



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
AGENDA FOR
REGULAR COUNCIL MEETING
GRAND HAVEN CITY HALL*
COUNCIL CHAMBERS
519 WASHINGTON AVE
MONDAY, AUGUST 4, 2025
7:30 PM**

- 1. MEETING CALLED TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION**
- 4. PLEDGE OF ALLEGIANCE**
- 5. REAPPOINTMENTS TO BOARDS & COMMISSIONS**
- 6. NEW APPOINTMENTS TO BOARDS & COMMISSIONS**
- 7. APPROVAL OF CONSENT AND REGULAR AGENDA**
- 8. CONTINUATION OF WORK SESSION (IF NEEDED)**
- 9. CALL TO AUDIENCE – ONE OF TWO OPPORTUNITIES**

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

10. PRESENTATION

ATTACHMENT A

- A. Purple Heart Community Proclamation, Chris Petras.

11. CONSENT AGENDA

ATTACHMENT B

- A. Approve the Regular Council meeting minutes for July 21, 2025.
- B. Approve the bill's memo in the amount of \$3,269,094.52.
- C. Approve a proclamation recognizing August 7, 2025 as Purple Heart Day in the City of Grand Haven.
- D. Approve an amendment to the Election Equipment Agreement between the City of Grand Haven and Ottawa County, that was originally approved in 2018.

12. UNFINISHED BUSINESS

13. PUBLIC HEARING

ATTACHMENT C

- A. The Mayor opens the public hearing regarding a resolution to vacate a portion of the right-of-way between 233 Washington Ave. (parcel #70-03-20-432-017), an approved condition of the Planned Development, pursuant to Chapter 32, Article IV of the Code of Ordinances.
- B. The Mayor closes the public hearing.
- C. Consideration by City Council of a resolution to vacate a portion of the right-of-way between 233 Washington Ave. (parcel #70-03-20-432-017), an approved condition of the Planned Development, pursuant to Chapter 32, Article IV of the Code of Ordinances.

14. NEW BUSINESS

ATTACHMENT D

- A. Consideration by City Council of a resolution to approve a Memorandum of Understanding with Ottawa County for use and maintenance of parking lot 24.

Administration recommends approval.
- B. Consideration by City Council of an introductory resolution to amend the zoning ordinance to permit short term rentals by special land use in the Centertown Overlay of the Neighborhood Mixed-Use district.

Planning Commission recommends approval.
Administration recommends approval.
- C. Consideration by City Council of a resolution to approve a New Event request from the Grand Haven Elks Lodge to host a Pulaski Days celebration on September 27th, 2025, utilizing the Southern half-block of 3rd Street in front of their building at 15 South 3rd Street, Grand Haven, Michigan 49417.

Administration recommends approval.

15. CORRESPONDENCE & BOARD MEETING MINUTES

ATTACHMENT E

- A. Airport Board Meeting Minutes of May 27, 2025 and June 24, 2025.
- B. Board of Light and Power Meeting Minutes of April 28, 2025, May 15, 2025, June 19, 2025, June 19, 2025 and June 25, 2025.
- C. Cemetery Board Meeting Minutes of March 10, 2025, March 31, 2025, April 14, 2025, May 12, 2025, and June 9, 2025.
- D. Duncan Park Commission Meeting Minutes of May 20, 2025.
- E. Historic Conservation District Commission Meeting Minutes May 21, 2025 and June 4, 2025.
- F. Main Street DDA Meeting Minutes of May 8, 2025.
- G. North Ottawa Recreation Authority Meeting Minutes of April 24, 2025.
- H. Northwest Ottawa Water System Meeting Minutes of November 20, 2024 and February 19, 2025.
- I. Planning Commission Meeting Minutes of May 13, 2025.
- J. Grand Haven – Spring Lake Sewer Authority Meeting Minutes of February 19, 2025 and May 21, 2025.
- K. Harbor Island Correspondence.

16. REPORT BY CITY COUNCIL

17. REPORT BY CITY MANAGER

18. CALL TO AUDIENCE–SECOND OPPORTUNITY

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

19. ADJOURNMENT

Attachment A

**CITY OF GRAND HAVEN, MICHIGAN
PURPLE HEART CITY PROCLAMATION**

WHEREAS, the citizens of the city of Grand Haven have great admiration and the utmost gratitude for the women and men of the U.S. Armed Forces who have honorably served, and currently serve, their country with exceptional and selfless bravery, courageousness, and resilience; and

WHEREAS, veterans and active military servicewomen and men from Grand Haven and around the country have placed themselves in harm's way to protect our freedoms and country, resulting in wounds received in action, succumbing to wounds received in action, or killed in action; and

WHEREAS, the Purple Heart medal, whose genesis is the Badge of Military Merit, initiated by General George Washington on August 7, 1782, is the first American military award or decoration established for military servicewomen and men who have been injured in action or killed while engaged in combat with an enemy force; and

WHEREAS, National Purple Heart Day is recognized on the seventh day of August as a day to remember and honor those who honorably served their country and were injured or killed in action; and

WHEREAS, many of Grand Haven's military veterans and veterans nationwide have earned the Purple Heart medal for injuries received, or in making the supreme sacrifice, from engaging with an enemy force;

NOW THEREFORE, I, Robert Monetza, Mayor of the City of Grand Haven, do hereby proclaim the City of Grand Haven as

A Purple Heart Community

and officially designate the seventh day of August, Purple Heart Day, in recognition and appreciation for the highest levels of sacrifice made by Purple Heart recipients in defending our freedoms and country.

IN WITNESS WHEREOF under my signature and Seal of the City of Grand Haven, State of Michigan, this fourth day of August in the year two-thousand twenty-five.

Robert Monetza, Mayor

Attachment B

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
REGULAR CITY COUNCIL MEETING
MONDAY, JULY 21, 2025**

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

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

Absent:

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, Project Management Director Derek Gajdos, Marina & Events Manager Brian Jarosz, and Human Resources Manager Tahlor Carlen.

INVOCATION/PLEDGE OF ALLEGIANCE

APPOINTMENTS

25-132 Council Member **Fritz** moved, seconded by Council Member **Lowe**, to appoint Ryan Miller to the Parks and Recreation Board with a term ending June 30, 2030.

Roll Call Vote:

This motion carried unanimously.

APPROVAL OF CONSENT AND REGULAR AGENDAS

25-133 Council Member **Lowe** moved, seconded by Council Member **Fritz**, to approve the agendas as presented.

Roll Call Vote:

This motion carried unanimously.

FIRST CALL TO AUDIENCE

Jim Hagen, 400 Lake: Thanked the City Manager for inclusion on the Plan Review Committee as the Sustainability and Energy Commission representative, and commented on community solar.

Peter Wilson, 322 N Second: Commented on the possibility of short-term rentals at the old Rock N' Road building.

PRESENTATION

Project Manager Director Derek Gajdos introduced Lara Zawaideh of HDR to present an update on the remediation of Harbor Island. EGLE approved the Remedial Investigation Data Collection Work Plan in July 2025. The cleanup of the Coal Pile began in April 2025. Closure of the Coal Pile project will be based on approval by EGLE after testing shows the Coal Pile has been adequately removed. There will be an upcoming Town Hall to discuss the remediation process to date on Wednesday, November 5, 2025, from 6:30 – 8:00 p.m. at Central Park Place. Information regarding the Harbor Island Remediation project can be found at renewharborisland.org.

CONSENT AGENDA.

25-134 Approve the Regular City Council Meeting Minutes of July 7, 2025.

25-135 Approve the bill's memo in the amount of \$490,586.94.

Attachment A

25-136 Approve an agreement with the Ottawa Conservation District to perform treatment for Black Swallow-Wort on Harbor Island.

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

Roll Call Vote:

This motion carried unanimously.

NEW BUSINESS

25-137 Council Member **Fritz** moved, seconded by Mayor Pro-tem **McLaughlin**, to approve the new event, Airport Fly In, to take place from August 1-3, 2025, at the Grand Haven Municipal Airport and approve overnight camping on City property for participating pilots.

Roll Call Vote:

This motion carried unanimously.

REPORT BY CITY COUNCIL

Mayor Pro-tem McLaughlin has announced that Harbor Transit has received final approval for its new facility.

Council Member Fritz attended the Splash Party and shared that it was a well-attended event.

Council Member Lowe thanked everyone who attended NORA's fundraiser and shared that they were able to raise over \$7,000.

Mayor Monetza shared that the Coast Guard Festival will begin this upcoming weekend.

CITY MANAGER REPORT

CALL TO AUDIENCE SECOND OPPORTUNITY

Peter Wilson, 322 N Second: Commented on the possibility of short-term rentals at the old Rock N' Road building and the allowance of short-term rentals by a special land use in the Centertown Overlay District.

Jim Hagen, 400 Lake: Commented on the future of the Public Safety and City Hall campus, and commented on the Harbor Island Remediation Project.

CLOSED SESSION

Council Member **Lowe** moved, seconded by Mayor Pro-tem **McLaughlin**, to enter into Closed Session at 8:21 p.m. to consider a periodic personnel evaluation pursuant to Section 8(1)(a) of the Open Meetings Act at the written request of the employee.

Roll Call Vote:

This motion carried unanimously.

Council Member **Fritz** moved, seconded by Council Member **Lowe**, to exit Closed Session at 8:50 p.m.

Roll Call Vote:

This motion carried unanimously.

ADJOURNMENT

After hearing no further business, Mayor Monetza adjourned the meeting at 8:50 p.m.

Robert Monetza, Mayor

Maria Boersma, City Clerk

Regular City Council Meeting Minutes
Monday, July 21, 2025
Page 4

Attachment A

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


07.21.25

NEW FUND NUMBER	FUND NAME	WARRANT 07.09.25	ACH WARRANT 07.16.25	WARRANT 07.16.25	CREDIT CARD WARRANT 07.15.25	TOTALS
101	General Fund	\$18,466.06	\$20,698.59	\$20,505.48	\$14,303.32	\$73,973.45
151	Cemetery Fund	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
202	Major Street Fund	\$32,031.43	\$269.90	\$0.00	-\$131.58	\$32,169.75
203	Local Street Fund	\$19,744.34	\$269.90	\$0.00	\$0.00	\$20,014.24
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
242	Brfd LSRRF TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
243	Brownfield Redevelopment Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
244	Econ. Dev. Corp. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
246	GLTIF Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
248	Main St Dist Dev	\$2,175.46	\$0.00	\$0.00	\$923.80	\$3,099.26
272	UTGO Inf Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
273	LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
274	2015 UTGO Bond Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276	LightHouse Maintenance Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278	Community Land Trust	\$11,622.88	\$0.00	\$0.00	\$0.00	\$11,622.88
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
355	GLTIF Debt Serv Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
369	Building Auth Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
372	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
373	LTGO Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401	Public Improvements Fund	\$67,207.12	\$0.00	\$0.00	\$733.42	\$67,940.54
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403	Brownfield TIF Const	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
404	Downtown TIF Const.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
455	G/L TIF Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
456	UTGO Inf Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
457	LTGO Bond Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
458	2015 UTGO Bond Inf Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
469	Building Auth. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Rec Authority	\$0.00	\$0.00	\$0.00	\$293.64	\$293.64
509	Sewer Authority Operations	\$22,705.18	\$3,829.71	\$0.00	\$1,142.05	\$27,676.94
509	Sewer Authority SL Force Mn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Plant Mod	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2013 Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-SLPS/Force Main Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-Local Lift Station Debt.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2018 Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Operating	\$6,414.89	\$8,627.99	\$70.50	\$0.00	\$15,113.38
510	NOWS Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
535	Housing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
572	Chinook Pier Rental Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
581	Airpark Fund	\$190.78	\$83.77	\$0.00	\$0.00	\$274.55
590	City Sewer Fund	\$9,742.81	\$14,595.77	\$8.54	\$0.00	\$24,347.12
591	City Water Fund	\$1,463.57	\$210.78	\$119,238.63	\$312.25	\$121,225.23
594	City Marina Fund	\$855.21	\$1,174.31	\$94.00	\$495.73	\$2,619.25
597	City Boat Launch Fund	\$40.01	\$58.76	\$0.00	\$81.10	\$179.87
661	Motorpool Fund	\$1,598.74	\$22,407.49	\$60,243.00	\$1,503.43	\$85,752.66
677	Self Insurance Fund	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
679	Health Benefit Fund	\$1,084.18	\$0.00	\$0.00	\$0.00	\$1,084.18
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$198,042.66	\$72,226.97	\$200,660.15	\$19,657.16	\$490,586.94

\$490,586.94 Total Approved Bills

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

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

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

08.04.25

NEW FUND NUMBER	FUND NAME	WARRANT 07.23.25	ACH WARRANT 07.23.25	WARRANT 07.30.25	ACH WARRANT 07.30.25	TOTALS
101	General Fund	\$94,900.82	\$0.00	\$70,170.65	\$77,523.47	\$172,424.29
151	Cemetery Fund	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00
202	Major Street Fund	\$291,367.76	\$0.00	\$41,682.16	\$32,356.23	\$323,723.99
203	Local Street Fund	\$197,363.95	\$0.00	\$126.00	\$3,671.14	\$201,035.09
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	\$10,000.00	\$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	\$0.00	\$0.00	\$2,200.00	\$0.00	\$0.00
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	\$64,997.00	\$0.00	\$4,444.17	\$2,650.00	\$67,647.00
278	Community Land Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
355	GLTIF Debt Serv Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
369	Building Auth Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
372	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
373	LTGO Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401	Public Improvements Fund	\$18,498.00	\$0.00	\$43,351.88	\$9,286.87	\$27,784.87
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	\$55,584.59	\$55,584.59
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	\$0.00	\$0.00
509	Sewer Authority Operations	\$39,089.60	\$0.00	\$0.00	\$10,681.36	\$49,770.96
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	\$0.00	\$0.00	\$66,961.95	\$1,887.63	\$1,887.63
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	\$125.77	\$0.00	\$32,375.00	\$22,263.95	\$22,389.72
590	City Sewer Fund	\$2,124.79	\$0.00	\$183,023.87	\$22,483.70	\$24,608.49
591	City Water Fund	\$2,012.35	\$0.00	\$26,776.61	\$20,010.75	\$22,023.10
594	City Marina Fund	\$243.58	\$0.00	\$8,394.44	\$2,034.85	\$2,278.43
597	City Boat Launch Fund	\$0.00	\$0.00	\$674.00	\$3,006.70	\$3,006.70
661	Motorpool Fund	\$86,999.78	\$0.00	\$1,651.55	\$14,423.40	\$101,423.18
677	Self Insurance Fund	\$125.08	\$0.00	\$0.00	\$0.00	\$125.08
678	OPEB/Retiree Benefits Fund	\$951.57	\$0.00	\$40,202.79	\$0.00	\$951.57
679	Health Benefit Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$453,155.08	\$1,206,864.68	\$0.00	\$0.00	\$1,660,019.76
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$1,252,330.13	\$1,206,864.68	\$532,035.07	\$277,864.64	\$3,269,094.52

\$3,269,094.52 Total Approved Bills

\$1,661,096.41 Minus eligible bills for release without prior approval: including Utility,

\$1,607,998.11 Retirement, Insurance, Health Benefit, and Tax Collection Funds

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



TO: City Council
Ashley Latsch, City Manager

FROM: Maria Boersma, City Clerk

DATE: 6/24/2025

SUBJECT: Election Equipment Agreement Amendment

In 2018, the City of Grand Haven entered into an Election Equipment Agreement with Ottawa County that allowed the County to purchase and own the equipment the City uses for elections in exchange for the City storing and paying for the maintenance costs of the equipment. This agreement allowed the City to save thousands of dollars when state-wide mandatory equipment upgrades took place in 2017-2018.

Ottawa County has presented an amendment to the original agreement because it does not have provisions regarding equipment that was purchased after the initial rollout in 2017. Since the County has purchased new equipment for increased absent voter counting boards, new precincts, and early voting, the Ottawa County Clerk's office asked their corporate counsel to draft an amendment that covers the newer equipment that the City and Township jurisdictions use. This amendment makes no other changes to the agreement other than adding provisions for the newer equipment. Our City Attorney, Ron Bultje, is also the interim Corporate Counsel for Ottawa County, and he is the individual who drafted the amendment.

ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN

CONTRACT # 3988
CUJINJIL APPV. DATE 8-6-2018

PROJECT AGREEMENT

This Agreement is made this 6th day of August, 2018 between
Ottawa County and City of Grand Haven ("Local Jurisdiction");

I. Recitals

1. Pursuant to a contract ("2017 Purchase Agreement"), Ottawa County has purchased election equipment, through the use of Federal, State and County funds, from Hart InterCivic ("Hart"). A copy of the 2017 Purchase Agreement is attached hereto as Exhibit B;

2. A detailed listing of all election equipment purchased from Hart and assigned to all Local Jurisdictions in Ottawa County is attached to this Agreement as Exhibit "A";

3. The purpose of this this Agreement is to facilitate the terms under which the County shall assign the equipment described in Exhibit A to the Local Jurisdictions for the purposes of conducting elections within Ottawa County.

4. The Local Jurisdiction intends to bind itself to the County for certain of the County's obligations stated in the 2017 Purchase Agreement;

Therefore, in consideration of the mutual promises stated below and other valuable consideration, the parties agree:

II. Agreement

5. The Local Jurisdiction assumes all responsibilities of the County under the 2017 Purchase Agreement pursuant to use, operation, storage, and maintenance of election equipment assigned to that Local Jurisdiction as described in Exhibit A.

6. The County retains full ownership of all equipment purchased as part of the 2017 Purchase Agreement, even if assigned to the Local Jurisdictions.

7. The County retains full responsibility for insuring all equipment purchased as part of the original 2017 Purchase Agreement, even if assigned to the Local Jurisdictions.

8. The Local Jurisdiction assumes full responsibility for the storage of the election equipment assigned to it, pursuant to the best practices defined and specified by the County Clerk and/or his election officers. Further, all election equipment shall be, when not in use, stored in areas considered to be safe from environmental and/or physical hazards, and secured in a locked area with controlled access. The County Clerk and/or his

ELECTION EQUIPMENT AGREEMENT OTTAWA COUNTY, MICHIGAN

election officers shall be allowed access to this site for the purposes of conducting normal election preparations, and/or inspection and maintenance of all election equipment.

9. The Local Jurisdiction shall be responsible for the safe and secure delivery of all assigned election equipment to polling locations in the course of conducting an election, and shall be responsible for storing all election equipment in the manner provided in Section 8 of this Agreement within a reasonable time after the election has concluded.

10. The County Clerk and/or his election officers shall provide for the maintenance of all election equipment. However, the Local Jurisdiction and the County shall equally split all maintenance costs incurred by the County Clerk. The total cost of maintaining all election equipment shall generally follow the schedule below unless costs are raised outside of the control of the County Clerk:

- Verity Scan (ballot tabulator) = \$424 per device per year, beginning in year 6 of the Purchase Agreement
- Verity Touch Writer (voter assist terminal) = \$380 per device per year, beginning in year 6 of the Purchase Agreement
- Additional Verity Scan tabulators = \$564 per device per year, beginning in year 6 of the Purchase Agreement (Note: These devices were purchased outside of the original Purchase Agreement, and do not have contract pricing for annual maintenance. The additional \$140 per year per device will be covered by the County in order to equalize the cost of having these devices for the local jurisdictions.)

As noted above, the County shall be responsible for 50% of the total cost of the maintenance agreement, and the remainder shall be paid for by the Local Jurisdiction. As noted above, unless costs are raised outside the control of the County Clerk, the total amount paid per device shall be:

- County
 - Verity Scan = \$212 per device per year, beginning in year 6 of the Purchase Agreement
 - Verity Touch Writer = \$190 per device per year, beginning in year 6 of the Purchase Agreement
 - Additional Verity Scan tabulators = \$352 per device per year, beginning in year 6 of the Purchase Agreement
- Local Jurisdiction
 - Verity Scan = \$212 per device per year, beginning in year 6 of the Purchase Agreement
 - Verity Touch Writer = \$190 per device per year, beginning in year 6 of the Purchase Agreement

Figure 1 lists the full amount owed annually by the Local Jurisdiction and the County to pay for ongoing maintenance and support costs, per the 2017 Purchase Agreement. This cost will be paid by the State of Michigan for years 1 through 5 of our

ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN

contract (2017 through 2021). The total cost owed for the remaining years of our contract (2022 through 2026) will be equalized by the County and billed annually beginning in 2018. The annual maintenance cost to be paid by the Local Jurisdiction for 2018 through 2026, inclusive, is listed in **Figure 2** (**Note:** After the contract period, beginning in 2027, the ongoing maintenance cost will revert to the full annual maintenance costs listed in **Figure 1.**)

**ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN**

Figure 1 – Annual Maintenance Cost by Jurisdiction (Full Price)

Column 1	Column 2	Column 3	Column 4	Column 5
Jurisdiction	Sum of Maintenance Cost (\$)	Sum of Maintenance Cost (TW)	Sum of Local Maintenance	Sum of County Maintenance
Allendale	\$ 2,544.00	\$ 1,140.00	\$ 1,842.00	\$ 1,842.00
Blendon	\$ 1,696.00	\$ 1,140.00	\$ 1,418.00	\$ 1,418.00
Chester	\$ 424.00	\$ 380.00	\$ 402.00	\$ 402.00
City of Coopersville	\$ 848.00	\$ 380.00	\$ 614.00	\$ 614.00
City of Ferrysburg	\$ 424.00	\$ 380.00	\$ 402.00	\$ 402.00
City of Grand Haven	\$ 2,120.00	\$ 1,520.00	\$ 1,820.00	\$ 1,820.00
City of Holland	\$ 8,056.00	\$ 3,040.00	\$ 5,548.00	\$ 5,548.00
City of Hudsonville	\$ 1,696.00	\$ 1,140.00	\$ 1,418.00	\$ 1,418.00
City of Zeeland	\$ 2,120.00	\$ 1,140.00	\$ 1,630.00	\$ 1,630.00
Crockery Township	\$ 848.00	\$ 760.00	\$ 804.00	\$ 804.00
Georgetown	\$ 9,752.00	\$ 6,460.00	\$ 8,106.00	\$ 8,106.00
Grand Haven Township	\$ 3,816.00	\$ 1,900.00	\$ 2,858.00	\$ 2,858.00
Holland Township	\$ 6,360.00	\$ 4,180.00	\$ 5,270.00	\$ 5,270.00
Jamestown	\$ 1,696.00	\$ 1,140.00	\$ 1,418.00	\$ 1,418.00
Olive	\$ 848.00	\$ 380.00	\$ 614.00	\$ 614.00
Park	\$ 5,512.00	\$ 3,040.00	\$ 4,276.00	\$ 4,276.00
Polkton	\$ 424.00	\$ 380.00	\$ 402.00	\$ 402.00
Port Sheldon	\$ 1,272.00	\$ 760.00	\$ 1,016.00	\$ 1,016.00
Robinson	\$ 1,696.00	\$ 380.00	\$ 1,038.00	\$ 1,038.00
Spring Lake	\$ 3,392.00	\$ 2,280.00	\$ 2,836.00	\$ 2,836.00
Tallmadge	\$ 1,696.00	\$ 760.00	\$ 1,228.00	\$ 1,228.00
Wright Township	\$ 848.00	\$ 760.00	\$ 804.00	\$ 804.00
Zeeland Township	\$ 1,696.00	\$ 1,140.00	\$ 1,418.00	\$ 1,418.00
Grand Total	\$ 59,784.00	\$ 34,580.00	\$ 47,182.00	\$ 47,182.00

Figure 1 – This chart shows the annual maintenance cost for all election equipment. Per the State’s contract with Hart, the State is responsible for paying these maintenance fees from 2017 through 2021, inclusive. Beginning in 2022, the County and Local Jurisdictions will be responsible for paying these annual costs. The 2017 Purchase Agreement last through 2026. Figure 2 outlines the full maintenance cost per the 2017 Purchase Agreement, as well as an annual schedule of payments owed by the Local Jurisdiction. After the contract period (years 2027 and beyond), the maintenance costs will revert to the cost schedule listed here in Figure 1 for the remaining life of the equipment as outlined in the 2017 Purchase Agreement. (Note: This chart does not include County-owned equipment or maintenance obligations.)

**ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN**

Figure 2 – Annual Maintenance Cost to be Billed to Local Jurisdictions
(Total maintenance costs owed over the life of the contract, divided by the remaining 9 years of the contract.)

Column 1	Column 2	Column 3
Jurisdiction	Sum of Local Maintenance Cost (Years 6-10)	Annual Cost Equalized over 9 Years
Allendale	\$ 9,210.00	\$ 1,023.33
Blendon	\$ 7,090.00	\$ 787.78
Chester	\$ 2,010.00	\$ 223.33
City of Coopersville	\$ 3,070.00	\$ 341.11
City of Ferrysburg	\$ 2,010.00	\$ 223.33
City of Grand Haven	\$ 9,100.00	\$ 1,011.11
City of Holland	\$ 27,740.00	\$ 3,082.22
City of Hudsonville	\$ 7,090.00	\$ 787.78
City of Zeeland	\$ 8,150.00	\$ 905.56
Crockery Township	\$ 4,020.00	\$ 446.67
Georgetown	\$ 40,530.00	\$ 4,503.33
Grand Haven Township	\$ 14,290.00	\$ 1,587.78
Holland Township	\$ 26,350.00	\$ 2,927.78
Jamestown	\$ 7,090.00	\$ 787.78
Olive	\$ 3,070.00	\$ 341.11
Park	\$ 21,380.00	\$ 2,375.56
Polkton	\$ 2,010.00	\$ 223.33
Port Sheldon	\$ 5,080.00	\$ 564.44
Robinson	\$ 5,190.00	\$ 576.67
Spring Lake	\$ 14,180.00	\$ 1,575.56
Tallmadge	\$ 6,140.00	\$ 682.22
Wright Township	\$ 4,020.00	\$ 446.67
Zeeland Township	\$ 7,090.00	\$ 787.78
Grand Total	\$ 235,910.00	\$ 26,212.22

Figure 2 – Column 2 of this chart shows the total maintenance cost owed by each jurisdictions for the full life of the County's 10 year contract with Hart. Column 3 shows the annual maintenance cost obligation owed by each local jurisdiction, equalized over a period of 9 years.

ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN

11. The County shall coordinate all payments of the maintenance agreement, as outlined in Figures 1 and/or 2, to, and the Local Jurisdiction shall remit payment for this Agreement to the County, within thirty (30) days of the County's invoice to it.

12 The Local Jurisdiction agrees to pay its portion of the maintenance agreement, as listed in Column 3 of Figure 2, to the County annually, beginning in December of 2018.

13. Local Jurisdictions may purchase additional election equipment.

(a) Any Verity Scan or Verity Touch Writer devices purchased for the purpose of operating a newly created voting precinct shall be paid for by the County.

(b) Any Verity Scan or Verity Touch Writer devices purchased outside of the initial purchase, and intended to be used for such purposes as training, testing, counting absentee ballots, or any function other than operating a newly created voting precinct, shall be paid for with 50% of the cost being paid by the Local Jurisdiction, and 50% of the cost being paid for by the County. Any proceeds from the sale of such devices, if such a sale is permissible pursuant to all state contracts, grant agreements, and/or state or federal law, shall be equally divided between the Local Jurisdiction and the County.

(c) Additional annual maintenance costs will be shared evenly between the Local Jurisdiction and the County.

(d) The County shall maintain ownership of any and all additional Verity Scan or Verity Touch Writer devices for the purposes insuring, testing, and maintaining the devices.

14. Any election equipment purchased by the Local Jurisdiction other than the Verity Scan or Verity Touch Writer shall be paid for and owned entirely by the Local Jurisdiction. Items that may be considered part of this section include, but are not limited to, Verity Central, Verity Count, peripheral materials for the Scan and/or Touch Writer, battery chargers, and/or any other election equipment, technology or supplies.

15. This Agreement shall remain in effect until modified or terminated by mutual consent, although it shall automatically terminate upon the County Clerk's selection and full implementation of any alternative or successive countywide election equipment or system.

16. This Agreement constitutes the complete expression of the parties understanding regarding the subject described herein and all prior or contemporaneous understandings are merged herein. This Agreement may only be modified or amended by like written agreement fully approved by the bodies and officers below.

