



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
AGENDA FOR
REGULAR COUNCIL MEETING
GRAND HAVEN CITY HALL*
COUNCIL CHAMBERS
519 WASHINGTON AVE
MONDAY, OCTOBER 20, 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

11. CONSENT AGENDA

ATTACHMENT A

- A. Approve the Special Work Session and Regular Council meeting minutes for October 6, 2025.
- B. Approve the bills memo in the amount of \$2,275,892.33.
- C. Approve the FY25-26 budget amendments for the General (101), Major Streets (202), Local Streets (203), Downtown TIF Revenue (245), Grand Landing TIF Revenue (246), Grand Haven DDA (248), Lighthouse Maintenance (276), Public Improvement (401), NORA (508), Sewer Authority (509), NOWS (510), Airport (581), City Sewer (590), City Water (591), Marina (594), Motor Pool (661), and Insurance (677) Funds.

12. UNFINISHED BUSINESS

ATTACHMENT B

- A. Consideration by City Council of a final resolution for a zoning change request from MDR, Moderate Density Residential, to B, Beechtree District, for a portion of 601 S. Beechtree Street (parcel #70-03-28-277-017).

13. PUBLIC HEARING

ATTACHMENT C

- A. The Mayor opens the public hearing regarding a resolution to approve a Commercial Rehabilitation Act Exemption Certificate at 1445 Columbus Street, parcel #70-03-21-477-017, with legal description of LOTS 22, 23 & 24 CORLS ADD, pursuant to Public Act 210 of 2005 as amended.
- B. The Mayor closes the public hearing.

14. NEW BUSINESS

ATTACHMENT D

- A. Consideration by City Council of a resolution to authorize staff to enter into lease negotiations with the Grand Haven Children's Museum for museum space at Central Park Place.

Administration recommends approval.
- B. Consideration by City Council of a resolution to approve a lease with Ottawa County for the use of lot 24 for public parking.

Administration recommends approval.
- C. Consideration by City Council of a resolution to approve an Obsolete Property Rehabilitation Act Exemption Certificate 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, pursuant to Public Act 146 of 2000 as amended.

EDC/BRA Board recommends approval.
Administration recommends approval.

15. CORRESPONDENCE & BOARD MEETING MINUTES

ATTACHMENT E

- A. Airport Board Meeting Minutes of August 26, 2025
- B. Board of Light and Power Meeting Minutes of August 21, 2025
- C. Economic Development Corporation and Brownfield Redevelopment Authority Meeting Minutes of August 4, 2025 and August 11, 2025
- D. Historic District Commission Meeting Minutes of June 18, 2025
- E. Main Street Downtown Development Authority Meeting Minutes of June 12, 2025, July 10, 2025 and August 14, 2025.

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. CLOSED SESSION

- A. Consideration by City Council to go into closed session to consider a periodic personnel evaluation pursuant to Section 8(1)(a) of the Open Meeting Act at the written request of the employee.
- B. Consideration by City Council to come out of the Closed Session.

20. ADJOURNMENT

Attachment A

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
SPECIAL CITY COUNCIL WORK SESSION
MONDAY, OCTOBER 6, 2025**

The Special Work Session of the Grand Haven City Council was called to order at 7:00 p.m. by Mayor Bob Monetza in the Council Chambers of Grand Haven City Hall at 419 Washington Ave, Grand Haven, MI 49417.

Present: Council Members Mike Fritz, Karen Lowe, Mayor Pro-tem Kevin McLaughlin, and Mayor Bob Monetza.

Absent: None.

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, and Finance Director Emily Greene.

PRESENTATION

Rachel Dody of the Grand Haven Children's Museum presented on a proposal from the Museum to lease a portion of Central Park Place to use as exhibit and office space for the museum. The proposed lease would include 13,500 square feet with an initial lease term of 10 years, followed by 5-year renewal options thereafter. On top of the lease, the museum would construct a main-level expansion at no cost to the city. The city would retain key spaces, including the Arcadia Theatre, the Mackinaw Ballroom, the second-level kitchen and office spaces.

ADJOURNMENT

Mayor Monetza adjourned the meeting at 7:30 p.m.

Robert Monetza, Mayor

Maria Boersma, City Clerk

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
REGULAR CITY COUNCIL MEETING
MONDAY, OCTOBER 6, 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: None.

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollwehr, Finance Director Emily Greene, Project Management Director Derek Gajdos, and City Planner Brian Urquhart.

INVOCATION/PLEDGE OF ALLEGIANCE

APPOINTMENTS

25-181 Council Member **Lowe** moved, seconded by Mayor Pro-tem **McLaughlin**, to appoint Jeri Ashcraft to the Cemetery Board with a term ending June 30, 2028.

Roll Call Vote:

This motion carried unanimously.

APPROVAL OF CONSENT AND REGULAR AGENDAS

25-182 Council Member **Fritz** moved, seconded by Council Member **Lowe**, to approve the agendas as presented.

Roll Call Vote:

This motion carried unanimously.

FIRST CALL TO AUDIENCE

Jean Madden, 1725 Gladys: Commented on the proposal by the Grand Haven Children's Museum to lease space from Central Park Place.

PRESENTATION

Marci Cisneros of the Grand Haven Convention and Visitors Bureau presented a review of the organization's operations.

CONSENT AGENDA.

25-183 Approve the Special Work Session and Regular City Council Meeting Minutes of September 15, 2025.

25-184 Approve the bill's memo in the amount of \$17,365,447.89. **Attachment A**

25-185 Award the Communication Tower Replacement contract to the low bidder, Midway Electronics of Rensselaer, Indiana, in the not-to-exceed budgeted amount of \$354,060.00, which includes a 5% contingency for unforeseen foundation removal costs.

25-186 Approve the Prein & Newhof Professional Engineering Service agreement, Amendment #1, for construction phase services in the budgeted amount of \$43,500.00.

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 regarding a resolution to approve an Obsolete Property Rehabilitation Act Exemption Certificate at 224 Washington Avenue, parcel #70-03-20-436-011, with a legal description of W 43 FT OF N 58 FT LOT 243 & W 43 FT LOT 244 ORIGINAL PLAT, pursuant to Public Act 146 of 2000 as amended.

Assistant City Manager Dana Kollewehr introduced the certificate request. City Council approved the Obsolete Property Rehabilitation District at the September 15, 2025, City Council Meeting.

Richard Clapp, 217 Grand Ave: Commented on the use of Brownfield funds for the 224 Washington Ave project, and did not comment on the requested OPRA Exemption Certificate.

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

NEW BUSINESS

25-187 Council Member **Fritz** moved, seconded by Council Member **Lowe**, to approve a three-year Northwest Ottawa County Leaf Processing Services Contract with Verplank Dock Co. of Ferrysburg, MI, and authorize the Mayor and City Clerk to execute the necessary documents.

Roll Call Vote

This motion carried unanimously.

25-188 Council Member **Fritz** moved, seconded by Mayor Pro-tem **McLaughlin**, to approve an introductory resolution for a zoning change request from MDR, Moderate Density Residential, to B, Beechtree District, for a portion of 601 S. Beechtree Street (parcel #70-03-28-277-017).

Roll Call Vote:

This motion carried unanimously.

REPORT BY CITY COUNCIL

Council Member Fritz said the first-ever Pol-Elks-Ski Day was a great event.

Mayor Monetza shared that Chowdown Centertown was a great community event.

CITY MANAGER REPORT

CALL TO AUDIENCE SECOND OPPORTUNITY

Michael Cannsfield: Commented on the Grand Haven Children's Museum's proposal to lease Central Park Place and wants to make sure parking is adequate for attendance goals.

ADJOURNMENT

After hearing no further business, Mayor Monetza adjourned the meeting at 8:40 p.m.

Robert Monetza, Mayor

Maria Boersma, City Clerk

Regular City Council Meeting Minutes
Monday, October 6, 2025
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Attachment A

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

ELG

10.06.25

NEW FUND NUMBER	FUND NAME	WARRANT 09.17.25	ACH WARRANT 09.17.25	WARRANT 09.24.25	ACH WARRANT 09.24.25	WARRANT 10.01.25	ACH WARRANT 10.01.25	TOTALS
101	General Fund	\$40,892.52	\$10,403.06	\$83,408.49	\$7,923.81	\$35,594.11	\$93,948.18	\$59,219.39
151	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202	Major Street Fund	\$3,488.29	\$0.00	\$221,520.42	\$0.00	\$165.34	\$36,742.87	\$3,488.29
203	Local Street Fund	\$0.00	\$0.00	\$139.15	\$0.00	\$70.34	\$6,927.10	\$0.00
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
242	Brfd LSRRF TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
243	Brownfield Redevelopment Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$119,490.57	\$468,412.01	\$0.00
244	Econ. Dev. Corp. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF	\$0.00	\$0.00	\$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	\$0.00	\$0.00
248	Main St Dist Dev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
272	UTGO Inf Spec Rev Fund	\$0.00	\$0.00	\$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	\$0.00	\$0.00
274	2015 UTGO Bond Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276	Lighthouse Maintenance Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,200.00	\$0.00
278	Community Land Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$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	\$0.00	\$0.00
369	Building Auth Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
372	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$24,341.00	\$0.00	\$0.00	\$24,341.00
373	LTGO Debt	\$0.00	\$0.00	\$0.00	\$30,900.00	\$0.00	\$0.00	\$30,900.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$77,800.00	\$0.00	\$0.00	\$77,800.00
384	2020 LTGO Bond - Warber Drain	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt	\$0.00	\$0.00	\$0.00	\$59,650.00	\$0.00	\$0.00	\$59,650.00
401	Public Improvements Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$95,072.63	\$13,631.00	\$0.00
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403	Brownfield TIF Const	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
404	Downtown TIF Const	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island	\$360.00	\$0.00	\$0.00	\$0.00	\$44,343.45	\$0.00	\$360.00
455	G/L TIF Construction Fund	\$0.00	\$0.00	\$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	\$0.00	\$0.00
457	LTGO Bond Construction Fund	\$0.00	\$0.00	\$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	\$0.00	\$0.00
469	Building Auth. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Rec Authority	\$4,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,400.00
509	Sewer Authority Operations	\$6,268.22	\$0.00	\$6,364.02	\$0.00	\$0.00	\$1,395.95	\$6,268.22
509	Sewer Authority SL Force Mn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Plant Mod	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2013 Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-SLPS/Force Main Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-Local Lift Station Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2018 Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Operating	\$7,482.58	\$0.00	\$12,652.06	\$0.00	\$8,276.21	\$77,152.01	\$7,482.58
510	NOWS Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
535	Housing Fund	\$0.00	\$0.00	\$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	\$0.00	\$0.00
581	Airpark Fund	\$18,801.64	\$0.00	\$3.43	\$0.00	\$199.82	\$5,400.41	\$18,801.64
590	City Sewer Fund	\$70.58	\$0.00	\$281,778.53	\$0.00	\$1,162.22	\$184,104.40	\$70.58
591	City Water Fund	\$2,186.37	\$0.00	\$115,200.40	\$0.00	\$1,994.14	\$125,414.31	\$2,186.37
594	City Marina Fund	\$11,225.92	\$0.00	\$829.46	\$0.00	\$280.00	\$3,192.82	\$11,225.92
597	City Boat Launch Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
661	Motorpool Fund	\$44.97	\$0.00	\$2,403.54	\$0.00	\$755.15	\$7,231.89	\$44.97
677	Self Insurance Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,470.75	\$0.00
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$951.57	\$0.00	\$38,801.96	\$0.00	\$0.00
679	Health Benefit Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$91.80	\$0.00	\$0.00
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$43,310.44	\$0.00	\$12,158.51	\$0.00	\$4,303,870.02	\$10,513,097.45	\$43,310.44
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$138,531.53	\$10,403.06	\$737,409.58	\$200,614.81	\$4,650,167.76	\$11,628,321.15	\$17,365,447.89

\$17,365,447.89 Total Approved Bills

\$43,310.44 Minus eligible bills for release without prior approval: including Utility.

\$17,322,137.45 Retirement, Insurance, Health Benefit, and Tax Collection Funds

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

EG

10.20.25

NEW FUND NUMBER	FUND NAME	WARRANT 10.08.25	ACH WARRANT 10.15.25	WARRANT 10.15.25	CREDIT CARD WARRANT 10.14.25	TOTALS
101	General Fund	\$25,382.66	\$27,482.71	\$33,567.99	\$8,124.32	\$60,989.69
151	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202	Major Street Fund	\$0.00	\$35,407.74	\$316.74	\$0.00	\$35,407.74
203	Local Street Fund	\$0.00	\$475.68	\$316.73	\$0.00	\$475.68
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	\$86.19	\$813.62	\$3,065.89	\$2,430.19	\$3,330.00
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	\$0.00	\$0.00	\$0.00	\$20.00	\$20.00
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	\$133,187.69	\$62,200.00	\$12,958.66	\$0.00	\$195,387.69
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	\$510.20	\$510.20
509	Sewer Authority Operations	\$2,670.54	\$34,790.10	\$33,110.43	\$484.72	\$37,945.36
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	\$1,587.23	\$173.14	\$31,136.58	\$0.00	\$1,760.37
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	\$972.60	\$7,848.26	\$274.82	\$0.00	\$8,820.86
590	City Sewer Fund	\$2,650.66	\$10,008.12	\$429.40	\$29.50	\$12,688.28
591	City Water Fund	\$4,115.15	\$130,985.33	\$5,025.81	\$643.46	\$135,743.94
594	City Marina Fund	\$766.52	\$0.00	\$1,046.58	\$34.98	\$801.50
597	City Boat Launch Fund	\$0.00	\$270.00	\$40.01	\$0.00	\$270.00
661	Motorpool Fund	\$46,821.90	\$41,291.64	\$4,389.08	\$39.94	\$88,153.48
677	Self Insurance Fund	\$0.00	\$0.00	\$133.45	\$0.00	\$0.00
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
679	Health Benefit Fund	\$0.00	\$745.00	\$91.80	\$0.00	\$745.00
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$690.79	\$1,164,849.04	\$401,398.74	\$0.00	\$1,165,539.83
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$218,931.93	\$1,517,340.38	\$527,302.71	\$12,317.31	\$2,275,892.33

\$2,275,892.33 Total Approved Bills

\$1,166,284.83 Minus eligible bills for release without prior approval: including Utility,

\$1,109,607.50 Retirement, Insurance, Health Benefit, and Tax Collection Funds



CITY OF GRAND HAVEN

Finance Department

519 Washington Avenue

Grand Haven, MI 49417

Phone: (616) 847-4893

TO: Ashley Latsch, City Manager

FROM: Emily Greene, Finance Director EG

DATE: October 15, 2025

SUBJECT: FY2025-26 Budget Amendments (Council Meeting 10/20/2025)

To help departments have timely, accurate, and up-to-date budget information, and as a requirement to appropriate funds prior to spending, the City Finance Department regularly reviews current fiscal year budgets with City Departments for necessary amendments.

Reviewing current fiscal year budgets for the General, Major Streets, Local Streets, Special Revenue, Public Improvement, NORA, Sewer Authority, NOWS, Airport, City Sewer, City Water, Motorpool, Insurance and Health Benefits Funds, we have identified and are requesting approval for the attached budget amendments. Budget allocations between accounts in a department and/or department to department are used for budget amendments aiming for no net change to the overall budget, when possible.

In the case of this first budget amendment for FY2025-26, not all expenditures were known when the FY2025-26 Budget was approved in May 2025. We now have accurate data for these expenditures, and they are included in this requested budget amendment.

I am seeking Council approval for the FY2025-26 budget amendments as presented.

FY2025-26 BUDGET AMENDMENTS
Council Meeting 10/20/2025

		FY2025-26			
GL NUMBER	DESCRIPTION	FY2025-26	INCREASE/	BUDGET	AMENDMENT INFORMATION
		BUDGET	DECREASE	AMENDMENT	
Fund 101 - General Fund					
Dept 042 - Payments In Lieu of Taxes					
101-042-432.04	Payments in Lieu of Taxes-BLP PSCA	30,000	100,000	130,000	projected increased revenue
Dept 044 - Grants					
101-044-569.00	State Grants Other	0	2,800	2,800	QHERPP RS revenue
101-044-569.01	State Grants Other - SBTE Reimbursement	0	18,700	18,700	SBTE reimbursement
Dept 045 - State Shared Revenue					
101-045-574.01	State Rev Sharing - Sales Tax	1,170,000	(38,000)	1,132,000	decreased projected revenue
101-045-574.03	State Rev Sharing - Sales Tax CVTRS-PS	0	20,000	20,000	projected increased revenue
Dept 047 - Administrative Fees					
101-047-607.39	Admin Fee - NORA	28,445	(6,458)	21,987	decreased per NORA Administrative Services Agreement
Dept 051 - Miscellaneous Services					
101-051-633.12	Barricades - Outdoor Seating	25,000	(2,200)	22,800	decreased revenue
Dept 052 - Interest & Dividends					
101-052-665.13	Interest - Cemetery from GHACF	103,840	75,687	179,527	update initial projected revenue
Dept 056 - Refunds Rebates Reimbursements					
101-056-675.03	Donatios - 4th of July Fireworks	10000	5,000	15,000	projected increased revenue
101-056-676.42	Reimbursement - DPS CPE Training Assist	50,000	30,000	80,000	projected increased revenue
Dept 101 - City Council					
101-101-958.00	Membership & Dues	15,000	5,000	20,000	projected increased expense
Dept 172 - City Manager					
101-172-711.00	Health Benefits - Blue Cross	50,500	5,000	55,500	projected increased expense
101-172-900.00	Printing & Publishing	0	1,600	1,600	projected increased expense
Dept 191 - Finance & Treasury					
101-191-711.00	Health Benefits - Blue Cross	90,600	21,000	111,600	projected increased expense
Dept 228 - Information Technology					
101-228-801.00	Professional/Contractual	65,850	7,000	72,850	multi-factor authentication system
Dept 249 - General Insurance					
101-249-969.10	Errors & Omissions Insurance	15,500	3,800	19,300	update initial insurance projection
101-249-969.20	Securities & Personal Bond Insurance	3,000	600	3,600	update initial insurance projection
101-249-969.30	Property Insurance	28,500	10,400	38,900	update initial insurance projection
101-249-969.50	Comp General Liability Insurance	40,000	(3,400)	36,600	update initial insurance projection
101-249-969.60	Police Professional Liability Insurance	72,000	30,600	102,600	update initial insurance projection
Dept 257 - Finance - Assessing					
101-257-801.00	Professional/Contractual	223,000	10,000	233,000	projected increased expense
Dept 305 - PSAF-Administration					
101-305-708.00	Longevity/Retention Pay	4,000	(2,000)	2,000	projected decreased expense
101-305-801.00	Professional/Contractual	44,600	5,000	49,600	projected increased expense
101-305-850.00	Telephone	0	5,100	5,100	projected increased expense
101-305-920.00	Electricity	0	900	900	projected increased expense
101-305-924.00	Postage	0	1,500	1,500	projected increased expense
Dept 345 - PSAF-Police & Fire Operations					
101-345-708.00	Longevity/Retention Pay	26,500	1,500	28,000	projected increased expense
Dept 371 - PSAF-Building Inspector					
101-371-850.00	Telephone	600	300	900	projected increased expense
Dept 444 - DPW-ROW & Sidewalks					
101-444-750.00	Oper Materials & Supplies	7,500	6,500	14,000	projected increased expense
Dept 528 - DPW-Downtown Dumpster					
101-528-810.00	Trash Removal	48,000	22,000	70,000	projected increased expense
Dept 533 - DPW-Parking Lots					
101-533-750.00	Oper Materials & Supplies	14,000	(6,500)	7,500	projected decreased expense
Dept 567 - DPW-Cemetery					
101-567-922.00	Water & Sewer Charges	60,000	(25,000)	35,000	projected decreased expense
Dept 701 - Planning					
101-701-702.00	Salaries & Wages - Fulltime	85,000	(2,000)	83,000	projected decreased expense
101-701-703.00	Salaries & Wages - Parttime	3,000	2,000	5,000	projected increased expense
Dept 780 - Coast Guard Festival					
101-780-702.00	Salaries & Wages - Fulltime	21,000	(400)	20,600	actual Coast Guard Festival expenses
101-780-703.00	Salaries & Wages - Parttime	600	1,345	1,945	actual Coast Guard Festival expenses
101-780-704.00	Overtime	18,000	(770)	17,230	actual Coast Guard Festival expenses
101-780-711.00	Health Benefits - Blue Cross	6,000	150	6,150	actual Coast Guard Festival expenses
101-780-711.03	Health Care Savings Plan	900	(20)	880	actual Coast Guard Festival expenses
101-780-712.00	Dental Benefits	350	(40)	310	actual Coast Guard Festival expenses

GL NUMBER	DESCRIPTION	FY2025-26 BUDGET	INCREASE/ DECREASE	FY2025-26	
				BUDGET AMENDMENT	AMENDMENT INFORMATION
101-780-713.00	Life Insurance	40	(20)	20	actual Coast Guard Festival expenses
101-780-715.00	Long Term Disability Insurance	150	(20)	130	actual Coast Guard Festival expenses
101-780-716.02	MERS 401a Defined Contrib ER	3,000	(730)	2,270	actual Coast Guard Festival expenses
101-780-717.00	Social Security & Medicare ER	3,000	(100)	2,900	actual Coast Guard Festival expenses
101-780-719.00	Workers Comp Insurance	1,600	25	1,625	actual Coast Guard Festival expenses
101-780-720.00	OPEB/Retiree Health ER	2,500	75	2,575	actual Coast Guard Festival expenses
101-780-750.00	Oper Materials & Supplies	4,972	(47)	4,925	actual Coast Guard Festival expenses
101-780-801.00	Professional/Contractual	12,000	(1,100)	10,900	actual Coast Guard Festival expenses
101-780-965.00	Motorpool Charges	6,000	(1,035)	4,965	actual Coast Guard Festival expenses
Dept 931 - Transfers In					
101-931-699.67	Transfers in 246 GL TIF SR	151,000	4,414	155,414	update initial projected transfer
Dept 966 - Transfers Out					
101-966-995.20	Transfers out Public Improvement Fund	805,000	120,000	925,000	projected increased transfer
Fund 202 - Major Streets Fund					
Dept 470 - Administration & General					
202-470-969.00	General Insurance	23,200	(12,900)	10,300	update initial insurance projection
Dept 471 - Routine Maintenance					
202-471-801.00	Professional/Contractual	42,350	7,750	50,100	Grand Valley Metro Council NDPES Dues
202-471-965.00	Motorpool Charges	80,000	(7,750)	72,250	projected decreased expense
Fund 203 - Local Streets Fund					
Dept 470 - Administration & General					
203-470-969.00	General Insurance	1,000	1,700	2,700	update initial insurance projection
Dept 471 - Routine Maintenance					
203-471-801.00	Professional/Contractual	35,000	7,750	42,750	Grand Valley Metro Council NDPES Dues
203-471-965.00	Motorpool Charges	35,000	(7,750)	27,250	projected decreased expense
Fund 245 - Downtown TIF Rev Fund					
Dept 040 - Revenue Accounts					
245-040-402.00	Current Property Taxes	1,410,000	(212,000)	1,198,000	update projected revenue
Fund 246 - Brownfield TIF Grand Landing Rev Fund					
Dept 040 - Revenue Accounts					
246-040-665.00	Interest	3,500	(3,083)	417	projected decreased revenue
Dept 966 - Transfers Out					
246-966-995.01	Transfers out General Fund	151,000	4,414	155,414	projected increased transfer out
Fund 248 - Grand Haven Main Street DDA					
Dept 040 - Revenue Accounts					
248-040-402.00	Current Property Taxes	34,300	10,700	45,000	projected increased revenue
248-040-582.15	Budgeted Use of Fund Balance-MSDDA PSD	0	20,000	20,000	DDA Board approved projected increased revenue
Dept 525 - Administration & General					
248-525-750.00	Oper Materials & Supplies	5,000	(3,500)	1,500	DDA Board approved projected decreased expense
248-525-750.08	Event Expenses	24,000	(7,000)	17,000	DDA Board approved projected decreased expense
248-525-750.14	Preservation Expenses	4,000	(2,000)	2,000	DDA Board approved projected decreased expense
248-525-880.00	Advertising & Public Relations	48,000	(9,100)	38,900	DDA Board approved projected decreased expense
248-525-900.00	Printing & Publishing	2,500	(1,000)	1,500	DDA Board approved projected decreased expense
Fund 276 - Lighthouse Maintenance Fund					
Dept 901 - Capital Projects					
276-901-931.03	South Pier Inner Lighthouse	0	45,000	45,000	projected expense, match GHACF grant revenue
Fund 401 - Public Improvement Fund					
Dept 040 - Revenue Accounts					
401-040-665.00	Interest	30,000	25,500	55,500	projected increased revenue
Dept 902 - Public Improvement Admin & Ops					
401-902-971.00	Capital Outlay - Equipment	104,500	25,500	130,000	firearms, holsters, uniforms for new staff
401-902-985.00	Land Improvements Expense	830,100	104,900	935,000	Harbor Dr fiber cable reroute, utility pole demo, Beechtree electric meters
Dept 931 - Transfers in General Fund					
401-931-699.01	Transfers in General Fund	805,000	120,000	925,000	projected increased transfer

GL NUMBER	DESCRIPTION	FY2025-26 BUDGET	INCREASE/ DECREASE	FY2025-26	AMENDMENT INFORMATION
				BUDGET	
Fund 508 - Northwest Ottawa Rec Auth (NORA) Fund					
Dept 751 - North Ottawa Recreation Authority					
508-751-703.00	Salaries & Wages - Parttime	13,000	2,058	15,058	projected increased expense
508-751-801.90	Administrative Charges	28,445	(6,458)	21,987	decreased per NORA Administrative Services Agreement
508-751-805.00	Auditing Services	0	4,400	4,400	increased per NORA Administrative Services Agreement
Fund 509 - GH-SL Sewer Authority Fund					
Dept 525 - Administration & General					
509-525-969.00	General Insurance	80,000	7,000	87,000	update initial insurance projection
Dept 543 - S/A-Pumping Grand Haven					
509-543-972.03	Capital Outlay - Infrastructure	0	14,830	14,830	GHPS replacement rectifiers (3)
Dept 556 - S/A-Plant Mod					
509-556-972.01	Capital Outlay - Engineering	0	66,000	66,000	electrical CIP engineering
Fund 510 - Northwest Ottawa Water (NOWS) Fund					
Dept 040 - Revenue Accounts					
510-040-665.17	Interest - NOWS Litigation Awards	0	25,000	25,000	PWS settlement claim funds interest
510-040-687.00	Refunds Rebates Miscellaneous	500	1,493,500	1,494,000	PWS settlement claim funds
Dept 525 - Administration & General					
510-525-969.00	General Insurance	19,000	2,400	21,400	update initial insurance projection
Dept 564 - NOWS - Replacement					
510-564-971.00	Capital Outlay - Equipment	257,000	150,400	407,400	VFD vertical turbine pump motors (LSP #1, #2, #3), filter press replacement
510-564-972.02	Capital Outlay - Construction	0	6,625	6,625	fountain repairs
Fund 581 - Airport Fund					
Dept 040 - Revenue Accounts					
581-040-665.00	Interest	2,500	800	3,300	projected increased revenue
Dept 525 - Administration & General					
581-525-751.00	Operating Supplies - Fuel & Lube	110,000	10,000	120,000	projected increased expenses
581-525-968.00	Depreciation	165,000	(10,000)	155,000	projected decreased expense
581-525-969.00	General Insurance	15,000	800	15,800	update initial insurance projection
Fund 590 - City Sewer (Collection) Fund					
Dept 525 - Administration & General					
590-525-716.00	MERS DB Pension ER	32,000	48,000	80,000	projected audit pension liability adjustment
590-525-969.00	General Insurance	3,500	2,100	5,600	update initial insurance projection
Dept 540 - Treatment					
590-540-928.00	Debt Charges	250,000	253,000	503,000	projected increases in debt charges
Dept 562 - Wastewater Lines Ops & Maintenance					
590-562-801.00	Professional/Contractual	72,600	52,400	125,000	projected increased expenses
590-562-971.00	Capital Outlay - Equipment	165,000	(33,000)	132,000	projected decreased camera trailer expense
590-562-972.01	Capital Outlay - Engineering	53,168	5,032	58,200	projected increased expenses
590-562-972.02	Capital Outlay - Construction	1,405,437	(54,937)	1,350,500	projected decreased tower replacement expenses
Fund 591 - City Water (Distribution) Fund					
Dept 525 - Administration & General					
591-525-969.00	General Insurance	1,200	2,000	3,200	update initial insurance projection
Dept 566 - Water Distribution					
591-566-716.00	MERS DB Pension ER	41,900	87,100	129,000	projected audit pension liability adjustment
591-566-801.00	Professional/Contractual	150,000	6,000	156,000	projected increased expenses
591-566-972.01	Capital Outlay - Engineering	87,152	5,048	92,200	projected increased expenses
591-566-972.02	Capital Outlay - Construction	574,407	(54,907)	519,500	projected decreased tower replacement expenses
Fund 661 - Motorpool Fund					
Dept 525 - Administration & General					
661-525-716.00	MERS DB Pension ER	111,102	(16,102)	95,000	audit pension liability adjustment
661-525-969.80	Auto & Vehicle Insurance	90,000	16,500	106,500	update initial insurance projection
661-525-971.00	Capital Outlay - Equipment	0	39,500	39,500	radio for DPS Traverse, skid steer push box, tilt trailer

