



**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
AGENDA FOR  
REGULAR COUNCIL MEETING  
GRAND HAVEN CITY HALL\*  
COUNCIL CHAMBERS  
519 WASHINGTON AVE  
MONDAY, AUGUST 18, 2025  
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**
- 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 A**

- A. Board of Light and Power Update. *Rob Shelley, BLP General Manager.*

**11. CONSENT AGENDA**

**ATTACHMENT B**

- A. Approve the Regular Council meeting minutes for August 4, 2025.
- B. Approve the bill's memo in the amount of \$2,739,258.34.
- C. Approve a resolution to appoint Tahlor Carlen as Officer Delegate, Michael England as Officer Alternate, and Andy Cannon as Employee Delegate to the 2025 MERS Annual Conference.

- D. Approve a resolution to award the contract authorizing Task Order 22, Task 32, CCR Data Collection Work Plan, to HDR of Ann Arbor, Michigan in the not to exceed budgeted amount of \$263,570.00, contingent upon approval by the Board of Light and Power.
- E. Approve a resolution to award the contract authorizing Task Order 23, Task 33, PFAS Data Collection Work Plan, to HDR of Ann Arbor, Michigan in the not to exceed budgeted amount of \$169,090.00.
- F. Approve a resolution to approve Change Order #5 to TL Contracting for the Coal Removal project in the not to exceed budgeted amount of \$108,040.40 contingent upon approval by the Board of Light and Power.

## **12. UNFINISHED BUSINESS**

## **ATTACHMENT C**

- A. Consideration by City Council of a final resolution to amend the zoning ordinance to permit short term rentals by special land use in the Centertown Overlay of the Neighborhood Mixed-Use district.

Planning Commission recommends approval.  
Administration recommends approval.

## **13. PUBLIC HEARING**

## **ATTACHMENT D**

- A. The Mayor opens the public hearing regarding a resolution to approve and adopt the Brownfield Plan for the 224 Washington project, located at 224 Washington Avenue, Grand Haven, MI 49417, for a period of 20 years.

- B. The Mayor closes the public hearing.

The Mayor opens the public hearing regarding a resolution to establish an Obsolete Property Rehabilitation District at 224 Washington Avenue, parcel #70-03-20-436-011, with legal description of W 43 FT OF N 58 FT LOT 243 & W 43 FT LOT 244 ORIGINAL PLAT, and to establish a finding that it is an obsolete property in an area characterized by obsolete commercial property or commercial housing property pursuant to Section 3(1)a of the Obsolete Property Rehabilitation Act (PA146 of 2000).

- C. The Mayor closes the public hearing.

## **14. NEW BUSINESS**

## **ATTACHMENT E**

- A. Consideration by City Council of a resolution to amend and update the Board of Light and Power's Purchasing Policy, pursuant to Section 14.4 of the Grand Haven City Charter.

Board of Light and Power recommends approval.  
Administration recommends approval.

- B. Consideration by City Council of a resolution to approve a bid proposal of \$137,240.00 from Parkway Electric of Holland, Michigan, for the materials and labor to replace three variable frequency drive units at the Northwest Ottawa Water Systems (NOWS) Lake Michigan Pump Station.

NOWS Board recommends approval.  
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.

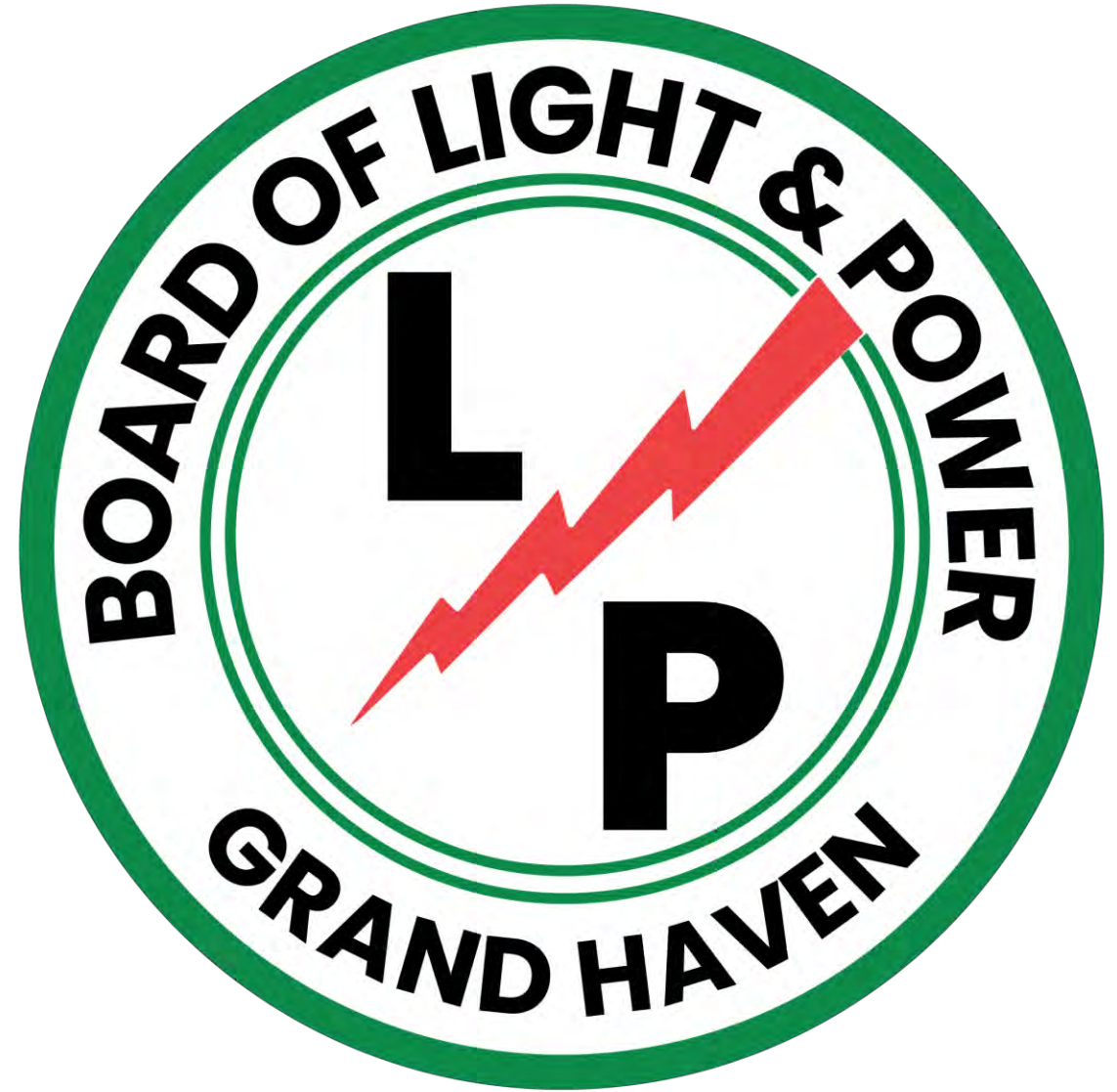
## **19. ADJOURNMENT**

# **Attachment A**



# Key Accounts - 2025

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# Robert Shelley P.E. General Manager

## GHBLP Stats:

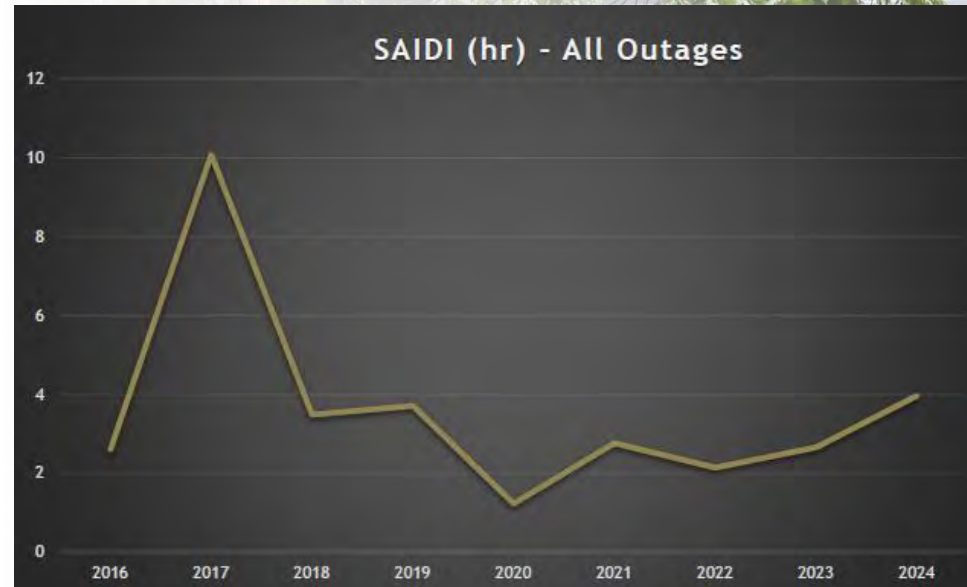
- Created 1896
- 15,000 Customers
- 22.2 Square Miles
  - City of GH, Ferrysburg, Spring Lake Twp, GH Twp, Robinson Twp
- 4 Substations
- 13 Miles of Transmission Lines
- 112 Miles of Overhead Lines
- 76 Miles of Underground Lines





# Reliability

- APPA RP3 Awards
  - 2021 – 2024
  - 2024 – 2027
- APPA Safety Awards
  - 2021
  - 2023
  - 2024
- 2023 Outage hours: 2.65
  - 2023 MI Avg: 5.07





# Affordability

- Community Owned Not for Profit
- Lower Rates
  - >28% on Residential (8<sup>th</sup> in Michigan 2023)
  - >16% on Commercial & Industrial
- Financial Management
  - Adequate Cash Reserves
  - Diversified Power Portfolio
- \$17M Reserved for Harbor Island
  - CCR Remediation
- Revenue Neutral Rates for 2025
  - LIEAF Surcharge (\$0.41 per meter)
  - EWR Surcharge
    - \$2.00 Residential to \$700 Industrial



**Grand Haven Board of Light & Power**  
1700 Eaton Drive  
Grand Haven, MI 49417

Office Hours: 7:30 AM - 5:00 PM Mon - Fri  
Website: [www.ghblp.org](http://www.ghblp.org)  
Customer Service: 1-616-846-6250  
Pay by Phone: 1-844-749-3055

1032 1 AV 0.375  
ANYBODY  
1234 ANYPLACE AVE  
ANYWHERE MI 49417-9999

5 1032  
C-2 P-2

<b>1</b>	<b>Account Number</b>	99999999
	<b>Payment Due</b>	<b>04/24/2018</b>

## Account Balance Summary

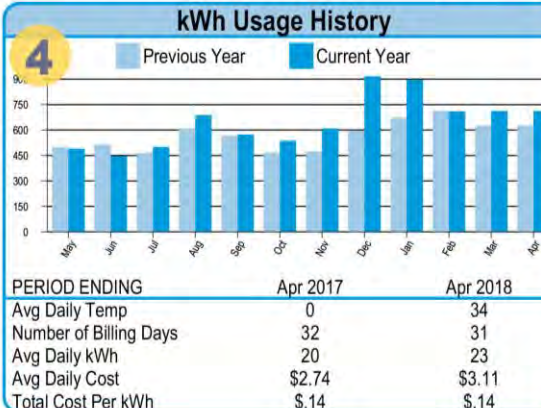
Previous Balance	100.37
Payment Received 03/30/2018	<i>Thank You!</i> 100.37 CR
Balance Forward	0.00
Current Charges	100.37
<b>Total Amount Due</b>	<b>\$100.37</b>

<b>2</b>	<b>Message from GHBLP</b>
	Look here for important information from GHBLP concerning your account.

**3**

Service Address: 1234 ANYPLACE AVE

Description	Meter No.	Reading Dates From	To	Readings Previous	Present	Mult	Usage	Units	Power Factor
Residential	99999	03/01/18	04/01/18	38174	38886	1	712	kWh	0.0



## Current Service Detail

Service Charge		10.00
Kwh Charge	712 kWh @ 0.1219	86.79
PCA	712 kWh @ -0.0004	0.28 CR
<b>Total Electric Charges</b>		<b>\$96.51</b>
State Tax		3.86
<b>Total Current Charges</b>		<b>\$100.37</b>





# Sustainability

- Currently 26% Green Energy
- 30% Renewable by 2027
- Energy Waste Reduction
  - State Program for 2026
  - 1.5%kWh Savings/yr
  - EWR Surcharge
- Green Energy Rider
  - \$0.80 per 100kWh
- Community Solar Garden
- Resource Adequacy



# Community Solar

- Identify Sites
- Review Funding Sources
- Project Feasibility
  - Economics
  - Customer Participation











# 25/26 Projects

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## 2025

- West Spring Lake Rd Rebuild
- Harbor Dr Underground
- Beechtree Rebuild
- Robbins/Wisconsin Rebuild
- Coal Yard Cleanup

## 2026

- Grand Ave
- Beechtree/Waverly Area
- Ckt 21 & 22 Rebuild (2 yr project)





# Contact Info

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Grand Haven BLP Website:  
[ghblp.org](http://ghblp.org)

Customer Service:  
616-846-6250  
[customerservice@ghblp.org](mailto:customerservice@ghblp.org)

Office:  
1700 Eaton Drive  
Grand Haven  
Hours: 8:00 – 5:00 M - F



# **Attachment B**

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
REGULAR CITY COUNCIL MEETING  
MONDAY, AUGUST 4, 2025**

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, Karen Lowe, Mayor Pro-tem Kevin McLaughlin, and Mayor Bob Monetza.

**Absent:**

**Others Present:** City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewahr, Finance Director Emily Greene, and Marina & Events Manager Brian Jarosz,

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPOINTMENTS**

**APPROVAL OF CONSENT AND REGULAR AGENDAS**

**25-138** Council Member **Lowe** moved, seconded by Council Member **Fritz**, to approve the agendas as presented.

Roll Call Vote:

**This motion carried unanimously.**

**FIRST CALL TO AUDIENCE**

**Patricia Eppler, Esquire for the Grand Haven Elks Lodge:** Commented on the new event being proposed in item 11C.

**Jim Hagen, 400 Lake:** Commented on the potential for Community Solar.

**Chris Weavers, JW's:** Commented on the potential inclusion of short-term rentals in the Centertown Overlay District.

**John Steinbach, Steinbach Crossings:** Thanked the City for their work regarding the potential changes to the Centertown Overlay District.

**Peter Wilson, 322 N Second:** Commented on the potential changes to the Centertown Overlay District and read a letter from Kevin Healey of the Kitchen Company.

**PRESENTATION**

Chris Petras introduced the history of Purple Heart Day. Mayor Monetza presented the Proclamation designating the City of Grand Haven as a Purple Heart Community.

### **CONSENT AGENDA.**

**25-139** Approve the Regular City Council Meeting Minutes of July 21, 2025.

**25-140** Approve the bill's memo in the amount of \$3,269,094.52. **Attachment A**

**25-141** Approve a proclamation recognizing August 7, 2025, as Purple Heart Day in the City of Grand Haven.

**25-142** Approve an amendment to the Election Equipment Agreement between the City of Grand Haven and Ottawa County, which was originally approved in 2018.

Council Member **Fritz** moved, seconded by Council Member **Lowe**, to approve the Consent Agenda as presented.

Roll Call Vote:

**This motion carried unanimously.**

### **PUBLIC HEARING**

Mayor Monetza opened a Public Hearing to receive comments regarding a resolution to vacate a portion of the right-of-way between 233 Washington Ave. (parcel #70-03-20-432-017), an approved condition of the Planned Development, pursuant to Chapter 32, Article IV of the Code of Ordinances.

City Manager Ashley Latsch introduced the item and discussed the necessity to vacate the alley for the Residence Inn project to move forward.

After hearing no further comments, the Mayor closed the Public Hearing.

**25-143** Council Member **Lowe** moved, seconded by Mayor Pro-tem **McLaughlin**, to approve a resolution to vacate a portion of the right-of-way between 233 Washington Ave. (parcel #70-03-20-432-017), an approved condition of the Planned Development, pursuant to Chapter 32, Article IV of the Code of Ordinances.

Roll Call Vote:

**This motion carried unanimously.**

### **NEW BUSINESS**

**25-144** Council Member **Fritz** moved, seconded by Council Member **Lowe**, to approve a Memorandum of Understanding with Ottawa County for use and maintenance of parking lot 24.

Roll Call Vote:

**This motion carried unanimously.**

Mayor Pro-tem **McLaughlin** moved, seconded by Council Member **Lowe**, to approve an introductory resolution to amend the Zoning Ordinance to permit short-term rentals by Special Land Use in the Centertown Overlay of the Neighborhood Mixed-Use District.

**25-145** Council Member **Lowe** moved, seconded by Mayor Pro-tem **McLaughlin**, to amend Section 7, 3a of the amendment to read, “Usable floor area on the first floor of buildings fronting on 7th Street and Washington Avenue in the Centertown Overlay district must be 100 percent retail/commercial.”

Roll Call Vote:

**This motion carried unanimously.**

**25-146** Mayor Pro-tem **McLaughlin** moved, seconded by Council Member **Lowe**, to approve an introductory resolution to amend the Zoning Ordinance to permit short-term rentals by Special Land Use in the Centertown Overlay of the Neighborhood Mixed-Use District as amended.

Roll Call Vote:

**This motion carried unanimously.**

**25-147** Council Member **Fritz** moved, seconded by Mayor Pro-tem **McLaughlin**, to approve a new event request from the Grand Haven Elks Lodge to host a Pulaski Days celebration on September 27<sup>th</sup>, 2025, utilizing the Southern half-block of 3<sup>rd</sup> Street in front of their building at 15 South 3<sup>rd</sup> Street, Grand Haven, Michigan 49417.

Roll Call Vote:

**This motion carried unanimously.**

### **REPORT BY CITY COUNCIL**

Council Member Fritz thanked everyone involved for a fantastic Coast Guard Festival.

Mayor Pro-tem McLaughlin shared that the Coast Guard Festival was a great week, and he had a lot of fun participating in his last parade as a Council Member.

Council Member Lowe thanked the Coast Guard Festival Board, Tracy Riley, Department of Public Safety, and the Department of Public Works for their efforts to bring the Coast Guard Festival together.

Mayor Monetza thanked City staff and the Coast Guard Festival for their work to put on the festival, and shared that he was honored to speak at the Memorial Service.

### **CITY MANAGER REPORT**

City Manager Latsch thanked the Public Safety team, Public Works team, and the Seasonal Marina crew for their hard work during the Coast Guard Festival. The Tall Ships will be mooring along the Sea Wall starting August 7, 2025.

### **CALL TO AUDIENCE SECOND OPPORTUNITY**

**Jim Hagen, 400 Lake:** Requested an update on what is happening with the Diesel Plant Project.

### **ADJOURNMENT**

After hearing no further business, Mayor Monetza adjourned the meeting at 8:24 p.m.

