CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN

AGENDA FOR

REGULAR COUNCIL MEETING

GRAND HAVEN CITY HALL*
COUNCIL CHAMBERS
519 WASHINGTON AVE

MONDAY, September 21, 2026
7:30 PM

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

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

10. **PRESENTATION**

11. **CONSENT AGENDA** **ATTACHMENT A**

    A. Approve the Special Work Session and Regular City Council meeting minutes for September 08, 2026.
    B. Approve the bills memo in the amount of $3,946,625.49.
    C. Approve designating Mayor Monetza as the official representative to cast the vote for the City of Grand Haven at the Michigan Municipal League Annual Meeting, and to designate Mayor Pro-tem Dora as the alternate.

12. **UNFINISHED BUSINESS**
13. **PUBLIC HEARING**

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14. NEW BUSINESS **ATTACHMENT B**

A. Consideration by City Council of a resolution to request the Department of Natural Resources investigate and hold a public hearing to determine the need for speed control on the Grand River adjacent to the frontage of Eastpointe RV Resort Marina located at 200 N Beechtree St.

B. Consideration by City Council of a resolution to approve temporary street and parking closures on October 2, 2026, to accommodate the filming of a nationwide Toyota commercial featuring Grand Haven.

   Administration recommends approval

C. Consideration by City Council of a resolution to approve a request from the Grand Haven High School Marching Band to conduct a marching parade down Washington Avenue beginning at 6th Street and concluding at Lynne Sherwood Waterfront Stadium with a performance in conjunction with the Musical Fountain on September 25, 2026.

   Administration recommends approval

15. CORRESPONDENCE & BOARD MEETING MINUTES **ATTACHMENT C**

A. Airport Board Meeting Minutes of June 23, 2026
B. Board of Light and Power Meeting Minutes of May 18, 2026, May 21, 2026, June 18, and July 16, 2026
C. Cemetery Board Meeting Minutes of May 11, 2026
D. Economic Development Corporation Brownfield Redevelopment Authority Meeting Minutes of May 18, 2026, and June 1, 2026
E. Human relations Commission Meeting Minutes of April 23, 2026, June 2, 2026, June 8, 2026, June 25, 2026 and July 23, 2026
F. Main Street Downtown Development Authority Meeting minutes of May 14, 2026, and June 11, 2026
G. Musical Fountain Meeting Minutes of April 15, 2026, May 13, 2026, and June 10, 2026
H. North Ottawa Recreation Authority Meeting Minutes of April 23, 2026, and June 25, 2026
I. North Ottawa Water System Meeting Minutes of November 19, 2025, and February 18, 2026
J. Parks & Recreation Meeting Minutes of June 3, 2026
K. Planning Commission Meeting Minutes of May 12, 2026, and June 9, 2026
L. Grand Haven-Spring Lake Sewer Authority Meeting Minutes of November 19, 2025, February 18, 2026, and May 20, 2026

M. Sustainability & Energy Commission Meeting Minutes of March 12, 2026, April 16, 2026, May 14, 2026, and June 11, 2026
N. Zoning Board of Appeals Meeting Minutes of April 22, 2026, and June 17, 2026

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

*Streaming LIVE on Facebook and YouTube! Follow us at facebook.com/cityofgrandhaven

Attachment A

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
SPECIAL CITY COUNCIL WORK SESSION
MONDAY, SEPTEMBER 8, 2026

The Special Work Session of the Grand Haven City Council was called to order at 7:00 p.m. by Mayor Bob Monetza in the Council Chambers of Grand Haven City Hall at 519 Washington Ave, Grand Haven, MI 49417.

Present: Council Members Mike Fritz, Erin Lyon, Mayor Pro-tem Mike Dora, and Mayor Bob Monetza.

Absent: Council Member Sarah Kallio.

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

PRESENTATION

Assistant City Manager Dana Kollewehr shared background information on updates Capstone and Lakewood Construction made to their plans for the former Diesel Plant since their last presentation in May. The developers have not submitted anything yet for approval and are seeking preliminary feedback. John Groothuis of Capstone Companies shared that they have been working with the Grand Haven Children's Museum to incorporate a space for them at the Diesel Plant location. There will still be a private residential component to the site plan with parking for residents incorporated into the building. Public parking would be on site and at the Water Treatment Plant/Mulligan's Hollow for the museum, with the ability to have a bus lane on site. The plans shown are still conceptual and not final. As a next step, staff will bring forward an amended purchase/development agreement for City Council consideration.

ADJOURNMENT

Mayor Monetza adjourned the meeting at 7:19 p.m.

Minutes prepared and submitted by City Clerk Maria Boersma.

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Robert Monetza, Mayor	Amy Vos, Deputy Clerk

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
REGULAR CITY COUNCIL MEETING
MONDAY, SEPTEMBER 8, 2026

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, Erin Lyon, Mayor Pro-tem Mike Dora, and Mayor Bob Monetza.

Absent: Council Member Sarah Kallio.

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, Finance Director Emily Greene, Public Works Director Michael England, Project Management Director Derek Gajdos, and Waterfront & Events Manager Brian Jarosz.

INVOCATION/PLEDGE OF ALLEGIANCE

NEW APPOINTMENTS

26-189 Council Member **Fritz** moved, seconded by Council Member **Lyon**, to appoint the following:

Robert Sabine, Audit Review Committee, term ending June 30, 2030.
Stephanie Salah, Historic Conservation District Commission, term ending June 30, 2027.

Roll Call Vote:
This motion carried unanimously.

APPROVAL OF CONSENT AND REGULAR AGENDAS

26-190 Mayor Pro-tem **Dora** moved, seconded by Council Member **Fritz**, to approve the agendas as presented.

Roll Call Vote:
This motion carried unanimously.