		FY2025-26			
GL NUMBER	DESCRIPTION	FY2025-26 BUDGET	INCREASE/ DECREASE	BUDGET AMENDMENT	AMENDMENT INFORMATION
Fund 677 - Insurance Fund					
Dept 040 - Revenue Accounts					
677-040-605.10	Auto & Vehicle Insurance Revenue	80,000	8,350	88,350	update initial insurance projection
677-040-605.20	Property Insurance Revenue	62,500	28,050	90,550	update initial insurance projection
677-040-605.30	Liability & Other Insurance Revenue	150,000	29,550	179,550	update initial insurance projection
Dept 250 - Insurance Administration					
677-250-722.01	Employee Assistance Plan	2,600	100	2,700	update initial insurance projection
677-250-969.10	Errors & Omissions Insurance	29,000	5,400	34,400	update initial insurance projection
677-250-969.20	Securities & Personal Bond Insurance	2,600	1,000	3,600	update initial insurance projection
677-250-969.30	Property Insurance	63,000	27,600	90,600	update initial insurance projection
677-250-969.40	Boiler & Machinery Insurance	17,000	(6,800)	10,200	update initial insurance projection
677-250-969.50	Comp General Liability Insurance	69,000	15,300	84,300	update initial insurance projection
677-250-969.60	Police Professional Liability Insurance	33,000	14,300	47,300	update initial insurance projection
677-250-969.80	Auto & Vehicle Insurance	82,000	6,400	88,400	update initial insurance projection
Fund 679 - Health Benefits Fund					
Dept 040 - Revenue Accounts					
679-040-605.54	Retiree Health Insurance Revenue	570,000	(80,000)	490,000	update initial projected revenue
679-040-605.57	Health Insurance Revenue OCCDA	460,000	(30,000)	430,000	update initial projected revenue
Dept 251 - Employee-Retiree Health Insurance Admin					
679-251-801.00	Professional/Contractual	137,400	22,600	160,000	update initial projected expense
679-251-801.85	Broker Service Fees	45,000	5,000	50,000	update initial projected expense
679-251-835.14	Claims Reserve	(100,000)	300,000	200,000	update initial projected expense
679-251-835.20	Stoploss Carrier Costs	300,000	200,000	500,000	update initial projected expense
679-251-835.21	Stoploss Carrier Costs OCCDA	110,000	15,000	125,000	update initial projected expense
679-251-835.26	Claims Reserve OCCDA	0	50,000	50,000	update initial projected expense

Attachment B

CITY OF GRAND HAVEN

Planning Department

519 Washington Ave

Grand Haven, MI 49417

Phone: (616) 935-3276



TO: Ashley Latsch, City Manager

CC: Dana Kolleywehr, Assistant City Manager

FROM: Brian Urquhart, City Planner

DATE: October 10, 2025

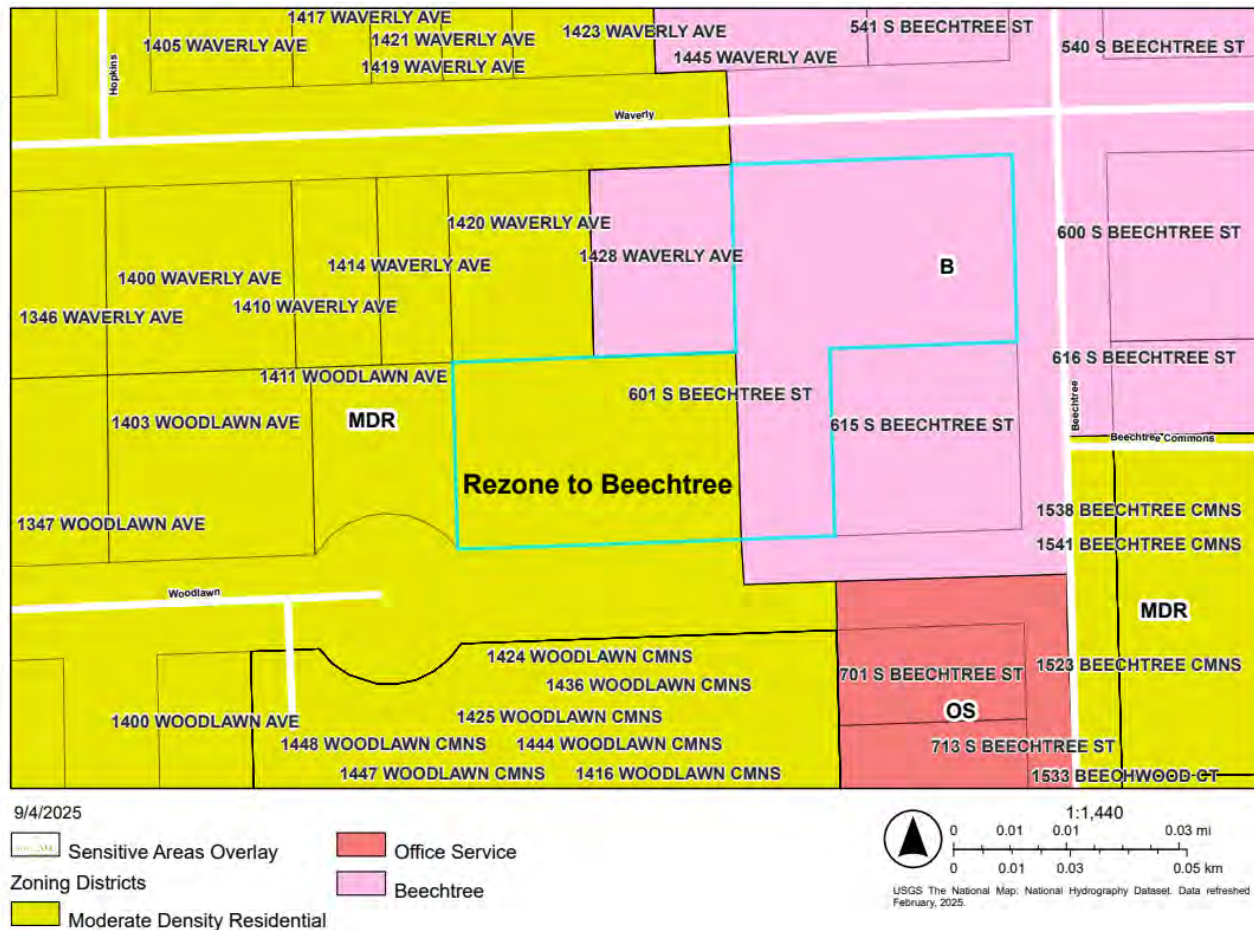
SUBJECT: 601 S. Beechtree Rezoning from MDR to B – 2nd reading

Steve Musial of 601 Beechtree St., submitted a zoning change application to rezone a vacant portion of their parcel at 601 S. Beechtree St. (parcel #70-03-28-277-017). The Clover Bar is in the northeastern corner of the property, leaving the remainder parcel a underutilized parking lot and wooded area. The parcel is oddly shaped, with a significant portion located behind 1428 and 1420 Waverly Ave. and abuts up to the cul-de-sac of Woodlawn Ave. Total parcel size is 1.4 acres and the portion to be rezoned is approximately 0.59 acres.

Aerial Map



Current Zoning



By rezoning the parcel to Beechtree, the applicant may split off the property for potential development for uses permitted in the Beechtree district. The applicant has indicated they are leaning towards a multiple family attached dwelling. The MDR district does permit multiple-family dwellings, but only along a Key Street. No formal site plan has been submitted at this time.

Planning Commission meeting

On September 9th, the Planning Commission held a public hearing and received no comments regarding the rezoning request. The Planning Commission unanimously recommended approval of the rezoning of the portion of parcel #70-03-28-277-017) based on the following reasons listed in Sec. 40-121.A of the zoning ordinance:

1. The rezoning is consistent with the city's adopted master plan.
2. The rezoning is consistent with the recent development trends in the area.
3. The rezoning is compatible with existing or future land uses in the vicinity.
4. Existing or planned public infrastructure, including streets, sanitary sewers, stormwater, water, sidewalks, and street lighting are capable of accommodating potential changes in land use resulting from the rezoning.
5. The rezoning is consistent with the intent and purpose of the Zoning Ordinance and would protect the health, safety, and welfare of the city.

City Council Action

City Council heard the 1st reading during the October 6th meeting. There were no major concerns or

questions at that time. The 2nd reading will formally adopt the rezoning and amend the zoning map.

Following a successful rezoning, the applicant may submit the necessary site plan, lot split, special land use applications to the Planning Commission.

Attachments:

Zoning ordinance amendment, Zoning Change Application, supplemental information, Draft September 9th PC meeting minutes

REQUEST FOR ZONING CHANGE APPLICATION
Community Development Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276 Website: www.grandhaven.org

1. General Information (if the proposed amendment is a map amendment, aka rezoning)

Address/location of property: 601 S. Beechtree Street, Grand Haven, Michigan 49417

Parcel #: 70-03-28-277-017

Current Use: Restaurant/vacant land

Existing Zoning: Beechtree/Moderate Density Residential

Proposed Zoning: Service/Residential

Master Plan designation: All Beechtree

Proposed Use: Mixed use with multi family

Area in Acres: 1.4 Acres

Area in Acres: 1.4 Acres

2. Owner

Name: Clover Bar & Restaurant

Address: 601 S Beechtree St, Grand Haven, MI 49417

Phone #: [REDACTED]

Email: [REDACTED]

3. Applicant

Name: Steve Musial

Address: 601 S Beechtree St, Grand Haven, MI 49417

Phone #: [REDACTED]

Email: [REDACTED]

4. Required Attachments

- PDF + 5 copies of application
- Property deed (rezoning)
- Plat or sketch (rezoning)
- Justification for request (see sec. 40-121 on page 2)
- Power of attorney (if applicable)
- Existing and proposed section language from Zoning Ordinance (if the proposed amendment is a text amendment)

5. Fees and Escrow Deposit

Application Fee: \$400

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

Petition will not be accepted without a power of attorney (attach power of attorney).

Signature of Proposed Owner: [REDACTED]

Date: 7-29-25

Print Name: Steve Musial, Secretary

Signature of Applicant: [REDACTED]

Date: 7-29-25

Print Name: Steve Musial

Office Use Only

Case #: _____ Date Received: _____ Fee: _____

Date of City Council Approval: _____



REQUEST FOR ZONING CHANGE APPLICATION SUPPLEMENT

601 S. Beechtree, Grand Haven, Michigan 49417 is a 1.4 acre parcel that contains 8 lots within the Rosin Addition; specifically lots 9, 10, 11, 14, 15, 16, 17, and 18 (“Property”). The Property is owned by the Clover Restaurant And Bar, Inc. (“Owner”). The lots were acquired at different times. The deed for lots 9, 10, 11, and 14 is attached as **Exhibit 1** (“Restaurant Lots”), and the deed for lots 15, 16, 17, and 18 is attached as **Exhibit 2** (“Vacant Land Lots”). A GIS image depicting the Property is attached as **Exhibit 3**.

The Owner utilizes the Restaurant Lots for the operation of a restaurant. The Restaurant Lots are zoned Service/Residential. The Vacant Land Lots consist of vacant land and they are zoned Moderate Density Residential. The owner would like to rezone the Vacant Land Lots to Service/Residential so the zoning is consistent with the Restaurant Lots. The Owner is considering building condominiums on the Vacant Land Lots.

With regard to the factors to be considered for justifying the rezoning:

1. If the proposed zoning amendment is consistent with the city’s adopted master plane.

The proposed zoning amendment is consistent with the City’s adopted Master Plan. In fact, the Future Land Use Map in the City’s Master Plan (“Map”) contemplates the Vacant Land Lots as being rezoned Service/Residential so they are the same as all the lots in the Beechtree district. A copy of the Map is attached as **Exhibit 4**.

2. If the proposed zoning amendment is consistent with recent development trends in the area.

According to the Map, it is the City’s desire to have the lots in the Beechtree district be used primarily for Service/Residential. Since the City would like to see the Vacant Land Lots rezoned to Beechtree, it must believe the proposed rezoning is consistent with recent development trends in the Beechtree district and would promote the City’s desired future use of the Beechtree district.

3. If the zoning amendment is compatible with existing or future land uses in the vicinity of the subject site or throughout the zoning district(s) affected by the proposed amendment.

The Zoning amendment is consistent with the existing and future land uses in the vicinity of the subject site and throughout the zoning district affected by the proposed amendment. The Beechtree district and part of the Property are currently zoned Service/Residential. Changing a portion of the Property to Service/Residential, as is contemplated by the Master Plan, could not be more consistent with existing and future land uses in the Beechtree district.

4. If existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting are capable of accommodating potential changes in land use resulting from the proposed amendment.

The current and future infrastructure in the Beechtree district can accommodate the proposed rezoning. Indeed, the Master Plan calls for the change, so the City must feel the current and future infrastructure in the Beechtree district is capable of accommodating the rezoning.

5. If the proposed amendment is consistent with the intent and purpose of this ordinance and whether the proposed amendment would protect the health, safety, and welfare of the city.

Since the Master Plan calls for the requested rezoning, the City must feel the proposed rezoning is consistent with the intent and purpose of the ordinance and will protect the health, safety, and welfare of the City.

For the reasons set forth above, the Owner respectfully requests the Vacant Land Lots be rezoned to Beechtree so they are consistent with the Restaurant Lots and the City's Master Plan.

Exhibit 1

RECORDED

92 APR 20 PM 4:38

WARRANTY DEED

Patricia A. Nardi
 REGISTER OF DEEDS
 OTTAWA COUNTY, MI

The Grantor, CLOVER BAR, a Michigan partnership, of 601 South Beechtree, Grand Haven, Michigan 49417

conveys and warrants to the Grantee, CLOVER RESTAURANT AND BAR, INC., a Michigan corporation, of 601 South Beechtree, Grand Haven, Michigan 49417

the following described premises situated in the City of Grand Haven, County of Ottawa, and the State of Michigan:

Lots 9, 10, 11 and 14, WM Rosin Addition, according to the recorded plat thereof in Liber 10 of Plats, on Page 60

70-03-28-877-014

For the sum of One Dollar (\$1.00)

This document is exempt from transfer tax pursuant to MSA §7.456(5)(a).

Dated this 20th day of March, 1992.

Signed in the presence of:

Signed by:

[Redacted Signature]

[Redacted Signature]

[Redacted Signature]

[Redacted Signature]

Patricia A. Nardi

T.J. Musial, individually and as a partner of CLOVER BAR, a Michigan partnership

STATE OF MICHIGAN)
) ss.
 COUNTY OF OTTAWA)

The foregoing document was acknowledged before me this 20th day of March, 1992, by Steven Musial and T.J. Musial, individually and as partners of CLOVER BAR.

Patricia A. Nardi
 Notary Public, Ottawa County, MI
 My commission expires: 1-22-96

Patricia A. Nardi
 Notary Public, Ottawa County, MI
 My commission expires: 1-22-96

Drafted By and When Recorded Return to:

James A. Ens
 CLARY, NANTZ, WOOD, HOFFIUS
 RANKIN & COOPER
 500 Calder Plaza Building
 250 Monroe Avenue, N.W.
 Grand Rapids, MI 49503

46582

Ottawa County
 Treasurer's Office
 I hereby certify that there are no tax liens or titles held by the State or individuals on lands described in this instrument and that all taxes for five years preceding date of instrument are paid according to records of this office. This certificate does not apply to taxes, if any now in process of collection by local unit.

Exhibit 2

WARRANTY DEED
STATUTORY FORM
FOR CORPORATIONS

KNOW ALL MEN BY THESE PRESENTS: That A. Reenders Sons, Inc.

RECORDED

a Michigan corporation, whose address is 950 Taylor
Conveys and Warrants to Grand Haven, MI 49417
Clover Bar and Restaurant, Inc.

1989 JAN -6 PM 3:52

whose street number and postoffice address is

601 S. Beechtree
Grand Haven, MI 49417
City of Grand Haven

County of Ottawa

the following described premises situated in the
and State of Michigan, to-wit:

Lots 15, 16, 17 and 18, William Rosin Addition of part of the North
1/2 of the Southeast 1/4 of the Northeast 1/4 of Section 28, Town 8
North, Range 16 West.

REGISTER OF DEEDS
OTTAWA COUNTY, MI

TAX STAMP affixed after recording.
Affidavit on file.

for the sum of ONE DOLLAR AND OTHER VALUABLE CONSIDERATION
Together with easements, use, building and other restrictions of record, if any
and subject to

Dated this 5th day of January 19 89

Signed and Sealed in presence of

Signed and Sealed:

[Redacted Signature]

A. Reenders Sons, Inc.
By [Redacted Signature] (L.S.)
Arnold E. Reenders
Its President

STATE OF MICHIGAN
COUNTY OF Ottawa

By _____ (L.S.)
Its _____

The foregoing instrument was acknowledged before me this 5th day of January 19 89
by (1) Arnold E. Reenders
(2) President
(3) A. Reenders Sons, Inc.
of (4) Michigan corporation

(6) [Redacted Signature]
Cindy L. Hanson
Notary Public, Muskegon County, Michigan
acting in Ottawa

My Commission expires 1-17 19 90

*Note: (1) insert date (2) insert name of officer(s) (3) title(s) of officer(s) (4) name of corporation acknowledging
(5) state or place of incorporation (6) signature of person taking acknowledgment

County Treasurer's Certificate
Ottawa County
Treasurer's Office
I ss. [Redacted Signature]
I hereby certify that there are no liens or titles held by the State
or any other authority, except as shown in this instrument and that all
taxes for any period preceding the date of this instrument have been paid according
to records on file in the office of the Treasurer of said County.
Any person claiming a lien or title not shown on these records is liable to the State of Michigan
under the provisions of Act No. 137 of the Public Acts of 1926 or Act No. 360 of the Public Acts of 1978.

City Treasurer's Certificate

Please note the following:

1. The name of each person who signs
this instrument shall be legibly
printed, typewritten or stamped
upon such instrument immediately
beneath the signature of such person.

2. If the notarial act is performed out-
side the State of Michigan, the
acknowledgment must show the rank
or title and serial number, if any, of
the person taking the acknowledgment. The official seal of the person
performing the notarial act outside
the State of Michigan should be
affixed to the deed.

Drafted by: UNDER THE DIRECTION OF:
Business address: Re/Max of Grand Haven
101 Beacon Blvd.
Grand Haven, MI 49417
After recording return to: Grantee

Exhibit 3



Legend

 Parcels

Notes

137.7 0 68.84 137.7 Feet

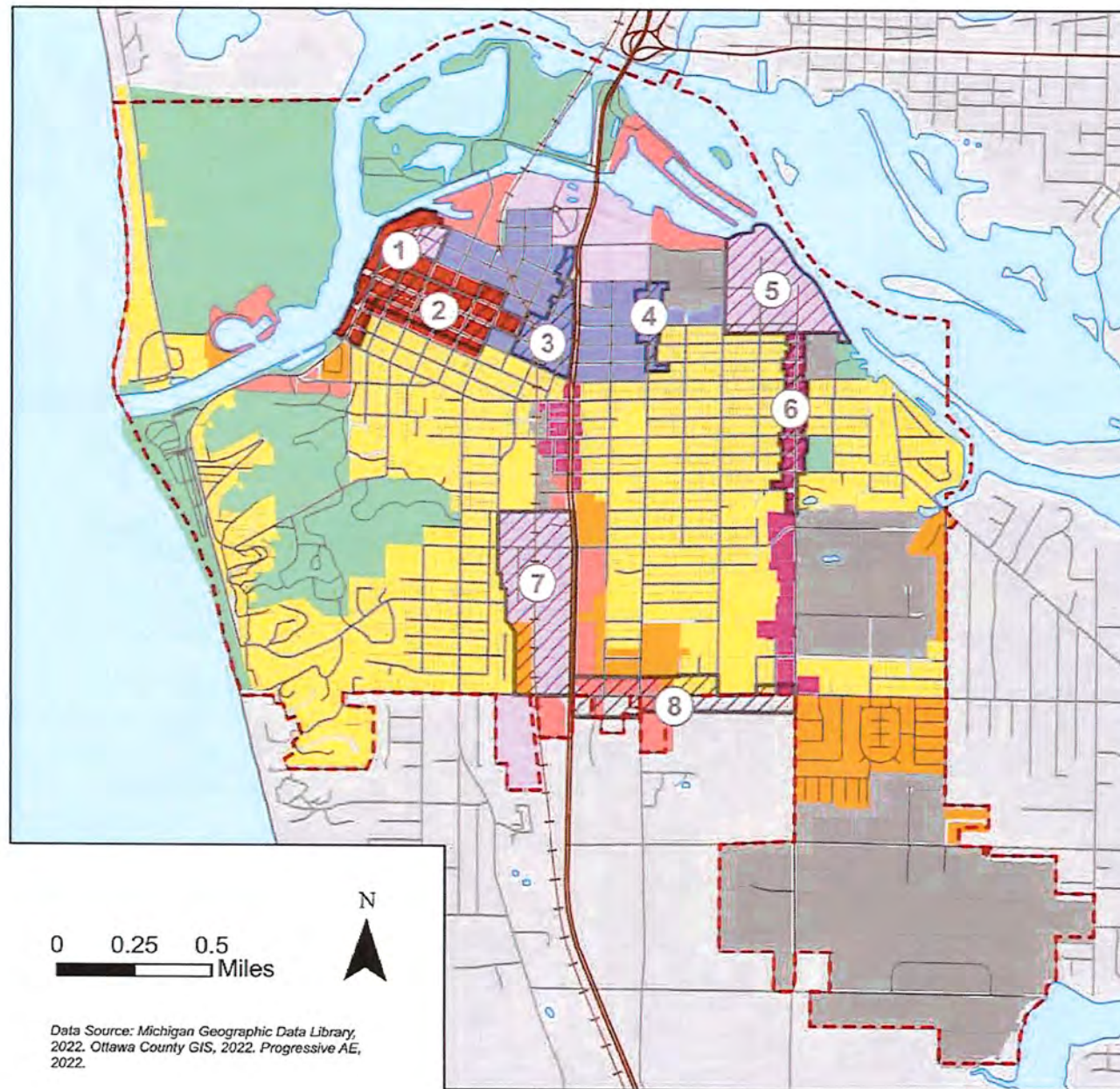
WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Exhibit 4

FUTURE LAND USE MAP



**CITY COUNCIL
CITY OF GRAND HAVEN
Ottawa County, Michigan**

Council Member _____, supported by Council Member _____,
moved the adoption of the following Ordinance:

ORDINANCE NO. 2025-____

**AN ORDINANCE TO APPROVE REZONING FROM THE MODERATE DENSITY
RESIDENTIAL (MDR) DISTRICT TO THE BEECHTREE (B) DISTRICT.**

THE CITY OF GRAND HAVEN ORDAINS:

Section 1. Rezoning. A .59 acre portion of Parcel Number 70-03-28-277-017, located at 601 South Beechtree Street, legally described on Exhibit A, is rezoned from the Moderate Density Residential (MDR) District to the Beechtree (B) District. The rezoning of this land is based upon a consideration of the following factors in Section 40-121.A of the City of Grand Haven Zoning Ordinance, and the following findings.

1. The rezoning is consistent with the city's adopted master plan.
2. The rezoning is consistent with the recent development trends in the area and would eliminate a split-zoned parcel.
3. The rezoning is compatible with existing or future land uses in the vicinity.
4. Existing or planned public infrastructure, including streets, sanitary sewers, stormwater, water, sidewalks, and street lighting are capable of accommodating potential changes in land use resulting from the rezoning.
5. The rezoning is consistent with the intent and purpose of the Zoning Ordinance and would protect the health, safety, and welfare of the city.

Section 2. Effective Date. This Ordinance shall take effect 20 days after its adoption or upon such later date as required by Public Act 110 of 2005, as amended.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

APPROVED: _____ 2025

I certify that this ordinance was adopted by the City Council of the City of Grand Haven at a meeting held on _____, 2025, and published in the Grand Haven Tribune, a newspaper of general circulation in the City.

Marie Boersma, City Clerk

Introduced: _____

Adopted: _____

Published: _____

Effective: _____

EXHIBIT A

Legal description of .59 acre of Parcel Number 70-03-28-277-017

4916-7011-0316 v1 [57570-1]

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, SEPTEMBER 9, 2025**

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

Present: Joe Pierce, Dan Borchers, Vice-Chair Ryan Galligan, Tamera Owens, Jennifer Smelker, David Skelly, Magda Smolenska, Chair Mike Dora.

Absent: Amy Kozanecki

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza.

Approval of Minutes

Motion by **Skelly**, seconded by **Vice-Chair Galligan**, to approve the August 12, 2025 meeting minutes. All ayes. **Motion passes.**

Approval of Agenda

Motion by **Vice-Chair Galligan**, seconded by **Smelker**, to approve the agenda. All ayes. **Motion passes.**

Call to the Audience: First Opportunity:

Jim Hagen, 400 Lake Dr., spoke concerning the site plan review for 524 Washington and stated he was in favor of the parking lot.

Public Hearing:

Case 25-31: A rezoning application from Moderate Density Residential, MDR, to Beechtree, B for a portion of 601 S. Beechtree (parcel #70-03-28-277-017).

Urquhart introduced the case. Steve Musiall of 601 Beechtree, submitted a zoning change application to rezone a vacant portion of their parcel at 601 S. Beechtree St. (parcel #70-03-28-277-017). The Clover Bar is situated at the northeastern portion of the property, leaving the remainder parcel a rarely used parking lot and wooded area. The parcel is oddly shaped, with a significant portion located behind 1428 and 1420 Waverly Ave., and abuts up to the cul-de-sac of Woodlawn Ave. The total parcel is 1.4 acres, and the portion to be rezoned is approximately 0.59 acres. By rezoning the parcel to Beechtree, the applicant may split off the property for potential development that is permitted in the Beechtree district. The applicant has indicated they are leaning towards a multiple-family attached dwelling. The MDR district does permit multiple-family dwellings, but only along a Key Street.

Sec. 40-121.A. listed the standards for the Planning Commission to consider for rezoning requests:

1. If the proposed zoning amendment is consistent with the city's adopted master plan. Comment: The City adopted the Master Plan in May 2023, and the future land use classification for this parcel is. Service/Residential. Beechtree is identified as a potential compatible zoning district in the Zoning Plan on page 125 of the Master Plan.
2. If the proposed zoning amendment is consistent with recent development trends in the area. Comment: The rezoning would allow for best practice of keeping a parcel within the same zoning district. It is unknown why the zoning map bisected the parcel into both MDR and B zoning districts. It may be a mapping error. However, amending the parcel to become entirely Beechtree would be consistent with recent development trends in the area.
3. If the zoning amendment is compatible with existing or future land uses in the vicinity of the subject site or throughout the zoning district(s) affected by the proposed amendment. Comment: The future land use map lists these properties as Service/Residential use.
4. If existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting are capable of accommodating potential changes in land use resulting from the proposed amendment. Comment: 601 S. Beechtree can be fully served by a major street, fire protection, sanitary sewer, street lighting, water, and emergency access.
5. If the proposed amendment is consistent with the intent and purpose of this ordinance and whether the proposed amendment would protect the health, safety, and welfare of the city. Comment: Rezoning the property from MDR to B would not compromise the public health safety, and welfare. Rezoning would also provide clarity to have a single parcel within the same zoning district.

Applicant was available to address any questions.

The City has not received any correspondence regarding this case.

Chair Dora opened public meeting at 7:07 p.m.

No public comment.

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

Public Hearing closed at 7:08 p.m.

The commissioners were unified in their opinions this would be a great way to move forward and were okay with proceeding.

