Secretary of the Interior's *Standards for the Treatment of Historic Properties*, 36 CFR 67-68, and the U.S. Secretary of the Interior's *Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* (Revised 1990). The Project shall comply with the SHPO approved plans and specifications and follow the recommendations in the Historic Structures Report for Grand Haven South Pier Entrance and Inner Lights, dated September 8, 2015, unless deviations are otherwise approved by the SHPO. The Project shall consist of the following:

A. Solicit and hire a qualified contractor(s) with experience in working on historic buildings to perform the Project.

1) **Replace Upper-Level Exterior Door**: Remove the existing hollow metal door and infill from the original double-door opening on the east wall. Install a new pair of metal doors with divided lite glass, replicating the 1922 design, including updated hardware. All painting shall follow manufacturer's specifications. Paint colors shall be submitted to SHPO for review and concurrence before work is initiated.

2) **Restore Interior Concrete Floor at Main Level**: Remove minor deteriorated concrete surfaces and patch. Remove dirt and debris. Clean, properly prepare, and paint the floor surface with a non-slip marine grade floor paint. All painting shall follow manufacturer's specifications.

3) **Restore Stair Handrail and Guardrail**: Remove deteriorated paint and rust from all metal handrail and guardrail components at the interior stair from the main level to the upper level. Clean, properly prepare all components and paint with marine grade paint. All painting shall follow manufacturer's specifications. Paint colors shall be submitted to SHPO for review and concurrence before work is initiated.

4) **Install New Handrails**: Install new steel pipe handrails on the upper section of the interior stair from the main level to the upper level for safety. New handrails shall match the existing in terms of material and size. All coatings shall be applied in accordance with the manufacturer's recommendations.

5) **Install New Interior Wall and Ceiling Sheathing**: Add wood sheathing to the interior walls to replace missing materials. The sheathing shall consist of vertical wood siding (1x4) on walls on horizontal wood furring on the existing exterior stud wall framing. The existing pressed metal ceiling shall be retained. Install wood trim around windows and doors, matching historic profiles. Finish all new wood surfaces with marine grade paint as recommended in the historic structures report. All finishes shall follow manufacturer's specifications. Paint colors and finishes will match those identified in the historic structures report and shall be verified with the SHPO for review and concurrence before work is initiated.

6) **Restore Concrete Floor at Second Level**: Remove deteriorated concrete, clean and prepare the surface, and apply non-slip marine-grade floor paint or an epoxy resin floor coating. All finishes shall follow manufacturer's specifications and shall be approved by the SHPO prior to commencing work.

7) **Enclose Electrical Panels**: Install a partition or security fence to enclose the electrical panels located on the second floor level to provide safety and protection from the electrical gear and wiring. The final design shall be submitted to the SHPO for review and approval prior to commencing work.

B. When the Project begins pursuant to this Agreement, the Grantee shall place no less than one (1) sign acknowledging State financial assistance on the Light. The sign shall be at least 4' x 6', shall be located within a publicly accessible area and shall be in keeping with the visual aesthetics of the site. The project sign shall at a minimum contain the following information, and the sign template will be provided to the Grantee by the Grantor for manufacture and installation:

The project sign required by this section shall remain in place from the time the Project commences and remain in place for one year after the End Date. Furthermore, at least one (1) digital image of not less than 4 x 6 inches of the project sign shall be submitted to the Grantor as part of the Completion Report.

C. **Acknowledge Financial Support.** The introduction of the final report and each written, audio, visual, or other material (including public announcements and news releases) produced through this Agreement shall contain a credit that reads verbatim as follows:

> This rehabilitation of the Grand Haven South Pier Entrance Light, which is listed in the National Register of Historic Places, has been funded with the assistance of a matching grant from the Michigan Lighthouse Assistance Program. The grant has been awarded by and is administered through the Michigan State Historic Preservation Office of the Michigan Strategic Fund.
>
> The public can help fund the preservation and rehabilitation of Michigan lighthouses by purchasing a Save Our Lights license plate. Contact your local Secretary of State Branch Office for more information. Donations can also be made directly to the Michigan

Lighthouse Assistance Program through the Michigan State Historic Preservation Office to support ongoing grant programs.

D. Comply with the provisions of the Manual and prepare and submit to the Grantor at least one (1) copy of the Completion Report on or before the End Date. The Grantee shall also comply with the reporting and completion dates as set forth in the Work Schedule.

E. **Public Access**. The Grantee shall ensure that the general public has access to the Light for the duration of this Agreement. The right of public access shall be for not less than twelve (12) days per year on an equitably spaced basis and at other times by appointment. For purposes of this Agreement, "equitably spaced" does not necessarily require public access on a once-a-month basis and may take into account seasonal and other factors that will most effectively implement the purpose and intent of this grant. Further, what constitutes a "day" will depend on the Grantee's good faith judgment in applying public access provisions, which might reasonably include opportunities for evening visitation.

MLAP GRANT AGREEMENT LH26-218

EXHIBIT B – WORK SCHEDULE

Attachment to Agreement between the State Historic Preservation Office of the Michigan Strategic Fund and the City of Grand Haven

For the Grand Haven South Pier Entrance Light Interior Rehabilitation Project

To Be Performed by

The City of Grand Haven

July 1, 2026

	Work Items
July 2026	Grant agreement executed
July 2026 through February 2027	Grantor completes pre-work site inspection
	Grantee submits Request for Proposal ("RFP") and related documents to the Grantor for review
	Grantor reviews and comments on RFP bid documents (allow 4 weeks)
	Grantee submits final version of RFP bid documents to the Grantor for review and approval
	Grantee solicits bids (allow 4 weeks)
	Grantee conducts mandatory pre-bid site visit meeting for contractors
	Bids due
	Grantee submits bids and rationale for bidder selection to the Grantor for review
	Grantor provides response to Grantee bidder selection (allow 4 weeks)
	Grantee submits draft sub-contract to Grantor for review
	Grantor provides comments and recommends changes to subcontract (allow 4 weeks)
	Grantee executes sub-contract(s)
	Grantee submits copy of executed construction sub-contract(s) to the Grantor
March 2027 through September 2027	Grantee installs project sign and submit photo documentation to the Grantor
	Grantee conducts pre-construction site visit with contractor
	Begin construction
	Finish construction
	Final on-site inspection by the Grantor
	Project Closeout
No later than September 1, 2027	Grantee submits Completion Report and final reimbursement request with financial documentation to the Grantor
October 1, 2027	The Grantor anticipates completing reimbursement process

	Quarterly Progress Reports
October 15, 2026	Quarterly Progress Report due
January 15, 2027	Quarterly Progress Report due
April 15, 2027	Quarterly Progress Report due
July 15, 2027	Quarterly Progress Report due

MLAP GRANT AGREEMENT LH26-218

EXHIBIT C – PROJECT BUDGET

Attachment to Agreement between the State Historic Preservation Office of the Michigan Strategic Fund and the City of Grand Haven

For the Charlevoix South Pier Entrance Light Interior Rehabilitation Project To Be Performed by

The City of Grand Haven

July 1, 2026

Work Items	MLAP Funds	Match	Project Total
Entrance Light Interior Rehabilitation	$60,000.00	$60,000.00	$120,000.00
TOTALS	**$60,000.00**	**$60,000.00**	**$120,000.00**

Matching Share	
Donor:	City of Grand Haven
Source:	Private
Kind:	Cash
Amount:	$60,000.00
Total:	**$60,0000.00**

MLAP GRANT AGREEMENT LH26-218

EXHIBIT D– QUITCLAIM DEED EXCERPT

Attachment to Agreement between the State Historic Preservation Office
of the Michigan Strategic Fund
and
the City of Grand Haven

For the Grand Haven South Pier Entrance Light Interior Rehabilitation Project

To Be Performed by

The City of Grand Haven

July 1, 2026

(Follows Under This Cover)

RESTRICTIONS ON USE

A. The Grantee shall make the Lights available for education, park, recreation, cultural or historic preservation purposes for the general public at reasonable times and under reasonable conditions.

B. The Grantee shall not sell, convey, assign, exchange, or encumber the Lights, any part thereof, or any associated historic artifact conveyed to the Grantee in conjunction with the Lights, including but not limited to any lens or lantern, unless such sale, conveyance, assignment, exchange or encumbrance is approved by the Secretary of the Interior (the "Secretary").

C. The Grantee shall not conduct any commercial activities at the Lights any part thereof, or in connection with any associated historic artifact conveyed to the Grantee in conjunction with the conveyance of the Lights, in any manner, unless such commercial activity is approved by the Secretary.

D. The Grantee shall, at its own cost and expense, use and maintain the Lights in accordance with the plans described in the Application to Obtain Historic Lighthouse Property (the "Application"), incorporated herein by reference, with the same force and effect as is herein fully set forth. Proposed changes to any part of the Application shall be reviewed and approved by the National Park Service, acting on behalf of the Secretary, in consultation with the Michigan State Historic Preservation Officer.

HISTORIC PRESERVATION

A. The Grantee shall maintain and preserve the Lights in accordance with the recommended approaches in *The Secretary of the Interior's Standards for Treatment of Historic Properties, Standards for Preservation* (Technical Preservation Services for Historic Buildings, National Park Service) in order to preserve and enhance the distinctive materials, features and spaces that caused the Lights to be listed on the National Register of Historic Places.

B. When rehabilitation is the appropriate treatment, the Grantee shall rehabilitate the Lights in accordance with the recommended approaches *in The Secretary of the Interior's Standards for Treatment of Historic Properties, Standards for Rehabilitation* (Technical Preservation Services for Historic Buildings, National Park Service). Rehabilitation is appropriate when repair and replacement of deteriorated features is necessary or when alteration or additions to the property are planned.

C. Distinctive materials, features, finishes, construction techniques and examples of craftsmanship that characterize the Lights shall be preserved.

D. Plans of proposed construction, alteration, rehabilitation or replacement of distinctive materials, features, finishes or spaces which would affect the appearance or structural integrity of the Lights shall be reviewed and approved by the Secretary in consultation with the Michigan

State Historic Preservation Officer (the "SHPO") for consistency with in *The Secretary of the Interior's Standards for Treatment of Historic Properties.*

E. The Secretary or authorized representative, and/or the SHPO shall be permitted at all times to inspect the Lights in order to ascertain if the above conditions are being observed.

F. The Grantee shall, within three months of the date of this Deed, erect and forever maintain a conspicuous sign or signs near the principal point or points of access to the Lights that states: "The United States of America donated this Lighthouse to the City of Grand Haven for public, educational and historic preservation uses through the National Historic Lighthouse Preservation Act."

Beginning two years from the date of this Deed, the Grantee shall prepare biennial reports describing the development and use of the Lights, and any revenue generated from its operation during the preceding two-year period. The Grantee shall prepare and submit consecutive biennial reports to the appropriate National Park Service office.

<u>OTHER LAWS</u>

A. The Grantee further covenants and agrees for itself, its successors and assigns, to comply with all Federal laws relating to nondiscrimination in connection with any use, operation, program, or activity on or related to the Lights, including but not limited to:

1. All requirements imposed by or pursuant to the regulations of the U.S. Department of the Interior (43 C.F.R. Part 17);

2. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d-1), which prohibits discrimination on the basis of race, color, or national origin;

3. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age;

4. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicap;

5. The Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.), which requires that no otherwise qualified handicapped individual shall, solely by reason of his or her handicap, be excluded from the participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.

REVERSIONARY INTEREST OF THE UNITED STATES

A. All right, title and interest to the Lights shall revert to the United States of America, at the option of the Administrator of General Services, for non-compliance with any of the terms and conditions of this conveyance including, but not limited to:

1. The Lights, any part thereof, or any associated historic artifact ceases to be available for education, park, recreation, cultural, or historic preservation purposes for the general public at reasonable times and under condition which shall be set forth in the Grantee's application; or

2. The Lights or any part thereof ceases to be maintained in a manner that ensures its present or future use as a site for Federal aid to navigation; or

3. The Lights, or any associated historic artifact associated with the Lights ceases to be maintained in compliance with the historic preservation covenants, conditions and restrictions set forth in this Deed; or

4. The Grantee sells, conveys, assigns, exchanges, or encumbers the historic lights, any part thereof, or any conjunction with any associated historic artifact, without approval of the Secretary; or

5. The Grantee conducts any commercial activities at the historic lights, any part thereof, or in conjunction with any associated historic artifact, without approval of the Secretary; or

6. At least 30 days before the reversion, the Administrator provides written notice to the Grantee that the historic Lights or any part thereof is needed for national security purposes.

B. The Grantee, by its acceptance of the Deed, covenants and agrees for itself, and its successors and assigns, that in the event the United States exercises its power to terminate the Grantee's interest in the Lights then the Grantee shall provide protection to and maintenance of Lights at all times until such time as the title is actually reverted, including the period of any notice of intent to revert. Such protection and maintenance shall, at a minimum, conform to the standards prescribed by the GSA in its Federal Management Regulations in effect at the time of the reversion.

The United States and any representative it may so delegate shall have the right of entry upon the premises at any time to conduct periodic inspection to ensure compliance with the terms and conditions of the conveyance. The failure of any agency of the United States to exercise any right, term, covenant, condition or remedy granted under either this instrument or a Deed of conveyance from the United States for historic Lights shall not be deemed to be a waiver of the same or any other term, covenant, condition, right or remedy. No term, covenant, condition, right or remedy shall be deemed to have been waived by the United States unless such waiver is in writing executed by a duly authorized representative of the United States.

Any notice, request, demand, approval or consent given or required to be given under this Deed shall be in writing and shall be mailed by registered or certified mail, postage prepaid,

CITY OF GRAND HAVEN
519 Washington Ave
Grand Haven, MI 49417
Phone: (616) 847-4888

TO: Ashley Latsch, City Manager

FROM: Dana Kollewehr, Assistant City Manager

DATE: July 15, 2026

SUBJECT: Cooperative Agreement for Information Technology Services – Grand Haven Area Public Schools

---

The City has partnered with Grand Haven Area Public Schools for several years to provide advanced Information Technology support through the GHAPS Technology Department. The proposed agreement continues this successful partnership and remains within the City's budgeted amount for contracted IT services. Under the agreement, GHAPS will continue to provide up to 750 hours of Level 3 technology support annually, including workstation, server, and phone system support; after-hours support; strategic planning; professional development; and access to its online ticketing system.

The proposed agreement includes several updates intended to better align the contract with the City's current technology support needs:

- Service levels have been adjusted to more closely reflect the actual number of support hours the City has historically utilized.
- An hourly rate of $80 has been established for special projects or services requested outside the scope of the annual agreement, providing greater flexibility while ensuring transparency in costs.
- The monthly contract fee has increased slightly to reflect annual cost adjustments, with the monthly cost totaling $4,462.12, while remaining within the amount budgeted by the City for these services.

Fiscal Impact
The total annual cost of the agreement for FY 2026-2027 is $53,545.44, or $4,462.12 per month, which is included within the City's adopted budget for Information Technology services.

City staff recommends approval of the Cooperative Agreement with Grand Haven Area Public Schools for Information Technology (IT) services for the period of July 1, 2026, through June 30. 2027.

COOPERATIVE AGREEMENT
TO SHARE SERVICES OF GHAPS TECHNOLOGY DEPARTMENT

This agreement ("Agreement") is entered into between the Board of Education of the Grand Haven Area Public Schools ("GHAPS"), and the City of Grand Haven (the "City") (collectively be referred to as the "Governmental Agencies") for the purpose of enabling the Governmental Agencies to enter into a cooperative agreement with each other to utilize the shared services of the GHAPS Technology Department.

PREMISES

A. Pursuant to §11a(3) of the Revised School Code, the general powers accorded to GHAPS expressly include the powers to hire, contract for, schedule, and supervise employees. Pursuant to §11a(4) of the Revised School Code, the general powers accorded to the School Districts expressly include the power to enter into cooperative programs with other entities, public or private (including other school districts), as part of performing the functions of the School District.

B. The Government Agencies share interest in achieving cost savings and cost efficient management practices by entering into a cooperative agreement to share the services of the GHAPS Technology Department.

C. GHAPS employs members of the Technology Department ("Employees"). The City has requested that GHAPS make its Employees available to the City, in consideration of the City paying a contracted share of the costs incurred by GHAPS in employing the members of the Technology Department. The School District estimates that the Technology Department will provide no more than 750 hours per year of technology support to the City in various forms, though the members of the Technology Department will remain employees of GHAPS; therefore the City will reimburse GHAPS for the costs incurred by GHAPS for providing technology services.

NOW, THEREFORE, in consideration of the Premises and their obligations to each other, the Governmental Agencies agree as follows:

AGREEMENT

1. Contract Term

   a. This Agreement shall commence on July 1, 2026 and terminate on June 30, 2027.

   b. Beginning October 1, 2026, and every three months thereafter, the City shall, if not in breach of this Agreement, have the right to request, by written notice to GHAPS, that this Agreement be re-opened.