17. This Agreement may be signed in counterparts.

ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN

EXECUTION

GOVERNING BODY OF LOCAL JURISDICTION

By: *Jeri McCaleb*
Its: *Mayor*

ATTEST: LOCAL CLERK

Jan Besecker By: *Linda L. Browand*

OTTAWA COUNTY BOARD OF COMMISSIONERS

By: *Gregory J. DeJong*
Gregory J. DeJong, Chairperson

ATTEST:

OTTAWA COUNTY CLERK

Justin F. Roebuck Register
By: *Justin F. Roebuck*
Justin F. Roebuck

ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN
Exhibit "A"

Jurisdiction	Precinct	Scan	Purchase Cost (\$)	Maintenance Cost (\$)	Touch Writer	Purchase Cost (TW)	Maintenance Cost (TW)	Local Maintenance	County Maintenance	Warranty Start Date
Allendale	1	S1700665003	\$ 3,913.11	\$ 424.00	W1700690204	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Allendale	2	S1700667403	\$ 3,913.11	\$ 424.00	W1700699504	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Allendale	3	S1700676803	\$ 3,913.11	\$ 424.00	W1700708004	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Allendale	4	S1700671703	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Allendale	5	S1700678303	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Allendale	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Blendon	1	S1700682903	\$ 3,913.11	\$ 424.00	W1700695404	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Blendon	2	S1700651603	\$ 3,913.11	\$ 424.00	W1700704604	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Blendon	3	S1700682303	\$ 3,913.11	\$ 424.00	W1700705804	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Blendon	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Chester	1	S1701094508	\$ 3,913.11	\$ 424.00	W1701139308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Coopersville	1	S1701100508	\$ 3,913.11	\$ 424.00	W1701123908	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Coopersville	2	S1701097608	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Ferrysburg	1	S1700673603	\$ 3,913.11	\$ 424.00	W1700695104	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Grand Haven	1	S1700670803	\$ 3,913.11	\$ 424.00	W1700689804	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Grand Haven	2	S1700674503	\$ 3,913.11	\$ 424.00	W1700690604	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Grand Haven	3	S1700654403	\$ 3,913.11	\$ 424.00	W1700692204	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Grand Haven	4	S1700652003	\$ 3,913.11	\$ 424.00	W1700699604	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Grand Haven	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	1	S1700652503	\$ 3,913.11	\$ 424.00	W1700690504	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	2	S1700666803	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	3	S1700651403	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	4	S1700677403	\$ 3,913.11	\$ 424.00	W1700691804	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	5	S1700683003	\$ 3,913.11	\$ 424.00		\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	6	S1700650203	\$ 3,913.11	\$ 424.00	W1700692104	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	7	S1700681503	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	8	S1700666303	\$ 3,913.11	\$ 424.00	W1700692304	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	9	S1700667503	\$ 3,913.11	\$ 424.00	W1700692604	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	10	S1700676403	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	11	S1700677103	\$ 3,913.11	\$ 424.00	W1700705104	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	12	S1700677603	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	13	S1700677703	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	14	S1700680603	\$ 3,913.11	\$ 424.00	W1700706104	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Holland	15	S1700680703	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
City of Holland	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
City of Hudsonville	1	S1701118008	\$ 3,913.11	\$ 424.00	W1701153208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Hudsonville	2	S1700933407	\$ 3,913.11	\$ 424.00	W1701130008	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Hudsonville	3	S1700933107	\$ 3,913.11	\$ 424.00	W1701136208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Hudsonville	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
City of Zeeland	1	S1701098708	\$ 3,913.11	\$ 424.00	W1701126908	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Zeeland	2	S1701102708	\$ 3,913.11	\$ 424.00	W1701128308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Zeeland	3	S1701099508	\$ 3,913.11	\$ 424.00	W1701128108	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
City of Zeeland	4	S1701120408	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
City of Zeeland	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Crockery Township	1	S1701114608	\$ 3,913.11	\$ 424.00	W1701131808	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Crockery Township	2	S1701116708	\$ 3,913.11	\$ 424.00	W1701132108	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	1	S1701105908	\$ 3,913.11	\$ 424.00	W1701132308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	2	S1701116008	\$ 3,913.11	\$ 424.00	W1701139908	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	3	S1701114008	\$ 3,913.11	\$ 424.00	W1701135608	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	4	S1701121108	\$ 3,913.11	\$ 424.00	W1701132508	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	5	S1701114908	\$ 3,913.11	\$ 424.00	W1701135708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	6	S1701112308	\$ 3,913.11	\$ 424.00	W1701131708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17

ELECTION EQUIPMENT AGREEMENT OTTAWA COUNTY, MICHIGAN

Jurisdiction	Precinct	Scan	Purchase Cost (\$)	Maintenance Cost (\$)	Touch Writer	Purchase Cost (TW)	Maintenance Cost (TW)	Total Maintenance	County Maintenance	Warranty Start Date
Georgetown	7	S1701117008	\$ 3,913.11	\$ 424.00	W1701126808	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	8	S1701117708	\$ 3,913.11	\$ 424.00	W1701140508	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	9	S1701107108	\$ 3,913.11	\$ 424.00	W1701124708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	10	S1700933307	\$ 3,913.11	\$ 424.00	W1701124208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	11	S1701106708	\$ 3,913.11	\$ 424.00	W1701152808	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	12	S1701106508	\$ 3,913.11	\$ 424.00	W1701123208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	13	S1701096908	\$ 3,913.11	\$ 424.00	W1701156708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	14	S1701113708	\$ 3,913.11	\$ 424.00	W1701131908	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	15	S1701105108	\$ 3,913.11	\$ 424.00	W1701128408	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	16	S1701109008	\$ 3,913.11	\$ 424.00	W1701154408	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	17	S1701113308	\$ 3,913.11	\$ 424.00	W1700937307	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Georgetown	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Georgetown	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Georgetown	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Georgetown	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Georgetown	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Grand Haven Township	1	S1701118208	\$ 3,913.11	\$ 424.00	W1701135908	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Grand Haven Township	2	S1701121008	\$ 3,913.11	\$ 424.00	W1701126708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Grand Haven Township	3	S1701094408	\$ 3,913.11	\$ 424.00	W1701152508	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Grand Haven Township	4	S1701119408	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Grand Haven Township	5	S1701097708	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Grand Haven Township	6	S1701111908	\$ 3,913.11	\$ 424.00	W1701139108	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Grand Haven Township	7	S1701096208	\$ 3,913.11	\$ 424.00	W1701140308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Grand Haven Township	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Grand Haven Township	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Holland Township	1	S1701092008	\$ 3,913.11	\$ 424.00	W1701123508	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	2	S1701102808	\$ 3,913.11	\$ 424.00	W1701155208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	3	S1701103708	\$ 3,913.11	\$ 424.00	W1701124408	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	4	S1701093108	\$ 3,913.11	\$ 424.00	W1701153608	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	5	S1701100408	\$ 3,913.11	\$ 424.00	W1701138808	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	6	S1701094208	\$ 3,913.11	\$ 424.00	W1701127708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	7	S1701104008	\$ 3,913.11	\$ 424.00	W1701139808	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	8	S1701093808	\$ 3,913.11	\$ 424.00	W1701152908	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	9	S1701098908	\$ 3,913.11	\$ 424.00	W1701123608	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	10	S1701095808	\$ 3,913.11	\$ 424.00	W1701130408	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	11	S1701094908	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Holland Township	12	S1701096708	\$ 3,913.11	\$ 424.00	W1701140208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Holland Township	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Holland Township	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Holland Township	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Jamestown	1	S1700933207	\$ 3,913.11	\$ 424.00	W1701124308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Jamestown	2	S1701107308	\$ 3,913.11	\$ 424.00	W1701127608	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Jamestown	3	S1700933507	\$ 3,913.11	\$ 424.00	W1701123308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Jamestown	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Olive	1	S1701104908	\$ 3,913.11	\$ 424.00	W1701126108	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Olive	2	S1701112108	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Ottawa County	1	S1700672703	\$ 3,913.11	\$ 424.00	W1700700004	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Ottawa County (Additional 7, \$140 per device)									\$ 980.00	
Park	1	S1701106308	\$ 3,913.11	\$ 424.00	W1701124608	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Park	2	S1701106808	\$ 3,913.11	\$ 424.00	W1701127108	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Park	3	S1701101508	\$ 3,913.11	\$ 424.00	W1701153008	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Park	4	S1701115108	\$ 3,913.11	\$ 424.00	W1701128208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Park	5	S1701121208	\$ 3,913.11	\$ 424.00	W1701156908	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Park	6	S1701105408	\$ 3,913.11	\$ 424.00	W1701157408	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Park	7	S1701119308	\$ 3,913.11	\$ 424.00	W1701125208	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17

ELECTION EQUIPMENT AGREEMENT OTTAWA COUNTY, MICHIGAN

Jurisdiction	Precinct	Scan	Purchase Cost (\$)	Maintenance Cost (\$)	Tough Writer	Purchase Cost (TW)	Maintenance Cost (TW)	Total Maintenance	County Maintenance	Warranty Start Date
Park	8	S1701109408	\$ 3,913.11	\$ 424.00	W1701140108	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Park	9	S1701115308	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Park	10	S1701115708	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Park	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Park	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Park	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Polkton	1	S1701103208	\$ 3,913.11	\$ 424.00	W1701124808	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Port Sheldon	1	S1701111208	\$ 3,913.11	\$ 424.00	W1701137608	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Port Sheldon	2	S1701110008	\$ 3,913.11	\$ 424.00	TBD	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Port Sheldon	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Robinson	1	S1701114208	\$ 3,913.11	\$ 424.00	W1701127308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Robinson	2	S1701099808	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Robinson	3	S1701095508	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Robinson	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Spring Lake	1	S1700671503	\$ 3,913.11	\$ 424.00	W1700691704	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Spring Lake	2	S1700667303	\$ 3,913.11	\$ 424.00	W1700705004	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Spring Lake	3	S1700656803	\$ 3,913.11	\$ 424.00	W1700705204	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Spring Lake	4	S1700672603	\$ 3,913.11	\$ 424.00	W1700705404	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Spring Lake	5	S1700681003	\$ 3,913.11	\$ 424.00	W1700706304	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Spring Lake	6	S1700656003	\$ 3,913.11	\$ 424.00	W1700708604	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Spring Lake	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Spring Lake	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Tallmadge	1	S1701118508	\$ 3,913.11	\$ 424.00	W1701129808	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Tallmadge	2	S1701119108	\$ 3,913.11	\$ 424.00	W1701128708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Tallmadge	3	TBD	\$ 3,913.11	\$ 424.00		\$ -	\$ -	\$ 212.00	\$ 212.00	15-Dec-17
Tallmadge	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Wright Township	1	S1701103508	\$ 3,913.11	\$ 424.00	W1701123708	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Wright Township	2	S1701099908	\$ 3,913.11	\$ 424.00	W1701123108	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Zeeland Township	1	S1701112508	\$ 3,913.11	\$ 424.00	W1701133308	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Zeeland Township	2	S1701115508	\$ 3,913.11	\$ 424.00	W1701153508	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Zeeland Township	3	S1701112608	\$ 3,913.11	\$ 424.00	W1701128008	\$ 3,207.41	\$ 380.00	\$ 402.00	\$ 402.00	15-Dec-17
Zeeland Township	AVCB	TBD	\$ 5,500.00	\$ 424.00				\$ 212.00	\$ 212.00	15-Dec-17
Total	142	142			91			\$ 47,584.00	\$ 48,564.00	

ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN
Exhibit "B"

**State Of Michigan
Michigan Department of State
And
Ottawa County**

**Help America Vote Act (HAVA) Grant Agreement
Voting System Hardware, Firmware and Software**

RE: Master Contract

071B7700128 - Hart Intercivic, Inc.

This Grant Agreement is the mechanism by which Counties, Cities, and Townships apply to the State of Michigan to receive Federal HAVA and State-appropriated funded voting systems, including optical scan tabulators, accessible voting devices and Election Management System (EMS) software, pursuant to the Federal Help America Vote Act (HAVA) of 2002.

Definitions:

"Contractor" means the voting system vendor selected by the county.

"County" means any county within the State of Michigan.

"Department" means the Michigan Department of State.

"Grantee" means the county or local jurisdiction entering into this *Grant Agreement*.

"Local Jurisdiction" means any city or township within the State of Michigan.

"Voting Systems" means optical scan tabulators, accessible voting devices (for use by voters with disabilities), and EMS software (as applicable) acquired by the counties and local jurisdictions statewide and funded by State-appropriated and Federal HAVA funds.

1. Period of Agreement

The *Grant Agreement* process applies to voting system purchases occurring between March 1, 2017 and April 30, 2018.

2. Program, Budget and Agreement

This *Grant Agreement* is to establish a grant program to use State-appropriated and Federal HAVA funds to acquire and implement replacement voting systems throughout the state. Each county, with the involvement of the local jurisdictions within the county, will select one Contractor for the entire county and will develop a countywide implementation plan to replace its voting systems.

Once the county certifies its Contractor selection to the Department, the county will provide the Department with its implementation plan for individual local jurisdictions participating in each planned purchasing phase. The Department will verify the number of voting systems authorized for purchase using State-appropriated and Federal HAVA funds. If changes are required after the *Grant Agreement* is signed and approved, instructions for amending the *Grant Agreement* will be provided and the Grantee will be required to enter into a new *Grant Agreement*.

This grant program only covers the acquisition and implementation of the voting system selected by each county, and the individual voting system components which will be funded utilizing available State-appropriated and Federal HAVA funds. Approved quantities of each voting system component have been determined by the Department and are listed in Section 15 of this *Grant Agreement*.

The Michigan Department of Technology, Management and Budget has entered into a Master Contract with each approved Contractor, which has established maximum statewide prices for each voting system component. The Department has established the available level of grant funding for each component of each Contractor's voting system. State-appropriated and Federal HAVA funding provided via this *Grant Agreement* covers the purchase of the voting system, the software license fee for the EMS software for the full 10-year contract term, and the *initial* service and maintenance period for all components (which covers the acquisition year, plus 4 additional years). The Master Contract includes an *extended* service and maintenance period beyond the *initial* service and maintenance period, for an additional five-year period. Costs for the *extended* service and maintenance period and other additional costs, if any, are the sole responsibility of each individual county / local jurisdiction.

All Contractors will be required to enter into a "purchase agreement" with each local jurisdiction and county in those counties that have selected that Contractor. Typically, this document is the purchase agreement provided by the Contractor. The terms and conditions of the local purchase agreements shall not contradict the Master Contract. The terms of the Master Contract will supercede any conflicting terms in the local purchase agreements.

Each Contractor will enter into a software license agreement with each county and any local jurisdictions that receive EMS. The license agreement shall not contradict any terms contained in the Master Contract. The terms of the Master Contract supercede any conflicting terms in the license agreement.

The Department will initiate voting system orders at the county level, once all *Grant Agreements* for the county are submitted and approved for the designated purchasing phase. Once voting systems have been delivered, tested, and accepted by each Grantee in the county for the designated purchasing phase, the Department will release the State/HAVA funds to the Contractor.

3. General

The individual submitting the *Grant Agreement* must have the proper authority to do so, and must certify in Section 16 of this *Grant Agreement* that this authority has been granted. Examples of authority include, but are not limited to, a resolution from the Board of County Commissioners, City Council or Township Board authorizing the individual submitting the *Grant Agreement* to execute the *Grant Agreement* on behalf of the county, city, or township.

4. Performance

Each Grantee will certify and sign the *Grant Agreement* and forward it to the Department per the instructions provided. The Department will review and, once approved, will provide the Grantee with a copy of this fully-executed *Grant Agreement*, which will serve as Notice of the Grant Award. The Department will initiate equipment orders directly with the Contractor, and will provide the Grantee with the *Acceptance Certificate & Payment Authorization Form*, which must be submitted by the Grantee to the Department within 10 business days of voting system delivery. This form indicates acceptance of equipment and payment authorization.

The Grantee is responsible for overseeing its contractual agreement with the Contractor and is responsible for ensuring Contractor performance. Any subsequent malfunction or performance issue with the voting system must be addressed by the Grantee directly with the Contractor. The Grantee is responsible for maintaining any and all Contractor performance records. The Grantee has the sole responsibility to verify Contractor compliance with delivery dates, terms and conditions of delivery, and equipment verification and testing in accordance with the statewide Master Contract for the Grantee's selected Contractor. The Grantee will be solely responsible for additional costs incurred that are not covered by service, maintenance and warranty provisions in the Master Contract.

Grant funding is not provided for the purchase of additional ("backup") voting systems. The Grantee will be responsible for developing and implementing a backup strategy to ensure continued operation on Election Day, in the event of voting system failure in any individual precinct.

5. Testing, Acceptance and Payment

1. Successful acceptance testing of the voting system shall be completed within 10 business days from the date of delivery.
2. Upon completion of all acceptance testing, the Grantee must complete the State-issued *Acceptance Certificate & Payment Authorization Form* and forward the completed form to the Department.
3. This form will indicate the date of delivery, successful completion of acceptance testing, and will provide authorization to the Department to release funds to the Contractor.
4. Payment to the Contractor shall be made in accordance with the Master Contract with the Grantee's selected Contractor.

6. Ownership of Equipment and Software Purchases: Title

Any voting system purchased pursuant to this *Grant Agreement* is the property of the Grantee.

7. Optional Purchases

If the Grantee desires to purchase additional items beyond those authorized in this *Grant Agreement*, it may do so at its sole expense, outside of this *Grant Agreement*. No State or HAVA funds will be available for such purchases. Prices established via the Master Contract are extended to counties and local jurisdictions by the Contractors for these purposes.

8. Records Maintenance/Retention

The Grantee will maintain a complete set of records and files related to the ordering, delivery, testing, maintenance, and repairs of voting systems. The Grantee shall assure all the terms of this *Grant Agreement* are adhered to and that records and detailed documentation regarding this grant shall be maintained for a period of not less than six (6) years from the date of Contract termination, the date of submission of the final expenditure report or until any litigation and audit findings have been resolved, whichever is later.

9. Management Requirements

Grantee must maintain property records that include a description of the property; a serial number or other identification number; acquisition date; cost of the property; location, use and condition of the property; and any ultimate disposition data including the date of disposal and sale price of the property (if any). Grantee must also maintain records showing 93% Federal participation in the cost of the property.

Grantee must perform a physical inventory of the property and reconcile the results with the property records at least once every two years.

Grantee must develop a control system to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft shall be investigated by the Grantee and reported to the Department.

Grantee must develop adequate maintenance procedures to keep the property in good condition. Grantee agrees to maintain extended service and maintenance coverage for the voting system in years 6-10 of the Master Contract, after the expiration of the initial service and maintenance period. If the Grantee fails to maintain extended service and maintenance coverage for the full Contract period, the Department may require Grantee to pay the Department the full amount of voting system grant funds paid to the vendor for the Grantee's county, city or township.

10. Disposition.

When the voting system acquired under this grant is no longer needed, the Department must be notified. Disposition of the equipment will be made as follows:

- Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained, sold or otherwise disposed of with no further obligation to the Department.
- Disposition of EMS software must follow the terms of the Contractor's Software License Agreement.

11. Authorized Access

The Grantee will permit, upon reasonable notification and at reasonable times, access to all records regarding this *Grant Agreement* by the Department and other representatives duly authorized by State or Federal law.

12. Mandatory Conditions

A. Statutory or Regulatory Requirements

The Master Contract for the Grantee's selected Contractor must be incorporated and made a part of the ensuing contract between the Grantee and the Contractor, as a condition for grant approval. The Grantee will comply with applicable Federal and State laws, guidelines, rules and regulations in carrying out the terms of this *Grant Agreement*.

Laws

This is a State of Michigan *Grant Agreement* and is governed by the laws of the State of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the State of Michigan.

Funding

This *Grant Agreement* is subject to and contingent upon the availability and appropriation of Federal funds and any necessary State appropriation.

Costs

The State will not assume any responsibility or liability for costs incurred in relation to this grant.

Cancellation

The Department may cancel the *Grant Agreement* upon failure to comply with the terms of this grant.

Entire Agreement

The *Grant Agreement* shall represent the entire agreement between the State and Grantee and supercedes any prior oral or written agreements, and all other representations between the parties relating to this subject. The State reserves the right to require counties and local jurisdictions to attend required training sessions with regard to new equipment purchases made under HAVA.

Adherence to Terms

The failure of a party to insist upon strict adherence to any term of this *Grant Agreement* shall not be considered a waiver or deprive the party of the right thereafter to insist upon strict adherence to that term, or any other term of the *Grant Agreement*.

B. Other

Additional terms and conditions may be negotiated in the contract between the Grant Applicant and the Contractor as long as they do not conflict with the required terms and conditions of this *Grant Agreement* and Master Contract with the Grantee's selected Contractor.

13. Administration of Agreement

The Grant Manager on behalf of the Department for this *Grant Agreement* and the final *Grant Agreement* will be:

Jeremy Lange, Office of Financial Services
Michigan Department of State
430 W Allegan St., 4th Floor
Lansing, MI 48933
517.335.1952
LangeJ1@michigan.gov

All questions, comments and correspondence regarding this grant process, the *Grant Agreement* and the final *Grant Agreement* must be submitted in writing to the Grant Manager.

14. Completed Agreement

In order to complete this *Grant Agreement*, it must be filled out in its entirety by completing all indicated fields* below, and must be signed by the individual authorized by the county or local jurisdiction to enter into this agreement. The signed grant must be scanned and submitted electronically via the Elections eLearning Center, with the original returned to the Department via US Mail.

15. Voting Systems Authorization

Note: Grant Applicant to fill in all fields indicated (*) below:

This *Grant Agreement* is between the Michigan Department of State and:

Ottawa County

*Grant Manager for County (point of contact for the State):

*Name	Steven Daitch
*Title	Elections Coordinator
*Office Address	17220 Fillmore St. Rm. 130 West Olive, MI 49460
*Office Phone	616-994-4535
*Office Email Address	sdaitch@miottawa.org

Authorized Voting System Component Totals:

Number of Precinct Tabulators Authorized for State-Federal Funding:	112
Number of Absent Voter Counting Board Tabulators Authorized for State-Federal Funding:	25
Number of Accessible Voting Devices Authorized for State-Federal Funding:	91
EMS Software Authorized for State-Federal Funding:	County Version - Hart County Level Full City/Township Version - None

Note: Ottawa County will own all equipment purchased for all jurisdictions within Ottawa County. The County will maintain and provide sufficient documentation showing that all Cities and Townships in Ottawa County agree to this arrangement.

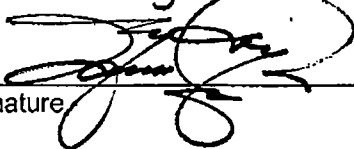
16. Special Certification/Signature

The following signatory certifies that the person signing is authorized to sign and enter into this *Grant Agreement*. Further, the signatory has reviewed and agrees to the conditions as outlined in this *Grant Agreement*, and has personally examined and is familiar with the information submitted here, as well as the requirements of the Help America Vote Act, under which this grant has been submitted.

For the COUNTY OR LOCAL JURISDICTION:

*Name: Justin F. Roebuck

*Title: County Clerk *Date: 4/27/2017

*Signature: 

For the STATE OF MICHIGAN, DEPARTMENT OF STATE:
Cindy Paradine, Director, Office of Financial Services

Signature Date



City of Grand Haven

August 14, 2018

Mr. Justin Roebuck
Ottawa County Clerk's Office
12220 Fillmore Street
West Olive, MI 49460

RE:

Dear Justin,

Enclosed are three (3) originals of the intergovernmental agreement for election equipment maintenance. This agreement was approved by City Council on August 6, 2018. After executing, please keep one original for your records and return two to my attention:

City of Grand Haven Clerk's Office
Attn: Linda L. Browand, City Clerk
519 Washington Avenue
Grand Haven MI 49417

If you have any questions or concerns regarding this agreement, please contact me at (616) 847-4886.

Sincerely,

Linda L. Browand, CMMC/CMC
City Clerk

Enclosures (3)

CONTRACT CHECKLIST

Your Name: Linda L. Browand Department: Clerk's Office

Election Equipment Maintenance Intergovernmental Agreement - Ottawa County

Description of Contract

- ☒ Ensure City Attorney has reviewed the contract.
- ☒ Sent to Attorney - 7/24/18 (Date) ☒ e-mail ☐ mail
- ☒ Approved - 7/30/18 (Date)
- ☒ Council meeting date set for action. 8/6/18 (Date)
- ☒ Ensure there are at least 3 originals of the contract with **ALL** attachments/exhibits and **ALL** blanks completed.
- ☒ Mark signature lines with names/titles and flag signature pages.
- ☒ Is a certified resolution required? ☐ Yes, prepare resolution for Clerk's signature
☒ No resolution required
- ☒ Will the Clerk's Office need to send bill(s) for payment? ☐ Yes ☒ No
- ☒ Is liability insurance required? ☐ Yes ☒ No
- ☒ Where and to whom should the original contract be returned. Please ensure correct name and address. PLEASE INCLUDE A CONTACT TELEPHONE NUMBER.

Ottawa County Clerk Justin Roebuck
12220 Fillmore Street
West Olive, MI 49460

CITY MANAGER'S OFFICE
RECEIVED
JUL 31 2018
CITY OF GRAND HAVEN

- ☒ Give agenda item and all contract originals to Manager's Office. 7/31/18 (Date)

Clerk's Use Only

- ☒ Make temporary copy, if contract not fully executed.
- ☒ Contract returned 8/14/18 (Date) to above contact.
☒ Signature(s) needed. ☐ Insurance Certificate Request
- ☒ Executed contract received 9/4/18 (Date)
- ☒ Insurance certificate received _____ (Date)
- ☐ Assign contract number # _____
- ☒ Notify Clerk's Office of billing. _____ (Date)
- ☒ Return one signed original or copy to affected department. _____ (Date)

FIRST CONTRACT AMENDMENT
ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN

This Amendment (hereinafter "Amendment") pertains to the **Election Equipment Agreement** executed in June of 2018 (hereinafter "Original Agreement") between the City of _____/_____ Township and Ottawa County. This Amendment and the Original Agreement collectively constitute the "Agreement" by and between the City of _____/_____ Township located at _____ (referred to as the "Local Jurisdiction"), and the County of Ottawa, located at 12220 Fillmore St., West Olive, MI 49460 (referred to as the "County").

WHEREAS, the County and Local Jurisdiction are parties to an Original Agreement, where the County purchased election equipment and assigned equipment devices to the Local Jurisdiction and the Local Jurisdiction bound itself to the County for certain County obligations stated in the Original Agreement.

WHEREAS, the parties to this Amendment now desire to make certain amendments to the Original Agreement under the following terms and conditions limited to those specified below.

NOW, THEREFORE, in consideration of the mutual provisions, covenants and undertakings set forth in this Amendment and in the Original Agreement, and other good and valuable consideration, which is hereby acknowledged, the parties to this Amendment agree as follows:

1. Amend Exhibit A referenced in the Original Agreement to incorporate the additional pieces of equipment that have been purchased and to exclude the equipment returned to the County since 2017.

2. Modify the language in II.6 of the Original Agreement to state:

The County retains full ownership of all equipment purchased as part of the 2017 Purchase Agreement, and any subsequent purchases, even if assigned to the Local Jurisdictions.

3. Modify the language in II.7 of Original Agreement to state:

The County retains full responsibility for insuring all equipment purchased as part of the 2017 Purchase Agreement, and any subsequent purchases, even if assigned to the Local Jurisdictions.

4. Add the following language to II.10 of the Original Agreement to state (the original language in II.10 shall remain):

Pursuant to the Agreement for Early Voting Administrative Services, Ottawa County and the Local Jurisdictions agreed to pay annually starting in year 1 of the Agreement for Early Voting Administrative Services. These devices were purchased outside of the 2017 Purchase Agreement, and do not have contract pricing for annual maintenance. The Local Jurisdiction will be refunded the maintenance fees that it paid into the Agreement for Early Voting Administrative Services. Maintenance on these machines will be negotiated with the new State/Vendor contract that will begin in 2027.

All maintenance costs for all machines purchased in the 2017 Purchase Agreement, and any subsequent purchases after 2026, will be negotiated by the County and Local Jurisdiction when the new State/Vendor contracts are put into effect.

5. Amend Figure 1 referenced in II.10 of the Original Agreement to incorporate the additional pieces of equipment that have been purchased in 2020 and 2022, following the initial equipment purchase in 2017. The amended Figure 1 is set forth as Exhibit B to this Amendment.
6. Amend Figure 2 referenced in II.10 of the Original Agreement to incorporate the additional pieces of equipment that have been purchased in 2020 and 2022, following the initial equipment purchase in 2017. The amended Figure 2 is set forth as Exhibit C to this Amendment.
7. Add the following language to II.12 of the Original Agreement to state (the original language of II.12 shall remain):

For any equipment transferred to the Local Jurisdiction as set forth in the amended Figure 1, the Local Jurisdiction agrees to pay its portion of the maintenance agreement for the aforementioned equipment.

8. Add the following language as II.13 (c) of the Original Agreement; the existing subsections (c), (d), and (e) shall be subsections (d), (e), and (f), respectively:

(c) Any Verity Scan, Verity Touch Writer or Verity Print on Demand devices purchased and intended to be used for Early Voting purposes, shall be paid for with 50% of the cost being paid by the Local Jurisdiction, and 50% of the cost being paid for by the County. Any proceeds from the sale of such devices, if such a sale is permissible pursuant to all state contracts, grant agreements and/or state or federal law, shall be equally divided between the Local Jurisdiction and the County.

9. Add the following language as II.15 of the Original Agreement; the existing II.15, II.16, and II.17 shall be II.16, II.17, and II.18, respectively:

15. If the Local Jurisdiction no longer requires the use of assigned equipment, the Local Jurisdiction may return the equipment to the County.

(a) The Local Jurisdiction transfers all responsibilities under the 2017 Purchase Agreement pursuant to use, operation, storage, and maintenance of election equipment back to the County.

(b) The Local Jurisdiction shall be responsible for the safe and secure delivery of the equipment and all peripheral materials of the Verity Scan, Verity Touch Writer, or Verity Print on Demand to the County.

(c) The effective date of delivery of the equipment, as determined by the chain of custody form (Exhibit D), will terminate the Local Jurisdiction's maintenance agreement for that device. The Local Jurisdiction agrees to pay its portion of the maintenance agreement at a prorated monthly rate up to the date of return, and the County agrees to pay all maintenance for the aforementioned equipment following this date. All funds currently received by the County would remain with the County and no refunds for maintenance will be issued

10. Add the following language as III. Miscellaneous to the Original Agreement:

1. **Section Headings.** The headings of the several sections shall be solely for convenience of reference and shall not affect the meaning, construction, or effect of the language in those sections.
2. **Severability.** If any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions of this Agreement. Any such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, which shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
3. **Successors and Assigns.** All representations, covenants, and warranties set forth in the Agreement, by or on behalf of or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of any or all such parties, and their successors and assigns.
4. **Terms and Conditions.** The terms and conditions used in this Agreement shall be given their common and ordinary definition and will not be construed against any party considered to be the drafter of this Agreement.

