

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
REGULAR CITY COUNCIL MEETING  
MONDAY, OCTOBER 17, 2022**

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

**Present:** Council Members Mike Fritz, Karen Lowe, Kevin McLaughlin, Mayor Pro-Tem Cummins and Mayor Catherine McNally.

**Absent:** None.

**Others Present:** Interim City Manager Ashley Latsch, City Clerk Maria Boersma, Community Affairs Manager Char Seise, Human Resources Manager Amanda Burnett, Finance Director Emily Greene, MSDDA Director Jeremy Swiftney, City Planner Brian Urquhart, Department of Public Works Director Derek Gajdos, Streets and Utilities Manager Matt Wade, and Sergeant Todd DeVries.

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPOINTMENTS TO BOARDS & COMMISSIONS**

**APPROVAL OF CONSENT AND REGULAR AGENDAS**

**22-337** Council Member **McLaughlin** moved, seconded by Council Member **Fritz** to amend and approve the Agendas and move Consent Agenda Item F “Approve marina transient rates at level “E” for Sunday through Thursday, level “G” for Saturday and Sunday, and Rate 1 for seasonal slips” to New Business Item F.

Roll Call Vote:

**This motion carried unanimously.**

**FIRST CALL TO AUDIENCE**

**Doug Vance, 100 Washington:** Commented on Downtown Parking.

**Greg Coyle, CEO of Tri-Cities YMCA:** Commented on the proposed special event fees.

**Ashley, 100 Washington:** Commented on Downtown parking.

**Jim Hagen, 400 Lake:** Commented on parking spaces used by business on the first block of Washington during the summer street closure.

**Regular City Council Meeting Minutes**

**Monday, October 17, 2022**

**Page 2**

**CONSENT AGENDA**

**22-338** Approve the special council meeting minutes on September 28 and October 1 and special work session and regular council meeting minutes of October 3, 2022.

**22-339** Approve the bills memo in the amount of \$1,877,260.62.

Attachment A

**22-340** Approve the State of Michigan's MDeal Road Salt Contract for the 2022/2023 winter season with Compass Minerals America, INC, of Overland, KS, for 600 tons of salt at \$63.08 per ton, delivered, for a total amount of \$37,848 and authorize the mayor and clerk to execute the necessary documents.

**22-341** Approve a change order in the amount of \$12,634.23 for additional engine repairs to truck #50-16 in the not to exceed price totaling \$40,755.25 from West Michigan International of Wyoming, MI.

**22-342** Approve the Michigan Department of Environment, Great Lakes and Energy Drinking Water Asset Management Grant Agreement in the amount of \$582,335 and authorize the Director of Public Works to execute the necessary documents.

**22-343** Accept federal grant funds from the Assistance to Fire Fighters Grant Program in the amount of \$152,300 with matching City of Grand Haven budgeted capital improvements funds in the amount of \$64,987.71 and to approve the low bid to purchase of Self-Contained Breathing Apparatus Units per specifications in the amount of \$217,287.71 from Phoenix Safety Outfitters, Springfield, OH.

Council Member **Lowe** moved, seconded by Council Member **McLaughlin** to approve the Consent Agenda with the amendment of moving item F to New Business.

Roll Call Vote:

**This motion carried unanimously.**

**PRESENTATIONS**

MSDDA Executive Director Jeremy Swiftney gave a presentation on recommendations for Downtown Residential Parking. The Recruitment and Retention Committee, along with the Executive Committee, do not recommend additional changes to be made to the current overnight parking ordinance at this time.

**NEW BUSINESS**

**22-344** Council Member **McLaughlin** moved, seconded by Council Member **Lowe** to approve a resolution to formally rename the Grand Haven Community Center as Central Park Place with the tagline of Arts. Events. Community.

**Regular City Council Meeting Minutes**

**Monday, October 17, 2022**

**Page 3**

Roll Call Vote:

**This motion carried unanimously.**

Council Member **Fritz** moved, seconded by Mayor Pro-tem **Cummins** to approve an introductory resolution to amend Sec. 40-201.19 of the Zoning Ordinance, amending the definition of Self-Service Storage Facility.

**City Council recommended the proposal go back to the Planning Commission. No vote was taken at this time.**

**22-345** Council Member **Fritz** moved, seconded by Mayor Pro-tem **Cummins** to approve an administrative services agreement with Loutit District Library for Human Resources and Financial services, with a term ending June 30, 2025 and authorize the mayor and clerk to execute the necessary agreements.

Roll Call Vote:

**This motion carried unanimously.**

**22-346** Council Member **Lowe** moved, seconded by Council Member **McLaughlin** to direct the City Manager and City Attorney to begin work on drafting an ethics ordinance.

Roll Call Vote:

**This motion carried unanimously.**

**22-347** Council Member **Fritz** moved, seconded by Council Member **McLaughlin** to approve the employment contract with Ashley Latsch as City Manager and to authorize the Mayor and Clerk to execute the necessary documents.

Roll Call Vote:

**This motion carried unanimously.**

Council Member **Fritz** moved, seconded by Mayor Pro-tem **Cummins** to approve marina transient rates at level "E" for Sunday through Thursday, level "G" for Saturday and Sunday, and Rate 1 for seasonal slips.

**22-348** Council Member **McLaughlin** moved, seconded by Mayor Pro-tem **Cummins** to amend New Business F to increase all rates to level "J".

Roll Call Vote:

**This motion carried unanimously.**

**Regular City Council Meeting Minutes**

**Monday, October 17, 2022**

**Page 4**

**22-349** Council Member **Fritz** moved, seconded by Mayor Pro-tem **Cummins** to approve marina transient rates at level “J” for Sunday through Thursday, level “J” for Saturday and Sunday, and Rate 1 for seasonal slips.