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Robert Monetza, Mayor

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Maria Boersma, City Clerk

Regular City Council Meeting Minutes  
Monday, August 4, 2025  
Page 5

Attachment A

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

07.21.25

NEW FUND NUMBER	FUND NAME	WARRANT 07.09.25	ACH WARRANT 07.16.25	WARRANT 07.16.25	CREDIT CARD WARRANT 07.15.25	TOTALS
101	General Fund	\$18,466.06	\$20,698.59	\$20,505.48	\$14,303.32	\$73,973.45
151	Cemetery Fund	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
202	Major Street Fund	\$32,031.43	\$269.90	\$0.00	-\$131.58	\$32,169.75
203	Local Street Fund	\$19,744.34	\$269.90	\$0.00	\$0.00	\$20,014.24
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
242	Brfd LSRRF TIF	\$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	Econ. Dev. Corp. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
246	GLTIF Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
248	Main St Dist Dev	\$2,175.46	\$0.00	\$0.00	\$923.80	\$3,099.26
272	UTGO Inf Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
273	LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
274	2015 UTGO Bond Rev	\$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	\$11,622.88	\$0.00	\$0.00	\$0.00	\$11,622.88
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
355	GLTIF Debt Serv Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
369	Building Auth Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
372	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
373	LTGO Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401	Public Improvements Fund	\$67,207.12	\$0.00	\$0.00	\$733.42	\$67,940.54
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403	Brownfield TIF Const	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
404	Downtown TIF Const.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
455	G/L TIF Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
456	UTGO Inf Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
457	LTGO Bond Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
458	2015 UTGO Bond Inf Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
469	Building Auth. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Rec Authority	\$0.00	\$0.00	\$0.00	\$293.64	\$293.64
509	Sewer Authority Operations	\$22,705.18	\$3,829.71	\$0.00	\$1,142.05	\$27,676.94
509	Sewer Authority SL Force Mn	\$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	\$6,414.89	\$8,627.99	\$70.50	\$0.00	\$15,113.38
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
535	Housing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
572	Chinook Pier Rental Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
581	Airpark Fund	\$190.78	\$83.77	\$0.00	\$0.00	\$274.55
590	City Sewer Fund	\$9,742.81	\$14,595.77	\$8.54	\$0.00	\$24,347.12
591	City Water Fund	\$1,463.57	\$210.78	\$119,238.63	\$312.25	\$121,225.23
594	City Marina Fund	\$855.21	\$1,174.31	\$94.00	\$495.73	\$2,619.25
597	City Boat Launch Fund	\$40.01	\$58.76	\$0.00	\$81.10	\$179.87
661	Motorpool Fund	\$1,598.74	\$22,407.49	\$60,243.00	\$1,503.43	\$85,752.66
677	Self Insurance Fund	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
679	Health Benefit Fund	\$1,084.18	\$0.00	\$0.00	\$0.00	\$1,084.18
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
		\$198,042.66	\$72,226.97	\$200,660.15	\$19,657.16	\$490,586.94

\$490,586.94 Total Approved Bills

\$3,784.18 Minus eligible bills for release without prior approval: including Utility,

\$486,802.76 Retirement, Insurance, Health Benefit, and Tax Collection Funds



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

08.18.25

NEW FUND NUMBER	FUND NAME	WARRANT 08.06.25	ACH WARRANT 08.13.25	WARRANT 08.13.25	CREDIT CARD WARRANT 08.12.25	TOTALS
101	General Fund	\$44,205.38	\$51,032.46	\$89,326.19	\$16,648.47	\$111,886.31
151	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202	Major Street Fund	\$835.90	\$49,770.37	\$1,136.11	\$0.00	\$50,606.27
203	Local Street Fund	\$298.01	\$2,314.63	\$0.00	\$0.00	\$2,612.64
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
242	Brfd LSRRF TIF	\$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	Econ. Dev. Corp. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
246	GLTIF Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
248	Main St Dist Dev	\$4,270.06	\$78.00	\$10,000.00	\$994.04	\$5,342.10
272	UTGO Inf Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
273	LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
274	2015 UTGO Bond Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276	LightHouse Maintenance Fund	\$401.76	\$0.00	\$3,500.00	\$0.00	\$401.76
278	Community Land Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
355	GLTIF Debt Serv Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
369	Building Auth Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
372	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
373	LTGO Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401	Public Improvements Fund	\$0.00	\$4,366.00	\$70,676.75	\$0.00	\$4,366.00
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403	Brownfield TIF Const	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
404	Downtown TIF Const.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
455	G/L TIF Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
456	UTGO Inf Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
457	LTGO Bond Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
458	2015 UTGO Bond Inf Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
469	Building Auth. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Rec Authority	\$0.00	\$0.00	\$0.00	\$543.10	\$543.10
509	Sewer Authority Operations	\$74,243.38	\$20,075.80	\$295.14	\$153.68	\$94,472.86
509	Sewer Authority SL Force Mn	\$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	\$42,191.33	\$19,842.09	\$1,370.30	\$0.00	\$62,033.42
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
535	Housing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
572	Chinook Pier Rental Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
581	Airpark Fund	\$1,221.47	\$9,008.03	\$199.71	\$0.00	\$10,229.50
590	City Sewer Fund	\$1,192.79	\$14,203.38	\$4,601.96	\$447.15	\$15,843.32
591	City Water Fund	\$2,987.57	\$25,404.87	\$12,303.74	\$254.95	\$28,647.39
594	City Marina Fund	\$4,619.53	\$1,753.07	\$1,726.48	\$422.64	\$6,795.24
597	City Boat Launch Fund	\$40.05	\$385.63	\$982.24	\$32.28	\$457.96
661	Motorpool Fund	\$1,814.48	\$25,356.31	\$5,316.97	\$738.96	\$27,909.75
677	Self Insurance Fund	\$0.00	\$96,100.75	\$1,777.00	\$0.00	\$96,100.75
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$43,985.66	\$0.00	\$0.00
679	Health Benefit Fund	\$0.00	\$0.00	\$91.80	\$10.34	\$10.34
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$0.00	\$1,483,959.44	\$489,750.14	\$0.00	\$1,483,959.44
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$178,321.71	\$1,803,650.83	\$737,040.19	\$20,245.61	\$2,739,258.34

\$2,739,258.34 Total Approved Bills

\$1,580,070.53 Minus eligible bills for release without prior approval: including Utility,

\$1,159,187.81 Retirement, Insurance, Health Benefit, and Tax Collection Funds



## 2025 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | October 2025

Please print clearly • **Scan and attach this file when you register online** • Retain a copy for your records

**IMPORTANT:** If you are not electing/appointing delegates to vote during the MERS Annual Business Meeting, please **DO NOT** submit this form. A **delegate** is **NOT** confirmed to have voting rights until this form has been uploaded with their online registration.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

### 1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name  
**Tahlor Carlen**

Officer Alternate name  
**Michael England**

Officer delegate and alternate listed above were appointed to serve during the 2025 MERS Annual Business Meeting by official action of the governing body (or chief judge for a participating court) on 8/18/2025, 2025.

### 2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name  
**Andy Cannon**

Employee Alternate name

Employee delegate and alternate listed above were elected to serve during the 2025 MERS Annual Business Meeting by secret ballot election conducted by an authorized officer on 8/18/2025, 2025.

### 3. Certification

**NOTE:** Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court. **An electronic signature is permissible.**

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

Employer/municipality name* <b>City of Grand Haven</b>		Municipality number* <b>7010</b>	Email address <b>tcarlen@grandhaven.org</b>	
Employer address <b>519 Washington Ave</b>		Employer city <b>Grand Haven</b>	Employer state <b>MI</b>	Employer zip code <b>49417</b>
Printed name		Title of authorized authority*		
Authorized signature*			Date	

\* Required field

**2**  
ways to  
submit

1. Fill out a printed version, then scan and save it to your computer. Upload it when requested during the conference registration process. – OR –
2. Visit the conference website and download the form. Fill it out (an electronic signature is permissible), then save and upload it when requested during the conference registration process.



## MEMORANDUM

TO: Ashley Latsch – City Manager

CC: Eric Law – Water Filtration Plant Manger

FROM: Derek Gajdos – Project Management Director *DG*

DATE: August 6, 2025

SUBJECT: HDR Task Order 22 – Phase I CCR Data Collection Work Plan

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The City's Renew Harbor Island project is moving into its final data collection phases with the recently approved Michigan Department of Environment Great Lakes and Energy (EGLE) Data Collection Work Plan. The Work Plan is split into three phases. This is necessary because Phases II and III are dependent on what is found/identified in Phase I. All three phases are intended to gather final site specific information to support remedial design and selection, which is anticipated to occur in the second quarter of 2026. City staff and the City's Environmental Legal Counsel reviewed the work plan prior to submission to EGLE. We believe this is the next and appropriate step to renewing harbor island and complying with all state and federal regulations.

Phase I will begin after authorization from the BLP and City Council and is anticipated to conclude by the end of 2025. Phase II and II are anticipated to be conducted in the first quarter of 2026. Authorization from the BLP and City Council for Phases II and III, are anticipated to be requested in December of 2025.

Task Order 22 splits out the CCR efforts of the Work Plan and includes the following:

- Investigating Impoundment Unit 3A/B for coal ash located outside the impoundment
- Deep surface soil investigations
- Shallow well installation and replacement
- Investigating Impoundment 1 and 2 for coal ash characterization

The work plan will be considered by the BLP at its August 21, 2025 Board meeting. In order to be expeditious and not prolong the start of this task orders efforts, the city staff is requesting the City Council approve Task Order 22 prior to the BLP Board's approval. City Council's resolution will include language that the Council's approval is fully contingent upon the BLP's subsequent approval.

Therefore, city staff request City Council to approve the proposed Task Order 22, Task 32 with HDR of Ann Arbor Michigan in the not to exceed amount of \$263,570 contingent upon the BLP Boards approval.

August 6, 2025

Derek Gajdos  
Program Management Director  
City of Grand Haven  
Grand Haven, MI 49417  
[dgajdos@grandhaven.org](mailto:dgajdos@grandhaven.org)

**Re: CCR Data Collection Work Plan Implementation - Task Order 22 for HDR Task 32  
Former J.B. Sims Generating Station**

Dear Derek,

HDR Michigan, Inc. (HDR) appreciates the opportunity to continue to assist the City of Grand Haven (City) with Coal Combustion Residuals (CCR) compliance at the former J.B. Sims Generating Station (Sims) owned by the Grand Haven Board of Light & Power (GHBLP) and environmental investigation at Harbor Island. This scope amendment is for HDR to implement the [Remedial Investigation Data Collection Work Plan](#), dated July 8, 2025, including the Limited PFAS Remedial Investigation Work Plan authored by WSP, dated July 1, 2025. The plan was approved by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on July 09, 2025.

This scope of work is separated into two task orders to accommodate separating the budgeting and invoicing related to CCR and PFAS: Task Order 22 for HDR Task 32 (CCR Data Collection Work Plan Implementation) and Task Order 23 for HDR Task 33 (PFAS Data Collection Work Plan Implementation). However, the two Task Orders are intended to be implemented at the same time; HDR assumes that approval of will be granted for both Task Orders such that each can be implemented simultaneously.

The purpose of implementing the work plan is to gather site-specific information to support the remedial investigation and to aid in the design of the selected remedy. The following data collection tasks will be conducted in parallel with groundwater assessment monitoring under an existing scope. The remedial alternative data collection process will be phased to ensure only necessary information is collected. Additionally, data collected in earlier phases will be utilized in the development of later phase tasks.

This scope amendment covers Phase I Data collection and is generally broken down by Task Order based on the relevance of the activity to either CCR or PFAS, denoted by a “check mark”:

Activity	CCR Related (Task Order 22)	PFAS Related (Task Order 23)
Unit 3A/B Impoundment Road Ash Investigation	✓	
Deep Subsurface Investigation	✓	✓
Shallow Monitoring Well Installation and Replacements	✓	✓
Units 1/2 Impoundment Ash Characterization	✓	
Phase 2 and 3 Planning and Scheduling	✓	✓
Surface Water Sampling		✓
PFAS Groundwater Sampling		✓
Underground Utility Survey		✓

## PART 1.0 PROJECT DESCRIPTION:

HDR continues to support the City with environmental services related to the former Sims site. Task Order 22 will include funding for the following tasks as a continuation of our services:

Task #	Description
Task 32	Remedial Investigation Data Collection
Subtask 32.1	Unit 3A/B Impoundments Road Ash Investigation
Subtask 32.2	Deep Subsurface Investigation
Subtask 32.3	Shallow Monitoring Well Installation and Well Replacements
Subtask 32.4	Units 1/2 Impoundment Ash Investigation
Subtask 32.5	Phases 2 and 3 Planning and Scheduling

## PART 2.0 SCOPE OF SERVICES

### Subtask 32.1 Unit 3A/B Impoundments Road Ash Investigation

CCR disposal to the Unit 3A/B Impoundments ceased in 2020 and initial ash removal has been completed. However, EGLE raised concerns that ash may have extended onto surrounding roads, based on 2014 aerial imagery. EGLE's closure review noted that earlier documentation relied on limited sampling and requested more robust evidence to confirm that all ash has been removed.

HDR will conduct a focused investigation to determine whether coal ash remains along the former roadways adjacent to the closed Unit 3A/B impoundments (Figure 1).



**Figure 1 Unit 3A/B Ash Verification Focus Area grid**

A two-person field team will establish a grid of 27-foot by 27-foot cells. Within each cell, the team will use a shovel or hand auger to expose soils to approximately 2 feet below ground surface and perform visual inspections to check for signs of remaining ash. If ash is observed, additional step-out probing will be conducted to determine its horizontal and vertical extent. Soil at each location will be photo documented.

The investigation is designed to provide EGLE with a clear and defensible assessment of whether any residual coal ash remains in the area. This work will help advance closure certification of the site.

## **Deliverable**

A technical memorandum will summarize the findings of the ash delineation. The memorandum will include maps and tables of ash locations, depths, and descriptions of ash quantities within the focus area.

## **Schedule**

The investigation is tentatively scheduled for September 2025. The field effort is anticipated to require 5 days for a two-person field team.

## **Meetings/Travel**

Meetings are included in Task 32 as part of the project costs.

One 5-day field effort by two HDR personnel to establish the grid and collect samples.

## **Assumptions**

- HDR assumes that the City surveyor will be made available to locate and reference the grid corners to the existing site survey.
- The City will provide one round of comments to HDR within two weeks of receiving the draft technical memorandum.
- Mechanical equipment (e.g., Geoprobe) may potentially be required if deeper or highly resistant materials are encountered. A contingency of \$16,500 has been allocated and will be used, if needed.

## **Subtask 32.2 Deep Subsurface Investigation**

Four deep soil borings will be advanced to gather information regarding the subsurface geology, specifically the depth and characteristics of the fine-grained (silt and/or clay) unit underlying the shallow sand aquifer. Previous borings indicate a fine-grained unit underlies the shallow sand aquifer, but its continuity, depth, and influence on groundwater movement requires better definition to understand vertical contaminant migration, to refine the site's hydrogeologic conceptual model, and to develop remedial designs.

Four borings (Figure 2: DB-01 to DB-04) will be advanced to approximately 70 feet below ground surface using hollow-stem augers. Soil will be continuously logged and sampled during drilling. Shelby tube geotechnical samples will be collected at borings DB-03 and DB-04 and analyzed for permeability (ASTM Method D5856) and grain-size (ASTM Methods D7928 and/or D6913). The results of these borings will clarify subsurface conditions and inform the evaluation of groundwater flow and containment strategies.





**Figure 2 Proposed Locations of Deep Borings**

Three of the four borings will be completed as monitoring wells. One well (MW-44B) will be completed in the fine-grained unit; monitoring well MW-09B and piezometer PZ-15B will be completed just above the fine-grained unit. The three new monitoring wells will be paired with existing shallow monitoring wells (Figure 3).



**Figure 3 Proposed Deep/Shallow Well Pairs**

The three new wells will be constructed of 2-inch diameter, Schedule 40 polyvinyl chloride (PVC) materials with a 5-foot long stainless-steel wire-wrapped well screen. The screen length will be 5 or 10 feet, depending on observed geology. Filter sand will be placed from screen bottom to two feet above the top of the screen, and the remaining annulus will be grouted to the surface. Monitoring wells will be completed at the surface with an above-ground, protective steel casing secured in a 2-foot by 2-foot cement pad. The wells will be developed using airlift methods by the driller with an HDR representative onsite to record development progress. Development will be conducted in accordance with approved Standard Operating Procedures and monitored using a water quality meter (YSI or similar) and a turbidity meter.

The three new monitoring wells will be slug tested to estimate the hydraulic conductivity of the screened lithology. Well MW-44B is expected to be completed in fine-grained sediments with low hydraulic conductivity. Wells MW-09B and PZ-15B are expected to be completed primarily in the coarse-textured sediments (i.e., sand).

Following development, each well will be sampled by HDR and analyzed by Trace Analytical Laboratories in Muskegon, MI for the constituents in **Table 1**. The results of the sampling



will be evaluated to determine if CCR constituents exceed groundwater protection standards.

Table 1. Groundwater Quality Parameters for Analysis	
Antimony	Lithium
Arsenic	Mercury
Barium	Molybdenum
Beryllium	Nickel
Boron	pH
Cadmium	Radium 226 and 228 combined
Calcium	Selenium
Chloride	Silver
Chromium	Sulfate
Cobalt	Thallium
Copper	Total Dissolved Solids (TDS)
Fluoride	Vanadium
Iron	Zinc
Lead	Total Suspended Solids (TSS)

## Deliverables

- Details of the monitoring well installation and slug testing will be documented through updated revisions to the Monitoring Well Installation Report; the Hydrogeologic Monitoring Plan; and the Groundwater Monitoring Certification Report. Boring logs, updated cross sections, and results of the geotechnical analysis will be included as required in the reports. Note that these same documents will be revised with additional new wells installed during Subtask 32.3.
- The results of groundwater analytical testing will be included in the subsequent quarterly Groundwater Monitoring Report.

## Schedule

- The investigation is tentatively scheduled for October 2025 and will be performed concurrently with Subtask 32.3 (shallow monitoring well installation). The field effort for the well installation is anticipated to require approximately two weeks for one field staff.
- The slug testing and groundwater sampling will occur approximately 2 weeks after well installation. The field effort for the well sampling and slug testing is anticipated to require approximately three days for two field staff and will be performed concurrently with Subtask 32.3

## **Meetings/Travel**

- Meetings are included in Subtask 32.2 as part of the project costs.
- Subtask 32.2 will be completed concurrently with Subtask 32.3. Two mobilizations will be required between the two subtasks; the first mobilization for a two-week drilling program, and the second for the subsequent sampling and slug testing effort. Additional travel time is set aside for coordinating and meeting with utility clearance contractors and subcontractors.

## **Assumptions**

- HDR assumes that the City surveyor will be made available to survey new well locations and elevations.
- HDR assumes that monitoring well permits may be required by the Ottawa County Health Department, and that permit fees (\$975 for 3 wells) will be paid directly by the City.
- HDR will contract with a Ground-Penetrating Radar (GPR) subcontractor to support subsurface utility clearance. HDR will mark proposed drilling locations in the field, and answer questions from utility clearance contractors. The drilling subcontractor will be responsible for a one-call utility notification.
- The cost estimate includes the cost of analytical services from Trace Analytical Laboratory. Analytical services will include three groundwater samples, a duplicate sample, an atmospheric field duplicate, an equipment blank, and MS/MSD volume. The QC samples (duplicate sample, field blank, and equipment blank) will be shared with the Subtask 32.3 analytical program if performed concurrently.
- The City will provide one round of comments to HDR within two weeks of receiving the draft report revisions (Monitoring Well Installation Report, Hydrogeologic Monitoring Plan, and Groundwater Monitoring Certification Report).
- To facilitate locating the borings/monitoring wells, HDR may need to retain the services of a private utility locate company. HDR has allocated \$1,500 for this service. HDR will communicate with the City once the actual amount is determined based on the area needed for utility clearance. HDR will adjust the scope fee based on the actual amount used for this service.
- The estimated costs for Subtask 32.2 (Task Order 22) have been split with Task Order 23 at a 67/33 ratio, on the basis of two of the three new monitoring wells will be installed and sampled to monitor groundwater constituents of CCR, and one new well will monitor PFAS in groundwater.

## **Subtask 32.3 Shallow Monitoring Well Installation and MW-01R/MW-04 Replacement**

Four new monitoring wells will be installed in response to recent exceedances of Groundwater Protection Standards (GPS) observed in nature and extent wells during quarterly sampling events in 2024. The new wells will be located downgradient of known

impacts at both the Units 1/2 and 3A/B impoundments (Figure 4). Additionally, existing wells MW-01R and MW-04 will be replaced due to coal ash having been logged in saturated soils just above the screened intervals of the wells.



**Figure 4 Proposed Locations of New Shallow Monitoring Wells**

The expanded network includes the formal addition of existing wells MW-13 and MW-39 to the quarterly groundwater monitoring network in the third quarter of 2025. New monitoring wells MW-41 through MW-43 will also be added to the quarterly monitoring network following installation. New monitoring wells MW-43 and MW-44 will also support PFAS monitoring (Task 33).

The six new wells (four new locations, MW-41 through MW-44: and two replacement wells, MW-01R and MW-04) will be constructed of 2-inch diameter, Schedule 40 polyvinyl chloride (PVC) materials with 5-foot long stainless-steel wire-wrapped well screen. The screen length will be 5 or 10 feet, depending on observed geology. Well depths will be on the order of 20 feet below grade, depending on the borehole's lithology. Filter sand will be placed from screen bottom to two feet above the top of the screen, and the remaining annulus will be grouted to the surface. The monitoring wells will be completed at the surface with an above-ground, protective steel casing secured in a 2-foot by 2-foot cement pad. The wells will be developed using airlift methods by the driller with an HDR representative onsite to record

development progress. Development will be in accordance with approved Standard Operating Procedures and monitored using a water quality meter (YSI or similar) and a turbidity meter.

The six wells will be slug tested to estimate the hydraulic conductivity of the screened lithology.

Following development, groundwater from three of the four new wells (excluding well MW-44B), plus the two replacement wells (MW-01R and MW-04) will be sampled by HDR and analyzed by Trace Analytical Laboratories in Muskegon, MI for the constituents in **Table 1** (a total of five groundwater samples). The results of the sampling will be evaluated to determine if CCR constituents exceed groundwater protection standards.

### **Deliverables**

- Details of the monitoring well installation and slug testing will be provided through revisions to the Monitoring Well Installation Report; the Hydrogeologic Monitoring Plan; and the Groundwater Monitoring Certification Report.
- The three reports (Monitoring Well Installation Report, the Hydrogeologic Monitoring Plan, and the Groundwater Monitoring Certification Report) will only be updated once, with new well information from both Subtasks 32.2 and 32.3.
- The results of groundwater analytical testing will be included in the subsequent quarterly Groundwater Monitoring Report.

### **Schedule**

- The investigation is tentatively scheduled for October 2025 and will be executed concurrently with Subtask 32.2 (deep monitoring well installation). The shallow well installations and monitoring well replacement effort is anticipated to require approximately four days for one field staff.
- The slug testing and groundwater sampling will occur approximately 2 weeks after well installation. The field effort for the well sampling and slug testing is anticipated to require approximately three days for two field staff (total of 5 days when including deep monitoring wells installed and tested under Subtask 32.2).

### **Meetings/Travel**

- Meetings are included in Subtask 32.3 as part of the project costs.
- Subtask 32.3 will be completed concurrently with Subtask 32.2. Two mobilizations will be required between the two subtasks; the first mobilization for a two-week drilling program which is expected to last 10 days, and the second for the subsequent sampling and slug testing effort which is expected to last 5 days. Additional travel time is set aside for coordinating and meeting with utility clearance contractors and subcontractors.

## **Assumptions**

- HDR assumes that the City surveyor will be made available to survey new well locations and elevations.
- HDR assumes that monitoring well permits may be required by the Ottawa County Health Department, and that permit fees (\$1,950 for 6 wells) will be paid directly by the City.
- HDR will contract with a Ground-Penetrating Radar (GPR) subcontractor to support subsurface utility clearance. HDR will mark proposed drilling locations in the field, and answer questions from utility clearance contractors. The drilling subcontractor will be responsible for a one-call utility notification.
- The cost estimate includes the cost of analytical services from Trace Analytical Laboratory. Analytical services for Subtask 32.3 will include five groundwater samples, a duplicate sample, an atmospheric field duplicate, an equipment blank, and MS/MSD volume. The QC samples (duplicate sample, field blank, and equipment blank) will be shared with the Subtask 32.2 analytical program if performed concurrently.
- The City will provide one round of comments to HDR within two weeks of receiving the draft report revisions (Monitoring Well Installation Report, Hydrogeologic Monitoring Plan, and Groundwater Monitoring Certification Report).

## **Subtask 32.4 Units 1/2 Impoundment Ash Characterization**

Additional sampling and analysis will be performed to better characterize ash and ash-bearing sediments remaining within the Units 1/2 Impoundment. Previous sampling efforts were completed by various consultants but those analyses did not include the full suite of constituents required under current State CCR regulations. Subtask 32.4 will fill that data gap by providing updated chemical and physical property data for both solid and pore water phases.