11. This Amendment contains all revised terms and conditions agreed upon by the parties. All terms and conditions in the Original Agreement that are not inconsistent with the provisions of this Amendment shall remain in full force and effect. This Amendment and Original Agreement contain the complete expression of the parties' agreement and all understandings, oral and written, are merged into this contractual relationship between the parties, consisting of the Original Agreement as revised by this Amendment.

FIRST CONTRACT AMENDMENT
ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MICHIGAN

IN WITNESS WHEREOF, this Amendment is executed effective on the latest date set forth below:

COUNTY OF OTTAWA

By: _____
John Teeples, Chairperson
Board of Commissioners
Date _____

By: _____
Justin F. Roebuck,
County Clerk/Register
Date _____

The undersigned certifies, under penalty of perjury, that I have the legal authorization to bind the firm hereunder:

GOVERNING BODY OF LOCAL JURISDICTION

By: _____
Signature
Date _____

Printed Name

Title

ATTEST: LOCAL CLERK

By: _____
Signature
Date _____

Printed Name

ELECTION EQUIPMENT AGREEMENT
OTTAWA COUNTY, MI
EXHIBIT A

Jurisdiction	Precinct	Device Type	Scan	Purchase Cost(\$)	Maintenance Cost (\$)	Touch Writer/POD	Purchase Cost (TW)	Maintenance Cost (TW)	Local Maintenance	County Maintenance	Warranty Start Date
Allendale	1	Scan	S1700676803	\$ 3,913.11	\$424.00	W1700690204	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Allendale	2	Scan	S1700678303	\$ 3,913.11	\$424.00	W1700699504	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Allendale	3	Scan	S1700671703	\$ 3,913.11	\$424.00	W1700708004	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Allendale	4	Scan	S1700665003	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Allendale	5	Scan	S1700667403	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Allendale	AVCB	Scan	S1701430411	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Allendale	AVCB 2	Scan	S2013842602	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Allendale	AVCB 3	Scan	S1913588712	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jan-20
Allendale	AVCB 4	Scan	S2013846102	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Allendale	EV	Scan	S2216829103	TBD	TBD	W2217060604	TBD	TBD	TBD	TBD	1-Dec-23
Allendale	EV	Scan	S2115169706	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 2,478.00	\$2,898.00	
Blendon	1	Scan	S1700651603	\$ 3,913.11	\$424.00	W1700695404	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Blendon	2	Scan	S1700682303	\$ 3,913.11	\$424.00	W1700704604	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Blendon	3	Scan	S1700682903	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Blendon	AVCB	Scan	S1701429311	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Blendon	AVCB 2	Scan	S2013846702	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
TOTAL:									\$ 1,440.00	\$1,580.00	
Chester	1	Scan	S1701094508	\$ 3,913.11	\$424.00	W1701139308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Chester	EV	Scan	S2115167706	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 402.00	\$402.00	
City of Coopersville	1	Scan	S1701100508	\$ 3,913.11	\$424.00	W1701129308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Coopersville	AVCB	Scan	S1913588812	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
City of Coopersville	EV	Scan	S2216830903	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 614.00	\$754.00	
City of Ferrysburg	1	Scan	S1700673603	\$ 3,913.11	\$424.00	W1700695104	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Ferrysburg	AVCB	Scan	S1701097608	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
TOTAL:									\$ 614.00	\$614.00	
City of Grand Haven	1	Scan	S1700652003	\$ 3,913.11	\$424.00	W1700689804	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Grand Haven	2	Scan	S1700654403	\$ 3,913.11	\$424.00	W1700690604	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Grand Haven	3	Scan	S1700670803	\$ 3,913.11	\$424.00	W1700692204	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Grand Haven	4	Scan	S1700674503	\$ 3,913.11	\$424.00	W1700699604	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Grand Haven	AVCB	Scan	S1701430111	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Grand Haven	AVCB2	Scan	S2013845902	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
TOTAL:									\$ 2,032.00	\$2,172.00	
City of Holland	1	Scan	S1700650203	\$ 3,913.11	\$424.00	W1700690504	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Holland	2	Scan	S1700651403	\$ 3,913.11	\$424.00	W1700691804	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Holland	3	Scan	S1700652503	\$ 3,913.11	\$424.00	W1700692104	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Holland	4	Scan	S1700666803	\$ 3,913.11	\$424.00	W1700692304	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Holland	5	Scan	S1700666303	\$ 3,913.11	\$424.00	W1700705104	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Holland	6	Scan	S1700667503	\$ 3,913.11	\$424.00	W1700706104	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Holland	7	Scan	S1700676403	\$ 3,913.11	\$424.00	W1700692604	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Holland	8	Scan	S1700677103	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	9	Scan	S1700677403	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	10	Scan	S1700677603	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	11	Scan	S1700677703	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	12	Scan	S1700680603	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	13	Scan	S1700680703	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	14	Scan	S1700681503	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	15	Scan	S1700683003	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	AVCB 1	Scan	S1701432711	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	AVCB 2	Scan	S1701428811	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	AVCB 3	Scan	S1701429211	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	AVCB 4	Scan	S1701380211	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Holland	EV	Scan	S2115173806	TBD	TBD	P2418469904 (10/1/2024)	TBD	TBD	TBD	TBD	1-Dec-23
City of Holland	EV	Scan	S2216825403	TBD	TBD	P2418469504 (10/1/2024)	TBD	TBD	TBD	TBD	1-Dec-23
City of Holland	EV	Scan	S2216824503	TBD	TBD	P2418470204 (10/1/2024)	TBD	TBD	TBD	TBD	1-Dec-23
City of Holland	EV	TouchWriter				W221066204	TBD		TBD	TBD	1-Dec-23
TOTAL:									\$ 5,358.00	\$5,358.00	
City of Hudsonville	1	Scan	S1701118008	\$ 3,913.11	\$424.00	W1701153208	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Hudsonville	2	Scan	S1700933407	\$ 3,913.11	\$424.00	W1701130008	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Hudsonville	3	Scan	S1700933107	\$ 3,913.11	\$424.00	W1701136208	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Hudsonville	AVCB	Scan	S1701430211	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Hudsonville	AVCB 2	Scan	S2013846502	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
TOTAL:									\$ 1,630.00	\$1,770.00	
City of Zeeland	1	Scan	S1701098708	\$ 3,913.11	\$424.00	W1701126908	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Zeeland	2	Scan	S1701102708	\$ 3,913.11	\$424.00	W1701128308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Zeeland	3	Scan	S1701099508	\$ 3,913.11	\$424.00	W1701128108	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
City of Zeeland	4	Scan	S1701120408	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Zeeland	AVCB	Scan	S1701436011	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
City of Zeeland	EV	Scan	S2216826603	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 1,630.00	\$1,630.00	

Jurisdiction	Precinct	Device Type	Scan	Purchase Cost(\$)	Maintenance Cost (\$)	Touch Writer/POD	Purchase Cost (TW)	Maintenance Cost (TW)	Local Maintenance	County Maintenance	Warranty Start Date
Crockery Township	1	Scan	S1701114608	\$ 3,913.11	\$424.00	W1701131808	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Crockery Township	2	Scan	S1701116708	\$ 3,913.11	\$424.00	W1701132108	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Crockery Township	AVCB	Scan	S2013842302	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Crockery Township	EV	Scan	S2115168506	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 1,016.00	\$1,156.00	
Georgetown	1	Scan	S1701105908	\$ 3,913.11	\$424.00	W1701132308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	2	Scan	S1701116008	\$ 3,913.11	\$424.00	W1701139908	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	3	Scan	S1701114008	\$ 3,913.11	\$424.00	W1701135608	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	4	Scan	S1701121108	\$ 3,913.11	\$424.00	W1701132508	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	5	Scan	S1701114908	\$ 3,913.11	\$424.00	W1701135708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	6	Scan	S1701112308	\$ 3,913.11	\$424.00	W1701131708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	7	Scan	S1701117008	\$ 3,913.11	\$424.00	W1701126808	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	8	Scan	S1701117708	\$ 3,913.11	\$424.00	W1701140508	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	9	Scan	S1701107108	\$ 3,913.11	\$424.00	W1701124708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	10	Scan	S1700933307	\$ 3,913.11	\$424.00	W1701124208	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	11	Scan	S1701106708	\$ 3,913.11	\$424.00	W1701152808	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	12	Scan	S1701106508	\$ 3,913.11	\$424.00	W1701123208	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	13	Scan	S1701096908	\$ 3,913.11	\$424.00	W1701156708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	14	Scan	S1701113708	\$ 3,913.11	\$424.00	W1701131908	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	15	Scan	S1701105108	\$ 3,913.11	\$424.00	W1701128408	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	16	Scan	S1701109008	\$ 3,913.11	\$424.00	W1701154408	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	17	Scan	S1701113308	\$ 3,913.11	\$424.00	W1700937307	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Georgetown	AVCB 1	Scan	S1701429511	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Georgetown	AVCB 2	Scan	S1701429411	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Georgetown	AVCB 3	Scan	S1701432411	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Georgetown	AVCB 4	Scan	S1701438111	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Georgetown	AVCB 5	Scan	S1701430011	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Georgetown	AVCB 6	Scan	S1701435111	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Georgetown	AVCB 7	Scan	S1913569212	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jan-20
Georgetown	AVCB 8	Scan	S1913589912	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jan-20
Georgetown	EV	Scan	S2115174306	TBD	TBD	P2318061211	TBD	TBD	TBD	TBD	1-Dec-23
Georgetown	EV	Scan	S2115170006	TBD	TBD	P2013957304	TBD	TBD	TBD	TBD	1-Dec-23
Georgetown	EV	VAT	W2217066004	TBD	TBD	P2318057911	TBD	TBD	TBD	TBD	1-Dec-23
Georgetown	EV	POD	P2013954804	TBD	TBD	P2318057811	TBD	TBD	TBD	TBD	1-Dec-23
Georgetown	EV	POD	P2318058811	TBD	TBD		TBD	TBD	TBD	TBD	1-Dec-23
TOTAL:									\$ 8,530.00	\$8,810.00	
Grand Haven Township	1	Scan	S1701118208	\$ 3,913.11	\$424.00	W1701135908	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Grand Haven Township	2	Scan	S1701121008	\$ 3,913.11	\$424.00	W1701126708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Grand Haven Township	3	Scan	S1701094408	\$ 3,913.11	\$424.00	W1701152508	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Grand Haven Township	4	Scan	S1701119408	\$ 3,913.11	\$424.00	W1701139108	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Grand Haven Township	5	Scan	S1701097708	\$ 3,913.11	\$424.00	W1701140308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Grand Haven Township	6	Scan	S1701111908	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Grand Haven Township	7	Scan	S1701096208	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Grand Haven Township	AVCB 1	Scan	S1701429611	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Grand Haven Township	AVCB 2	Scan	S1701437111	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Grand Haven Township	AVCB 3	Scan	S1913591412	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jan-20
Grand Haven Township	AVCB 4	Scan	S2013845802	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
TOTAL:									\$ 3,282.00	\$3,562.00	
Holland Township	1	Scan	S1701092008	\$ 3,913.11	\$424.00	W1701123508	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	2	Scan	S1701102808	\$ 3,913.11	\$424.00	W1701155208	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	3	Scan	S1701103708	\$ 3,913.11	\$424.00	W1701124408	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	4	Scan	S1701093108	\$ 3,913.11	\$424.00	W1701153608	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	5	Scan	S1701100408	\$ 3,913.11	\$424.00	W1701138808	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	6	Scan	S1701094208	\$ 3,913.11	\$424.00	W1701127708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	7	Scan	S1701104008	\$ 3,913.11	\$424.00	W1701139808	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	8	Scan	S1701093808	\$ 3,913.11	\$424.00	W1701152908	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	9	Scan	S1701098908	\$ 3,913.11	\$424.00	W1701123608	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	10	Scan	S1701095808	\$ 3,913.11	\$424.00	W1701130408	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	11	Scan	S1701094908	\$ 3,913.11	\$424.00	W1701140208	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Holland Township	12	Scan	S1701096708	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Holland Township	AVCB 1	Scan	S1701109408	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Holland Township	AVCB 2	Scan	S2013846002	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Holland Township	AVCB 3	Scan	S2013846302	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Holland Township	AVCB 4	Scan	S1701430511	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Holland Township	AVCB 5	Scan	S1701429011	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Holland Township	AVCB 6	Scan	S1701431811	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Holland Township	EV	POD	P2318056911	TBD	TBD	W2217048704	TBD	TBD	TBD	TBD	1-Dec-23
Holland Township	EV	POD	P2013961604	TBD	TBD		TBD	TBD	TBD	TBD	1-Dec-23
Holland Township	EV	POD	P2318057611	TBD	TBD		TBD	TBD	TBD	TBD	1-Dec-23
TOTAL:									\$ 5,906.00	\$6,186.00	

Jurisdiction	Precinct	Device Type	Scan	Purchase Cost(\$)	Maintenance Cost (\$)	Touch Writer/POD	Purchase Cost (TW)	Maintenance Cost (TW)	Local Maintenance	County Maintenance	Warranty Start Date
Jamestown	1	Scan	S1700933207	\$ 3,913.11	\$424.00	W1701124308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Jamestown	2	Scan	S1701107308	\$ 3,913.11	\$424.00	W1701127608	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Jamestown	3	Scan	S1700933507	\$ 3,913.11	\$424.00	W1701123308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Jamestown	4	Scan	S2013846202	\$ 3,913.11	\$424.00	W1701123108	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Jamestown	AVCB 1	Scan	S1701429711	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Jamestown	AVCB 2	Scan	S2013973604	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Jamestown	EV	Scan	S2115178206	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 2,032.00	\$2,312.00	
Olive	1	Scan	S1701104908	\$ 3,913.11	\$424.00	W1701126108	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Olive	2	Scan	S1701112108	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Olive	AVCB 1	Scan	S2013845302	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Olive	EV	Scan	S2115173306	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 826.00	\$966.00	
Park	1	Scan	S1701106308	\$ 3,913.11	\$424.00	W1701124608	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Park	2	Scan	S1701106808	\$ 3,913.11	\$424.00	W1701127108	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Park	3	Scan	S1701101508	\$ 3,913.11	\$424.00	W1701153008	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Park	4	Scan	S1701115108	\$ 3,913.11	\$424.00	W1701156908	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Park	5	Scan	S1701121208	\$ 3,913.11	\$424.00	W1701157408	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Park	6	Scan	S1701105408	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Park	7	Scan	S1701119308	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Park	AVCB 1	Scan	S1701430611	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Park	AVCB 2 & 4	Scan	S1701430811	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Park	AVCB 3	Scan	S1701429111	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
Park	AVCB5	Scan	S1701115308	\$ 5,500.00	\$424.00				\$212.00	\$212.00	15-Dec-17
TOTAL:									\$ 3,282.00	\$3,282.00	
Polkton	1	Scan	S1701103208	\$ 3,913.11	\$424.00	W1701124808	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Polkton	EV	Scan	S2115169406	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 402.00	\$402.00	
Port Sheldon	1	Scan	S1701111208	\$ 3,913.11	\$424.00	W1701137608	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Port Sheldon	2	Scan	S1701110008	\$ 3,913.11	\$424.00	W1701129808	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Port Sheldon	AVCB	Scan	S1701429911	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Port Sheldon	EV	Scan	S2114950305	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$1,016.00	\$1,016.00	
Robinson	1	Scan	S1701114208	\$ 3,913.11	\$424.00	W1701127308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Robinson	2	Scan	S1701099808	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Robinson	3	Scan	S1701095508	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Robinson	AVCB	Scan	S1701435911	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
TOTAL:									\$ 1,038.00	\$1,038.00	
Spring Lake	1	Scan	S1700656003	\$ 3,913.11	\$424.00	W1700691704	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Spring Lake	2	Scan	S1700656803	\$ 3,913.11	\$424.00	W1700705004	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Spring Lake	3	Scan	S1700667303	\$ 3,913.11	\$424.00	W1700705204	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Spring Lake	4	Scan	S1700672603	\$ 3,913.11	\$424.00	W1700705404	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Spring Lake	5	Scan	S1700671503	\$ 3,913.11	\$424.00	W1700706304	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Spring Lake	6	Scan	S1700681003	\$ 3,913.11	\$424.00	W1700708604	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Spring Lake	AVCB 1	Scan	S1701428711	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Spring Lake	AVCB 2	Scan	S1701430711	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Spring Lake	AVCB 3	Scan	S1913583112	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jan-20
Spring Lake	AVCB 4	Scan	S2013846602	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Spring Lake	AVCB 5	Scan	S2217422809	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-22
Spring Lake	EV	Scan	S2115175206	TBD	TBD	W2217064604	TBD	TBD	TBD	TBD	1-Dec-23
Spring Lake	EV	Scan	S2216826503	TBD	TBD	P2318057211	TBD	TBD	TBD	TBD	1-Dec-23
Spring Lake	EV	POD		TBD	TBD	P2318061511	TBD	TBD	TBD	TBD	1-Dec-23
TOTAL:									\$3,472.00	\$3,892.00	
Tallmadge	1	Scan	S1701118508	\$ 3,913.11	\$424.00	W1701140108	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Tallmadge	2	Scan	S1701119108	\$ 3,913.11	\$424.00	W1701128708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Tallmadge	3	Scan	S1701115008	\$ 3,913.11	\$424.00	W2014390411	\$ 4,500.00	\$515.00	\$402.00	\$537.00	1-Jun-22
Tallmadge	AVCB 1	Scan	S1701429811	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Tallmadge	AVCB 2	Scan	S2013843902	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Tallmadge	EV	Scan	S2115174606	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$1,630.00	\$1,905.00	
Wright Township	1	Scan	S1701103508	\$ 3,913.11	\$424.00	W1701123708	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Wright Township	AVCB	Scan	S1701099908	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Wright Township	EV	Scan	S2216839603	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$614.00	\$614.00	
Zeeland Township	1	Scan	S1701112508	\$ 3,913.11	\$424.00	W1701133308	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Zeeland Township	2	Scan	S1701115508	\$ 3,913.11	\$424.00	W1701153508	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Zeeland Township	3	Scan	S1701112608	\$ 3,913.11	\$424.00	W1701128208	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Zeeland Township	4	Scan	S1701115708	\$ 3,913.11	\$424.00	W1701128008	\$ 3,207.41	\$380.00	\$402.00	\$402.00	15-Dec-17
Zeeland Township	AVCB 1	Scan	S1701428911	\$ 3,913.11	\$424.00				\$212.00	\$212.00	15-Dec-17
Zeeland Township	AVCB 2	Scan	S1913591212	\$ 5,500.00	\$564.00				\$212.00	\$352.00	1-Jun-20
Zeeland Township	EV	Scan	S2216826403	TBD	TBD				TBD	TBD	1-Dec-23
TOTAL:									\$ 2,032.00	\$2,172.00	
ANNUAL MAINTENANCE TOTAL:									\$ 51,276.00	\$ 54,491.00	

Exhibit B - Annual Maintenance Cost by Jurisdiction (Full Price)								
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
Jurisdiction	Sum of Maintenance Cost (\$) 2017 Purchase	Sum of Maintenance Cost (TW) 2017 Purchase	Sum of Maintenance Cost (\$) 2020 Purchase	Sum of Maintenance Cost (TW) 2022 Purchase	Sum of Local Maintenance (original)	Sum of County Maintenance (original)	Sum of Local Maintenance 20-22 Purchase	Sum of County Maintenance 20-22 Purchase
Allendale	\$2,544.00	\$1,140.00	\$1,692.00	\$0.00	\$1,842.00	\$1,842.00	\$636.00	\$1,056.00
Blendon	\$1,696.00	\$760.00	\$564.00	\$0.00	\$1,228.00	\$1,228.00	\$212.00	\$352.00
Chester	\$424.00	\$380.00	\$0.00	\$0.00	\$402.00	\$402.00	\$0.00	\$0.00
City of Coopersville	\$424.00	\$380.00	\$564.00	\$0.00	\$402.00	\$402.00	\$212.00	\$352.00
City of Ferrysburg	\$848.00	\$380.00	\$0.00	\$0.00	\$614.00	\$614.00	\$0.00	\$0.00
City of Grand Haven	\$2,120.00	\$1,520.00	\$564.00	\$0.00	\$1,820.00	\$1,820.00	\$212.00	\$352.00
City of Holland	\$8,056.00	\$2,660.00	\$0.00	\$0.00	\$5,358.00	\$5,358.00	\$0.00	\$0.00
City of Hudsonville	\$1,696.00	\$1,140.00	\$564.00	\$0.00	\$1,418.00	\$1,418.00	\$212.00	\$352.00
City of Zeeland	\$2,120.00	\$1,140.00	\$0.00	\$0.00	\$1,630.00	\$1,630.00	\$0.00	\$0.00
Crockery Township	\$848.00	\$760.00	\$564.00	\$0.00	\$804.00	\$804.00	\$212.00	\$352.00
Georgetown	\$9,752.00	\$6,460.00	\$1,128.00	\$0.00	\$8,106.00	\$8,106.00	\$424.00	\$704.00
Grand Haven Township	\$3,816.00	\$1,900.00	\$1,128.00	\$0.00	\$2,858.00	\$2,858.00	\$424.00	\$704.00
Holland Township	\$6,784.00	\$4,180.00	\$1,128.00	\$0.00	\$5,482.00	\$5,482.00	\$424.00	\$704.00
Jamestown	\$1,696.00	\$1,520.00	\$1,128.00	\$0.00	\$1,608.00	\$1,608.00	\$424.00	\$704.00
Olive	\$848.00	\$380.00	\$564.00	\$0.00	\$614.00	\$614.00	\$212.00	\$352.00
Park	\$4,664.00	\$1,900.00	\$0.00	\$0.00	\$3,282.00	\$3,282.00	\$0.00	\$0.00
Polkton	\$424.00	\$380.00	\$0.00	\$0.00	\$402.00	\$402.00	\$0.00	\$0.00
Port Sheldon	\$1,272.00	\$760.00	\$0.00	\$0.00	\$1,016.00	\$1,016.00	\$0.00	\$0.00
Robinson	\$1,696.00	\$380.00	\$0.00	\$0.00	\$1,038.00	\$1,038.00	\$0.00	\$0.00
Spring Lake	\$3,392.00	\$2,280.00	\$1,692.00	\$0.00	\$2,836.00	\$2,836.00	\$636.00	\$1,056.00
Tallmadge	\$1,696.00	\$760.00	\$564.00	\$515.00	\$1,228.00	\$1,228.00	\$402.00	\$677.00
Wright Township	\$848.00	\$380.00	\$0.00	\$0.00	\$614.00	\$614.00	\$0.00	\$0.00
Zeeland Township	\$2,120.00	\$1,520.00	\$564.00	\$0.00	\$1,820.00	\$1,820.00	\$212.00	\$352.00
Grand Total	\$59,784.00	\$33,060.00	\$12,408.00	\$515.00	\$46,422.00	\$46,422.00	\$4,854.00	\$8,069.00

Exhibit B - replacing Figure 1 – This chart shows the annual maintenance cost for all election equipment. Per the State’s contract with Hart, the State is responsible for paying these maintenance fees from 2017 through 2021, inclusive. Beginning in 2022, the County and Local Jurisdictions will be responsible for paying these annual costs. The 2017 Purchase Agreement last through 2026. Figure 2 outlines the full maintenance cost per the 2017 Purchase Agreement, as well as an annual schedule of payments owed by the Local Jurisdiction. After the contract period (years 2027 and beyond), the maintenance costs will revert to the cost schedule listed here in Figure 1 for the remaining life of the equipment as outlined in the 2017 Purchase Agreement. (Note: This chart does not include County-owned equipment or maintenance obligations.) In 2020 and 2022 additional equipment was purchased, the State is responsible for paying these maintenance fees from 2020 through 2024 and 2022-2026, inclusive. Beginning in 2025 and 2027, the County and Local Jurisdictions will be responsible for paying these annual costs. After the contract period (years 2027 and beyond), the continuation of maintenance costs for these machines will be determined in a new contract.

Exhibit C - Annual Maintenance Cost to be Billed to Local Jurisdictions

Total maintenance costs for originally purchased equipment owed over the life of the contract, divided by remaining 9 years of the contract

Total maintenance costs for additional equipment purchased in 2020-22, divide by 9 years for remaining of maintenance due. Hart started charging in 2025.

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Jurisdiction	Sum of Maintenance Cost on original equipment	Annual Cost of original equipment Equalized over 9 years	Sum of Maintenance Cost on additional equipment purchased between 20-22	Annual cost of additional equipment Equalized over 9 years	Total Annual Cost/Jurisdiction
Allendale	\$9,210.00	\$1,023.33	\$3,180.00	\$353.33	\$1,376.67
Blendon	\$6,140.00	\$682.22	\$1,060.00	\$117.78	\$800.00
Chester	\$2,010.00	\$223.33	\$0.00	\$0.00	\$223.33
City of Coopersville	\$2,010.00	\$223.33	\$1,060.00	\$117.78	\$341.11
City of Ferrysburg	\$3,070.00	\$341.11	\$0.00	\$0.00	\$341.11
City of Grand Haven	\$9,100.00	\$1,011.11	\$1,060.00	\$117.78	\$1,128.89
City of Holland	\$26,790.00	\$2,976.67	\$0.00	\$0.00	\$2,976.67
City of Hudsonville	\$7,090.00	\$787.78	\$1,060.00	\$117.78	\$905.56
City of Zeeland	\$8,150.00	\$905.56	\$0.00	\$0.00	\$905.56
Crockery Township	\$4,020.00	\$446.67	\$1,060.00	\$117.78	\$564.45
Georgetown	\$40,530.00	\$4,503.33	\$2,120.00	\$235.56	\$4,738.89
Grand Haven Township	\$14,290.00	\$1,587.78	\$2,120.00	\$235.56	\$1,823.34
Holland Township	\$27,410.00	\$3,045.56	\$2,120.00	\$235.56	\$3,281.12
Jamestown	\$8,040.00	\$893.33	\$2,120.00	\$235.56	\$1,128.89
Olive	\$3,070.00	\$341.11	\$1,060.00	\$117.78	\$458.89
Park	\$16,410.00	\$1,823.33	\$0.00	\$0.00	\$1,823.33
Polkton	\$2,010.00	\$223.33	\$0.00	\$0.00	\$223.33
Port Sheldon	\$5,080.00	\$564.44	\$0.00	\$0.00	\$564.44
Robinson	\$5,190.00	\$576.67	\$0.00	\$0.00	\$576.67
Spring Lake	\$14,180.00	\$1,575.56	\$3,180.00	\$353.33	\$1,928.89
Tallmadge	\$6,140.00	\$682.22	\$2,010.00	\$223.33	\$905.55
Wright Township	\$3,070.00	\$341.11	\$0.00	\$0.00	\$341.11
Zeeland Township	\$9,100.00	\$1,011.11	\$1,060.00	\$117.78	\$1,128.89
Grand Total	\$232,110.00	\$25,789.99	\$24,270.00	\$2,696.69	\$28,486.69

Exhibit C replacing Figure 2- Column 2 of this chart shows the total maintenance cost owed by each jurisdictions for the full life of the County's 10 year contract with Hart. Column 3 shows the annual maintenance cost obligation owed by each local jurisdiction, equalized over a period of 9 years. Column 4 of this chart shows the total maintenance cost owed by each jurisdiction for equipment purchased in 2020-2022. Column 5 shows the annual maintenance cost obligation owed by each local jurisdiction, equalized over a period of 9 years. Hart started billing for the 2020 devices in 2025 . Column 6 shows the annual total maintenance cost owed by each jurisdiction.

Exhibit D

Elections Chain of Custody Form



<u>Received from:</u> Jurisdiction: _____ Date: _____ Printed: _____ Printed: _____ Signature: _____ Democrat (if applicable) Republican (if applicable)	<u>Received by:</u> Jurisdiction: _____ Date: _____ Printed: _____ Printed: _____ Signature: _____ Democrat (if applicable) Republican (if applicable)
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Serial Number:	Seal Number:	Ward/Precinct:	Reason:	Notes:
Serial Number:	Seal Number:	Ward/Precinct:	Reason:	Notes:
Serial Number:	Seal Number:	Ward/Precinct:	Reason:	Notes:
Serial Number:	Seal Number:	Ward/Precinct:	Reason:	Notes:
Serial Number:	Seal Number:	Ward/Precinct:	Reason:	Notes:
Serial Number:	Seal Number:	Ward/Precinct:	Reason:	Notes:

Attachment C

CITY OF GRAND HAVEN

Planning Department

519 Washington Avenue

Grand Haven, MI 49417

Phone: (616) 935-3276



TO: Ashley Latsch, City Manager

CC: Dana Kolleywehr, Assistant City Manager
Mike England, DPW Director

FROM: Brian Urquhart, City Planner

DATE: July 30, 2025

SUBJECT: Resolution to vacate right-of-way between 233 Washington Ave.

The City approved the rezoning and preliminary development plan with conditions for a hotel at 233 Washington Ave (parcel #70-03-20-432-017) at the June 16, 2025 City Council meeting. A condition of approval included "the existing right-of-way dividing the parcel (70-03-20-432-017) shall be vacated prior to the final development plan". Please see the attached map depicting the location of the right-of-way which divides the parcel.

The right-of-way vacation process begins with a petition and a resolution of intent from the City Council per Sec. 32-87. This process may be initiated by the City of Grand Haven. Attached is the Resolution of Intent.

The City Council passed the resolution of intent to vacate on June 23, 2025, the resolution will be delivered to the Planning Commission, and:

- The Planning Commission has 90 days to hold a public hearing on the proposed vacation, and – **Public hearing held on July 15th. No comments received.**
- The Planning Commission shall then issue a recommendation to the City Council within 30 days following the public hearing, and – **Draft 7-15-25 PC meeting minutes include a recommendation to approve the right-of-way vacation.**
- The City Council shall hold a second public hearing before acting on the request. - **Public hearing scheduled for August 4th. Final decision can be made following public hearing.**

If approved, the vacation of the right-of-way satisfies a condition of PD approval. Removing the right-of-way would clear the way for the proposed parking lot design for the hotel. Furthermore, there are no public utilities located within the right-of-way, therefore no easements shall be required.