FIRST CALL TO AUDIENCE

Julie Busta, 8 Edwards Ave: Commented on the retaining wall that is scheduled to be repaired at 4 Edwards Ave.

Sarah Lowell, 4 Edwards Ave: Commented on the retaining wall that is scheduled to be repaired at 4 Edwards Ave.

Resident, 1120 S Harbor: Commented on a Special Land Use application that was approved at the August Planning Commission meeting for a short-term rental at 26 Edwards Ave.

Jim Hagen, 400 Lake: Commented on a peaking plant that has been proposed to be located at a property near the Airport.

Jeffrey Miller, 1120 S Harbor: Commented on a Special Land Use application that was approved at the August Planning Commission meeting for a short-term rental at 26 Edwards Ave.

Catherine Ruster, 9 Peterson Ridge: Commented on a Special Land Use application that was approved at the August Planning Commission meeting for a short-term rental at 26 Edwards Ave.

PRESENTATION

Lita Bazuin of the Human Relations Commission presented a proclamation honoring Hispanic Heritage Month.

CONSENT AGENDA.

26-191 Approve the Special Work Session and Regular City Council meeting minutes for August 17, 2026.

26-192 Approve the bills memo in the amount of $3,302,723.00. **Attachment A**

26-193 Approve utilizing Attorney Ryan Shannon, with Dickinson Wright, for the purpose of handling Assessing and Michigan Tax Tribunal cases.

26-194 Approve a proclamation recognizing September as Hispanic Heritage Month in the City of Grand Haven. **Attachment B**

Council Member **Fritz** moved, seconded by Mayor Pro-tem **Dora**, to approve the Consent Agenda as presented.

Roll Call Vote:
This motion carried unanimously.

NEW BUSINESS

26-195 Council Member **Lyon** moved, seconded by Mayor Pro-tem **Dora,** to approve the State of Michigan's MIDeal Road Salt Contract for 2026/2027 winter season with Compass Minerals

America, Inc., of Overland, KS, for 750 tons of salt at $72.03 per ton, delivered for a total amount of $54,022.50.

Roll Call Vote:
This motion carried unanimously.

26-196 Council Member **Fritz** moved, seconded by Council Member **Lyon**, to approve Site Work Solutions Inc. to repair two sections of the boardwalk, in the not to exceed amount of $55,900.00.

Roll Call Vote:
This motion carried unanimously.

26-197 Council Member **Fritz** moved, seconded by Council Member **Lyon**, to approve the use of the City Beach and front row parking for the King of the Great Lakes special event from September 25-27, 2026.

Roll Call Vote:
This motion carried unanimously.

26-198 Mayor Pro-tem **Dora** moved, seconded by Council Member **Fritz**, to approve the use of Central Park for event displays from September 30, 2026, to November 1, 2026, for the Grand Haven Main Street DDA's annual Bones About Town.

Roll Call Vote:
This motion carried unanimously.

26-188 Council Member **Fritz** moved, seconded by Mayor Pro-tem **Dora**, to award the Harbor Island North Channel CCR Removal Project to Taplin Enterprises located in Kalamazoo, Michigan, in the not to exceed amount of $1,925,598.78, contingent on approval from the Board of Light and Power.

Roll Call Vote:
This motion carried unanimously.

REPORT BY CITY COUNCIL

Council Member Fritz shared that he was disappointed with how the 26 Edwards Avenue Special Land Use approval for a short-term rental was handled and wished the residents had received notification of the amended application. The Bridge Walk was a well-attended event.

Mayor Pro-tem agreed with Council Member Fritz that he wished residents had received an additional notification regarding the amendments to the approved special land use application at

26 Edwards Avenue. The Bridge Walk event was great, and the Lighthouse received 40,957 visitors this summer, with the highest day receiving 1,780 visitors.

Council Member Lyon asked the city to reevaluate how many short-term rentals it approves in residential neighborhoods and apologized to residents for not receiving an additional notification.

Mayor Monetza explained the process further as to why neighbors did not receive an additional notification regarding the 26 Edwards Avenue approval; a second public hearing was not needed and expressed that residents should have been made aware that the issue was not resolved at the May meeting. The city will look at processes to make sure a similar situation does not happen again.

CITY MANAGER REPORT

City Manager Ashley Latsch announced that City Clerk Maria Boersma submitted her resignation, and her final day will be September 16. Since the Clerk position reports to City Council, there will be at least two interviews. The first interview will be conducted by staff and two volunteers from City Council, and the second will take place in a public meeting with all of City Council.

CALL TO AUDIENCE SECOND OPPORTUNITY

Jeffrey Miller, 1120 S Harbor: Thanked City Clerk Maria Boersma for her service to the city.

Sarah Lowell, 4 Edwards Ave: Provided pictures and estimates regarding the 4 Edwards Ave retaining wall and commented on the 26 Edwards Ave short-term rental approval.

Lita Bazuin, Human Relations Commission: Shared that an International Day of Peace Art Exhibit will be taking place starting September 14 -September 25 at Central Park Place.

ADJOURNMENT

After hearing no further business, Mayor Monetza adjourned the meeting at 8:37 p.m.

Minutes prepared and submitted by City Clerk Maria Boersma.