Motion by **Pierce**, seconded by **Smelker**, to recommend approval to City Council a zoning map change from Moderate Density Residential, MDR, to Beechtree, B for a portion of 601 S. Beechtree (parcel #70-03-28-277-017) based on the following findings:

1. The rezoning complies with the standards in Sec. 40-121.A.

Roll Call Vote.

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

Nays: None

Motion passed.

Case 25-32: A special land use request for an accessory dwelling unit at 533 Lafayette (parcel #70-03-20-483-021).

Urquhart introduced the case. Applicant Renee Denslow is requesting to construct a garage with a living space above the dormered attic on the property 533 Lafayette Ave, Grand Haven, MI. The structure is measured at approximately 30' x 30' (900 square feet) and will not exceed the 20' height limitation to comply with local zoning and building codes. In addition, the proposed structure will meet the minimum 3' side and rear setbacks to meet the required guidelines. Accessory dwelling units are permitted as a special land use in the Southside District.

Section 40-525 of the Zoning Ordinance provides a list of building regulations and conditions that comply with dwelling requirements for accessory dwelling units. 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 has provided a narrative that responds to these review standards.

The city has not received any public comments regarding this request.

Renee Denslow was available for questions.

Dora opened a public hearing at 7:12 p.m.

No comments.

Motion by **Pierce**, seconded by **Vice-Chair Galligan**, to close the public hearing.
All ayes.

Public Hearing closed at 7:13 p.m.

While commissioners did not have any further questions, many wish the site plan was included in the packet. Chair Dora stated that Urquhart could handle this administratively for approval.

Motion by **Smolenska**, seconded by **Borchers**, to approve Case 25-32: A special land use request for an accessory dwelling unit at 533 Lafayette (parcel #70-03-20-483-021) subject to the following conditions:

1. *Applicant shall record the Deed Restriction as required per Sec. 40-525.4 of the zoning ordinance.*

Roll Call Vote.

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

Nays: None

Motion passed.

Case 25-33: A site plan and special land use for an automobile gas station at 1102 Robbins Rd. (parcel #70-03-33-201-001).

Urquhart introduced the case. Richard McMahon, of Casey's Retail Company, on behalf of property owner Comerica, has submitted a special land use permit application and site plan review application to construct automobile gas station at 1102 Robbins Rd. (parcel #70-03-33-201-001). A gasoline station is permitted in the Commercial district as a special land use per Sec. 40-414.01.B.

The Zoning Ordinance provides regulations and conditions for a gasoline station found in Sec. 40-506. 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.

Adjacent Zoning

North Commercial

East Commercial

South Commercial

West Commercial (Grand Haven Township)

Adjacent Uses

PNC Bank

Business Center

D&W Foods

D&W Gas Station

The parcel is 1.7 acres. Per Sec. 40-506, the minimum lot size for a gas station is 15,000 sq. ft. The parcel certainly meets this standard.

1102 Robbins Rd. is home to the vacant Comerica Bank, which has been unoccupied for numerous months. Sheet C-100 depicts the demolition plan will remove the entire building, asphalt, and others, with minimal grading occurring.

Casey's is proposing a 2,852 sq. ft. type C-store gas station building, which includes 1,550 sq. ft. of retail space. The total building height is 24' 5". The gas station canopy contains dimensions of 102' x 24' with

4 fuel dispensaries. The canopy sits at a height of 15 ft. This meets the standards for the Fire Marshal as shown in the circulation plan on sheet C-102.

Sheets A-201 and A-202 show the north, east, and west walls are cladded with rowlock brick, with a redstone color. Whereas the south wall will be cladded with Hardie-plank lap siding of a lighter tan shade. The roof is shingled and set at a 6:12 pitch.

The cladding and accent/trim materials for the Commercial District are met. However, the transparency requirement is not met. The elevation drawing shows the west wall will have a transparency of 43%, and the north wall will have a transparency of 45%. The minimum is 60% for ground floor primary walls. The Planning Commission may reduce this amount to 40%. However, the plans call for faux windows on the north and west walls. Faux windows are considered decorative and do not permit light from entering the building, therefore, the faux windows shall not count towards the transparency calculations.

Ground Floor Transparency		PC reduction limit	Proposed
Min./max	60%/85%	40%	Less than 40%

Based on the proposed site plan, the applicant will need to apply for a variance from the ZBA or submit an amended site plan.

Sec. 40-604.C, a gasoline station requires 1 space per 150 sq. ft. dedicated to retail activity. Therefore, 1,550 sq. ft. of retail space / 150 sq. ft. = 10.33 or 10 spaces. The applicant is proposing 14 spaces located in front of the building. The parking spaces will be protected by bollards to prevent vehicles from encroaching onto the sidewalk.

No curb cuts will take place. Access to the gas station will utilize the existing entrance off 172nd Ave. and the shared driveway with the business center off Robbins Rd. The existing ingress/egress easement off Robbins will remain in place, providing access from the east. All drive aisles will satisfy the fire truck, fuel truck, and dumpster truck movements.

The plans call for a 51' x 14' loading space near the west entrance of the building. The hours of operation have not been fully indicated; however, it is expected that loading will occur during overnight and early morning hours.

According to the plan, 10 wall pack lighting fixtures will be placed along all four walls of the building. The parking lot will be illuminated by 5 light fixtures along the perimeter. All lighting will comply with Sec. 40-317, requiring 100% cut off at the horizontal plane. A photometric plan has been provided. The signage plan calls for a 58.85 sq. ft. wall sign on the north wall. Two gas station signs on the west and east sides of the canopy, totaling 80 sq. ft. A 25 ft. tall pylon (pole) sign is proposed near the NW corner of the site. The sign exceeds the maximum 20 ft. height of a pole sign. Furthermore, the pole signs are permitted in the Commercial District, only in lieu of a ground sign on lots abutting US-31 with at least 90 ft. of frontage. It is known the area is characterized by existing pole signs; however, any new

development will need to satisfy the ordinance. A variance would be required from the ZBA.

A 20 ft. x 20 ft. dumpster enclosure is shown east of the building on sheet C-101. The dumpster enclosure will be comprised of block/brick, satisfying the ordinance.

Sheet C-301 depicts a large underground storm water detention area located in parking lot around the gas station canopy. The DPW has reviewed and approved this design.

Sheet C-701 shows some landscaping and trees will be retained, particularly near Robbins Rd. The landscape plan calls for trees comprised of red maples and honey locusts, and shrubs planted along the exterior of the parking lot and in the lawn area around the building. This satisfies the ordinance.

The plan calls for mechanical equipment located on top of the roof on the north wall. Sheet A-202 shows the equipment will be screened with 73" tall aluminum material.

Sheet C-707 depicts snow will be stored in the NE corner of the site.

Urquhart also added that he would like to see hours of operation for deliveries.

The City has not received any written correspondence.

Paul Hansen, Casey's CSO, and Richard McMahon, of Casey's Retail Company, were both present to answer any questions.

Hansen added further clarification for the faux windows which were there due to restrooms, offices, or a freezer and cannot be transparent. The same is true for the faux windows on the back of the building. They plan to request a variance for the ZBA.

Dora opened a public hearing at 7:27 p.m.

Jim Hagen, 400 Lake, commented on the safety turn radius for tankers.

Motion by **Pierce**, seconded by **Skelly**, to close the public hearing.
All ayes.

Public Hearing closed at 7:29 p.m.

Borchers commented that his concerns regarding the faux windows were addressed. He also mentioned that the sign height would need to be looked into and is in favor of a closed dumpster. Borchers also mentioned he would prefer brick be used on the back of the building and voiced concerns regarding the safety turn radius.

Owens also expressed concern about the turn radius and would like the back of the building to be integrated with the front.

Smolenska stated she had no issues regarding the project other than the sign and the transparency.

Pierce appreciated the explanation of the faux windows, and also wondered about adding faux windows on the back of the building for aesthetics. He also asked for clarification on hours of operation.

Paul Hansen spoke again, stating that the intent would be open 24 hours and could be reduced depending on the market. He also mentioned that delivery hours would depend on the truck route.

Smelker stated that the sign would need to be addressed according to the ordinance. She mentioned that she understood the transparency.

Skelly concurred with most of the other commissioners. He did mention he would like to see some improvements to the back of the building. He also asked for an explanation of how the design was chosen for the community and wondered about fuel delivery times.

Hansen stated that this would be a newer and nicer model and that deliveries would be once or twice a week, depending on consumption.

Vice-Chair Galligan agreed with Pierce and Smolenska. He also mentioned his concern regarding the sign's size but deferred to the ZBA to look at the standards and determine the variance.

Richard McMahon stated that the same brick used on the front of the building can also be used on the back side, but he would not support adding faux windows to it. He also added that grocery delivery would be once a week, and fuel deliveries would be coordinated between the dispatchers and the delivery drivers based on non-high-traffic times. Deliveries can also be adjusted.

Chair Dora stated he did not have much to add to the comments that have already been mentioned. He did say he had concerns regarding the layout, specifically the pump area. He mentioned there could be difficulty getting in and out of that area. He also agreed to Smelker regarding the sign but is also deferring the ZBA to review and the transparency variance.

Richard McMahon mentioned that, unfortunately, due to the site, not much could be done to adjust.

Motion by **Vice-Chair Galligan**, seconded by **Smolenska**, to approve Case 25-33: A site plan and special land use for an automobile gas station at 1102 Robbins Rd. (parcel #70-03-33-201-001) subject to the following conditions:

- 1. All conditions of the BLP, Fire Marshal, and DPW are met.*
- 2. The Planning Commission may reduce the transparency requirement for ground floor primary walls to 40% based on the character of surrounding uses, existing and planned pedestrian and vehicular circulation patterns. Any additional reduction in building transparency will require a variance from the Zoning Board of Appeals.*
- 3. The proposed pylon sign will require a variance from the Zoning Board of Appeals.*
- 4. The rear of the building will have a similar brick façade.*

Roll Call Vote.

Yeas: Pierce, Smolenska, Skelly, Galligan, Borchers, Owens

Nays: Smelker, Dora

Motion passed.

New Business:

Centertown Vision Plan RFP

Urquhart introduced the case. In July, the city went out to bid for request for proposals (RFP) for the Centertown Vision Plan update. The Centertown Vision Plan was last adopted in 2014. Over the past 11 years, the city has experienced changes in development pressure, business and investment opportunities, and stakeholder values. Based on these factors, the city is seeking assistance from consulting firms to aid in the Centertown Vision Plan update. A review committee comprised of staff, DDA, and PC Chairs met to review the proposals. A high emphasis was placed on stakeholder engagement and implementation practices.

The city received two proposals: Better City and McKenna. After review, the committee is making a recommendation to select McKenna as the consultant. Staff is not requesting a formal motion, but rather a consensus from the Planning Commission. The DDA will also do the same at their meeting on Thursday. If all parties agree, the request to select McKenna as the consultant will be on the next City Council meeting agenda.

Pierce stated he was excited to work with community-minded people. He commented he would like to ensure the plans are practical and able to move forward with them. He also asked if the plans would be comprehensive.

Smelker also reiterated that plans would continue to be moved forward with the Master Planning.

Skelly also agreed he was excited to see the process and move forward.

Vice Chair Galligan agreed that McKenna appeared to be a good choice.

Borchers hoped to see different plan visions that could potentially come forward.

Owens and Smolenska had nothing further to add to what had already been said.

Chair Dora also joined in stating he was excited about getting McKenna's input as he appreciated their approach.

Old Business:

Case 25-26: Site Plan review for parking lot expansion at 524 Washington Ave. (parcel #70-03-21-355-016 and 355-008).

Urquhart introduced the case. At the August 12th meeting, the Planning Commission raised concerns about the location and size of the parking expansion at St. John's Episcopal Church at 524 Washington Ave. A vote was approved to postpone the decision for the site plan review. The applicant has requested to provide details regarding the amount of seating capacity and, thus, the parking demand. The applicant has provided this information. If the applicant has satisfied the needs of the Planning Commission, a vote may occur.

Kyle Vinke of Lakewood Construction was available for questions and also mentioned the parking lot expansion would help set the facility up for the ADA improvements, as part of the building improvements to be submitted at a later time.

Pierce stated he was not in favor of having a parking lot on Washington Street, but was generally in favor of making things more ADA-compliant.

John Tygner, a representative of St. John's Episcopal Church, stated that due to growth and many elderly attendees, more parking spaces and closer parking accessibility were needed to accommodate them.

Oliver Shampine, a representative of St. John's Episcopal Church, stated that many of their members use the parking available at City Hall during their service times. He mentioned that allowing the additional parking on Washington would free up the public parking at City Hall.

Pierce mentioned that he felt the use of public parking at City Hall was a great resource.

Smelker was sympathetic to the need but felt the ordinance was clear.

Skelly respected the need, but also respected the ordinance. He stated he would be a propionate of this case.

Borchers understood the need, but also agreed the ordinance was clear.

Owens was also sympathetic to the need and the situation, but felt hemmed in by the ordinance. She stated that the zoning board of appeals may be better suited to address this.

Smolenska agreed with other commissioners regarding the ordinance. She stated that approving this case would transform a conforming lot into a nonconforming lot. She also stated that there was ample parking between City Hall and on-street parking.

John Tygner responded, stating there was just not enough parking on the west side of the church.

Vice-Chair Galligan also agreed with fellow commissioners regarding the ordinance.

Chair Dora stated he felt the ordinance would be more applicable to a new construction parking lot than an expansion. He also felt the need was there for this and would support what they were asking.

Motion by **Vice-Chair Galligan**, seconded by **Smelker**, to DENY Case 25-26, Site Plan review for parking lot expansion at 524 Washington Ave. (parcel #70-03-21-355-016 and 355-008).

Roll Call Vote.

Yeas: Pierce, Smolenska, Skelly, Galligan, Smelker, Borchers, Owens

Nays: Skelly, Dora

Motion passed.

Zoning Board of Appeals Liaison Report:

August meeting was canceled.

City Planner Report:

Urquhart relayed that he was still working on the annual reports.

The Annual Michigan Planning Conference was coming up in October.

Working to create a list of ideas for the next Master Planning, which will be in the next year.

South Village is still working with EGLE for permitting.

The Hotel is still working to finalize the details for the parking requirements and will submit incentive requests in the next month.

Call to the Audience: Second Opportunity:

Denny Dryer, 220 ½ Washington, spoke about how TI zoning affects his property at 1500 Kooiman and makes financing difficult.

Oliver Shampine addressed the council about their decision to deny PC Case 25-26, the parking lot extension at 524 Washington Ave.

Jim Hagen, 400 Lake, expressed his safety concerns and disagreed with the council's decision regarding the parking lot.

Adjournment:

Chair Dora adjourned the meeting at 8:24 p.m.

Melissa Bos, Executive Assistant to City Manager

Attachment C

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: October 15, 2025

SUBJECT: 1445 Columbus Street – Commercial Rehabilitation Exemption Certificate Public Hearing

The City is being asked to approve a Commercial Rehabilitation Act Exemption Certificate under the Commercial Rehabilitation Act (CRA; PA 210 of 2005) for the property located at 1445 Columbus Street. The property is already part of an established Commercial Rehabilitation District created for the Beechtree Corridor in 2023.

The property owner is eligible to apply for a tax abatement certificate, which would lock in the taxable value for up to 10 years and encourage reinvestment in an underutilized property. In this specific request, the owner is seeking an 8-year abatement with an estimated benefit of \$638,357.00. The initial step in the review and approval process involves holding a public hearing on the proposed certificate request.

The proposed project involves demolishing two vacant commercial buildings to make space for a single multi-family residential building. This new building will include 45 housing units, comprising a mix of studios, one-, and two-bedroom units, offering additional housing options on the east side of the City and supporting ongoing efforts to develop a vibrant mixed-use neighborhood. The project aligns with the City's Master Plan by helping to achieve its goal of expanding housing choices at all price points for residents throughout the City. The site plan for this project has already received approval from the Planning Commission.

As part of the review and approval process, a third-party financial reviewer examined the application for the CRA Exemption Certificate, and a report was provided to the City of Grand Haven. The report concluded that "but for" the incentive, the project would not be feasible and recommended approval of the abatement. Furthermore, the review included an analysis of the project's viability with additional owner equity contributions and determined that extra equity would only decrease the project's viability.

The EDC/BRA Board reviewed and recommended the incentive request at their October 6, 2025, meeting.



July 16, 2025

Via USPS First Class Mail

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

Re: Tax Abatement Formal Request and Application
Beechtree Leasing, LLC
1445 Columbus Avenue, Grand Haven, Michigan 49417

Dear Ms. Boersma:

In accordance with the City of Grand Haven Economic Incentive Policy, Beechtree Leasing, LLC is submitting its application for tax abatement on the above-mentioned property. Please consider this letter our formal request for consideration.

Enclosed please find the following:

- \$1,000 check in payment of the application fee
- Michigan Department of Treasury Form 4507, Application for Commercial Rehabilitation Exemption Certificate (emailed to clerk@grandhaven.org)
- Supplemental information for Form 4507 (emailed to clerk@grandhaven.org)

If you have any questions or concerns, please don't hesitate to reach out to my team at catcherhof@westwind.build or 616-842-2030. Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gregory M. Oleszczuk", with a long horizontal flourish extending to the right.

Gregory M. Oleszczuk
Member, Beechtree Leasing, LLC

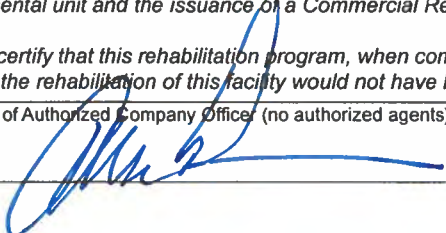
Application for Commercial Rehabilitation Exemption Certificate

Issued under authority of Public Act 210 of 2005, as amended.

LOCAL GOVERNMENT UNIT USE ONLY	
▶ Application No.	▶ Date Received

STATE USE ONLY	
▶ Application No.	▶ Date Received

Read the instructions page before completing the form. **This application should be filed after the commercial rehabilitation district is established.** The applicant must complete Parts 1, 2 and 3 and file the application form (with required attachments) with the clerk of the local governmental unit (LGU). Attach the legal description of property on a separate sheet. This project will not receive tax benefits until approved by the State Tax Commission (STC). Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the STC.

PART 1: OWNER / APPLICANT INFORMATION (applicant must complete all fields)			
Applicant (Company) Name (applicant must be the owner of the facility) Beechtree Leasing, LLC			NAICS or SIC Code
Facility's Street Address 1445 Columbus Ave.	City Grand Haven	State MI	ZIP Code 49417
Name of City, Township or Village (taxing authority) City of Grand Haven		County Ottawa	
☒ City ☐ Township ☐ Village		School District Where Facility is Located Grand Haven	
Date of Rehabilitation Commencement (mm/dd/yyyy) 10/01/2025		Planned Date of Rehabilitation Completion (mm/dd/yyyy) 06/01/2027	
Estimated Cost of Rehabilitation \$11,060,000		Number of Years Exemption Requested (1-10) 10	
Expected Project Outcomes (check all that apply)			
☒ Increase Commercial Activity ☐ Retain Employment ☒ Revitalize Urban Areas			
☒ Create Employment ☐ Prevent Loss of Employment ☒ Increase Number of Residents in Facility's Community			
No. of jobs to be created due to facility's rehabilitation 1	No. of jobs to be retained due to facility's rehabilitation	No. of construction jobs to be created during rehabilitation	
PART 2: APPLICATION DOCUMENTS			
Prepare and attach the following items:			
☒ General description of the facility (year built, original use, most recent use, number of stories, square footage)		☒ Statement of the economic advantages expected from the exemption	
☒ Description of the qualified facility's proposed use		☒ Legal description	
☒ Description of the general nature and extent of the rehabilitation to be undertaken		☐ Description of the "underserved area" (Qualified Retail Food Establishments only)	
☒ Descriptive list of the fixed building equipment that will be a part of the qualified facility		☐ Commercial Rehabilitation Exemption Certificate for Qualified Retail Food Establishments (Form 4753) (Qualified Retail Food Establishments only)	
☒ Time schedule for undertaking and completing the facility's rehabilitation			
PART 3: APPLICANT CERTIFICATION			
Name of Authorized Company Officer (no authorized agents) Gregory M. Oleszczuk		Telephone Number (616) 842-2030	
Fax Number (616) 404-8952		E-mail Address Chad Achterhof: cachterhof@westwind.build	
Street Address 1435 Fulton St.		City Grand Haven	State MI
		ZIP Code 49417	
<i>I certify that, to the best of my knowledge, the information contained herein and in the attachments is truly descriptive of the property for which this application is being submitted. Further, I am familiar with the provisions of Public Act 210 of 2005, as amended, and to the best of my knowledge the company 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 governmental unit and the issuance of a Commercial Rehabilitation Exemption Certificate by the State Tax Commission.</i>			
<i>I further certify that this rehabilitation program, when completed, will constitute a rehabilitated facility, as defined by Public Act 210 of 2005, as amended, and that the rehabilitation of this facility would not have been undertaken without my receipt of the exemption certificate.</i>			
Signature of Authorized Company Officer (no authorized agents) 		Title Member	Date 07/16/25

PART 4: ASSESSOR RECOMMENDATIONS (assessor of LGU must complete Part 4)

Provide the Taxable Value and State Equalized Value of Commercial Property, as provided in Public Act 210 of 2005, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC).

	Taxable Value	State Equalized Value (SEV)
Land		
Building(s)		

The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Commercial Rehabilitation Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Commercial Rehabilitation Exemption that would also put the same property on the Commercial Rehabilitation specific tax roll.

☐ By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Commercial Rehabilitation Exemption specific tax roll and not on any other specific tax roll.

Name of Local Government Body

Name of Assessor (first and last name)

Telephone Number

Fax Number

E-mail Address

I certify that, to the best of my knowledge, the information contained in Part 4 of this application is complete and accurate.

Assessor's Signature

Date

PART 5: LOCAL GOVERNMENT ACTION (clerk of LGU must complete Part 5)

Action Taken By LGU (attach a certified copy of the resolution):

☐ Exemption approved for _____ years, ending December 30, _____ (not to exceed 10 years)

☐ Exemption Denied

Date District Established (attach resolution for district)

Local Unit Classification Identification (LUCI) Code

School Code

PART 6: LOCAL GOVERNMENT CLERK CERTIFICATION (clerk of LGU must complete Part 6)

Clerk's Name (first and last)

Telephone Number

Fax Number

E-mail Address

Mailing Address

City

State

ZIP Code

LGU Contact Person for Additional Information

LGU Contact Person Telephone Number

Fax Number

I certify that, to the best of my knowledge, the information contained in this application and attachments is complete and accurate and hereby request the State Tax Commission issue a Commercial Rehabilitation Exemption Certificate, as provided by Public Act 210 of 2005, as amended.

Clerk's Signature

Date

For faster service, the LGU should email the completed application and required documents to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury, State Tax Commission
P.O. Box 30471
Lansing, MI 48909

Supplement for Form 4507 | Beechtree Leasing, LLC

General description of the facility (year built, original use, most recent use, number of stories, square footage):

Year Built:

Building 1: 2003

Building 2: 2006

Original Use: warehouse/storage/parking

Most Recent Use: warehouse/storage

Number of Stories: 1

Square Footage:

Building 1: 5,000 sqft

Building 2: 2,100 sqft

Description of the qualified facility's proposed use:

43-unit multifamily residential building and parking

Description of the general nature and extent of the rehabilitation to be undertaken:

- Existing building to be dismantled and removed. The current development has no permeable landscaping
- New construction of 43-unit multifamily building with modern amenities and exterior design, including increased permeable landscaping
- The ground level will be the parking area, making it a compact building design
- New construction will comply with the new energy code
- Air-to-air heat pumps will eliminate the need for natural gas
- LED lighting will be used
- Rooftop common space/seating area
- Twenty-four bicycle parking spots will be installed

Descriptive list of the fixed building equipment that will be a part of the qualified facility:

- Each apartment unit will have its own air to air heat pump for heating & cooling
- Each unit will have its own electric water heater
- Each common space will have its own air-to-air heat pump for heating & cooling
- There will be a 4-level hydraulic elevator
- Each stairwell will have its own electric space heater

Supplement for Form 4507 | Beechtree Leasing, LLC

Time schedule for undertaking and completing the facility's rehabilitation:

Fall 2025: Demolition

Winter 2025-2026: Utility Install / Foundations

Spring 2026: Parking Level Concrete / Masonry Work

Summer 2026: Framing / Interior Mechanicals

Fall Winter 2026/2027: Interior Finishes

Spring / Summer 2027: Complete / Open for Occupancy

Statement of the economic advantages expected from the exemption:

- Help satisfy a key portion of the large housing need and development by providing long-term rentals
- Aligns with the Grand Haven Master Plan for development of compact building design in order to maximize spacious living areas within a smaller footprint
- Creates a range of housing opportunities and options for residents across income levels and communities, on currently underutilized land
- Will utilize public investment, private enterprise, and ultimately market demand to meet its development requirements
- Will promote and strengthen the development and aspirations of the Beechtree Corridor
- Will produce and encourage effective use of this corridor by creating an attractive community with a strong sense of place and belonging
- Integrated into a walkable and lively neighborhood that supports daily living and convenience without the need for extensive travel, including five food establishments within two blocks
- Will provide future residents with a variety of sustainable and neighborhood-oriented transportation choices as destinations are within reach via walking, biking, and public transportation; also providing parking spaces for vehicles
- Places users near daily services, including schools, supermarkets, health care centers, restaurants, retail stores, and public parks/fields
- Caters to the values of our community and the scientific understanding of the value of outdoor spaces to mental health, especially near homes, by integrating public and private outdoor spaces
 - East Grand River Park, Bolt Park, Sluka Field, as well as TriCities Kids League are all within a half mile of this development
 - Gianfredi et al. (2021) conclude that key contributors to stronger mental health and lower levels of stress are access to outdoors and abundant natural spaces, as well as potential for outside activities

Legal Description:

LOTS 22, 23 & 24 CORLS ADD

Supplement for Form 4507 | Beechtree Leasing, LLC

Permit if Available:

Special Land Use Permit included with application.

Contractor's bid or itemized list of costs matching the investment amount reported on the box titled *Estimated Cost of Rehabilitation* on the first page of the application:

Project budget included with application.