Attachments:

Flow chart, resolution of Intent, draft 7-15-25 PC meeting minutes, map of right-of-way to be vacated.

Resolution of Intent to Vacate a portion of right-of-way between parcel #70-03-20-432-017

Whereas The City Council received a petition from Peter Beukema of 6PM Hospitality, on behalf of property owner Dave Contant of BDR, requesting the portion of. right-of-way between 233 Washington Ave. (parcel #70-03-20-432-017) be vacated, and

Whereas The City Council approved the rezoning and preliminary development plan for a Planned Development located at 233 Washington Ave, which included the following condition, the existing right-of-way dividing the parcel shall be vacated prior to the final development plan; and

Whereas Chapter 32 of the City of Grand Haven Code of Ordinances sets forth the process for considering and approving or denying requests to vacate streets in the City of Grand Haven.

Now, therefore be it Resolved, that the City Council of the City of Grand Haven hereby declares its intent to vacate a portion of the right-of-way dividing parcel #70-03-20-432-017, and

Be It Further Resolved that a copy of this resolution of intent be delivered to the Planning Commission pursuant to Section 32-87 of the City Code of Ordinances.

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

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

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

Absent: David Skelly

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

Approval of Minutes

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

Approval of Agenda

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

Call to the Audience: First Opportunity: None

Public Hearing:

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

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

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

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

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

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

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

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

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

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

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

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

Mike Dykstra, 815 Verhoeks, stated he favored this project, and the parking lot could use an update.

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

All ayes.

Public Hearing closed at 7:10 p.m.

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

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

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

Smelker voiced concern about having a large curb cut.

Brooks responded that they will monitor the area and consider wheel stops if necessary to prevent traffic back-ups and maintain traffic control.

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

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

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

Roll Call Vote.

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

Nays: None

Motion passed.

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

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

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

Dora opened a public hearing at 7:20 p.m

No comments.

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

All ayes.

Public Hearing closed at 7:21 p.m.

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

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

Roll Call Vote.

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

Nays: None

Motion passed.

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

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

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

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

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

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

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

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

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

Public Hearing closed at 7:30 p.m.

Smolenska asked to be recused.

John Steinbach, 18 N 7th St, was present for any questions.

Kozanecki stated she felt this was not a perfect fix and opened up more questions regarding short-term rentals, but gave time to work on those.

Owens stated this was a good step forward and is in support.

Borchers agreed and thanked members of the subcommittee for their work in looking into this. He was also in support.

Smelker stated she was in support and also felt it warranted more discussion when considering things like the Master plan to address the short term rental.

Pierce appreciated the discussion and support from Centertown. He stated that his perspective on short-term rentals in that location has not changed. He also mentioned that he looked forward to being part of the process to set goals for Centertown and reevaluating how short-term rentals are approved throughout the city.

Vice Chair Galligan stated he felt short-term rentals fit into commercial districts, including Centertown. He thought it should be by right that would make the most sense for this case, but it is fine as proposed.

Chair Dora appreciated the collaboration. He also felt this was not a long-term answer but that the next Master Plan Review would be a good time to address it.

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

Roll Call Vote.

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

Nays: Pierce

Abstain: Smolenska

Motion passed.

New Business:

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

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

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

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

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

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

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

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

Andrew Todtz, 1799 Golkin Rd, was present for any questions. He mentioned he looked forward to trying to restore the building to original intent.

Borchers, Smelker, Pierce, Smolenska, Kozanecki, Owens, Vice Chair Galligan, and Chair Dora were in support.

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

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

Roll Call Vote.

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

Nays: None

Motion passed.

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

Urquhart introduced the case. Denny Dryer of Dryer Architectural Group submitted and site plan review application for a major amendment for the mixed-use buildings at 1500 Kooiman St. (parcel #70-03-28-301-019). The project comprises of the removal of the existing vegetation, and construction of two mixed-use buildings. The amendment includes an increase in building area for the 4 units in Building A, from 24 ft. x 52 ft., to 24 ft. x 72 ft., or an increase in 1,290 total sq. ft. In the building expansion will remove 9 parking spaces from the original plan. The amended plan calls for 6 spaces to be relocated to the southeast section of the property, a net loss of 3 spaces. In addition, the amended plan calls for 2 curb cuts off Kooiman Ave. that lead to 4 units in Building A. The additional access drives and building expansion, and parking changes prompt a major site plan amendment per Sec. 40-115.09.B, thus review by the Planning Commission.

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

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

A mixed-use development requires 2 spaces per unit. Therefore, 24 spaces are required. The applicant is proposing 27 spaces on site, with 2 ADA accessible spaces. The original plan called

for 30 spaces. The increase to Building A will create a loss of 9 spaces. These spaces will be relocated with 6 spaces along the southeast portion of the parking lot. The parking lot will remain screened with mixture of ground cover, 1 deciduous tree, and shrubs as required per Sec. 40-803.02.

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

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

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

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

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

Denny Dryer, 220 ½ Washington, was present for questions. He added that there were inquiries for larger units and that he would ideally like to see more industrial and commercial use.

Urquhart clarified this would be approval for 2 additional curb cuts.

Borchers inquired about units being used as living space. Dryer responded that they could potentially be used for that, but not necessarily as they are too high-end. Dryer does not believe there is a market for that.

Smelker stated she would like to see the sidewalks maintained.

Pierce, Smolenska, Kozanecki, Owens, Vice-Chair Galligan, and Chair Dora had no additional questions and were in support.

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

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

Roll Call Vote.

Yeas: Pierce, Smolenska, Galligan, Smelker, Borchers, Kozanecki, Owens, Dora
Nays: None
Motion passed.

Old Business: None

Zoning Board of Appeals Liaison Report:

Kozanecki reported at the June meeting there was an approval for a 9-month variance extension for the house on the corner of Lake with hopes to see movement.

There is no meeting for July.

City Planner Report:

Urquhart thanked the commissioners for their flexibility.
He noted it was good to see closure on various items of business.

He also noted he has assistance for the summer, which has allowed him to work on the Annual Report, which would include project tracking and the development questionnaire.

Urquhart mentioned that August would be a busy meeting as they hoped to have the final development plan for the hotel.

He mentioned that he has not received an updated Grand Landing or South Village plan.

Urquhart is hopeful to have an updated Centertown Policy by the end of July to select a consultant by October.

Call to the Audience: Second Opportunity: None

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

Melissa Bos, Executive Assistant to City Manager



A horizontal timeline with four circular markers connected by a line. Below each marker is a rectangular box containing text. The boxes have a blue border and a light blue background. The text inside the boxes describes the events occurring on specific dates.

**June 23
Special City Council
Meeting**

Resolution of intent
to vacate ROW

**July 15
Planning
Commission**

Public Hearing for
ROW vacation

**August 4
City Council**

Public Hearing &
Final resolution to
vacate ROW

**August 12
Planning
Commission**

Site plan approval at
Planning Commission



Legend

 Parcels

Notes

Hotel ROW vacation

100.0 0 50.00 100.0 Feet

Attachment D

CITY OF GRAND HAVEN

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



TO: Mayor, and City Council

FROM: Ashley Latsch, City Manager

DATE: 7/31/25

SUBJECT: Agreement with Ottawa County

City staff has been working to assist 6PM Hospitality in addressing their parking gap with the Residence Inn Marriot development at the corner of 3rd and Washington Avenue. Presently, the development team has 89 parking spaces on their parcel, resulting in an additional 39 spaces to be identified, as a requirement by Planning Commission, prior to approaching for final site plan consideration.

We facilitated meetings with various property owners in the surrounding area to help identify potential opportunities for parking agreements. One of the meetings we facilitated was with administration at Ottawa County, with regard to the two parcels they own near the courthouse that are utilized for parking. As a result of great collaboration, and in recognition of the uptick in investment and development in the City, the County has agreed to enter an agreement with the City for use and maintenance of the lot highlighted in green below. The parking lot in question has more parking than is required for the development team, and will be utilized by the City as additional public day/overnight parking for the community, a greater benefit to the downtown.



In an effort to best accommodate the City's timeline, and to allow for 6PM Hospitality to approach Planning Commission in August, we are proceeding with an initial Memorandum of Understanding acknowledging and approving the concept and use. On a parallel path, we will negotiate a more formal document with shared understandings and commitments towards a long term partnership. This formal agreement will be completed in August or early September.

Recommendation

Administration is recommending that City Council consider approving a Memorandum of Understanding with Ottawa County for the use of one of their parking lots along Franklin Avenue.

This level of collaboration will be of tremendous value to the City as we look to continue to facilitate this level of investment and activity in the community.

MEMORANDUM OF UNDERSTANDING

Between

The County of Ottawa and the City of Grand Haven

July 18, 2025

The County of Ottawa ("Ottawa") owns two adjoining surface lots on the south side of Franklin Street in the City of Grand Haven ("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. Ottawa 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, Ottawa presently does not need Lot 24 for overflow Courthouse parking.

In contrast, downtown Grand Haven is experiencing substantial condominium development, and a Marriot Residence Hotel is being proposed that have exhausted or would exhaust Grand Haven's overnight parking availability. Grand Haven is interested in leasing Lot 24 from the County to meet this overnight parking need.

The parties wish to memorialize their intent in this MOU so as to obtain the endorsement of the Ottawa County Board of Commissioners and Grand Haven City Council, before incurring the costs of negotiating and executing a binding lease of Lot 24. The subjects to be addressed in that Lease include, but are not limited to the following:

1. Term of the Lease.
2. Equitable rental rate to the County
3. Maintenance responsibilities for Lot 24
4. Signage or other measures to restrict Lot 24's use for the intended overnight lodging or residential purposes.
5. The City's enforcement of the overnight parking reservations in Lot 24 and the ban on overnight parking in Lot 19 and Lot 1 once Lot 24 is used differently.
6. The City's subleasing right of Lot 24 to associations or hotel(s) that require overnight parking.
7. Appropriate insurance.

The parties intend to obtain the approval of their legislative bodies within thirty (30) days of the above date and to memorialize a lease within ninety (90) days thereafter. The signatures below attest to the approval by the respective legislative body of this MOU.

Date

John Teeples, Chairperson
Ottawa County Board of Commissioners

Date

Robert Monetza, Mayor
City of Grand Haven

CITY OF GRAND HAVEN

Community Development Department

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



TO: Ashley Latsch, City Manager

CC: Dana Kolleywehr, Assistant City Manager

FROM: Brian Urquhart, City Planner

DATE: July 31, 2025

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

1.0 Request

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

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

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

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

2.0 Joint meeting of the Planning Commission and DDA

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

3.0 PC Subcommittee

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

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

The most notable amendments to the ordinance include:

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

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

4.0 July PC Meeting

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

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

5.0 Short term rentals

Addition public feedback has been received following the PC recommendation, as short term rentals can be a sensitive topic. Careful consideration was incorporated into the zoning ordinance several years ago, determining the most suitable locations for short term rentals. This ordinance has worked successfully to a large extent. However, the ability to revisit the ordinance and recommend amendments provides value when conducted in the proper context.

Attachments:

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

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

ORDINANCE NO. ____

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

The City of Grand Haven Ordains:

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

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

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

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

Sec.40-411.04. Centertown Overlay district.

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

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

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

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

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

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

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

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

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

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

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

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

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

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

CERTIFICATION

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

Marie Boersma, City Clerk

PC Hearing: _____, 2025
Introduced: _____, 2025
Adopted: _____, 2025
Published: _____, 2025
Effective: _____, 2025

4920-2063-4200 v2 [57570-1]

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION & MAIN STREET DOWNTOWN DEVELOPMENT
AUTHORITY JOINT MEETING
WEDNESDAY, APRIL 30, 2025**

The Special Joint Meeting of the Grand Haven Planning Commission and Main Street Downtown Development Authority was called to order at 6:30 p.m. by Chair Joyce Workman in the Ball Room of Central Park Place, 421 Columbus Ave.

Present: Planning Commissioners: Amy Kozanecki, Dan Borchers, David Skelly, Jennifer Smelker, Joe Pierce, Magda Smolenska, Tamera Owens, and Mike Dora.

Board Members: Chris Weavers-Stevenson, John Groothuis, John Steinbach, Kelly Larson, Laura Girard, Lynn Negen, Melita Ewbank, Todd Hancock, Joyce Workman, Bob Monetza.

Absent: Planning Commissioner Ryan Galligan and Board Member Brant Raterink, Roger Bergman, and Todd Anthes.

Others Present: City Planner Brian Urquhart, MSDDA Director Chandi Pape, City Clerk Maria Boersma, and City Manager Ashley Latsch.

CALL TO THE AUDIENCE

Mike Obrien, Book Cellar: Commented on the long-term consequences of more short-term rentals in the City of Grand Haven.

Tony Cigidelli: Commented on where short-term rentals should be allowed and allowing short-term rentals in business districts.

**PC CASE 25-13: ZONING TEXT AMENDMENT TO PERMIT STRIN CENTERTOWN
OVERLAY DISTRICT**

City Planner Urquhart opened the discussion by explaining the difference between “Use by Right” and “Special Land Use” that has caused the applicants of Steinbach Crossings to ask the Planning Commission to allow short-term rentals to be a “Use by Right” within the Centertown Overlay district. Short-term rentals are not currently permitted at all in the Centertown Overlay District.

Members of the Planning Commission shared their hesitancy to alter the zoning ordinance to allow for short-term rentals as a use by right is due to the fact that the Master Plan and Future Land Use plans do not address short-term rentals in the Centertown Overlay District.

MSDDA Director Chandi Pape initiated discussion from the MSDDA members by stating the Board's goal is to assist and grow the economic vitality of the district, and the Steinbach Crossing project would be a good opportunity to improve upon that goal.

Members of Centertown feel that they have been trying for the last 30 years to create more infill in the 7th Street corridor without success. Centertown property owners would like to have the same tools as Downtown. There appears to be a disconnect between the Zoning Ordinances and Master Plan and the desires of the Centertown District.

Planning Commissioners have concerns about the future consequences of allowing Short-term rentals as a use by right and believe there might be better tools to accomplish the development goals of Centertown. There are concerns about short-term rentals creeping outside of the Centertown Overlay District and expanding the entirety of the 7th Street Corridor.

MSDDA Members expressed that progress does not seem to have been made towards the Centertown Vision Plan made in 2014. New developments want the option to have short-term rentals. There are concerns that if the Steinbach Crossing project does not move forward as requested, there will not be another opportunity for development that keeps the character and businesses of Centertown.

Planning Commissioners asked MSDDA members if short-term rentals would only benefit the district in the summer time instead of the desired year-round traffic increases. MSDDA members expressed that while the nature of the district would see a majority of increases in the summer, building owners downtown who have short-term rentals and experienced an increase in traffic all year round.

Members of both groups began to discuss the possibility of allowing short-term rentals in the Centertown Overlay district by "Special Land Use" and how the criteria for the district would compare to other zoning districts in the city, and the work that would be needed to develop criteria.

Planning Commissioners acknowledge the need to analyze the zoning of Centertown more specifically in the future.

MSDDA Director Chandi Pape shared that MSDDA traffic is trending downwards, specifically amongst local tourists, likely because of a lack of change and revitalization in the MSDDA district. It does appear that traveling tourists are staying in Holland, Grand Rapids, and Muskegon.

CALL TO THE AUDIENCE

Chris: Commented on the number of individuals who visit the City of Grand Haven and then later decide to retire in the City of Grand Haven and how this transforms the demographics of the City.

Mike Obrien, Book Cellar: Commented on multiple discussion points that occurred during the meeting.

Tony Cigidelli: Commented on not understanding the issue with having short-term rentals in business districts.

ADJOURNMENT

After hearing no further business, Chairperson Workman adjourned the meeting at 8:49 p.m.

Maria Boersma, City Clerk

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

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

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

Absent: David Skelly

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

Approval of Minutes

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

Approval of Agenda

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

All ayes. **Motion passes.**

Call to the Audience: First Opportunity: None

Public Hearing:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

All ayes.

Public Hearing closed at 7:10 p.m.

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

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

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

Smelker voiced concern about having a large curb cut.

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

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

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

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

Roll Call Vote.

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

Nays: None

Motion passed.

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

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

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

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

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

All ayes.

Public Hearing closed at 7:21 p.m.

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

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

Roll Call Vote.

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

Nays: None

Motion passed.

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

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

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

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

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

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

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

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

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

All ayes.

Public Hearing closed at 7:30 p.m.

Smolenska asked to be recused.

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

Roll Call Vote.

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

Nays: Pierce

Abstain: Smolenska

Motion passed.

New Business:

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

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

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

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

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

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

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

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

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

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

Roll Call Vote.

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

Nays: None

Motion passed.

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

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

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

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

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

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

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

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

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

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

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

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

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

Roll Call Vote.

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

Nays: None

Motion passed.

Old Business: None

Zoning Board of Appeals Liaison Report:

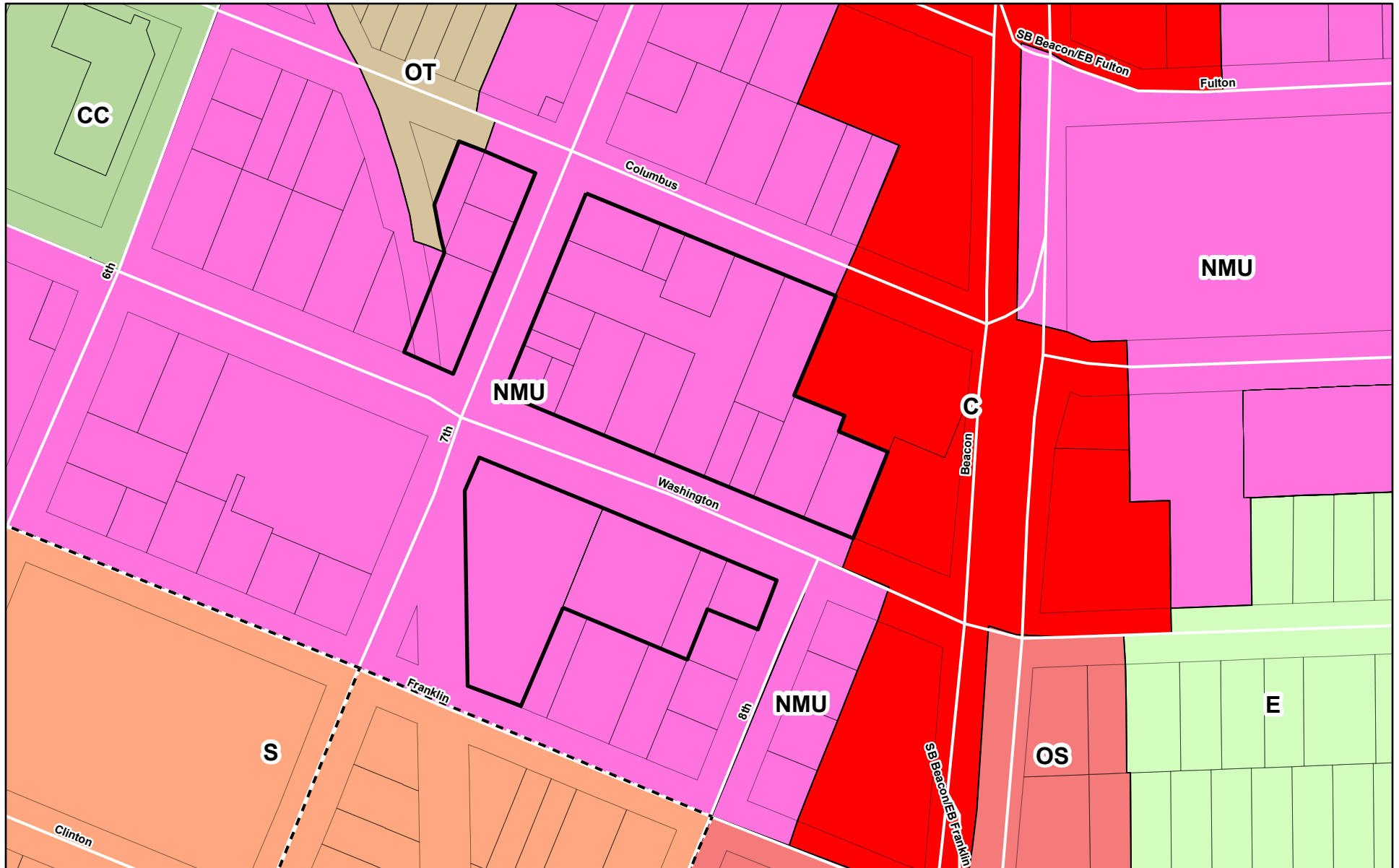
City Planner Report:

Call to the Audience: Second Opportunity: None

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

Melissa Bos, Executive Assistant to City Manager

PC Case 25-13 CT Overlay Map



4/17/2025

--- Key Streets

— Centertown Overlay

Zoning Districts

Southside

Easttown

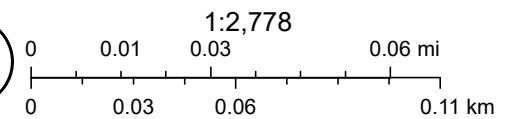
Old Town

Neighborhood Mixed Use

Office Service

Commercial

Civic Center



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

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



MEMORANDUM

TO: Ashley Latsch- City Manager
CC: Dana Kolleywehr- Assistant City Manager
FROM: Brian Jarosz- Waterfront and Events Manager
DATE:
SUBJECT: New Event for City Council -

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

Board or Commission Recommendation-

Staff Review Date-

DATES:
SET UP TIME:
START TIME:
END TIME:
TEAR DOWN TIME:

PUBLIC SPACES REQUESTED

PUBLIC SERVICES REQUESTED



CITY OF GRAND HAVEN

SPECIAL EVENT APPLICATION

OFFICE USE ONLY

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

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

EVENT SUMMARY

EVENT NAME: Grand Haven Elks #1200 Pulaski Day

EVENT DATE(S): September 27, 2025

START TIME:	END TIME:	SET UP TIME:	TEAR DOWN COMPLETED BY:
<u>2:00p.m.</u>	<u>10:00p.m.</u>	<u>7:00a.m.</u>	<u>10:00a.m. 9-28-25</u>

EVENT LOCATION(S): Grand Haven Elks Lodge, 15 S. Third Street, Grand Haven MI 49417

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

*New events require discussion with Special Events and Project Manager before submitting application.

EVENT WEBSITE (optional): _____

Would you like your event listed on the City's social media, free of charge? ☒ No ☐ Yes

APPLICANT INFORMATION

ORGANIZATION NAME: Grand Haven Elks Lodge #1200

ORGANIZATION ADDRESS: 15 S.Third Street, Grand Haven Michigan 49417

RESPONSIBLE PARTY NAME: Patricia E. Eppler

RESPONSIBLE PARTY ADDRESS: 150 Clinton Avenue, Grand Haven Michigan 49417

APPLICANT PHONE: 616-322-3652 EMAIL: patriciaeppler@icloud.com

EVENT DAY CONTACT (NAME/PHONE): Patricia Eppler 616-322-3652 or Bill Kendro 616-566-1245

Representative must be on site and available during entire event.

EVENT DETAILS & LOGISTICS

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

Provide a detailed description of your event. Use additional sheet if necessary.

Pulaski day celebration with 1/2 block of 3rd street in front of Elks closed for a tent and Polka Band.

We are serving a variety of polish food and drink cooked in Elks kitchen.

Hope to make this an annual Elks signature event, since no one else in Grand Haven does such an event.

May charge a small cover charge and have party favors like Can koozies.

Band with polkas and dancing.

EVENT DETAILS & LOGISTICS CONTINUED *BANNER PRICING*

Department of Public Works Services (Check all that apply)

- ☒ Banners, \$125-\$350 *MAYBE*
- ☐ Electric, \$200 plus usage
- ☐ Stadium Fencing, \$800-\$4400
- ☒ Barricades, \$3-\$15 (# and type determined by Public Safety)
- ☐ Park Rental, fees vary by park
- ☒ Street Closures, \$150
- ☐ Portable Stage (Showmobile), \$500-\$1025
- ☐ Sound System, \$100
- ☐ Cardboard Trash Container/Liner, \$13 each
- ☐ Sanitation (Grey Water/Grease)
- ☐ Water, \$100 plus usage

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

- Will this event provide portable restrooms? ☐ No ☒ Yes # of units? ___ # of ADA units? 1
- Will this event provide dumpster(s)? ☒ No ☐ Yes **NOTE: Portable restrooms and/or dumpsters may be required.**
- Will there be entertainment? ☐ No ☒ Yes Will there be amplified sound? ☐ No ☒ Yes
- If yes, check all that apply** ☐ DJ ☐ Live Acoustic ☒ Live Amplified ☐ Other _____
- This event is (please select one) ☒ Open to the public ☐ Private/Ticketed ☐ Invitation Only

PUBLIC SAFETY

- Will there be food trucks/food concessions? ☐ No ☒ Yes*
- Contact the Health Department for requirements and to schedule inspections.**
- Food truck vendors must have an annual inspection and permit from the Grand Haven Fire Marshal.**
- Will there be food cooked on-site? ☐ No ☒ Yes
- If yes, how will food be cooked? ☒ Gas ☐ Charcoal ☒ Fryers ☐ Electric
- Will there be pyrotechnics? ☒ No ☐ Yes
- Will you provide your own security? ☐ No ☒ Yes
- Will there be assembly tents at the event? ☐ No ☒ Yes
- If yes, how many? 1 Total Size 20x30
- Tents over 400 sq. ft. require a tent permit, fee and diagram. A permit application will be sent to you if required. An inspection must be conducted by the Fire Marshal.**

ALCOHOL SERVICE

- Will there be alcohol sold/served at the event? ☐ No ☒ Yes (if yes, complete the remainder of this section)

Applicants must contact the Grand Haven Department of Public Safety to apply for a separate liquor license.

The liquor license application also requires approval from the Michigan Liquor Control Commission following City Council approval.

Name of non-profit organization applying for the liquor license?
Grand Haven Elks Lodge #1200

Contact Name: Kari Smith-Trustee Elks #1200 Phone Number: 616-402-4442

STREET & PARKING LOT CLOSURES

Please complete this section if you are requesting street closures or use of City parking lots. List the streets/parking lots you are requesting to close. Include the required map with your application identifying street and parking lot closures.

STREET/PARKING LOT TO BE CLOSED	FROM WHICH INTERSECTION/LOCATION	TO WHICH INTERSECTION
Example - Harbor Drive	Columbus	Franklin
1/2 block of 3rd street in Front of Elks Lodge, Alley will be open	Franklin	To ally behind Elks

To help ensure the safety of event participants and the public, street closures require the following:

- **Barricades:** Street closures generally require barricades, which the City provides. The number of barricades will be determined by Public Safety, and a fee will be assessed to the applicant. **Barricades are to be set up by the event organizer.**
- **Race Routes:** Organizers must use the City's pre-approved route and mark the route with the City's race route signs.
- **No Parking Signage:** "No parking" signs must be posted 24 hours before an event for Public Safety to enforce the No Parking Order. If the areas you are requesting to use contain accessible parking spaces, those spaces must be replaced at a nearby location.
- **Notification of Affected Parties:** Applicant must notify property owners along the street closure route of the date and time of street closures. You can do this by delivering a notice in person or by mailing a notice to the property owner. **The Special Events and Project Manager can provide you with the names and addresses of property owners along your route for mailing purposes.**

LIABILITY INSURANCE

Liability insurance naming the City of Grand Haven as additional insured is required for all events. You may contact an insurance agent of your choice to obtain liability insurance coverage. Please inform your insurance agent that the wording on the certificate must read: The City of Grand Haven, as additional insured in the amount of \$1,000,000 per occurrence 519 Washington Avenue Grand Haven, MI 49417

An acceptable certificate of insurance must be submitted no later than **14 days** before the event date.

Name of Insurance Company/Agent: _____

Phone Number of Company/Agent: _____

SPECIAL EVENT FEES

Submit the special event and park application fees with completed application. Applications will not be processed without the application fee being paid. A cost estimate of event fees will be provided upon staff review of application. See current fee schedule for additional fees and current rates.