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Robert Monetza, Mayor	Amy Vos, Deputy Clerk

Attachment A

To: Ashley Latsch, City Manager
From: Emily Greene, Finance Director EG
CM Date: **09.08.26**
RE: Bills From Payables Warrant

FUND NUMBER	FUND NAME	WARRANT 08.19.26	ACH WARRANT 08.19.26	WARRANT 08.26.26	ACH WARRANT 08.26.26	WARRANT 09.02.26	ACH WARRANT 09.02.26	TOTALS
101	General Fund	$126,228.00	$8,688.26	$7,202.50	$26,201.38	$32,001.34	$135,216.17	$335,537.65
151	Cemetery Fund	$795.00	$0.00	$0.00	$0.00	$0.00	$0.00	$795.00
202	Major Street Fund	$43,154.53	$0.00	$92.19	$0.00	$92.19	$2,458.15	$45,797.06
203	Local Street Fund	$8,157.75	$0.00	$92.19	$0.00	$92.19	$2,410.55	$10,752.68
235	Public Safety Millage Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
242	Brfd LBRF TIF Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
243	Brownfield Redevelopment Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
244	Economic Development Corp Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$10,000.00	$10,000.00
245	Downtown TIF Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
246	Brownfield TIF GL Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
248	Grand Haven Main Street DDA Fund	$4,929.00	$0.00	$0.00	$0.00	$1,132.16	$2,267.57	$8,328.73
272	2008/17 UTGO Inf Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
273	2014 LTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
274	2015 UTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
276	LightHouse Maintenance Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
278	Community Land Trust Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
352	Brownfield TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
372	2008/17 UTGO Inf Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
373	2014 LTGO Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$23,600.00	$23,600.00
374	2015 UTGO Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$40,900.00	$40,900.00
375	Public Safety Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
384	2020 LTGO Bond - Warber Drain Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$7,384.68	$7,384.68
394	Downtown TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$438,516.48	$438,516.48
401	Public Improvements Fund	$0.00	$0.00	$0.00	$0.00	$2,500.00	$26,231.16	$28,731.16
402	Fire Truck Replacement Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
410	Harbor Island Remediation Fund	$0.00	$49,948.67	$0.00	$0.00	$0.00	$14,411.48	$64,360.15
435	Public Safety Capital Project Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
456	2008/17 UTGO Inf Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
457	2014 LTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
458	2015 UTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
508	North Ottawa Recreation Authority	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	Sewer Authority Operating	$7,163.16	$59.41	$2,522.56	$0.00	$1,952.83	$97,648.54	$109,346.50
509	Sewer Authority SL Force Main	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	Sewer Authority Plant Mod	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-2013 Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-SLPS/Force Main Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-Local Lift Station Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
509	GH/SL SA-2018 Plant Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
510	NOWS Operating	$6,936.92	$0.00	$4,813.80	$0.00	$9,462.72	$160,409.63	$181,623.07
510	NOWS Plant Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
510	NOWS Replacement	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
581	Airport Fund	$164.12	$0.00	$54.98	$0.00	$0.00	$16,637.88	$16,856.98
590	City Sewer Fund	$2,881.86	$0.00	$596.88	$0.00	$79.30	$176,565.34	$180,123.38
591	City Water Fund	$4,355.68	$0.00	$65.18	$0.00	$2,899.06	$36,245.93	$43,565.85
594	Marina Fund	$7,262.54	$0.00	$0.00	$0.00	$0.00	$4,855.59	$12,118.13
597	Boat Launch Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$309.85	$309.85
661	Motor Pool Fund	$3,814.46	$0.00	$245.67	$0.00	$11,958.35	$90,330.66	$106,349.14
677	Self Insurance Fund	$2,700.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,700.00
678	OPEB/Retiree Benefits Fund	$91,557.60	$0.00	$0.00	$0.00	$0.00	$0.00	$91,557.60
679	Health Benefits Fund	$91.80	$0.00	$0.00	$0.00	$0.00	$0.00	$91.80
701	Trust & Agency Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
703	Tax Collection Fund	$0.00	$0.00	$411,282.01	$1,132,095.10	$0.00	$0.00	$1,543,377.11
704	Payroll Fund	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$310,192.42	$58,696.34	$426,967.96	$1,158,296.48	$62,170.14	$1,286,399.66	$3,302,723.00

$3,302,723.00 Total Approved Bills
$1,637,726.51 Minus eligible bills for release without prior approval: including Utility,
$1,664,996.49 Retirement, Insurance, Health Benefit, and Tax Collection Funds

Attachment B

CITY OF GRAND HAVEN

GRAND HAVEN, MICHIGAN

PROCLAMATION

HISPANIC HERITAGE MONTH

WHEREAS, the City of Grand Haven, Michigan's City Council recognizes and proudly proclaims that September 15 through October 15 will be acknowledged and respected as Hispanic Heritage Month throughout the City of Grand Haven, Michigan; and

WHEREAS, the City of Grand Haven honors and acknowledges the contributions of our members of the Hispanic community to the growing cultural, civic, and economic success of our city, state and country in invaluable ways. and

WHEREAS, the City of Grand Haven is in unified and in total commitment to the visible support of the dignity and equality for all members of the Hispanic community as part of the Grand Haven Community. and

WHEREAS, even as the Hispanic Community continues to grow and become more intertwined with the overall national community, there lies a need for a cultural education and understanding as well as an awareness for the people of the Hispanic Community so as to rout out any and all discrimination and prejudice that may exist; and

WHEREAS, the City Council of Grand Haven now calls upon the people of this fair city to embrace the principles that our nation was founded on in that every person is an individual endowed with infinite dignity, and worth. As such may we take up the mantle to expunge the blight of prejudice and the mar of racism wherever it may exist; and

WHEREAS, in the celebrating of Hispanic Heritage Month we commit to providing support and advocacy for every member of the Hispanic community, and it can serve as an open opportunity for the taking of action while engaging in a dialogue that will serve to strengthen our alliance with the community as we continue to build acceptance as we advance equal rights for all. and

NOW, THEREFORE BE IT RESOLVED that the City Council of Grand Haven does hereby proclaim that, September 15 through October 15 be acknowledged as Hispanic Heritage Month in support of our members of the Hispanic Community who call Grand Haven home.