2. Assignment, Qualifications, and Shared Services of Employees

   a. The Employees shall be employed by, and shall be considered employees of, GHAPS only. GHAPS shall make the Employees available to the City to perform duties, responsibilities and services for the City as directed by the Director of Technology for GHAPS and the City Manager, or his/her designee, for the City. GHAPS represents that the Employees hold all certification and qualifications required by law or policy for the assignments within the Technology Department. The Employees shall comply with all applicable rules, regulations, policies and directives of the respective Governmental Agencies (whether issued by their Board or their authorized administrators) for the work performed on behalf of the respective Governmental Agency, and shall perform all other duties and responsibilities of his/her assignment(s). The Employees shall comply with all applicable background checks required by the City.

b. The Employees' time actually involved in the matters and affairs of the Governmental Agencies are expected to be no more than 750 hours per year.

c. The Governmental Agencies recognize that the Employees will have a flexible daily and weekly schedule, yet the Employees will provide the following time for technology support:

- Level 3 Workstation Support
- Level 3 Phone System Support - Internal
- Level 3 Server Support
- After Hours and Weekend Support
- Professional Development
- Strategic Planning
- Online Ticketing & Inventory System
- Special Projects*

d. While performing services for the City, the Employees shall report to the Director of Technology for GHAPS, or to those persons designated by the Superintendent of the GHAPS. Work requests will be handled using the IncidentIQ work order system and special projects will be with the collaboration of the Director of Technology for GHAPS or his/her designee and the City Manager or his/her designee.

e. The response time for medium priority support requests is 24 weekday hours. *Special Projects, Support Level Escalation, and any projects or services that cannot be handled by normal level IT Technicians, or any other activity not considered “routine maintenance” shall be billed on an hourly rate of $80 per hour. GHAPS will provide an estimate of hours for project and/or service work prior to starting the work.

3. Reimbursement of Costs

a. In consideration of making the Employees available to the City, the City shall reimburse GHAPS an amount equal to the services performed for the City.

b. The reimbursement amount will increase by 2.5% annually based on the previous agreement year’s costs.

c. The 12-month cost incurred by the City in contracting the Employees in Year 13 – beginning July 1, 2026 and ending June 30, 2027 will be $51,895.40 and will increase to $53,192.79 in Year 14 – beginning July 1, 2027 and ending June 30, 2028.

d. The 12-month cost incurred by the City in utilizing GHAPS for Level 3 Phone System Support in Year 13 is $1,650.00 and will increase to $1,691.25 in Year 14.

e. The 12-month total cost, based on adding sections 3c and 3d, in Year 13 is $53,545.44 and will increase to $54,884.04 in Year 14.

f. GHAPS shall invoice the City for the reimbursement amount on a monthly basis. The monthly cost incurred by the City in contracting the Employees and selected services will be $4,462.12 in Year 13, and $4,573.67 in Year 14.

4. Material Expense Reimbursements

   a. When the repair or service work requires hardware or software that requires an expense, it shall fall to the City to purchase said hardware or software to complete the repair. GHAPS and City hardware and software shall remain separate and in accordance with licensing agreements. The Employees shall follow all purchasing guidelines for the City.

5. Termination

   a. This Agreement may be terminated prior to the end of the term or any Renewal term as follows:

      (i) at any time upon mutual Agreement of the Governmental Agencies;
      (ii) by either party giving the other party two (2) months advance written notice of its intent to terminate for any reason;
      (iii) by the non-defaulting party in the event that a party defaults in the performance of any of its obligations under this Agreement, if the defaulting party fails to cure such default within thirty (30) days after receiving written notice of such default;

6. Amendment

   a. Any amendment of this Agreement shall be made in writing and executed by the Governmental Agencies.

7. Entire Agreement

   a. This Agreement represents the entire agreement between the Governmental Agencies with respect to the shared services of the Technology Department, and supersedes any and all previous understandings or agreements (whether oral or written) between them.

Grand Haven Area Public Schools	Date
Mayor	Date
City Clerk	Date

ATTACHMENT A
Selected Support Services

The following described support services will be provided by GHAPS, as defined, in accordance with the IT Cooperative Agreement.

Level 3 Workstation Support (720 Hours)

- Level 3 Workstation Support provides high level troubleshooting for desktops, laptops, chromebooks, iPads, monitors, printers, and scanners. This includes researching issues and applying fixes, cleanup of software as discovered, and proactive preventative maintenance.
- Support is provided as needed, when reported.
- Preventative software updates are provided through monitored management system.
- Vulnerability scanning and remediation are provided proactively.
- Physical preventative maintenance scheduled yearly.

Level 3 Phone System Support – Internal (51-250 Handsets)

- Level 3 Phone System Support (External) provides high level troubleshooting assistance for wired and wireless handsets for GHAPS phone systems. This includes researching issues and applying fixes as appropriate, user/extension/voicemail management, and proactive preventative maintenance.
- Support is provided as needed, when reported.
- Preventative software updates are researched and applied as appropriate.
- Handset cleaning and testing provided annually.

Level 3 Server Support (17 Servers)

- Level 3 Server Support provides high level troubleshooting and preventative maintenance of networked servers. This includes researching issues and applying fixes as appropriate, bi-monthly system and software updates, and system integrity analysis.
- Support is provided as needed, when reported.
- Preventative maintenance is provided on a scheduled basis.

After Hours and Weekend Support (12 Hours)

- After Hours and Weekend Support provides the approved Support Levels or Escalation outside normal business hours (Monday - Friday, 7am-4pm). A primary Point-of-Contact will be provided for After Hours and Weekend Support.

Professional Development (Contract Term)

- Professional Development provides training, resources, and assistance on IT-related topics such as cybersecurity, basic computer use, technology best practices, new employee onboarding, and other approved topics.

Strategic Planning (Contract Term)

- Strategic Planning provides consultation for project planning, evolving technologies, and domain enhancements both as requested and as discovered.

Online Ticketing & Inventory System (282 Users)

- The Online Ticketing System provides a consolidated IT issue tracking and communication system, as well as device inventory. IncidentIQ is utilized for this system.

Special Projects (As-Needed)

- Special Projects consist of projects, initiatives, or upgrades that fall outside the scope of any Support Level. This includes but is not limited to; new workstation setup, network hardware upgrades, network configuration changes, audio/visual system upgrades, systems interconnection, and others.

GRAND HAVEN DEPARTMENT OF PUBLIC SAFETY

OFFICE OF THE DIRECTOR

DATE: July 1, 2026

TO: Ashley Latsch, City Manager

FROM: Nichole Hudson, Director of Public Safety

RE: Michigan Mutual Aid Box Alarm System (MI-MABAS)

The purpose of this memorandum is to request City Council approval to adopt the Michigan Mutual Aid Box Alarm System (MI-MABAS) Agreement, allowing the City of Grand Haven to participate in Michigan's statewide fire service mutual aid system.

The Michigan Mutual Aid Box Alarm System (MI-MABAS) is a statewide mutual aid system that organizes fire departments into geographic divisions, generally by county, to facilitate the efficient deployment of fire service resources during large-scale emergencies, disasters, and other incidents requiring assistance beyond local capabilities.

Fire departments throughout Ottawa County have established a MI-MABAS division to improve regional coordination and ensure standardized resource requests and responses during significant emergency incidents.

This agreement was previously presented to City Council in 2023 by the former Director of Public Safety and received Council support. However, the process was not complete because the appropriate supporting documentation was not included with the agenda materials. To ensure the record is complete and the agreement is properly authorized, the MI-MABAS Agreement is being brought back before City Council for formal consideration and approval.

The City of Grand Haven adopted the Michigan Emergency Management Assistance Compact (MEMAC) in 2006. MEMAC, coordinated by the Michigan State Police Emergency Management and Homeland Security Division, provides a statewide framework for sharing emergency resources during major disasters. While MEMAC and MI-MABAS share similar objectives, MI-MABAS is specifically designed to streamline the request and deployment of fire service resources.

For routine emergency incidents, the City continues to rely on the existing four-county fire mutual aid agreement and our surrounding township fire departments. These agreements have consistently provided the additional personnel and apparatus necessary to effectively manage most emergency responses.
MI-MABAS is intended for incidents that exceed local and regional capabilities, including large-scale natural disasters, major fires, hazardous materials incidents, and other significant emergencies requiring resources from outside the region.

The MI-MABAS agreement contains language recognizing the authority of MEMAC should MEMAC be activated for a statewide emergency. This provision ensures compatibility between the two systems and eliminates any potential conflict regarding emergency resource deployment.

Legal Review

The proposed MI-MABAS Agreement had been reviewed by the City Attorney in 2023 and has determined the agreement to be legally sufficient and recommends its adoption. The agreement has not changed since reviewing it.

Benefits of Adoption
Participation in MI-MABAS will provide the City with several operational benefits, including:

- Access to statewide fire service resources during major emergencies.
- Standardized procedures for requesting and deploying mutual aid.
- Improved interoperability among participating fire departments.
- Faster mobilization of specialized personnel and equipment.
- Enhanced preparedness for large-scale incidents that exceed local capabilities.
- Continued compatibility with the existing MEMAC framework.

Fiscal Impact
There is no anticipated direct fiscal impact associated with adoption of the MI-MABAS Agreement. The agreement establishes the framework for mutual aid participation and resource sharing during qualifying emergency incidents.

Recommendation
The Public Safety Department recommends that the City Council approve the resolution adopting the Michigan Mutual Aid Box Alarm System (MI-MABAS) Agreement. Participation in MI-MABAS will strengthen the City's emergency response capabilities while complementing existing mutual aid agreements and the Michigan Emergency Management Assistance Compact.

Requested Action
It is respectfully requested that the City Council adopt the attached resolution approving the Michigan Mutual Aid Box Alarm System (MI-MABAS) Agreement for the City of Grand Haven.

RESOLUTION APPROVING

AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION

(MI-MABAS) AGREEMENT

RESOLUTION #:

WHEREAS, City of Grand Haven has the power, privileges and authority to maintain and operate a fire department providing fire protection, fire suppression, emergency medical services, technical rescue, hazardous incident response, and other emergency response services (''Fire Services''); and

WHEREAS, Fire Services can further be improved by cooperation between political subdivisions during times of public emergency, conflagration or disaster ('Incidents"); and

WHEREAS, the Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Public Acts of 1967, Ex. Sess., being MCL 124.501 et seq (the "Act''), permit a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common and which each might exercise separately; and

WHEREAS, the *City of Grand Haven* desires to enter into an interlocal agreement, pursuant to the Act, to further improve Fire Services; and

WHEREAS, the Michigan Mutual Aid Box Alarm System (MI-MABAS), is a mechanism that may be used for either deploying or receiving personnel and equipment (“Resources”) in a multi-jurisdictional or multi-agency emergency mutual aid response; and

WHEREAS, as a result of entering into an interlocal government agreement to further improve Fire Services, the City of Grand Haven is a signing party to MI-MABAS; and

WHEREAS, the City of Grand Haven has the authority to execute this Agreement pursuant to resolution of its governing body; and

THEREFORE, BE IT RESOLVED: City of Grand Haven finds it is the best interest of its citizens from a safety and financial standpoint to enter into the interlocal Agreement joining the Michigan Mutual Aid Box Alarm System Association; and

1. That the *City of Grand Haven* is authorized to enter into the Amended Michigan Mutual Aid Box Alarm System Association Agreement; and

2. That City of Grand Haven is hereby authorized to execute (sign) the attach agreement.

Attachment D

CITY OF GRAND HAVEN
519 Washington Ave
Grand Haven, MI 49417
Phone: (616) 847-4888

TO: Ashley Latsch, City Manager

FROM: Dana Kollewehr, Assistant City Manager

DATE: July 15, 2026

SUBJECT: Flatiron Building Redevelopment Project Incentive Request

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Background

Grand Haven City Council is being asked to consider a Brownfield Tax Increment Financing (TIF) incentive request for the proposed redevelopment of the Flatiron Building property at the corner of 7th Street and Washington Avenue. The project involves the redevelopment of an existing aging commercial building and surface parking lot into a new mixed-use condominium development with embedded residential parking.

Project Summary

The proposed redevelopment, led by Capstone Real Estate, LLC, represents an estimated $3.9 million private investment and includes:

- Five residential condominium units
- Approximately 2,240 square feet of first-floor retail space
- Structured parking with five garages, including four lift-assisted parking spaces
- New mixed-use construction intended to support continued downtown investment and residential growth

The residential units are proposed as two-bedroom condominiums ranging from approximately 1,275 to 1,431 square feet, with projected sale prices ranging from approximately $699,000 to $749,000. Construction is anticipated to begin in late Summer 2026 with project completion targeted for Fall 2027.

Incentive Request

The developer has submitted a Brownfield Plan requesting:

- $687,182 in Brownfield TIF reimbursement over a 15-year reimbursement period
- An additional 4 years of TIF capture, up to $258,541, dedicated to the Local Brownfield Revolving Fund (LBRF)

Third-Party Financial Review Summary

The City engaged Plante Moran Realpoint to conduct an independent review of the project and evaluate the Brownfield request under the required "but for" analysis.

Key findings from the review include:

- PMR concluded that, without Brownfield assistance, projected condominium and retail sale proceeds would likely be insufficient to support the cost of redevelopment, suggesting the project may not proceed without incentive support.
- Proposed condominium pricing was found to be slightly above comparable downtown condominium sales, creating some market absorption risk should economic conditions soften during construction.
- The project includes a condominium ownership structure, meaning the developer does not intend to maintain long-term ownership or operational control after unit sales.
- PMR noted the project is intended, in part, to test market demand for a new residential product type within Grand Haven's Centertown market.
- Financial analysis indicated projected profit margins are below typical condominium development benchmarks, even when incorporating Brownfield assistance.

The proposed redevelopment would replace an aging commercial property with a new mixed-use investment that increases residential density and supports ongoing reinvestment in the Centertown area of the Downtown Development Authority. The project aligns with the Centertown Vision Plan, has support from nearby stakeholders, and advances broader community goals for redevelopment, housing diversification, and downtown vitality.

Following feedback from the City Council during its initial review of the project, the developer has modified the proposed construction plan to better support the City's Centertown streetscape vision. The revised proposal includes participation in the 7th Street streetscape improvements through the purchase and installation of benches and bicycle racks within the project's block, as well as funding three informational kiosks that will enhance wayfinding, promote local businesses, and support the overall vitality of the Centertown business district. These commitments represent an additional public benefit generated by the project and demonstrate the developer's responsiveness to Council feedback and investment in the surrounding public space. This commitment will be included in the Development and Reimbursement Agreement to be approved by the EDC/BRA following City Council approval of the tax capture.

The Economic Development Corporation/Brownfield Redevelopment Authority Board reviewed the proposed incentive request and the associated financial analysis and recommends approval.

July 10, 2026

Grand Haven City Council,

Collectively we have a hundred (ore more) years as business owners/ employees/supporters of Centertown. Today we are requesting that you reconsider your support for the Flat Iron Building TIF. This TIF allows Centertown to benefit from an exciting, setting the spark, project. This investment is the impetus for the Centertown revitalization that will overflow to benefit the entire city of Grand Haven.

One of the questions asked Monday night was, "What does this do for the community?" We all will get a beautiful new building, living space above for Centertown, and the message that every building in Centertown is worth the investment. Centertown business owners are excited to have this opportunity to move forward.

When people ask us how this project impacts the community we start with Centertown itself. We know what happens when investments happen in our neighborhood, when customers linger, when they, along with us, love our neighborhood.

The Economic Impact: A fully-developed Centertown will bring consistent, year-round activity to our neighborhood. This will support existing businesses and open the door the potential businesses.

The Community Impact: A vibrant Centertown connects all our neighborhoods. It improves the flow between downtown and East End. A redevelopment of this building into something fresh and new is a community benefit.

The Family Impact: Having new, fresh spaces will encourage families to bike, walk, stay and enjoy all the Centertown has to offer.

To us; your support for this project/TIF means commitment to our neighborhood. Over the past year we have worked for a strategic plan, a mission/vision for Centertown. The Flat-Iron Building is the much-needed spark for the plans, along with the Seventh Street Corridor.

We are asking you to reconsider supporting the TIF for the Flat-Iron Building, Centertown and Grand Haven.