To Be Completed by Applicant	City of Grand Haven Resident and Non-Profit Discount
<input checked="" type="checkbox"/> Resident/Non-Profit Application Fee, \$100	<ul style="list-style-type: none">Residents and non-profits within the City of Grand Haven (COGH) are eligible for up to \$500 in discounted fees.Non-profits outside the COGH are eligible for up to \$250 in discounted fees.Discounts only apply to facility, park, and public space rental fees (not incidental costs).Discounts are subject to approval and current special event policy.
<input type="checkbox"/> Non-Resident/Profit Application Fee, \$150	
<input type="checkbox"/> Park Permit Application, \$35	
<input type="checkbox"/> Duncan Park Application, \$25	
I am requesting the maximum allowable discount (Initial Here): <u>PEE</u>	

REQUIREMENTS OF THE SPECIAL EVENT

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

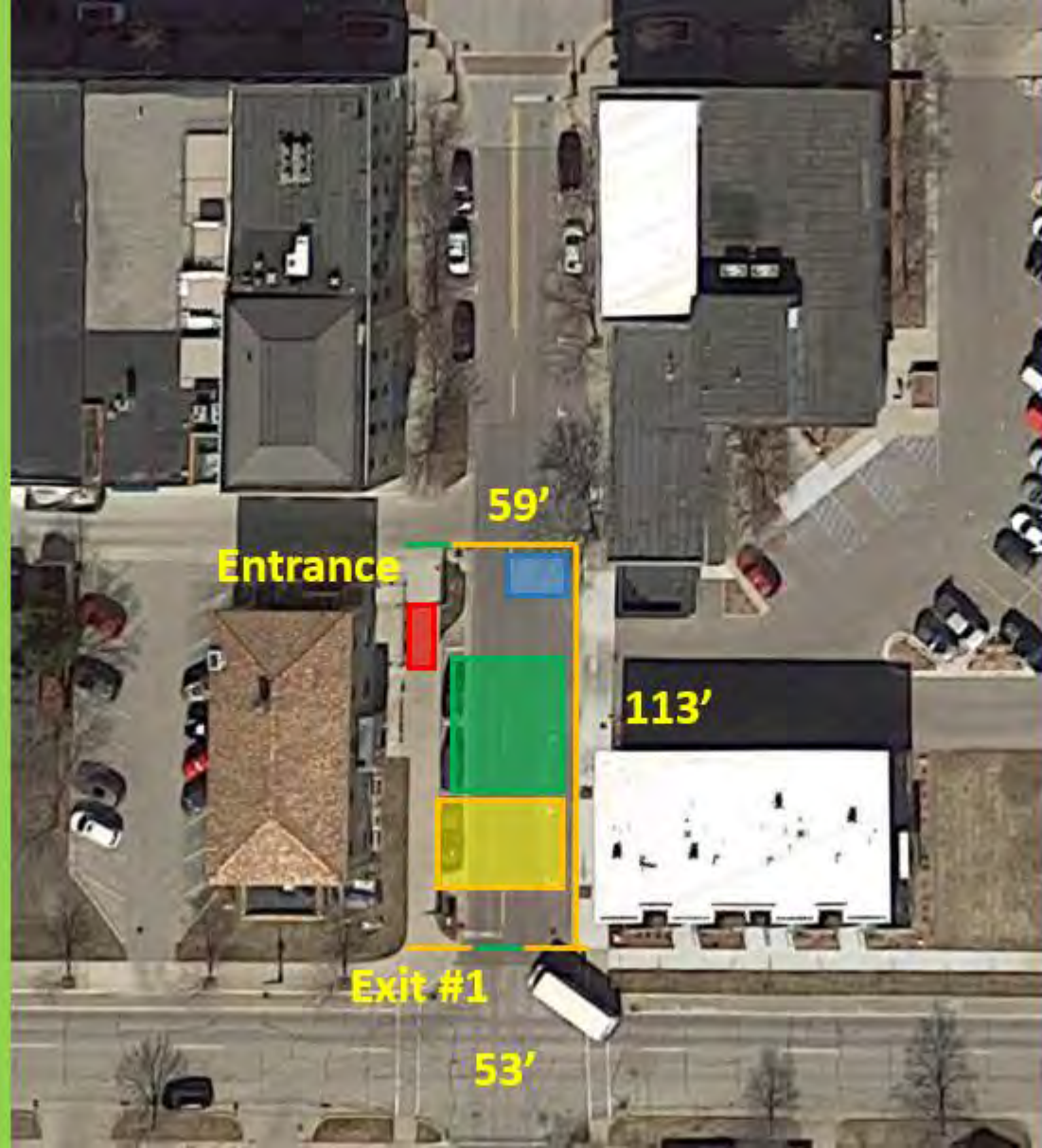
Failure to comply with any requirements of the Special Event Permit may result in the forfeiture of your deposit, the cancellation of the event, and/or the denial of future event requests.

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

Patricia E. Eppler	June 10, 2025
Signature	Date

Grand Haven Elk's Lodge 1200

Pulaski Day- Saturday 9/27



30x40 Tent for Band & Dance floor



10x10 tent over bar- cans out of coolers



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



Seating are- 6 tables w/ chairs

Attachment E

Grand Haven Airport Board Meeting Minutes May 27th, 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: Jennifer Bares, Kevin Jarchow, Roland Ashby

Summary:

The airport board meeting on May 27th, 2025, commenced at 5:30 PM. The secretary called the roll, and all the members were present. The Board covered various topics including the approval of previous meeting minutes, airport projects, safety and security issues, and financial updates

The first item on the agenda was the approval of the regular meeting agenda. There were no questions, changes, or comments regarding the agenda.

Hearing no further issues, the board proceeded with the current agenda. The floor was then opened for audience comments.

First Call to the audience:

Jennifer Bares, 14981 Briarwood Street:

Just a quick update on Dawn Patrol, which is on June 7th at the Grand Haven Airport.

We visited 110 businesses this year, with about 15 to 20% participating. We still need to follow up in person as we rarely hear back otherwise. Everything is going as planned for our June 7th event, which starts at 8:00 AM and runs until noon. Public safety has been informed, and they will touch base again. If you have any concerns or questions, please feel free to reach out to me or Earl. We hope to see everyone there on June 7th from 8:00 AM to noon. Thank you.

Roland Ashby, 15003 River Bluff Place:

The Young Eagles rally will coincide with the open house for insurance logistics. We have 150 kids registered and capped due to limited aircraft, with another 228 on the waitlist. Competing events in Greenville and Battle Creek have limited available pilots. We plan to hold another rally in June to accommodate the waitlisted kids. No new registrations or additions to the waitlist will be accepted today.

Minutes:

- Acceptance of 4/22/2025 meeting minutes:
Motion by Swartout, seconded by Clapp, motion carried with unanimous support

New Business:

Say Weather:

Ben Ennenga visited Zeeland to record their announcements. Their system has three and four clicks options: the short version with three clicks and the full version with four clicks. Let me share the recordings with you.

The total duration from activation to completion is around 20 seconds for four clicks. The shorter version includes wind speed and direction, while the full version also includes temperature, dew point, and altimeter settings. This has implications for safety, especially considering aircraft speeds in the traffic pattern. I'd like to know if this system has posed any safety concerns.

Listening to the recordings in the cockpit with headsets enhances clarity. We need an estimate of the yearly calibration cost, which could be around \$1,000 for the altimeter according to NIST standards. If we were to use it for RNAV approaches, it might require specific calibration standards. The advisory would focus on wind data being accurate. Maintenance seems minimal beyond the barometer.

Costs vary significantly; the current weather station costs around \$2,000, but more advanced systems can go up to \$10,000. Some discounts may be available, reducing prices slightly. We have one more meeting before Oshkosh to discuss further questions. Feedback indicates support for purchasing an updated weather system similar to the one installed at other airports.

ATIS, ASOS, and METAR are linked it to major electronic flight boards, with Foreflight and others being displayed on the internet.

Ethan Beswick mentioned that Say Weather is an excellent system and user experience works well. They exhibited next to them at Air Venture 2024, with positive remarks about their team and products. Despite being more expensive, it is refined, useful, and user-friendly. Pete Boone added that having such systems at airports would be beneficial

We can't purchase it yet due to budget allocations for the next fiscal year starting in July. Questions should be emailed. Once the budget is finalized, we might proceed based on consensus.

Regarding runway lights, 3 clicks turn them on to low intensity; they will activate during daytime as well. A 20-second delay for skydive operations may tie up the frequency. Concerns were expressed regarding announcements for entering downwind or midfield left downwind approach.

The advisory system ties into services like Weather Underground, costing \$700 annually, but calibration needs exploration. Reliability case studies and mitigating interference with lights are essential considerations. Tony, the only commercial operator, might have a neutral stance, but interruptions during skydive reports are notable. Say Weather Pro Plus connects via Ethernet or Wi-Fi, enabling features like text alerts, web pages, and cameras.

Once initiated, the process will continue uninterrupted until completion, whether it takes 10, 12, or 20 seconds. Ben has questions about setting up weather advisories. The weather station gathers data and converts it to audio information using a 'magic box' and a handheld radio. This system announces wind direction, temperature, altimeter, and density altitude. It is not the \$10,000 system but a more simplified version without complex wiring.

People can access the weather through Foreflight internet services for \$709 a year after the first six months. However, live flight updates require ADS-B setup, which they are currently working on.

Land Lease Discussion:

It is understood that there is a contract approved by the city attorney and endorsed by the City Council and mayor. The revisions to the minimum standards include requirements for privately built hangars on the airport, leasing land, and building one's own hangar. However, there is no resolution from the city authorizing the start of land leasing. Tom is expected to draft a document to be presented before the City Council next month to finalize this matter.

Regarding the lease rate, we had previously agreed on \$0.35 per square foot, which would result in an additional annual income of approximately 3000 dollars. This rate will be reviewed yearly, and there are contract provisions for adjustments.

The parcel size for a 60 by 60 building includes a 60 by 60 apron and five-foot margins around three sides, resulting in a total parcel size of approximately 125 by 70 feet.

It is important to ensure the price is right before moving forward. The concern about increasing lease rates beyond reasonable limits is addressed within the contract provisions, allowing adjustments based on the Consumer Price Index (CPI).

There are considerations regarding property tax increases capped at 3% annually, which may affect the overall cost. The contract allows for yearly increases based on the cost of living. This provides stability for leaseholders while considering changes over time.

Transparency is crucial, and posting the contract on the city website could provide clarity. Any future negotiations will consider these factors, ensuring fairness for all parties involved.

Further discussions on this topic are ongoing, and once applications start, specific questions and concerns will be addressed.

Old Business:

(None)

Airport Manager's Report:

Summary: Activity at the airport last month was unusual for this time of year as summer maintenance has begun, including mowing 119 acres of land. Recent storms caused several hangar doors to come off their guides due to heavy winds, but they have since been repaired.

Jennifer mentioned the annual Dawn Patrol on June 7th, where car parking will be east of the arrow hangers and along the north side of the airport. Volunteers will park between the drive and the swing-set area. Efforts will be made to keep taxiways and taxi lanes open, though the North taxiway to runway 18 may be used by skydive operations, subject to runway usage and wind conditions. Measures will be taken to ensure access to hangars from both east and west sides

Funding and Projects: Major projects include reconstruction and rehabilitation of runway, awaiting state funding. Sealed bids for Jet A and 100LL fuel are due tomorrow, with a minimum of three expected. The bid process requires actual costs rather than estimates. Current bids are anticipated to be below original estimates. MDOT is processing payment based on initial bid amounts.

- **Crack Sealing:** Crack sealing and pavement remarking are being coordinated with the city. The status is pending.

- **Land Leases and Hangars:** Progress made on land leases and hangar projects; awaiting City Council approval for land lease changes. The maintenance of airport facilities is ongoing.
- **Wildlife and Noise:** No wildlife reports; no noise complaints.
- **Hangar Demand:** Strong interest in hangar space with over 40 individuals on the list. Maintenance items such as repairing runway lights are underway.
- **System Performance:** Temporary downtime for fuel system due to credit card processing issues. Continuous monitoring ensures quick issue resolution.
- **Fuel Prices:** Fuel prices have decreased compared to last year.

Projects

- Construction of new hangars and future airport-funded projects are ongoing, with quotes received for painting of the A row hangers.
- Runway 18/36 rehabilitation project: Still waiting on the grant (BIL funding) paperwork. The approval and funding for this project was made at the March meeting of the Michigan Aeronautics Commission. Work expected to begin late this summer.
- Crack sealing, pavement and repainting, (not inclusive of runway 18/36), 41,000 feet of crack seal; 26,000 square feet of white paint, 21,000 square feet of yellow paint, and 500 square feet of black paint. Note: We will have to make up a project and work plan for this and perhaps go out for a bid - this will not be handled by MDOT in the usual way, it will be on an individual basis - but the crack seal company may honor their cost agreement with MDOT.
- Jet A and 100LL fuel pump replacement project: To be funded by the state of Michigan. We will replace the existing pumps and install two new pump dispensers, update all systems/components, and install emergency shutoff valves. The interface will be designed by QT pod. Fuel pump replacement involves interfacing new systems with existing ones.

Safety & Security

- No noise complaints, no wildlife complaints
- 2 Powerline Orange balls not installed by BLP. Additional markings on power lines are needed for safety compliance.
- 3 Notams

Airport Operations & Activity

- 175 Log Entries
- Fuel sales were less than last year

- Fuel Sales were 958 Gal. 100LL, 178 Gal. Jet A
- 58 Aircraft home based on the field.
- Worked on 3-4 aircraft, no flight instruction
- Hangars are fully occupied

Airport Facilities

- EAA Hangar roof repaired
- Several hangar door rollers may need to be repaired

Airport Liaison Report:

Summary:

The current cash balance is \$408,000, with an increase to \$412,000 as of this morning. Petty cash stands at \$200, and the Community Foundation provided \$615. Interest income exceeded budget expectations due to investment of funds. Expenses are under control with adjustments planned for over-budget items like maintenance materials and electricity costs.

Discussions about supplementary heating in the maintenance hangar continue, noting that electric heaters may need to be supplemented due to heat pump limitations. Historical use of heaters is recognized, and the need to address current issues is acknowledged.

The last electrical budget was reviewed three months ago, and it's costing \$1000 a month as of July 1st. Therefore, we need to review the bills for the past few months to make sense of the current budget situation. The annual budget allocated is \$12,000, and the natural gas bill has been quite reasonable at \$1500 for a year, currently standing at \$1253.

The upcoming MAP meeting is scheduled for June 10th. Those interested in attending need to confirm travel arrangements. The city's assistant or manager might also attend along with the planner who was included in the email. The meeting starts at 10 AM in Lansing and should conclude by 3 PM.

Bid openings for the gas pumps are scheduled for tomorrow at 10 AM, with two bids already submitted by Sparling and Northern Pump.

Prein & Neuhoﬀ's hangar design contract for the six T-hangars is under review for \$63,000. A letter of acceptance is needed to ensure the amount charged is reasonable. John mentioned potentially handling this in two separate contracts if it results in a better overall price.

Additionally MDOT has not yet received the BIL grant money.

Accounts receivable over 30 days: \$5473

Airport Cash balance: \$412,000

Second Call to audience:

Summit Professional Business Services located at 201 S Beacon Blvd., Grand Haven, MI. - Summit Professional Business Services owns an aircraft in hangar H11. We receive our invoice from the city for our hangar rent every six months and we are charged the non-resident fee. We request that the board address this with the treasurer to see if we can get the \$30 non-resident fee waived or removed because the company is located within the city of Grand Haven and pays taxes to the city of Grand Haven. We were charged \$30.00 or \$10 per month, which we believe should not apply as the aircraft is owned by the company and the company's address is in the city. The aircraft resides in the city. We have always been told that one must be a resident to qualify.

Motion to adjourn, seconded: Clapp, Harrell**Adjournment 6:52 pm****Minutes submitted by board secretary, Richard Clapp**

Grand Haven Airport Board Meeting Minutes June 24th, 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: Louis Lybrook, Kevin Jarchow, Roland Ashby, Mayor Bob Monetza

Summary:

The airport board meeting on June 24th, 2025, commenced at 5:30 PM. The secretary called the roll, and all the members were present. The Board covered several topics including the approval of previous meeting minutes, airport projects, safety and security issues, and financial updates.

The first item on the agenda was the approval of the regular meeting agenda. An addition was made to the agenda by Tricia Harrell regarding an airport camping event.

Vote: regarding the addition of an airport camping event to the agenda with no opposition.

First Call to the audience:

No comments

Minutes:

- Acceptance of 5/27/2025 meeting minutes:
Motion by Swartout, seconded by Clapp, motion carried with unanimous support

New Business:

Gas Pumps

The first item of new business is a recommendation to the Grand Haven City Council to approve contract 2025-0548 in the amount of \$64,750 for the acquisition of two new gas pumps. The proposal was straightforward and clearly presented. Mr. Tom Mandersheid successfully secured the grant for the new pumps to be installed at the fuel farm. This document from

MDOT outlines the necessary steps for us to recommend approval to the City Council. It will be included in the City Council's meeting agenda for July 7th.

Motion to approve this recommendation. Swartout/Hagenbuch. Motion was unanimously approved by the board.

Land Lease Discussion:

1. City Council Approvals:

- On May 25, the City Council approved additions to the Minimum Standards, establishing clear requirements for individuals wishing to construct private hangars on airport property.
- On June 16, the Land Lease Contract was approved, officially enabling the project to move forward.

2. Pilot and Public Engagement:

- Pilots will be informed promptly, with a focus on spreading awareness to foster interest and assess actual demand.
- Outreach should extend beyond our airport to nearby airports, where pilots may not be aware of the new policies.
- All advertising and promotion should be coordinated through the city.

3. Communication and Promotion:

- A notice at the fuel pump was recommended to alert pilots. This will require city management approval.
- Posting updates on the city website is crucial—similar to how minimum standards and noise abatement policies are shared.
- Recent updates to the Minimum Standards have been provided to the city. Follow-up is in progress to ensure timely posting.
- Trish at city hall has confirmed that she will publish the most up-to-date version upon receipt.

4. Lease Contract Transparency:

- There was discussion about whether the land lease contract should be made publicly available on the city website.
- The initial lease rate is \$0.35 per square foot per year, and while subject to change, including it online would support transparency.

- Posting the full agreement would allow potential tenants to understand the terms before committing.

5. Project Planning and Visuals:

- Work is underway to create a detailed drawing of proposed hangar locations.
- If the current suggested locations are not viable, alternate layouts will be generated for board review.
- The final date for submission or review will be updated and confirmed.
- Starting Point:
The current airport layout plan (ALP) will serve as the base reference, even though it's understood the ALP will need to evolve as new hangars are constructed. This is a standard and expected part of the airport development process.
- Coordination with the City:
A caveat will be added to ensure coordination with the city regarding proposed hangar locations and development cycles. This will be explicitly stated moving forward.
- Next Steps for the Board:
Earl was asked if he can prepare a presentation or proposal for the board. While not committing to having it ready by the next meeting, he acknowledged the request and will try to meet the timeline if possible.
- Hangar Placement Considerations:
 - The originally discussed area (east of Apron) may not be suitable for larger aircraft like King Air, as the current taxi lane is not wide enough.
 - There is an emphasis on identifying areas where hangars can be built without requiring the addition of new pavement.
 - The east side of Apron was specifically mentioned as potentially problematic due to narrow access.
- Future-Proofing the Layout:
 - The current ALP shows hangars facing south on the east side. There was a suggestion to reserve space in this area for larger hangars in case a commercial customer wishes to build.
- Action Item:
Earl may prepare a formal proposal regarding hangar placement of hangars for board review, at the next meeting.

Airport Camping Event Proposal (presented by Tricia Harrell)

- A pilot fly-in with optional aircraft camping is being proposed at Grand Haven Airport.

- The event is tentatively scheduled for Friday, August 1st through Sunday, August 3rd, to coincide with the final weekend of the Coast Guard Festival.
- The event intentionally avoids overlap with EAA AirVenture Oshkosh to maximize participation.

Goals:

- Provide a social, family-friendly aviation event for Michigan's close-knit general aviation community.
- Increase visibility and usage of Grand Haven Airport.
- Promote airport services like fuel and maintenance.
- Foster interest in future events like Pancake Breakfasts, Young Eagles flights, and Trick-or-Treat Fly-ins.

Key Features:

- Open to pilots and passengers, but not a general public camping event.
- Tent camping only, adjacent to aircraft in grass parking areas.
- No amplified sound, alcohol, pyrotechnics, or formal entertainment.
- Informal food options (grilling allowed on provided propane grill).
- Coffee and donuts provided in the morning.
- Pilots expected to bring tie-downs; limited parking is available.
- Cleanup by 2 PM on Sunday, August 3rd.

Facilities & Logistics:

- Restrooms: Terminal building; Skydive facility available as backup.
- Trash: Existing dumpsters will be used; additional bags available.
- Water & Shelter: The Terminal building provides water fountains and storm shelter; no showers.
- Transportation: No courtesy car, but FBO has bikes and local bike rentals.
- Fire Pit: Allowed only at designated, pre-approved location with extinguisher on hand.

Safety & Compliance:

- Fire marshal inspection required.

- FAA safety considerations noted due to potential fireworks/drone shows during the Coast Guard Festival.
- Aircraft camping areas carefully chosen to avoid soft ground and unsafe taxi conditions.
- Pilots will be advised of voluntary noise abatement procedures and published traffic patterns.
- No parking allowed in areas deemed unsafe due to terrain or clearance issues.

Advertising & Registration:

- To be promoted via:
 - Michigan Pilots and Michigan Flying Facebook groups.
 - City website
 - Fuel pump signage (pending city approval)
- Registration books and information packets will be available in the terminal.
- Emergency contacts, tie-down expectations, local businesses, and contact sheets will be included.

Next Steps & Requests:

1. City Management Approval for:
 - Signage at the fuel pump
 - Propane grill usage
 - Formal posting on the city website
 - Insurance requirements clarification (standard policies are proving difficult)
2. Airport Board Review of:
 - Proposed layout and parking plan (subject to ground conditions)
 - Fire pit location and procedures.
 - Advertising content (to reinforce pilot-specific nature)
3. Coordination with Fire Marshal for inspection before approval.

“If you would like, I can help turn this into a formal event proposal PDF, a one-page flyer for pilots, or talking points for city council presentation. Let me know what you’d like next.” -Tricia Harrell

Motion:

To recommend to the Grand Haven City Council the approval of a fly-in camping event, titled the “Grand Haven Airport Summer Fly-In,” to be held from August 1–3, 2025, at the Grand Haven Memorial Airport. The event will allow pilots to fly in and tent camp adjacent to their aircraft.

Conditions:

1. **Sponsor Pilot Requirement:** Each event of this nature must be scheduled by a Grand Haven-based sponsor pilot and approved individually by the City Council, per the city’s existing ordinances and policies.
2. **Insurance:** Final approval will be contingent upon securing adequate liability insurance coverage, as required by the city’s special event permitting process.
3. **City Ordinance Compliance:** Camping will be permitted under the special event exception in the municipal code, subject to City Council authorization.
4. **City Event Process:** This event must go through the City’s standard special event process, which includes:
 - Fire Marshal inspection (due to camping and fire pit use)
 - Administrative review for restroom access, site logistics, parking, and impact on fuel and runway projects
 - Confirmation of insurance and permit fee payment (currently estimated at ~\$1,500, subject to quotes)

Discussion Notes:

- The airport manager expressed concerns about overlapping projects (runway reconstruction and potential fuel system maintenance) that could affect event logistics.
- Organizers acknowledged fuel may not be available but noted this would be clearly communicated, and pilots are responsible for flight planning.
- Alternatives for liability insurance (e.g., through EAA) are being explored.
- The event is seen as a valuable aviation outreach effort similar in spirit to the Young Eagles and may support future aviation events and community engagement.

Vote:

Recommendation was approved by the board 4-1 to advance this request to the city council.

Old Business:

(None)

Airport Manager's Report:

- Successful dawn patrol event on June 7th. Over 500 breakfasts served, and money raised, including an impressive \$5000 in donations.

Projects

- Construction of new hangars and future airport-funded projects are ongoing, with quotes received for painting of the A row hangars.
- Runway 18/36 rehabilitation project: Work expected to begin late this summer.
- Tall structure in regulatory review 1100 feet SE of the airport.
- Crack sealing, pavement and repainting, (not inclusive of runway 18/36), 41,000 feet of crack seal; 26,000 square feet of white paint, 21,000 square feet of yellow paint, and 500 square feet of black paint. This **will not** be funded by MDOT.
- Jet A and 100LL fuel pump replacement project: Low bidding contractor selected for pump replacement.

Safety & Security

- No noise complaints, report of two deer
- 2 Powerline Orange balls STILL not installed by BLP. Additional markings on power lines are needed for safety compliance.
- 3 Notams

Airport Operations & Activity

- 290 Log Entries
- Fuel Sales were 1238 Gal. 100LL, 1301 Gal. Jet A
- 58 Aircraft home based on the field.
- Worked on four aircraft, no flight instruction.
- Hangars are fully occupied.

Airport Facilities

- Terminal Building: Adjustment to two South doors.
- Tractor water pump failure

Airport Liaison Report:

Summary:

Currently, we have \$409,156 in cash. However, this amount will decrease below \$400,000 due to recent fuel purchases. The fuel farm budget appears satisfactory. The fuel sales figure was unexpected; initially budgeted at \$150,000 in revenue, it was reduced to \$140,000, and as of the 19th with two weeks remaining in the fiscal year, we are at \$120,000. Recent purchases are not included in this revenue figure. In terms of expenses, everything looks within budget.

We have spent \$99,000 on fuel, with another \$10,000 likely to be spent, totaling around \$120,000. Our July meeting is scheduled for July 15th, the third Tuesday of the month, due to the EAA Oshkosh event. Please mark your calendars accordingly.

Accounts receivable over 30 days: \$420

Airport Cash balance: \$409,156

Second Call to audience:

Kevin Jarchow, representing brokers and professional business services located at 201 S. Beacon Blvd., stated that last month he addressed the board regarding the non-resident fee charged on annual leases. His company has an airplane in hangar H11, which is owned by Summit. Summit, which has an address at 201 S. Beacon Blvd., pays approximately \$5000 in taxes to the city of Grand Haven for various purposes. Mr. Jarchow's company is a separate entity with distinct tax IDs. Mr. Jarchow requested that the board add an agenda item for the next meeting to propose the removal of the non-resident fee for tenants and determine if the extra charge complies with state regulations.

The board chair responded that the board has no direct influence over city policies concerning hangar leasing, suggesting that concerns should be brought to a city meeting. The board's role is to relay such issues to the city.

Roland Ashby from 15003 River Bluff Place, commented on the weather reporting system. He mentioned that another airport in Michigan has recently added a similar system, which has been beneficial for pilots. Mr. Ashby emphasized the importance of having accurate weather information for safety reasons.

Mr. Ashby also highlighted two community events hosted at the airport: the open house in June and the "Trunk or Treat" event in the fall. These events focus on engaging the community, which helps garner support for the airport. The Young Eagles program at the open house had 400 kids registered to fly, but only about 100 were able to participate. Another event is planned for July to accommodate more children.

Lastly, Mr. Ashby noted the significant fuel sales of \$120,000, initially projected to be higher. He stressed the need to attract more pilots to support aviation activities and increase fuel sales,

which are crucial for the financial stability of the airport. He appreciated the board's support in these efforts and encouraged further initiatives to enhance pilot engagement.

Motion to adjourn, seconded: Clapp, Swartout

Adjournment 6:35 pm

Minutes submitted by board secretary, Richard Clapp

**GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
APRIL 28, 2025**

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, April 28, 2025, at 6:00 PM at the Board's office located at 1700 Eaton Drive 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, Operations and Power Supply Manager Erik Booth, and Distribution and Engineering Manager Austin Gagnon.

25-04A Director Knoth, supported by Director Welling, 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: None.

25-04B Director Welling, supported by Director Polyak, moved to approve the consent agenda.

The consent agenda includes:

- Approve the minutes of the March 20, 2025 Regular Board Meeting
- Receive and File the March Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the March Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 03/27/2025
- Approve payment of bills in the amount of \$2,261,229.82 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$199,422.71 from the Renewal & Replacement Fund
- Approve Purchase Order #23376 to Koppers in the amount of \$16,920 for distribution wood poles for BLP stock

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
APRIL 28, 2025

- Approve Purchase Order #23379 to Power Line Supply in the amount of \$109,867 for GH-T1 transformer bushings

Roll Call Vote:

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

Motion carried.

25-04C Director Welling, supported by Director Polyak, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23364 to Border States in the amount of \$40,829 for electric meters for BLP stock
- Purchase Order #23370 to Irby in the amount of \$112,906 for 32 overhead transformers for BLP stock
- Purchase Order #23378 to the Holland Board of Public Works in the amount of \$8,000 for LEDS safety training
- Purchase Order #23380 to Dykstra Landscape in the amount of \$8,130 for Eaton Drive and Osipoff Substation lawn care
- Purchase Order #23389 to Dewitt Trenching in the amount of \$21,600 for directional bore services for Sterns Bayou
- Purchase Order #23392 to HIS Workplace in the amount of \$6,300 for fiscal year 2026 safety training videos
- Purchase Order #23393 to Koppers in the amount of \$108,386 for distribution wood poles for capital improvement plan projects

Roll Call Vote:

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

Motion carried.

25-04D Distribution and Engineering Manager Austin Gagnon provided a transmission and distribution strategic goals update.

Of the four goals established in the Strategic Plan for the transmission and distribution area of focus, three have been completed and the last one is in progress. A full system audit has been conducted and since 2020 five major capital projects have been completed. In progress capital improvement plan projects are running behind schedule. Material costs are up 25-100% with increased lead times. Contract labor rates are also up, in some cases as much as 100%. Due to

GRAND HAVEN BOARD OF LIGHT AND POWER
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these factors, the budgeted capital plan is expected to grow to \$5 million per year. Upcoming projects in the capital plan focus on hardening overhead and strategic undergrounding.

Reliability data was also reviewed. In 2024, the average BLP customer experienced 2.4 outages per year and have been without power for only 3.9 hours. These results meet the Board's established Key Performance Indicator goal for the average customer to experience a loss of power for fewer than four hours per year. The average outage restoration time improved from 1.8 hours in 2023 to 1.6 hours in 2024. Of 506 outages experienced in 2024, 284 were planned, 106 were due to trees, 24 to animals, with the remainder due to bad underground, fuses, or substations.

No formal action taken.

25-04E Finance Manager Lynn Diffell presented the preliminary capital plan and expense budget.

The BLP is seeing a decrease in Mwh's sold per year. In fiscal year 2023, retail sales totaled 283,192 Mwh. For fiscal year 2026, the forecasted amount has dropped to 266,910 Mwh. Despite the decrease in sales, the BLP is in a low risk position with each customer category (residential, industrial, and commercial) representing approximately 30% of sales. 69% of budgeted operating expenses are allocated to purchased power, totaling \$20 million. The transfer to the City of Grand Haven is expected to be \$1.84 million. The five year capital plan totals \$27.6 million, with fiscal year 2026 accounting for \$7.2 million of this total, including \$2.2 million for building renovations. The environmental remediation surcharge is budgeted to continue through fiscal year 2026 and will collect an additional \$1 million for future Harbor Island costs. Cash is expected to decrease from \$30 million to \$26 million during the fiscal year 2026.