To: Ashley Latsch, City Manager
From: Emily Greene, Finance Director EG
CM Date: 09.21.26
RE: Bills From Payables Warrant

FUND NUMBER	FUND NAME	WARRANT 09.09.26	ACH WARRANT 09.11.26	WARRANT 09.11.26	CREDIT CARD WARRANT 09.11.26	TOTALS
101	General Fund	$54,681.63	$25,782.39	$346.76	$11,865.17	$92,675.95
151	Cemetery Fund	$0.00	$0.00	$0.00	$0.00	$0.00
202	Major Street Fund	$111.00	$43,422.94	$0.00	$13,860.00	$57,393.94
203	Local Street Fund	$111.00	$6,249.52	$0.00	$0.00	$6,360.52
235	Public Safety Millage Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
242	Brfd LBRF TIF Rev Fund	$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	Economic Development Corp Fund	$0.00	$0.00	$0.00	$0.00	$0.00
245	Downtown TIF Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
246	Brownfield TIF GL Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
248	Grand Haven Main Street DDA Fund	$437.62	$22.00	$165.00	$526.06	$1,150.68
272	2008/17 UTGO Inf Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
273	2014 LTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
274	2015 UTGO Bond Rev Fund	$0.00	$0.00	$0.00	$0.00	$0.00
276	LightHouse Maintenance Fund	$0.00	$0.00	$0.00	$0.00	$0.00
278	Community Land Trust Fund	$0.00	$0.00	$0.00	$20.00	$20.00
352	Brownfield TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
372	2008/17 UTGO Inf Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
373	2014 LTGO Bond Debt Fund	$0.00	$300.00	$0.00	$0.00	$300.00
374	2015 UTGO Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
375	Public Safety Bond Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
384	2020 LTGO Bond - Warber Drain Fund	$0.00	$0.00	$0.00	$0.00	$0.00
394	Downtown TIF Debt Fund	$0.00	$0.00	$0.00	$0.00	$0.00
401	Public Improvements Fund	$0.00	$0.00	$0.00	$199.54	$199.54
402	Fire Truck Replacement Fund	$0.00	$0.00	$0.00	$0.00	$0.00
410	Harbor Island Remediation Fund	$622.96	$18,017.74	$0.00	$1,548.40	$20,189.10
435	Public Safety Capital Project Fund	$0.00	$0.00	$0.00	$0.00	$0.00
456	2008/17 UTGO Inf Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00
457	2014 LTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00
458	2015 UTGO Construction Fund	$0.00	$0.00	$0.00	$0.00	$0.00
508	North Ottawa Recreation Authority	$0.00	$0.00	$0.00	$1,116.95	$1,116.95
509	Sewer Authority Operating	$3,093.08	$83.50	$0.00	$397.53	$3,574.11
509	Sewer Authority SL Force Main	$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	$56,356.78	$9,937.83	$4,770.00	$0.00	$71,064.61
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
581	Airport Fund	$255.02	$94.67	$0.00	$0.00	$349.69
590	City Sewer Fund	$323.53	$22,321.28	$0.00	$7,680.00	$30,324.81
591	City Water Fund	$2,781.96	$34,469.52	$172.48	$8,198.18	$45,622.14
594	Marina Fund	$981.45	$290.80	$0.00	$2,074.50	$3,346.75
597	Boat Launch Fund	$40.01	$0.00	$0.00	$0.00	$40.01
661	Motor Pool Fund	$1,068.74	$651.76	$3,634.56	$13.27	$5,368.33
677	Self Insurance Fund	$0.00	$0.00	$0.00	$0.00	$0.00
678	OPEB/Retiree Benefits Fund	$0.00	$0.00	$45,252.36	$0.00	$45,252.36
679	Health Benefits 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	$18,431.17	$2,592,945.04	$950,899.79	$0.00	$3,562,276.00
704	Payroll Fund	$0.00	$0.00	$0.00	$0.00	$0.00
		$139,295.95	$2,754,588.99	$1,005,240.95	$47,499.60	$3,946,625.49

$3,946,625.49	Total Approved Bills
$3,607,528.36	Minus eligible bills for release without prior approval: including Utility,
$339,097.13	Retirement, Insurance, Health Benefit, and Tax Collection Funds

Attachment B

City of Grand Haven
City Manager's Office
616-847-4888

MEMORANDUM

TO: Ashley Latsch – City Manager

CC: Dana Kolleweher – Assistant City Manager

FROM: Derek Gajdos – Project Management Director DG

DATE: September 10, 2026

SUBJECT: Eastpointe RV Park Marina – No Wake Zone Extension Request

---

On behalf of the owner and their representatives, Eastpointe RV Park Marina has officially requested that the City consider extending the no wake zone on the Grand River fronting their property.

The request is outlined in the attached letter from the owner's engineer. For consideration, a draft of a potential resolution provided by the property owner is attached.

Additionally, an outline of procedures required by the DNR to amend watercraft speeds within the City, and under state rules, is attached. In summary, the Council will need to send a resolution to the DNR to study the requested watercraft speed change and give back findings for the City Council to consider and potentially adopt. In doing so, the DNR will conduct an additional public hearing. If changes were recommended and ultimately desired, we would then need to then amend the City's Harbor and Waterways ordinance.

The City's current ordinance is located in Chapter 18, Article IV Section 18-51 (5) which further outlines the current eastern boundary of the City's no wake zone as Beechtree Street extended north to the City's corporate limits.

The property owner's representatives have advised that the current no wake extension request is the only changes being considered and requested at this time (no other no wake zone extensions requests to our neighboring municipalities).