Nine ash samples and nine pore water samples will be collected to meet EGLE's minimum requirements for statistical analysis (Figure 5). Sampling will target three distinct areas of the unit: the northern and southern ponds (where ash was historically observed up to 2 feet below pond bottom) and the eastern wetlands (where ash occurs intermittently up to 14 feet deep). Hand tools will be used for shallow sampling around the pond edges, while a Vibracore sampler will be used to collect deeper samples in the wetland area.

Prior to field work, HDR will prepare a Joint Permit Application (JPA), Category X (Soil Borings). The JPA will identify proposed drilling locations (Figure 5). It is expected that a site walk with EGLE staff will be necessary to have the JPA approved prior to field activities.





**Figure 5. Proposed Locations of Ash and Pore Water Samples**

Mechanical equipment (e.g., Geoprobe) may potentially be required to obtain ash and/or ash-bearing sediment samples if deeper or highly resistant materials are encountered.

Pore water samples will be collected from each ash sampling location using PushPoint™ samplers (Henry sampler) to determine in-situ groundwater concentrations of key analytes.

### **Analytical Program**

Ash and pore water samples will be analyzed by Trace Analytical Laboratories in Muskegon, Michigan.

Each ash sample will be analyzed for total metals, leachability (via TCLP and SPLP), and other constituents identified in Table 2. Selected samples will also be provided to contractors for future bench-scale physical testing in support of potential in-situ stabilization (ISS) design.

**Table 2. Ash Characterization Methods and Analytes**

Soil - Total Metals Analysis	Soil – TCLP Analysis	Soil – SPLP Analysis	Pore Water – Metals Analysis
Metals (Method SW 6020A) - mg/Kg	Metals (Method SW-846 or equivalent) – mg/Kg	Metals (ASTM 1320) - mg/Kg	Metals (EPA 200.7) - mg/L
Aluminum	Aluminum	Aluminum	Antimony
Antimony	Antimony	Antimony	Arsenic
Arsenic	Arsenic	Arsenic	Barium
Barium	Barium	Barium	Beryllium
Beryllium	Beryllium	Beryllium	Boron
Boron	Boron	Boron	Cadmium
Cadmium	Cadmium	Cadmium	Calcium
Calcium	Calcium	Chromium	Chromium
Chromium	Chromium	Cobalt	Cobalt
Cobalt	Cobalt	Copper	Copper
Copper	Copper	Iron	Lead
Iron	Iron	Lead	Lithium
Lead	Lead	Lithium	Molybdenum
Lithium	Lithium	Manganese	Nickel
Manganese	Manganese	Molybdenum	Selenium
Molybdenum	Molybdenum	Nickel	Silver
Nickel	Nickel	Selenium	Thallium
Selenium	Selenium	Silver	Vanadium
Silver	Silver	Thallium	Zinc
Thallium	Thallium	Vanadium	Metals (EPA 200.7) - mg/L
Vanadium	Vanadium	Zinc	Mercury
Zinc	Zinc	Mercury	Metals (EPA 300) - mg/L
Mercury (Method SW 7471B) - mg/Kg	Total Sulfate	Fluoride	Chloride
Mercury		Moisture (%)	Iron
Fluoride (Method A4500) - mg/Kg			Sulfate
Fluoride			Metals (EPA 9056) - mg/L
Moisture (%)			Fluoride
			Metals (EPA SM2540C) - mg/L
			Total Dissolved Solids
			Metals (EPA SM2540D) - mg/L
			Total Suspended Solids
			Inorganics ASTM 7511
			Cyanide
			EPA 335.4 Rev 1.0
			Ammonia

### **Deliverable**

- A technical memorandum will summarize the findings of the ash-sampling program.

### **Schedule**

- The investigation is tentatively scheduled for November 2025. The field effort for the sampling program is expected to require approximately three days for two field staff.

### **Meetings/Travel**

- Meetings are included in Subtask 32.4 as part of the project costs.
- One field mobilization will be required.

### **Assumptions**

- HDR assumes that the City surveyor will be made available to survey the sampled locations.
- HDR's proposed cost assumes that a Geoprobe subcontractor will not be required to complete the investigation, but \$8,000 has been set aside as contingency if mechanized sample collection (Geoprobe mobilization and utility clearance) is required.
- HDR will be responsible for one-call utility clearance, marking the locations of proposed borings, and coordinating site visits if required by a one-call contractor.
- The cost estimate includes the cost of analytical services from Trace Analytical Laboratory. The analytical services include 9 soil/ash samples for total metals, metals by TCLP and SPLP leaching, and select ions and physical parameters (Table 2); and 9 pore water samples for total metals including low-level mercury, and select ions and general chemistry parameters (Table 2).
- The City of Grand Haven will provide one round of comments to HDR within two weeks of receiving the draft technical memorandum.

### **Subtask 32.5 Phase 2 and 3, Planning and Schedule**

Phase 2 of the Remedial Investigation Data Collection Work Plan consists of the following tasks:

- A constant-rate aquifer test to characterize aquifer properties, and create a dataset for transient calibration of a groundwater model.
- A topographic and bathymetric survey of Harbor Island, to support estimating land surface areas and volumes related to potential remedial alternatives.

Phase 3 of the Remedial Investigation Data Collection Work Plan consists of the following tasks:



- A groundwater model estimating contaminant fate and transport to support the development of remedial alternatives.
- A wetland function assessment to quantify the value of wetland resources, in support of selecting remedial alternatives.

The groundwater model requires a significant degree of planning with respect to its domain (area of study), its objectives, and its calibration. An aquifer pumping test is a common source of hydrologic data needed to inform the model, and also a common data source for a transient (time-series) calibration of the model. However, given the PFAS contamination at the site, groundwater withdrawn may require treatment for PFAS prior to its discharge elsewhere on the island, potentially making groundwater discharge impractical.

The purpose of this task is to review modeling objectives, and to determine the best methodologies for obtaining the hydrologic data needed to support these objectives. Data collected during the first five subtasks in this current scope of work will be integral to more accurately pricing tasks such as the aquifer test (i.e., depth, diameter, and location of a test well; length of test; selecting monitoring targets), and evaluating whether another form of data collection such as slug testing could potentially be recommended given the likely complications related to PFAS contamination of the groundwater.

Concurrently with the aquifer test planning and the development of new data from the Phase 1 tasks, a medium-term to long-term formal project schedule (i.e., Gantt chart) will be developed. The task schedule will be integrated into the existing generalized schedule, and will be used for upcoming City meetings and stakeholder public forums.

### **Deliverable**

- A technical memorandum will summarize plans for aquifer testing and modeling.
- A Gantt chart and a presentation will be developed outlining upcoming tasks over the next 2 to 4 years of the project.

### **Schedule**

- The planning effort will be performed currently with the scope of field services presented in this proposal.

### **Meetings/Travel**

- Meetings are included in Subtask 32.5 as part of the project costs. No travel is anticipated.

## Assumptions

- The City of Grand Haven will provide one round of comments to HDR within two weeks of receiving the draft aquifer test and modeling plan (technical memorandum).
- A Gantt chart and presentation deck will be delivered to the City during a 2-hour meeting, during which time the City will provide feedback. HDR will prepare a revised final Gantt chart and presentation materials within 2 weeks of the meeting.
- The estimated costs for Subtask 32.5 have been split with Task Order 23 at a 50/50 ratio, on the basis of planning a holistic approach for future phases of the project which include PFAS as well as CCR.

## PART 3.0 OWNER'S RESPONSIBILITIES:

- Provide HDR's Team access to site
- Coordinate with the City's surveyor

## PART 4.0 PERIODS OF SERVICE:

- HDR anticipates that these services will be performed through June 30, 2026. A detailed schedule will be developed as part of this scope of services.

## PART 5.0 ENGINEER'S FEE:

The Engineering Fee presented below is based on the 2025 Rate Schedule previously provided by HDR to the City of Grand Haven with a 3% escalation from 2025 billing rates to determine 2026 billing rates.

TASK ORDER 22						
Task #	Task Description	Hours	Labor	Subcontractors	Expenses	Total
32.1	Unit 3A/B Impoundments Road Ash Investigation	268	\$43,794	\$16,500	\$1,700	\$61,994
32.2	Deep Subsurface Investigation	177	\$29,689	\$32,155	\$1,407	\$63,251
32.3	Shallow Monitoring Well Installation	201	\$35,198	\$36,967	\$1,190	\$73,354
32.4	Units 1/2 Impoundment Ash Characterization	188	\$31,166	\$12,676	\$3,793	\$47,634
32.5	Phase 2 and 3 Planning	71	\$17,337	-	-	\$17,337
	<b>Subtotal</b>	<b>905</b>	<b>\$157,184</b>	<b>\$98,298</b>	<b>\$8,090</b>	<b>\$263,570</b>

HDR's fee is based on general adherence to the schedule noted in this proposal. Significant delays which are not caused by HDR may impact the required fee. In the event of significant changes to the project schedule, HDR will work together with the City to assess the impact and adjust the fee as required.

# Approval

We appreciate the opportunity to continue this work with the City. If you have questions, please feel free to contact me at 734-332-6405 or [Lara.Zawaideh@hdrinc.com](mailto:Lara.Zawaideh@hdrinc.com).

## ENGINEER

(Approval required by all listed below)

## CLIENT

(Approval required by authorized signatory)

### Project Manager

Lara Zawaideh, PE ENV SP  
*Associate Vice President | Area Business  
Development Leader*

**Date**

### Authorized Signatory:

Robert Monetza  
*Mayor*

**Date**

### Authorized Signatory:

Khaled S. Soubra, PhD, PD, LEED AP  
*Vice President | Michigan Area Manager*

**Date**

### Authorized Signatory:

Maria Boersma  
*City Clerk*

**Date**



## MEMORANDUM

TO: Ashley Latsch – City Manager

CC: Eric Law – Water Filtration Plant Superintendent

FROM: Derek Gajdos – Project Management Director *DG*

DATE: August 6, 2025

SUBJECT: HDR Task Order 23 – PFAS Data Collection Work Plan

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The City's Renew Harbor Island project is moving into its final data collection phases with the recently approved Michigan Department of Environment Great Lakes and Energy (EGLE) Data Collection Work Plan. The Work Plan is split into three phases. This is necessary because Phases II and III are dependent on what is found/identified in Phase I. All three phases are intended to gather final site specific information to support remedial design and selection, which is anticipated to occur in the second quarter of 2026. City staff and the City's Environmental Legal Counsel, reviewed the work plan prior to submission to EGLE. We believe this is the next and appropriate step to renewing harbor island and complying with all state and federal regulations.

Phase I will begin after authorization from the BLP and City Council and is anticipated to conclude by the end of 2025. Phase II and II are anticipated to be conducted in the first quarter of 2026. Authorization from the BLP and City Council for Phases II and III, are anticipated to be requested in December of 2025.

Task Order 23 splits out the PFAS efforts of the Work Plan and includes the following:

- Investigate and refine the extent of vertical and horizontal extents of PFAS
- Surface water sampling for PFAS
- Deep surface soil investigations
- Underground Utility Survey

Therefore, city staff request City Council to approve the proposed Task Order 23, Task 33 with HDR of Ann Arbor Michigan in the not to exceed amount of \$169,090.

August 6, 2025

Derek Gajdos  
Program Management Director  
City of Grand Haven  
Grand Haven, MI 49417  
[dgajdos@grandhaven.org](mailto:dgajdos@grandhaven.org)

**Re: PFAS Data Collection Work Plan Implementation - Task Order 23 for HDR Task 33  
Former J.B. Sims Generating Station**

Dear Derek,

HDR Michigan, Inc. (HDR) appreciates the opportunity to continue to assist the City of Grand Haven (City) with Coal Combustion Residuals (CCR) compliance at the former J.B. Sims Generating Station (Sims) owned by the Grand Haven Board of Light & Power (GHBLP) and environmental investigation at Harbor Island. This scope amendment is for HDR to implement the [Remedial Investigation Data Collection Work Plan](#), dated July 8, 2025, including the Limited PFAS Remedial Investigation Work Plan authored by WSP, dated July 1, 2025. The plan was approved by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on July 09, 2025.

This scope of work is separated into two task orders to accommodate separating the budgeting and invoicing related to CCR and PFAS: Task Order 22 for HDR Task 32 (CCR Data Collection Work Plan Implementation) and Task Order 23 for HDR Task 33 (PFAS Data Collection Work Plan Implementation). However, the two Task Orders are intended to be implemented at the same time; HDR assumes that approval of will be granted for both Task Orders such that each can be implemented simultaneously.

The purpose of implementing the work plan is to gather site-specific information to support the remedial investigation and to aid in the design of the selected remedy. The following data collection tasks will be conducted in parallel with groundwater assessment monitoring under an existing scope. The remedial alternative data collection process will be phased to ensure only necessary information is collected. Additionally, data collected in earlier phases will be utilized in the development of later phase tasks.



This scope amendment covers Phase I Data collection and is generally broken down by Task Order based on the relevance of the activity to either CCR or PFAS, denoted by a “check mark”:

Activity	CCR Related (Task Order 22)	PFAS Related (Task Order 23)
Unit 3A/B Impoundment Road Ash Investigation	✓	
Deep Subsurface Investigation	✓	✓
Shallow Monitoring Well Installation and Replacements	✓	✓
Units 1/2 Impoundment Ash Characterization	✓	
Phase 2 and 3 Planning and Scheduling	✓	✓
Surface Water Sampling		✓
PFAS Groundwater Sampling		✓
Underground Utility Survey		✓

## Task Order 23

To maintain parallel structure with Task Order 22, Task Order 23 consists of the following Subtasks:

- Subtask 33.2, Deep Subsurface Investigation
- Subtask 33.5, Phase 2 and 3, Planning and Schedule
- Subtask 33.6, Limited PFAS Remedial Investigation

### **Subtask 33.2 Deep Subsurface Investigation**

Four deep soil borings will be advanced to gather information regarding the subsurface geology, specifically the depth and characteristics of the fine-grained (silt and/or clay) unit underlying the shallow sand aquifer. Previous borings indicate a fine-grained unit underlies the shallow sand aquifer, but its continuity, depth, and influence on groundwater movement requires better definition to understand vertical contaminant migration, to refine the site's hydrogeologic conceptual model, and to develop remedial designs.

Four borings (Figure 2: DB-01 to DB-04) will be advanced to approximately 70 feet below ground surface using hollow-stem augers. Soil will be continuously logged and sampled

during drilling. Shelby tube geotechnical samples will be collected at borings DB-03 and DB-04 and analyzed for permeability (ASTM Method D5856) and grain-size (ASTM Methods D7928 and/or D6913). The results of these borings will clarify subsurface conditions and inform the evaluation of groundwater flow and containment strategies.



**Figure 1 Proposed Locations of Deep Borings**

Three of the four borings will be completed as monitoring wells. One well (MW-44B) will be completed in the fine-grained unit; monitoring well MW-09B and piezometer PZ-15B will be completed just above the fine-grained unit. The three new monitoring wells will be paired with existing shallow monitoring wells (Figure 3).



**Figure 2 Proposed Deep/Shallow Well Pairs**

The three new wells will be constructed of 2-inch diameter, Schedule 40 polyvinyl chloride (PVC) materials with a 5-foot long stainless-steel wire-wrapped well screen. The screen length will be 5 or 10 feet, depending on observed geology. Filter sand will be placed from screen bottom to two feet above the top of the screen, and the remaining annulus will be grouted to the surface. Monitoring wells will be completed at the surface with an above-ground, protective steel casing secured in a 2-foot by 2-foot cement pad. The wells will be developed using airlift methods by the driller with an HDR representative onsite to record development progress. Development will be conducted in accordance with approved Standard Operating Procedures and monitored using a water quality meter (YSI or similar) and a turbidity meter.

The three new monitoring wells will be slug tested to estimate the hydraulic conductivity of the screened lithology. Well MW-44B is expected to be completed in fine-grained sediments with low hydraulic conductivity. Wells MW-09B and PZ-15B are expected to be completed primarily in the coarse-textured sediments (i.e., sand).

Following development, each well will be sampled by HDR and analyzed by Trace Analytical Laboratories in Muskegon, MI for the constituents in **Table 1**. The results of the sampling will be evaluated to determine if CCR constituents exceed groundwater protection



standards. To clarify, because the analytical program does not include PFAS, the analytical portion of the scope is not included in Subtask 33.2.

Table 1. Groundwater Quality Parameters for Analysis	
Antimony	Lithium
Arsenic	Mercury
Barium	Molybdenum
Beryllium	Nickel
Boron	pH
Cadmium	Radium 226 and 228 combined
Calcium	Selenium
Chloride	Silver
Chromium	Sulfate
Cobalt	Thallium
Copper	Total Dissolved Solids (TDS)
Fluoride	Vanadium
Iron	Zinc
Lead	Total Suspended Solids (TSS)

## Deliverables

- Details of the monitoring well installation and slug testing will be documented through updated revisions to the Monitoring Well Installation Report; the Hydrogeologic Monitoring Plan; and the Groundwater Monitoring Certification Report. Boring logs, updated cross sections, and results of the geotechnical analysis will be included as required in the reports. Note that these same documents will be revised with additional new wells installed during Subtask 32.3.
- The results of groundwater analytical testing will be included in the subsequent quarterly Groundwater Monitoring Report.

## Schedule

- The investigation is tentatively scheduled for October 2025 and will be performed concurrently with Subtask 32.3 (shallow monitoring well installation). The field effort for the well installation is anticipated to require approximately two weeks for one field staff.
- The slug testing and groundwater sampling will occur approximately 2 weeks after well installation. The field effort for the well sampling and slug testing is anticipated to require approximately three days for two field staff and will be performed concurrently with Subtask 32.3

## **Meetings/Travel**

- Meetings are included in Subtask 33.2 as part of the project costs.
- Subtask 33.2 will be completed concurrently with Subtasks 32.2 and 32.3. Two mobilizations will be required; the first mobilization for a two-week drilling program, and the second for the subsequent sampling and slug testing effort. Additional travel time is set aside for coordinating and meeting with utility clearance contractors and subcontractors.

## **Assumptions**

- HDR assumes that the City surveyor will be made available to survey new well locations and elevations.
- HDR assumes that monitoring well permits may be required by the Ottawa County Health Department, and that permit fees (\$975 for 3 wells) will be paid directly by the City.
- HDR will contract with a Ground-Penetrating Radar (GPR) subcontractor to support subsurface utility clearance. HDR will mark proposed drilling locations in the field, and answer questions from utility clearance contractors. The drilling subcontractor will be responsible for a one-call utility notification.
- The City will provide one round of comments to HDR within two weeks of receiving the draft report revisions (Monitoring Well Installation Report, Hydrogeologic Monitoring Plan, and Groundwater Monitoring Certification Report).
- To facilitate locating the borings/monitoring wells, HDR may need to retain the services of a private utility locate company. HDR has allocated \$1,500 for this service. HDR will communicate with the City once the actual amount is determined based on the area needed for utility clearance. HDR will adjust the scope fee based on the actual amount used for this service.
- The estimated costs for Subtask 33.2 (Task Order 23) have been split with Task Order 22 at a 67/33 ratio, on the basis that two of the three new monitoring wells will be installed and sampled to monitor groundwater constituents of CCR, and one new well will monitor PFAS in groundwater.

## **Subtask 33.5 Phase 2 and 3, Planning and Schedule**

Phase 2 of the Remedial Investigation Data Collection Work Plan consists of the following tasks:

- A constant-rate aquifer test to characterize aquifer properties, and create a dataset for transient calibration of a groundwater model.
- A topographic and bathymetric survey of Harbor Island, to support estimating land surface areas and volumes related to potential remedial alternatives.

Phase 3 of the Remedial Investigation Data Collection Work Plan consists of the following tasks:



- A groundwater model estimating contaminant fate and transport to support the development of remedial alternatives.
- A wetland function assessment to quantify the value of wetland resources, in support of selecting remedial alternatives.

The groundwater model requires a significant degree of planning with respect to its domain (area of study), its objectives, and its calibration. An aquifer pumping test is a common source of hydrologic data needed to inform the model, and also a common data source for a transient (time-series) calibration of the model. However, given the PFAS contamination at the site, groundwater withdrawn may require treatment for PFAS prior to its discharge elsewhere on the island, potentially making groundwater discharge impractical.

The purpose of this task is to review modeling objectives, and to determine the best methodologies for obtaining the hydrologic data needed to support these objectives. Data collected during the first five subtasks in this current scope of work will be integral to more accurately pricing tasks such as the aquifer test (i.e., depth, diameter, and location of a test well; length of test; selecting monitoring targets), and evaluating whether another form of data collection such as slug testing could potentially be recommended given the likely complications related to PFAS contamination of the groundwater.

Concurrently with the aquifer test planning and the development of new data from the Phase 1 tasks, a medium-term to long-term formal project schedule (i.e., Gantt chart) will be developed. The task schedule will be integrated into the existing generalized schedule, and will be used for upcoming City meetings and stakeholder public forums.

### **Deliverable**

- A technical memorandum will summarize plans for aquifer testing and modeling.
- A Gantt chart and a presentation will be developed outlining upcoming tasks over the next 2 to 4 years of the project.

### **Schedule**

- The planning effort will be performed currently with the scope of field services presented in this proposal.

### **Meetings/Travel**

- Meetings are included in Subtask 33.5 as part of the project costs. No travel is anticipated.

### **Assumptions**

- The City of Grand Haven will provide one round of comments to HDR within two weeks of receiving the draft aquifer test and modeling plan (technical memorandum).

- A Gantt chart and presentation deck will be delivered to the City during a 2-hour meeting, during which time the City will provide feedback. HDR will prepare a revised final Gantt chart and presentation materials within 2 weeks of the meeting.
- The estimated costs for Subtask 33.5 has been split with Task Order 22 at a 50/50 ratio, on the basis of planning a holistic approach for future phases of the project which include PFAS as well as CCR.

### **Subtask 33.6 Limited PFAS Remedial Investigation**

This task will continue to be led by HDR, with WSP and Western Michigan University (WMU) as subconsultants. WSP will implement the PFAS scope as presented in the Work Plan by utilizing data collected holistically in preparation for selecting a remedial alternative. WMU will continue to provide technical support and review PFAS-related submittals.

