

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
REGULAR CITY COUNCIL MEETING  
MONDAY, DECEMBER 19, 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, Mayor Pro-Tem Cummins and Mayor Catherine McNally.

**Absent:** Council Member Kevin McLaughlin

**Others Present:** City Manager Ashley Latsch, City Clerk Maria Boersma, Public Works Director Derek Gajdos, Finance Director Emily Greene and Sergeant Andy Cannon.

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPOINTMENTS TO BOARDS & COMMISSIONS**

**22-388** Council Member **Fritz** moved, seconded by Council Member **Lowe** to appoint Bruce Baker to the Parks and Recreation Board with a term ending June 30, 2027.

Roll Call Vote:

**This motion carried unanimously.**

**APPROVAL OF CONSENT AND REGULAR AGENDAS**

**22-389** Mayor Pro-tem **Cummins** moved, seconded by Council Member **Lowe** to approve the agendas as presented.

Roll Call Vote:

**This motion carried unanimously.**

**FIRST CALL TO AUDIENCE**

**Jim Hagen, 400 Lake:** Commented on the City and BLP audits. Also commented on the BLP rate changes.

**Dale Freye, 1014 Columbus:** Commented on the Downtown Snowmelt System.

**Geri McCaleb, 1235 Slayton:** Commented on the Downtown Snowmelt System.

**CONSENT AGENDA**

**22-390** Approve the Regular Council Meeting Minutes of December 5, 2022.

**22-391** Approve the bills memo in the amount of \$879,684.15. **Attachment A**

**22-392** Approve and adopt a proclamation declaring April 28, 2023, as Arbor Day in the City of Grand Haven. **Attachment B**

**22-393** Accept the Michigan Community Forestry Management Grant for Duncan Park in the amount of \$5,190 with a matching amount of \$5,302 to be reimbursed from the Duncan Park Preservation fund held at the Grand Haven Area Community Foundation and authorize the Mayor and City Clerk to execute the necessary agreements.

**22-394** Approve a resolution to reallocate assets held at Municipal Employees' Retirement System (MERS) from the Defined Benefit Division 02 (Police Reserve) to the Defined Benefit Division 21 (Public safety Reserve) due to no remaining liability in Division 02.

Council Member **Lowe** moved, seconded by Mayor Pro-tem **Cummins** to approve the Consent Agenda.

Roll Call Vote:

Ayes: Lowe, Cummins, McNally

Nays: Fritz

**This motion carried.**

### **NEW BUSINESS**

**22-395** Council Member **Fritz** moved, seconded by Council Member **Lowe** to approve a resolution to receive and place on file the annual financial reports for June 30, 2022, as presented by Vredevelde Haefner, CPAs.

Roll Call Vote:

**This motion carried unanimously.**

**22-396** Council Member **Fritz** moved, seconded by Mayor Pro-tem **Cummins** to approve a special event request to hold a Grand Armory Food Truck event in up to two parking spaces in front of Grand Armory Brewing Company at 17 S. 2<sup>nd</sup> Street on Friday, December 23, Monday, December 26<sup>th</sup>, and Tuesday, December 27<sup>th</sup> from 2:00 p.m. to 11:00 p.m.

Roll Call Vote:

**This motion carried unanimously.**

**22-397** Mayor Pro-tem **Cummins** moved, seconded by Council Member **Lowe** to approve loan terms with the Board of Light and Power for snowmelt operating costs in the amount of \$777,862.99, including zero percent interest and monthly installments based on increases to the

PSCA in the excess of the base amount of the collected transfer fee. (Base amount identified as \$1.8 million, as determined by staff.) **Attachment C**

Roll Call Vote:

**This motion carried unanimously.**

**22-398** Council Member **Fritz** moved, seconded by Mayor Pro-tem **Cummins** to approve a resolution to lease office space at City Hall to Harbor Transit in the amount of \$500 per month with annual CPI increases for a three-year term and authorize the Mayor and City Clerk to execute the necessary agreements.

Roll Call Vote:

**This motion carried unanimously.**

### **REPORT BY CITY COUNCIL**

Council Member Fritz attended the First Annual Tree Lighting event in Bolt Park. Council Member Fritz thought it was a great event and hopes to see it continue every year.

Mayor Pro-tem Cummins thanked the East End Association for the Tree Lighting event in Bolt Park. Mayor Pro-tem Cummins also thanked staff and council for their work this year.

Council Member Lowe thanked staff and council for their work this year.

Mayor McNally thanked the staff for their work this year.

### **CITY MANAGER REPORT**

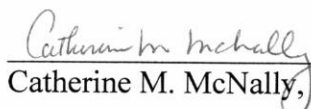
City Manager Latsch discussed the New Year's Eve Ball Drop Event.

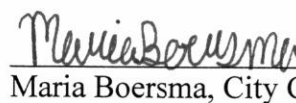
### **CALL TO AUDIENCE SECOND OPPORTUNITY**

**Jim Hagen, 400 Lake:** Commented on fiscal responsibility.

### **ADJOURNMENT**

After hearing no further business, Mayor McNally adjourned the meeting at 8:23 p.m.