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES
LANSING

GRETCHEN WHITMER
GOVERNOR

DANIEL EICHINGER
DIRECTOR

Procedures for Permanent Local Watercraft Control

Local units of government that believe that a special local watercraft control (LWC) is needed on waters subject to their jurisdiction shall follow the procedures established in MCL 324.80110 through 324.80112. Those procedures are detailed below. Local Watercraft Control is state terminology. When a local unit of government adopts a LWC they may use the term ordinance. The local unit of government initiates the process by submitting a resolution to the Department of Natural Resources (DNR).

The DNR shall investigate the need for special regulations for the use of vessel and other contrivances on the waters of the state to assure compatibility of uses and to protect public safety. Submitting a resolution does not guarantee approval of a LWC.

1) When a local unit of government believes a regulation is needed for the use of vessels on waters within their jurisdiction, they may submit a resolution for a LWC to the DNR Law Enforcement Division (LED).
   a) The resolution shall be approved by a majority of the governing body of the local unit of government following a public hearing on the resolution.
      i) The hearing must be specific on the resolution and not part of their regular meetings.
   b) The resolution and hearing minutes shall be submitted to the DNR LED.

2) Once the request and resolution are received, the DNR will initiate an investigation and inquiry as directed in MCL 324.80110.

3) Upon completion of the investigation and inquiry, the DNR will prepare a preliminary report that includes the findings of the investigation and a preliminary recommendation as to whether special rules are needed for the body of water, and submit a copy of the preliminary report to the local unit of government.

4) The DNR will work with the local unit of government to schedule a public hearing in the vicinity of the body of water to gather public input.
   a) The public hearing will be scheduled and advertised at least 10 days (typically 30 days) prior to the hearing.
   b) The DNR shall provide notice of the public hearing made in a newspaper of general circulation in the area where the water body is located.
   c) It is recommended the local unit of government provide notice of the public hearing through any and all media and advertising platforms they have available.

5) The DNR will facilitate the public hearing.
   a) At the public hearing, interested persons shall be afforded an opportunity to present their views on the preliminary report and the need for special rules, either orally or in writing.
   b) The DNR will accept written comments for 30 days after the date of the public hearing.

6) Within 90 days after the public hearing, if the DNR determines there is a need for a LWC, the DNR will propose a LWC to the local unit of government.
    a) The proposed LWC becomes valid only after the following conditions are met.
        i) The local unit of government adopts the LWC in its entirety at a public meeting.
            A. The wording used in the local unit of government's ordinance shall be identical to the proposed LWC recommended by the DNR.
        ii) The local unit of government notifies the DNR of the adoption.
            A. Notification to the DNR shall include all the following:
                1) A copy of minutes from the public meeting showing the adoption.
                2) Proof of publication in a locally circulated newspaper. The proof of publication must show the date and the name of the newspaper.
                    A. The page directly from the newspaper, or
                    B. A photocopy of the page from the newspaper
    b) The conditions in 6) a) must be completed within 60 days from the date the DNR submits the proposed LWC to the local unit of government.
        i) If the local unit of government fails to notify the DNR within 60 days, the proposed LWC is considered disapproved.

7) If the DNR determines there is not a need for a LWC, the DNR shall notify the local unit of government and provide the specific reasons for the denial.
    a) The local unit of government may appeal to the Director of the DNR.
            A. The Director shall make the final decision.

8) Other responsibilities of the local unit of government.
    a) The boundaries of the area described in the LWC shall be marked with signs and/or with buoys and maintained by the local unit of government.
        i) The local unit of government is responsible for the purchase, placement, maintenance and removal of all signs and buoys.
        ii) All buoys must be placed as provided in a permit (Application for Permit to Place Buoys/Beacons in Michigan Water {PR9203}) issued by the DNR and be in conformance with the State Uniform Waterway Marking System.
        iii) Buoys shall not be placed in a commercial shipping channel.
    b) Any state, county or local law enforcement officer having jurisdiction over the controlled area can enforce the LWC or ordinance.
        i) A LWC or ordinance is only enforceable when clearly and properly marked.
    c) It is recommended the local unit of government post signs at any public launches, marinas and beaches educating boaters of the LWC or ordinance.
    d) It is recommended the local unit of government post information on their website and social media platforms educating boaters of the LWC or ordinance.

9) A LWC or ordinance can only be requested for waters within the jurisdictional boundaries of a local unit of government.

10) If a body of water is within multiple jurisdictions, each local unit of government shall follow this process to request a restriction within their jurisdiction.

11) Local units of government can email their requests to DNR-LED-RecSafety@michigan.gov or mail them to:

    DNR-LED
    P.O. Box 30031
    Lansing, MI 48909
    Attn: Boating Law Administrator

Submitting an application and resolution does not guarantee the approval of a LWC.

September 10, 2026

Grand Haven City Council
c/o Derek Gajdos
519 Washington Avenue
Grand Haven, MI 49417

Re: Request for Resolution for Permanent Local Watercraft Control
Eastpointe RV Resort Marina - 200 N. Beechtree Street

Dear Mr. Gajdos:

Thank you for considering our request for a public hearing to evaluate the need to extend the no-wake zone on the Grand River within the City of Grand Haven, adjacent to the above-referenced site. The attached map shows the proposed extension area.

Docks were originally approved by the city on the south/east portion of the subject property in 2014 and an expansion of the marina to include the remainder of the Grand River frontage including boardwalk and docks (121 boat slips, total) was approved by the city in 2019. The pre-existing no-wake zone on the Grand River currently ends near the western, downstream boundary of the marina. Extending watercraft control further upstream is needed because the entire approximately 1,800 linear feet of Eastpointe RV Resort Marina frontage remains exposed to wave action from unregulated boat speeds and the associated safety and use concerns.