An initial PFAS investigation was performed to identify exceedances of PFAS groundwater criteria at Harbor Island in 2023. This study was summarized in Non-CCR Data Gap Investigation Report (DGI) (WSP, 2023). The DGI work identified PFAS compounds at concentrations above Part 201 generic Groundwater-Surface water Interface Criteria (GSIC). To develop conceptual designs for groundwater remediation alternatives, additional data is required to refine vertical and horizontal extents of the PFAS contamination at the Site. Therefore, additional groundwater and surface water sampling will be conducted, as outlined in WSP's Limited PFAS Remedial Investigation Work Plan (July 1, 2025).

HDR will continue to partner with WSP and WMU to provide PFAS related services.

### **Meetings**

The task includes management, coordination, and health & safety oversight of the field efforts, and participation in project meetings as needed.

### **Surface Water Sampling**

WSP will collect one surface water sample of the Grand River – South Channel, roughly co-located with DGI sample SW-06-2023-05-01 at the 3rd Street bridge. Elevated PFAS concentrations in this previous sample were likely due to the collection method (surface skimming). The new surface water sample will be taken at a depth of approximately 6 inches below the water surface.

### **Groundwater Sampling**

Two well pairs (MW-09/MW-09B and PZ-15/PZ-15B) will be sampled by WSP for PFAS for four consecutive quarters. Wells MW-09B and PZ-15B will be installed by HDR through Subtask 32.2 in approximately October 2025.

### **Underground Utility Survey**

WSP will conduct an underground utility survey, using a qualified subcontractor, to identify potential obstructions to remedial construction and preferential PFAS migration pathways.

### **Reporting**

WSP will prepare a deliverable summarizing PFAS data collected through the Scope of Work, including laboratory data validation, and updated site figures and maps.

### **Deliverable**

- Draft/Final Limited PFAS Investigation Technical Memorandum

### **Key Understandings**

- PFAS groundwater sampling will be performed quarterly at a different field mobilization as the CCR sampling.

### **Project Management**

- HDR will provide management to initiate, monitor and review technical deliverables for this task. HDR will assign a dedicated Project Manager who will be responsible for the overall execution of this task, including scheduling, coordination with the city and monitoring the scope, schedule, and budget. HDR's Project Manager will update the current Project Management Plan (PMP) to reflect the additional scope, schedule, and budget associated with this task order.

## **PART 3.0 OWNER'S RESPONSIBILITIES:**

- Provide HDR's Team access to site
- Coordinate with the City's surveyor

## **PART 4.0 PERIODS OF SERVICE:**

- HDR anticipates that these services will be performed through June 30, 2026. A detailed schedule will be developed as part of this scope of services.

## **PART 5.0 ENGINEER'S FEE:**

The Engineering Fee presented below is based on the 2025 Rate Schedule previously provided by HDR to the City of Grand Haven with a 3% escalation from 2025 billing rates to determine 2026 billing rates.

TASK ORDER 23						
33.2	Deep Subsurface Investigation	88	\$14,622	\$15,838	\$693	\$31,153
33.5	Phase 2 and 3 Planning	71	\$17,336	-	-	\$17,336
33.6	Limited PFAS Remedial Investigation	67	\$15,262	\$105,339	-	\$120,601
	Subtotal	226	\$47,220	\$121,177	\$693	\$169,090

HDR's fee is based on general adherence to the schedule noted in this proposal. Significant delays which are not caused by HDR may impact the required fee. In the event of significant changes to the project schedule, HDR will work together with the City to assess the impact and adjust the fee as required.

## Approval

We appreciate the opportunity to continue this work with the City. If you have questions, please feel free to contact me at 734-332-6405 or [Lara.Zawaideh@hdrinc.com](mailto:Lara.Zawaideh@hdrinc.com).

### ENGINEER

(Approval required by all listed below)

### CLIENT

(Approval required by authorized signatory)

#### Project Manager

Lara Zawaideh, PE ENV SP  
Associate Vice President | Area Business  
Development Leader

#### Date

#### Authorized Signatory:

Robert Monetza  
Mayor

#### Date

#### Authorized Signatory:

Khaled S. Soubra, PhD, PD, LEED AP  
Vice President | Michigan Area Manager

#### Date

#### Authorized Signatory:

Maria Boersma  
City Clerk

#### Date



## MEMORANDUM

TO: Ashley Latsch – City Manager

CC: Eric Law – Water Filtration Plant Superintendent

FROM: Derek Gajdos – Project Management Director *DG*

DATE: August 13, 2025

SUBJECT: Coal Pile Removal Project – Change Order #5 TL Contracting

---

The Coal Pile Removal project is in its final stages. After removal of the coal from the storm water retention area, a clay layer was observed covering almost the entire retention area. Removal efforts were aimed at keeping as much of the clay layer as possible. The clay layer is below the current water table, therefore, as the coal material was removed, ground water is able to accumulate above the clay layer. The storm water runoff area was originally proposed to be left near its pre-cleanout elevations and thus not restored with topsoil and seed.

However, subsequent discussion and considerations by city and BLP staff, have concluded with a recommendation that this area should be filled in, to an elevation that will allow for it to be maintained similarly to the rest of the coal pile area in the future. This would avoid any potential creation of wetlands as well. Approximately 4' of fill will be needed in the lowest areas, which equals approximately 6,500 cubic yards of fill material. A quote from our current contractor TL Construction was requested. The cost to haul in that amount of fill material spread and subsequently restore with topsoil and grass seed totaled \$108,010.40.

HDR and city staff reviewed the quote from TL Contracting and have concluded that it aligns with industry standard pricing and equivalent to what would be anticipated within a competitive bidding environment.

Therefore, BLP and city staff recommend that City Council authorize Change Order #5 with TL Contracting of Lansing Michigan, in the not to exceed amount of \$108,010.40 to fill in the east coal pile area as outlined in the proposed change order, contingent upon BLP Board approval.



**CHANGE ORDER NO.: 005**

Owner:	City of Grand Haven	Owner's Project No.:	N/A
Engineer:	HDR Michigan, Inc.	Engineer's Project No.:	10337505
Contractor:	TL Contracting, Inc.	Contractor's Project No.:	N/A
Project:	Renew Harbor Island		
Contract Name:	Coal Yard Closure		
Date Issued:	8/12/2025	Effective Date of Change Order:	8/12/2025

The Contract is modified as follows upon execution of this Change Order:

Description:


- **Fill in coal yard stormwater pond area with 4-feet of Class II sand (approx. 6,500 CY).**

Attachments:

**TL cost breakdown for Stormwater Area Fill services**

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 673,268.75		Substantial Completion:	06/27/2025
		Ready for final payment:	07/25/2025
Increase from previously approved Change Orders:		Increase from previously approved Change Orders:	
\$ -50,105.50		Substantial Completion:	111 days
		Ready for final payment:	100 days
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 623,163.25		Substantial Completion:	10/15/2025
		Ready for final payment:	11/1/2025
Increase this Change Order:		Increase this Change Order:	
\$ 108,010.40		Substantial Completion:	0
		Ready for final payment:	0
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 731,173.65		Substantial Completion:	10/15/2025
		Ready for final payment:	11/1/2025

Recommended by Engineer (if required)

By: Bryce Burkett 

Title: Project Manager

Date: 8/12/2025


Authorized by Owner

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Accepted by Contractor

Tony Landosky 

President

08/12/2025

Approved by Funding Agency (if applicable)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(517) 669-0600, (517) 669-8919 fax

Date	07/16/25	T&M? (Enter Y for Yes)	Y	
Ordered By	HDR / Grand Haven	Office Reviewed <input checked="" type="checkbox"/> (Office Use Only - Click for YES)		
Job Name	Coal Cleanup	Customer Order/Job No.	HDR / Grandhaven	
Job Location	harbor Island coal cleanup			

City of Grand Haven would like cost to fill in east end of coal stockpile area, this area was left low and tends to hold water / and with remaining coal removed ( Should be filled in to provide proper drainage. Cost for 4' of Class 2 sand = 6,500 cyds

EQUIPMENT	HRS.	RATE	AMOUNT	LABOR	HRS.	RATE	AMOUNT
Dozer, D4GL	30	\$ 65.00	\$ 1,950.00	Operator Regular	30.00	\$ 90.59	\$ 2,717.70
Service Viehcle - A Day	3	\$ 100.00	\$ 300.00	Operator Regular	30.00	\$ 90.59	\$ 2,717.70
EQUIPMENT SUBTOTAL			\$ 2,250.00	LABOR SUBTOTAL			\$ 5,435.40

QTY	UNIT	MATERIAL	PRICE	AMOUNT	OTHER CHARGES	AMOUNT
6500	CYD	Class 2 Sand Deleiverd	\$ 14.00	\$ 91,000.00		
					OTHER SUBTOTAL	\$ -
MATERIAL SUBTOTAL				\$ 91,000.00	TOTAL MATERIAL	\$ 91,000.00

Problems, Significant decisions, Issues needing to be resolved: (Take Pictures)	TOTAL LABOR		\$ 5,435.40
	TOTAL EQUIPMENT		\$ 2,250.00
Accidents, Injuries, Unusual Events (if none, state none)	TOTAL OTHER		\$ -
	MARK UP 10%		\$ 9,325.00
		TOTAL	\$ 108,010.40

List Attendees	Topic:			

Complete this report DAILY. Submit weekly with time sheet. Attach all tickets, receipts, packing slips to each DAILY report.55

# Attachment C

# CITY OF GRAND HAVEN

## Community Development Department

519 Washington Ave  
Grand Haven, MI 49417  
Phone: (616) 935-3276



TO: Ashley Latsch, City Manager

CC: Dana Kollewehr, Assistant City Manager

FROM: Brian Urquhart, City Planner

DATE: August 14, 2025

SUBJECT: Zoning Text Amendment – Short Term Rentals in Centertown Overlay

---

### 1.0 Request

In March, John Groothuis submitted an application for zoning change to amend Sec. 40-411.02.A of the Zoning Ordinance, a text amendment to allow short term rentals by right in the Centertown Overlay within the Neighborhood Mixed-Use district. Short term rentals are permitted in the following districts:

District	Permitted
CB, Central Business	By right
WF-2, Waterfront 2	By right
PD, Planned Development (some)	By right
DR, Dune Residential	By special land use
S, Southside	By special land use on a Key Street
OT, Old Town	By special land use on a Key Street

Currently, there are approximately 350 registered short term rental units in the City. If approved, the zoning amendment would provide additional 23 parcels as eligible within the Centertown Overlay. See the Zoning Overlay map.

The Planning Commission held a public hearing at the April 22<sup>nd</sup> meeting. Public comments were largely in favor of permitting short term rentals. After lengthy discussion, the Planning Commission postponed a decision, and scheduled a joint meeting with the DDA.

### 2.0 Joint meeting of the Planning Commission and DDA

A robust and healthy discussion was held on April 30<sup>th</sup> during the joint DDA/Planning Commission meeting. The outcome of the discussion concluded there was support for amending the zoning ordinance to permit short term rentals by special land use in the Centertown Overlay. A subcommittee was formed to create specific standards appropriate for the Centertown Overlay. The meeting minutes are attached.

### 3.0 PC Subcommittee

During May and June, the subcommittee of Mike Dora, Jennifer Smelker, and David Skelly met to review the specific special land use standards for a short term rental in the Centertown Overlay. The existing language found in Sec. 40-513 for short term rentals in the DR, S, and OT districts is largely intended for single-family dwellings in a traditional neighborhood setting. The Centertown Overlay is comprised of

multi-story buildings, zero front yard setbacks, ground floor commercial/retail use, and maximum lot coverage. Based on the prevailing characteristics of current development patterns, the subcommittee created specific standards for short term rentals in the Centertown Overlay. The Centertown Overlay currently applies building height and lot coverage for non-residential uses. The subcommittee included language to strengthen the intent of the overlay pertaining to uses, not just building form.

The most notable amendments to the ordinance include:

- Requirement for all usable first floor uses on parcels fronting 7<sup>th</sup> St. and Washington Ave. to be entirely (100%) retail/commercial. Therefore, any short term rental would need to be an upper level unit.
- Parking for a short term rental special land use includes specifics in Centertown Overlay. Recently the City has seen requests for vehicle lifts due to the limited space for parking. The lifts will need to be capable to lift up to 10,000 lbs. with a minimum upper and lower vertical lift distance measurement of 84 inches. In addition, the minimum top lift to ceiling distance of 84 inches, when fully raised. Parking lifts have been used in downtown, provided all applicable codes are met.
- Sec 40-411.04 was amended to provide additional clarity on the Centertown Overlay, which identifies the desire for street level activities that include restaurants and shopping. While the upper levels would provide a diverse range of office space and urban style housing, which can accommodate a broad range of residences.

All other special land use standards in Sec. 40-513 and Sec. 40-116.03.A remain unchanged.

#### **4.0 July PC Meeting**

The Planning Commission held another public hearing during the July meeting. Public comments were entirely in favor of the zoning text amendment. The topic was carefully reviewed by the PC, with valuable input from the DDA. After deliberation and discussion, the PC concluded permitting short term rentals as a special land use would align with the intent of the Centertown Overlay District.

The Planning Commission voted 7-1 in favor of recommending approval. The meeting minutes are attached.

#### **5.0 August 4<sup>th</sup> - First reading**

After the first reading, a change was recommended to Sec. 7,a of the ordinance, which clarified that “usable floor area of first floor of buildings fronting 7<sup>th</sup> St. and Washington Ave. within the Centertown Overlay must be 100 percent retail/commercial.” Per the definition in the zoning ordinance, parking is not considered usable floor area, and thus any development proposing parking on the first floor fronting 7<sup>th</sup> St. and Washington Ave. would not qualify to apply for a special land use. The attached ordinance reflects this change.

#### **Attachments:**

- A. Zoning Overlay Map
- B. 4-30-25 Joint DDA/PC meeting minutes
- C. Draft 7-15-25 PC meeting minutes
- D. Ordinance 2025-##



**CITY OF GRAND HAVEN  
OTTAWA COUNTY, MICHIGAN**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO AMEND SECTIONS 40-411 AND 40-513 OF THE CITY OF GRAND HAVEN ZONING ORDINANCE TO ALLOW SHORT TERM RENTALS IN THE CENTERTOWN OVERLAY AS A SPECIAL LAND USE IN THE NEIGHBORHOOD MIXED-USE DISTRICT.**

The City of Grand Haven Ordains:

Section 1. Amendment. Section 40.402.01 of the City of Grand Haven Zoning Ordinance is amended by revising the table of land uses to note that short-term rentals are allowed as a special use in the Centertown Overlay district of the Neighborhood Mixed Use district.

Section 2. Amendment. Section 40-411.02 of the City of Grand Haven Zoning Ordinance is amended by adding to subsection B, in alphabetical order, the following language for permitted special land uses (the rest of subsection B and all of subsection A in Section 40-411.02 shall remain unchanged).

- Short-term rentals, where the underlying residential use is permitted as a special land use in the Centertown Overlay district. Short-term rental uses are subject to special use approval under section 40-513, and require a valid short-term rental certificate issued pursuant to chapter 9 of the Grand Haven Code of Ordinances.

Section 3. Amendment. Section 40-411.04 of the City of Grand Haven Zoning Ordinance is amended to read in its entirety as follows.

**Sec.40-411.04. Centertown Overlay district.**

The Centertown Overlay district, as identified on the official zoning map of the City of Grand Haven, encompasses parcels with the NMU Zoning district and is generally located between Franklin, Columbus, 7<sup>th</sup> and Beacon. The Centertown Overlay district was established for the purpose of recognizing the existing pattern of development, the proximity and access to publicly available (owned) parking and the proximity to public parks which can serve as open-space. In addition, the Centertown Overlay district was established to fulfill the Main Street Downtown Development Authority's (MSDDA) desire to allow for increased density within this commercial node due to its proximity to the downtown core and its importance within the MSDDA district. Street level activities will focus on restaurants and shopping while the upper stories will provide a diverse range of office space and urban style housing, accommodating a broad range of residences. The Centertown Overlay District only affects the lot coverage requirement and maximum building height requirement for non-residential uses; all other requirements of the NMU Zoning District apply. The requirements of article VI parking also apply to new or expanded buildings that take place after the effective date of this ordinance.

Section 4. Amendment. Section 40-513.B.1 of the City of Grand Haven Zoning Ordinance is amended to read in its entirety as follows.

1. Intent. It is the intent to establish reasonable standards for short-term rentals as special uses in the Dune Residential, Old Town, Southside and Centertown Overlay districts, to ensure that:
  - a. The property is suitable for temporary lodging.

- b. The use is not incompatible with other allowed uses in the vicinity.
- c. Impacts on neighboring properties are minimized to the extent reasonably possible.

Section 5. Amendment. Section 40-513 B.2.d of the City of Grand Haven Zoning Ordinance is amended to read in its entirety as follows.

- d. Short-term rental uses shall comply with the parking requirements of article VI of this zoning ordinance. If lift units are to be used to meet the minimum two space requirement, they must be capable of lifting 10,000 pounds with a minimum measurement of 84 inches between lower and upper lift, and a minimum top lift to ceiling distance of 84 inches when fully raised.

Section 6. Addition. Section 40-513.B.2.I of the City of Grand Haven Zoning Ordinance is added to read in its entirety as follows.

- I. Property manager or local agent is required if the owner lives more than 60 miles outside the city limits.

Section 7. Addition and Amendment. Section 40-513.B.3, B.4, and B.5 of the City of Grand Haven Zoning Ordinance are added and amended to read in their entirety as follows.

- 3. *Specific Standards for short-term rentals in the Centertown Overlay district.* The following standards, together with any other applicable standards in this ordinance, are required for short-term rentals in the Centertown Overlay district.
  - a. **Usable floor area on the first floor** of ~~First floor used for~~ buildings fronting on 7<sup>th</sup> Street and Washington Avenue in the Centertown Overlay district must be 100 percent retail/commercial.
  - b. If the subject lot does not meet the district minimum lot area or has other dimensional nonconformities, the planning commission may determine that the short-term rental use is not suitable, or it may condition approval on measures that mitigate potential adverse effects of operating a short-term rental on the lot.
  - c. If an outdoor area intended for the congregating of guests (e.g., porches, decks, pools and pool decks, gazebos, fire pits, etc.) is provided, it shall be sufficiently setback from the property lines or screened or buffered with a fence, wall or landscape screen to minimize sounds and light, so as not to disturb neighbors. All existing and proposed fire pits shall meet the city's fire code.
  - d. Accessory structures constructed or expanded after the effective date of this section shall not be used as sleeping rooms for short-term rentals, and shall not be counted for purposes of determining the maximum occupancy of a short-term rental use pursuant to chapter 9 of the Grand Haven Code of Ordinances.
  - e. Short-term rental uses shall comply with the parking requirements of article VI of this zoning ordinance. If lift units are to be used to meet the minimum two space requirement, they must be capable of lifting 10,000 pounds with a minimum measurement of 84 inches between lower and upper lift, and a minimum top lift to ceiling distance of 84 inches when fully raised.
  - f. The driveway and off-street parking areas shall be laid out in a manner so as to minimize on-street congestion to the extent reasonably possible.
  - g. The applicant shall submit a site plan of the structure or proposed structure drawn to a scale of not less than 1/8" = 1' that shows the specific layout of the facility in accord with the provisions of this zoning ordinance.

- h. This special use permit holder shall secure, maintain and furnish proof of all required federal, state, and local permits.
  - i. No separate cooking facilities shall be allowed in sleeping rooms.
  - j. Interior features (bedrooms, bathrooms, kitchens, dwelling units, means of ingress and egress, etc.) must be in conformance with the Michigan Construction Code, and all open permits must be finalized prior to occupancy as a short-term rental.
  - k. Property manager or local agent is required if the owner lives more than 60 miles outside the city limits.
4. *Special use approval required.* Special use review and approval is required for short-term rentals in the Dune Residential, Old Town, Southside, and Centertown Overlay districts for properties that have not previously been used for short-term rentals in compliance with applicable city ordinances.
5. *Site modifications.* The following site modifications will void an existing special use permit for short-term rental uses:
- a. Any structural expansion of the dwelling that increases the square footage of the dwelling, including the addition of new decks and patios.
  - b. Alteration of the interior of the dwelling in a manner that results in an increased number of sleeping rooms.

In these circumstances, a property owner may seek a new special use permit in accordance with the standards provided in this section.