Roll Call Vote:

**This motion carried unanimously.**

**REPORT BY CITY COUNCIL**

Council Member Fritz commented on how nice it was to see all of the businesses recognized at the Chamber of Commerce Business Recognition Lunch. It was great to meet some of the new residents at the Robinson Landing Open House. Council Member Fritz also commented on the success of Chow Down Centertown.

Council Member McLaughlin commented on the success of the Public Safety recognition event, Chow Down Center Town, and the Baker Lumber events.

Mayor Pro-tem Cummins congratulated City Manager Ashley Latsch on her appointment. Mayor Pro-tem Cummins also thanked City Manager Latsch and City Clerk Boersma for their Boss’s Day gift to Council.

Council Member Lowe Congratulated City Manager Latsch on her new position and Community Affairs Manager Char Seise on the successful Central Park Place rebrand. Council Member Lowe also thanked council for directing staff to create an ethics ordinance.

**CITY MANAGER REPORT**

City Manager Latsch discussed the scheduling of a goal setting session for City Council. This session normally takes place in November.

**CALL TO AUDIENCE—SECOND OPPORTUNITY**

**Doug Vance, 100 Washington:** Congratulated Ashley Latsch on her appointment and commented on the Downtown parking presentation.

**Jim Hagen, 400 Lake:** Commented on the closure of the first block on Washington.

**Regular City Council Meeting Minutes**

**Monday, October 17, 2022**

**Page 5**

**ADJOURNMENT**

After hearing no further business, Mayor McNally adjourned the meeting at 9:55 p.m.

Catherine M. McNally  
Catherine M. McNally, Mayor

Maria Boersma  
Maria Boersma, City Clerk

# Regular City Council Meeting Minutes

Monday, October 17, 2022

Page 6

## Attachment A

To: Ashley Latsch, City Manager  
 From: Emily Greene, Finance Director  
 CM Date: 10.17.22  
 RE: Bills From Payables Warrant *ELA*

FUND NUMBER	FUND NAME	WARRANT 10.05.22	WARRANT 10.12.22	ACH WARRANT 10.12.222	CREDIT CARD WARRANT 10.11.22	TOTALS
101	General Fund	\$85,951.60	\$50,141.54	\$31,279.67	\$9,323.22	\$176,696.03
202	Major Street Fund	\$9,798.04	\$909.77	\$1,048.24	\$0.00	\$11,756.05
203	Local Street Fund	\$3,264.86	\$55.27	\$23.23	\$0.00	\$3,343.36
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
236	Main St Dist. Dev	\$0.00	\$43.23	\$0.00	\$203.99	\$247.22
251	Econ. Dev. Corp. Fund	\$26,447.82	\$0.00	\$0.00	\$0.00	\$26,447.82
252	Brownfield Redevelopment Fund	\$14,172.16	\$24,045.52	\$18,317.89	\$0.00	\$56,535.57
252	BRA Peerless Flats EGLE Loan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
253	Brid LSRRF TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
254	Downtown TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
255	GLTIF Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
256	UTGO Inf Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
257	LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
258	2015 UTGO Bond Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
275	Housing Fund	\$3,990.00	\$0.00	\$0.00	\$0.00	\$3,990.00
276	LightHouse Maintenance Fund	\$4,275.00	\$0.00	\$6,988.75	\$0.00	\$11,263.75
278	Community Land Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
353	Downtown 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
356	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
357	LTGO Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
358	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
360	2020 LTGO Bond - Warber Drain	\$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
401	Public Improvements Fund	\$2,378.85	\$3,250.00	\$0.00	\$1,308.88	\$6,937.73
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
455	GLTIF 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	\$335.61	\$335.61
581	Airpark Fund	\$13,953.53	\$90.00	\$473.49	\$0.00	\$14,517.02
582	Chinook Pier Rental Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
590	City Sewer Fund	\$11,007.36	\$567.90	\$903.74	\$0.00	\$12,479.00
591	City Water Fund	\$5,132.74	\$732.88	\$467.10	\$646.12	\$6,978.84
594	City Marina Fund	\$4,156.51	\$782.81	\$0.00	\$0.00	\$4,939.32
597	City Boat Launch Fund	\$196.57	\$160.00	\$0.00	\$0.00	\$356.57
661	Motorpool Fund	\$7,209.42	\$1,628.36	\$17,143.49	\$314.39	\$26,295.66
677	Self Insurance Fund	\$0.00	\$47,109.50	\$0.00	\$0.00	\$47,109.50
678	OPEB/Retiree Benefits Fund	\$0.00	\$41,264.00	\$0.00	\$0.00	\$41,264.00
679	Health Benefit Fund	\$0.00	\$987.80	\$0.00	\$0.00	\$987.80
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$1,155,720.13	\$1,187.17	\$32,187.82	\$0.00	\$1,189,095.12
711	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
750	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800	Sewer Authority Operations	\$2,509.51	\$157,660.21	\$4,857.64	\$1,524.34	\$166,551.70
800	Sewer Authority SL Force Mn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800	Sewer Authority Plant Mod	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800	GH/SL SA-2013 Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800	GH/SL SA-SLPS/Force Main Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800	GH/SL SA-Local Lift Station Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800	GH/SL SA-2018 Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810	NOWS Operating	\$52,851.25	\$4,343.21	\$11,938.49	\$0.00	\$69,132.95
810	NOWS Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810	NOWS Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$1,403,015.35	\$334,959.17	\$125,629.55	\$13,656.55	\$1,877,260.62

Tonight, City Council will be approving, subject to audit, bills for this period, totaling as follows:

\$1,877,260.62 Total Approved Bills

\$1,278,456.42 Minus eligible bills for release without prior approval: including Utility, \$598,804.20 Retirement, Insurance, Health Benefit, and Tax Collection Funds