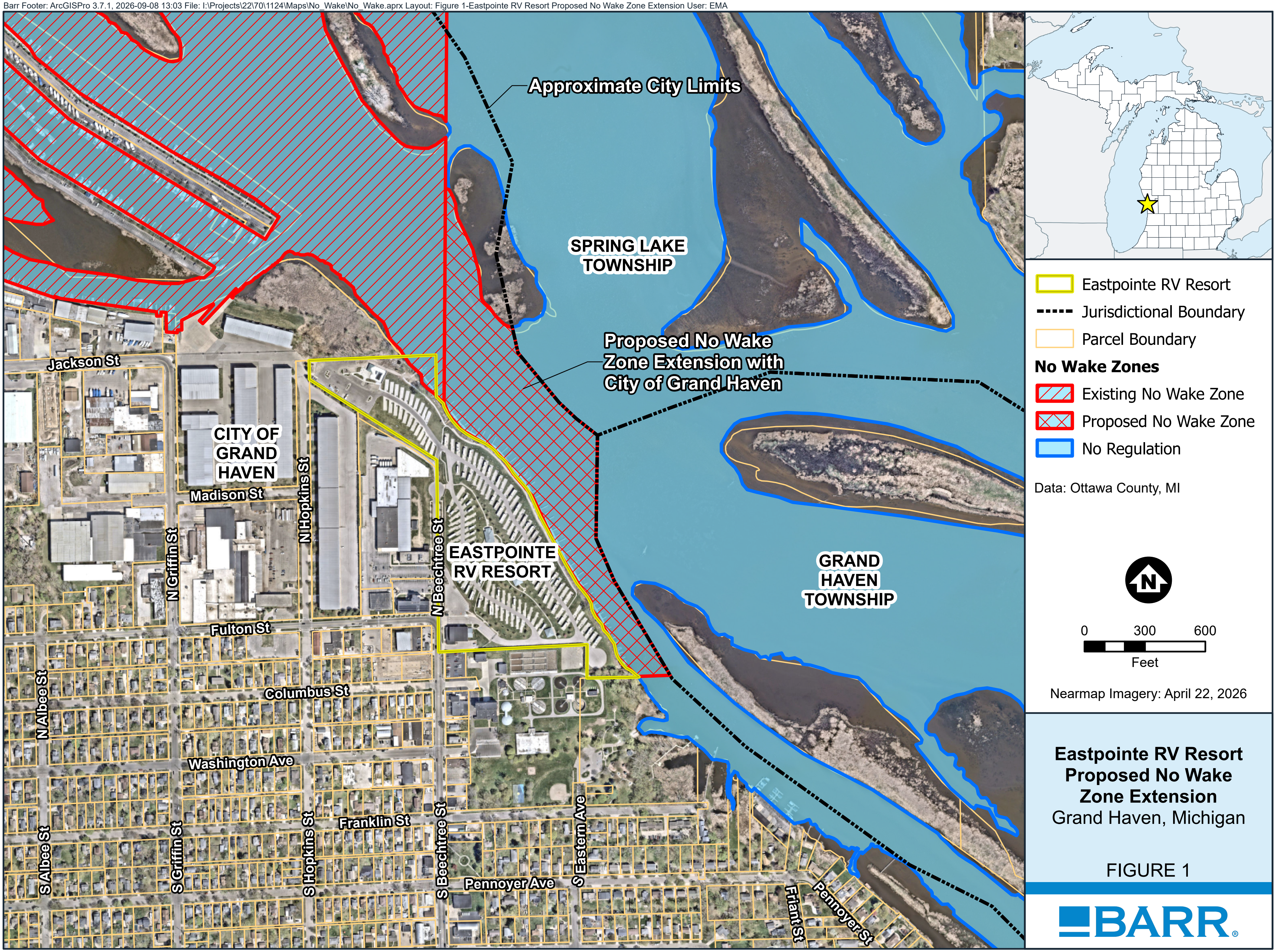
We look forward to the September 21st hearing. In the meantime, please let us know if you have any questions or need additional information.

Sincerely,

John R. Vigna
Senior Environmental Scientist

Enclosure

cc: Kris Fewless/Joel Wachter (Eastpoint RV Resort)
Doug Austin (Fraser Trebilcock)



Eastpointe RV Resort Proposed No Wake Zone Extension
Grand Haven, Michigan

FIGURE 1

BARR

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

LAW ENFORCEMENT DIVSION

R E S O L U T I O N

LOCAL WATERCRAFT CONTROL

WHEREAS, the City Council of the City of Grand Haven, County of Ottawa, State of Michigan, has become aware that recreational boating and surface water use problems exist within the City on the Grand River along the frontage of the Eastpointe RV Resort Marina located at 200 N. Beechtree Street which was determined by a public hearing held on September 21, 2026, at Council Chambers of City Hall, 519 Washington Ave, Grand Haven, MI 49417and approved by a majority of the members of the City Council.

WHEREAS, such recreational boating and surface water use problems consist of excessive boat speeds along the Grand River immediately upstream of the existing slow no-wake-zone resulting in safety and use concerns along entire frontage of the Eastpointe RV Resort Marina at 200 Beechtree Street and,

WHEREAS, Act 451 of the Public Acts of 1994, Part 801, as amended, requires that the Department of Natural Resources conduct a public hearing and such investigations are deemed necessary prior to recommending local watercraft controls on problem waters.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Haven does hereby request the Department of Natural Resources to hold a public hearing to inquire into need for special controls on the Grand River, along the frontage of the Eastpointe RV Resort Marina located at 200 N. Beechtree Street, City of Grand Haven, County of Ottawa, State of Michigan.

VOTE ON THE RESOLUTION: Yeas ____, Nays ____, Absent ____,

Copy of hearing minutes attached_____

I hereby certify the above to be a true and correct transcript of the action taken by the
______________________________Board, Township of ______________________________,
______________________________County, State of Michigan.