References:

City of Grand Haven. (2023). *2023 Master Plan Update*. <https://grandhaven.org/residents/grand-haven-master-plan/>

Gianfredi, V., Buffoli, M., Rebecchi, A., Croci, R., Oradini-Alacreu, A., Stirparo, G., Marino, A., Odone, A., Capolongo, S., & Signorelli, C. (2021). Association between urban greenspace and health: A systematic review of literature. *International Journal of Environmental Research and Public Health*, 18(10), 5137. <https://doi.org/10.3390/ijerph18105137>



PROJECT PROPOSAL

1445 Columbus
7/16/2025

DRAFT VERSION

Property				1,210,000	
				Total Property Costs:	1,210,000
Soft Costs					
Civil Engineering				67,500	
Civil Design/Engineering				45,000	
Environmental				15,000	
Twp/Plan Review				7,500	
Architectural / Engineering				250,000	
Interior Design				10,000	
Due Diligence				7,500	
Preconstruction				25,000	
Legal Fee				25,000	
Working Capital				40,000	
Builder's Risk				30,000	
Property Taxes				23,000	
Capitalized Interest				165,000	
				Total Soft Costs Budget:	643,000
Fees					
Contractor Fee		hc	4.00%	8,450,931	338,037
Developer Fee		hc+cf	4.00%	8,788,969	351,559
Financing Fee					66,500
				Total Fees Budget:	756,096
Hard Costs					
Site Work				487,260	
Site Permits				3,100	
Survey / Staking				10,000	
Building Demo				150,000	
Mass Excavation / Site Balance				51,250	
Infrastructure Install				79,110	
Road / Sidewalk Construction				34,800	
Site Concrete				69,000	
Site Asphalt				90,000	
Apartment Buildings				6,660,000	
45 Unit Bldg #1				6,660,000	
Common Area				47,500	
FF&E and IT				15,000	
Equipment				2,500	
Postal Center				10,000	
Trash Center				20,000	
Site Electrical/Conduit				67,000	
Lighting				37,000	
Conduit				30,000	
Utilities				26,000	
Electrical Primary				20,000	
Natural Gas				6,000	
Signage				41,500	
Landscape / Irrigation				100,000	
SS / GC / Cont				543,317	
Site Supervision				200,000	
General Conditions		hc+ss	2.25%	171,658	
Contingency		hc+ss	2.25%	171,658	
OH&P		hc+ss+gc+cont	6.00%	7,972,577	478,355
				Total Project Budget:	11,060,027



SPECIAL LAND USE PERMIT
Planning Department, City of Grand Haven
519 Washington Avenue, Grand Haven MI 49417

Date: June 27, 2025

Special Land Use Permit Request: Multiple-family dwelling

Planning Commission Case #: 25-09

Property Address & Zoning: – 1445 Columbus Ave., TI – Transitional Industrial

Parcel#: 70-03-21-477-017 & 70-03-21-477-016

Property Owner: Beechtree Leasing LLC

Applicant: Westwind Construction

Date of Planning Commission Approval: April 22, 2025

Conditions of Approval:

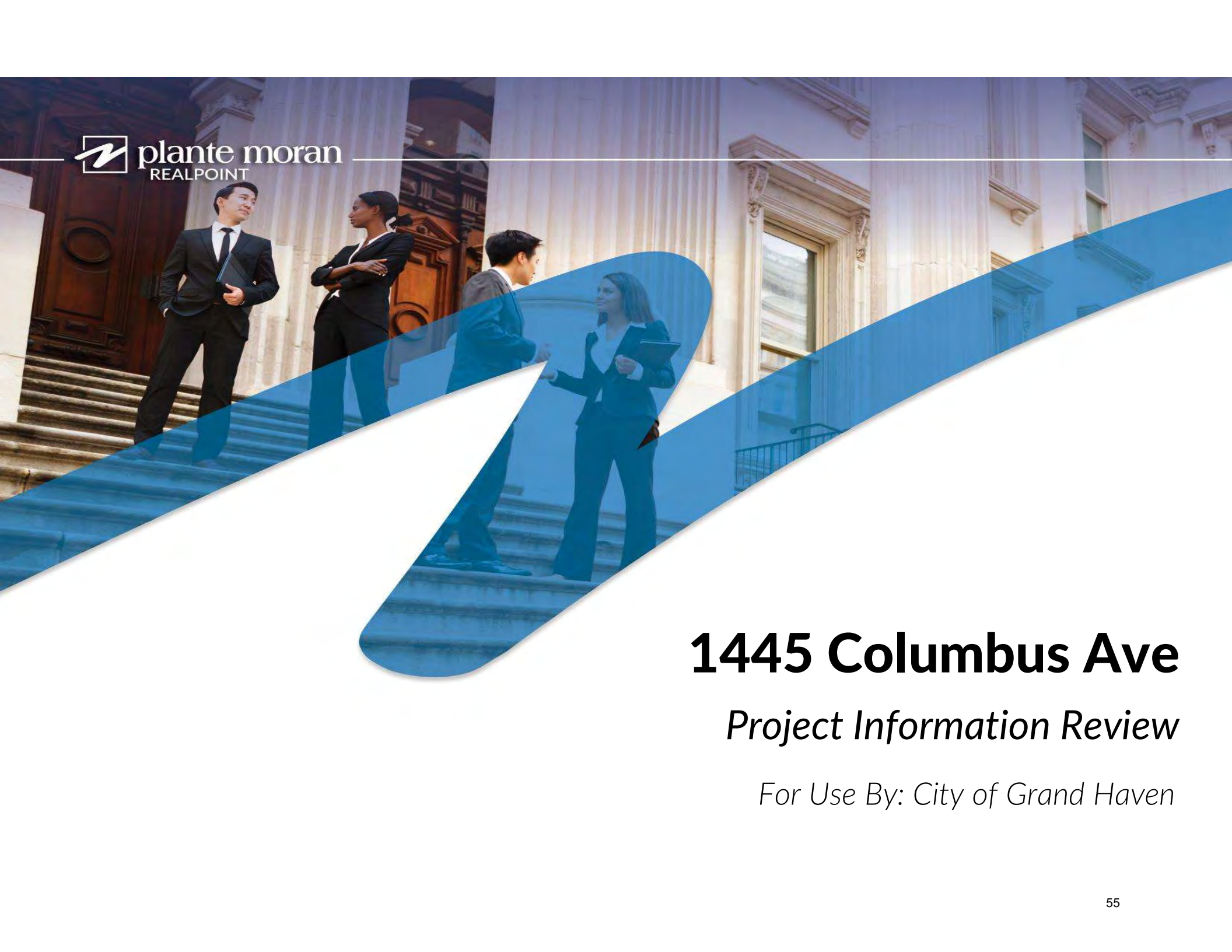
1. *All conditions of the Dept. of Public Works, and Fire Marshal shall be met.*
2. *A sidewalk shall be shown on the site plan to connect the internal sidewalk to Columbus Ave.*

If there are any questions or concerns regarding this Special Land Use Permit, please contact the Planning Department at (616) 935-3276.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian J. Urquhart", is written over a horizontal line.

Brian J. Urquhart, AICP
City Planner



1445 Columbus Ave

Project Information Review

For Use By: City of Grand Haven



SECTION 1

Project Overview

Executive Summary

SCOPE & METHODOLOGY

The City of Grand Haven (“Grand Haven”) engaged Plante Moran Realpoint (“PMR”) to provide third-party support for an application by BeechTree Leasing, LLC (the “Sponsor”) for a commercial rehabilitation tax exemption worth \$638,357 over an 8-year abatement period.

1

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

2

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

3

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

FINDINGS

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

1. Construction Assumption Certainty
 - The construction budget is based on another, albeit similar, project that the Sponsor executed in a different city, and does not reflect a formal quote
 - Sponsor owns a construction company with a proven track record of successful local projects
 - A contingency has been included, but fluctuations in material costs and tariffs pose risks to budget reliability
2. Equity Funding
 - Sponsor indicated that their current plan to raise limited partner (“LP”) equity up to 49% of the total equity contributed by the project.
 - The uncertain terms for the LP equity could impact the Sponsors returns and impact project feasibility

Project Summary

PROGRAM SUMMARY

Total Project Cost	\$11.1M		
Parking	62 spaces		
<u>Residential Unit Mix</u>	<u># of Units</u>	<u>Avg. Sq ft</u>	<u>Yr 1 Rent</u>
Studio	20	600	\$1,422
One Bedroom	22	819	\$1,658
Two Bedroom	3	1,050	\$1,978
Total	45	55,161 SF	

SITE AERIAL



SPONSOR

The Sponsor of this project is Beechtree Leasing, LLC

- Beechtree Leasing, LLC was formed in May 2001 by Greg Oleszczuk, owner of Westwind Construction and Development. Greg has been active in general contracting and property management for over 45 years in Western Michigan, with his home office located in Grand Haven.
- The development team for this project will consist of Chad Achterhof, the Chief Financial Officer supported by Doug Meekhoff, the Senior Project Manager, and a team of dedicated accounting professionals local to the Sponsors Grand Haven, MI office.
- Beechtree developed and/or manages the following multifamily properties Abbey42 in Kalamazoo, MI, Trailside 45 workforce housing and Ridge45 in Traverse City, MI, and the Pines45 in Gaylord, MI.
- Westwind Construction has experience working with public entities, most notably the Kalamazoo Water Main expansion, a project which provided water service to 200+ acres of undeveloped land by installing 3 miles of water main lines and spurred community and municipal growth. In addition to this experience, they have also worked on several brownfield-financed properties.

Project Summary

DEVELOPMENT RATIONALE AND AFFORDABILITY

- The project site contains two vacant industrial buildings constructed in 2003 and 2006. The proposed redevelopment will transform the site into 45 multifamily housing units featuring modern amenities such as a rooftop common area and bicycle parking. This initiative aligns with the Grand Haven Master Plan, promoting compact development and expanding housing options across income levels on underutilized land.
- The project supports the Ottawa County Housing Needs Assessment, which identified a shortfall of 15,731 housing units by the end of 2025.
- Planned site improvements include the installation of permeable landscaping, construction of a new energy code-compliant building, incorporation of air-to-air heat pumps, and integration of energy-efficient LED lighting.
- Limited availability and older vintage homes in East Grand Haven significantly impact the choices for individuals and families that currently live in the area, and/or work nearby and desire to live closer to their workplace.

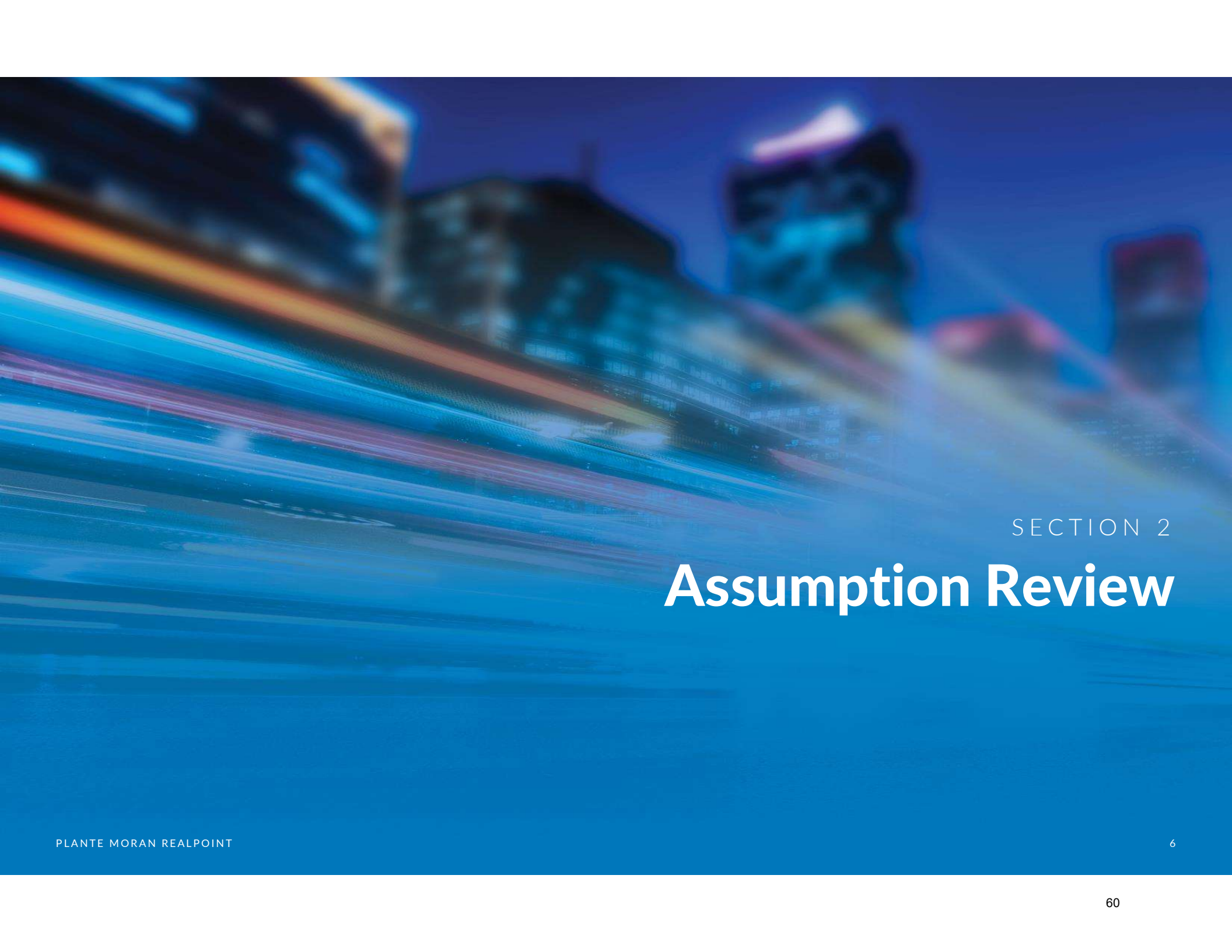
KEY DOCUMENTS RECEIVED

PMR received the following documents and information from the Sponsor and were relied upon for this report:

1. Building plan and architectural drawings dated 7.8.2025
2. Market rent comparables dated 8.4.2025
3. Commercial Rehabilitation Exemption Certificate – Form 4507 dated 7.16.2025
4. Westwind Construction (Related party to Sponsor) Marketing Brochure & Sponsor Overview
5. Project pro forma including the operating budget, abatement schedule, and proposed financing
6. Title Documents for 1426 & 1430 Fulton Street Parcels dated 5.23.2025 & 6.16.2025
7. Unit Mix detail for the Project dated 8.4.2025
8. Correspondence with the Sponsor and a meeting on 8.5.2025
9. Debt amortization schedules

KEY CONCEPT – “BUT FOR” TEST

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



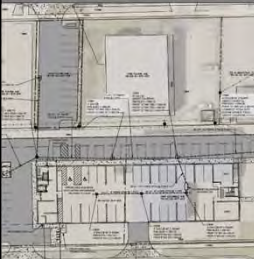
SECTION 2

Assumption Review

Market Research

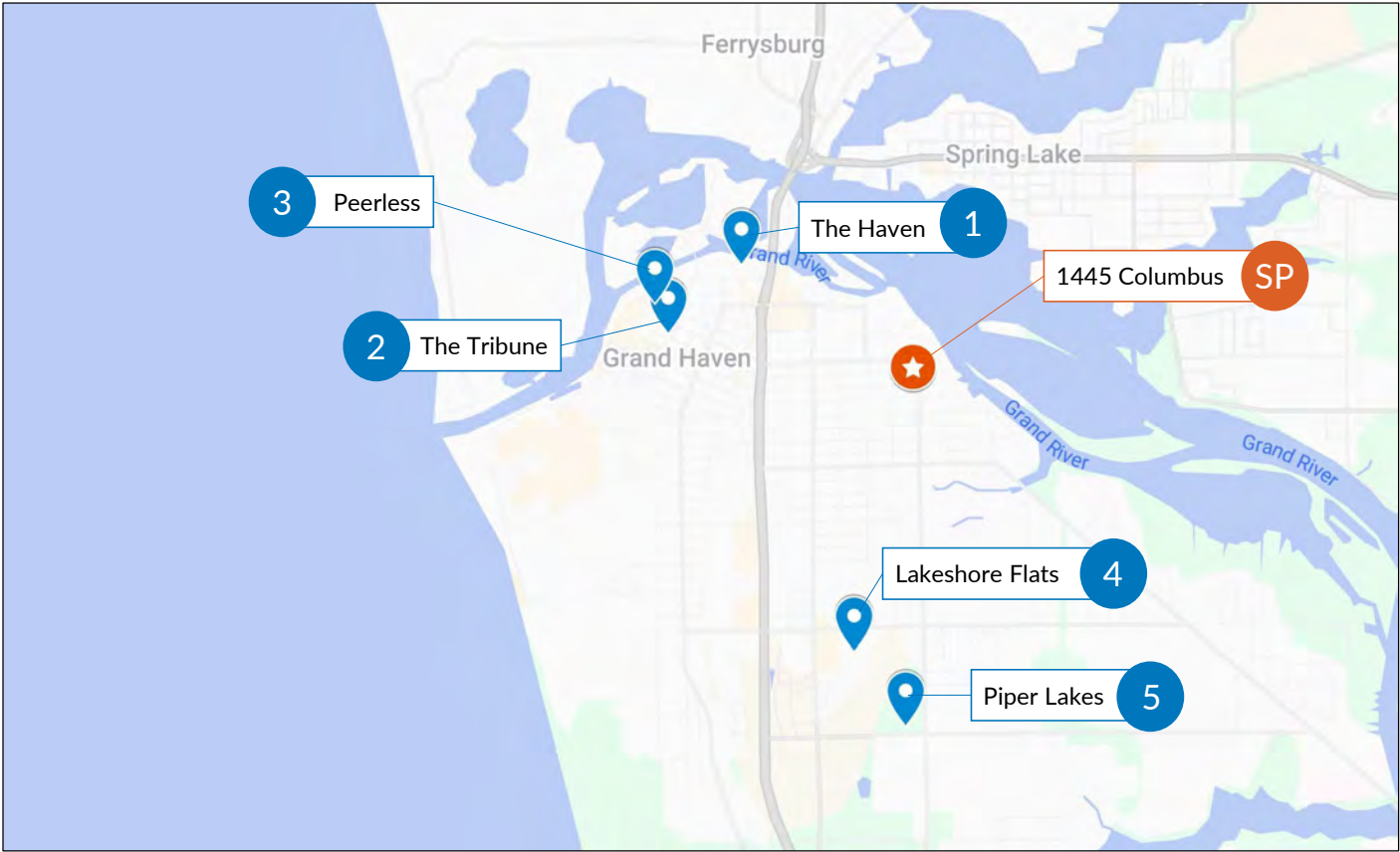
MARKET COMPS

To provide context around the proposed rents at the development, PMR conducted market research to identify comparable properties to the proposed redevelopment in terms of size and age. PMR identified five comparable properties and analyzed unit mix and rents to determine market rent by unit type in the area. This analysis shows that the proposed rents at this development, detailed on the following slides, are below market on a rent per square foot basis, and therefore supportable assumptions.

	COMP 1 The Haven			COMP 2 The Tribune Lofts			COMP 3 Peerless			COMP 4 Lakeshore Flats			COMP 5 Piper Lakes			AVERAGE			SPONSOR PRO FORMA		
																					
Address	591 Miller Dr			101 N 3 rd St			240 N 1 st St			17003 Lakeshore Flats			14820 Piper Ln						1445 Columbus		
City	Grand Haven			Grand Haven			Grand Haven			Grand Haven			Grand Haven						Grand Haven		
Admin Fees & Utilities	\$280 fee			\$245 fee & \$40-50 /mo.			-			\$50 fee			\$245 fee								
Pet Fees	\$300 fee & \$35 /mo.			\$350 fee & \$40 /mo.			\$350 fee & \$50 /mo.			\$350 fee & \$50 /mo.			\$350 fee & \$35-45 /mo.								
Year Built	2015			2023			2022			2020			2017						Proposed		
	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent
Studio	-	-	-	-	-	-	10	593	\$1,554	66	512	\$1,198	-	-	-	38	553	\$1,376	20	600	\$1,422
1 Bedroom	44	808	\$1,441	19	626	\$1,795	51	697	\$1,781	66	730	\$1,415	64	639	\$1,349	49	700	\$1,556	22	819	\$1,658
2 Bedroom	124	1,060	\$1,665	20	949	\$2,042	65	1,067	\$2,187	150	1,024	\$1,616	140	1,094	\$1,596	100	826	\$1,821	3	1,050	\$1,978

Market Research

MARKET COMPS MAP



Sources and Uses

<u>SOURCES</u>	<u>SPONSOR PROVIDED</u>	<u>PMR</u>	<u>COMMENTARY</u>
General Partner Capital	\$2,628,412	\$2,628,412	Equity contribution from the Sponsor
Deferred Developer Fees	\$689,596	\$689,596	Paid from available project cash flow to the Sponsor
Construction Financing	\$7,742,019	\$7,742,019	Construction financing assumes a 6.75% interest rate with a 24-month interest only period amortized over a 20-year term.
Total Sources	\$11,060,027	\$11,060,027	

<u>USES</u>			
Acquisition	\$1,210,000	\$1,210,000	Costs attributed to additional land purchases made in order to provide adequate parking to the project at its current scale.
Hard Costs	\$7,907,615	\$7,907,615	Inclusive of site work, apartment and common area construction, site electrical and utilities access, signage, and landscaping.
Soft Costs	\$1,399,096	\$1,399,096	Inclusive of engineering, architectural, and legal fees, insurance, taxes, capitalized interest, and contractor and developers' fees.
Contingency	\$543,317	\$543,317	6.9% of total hard costs/4.9% of total development costs. Line item includes site supervision, general conditions, and contingency
Total Uses	\$11,060,027	\$11,060,027	

Assumption Review

<u>OPERATING ASSUMPTIONS</u>	<u>SPONSOR PROVIDED</u>	<u>PMR CONSERVATIVE</u>	<u>PMR OPTIMISTIC</u>	<u>COMMENTARY</u>
Monthly Rents				
Studio Rent	\$1,442	\$1,376	\$1,494	Studio, one-bedroom, and two-bedroom rents are all reasonably in-line with the market range. To stress these rent levels, PMR accounted for the possibility that apartment renters will not see the value in additional square footage in their units, but rather rent based on the number of bedrooms. Accordingly, PMR used the average rent per square foot of the comparable set in the optimistic scenario, and the average rent per bedroom of the comparable set in the conservative scenario.
One Bedroom Rent	\$1,658	\$1,556	\$1,819	
Two Bedroom Rent	\$1,978	\$1,821	\$2,310	
Other Income (monthly per unit)	\$252	\$252	\$252	Other income is inclusive of parking income, pet fees, move-in and move-out related fees, application fees, late fees, and utilizes bundles. This assumption is in-line with market.
Vacancy, Concessions & Collection Loss	5%	10%	5%	Vacancy loss was increased in the conservative scenario to account for the project not meeting sponsor-projected occupancy.
Income / Expense Growth Rates	3.00% / 2.69%	2.00% / 3.00%	3.00% / 3.00%	Tax exemption grows at an average of 1.8%. Year 1 rents escalate at 4.0% in the Sponsor assumptions, then normalizes at 3.0%.
Operating Expenses (Annually, Per Unit) Excluding Property Taxes	\$4,302	\$4,302	\$4,000	Annual operating expense are largely in-line with market expectation and were adjusted downward slightly for the optimistic scenario.
Property Taxes	\$1,786	\$1,786	\$1,786	Assumes the commercial rehabilitation tax exemption is received.
Operating Expenses, Including Property Taxes	\$6,088	\$6,088	\$5,786	

Financial Pro Forma Review

OPERATING PERFORMANCE	<u>SPONSOR PROVIDED</u>	<u>SPONSOR PROVIDED, NO TAX EXEMPTION</u>	<u>PMR CONSERVATIVE</u>	<u>PMR OPTIMISTIC</u>	<u>COMMENTARY</u>
<u>First Stabilized Year</u>					
Effective Gross Income	\$1,003,668	\$1,003,668	\$893,624	\$1,067,468	PMR reduced the income growth rate from the sponsor assumptions, resulting in lower effective gross income.
Less: Expenses	\$281,348	\$356,802	\$281,225	\$267,231	Operating expenses are largely in-line with market.
Net Operating Income	\$722,340	\$646,886	\$612,398	\$800,237	
Less: Debt Service & Capex Reserve	\$672,032	\$603,008	\$672,032	\$672,032	Financing assumes a 6.75% interest rate with a 24-month interest only period amortized over a 20-year term. Annual capital expenditures of \$250 per unit. If the Sponsor does not receive the abatement this will impact their valuation when they switch to permanent financing.
Leveraged Cash Flow	\$50,308	\$43,878	(\$59,634)	\$128,205	

SPONSOR RETURNS

<u>Project-Level Returns</u>					
Stabilized Yield on Total Cost	6.53%	5.68%	5.54%	7.24%	Sponsor assumed cash flows stabilize in year 2.
Average Leveraged Cash on Cash	2.75%	4.75%	-2.40%	5.55%	Average CoC over a 13-year period. Tax abatement not included.
Stabilized Debt Service Coverage Ratio	1.08	0.96	0.91	1.19	DSCR < 1.0 means project cash flow is insufficient to cover debt service. The closer it is to 1.00, the less likely it is to secure financing. Most lenders require a DSCR of at least 1.15 for residential projects.
Passes "But For" Test	Yes				

Sponsor Return Analysis

ANALYSIS OVERVIEW

Sponsor equity returns are determined both by the initial equity investment and the after-debt service cash flows produced by the Project, which are themselves dependent on the capital stack due to debt service payments. PMR was asked to evaluate the relationship between equity returns and investment, to analyze the deal’s ability to support additional equity.

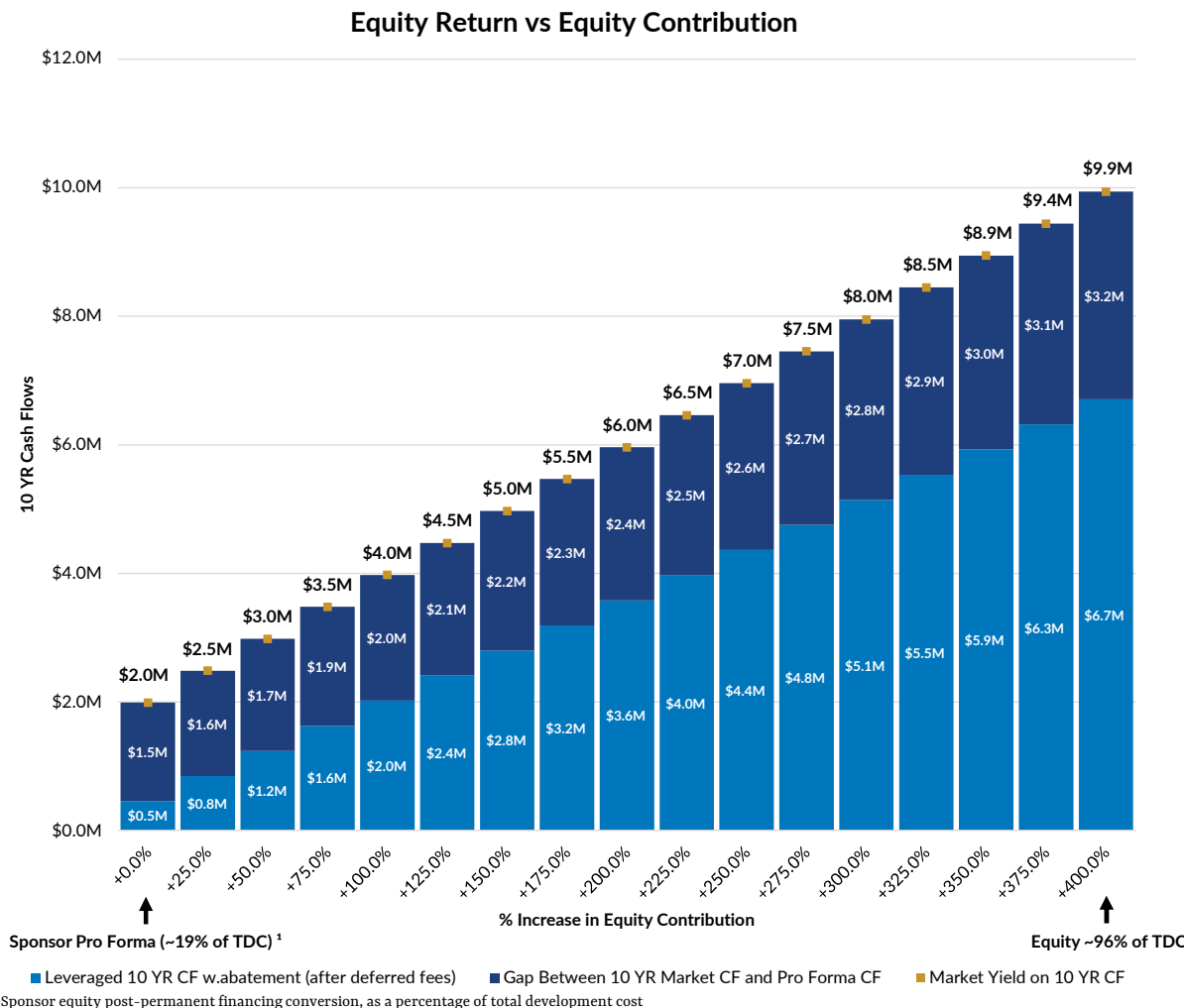
To determine average cash on cash returns sought by risk capital in this type of project, PMR used the PwC Investor Survey for Q1 2025, which polls equity real estate investors to establish expected return ranges. This report suggests a 9.4% average annual pro forma return would be required to attract purely financially-motivated capital for a multifamily investment.