No formal action taken.

25-04F Chairperson Westbrook asked the Board to keep Wednesday, May 21st at 6:00pm open for a potential joint BLP and City Council meeting.

No formal action taken.

Other Business

- The BLP received a 2024 Diamond Level Safety Award from the American Public Power Association. This is the highest level that can be earned.
- The BLP had a rotation of one crew, or three employees at a time, doing mutual aid work in northern Michigan for the past three weeks following the ice storms. All employees have now returned home.
- MMEA's "Impact Report" was shared, which summarizes data on public power in Michigan. The study found that public power customers in the state of Michigan save \$402 million per year.

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Public Comment Period: None.

Adjournment

At 7:00 PM by motion of Director Welling, supported by Director Knoch, the April 28, 2025 Board meeting was unanimously adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Danielle Martin".

Danielle Martin
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
MAY 15, 2025

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, May 15, 2025, at 6:00 PM at the Board's office located at 1700 Eaton Drive in Grand Haven, Michigan and electronically via live Zoom Webinar.

The meeting was called to order at 6:14 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, Operations and Power Supply Manager Erik Booth, Distribution and Engineering Manager Austin Gagnon, Information Technology Specialist Dan Deller, Ron Bultje of Dickinson Wright, and Dan Kasbohm of Utility Financial Solutions.

25-06A Director Welling, supported by Director Knoth, 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: None.

25-06B Director Welling, supported by Director Polyak, moved to approve the consent agenda.

The consent agenda includes:

- Approve the minutes of the April 28, 2025 Regular Board Meeting
- Receive and File the April Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the April Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 04/30/2025
- Approve payment of bills in the amount of \$2,175,179.98 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$713,828.64 from the Renewal & Replacement Fund

Roll Call Vote:

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

Motion carried.

GRAND HAVEN BOARD OF LIGHT AND POWER
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25-06C Director Welling, supported by Director Crum, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23391 to Altec in the amount of \$358,642 for a TA60 bucket truck
- Purchase Order #23403 to the City of Grand Haven in the amount of \$414,608 for fiscal year 2026 ground water monitoring
- Purchase Order #23404 to the City of Grand Haven in the amount of \$6,796 for the fiscal year 2026 impoundment inspection
- Purchase Order #23406 to Rehmann in the amount of \$38,910 for backup network servers and labor
- Purchase Order #23409 to Midwest Construction in the amount of \$993,000 for the Eaton Drive building remodel
- Purchase Order #23410 to Materials Testing Consultants in the amount of \$6,000 for soil bearings for the Eaton Drive building remodel

Roll Call Vote:

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

25-06D Director Welling, supported by Director Polyak, moved to approve the Board Resolution Regarding David Walters Litigation (Attachment A).

Roll Call Vote:

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

25-06E Director Welling, supported by Director Crum, moved to approve the Resolution to Approve the Fiscal Year 2026 Budget (Attachment B).

Finance Manager Lynn Diffell reviewed the budget and capital plan. There were no significant changes from last month's presentation. Any potential rate changes discussed in the Cost-of-Service Study would have a net zero effect on income and therefore would not impact the budget. The Environmental Remediation Surcharge will collect \$1 million for Harbor Island obligations. The Low-Income Energy Assistance Fund surcharge could be up to \$1.25 per meter per month as determined by the State. The State mandated Energy Waste Reduction surcharge is not yet known. Payments to the City of Grand Haven are expected to be \$1.8 million. The biggest expense within the budget is \$20 million for purchased power. The MERS pension program was 95% funded as of December 2023 and the 2024 report will be available in July. The five-year capital plan is \$26.5 million. At the fiscal year end, working cash is expected to be \$27.6 million.

GRAND HAVEN BOARD OF LIGHT AND POWER
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Roll Call Vote:

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

25-06F Director Welling, supported by Director Knoth, moved to approve the Resolution to Approve the Fiscal Year 2026 Capital Plan (Attachment C).

Roll Call Vote:

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

25-06G Dan Kasbohm from Utility Financial Solutions (UFS) presented the Cost-of-Service Study.

UFS utilizes key financial targets to measure the health of a utility. BLP has a good debt coverage ratio and cash balance; however, with no adjustments, operating income will drop below the optimal level in the next five years. This can be remedied with some small rate adjustments.

The study examined how much the BLP is spending to serve each customer class and how much the BLP is then collecting from each customer class. UFS looks for a window of plus or minus ten percent of the cost of service. The study found two classes fall outside of the ten percent window; we are collecting more from General Service Secondary customers than the actual cost to serve them and are collecting less from General Service Large Secondary compared to the actual cost to serve them. UFS suggests making small rate adjustments to these two groups to bring them closer to the actual cost of service. The proposed adjustments would have a net zero effect on BLP income.

The study found the monthly service charge for all classes is currently below the actual cost of service. UFS recommends increasing the monthly service charges and decreasing the energy charges for a net zero impact. UFS also recommends resetting the PSCA from \$0.059/Kwh to \$0.069/Kwh. This would increase energy rate charges by one penny but drop the PSCA by one penny, having a net zero impact.

The General Manager explained no Board action is being requested today. Staff hopes to bring any proposed rate changes, along with information on the State mandated surcharges, for Board approval in July.

No formal action taken.

GRAND HAVEN BOARD OF LIGHT AND POWER
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25-06H Catherine Vollmer and Sofia Vigeant from Great Blue Research presented the Customer Satisfaction Study.

The survey was conducted in digital and phone format from late February to early April. Responses were divided into two categories: residential and commercial. 518 residential surveys were completed, and 58 commercial surveys were completed. Data highlights for each group are:

Residential

- Average positive rating across all organizational characteristics was 85.9% (the national average was 63.6%).
- 90.8% of respondents were satisfied with their interaction with office personnel and 88.1% were satisfied with their interaction with field personnel (both higher than the national average).
- 90.4% of respondents were satisfied with the BLP's online management system and 93.8% were "very" or "somewhat" confident in the BLP's ability to restore power after a major storm or weather event.
- The top two priorities ranked by importance for residential respondents were having reliable power to their home and the cost of electricity. Reduction of carbon in the energy portfolio was ranked as the least important factor for residential respondents.
- 79% of respondents would "strongly" or "somewhat" support the BLP owning small local gas fired generation.

Commercial

- Average positive rating across all organizational characteristics was 85.8% (the national average was 69.5%).
- 95.7% of respondents were satisfied with their interaction with office personnel and 100% were satisfied with their interaction with field personnel (both higher than the national average).
- 100% of respondents were satisfied with the BLP's online management system and 98.2% were "very" or "somewhat" confident in the BLP's ability to restore power after a major storm or weather event.
- The top two priorities ranked by importance for residential respondents were having reliable power to their home and the cost of electricity. Reduction of carbon in the energy portfolio was ranked as the least important factor for commercial respondents.
- 89.7% of respondents would "strongly" or "somewhat" support the BLP owning small local gas fired generation.

No formal action taken.

GRAND HAVEN BOARD OF LIGHT AND POWER
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25-06I The Board's self-evaluation process was discussed. By consensus, the results will be reviewed at a special meeting held at 4:00PM on July 17, 2025. The meeting will be held off site prior to the regular meeting scheduled for 6:00PM.

No formal action taken.

25-06J The General Manager's annual performance evaluation was discussed. By consensus, the evaluation will be conducted at 4:30PM on June 19, 2025 prior to the regular meeting scheduled for 6:00PM. The evaluation will be conducted in closed session as requested by the General Manager and as permitted by Section 8(1)(a) of the Open Meetings Act.

No formal action taken.

Other Business

- The General Manager reported proposals were received today for the administration of the State mandated Energy Waste Reduction program. The Board will need to choose between using the State's or MPPA's contractor. The total estimated cost is \$1 million. The deadline to join the State's program is July 1st so Board action will be required at its meeting in June.

Public Comment Period: None.

Adjournment

At 8:11PM by motion of Director Welling, supported by Director Knoth, the May 15, 2025 Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
MAY 15, 2025

Attachment A

GRAND HAVEN BOARD OF LIGHT & POWER

RESOLUTION REGARDING DAVID WALTERS LITIGATION

WHEREAS, the Grand Haven Board of Light and Power ("BLP") is a Defendant in a lawsuit initiated by David Walters ("Walters"), David Walters v. Grand Haven Board of Light & Power, Case No. 24-7759-CD, in the 20th Circuit Court for the County of Ottawa (the "Lawsuit"); and

WHEREAS, in the Lawsuit, Walters alleges that BLP terminated him in breach of his employment agreement, as well as in retaliation for reporting suspected violations of the law, in violation of Michigan's Whistleblower Protection Act. Walters also alleges that the BLP has violated Michigan's Open Meetings Act; and

WHEREAS, BLP denies Walter's allegations, and asserts that BLP properly terminated Walters pursuant to Paragraph 10.C of his July 1, 2022 Employment Agreement; and

WHEREAS, BLP attended a mediation with Walters on April 18, 2025. The Parties did not reach a resolution at mediation; and

WHEREAS, BLP desires to try and resolve this Lawsuit without additional legal fees and costs.

THEREFORE, BE IT RESOLVED, BLP instructs its attorney, Kaufman Dolowich, to serve upon Walters an Offer of Judgment consistent with the presentation by Kaufman Dolowich in closed session on this date. This Offer of Judgment would resolve all claims set forth in the Complaint filed by Plaintiff, dated April 19, 2024, and be inclusive of all interest, costs, fees, and expense incurred through the date of the entry of said Judgment.

RESOLUTION DECLARED ADOPTED

Dated: May 15, 2025



Danielle Martin, Board Secretary
Grand Haven Board of Light & Power

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Grand Haven Board of Light & Power, at a meeting held on May 15, 2025, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: May 15, 2025



Robert Shelley, General Manager
Grand Haven Board of Light & Power

GRAND HAVEN BOARD OF LIGHT AND POWER
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Attachment B

GRAND HAVEN BOARD OF LIGHT & POWER

RESOLUTION TO APPROVE THE FISCAL YEAR 2026 BUDGET

WHEREAS, the Board of Light and Power has established a budget which includes operating and nonoperating revenue and expenses for the fiscal year 2026; and

WHEREAS, the Board of Light and Power has included projections for retail sales along with purchased power, employee and other expenses.

THEREFORE, BE IT RESOLVED, the Board of Light and Power believes that these projections are reasonable and based on the best practices; and

BE IT FURTHER RESOLVED, the Board of Light and Power hereby approves the budget plan as presented for fiscal year 2026.

RESOLUTION DECLARED ADOPTED

Dated: May 15, 2025



Danielle Martin, Board Secretary
Grand Haven Board of Light & Power

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Grand Haven Board of Light & Power, at a meeting held on May 15, 2025, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: May 15, 2025



Robert Shelley, General Manager
Grand Haven Board of Light & Power

GRAND HAVEN BOARD OF LIGHT AND POWER
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Attachment C

GRAND HAVEN BOARD OF LIGHT & POWER

RESOLUTION TO APPROVE THE FISCAL YEAR 2026 CAPITAL PLAN

WHEREAS, the Board of Light and Power has established a five-year capital plan for the fiscal years 2026-2030; and

WHEREAS, the Board of Light and Power has included estimated costs for projects anticipated to begin in the fiscal year 2026 and purchases for capitalized inventory.

THEREFORE, BE IT RESOLVED, the Board of Light and Power believes that these projections are reasonable and based on the best practices and recent engineering studies; and

BE IT FURTHER RESOLVED, the Board of Light and Power hereby approves the five-year capital plan as presented for fiscal year 2026.

RESOLUTION DECLARED ADOPTED

Dated: May 15, 2025



Danielle Martin, Board Secretary
Grand Haven Board of Light & Power

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Grand Haven Board of Light & Power, at a meeting held on May 15, 2025, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: May 15, 2025



Robert Shelley, General Manager
Grand Haven Board of Light & Power

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 19, 2025

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, June 19, 2025, at 6:00 PM at the Board's office located at 1700 Eaton Drive 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, Operations and Power Supply Manager Erik Booth, and Distribution and Engineering Manager Austin Gagnon.

25-08A Director Welling, supported by Director Polyak, 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: None.

25-08B Director Welling, supported by Director Polyak, moved to approve the consent agenda.

The consent agenda includes:

- Approve the minutes of the May 15th Special Meeting, May 15th Closed Session, and May 15th Regular Meeting.
- Receive and File the May Financial Statements, Power Supply and Retail Sales Dashboards
- Receive and File the May Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 05/30/2025
- Approve payment of bills in the amount of \$2,732,788.41 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$520,133.36 from the Renewal & Replacement Fund
- Approve confirming Purchase Order #23415 to Get-R-Cut in the amount of \$22,063 for tree work from storm damage

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- Approve confirming Purchase Order #23417 to CSX in the amount of \$5,018 for annual crossing fees
- Approve confirming Purchase Order #23431 to Flory Line Construction in the amount of \$62,633 for line work from storm damage
- Approve confirming Purchase Order #23445 to Charter Communications in the amount of \$15,000 for fiscal year 2026 internet service
- Approve confirming Purchase Order #23448 to Landis & Gyr in the amount of \$40,000 for the fiscal year 2026 grid analytics software subscription
- Approve confirming Purchase Order #23449 to Landis & Gyr in the amount of \$30,000 for the fiscal year 2026 AMI software subscription

Roll Call Vote:

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

25-08C Director Welling, supported by Director Crum, moved to approve the Purchase Orders.
The Purchase Orders include:

- Purchase Order #23422 to Koppers in the amount of \$15,393 for 23 distribution wood poles for BLP stock
- Purchase Order #23424 to Altec in the amount of \$251,794 for a AT48P bucket truck
- Purchase Order #23434 to Tri-Cities Broadcasting in the amount of \$6,000 for fiscal year 2026 WAWL outreach
- Purchase Order #23435 to Holland Litho in the amount of \$17,000 for fiscal year 2026 printing services
- Purchase Order #23436 to WGHN in the amount of \$8,200 for fiscal year 2026 outreach
- Purchase Order #23437 to Boileau Communications in the amount of \$40,000 for fiscal year 2026 customer communication

Roll Call Vote:

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

25-08D Director Welling, supported by Director Crum, moved to approve the fiscal year 2025 utility write offs in the amount of \$11,213.83.

GRAND HAVEN BOARD OF LIGHT AND POWER
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There are no miscellaneous accounts receivable to write off this year. The write offs are a very small amount compared to the BLP's revenue and this year's amount is consistent with the past. Collection efforts continue on these accounts.

Roll Call Vote:

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

25-08E Director Welling, supported by Director Polyak, moved to award the Waste Energy Reduction Program to the state administrator.

The State has passed new Energy Waste Reduction legislation. The BLP has invested \$4.3 million since 2012 and achieved results which exceeded the State requirements in past Energy Waste Reduction efforts. The new requirements call for a 1.5% annual reduction in energy sales beginning in 2026 and the development of a low-income program. The BLP must choose between two options for meeting the new standards. Option one is a State administered program. This program's estimated cost is \$933,000 per year and has a two-year commitment. Option two is an MPPA administered program. This program's estimated cost is \$711,000 and has a four-year commitment. The MPPA program focuses more heavily on C&I incentives while the State program is more balanced toward residential. With either program, the money contributed by the BLP must be used for BLP customers and approximately \$500,000 is expected to be returned to customer's pockets. Staff is recommending the BLP use the State administered program. The benefits of choosing the State's program include the State taking accountability for the program's success, more flexibility due to the shorter time commitment, and residential spending that is more proportionate to sales.

Roll Call Vote:

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

25-08F Director Welling, supported by Director Polyak, moved to approve the eleven policies as presented.

Staff is working to update policies and procedures and move them into a consistent format. The majority of the eleven policies presented were previously approved by the Board, but it had been many years so a re-fresh was desired.

Roll Call Vote:

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

GRAND HAVEN BOARD OF LIGHT AND POWER
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25-08G Director Crum, supported by Director Welling, moved to approve the General Manager's performance evaluation with a score of "Exceeds Expectations" and a salary increase of 3% effective July 1, 2025.

Roll Call Vote:

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

Other Business

- Chairperson Westbrook and the General Manager attended the APPA National Conference last week. They found the topics to be interesting and appreciated the networking opportunities.
- The MMEA conference is being held in September in Muskegon. Directors can let the General Manager know if they are interested in attending and he will take care of their registration.
- The Board will hold a Special Meeting on Wednesday, June 25th at 4:00pm at the BLP offices.
- Chairperson Westbrook read a card from a customer following the storm-related outages thanking the BLP for a quick restoration of power.
- The General Manager reported key account meetings are in progress and expected to be wrapped up in the next couple of weeks.

No formal action taken.

Public Comment Period: None.

Adjournment

At 6:37PM by motion of Director Welling, supported by Director Polyak, the June 19, 2025 Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 25, 2025

A special meeting of the Grand Haven Board of Light and Power was held on Wednesday, June 25, 2025, at 4:00 PM at the Board's office located at 1700 Eaton Drive in Grand Haven, Michigan.

The meeting was called to order at 4:01 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, Attorney Ron Bultje of Dickinson Wright, and Attorney Kevin Yombor of Kaufman Dolowich (attending remotely).

25-09A Director Welling, supported by Director Polyak, moved to approve the meeting agenda.

Roll Call Vote:

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

Public Comment Period: None.

25-09B At 4:02 PM Director Welling, supported by Director Polyak, moved to enter closed session pursuant to Section 8(1)(e) of the Open Meetings Act to discuss with BLP attorneys trial or settlement strategy pertaining to the David Walters litigation because an open meeting would have a detrimental financial impact upon the litigating or settlement position of the BLP.

Roll Call Vote:

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

25-09C At 4:28 PM Director Welling, supported by Director Knoth, moved to end closed session and re-enter open session.

Roll Call Vote:

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

25-09D Director Crum, supported by Director Welling, moved to approve the Resolution Regarding Walters Litigation (attachment A).

Roll Call Vote:

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

GRAND HAVEN BOARD OF LIGHT AND POWER
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Adjournment

At 4:29 PM by motion of Director Welling supported by Director Knoth, the June 25, 2025 special Board meeting was unanimously adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Danielle Martin". The signature is written in a cursive, flowing style.

Danielle Martin
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 25, 2025

Attachment A

GRAND HAVEN BOARD OF LIGHT & POWER

RESOLUTION REGARDING DAVID WALTERS LITIGATION

WHEREAS, the Grand Haven Board of Light and Power ("BLP") is a Defendant in a lawsuit initiated by David Walters ("Walters"), David Walters v. Grand Haven Board of Light & Power, Case No. 24-7759-CD, in the 20th Circuit Court for the County of Ottawa (the "Lawsuit"); and

WHEREAS, in the Lawsuit, Walters alleges that BLP terminated him in breach of his employment agreement, as well as in retaliation for reporting suspected violations of the law, in violation of Michigan's Whistleblower Protection Act. Walters also alleges that the BLP has violated Michigan's Open Meetings Act; and

WHEREAS, BLP denies Walter's allegations, and asserts that BLP properly terminated Walters pursuant to Paragraph 10.C of his July 1, 2022 Employment Agreement; and

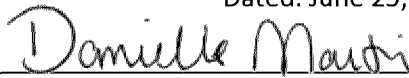
WHEREAS, BLP attended a mediation with Walters on April 18, 2025. The Parties did not reach a resolution at mediation; and

WHEREAS, BLP desires to try and resolve this Lawsuit without additional legal fees and costs.

THEREFORE, BE IT RESOLVED, BLP instructs its attorney, Kaufman Dolowich, to negotiate and accept a Settlement Agreement with Walters consistent with the presentation by Kaufman Dolowich in closed session on this date. BLP further instructs its General Manager to execute that Settlement Agreement upon its negotiation. This Settlement Agreement would resolve all claims set forth in the Complaint filed by Plaintiff, dated April 19, 2024.

RESOLUTION DECLARED ADOPTED

Dated: June 25, 2025



Danielle Martin, Board Secretary
Grand Haven Board of Light & Power

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Grand Haven Board of Light & Power, at a meeting held on June 25, 2025, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: June 25, 2025



Robert Shelley, General Manager
Grand Haven Board of Light & Power

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 19, 2025

A special meeting of the Grand Haven Board of Light and Power was held on Thursday, June 19, 2025, at 4:30 PM at the Board's office located at 1700 Eaton Drive in Grand Haven, Michigan.

The meeting was called to order at 4:30 PM by Chairperson Westbrook.

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

Absent: None.

Others Present: Secretary to the Board Danielle Martin.

25-07A Director Welling, supported by Director Polyak, moved to approve the meeting agenda.

Roll Call Vote:

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

Public Comment Period: None.

25-07B At 4:31 PM Director Welling, supported by Director Knoth, moved to enter closed session pursuant to Section 8(1)(a) of the Open Meetings Act to consider a periodic personnel evaluation of the General Manager upon the request for a closed hearing.

Roll Call Vote:

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

25-07C At 5:40 PM Director Welling, supported by Director Polyak, moved to end closed session and re-enter open session.

Roll Call Vote:

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

Adjournment

At 6:11 PM by motion of Director Welling supported by Director Knoth, the June 19, 2025 special Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin
Secretary to the Board

DM



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN**

LAKE FOREST CEMETERY BOARD

Minutes

March 10, 2025

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on March 10, 2025 at **3:00** p.m. at the Lee Memorial Chapel, 1304 Lake Avenue, Grand Haven, Michigan.

Board members unable to attend the meeting are requested to telephone Derek Lemke, City Staff Liaison at 847-3493.

1. ROLL CALL

Ronald Streng
Cynthia Crane
Dennis Scott
Chuck Fuller
Jerry Swifney

2. Approval of Minutes

Minutes from the January 13, 2025 and meeting were presented to the board.
A motion was made by Scott and seconded by fuller. Vote passed 4-0

Minutes from the February 10, 2025 and meeting were presented to the board.
A motion was made by Crane and seconded by Swifney. Vote passed 4-0

3. Public Comment

4. OLD BUSINESS

- None

5. NEW BUSINESS

- a. Lemke brought to the board that a site visit needs to be scheduled to talk about placement of the potter's field memorial plaques.
 - i. Fuller informed the board that they are waiting on a final round of proofing for the names before the plaques get ordered. A site visit is going to be scheduled when there is a timeline better in place.
- b. Scott raised concern over the unsightly fake flowers that have not been taken care of on grave sites.
 - i. Discussion was had over the ordinance enforcement
 1. Lemke was to get the board the current ordinance and list of rules and regulations.

5. Public Comment

6. **Adjournment**

Meeting was adjourned at __3:35



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN**

LAKE FOREST CEMETERY BOARD

Minutes

March 31, 2025

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on March 31, 2025 at **3:00** p.m. at the Lee Memorial Chapel, 1304 Lake Avenue, Grand Haven, Michigan.

Board members unable to attend the meeting are requested to telephone Derek Lemke, City Staff Liaison at 847-3493.

1. **ROLL CALL**

Ronald Streng
Dennis Scott
Chuck Fuller
Jerry Swifney

2. **Approval of Minutes**

3. **Public Comment**

4. **OLD BUSINESS**

5. **NEW BUSINESS**

- a. Final approval of the Potter's Field project
 - i. Motion was made by Scott, seconded by Fuller to approve the final rendering of plaques for Potter's Field memorial. Motion passed 4-0
- b. A motion was made by Swifney and seconded by Scott to approve Potter's field history sign to be fabricated on the Max Metal. Sign is to be black with white lettering. Motion Passed 4-0

5. **Public Comment**

6. **Adjournment**

Meeting was adjourned at ____ 3:45 ____



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN**

LAKE FOREST CEMETERY BOARD

Minutes

April 14, 2025

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on April 14, 2025, 2025 at **3:00** p.m. at the Lee Memorial Chapel, 1304 Lake Avenue, Grand Haven, Michigan.

Board members unable to attend the meeting are requested to telephone Derek Lemke, City Staff Liaison at 847-3493.

1. ROLL CALL

Cynthia Crane
Dennis Scott
Chuck Fuller
Jerry Swifney

2. Approval of Minutes

Minutes from the March 10, 2025 and March 31, 2025 meeting were presented to the board. Motion to approve minutes was made by Crane and seconded by Swifney. The motion passed 4-0

3. Public Comment

4. OLD BUSINESS

5. NEW BUSINESS

- a. Schedule site walk through with City Staff for Potters Field Project
 - i. Meeting was set for 2 pm on May 12.
- b. Discuss changing rules and regulations regarding seasonal décor
 - i. Motion was made by Crane and seconded by Fuller to change rule 16 from May 1 to April 15. Motion was passed 4-0
 - ii. Motion was made by Crane and seconded by Fuller to change rule 17 to add dates of April 1- November 1. Motion was passed 4-0
- c. A motion was made by Crane and seconded by Swifney to add cemetery wall repair to the agenda. Motion was passed 4-0
- d. A motion was made by Crane and Seconded by Fuller to repair the brick wall and not replace the broken gate for the parking lot. The motion Passed 4-0

6. **Public Comment**

- a. Brent Fett brought up concerns over the cemetery brick wall.

6. **Adjournment**

Meeting was adjourned at ____3:47



GRAND HAVEN, MICHIGAN

LAKE FOREST CEMETERY BOARD

Minutes

May 12, 2025

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on May 12, 2025, 2025 at **3:00** p.m. at the Lee Memorial Chapel, 1304 Lake Avenue, Grand Haven, Michigan.

Board members unable to attend the meeting are requested to telephone Derek Lemke, City Staff Liaison at 847-3493.

1. **ROLL CALL**

Ronald Streng
Cynthia Crane
Dennis Scott
Chuck Fuller
Jerry Swifney

2. **Approval of Minutes**

Minutes from the April 14, 2025 meeting were presented to the board. A motion was made by Crane and sec

3. **Public Comment**

4. **OLD BUSINESS**

5. **NEW BUSINESS**

- a. Approval of location for Potter's Field memorial plaques
 - i. Motion was made by Crane seconded by Fuller to approve the locations of the plaques in Potter's Field. Motion passed 5-0
- b. A motion was made by Crane and seconded by Scott to abandon the repair of the brick wall in the chapel parking lot. The city will look into options for removal and replacement. Motion passed 5-0

6. **Public Comment**

7. **Adjournment**

Meeting was adjourned at ____3:28



GRAND HAVEN, MICHIGAN

LAKE FOREST CEMETERY BOARD

Minutes

June 9, 2025

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on June 9, 2025, 2025 at **3:00** p.m. at the Lee Memorial Chapel, 1304 Lake Avenue, Grand Haven, Michigan.

Board members unable to attend the meeting are requested to telephone Derek Lemke, City Staff Liaison at 847-3493.

1. **ROLL CALL**

Ronald Streng
Cynthia Crane
Dennis Scott
Chuck Fuller
Jerry Swifney

2. **Approval of Minutes**

Minutes from the May 12, 2025 meeting were presented to the board. A motion was made by Scott and second by Crane. Motion passed 5-0

3. **Public Comment**

K. Fuller suggested that baby land get refreshed
Bower brought up that she has been receiving compliments on the cemetery
Cemetery is running low on columbarium space

4. **OLD BUSINESS**

5. **NEW BUSINESS**

- a. Approval of location for Potter's Field memorial plaques
 - i. Motion was made by Crane seconded by Fuller to approve the locations of the plaques in Potter's Field. Motion passed 5-0
- b. A motion was made by Crane and seconded by Scott to abandon the repair of the brick wall in the chapel parking lot. The city will look into options for removal and replacement. Motion passed 5-0

6. **Public Comment**

7. **Adjournment**

Meeting was adjourned at ____3:28

CALL TO ORDER:

COMMISSIONERS: Joe Middleton, Mike Poort, Georgette Sass; (John Williams absent)

CITY LIAISON: Michael England

APPROVAL OF AGENDA: Motion to approve agenda made by Poort, second by Sass; passed 3-0.

PUBLIC COMMENT: *Members of the audience may address the Commission on any item, whether on the agenda or not. Those addressing the Commission are asked to provide their name and address and will be limited to three minutes of speaking time. The Commission will hear all comments for future consideration but may not have a response at this time.*

APPROVAL OF MINUTES: Motion to approve April 15 Draft minutes as submitted made by Poort, second by Middleton; passed 3-0.

AGENDA

OLD BUSINESS:

- A. **Discussion** – The Duncan Park Commission requested additional information from GHAPS related to their submitted Use Permit. (on [Google Drive](#) and attached to email sent with this agenda). Requested information was communicated via email (on [Google Drive](#) and attached to email sent with this agenda). **Outcome** – DPC will discuss and vote on the Use Permit from GHAPS. The DPC discussed the need to address the deteriorating condition of the Wisconsin Ave/Taylor Ave access point to the park that would be used by the GHAPS Early Learning Center. Commissioners recognize that ongoing use will cause further erosion and discussed when and how this trail into the park will undergo remediation. We also identified the need to clearly establish acceptable access points for all users of the park and to provide each with boot cleaning stations. Melanie Ver Duin, a Mary A White, young fives teacher who currently brings students into the park was present to answer questions. **Motion** – Duncan Park Commission accepts the Use Permit received from GHAPS Early Learning Center to access Duncan Park following stated guidelines with an understanding there will be ongoing communication. Motion to approve made by Sass, second Poort; passed 3-0.