Joyce A. Workman, Vintage Green

[illegible] Tribune

Susan Jone The Bookman

[illegible] Stegink Financial

Jennifer Kure Overtime Sports

Chris Hosey Green Dragonfly Studio

Margaux DeConcini Rosewood Provisions

Bailey Ozeryan Morning Star Cafe

Dan Borchers Frame And Mat Shop

Kurt French

Chris Weaver JWs food + Spirits / J-Dub's Market + Wine Shop

Act 381 Brownfield Plan

Steinbach Bros Real Estate LLC
7 N. 7th Street, Grand Haven, Michigan 49417

City of Grand Haven Brownfield Redevelopment Authority

Project No. 2501842
April 7, 2026

fishbeck
Engineers | Architects | Scientists | Constructors

Act 381 Brownfield Plan

Steinbach Bros Real Estate LLC
7 N. 7th Street, Grand Haven, Michigan 49417

Prepared For:
City of Grand Haven Brownfield Redevelopment Authority
Grand Haven, Michigan

April 7, 2026
Project No. 2501842

Recommended for Approval by Brownfield Redevelopment Authority on: 6-1-2026
Adopted by City Council on: ________________

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List of Abbreviations/Acronyms

Act 381	Brownfield Redevelopment Financing Act, 1996 PA 381, as amended
FTE	Full-time equivalent
LBRF	Local Brownfield Revolving Fund
MSHDA	Michigan State Housing Development Authority
PA	Public Act
QLGU	Qualified local governmental unit
TIF	Tax increment financing

PROJECT FAST FACTS

Steinbach Bros Real Estate LLC

Property information	7 N. 7th Street, Grand Haven, Michigan 49417 Property is 0.16 acres
Development	The south portion of the building consists of: • first floor commercial/retail space including two units totaling approximately 2,240 square feet • two second floor residential units, each with two bedrooms – unit one is approximately 1,413 square feet and unit two is approximately 1,349 square feet • two third floor residential units, each with two bedrooms – unit one is approximately 1,413 square feet and unit two is approximately 1,349 square feet The north portion of the building consists of grade level parking comprised of five garage units, each containing a parking lift to accommodate additional parking. Above the parking units is a second floor comprised of one carriage house, totaling approximately 1,100 square feet.
Taxable value	Current $92,562 Anticipated (first full year after development) $1,800,000
Anticipated development cost	$3,600,000
Anticipated financing shortfall / TIF requested	$687,182 TIF requested is 19% of development cost
Duration of brownfield plan	19 years (15 for the Developer, 4 for the LBRF)
Developer TIF reimbursement by source	$25,200 from State of Michigan $661,982 from local taxing jurisdictions

1.0 Introduction

The City of Grand Haven Brownfield Redevelopment Authority (Authority or GHBRA) was established pursuant to Act 381. Act 381 enables the GHBRA to help facilitate the redevelopment of brownfields by providing economic development incentives through tax increment financing (TIF).

This Brownfield Plan (Plan) includes the eligible property located at 7 N. 7th Street, Grand Haven, Michigan (Property) described in Sections 1.1 and 1.2 below and utilizes TIF to reimburse Steinbach Bros Real Estate LLC (Developer) for the cost of eligible activities required to redevelop the Property. Copies of Plan resolutions are provided in Appendix 1.

1.1 Proposed Redevelopment and Future Use for Each Eligible Property

The Developer plans to demolish the existing antiquated building to facilitate the construction of a new mixed-use commercial and residential building with integrated parking (Project). The southern portion of the building will consist of grade level commercial retail space and two floors of residential units. The commercial space consists of two units totaling 2,240 square feet with a common area. Each of the residential units consists of two bedrooms and two bathrooms, ranging from 1,349 to 1,413 square feet. The northern portion of the building includes five grade level parking spaces with parking lifts to accommodate additional parking. Above the integrated parking units is a single bedroom carriage house totaling approximately 1,100 square feet.

The Project is in the City of Grand Haven, a QLGU. Eligible activities necessary to facilitate the Project include infrastructure and safety improvements necessary to support housing, demolition, site preparation activities, and interest (2%). The total project investment is $3,600,000. Construction is estimated to start in the summer of 2026 and be complete by the end of fall 2027.

This project serves an important public purpose in Ottawa County and the City of Grand Haven by expanding tax base, investing significant capital into the community, and creating new housing opportunities in a community where quality year-round housing is needed.

Site plans are included as Figure 3A and 3B. Redevelopment renderings are provided in Appendix 6.

1.2 Eligible Property Information

Parcel ID No.: 70-03-21-353-007
Address: 7 N. 7th Street, Grand Haven, Michigan 49417
Size: Approximately 0.16 acres

<u>Basis of Eligibility</u>

The Property qualifies as "eligible property" under the Brownfield Redevelopment Financing Act, 1996 PA 381, as amended ("Act 381"), on the basis of meeting the definition of a "Housing Property" in Section 2(p)(ii). Act 381 defines Housing Property, in part, as property on which one or more units of residential housing are proposed to be constructed. The Project will have a total of five residential units. Maps depicting the location and layout of the Property are attached as Figures 1 and 2.

According to Section 2(o)(ii), the Housing Property must be "located in a community that has identified a specific housing need and has absorption data or job growth data included in the brownfield plan." The Project meets these criteria based on the following:

<u>Specific Housing Need</u>

According to the 2025 Ottawa County Housing Needs Assessment (OCHNA) completed by Bowen National Research, the number of new owner-occupied homes needed in Ottawa County between 2025 and 2030 for price points exceeding $411,000 is 2,500. This Project delivers five new units at market rates that meet this need. Relevant excerpts from the OCHNA Executive Summary are provided in Appendix 5.

Job Growth Data

Both seasonal and year-round employment have grown between 2021-2024. According to the U.S. Bureau of Labor Statistics, jobs in Ottawa County jumped by nearly 6,800 between 2021 and 2023. Growth over a 10-year period was about 20% from 116,692 jobs in 2014 to 130,419 jobs in 2024. The number of jobs in Ottawa Couty have increased three years in a row and on average over the past ten years.

Jobs and Labor Force Growth

(U.S. Bureau of Labor Statistics, annual reports)

Jobs in 2025	126,912
Jobs in 2024	130,419
Jobs in 2023	133,105
Jobs in 2022	131,099
Jobs in 2021	126,293

2.0 Information Required by Section 13(2) of the Statute

2.1 Description of Costs to be Paid for with Tax Increment Revenues

This Plan has been developed to reimburse eligible brownfield costs incurred by the Developer to support the creation of new commercial space and housing that meets community needs. New local tax increment revenues will be captured for reimbursement of eligible expenses based on actual available new tax increment revenue generated from the Project. As permitted under Act 381, state tax increment revenues will be captured for reimbursement of eligible expenses associated with pre-approved demolition activities. Base local and state taxes associated with the Property will continue to be levied and distributed to all relevant taxing jurisdictions. No local debt or special assessment taxes will be captured to reimburse eligible activity costs.

The total cost of eligible activities anticipated to be reimbursed to the Developer is $687,182. Authority administrative costs are anticipated to be $48,211. The project's eligible activities and estimated costs under this plan are summarized in Table 1. The capture of tax increment revenue for the Local Brownfield Revolving Fund (LBRF) is estimated to be up to $254,022.

2.1.1 Infrastructure and Safety Improvements Necessary to Support Housing

Infrastructure and safety improvements necessary to support housing include water/sewer improvements ($47,500), integrated parking ($322,500) and associated soft costs ($30,000). The total anticipated costs are $400,000 and will be reimbursed with local only TIR.

2.1.2 Site Preparation

Site preparation activities include relocation of active utilities ($10,000), compaction and sub-base preparation ($25,000) and associated soft costs ($5,000). The total anticipated cost are $40,000 and will be reimbursed with local only TIR.

2.1.3 Demolition

Demolition of the existing structure and exterior site demolition activities are included and anticipated to cost $60,000 and will be reimbursed with local and state TIR (preapproved eligible activity).

2.1.4 Brownfield Plan Preparation

The cost to prepare the Brownfield Plan is anticipated to be $25,000 and will be reimbursed with local only TIR.

2.1.5 Brownfield Plan/Work Plan Implementation

The cost of Brownfield Plan Implementation is anticipated to be $10,000 and will be reimbursed with local only TIR.

2.1.6 Interest (2%)

2% simple interest has been added as an eligible activity. Interest is calculated yearly based on unreimbursed eligible activities that year. Estimated interest costs for the life of the plan are $77,182 and will be reimbursed with local only TIR.

2.1.7 Authority Administration Cost

Eligible costs incurred by the BRA are included in this plan as an eligible expense at 5% of annual local tax increment per year. These expenses will be reimbursed with local tax increment revenues only and are estimated to total $48,211.

2.1.8 Local Brownfield Revolving Fund

The BRA intends to capture tax increments for deposits in the LBRF for an estimated four years, or as allowed by the statute. This capture is estimated to be up to $254,022.

2.2 Summary of Eligible Activities

Local Only Activities

This plan will provide reimbursement of costs for infrastructure and safety improvements necessary to support housing, demolition (with the exception of a portion utilizing pre-approved state taxes), site preparation, interest (2%), and the development of the Brownfield Plan to support housing. These costs will be reimbursed with available local and state tax increment revenues (as applicable).

Authority Expenses

Eligible administrative costs incurred by the BRA are included as a flat fee of 5% of local tax capture, pursuant to BRA guidance. Administration expenses will be reimbursed with local tax increment revenues only.

2.3 Estimate of Captured Taxable Value and Tax Increment Revenues

The initial taxable value is the 2026 taxable value of $92,562. An estimate of the captured taxable value for this redevelopment by year is depicted in Table 2.

Construction will be phased over two years, beginning in 2026. Tax increment revenues have been estimated based on this construction schedule:

- 2026: Complete infrastructure, demolition and site preparation, commercial space and one housing unit
- 2027: Complete remaining four housing units

Tax increment revenue collection will start within five years of the adoption of this plan and is anticipated to begin in 2027.

The projected taxable value is estimated at $900,000 in the first year of capture (2027) and $1,800,000 after full completion of the project in the second year (2028). Reimbursements will be made on the actual tax increment revenue. The estimated captured taxable value for this redevelopment by year and in aggregate for each taxing jurisdiction is depicted in tabular form (Table 2). Once eligible activities are reimbursed, the BRA may capture up to five full years of the tax increment, or an amount not to exceed the total cost of eligible activities and deposit the revenues into the LBRF. The BRA intends to capture tax increments for deposits in the LBRF in the amount of $254,022. The Plan also includes a 5% capture of the local tax increment for administrative and operating expenses of the BRA.

A summary of the estimated reimbursement schedule and the amount of capture into the LBRF by year and in aggregate is present in Table 3.

2.4 Method of Financing and Description of Advances Made by the Municipality

The eligible activities contemplated under this Plan will be financed by the Developer, as outlined in this Plan and the accompanying development and reimbursement agreement (Appendix 2). No advances from the city are anticipated at this time.

2.5 Maximum Amount of Note or Bonded Indebtedness

At this time, there are no plans by the Authority to incur indebtedness to support the development of this site, but such plans could be made in the future to assist in the development if the Authority so chooses.

2.6 Duration of Brownfield Plan

The Authority intends to begin the capture of tax increment as early as 2027. This Plan will then remain in place for 19 years (15 of which will be for Developer reimbursement), or until the eligible activities have been fully reimbursed to the developer and up to five full years of capture into the LBRF (not to exceed the cost of eligible activities), whichever occurs sooner. An analysis showing the reimbursement schedule is attached in Table 3.

2.7 Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions

An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions is illustrated in detail in Table 2.

2.8 Legal Description, Property Map, Statement of Qualifying Characteristics, and Personal Property

The Property is in the City of Grand Haven (QLGU), Ottawa County, Michigan and consists of one parcel that totals approximately 0.16 acres. Under Act 381, the Property meets the definition of “Housing Property” and is considered eligible property. A map showing eligible property dimensions is attached in Figure 2.

The legal description for the parcel is as follows:

> Parcel ID No.: 70-03-21-353-007
>
> LOT 7 BLK 16 EXC PERE MARQUETTE RR ROW, ALSO EXC BEG SW COR SD LOT 7, TH N 23D 09M 23S E 28.96 FT TO SD RR ROW, S'LY 33.11 FT ALG A 1185 FT RAD CURVE TO RT (CHD BEARS S 5D 20M 18S E 33.1 FT), TH N 66D 22M 24S W 15.79 FT ALG S LI SD LOT 7 TO BEG, ALSO PART LOT 8 BLK 16 BEG NE COR SD LOT 8, TH S 23D 34M 33S W 43.8 FT TO SD RR ROW, N'LY 52 FT ALG A 1215 FT RAD CURVE TO LEFT (CHD

BEARS N 9D 11M 07S W 52 FT), TH S 66D 35M 08S E 28.14 FT ALG N LI SD LOT 8 TO BEG. MONROE & HARRIS ADD.

2.9 Estimates of Residents and Displacement of Individuals/Families

There are no residents or families residing at this property, and thus no residents, families, or individuals will be displaced by the project.

2.10 Plan for Relocation of Displaced Persons

No persons reside on the eligible property. Therefore, this section is not applicable.

2.11 Provisions for Relocation Costs

No persons reside on the eligible property. Therefore, this section is not applicable.

2.12 Strategy for Compliance with Michigan's Relocation Assistance Law

No persons reside on the eligible property. Therefore, this section is not applicable.

2.13 Other Material that the Authority or Governing Body Considers Pertinent

No material required.

Figures

fishbeck
Engineers | Architects | Scientists | Constructors

Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

Steinbach Bros Real Estate LLC

7 N. 7th Street, Grand Haven, Michigan

Brownfield Plan

PROJECT NO.
2501842

FIGURE NO.
1

PLOT INFO: Z:\2025\2501842\CAD\GIS\ProProj\PTI.aprx Layout: FIG01_LOCATION MAP Date: 2/3/2026 10:14 AM User: acschwallier