Section 8. Effective Date. This ordinance shall become effective 20 days after its adoption or upon its publication, whichever occurs later.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

## CERTIFICATION

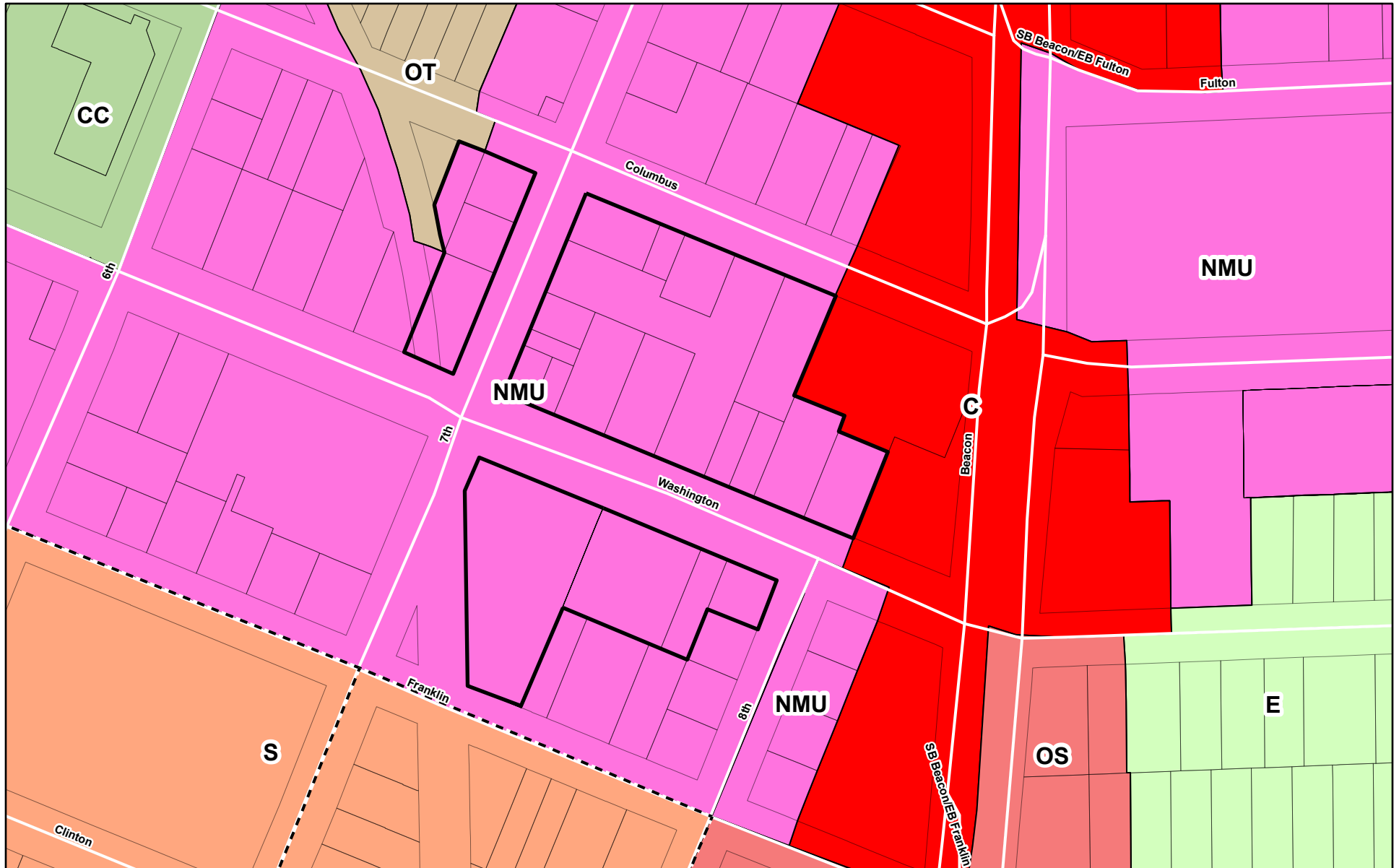
I certify this true and complete copy of Ordinance No. \_\_\_\_\_, adopted at a Regular Meeting of the Grand Haven City Council held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Marie Boersma, City Clerk

PC Hearing: \_\_\_\_\_, 2025  
Introduced: \_\_\_\_\_, 2025  
Adopted: \_\_\_\_\_, 2025  
Published: \_\_\_\_\_, 2025  
Effective: \_\_\_\_\_, 2025

4920-2063-4200 v2 [57570-1]

# PC Case 25-13 CT Overlay Map



4/17/2025

--- Key Streets

— Centertown Overlay

Zoning Districts

Southside

Easttown

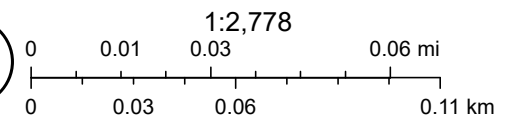
Old Town

Neighborhood Mixed Use

Office Service

Commercial

Civic Center



USGS The National Map: National Hydrography Dataset. Data refreshed February, 2025.

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
PLANNING COMMISSION MINUTES  
TUESDAY, JULY 15, 2025**

The regular meeting of the Grand Haven Planning Commission was called to order by Vice Chair Galligan at 7:00 pm. Upon roll call, the following members were present:

**Present:** Amy Kozanecki, Joe Pierce, Dan Borchers, Vice-Chair Ryan Galligan, Tamara Owens, Jennifer Smelker, Magda Smolenska, Chair Mike Dora

**Absent:** David Skelly

**Also Present:** City Planner Brian Urquhart, Mayor Bob Monetza, City Manager Ashley Latsch, and Assistant City Manager, Dana Kollewehr.

**Approval of Minutes**

Motion by **Smelker**, seconded by **Borchers**, to approve the minutes of the June 10, 2025 meeting. All ayes. **Motion passes.**

**Approval of Agenda**

Motion by **Smolenska**, seconded by **Vice-Chair Galligan**, to approve the agenda without the need to continue the work session.

All ayes. **Motion passes.**

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**Call to the Audience: First Opportunity: None**

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**Public Hearing:**

**Case 25-21: A special land use permit and site plan review for a contractor's establishment at 1501 Marion Ave. (parcel #70-03-27-153-001)**

Urquhart introduced the case. Bruce Callen, of Callen Engineering, on behalf of property owner Steve Kiekoover, has submitted a special land use permit application and site plan review application to construct a contractor's establishment on 1501 Marion Ave. (parcel #70-03-28-153-001) A contractor's establishment is permitted in the TI district as a special land use per Sec. 40-419.01.B.

The Zoning Ordinance provides regulations and conditions for a Contractor's Establishment found in Sec.40-516. The review of the Special Land Use Permit application is also subject to the standard regulations and conditions of all Special Land Uses outlined in Section 40-116.03. The applicant provided responses in the narrative.



The site is an underutilized parking lot. Sheet C0.1 shows the existing drive off Beechtree and northern third of the parking lot will have the pavement saw cut and removed. Minimal grading will occur on site. The one story building contains dimensions of 160 ft. x 60 ft., a total of 9,600 sq. ft. 7,310 sq. ft. will be used for industrial space, and remaining 2,290 sq. ft. will be office use. All setbacks and lot coverage in the TI District are met.

The building will be comprised a black vertical siding on all walls. Stone veneer and horizontal tan siding is included along the south and west walls facing Marion Ave. and Beechtree St. Clear windows will also be installed along all walls of the building. The roof will contain a 4:12 pitch, with black shingles. Each contractor's unit will have a separate entrance door and 14 ft. overhead door. The overhead doors are shown to be tan in color. Building height is 26.5 ft.

Per Sec. 40-419.02.D, building articulation is required every 50 feet. All exterior walls meet these requirements through building material variations, windows, etc.

Sec. 40-604.E, a contractor's yard requires one (1) space per largest shift, plus 1 space for each 500 sq. ft. of retail or showroom space. As an existing parking lot, there are ample spaces on site. The required amount of spaces is 78, and the applicant is proposing 99 spaces. All drive aisles will be min. 24 ft. wide, with a required 26 ft. wide fire access lane. The restriping and painting of direction arrows will provide efficient. A curb cut off Beechtree will be made, relocated slightly south of the existing curb cut. The exiting curb cut at Marion Ave. will remain.

The applicant notes that wall mounted lighting will be installed on the building, facing downward to avoid light trespass onto neighboring properties. A photometric plan has been provided. Sheet C1.0 shows a ground mounted sign will be installed near the Beechtree entrance. A 10 ft. x 10 ft. dumpster enclosure is shown southeast of the building. The masonry dumpster will include a trex gate with heavy duty hinges. The dumpster enclosure satisfies the ordinance.

The narrative states site storm water runoff from the existing parking lot will follow the existing drainage patterns and be captured via storm sewer and directed to the existing drainage ditch located on the northern portion of the site. Sheet C2.0 shows storm water will be directed to a storm tech chambers system located beneath the parking lot near the southwest portion of the building. The DPW requests the applicant include storm calculations using LGROW Grand Haven spreadsheet. Sheet L1.0 depicts that existing trees along Beechtree will remain. The landscape plan calls for shrubs and ground cover to be planted near the relocated Beechtree entrance. Any existing trees removed during the demolition phase will be replaced with proper deciduous trees. All existing trees along the northern portion of the site will remain untouched, creating a screening from the residential condos to the north. The plan calls for mechanical equipment to be located on the north side of the building, and screened by landscaping. Sheet C1.0 depicts snow will be stored through the interior parking lot.

Steve Kiekover and Andy Brooks were both present to answer any questions.

Dora opened a public hearing at 7:08 p.m

Dan Bant, 1519 Beechtree Ct, voiced his concern regarding the increased noise level.

Mike Dykstra, 815 Verhoeks, stated he was in favor of this project, and the parking lot could use an update.

Motion by **Pierce**, seconded by **Smelker**, to close the public hearing.

All ayes.

Public Hearing closed at 7:10 p.m.

Borchers had a question regarding the oil and grit separator being emptied.

Andy Brooks with Callen Engineering stated if in the event there was accumulation, it would be vacuumed out as needed to prevent any contamination with the municipal's sanitary system.

Borchers also stated he supported and was in favor of the project.

Smelker voiced concern about having a large curb cut.

Brooks responded stating they will be monitoring the area, and will look into wheel stops if necessary to prevent traffic backs ups and traffic control.

Pierce, Smolenska, Kozanecki, Owens, Vice-Chair Galligan and Chair Dora were also in favor of the project.

Motion by **Smolenska**, seconded by **Kozanecki**, to approve case Case 25-21, a request for a special land use and site plan review for the construction a contractor's establishment at 1501 Marion Ave. (parcel #70-03-27-153-001), subject to the following conditions:

1. All conditions of the BLP, Fire Marshal, and DPW are met.
2. Inspection is completed, and satisfactory, by the Fire Marshal.

Roll Call Vote.

Yeas: Pierce, Smolenska, Galligan, Smelker, Borchers, Kozanecki, Owens, Dora

Nays: None

**Motion passed.**

**Case 25-24: A public hearing to vacate a portion of the right-of-way between 233 Washington Ave. (parcel #70-03-20-432-017) as part of the hotel Planned Development.**

Urquhart introduced the case. A condition of the preliminary development plan for the hotel at 233 Washington Ave. was for a portion of the right-of-way bisecting parcel # 70-03-20-432-017 be vacated. The North-South portion of the right-of-way between the parcel #70-03-20-432-017, measures approximately 13 ft. wide, by 132 ft. in length. The East-West portion measures approximately 16 ft. wide by 32 ft. in length. The remaining right-of-way extending to 2nd Street is not considered for vacation at this time. Upon final recording, the vacated right-of-way will be incorporated into parcel #70-03-20-432-017. The City does not contain any utilities or need any easements for this right-of-way. The preliminary development plan can only be constructed as approved for parking and vehicular circulation if the right-of way is vacated.

On June 23, 2025, City Council passed a resolution directing the Planning Commission to hold a public hearing on this request. The formal resolution was delivered on the same date. The public hearing is scheduled for March 14, 2023 and all required parties were notified of the request per Chapter 32, Article IV of the Code of Ordinances. Following the Planning Commission's recommendation, another public hearing will be held with the City Council with a minimum of 10 days' public notice, tentatively scheduled for the August 4th City Council meeting.

Dora opened a public hearing at 7:20 p.m.  
No comments.

Motion by **Owens**, seconded by **Vice-Chair Galligan**, to close the public hearing.

All ayes.

Public Hearing closed at 7:21 p.m.

Borchers, Smelker, Pierce, Smolenska, Kozanecki, Owens, Vice-Chair Galligan, and Chair Dora also supported the project.

Motion by **Kozanecki**, seconded by **Borchers**, to approve case 25-24: the proposed vacation of the right-of-way between parcel #70-03-20-432-017, related to the Hotel Planned Development at 233 Washington Ave.

Roll Call Vote.

Yeas: Pierce, Smolenska, Galligan, Smelker, Borchers, Kozanecki, Owens, Dora

Nays: None

**Motion passed.**

**Case 25-13: Zoning Text Amendment to Sec 40-411.02.B and Sec. 40-513, to permit short term rentals in the Centertown Overlay as a special land use in the Neighborhood Mixed-Use District.**

Urquhart introduced the case. In March, John Groothuis submitted an application for zoning change to amend Sec. 40-411.02.A of the Zoning Ordinance, a text amendment to allow short term rentals by right in the Centertown Overlay within the Neighborhood Mixed-Use district. Short term rentals are permitted in the following districts:

District	Permitted
CB, Central Business	By right
WF-2, Waterfront 2	By right
PD, Planned Development (some)	By right
DR, Dune Residential	By special land use
S, Southside	By special land use on a Key Street
OT, Old Town	By special land use on a Key Street

A robust and healthy discussion was held on April 30th during the joint meeting with the DDA. It was determined the best course of action would be to amend the zoning ordinance to permit short term rentals by special land use in the Centertown Overlay. A subcommittee would be formed to create specific standards appropriate for the Centertown Overlay.

The subcommittee of Mike Dora, Jennifer Smelker, and David Skelly met last month. They have proposed changes the ordinance, creating subsection c to Sec.40-513.b. Most notable changes include:

- Requirement for all first floor uses on parcels facing 7th St. and Washington Ave. to be entirely (100%) retail/commercial. Therefore, all special land uses will need to be upper level residential units.
- Parking for a short term rental special land use includes specifics in Centertown Overlay. Commonly, the City has seen requests for vehicle lifts due to the limited space for parking. The lifts use will need to be capable to lift up to 10,000 lbs. with a minimum upper and lower vertical lift distance measurement of 84 inches. In addition, the minimum top lift to ceiling distance of 84 inches, when fully raised.
- All other special land use standards in Sec. 40-513 and Sec. 40-116.03.A remain unchanged.

Dora opened a public hearing at 7:28 p.m

Joyce Workman of Vintage Green wanted to thank the commissioners and spoke in support of the case.

Motion by **Vice-Chair Galligan**, seconded by **Kozanecki**, to close the public hearing.

All ayes.

Public Hearing closed at 7:30 p.m.

Smolenska asked to be recused.

Motion by **Owens**, seconded by **Vice-Chair Galligan**, to approve a recommendation to City Council to amend Sec. 40-411.02.B, Sec. 40-513, and other germane sections of the zoning ordinance, to allow short term rentals as a special land use in the Centertown Overlay in the Neighborhood Mixed Use district.

Roll Call Vote.

Yeas Galligan, Smelker, Borchers, Kozanecki, Owens, Dora

Nays: Pierce

Abstain: Smolenska

**Motion passed.**

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#### **New Business:**

##### **Case 25-22: Site Plan review for addition to 123 Washington Ave. (parcel #70-03-20-405-018).**

Urquhart introduced the case. Tiffany Ackerman of *Hooker DeJong, Inc.*, on behalf of property owner Andrew Todtz, has applied for a Site Plan Review for an addition above the main level for an additional residential unit at 123 Washington Ave. (Flotos) (parcel #70-03-20-405-018). The proposed use is permitted in the CB district.

There will be no changes to the building footprint. The plan calls for addition above the east side of main level for a third residential unit. All units meet the minimum dwelling size in the CB District. Additional stairs will be installed to the rear entrances. These changes prompt site plan review by the Planning Commission.

Floto's is in an iconic building in downtown Grand Haven. The development team executed extensive research into the historic features and materials and colors proposed. The plan calls for removal of existing metal paneling and replace with new similar style. The plan also calls for removal of the sloped portion of the canopy. The rear and side wall will have the existing siding removed and replaced, with in the same color. All materials will satisfy the exterior cladding materials for the CB District.

The plans also call for a walk up window on the front façade, which is similar to other restaurants in the CB District. In June, the development team presented the plans to the Historic Commission. The Commission was very excited about the preservation of existing materials, color and signage. A letter of support has been included in the packet.

The increase to 3 residential units prompts additional parking on site. Residential above restaurant/retail requires 1.2 spaces per unit.  $1.2 \times 3 = 3.6$  or 4 spaces. The applicant is showing 4 spaces, with 1 ADA accessible space behind the building. The applicant had made a clear the units will be rented on a long term basis, and short term rentals will not be pursued. Short term renting would cause an increase in parking demand, and could void site plan approval. Parking for the restaurant will be accommodated by on street and off street parking spaces.

According to the applicant, all roof top mechanical equipment will be screened, if necessary.

At this time, no changes to the Floto's sign are proposed. The applicant does retain the option to apply for a landmark sign permit.

Motion by **Smolenska**, seconded by **Pierce**, to approve Case 25-22, a request for a Site Plan Review for an addition to the building at 123 Washington Ave. (parcel #70-03-20-405-018) for a main level restaurant and three upper level residential units, based on the information submitted for review, subject to the following conditions:

1. All conditions of the BLP, DPW and Fire Marshal shall be met.
2. A Change of Use permit shall be submitted for the restaurant.

Roll Call Vote.

Yeas: Pierce, Smolenska, Galligan, Smelker, Borchers, Kozanecki, Owens, Dora

Nays: None

**Motion passed.**

**Case 25-23: Major amendment to the Site Plan for the Mixed-Use Development at 1500 Kooiman Ave. (parcel #70-03-28-301-019)**

Urquhart introduced the case. Denny Dryer of Dryer Architectural Group submitted and site plan review application for a major amendment for the mixed-use buildings at 1500 Kooiman St. (parcel #70-03-28-301-019). The project comprises of the removal of the existing vegetation, and construction of two mixed-use buildings. The amendment includes an increase in building area for the 4 units in Building A, from 24 ft. x 52 ft., to 24 ft. x 72 ft., or an increase in 1,290 total sq. ft. In the building expansion will remove 9 parking spaces from the original plan. The amended plan calls for 6 spaces to be relocated to the southeast section of the property, a net



loss of 3 spaces. In addition, the amended plan calls for 2 curb cuts off Kooiman Ave. that lead to 4 units in Building A. The additional access drives and building expansion, and parking changes prompt a major site plan amendment per Sec. 40-115.09.B, thus review by the Planning Commission.

In September 2024, the Planning Commission approved PC Case 24-30, a site plan, special land use, and sensitive area overlay for 1500 Kooiman. This request is an amendment to the site plan. The special land use and sensitive area overlay permits remain valid.

The original plan called for two mixed-use buildings to be constructed, A and B. Building A contains 7 units, and Building B contains 5 units, all measuring 24 ft. x 52 ft. The amendment now calls for Units 4-7 in Building A to measure 24 ft. x 72 ft., and increase of building size of 1,920 sq. ft. The building materials, height, and color will not change. However, the extension of units 4-7 will remove 9 parking spaces.

A mixed-use development requires 2 spaces per unit. Therefore 24 spaces are required. The applicant is proposing 27 spaces on site, with 2 ADA accessible spaces. The original plan called for 30 spaces. The increase to Building A will create a loss of 9 spaces. These spaces will be relocated with 6 spaces along the southeast portion of the parking lot. The parking lot will remain screened with mixture of ground cover, 1 deciduous tree, and shrubs as required per Sec. 40-803.02.

The amended plan calls for the necessary street trees planted long Kooiman Ave.

The amended plan includes two curb cuts to units 4-7. The curb cuts will be separated by a landscape island. The intent of this design is to allow pull through of equipment and other items the 16 ft. wide and 14 ft. tall overhead doors. Each unit will contain the option for an overhead door on the east wall, leading to the parking area.

The plan is to place snow into the untouched wetland in the SE portion of the site. All units will contain roll out carts, therefore no dumpster is shown.

The site plan calls for a fire department access gate near the south drive with a knox box will be provided for Fire Department access only. The Fire Marshal has provided a review letter.

Even though not a public hearing, the City has received correspondence regarding this case. The correspondence expressed concern the buildings will include residential uses, in which the applicant apparently state during a previous meeting there would be no residential component.

Motion by **Smolenska**, seconded by **Kozanecki** to approve Case 25-23, a major amendment to the site plan for a mixed-use development at 1500 Kooiman St. (parcel #70-03-28-301-020) based on the information submitted for review, subject to the following conditions:

1. All conditions of the BLP, DPW, Fire Marshal are met.
2. Landscape buffer for the north end of the parking lot is waived per Sec. 40-801.F.

**Roll Call Vote.**

**Yeas:** Pierce, Smolenska, Galligan, Smelker, Borchers, Kozanecki, Owens, Dora

**Nays:** None

**Motion passed.**

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**Old Business:** None

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**Zoning Board of Appeals Liaison Report:**

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**City Planner Report:**

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**Call to the Audience: Second Opportunity:** None

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Chair Dora adjourned the meeting at 8:15 p.m.

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Melissa Bos, Executive Assistant to City Manager

# **Attachment D**

**CITY OF GRAND HAVEN**

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



**TO:** Ashley Latsch, City Manager

**FROM:** Dana Kollwehr, Assistant City Manager *DK*

**DATE:** August 12, 2025

**SUBJECT:** 224 Washington Brownfield Plan

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On August 11, 2025, the Economic Development Corporation/Brownfield Redevelopment Authority (EDC/BRA) considered a request for a Brownfield Housing Tax Increment Financing (TIF) incentive for the redevelopment of the long-vacant property at 224 Washington Avenue from 224 Washington, LLC.

The project will include rehabilitation of the existing building, creating seven upper-story residential units, and several ground-floor commercial spaces. Three of the residential units will be rented at 100% or below of Area Median Income (AMI) for a period of 15 years, which meets the State's definition of attainable housing. Given that the project will include attainable units, the developer is seeking Housing TIF reimbursement for the potential rent loss generated by those units being rented below market-rate over the 15-year period.

While the developer is eligible for up to \$726,600.00 in TIF reimbursement, as calculated using the Michigan State Housing Development Authority's (MSHDA) Potential Rent Loss (PRL) formula, the developer is seeking \$202,900.00 in reimbursement. This capture is for a period of 20 years, which also includes four years of additional capture for deposit into the BRA Local Brownfield Revolving Fund. The developer is also seeking an Obsolete Property Rehabilitation Act (OPRA) tax abatement and State of Michigan grant funding.

As part of the review and approval process, the application for the Brownfield TIF was reviewed by a third-party financial reviewer, and a report was issued to the City of Grand Haven. The report concluded that "but for" the incentives, the project would not be possible and recommended approval of the Brownfield Housing TIF reimbursement and OPRA abatement.

The EDC/BRA Board reviewed and recommended the incentive request at their August 11, 2025, meeting.