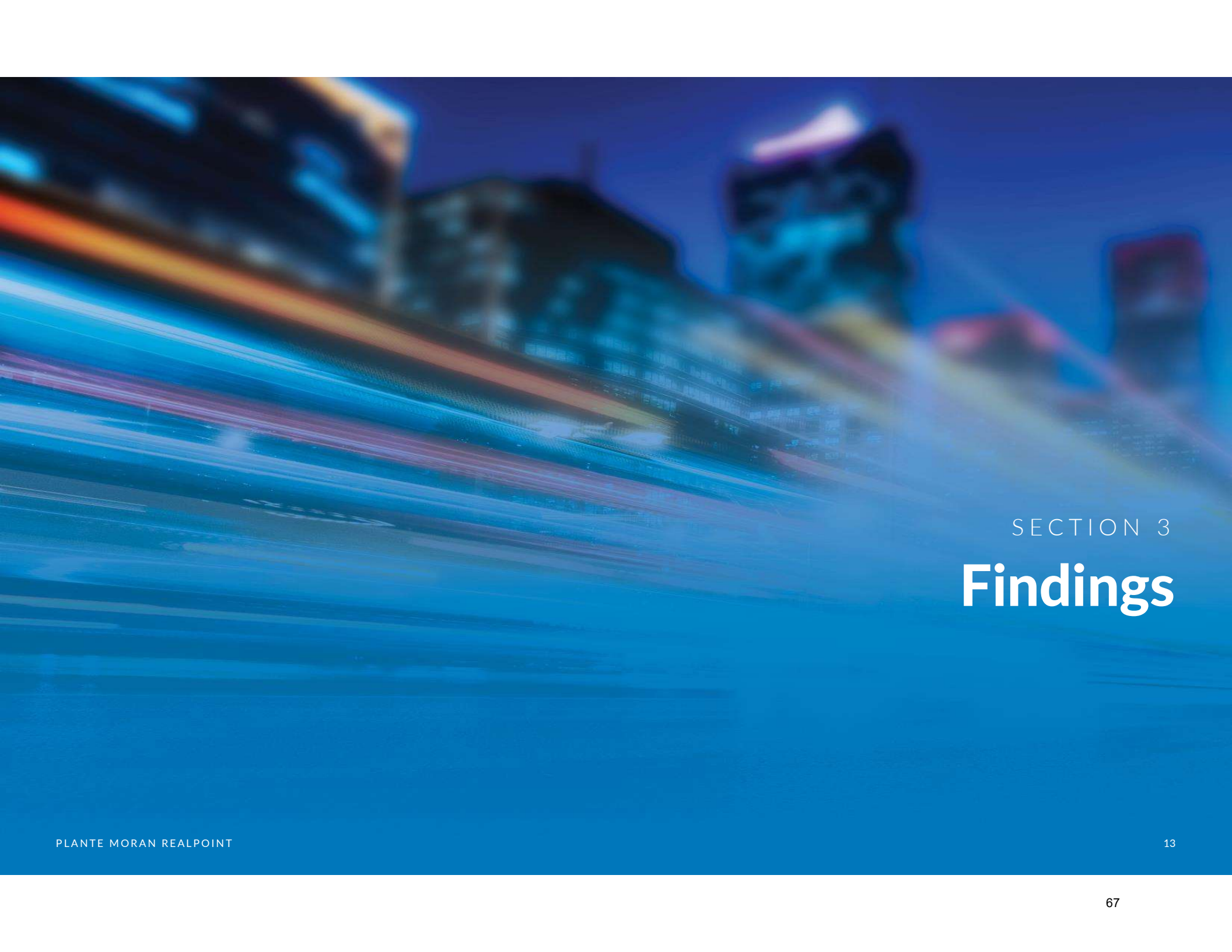
The 10-year project-level cash flow were compared to the cash flow at the 9.4% benchmark, while varying Sponsor Equity. This calculates the “gap” between market returns and project returns. PMR analyzed a range of equity levels, from the Sponsor pro forma value of \$2.1 million, up to 400% of that level, or \$10.4 million.

CONCLUSIONS

Comparing pro forma cash flow to the PwC Survey’s conclusion revealed at all levels the return to equity is below that generally underwritten in this asset class and at this risk level. As Sponsor equity increases, the “gap” increases, and returns fall farther from those available to the Sponsor through alternative investments.

Accordingly, should the City support this project, PMR does not see the need to require the Sponsor to increase its equity contribution to the capital stack.





SECTION 3

Findings

PMR Findings – Summary of Project Financials and Need for Support

RECOMMENDATIONS

The development plans as presented describe a feasible project; however, it is a project with several large open items. Accordingly, this report finds that support will likely be needed for this project, but the City should consider confirmation that these items are resolved prior to issuance of an incentive.

1. Budget – Sponsor budgeting based off a different project in a different geography makes for a useful comp and is certainly a source for estimates – given the sensitivity of project returns to the “but for” test it is advised that a more tailored budget be presented prior to incentive award.
2. Equity – The Sponsor indicated that they are perusing limited partner equity. The term of this limited partner equity could impact the Sponsors returns and project feasibility.

ACQUISITION AND DEVELOPMENT

1. The development team is well-qualified, with proven experience in Western Michigan, success in securing public funding, and strong local market expertise
2. Finalized construction budget estimates are critical to assessing project feasibility – given projected returns are below market expectations, accurate costing is a key factor
3. Sponsor pro forma indicates a Debt Service Coverage Ratio below what is generally debt-financeable in today’s market, highlighting a potential challenge in securing financing

PROFITABILITY AND DISPOSITION

1. Sponsor did not provide detailed disposition plans or a long-term hold strategy
2. The project's stabilized yield-to-cost is in-line with the minimum return benchmarking to market expectations
 1. Prequin, a financial data and information provider, concludes project returns are in-line or above the minimum highlighted preferred return of 5%; however, returns are at the lower end an acceptable range for typical market participants, justifying the need for the requested financing
3. Average leveraged cash-on-cash returns with the tax abatement are projected to be -2.4% to 5.6%
 - i. Compared to the 90-day SOFR and Treasury Bill returns (low 4% returns), which are viewed in the market as “risk-free” investments, the project's profitability appears low, given the risk in real estate development
 - ii. Development and rehabilitation projects inherently carry additional risk – investors expect to be compensated for that risk through higher returns
 - iii. Projected returns without incentives and financing below that of risk-free investments demonstrate the need for requested financial support and incentives

DRAFT



- A. This Report reflects the information available as of the date of its publication. The information, recommendations, analysis, and conclusions contained herein are, in whole or in part, derived from and dependent on information provided by Sponsor and Grand Haven, their affiliated and related entities, and other third parties neither contracted by nor controlled by PMR. PMR is not a certified public accountant and cannot conduct reviews or audits of such information. Therefore, PMR provides no opinion on, or assurance of, the reliability of such information. Misstatements and/or material misstatements in such information may exist that impact the results of the analysis, recommendations and conclusions provided herein.
- B. PMR:
- i. Does not make (nor shall be deemed to have made) any representation, warranty, or guarantee as to the accuracy, completeness, utility or relevance of any of the contents of this report;
 - ii. Shall not have any obligation to update any of the contents of this report; or
 - iii. Shall not be responsible or liable (or be deemed responsible or liable) for any lack of accuracy, utility, completeness or relevance of, or any interpretations of or conclusions drawn from any of the contents of this report.
- C. The receipt of this report, or the use of any information contained herein, is subject to the disclaimers, limitations, and qualifications set forth herein. The recipient of any contents of this report assumes full responsibility for any use of, or reliance upon, of any such information contained herein.

Attachment D

CITY OF GRAND HAVEN

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



TO: Ashley Latsch, City Manager

FROM: Dana Kollewehr, Assistant City Manager *DK*

DATE: 10/14/25

SUBJECT: Grand Haven Children's Museum Proposal

The City has received a formal proposal from the Grand Haven Children's Museum to use part of Central Park Place for developing and operating a dedicated children's museum.

The plan includes the lower level of Central Park Place and new construction behind the building. According to the proposal, the Children's Museum would sign a rental agreement with the City that covers base rent and a proportional share of utility costs.

This proposal provides a significant opportunity for the City and community. It would greatly reduce the City's operating costs for the facility while the City retains ownership of the property and offers community access to the most-used spaces within Central Park Place, including the ballroom and theater.

The proposal offers a practical approach to establishing a children's museum in Grand Haven while safeguarding the City's and community's long-term interests in this vital civic asset.

The Grand Haven Children's Museum has shown a willingness to negotiate potential lease terms to reach a mutually beneficial agreement that considers the City's lost revenue potential, staffing needs, space requirements, and other factors. We are now taking steps to seek consensus from the Council on the concept before the City and Museum incur any additional attorney and design fees.

City staff is seeking direction from the City Council on whether to proceed with further negotiations with the Grand Haven Children's Museum. If the resolution is approved, the City would engage legal counsel to start detailed negotiations or adjustments of terms, including space use and access, base rent and utility contributions, construction timelines and responsibilities, and other long-term maintenance considerations.

LEASE PROPOSAL

Central Park Place

Grand Haven
Children's Museum
explore • dream • discover



OUR MISSION





LEVY
GIVING FUND

ART STUDIO

TINKERING
LAB

Tinker Here
A jugar aquí

“MARRIAGE OF TWO THINGS”

Children’s museum **AND** community space

- **Maximizes community impact** of Central Park Place
- Public-private **partnership**
- **Civic value**
- **Reduces City’s operational burden**
- Enhances downtown **vibrancy & connection**
- **Fulfills long-standing community desire** for local children’s museum



Proposed Lease

- ~13,500 sq ft
- Initial **10-year lease**, with **five 5-year renewal options**
- During construction: **\$2,150/month rent**
- Once operational: **\$1/year rent**
- Museum assumes **pro-rata share** of operating costs (utilities)



Proposed Lease (cont.)

Capital Investment

- Museum will **fully fund & build** a main-level expansion, **\$1.5–\$2 million**
- **No cost to the City**
- All improvements become **City property**



Proposed Lease (cont.)

Shared Community Use

Key spaces remain fully accessible for public events and City programs:

- Theater
- Mackinaw Room
- Catering Kitchen
- Main Entry
- Main Hallway & Restrooms
- Office Space & Storage





- 12,600 sq ft exhibit space
- 85,000 visitors/year



Grand Haven
Children's Museum
explore • dream • discover



- 13,500-18,500 sq ft lease proposal



GRAND RAPIDS
Children's
MUSEUM

- 14,000 sq ft exhibit space
- 150,000-200,000 visitors/year



Tangible Benefits to the City

Lowers City Operating Costs

- Projected \$128,000 in annual savings by FY 2027-28 – pro rata utilities, reducing staffing needs

Privately Funded Renovations

- **No tax increase, millage, or financial risk to City**
- All improvements **increase value of City-owned asset**



Tangible Benefits to the City (cont.)

Maximizes Use of City-Owned Facility

- **Preserves public areas:** Theater, Mackinaw Room, catering kitchen, main hallway and restrooms, and office and storage space

Strengthens Downtown-Centertown Connection

- Increases **walkability, foot traffic, and public engagement**



Benefits to Community

Welcoming Space for Children & Families

Year-Round Community Anchor

Hub for Local Partnerships & Collaboration

Strong & Growing Support

Letters of Support

- Gerry Witherell
- GHAPS
- Grand Haven Schools Fdn
- GVSU
- Loutit District Library
- MacKite
- MOMs Club of Grand Haven
- MOPS (Mothers of Preschoolers)
- Outdoor Discovery Center
- Spring Lake Public Schools
- Steve Loftis
- Tri-Cities Historical Museum

Founding Donors

Community Survey



Economic Impact & Tourism Boost

Smart Civic Investment

Year-Round Destination

Projected \$5.8 Million Annual Impact

Visitors Support Local Economy

Increase Property Values & Tax Base

Attracts Homebuyers & Investment



National Municipal Partnership Models



City of Baltimore
PORT DISCOVERY
Children's Museum



THANK YOU

*video to follow

Member of:







GRAND HAVEN CHILDREN'S MUSEUM
ENTRY GARDEN COURT (EXISTING)

GRAND HAVEN CHILDREN'S MUSEUM
3,500-5,000 SF FUTURE ADDITION



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**DATE:** October 14, 2025**SUBJECT:** Lease Agreement with Ottawa County

City staff has been working to help 6PM Hospitality resolve their parking shortfall with the Residence Inn Marriott development at the corner of 3rd and Washington Avenue. Currently, the development team has 89 parking spaces on their parcel, leaving an additional 39 spaces to be identified as required by the Planning Commission before construction.

We facilitated meetings with various property owners in the surrounding area to help identify potential parking agreement opportunities. One of the meetings we organized was with Ottawa County administration regarding the two parcels they own near the courthouse, which are used for parking (lot 24). Due to effective collaboration and in response to increased investment and development in the City, the County has agreed to enter an agreement with the City for the use and maintenance of the lot highlighted in green below. This parking lot provides more spaces than the development team requires and will be used by the City as additional public day and overnight parking for the community, offering a greater benefit to downtown.



Enclosed is a lease agreement between the City of Grand Haven and Ottawa County for the City's use of parking lot 24. Notably, the agreement details the following:

- The County is responsible for snow and ice removal from sidewalks and the parking lot, as well as lawn maintenance and watering.
- The City is responsible for providing a way to separate the two lots, as well as surface repairs and maintenance of the parking lot and trash removal as needed.
- The City will split any revenue generated from Lot 24, which is expected to primarily come from the overnight parking permit fees.

LEASE

Between

The County of Ottawa, as “Lessor”

And

City of Grand Haven , as “Lessee”

This Lease is entered into by The County of Ottawa, as Lessor, whose address is 12220 Fillmore Street, West Olive, Michigan 49460, and the City of Grand Haven, as Lessee, whose address is 519 Washington Avenue, Grand Haven, Michigan 49417.

The parties, for the considerations specified in this Lease, agree to the following terms, conditions, and covenants:

RECITALS

The Lessor owns two adjoining surface lots on the south side of Franklin Street in the City of Grand Haven. The larger lot, Parcel 477-019 (“Lot 19”) is the overflow and employee parking for the Ottawa Courthouse on the North side of Franklin Street. The smaller lot, Parcel 476-024 (“24”) is separated from Lot 19 by a sidewalk and is an overflow lot for Lot 19. Lot 24 has 69 marked parking spaces. Lessor prohibits all overnight parking on Lots 19 and Lot 24, as well as its main Courthouse surface lot, on Parcel 438-001 (“Lot 1”). Given the current size and usage of the Courthouse, Lessor presently does not need Lot 24 for overflow Courthouse parking.

The Lessee is experiencing growth in short term and long-term residential housing in its downtown area, which has over-burdened the over-night parking resources of the City. The Lessee would like to lease Lot 24 from Lessor to enhance its overnight parking resources.

ARTICLE I – DEFINITIONS

1.1 “Cancellation:” means the ending of all rights and obligations of the Lessor and Lessee, except for any rights and obligations that are due and owing.

1.2 “Enforcement” means the adoption of an Ordinance prohibiting overnight parking of non-county owned vehicles in Lot 1 and Lot 19 and enforcement of that Ordinance.

1.3 “Leased premises:” means Lot 24 as identified above and legally as Parcel 476-024 as mapped in Exhibit A.

1.4 “Maintenance:” means the effort, including, repair, replacement, or removal, required to keep the Leased premises and the appearance of said Leased premises functioning or operating as originally designed, constructed, remodeled or installed, including but not limited to

mechanical, electrical, architectural, or civil systems within the Leased premises, outside the Leased premises, or those systems otherwise attached thereto.

1.5 “Occupy” or “Occupancy:” means the physical presence by the Lessee and/or its Licensees of the Leased premises.

1.6 “Possess” or “Possession:” means the lawful availability and physical presence by the Lessee and/or its licensees of the Leased premises.

1.7 “Lot Rental” means the rent that the Lessee pays the Lessor for the rent of Lot 24.

1.8 “Licensee Rental” means the rent that the Lessee charges Licensees for the use of spaces in Lot 24.

1.9 “Tenantable:” means habitable for the effective conduct of the Lessee’s intended purpose, which is to make spaces in Lot 24 available for the use of overnight housing in the Downtown Area of the City.

1.10 “Tenant Improvements:” means construction, remodeling, attachment of fixtures, erection of additions, partitions, structures or signs by the Lessee in and upon the Leased premises after the Lessee has acquired possession.

ARTICLE II - POSSESSION

2.1 The Lessor leases to the Lessee Lot 24 referred to as the “Leased premises” which is, subject to all easements of record .

2.2 The Lessor shall furnish the Leased premises with its appurtenances to the Lessee for a ten-year initial term of possession beginning upon actual possession or at 12.01 a.m. on October 1, 2025, and ending at 11:59 p.m. on September 30, 2035, unless terminated earlier as provided herein.

2.3 This Lease may, at the option of the Lessee, be extended for a five-year term beginning at 12:01 a.m. on October 1, 2035, and ending at 11:59 p.m. on September 30, 2045, provided notice be given in writing to the Lessor ninety (90) days before this Lease or extension expires. If Lessee fails to provide such notice, Lessor shall provide written notice of the expiration of the Lease, and Lessee shall have sixty (60) days to clarify its intent, including the right at that time to exercise its option to extend.

2.4 Either party may terminate this Lease in the initial or renewal terms upon ninety (90) days written notice to the other, sent to the clerk of the City or County, respectively.

2.5 The Lessee, upon payment of the rental consideration specified in Article V and upon performing all covenants, shall and may peacefully and quietly have, hold, and enjoy the Leased premises for the term of this Lease or any extension.

2.6 The Lessor or Lessor's agent may enter the Leased premises with reasonable advance notice for the purpose of conducting inspections, repairs or preventive maintenance.

ARTICLE III- LESSOR OBLIGATIONS

3.1 The Lessor warrants that to the best of its knowledge, information and belief, covenants the Leased premises do not contain a concentration of any hazardous substance above applicable criteria under the Natural Resources and Environmental Protection Act (NREPA), MCL 324.20126 et seq. or the Comprehensive Environmental Response Compensation Liability Act, 42 USC 9607 et seq. and otherwise meeting applicable laws and regulations of the State of Michigan relating to environmental compliance.

3.2 The Lessor is responsible for defending the Lessee against any claim whether meritorious or frivolous, by any person challenging the Lessor's right to Lease the Leased premises, and shall at its sole expense satisfy any judgment against the Lessee.

3.3 The Lessor shall grant any reasonable utility easement across other properties on its campus to enable the Lessee to construct a gate to limit access to the Leased Premises.

3.4 The Lessor shall provide the following services for the Leased Premises:

- a) Snow and/or ice removal from sidewalks and parking lot; and
- b) Lawn maintenance, including mowing, shrubbery trimming and fertilization.
- c) Lawn sprinkling.

ARTICLE IV - LESSEE OBLIGATIONS, DUTIES, AND OPTIONS

4.1 The Lessee shall not construct or remodel any fixtures or facilities on the leased premises except in full compliance with the following:

- a) The Lessee has provided to and obtained the prior written approval of the Lessor of all construction and/or remodeling plans, the approval of which approval shall not be unreasonably withheld.
- b) The parties recognize that the building plan review and approval as described in this paragraph is not for the Lessee's benefit and the Lessor is not responsible for any design error and/or omissions discovered or which could have been discovered during this review.
- c) The Lessee shall construct or remodel facilities in substantial conformance with the final detailed plans and specifications approved by the Lessor as described above.

d) All work shall meet the latest local and state building codes, fire codes, and barrier free regulations. The Lessee shall be responsible for acquisition of and payment for all necessary permits.

e) The program, design, and construction of the Leased premises shall be also executed in compliance with all applicable federal, state, and local laws, permits, approvals, ordinances, standards, and regulations, including but not limited to applicable regulations of the Occupational Safety and Health Act (OSHA), and other professional practices and industry standards.

f) The Lessee expressly warrants and guarantees to the Lessor that all construction work will not be materially defective. The Lessor shall give Lessee reasonably prompt notice of any defective work of which the Lessor has actual knowledge, but failure to do so will not void the Lessee's warranty and guarantee obligations unless actual prejudice results from such untimely notice. The Lessee's obligations for correction of construction work specified herein are in addition to, and not in limitation of, any warranties or guarantees required elsewhere in this Lease. Nothing contained in this paragraph shall be construed as establishing a period of limitations for, or limiting the obligations of the Lessee to warrant and guarantee that the construction work will not be defective.

4.2 Lessee agrees that the Lessor or its authorized representative(s) shall, at all times, have access to the Leased premises construction site to determine that the Leased premises are being constructed in accordance with reasonable construction standards and the requirements above. Unless unusual circumstances warrant, Lessor agrees to advise Lessee in advance of its inspection and to coordinate with Lessee if it expresses an intent to have a representative in attendance during the inspection.

4.3 The Lessor's right to make observations or otherwise act as set forth herein shall not:

a) Give rise to or impose any duty or responsibility on Lessor to make those observations or perform those services for the benefit of the Lessee or any of its contractors, subcontractors, agents, or employees;

b) Relieve the Lessee from its obligations to perform the construction work in accordance with this section; or

c) Represent acceptance of defective construction work.

4.4 The Lessee shall be solely responsible for all costs of constructing, remodeling, equipping, maintaining, all facilities or other structures and/or tenant improvements on the Leased premises, including but not limited to the following:

a) Trash removal from dumpsters or equivalent containers used by the Lessee;

b) All telecommunications system and equipment on the Leased premises;

c) Any intrusion alarm system monitoring;

d) Reimbursement to the Lessor, for any repairs to the Leased premises, from damage that exceeds the normal wear and tear expected from the lawful and proper use of the Leased premises, and the sole cause of which was the negligent acts or omissions of the Lessee's employees, agents, clients, licensees or customers and further provided that Lessee has not cured the damage pursuant to Lessor's written notice and opportunity of Lessee to cure/repair the damage in the thirty (30) days following the notice;

f) Any pest control on the Leased premises;

g) All measured utility payments including gas, electricity, water and sewer;

h) Installation and maintenance of any gating; and

i) Any pothole or repaving and striping of the parking lot.

4.5 The Lessee shall not encumber, mortgage, or convey any lien or sublease or any other legal proceeding on the Leased premises or any fixture or facility thereon without the prior express written consent of the Lessor. Any permitted written consent by the Lessor shall include making a third party assignee, mortgagee, lien holder, etc....expressly subject to the terms of the permission provided by the Lessor, and if required, an attornment to the Lessor.

4.6 The Lessee shall promptly discharge any lien, mortgage or other legal proceeding conveyed or placed on the Leased premises or any fixture or facility thereon without the prior express written consent of the Lessor and will hold the Lessor harmless from any such claim and the costs of removing any such encumbrance including but not limited to attorney's fees.

4.7 Tenant improvements shall be owned as follows:

a) Subject to the notice and approval provisions of this Article, paragraph 4.1 above, the Lessee shall have the option to add tenant improvements to the Leased premises during this Lease or any extension at the Lessee's expense. The tenant improvements to the Leased premises shall be and remain the property of the Lessee, and may be removed by the Lessee prior to cancellation or termination of this Lease. In the event the Lessee exercises its option to remove any tenant improvements to the Leased premises under this paragraph upon cancellation or termination of this Lease, the Lessee shall restore or otherwise return the Leased premises to the Lessor in an "as found" condition, except for normal wear and tear, unless otherwise agreed upon in writing; and

b) In the event the Lessee fails to remove any facilities, fixtures, finishes or furnishings on the Leased premises at the time of termination, they shall become the sole and exclusive property of the Lessor and all rights, interests, and entitlement to compensation, for or ownership and control of such items shall be forfeited and abandoned by the Lessee.

4.8 All tenant improvements by the Lessee, made pursuant to paragraph 4.7, shall be performed in a manner customarily accepted by the skilled trades, and in accordance with all federal, state, and local rules, ordinances, laws, codes, or nationally recognized standards of good construction practice.

4.9 Upon cancellation or termination of this Lease, the Lessee shall remove all facilities, fixtures and furnishings from the Leased premises that it intends to retain.

4.10 The Lessee shall be responsible to request and obtain any local government sign ordinance variances and the payment of any related fees.

4.11 If the Lessee records this Lease with the county register of deeds, the Lessee shall record a discharge or notice of cancellation or termination of Lease within thirty (30) days after the cancellation or termination of this Lease is effective. The discharge from the public record shall include any recorded amendments to this Lease.

4.12 The Lessee agrees not to store or release, or allow Licensees to store or release, any hazardous waste on the Leased premises in violation of federal or state law and will maintain and occupy the Leased premises to avoid any public nuisance.

4.13 The Lessee shall undertake the following Enforcement Activities on Lots 24, 19 and 1:

- a) Lessee shall enact an ordinance that prohibits the overnight parking of noncounty owned or authorized vehicles on Lots 19 and 1, and any unauthorized parking on Lot 24.
- b) Lessee shall be responsible for and is hereby licensed to erect appropriate signage regarding the ordinance above on Lots 1, 19 and 24.
- c) Lessee shall be responsible for having its public safety department enforce the ordinance and may retain any revenue generated from such enforcement as provided by law.

4.14 The Lessee shall be solely responsible for sublicensing or renting spaces with Lot 24 to third parties.

ARTICLE V - RENT CONSIDERATION

5.1 Lessee shall pay Lessor's Fiscal Department, Lot Rental in arrears every six months.

5.2 As Lot Rental, the Lessee shall pay fifty (50%) of any gross Licensing Revenue that Lessee generates from Lot 24 as well as any taxes that are assessed on Lot 24 because of the Lessee's activities thereon.

ARTICLE VI - EMINENT DOMAIN/CONDEMNATION

6.1 The Lessor shall notify the Lessee within ten (10) days of the commencement of eminent domain/condemnation proceedings against the Leased premises described in or built pursuant to paragraphs 2.1 and 4.1 by a public agency authorized by law to condemn property. The Lessor shall timely notify the Lessee of the Lessor's intent to contest eminent domain/condemnation proceedings. The Lessor shall notify the Lessee within ten (10) days of acquisition by eminent domain/condemnation of the Leased premises described in or built pursuant to paragraphs 2.1 and 4.1 by a public agency.

6.2 If a total taking of the Leased premises by any public authority under the power of eminent domain/condemnation occurs, then the term of this Lease shall cease as of the day of possession and the rent shall be paid up to that day with a proportionate refund by the Lessor of such rent as may have been paid in advance for a period subsequent to the date of the taking.

6.3 If a partial taking of the Leased premises by any public authority under eminent domain/condemnation occurs, the Lessee shall have the right either to terminate this Lease and declare same null and void, or, subject to the Lessor's right of termination as set forth below, to continue in possession of the remainder of the Leased premises, and shall notify the Lessor in writing within ten (10) days after such taking of the Lessee's intention. In the event the Lessee elects to remain in possession, all of the terms herein provided shall continue in effect, except that the fixed annual rental shall be reduced in proportion to the amount of the Leased premises taken and the Lessor shall, at its own cost and expense, make all the necessary repairs or alterations to the building, as originally installed by the Lessor, so as to constitute the remaining Leased premises a complete architectural unit.

6.4 If more than fifty (50%) percent of the Leased premises are taken under the power of eminent domain/condemnation, the Lessor may, by written notice to the Lessee delivered on or before the date of surrendering possession to the public authority, terminate this Lease.

6.5 All damages awarded for either a total or partial taking under the power of eminent domain/condemnation, of the Leased premises, including fee title, described in Article II paragraphs 2.1 shall belong to and be the property of the Lessor, except damages awarded as compensation for diminution in value to the leasehold interest or compensation for any facility or structure constructed by the Lessee pursuant to Article IV, paragraph 4.1 which compensation shall belong to and be the property of the Lessee. The Lessee shall be entitled to all damages and costs flowing from its loss of the leasehold interest including, but not limited to, loss of the value of the remaining terms of the Lease, the economic value of the Lease, depreciation and cost of removal of the Lessee's facilities, supplies and fixtures, and relocation cost. Provided the Lessor is not the party exercising eminent domain, it agrees not to contest the claims of the Lessee to the damages it is entitled to claim pursuant to this Section, including any federal or state law rights to replacement of its facilities.

ARTICLE VII - ESTOPPEL

7.1 The Lessee shall, within fourteen (14) days of receipt of a request by the Lessor, pursuant to Article X, paragraph 10.1, certify, to the extent the Lessee believes the information to be true and deliver to the Lessor an executed estoppel certificate. The Lessee's failure to deliver such statement shall be conclusive upon the Lessee that:

- a) This Lease is in full force and effect without modification except as may be represented by the Lessor,
- b) There are no uncured defaults in the Lessor's performance,
- c) Not more than one (1) month's rent has been paid in advance.