fishbeck
Engineers | Architects | Scientists | Constructors

Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

Steinbach Bros Real Estate LLC

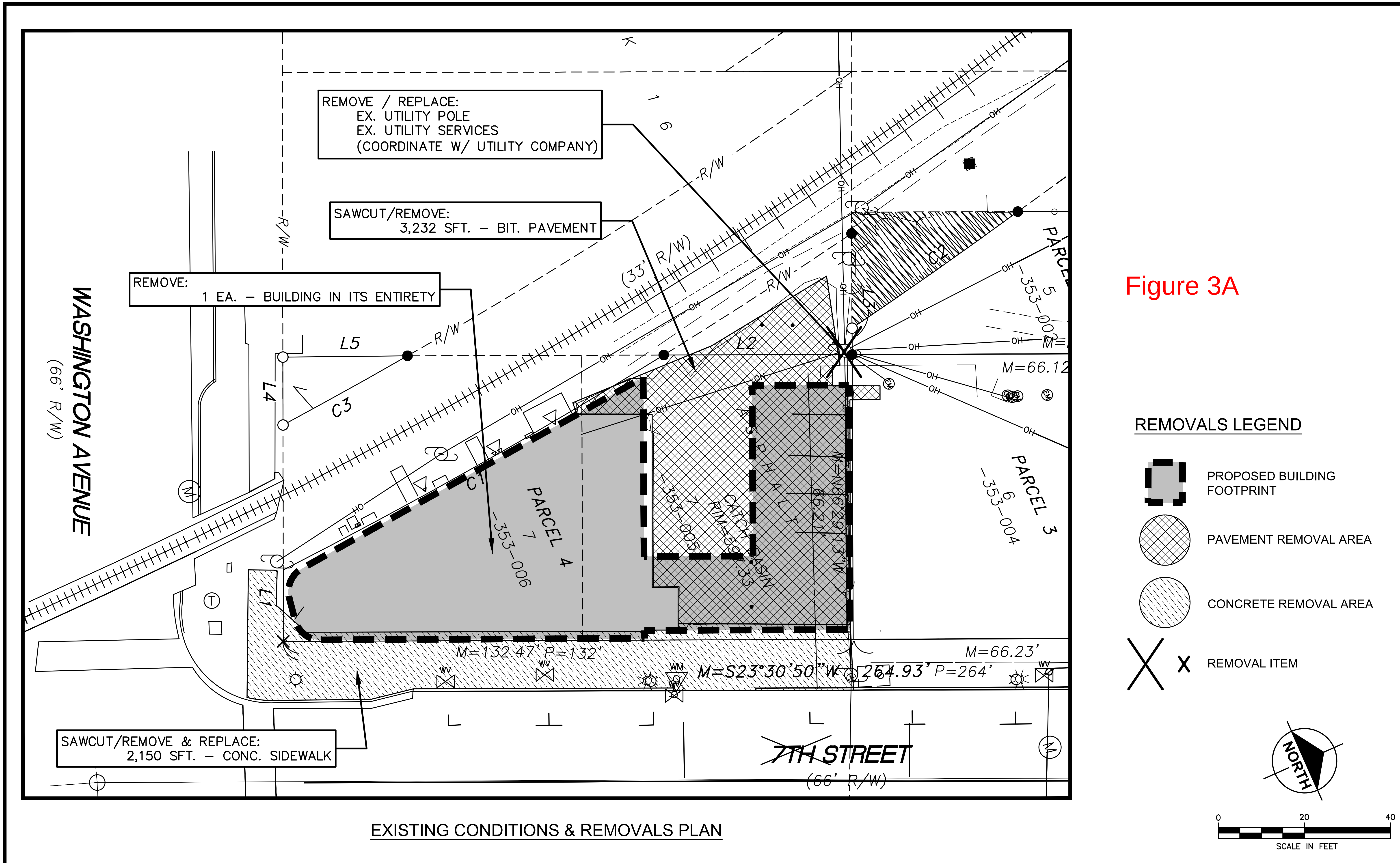
7 N. 7th Street, Grand Haven, Michigan

Brownfield Plan

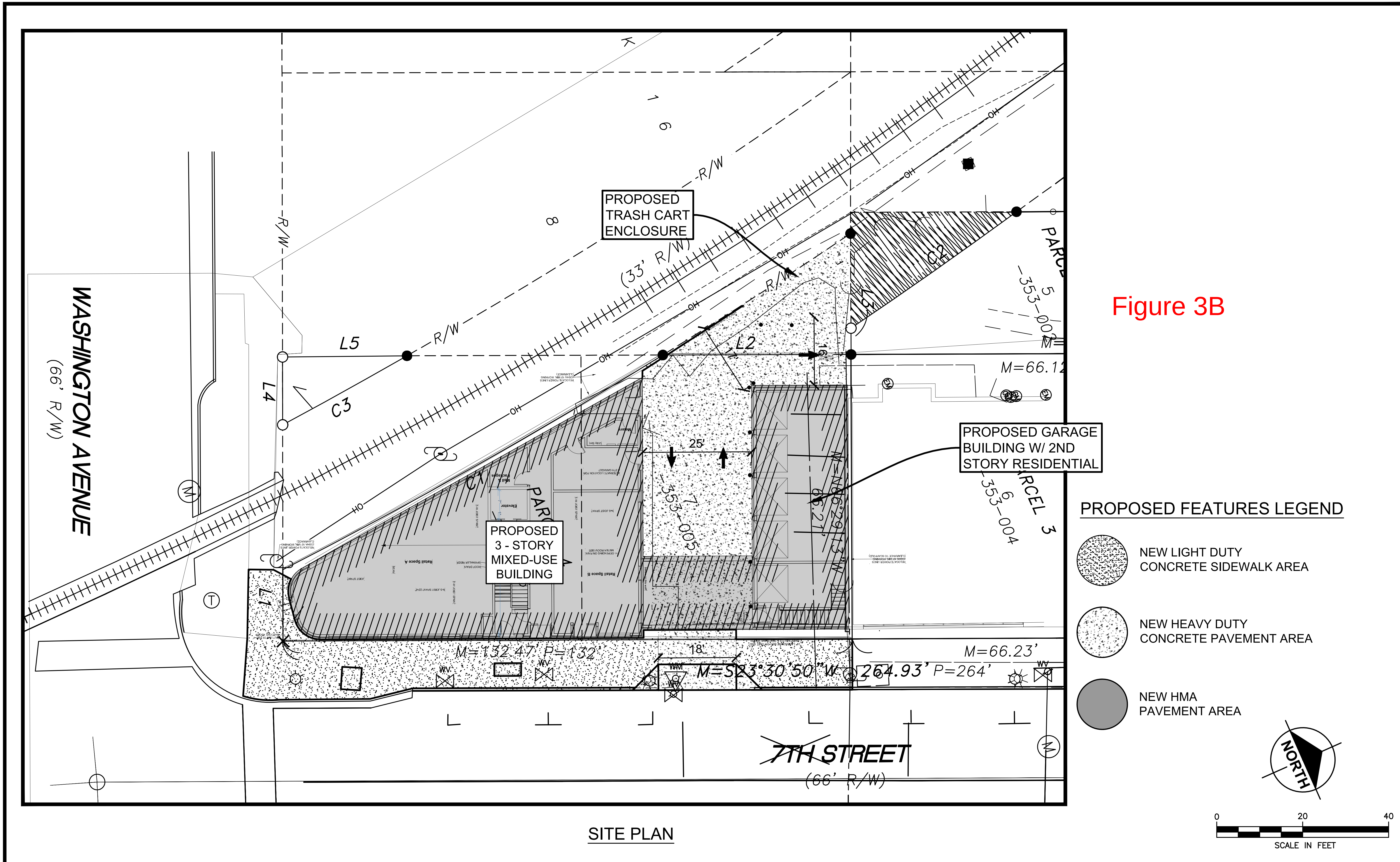
PROJECT NO.
2501842

FIGURE NO.
2

PLOT INFO: Z:\2025\2501842\CAD\GIS\ProProj\PTI.aprx Layout: FIG02_SITE MAP Date: 2/3/2026 10:14 AM User: acschwallier



EXISTING CONDITIONS & REMOVALS PLAN


PROPOSED TRASH CART ENCLOSURE
PROPOSED GARAGE BUILDING W/ 2ND STORY RESIDENTIAL
PROPOSED 3 - STORY MIXED-USE BUILDING
WASHINGTON AVENUE
(66' R/W)
7TH STREET
(66' R/W)
(33' R/W)
R/W
L1
L2
L4
L5
C1
C2
C3
25'
18'
M=132.47' P=132'
M=S23°30'50"W 264.93' P=264'
M=66.23'
M=66.12
M=N66°29'13"W 66.27'
PROPOSED FEATURES LEGEND
NEW LIGHT DUTY CONCRETE SIDEWALK AREA
NEW HEAVY DUTY CONCRETE PAVEMENT AREA
NEW HMA PAVEMENT AREA
NORTH
0
20
40
SCALE IN FEET
SITE PLAN
Figure 3B

Tables

Table 1 – Summary of Eligible Costs
Act 381 Brownfield Plan
7 N 7th Street, Grand Haven, MI

MSHDA and MSF Eligible Activities Costs and Schedule

MSHDA Eligible Activities	Cost	Completion Season/Year
Infrastructure and Safety Improvements Necessary to Support Housing	**$ 400,000**	
Water/Sewer Improvements to Support Housing	$ 47,500	
Integrated Parking	$ 322,500	
Soft Costs	$ 30,000	
MSF Eligible Activities	Cost	Completion Season/Year
Demolition	**$ 60,000**	
Demolition	$ 60,000	
Site Preparation	**$ 40,000**	
Relocation of Active Utilities	$ 10,000	
Compaction and Sub-base Preparation	$ 25,000	
Soft Costs	$ 5,000	
MSHDA Eligible Activities Subtotal	**$ 400,000**	
MSF Eligible Activities Subtotal	**$ 100,000**	
Contingency- MSHDA (15%)	**$ 60,000**	
Contingency- MSF (15%)	**$ 15,000**	
Interest Expense (2%)	**$ 77,182**	
Brownfield Plan Preparation	**$ 25,000**	
Brownfield Plan Implementation	**$ 10,000**	
MSHDA + MSF Eligible Activities Total Costs	**$ 687,182**	

Table 2 – Total Captured Incremental Taxes Schedule

Act 381 Brownfield Plan

7 N 7th Street, Grand Haven

Estimated Taxable Value (TV) Increase Rate: 2% increase per year

Plan Year	Millage Rate	0	1	2	3	4	5	6	7	8	9	10
Calendar Year		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
*Base Taxable Value		$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562
Future TOTAL Taxable Value		$ -	$ 900,000	$ 1,800,000	$ 1,836,000	$ 1,872,720	$ 1,910,174	$ 1,948,378	$ 1,987,345	$ 2,027,092	$ 2,067,634	$ 2,108,987
Local Incremental Difference (New TV - Base TV)		**$ -**	**$ 807,438**	**$ 1,707,438**	**$ 1,743,438**	**$ 1,780,158**	**$ 1,817,612**	**$ 1,855,816**	**$ 1,894,783**	**$ 1,934,530**	**$ 1,975,072**	**$ 2,016,425**
School Capture	Millage Rate											
State Education Tax (SET)	6.0000	$ -	$ 4,845	$ 10,245	$ 10,461	$ 10,681	$ 10,906	$ 11,135	$ 11,369	$ 11,607	$ 11,850	$ 12,099
School Operating Tax **(Commercial + NON-PRE 3 units only)**	18.0000	$ -	$ 10,340	$ 22,346	$ 22,826	$ 23,316	$ 23,816	$ 24,325	$ 24,845	$ 25,375	$ 25,916	$ 26,468
School Total	**24.0000**	**$ -**	**$ 15,185**	**$ 32,591**	**$ 33,287**	**$ 33,997**	**$ 34,721**	**$ 35,460**	**$ 36,214**	**$ 36,982**	**$ 37,767**	**$ 38,566**
Local Capture	Millage Rate											
GHC Operating	10.5535	$ -	$ 8,521	$ 18,019	$ 18,399	$ 18,787	$ 19,182	$ 19,585	$ 19,997	$ 20,416	$ 20,844	$ 21,280
GHC Transp	0.6000	$ -	$ 484	$ 1,024	$ 1,046	$ 1,068	$ 1,091	$ 1,113	$ 1,137	$ 1,161	$ 1,185	$ 1,210
GHC Museum	0.2461	$ -	$ 199	$ 420	$ 429	$ 438	$ 447	$ 457	$ 466	$ 476	$ 486	$ 496
GHC Aging Coun	0.2461	$ -	$ 199	$ 420	$ 429	$ 438	$ 447	$ 457	$ 466	$ 476	$ 486	$ 496
GHC MSDDA	1.5778	$ -	$ 1,274	$ 2,694	$ 2,751	$ 2,809	$ 2,868	$ 2,928	$ 2,990	$ 3,052	$ 3,116	$ 3,182
Loutit Lib - Oper	0.9352	$ -	$ 755	$ 1,597	$ 1,630	$ 1,665	$ 1,700	$ 1,736	$ 1,772	$ 1,809	$ 1,847	$ 1,886
Loutit Lib - Supl	0.1547	$ -	$ 125	$ 264	$ 270	$ 275	$ 281	$ 287	$ 293	$ 299	$ 306	$ 312
Ottawa ISD	6.3164	$ -	$ 5,100	$ 10,785	$ 11,012	$ 11,244	$ 11,481	$ 11,722	$ 11,968	$ 12,219	$ 12,475	$ 12,737
County Operating	3.9000	$ -	$ 3,149	$ 6,659	$ 6,799	$ 6,943	$ 7,089	$ 7,238	$ 7,390	$ 7,545	$ 7,703	$ 7,864
County CMH	0.2802	$ -	$ 226	$ 478	$ 489	$ 499	$ 509	$ 520	$ 531	$ 542	$ 553	$ 565
County Roads	0.4672	$ -	$ 377	$ 798	$ 815	$ 832	$ 849	$ 867	$ 885	$ 904	$ 923	$ 942
County Parks	0.3100	$ -	$ 250	$ 529	$ 540	$ 552	$ 563	$ 575	$ 587	$ 600	$ 612	$ 625
Local Total	**25.5872**	**$ -**	**$ 20,660**	**$ 43,689**	**$ 44,610**	**$ 45,549**	**$ 46,508**	**$ 47,485**	**$ 48,482**	**$ 49,499**	**$ 50,537**	**$ 51,595**
Non-Capturable Millages	Millage Rate											
GHC Infra Debt 08	1.0000	$ -	$ 807	$ 1,707	$ 1,743	$ 1,780	$ 1,818	$ 1,856	$ 1,895	$ 1,935	$ 1,975	$ 2,016
GHC Infra Debt 15	9.0000	$ -	$ 7,267	$ 15,367	$ 15,691	$ 16,021	$ 16,359	$ 16,702	$ 17,053	$ 17,411	$ 17,776	$ 18,148
Non-Capturable Total	**10.0000**	**$ -**	**$ 8,074**	**$ 17,074**	**$ 17,434**	**$ 17,802**	**$ 18,176**	**$ 18,558**	**$ 18,948**	**$ 19,345**	**$ 19,751**	**$ 20,164**
Total Tax Increment Revenue (TIR) Available for Capture		$ -	$ 35,845	$ 76,279	$ 77,896	$ 79,546	$ 81,229	$ 82,945	$ 84,696	$ 86,482	$ 88,303	$ 90,161

Plan Year	11	12	13	14	15	16	17	18	19	20	Totals
Calendar Year	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	
*Base Taxable Value	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ 92,562	$ -
Future TOTAL Taxable Value	$ 2,151,167	$ 2,194,190	$ 2,238,074	$ 2,282,835	$ 2,328,492	$ 2,375,062	$ 2,422,563	$ 2,471,014	$ 2,520,435	$ 2,570,843	$ -
Local Incremental Difference (New TV - Base TV)	**$ 2,058,605**	**$ 2,101,628**	**$ 2,145,512**	**$ 2,190,273**	**$ 2,235,930**	**$ 2,282,500**	**$ 2,330,001**	**$ 2,378,452**	**$ 2,427,873**	**$ 2,478,281**	
School Capture											
State Education Tax (SET)	$ 12,352	$ 12,610	$ 12,873	$ 13,142	$ 13,416	$ 13,695	$ 13,980	$ 14,271	$ 14,567	$ 14,870	$ 240,971
School Operating Tax **(Commercial + NON-PRE 3 units only)**	$ 27,030	$ 27,604	$ 28,190	$ 28,787	$ 29,396	$ 24,651	$ 25,164	$ 25,687	$ 26,221	$ 26,765	$ 499,069
School Total	**$ 39,382**	**$ 40,214**	**$ 41,063**	**$ 41,929**	**$ 42,812**	**$ 38,346**	**$ 39,144**	**$ 39,958**	**$ 40,788**	**$ 41,635**	**$ 740,040**
Local Capture											
GHC Operating	$ 21,725	$ 22,180	$ 22,643	$ 23,115	$ 23,597	$ 24,088	$ 24,590	$ 25,101	$ 25,623	$ 26,155	$ 423,847
GHC Transp	$ 1,235	$ 1,261	$ 1,287	$ 1,314	$ 1,342	$ 1,369	$ 1,398	$ 1,427	$ 1,457	$ 1,487	$ 24,097
GHC Museum	$ 507	$ 517	$ 528	$ 539	$ 550	$ 562	$ 573	$ 585	$ 597	$ 610	$ 9,884
GHC Aging Coun	$ 507	$ 517	$ 528	$ 539	$ 550	$ 562	$ 573	$ 585	$ 597	$ 610	$ 9,884
GHC MSDDA	$ 3,248	$ 3,316	$ 3,385	$ 3,456	$ 3,528	$ 3,601	$ 3,676	$ 3,753	$ 3,831	$ 3,910	$ 63,367
Loutit Lib - Oper	$ 1,925	$ 1,965	$ 2,006	$ 2,048	$ 2,091	$ 2,135	$ 2,179	$ 2,224	$ 2,271	$ 2,318	$ 37,559
Loutit Lib - Supl	$ 318	$ 325	$ 332	$ 339	$ 346	$ 353	$ 360	$ 368	$ 376	$ 383	$ 6,213
Ottawa ISD	$ 13,003	$ 13,275	$ 13,552	$ 13,835	$ 14,123	$ 14,417	$ 14,717	$ 15,023	$ 15,335	$ 15,654	$ 253,678
County Operating	$ 8,029	$ 8,196	$ 8,367	$ 8,542	$ 8,720	$ 8,902	$ 9,087	$ 9,276	$ 9,469	$ 9,665	$ 156,631
County CMH	$ 577	$ 589	$ 601	$ 614	$ 627	$ 640	$ 653	$ 666	$ 680	$ 694	$ 11,253
County Roads	$ 962	$ 982	$ 1,002	$ 1,023	$ 1,045	$ 1,066	$ 1,089	$ 1,111	$ 1,134	$ 1,158	$ 18,764
County Parks	$ 638	$ 652	$ 665	$ 679	$ 693	$ 708	$ 722	$ 737	$ 753	$ 768	$ 12,450
Local Total	**$ 52,674**	**$ 53,775**	**$ 54,898**	**$ 56,043**	**$ 57,211**	**$ 58,403**	**$ 59,618**	**$ 60,858**	**$ 62,122**	**$ 63,412**	**$ 1,027,627**
Non-Capturable Millages											
GHC Infra Debt 08	$ 2,059	$ 2,102	$ 2,146	$ 2,190	$ 2,236	$ 2,282	$ 2,330	$ 2,378	$ 2,428	$ 2,478	$ 40,162
GHC Infra Debt 15	$ 18,527	$ 18,915	$ 19,310	$ 19,712	$ 20,123	$ 20,542	$ 20,970	$ 21,406	$ 21,851	$ 22,305	$ 361,456
Non-Capturable Total	**$ 20,586**	**$ 21,016**	**$ 21,455**	**$ 21,903**	**$ 22,359**	**$ 22,825**	**$ 23,300**	**$ 23,785**	**$ 24,279**	**$ 24,783**	**$ 401,618**
Total Tax Increment Revenue (TIR) Available for Capture	$ 92,056	$ 93,989	$ 95,960	$ 97,972	$ 100,023	$ 96,749	$ 98,762	$ 100,816	$ 102,911	$ 105,047	**$ 1,767,667**

NOTES:

Residential Taxable Value:	$1,165,000
Commercial Taxable Value:	$635,000

Table 3 – Estimated Reimbursement Schedule

Act 381 Brownfield Plan

7 N 7th Street, Grand Haven, MI

Developer Maximum Reimbursement	Proportionality	School & Local Taxes	Total
State	**3.7%**	$ 25,200	$ 25,200
Local	**96.3%**	$ 661,982	$ 661,982
TOTAL			
MSHDA	81.1%	$ 557,595	$ 557,595
MSF	18.9%	$ 129,587	$ 129,587

Estimated Total Years of Plan:	**19**

Estimated Capture	$ 687,182
Administrative Fees	$ 48,211
State Brownfield Redevelopment Fund	$ 7,545
Local Brownfield Revolving Fund	$ 258,541