Date ________________________, Clerk ____

Signature ____________________________________

Email _______________________________, Phone ___________________________________

Address ____

DRAFT

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

MEMORANDUM

TO: Ashley Latsch- City Manager

CC: Dana Kollewehr- Assistant City Manager

FROM: Brian Jarosz- Waterfront and Events Manager

DATE: 09/16/2026

SUBJECT: Agenda Item for City Council - Toyota Commercial Filming

---

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

A marketing and advertising firm used by Toyota has reached out the City to request permission to film a Toyota commercial in Grand Haven to be aired in Spring 2027. The request is for filming in three city areas on October 2nd.

There are requests for shutting down parking spaces, but no areas will cut off from public use. The film crews will film around the public as needed.

They are requesting permission to film on Harbor Drive near City Beach and require a temporary road closure and City Beach parking spots to be reserved for equipment, crew, etc. The actual road closure will only be needed for 5 to 7 minutes at a time throughout the morning. The filming at the beach will occur from 11:00 am to 3:00 pm

The second location is Bicentennial Park from 3:00 pm to 7:00 pm. They have requested a short term shut down of the angled parking area and three space adjacent to Snug Harbor during filming. They have also requested space at the Marina lot to film.

The third location is the Musical Fountain areas across the river. They have contacted the Musical Fountain Committee and will have a small crew over there with Fountain operators to film from 6:00 pm to 9:00 pm. There are no closure requests here.

There will be a drone used to film in various areas, the crew has a licensed drone operator.

Board or Commission Recommendation- Staff Review

Staff Review Date- 09/16/2026

DATES: 10/02/2026
SET UP TIME: 8:00 am
START TIME: 9:00 am
END TIME: 11:00 pm
TEAR DOWN TIME: 12:00 am

PUBLIC SPACES REQUESTED
City Beach, Bicentennial
PUBLIC SERVICES REQUESTED

OFFICE USE ONLY

CITY OF GRAND HAVEN
SPECIAL EVENT APPLICATION

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: Toyota E&D MI 2026

EVENT DATE(S): 10/2/2026

START TIME:	END TIME:	SET UP TIME:	TEAR DOWN COMLETED BY:
9am	11pm	1 hr	1hr

EVENT LOCATION(S): See three location attached below

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: Strader Films dba Strader Films

ORGANIZATION ADDRESS: 5115 Maryland Way, Brentwood, TN 37027

RESPONSIBLE PARTY NAME: Chuck Strader

RESPONSIBLE PARTY ADDRESS: 5115 Maryland Way, Brentwood, TN 37027

APPLICANT PHONE: (231)631-2282 EMAIL:

EVENT DAY CONTACT (NAME/PHONE): Jason Hamelin / 231-631-2282

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.

See Below/Attached

EVENT DETAILS & LOGISTICS CONTINUED

Department of Public Works Services (Check all that apply)

- [ ] Banners, $125-$350
- [ ] Barricades, $3-$15 (# and type determined by Public Safety)
- [ ] Cardboard Trash Container/Liner, $13 each
- [ ] Electric, $200 plus usage
- [ ] Park Rental, fees vary by park
- [ ] Portable Stage (Showmobile), $500-$1025
- [ ] Sanitation (Grey Water/Grease)
- [ ] Stadium Fencing, $800-$4400
- [ ] Street Closures, $150
- [ ] Sound System, $100
- [ ] 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 [x] Yes # of units? 1 # of ADA units? ___

Will this event provide dumpster(s)? [x] No [ ] Yes **NOTE: Portable restrooms and/or dumpsters may be required.**

Will there be entertainment? [x] No [ ] Yes Will there be amplified sound? [x] 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? [x] 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? [x] No [ ] Yes

If yes, how will food be cooked? [ ] Gas [ ] Charcoal [ ] Fryers [ ] Electric

Will there be pyrotechnics? [x] No [ ] Yes

Will you provide your own security? [x] No [ ] Yes

Will there be assembly tents at the event? [x] No [ ] Yes

If yes, how many? _________ Total Size ___________

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? [x] 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?

____

Contact Name: ____________________________________ Phone Number: ____________________

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
S Harbor Dr Temporary Closure	Lake Ave	Grand Ave
If Possible Angle parking N of Snug Harbor Rest. After 4pm		
TBD N end of GHM Fountains or Franklin Rd City Lot		

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: Oakland Insurance Agency

Phone Number of Company/Agent: 248-647-2500 Drew Goebel

Event Locations

1st: location in the morning 1/4 mile Stretch on S.Harbor Dr from Lake Ave to Grand Ave W. Using Allenga County Sherrif 0fficers to do temporay 5-7 min road clouser to drive down, at or below the posteds speed limit, turning around and driving back then releasing traffic . We will be using a licened drone opperator flying low and shooting towards the water.

We will stage the crew and vehicles in the Grand Haven City beach parking lot nearest this location.

We will shoot this in this in the AM approximately from 9am to 1pm but not for this entire time with breaks in between for the light to change. See Map Below.