**THE CITY OF GRAND HAVEN BROWNFIELD REDEVELOPMENT  
AUTHORITY BROWNFIELD PLAN FOR THE  
224 WASHINGTON AVE REDEVELOPMENT PROJECT**

**May 28, 2025**

**Introduction**

The proposed project involves the rehabilitation of the existing long-vacant building located at 224 Washington Ave. in downtown Grand Haven (the “Property”) into a mixed-use two-story multi-family building with first floor commercial space and residential apartments above (the “Project”) by 224 Washington LLC (the “Developer”). The Project will consist of seven (7) residential rental units comprised of one- and two-bedroom units ranging from approximately 442 sf to 900 sf and ground floor commercial space of approximately 5,000 sf. The Property currently contains the existing approximately 10,528 sf vacant commercial building on a site that encompasses 0.122 acres.

The Developer is seeking to utilize the new Housing TIF program and intends to designate approximately forty-three percent (43%) of the units (3 units) for tenants earning 100% area median income or less. The Project will facilitate the development of housing projected to be rented to households earning 100% or less of the area median income, of which there is a demand for 315 units by 2025 as identified by the Ottawa County Housing Needs Assessment, linked below:

**Rental Housing Gap Estimates**

2020 - 2025 Rental Demand Potential by Income Level & Rent Northwest Submarket			
Household Income Range	< \$25,000	\$25,000-\$49,999	\$50,000+
Rent Affordability	< \$625	\$625-\$1,249	\$1,250+
Total Housing Units Needed	269	315	245

[https://www.housingnext.org/\\_files/ugd/8dbec7\\_932f7ff01ac54ed4bab4251d7ce5ac4f.pdf](https://www.housingnext.org/_files/ugd/8dbec7_932f7ff01ac54ed4bab4251d7ce5ac4f.pdf)

Total capital investment is estimated to be approximately \$3.7 million. Construction is expected to begin in the summer/fall of 2025 and is estimated to be completed within the following 12 months. The Project is expected to create seventeen (17) new full-time jobs with average wages of approximately \$23/hour.

**Basis of Eligibility**

The Property is considered an “eligible property” as defined in Act 381 of 1996, as amended, because the construction of residential units in a mixed-use project makes the Property a “housing property” under Section 2(y) of the Act. Additionally, the Property was deemed functionally obsolete by the City Assessor in 2021. See Figure 3 for a copy of the functional obsolescence determination.

The Property includes one parcel of property located at 224 Washington Avenue (Tax Parcel No. 70-03-20-436-011). See Figure 1&2 for legal description, parcel size, and maps of the Property.

### **Required Elements of Brownfield Plan**

**1. A description of costs intended to be paid for with the tax increment revenues. (MCLA 125.2663(2)(a))**

The Developer will seek tax increment financing (“TIF”) from available local taxes, school operating taxes, and state education tax millage, as applicable, for eligible activities at the Property, including housing development activities and brownfield plan/work plan preparation and implementation totaling \$726,600.

Table 1 below presents estimated costs of the eligible activities for the Project which qualify for reimbursement from tax increment financing. The Property is located within the City of Grand Haven Downtown Development Authority (the “DDA”) district and is subject to the DDA’s tax increment financing plan capture which captures all available local millages with the exception of the school taxes (i.e. SET, school operating and ISD). The DDA and the City of Grand Haven Brownfield Redevelopment Authority (the “Authority”) will execute a pass-through agreement that will the Tax Increment Revenues (“TIR”) generated from the Project to be used by the Authority to reimburse eligible activities.

<b>Table 1 – Eligible Activities</b>	
<b>Task</b>	<b>Cost Estimate</b>
1. Housing Development Activities – Potential Rent Loss	\$696,600
<i>Eligible Activity Sub-total</i>	<i>\$696,600</i>
2. Brownfield Plan Amendment/Work Plan Preparation and Implementation	\$30,000
<b>ELIGIBLE ACTIVITY TOTAL</b>	<b>\$726,600</b>

**2. A brief summary of the eligible activities that are proposed for each eligible property. (MCLA 125.2663(2)(b))**

“Eligible activities” are defined in Act 381 of 1996, as amended (the “Act”) as meaning one or more of the following: (i) department specific activities; (ii) relocation of public buildings or operations for economic development purposes; (iii) reasonable cost of environmental insurance; (iv) reasonable cost of developing, preparing and implementing brownfield plans, combined brownfield plans, and work plans; (v) demolition of structures that is not a response activity under Part 201 of NREPA; and (vi) lead, asbestos, or mold abatement. In addition, in qualified local governmental units such as the City of Grand Haven and a project includes housing property 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 Act includes the following additional activities under the definition of “eligible activities”: (A) housing development activities; (B) infrastructure improvements that are necessary for housing property and support housing development activities; and (C) site preparation that is not a response activity and that supports housing development activities.

The cost of eligible activities is estimated in Table 1 above and includes the following:

1. Housing Development Activities. To support the critical need for attainable housing in the City, Developer intends to price approximately 43% of the Project’s residential units for income qualified households (i.e., those with an annual household income of not more than 100% AMI). Reimbursement to fill Developer’s financing gap associated with the development of those units is an eligible activity, including utilities.
2. Brownfield Plan Preparation, Development and Implementation. Costs incurred to prepare, develop, and implement this Plan, as required per Act 381 of 1996, as amended.
3. **An estimate of the captured taxable value and tax increment revenues for each year of the Plan from each parcel of eligible property and in the aggregate. (MCLA 125.2663(2)(c))**

An estimate of real property tax capture for tax increment financing is attached as Table 2.

4. **The method by which the costs of the Plan will be financed, including a description of any advances made or anticipated to be made for the costs of the Plan from the City. (MCLA 125.2663(2)(d))**

The cost of the Eligible Activities included in this Plan Amendment will initially be paid for by the Developer and it will seek reimbursement through available tax increment revenue during the term of the Plan.

5. **The maximum amount of the note or bonded indebtedness to be incurred, if any. (MCLA 125.2663(2)(e))**

Bonds will not be issued for the Project.

6. **The duration of the Plan, which shall not exceed the lesser of (1) the period required to pay for the eligible activities from tax increment revenues plus the period of capture authorized for the local site remediation revolving fund or (2) 30 years. (MCLA 125.2663(2)(f)).**

The duration of the Plan for the Project is estimated to be 20 years. It is estimated that redevelopment of the Property will be completed by the end of 2026 and that it will take up to 15 years to recapture the eligible activities costs through tax increment revenues, plus five years of capture for the Local Brownfield Revolving Fund (the “LBRF”), if available. Therefore, the first year of tax increment capture will be 2026 and the Plan will remain in place until the Developer is

fully reimbursed and the Authority has completed capture for the LBRF capture, if available, subject to the maximum duration provided for in MCL 125.2663. The Authority intends to capture funds to fund the LBRF with tax increment revenue capture, if available.

**7. An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the Property is located. (MCLA 125.2663(2)(g))**

An estimate of real property tax capture is attached as Table 2.

**8. A legal description of each parcel of eligible property to which the Plan applies, a map showing the location and dimensions of each eligible property, a statement of the characteristics that qualify the property as eligible property, and a statement of whether personal property is included as a part of the eligible property. (MCLA 125.2663(2)(h))**

- a. See legal description and site map in Figure 1.
- b. The Property is an “eligible property” because it is “housing property,” as defined in the Act. Additionally, the Property was deemed functionally obsolete.
- c. Characteristics of Property:

The Property was originally construction in the 1890’s and previously housed a dry goods stores (1878-1914), Kroger Grocery & Baking (1930-1948), and Van Lopics Central Clothing Store (1914-1930) throughout the years. Grand Haven Jewelry, established by Gerald Pitcher in 1949 at 115 Washington, moved to 226 Washington around 1960, and eventually took over the space at 224 Washington as well. The store was family operated until it was closed permanently in 2017 and the Property has remained vacant awaiting redevelopment since that time.
- d. Personal property: New personal property added to the Property is included as part of the “eligible property” to the extent it is taxable.

**9. Estimates of the number of persons residing on each eligible property to which the plan applies and the number of families and individuals to be displaced. If occupied residences are designated for acquisition and clearance by the authority, the plan must include a demographic survey of the persons to be displaced, a statistical description of the housing supply in the community, including the number of private and public units in existence or under construction, the condition of those in existence, the number of owner-occupied and renter-occupied units, the annual rate of turnover of the various types of housing and the range of rents and sale prices, an estimate of the total demand for housing in the community, and the estimated capacity of private and public housing available to displaced families and individuals. (MCL 125.2663(2)(i))**

There are no persons currently residing on this Property and, therefore, no families or individuals will be displaced.

**10. A plan for establishing priority for the relocation of persons displaced by implementation of the Plan, if applicable. (MCLA 125.2663(2)(j))**

This section is inapplicable to this site as there are no persons residing on this Property.

**11. Provision for the costs of relocating persons displaced by implementation of the Plan, and financial assistance and reimbursement of expenses, if any. (MCLA 125.2663(2)(k))**

This section is inapplicable to this site as there are no persons residing on this Property.

**12. A strategy for compliance with the Michigan Relocation Assistance Act, if applicable (MCLA 125.2663(2)(l))**

This section is inapplicable to this site as there are no persons residing on this Property.

**13. A description of the proposed use of the local site remediation revolving fund. (MCLA 125.2663(2)(m))**

The LBRF will not be used for the Project but may be used for other brownfield projects within the City of Grand Haven.

**14. Other material that the Authority or the City Council considers pertinent. (MCLA 125.2663(2)(n))**

The Project will generate increased tax revenue for the taxing jurisdictions, create new job opportunities, and stimulate additional investment in the surrounding community. The Project will significantly improve the overall use of the Property by repurposing the vacant structure into a mixed-use facility with attainable and market rate residential and commercial space in the downtown.

32170103

## **Figure 1**

### **Property Description**

**Property Address:** 224 Washington Ave., Grand Haven, MI

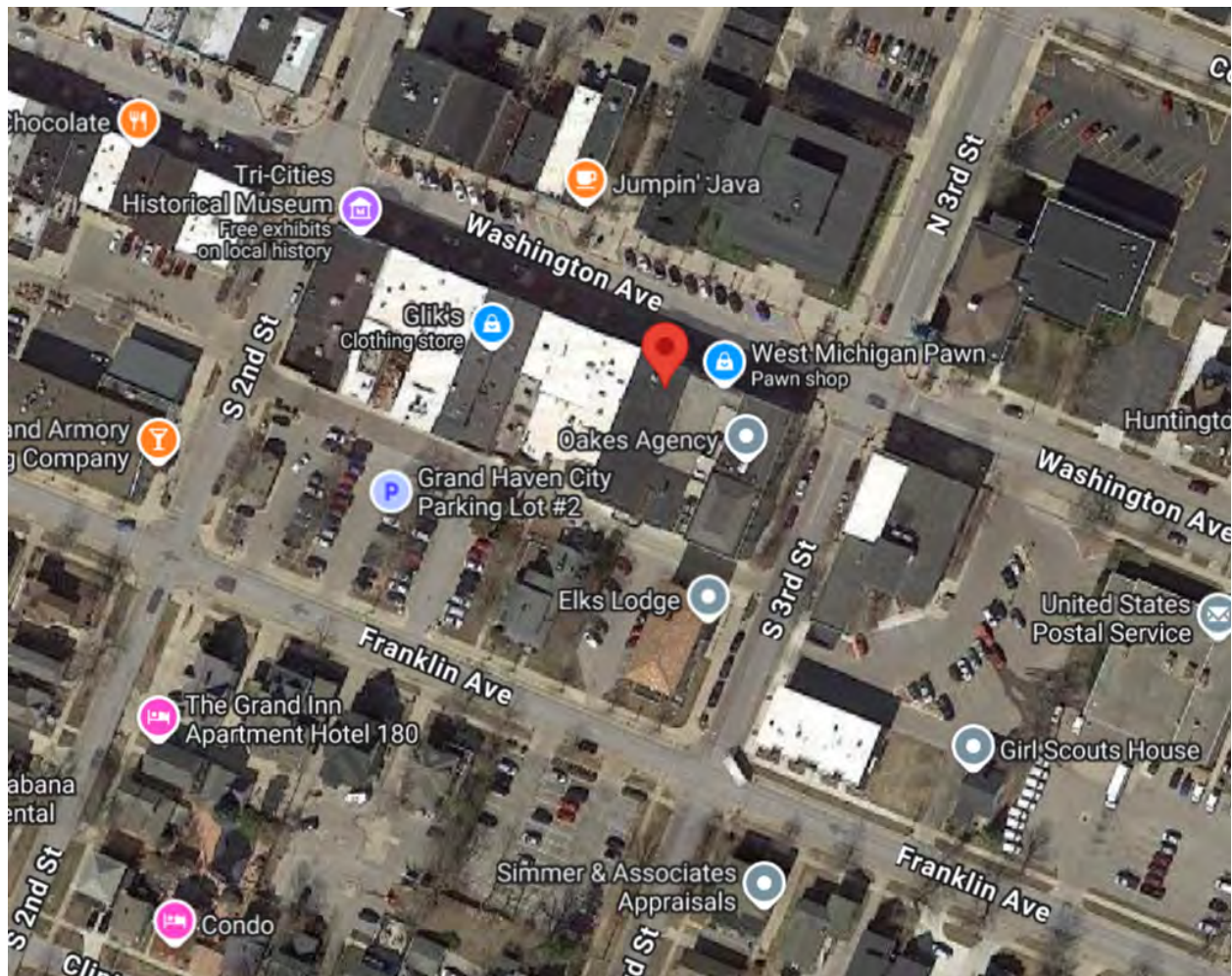
**Tax Parcel No.:** 70-03-20-436-011

**Parcel Size:** 0.122 acres

**Legal Description:** W 43 FT OF N 58 FT LOT 243 & W 43 FT LOT 244 ORIGINAL PLAT

Figure 2

Eligible Property Map







### **Figure 3**

#### **Summary of Functional Obsolescence**



City of Grand Haven  
Assessor's Office  
519 Washington Avenue  
Grand Haven, MI 49417  
616.846.8262  
assessing@miottawa.org

May 7, 2021

Kyle & Sara Doyon  
224 Washington LLC  
321 Washington Ave  
Grand Haven, MI 49417

RE: Statement of Functional Obsolescence – 224 Washington Avenue

Mr. & Mrs. Doyon,

Based upon an inspection of the improvements located at 224 Washington Avenue, Grand Haven, MI 49417, otherwise known as parcel number 70-03-20-436-011, it is our opinion that the property is functionally obsolete as of May 6, 2021. Fire code and lack of fire protection systems has prohibited use of the second story of the structure. Further, interior & exterior finishes, electrical, mechanical, and plumbing systems which were original to the 1890's structure are non-functioning and/or require modernization. Finally, there is evidence of infestation requiring remediation. These combined reasons support the conclusion.

Mr. Galligan is licensed by the State of Michigan as a Master Assessing Officer. Mr. Morgan is licensed by the State of Michigan as an Advanced Assessing Officer, Real Estate Appraiser, and Residential Builder.

Should you have further questions please find our contact information above.

Sincerely,

A handwritten signature in blue ink, reading "Michael R. Galligan".

Michael R. Galligan, MMAO  
City of Grand Haven Assessor

A handwritten signature in black ink, reading "Joshua P. Morgan".

Joshua P. Morgan, MAAO  
Assessing Division Manager

Cc: Dana Kollewehr, MEDC

**Table 2**  
**TIF Table**

**Tax Increment Revenue Capture Estimates**  
**224 Washington**  
**Grand Haven, Michigan**  
**May 28, 2025**

Estimated Taxable Value (TV) Increase Rate:	2.00%	OPRA Abatement																	
Plan Year	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		
Calendar Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041		
Base Taxable Value	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076
Estimated New TV	\$ 360,076	\$ 826,430	\$ 842,959	\$ 859,818	\$ 877,014	\$ 894,554	\$ 912,445	\$ 930,694	\$ 949,308	\$ 968,294	\$ 987,660	\$ 1,007,414	\$ 1,027,562	\$ 1,048,113	\$ 1,069,075	\$ 1,090,457	\$ 1,112,266		
Incremental Difference (New TV - Base TV)	\$ -	\$ 466,354	\$ 482,883	\$ 499,742	\$ 516,938	\$ 534,478	\$ 552,369	\$ 570,618	\$ 589,232	\$ 608,218	\$ 627,584	\$ 647,338	\$ 667,486	\$ 688,037	\$ 708,999	\$ 730,381	\$ 752,190		

School Capture	Millage Rate																		
State Education Tax	6.0000	\$ -	\$ 1,399	\$ 1,449	\$ 1,499	\$ 1,551	\$ 1,603	\$ 1,657	\$ 3,424	\$ 3,535	\$ 3,649	\$ 3,766	\$ 3,884	\$ 4,005	\$ 4,128	\$ 4,254	\$ 4,382	\$ 4,513	
School Operating	18.0000	\$ -	\$ 4,197	\$ 4,346	\$ 4,498	\$ 4,652	\$ 4,810	\$ 4,971	\$ 10,271	\$ 10,606	\$ 10,948	\$ 11,297	\$ 11,652	\$ 12,015	\$ 12,385	\$ 12,762	\$ 13,147	\$ 13,539	
<b>School Total</b>	<b>24.0000</b>	<b>\$ -</b>	<b>\$ 5,596</b>	<b>\$ 5,795</b>	<b>\$ 5,997</b>	<b>\$ 6,203</b>	<b>\$ 6,414</b>	<b>\$ 6,628</b>	<b>\$ 13,695</b>	<b>\$ 14,142</b>	<b>\$ 14,597</b>	<b>\$ 15,062</b>	<b>\$ 15,536</b>	<b>\$ 16,020</b>	<b>\$ 16,513</b>	<b>\$ 17,016</b>	<b>\$ 17,529</b>	<b>\$ 18,053</b>	

Local Capture	Millage Rate																		
GHC Operating	10.5535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,261	\$ 7,482	\$ 7,708	\$ 7,938	
GHC Transp	0.6000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 413	\$ 425	\$ 438	\$ 451	
GHC Museum	0.2293	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158	\$ 163	\$ 167	\$ 172	
GHC Infrastructure	0.9535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 656	\$ 676	\$ 696	\$ 717	
GHC Aging Coun	0.2257	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155	\$ 160	\$ 165	\$ 170	
Loutit Lib-Oper	0.9410	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 647	\$ 667	\$ 687	\$ 708	
Ottawa ISD	6.0962	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,194	\$ 4,322	\$ 4,453	\$ 4,586	
County Oper	3.9000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,683	\$ 2,765	\$ 2,848	\$ 2,934	
County CMH	0.2832	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195	\$ 201	\$ 207	\$ 213	
County Roads	0.4722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325	\$ 335	\$ 345	\$ 355	
County E-911	0.4155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 286	\$ 295	\$ 303	\$ 313	
County Parks	0.3133	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 216	\$ 222	\$ 229	\$ 236	
<b>Local Total</b>	<b>24.9834</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,190</b>	<b>\$ 17,713</b>	<b>\$ 18,247</b>	<b>\$ 18,792</b>	

Non-Capturable Millages	Millage Rate																		
GHC MSDDA	1.6043	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,104	\$ 1,137	\$ 1,172	\$ 1,207	
GHC Infra Debt08	1.0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 688	\$ 709	\$ 730	\$ 752	
GHC Infra Debt15	0.9000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 619	\$ 638	\$ 657	\$ 677	
Loutit Lib-Debt	0.1150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79	\$ 82	\$ 84	\$ 87	
GH Sch Debt	0.3300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227	\$ 234	\$ 241	\$ 248	
<b>Total Non-Capturable Taxes</b>	<b>3.9493</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,717</b>	<b>\$ 2,800</b>	<b>\$ 2,884</b>	<b>\$ 2,971</b>	

**Total Tax Increment Revenue (TIR) Available for Capture**    \$    -    \$ 5,596    \$ 5,795    \$ 5,997    \$ 6,203    \$ 6,414    \$ 6,628    \$ 13,695    \$ 14,142    \$ 14,597    \$ 15,062    \$ 15,536    \$ 16,020    \$ 33,702    \$ 34,729    \$ 35,777    \$ 36,845

**Footnotes:**  
Projected TV and 2% inflation thereafter  
Assumes millage rates remain the same  
Assumes 12yr OPRA abatement

**Tax Increment Revenue Capture Estimates**  
**224 Washington**  
**Grand Haven, Michigan**  
**May 28, 2025**

Estimated Taxable Value (TV) Increase Rate:

Plan Year	17	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
Calendar Year	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	
Base Taxable Value	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076	\$ 360,076
Estimated New TV	\$ 1,134,511	\$ 1,157,202	\$ 1,180,346	\$ 1,203,952	\$ 1,228,032	\$ 1,252,592	\$ 1,277,644	\$ 1,303,197	\$ 1,329,261	\$ 1,355,846	\$ 1,382,963	\$ 1,410,622	\$ 1,438,835	\$ 1,467,611	\$ 1,112,266
Incremental Difference (New TV - Base TV)	\$ 774,435	\$ 797,126	\$ 820,270	\$ 843,876	\$ 867,956	\$ 892,516	\$ 917,568	\$ 943,121	\$ 969,185	\$ 995,770	\$ 1,022,887	\$ 1,050,546	\$ 1,078,759	\$ 1,107,535	\$ 752,190

School Capture	Millage Rate																														
State Education Tax	6.0000	\$	4,647	\$	4,783	\$	4,922	\$	5,063	\$	5,208	\$	5,355	\$	5,505	\$	5,659	\$	5,815	\$	5,975	\$	6,137	\$	6,303	\$	6,473	\$	6,645	\$	127,188
School Operating	18.0000	\$	13,940	\$	14,348	\$	14,765	\$	15,190	\$	15,623	\$	16,065	\$	16,516	\$	16,976	\$	17,445	\$	17,924	\$	18,412	\$	18,910	\$	19,418	\$	19,936	\$	381,564
School Total	24.0000	\$	18,586	\$	19,131	\$	19,686	\$	20,253	\$	20,831	\$	21,420	\$	22,022	\$	22,635	\$	23,260	\$	23,898	\$	24,549	\$	25,213	\$	25,890	\$	26,581	\$	508,752