	Beginning Balance	0 2026	1 2027	2 2028	3 2029	4 2030	5 2031	6 2032	7 2033	8 2034	9 2035	10 2036	11 2037	12 2038	13 2039	14 2040	15 2041	16 2042	17 2043	18 2044	19 2045	TOTAL
Total State Incremental Revenue		$ -	$ 15,185	$ 32,591	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 47,775
State Brownfield Redevelopment Fund (50% of SET)		$ -	$ 2,422	$ 5,122	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,545
State TIR Available for Reimbursement		**$ -**	**$ 12,762**	**$ 27,468**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 40,230**
Total Local Incremental Revenue		$ -	$ 20,660	$ 43,689	$ 44,610	$ 45,549	$ 46,508	$ 47,485	$ 48,482	$ 49,499	$ 50,537	$ 51,595	$ 52,674	$ 53,775	$ 54,898	$ 56,043	$ 57,211	$ 58,403	$ 59,618	$ 60,858	$ 62,122	$ 964,215
BRA Administrative Fee (5%)		$ -	$ 1,033	$ 2,184	$ 2,230	$ 2,277	$ 2,325	$ 2,374	$ 2,424	$ 2,475	$ 2,527	$ 2,580	$ 2,634	$ 2,689	$ 2,745	$ 2,802	$ 2,861	$ 2,920	$ 2,981	$ 3,043	$ 3,106	$ 48,211
Local TIR Available for Reimbursement		**$ -**	**$ 19,627**	**$ 41,504**	**$ 42,379**	**$ 43,272**	**$ 44,182**	**$ 45,111**	**$ 46,058**	**$ 47,024**	**$ 48,010**	**$ 49,015**	**$ 50,040**	**$ 51,086**	**$ 52,153**	**$ 53,241**	**$ 54,351**	**$ 55,483**	**$ 56,637**	**$ 57,815**	**$ 59,016**	**$ 916,004**
Total State & Local TIR Available		**$ -**	**$ 32,389**	**$ 68,972**	**$ 42,379**	**$ 43,272**	**$ 44,182**	**$ 45,111**	**$ 46,058**	**$ 47,024**	**$ 48,010**	**$ 49,015**	**$ 50,040**	**$ 51,086**	**$ 52,153**	**$ 53,241**	**$ 54,351**	**$ 55,483**	**$ 56,637**	**$ 57,815**	**$ 59,016**	**$ 956,235**
DEVELOPER	Beginning Balance																					
Reimbursement Balance	*$ 687,182*	*$ 687,182*	*$ 654,793*	*$ 600,851*	*$ 558,472*	*$ 515,200*	*$ 471,018*	*$ 425,907*	*$ 379,849*	*$ 332,825*	*$ 284,815*	*$ 235,800*	*$ 185,760*	*$ 134,674*	*$ 82,521*	*$ 24,761*						*$ -*
MSHDA Non-Enviromental Costs	*$ 495,000*	*$ 495,000*	*$ 495,000*	*$ 478,387*	*$ 443,256*	*$ 407,384*	*$ 370,757*	*$ 333,359*	*$ 295,176*	*$ 256,190*	*$ 216,387*	*$ 175,749*	*$ 134,261*	*$ 91,905*	*$ 48,663*	*4,519*						
Local Tax Reimbursement		0	16,613	35,131	35,872	36,627	37,398	38,184	38,986	39,803	40,638	41,488	42,356	43,241	44,144	4,519						$ 495,000
Total MSHDA Reimbursement Balance		*$ 495,000*	*$ 478,387*	*$ 443,256*	*$ 407,384*	*$ 370,757*	*$ 333,359*	*$ 295,176*	*$ 256,190*	*$ 216,387*	*$ 175,749*	*$ 134,261*	*$ 91,905*	*$ 48,663*	*$ 4,519*	*$ -*						
MSF Non-Environmental Costs	*$ 115,000*	*$ 115,000*	*$ 115,000*	*$ 99,224*	*$ 80,413*	*$ 73,905*	*$ 67,261*	*$ 60,476*	*$ 53,549*	*$ 46,477*	*$ 39,256*	*$ 31,883*	*$ 24,357*	*$ 16,673*	*$ 8,828*	*$ 820*	*$ -*					*$ -*
State Tax Reimbursement	$ 25,200	0	$ 12,762	$ 12,438		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -					$ 25,200
Local Tax Reimbursement	$ 89,800	0	$ 3,014	$ 6,373	$ 6,508	$ 6,645	$ 6,784	$ 6,927	$ 7,073	$ 7,221	$ 7,372	$ 7,527	$ 7,684	$ 7,845	$ 8,008	$ 820	$ -					$ 89,800
Total MSHDA Reimbursement Balance		*$ 115,000*	*$ 99,224*	*$ 80,413*	*$ 73,905*	*$ 67,261*	*$ 60,476*	*$ 53,549*	*$ 46,477*	*$ 39,256*	*$ 31,883*	*$ 24,357*	*$ 16,673*	*$ 8,828*	*$ 820*	*$ -*	*$ -*					*$ 115,000*
Simple Interest Expense (2%)	*$ 77,182*		*$ -*	*$ 11,552*	*$ 22,026*	*$ 31,651*	*$ 40,412*	*$ 48,288*	*$ 55,263*	*$ 61,316*	*$ 66,429*	*$ 70,582*	*$ 73,754*	*$ 75,926*	*$ 77,076*	*$ 77,182*	*$ 24,761*	*$ -*				*$ -*
Annual Interest Incurred			*$ 11,552*	*$ 10,473*	*$ 9,626*	*$ 8,760*	*$ 7,877*	*$ 6,974*	*$ 6,053*	*$ 5,113*	*$ 4,153*	*$ 3,172*	*$ 2,172*	*$ 1,150*	*$ 107*	*$ -*						*$ 77,182*
Local Tax Reimbursement		0	0	0	0	0	0	0	0	0	0	0	0	0	0	$ 52,421	$ 24,761	$ -				$ 77,182
Total Interest Reimbursement Balance		*$ -*	*$ 11,552*	*$ 22,026*	*$ 31,651*	*$ 40,412*	*$ 48,288*	*$ 55,263*	*$ 61,316*	*$ 66,429*	*$ 70,582*	*$ 73,754*	*$ 75,926*	*$ 77,076*	*$ 77,182*	*$ 24,761*	*$ -*	*$ -*				
Total Annual Developer Reimbursement		*$ -*	*$ 32,389*	*$ 53,942*	*$ 42,379*	*$ 43,272*	*$ 44,182*	*$ 45,111*	*$ 46,058*	*$ 47,024*	*$ 48,010*	*$ 49,015*	*$ 50,040*	*$ 51,086*	*$ 52,153*	*$ 57,760*	*$ 24,761*	*$ -*	*$ -*	*$ -*	*$ -*	***$ 687,182***
LOCAL BROWNFIELD REVOLVING FUND																						
LBRF Deposits *		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 258,541**
State Tax Capture		*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
Local Tax Capture		*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*		*$ -*	*$ -*	*$ -*		*$ 29,589*	*$ 55,483*	*$ 56,637*	*$ 57,815*	*$ 59,016*	*$ 258,541*
Total LBRF Capture		*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ 258,541*

* Up to five years of capture for LBRF Deposits after eligible activities are reimbursed. May be taken from state and local TIR.

6/3/2026

Appendix 1

Brownfield Plan Resolution

Appendix 2

Development/Reimbursement Agreement

Appendix 3

Notice to Taxing Jurisdictions

Appendix 4

Notice of Public Hearing

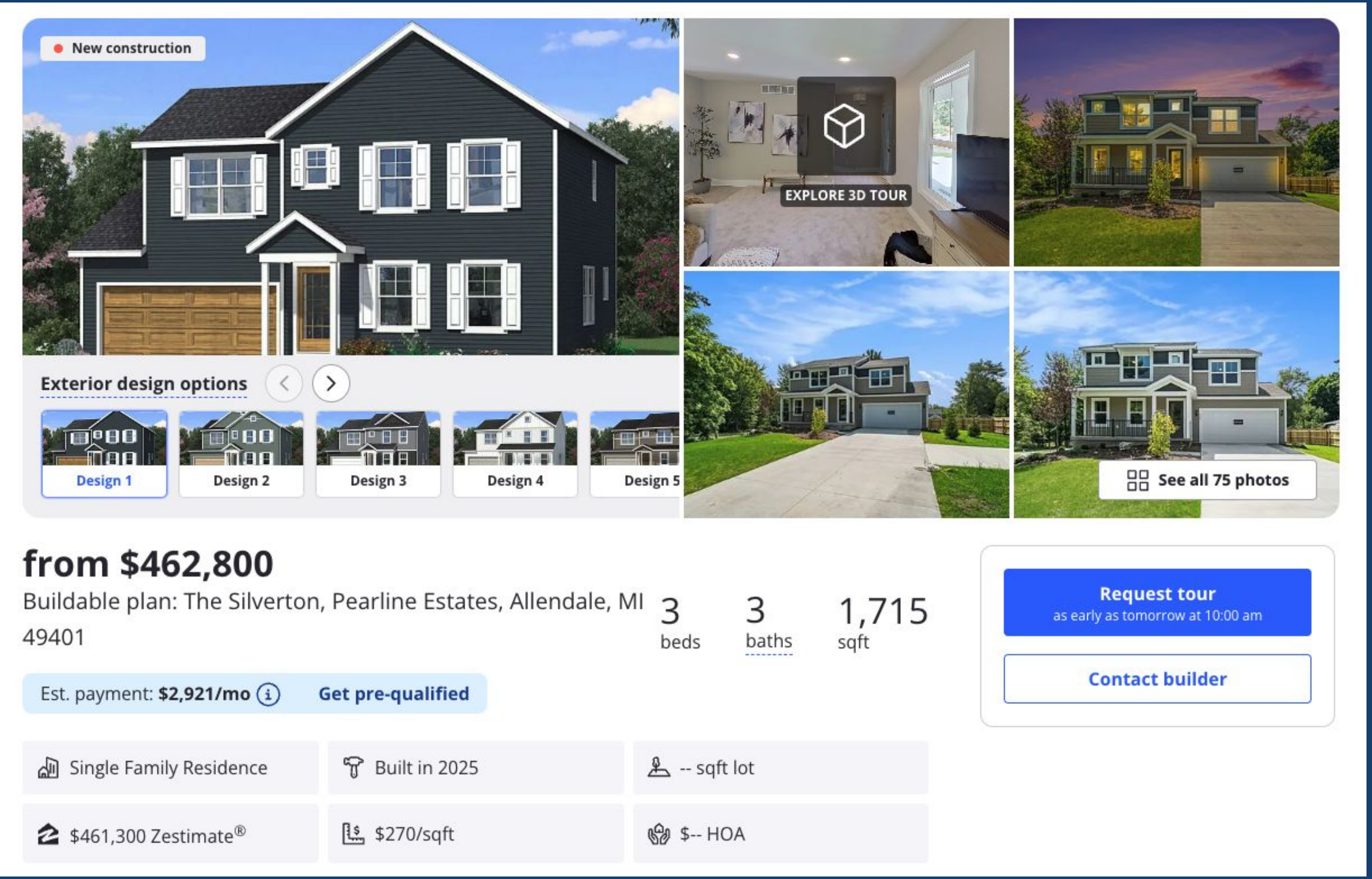
Appendix 5

Excerpts from 2025 Ottawa County Housing Needs Assessment Executive Summary

Ottawa Co will need more than 12,526 additional owner-occupied units by 2025 to meet demand.

Ottawa Co For-Sale Housing Needs (2025 – 2030)				
Annual Income	<$51,000	$51k - $82k	$82k - $123k	$123k+
Home Sale Price	<$171,000	$171k - $274k	$274k - $411k	$411,000+
Overall Units Needed	259	2,794	6,973	2,500

Bowen National Research, 2025



Ottawa Co has permitted 3,607 new homes for-sale since 2021.

901 new homeowner options each year on average.

88% of new for-sale homes are priced above $400,000.