ARTICLE VIII - INDEMNITY AND INSURANCE

8.1 The Lessee shall provide the following indemnification and insurance relative to the Leased premises:

a) Each party agrees to hold harmless the other, and its respective officers, invitees, licensees, customers, guests, agents, contractors and employees, and to indemnify the other, and its respective officers, invitees, licensees, customers, guests, agents, contractors and employees, against all claims, actions, losses, damages, costs (including, but not limited to, actual attorneys' fees and costs), expenses, and liability for injuries to all persons, including, but not limited to, employees of the other, and for damage to any personal property occurring in or about the Leased premises arising from the activities of the party, its successors, assigns, agents, licensees, servants or employees, on the Leased premises, or due to (i) the party's use or occupancy of the Leased premises; (ii) the breach by the party of any representation, warranty, covenant or condition of this Lease; or (iii) the negligence of the party.

b) Each party or its licensees shall bring or keep personal property upon the Leased premises solely at its own risk, and Lessor shall not be liable for any damages thereto or any theft thereof. Each party shall maintain a policy of insurance against risk of loss from any cause whatsoever to all of the party's personal property, to the full extent of its replacement cost, which policy of insurance shall contain a clause or endorsement under which the insurer waives, or permits the waiver by the party of all rights of subrogation against the other, and its officers, agents, employees, customers, invitees, guests, or licensees, with respect to losses payable under such policy, and the party hereby waives all right of recovery which it might otherwise have against the other, and its officers, agents, employees, customers, invitees, guests, or licensees, for any damage to the party's personal property which is (or by the terms of this Lease is required to be) covered by a policy of insurance, notwithstanding that such damage may result from the negligence or fault of the other party, or its officers, agents, employees, customers, invitees, guests, or licensees. Any deductible amount included in such policy shall be treated as though it were recoverable under the policy. Each party shall indemnify and hold the other, and its officers, agents, employees, customers, invitees, guests, or licensees harmless from and against any and all

liabilities, obligations, damages, penalties, claims, costs and expenses, including actual attorneys' fees, paid or incurred, as a result of or in connection with any claim based upon or related to loss or damage to the personal property of third parties stored on the Leased premises.

c.) Lessee shall insure the Leased premises for the value of all improvements located thereon and in addition shall obtain workers compensation for all employees and invitees on the Lease premises and shall obtain comprehensive general liability insurance to insure all its activities, including those of its vendors, suppliers and invitees on the Lease premises in an insurable amount not less than \$2,000,000 per occurrence and \$2,000,000 in the aggregate and to name, if reasonable, The Lessor as an "additional insured."

ARTICLE IX - CANCELLATION AND TERMINATION

9.1 This Lease may be cancelled by the Lessee if the Lessor is notified in writing at least ninety (90) days prior to the effective date of cancellation.

9.2 This Lease may be cancelled by the Lessor if the Lessee is notified in writing at least sixty (60) days prior to the effective date of cancellation and any one of the following occur:

a) Damage or destruction to the Leased premises exceeds fifty percent (50%) of the replacement value of the Leased premises and the Lessee has advised the Lessor that it will not repair.

b) The Leased premises are taken by eminent domain/condemnation proceedings, as referenced in Article VI.

c) The Lessee is in default of this Lease and has failed to cure that default after being given sixty (60) days written notice.

ARTICLE X - NOTICE, APPLICATION, AND APPROVALS

10.1 Any notice to a party required by this Lease shall be complete if submitted in writing and transmitted by personal delivery (with signed delivery receipt), or certified or registered mail return receipt requested to the clerk of the Lessee and/or Lessor at the clerk's official address. The notice shall be deemed effective as of 12:00 noon on the third business day following the date of mailing, if transmitted by mail. Business day is defined as any day other than a Saturday, Sunday, legal holiday, or day preceding a legal holiday. A receipt from a U.S. Postal Service, or successor agency, performing such function shall be conclusive evidence of the date of mailing.

10.2 This Lease shall be interpreted in accordance with the laws of the State of Michigan.

10.3 This Lease shall be binding upon and to the benefit of the heirs, executors, administrators, and assigns of the Lessor; and upon and to the benefit of the assignees and sublessees of the Lessee.

10.4 Should any provision of this Lease or any addenda thereto be found to be illegal or otherwise unenforceable by a court of law, such provision shall be severed from the remainder of the Lease, and such action shall not affect the enforceability of the remaining provisions of the Lease.

10.5 This Lease, with all enclosures and attachments as listed below, constitute the entire agreement between the parties with regard to this transaction and may be amended only in writing and executed in the same manner as this Lease was originally executed.

IN WITNESS WHEREOF, the parties to this Lease subscribe their names on the date set forth below:

Witness:

Lessor: The County of Ottawa

1st Witness
Print name of witness

John Teeples, Chairperson
Ottawa County Board of Commissioners

2nd Witness:
Print name of witness

Justin F. Roebuck,
Ottawa County Clerk/Register

State of Michigan)
) ss
County of Ottawa)

The foregoing instrument was acknowledged before me on this ____ day of _____, 2025, by John Teeples, the Chairperson for the Ottawa County Board of Commissioners, and by Justin F. Roebuck, Ottawa County Clerk/Register, _____, Notary Public in the County of Ottawa, acting in the County of Ottawa, State of Michigan. My commission expires:

Witness:

Lessee: City of Grand Haven

1st Witness
Print name of witness

Robert Monetza, Mayor

2nd Witness:
Print name of witness

State of Michigan)
) ss
County of Ottawa)

The foregoing instrument was acknowledged before me on this ____ day of _____, 2017, by
_____, the _____ City of Grand Haven,
_____, Notary Public in the County of Ottawa, Acting in the County of Ottawa,
State of Michigan. My commission expires: _____.

Exhibit A

Legal Description of Leased Premises

The North 180.00 feet of the West 130.00 feet of the East 493.00 feet of the South one-half (S $\frac{1}{2}$) of the Northeast one-quarter (NE $\frac{1}{4}$) of the Southeast one-quarter (SE $\frac{1}{4}$) of Section 16, Town 5 North, Range 15 West. (Part of Tax Parcel No. 70-16-16-400-084)

Exhibit B
Map of Leased Premises

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: October 14, 2025

SUBJECT: 224 Washington - Obsolete Property Rehabilitation Act Certificate

The City is being asked to approve an Obsolete Property Rehabilitation Act certificate 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. The property was determined to be an Obsolete Property Rehabilitation District at the September 18, 2025 City Council meeting. The property owner is eligible to apply for a tax abatement certificate, which would freeze the taxable value for up to 12 years, incentivizing the property owner to reinvest in an obsolete property. Further, the Developer is requesting that the State Treasurer reduce school taxes by half for up to 6 years.

The project will involve rehabilitating the existing building, creating seven upper-story residential units, and establishing several ground-floor commercial spaces. The façade will also undergo significant improvements. Three of the residential units will be rented at or below 100% of Area Median Income (AMI) for 15 years, aligning with the State's definition of attainable housing. Additionally, with the rehabilitated commercial space, the project will include new job creation.

This project supports the City's Master Plan goal of offering a variety of housing options for all residents across the City and aligns with the City's aim to consider alternative incentives for development that include a percentage of affordable housing units.

The total incentive requested through this program is estimated at \$232,312.00 for 12 years. The developer also received approval for a Brownfield Housing Tax Increment Financing (TIF) reimbursement and is seeking State of Michigan grant funding.

Should City Council approve the certificate, the following conditions would apply as previously agreed to:

- Construction to commence within one year of State of Michigan incentive approval.
- Project to meet all applicable building and fire codes as determined by the Building Official and Fire Marshall.
- Façade must be complementary to the downtown and in alignment with the Downtown Development Authority Design Guidelines as determined by City staff.
- Construction to be completed within eighteen months of building permits being issued.

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



Warner Norcross + Judd LLP

May 28, 2025

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

Re: **Act 146 Obsolete Property Rehabilitation Act (OPRA) Applications for the
224 Washington Ave Redevelopment Project**

Dear Ms. Boersma:

I am writing on behalf of my client, 224 Washington LLC, to request approval consideration for the attached Act 146 OPRA Application for the proposed improvements on property located at 224 Washington Avenue, Grand Haven, MI. Enclosed is a copy of the application for review and consideration.

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,

A handwritten signature in black ink, appearing to read "Jared T. Belka", with a long horizontal flourish extending to the right.

Jared T. Belka

Enclosures
32169455-2

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

Jared T. Belka | Partner

D 616.752.2447

E jbelka@wnj.com

1500 Warner Building, 150 Ottawa Avenue, N.W.

Grand Rapids, MI 49503

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.

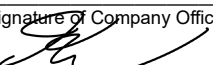
Applicant (Company) Name (applicant must be the OWNER of the facility) 224 Washington LLC			
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code) 13650 172nd Ave, Grand Haven, Michigan 49417			
Location of obsolete facility (Number and Street, City, State, ZIP Code) 224 Washington Avenue, Grand Haven, Michigan 49417			
City, Township, Village (indicate which) City of Grand Haven		County Ottawa	
Date of Commencement of Rehabilitation (mm/dd/yyyy) 1/1/2025	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 11/1/2026	School District where facility is located (include school code) 70010 - Grand Haven	
Estimated Cost of Rehabilitation \$2,396,463.00		Number of years exemption requested 12	
Attach legal description of obsolete property on separate sheet.			
Expected Project Outcomes (Check all that apply) ☒ Increase commercial activity ☒ Create employment ☐ Retain employment ☐ Prevent a loss of employment ☒ Revitalize urban areas ☒ 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. 35			
☒ 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) Kyle Doyon	Telephone Number (616) 638-9795	Fax Number
Mailing Address 13650 172nd Ave, Grand Haven, Michigan 49417	E-mail Address kd@doyonproperties.com; jbelka@wnj.com	
Signature of Company Officer (no authorized agents) 	Title Manager	

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
-----------	---------------------------

FOR STATE TAX COMMISSION USE

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.

DEVELOPMENT BUDGET

Development Name: 224 Washington
City/Township/Village: Grand Haven
County: Ottawa
Construction Type:

Fill in only blue shaded input cells

This worksheet is utilized to input the total Sources & Uses for the project from acquisition to construction completion. In addition, the maximum amount of MCRP Incentive the project is eligible for is calculated.

TOTAL DEVELOPMENT COSTS	Amount	% of TDC
Acquisition		
Land		0.00%
Building(s)	\$679,900	18.39%
Other:		0.00%
Subtotal Acquisition	\$679,900	18.39%

Hard Costs				Ineligible Amt.		Eligible Basis	
Public Infrastructure (roads, sidewalks, utilities, sewage, etc.)				0.00%	\$0		\$0
Site Improvements (walks, drives, landscaping, fencing, lights, and drainage)				0.00%	\$0		\$0
Demolition (Include Lead & Asbestos Abatement)	\$	54,450		1.47%	\$0		\$54,450
Other Environmental Mitigation				0.00%	\$0		\$0
Earth Work				0.00%	\$0		\$0
Site Utilities				0.00%	\$0		\$0
Other:				0.00%	\$0		\$0
Structures	+	New Construction	Rehabilitation Renovation				
		\$0	\$1,799,480	\$1,799,480	48.67%	\$209,000	\$1,590,480
Parking Structures			\$0	\$0	0.00%	\$0	\$0
Building Concrete/Masonry			\$148,558	\$148,558	4.02%	\$0	\$148,558
Carpentry			\$89,272	\$89,272	2.41%	\$0	\$89,272
Roofing/Metal/Siding/Insulation/Caulking			\$139,242	\$139,242	3.77%	\$0	\$139,242
Doors/Windows/Glass			\$176,775	\$176,775	4.78%	\$0	\$176,775
Drywall/Acoustical			\$479,907	\$479,907	12.98%	\$0	\$479,907
Flooring			\$0	\$0	0.00%	\$0	\$0
Cabinets/Countertops/Appliances			\$54,230	\$54,230	1.47%	\$0	\$54,230
Painting/Decorating			\$0	\$0	0.00%	\$0	\$0
Plumbing/Electrical/Fire Protection			\$355,396	\$355,396	9.61%	\$209,000	\$146,396
HVAC			\$206,100	\$206,100	5.57%	\$0	\$206,100
Accessory Buildings/Garages			\$0	\$0	0.00%	\$0	\$0
Elevators/Special Equipment			\$150,000	\$150,000	4.06%	\$0	\$150,000
Tenant Upgrades			\$0	\$0	0.00%	\$0	\$0
Other:	-		\$0	\$0	0.00%	\$0	\$0
Builder Overhead/Profit/General Requirements		\$0	\$435,831	\$435,831	11.79%	\$0	\$435,831
Permits/Tap Fees/Bond/Cost Certification		\$0	\$0	\$0	0.00%	\$0	\$0
Construction Contingency		\$0	\$106,702	\$106,702	2.89%	\$0	\$106,702
Other:		\$0	\$0	\$0	0.00%	\$0	\$0
Subtotal Hard Costs				\$2,396,463	64.82%		
Other Eligible Costs							
Machinery & Equipment				0.00%	\$0		\$0
Furniture & Fixtures				0.00%	\$0		\$0
Architectural & Engineering			\$75,000		2.03%	\$0	\$75,000
Environmental Studies/Soil Testing				0.00%	\$0		\$0
Survey				0.00%	\$0		\$0
Other:				0.00%	\$0		\$0
Subtotal Eligible Soft Costs				\$75,000	2.03%	\$209,000	
						Total Eligible Basis	Max. MEDC Investment
						\$2,262,463	\$1,131,231
							% Eligible
							50%

Ineligible Soft Costs				
Other Professional Fees		\$60,000		
Loan Fees		\$11,000	0.30%	Override
Construction Interest	18 mos.	\$96,431	2.61%	
Construction Taxes		\$18,000	0.49%	
Construction Insurance		\$8,000	0.22%	
MEDC Fees			0.00%	
Title Work		\$2,500	0.07%	Override
Rent-Up Reserve	mos.	\$0	0.00%	
Replacement Reserve			0.00%	
Operating Reserve			0.00%	
Other: LMCU Existing Loan Payoff		\$200,000	5.41%	
Other:			0.00%	
Other:			0.00%	
Other Ineligible Soft Costs - Related Party and Consulting Fees				
Developer Fee		\$150,000	4.06%	
Project Management Fees			0.00%	
Construction Management Fees (Related Party)			0.00%	
Consulting Fees			0.00%	
Other Related Party Fees			0.00%	
Other:			0.00%	
Subtotal Ineligible Soft Costs		\$545,931	15%	
TOTAL DEVELOPMENT COSTS		\$3,697,294	100.00%	

TOTAL DEVELOPMENT SOURCES	Amount	% of TDC
Senior Debt		
WMCB	\$1,850,000	50.04%
xxx	\$0	0.00%
xxx	\$0	0.00%
xxx	\$0	0.00%
xxx	\$0	0.00%
xxx	\$0	0.00%
xxx	\$0	0.00%
MSF/MCRP Conventional Loan	\$0	0.00%
Subordinate Debt/Grants		
MEDC Grant	\$1,000,000	27.05%
Other:		0.00%
Other:		0.00%
Other:		0.00%
Deferred Fees/Cash Equity		
Deferred Developer Fees	\$150,000	4.06%
Other Deferred Related Party Fees		0.00%
Deferred Consulting Fees		0.00%
Cash Equity Owner	\$17,394	0.47%
Land/Building Contribution Owner	\$679,900	18.39%
MSF/MCRP Equity Investment		0.00%
Other:		0.00%
Other:		0.00%
Other:		0.00%
TOTAL DEVELOPMENT SOURCES	\$3,697,294	100.00%

Construction Financing		
Construction Loan:	WMCB	\$1,850,000 50.04%
Interest Rate:	6.95%	

Sources & Uses	
Total Development Costs	\$3,697,294
Total Development Sources	\$3,697,294
Surplus/(Gap)	(\$0)

Other Calculations			
Rental S.F.	8,464	Construct Cost /S.F.	Develop Cost/S.F.
Residential & Comm. Common Spaces	715		
Common Space Other	540		
Total S.F. Building w/o Parking	9,719	\$246.58	\$380.42
Parking	# Spaces 0	Park S.F. 0	Construct Cost/Space #DIV/0!
			Construct Cost/S.F. #DIV/0!
			% TDC
Cash Equity		\$17,394	0.47%
Land/Building Contribution		\$679,900	18.39%
Owner Contribution		\$697,294	18.86%
Cash IRR		182.4%	
Avg. Annual Cash on Cash Return		473.7%	
Owner Equity IRR		7.6%	
Avg. Annual Return on Owner Equity		11.8%	

SALESFORCE SUMMARY		
Infrastructure	\$0	0.00%
Site Improvement	\$0	0.00%
Demolition	\$54,450	1.47%
Building - New Construction	\$0	0.00%
Building - Renovation	\$2,342,013	63.34%
Machinery & Equipment - Purchased	\$0	0.00%
Furniture & Fixtures - Purchased	\$0	0.00%
Other Soft Costs	\$75,000	2.03%
Capital	\$1,225,831	33.15%
Total Private Investment	\$3,697,294	100.00%

PROPERTY LEGAL DESCRIPTION

Address: 224 Washington Avenue

PIN#: 70-03-20-436-011

Parcel Size: 0.122 Acres

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

OPRA ATTACHMENT RESPONSES FOR 224 WASHINGTON AVE

(a). General description of obsolete facility:

Jared Yax, of the Grand Haven Museum noted that 224 and 226 Washington have seen a lot of activity over the years, including a massive hotel with one of the first steam elevators in the region. 224 Washington through the end of the block at 3rd Street was home to the first Cutler House, which flourished until the fire of 1889. It was rebuilt with a smaller footprint (10,528 SF) and has been home to a dry goods store (224 Washington; 1878-1914), Kroger Grocery & Baking (224 Washington; 1930-1948), Van Lopic's Central Clothing Store (224 Washington; 1914-1930), Western Union, The American Legion and the National Bank (226 Washington; 1871-1889 when destroyed by fire) throughout the years. Grand Haven Jewelry, begun 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. Pitcher's son Steve helped run the Grand Haven store, while another son, Dan, ran Pitcher's Jewelry Store in Greenville. There also was a Pitcher Jewelry Store at 218 West Savidge in Spring Lake. Pitcher's son-in-law, Rich Bol, joined the family operation in the mid-1970s. The Grand Haven store closed permanently in 2017, causing the end of an era and a perfect time to bring new life to this beautiful property. The property has remained vacant since that time.

(b). General description of the proposed use of the rehabilitated facility:

The building is both vacant and dilapidated. It consists of a basement, main floor, and second floor. For many years, it served as the "Grand Haven Jewelry Building", which spanned the entire main floor (approx. 5,000 square feet). Upon receipt of the building, every room, attic space, and storage space (including the basement) were left with significant amounts of debris, furniture, and clutter that took months to sort through, sell, and/or donate. Although the building itself has "good bones", for the most part, it is currently suffering a significant roof leak that has potential to set us back in our work and budget. The building is otherwise structurally intact, featuring lofty 15-foot ceilings and hardwood floors. These details are worn and require significant rehab but will make for a beautiful space upon completion. The floors throughout the main and second floor are significantly uneven and worn, the walls were dilapidated, the bathrooms were shattered beyond repair, the railing to what was a mezzanine for the main floor were not trustworthy, and the main floor itself was divided into a maze of non-functional rooms, to the extent that one could easily become disoriented inside the 5,000 square foot space during the first few walk-throughs. To access the second floor (at present state) one proceeds up a dilapidated staircase, accessed from the sidewalk at the front of the building. The second floor was commercially zoned at last occupancy but since has been rezoned to residential use. The second-floor spans approximately 5,000 square feet and consisted of several office spaces. These spaces will be converted into seven (7) 1–2-bedroom rental units ranging in size from approximately 534 square feet to 777 square feet. The lofted ceilings will give these units a light, airy feel. Because this is a downtown building, it is a challenge to work natural light into rental units located in the middle of the 2nd floor floorplan. To overcome

this challenge, skylights will be installed throughout the second floor, making it a unique, light, bright, and affordable place to live. The building will be handicap accessible for the first time in its history. Residential occupants will have the option to access their unit by either staircase or elevator. The elevator also provides commercial and residential occupants access to available storage units, which will be located in the 5,000 square foot basement. The elevator, staircase, and public restrooms will be located in the back half of the main floor.

(c). Description of the general nature and extent of the rehabilitation to be undertaken:

The building is currently vacant. Rehabilitation will include complete rehabilitation of the existing building for its proposed reuse, including new walls, mechanicals, flooring, stairways, fixtures, roof repair and interior build-out to support the proposed mixed-use development.

(d). Descriptive list of fixed building equipment that will be part of the rehabilitated facility:

Mechanical, plumbing and electrical.

(e). A time schedule for undertaking and completing the rehabilitation of the facility:

The project will begin in early 2026 and is expected to be completed approximately 12 months later.

(f). A statement of the economic advantages expected from the exemption:

The project will fully reactivate the existing long-standing vacant building in downtown Grand Haven. The project will bring mixed-use to the site and provide new residential and commercial space to downtown. The project will support temporary construction jobs and long-term commercial positions, and the exemption will allow the project to defray some of the annual operating expenses associated with the increased taxes as a result of the proposed project. The exemption will allow the development team to complete this successful project, and the increased tax revenues will support the taxing jurisdictions in the long-run. Without the exemption benefit, the project would not be economically feasible and would not take place.



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

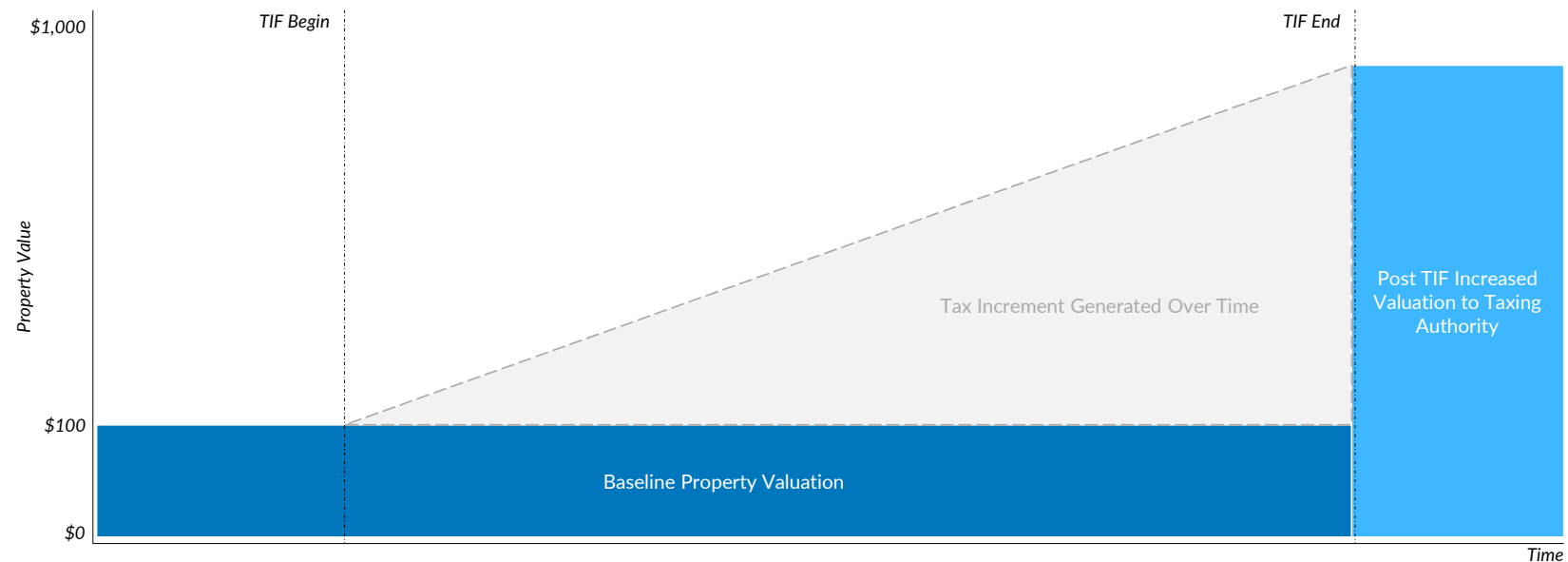
Based on PMR’s high-level review of the developer-provided budget and pro forma financials, but-for the city loan and tax abatement, Sponsor returns may be insufficient to undertake the proposed redevelopment without incentives. Given the goals of the City of Grand Haven and the financial model proposed 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

BROWNFIELD TAX INCREMENT FINANCING (TIF)

WHAT IS A BROWNFIELD TIF?

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



Project Summary

PROGRAM SUMMARY

Total Project Cost	\$3.7 Million	
<u>Residential Unit Mix</u>	<u># of Units</u>	<u>Sq Ft</u>
One Bedroom	5	501
Two Bedroom	2	886
<u>Commercial Units</u>	7	598
<u>Storage Units</u>	14	286
Total		14,528

SPONSOR

224 Washington LLC is a seasoned development firm with a track record in housing, mixed-use, and contractor suite projects, particularly in Grand Haven. Founder and CEO Kyle Doyon is a real estate professional with over 30 years of experience spanning construction, property management, and development. Kyle began his career in construction and later expanded into development, bringing a hands-on understanding of the built environment to every project. His early work in Boston included hundreds of custom home remodels and historic building refurbishments, giving him a deep appreciation for both craftsmanship and adaptive reuse.

Through Apex Management, Kyle oversaw operations for 15 companies and managed 150+ properties. While 224 Washington LLC has not previously received TIF or MSHDA funding, the team assembled for this project brings extensive experience with approved and pending brownfield and MSHDA work plans across Michigan communities, including mixed-use, multifamily, and for-sale housing developments.

In Grand Haven, Apex Management successfully delivered the Sheldon-Lee Project, a restored Victorian home featuring rentable hospitality space and a commercial ground floor and the 168th Commercial Contractor Suites, a shovel-ready, 20,000 sq ft flexible commercial space tailored for small and medium-sized businesses. Beyond Michigan, Kyle is advancing five workforce housing developments in Cape Coral, Florida, through Coast Life Companies LLC. These Live Local Act-eligible projects will deliver over 200 housing units, 16,600 sq ft of commercial space, 16 contractor suites, 100 executive offices, and a café across multiple sites.

Currently, 224 Washington LLC is preparing to revitalize a long-vacant building in downtown Grand Haven. The proposed redevelopment includes a two-story multifamily structure with ground-floor retail and office space, as well as a new lower level with individualized storage units for residents. The site benefits from adjacent public and city parking, with overnight passes available for tenants.