Local Capture	Millage Rate																														
GHC Operating	10.5535	\$	8,173	\$	8,412	\$	8,657	\$	8,906	\$	9,160	\$	9,419	\$	9,684	\$	9,953	\$	10,228	\$	10,509	\$	10,795	\$	11,087	\$	11,385	\$	11,688	\$	168,446
GHC Transp	0.6000	\$	465	\$	478	\$	492	\$	506	\$	521	\$	536	\$	551	\$	566	\$	582	\$	597	\$	614	\$	630	\$	647	\$	665	\$	9,577
GHC Museum	0.2293	\$	178	\$	183	\$	188	\$	194	\$	199	\$	205	\$	210	\$	216	\$	222	\$	228	\$	235	\$	241	\$	247	\$	254	\$	3,660
GHC Infrastructure	0.9535	\$	738	\$	760	\$	782	\$	805	\$	828	\$	851	\$	875	\$	899	\$	924	\$	949	\$	975	\$	1,002	\$	1,029	\$	1,056	\$	15,219
GHC Aging Coun	0.2257	\$	175	\$	180	\$	185	\$	190	\$	196	\$	201	\$	207	\$	213	\$	219	\$	225	\$	231	\$	237	\$	243	\$	250	\$	3,602
Loutit Lib-Oper	0.9410	\$	729	\$	750	\$	772	\$	794	\$	817	\$	840	\$	863	\$	887	\$	912	\$	937	\$	963	\$	989	\$	1,015	\$	1,042	\$	15,019
Ottawa ISD	6.0962	\$	4,721	\$	4,859	\$	5,001	\$	5,144	\$	5,291	\$	5,441	\$	5,594	\$	5,749	\$	5,908	\$	6,070	\$	6,236	\$	6,404	\$	6,576	\$	6,752	\$	97,302
County Oper	3.9000	\$	3,020	\$	3,109	\$	3,199	\$	3,291	\$	3,385	\$	3,481	\$	3,579	\$	3,678	\$	3,780	\$	3,884	\$	3,989	\$	4,097	\$	4,207	\$	4,319	\$	62,249
County CMH	0.2832	\$	219	\$	226	\$	232	\$	239	\$	246	\$	253	\$	260	\$	267	\$	274	\$	282	\$	290	\$	298	\$	306	\$	314	\$	4,520
County Roads	0.4722	\$	366	\$	376	\$	387	\$	398	\$	410	\$	421	\$	433	\$	445	\$	458	\$	470	\$	483	\$	496	\$	509	\$	523	\$	7,537
County E-911	0.4155	\$	322	\$	331	\$	341	\$	351	\$	361	\$	371	\$	381	\$	392	\$	403	\$	414	\$	425	\$	437	\$	448	\$	460	\$	6,632
County Parks	0.3133	\$	243	\$	250	\$	257	\$	264	\$	272	\$	280	\$	287	\$	295	\$	304	\$	312	\$	320	\$	329	\$	338	\$	347	\$	5,001
<b>Local Total</b>	<b>24.9834</b>	<b>\$</b>	<b>19,348</b>	<b>\$</b>	<b>19,915</b>	<b>\$</b>	<b>20,493</b>	<b>\$</b>	<b>21,083</b>	<b>\$</b>	<b>21,684</b>	<b>\$</b>	<b>22,298</b>	<b>\$</b>	<b>22,924</b>	<b>\$</b>	<b>23,562</b>	<b>\$</b>	<b>24,214</b>	<b>\$</b>	<b>24,878</b>	<b>\$</b>	<b>25,555</b>	<b>\$</b>	<b>26,246</b>	<b>\$</b>	<b>26,951</b>	<b>\$</b>	<b>27,670</b>	<b>\$</b>	<b>398,764</b>

Non-Capturable Millages	Millage Rate																														
GHC MSDDA	1.6043	\$	1,242	\$	1,279	\$	1,316	\$	1,354	\$	1,392	\$	1,432	\$	1,472	\$	1,513	\$	1,555	\$	1,598	\$	1,641	\$	1,685	\$	1,731	\$	1,777	\$	25,606
GHC Infra Debt08	1.0000	\$	774	\$	797	\$	820	\$	844	\$	868	\$	893	\$	918	\$	943	\$	969	\$	996	\$	1,023	\$	1,051	\$	1,079	\$	1,108	\$	
GHC Infra Debt15	0.9000	\$	697	\$	717	\$	738	\$	759	\$	781	\$	803	\$	826	\$	849	\$	872	\$	896	\$	921	\$	945	\$	971	\$	997	\$	14,365
Loutit Lib-Debt	0.1150	\$	89	\$	92	\$	94	\$	97	\$	100	\$	103	\$	106	\$	108	\$	111	\$	115	\$	118	\$	121	\$	124	\$	127	\$	1,836
GH Sch Debt	0.3300	\$	256	\$	263	\$	271	\$	278	\$	286	\$	295	\$	303	\$	311	\$	320	\$	329	\$	338	\$	347	\$	356	\$	365	\$	5,267
<b>Total Non-Capturable Taxes</b>	<b>3.9493</b>	<b>\$</b>	<b>3,058</b>	<b>\$</b>	<b>3,148</b>	<b>\$</b>	<b>3,239</b>	<b>\$</b>	<b>3,333</b>	<b>\$</b>	<b>3,428</b>	<b>\$</b>	<b>3,525</b>	<b>\$</b>	<b>3,624</b>	<b>\$</b>	<b>3,725</b>	<b>\$</b>	<b>3,828</b>	<b>\$</b>	<b>3,933</b>	<b>\$</b>	<b>4,040</b>	<b>\$</b>	<b>4,149</b>	<b>\$</b>	<b>4,260</b>	<b>\$</b>	<b>4,374</b>	<b>\$</b>	<b>47,074</b>

<b>Total Tax Increment Revenue (TIR) Available for Capture</b>	\$	37,934	\$	39,046	\$	40,180	\$	41,336	\$	42,515	\$	43,718	\$	44,946	\$	46,197	\$	47,474	\$	48,776	\$	50,104	\$	51,459	\$	52,841	\$	54,251	\$	907,516
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**Footnotes:**  
Projected TV and 2% inflation thereafter  
Assumes millage rates remain the same  
Assumes 12yr OPRA abatement



**Tax Increment Financing Reimbursement Table**  
**224 Washington Redevelopment Project**  
**Grand Haven, Michigan**  
**May 28, 2025**

Developer Maximum Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
<b>State</b>	<b>76.2%</b>	<b>\$ 154,650</b>	<b>\$ -</b>	<b>\$ 154,650</b>
<b>Local</b>	<b>23.8%</b>	<b>\$ 48,259</b>	<b>\$ -</b>	<b>\$ 48,259</b>
<b>TOTAL</b>	<b>100.0%</b>	<b>\$ 202,909</b>	<b>\$ -</b>	<b>\$ 202,909</b>
MSHDA		\$ 202,909	\$ -	\$ 202,909
Local		\$ -	\$ -	\$ -

Estimated Total  
Years of Plan: 20

Estimated Capture	\$ 297,558
Administrative Fees	\$ 9,873
State Revolving Fund	\$ 22,093
LBRF	\$ 94,650

	0	1	2	3	4	5	6	7	8	9	10	11
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Total State Incremental Revenue	\$ -	\$ 5,596	\$ 5,795	\$ 5,997	\$ 6,203	\$ 6,414	\$ 6,628	\$ 13,695	\$ 14,142	\$ 14,597	\$ 15,062	\$ 15,536
State Brownfield Revolving Fund (50% of SET)	\$ -	\$ (700)	\$ (724)	\$ (750)	\$ (775)	\$ (802)	\$ (829)	\$ (1,712)	\$ (1,768)	\$ (1,825)	\$ (1,883)	\$ (1,942)
State TIR Available for Reimbursement	\$ -	\$ 4,897	\$ 5,070	\$ 5,247	\$ 5,428	\$ 5,612	\$ 5,800	\$ 11,983	\$ 12,374	\$ 12,773	\$ 13,179	\$ 13,594
Total Local Incremental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BRA Administrative Fee - 5%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local TIR Available for Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>Total State &amp; Local TIR Available</b>	<b>\$ -</b>	<b>\$ 4,897</b>	<b>\$ 5,070</b>	<b>\$ 5,247</b>	<b>\$ 5,428</b>	<b>\$ 5,612</b>	<b>\$ 5,800</b>	<b>\$ 11,983</b>	<b>\$ 12,374</b>	<b>\$ 12,773</b>	<b>\$ 13,179</b>	<b>\$ 13,594</b>
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DEVELOPER	Beginning Balance													
DEVELOPER Reimbursement Balance	\$ 726,600	\$ 726,600	\$ 726,600	\$ 721,703	\$ 716,633	\$ 711,386	\$ 705,958	\$ 700,346	\$ 694,546	\$ 682,563	\$ 670,189	\$ 657,417	\$ 644,237	

MSHDA Housing Development Costs	\$726,600	\$ 726,600	\$ 726,600	\$ 721,703	\$ 716,633	\$ 711,386	\$ 705,958	\$ 700,346	\$ 694,546	\$ 682,563	\$ 670,189	\$ 657,417	\$ 644,237	
State Tax Reimbursement		\$ -	\$ 4,897	\$ 5,070	\$ 5,247	\$ 5,428	\$ 5,612	\$ 5,800	\$ 11,983	\$ 12,374	\$ 12,773	\$ 13,179	\$ 13,594	
Local Tax Reimbursement		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total MSHDA Reimbursement Balance		\$ 726,600	\$ 721,703	\$ 716,633	\$ 711,386	\$ 705,958	\$ 700,346	\$ 694,546	\$ 682,563	\$ 670,189	\$ 657,417	\$ 644,237	\$ 630,643	

<u>Local Only Costs</u>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Reimbursement		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Local Only Reimbursement Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Total Annual Developer Reimbursement</b>	<b>\$ -</b>	<b>\$ 4,897</b>	<b>\$ 5,070</b>	<b>\$ 5,247</b>	<b>\$ 5,428</b>	<b>\$ 5,612</b>	<b>\$ 5,800</b>	<b>\$ 11,983</b>	<b>\$ 12,374</b>	<b>\$ 12,773</b>	<b>\$ 13,179</b>	<b>\$ 13,594</b>
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**LOCAL BROWNFIELD REVOLVING FUN**

<b>LBRF Deposits *</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
State Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total LBRF Capture</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Up to five years of capture for LBRF Deposits after eligible activities are reimbursed. May be taken from EGLE & Local TIR only.

**Footnotes:**

- (1) Assumes taxable value increases based on proposed improvements, plus 2% annual increases for inflation thereafter.
- (2) Assumes Millage Rates remain constant.

**Tax Increment Financing Reimbursement Table**  
**224 Washington Redevelopment Project**  
**Grand Haven, Michigan**  
**May 28, 2025**

	12	13	14	15	16	17	18	19	20	
	2037	2038	2039	2040	2041	2042	2043	2044	2045	TOTAL
Total State Incremental Revenue	\$ 16,020	\$ 16,513	\$ 17,016	\$ 17,529	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 176,743
State Brownfield Revolving Fund (50% of SET)	\$ (2,002)	\$ (2,064)	\$ (2,127)	\$ (2,191)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (22,093)
State TIR Available for Reimbursement	\$ 14,017	\$ 14,449	\$ 14,889	\$ 15,338	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,650
Total Local Incremental Revenue	\$ -	\$ 17,190	\$ 17,713	\$ 18,247	\$ 18,792	\$ 19,348	\$ 19,915	\$ 20,493	\$ 21,083	\$ 152,781
BRA Administrative Fee - 5%	\$ -	\$ (1,582)	\$ (1,630)	\$ (1,679)	\$ (940)	\$ (967)	\$ (996)	\$ (1,025)	\$ (1,054)	\$ (9,873)
Local TIR Available for Reimbursement	\$ -	\$ 15,608	\$ 16,083	\$ 16,568	\$ 17,853	\$ 18,381	\$ 18,919	\$ 19,468	\$ 20,029	\$ 142,908
<b>Total State &amp; Local TIR Available</b>	<b>\$ 14,017</b>	<b>\$ 30,056</b>	<b>\$ 30,972</b>	<b>\$ 31,906</b>	<b>\$ 17,853</b>	<b>\$ 18,381</b>	<b>\$ 18,919</b>	<b>\$ 19,468</b>	<b>\$ 20,029</b>	<b>\$ 297,558</b>
<b>DEVELOPER</b>										
<b>DEVELOPER Reimbursement Balance</b>	<b>\$ 630,643</b>	<b>\$ 616,626</b>	<b>\$ 586,570</b>	<b>\$ 555,597</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>
<hr/>										
<b>MSHDA Housing Development Costs</b>	<b>\$ 630,643</b>	<b>\$ 616,626</b>	<b>\$ 586,570</b>	<b>\$ 555,597</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	
State Tax Reimbursement	\$ 14,017	\$ 14,449	\$ 14,889	\$ 15,338	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,650
Local Tax Reimbursement	\$ -	\$ 15,608	\$ 16,083	\$ 16,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,259
<b>Total MSHDA Reimbursement Balance</b>	<b>\$ 616,626</b>	<b>\$ 586,570</b>	<b>\$ 555,597</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	<b>\$ 523,691</b>	
<hr/>										
<b>Local Only Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Local Only Reimbursement Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Total Annual Developer Reimbursement</b>	<b>\$ 14,017</b>	<b>\$ 30,056</b>	<b>\$ 30,972</b>	<b>\$ 31,906</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<hr/>										
<b>LOCAL BROWNFIELD REVOLVING FUN</b>										
<b>LBRF Deposits *</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,853</b>	<b>\$ 18,381</b>	<b>\$ 18,919</b>	<b>\$ 19,468</b>	<b>\$ 20,029</b>	<b>\$ 94,650</b>
State Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ 17,853	\$ 18,381	\$ 18,919	\$ 19,468	\$ 20,029	\$ 94,650
<b>Total LBRF Capture</b>										

\* Up to five years of capture for LBRF Deposit activities are reimbursed. May be taken from only.

**Footnotes:**

- (1) Assumes taxable value increases based on improvements, plus 2% annual increases for ir
- (2) Assumes Millage Rates remain constant.

**Table 3**  
**Rent Loss Gap Calculation**

## Housing TIF Financing Gap Cap Calculation - Multifamily Rental

Project: 224 Washington Ave

*\*120% AMI Control Rent Table*

FORMULA	Location	Type	Control Rent*	-	Project Rent	=	PRL	x	No. of Units	x	No. of Months	x	No. of Years	=	PRL GAP CAP	Per Unit
120% AMI	Ottawa	1 bedroom	\$2,490	-	\$1,200	=	\$1,290	x	3	x	12	x	15	=	\$696,600	\$232,200
									TOTAL Eligible Housing Subsidy		3				\$696,600	\$232,200

*\*MSHDA Control Rent Table*

FORMULA	Location	Type	Control Rent*	-	Project Rent	=	PRL	x	No. of Units	x	No. of Months	x	No. of Years	=	PRL GAP CAP	Per Unit
MSHDA Control Rent	Ottawa	1 bedroom	\$2,993	-	\$1,200	=	\$1,793	x	3	x	12	x	15	=	\$968,220	\$322,740
									TOTAL Eligible Housing Subsidy		3				\$968,220	\$322,740

# 224 Washington Ave

## *Project Information Review*

*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 an application by 224 Washington LLC (the “Sponsor”). The application seeks \$1,017,394 in Michigan Economic Development Corporation (MEDC) grant funding to assist with the construction and rehabilitation of the property. Additionally, the application requests \$202,909 in tax incremental revenue over a 15-year period through the Brownfield Rehabilitation program, and \$232,312 in total valued property tax abatement through the Obsolete Property Rehabilitation Act (OPRA) tax exemption for 12 years. PMR reviewed the following items provided 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 generated conservative and optimistic scenarios to stress the Sponsor pro forma and understand the impact of any variances in project assumptions

2

Relevant market data was collected to understand key assumptions such as contributed land value, rental rates, and other assumptions driving the Sponsor underwriting

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 city loan and tax abatement, Sponsor returns may be insufficient to undertake the proposed redevelopment without incentives. Given the goals of the City of Grand Haven and the financial model proposed by the Sponsor, some modifications for consideration are detailed below:

1. Parking Control Risk
  - The Sponsor explained that the project will have no on-site parking and instead will utilize public parking
    - A city parking lot is located behind the project and the tenants are expected to purchase parking passes for that lot if desired
  - The Sponsor does not control this parking, either short or long-term, and could lose this amenity, challenging the ability of the Sponsor to rent the units at underwritten levels
  - The lack of parking control could be an impediment to future financings, creating issues at loan maturity
2. Project’s financial feasibility is highly dependent on grant funding
  - The sponsor is requesting a \$1,017,394, or 27.5% of the total project cost, grant from MEDC
  - In the conservative scenario outlined in the pro forma review slide, the average DSCR is already quite low, making the project challenging to finance
    - If additional equity capital is required due to loan sizing, Sponsor returns would be minimal, and the deal may not be viable

**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 *DK*

**DATE:** August 12, 2025

**SUBJECT:** 224 Washington - Obsolete Property Rehabilitation District

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The City is being asked to initiate the process to establish an Obsolete Property Rehabilitation District (District) under the Obsolete Property Rehabilitation Act (OPRA; PA 146 of 2000) for the property located at 224 Washington, commonly known as the Grand Haven Jewelry building. By establishing the District, the property owner is eligible to apply for a tax abatement, which would freeze the taxable value for up to 12 years, incentivizing the property owner to reinvest in an obsolete property. Further, if requested by the Developer, the State Treasurer may reduce school taxes by half for up to 6 years.

The project will include rehabilitation of the existing building, creating seven upper-story residential units, and several ground-floor commercial spaces. The façade will also be significantly improved. Three of the residential units will be rented at 100% or below of Area Median Income (AMI) for 15 years, which meets the State's definition of attainable housing. With the rehabilitated commercial space, the property owner also anticipates new jobs being created.

Council is being asked to establish the District by making a finding that "it is an obsolete property in an area characterized by obsolete commercial property or commercial housing property (from Sec. 3(1)a of the OPRA). If approved, the OPRA certificate requested by the property owner will be considered by the City Council in September. The total incentive requested through this program is \$232,312.00 for 12 years. The developer is also seeking Brownfield Housing Tax Increment Financing (TIF) reimbursement and State of Michigan grant funding.

While Council is not being asked to approve the OPRA certificate at this time, as part of the review and approval process, a third-party financial reviewer reviewed the application for the OPRA, and a report was issued to the City of Grand Haven. The report concluded that "but for" the incentives, the project would not be possible and recommended approval of the Brownfield Housing TIF reimbursement and OPRA abatement.

The EDC/BRA Board reviewed and recommended the incentive request at their August 11, 2025, meeting.

May 28, 2025

Ms. Maria Boersma  
City Clerk  
City of Grand Haven  
519 Washington Avenue  
Grand Haven, MI 49417

Re: **Obsolete Property Rehabilitation Act (OPRA) District Designation Request  
for the Proposed 224 Washington Ave Project**

Dear Ms. Boersma:

On behalf of my client, 224 Washington LLC, a Michigan limited liability company, we request that, pursuant to Obsolete Property Rehabilitation Act, Act 146 of the Public Acts of Michigan of 2000, as amended, MCL 125.2781(1), an OPRA designation be awarded to the area identified in the attached map for the property located at 224 Washington Ave.

Thank you for your time and consideration of this request. If I can provide any additional information or be of assistance, please do not hesitate to contact me directly at (616) 752-2447.

Very truly yours,

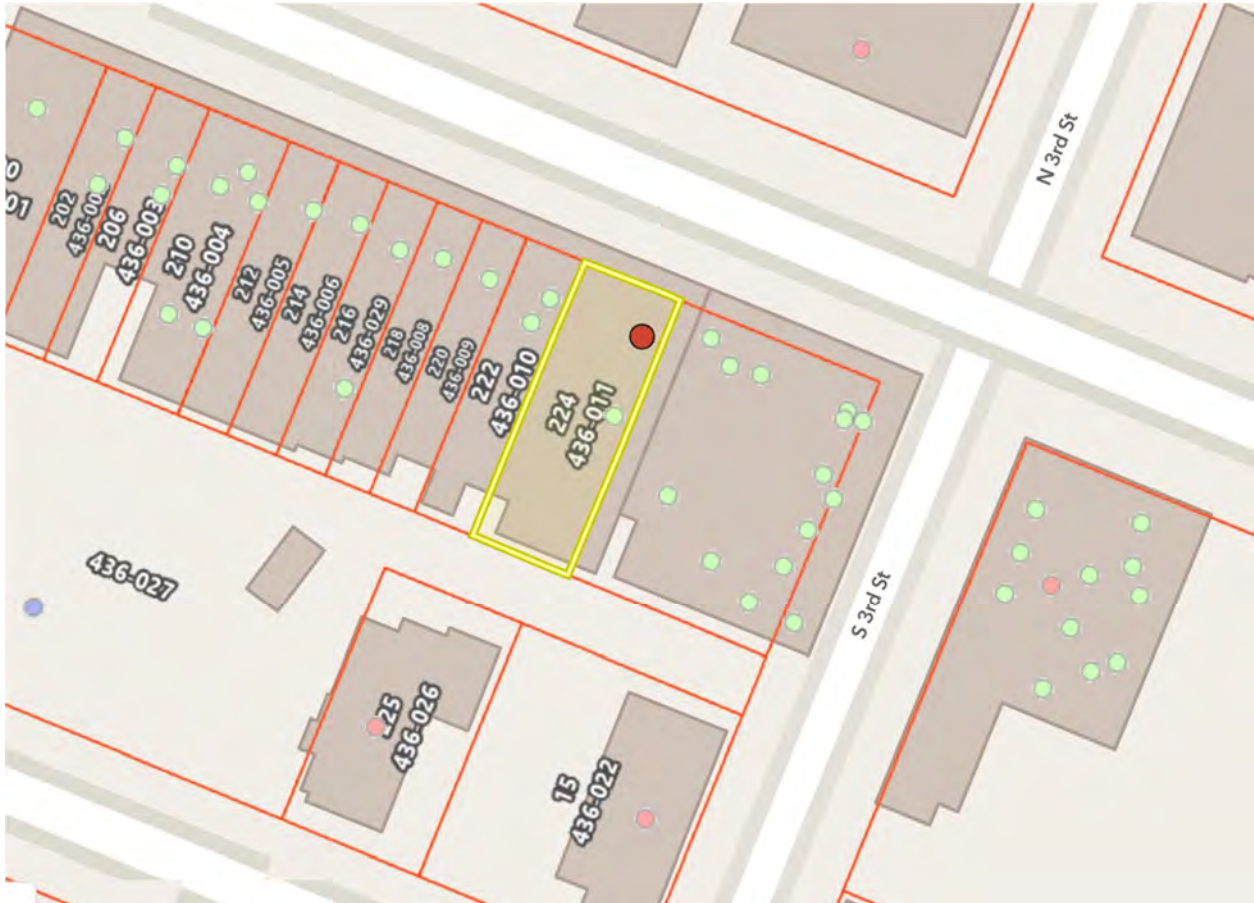


Jared T. Belka

Enclosures  
32169874-2

cc: Dana Kollewehr (*via e-mail*)  
Kyle Doyon (*via e-mail*)  
George Holmes (*via e-mail*)

## PROPOSED DISTRICT



### Property Description:

**Property Address:** 224 Washington Avenue, Grand Haven, MI

**Tax Parcel No.:** 70-03-20-436-011

**Legal Description:** W 43 FT OF N 58 FT LOT 243 & W 43 FT LOT 244 ORIGINAL PLAT



# Application for Obsolete Property Rehabilitation Exemption Certificate

Issued under authority of Public Act 146 of 2000, as amended.