Appendix 6

Red

Redevelopment Renderings

MAXAM
ARCHITECTURE

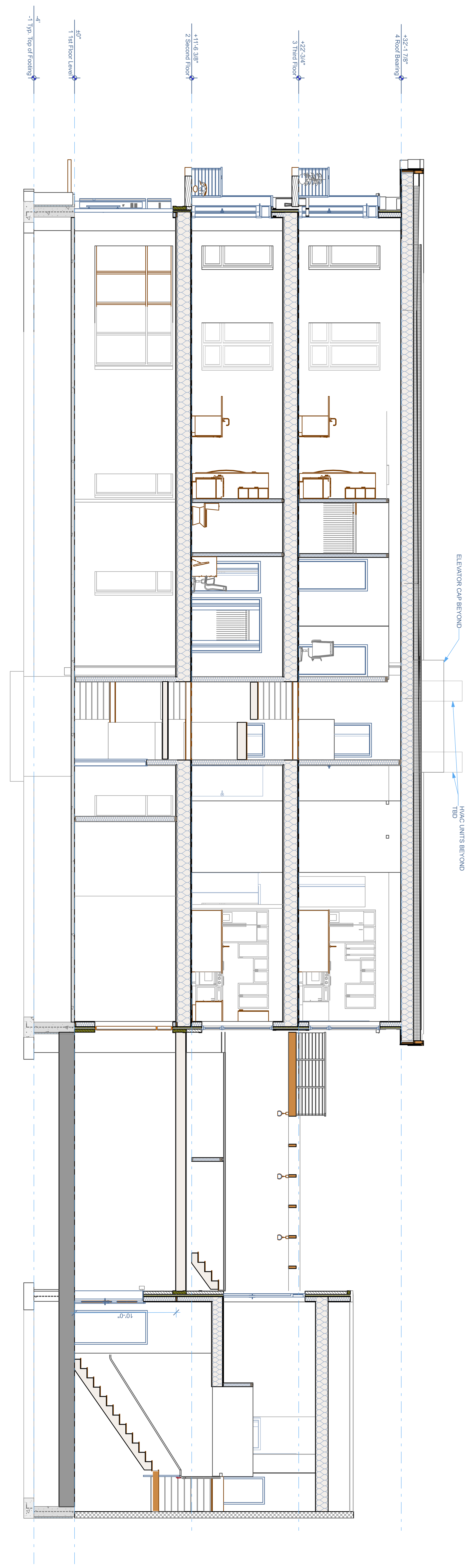
Flatiron Building
Grand Haven, MI

R-4

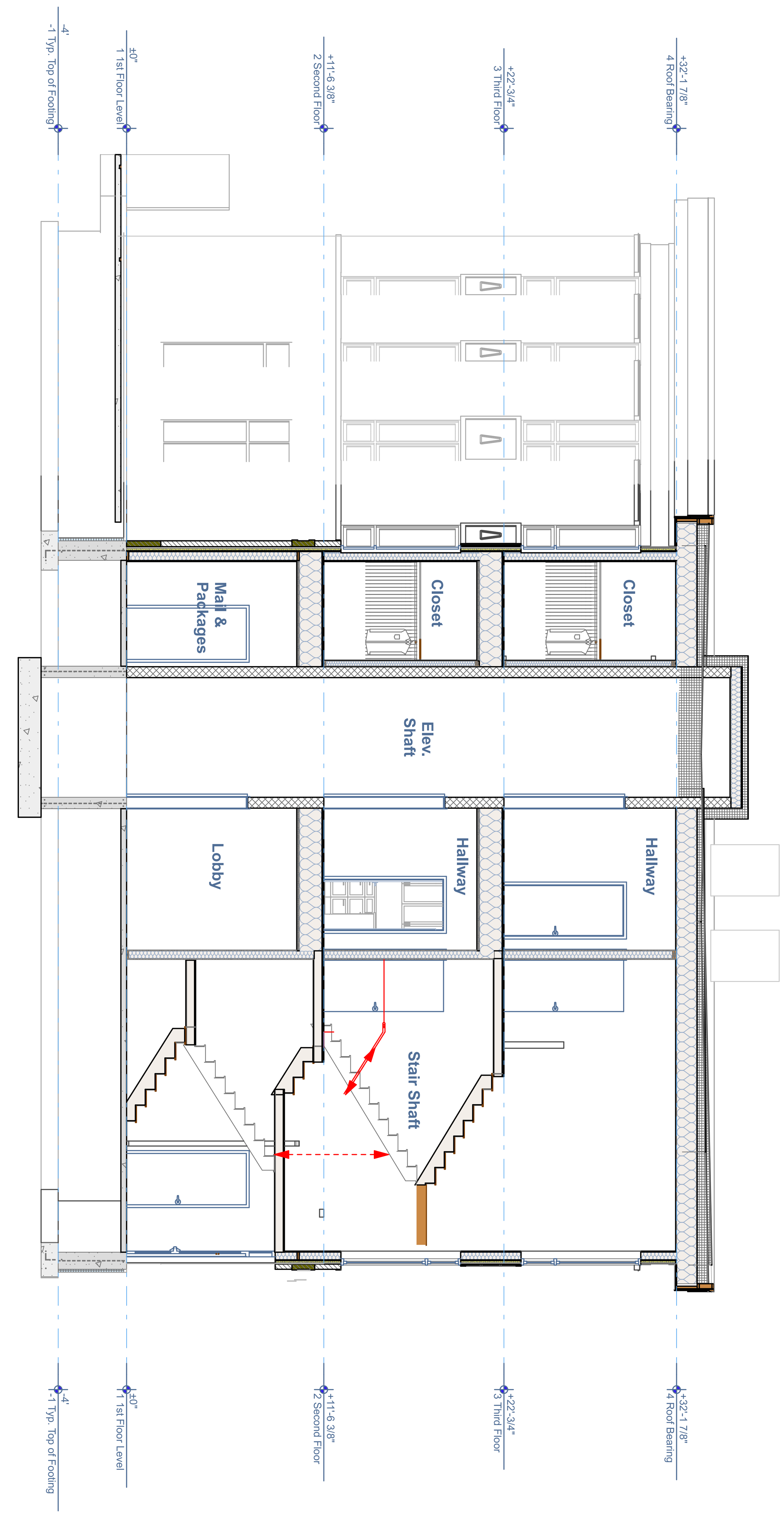
MAXAM ARCHITECTURE

Flatiron Building
Grand Haven, MI

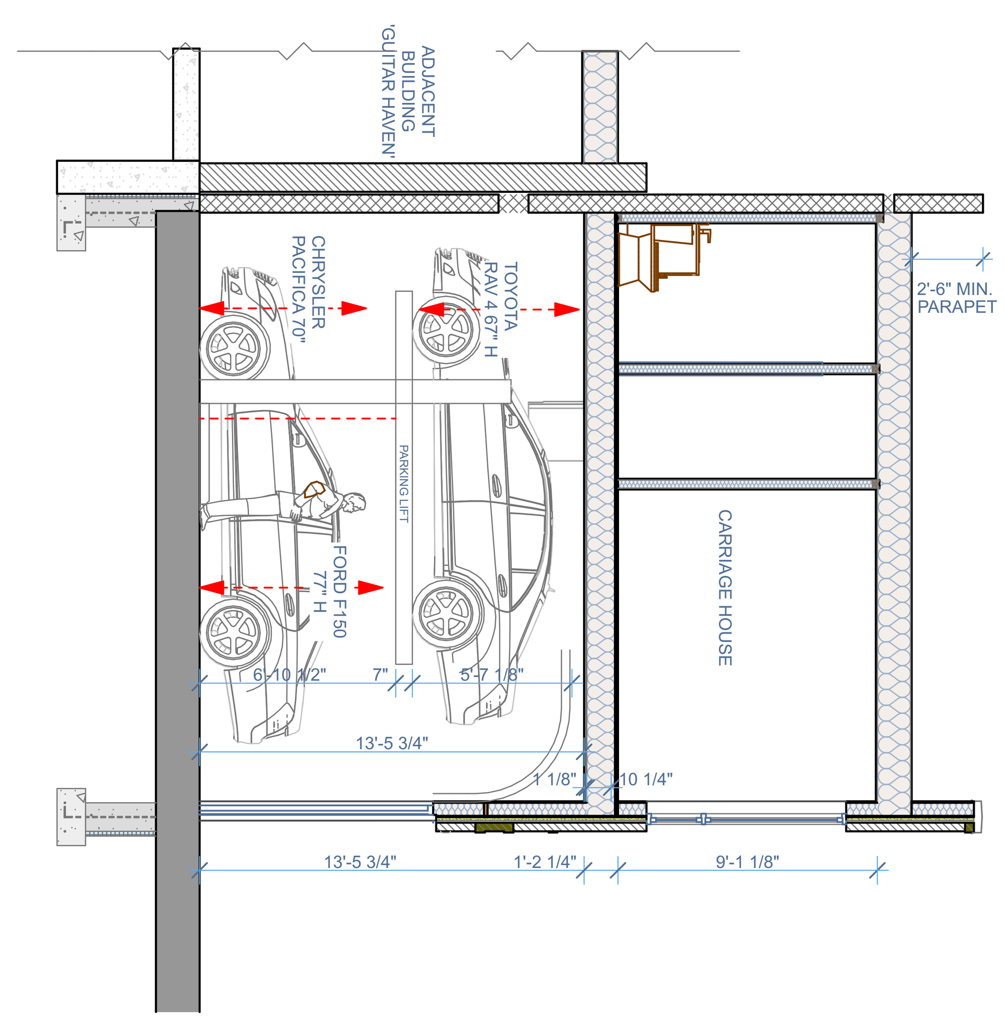
R-6



1. N-S Building Section
SCALE: 3/16" = 1'-0"



2. E-W Building Section at Stairs
SCALE: 3/16" = 1'-0"



3. Garage Section
SCALE: 3/16" = 1'-0"

A-3.1

Revisions:

Project No: 24005
Issue Date: 11/27/24
Plot Date: 12/8/25
Reviewer:
Drawn By: #Drawn By

Flatiron Grand Haven
633 Washington Ave
Grand Haven, MI 49417
Building Sections

CAPSTONE
CAPSTONE COMPANIES
P.O. Box 261
Grand Haven, MI 49417
capstonecompanies.net

MAXAM ARCHITECTURE
T (616) 308-9729
maxamarchitecture.com
557 Crescent St NE
Grand Rapids MI 49503

PRELIMINARY, NOT FOR CONSTRUCTION

7th & Washington – Flatiron Building

Project Information Review

5/27/2026

For Use By: City of Grand Haven

SECTION 1

Project Overview

Executive Summary

SCOPE

The City of Grand Haven ("Grand Haven") engaged Plante Moran Realpoint ("PMR") to provide third-party support for Capstone Real Estate, LLC's (the "Sponsor") application for tax increment financing through the Brownfield TIF program. The Sponsor has presented a Brownfield Plan requesting $687,182 in TIF capture over a 15-year period, with 4 subsequent years of TIF capture up to an amount of $258,541 for the Local Brownfield Revolving Fund ("LBRF"). PMR reviewed the following materials submitted by the Sponsor:

1. Pro forma including key assumptions and cash flows
2. Project plans, narrative, site plans, and programming
3. Available due diligence studies

METHODOLOGY

1

PMR analyzed conservative and optimistic scenarios against the Sponsor pro forma to understand impact of variances in project assumptions

2

PMR made best efforts and used relevant market data to understand key assumptions such as contributed land value, rental rates, etc. used by the Sponsor.

3

Based on PMR's high-level review of the developer-provided budget and pro forma financials, a "but for" methodology is used to determine the need for the requested incentive.

FINDINGS

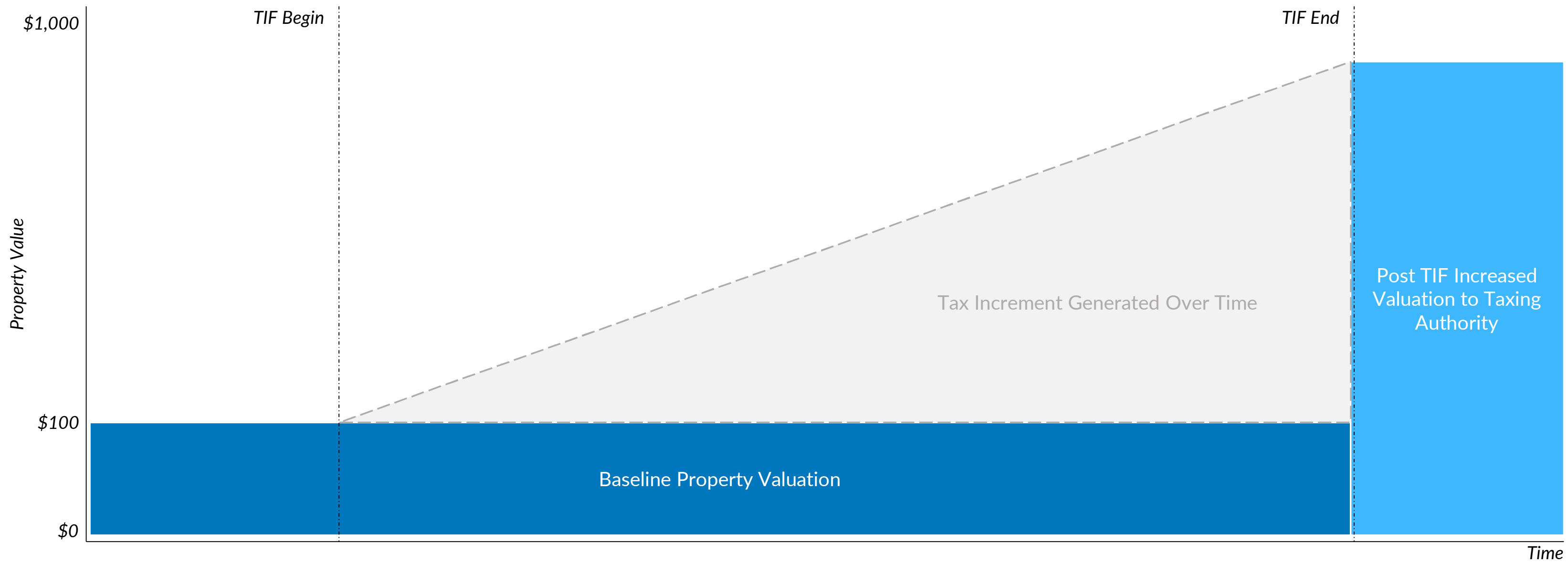
Based on PMR's high-level review of the developer-provided budget and pro forma financials, but-for the tax increment financing, it is possible that the Sponsor returns would not be sufficient to undertake the proposed redevelopment. Given the goals of the City of Grand Haven and the financial model proposed by the Sponsor, some comments to the Sponsor's proposal for consideration are detailed below:

1. Project Financing
   - The Sponsor's proposal is based on key assumptions tied to securing Tax Increment Financing
   - The Sponsor has represented that a reason to pursue this project is to generate neighborhood growth and capture the exogenous value created; as the developer's incentives include non-economic factors, there is a risk that their perceptions may change and affect the desire to pursue the development
2. Long-term Control
   - Under the condominium model, the Sponsor is not planning to control the project once the units are sold, creating risk of future use and condition
   - Pro forma unit sales prices are at the top end of market, creating risk of project stagnation should market forces turn during construction
   - Lift-style parking is not common in this market, and could present sale challenges
   - Planned retail operators have limited experience with mixed-use operations; Sponsor has not indicated rental rates or retail tenants other than to note that the retail condos will be sold to the current landowner for $180,000 ($80/sf)

BROWNFIELD TAX INCREMENT FINANCING (TIF)

WHAT IS A BROWNFIELD TIF?

- A Brownfield Tax Increment Financing (TIF) is a financial tool used to encourage the redevelopment of brownfield sites, which are properties that may be contaminated, blighted, or otherwise underutilized. The process helps make redevelopment projects financially viable by offsetting the additional costs of dealing with brownfield conditions. Here's how it works:
    1. Redevelopment and Increased Value: When a brownfield site is redeveloped, its value typically increases
    2. Tax Increment: This increase in value leads to higher property taxes, with the difference between the old tax revenue and the new, higher tax revenue called the "tax increment"
    3. Capturing the Increment: The tax increment is captured by a local Brownfield Redevelopment Authority (BRA) and used to reimburse the developer for eligible costs associated with cleaning up and redeveloping the site



Project Summary

PROGRAM SUMMARY

Total Project Cost	$3.9 Million		
Parking Spaces	5 garages, 4 with a lift for a second vehicle		*All for Residential
Residential For-Sale Mix	**SF**	**Sale Price**	**Sale Price PSF**
2 Bedroom + Patio (Garage)	1,431	$749,000	$523
2 Bedroom + Patio	1,337	$735,000	$550
2 Bedroom + Balcony	1,337	$735,000	$550
2 Bedroom	1,275	$699,000	$548
2 Bedroom	1,275	$709,000	$556
Total	**6,655**	**$726,100**	**$545**
Retail	**SF (Approximate)**	**Rent PSF**	**Tenant**
Retail Unit 1	1,120	TBD	TBD
Retail Unit 2	1,120	TBD	TBD
Total	**2,240**		

SITE AERIAL

SPONSOR

The Sponsor of this project is Capstone Real Estate, LLC ("Capstone"):

- Founded by David Ten Cate in 2004 in Grand Haven, MI, Capstone specializes in commercial and residential real estate brokerage, business brokerage, and property management
- John Groothuis joined Capstone in 2009, and together he and David have worked on the following recent Grand Haven mixed-use and residential developments:
    - Residential - Franklin Row Condominiums (4 units), Franklin Flats (5 units); Mixed-use – Dairy Treat (4 units), 300 W Lofts + Tower (22 units)
- Developer entity is owned 80% Capstone, 20% John and Randy Steinbach, the current owners of the property
    - The Sponsor contemplates a post-loan payback transaction whereby John and Randy acquire the retail condo units from the developer entity for $180,000

Project Summary

RENDERING

WASHINGTON AVE

N

7TH ST

CONSTRUCTION SCHEDULE

Construction is planned to commence in Summer 2026, with delivery planned for the end of Fall 2027

Project Summary

DEVELOPMENT RATIONALE

- Currently an antiquated retail building with adjacent surface parking lot
- It was represented to PMR that the Sponsor is interested in testing market demand for the proposed for-sale product type
- This project could help to address housing needs in Ottawa County, as its 2025 Housing Needs Assessment identified a need for 2,500 additional housing units for price points exceeding $411,000
- The project site currently offers four retail units; the project would result in two total retail units, thus eliminating two compared to the existing building
    - Once the construction loan is paid back, the current landowners will purchase the new retail units from the development entity to own and operate
    - Current owners have managed the retail on this site for 40 years
    - No retail tenants have been identified for the two new retail spaces - current retail owners "conduct their operations on a handshake basis and intend to continue to do so going forward"

KEY DOCUMENTS RECEIVED

- PMR received the following documents from the Sponsor, which were relied upon for this report:

1. Brownfield Plan Application, dated 4.7.2026
2. TIF Tables dated 5.14.26
3. Site Plan Review Plan Set dated 3.11.2026
4. Architect renderings, floor plans, and exterior elevations dated 3.9.2026
5. Construction loan term sheet dated 4.28.26 (Independent Bank)
6. General Contractor scope of work and budget (Horizon Building Group) dated 3.12.2026
7. Cost and revenue assumptions
8. Sponsor bios and experience

KEY CONCEPT – "BUT FOR" TEST

- The National Housing Council defines this as a test used in many localities to ensure new development, or other activity that renders a property eligible for a tax abatement, would not have occurred ***but for*** the tax break

Sources and Uses

SOURCES	SPONSOR PROVIDED	PMR	COMMENTARY
Cash Equity	$577,500	$713,380	Sponsor equity includes cash equity and deferred developer fees - cash equity is an upfront contribution, while deferred developer fees are paid out of sale proceeds (subordinate to loan principal repayment)
Deferred Developer Fees	$125,000	$125,000	
Borrower Land	$300,000	$300,000	Per provided term sheet, Lender-accepted value of the land
Prefunded Interest Reserve	$157,500	$157,500	Per provided term sheet, Sponsor will prefund the interest carry reserve account from which monthly interest payments will be automatically deducted
Senior Lender - Construction Loan	$2,717,600	$2,717,600	Per provided term sheet; represents 70% loan-to-cost of total project costs. Upon sale of a unit, 100% of net sale proceeds shall be applied to the principal balance of the loan until fully repaid
Total Sources	**$3,877,600**	**$4,013,480**	

USES	SPONSOR PROVIDED	PMR	COMMENTARY
Land	$300,000	$300,000	Per provided term sheet, Lender-accepted value of the land
Hard Costs	$2,717,600	$2,853,480	Sponsor indicated hard costs include a 7.5% GC contingency; however, no owner contingency is included therefore in the PMR case a 5% owner contingency has been added
Soft Costs	$515,000	$515,000	Includes A&E costs, prefunded interest reserve, financing costs, and related party and consulting fees
Sales Costs	$345,000	$345,000	Per Sponsor, includes sales commission and closing costs, with some room for price reductions
Total Uses	**$3,877,600**	**$4,013,480**	

SECTION 2

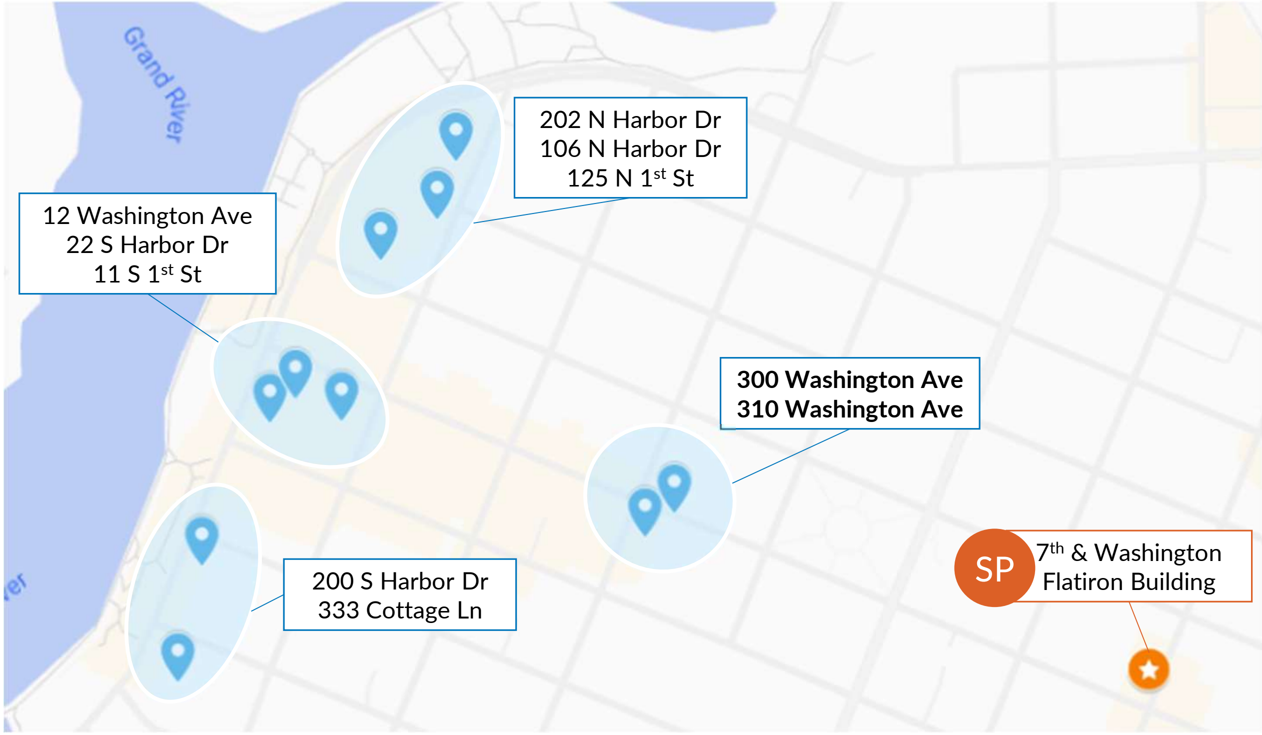
For-Sale Assumption Review

Market Research

FOR-SALE MARKET COMPS

To provide context around the proposed sale prices of for-sale units at the development, PMR conducted market research to identify comparable sales of similar properties to the proposed development. The analysis focused on 2-bedroom condominium sales within central Grand Haven over the trailing 24 months.