SITE AERIAL



Project Summary

DEVELOPMENT RATIONALE AND AFFORDABILITY

Development Rationale

- The property, owned by 224 Washington LLC, has been vacant for at least seven years
- As a highly visible property in Downtown Grand Haven, municipal leaders have informed PMR that residents and neighboring property owners frequently ask about future plans for the property
- The site is designated as functionally obsolete in downtown Grand Haven
 - The project aims to stimulate additional investment in the surrounding community by repurposing the vacant structure into a mixed-use facility
 - This facility will include both attainable and market-rate residential units, retail and office commercial spaces, and storage units for each resident and tenant
- The site has been left in a dilapidated state, with significant amounts of abandoned debris, furniture, and clutter
 - While structurally sound, the property suffers from a significant roof leak, uneven floors, unfinished bathrooms, and damaged walls
 - This results in a maze of non-functional rooms in need of significant rehabilitation

Proposed Affordability

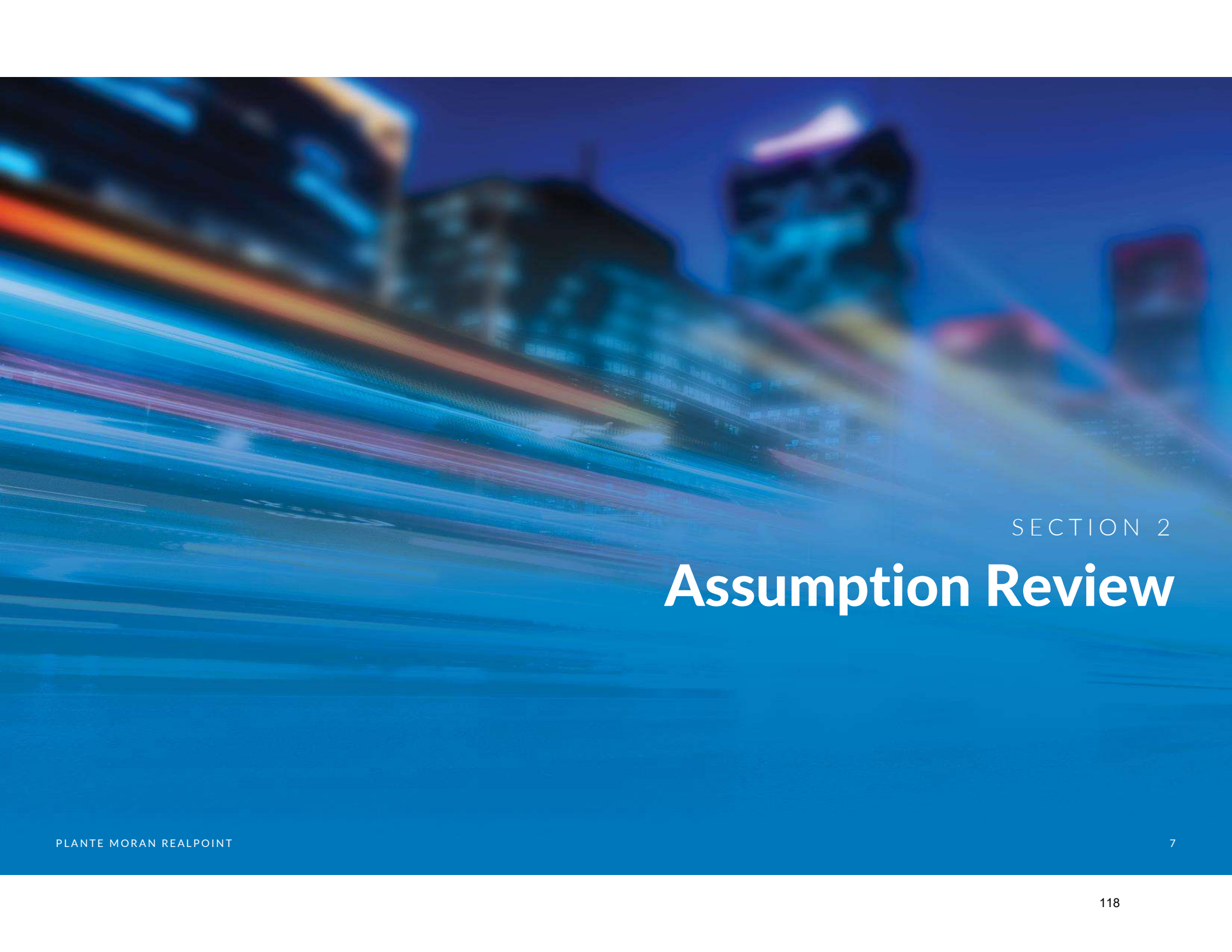
- The Sponsor proposes income restrictions on 43% of the units, designating 3 one-bedroom units for tenants earning 100% AMI or less, for a period of 15 years

KEY DOCUMENTS RECEIVED

- PMR received the following documents from the Sponsor and were relied upon for this report:
 1. Brownfield Redevelopment Plan dated 5.28.2025
 2. Act 146 Obsolete Property Rehabilitation Act (OPRA) Application & Designation Request dated 5.28.2025
 3. Architectural schematics and site plans dated 11.1.2025
 4. MCRP proforma workbook
 5. CopperRock preconstruction estimates dated 12.27.2024
 6. WMCB Lending Term Proposal dated 12.23.2024
 7. Correspondence with the Sponsor

KEY CONCEPT – “BUT FOR” TEST

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



SECTION 2

Assumption Review

Market Research

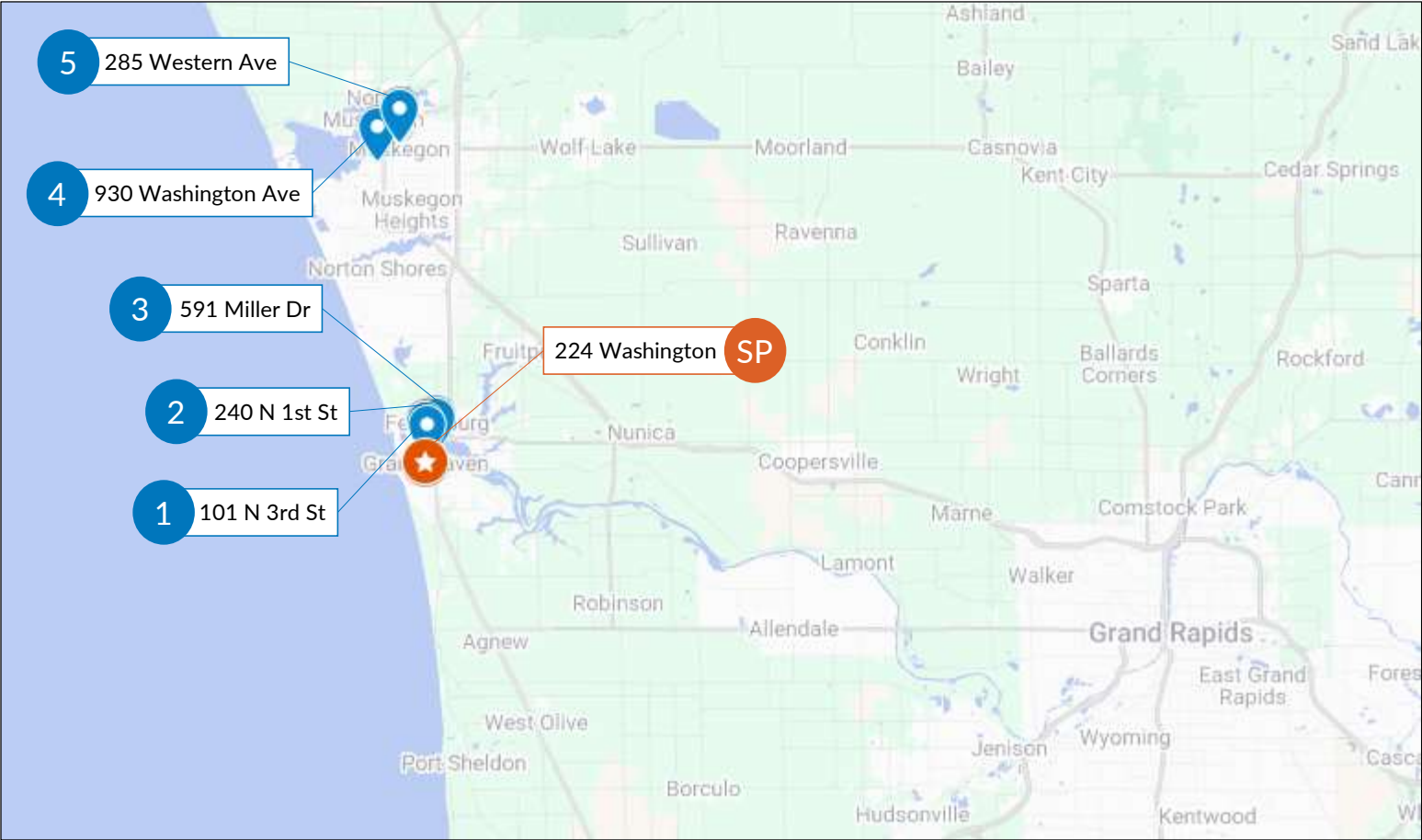
RESIDENTIAL MARKET COMPS

To provide context to the proposed residential rents at the development, PMR conducted market research to identify comparable properties to the proposed redevelopment in terms of size and age. PMR identified four comparable properties and analyzed unit mix and rents to determine market rent by unit type in the area. This analysis shows the proposed 1BR rents at this development, detailed on the right-most column, are slightly above-market while the proposed 2BR rents are in-line with the market, and as such the assumptions are considered supportable.

	COMP 1			COMP 2			COMP 3			COMP 4			COMP 5			AVERAGE			SPONSOR PRO FORMA		
																					
Address	101 N 3rd St			240 N 1st St			591 Miller Dr			930 Washington Ave			285 Western Ave						224 Washington		
City, ST	Grand Haven, MI			Grand Haven, MI			Grand Haven, MI			Muskegon, MI			Muskegon, MI						Grand Haven, MI		
Year Built	2023			2022			2015			1902 / 2005			2018						Proposed		
	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent	Units	SF	Rent
Studio	-	-	-	10	593	\$1,554	-	-	-	-	-	-	-	-	-	10	593	\$1,554	-	-	-
1 Bedroom	19	626	\$1,469	51	697	\$1,781	44	808	\$1,473	33	658	\$1,229	27	675	\$1,160	35	707	\$1,468	5	501	\$1,267
2 Bedroom	20	949	\$2,132	65	1,067	\$2,187	124	1,060	\$1,722	-	-	-	20	956	\$1,709	46	1,043	\$1,889	2	886	\$1,800

Market Research

RESIDENTIAL MARKET COMPS MAP



Market Research

COMMERCIAL MARKET COMPS

To provide context to the proposed commercial rents at the development, PMR conducted market research to identify comparable properties to the proposed redevelopment in terms of size and lease type. PMR identified four comparable properties and analyzed lease types, lease sign dates, and rent/SF to determine the current market rent/SF by lease type in the area. This analysis shows the proposed commercial rent/SF at this development, detailed on the right-most column, are slightly above market, shown in the average column.

	COMP 1			COMP 2			COMP 3			COMP 4			AVERAGE			SPONSOR PRO FORMA		
																		
Address	1 S Harbor Dr			233 Washington Ave			220 Washington Ave			216 Washington Ave						224 Washington Ave		
Lease Sign Date	Nov 2023			Feb 2024			Jan 2025			Jun 2023								
City, ST	Grand Haven, MI			Grand Haven, MI			Grand Haven, MI			Grand Haven, MI						Grand Haven, MI		
Year Built	1984			1975			1945			1900/1950						Proposed		
	Lease Type	SF Leased	Rent/ SF	Lease Type	SF Leased	Rent/ SF	Lease Type	SF Leased	Rent/ SF	Lease Type	SF Leased	Rent/ SF	Lease Type	SF Leased	Rent/ SF	Lease Type	SF Avail	Rent/ SF
Retail	-	-	-	-	-	-	Mod Gross	2,078	\$19.95	Mod Gross	2,613	\$14.95	Mod Gross	4,691	\$17.16	Mod Gross	2,504	\$23
Office	Mod Gross	960	\$19.06	Mod Gross	1,600	\$20.63	-	-	-	-	-	-	Mod Gross	2,560	\$20.04	Mod Gross	1,681	\$23

Market Research

COMMERCIAL MARKET COMPS MAP



Market Research

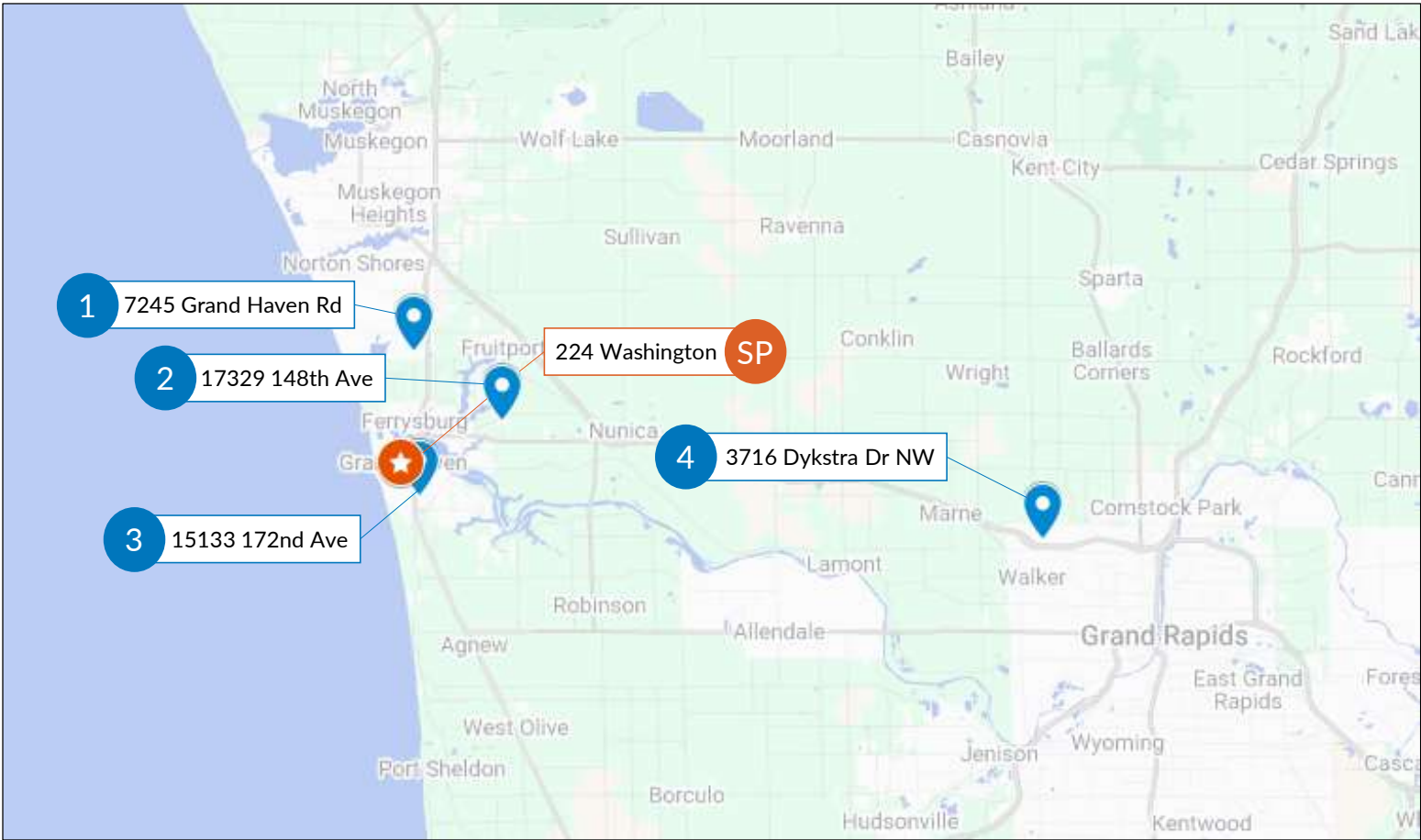
STORAGE MARKET COMPS

To provide context to the proposed storage rents at the development, PMR conducted market research to identify comparable properties to the proposed redevelopment in terms of size and location. PMR identified four comparable properties and analyzed unit sizes and rents to determine market rent by unit size in the area. This analysis shows the proposed storage rents at this development, detailed on the following slides, are below market, and therefore supportable assumptions.

	COMP 1			COMP 2			COMP 3			COMP 4			AVERAGE			SPONSOR PRO FORMA		
																		
Self Storage Name	U-Store and Lock			Prestige Storage			Northwest Self Storage			Bill Tysman Mini Storage						224 Washington Ave		
Address	7245 Grand Haven Rd			17329 148th Ave			3716 Dykstra Drive NW			15133 172nd								
City, ST	Norton Shores, MI			Spring Lake, MI			Grand Rapids, MI			Grand Haven, MI						Grand Haven, MI		
	Type	SF	Rent	Type	SF	Rent	Type	SF	Rent	Type	SF	Rent	Type	SF	Rent	Units	SF	Rent
	10x10	100	\$52	10x10	100	\$78	10x10	100	\$80	10x10	100	\$70	10x10	100	\$70			
	10x20	200	\$92	10x20	200	\$114	10x20	200	\$110	10x20	200	\$110	10x20	200	\$106.50			

Market Research

STORAGE MARKET COMPS MAP



Sources and Uses

<u>SOURCES</u>	<u>SPONSOR PROVIDED</u>	<u>SPONSOR PROVIDED, NO INCENTIVES</u>	<u>PMR</u>	<u>COMMENTARY</u>
West Michigan Community Bank Loan	\$1,850,000	\$1,850,000	\$1,850,000	Sponsor provided assumption is 50% TDC
MEDC Grant	\$1,017,394	\$0	\$1,017,394	Sponsor request
Deferred Developer Fees	\$150,000	\$150,000	\$150,000	Developer is postponing the receipt of this fee to future cash flow, to make the project returns more reasonable
Owner Equity	\$679,900	\$1,697,294	\$679,900	
Total Sources	\$3,697,294	\$3,697,294	\$3,697,294	

USES

Acquisition	\$679,900	\$679,900	\$679,900	The Sponsor acquired the property in 2020
Hard Costs	\$2,289,761	\$2,289,761	\$2,289,761	
Soft Costs	\$620,931	\$620,931	\$620,931	
Contingency	\$106,702	\$106,702	\$106,702	4.7% of hard costs
Total Uses	\$3,697,294	\$3,697,294	\$3,697,294	All cost estimates provided by Sponsor

Assumption Review

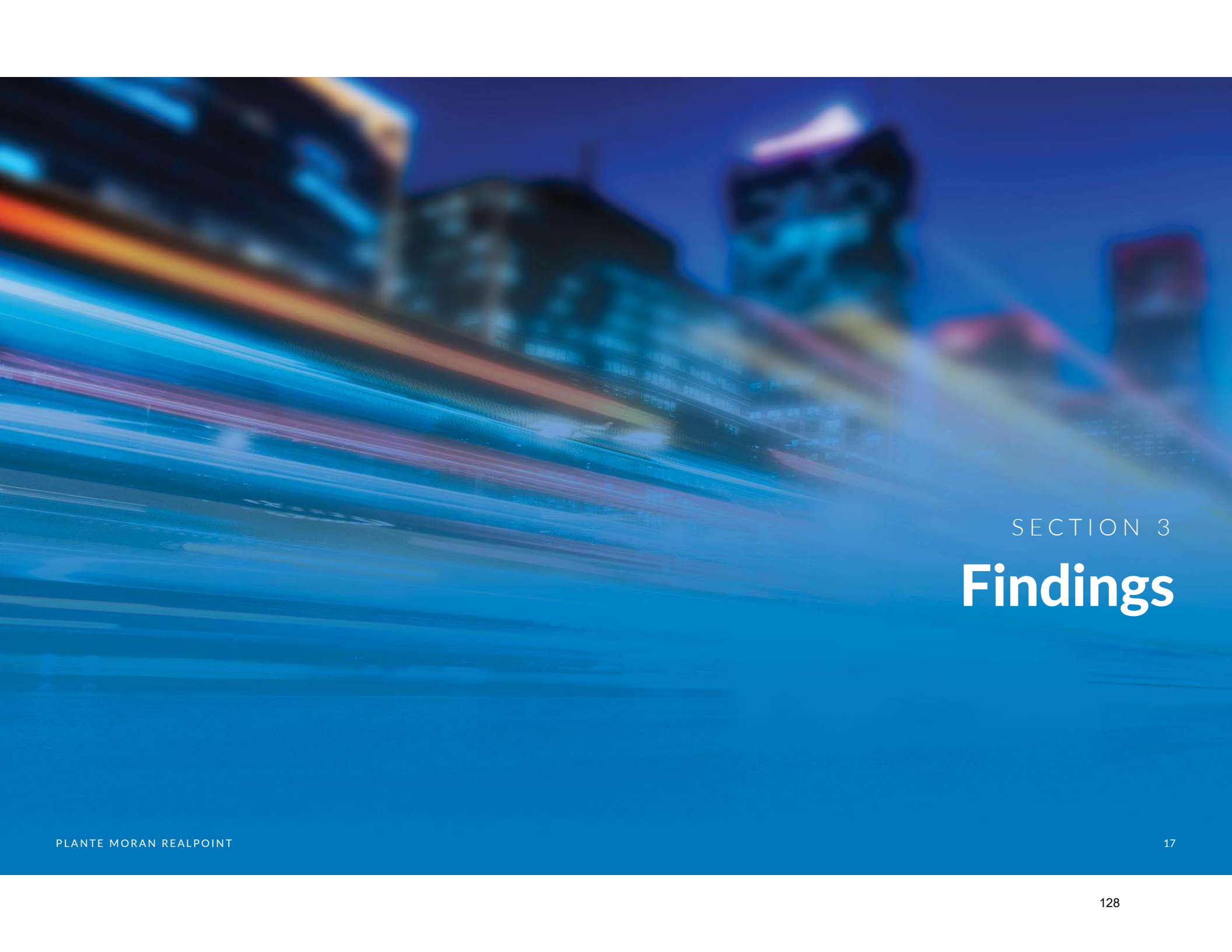
<u>OPERATING ASSUMPTIONS</u>	<u>SPONSOR PROVIDED</u>	<u>PMR CONSERVATIVE</u>	<u>PMR OPTIMISTIC</u>	<u>COMMENTARY</u>
MONTHLY RENTAL INCOME				
One Bedroom (per unit)	\$1,267	\$1,040	\$1,267	The Sponsor's 1BR and 2BR \$/SF assumptions exceed market rents. PMR incorporated these figures in the optimistic scenario, while the conservative scenario applied market \$/SF to the Sponsor's average 1BR and 2BR unit sizes.
Two Bedroom (per unit)	\$1,800	\$1,605	\$1,800	
Storage Income	\$350	\$350	\$350	Sponsor did not confirm storage rates. PMR assumed a market-supported rate of \$50/unit/month.
Vacancy, Concessions & Collection Loss	5%	10%	2%	Adjusted based on property size (7 units).
MONTHLY COMMERCIAL INCOME				
Retail/Office Rent	\$8,021	\$7,601	\$8,021	Although the Sponsor's \$/SF assumptions exceed local market comparables, due to the vintage of nearby comps PMR largely agrees with the Sponsor-provided rents. In the conservative scenario PMR adjusted the office rents down to \$20/sf.
Storage Income	\$350	\$350	\$350	Sponsor did not confirm storage rates. PMR assumed a market-supported rate of \$50/unit/month.
Vacancy, Concessions & Collection Loss	8%	12%	8%	PMR considers an 8% stabilized vacancy rate optimistic for commercial units. Based on the extended marketing periods observed for comparable leases, a 12% rate was used in the conservative scenario.
Income / Expense Growth Rates	3% / 3%	2% / 3%	3% / 3%	PMR largely agreed with the Sponsor provided 3% growth assumptions, which are consistent with the market. In the conservative scenario, PMR reduced the income growth rate to 2%.
Operating Expenses (Annually, Per MF Unit) Excluding Property Taxes	\$5,649	\$5,649	\$5,400	Sponsor annual OpEx/unit is in-line with market, which was used in the PMR conservative scenario. Optimistic scenario reduces OpEx by ~ \$250/unit.
Property Taxes (Annually, Per MF Unit)	\$3,773	\$3,773	\$3,773	All property taxes include the OPRA tax abatement.
Operating Expenses, Including Property Taxes (Annually, Per MF Unit)	\$9,422	\$9,422	\$9,173	

Financial Pro Forma Review

OPERATING PERFORMANCE	SPONSOR PROVIDED	SPONSOR PROVIDED, NO INCENTIVES	PMR CONSERVATIVE	PMR OPTIMISTIC	COMMENTARY
<u>First Stabilized Year</u>					
Effective Gross Income	\$242,546	\$237,118	\$211,005	\$248,930	
Less: Expenses	\$70,337	\$91,497	\$70,337	\$70,337	PMR noted the operating expenses excluding real estate tax were below comparable property expense ratios. An adjustment is reflected in the conservative scenario.
Net Operating Income	\$172,208	\$145,621	\$140,668	\$178,593	
Less: Debt Service	\$156,198	\$156,198	\$156,198	\$156,198	\$1.85M loan with 6.95% interest, amortized over 25 years.
Leveraged Cash Flow	\$16,011	(\$10,577)	(\$15,530)	\$22,395	

SPONSOR RETURNS

<u>Project-Level Returns</u>					
Stabilized Yield on Total Cost	4.66%	3.94%	3.68%	4.83%	Sponsor assumed cash flows stabilize in Year 4.
Leveraged Cash on Cash (No City Participation)	6.23%	5.37%	2.10%	6.78%	Assumes equity investment increases to \$1,697,291. Average CoC over the 30 years of modeled cash flows.
Stabilized Year Debt Service Coverage Ratio (DSCR)	1.10	-0.93	-0.87	1.16	DSCR < 1.0 means project cash flow is insufficient to cover debt service. The closer it is to 1.00, the less likely it is to secure financing. Most lenders require a DSCR of at least 1.20–1.40.
Passes “But For” Test	Yes				



SECTION 3

Findings

PMR Findings – Summary of Project Financials and Need for Support

ACQUISITION AND DEVELOPMENT

1. Lack of controlled parking creates financing risk, as well as future rentability for residential units in a scenario where the Sponsor loses its designated parking spaces
2. The project's financial viability is highly dependent on receiving a relatively large (~28% of total sources) MEDC grant
3. The development team appears qualified to undertake the proposed project, given their experience with similar rehabilitation projects, work to-date in assembling the Brownfield Plan & OPRA Application, and generally demonstrated local market knowledge
4. Project plan appears able to effectively revitalize a currently blighted and under-utilized property which, without development incentives, would likely be difficult to undertake

PROFITABILITY AND DISPOSITION

1. Sponsor did not provide detailed disposition plans or a long-term hold strategy, other than committing to keep 43% of the units affordable for 15 years in the Brownfield Plan
2. The project's stabilized yield-to-cost is below the minimum return benchmarking to market expectations, even with incentives
 - i. Prequin, a financial data and information provider, created a preferred return report concluding project returns are below the minimum highlighted preferred return of 5%, suggesting returns are insufficient for typical market participants and justifying the need for the requested grant, Brownfield TIF, and OPRA tax abatement
3. Average leveraged cash-on-cash returns, without factoring in any incentives or funding, are projected to be 2.1%-6.8%
 - i. Compared to the 90-day SOFR and Treasury Bill returns, which are viewed in the market as “risk-free” investments, the project's profitability appears to be low given the risk in real estate development
 - 90-Day Average SOFR: 4.34%
 - 90-Day Average T-Bill: 4.24%
 - ii. Development and rehabilitation projects inherently carry additional risk - investors expect to be compensated for that risk through higher returns
 - iii. Project projected returns being close to risk-free investments demonstrate the need for requested financial support and incentives

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Attachment E

Grand Haven Airport Board Meeting Minutes August 26th, 2025

Chairperson Ben Ennenga called the meeting to order at 5:30 pm

Roll Call: Richard Clapp

Members present: Denny Swartout, Dale Hagenbuch, Richard Clapp, Ben Ennenga, Tricia Harrell

Others Present: Earle Bares- Airport Manager, Tom Mandersheid- Airport Liaison

Guests: Chuck White, Roland Ashby, Jennifer Bares, Mayor Bob Monetza

Summary:

BLP General Manager, Rob Shelley, focuses on the feasibility and considerations for installing a small solar facility near a runway and airport property, addressing regulatory, community, and financial aspects.

- **FAA regulations and site impact:** The proposed solar facility on the far side of 168th avenue is expected to have negligible impact and will comply with FAA anti-glare and height regulations, with panels oriented south to avoid issues for aircraft approaches.
- **Location constraints:** The area near runway protection zones and approach paths restricts development, but there appears to be sufficient space outside these restricted zones for the solar installation.
- **Alternative site consideration:** Harbor Island was considered but is not viable due to planned redevelopment and lack of public support for additional development there in the near future.
- **Community concerns on land use:** Some board members object to using vacant land for solar panels, preferring rooftop installations; however, rooftop solar is costlier and limited in scale compared to land-based solar projects.
- **Community solar program:** The project aims to offer a community solar garden where customers can lease or purchase panels, providing an option for those unable to install solar on their own properties, with about half of surveyed customers expressing interest.
- **Financial and operational considerations:** The project is not intended as a profit-making venture for the utility but to meet customer demand, with costs passed through and potential agreements needed with the city for use of airport land.
- **Project lifespan and timeline:** Solar panels are expected to have warranties of 20 to 30 years, with the project timeline influenced by tax incentives expiring next year and potential site work over the next two to three years.

Jennifer Bares, 1491 Briarwood. I am here to discuss the upcoming event scheduled for October 25th. Preparations are underway, and we will gradually assemble pilots and aircraft in anticipation of this occasion. We have already contacted sponsors like Meijers and are awaiting their response regarding corporate donations. In addition, we are seeking support from individual sponsors within the community; anyone interested is encouraged to contribute unopened candy bags, gift cards, or cash donations, all of which will help us provide as much PDA as possible to our pilots.

Our goal is to distribute two pieces of candy per child, as we announce annually, and achieving this requires the collective support of everyone involved. Those wishing to donate may bring contributions directly to Grand Haven Airport or contact us at 616-842-4430. We greatly appreciate your support and will share further details next October. I intend to reach out to all participants more actively as the date approaches.

We typically have a strong turnout of aircraft and participants, and please note that having an airplane is not required to join; vehicles and local businesses are welcome to participate. The event enjoys involvement from various groups, including Blossoms and other local organizations, making it a valued community gathering.

Additionally, if you wish to bring candy in a hatchback or similar vehicle, and open your car for distribution at the event, please let us know. You are welcome to either deliver your donation in advance or distribute it from your vehicle during the event—whatever best suits your preferences. We are flexible and committed to ensuring your participation is comfortable and enjoyable.

Minutes:

- Acceptance of 7/15/2025 meeting minutes:
Motion by Clapp, seconded by Swartout, motion carried with unanimous support

New Business:

Discussion centered around the acquisition and installation of a new weather station system. Attendees reviewed the system's features, including an external antenna and comprehensive instrumentation (wind speed and direction, temperature, humidity, barometric pressure, and density altitude). The interface is user-friendly, supporting

customizable broadcast options to maintain clear and concise communication on the UNICOM.

Motion to purchase Say Weather station

Vote: The final tally was 4/1—the motion passed.

The next item on the agenda is the recommendation to the Grand Haven City Council for approval of grant number 03-26-0038-20924, totaling \$524,122 from the Bipartisan Infrastructure Law. During the discussion, a member noted that the city will receive \$159,000 annually for five years. The grant pertains to the reconstruction and rehabilitation of runway 18/36. The council is being asked to approve the allocation of \$524,122 from the Bipartisan Infrastructure Law for this purpose.