COMMISSIONER'S REPORTS: *These are limited in scope, representing a report of activities relevant to Duncan Park and DPC. These will be limited to 3 minutes. Discussions or actions that require detailed consideration or a vote should be placed as an agenda item under NEW BUSINESS.*

Poort reported on the cleanup of downed trees that occurred following a recent storm. It was requested to have the city aid additional cleanup needs using their equipment to help with inaccessible tree damage. Poort recognized the work of a volunteer who has been removing garlic mustard along Duncan Court as well as a generous donation made by a patron of the park. DPC hopes to find some way to formally thank each. The DPC decided a workday to finish storm cleanup would be on June 21 from 9 – 11am.

CITY LIAISON REPORT: Michael England is now Director of the DPW. DPC congratulates our liaison!

TREASURER REPORT: April financial documents are posted on our [Google Drive](#) and attached to the email sent with this agenda.

PUBLIC COMMENT:

ADJOURNMENT: @ 6:57pm

NEXT MEETING: June 17, 2025 @6pm

DRAFT MINUTES RESPECTFULLY SUBMITTED,



GEORGETTE SASS

City of Grand Haven
Historic Conservation District Commission
Regular Meeting Minutes
Wednesday, May 21, 2025 at 5:00 PM
Grand Haven City Hall
Council Chambers
519 Washington Ave.
Grand Haven, MI 49417

Call to order: Chair Chad Fisk at 5:00 PM

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

Pre-excused absence: Member Nina Bryhn
Chair Chad Fisk will contact new member Amy Lalick-Prinzi

Others who are present: City Planner, Brian Urquhart and Loutit District Library Representative, Jeanette Weiden.

- 1) General Business Call to the Viewing Audience (allowed 3 minutes) No one spoke.
- 2) Approval of Regular Meeting Minutes of March 19, 2025 of the Historical Conservation District Commission
 - a. Member Bye made a motion to approve the minutes and was seconded by Member Qua.
 - b. The motion to approve was passed unanimously.
- 3) SHPO-Certified Local Government (CLG) Program Next Steps
 - a. Chair Chad Fisk and Member Qua met concerning our alignment with PA 169, the CLG Program to achieve compliance.
 - b. We have two options: #1, we can choose to ignore and continue in our same capacity with only 13 landmarks, or #2, we can take action, revise the ordinance with City Council approval to continue with a study committee, create an inventory within the downtown district and put together a draft to use for SHPO guidelines.
 - c. The committee would include Chair Chad Fisk and Member Qua and other community members. The process could take 1-2 ½ years, they will propose a study committee to City Council.
 - d. Chair Chad Fisk made a motion that he and Member Qua draft a letter to City Council to work to revise the ordinance to comply to PA 169. Member Bye seconded the motion, it was passed unanimously.
- 4) Planning Commission Site Plan Reviews

- a. City Planner Brian Urquhart reviewed the preliminary development plan for 233 Washington Ave., site of the former 5/3 Bank and 229 Washington Ave., the Old Grand Haven Bank. As proposed it is a complete demo and rebuild for a Marriott Residence Inn Hotel.
 - b. Chair Chad Fisk moved that we revise the design to include the historical façade of the old bank. Member Bye seconded the motion that was unanimously approved. We all support trying to preserve at least the facade of the old bank. We will plan to have a special meeting after the June 2 public hearing at a date that the developers can join us.
- 5) Tri-Cities Historical Museum Advisory Member Update-No Report
 - 6) Loutit District Library Representative Update-No Report
 - 7) Updates & Reports/Comments by HCDC Members-No Reports
 - 8) Second Business Call to the Viewing Audience (allowed 3 minutes) No one spoke.
 - 9) Meeting was adjourned at 6:25 by Chair Chad Fisk

Respectfully submitted,

Linda Rosema
Secretary

City of Grand Haven
Historic Conservation District Commission
Special Meeting
Wednesday, June 4, 2025 at 5:00 PM
Grand Haven City Hall
Council Chambers
519 Washington Ave.
Grand Haven, MI 49417

Call to order: Chair Chad Fisk at 5:00 PM

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

Pre-excused member: Member Nina Bryhn

Others present: City Planner Brian Urquhart and City Manager Ashley Latsch

- 1) General Business Call to the Viewing Audience (allowed 3 minutes) Brian Urquhart said he appreciated everyone for getting together for this project on such short notice.
- 2) Planning Commission Site Plan Reviews (233 Washington Ave. preliminary development plan)
 - a. Introductions were made of the Historical Conservation District Commission members and the Hospitality Team from 6PM Hospitality and Partner BDR who plan to build a Marriott Residence Inn. Also present was Grace Smith, a Historical Preservation Architect.
 - b. The preliminary development plan was reviewed.
 - c. Chair Chad Fisk shared concerns about the preservation of the façade of the old bank, esthetics of the ground floor activation to our Main Street Guidelines and the roof typology.
 - d. We would like to see more front entrances, lower windows and possibly a restaurant that would be open to the public to pull traffic into the building. Other suggestions were made of businesses or shops that could provide more activation with the public.
 - e. Chair Chad Fisk provided an example of a Marriott Residence Inn in Portsmouth, NH that would be better suited to Grand Haven in design and active ground floor frontage.
 - f. Chair Chad Fisk reported that the Tri-Cities Museum stated that the Old Grand Haven Bank Building is a historically significant building and a contributing building to the Historic District which is in the National Registry, even though it is not a Landmark Building.

- g. Historical Preservation Architect, Grace Smith stated multiple reasons that the old bank is no longer historically significant because of renovations over the years and is good reason for it to be demolished.
 - h. HCDC members stated that we as a group feel it is our job to save as much of the old bank and façade as possible, that it is an important part of our downtown and a contributing building to our Historic District. We would like to honor the old bank and compliment it with a new building.
 - i. We will write a letter to City Council and the Planning Commission stating our concerns to honor the old bank building and compliment it with a new building that is similar in materials to existing historic buildings.
- 3) Second Business Call to the Viewing Audience (allowed 3 minutes) No one spoke.
- 4) The meeting was adjourned by Chair Chad Fisk at 6:35pm.

Respectfully submitted,
Linda Rosema
Secretary

Minutes

Board of Directors - Grand Haven Main Street

Thursday, May 8, 2025

Grand Haven City Hall – Council Chambers

Call Meeting to Order at 7:30am.

In Attendance: Joyce Workman, Chris Weavers, Kelly Larson, Todd Anthes, Robert Monetza, Brant Raterink, Lynn Negen, John Groothuis, Melita Ewbank, Chandi Pape.

Absent: Todd Hancock, Roger Bergman, Laura Girard, John, Steinbach

Call to audience/public comments - none

Approve Bob motion Kelly 2nd for consent agenda

Approve minutes from April

Treasurer's report - normal operating expenses

Motion carries

New business -Snow melt - annual cert for boilers every year, CSD1 - TA- do we need to address issue of city taking on more cost - bring to city council

- Add to Exec agenda?

- PSD timeline - Sub committee - Kelly motion TA second

Centertown Overlay- What happened after Centertown vision plan was done by city 2012/14 CT 830-9 first Friday June

Do we want to look at Centertown/Downtown updated plans? Make it a Main Street plan?

John S- 807

Transformation Strategy - Motion to approve Kelly second Todd A- what priorities go where? To what committees. Can we break this down to comm? Board to communicate what needs to get done in committee.

Share minutes from committees

Have Chairs meet once or twice a year

Motion carries

P&P- waiting to hear on grants mid-May- June, Banner program to start end of this summer

Corn hole boards Raised \$6000 cost \$4500

Main Street clean up May 12-16

Org- Still looking for Co-Chair

September 11th DDA anniversary celebration

Homework to look at sponsor ship programs (including outside vendors)

Committee structure, communication, how to motivate / hold accountable

R&R- 1st block May 19- Sept 12

Get list for who owns what

Market data report -

Promo- Tote club day Saturday

Event evaluation

Director's Report

Chair's Report

Adjourn - 8:50

NORA ADVISORY BOARD MEETING AGENDA

Date: April 24, 2025 **Time:** 5:30 P.M. **Location.:** ESC Building (GHAPS)

1. Call to order: Chairperson, William Montgomery, called the meeting to order at 5:30 p.m.

2. Roll Call.

Present:

Mary Jane Belter, GH Twp
Rick Mikkelsen, Robinson Twp
Karen Lowe, Grand Haven
William Montgomery, Ferrysburg
Craig Bessinger, Ferrysburg
Marc Eickholt, GHAPS
Sarah Elliott, GHAPS
Rebecca Hopp, At Large member

Absent:

Howard Behm, GH Twp
Adam MacMillan, Robinson Twp
Lyndsey Huisman, Grand Haven

Staff: Chris VanHekken, NORA Director

Also present: Emily Greene, City of Grand Haven, contracted financial services

3. Approval of Meeting Agenda:

Motion to approve the agenda: Motion by Hopp, second by Bessinger. Vote:8-0

4. Approval of Consent Agenda

Motion to approve the consent agenda: Motion by Eickholt , second by Hopp . Vote: 8-0

A. Approval of Board Meeting Minutes of February 20, 2025 as printed.

B. Financial Reports:

2025-2026 budget

VanHekken and Greene discussed the budget for 2025-2026.

Program fees are up and player fees are up, large amount due to the popularity of pickleball

Everything looks good on the revenue side

Wages are down a bit from last year because of the previous accounting error.

Health insurance and wages will increase

Part time wages will be down a bit with school getting out later – week less of summer parttime

Of note is the \$6000 increase in the GH City administration fees

Discussed the city admin fee increase, meeting with assistant city of manager with NORA doing more scheduling, there would be a scheduling fee that NORA would charge and the city would pass that along to the field users. That would be a separate line item and will work with the new software.

City admin fee is \$5904 more because, in part, the city has added additional staff.

Eickholt would like to see the breakdown of the city admin fees, how they are charged.

And do a comparison of city administration fees from previous years.

Greene will send the information to VanHekken which will then be forwarded to the board.

Greene worked with VanHekken on the funding formula.

The funding formula was reviewed and how the governmental unit allocations are determined. Montgomery raised the question of the resident fees and non-resident fees and if the fees were adequate.

The resident vs non-resident fees were looked at last year.

VanHekken will review the fees and an adjustment could be made after July 1

5. New Business

A. Spring/Summer Planning & Updates

Outdoor rec programs are being 'launched'

Two teams going to state archery competition – high school and elementary

The mountain biking – working with a group that provides the bikes

Adult leagues – just starting softball, 25 teams, pickleball in mid-May, volleyball in June

Pickleball is full. Will have a class with lessons at shp.

Middle school sports are busy

B. Chris Christian Scholarship Distribution

The current distribution is \$1429.

Motion to accept and authorize the disbursement from the fund at the GHACF to NORA.

Motion by Belter, second by Hopp. Vote: 8-0

C. Team Sideline/RecPro Update

Another meeting is scheduled for Monday.

The new software will provide more flexibility with controlling the website, more info on the website.

For payments, there will now be a percentage for credit card fees rather than a flat fee. That will help in correcting the deficit incurred with credit card payments.

The goal is July 1 to start, having it launch all of the fall programs.

D. NORA Summer Fundraiser – July 15, 2025

Planning meetings have been held with the Unicorn staff who shared some organizational ideas. The ticket price will change from \$25 to \$35, which will include 1 drink ticket. Separate stations will be set up to avoid the congestion with beverage orders experienced last year.

Most of the drinks are within the \$5 to \$7 range so this will give a slight cushion towards expenses.

Our cost/bill from the Unicorn last year was \$1000, thanks to the Unicorn.

The goal for the silent auction for this year is to have donations, if possible, committed by June 15.

VanHekken distributed a letter for solicitation. Board members are to send any additions and corrections to Chris by April 30. The letter will go to last year's donors and team sponsors and then go from there.

E. Directors review

Montgomery will work on the review with VanHekken. Any other board members that want to be part of the process should contact Montgomery.

6. Old Business

A. NORA Board updates: Robinson township will have at large positions on the Board. Mikkelson has one more meeting remaining in his term. He does not know if he will be reappointed. The NORA Articles will need to be re-drafted. Hopp will need to reapply for her position. Belter will need to have a new appointment by GHT starting July 1, 2025.

B. United Way updates: the grant paperwork is in, told we will get the amount as before.

Rec summer school is about 40% full.

Staffing is in place.

The Outdoor Discovery Center will have activities at Robinson, Rosy Mound, Peach Plains and Lake Hills (site of the rec summer school).

7. Public Comments - none

8. Advisory Board Comments

Sara Elliot gave an overview of issues facing her program.

The funding for the homeless isn't too clear.

The number for GHAPS is almost 300 kids.

There was a homeless activity fund, however, while costs have increased, funding has not.

A lot of students have moved outside the district to find any available housing. However, once enrolled, they can remain as GHAPS students and by law the district must provide transportation which, due to transportation issues, includes gas cards for parents. That funding is coming from the activity fund. One issue for families that depend on year round campgrounds, none are close.

There is an increased number of at-risk families that are needing help.

Rebecca Hopp: Our students (Tech Center) are working on two separate community service projects; Gateway Mission and Kids Food Basket. The postcards that I referenced last night are associated with Gateway Mission. The postcards will be distributed to Ottawa Co residents.

Marc Eickhoff: The GH Rotary is planning a large centennial project.

He extended a thank you to Mikkelson for his work on the NORA board.

9 . Next Scheduled Meeting – June 26, 2025

10. Adjournment : *Motion to adjourn. Motion by Hopp, second by Mikkelson. Vote: 8-0.*

The meeting was adjourned at 7:12 p.m.

NORA Secretary

Date

NORTHWEST OTTAWA WATER SYSTEM

Administrative Committee Minutes

November 20, 2024

A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Derek Gajdos at 9:22 a.m. Wednesday, November 20, 2024, in the Council Chambers at Grand Haven City Hall.

Present: Craig Bessinger (City of Ferrysburg); Bill Cargo (Grand Haven Charter Township); Gordon Gallagher (Spring Lake Township); Derek Gajdos (City of Grand Haven); Brady Selner (Village of Spring Lake); Pat Staskiewicz (Ottawa County); Matt Wade (Grand Haven Charter Township); Karen Sherwood (Grand Haven Charter Township)

Absent:

Also present: Mike Vredeveld (Vredeveld Haefner LLC); Emily Greene (City of Grand Haven)

First call to the audience:

Dr. John Leitner, 575 Robbins Road, Grand Haven, MI:

Dr. Leitner is in advocate of community fluoridation in the NOWS. Dr. Leitner described his extensive work in areas that did not have access to optimal fluoridation levels within the United States and around the world which correlated to higher incidents of oral decay. Dr. Leitner contrasted the increase number of tooth extractions and root canals for children in rural areas of Pennsylvania with no access to optimal fluoride levels and that of the children in the NOWS system which practices optimal fluoridation. Dr. Leitner discussed how children today have greater challenges with dietary issues that promote poor oral health than any generation preceding them and warned that removal of fluoride additives would only lead unnecessarily to added costs, pain and suffering to the average family in the NOWS.

Cargo:

What is the current level of fluoridation additive added to the NOWS process?

Law:

0.50 mg/L is the average amount supplemented to the 0.20 mg/L natural occurring fluoride in the source water to achieve the minimal recommended amount of 0.70 mg/L.

Cargo:

What is the level leaving the plant?

Law:

The plant targets and achieves a consistent 0.70 mg/L on average. The NOWS plant has been awarded recognition annually by the CDC for achievement this consistency.

Cargo:

Wanted clarity that the NTP study that is being cited was associating potential issues with areas reporting more than twice the rate that NOWS consistently achieves.

Law:

Confirmed that was correct.

Anthony Frost, 1131 Franklin Ave, Grand Haven, MI:

Mr. Frost is an opponent of community fluoridation in the NOWS. Mr. Frost has been following the fluoride debate for decades and has attended many of these types of meetings and points out the absence of toxicologists at these meetings. Mr. Frost claimed there are contrasting opinions on fluoride use between toxicologists and medical doctors and scientist. Mr. Frost claims to see dental fluorosis rampantly throughout the NOWS community and throughout United States. Mr. Frost claims that fluoridation is a leading cause of cancer. Mr. Frost made reference to the EPA lawsuit and claims this forces the EPA to regulate fluoride.

Dr. Chris Smiley, President of the American Association of Dental Editors and Journalists – 11965 Bluewater Trail, Grand Haven, MI:

Dr. Smiley, an advocate for community fluoridation, discussed the historical reasons for its practice and criticized the NTP study, noting it relied heavily on research from rural China and India, where other environmental factors may have skewed results. He emphasized the importance of proper dosage and highlighted the NTP report's failure to pass peer review due to bias and conflicting data. Dr. Smiley referenced a New Zealand study showing no IQ difference between communities with and without fluoridation and cited negative impacts in communities like Juno, Alaska, and Calgary, CA, after removing fluoride, as evidence of fluoridation's benefits.

Jen Stuppy, 16200 Harbor Point Dr. Spring Lake, MI:

Mrs. Stuppy is an opponent of community fluoridation. Mrs. Stuppy believes she is being prescribed something that she does not want. This places a burden on her to purchase a device to remove fluoride from the water.

Dr. Peter Rick (retired), 19176 Elizabeth Ct. Spring Lake, MI:

Dr. Rick is an advocate for community fluoridation in the NOWS. Dr. Rick emphasized the fluorosis is a concern but only at higher dosage levels and that what will be certain is the oral decay that will result if community fluoridation is removed. Dr. Rick acknowledged that there are in fact no toxicologist present to speak against community fluoridation and he and his fellow dentist are confident in the benefits of community fluoridation because of the education and training they have received.

Victoria VanZalen, 303 Stickney Ridge Rd. Grand Haven, MI:

Mrs. VanZalen is an opponent of community fluoridation in the NOWS. Mrs. VanZalen cited the FDA designation of fluoride as a drug and feels it is not right that it is in the water without consent.

Victoria Little, 16139 Harbor View Dr. Spring Lake, MI:

Mrs. Little is an opponent of community water fluoridation. Mrs. Little cannot afford to use reverse osmosis to remove fluoride from her water and wants the committee to consider the removal of fluoride from the Nows.

The conclusion of call to the audience:

A motion by Cargo supported by Bessinger to approve the minutes for the August 21, 2024 Nows Committee Meeting passed unanimously.

Manager's Report, AUG, SEP, OCT, '24– By Law

Seasonally dry conditions to finish the summer contributed to heavy demand, which led to system-record pumpage totals for September and October. The combined quarterly total for the three months of 890.740 MG pumped is also a record high. System demand this quarter has lifted the total system pumpage to a positive 7.6% comp to last year. The system allocation breakout has the Northside at a positive 9.3% comp, GHCT at a positive 4.8% comp, and the city at a positive 8.5% comp. System YTD allocation remains typical, with the Northside at 39%, GHCT at 31%, and the city at 29%.

As of October 31st, 34% of the fiscal year is complete, with revenue at 40.5% and expenditures at 32%. Cash is at \$392,788, with the replacement fund and money market at \$630,764. FY 2024/25 capital project expenses are projected at \$213,000, mainly for the SCADA upgrade. Cargo asked if the SCADA changes would integrate smoothly with the distribution system, and Law confirmed it would be a priority with no expected issues. Power and chemical costs remain stable despite increased pumpage, due to a new chlorine contract and optimized chemical application. Future reports may show increased Alum costs. Energy consumption is flat from last year despite rate hikes, attributed to staff efficiency. Graphs for chemical and power consumption were provided.

Source water quality remains outstanding and filters are performing well providing consistently low turbidity and TOC results. Trending graphs provided and show a 5-year downward trend for TOC. Turbidity removal efficiency rates have been very good with August, September and October reporting at 66.5%, 69.1% and 65.6% rates of removal. DBP quarterly results show all communities well with in regulatory compliance limits. PFAS monthly sample results remain either non-detected or well below regulatory compliance limits. Cargo, Law and Gajdos help define PFAS results to the extended audience.

Agenda Item 1: Fiscal Year 2023-2024 Nows Financial Audit Review – By Mike Vredevel

Mr. Vredevel gave a brief overview and rated it a good clean audit. A motion by Cargo supported by Staskiewicz to approve the Fiscal Year 2024-2025 Nows Financial Audit was unanimously approved.

Agenda Item 2: *Fiscal Year 2023-2024 NOWS Working Capital Excess – Law*

Law requested a motion allowing the COGH finance department to reimburse the wholesale units the year end operating surplus amount total of \$33,451, and for this to be divided based on the end of year individual pumpage allocation percentages. A motion by Cargo supported by Bessinger to approve the reimbursement of the NOWS WTP operating surplus to the municipal units as described was unanimously approved.

Agenda Item 3: *2025 NOWS Committee Meeting Schedule – Law*

A motion by Cargo and supported by Gallagher to approve the proposed 2025 NOWS Committee meeting schedule was unanimously approved.

Agenda Item 4: *Bakertilly Analysis of Water Rates and Charges (Draft Copy 2024) - Law*

Law presented two rate analyses: the BT rate study and the NOWS Annual Water Rate Recommendation memorandum. These provided the Committee with enough data to compare and choose a rate strategy. The BT analysis applied 4-5% inflationary increases and removed pumpage projections. The NOWS analysis was similar but more detailed, incorporating pumpage trends. Law highlighted the significant payroll increase due to the new FTE maintenance relief operator. Cargo requested that Law demonstrate how the FTE would reduce OT hours in next year's budget. A motion by Cargo and supported by Staskiewicz to approve adopting the recommended wholesale rate of \$1.17 per thousand gallons outlined in the NOWS Annual Water Rate Recommendation memorandum and implement that rate change starting July 1st, 2025, was unanimously approved.

Agenda Item 5: *Fluoride Discussion – Law*

Law reviewed NOWS WTP fluoridation practices, which have been in place since the 1950s and consistently comply with EPA guidelines. The facility has earned annual recognition from the CDC for its adherence to these regulations. Lake Michigan's natural fluoride level is around 0.25 mg/L, and NOWS adds hydrofluoro-silicic acid to achieve a target dose of 0.70 mg/L, with an average of 0.50 mg/L. Removing fluoride would require a different treatment method. Annual cost of fluoridation is estimated at \$14K. The chemical feed system follows strict safeguards, with regular calibrations and manual checks to ensure proper dosage. Regular testing for contaminants, including lead, has shown no issues with the fluoride additives.

Law also addressed the recent NTP monograph and the lawsuit against the EPA, clarifying that neither linked cognitive developmental issues or health concerns to the current optimal fluoridation dose. He acknowledged community concerns, especially after these events, with some calling for a halt to fluoride use. Law emphasized that he takes these concerns seriously, but also cited support from medical professionals in favor of fluoridation. His role is to make a recommendation to the NOWS Committee on next steps. Law stated that his priority is the health of the community and, as a water treatment professional, he follows the guidance of relevant governing agencies. He recommended that NOWS continue to follow these guidelines and make any necessary changes only if directed by the authorities.

Cargo:

Cargo asked for clarity on the NTP report's concern levels and whether the studies were US-based. Law confirmed that the NTP's findings were based on naturally occurring fluoride levels over twice the recommended US level, mainly from rural areas in China and India. Cargo expressed concerns about other environmental factors, like arsenic, not being considered in the NTP monograph. Law agreed that the monograph faced peer review issues due to omissions and conflicting data. Cargo noted that the NOWS Committee couldn't decide on removing fluoridation based on the NTP findings and referenced a California court ruling that didn't question current fluoride levels but required the EPA to prove their safety. Cargo

agreed with Law that it's best to wait for the EPA's response and follow regulatory guidance. A motion by Cargo and supported by Gallagher to table any decisions regarding changes to community fluoridation within NOWS, is done only with guidance and at the direction of the regulatory agencies governing public health relevant to municipal water treatment passed unanimously.

Staskiewicz: Pointed out that the contractually it would be the decision of the City of Grand Haven to make this kind of change and reminded that the Committee has an advisory role in that decision.

Second call to audience:

Lauren Mottone, 1131 Franklin Ave. Grand Haven, MI:

Mrs. Mottone is an opponent of community fluoridation in the NOWS. Mrs. Mottone states that she has stopped drinking the water in Grand Haven ten years ago and currently purchase water for consumption. Has concerns about physical contact with bathing and washing with NOWS water. Points out other communities locally without community fluoridation.

Donna Miller, 15302 Cantberry In, Grand Haven, MI: (Dental Assistant)

Mrs. Miller is an opponent of community fluoridation in the NOWS. Mrs. Miller believe that oral decay issues should be addressed with better oral care practices and that it is the responsibility of the parent to ensure that happens. Mrs. Millers primary complaint is a personal health issue related to her hypothyroid/graves diagnosis and states this can be triggered by additional toxins in her body.

Anthony Frost, 1131 Franklin Ave, Grand Haven, MI:

Mr. Frost asked about fluoride shipping costs, and Law confirmed it's included in the estimated \$14K annually. Mr. Frost expressed distrust in the federal government, citing mishandling of 9/11 and lack of historical records on GR applications and a Muskegon study. He noted that Scandinavian and Japanese countries don't fluoridate and have no oral health issues. He also linked PFAS to fluoride, calling it one of the most dangerous chemicals, and claimed fluoride is industrial waste sold to humans, making it hard to track.

Other:

Adjournment: 11:01 a.m. – Submitted by Eric Law

NORTHWEST OTTAWA WATER SYSTEM

Administrative Committee Minutes

February 19, 2025

A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Pat Staskiewicz at 8:50 a.m. Wednesday, February 19, 2025, in the Council Chambers at Grand Haven City Hall.

Present: Craig Bessinger (City of Ferrysburg); Bill Cargo (Grand Haven Charter Township); Gordon Gallagher (Spring Lake Township); Brady Selner (Village of Spring Lake); Pat Staskiewicz (Ottawa County); Matt Wade (Grand Haven Charter Township); Karen Sherwood (Grand Haven Charter Township)

Absent:

Also present: Emily Greene (City of Grand Haven)

A motion by Cargo supported by Selner to approve the minutes for the November 20, 2024 NOWS Committee Meeting passed unanimously.

Manager's Report, NOV-DEC 2024, JAN, 2025– By Law

Year to date the system pumpage is plus 5.5% over last year. Elevated December pumpage can be attributed to significant water loss from city main breaks (Robbins Road 12”) as well as the snow making activities at the Mulligan Hollow Ski Bowl. The Northside and the City of Grand Haven are both 7.3% comp to LY while GHCT is a plus 2%. YTD system allocation; Northside – 39%, GHCT – 31%, and the City – 30%.

Financial reporting YTD as of January 31st has 59% of the year complete with 58.6% of the planned revenue in and 49.8% of planned expenditures. Looking at Capital Projects, Law discussed the need to delay the projected \$150K SCADA project until FY 2025/26. A reevaluation of contractors and alternatives to Wonderware, lead times, project timeline restrictions and inflated costs warrants extending the planning prepping stage of this project. Cargo/Staskiewicz instructed to keep the wholesale unit involved with any potential migration away from the current system and integrator, and suggested the wholesale partners would migrate with the NOWS plant to maintain continuity. Smaller projects will fill the void with some future projects considered for bring forward into the current FY. A snapshot of production costs is trending lower than the pumpage comp. The new lower cost chlorine contract and continued efficiencies found in pump controls are the most significant contributing factors.

Water quality metrics indicate a continuation of source water quality and stable consistent execution of the treatment operations. All communities remain well under regulated limits for DBP's and PFAS. All laboratory

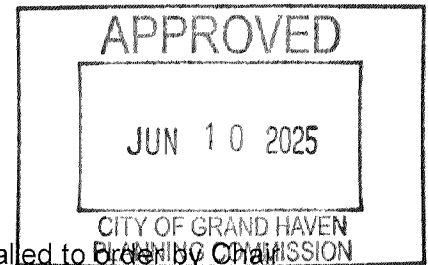
analytes sampling results remain consistent with historical averages and with no exceedances of regulatory compliance levels.

Agenda Item 1: *NOWS FY 2024-2025 Budget Draft Review – By Eric Law*

Law provided a copy of the draft budget within the Packet. Law discusses draft budget highlights – Projected pumpage has been conservatively forecasted, yet revenue is forecasted to increase by 9% over FY 24/25 as a result of the wholesale rate increase from \$1.08 to \$1.17 per thousand. A new fulltime equivalent will increase the personnel cost line items but some of that increase is offset by not carrying a part time employee and reducing overtime allocation. Finance continues to hone in on personnel cost line item projections. This draft copy reflects a conservative estimate for those line items and the final draft it is expected these should be lower. A motion to accept the draft copy of the NOWS WTP 2025/26 DRAFT budget by Selner, supported by Bessinger passed unanimously.

Adjournment: 9:24 a.m. – Submitted by Eric Law

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, MAY 13, 2025**



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

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

Absent: David Skelly, Jennifer Smelker

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza, and members of the public.

Approval of Minutes

Motion by **Pierce**, seconded by **Smolenska**, to approve the minutes of the April 22, 2025 meeting.

All ayes. **Motion passes.**

Approval of Agenda

Motion by **Galligan**, seconded by **Kozanecki**, to approve the agenda as written.

All ayes. **Motion passes.**

Call to the Audience: First Opportunity

None

New Business

Case 25-19: Site Plan review for an addition to the funeral home at 1500 Robbins Rd. (parcel #70-03-34-100-027)

Urquhart introduced the case. Denny Dryer of Dryer Architecture, on behalf of property owner Scott Klaassen, has applied for a Site Plan Review for a small addition to Klaassen Funeral Home at 1500 Robbins Rd. (parcel #70-03-34-100-027). The additional storage is to meet a new requirement by the State of Michigan for Funeral Homes.

The plans call for a 16' x 24' addition to the southeast corner of the building for storage. The building will remain in compliance with the 6 ft. side yard setback for a corner lot in the OS district.

The addition will maintain an exterior cladding of horizontal siding in a complimentary color matching the existing brick façade. The dumpster and enclosure will be removed. The storage area will include space for refuse and recycling containers and landscape equipment.