Leveraging data from publicly available sources, 21 comparable sales were identified and incorporated into the broader comparative analysis with a map below to provide general locational knowledge. The table below presents average sale price and price per square foot of these homes, segmented by bedroom count and weighted by square footage.



NUMBER OF EACH BEDROOM TYPE IN COMP SET	
2 Beds	21
TOTAL	**21**

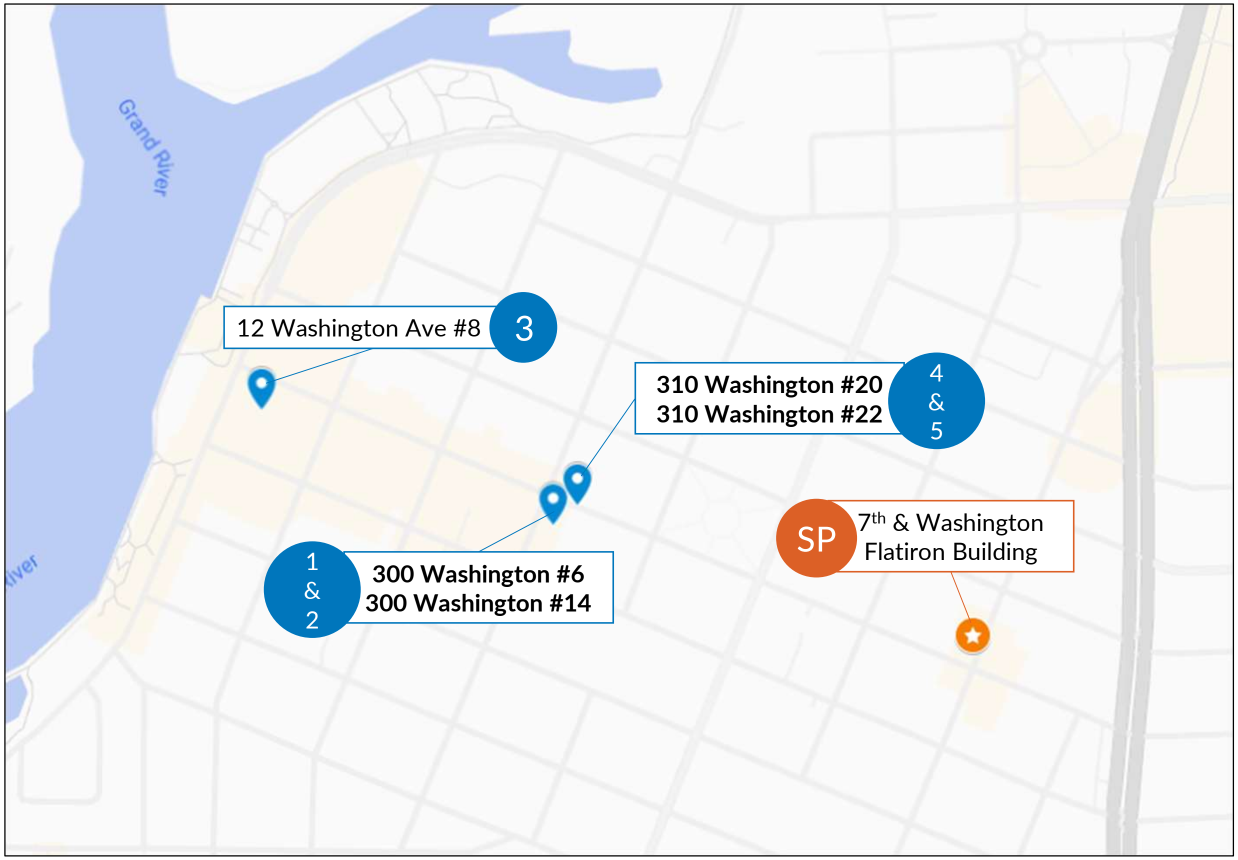
WEIGHTED AVERAGE

2 Beds	Total Sale Price	Price /Bed	Price /SF
Total Data Set	$653,300	$326k	$493 / SF
SPONSOR PROVIDED	**$726,100**	**$363k**	**$545 / SF**

Bolded addresses indicate Sponsor developments.

Market Research

FOR-SALE MARKET COMPS MAP



Bolded addresses indicate Sponsor developments.

Market Research

FOR-SALE MARKET COMPS DETAILED

To provide context around the proposed sale prices at the development, PMR conducted market research to identify comparable sales of similar properties to the proposed development in terms of location, age, and sale date. PMR identified five comparable properties and analyzed sale price and price per square foot to determine market price per square foot. This analysis shows that the proposed sale prices at this development, detailed on the following slides, are slightly above market (approximately $80,000 higher on an average sale price basis and $50 higher on a per square foot basis).

	COMP 1	COMP 2	COMP 3	COMP 4	COMP 5	WEIGHTED AVG.	SPONSOR PRO FORMA
							
Address	300 Washington Ave #6	300 Washington Ave #14	12 Washington Ave #8	310 Washington Ave #20	310 Washington Ave #22		7th & Washington
City	Grand Haven	Grand Haven	Grand Haven	Grand Haven	Grand Haven		Grand Haven
Year Built/Sold	2023 / 2026	2024 / 2025	2005 / 2025	2025 / 2025	2025 / 2025		Proposed
Property Type	Condominium	Condominium	Condominium	Condominium	Condominium		Condominium
# of Bedrooms	2 Bedrooms	2 Bedrooms	2 Bedrooms	2 Bedrooms	2 Bedrooms		2 Bedrooms
Total SF	1,567 SF	1,170 SF	1,200 SF	1,200 SF	1,275 SF		1,331 SF
Price Sold | Price/SF	$620,000 | $396	$628,950 | $538	$640,000 | $533	$665,000 | $554	$675,135 | $530	**$644,800 | $504**	$726,100 | $545

For-Sale Returns to Sponsor Development Entity

The Sponsor plans to deliver the for-sale product and retail units in 18 months.

For-Sale Units	Sponsor Provided Total	PMR Total	Commentary
Condominium Sale Proceeds	$3,627,000	$3,527,175	Based on Sponsor-provided sale prices. PMR figure reduces price PSF from $545 to $530 to align more closely with comp sales
TIF Proceeds (NPV)	$387,578	$387,578	NPV (discount rate @ 8%) of Brownfield TIF reimbursement estimates per Sponsor-provided TIF tables/Brownfield Plan
Retail Sale Proceeds	$180,000	$180,000	Based on Sponsor-provided sale price
Less: Sales Expense	($345,000)	($345,000)	Per Sponsor, includes sales commission and closing costs, with some room for price reductions
Net Proceeds to Sponsor	**$3,849,578**	**$3,749,753**	
Less: Land Value	($300,000)	($300,000)	Lender-approved land valuation per term sheet
Less: Development Costs (Hard & Soft)	($3,232,600)	($3,368,480)	PMR Total includes 5% owner contingency
Potential Project Profit | Profit Margin	**$316,978 | 9%**	**$81,273 | 2%**	**For-sale product is measured by profit margin per industry standard; therefore, CoC and IRR metrics are not indicated to measure profitability**
Potential Project Profit w/o BTIF | Profit Margin	*N/A*	*N/A*	Without incentives, the value of the completed units would be insufficient to cover capital invested, and the project would most likely not advance

SECTION 3

Findings

PMR Findings – Summary of Project Financials and Need for Support

PROFITABILITY AND RISKS

1. The Sponsor has represented a development goal is to substantiate market demand for the product type, understanding the profit margin may be lower than could be achieved for similar condominium projects, typically 15 – 25% compared to the estimated project profit margin (inclusive of BTIF reimbursements) of 9%
   - While true today, unforeseen changes in the micro and macro economic market during development may impact tolerance for below-market profit margins
2. Pro forma unit sales prices are at the top end of market, creating risk of project stagnation should market forces turn during construction. Specifically, Sponsor-assumed unit prices are approximately $80,000 higher on an average sale price basis and $50/sf higher compared to comparable sales in central Grand Haven over the last 24 months
   - Sponsor team members have successfully completed construction of similar condominium-style product in Grand Haven (300 Washington Ave and 310 Washington Ave); relevant sales from these developments are included in the market research figures presented by PMR
3. Interest Reserve Stress Test: Based on a straight-line construction spend schedule and no condominium presales, the prefunded interest reserve is projected to cover the Sponsor-estimated 18-month construction period and 2 months of interest expense post-construction. When stress tested under the same assumptions (straight-line construction, no condominium presales), it was determined the interest reserve can fund up to a 22-month construction period, after which the interest reserve will be depleted, and interest payments would need to be funded out-of-pocket by the Sponsor
   - The construction loan is personally guaranteed by David Ten Cate and John Groothius
4. While final terms of the post-loan payback retail condo unit transfer have not yet been formalized in a term sheet or LOI, Sponsor has indicated the $180,000 sale price has been negotiated and agreed upon between the members of the Developer
5. Without the Brownfield TIF incentive, the capital required to deliver the project exceeds condominium and retail sale proceeds. As such, the project would likely not move forward without the incentive and the request for Brownfield TIF is supported by the provided documentation

A. This Report reflects the information available as of the date of its publication. The information, recommendations, analysis, and conclusions contained herein are, in whole or in part, derived from and dependent on information provided by Sponsor and Grand Haven, their affiliated and related entities, and other third parties neither contracted by nor controlled by PMR. PMR is not a certified public accountant and cannot conduct reviews or audits of such information. Therefore, PMR provides no opinion on, or assurance of, the reliability of such information. Misstatements and/or material misstatements in such information may exist that impact the results of the analysis, recommendations and conclusions provided herein.

B. PMR:

   i. Does not make (nor shall be deemed to have made) any representation, warranty, or guarantee as to the accuracy, completeness, utility or relevance of any of the contents of this report;

   ii. Shall not have any obligation to update any of the contents of this report; or

   iii. Shall not be responsible or liable (or be deemed responsible or liable) for any lack of accuracy, utility, completeness or relevance of, or any interpretations of or conclusions drawn from any of the contents of this report.

C. The receipt of this report, or the use of any information contained herein, is subject to the disclaimers, limitations, and qualifications set forth herein. The recipient of any contents of this report assumes full responsibility for any use of, or reliance upon, of any such information contained herein.

Attachment E

City of Grand Haven
Department of Public Works
616-847-3493

MEMORANDUM

TO: Ashley Latsch- City Manager

CC: Dana Kollewehr- Assistant City Manager

FROM: Brian Jarosz- Waterfront and Events Manager

DATE: 06/19/26

SUBJECT: New Event for City Council - Pol-Elk's-Ski-Days

A Special Event Application has been submitted for City Council. Please Review.

The Grand Haven Elks Lodge #1200 has submitted an Event request to host a Pulaski Day celebration at 15 S. Third Street in downtown Grand Haven.

The 2025 event was on Saturday only. The Elk's are requesting to add Friday to their event after a great turnout in their 1st year.

The event runs from 12:00 p.m. to 10:00 p.m., each day, with setup beginning at 8:00 a.m. on Friday and tear down completed by Sunday the 27th at 12:00 pm.

The Southern half block of 3rd Street in front of the Lodge will be closed to accommodate a tent featuring live polka music and dancing. Attendees will enjoy a variety of traditional Polish food prepared in the Elks kitchen, along with entertainment on 3rd street. The Elk's will be providing 2 portable restrooms and give access to indoor bathrooms for guests. Alcohol service is included in the form of cans out of coolers, and the Lodge has applied for the appropriate licensing.

Board or Commission Recommendation- Staff Review

Staff Review Date- 06/19/2026

DATES: 9/25 & 9/26- 2026
SET UP TIME: 8:00 am
START TIME: 12:00 pm
END TIME: 10:00 pm
TEAR DOWN TIME: 12:00 pm 9/27

PUBLIC SPACES REQUESTED
Southern 1/2 block of 3rd St

PUBLIC SERVICES REQUESTED
Road Closure

CITY OF GRAND HAVEN
RECURRING SPECIAL EVENT APPLICATION

OFFICE USE ONLY

A special event application is required for any event on City property or using City services. The application and fees are due by **March 1st** for events held between May and August and **90+ days** before events occurring from September through April.

Completed applications and fees may be turned in to the Department of Public Works in person at 1120 Jackson Street, Grand Haven, MI 49417, and by mail, 519 Washington Ave. Grand Haven, MI 49417. Questions may be directed to 616-847-3493 or specialevents@grandhaven.org.

EVENT SUMMARY

EVENT NAME: Pol - Elk's - Ski - Days

EVENT DATE(S): September 25 + 26 2026

START TIME:	END TIME:	SET UP TIME:	TEAR DOWN COMPLETED BY:
Noon	10:00 pm	8:00 AM 9/25/26	NOON 9/27/26

EVENT LOCATION(S):

Is this a recurring event in the City of Grand Haven? ☐ No ☒ Yes

If no, please complete full special event application

APPLICANT INFORMATION

ORGANIZATION NAME: Elks Lodge #1200

ORGANIZATION ADDRESS:

RESPONSIBLE PARTY NAME:

RESPONSIBLE PARTY ADDRESS:

APPLICANT PHONE:

EVENT DAY CONTACT (NAME/CELL PHONE):

Representative must be on site and available during entire event.

EVENT DETAILS & LOGISTICS

All event requests require a current to-scale map of the event site, setup, requested road closures, parking spaces, etc., to be submitted to the best of your knowledge at the time of application. For runs, walks, and parades, Public Safety reserves the right to amend route requests based on safety and staff requirements.

Provide a description of your event and outline any changes from the previous year.

Polish food and music festival. With Bands & playlists and a full line up of Polish foods sold and an out door Beer tent. Last year it was only on Saturday this year we would like to have 2 days Friday and Saturday and tear down tent and open the street by Noon 9/27/26.

Will there be food trucks/concessions? ☒ No ☐ Yes — Inspections and permits required.

Will there be tents over 400 sq. feet? ☐ No ☒ Yes — Inspection and permit required.

Will alcohol be served at the event? ☐ No ☒ Yes — Separate license required through MLCC.

EVENT DETAILS & LOGISTICS CONTINUED

Department of Public Works Services (Check all that apply)

- [x] Banner, $125-$350
- [ ] Barricades, $3-$15/each (# and type determined by Public Safety)
- [ ] Cardboard Trash Container/Liners, $13/each
- [ ] Electric, $200 plus usage
- [ ] Park Rental, fees vary by park
- [ ] Portable Mobile Stage (Showmobile), $500-$1025
- [ ] Sanitation (Grey Water/Grease)
- [ ] Stadium Fencing, $800-$4400
- [ ] Street Closures, $150
- [ ] Sound System, $100
- [ ] Water, $100 plus usage

Additional incidental fees apply based on applicant requests. Parks/Facilities/Street rental fee will apply

LIABILITY INSURANCE

Liability insurance naming the City of Grand Haven as additional insured is required for all events.

SPECIAL EVENT FEES

Submit the special event and park application fees with completed application. Application fees are due at the time a completed application is submitted. A cost estimate of event fees will be provided upon staff review of application. See current fee schedule for additional fees and current rates.

To Be Completed by Applicant

- [x] Resident/Non-Profit Application Fee, $100
- [ ] Non-Resident/Profit Application Fee, $150
- [ ] Park Permit Application Fee, $35
- [ ] Duncan Park Application Fee, $25

City of Grand Haven Resident and Non Profit Discount

- Residents & Non Profits located within the City of Grand Haven (COGH) are eligible for up to $500 in discounted fees.
- Non-Profits located outside the COGH are eligible for up to $250 in discounted fees.
- Discounts only apply to facility, park and public space rental fees (not incidental costs).
- Discounts are subject to approval and current special event policy.