  
Catherine M. McNally, Mayor

  
Maria Boersma, City Clerk

## Attachment A

To: Ashley Latsch, City Manager  
From: Emily Greene, Finance Director  
CM Date: 12.19.22  
RE: Bills From Payables Warrant

FUND NUMBER	FUND NAME	WARRANT 12.07.22	WARRANT 12.14.22	ACH WARRANT 12.14.22	CREDIT CARD WARRANT 12.13.22	TOTALS
101	General Fund	\$64,365.49	\$47,861.47	\$23,950.31	\$4,686.77	\$140,864.04
202	Major Street Fund	\$632.72	\$4,633.44	\$19.96	\$45.72	\$5,331.84
203	Local Street Fund	\$134.78	\$4,440.27	\$15.00	\$15.72	\$4,605.77
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
236	Main St. Dist. Dev	\$0.00	\$2,496.75	\$0.00	\$102.78	\$2,599.53
251	Econ. Dev. Corp. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
252	Brownfield Redevelopment Fund	\$0.00	\$0.00	\$47,477.64	\$0.00	\$47,477.64
252	BRA Peerless Flats EGLE Loan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
253	Brfd 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	\$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	\$42.35	\$0.00	\$0.00	\$0.00	\$42.35
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	\$572.13	\$2,864.09	\$424.61	\$0.00	\$3,860.83
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	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	\$166.47	\$166.47
581	Airpark Fund	\$956.56	\$252.60	\$0.00	\$0.00	\$1,209.16
582	Chinook Pier Rental Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
590	City Sewer Fund	\$905.33	\$217.20	\$131.00	\$0.00	\$1,253.53
591	City Water Fund	\$5,611.31	\$44,500.13	\$247.40	\$15.97	\$50,374.81
594	City Marina Fund	\$2,096.05	\$208.48	\$0.00	\$0.00	\$2,304.53
597	City Boat Launch Fund	\$160.00	\$0.00	\$0.00	\$0.00	\$160.00
661	Motorpool Fund	\$2,872.10	\$78,710.93	\$19,291.68	\$956.84	\$101,831.55
677	Self Insurance Fund	\$0.00	\$47,109.50	\$0.00	\$0.00	\$47,109.50
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
679	Health Benefit Fund	\$0.00	\$0.00	\$19,633.66	\$0.00	\$19,633.66
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$195,344.48	\$109,764.15	\$12,915.44	\$0.00	\$318,024.07
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	\$19,198.70	\$33,083.38	\$6,424.89	\$294.88	\$59,001.85
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	\$26,879.81	\$27,254.32	\$16,698.89	\$0.00	\$70,833.02
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
		\$319,771.81	\$403,396.71	\$147,230.48	\$6,285.15	\$876,684.15

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

\$876,684.15 Total Approved Bills  
\$384,767.23 Minus eligible bills for release without prior approval: including Utility,  
 Retirement, Insurance, Health Benefit, and Tax Collection Funds  
 \$491,916.92

**Attachment B**

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGIAN  
MAYORAL PROCLAMATION  
CELEBRATING NATIONAL ARBOR DAY  
April 28, 2023**

**WHEREAS**, in the middle 1800s the idea was promoted to plant trees in an effort to beautify the countryside; and,

**WHEREAS**, the first Arbor Day celebration was held on April 10, 1872, through the efforts of J. Sterling Morton, a newspaper publisher, who realized that trees would enrich the soil and maintain its moisture level; and,

**WHEREAS**, other states recognized the value of tree planting and joined the efforts to observe Arbor Day; and,

**WHEREAS**, the National Arbor Day Foundation provides more than 8 million trees, which are planted throughout America each year; and,

**WHEREAS**, the City of Grand Haven eagerly participates in this program, enhancing our parks and beautifying our City,

**NOW THEREFORE BE IT RESOLVED**, that I, Catherine M. McNally, Mayor of the City of Grand Haven, hereby proclaim April 28, 2023 as ARBOR DAY and urge all citizens to join me in recognizing the importance of preserving our environment for ourselves and our posterity in a celebration on April 28, 2023.

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Catherine M. McNally, Mayor

## Attachment C

**CITY OF GRAND HAVEN**  
519 Washington Ave  
Grand Haven, MI 49417  
Phone: (616) 847-4893



**TO:** Mayor, and City Council

**FROM:** Ashley Latsch, City Manager

**DATE:** 12/15/22

**SUBJECT:** Snowmelt Loan Agreement

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At your November 21<sup>st</sup> meeting, you nominated a subcommittee to negotiate loan terms with the Board of Light and Power regarding an outstanding Snowmelt invoice. On November 30<sup>th</sup>, that subcommittee convened; including Mayor Pro Tem Cummins, Mayor McNally, myself, BLP Vice Chair Witherell, BLP Trustee Knoth and General Manager Walters.

Before you this evening are the loan terms that were agreeable to both parties. The terms include:

- Zero interest.
- Use of the PSCA increases as the conceptual basis for the monthly installments. We've worked with BLP staff to identify \$1.8 million as the base amount to calculate increases going forward, and therefore the anticipated installment amount.
- BLP contributes 25%, reducing the loan amount.

Staff feels comfortable with this arrangement. We believe the model for the monthly installments is minimally impactful to the budget and will mitigate previous concerns regarding potential decreases to the PSCA.

This arrangement has been reviewed by the City Attorney, as well as the accountants from our auditing firm.