No changes to parking and landscaping are proposed.

Denny Dryer, 220 ½ Washington, was present for any questions.

All Commissioners did not have any questions and were ok with moving forward.

Motion by **Smolenska**, seconded by **Owens**, to approve case 25-19, a request for a Site Plan Review for an addition to the funeral home for additional storage located at 1500 Robbins Rd. (parcel #70-03-34-100-027) based on the information submitted for review, subject to the following conditions:

- 1) *All conditions of the BLP, DPW, and fire marshal shall be met*

Roll Call Vote.

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

Nays: None

Motion passed.

Public Hearing

Case 25-17: A special land use permit for a 42" tall retaining wall located 12" from the property line at 1521 Stuart St. (parcel #70-03-28-400-071).

Urquhart presented the case. Property owner Diane Sypniewski submitted a special land use request for a retaining wall located at 1521 Stuart St. (parcel #70-03-28-400-071). The retaining wall measures 42 inches from grade and is located 12 inches from the south lot line, creating an angle greater than 45-degrees, which requires review by the Planning Commission per Sec. 40-327.A.2.b.

The applicant is requesting a 143 ft. long retaining wall along their south property line to provide for easier maintenance. The photograph included in the packet depicts a small area of land between the garage and property line that is considerably sloped. The site plan depicts retaining wall will provide eight ft. width of level grade between the garage and property line. The proximity to the lot line prompted the need for a special land use, as previously listed in Sec. 40-327.A.2.b. In addition, the applicant is proposing to fill in a portion of the rear yard. All improvements are permitted in the Low Density Residential District.

Section 40-327 of the Zoning Ordinance provides requirements for retaining walls and outlines provisions for administrative approvals and Planning Commission approvals.

No formal correspondences have been submitted.

Brian Sypniewski, a representative of the John-Diane Sypniewski Trust, was present for any questions.

All Commissioners did not have any questions and were ok with moving forward.

Vice-Chair Galligan made a recommendation to move retaining wall reviews to staff.

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

Derek Gajdos, 1603 Stuart St, spoke, stating that the retaining wall would benefit both his and 1521 Stuart St. properties and that he fully supports it.

Motion by **Owens**, seconded by **Smolenska**, to close the public hearing.

All ayes.

Public Hearing closed at 7:14 p.m.

Motion by **Pierce**, seconded by **Galligan**, to approve case 25-17, special land use permit for a retaining wall 42 inches in height located 12 inches from the property line at 1521 Stuart St. (parcel #70-03-28-400-071) subject to the following conditions:

- 1) *A retaining wall and land use permit shall be submitted.*

Roll Call Vote.

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

Nays: None

Motion passed.

Magda Smolenska asked to be recused before discussing the next case.

Case 25-18: A special land use permit for a retaining wall greater than 48 inches in height at 1118 S. Harbor Dr. (parcel #70-03-29-154-037).

Urquhart presented the case. Andy Brooks of *Callen Engineering*, on behalf of property owner Chad Betz, submitted a special land use request for retaining walls located in the front yard and side yard at 1118 S. Harbor Dr. (parcel #70-03-29-154-037). The retaining walls are greater than 48 inches in height, which requires review and approval by the Planning Commission per Sec. 40-327.A.2.b.

Callen Engineering has been contracted to assist in permitting the replacement of the west retaining wall near the parking spaces and the beginning of the slope at 1118 S. Harbor. According to the plans submitted, the retaining wall will not exceed 49 inches in height. The project also includes the installation of a new retaining wall along the south and west of the home. The condition of the dune is failing with erosion occurring. The applicant will install a stone block retaining wall, approximately eight ft. in height. The plan also depicts the replacement of the 237 sq. ft., deck with a cantilevered 524 sq. ft. deck in the front yard.

Section 40-327 of the Zoning Ordinance provides requirements for retaining walls and outlines provisions for administrative approvals and Planning Commission approvals. An EGLE Permit has been approved.

No correspondence has been received.

Kiersten Renske, Architectura, was present for any questions.

Dora opened public hearing at 7:18 pm.

Jeffery Miller, 1120 S. Harbor Dr., said he supported the improvements.

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

All ayes.

Public Hearing closed at 7:19 p.m.

Commissioners were all in agreement to support this project.

Motion by **Kozanecki**, seconded by **Galligan**, to approve case 25-18, a special land use permit and sensitive area overlay permit for a retaining wall that exceeds 48 inches in height at 1118 S. Harbor Dr. (parcel #70-03-29-154-037) subject to the condition(s) below:

1. *A building permit shall be submitted*

Roll Call Vote.

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

Nays: None

Abstain: Smolenska

Motion passed.

Case 25-16: An application for a zoning change request from CB, Central Business District to PD, Planned Development District and associated Preliminary Development Plan for a hotel at 233 Washington Ave. (parcel #70-03-20-432-017).

Urquhart presented the case. Kevin Einfeld of BDR on behalf of property owner 233 LLC, has submitted a request for a zoning change from CB, Central Business District, to PD, Planned Development District, and a Preliminary Development.

Plan for a 128-room hotel at 233 Washington Ave. (parcel #70-03-20-432-017). With respect to the majority of parcels in the CBD, the parcel is large, 1.41 acres, with frontage on Columbus Ave., 3rd St., and Washington Ave.

A Planned Development requires approval of a preliminary development plan and rezoning of the property, which is subject to a recommendation by the Planning Commission and approval by the City Council. The applicant submitted a formal Planned Development and Rezoning application for the public hearing. Following approval of the preliminary development plan and rezoning, the applicant will provide a final development plan to the Planning Commission for approval. That plan will include the level of detail expected from a traditional site plan review per Sec. 40-115.04.

During the April 22nd work session, the Planning Commission expressed approval for the proposed preliminary development plan and rezoning to a Planned Development. Some concerns were raised about building height. However, proper design could minimize the broad application of the building height limitations.

The intent of Grand Haven Hotel PD is to provide additional lodging in the city located on an existing commercial site. 233 Washington is situated on the edge of the downtown, serving as the eastern entrance to downtown. The Central Business District does permit hotels by special land use, but the proposal for a 128-room professionally managed hotel offers guests the luxury

of being positioned near downtown Grand Haven's bountiful amenities.

It's anticipated the project will occur in multiple phases.

Building Massing: Guidance standards do not place a limit on lot coverage. The preliminary plan calls for approximately 25% lot coverage. The development is largely compatible with the surrounding community.

Building Height: Sec. 40-421.03.C provides guidance on building height for commercial uses, four stories or 52 ft., the same as the CBD District. The preliminary development plan calls for a 5-story hotel with one main lobby, and 4 room levels. The height of the building triggered the option to pursue a Planned Development rezoning. Sec. 40-421.03 does permit building height in a Planned Development to a maximum of 96 ft. The applicant is proposing 1-story greater than the guidance standards and states the building layout and massing is vital for an effective business model.

Fumes & Odors: The development is not anticipated to produce any fumes or odors. All accessory uses will take place inside the hotel.

Dust & Litter: The preliminary development plan calls for dumpster enclosures located in the northwest corner. The project narrative states the existing parking lot will remain largely intact, reducing any dust that may occur during the construction phase.

Architectural Character: The architectural features of the conceptual rendering depict a traditional historic inspired brick exterior on the upper stories, and masonry block on the main level, aligning with the exterior cladding materials required in the CBD District. The conceptual rendering also includes building articulation every 20 ft. along the front walls. The main level appears to approach the required building transparency of 75%, and the upper stories also appear to satisfy the 40% transparency requirement. The roof will contain a different level of pitches and design, breaking up the building from street view, into an appropriate downtown scale. The conceptual rendering depicts upper stories that are slightly set back, establishing a breakup of the front walls. More details will come available for the final development plan which includes elevation drawings, façade details, and transparency calculations.

Artificial Lighting: Building lighting and parking lot lighting have not been detailed. All lighting shall meet Sec 40-317.

Traffic & Access: The preliminary development plan depicts three access drives off Columbus Ave. Internal parking will provide a drop-off and pick-up area. The parking lot will connect with the existing public alley behind the 200 block of Washington Ave buildings.

Stormwater Runoff: Stormwater will not be impacted as the site is currently built out. The applicant may consider the possibility of green roofs.

Noise: The hotel will generally produce the same amount of noise as any other commercial building. The hotel pool will be indoors, and outdoor cooking and gathering areas will be similar to any other hotel.

Visual Screening: The site is entirely built out, and screening can be difficult to apply practically. It is recommended the parking areas and spaces near the rear entrance receive visual screening in the form of landscaping.

Outdoor Storage: No outdoor storage is proposed.

Signage: The preliminary plan calls for minimal exterior signage. The applicant has indicated an illuminated wall sign, and projecting sign will be installed along Washington Ave. A full signage plan should be prepared for the final development plan.

Parking: The preliminary development plan calls for 128 parking spaces. Sec. 40-604 requires one parking space per hotel room. There will be 89 off street parking spaces located behind the building. The plans also include 39 on street spaces off 3rd St. and Washington Ave., near the front entrance. The ordinance does allow for a reduction of off-street spaces by permitted up to 50% of spaces to be on street. The current plan calls for approximately 29.6% of parking as off site. The applicant denotes the expected guest occupancy will exceed the 89 onsite parking spaces for only a 3-month period during the summer months. A Planned Development provided opportunity for a departure from parking requirements. Staff encourages a full detailed parking plan to accommodate full occupancy prior to final development plan approval.

Land Use: The future land use map in the adopted Master Plan identifies this property as central business district. A hotel aligns with the compatible uses of the CBD. The plan will also incorporate "Sherwood Forest" into the design. The space is intended to act as a quasi-public facility, maintaining a level of walkability and integration into existing downtown design. A maintenance agreement for the space may be implemented.

The City Planner has received around a dozen correspondences regarding this project. The main concerns are parking, the overall process, and height.

Tom Welling, 6pm Hospitality was present and talked about the economic impact. He also said the hotel would not be a Marriott corporation but would have local investors. He also mentioned during the majority of the year, there would be about 60% occupancy, which would meet the parking requirements. He mentioned discussions would be had with the surrounding neighbors during the busiest times in the summer to help accommodate. They also chose not to do food or beverage components in order to promote downtown businesses.

Dora opened public hearing at 7:40 pm.

Kelly Larson, 19373 Rosemary Rd. Spring Lake spoke, stating she was in favor of the hotel and requested that everyone be held to the same rules.

Amber Bushinski, 101 North 3rd Street, directly across from the site, feels that parking is an issue and that the parking lot in the complex she lives in will take the overflow. She also feels that this would not benefit her current residence.

Donna Schmidt, 528 Elliott, shared that her biggest concern is the additional traffic in the downtown area. She is also worried about her property values.

Kathleen Nicholson, 216 Elliott, shared concerns about the infrastructure, general parking, and traffic issues and doesn't believe this will benefit the city.

Erin Lyons, 620 Clinton and owner of Jumpin Java at 215 Washington Ave., shared that she was excited about this project and had no concerns. She believes the hotel would serve as an anchor. She also loved that Lynne Sherwood would be used for open public parking.

Darrin Breen, 215 N 3rd, would like to know what the collaboration for parking is and feels it would eliminate a lot of concerns. He mentioned parking is reduced in the winter when snow is piled on them. Offered a suggestion of a green roof to help potential drainage.

Denny Dryer, 220 ½ Washington, stated he had concerns with the esthetics and having no setbacks.

Mike Star, 302 Grand, spoke in support of the hotel. He did voice concerns regarding parking and how overnight parking would be monitored.

Larry Hall, 300 Washington Unit 18, spoke regarding concerns about the balance between development and quality of life and the addition of traffic congestion and parking.

Tony Sicentelli, 608 Washington, also expressed concern about the parking situation. Feels that if the parking could get worked out, it would be a good thing for the city.

Roger Bergman, 214 Washington spoke in support of the hotel.

Jeffery Miller, 1120 S. Harbor, compared the hotel to existing hotel stats.

Tim Hemphill, 11 S First St., said he felt the hotel would be similar to a Residents Inn that does short-term rentals weekly and biweekly. Also, I feel more information is needed about the hotel.

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

All ayes.

Public Hearing closed at 8:09 p.m.

Borchers spoke regarding an all-on-site parking preference. He also wondered if there would be an on-site meeting space or banquet room. He feels there is still a lot of information that needs to come out before he feels comfortable voting either way.

Pierce stated he generally liked the plan and is interested in collaboration for parking. He also mentioned using more mass transit opportunities and felt that having a public parking area is also a great addition.

Kozanecki stated parking is a problem. She would like to see some type of agreement for the additional parking and apply the requirements equally. While she is in favor of the hotel, she is not favorable with the height. She also feels more information is needed.

Owens spoke, stating she was not concerned with the height. She is also not as concerned with traffic due to the ebbs and flows of guests. She would like to see a softened exterior rather than

a brick wall. She also mentioned that the applicant asked for less than 30% of parking to be off-site and is in full support of the hotel.

Smolenska also echoes what fell commissioners said and fully supports an anchor for downtown. She also appreciated the block and brick style.

Vice Chair Galligan agreed with much of Commissioner Pierce's statement. He also appreciated what local business owners brought up and would also be okay with off-site parking.

Chair Dora expressed his appreciation for all who came out to speak. He felt this gave the developers an opportunity to hear many unanswered questions. He also mentioned that there would be future public hearings.

Motion by **Smolenska**, seconded by **Galligan**, to recommend to City Council approval of Case 25-16, a zoning change request from CB, Central Business District to PD, Planned Development District, and a preliminary development plan for a 5-story hotel located at 233 Washington Ave. (parcel #70-03-20-432-017), based on the information submitted for review and subject to the following conditions:

- 1. A departure from the building height guidance standard is approved to allow for a 5-story tall building, provided the roof pitch contains variations as depicted in the preliminary development plan.*
- 2. The existing right-of-way dividing the parcel shall be vacated prior to the final development plan approval.*
- 3. The "Sherwood Forest" portion of the preliminary development shall remain open and available for public use.*
- 4. The tree lawn along Columbus Ave. will be re-established per Public Works specifications.*
- 5. Landscaping around the perimeter of the property should be provided wherever possible to soften and screen the site.*
- 6. The dumpster enclosure is limited to 6 feet in height and may be located on the property line.*
- 7. Signage plan shall be submitted with Final Development Plan.*
- 8. Exterior cladding materials shall meet the standards of the Central Business District.*
- 9. The project will provide 89 on-site parking spaces. The remaining 39 parking spaces will be finalized through recorded shared parking agreement or other off street parking exemptions prior to final development plan approval.*

And the following findings of fact:

- 1. The Preliminary Development Plan conforms to the future land use plan and zoning plan in the adopted 2023 Master Plan.*
- 2. The 128-unit hotel satisfies the DDA Master Plan, by providing a residential-style lodging accommodations to meet increased visitor demand. Also supporting a walkable, vibrant, and economically reliant downtown.*
- 3. The preliminary development plan conforms to goal 10 of the adopted Economic Development Plan in which hospitality and tourism is an important part of the local economy, structured to offer visitors year-round memorable and enjoyable*

experiences, while balancing the interests of local residents and the other key sectors of the economy.

Roll Call Vote.

Yeas: Owen, Borchers, Kozanecki, Skelly, Smolenska, Galligan, Pierce, Smelker, Dora

Nays: None.

Motion passed

Old Business

Case 25-13: Zoning Text Amendment to Sec 40-411.02.A, to permit short term rentals in the Centertown Overlay in the Neighborhood Mixed-Use District.

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

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

A robust and healthy discussion was held on April 30th during the joint meeting with the DDA. It was determined the best course of action would be to amend the zoning ordinance to permit short term rentals by special land use in the Centertown Overlay. The current standards listed in Sec. 40-513 for short term rental special land uses do not directly apply to the Centertown District. A subcommittee would be formed to create specific standards appropriate for the Centertown Overlay.

No action is required by the Planning Commission at this time. The direction is for the subcommittee to meet and draft specific short term rental special land use standards for Centertown Overlay. The text amendment would incorporate all other applicable sections, tables, charts, etc., necessary to avoid any contradiction.

If received in time, the language from the subcommittee for text amendment could be reviewed during the June Planning Commission meeting. Staff will need to confirm with legal counsel for any public hearing requirements.

Chair Dora mentioned that he was looking to get a consensus concerning the commissioner's direction regarding the subcommittee formed to meet and draft specific short-term rental special land use standards for Centertown Overlay.

Smolenska asked to be recused.

Borchers supported the subcommittee.

Pierce would like to give input on what standards for short-term rentals within the Centertown Overlay. Dora explained that the subcommittee would develop the standards, and the Commissioners would vote to add or subtract various restrictions. Pierce said there would be potential to support special land use but would have input regarding the process.

Kozanecki felt similarly to Pierce. However, she felt the special land use would be more of a compromise and was willing to see if they could make it work.

Vice-Chair Galligan stated he felt it should be allowed by right but would also be ok doing the special land use.

Owens agreed with Kozanecki about short-term rentals in Centertown. She also stated that she supports forming the subcommittee to draft the standards.

Dora was also in favor of moving ahead with the subcommittee and mentioned that David Skelly and Jennifer Smelker were interested in being part of that committee. He encouraged any other commissioners to see Brian if interested.

Election of Officers:

Discussions were held to elect Ryan Galligan as Vice Chair, Magda Smolenska as Secretary, and Mike Dora as Chair.

Motion by **Kozanecki**, seconded by **Borchers**, for the slate of officers to remain from July 1, 2025, to June 30, 2026.

All Ayes **Motion Passed.**

Zoning Board of Appeals Liaison Report:

Chair Dora made a motion to reappoint Amy Kozanecki as Zoning Board of Appeals Liaison, term beginning July 1, 2025, to June 30, 2026. This was seconded by **Borchers**.

Kozanecki reported last month's meeting was canceled.

City Planner Report:

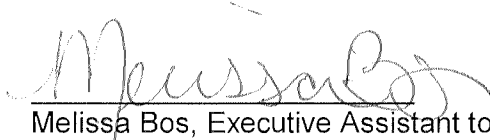
City Planner thanked the Commissioners for their patience and hard work as they continued to work through these big developments and talked about how these decisions concerning rezoning and overlays. This will only help set things up for the Master Plan Review in the future.

Call to the Audience: Second Opportunity:

Darrin Breen, 215 N 3rd St, spoke regarding the subcommittee and advised that the rules would be easy for City employees and residents to follow.

Motion by **Kozanecki**, seconded by **Galligan**, to Adjourn.
All Ayes **Motion Passed**.

Chair Dora adjourned the meeting at 8:56 p.m.

A handwritten signature in dark ink, appearing to read "Melissa Bos", is written over a horizontal line.

Melissa Bos, Executive Assistant to City Manager

“For Cleaner Lakes and Rivers”

GRAND HAVEN-SPRING LAKE SEWER AUTHORITY

WASTEWATER TREATMENT PLANT
1525 WASHINGTON AVENUE
GRAND HAVEN, MICHIGAN 49417
PHONE: (616) 847-3486

The regular meeting of the Grand Haven-Spring Lake Sewer Authority will be held at 8:15 A.M. on Wednesday, February 19, 2025 in the Council Chambers in Grand Haven City Hall located at 519 Washington St. Grand Haven, Michigan 49417

AGENDA FOR REGULAR MEETING

Wednesday February 19, 2025

8:15 A.M.

1. Meeting called to order 8:15 a.m.

2. Roll Call:

Vice-Chair Ashley Latsch
Treasurer Craig Bessinger
Patrick Staskiewicz
Bill Cargo
Brady Selner
Joel TePastte
Wally Delamater

City of Grand Haven
City of Ferrysburg
Ottawa County Road Commission
Grand Haven Township
Village of Spring Lake
Village of Spring Lake
Spring Lake Township Alternate

Also Present:

Ryan Vredeveld
Cory VanOeveren
Matt Wade
Karen Sherwood
Emily Greene

WWTP Superintendent
WWTP Environmental Compliance Supervisor
Grand Haven Township Alternate
Grand Haven Township
City of Grand Haven Finance Director

Absent:

Steve Namenye
Chair Gordon Gallagher

Member at Large
Spring Lake Township

3. Approval of the minutes of the November 20, 2024 Sewer Authority Board meeting

Motion by Cargo to approve the minutes, support by TePastte and all in favor motion carries

4. Public Comment

No public comment

5. Financial Report

Superintendent Vredevelde updates the Board on the financials of the current fiscal year and how we are projecting.

6. Superintendent's Report

Superintendent Vredevelde updates the board on the operations of the plant. The backup blower was rebuilt, which is our main backup blower to our main turbo blower. A main project was started and finished at the Spring Lake Pump Station which was the replacement of the Automatic Transfer Switch (ATS).

7. General Business.

A. East End Parking Lot Agreement

Motion by Cargo to approve and support by TePastte. Comment from the Board Member Cargo was that we wanted to be sure no fees would be associated with receiving the easement from the City and there are no such fees. All in favor and motion carries.

B. Budget Presentation for FY 2025-2026

Superintendent Vredevelde discussed the 6 year CIP and the necessary funding needed to cover the projected costs. Upcoming projects include a new backup generator at the main plant, new monitoring/controls in the aeration basin, security system, as well as the install of a fiber loop to improve communication from building to building. Other main points of the budget included 5% cost of living increases to both union and non-union positions. Board Member Delamater commented that it appears that there is an increase to operations/maintenance items and stated it would be nice to see how the man hours of plant staff effectively cover the demands of O/M.

Motion by Cargo to approve the budget as present with support by TePastte and all in favor motion carries.

C. Sewer Authority Board Organization

The Sewer Authority Board has historically appointed officers at the first regularly scheduled meeting of the year.

Current officers are:

Chair – Gordon Gallagher

Vice-Chair – Ashley Latsch

Treasurer – Craig Bessinger

Motion by Cargo to nominate Latsch as Chair, Selner as Vice-Chair and have Bessinger remain as Treasurer. All in favor motions carries.

8. Board Member Comments.

No comments

9. Announcement of next Sewer Authority Meeting: May 21, 2025

10. Adjournment. 8:48 a.m

Sewer Authority Members:

Brady Selner
City of Grand Haven - Vacant
Ashley Latsch, Vice-Chairperson
Craig Bessinger, Treasurer
Steve Namenye
Gordon Gallagher, Chairperson
Patrick Staskiewicz
Bill Cargo
Joel TePastte

Alternate Members:

Wally Delamater

Matt Schindlbeck

Joe Wallace
Matt Wade

Consultants:

Matt VanHoef

Others:

Grand Haven Tribune
Bob Monetza
Maria Boersma

GENERAL MEMBERS: IF YOU CANNOT ATTEND THE MEETING, PLEASE NOTIFY YOUR ALTERNATE SO THAT HE/SHE MAY

“For Cleaner Lakes and Rivers”

GRAND HAVEN-SPRING LAKE SEWER AUTHORITY

WASTEWATER TREATMENT PLANT
1525 WASHINGTON AVENUE
GRAND HAVEN, MICHIGAN 49417
PHONE: (616) 847-3486

The regular meeting of the Grand Haven-Spring Lake Sewer Authority will be held at 8:15 A.M. on Wednesday, May 21, 2025, 2025 in the Council Chambers in Grand Haven City Hall located at 519 Washington St. Grand Haven, Michigan 49417

AGENDA FOR REGULAR MEETING

Wednesday May 21, 2025

8:15 A.M.

- 1. Meeting called to order**
- 2. Roll Call:**
 - Ashley Latsch
 - Craig Bessinger
 - Steve Namenye
 - Gordon Gallagher
 - Patrick Staskiewicz
 - Bill Cargo
 - Brady Selner
 - Joel TePastte
- 3. Approval of the minutes of the February 19, 2025 Sewer Authority Board meeting**
- 4. Public Comment**
- 5. Financial Report**
- 6. Superintendent's Report**

7. General Business.

A. Debt Rates for FY 2025-2026

Memo from Ottawa County Road Commission providing their recommendations for debt rates for our 2013 and 2018 bonds

8. Board Member Comments.

9. Announcement of next Sewer Authority Meeting: August 20, 2025

10. Adjournment.

Sewer Authority Members:

Brady Selner, Vice-Chairperson
City of Grand Haven - Vacant
Ashley Latsch, Chairperson
Craig Bessinger, Treasurer
Steve Namenye
Gordon Gallagher
Patrick Staskiewicz
Bill Cargo
Joel TePastte

Alternate Members:

Wally Delamater

Matt Schindlbeck

Joe Wallace
Matt Wade

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GENERAL MEMBERS: IF YOU CANNOT ATTEND THE MEETING, PLEASE NOTIFY YOUR ALTERNATE SO THAT HE/SHE MAY

From: [Brent Clark](#)
To: [Brent Clark](#)
Subject: It's Time to Update our 25 Year Old Harbor Island Master Plan
Date: Saturday, July 26, 2025 6:50:31 PM

RE: Update our 25 Year Old Harbor Island Master Plan

Hon Mayor Bob Monetza
City Council Members
cc Exec Asst Melissa Bos
cc PM Director Derek Gajdos

cc: City Mgr Ashley Latsch
cc: City Clerk Maria Boersma
cc: Asst CM Dana Kollwehr
Cc: DPW Director Michael England

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

I first posed this question to city council in 2024. If the timing was wrong then, it's right now. So, I pose it again to keep it in front of council and the public to encourage discussion about it.

I respectfully ask city council to consider taking steps to update Harbor Island's Master Plan. The current Master Plan is over 25 years old (1998) and sorely outdated. There are many reasons it's time to update. Thank you. Brent Clark

Remediation is Well Underway

Test wells and contamination data have been gathered. Soon the boundaries of the contamination will be known. The coal ash ponds are cleared and temporarily capped. Visioning started in early 2024. Townhalls and concepts have been shared with the public. Remediation will be completed by 2027. Funding to renew Harbor Island requires specific buildout details; it cannot be generalized. HI's website is packed full of facts and ideas.

https://link.edgepilot.com/s/a0fad9bb/3wEvmxtQN0eegORW1_IQ8w?u=https://www.renewharborisland.org/. Click and see. More townhalls are planned for Fall 2025 to update the public on the remediation status.

A Buildout Framework is Needed

Like building a house, rebuilding Harbor Island we need a blueprint. You can't focus on a kitchen, a bedroom, or a garage in isolation. All the rooms need to coordinate in an overall design. Or you get a hodge podge. For Harbor Island that's a Master Plan. The old 1998 one cannot carry the day to renew and repurpose HI. These are but a few of the questions HI needs answered. It's not too early to start.

Harbor Island has many Planning Questions

1. What is the long-term purpose (vision) for HI?
2. How will a HI Master Plan be developed?
3. What are the puzzle pieces (elements) that end up there over short and long term?

4. Should Harbor Island become an authority; Harbor Island Authority?
5. What image do we want HI to have to the public?
6. What will HI distinctives, destination factors be? (e.g. Mackinaw Island, Drummond Island, Presque Isle, Beaver Island, Boblo Island, etc.)
7. How do we want HI to be found/ reached / experienced; etc.?
8. How far do we want HI's reputation to reach? (i.e. W. Mich, Midwest, beyond, etc.)
9. How will HI be connected (knitted together) with Tri-Cities, county?
10. What themes should HI have? (e.g. recreational, educational, historical, boat launch, physical fitness course, ice skating, amphitheater, performance stage, etc)
11. Where can we find similar projects for comparison / guidance?
12. Where can we find best practices on how to proceed / how to end up?
13. How do we engage the community before / during / after HI's renewal journey?
14. How do we define "community"? (stakeholders, users, donors, champions, etc.)
15. How should HI be connected (physically & intellectually) to the city? The museum? The library? The Tri-Cities? The county?
16. How can we tap into skill sets and expertise of museum, library, schools, universities, community, etc.?
17. What are the physical (and virtual) touch points we want for HI?
18. Should HI be virtually interactive with the public? How to do?
19. Could we engage our local historical society to develop the "history" of HI up to current? Is it historically significant and should it be part of HI's "life"?
20. How do we engage public and private funding on HI elements? (e.g. birding platforms, snowshoe trails, pet paths, walking paths, soccer fields, solar gardens, historical education markers, boat launches, farmer's market, charter fishing, etc.)
21. What utilities and services will HI have? (e.g. electric, water, sewer, bathrooms, area lighting, parking, paved roads, etc.)
22. Will anything be unique to local demographics? (e.g. elderly, youth, skate park, preschool, sports, pets, veterans, special needs, etc.)
23. How will ADA be factored in?
24. Will HI draw any seasonal events? (e.g. winter / spring / summer / fall fest activities, etc.)
25. Should HI be a year-round destination; or only seasonal?
26. How will HI incorporate / enhance Linear Park; soccer fields, and should it?

Use a Holistic Approach for Renewal

To date, the townhalls have been "blue sky" surveys and concept renderings narrowly focused only on the Sims site and immediate surrounding area (the "western area"). HI's renewal needs to envelop the whole island, not just a small cleanup section. It needs to be holistic in scope and focus. Otherwise, HI will end up piecemeal, a patchwork of uncoordinated special interest projects. An updated Master Plan will force the whole island included, and the whole community engaged on purpose and by design.

Funding Sources need Detailed Projects in Order to Open Their Purse Strings

Federal, state, and local funding decision makers will not pay for “blue sky” ideas. They want (need) detailed, specific, well thought out projects. Chasing money without it is a fools folly. A waste of time and a risk to goodwill. A hat in hand has only one first impression. It needs to be a good one. A Master Plan leads to well defined, credible projects.

The Public is Ready to Plan Ahead

In 2024 the public was ready to plan HI’s future. Remediation was not far enough along to allow it. Now, it is. Let’s give the public a Master Plan to flesh out. Let’s start assembling the puzzle pieces of our renewed Harbor Island.

Thank you. Brent Clark