I am requesting the maximum allowable discount (Initial Here): PEE Patricia E. Eppler

REQUIREMENTS OF THE SPECIAL EVENT

- Applicant will comply with all rules and regulations of the City of Grand Haven Special Event Policy.
- Applicant shall comply with all City of Grand Haven Ordinances.
- The applicant organization will hold the City of Grand Haven harmless from all claims.
- Event grounds will be left clean and free of litter. Failure of the applicant to satisfactorily clean the site may result in the City cleaning the site and billing the applicant for its services.
- The City reserves the right to deny changes to the application once final approval is given.
- Failure to provide any requested information promptly or providing false information may result in denial or revocation of the Special Event Permit.

Failure to comply with any requirements of the Special Event Permit may result in the forfeiture of your deposit, immediate event suspension, and the denial of future event requests.

With my signature, I certify that I have read and agree to the City of Grand Haven Special Events Policy and all items listed in this application. I agree to abide by all applicable ordinances and regulations.

Patricia E. Eppler | 6/8/2026

Signature | Date

Grand Haven Elk's Lodge 1200

Pol- Elk's-Ski-Day-
Friday 9/25 and
Saturday 9/26

Set up:
8:00 am on Friday 9/25

Tear Down:
Completed by Sunday 9/26 at
12:00 pm.

Friday and Saturday event times
12:00 pm to 10:00 pm

30x40 Tent for Band & Dance floor

10x10 tent over bar- cans out of coolers

Portable Restrooms- 1 regular and 1 ADA (Additional inside Elk's Lodge)

Seating are- 6 tables w/ chairs

GRAND HAVEN DEPARTMENT OF PUBLIC SAFETY

OFFICE OF THE DIRECTOR

DATE: June 30, 2026

TO: Ashley Latsch, City Manager

FROM: Nichole Hudson, Director of Public Safety

RE: Request for Approval of Ordinance Amendments Related to Electric Bicycles, Electric Scooters, Electric Skateboards, and Restricted Areas

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The purpose of this memorandum is to request City Council approval of amendments to the City of Grand Haven Code of Ordinances to incorporate current State of Michigan definitions for electric bicycles, electric scooter and electric skateboards and to clarify where these devices may be operated within the City. These amendments will provide consistency with state law, improve public safety, and provide officers with clear enforcement authority.

The use of electric bicycles, electric scooters and electric skateboards has increased significantly throughout the City of Grand Haven, particularly in the downtown business district, boardwalk, and waterfront areas. While these devices provide an alternative means of transportation, they also create conflicts with pedestrians in areas of high foot traffic.

The City's current ordinances do not define electric bicycles, electric scooters or electric skateboards. As a result, enforcement can be inconsistent and creates confusion for residents, visitors, and enforcement personnel. Adopting the State of Michigan definitions will ensure consistency with state law while allowing the City to appropriately regulate where these devices may operate.

Proposed Ordinance Amendments

1. Amend Section 25-40 – Definitions

Add the following definitions consistent with the State of Michigan.

Electric Bicycle

Electric bicycle means a device upon which an individual may ride that satisfies all of the following:

1. The device is equipped with:
    - A seat or saddle for use by the rider;
    - Fully operable pedals for human propulsion; and
    - An electric motor of not greater than 750 watts.
2. The device falls within one of the following classifications:

Class 1 Electric Bicycle

An electric bicycle equipped with an electric motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the bicycle reaches a speed of 20 miles per hour.

Class 2 Electric Bicycle

An electric bicycle equipped with a motor that propels the bicycle to a speed of no more than 20 miles per hour, whether the rider is pedaling or not, and that disengages or ceases to function when the brakes are applied.

Class 3 Electric Bicycle

An electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the bicycle reaches a speed of 28 miles per hour.

Electric Skateboard

A wheeled device with a floorboard designed to be stood upon while riding, measuring no more than 60 inches in length and 18 inches in width, designed to transport only one person, equipped with an electrical propulsion system of no more than 2,500 watts, and capable of a maximum speed of 25 miles per hour on a paved level surface. The device may include handlebars and may also be capable of human propulsion.

Electric Scooters

Plug-in electric vehicles with two or three wheels. Power is supplied by a rechargeable battery that drives one or more electric motors and has a step through frame.

2. Amend Section 25-44 – Prohibited Conduct on the Boardwalk

Amend Section 25-44 to include:

- Electric bicycles
- Electric skateboards
- Electric scooters

These devices would be prohibited on the City's boardwalk in the same manner as the currently prohibited devices to improve pedestrian safety in this heavily traveled area. At this time the only device not allowed on the boardwalk is a regular skateboard.

3. Amend Section 36-8 – Prohibited Conduct in Roadway or Right-of-Way

Subsection (b)

Amend the ordinance to prohibit the operation of:

- Bicycles
- Electric bicycles
- Electric scooters
- Skateboards
- Electric skateboards
- Roller skates
- In-line skates

on sidewalks owned by the public along Washington Avenue between Harbor Avenue and Third Street from the last weekend in May through Labor Day each year.

Additionally, prohibit these devices within the 100 block of Washington Avenue whenever the street is closed to vehicular traffic during the same seasonal period.

Proposed new language: Section 36-8 subsection b:

No person shall use or operate a bicycle, electric bicycle, electric scooter, skateboard, electric skateboard, roller skates, or in-line skates for any purpose whatsoever on the sidewalks owned by the public along Washington Avenue between Harbor Avenue and Third Street in the city from the last weekend in May through Labor Day each year. Additionally, no person shall use or operate a bicycle, electric bicycle, electric scooter, skateboard, electric skateboard, roller skates, or in-line skates for any purpose whatsoever within the 100 block of Washington Avenue when the street is closed to vehicular traffic from the last weekend in May through Labor Day each year.

Subsection (c)

Amend subsection (c) to include electric bicycles, electric scooters and electric skateboards wherever bicycles and skateboards are currently prohibited, ensuring consistent regulation throughout the ordinance.

By amending Section 36-8(c) to include electric bicycles, electric scooters and electric skateboards, the City will provide Public Safety Officers with clear authority to enforce reckless, careless, or negligent operation of these devices on public property throughout the City. This amendment ensures that emerging forms of transportation are regulated consistently with traditional bicycles, scooters, and skateboards, enhances public safety, and closes a gap in the current ordinance by applying the same standard of care to all listed devices.

Proposed Amendment to Section 36-8(c)

No person shall use or operate a bicycle, electric bicycle, electric scooter, skateboard, electric skateboard, roller skates, or in-line skates upon any public place in an intentional, reckless, careless, or negligent manner that causes or reasonably could cause injury to the operator, any other person, or damage to the property of another person, including, without limitation, any public property.

Benefits of the Proposed Amendments

The proposed amendments provide several important benefits:

- Align City ordinances with current State of Michigan law.
- Clearly define electric bicycles, electric scooters and electric skateboards for enforcement purposes.
- Improve pedestrian safety in high-volume tourist and downtown areas.
- Reduce conflicts between pedestrians and motor-assisted mobility devices.
- Provide clear expectations for residents and visitors with proper signage and education.
- Support the City's ongoing efforts to maintain a safe and pedestrian-friendly city, downtown and waterfront.

Recommendation

The Public Safety Department recommends that the City Council approve the proposed ordinance amendments to Sections 25-40, 25-44, and 36-8 of the City Code.

Accordingly, I respectfully request that the City Council approve these ordinance amendments and authorize the necessary revisions to the City Code.

ORDINANCE NO. ______

AN ORDINANCE TO AMEND THE CITY OF GRAND HAVEN CODE OF ORDINANCES BY UPDATING SECTION 36-8 REGARDING PEDESTRIAN BOARDWALK PER CHAPTER 36, ARTICLE III OF THE CODE OF ORDINANCES.

THE CITY OF GRAND HAVEN, COUNTY OF OTTAWA, STATE OF MICHIGAN, ORDAINS:

Section 1. Amendment. Section 36-8 of Article I in Chapter 36 of the City of Grand Haven Code of Ordinances is restated in its entirety as follows.

Sec. 36-8. Prohibited conduct in roadway or rights-of-way.

(b) No person shall use or operate a bicycle, electronic bicycle, electric scooter, skateboard, electric skateboard, roller skates or in-line skates for any purpose whatsoever on the sidewalks owned by the public along Washington Avenue between Harbor Avenue and Third Street in the city from the last weekend in May through Labor Day each year.

(1) No person shall use or operate a bicycle, electric bicycle, electric scooter, skateboard, electric skateboard, roller skates or in-line skates for any purpose whatsoever in the 10 block of Washington in the city when it's closed to vehicular traffic from the last weekend in May through Labor Day each year.

(c) No person shall use a bicycle, electronic bicycle, electric scooter, skateboard, electric skateboard, roller skates or in-line skates upon any public place in an intentional, reckless, careless or negligent manner which causes or reasonably could cause any injury to the rider, to any other person, or cause damage to any property owned by any other person, including, without limitation, any public property.

Section 2. Effective Date. This amendment to the City of Grand Haven Code of Ordinances was approved and adopted by the City Council on __________________, 2026. This Ordinance shall be effective 20 days after its publication.

______________________________	______________________________
Mayor	Clerk

GRAND HAVEN DEPARTMENT OF PUBLIC SAFETY

OFFICE OF THE DIRECTOR

DATE: June 30, 2026

TO: Ashley Latsch, City Manager

FROM: Nichole Hudson, Director of Public Safety

RE: Request for Approval of Ordinance Amendments Related to Electric Bicycles, Electric Scooters, Electric Skateboards, and Restricted Areas

---

The purpose of this memorandum is to request City Council approval of amendments to the City of Grand Haven Code of Ordinances to incorporate current State of Michigan definitions for electric bicycles, electric scooters and electric skateboards and to clarify where these devices may be operated within the City. These amendments will provide consistency with state law, improve public safety, and provide officers with clear enforcement authority.

The use of electric bicycles, electric scooters and electric skateboards has increased significantly throughout the City of Grand Haven, particularly in the downtown business district, boardwalk, and waterfront areas. While these devices provide an alternative means of transportation, they also create conflicts with pedestrians in areas of high foot traffic.

The City's current ordinances do not define electric bicycles, electric scooters, or electric skateboards. As a result, enforcement can be inconsistent and creates confusion for residents, visitors, and enforcement personnel. Adopting the State of Michigan definitions will ensure consistency with state law while allowing the City to appropriately regulate where these devices may operate.

Proposed Ordinance Amendments

1. Amend Section 25-40 – Definitions

Add the following definitions consistent with the State of Michigan.

Electric Bicycle

Electric bicycle means a device upon which an individual may ride that satisfies all of the following:

1. The device is equipped with:
    - A seat or saddle for use by the rider;
    - Fully operable pedals for human propulsion; and
    - An electric motor of not greater than 750 watts.
2. The device falls within one of the following classifications:

Class 1 Electric Bicycle

An electric bicycle equipped with an electric motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the bicycle reaches a speed of 20 miles per hour.

Class 2 Electric Bicycle

An electric bicycle equipped with a motor that propels the bicycle to a speed of no more than 20 miles per hour, whether the rider is pedaling or not, and that disengages or ceases to function when the brakes are applied.

Class 3 Electric Bicycle

An electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the bicycle reaches a speed of 28 miles per hour.

Electric Skateboard

A wheeled device with a floorboard designed to be stood upon while riding, measuring no more than 60 inches in length and 18 inches in width, designed to transport only one person, equipped with an electrical propulsion system of no more than 2,500 watts, and capable of a maximum speed of 25 miles per hour on a paved level surface. The device may include handlebars and may also be capable of human propulsion.

Electric Scooters

Plug-in electric vehicles with two or three wheels. Power is supplied by a rechargeable battery that drives one or more electric motors and has a step through frame.

2. Amend Section 25-44 – Prohibited Conduct on the Boardwalk

Amend Section 25-44 to include:

- Electric bicycles
- Electric skateboards
- Electric scooters

These devices would be prohibited on the City's boardwalk in the same manner as the currently prohibited devices to improve pedestrian safety in this heavily traveled area. At this time the only device not allowed on the boardwalk is a regular skateboard.

3. Amend Section 36-8 – Prohibited Conduct in Roadway or Right-of-Way

Subsection (b)

Amend the ordinance to prohibit the operation of:

- Bicycles
- Electric bicycles
- Electric scooters
- Skateboards
- Electric skateboards
- Roller skates
- In-line skates

on sidewalks owned by the public along Washington Avenue between Harbor Avenue and Third Street from the last weekend in May through Labor Day each year.

Additionally, prohibit these devices within the 100 block of Washington Avenue whenever the street is closed to vehicular traffic during the same seasonal period.

Proposed new language: Section 36-8 subsection b:

No person shall use or operate a bicycle, electric bicycle, electric scooter, skateboard, electric skateboard, roller skates, or in-line skates for any purpose whatsoever on the sidewalks owned by the public along Washington Avenue between Harbor Avenue and Third Street in the city from the last weekend in May through Labor Day each year. Additionally, no person shall use or operate a bicycle, electric bicycle, electric scooter, skateboard, electric skateboard, roller skates, or in-line skates for any purpose whatsoever within the 100 block of Washington Avenue when the street is closed to vehicular traffic from the last weekend in May through Labor Day each year.

Subsection (c)

Amend subsection (c) to include electric bicycles, electric scooters and electric skateboards wherever bicycles and skateboards are currently prohibited, ensuring consistent regulation throughout the ordinance.

By amending Section 36-8(c) to include electric bicycles, electric scooters and electric skateboards, the City will provide Public Safety Officers with clear authority to enforce reckless, careless, or negligent operation of these devices on public property throughout the City. This amendment ensures that emerging forms of transportation are regulated consistently with traditional bicycles, scooters, and skateboards, enhances public safety, and closes a gap in the current ordinance by applying the same standard of care to all listed devices.

Proposed Amendment to Section 36-8(c)

No person shall use or operate a bicycle, electric bicycle, electric scooter, skateboard, electric skateboard, roller skates, or in-line skates upon any public place in an intentional, reckless, careless, or negligent manner that causes or reasonably could cause injury to the operator, any other person, or damage to the property of another person, including, without limitation, any public property.

Benefits of the Proposed Amendments

The proposed amendments provide several important benefits:

- Align City ordinances with current State of Michigan law.
- Clearly define electric bicycles, electric scooters and electric skateboards for enforcement purposes.
- Improve pedestrian safety in high-volume tourist and downtown areas.
- Reduce conflicts between pedestrians and motor-assisted mobility devices.
- Provide clear expectations for residents and visitors with proper signage and education.
- Support the City's ongoing efforts to maintain a safe and pedestrian-friendly city, downtown and waterfront.

Recommendation

The Public Safety Department recommends that the City Council approve the proposed ordinance amendments to Sections 25-40, 25-44, and 36-8 of the City Code.

Accordingly, I respectfully request that the City Council approve these ordinance amendments and authorize the necessary revisions to the City Code.

ORDINANCE NO. ______

AN ORDINANCE TO AMEND THE CITY OF GRAND HAVEN CODE OF ORDINANCES BY UPDATING SECTION 25-44 REGARDING PEDESTRIAN BOARDWALK PER CHAPTER 25, ARTICLE III OF THE CODE OF ORDINANCES.

THE CITY OF GRAND HAVEN, COUNTY OF OTTAWA, STATE OF MICHIGAN, ORDAINS:

Section 1. Amendment. Section 25-44 of Article III in Chapter 25 of the City of Grand Haven Code of Ordinances is restated in its entirety as follows.

Sec. 25-44. Prohibited; penalties

No person shall use a skateboard, electric bicycle, electric scooter or electric skateboard for any purpose whatsoever on the boardwalk. Penalties for violating this section shall be the same as described in section 25-43, specifically including, without limitation, the rights of ejection and impoundment. (a)

Section 2. Effective Date. This amendment to the City of Grand Haven Code of Ordinances was approved and adopted by the City Council on __________________, 2026. This Ordinance shall be effective 20 days after its publication.

________________________________ Mayor

________________________________ Clerk

City of Grand Haven
Department of Public Works
616-847-3493

MEMORANDUM

TO: Ashley Latsch – City Manager

CC: Michael England – Public Works Director

FROM: Logan Cuddington– Streets and Utilities Manager

DATE: July 20, 2026

SUBJECT: Emergency Stormwater Line Repair for 1500 Blk of S. Griffin

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It is recommended that City Council approve the emergency repair of a 12-inch storm water line and authorize payment to **Northwoods Site Works, of Muskegon, Michigan**, in the amount of **$46,635.00**.

An emergency repair was required to address the failure of a 12-inch storm water line. Due to the nature of the damage and the need to restore the storm drainage system promptly, immediate repairs were necessary to prevent further deterioration of the infrastructure and to minimize impacts to surrounding property.

The City of Grand Haven has maintained a strong working relationship with Northwoods Site Works. The company has consistently provided quality workmanship, dependable service, and the ability to respond quickly to emergency situations. Based on their experience and immediate availability, Northwoods Site Works was engaged to complete the emergency repair.