Vote: Recommendation to Grand Haven City council to approve grant number 03-26-0038-20924, totaling \$524,122 from the Bipartisan Infrastructure Law. Passed with unanimous support.

The next agenda item is a recommendation for Grand Haven City Council to approve a contract with Rieth-Riley Construction Company for the rehabilitation of runway 18/36, totaling \$480,621.60. The difference between this amount and the original sum, (\$524,122) (see above), reflects engineering oversight fees, which are approximately \$44,000.

Vote: Recommendation for Grand Haven City Council to approve a contract with Rieth- Riley Construction for the rehabilitation of runway 18/36. The motion was seconded and approved unanimously.

Old Business:

August 2nd airport camping. Thanks for considering the idea. We had one participant fly in and two unexpectedly. Attendees included some tenants who gathered briefly, and we discussed logistics. Although not posted early due to late approval, it was still enjoyable. Given busy schedules and timing so close to Coast Guard Festival, unsure about holding another outpost event on the that weekend. We received referrals and support from several people. Open to trying again next year.

Airport Manager's Report:

Summary:

Airport manager reported high activity and fuel sales of nearly \$28,000 in July. The fuel dispenser pump replacement project is finished, covered by state funding. Hangar painting and inspections are complete, with some touch-ups pending. A recent drone survey is under review; compliance issues may be found. The hangar waiting list exceeds 40 people, but about half lack airplanes, which limits their chances.

Projects:

- Hangar painting
- Hangar door repairs

Safety & Security

- No noise complaints
- 2 Powerline Orange balls STILL not installed by BLP.
- 4 Notams

Airport Operations & Activity

- 492 Log Entries
- Fuel Sales were 2036 Gal. 100LL, 3722 Gal. Jet A
- 58 Aircraft home based on the field.
- Worked on one aircraft, no flight instruction
- Hangars are fully occupied.

Airport Facilities

- Several hangar doors repaired

The FAA conducted a flight check, noting a few items. Mosaic rules aim to modernize sport aircraft, expecting to increase airfield activity. Fuel excise tax changes remain unresolved. Major projects like runway rehabilitation may start this fall, and crack sealing is planned for next year, pending state approval.

Additional projects include hangar roof painting and possible door replacements. Some hangars are used for storage, and upgrades could allow aircraft use. Wildlife sightings on the runway continue, but noise complaints are minimal. Operations remain steady, with aircraft fuel usage high. Facility maintenance is ongoing, including water line repairs and door improvements, while windsocks have been upgraded for durability. Aviation fuel prices have increased slightly.

Airport Liaison Report:

Receivables over 90 days total \$608; cash fund balance as of August 18th is \$442,426.15. We recently received \$5,746 for rental property. Overall, finances remain steady. The main focus this month has been securing the grant for repairing runway 18/36 and contacted MDOT regarding the delayed funds, which need to be received before September 15th for council approval. We've re-signed a revised notice of award for \$480,621, allowing bond arrangements to proceed. Once the money arrives and necessary officials sign off, we can finalize the process. We're currently waiting on their execution of the grant by city management. The runway project remains a priority, pending funding.

Second Call to audience:

Roland Ashby, 15003 River Bluff Place, addressed the board on behalf of EAA Chapter 211 from Grand Haven, sharing the completion of their final Young Eagle Rally. This year, they flew 275 kids—most events were only advertised to those in June. Despite weather challenges, about 75-80% of registered kids attended, with some events seeing full participation. The chapter hopes to continue monthly rallies next year and appreciates the activity at the airport.

Motion to adjourn, seconded: Clapp, Hagenbuch

Adjournment 6:33 pm

Minutes submitted by board secretary, Richard Clapp

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
AUGUST 21, 2025

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, August 21, 2025, at 6:00 PM at Central Park Place, 421 Columbus Avenue in Grand Haven, Michigan and electronically via live Zoom Webinar.

The meeting was called to order at 6:00 PM by Chairperson Westbrook.

Present: Directors Crum, Knoth, Polyak, Welling, and Westbrook.

Absent: None.

Others Present: General Manager Rob Shelley, Secretary to the Board Danielle Martin, Finance Manager Lynn Diffell, Distribution and Engineering Manager Austin Gagnon, and Information Technology Specialist Dan Deller.

25-12A Director Welling, supported by Director Crum, moved to approve the meeting agenda.

Roll Call Vote:

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.

Motion carried.

Pledge of Allegiance

Public Comment Period:

Jim Hagen, 400 Lake Avenue, commented on the potential for a community solar project and encouraged the Board to start work on this as soon as possible.

25-12B Director Welling, supported by Director Polyak, moved to approve the consent agenda.

The consent agenda includes:

- Approve the minutes of the July 17th special meeting and July 17th regular meeting minutes.
- Receive and File the July Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the July Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 07/31/2025
- Approve payment of bills in the amount of \$3,073,051.02 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$644,175.29 from the Renewal & Replacement Fund
- Approve confirming Purchase Order #23409-1 to MidWest Construction in the amount of \$8,688 for a change order for garage foundation work

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
AUGUST 21, 2025

- Approve confirming Purchase Order #23519 to Waste Management in the amount of \$47,213 for coal yard cleanup landfill fees

The power supply key performance indicator is over budget. Electrical sales were higher than expected in July due to the hot temperatures. The budget line of the PSCA key performance indicator has a drop in October which aligns with the re-balancing rate change the Board approved last month.

Roll Call Vote:

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.
Motion carried.

25-12C Director Welling, supported by Director Polyak, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23335-1 to the City of Grand Haven in the amount of \$57,905 for a change order for coal yard clean up
- Purchase Order #23509 to VDA Labs in the amount of \$8,772 for cyber security subscriptions
- Purchase Order #23518 to Koppers Utility in the amount of \$17,921 for 40 wood distribution poles for stock
- Purchase Order #23520 to the City of Grand Haven in the amount of \$263,570 for the CCR data collection work plan
- Purchase Order #23526 to Dewitt Trenching in the amount of \$25,944 for the industrial park D bore for street lights
- Purchase Order #23527 to Todd Wenzel GMC in the amount of \$53,715 for a 2026 GMC 1500 pick up truck

Roll Call Vote:

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.
Motion carried.

Derek Gajdos, City of Grand Haven, reported the work associated with Purchase Order #23520 will provide the data to help determine what remediation efforts are feasible on Harbor Island. An informational Town Hall event will be held on November 5th from 6:30 to 8:00pm at Central Park Place.

25-12D Finance Manager Lynn Diffell provided a strategic goals update on financial management.

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
AUGUST 21, 2025

Four goals were set in the Strategic Plan for the focus area of Financial Management. The status of each goal is as follows:

- Implement a 5-year rate plan – This goal is complete. Staff worked with Utility Financial Solutions to conduct a cost-of-service study, and the Board approved the rate change recommendations at last month's meeting.
- Maintain minimum cash reserves – This goal is being met on an ongoing basis. The Board established \$18 million as the minimum cash reserve in 2023. In July 2025, the Board approved a new policy which includes two methods to calculate the minimum cash reserve. The minimum was met on June 30th, 2023, 2024, and 2025.
- Achieve and maintain bond ratings – This goal was cancelled. This goal was established based upon building generation on Harbor Island. With building plans being cancelled, this goal was no longer applicable.
- Enhance processes for capital/operating budgeting annually – This goal is being met on an ongoing basis. The process has been improved using enhanced data and file sharing, working with more flexible timelines, sharing a greater amount of detail with applicable staff, and ongoing analysis of variances in the budget.

No formal action taken.

25-12E The General Manager summarized a presentation he gave to the Grand Haven City Council on August 18, 2025.

An important part of the presentation discussed sustainability and resource adequacy. In planning year 2031, the BLP moves into the negative for its forecasted capacity. This gives the Board and staff five years to work on local, regional, and statewide capacity solutions. One local option is a community solar garden. While a solar garden will not solve the adequacy issue, it can be a piece of the puzzle. To start, we would need to identify potential sites as the BLP does not own any excess land, consider funding sources including grants or tax incentives, and determine financial feasibility including if a garden can be done at a price point where customers will participate. One potential option is to build a community solar garden at the city owned parcel near the airport. The parcel could provide 0.75MW of energy at a cost of \$2 million. Overall, the Board supported exploring this option further.

No formal action taken.

25-12F The Chairman reported the General Manager's presentation to City Council on August 18th was well received. The purchasing authority policy was also approved, and the Chairman appreciated the nice comments from Council.

No formal action taken.

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
AUGUST 21, 2025

Other Business

- Congratulations to Ryan LaFrance who recently completed his apprenticeship to become a Journeyman Lineman. His achievement was celebrated with an employee luncheon.
- A summer picnic was held for BLP employees on August 20th with good feedback from the employees.
- A construction update was provided. The garage foundations have been poured, the locker room is framed, and the human resources office has drywall up. When taking down the wall between the break room and board room, the former exterior concrete wall was discovered. The removal will require additional steel supports and engineering design is in progress.
- The September Board meeting will be held at Central Park Place.

No formal action taken.

Public Comment Period:

Jim Hagen, 400 Lake Avenue, reported the State of Michigan recommends projects get underway by December 31, 2025 before IRA eligibility changes take effect.

Patti Nelson, 1820 Pine Court, commented via email in support of a community solar project.

Adjournment

At 6:45PM by motion of Director Welling, supported by Director Crum, the August 21, 2025 Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin
Secretary to the Board

DM

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
ECONOMIC DEVELOPMENT CORPORATION
BROWNFIELD REDEVELOPMENT AUTHORITY
August 4, 2025**

The Regular Meeting of the Economic Development Corporation/Brownfield Redevelopment Authority was called to order at 4:00 pm by Chairperson Weavers in the Grand Haven City Council Chambers, 519 Washington Avenue, Grand Haven, MI 49417.

Present: Bob Monetza, Mike Fritz, Emily Greene, Linda Weavers, Judith Swiftney-Dembowske, Tom Braciak

Absent: Brook Bisonet, Bill Van Lopik

Others Present: Ashley Latsch, Dana Kollwehr

APPROVAL OF MEETING MINUTES

Motion by Fritz, second by Braciak, to approve the minutes of the regular EDC/BRA meeting of June 2, 2025, as submitted.

Ayes: 6

Nays: 0

This motion carried.

APPROVAL OF AGENDA

Motion by Braciak, second by Fritz, to approve the agenda as submitted.

Ayes: 6

Nays: 0

This motion carried.

FIRST CALL TO AUDIENCE

No response.

UNFINISHED BUSINESS

6a. None

NEW BUSINESS

7a. 224 Washington Plante Moran Realpoint (PMR) Report

Owner Kyle Doyon was represented by Attorney Jared Belka of Warner Norcross + Judd LLP.

Members of the EDC/BRA noted the TIF and OPRA applications and tax tables were not included in the meeting packet. Staff expressed the Plante Moran Realpoint report was assumed to be sufficient information based on the new Economic Incentive Policy, but the commissioners believed these materials should be provided for a proper understanding of the requests. Weavers questioned the date of the study and whether it was current. Braciak questioned the impact of the proposed Marriott hotel. The commissioners were informed the TIF request was for rental income gap on three residential units priced for tenants at 100% AMI, and that school taxes would be captured and interest was not being requested for reimbursement.

The EDC/BRA agreed to set a special meeting for August 11, 2025, to continue consideration of the TIF and OPRA requests after staff provides the applications and tax tables.

Motion by Fritz, second by Braciak, to set a special meeting for August 11, 2025.

Ayes: 6

Nays: 0

This motion carried.

No further action taken.

7b. Projects Update

Kollewehr updated the Board on various projects currently in process for city approvals:

- South Village project on Robbins Road, 189 housing units, brownfield TIF request, PMR Review
- 1445 Columbus apartments, 45 units, CRD incentive request, PMR review
- Chinook Pier negotiations continuing, baseline pollution study
- Marriott Hotel proposal, on August Planning Commission agenda for site plan approval
- Reconstruction of Columbus Avenue next year, Fourth St. to Beacon Blvd.
- Diesel Plant project, new plan will include small restaurant, six condominium units in existing building and 10 detached condominium units
- GHBLP work continues on underground power line on Harbor Dr.

No actions taken.

REPORT BY BOARD MEMBERS

8a. Report by City Manager: No report.

8b. Receive Financial Reports: Financial documents submitted for Board information by Greene. Greene informed the Board that Adorn Kids and Off the Chain have paid off their EDC loans.

CALL TO AUDIENCE SECOND OPPORTUNITY

No response.

ADJOURNMENT

Weavers adjourned the meeting at 5:05 pm.

Bob Monetza

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
ECONOMIC DEVELOPMENT CORPORATION
BROWNFIELD REDEVELOPMENT AUTHORITY
Special Meeting August 11, 2025**

The Special Meeting of the Economic Development Corporation/Brownfield Redevelopment Authority was called to order at 4:01 pm by Chairperson Weavers in the Grand Haven City Council Chambers, 519 Washington Avenue, Grand Haven, MI 49417.

Present: Bob Monetza, Emily Greene, Linda Weavers, Judith Swiftney-Dembowske, Tom Braciak

Absent: Brook Bisonet, Bill Van Lopik, Mike Fritz

Others Present: Ashley Latsch, Dana Kollewehr

APPROVAL OF AGENDA

Motion by Monetza, second by Braciak, to approve the agenda as submitted.

Ayes: 5

Nays: 0

This motion carried.

FIRST CALL TO AUDIENCE

No response.

UNFINISHED BUSINESS

5. 224 Washington Plante Moran Realpoint (PMR) Report, TIF and OPRA Applications

Owner Kyle Doyon was represented by Attorney Jared Belka of Warner Norcross + Judd LLP.

Members of the EDC/BRA reviewed and discussed the TIF and OPRA applications and PMR report included in the meeting packet. It was noted that the rent for the residential units included the cost of utilities.

Motion by Monetza, second by Braciak, to recommend approval of the Brownfield TIF to City Council.

Ayes: 5

Nays: 0

This motion carried.

Motion by Monetza, second by Braciak, to recommend approval of the OPRA application to City Council.

Ayes: 5

Nays: 0

This motion carried.

CALL TO AUDIENCE SECOND OPPORTUNITY

No response.

ADJOURNMENT

Weavers adjourned the meeting at 4:31 pm.

Bob Monetza

City of Grand Haven
Historic Conservation District Commission
Regular Meeting Minutes
Wednesday, June 18, 2025, 5:00 PM
Grand Haven City Hall
Council Chambers
519 Washington Ave.
Grand Haven, MI 49417

Call to order: Chair Chad Fisk called the meeting to order at 5:00 PM

Roll call of members present: Chair Chad Fisk, Vice Chair Patrick Qua, Secretary Linda Rosema, Members Erik Bye and Robyn Vandenberg

Pre-excused absences: Members Nina Bryhn and Amy-Lalick Prinzi

Others who were present: City Planner Brian Urquhart, Loutit District Library Representative Courtney Beattie and Tri-Cities Museum Advisory Member Kate Crosby

- 1) General Business Call to the Viewing Audience (allowed 3 minutes) No one spoke.
- 2) Approval of Regular Meeting Minutes of May 21, 2025 and Special Meeting Minutes of June 4, 2025.
 - a. Member Erik Bye made a motion to accept the May 21, 2025 minutes, Vice Chair Patrick Qua seconded the motion. Minutes were unanimously approved. Member Erik Bye made a motion to accept the Special Meeting Minutes of June 4, 2025, Vice Chair Patrick Qua seconded the motion. Chair Chad Fisk stated that item 2-D of the June 4 Special Meeting Minutes be revised to state that the hotel front entrances need to meet the sidewalk just like other store fronts on Washington Ave. The Special Meeting Minutes of June 4, 2025 were unanimously approved as addended.
- 3) SHPO-No Updates
- 4) Planning Commission Site Plan Reviews
 - a. City Planner Brian Urquhart reported that the Planning Commission will be looking at plans for 123 Washington Ave., the former Flotos property, at their July 15 meeting.
 - b. Tiffany from HDJ Design Firm and Westwind Construction presented site plans for proposed improvements to the former Flotos property that would add another residential unit to the second floor and renovate the main level into a restaurant.
 - c. We saw photos of the property pre-fire when there was a full second floor, and after the fire in 1958 with only half of the second floor remaining. They would also remove the sloped awning that was not original to the building, and, if possible, repair the metal panels made by Challenge Machinery that are on the front of the building. They would try to save the original panels across the top above the awning.
 - d. Showing options that respect the historical significance of the building was good. It is a legacy building that deserves historical significance. It is not a landmark or contributing building to the Downtown Historical District, however, the owner could get the landmark status from the city.

- e. The new owners will try to save as much of the metal paneling as possible, they may be able to be used inside the building if not on the exterior. Chair Chad Fisk suggested that if colors can't be matched exactly for the metal, then something harmonious or complimentary could be used.
 - f. The Flotos sign will stay and a front take out window will be added.
 - g. City Planner Brian Urquhart also reviewed plans for the wireless communications tower located in the right-of-way at the intersection of S. 1st St. and Clinton. We would like to see final plans and materials for the project.
- 5) Tri-Cities Museum Advisory Member Update-Kate Crosby
- a. Kate reported that the museum will host an Ice Cream Social on August 21, 2025 at the Coal Tipple from 6-8PM.
- 6) Loutit District Library Representative Update-Courtney Beattie
- a. Courtney reported upcoming events include the Summer Reading Program for adults and kids and Walking Tours with the Tri-Cities Museum.
 - b. History Hounds will meet on July 28 at the museum.
- 7) Updates & Reports/Comments by HCDC Members
- a. Chair Chad Fisk commented on the Grace Smith report concerning the Old Grand Haven Bank. There are questions and concerns about its accuracy. He has contacted Haley from SHPO to get an independent study.
- 8) Second Call to the Viewing Audience (allowed 3 minutes) No one spoke.
- 9) Meeting was adjourned by Chair Chad Fisk.

Respectfully submitted,
Linda Rosema
Secretary

AGENDA

Board of Directors - Grand Haven Main Street Thursday, June 12, 2025 - Time 7:30 am Grand Haven City Hall – Council Chambers

Call Meeting to Order and Roll Call - 7:31

Review and Approve of the Consent and Regular Agenda - Kelly/Bob -carries

Consent Agenda- Kelly/Laura - carries

Approve Minutes from May 8, 2025 Board Meeting Accept Executive, Promotions, Preservation & Place, and, Organization meeting minutes from April

Treasurer's Report -Approve current fiscal year financials ending 5/31/25

New Business - Transformation Strategy

i. Strategic Priorities breakdown by committee - Pick what priorities are and get updates to committees. We need to keep budgets and what order these things need to happen in mind.

Committee Updates

- Preservation & Place
 - Spring Clean-Up
 - AARP or T-Mobile Grant
 - Vibrancy & GHACF Grant - We received Vibrancy Grant and will re-apply for T-Mobile, did a walk about for place making
- Organization - Working on a sponsorship plan
- . Recruitment & Retention - Did no meet

Promotions - Did into new plan - what makes it a community event vs. sales driver - working on guidelines

Director's Report

- Activity Report
- PSD & Policies - PSD quarterly meetings?

Chair's Report

Call to Audience/Public Comment Adjourn - 8:25

Board of Directors - Grand Haven Main Street

Thursday, July 10, 2025 - Time 7:30 am

Grand Haven City Hall – Council Chambers

1. Call Meeting to Order and Roll Call 7:30 - Joyce Workman, Chris Weavers, Kelly Larson, Todd Anthes, Melita Ewbank, Brandt Raterink, Lynn Megan, John Groothuis, Bob Monetza, Jack DeMarr, Dawn Gravelyn (John Steinbach -not in attendance)

2. Review and Approve of the Consent and Regular Agenda - Kelly motion, Chris 2nd

3. Call to Audience/Public Comments - No comments

4. Visitors: 6PM Hospitality & BDR to answer questions about hotel

development downtown - Peter, Tom, Dave, Chris representing BRD/6PM - extended stay property average 5 night stay, back to Planning Comm in August, expected opening Spring 2027

5. Welcome New Board Members – Pick Board Member Buddy

a. Jack DeMarr

b. Dawn Gravelyn, Elevate Your Everyday

6. Consent Agenda

a. Approve Minutes from June 12, 2025 Board Meeting - Move to August to approve

b. Accept Executive, Promotions and Organization meeting minutes from May -

c. Treasurer's Report

i. Approve current fiscal year financials ending 6/30/25 - Acceptance of the consent minute minus June minutes - Joyce motion, Chris 2nd

7. New Business

a. PSD preliminary budget approved by PSD Committee, see attached - Request that PSD funds help support an admin assistant, PDS proposal is to keep rates at current levels, but budget adds to \$100k from (\$72k), PSD comm focusing on marketing and where/what the dollars are spent on

8. Committee Updates

a. Preservation & Place - brainstorming and waiting for grants to come in, vibrancy grant will go to benches and signage

i. Approve wall mount informational kiosk to be hung in the Depot building not to exceed \$1,000 - motion Chris, 2nd Kelly - carries

1. Executive Committee Recommends

2. Executive Director Recommends

ii. T-Mobile Grant, Vibrancy Grant

b. Organization - marketing plan will be focus - sub committee with someone from each committee, welcome packet to have market data and handbook

i. Sponsorship Plan, Event Sponsorship Plan, Event Applications, Partnership Application – Rollout to committees for review and approval - streamline applications for all events,

ii. Branded Documents – Market Data Report, Annual Report, Sponsorship, Handbooks, & Welcome Booklets

c. Recruitment & Retention - worked on goals, spending some money on projects

i. Match on Main announcement July 24, 2025ii. Approve request for RRC Technical Assistance funds for market study for Centertown overlay – 2014 had vision plan for strategic

plan for Centertown. GH is eligible for funds for a planning study - gain info to update plan. The plan is outdated. Does DDA support? Kelly motion support, Todd 2nd - motion carries

Problem Statement

d. Promotions - Sidewalk sales and Tote Club days coming up

i. Sidewalk Sales Applications due July 28

9. Director's Report -

a. Board Review

b. Director Self-Evaluation - Board self assessment to Chandi by 7/18, Chandi review to Joyce by July 7/18, overtime language needs to come out.

10. Chair's Report - Chandi been on CG board would like to move to a board member, thanks to PSD volunteers, Capstone hosting the Sept 11 event,

a. Director's Review

i. Salary Fact Sheet – for informational purposes only, this will be discussed at Exec next month before the August board meeting.

b. Board Self-Assessment

11. Call to Audience/Public Comment - None

12. Adjourn - 9:02

AGENDA

Board of Directors - Grand Haven Main Street

Thursday, August 14, 2025 - Time 7:30 am

Grand Haven City Hall – Council Chambers

1. Call Meeting to Order and Roll Call- Call to order 7:30 Joyce Workman, Chris Weavers, Kelly Larson, Todd Anthes, Melita Ewbank, Brandt Raterink, Lynn Negan, John Groothuis, Bob Monetza, Jack DeMarr, Dawn Gravelyn, John Steinbach
2. Review and Approve of the Consent and Regular Agenda Motion- Kelly 2nd Melita
3. Call to Audience/Public Comments
4. Consent Agenda Motion John S 2nd John G
 - a. Approve Minutes from July 10, 2025 Board Meeting
 - b. Accept Executive, Promotions, Preservation & Place, and Organization meeting minutes from June
 - c. Treasurer's Report
 - i. Approve current fiscal year financials ending 7/31/25
5. New Business - Chandi on funding - Tax dollars \$34500, Assessment \$80000 Fundraising \$25000, Sponsorship (unlimited), Merchandise (unlimited)
 - Peerless and Tribune Lofts are not paying into PSD
 - Need a plan for future properties that come in midway through PSD 5 year
 - How will PSD play out different scenarios
 - Sponsorship page needs to be approved by committees
 - Merch ideas for shirts, bags, hats, etc.
- a. Budget/PSD/Funding Update Presentation
6. Committee Updates
 - a. Preservation & Place
 - Did not get T Mobile grant
 - Banners need a new plan or up for more than 1 year
 - b. Organization
 - Review sponsorship form
 - c. Recruitment & Retention
 - Match on Main – Fortino's
 - RFP for Planning Study for Centertown Vision Update
 - d. Promotions
 - worked on sponsorship event packet
7. Closed Session – personnel review Motion- Joyce 2nd John S go to closed session
 - Motion to go back to session Motion Jack, 2nd Dawn (Chris left at 8:59) 9:18
 - Motion to give Chandi a raise of 3.1% and 3 weeks PTO but must 'use it or lose it'
 - Motion Joyce 2nd John S
 - Kelly leaves at 9:20
8. Director's Report -
 - a. Board Assessment
9. Chair's Report- Sept 11 DDA event
10. Call to Audience/Public Comment
11. Adjourn 9:23

From: [Brent Clark](#)
To: [Brent Clark](#)
Subject: Thoughts on Proposed Lease / Central Park Place & Children's Museum
Date: Friday, October 10, 2025 3:28:44 PM

RE: Thoughts on Proposed Lease / Central Park Place & Children's Museum

Hon. Mayor Bob Monetza
City Council Members
cc: Exec Asst Melissa Bos
cc: DPS Director Nicole Hudson
cc: Children's Museum

cc: City Manager Ashley Latsch
cc: City Clerk Maria Boersma
cc: Asst CM Dana Kollwehr
cc: City Planner Brian Urquhart
cc: City Council Candidates

Melissa, please include this memo in the council's next meeting packet and in the appendix docs so the public can find it in the meeting agenda materials. Thank you.
Brent Clark

Some Thoughts on Prospective Lease between Central Park Place & Children's Museum

Leasing 13,500 ft² of lower-level space at CPP makes sense. Hopefully, a deal can be put together. It benefits all sides. The proposed term is 10 yrs initial term, with two 5-yr options to renew (extend). Some thoughts on lease terms.

1. **Rent.** Use base rent + C.A.M. + annual COLA escalator (typically 3%). Rent for the 2012-19 MCC lease at CPP was about \$8,000/mo. That's about \$100,000/yr. Base rent renegotiated when each renewal option is exercised. So would C.A.M. Running rent at \$0.00/yr + 100% of the utilities is wrong, bad optics, unfair to all, and not the deal.

CPP is not downtown. It's a low traffic area. The lower level is sub-sub-prime commercial, at best. The space has been vacant for over five years with no takers. The museum's ft² base rent should be low.

2. **Insurance.** Our city needs to be named on the museum's liability insurance policy as a co-insured, and receive an annual certificate. As the landlord, the city is on the hook. The days of \$100,000 per occurrence and \$1M aggregate are long gone. Coverage needs to be high.

3. **Parking.** A companion (tie-bar) lease for parking spaces in the N 5th Ave city lot will be needed. How many spaces? What times? What space rental rate? School bus parking will be needed. How will loss of those spaces impact non-museum users?

4. **Traffic.** School bus and vehicle traffic on Columbus, Fulton, 5th (and maybe 4th) will be heavy. How will Fulton residents feel about it? Where will school buses load and unload? Park? Noise? 50 older, studios MCC students is one

thing. 500 young, rambunctious museum kids is another.

5. **Entrance.** Use a Fulton Ave (North) as the museum's main entrance. It's better for a lower-level tenant. It doesn't have the drive-by frontage visibility of Columbus Ave (South entrance); but the museum is a planned destination, not a spontaneous drive-by. Plus, the disruption caused to the upper-level, non-leased area with 100's of noisy kids coming and going would make the upper level functionally non-usable. Isolate the lower level from the upper level. Museum use the North entrance (Fulton). CPP use the South entrance (Columbus).

6. **Buildout.** If the museum entrance is Fulton Ave (North), it avoids the proposed \$1.5-2.0 million marquee (signage) buildout. School bus street curb revamps for loading and unloading are needed. Don't make the kids cross 5th St and risk accidents. Let buses load and unload at the Fulton entrance lobby.

7. **Security / Soft Target.** Sadly, in today's world, the museum will be a soft target from a security standpoint. We see it too often in other cities. As landlord, our city will be a direct party wanting to make sure both the CPP and the museum area are security hardened. The city needs to share in the cost. Our fire marshal, EMS staff, and PSD staff all must be involved in the layout and safety discussions inside the museum, in common areas, around the building perimeter, and in the parking lot. Emergency exits. Area lockdowns. Perimeter crash barriers. Metal detectors. Turnstiles for in and out counts. Visitor wristbands. Staff name badges. Backpack & coat lockers outside the museum area. Visitor passes. Common area walk-arounds. CCTV in all areas with live feeds to our DPS. Etc. (*While we're at it, a fresh look at hardening security at the Imagination Station would be wise.*) Soft targets are magnets for mischief. We need to minimize it. These kids need to focus on fun. Parents need to feel they are safe.

Thank you. Brent Clark