This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

**INSTRUCTIONS:** File the completed application and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) See State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility)		
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code)		
Location of obsolete facility (Number and Street, City, State, ZIP Code)		
City, Township, Village (indicate which)		County
Date of Commencement of Rehabilitation (mm/dd/yyyy)	Planned date of Completion of Rehabilitation (mm/dd/yyyy)	School District where facility is located (include school code)
Estimated Cost of Rehabilitation		Number of years exemption requested
Attach legal description of obsolete property on separate sheet.		
Expected Project Outcomes (Check all that apply)		
<input type="checkbox"/> Increase commercial activity	<input type="checkbox"/> Retain employment	<input type="checkbox"/> Revitalize urban areas
<input type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment. _____		
<input type="checkbox"/> Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the box at left if you wish to be considered for this exclusion.		

## APPLICANT CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

**The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.**

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (No authorized agents)	Telephone Number	Fax Number
Mailing Address	E-mail Address	
Signature of Company Officer (no authorized agents)	Title	

## LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on page 2. Part 3 is to be completed by the Assessor.

Signature	Date Application Received	
<b>FOR STATE TAX COMMISSION USE</b>		
Application Number	Date Received	LUCI Code

**LOCAL GOVERNMENT ACTION**

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

**PART 1: ACTION TAKEN**

Action Date

☐ Exemption Approved for \_\_\_\_\_ Years, ending December 30, \_\_\_\_\_ (not to exceed 12 years)

☐ Denied

Date District Established

LUCI Code

School Code

**PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)**

A statement that the local unit is a Qualified Local Governmental Unit.

A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.

A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.

A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.

A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.

A statement that the applicant is not delinquent in any taxes related to the facility.

If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.

A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.

A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.

A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.

A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.

A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.

A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.

A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.

**PART 3: ASSESSOR RECOMMENDATIONS**

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC)

Building Taxable Value

Building State Equalized Value

\$

\$

Name of Government Unit

Date of Action Application

Date of Statement of Obsolescence

**PART 4: CLERK CERTIFICATION**

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act of 2000 may be in jeopardy.

Name of Clerk

Telephone Number

Clerk Mailing Address

Mailing Address

Telephone Number

Fax Number

E-mail Address

Clerk Signature

Date

**For faster service, email completed application and attachments to PTE@michigan.gov.** An additional submission option is to mail the completed application and attachments to Michigan Department of Treasury, State Tax Commission, PO Box 30471, Lansing, MI 48909. If you have any questions, call 517-335-7491.

**RESOLUTION TO ESTABLISH AN OBSOLETE PROPERTY  
REHABILITATION DISTRICT**

Minutes of a regular meeting of the City Council of the City of Grand Haven, held on September 2, 2025 at 519 Washington Ave. in Grand Haven City Hall at 7:30 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_, and supported by \_\_\_\_\_.

**Resolution (resolution number) Establishing an Obsolete Property Rehabilitation  
(OPRA) District for 224 Washington LLC**

WHEREAS, pursuant to PA 146 of 2000, the City of Grand Haven has the authority to establish “Obsolete Property Rehabilitation Districts” within the City of Grand Haven and

WHEREAS 224 Washington LLC has filed a written request with the clerk of the City of Grand Haven requesting the establishment of the Obsolete Property Rehabilitation District for an area in the vicinity of 224 Washington Avenue (70-03-20-436-011) located in the City of Grand Haven hereinafter described; and

WHEREAS, the City Council of the City of Grand Haven determined that the district meets the requirements set forth in section 3(1) of PA 146 of 2000; and

WHEREAS, written notice has been given by mail to all owners of real property located within the proposed district and to the public by newspaper advertisement in the Grand Haven Tribune and/or by public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on August 18, 2025 a public hearing was held and all residents and taxpayers of the City of Grand Haven were afforded an opportunity to be heard thereon; and

WHEREAS, the City Council deems it to be in the public interest of the City of Grand Haven to establish the Obsolete Property Rehabilitation District as proposed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grand Haven that the following described parcel(s) of land situated in the City of Grand Haven County of Ottawa, and State of Michigan, to wit:

W 43 FT OF N 58 FT LOT 243 & W 43 FT LOT 244 ORIGINAL PLAT

be and here is established as an Obsolete Property Rehabilitation District pursuant to the provisions of PA 146 of 2000 to be known as 224 Washington Avenue Obsolete Property Rehabilitation District No. \_\_\_\_\_.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Grand Haven, County of Ottawa Michigan at a regular meeting held on September 2, 2025.

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Clerk

# **Attachment E**





## Memorandum

To: Grand Haven City Council  
From: Rob Shelley, General Manager  
cc: Ashley Latsch, City Manager  
Date: 8/14/2025  
Subject: BLP Purchasing Authority Policy

Council Members,

Over the course of 2025 BLP Staff has been reviewing and updating the BLP's policies. One of the policies that was clearly in need of updating was the BLP's Purchasing Policy. The procedure portion of the policy was largely still applicable and has been revised over the years, but the dollar limits in the policy have not been updated since 1992. During Staff's review process it was decided to separate the existing policy into two different policies, the Purchasing Policy and the Purchasing Authority Policy. The Purchasing Policy and Purchasing Authority Policy work hand in hand. The Purchasing Policy sets the procedures for purchases and refers to the Purchasing Authority Policy to set the dollar value limits. This separation was done to clearly delineate where the approval authority resides. Per section 14.4 of the City Charter, the Board has the authority to establish the procedures for the purchase and sale of personal property however, the dollar limit within which purchases of property may be made is subject to approval of the Council. It is worth noting that the dollar limit values in the Purchasing Authority Policy were modeled after the limits set for other departments of the City.

At the BLP's July meeting the Board reviewed and approved the Purchasing Policy and Purchasing Authority Policy.

Therefore, the Board and BLP Staff are requesting and recommend City Council approval of the BLP's Purchasing Authority Policy.

## Grand Haven Board of Light & Power Policy

<b>Title</b>	Purchasing Authority
<b>Adopted by the Board</b>	Board 7/17/2025, Council x/xx/2025
<b>Previous Adoption Dates</b>	Board Consensus 6/27/2002, Within Purchasing Policy 2/16/2023
<b>Responsible Person</b>	City of Grand Haven City Council

### Policy

1. A Department Head and the Board Chairperson of the Board of Light and Power are authorized to approve purchases up to \$2,500 without prior approval from the General Manager.
2. The General Manager of the Board of Light and Power is authorized to approve purchases of up to \$30,000 without prior approval from the Board of Directors. Purchases above this amount will require competitive bids/quotes.
3. All payments continue to be reviewed and approved by the Finance Manager, General Manager, two GHBLP Board Members and the Finance Director of the City of Grand Haven.

# Memorandum

NORTHWEST OTTAWA WATER TREATMENT PLANT



**To:** Ashley Latch, City Manager  
**From:** Eric Law, NOWS Water Filtration Superintendent  
**Date:** July 29, 2025  
**Re:** Replacement of Variable Frequency Drives

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## **Equipment Failure:**

On June 12, Vertical Turbine Pump (VTP) #2 at the Northwest Ottawa Water System (NOWS) Lake Michigan Pumping Station (LMPS) was rendered inoperable due to a variable frequency drive (VFD) failure. Thanks to system redundancy, the remaining three VTP's at the LMPS have maintained adequate flow to the NOWS water treatment plant while an immediate solution to restore full system capacity was implemented.

## **VFD Description:**

A Variable Frequency Drive (VFD) adjusts motor speed by varying power frequency and voltage, with a typical lifespan of 15 years. Its main benefits are energy savings through optimized power use and reduced system wear by minimizing pressure spikes during pump starts and stops.

## **Temporary Solution with Limits:**

A soft-start unit purchased during a similar 2021 VFD failure provided redundancy for events like this. The failed VFD on VTP #2 was removed and replaced with the soft-start unit within 24 hours. With it installed, the NOWS LMPS has returned to full capacity, though under operational limits.

## **Risk Management:**

Soft-start control lacks the precision of a VFD. An uncontrolled ramp-down cycle on large horsepower pumps can induce pressure fluctuations that may damage distribution infrastructure. To reduce risk, only the three unaffected Low Service VTPs will operate, with LSP#2 controlled by soft-start reserved for emergencies operation only. In addition, there is continued risk from the two remaining 2012 VFDs, that may fail at any time, given the premature failure of LSP#2. Additional failures before these units can be replaced would likely result in service disruptions. The current "recommissioning" maintenance protocol NOWS has completed on all VFD's is being evaluated for effectiveness. Recommissioning is a process completed by a certified NETA electrician. This process cleans the entirety of the VFD cabinet and baseline tests mechanical and electrical components. In theory this penetrative maintenance measure provides a forecasting on the health of the asset. The cost for recommissioning is \$1,500 per unit. Unit LSP#2 was recommissioned in February of this year.



**Capital Improvement Planning (CIP):**

Originally added to the CIP in 2021, the replacement of the remaining 2012 VFDs was scheduled to begin in 2026 and span consecutive years. Completing this would bring all nine NOWS VTP VFD controls up to 2018 standards or newer. However, due to current conditions, anticipated needs, and risk considerations, management is reevaluating the timing for replacing the three 2012 units. The current CIP projected allocation to replace all three units is \$485,000.00. Parkway Electric has provided a quote to replace the single unit, LSP#2, at a cost of \$51,910.00 or all three 2012 units together at a cost of \$137,240.00. The projected allocation number was based on the 2021 VFD project costs. Covid 19 supply chain issues had an outsized impact on the costs of that project, making the current quote on this project a pleasant surprise.

**NOWS Management Recommendation:**

Management with the approval of the NOWS Advisory Board is recommending Council authorize replacement of all three units immediately. Management has received a quote to replace all three units by a *preferred contractor*, Parkway Electric of Holland Michigan, at a total for materials and labor not to exceed \$137,240.00. Funding will come from the NOWS replacement fund which has adequate funds to support this change to the CIP.

Parkway Electric is a NOWS preferred contractor that has updated six of the nine VFD controls with the new Schneider drives. Utilizing Parkway Electric and keeping the same drive manufacturer promotes continuity in performance and longevity.

*Preferred Contractor Status - A preferred contractor has established themselves with a proven track record of service and expertise. They have proven to be efficient and effective at problem solving. They have proven to be always available no matter the time or day when urgency is critical. Interactions with preferred contractors with staff and management is always positive. And, lastly they can be counted on to provide honest competitive pricing.*

Management recommends that Grand Haven City Council approve the bid proposal of \$134,240.00 for services and materials needed to replace three VFD controls/enclosures for the NOWS Lake Michigan Pumping Station pump's 1,2, and 3 by Parkway Electric of Holland Michigan and authorize the Mayor and the City Clerk to sign the contract service agreement.

## CITY OF GRAND HAVEN CONTRACTOR SERVICES AGREEMENT

This Agreement is made as of August 18<sup>th</sup>, 2025 between the City of Grand Haven, a Michigan Municipal Corporation, the address of which is 519 Washington Street, Grand Haven, Michigan 49417, Attn: City Manager (the “City”), and Parkway Electric the address of which is, 11952 James St. Holland, MI 49424 (the “Contractor”).

### RECITALS

- A. The City wishes to provide to **Replacement of three of the Northwest Ottawa Water Treatment Plant Pump Station Variable Frequency Drives** (The “Project”).
- B. To complete the Project, the City requires the services of a contractor to provide the necessary labor, materials, and equipment to **Replace three of the Northwest Ottawa Water Treatment Plant Pump Station Variable Frequency Drives**.
- C. The Contractor’s proposal to provide such services is attached as **Exhibit A** and incorporated by reference.
- C. The City Council, by its action at a meeting, held August 18<sup>th</sup>, 2025 selected the Contractor to complete the Project.

### AGREEMENT

In exchange for the consideration in and referred by this Agreement the parties agree as follows.

## ARTICLE I CONTRACTOR’S RESPONSIBILITIES

- 1.1 Basic Services, Materials and Equipment. The Contractor shall provide the following services, materials and equipment.
  - (a) All labor, materials, supplies, tools, equipment, process and other services necessary for the complete construction of the Project described in this Agreement, the Invitation to Bid, Conditions of Contract, General Conditions and Specifications attached to Exhibit “A”, and incorporated by reference, to the approval and complete satisfaction of the City.
  - (b) Any labor, material, supplies, tools, equipment, process or other service which may have been unintentionally omitted from the description of work but which is clearly necessary for the proper completion of the Project in a workmanlike manner, shall be furnished by the Contractor as if it had been specified in the scope of work for the Project.



- (c) Any work and materials rejected by City or its engineer as failing to comply with this Agreement shall be promptly removed and replaced by the Contractor to bring it into compliance. This work shall be done at the expense of the Contractor without cost to the City and shall include making good all work of others destroyed or damaged by removal and replacement.
  - (d) Provide cost information for any proposed change orders requested by the City. All change orders shall require the signature of the City, the engineer and the Contractor. Minor changes in work or materials not involving an increase in the overall cost of the project or extension of construction time, may be authorized by the City Manager. Other changes will require City Council approval.
- 1.2 Additional Services. The Contractor will perform services in addition to those detailed in section 1.1 of this Agreement only when requested in writing by the City.
- 1.3 Termination. Should the Contractor fail to satisfactorily perform any of its duties and obligations under this Agreement and the attached Exhibit “A”, in a timely fashion, the City may, upon thirty (30) days written notice, terminate this Agreement.
- 1.4 Insurance. The Contractor shall, before it commences any work under this agreement, file proofs of insurance as required by the documents attached as Exhibit A and described in Recital B above.

## **ARTICLE II PHASES FOR COMMENCEMENT AND COMPLETION**

- 2.1 Phases. The project shall be commenced and completed per the Invitation to Bid Conditions of Contract, General Conditions and Specifications dated **August 19, 2025**
- 2.2 Commencement and Completion. Work shall commence and not be interrupted until completion on or before **April 1, 2026**

## **ARTICLE III COMPENSATION AND PAYMENT**

- 3.1 Compensation. The City shall pay the Contractor the sum of **\$137,240.00** as provided for by in the Contractor’s proposal attached as Exhibit A, for the services performed under section 1.1 of this Agreement.
- 3.2 Billing and Payment. The Contractor will submit monthly invoices to the City for a

Pro rata amount of the completed work. All payments unless reasonably disputed within thirty (30) business days of the City's receipt of the invoice, shall be paid within forty-five (45) days of the City's receipt of the invoice. Provided that, ten percent (10%) of each invoice amount shall be retained by the City until the Project is complete to the City's reasonable satisfaction.

- 3.3 Liens. The Contractor, its agents, or sub-contractors shall not place any lien upon any City property or any of its building, improvements, fixtures or appurtenances, or any other City property with first securing a valid judgement against the City.

## **ARTICLE IV MISCELLANEOUS**

4.0 Insurance.

The City shall not be required to obtain or maintain any insurance covering the Contractor, its agents or its employees. The Contractor shall obtain and maintain all necessary and appropriate insurance policies covering the negligent and wrongful acts of its employees and agents, including professional and or general commercial liability in an amount not less than \$1,000,0000 which shall provide protection from claims arising out of performance of professional and or commercial caused be negligent error, omission or act for which the insured is legally liable and which shall remain effective through the end of the project. The City shall be named as an additional insured on the Contractors general liability policies. The Contractor shall provide any necessary unemployment and workers disability compensation coverage. The Contractor shall provide copies of all insurance showing the premiums to be fully paid.

- 4.1 Notices. Any notice or other communication to be given under this Agreement shall be personally delivered or mailed by prepaid certified mail, return receipt requested, to the addresses first written above, or delivered to the contact persons for either party.

- 4.2 Governing Law. This Agreement has been executed and delivered in, and shall be interpreted and enforced under the laws of the State of Michigan. To the extent permitted by law, the state courts of Ottawa County, Michigan shall be the jurisdiction and venue for any litigation or other proceeding between the parties that may be brought by reason of this Agreement.

- 4.3 Waiver of Breach. Neither party's waiver of a breach of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or another provision.

- 4.4 Enforcement. If either party takes legal action to enforce this Agreement, the prevailing party shall be entitled to recover its actual, reasonable costs of such action, including, without limitation, actual, reasonable attorney's fees.

- 4.5 Headings. The headings in this Agreement are for reference purposes and shall not affect the meaning or interpretation of this Agreement.

4.6 Entire Agreement. This Agreement supersedes all previous or contemporaneous agreements between the parties and constitutes the entire Agreement between the parties relating to its subject matter, except for the Invitation to Bid, Conditions of Contract, General Conditions and Specifications attached as Exhibit A and the Proposal attached as Exhibit B, both of which are incorporated by reference. No other oral statements or prior or contemporaneous written material not specifically incorporated in this Agreement shall have any effect and no changes or additions to this Agreement shall be effective unless made in writing and signed by the parties. In entering into to this Agreement, the parties are relying solely upon the representations and agreements in this Agreement and no others.

4.7 Conflicts. In case of any conflict between this Agreement and its Exhibits, the terms of this Agreement shall control. In case of any conflict between the Invitation to Bid, Conditions of Contract, General Conditions and Specifications attached as Exhibit A and the Proposal attached as Exhibit B, the terms of the Invitation to Bid, conditions of contract, General Conditions and Specifications attached as Exhibit A shall control.

The parties have executed this Agreement as of the date first written above.

WITNESSES:

THE CITY OF GRAND HAVEN:

\_\_\_\_\_

By: \_\_\_\_\_  
Bob Monetza , Mayor

\_\_\_\_\_

By: \_\_\_\_\_  
Maria Boersma, City Clerk

THE CONTRACTOR:

By: \_\_\_\_\_

Its \_\_\_\_\_



7/21/2025

Eric Law  
Northwest Ottawa Water Treatment Plant  
30 Sherman Avenue  
Grand Haven, MI 49417  
616-847-3488

Quote Number: 25NZ021

Re: Low Service VFD #2 Replacement

Dear Eric,

Thank you for the opportunity to provide Northwest Ottawa Water Treatment Plant with this quote for Low Service VFD #2 Replacement.

### **Scope of Work for LSP #2**

- Demo and disposal of existing VFD.
- Provide and install new 300hp SqD Altivar 680 VFD.
- Rework power feed and control conduits, wire as required for new VFD installation.
- Provide startup and testing services for new VFD.
- Electrical permit.

Any modifications to the scope of work listed above must be approved by Parkway, and a written change order completed before the requested work will be performed.

### **Customer Responsibilities**

The customer will be responsible for the following:

- Coordination of shutdowns.
- Access to low service building.



### Notes & Assumptions

This proposal has been prepared under the following assumptions:

1. No training is included in this proposal.
2. This proposal is based on all work being performed at a regular hourly rate, unless noted. If there is a need to accelerate the schedule, Parkway will provide a quote, with overtime, for the requested shortened schedule.
3. If additional start-up time is required (beyond that which is stated in the scope of work), it will be billed on a T&M basis.
4. All changes by an authority having jurisdiction or authorization to do so will alter this proposal.
5. Any painting of electrical conduit, equipment, etc. will be done by others.
6. All concrete pads and/or housekeeping pads will be done by others.
7. Where the price of material, equipment, or energy increases prior to acceptance of a quote, the quote sum may be adjusted.
8. No allowances are included in this proposal.
9. No electric/cable/telephone/gas/etc... fees or usage charges are included in this proposal.
10. Nothing in this quote should be construed as a substitute for a consultation with a tax professional.

### Pricing

Pricing for the services outlined in the above scope of work is shown below.

LSP #2 VFD Quote Amount: .....\$51,910.00

LS #1, LS # 2, LS # 3 VFD Quote Amount:.....\$137,240.00 \*\*

*\*\* all three must be installed consecutively. Includes, two 300hp, one 200hp VFD.*

If paying via credit card a 3% processing fee will be added.

The quoted price includes sales, use excise or other similar taxes.

### Quotation Terms & Conditions

This quotation is subject to the Parkway Electric & Communications LLC standard terms and conditions, and is valid for 30 days. For a complete listing of the Parkway standard terms and conditions, please refer to the "terms of sale" link located on our website at [www.parkwayelectric.com](http://www.parkwayelectric.com)





### **Milestone Payment Schedule**

The project will be billed according to the milestone payment schedule outlined below:

- A 25% down payment will be invoiced upon receipt of the signed quote or Purchase Order.
- Monthly billing of labor & materials.
- Last 10% upon delivery of final documentation.

If you have any questions regarding this quotation, do not hesitate to contact me at 616-820-1119.

### **Customer Acceptance**

Please reference 25NZ021 on any purchase orders generated from this quotation.

\_\_\_\_\_  
Accepted by

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

Thank you for the opportunity to provide Northwest Ottawa Water Treatment Plant with this quotation.

Sincerely,

*Greg Fowler*

Estimator- Project Manager