Filming Stretch

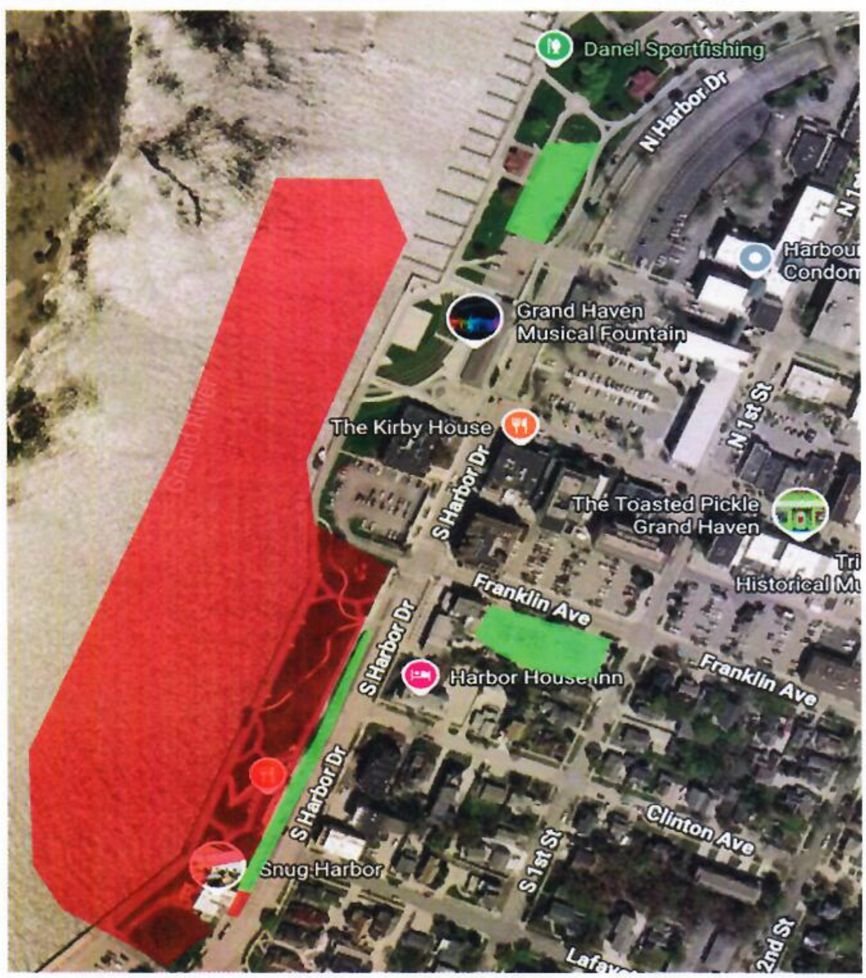
Crew Parking

Event Locations

2nd: location in the afternoon,1-9pm. Starting off shooting B roll of our talent couple enjoying the Grand haven riverfront in the Bicentennial Park and river walk area for the first part, then shooting car interiors in either the parking lot north of the Musical Fountains or possibly the city parking lot south of Franklin Ave TBD during our next scout this week. Then going into the evening we will shoot a vehicle parked in a spot located in front of Snug Harbor Restaurant we would like to cone off three spots in front of snug harbor to keep these open until the shoot time, we could also park crew there to hold these spots if that would be better. In tis location we can work around the traffic while shooting but if it was possible to close off the street side parking just north of snug harbor around 4pm this would be helpful to limit traffic pulling out of that parking area? We have received permission from Snug Harbor to shoot there. We would also like to shoot with the drone over the river looking back at the town and Bicentennial Park at times through out the day. We are hoping to have an Officer on site for the afternoon but not necessary as we wont be needed to stop traffic, but if one is available we will have them.
See Map Below.

Filming Areas

Crew Parking



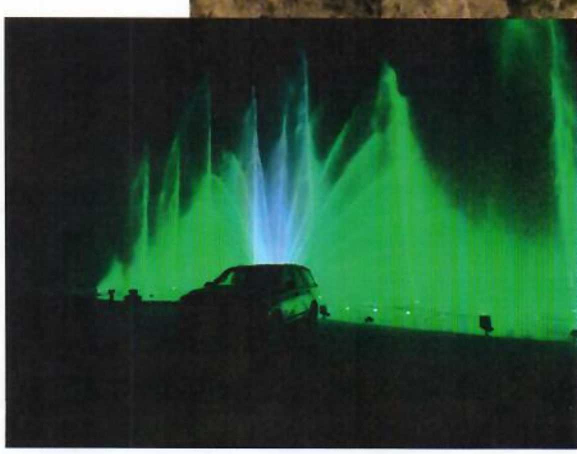
Event Locations

3nd: location, 8-11pm, we are working the the GH Fountains and have received permission and access to shoot across the river at the base of the fountains. Our contact is Jerry Troke. We will be taking a micro crew with no talent for this final shot. Parking minimal vehicles up top next to the fountains with additional (if needed) near the North Shore Marina and shuttled in.

See Map Below.

Parking Area

Filming Areas



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

- [ ] Resident/Non-Profit Application Fee, $100
- [x] Non-Resident/Profit Application Fee, $150
- [ ] Park Permit Application, $35
- [ ] Duncan Park Application, $25

City of Grand Haven Resident and Non-Profit Discount

- 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.

I am requesting the maximum allowable discount (Initial Here): ______

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.

9-12-2026

Signature **Date**

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

MEMORANDUM

TO: Ashley Latsch- City Manager

CC: Dana Kollewehr- Assistant City Manager

FROM: Brian Jarosz- Waterfront and Events Manager

DATE: 09/18/2026

SUBJECT: Agenda Item for City Council - Grand Haven Marching Band Stadium Parade

---

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

In honor of it's 100th anniversary, the Grand Haven High school marching band has requested permission to have a parade down Washington Ave, followed by a short show at Lynn Sherwood Waterfront Stadium in conjunction with the Musical Fountain.

06:30 pm: Trailer staged in Waterfront Stadium/marina parking lot. Will need 8 spaces roped off, or an obvious area to back up to unload.
07:00 pm: Arrive Central HS via bus; warm up
07:30 pm: Step off at 6th and Washington
07:45 pm: Arrive Waterfront Stadium; set up
08:05 pm: Perform show with fountain display behind us
08:20 pm: Fountain begins; stay and watch show; buses stage as close as possible near Chamber of Commerce (or Waterfront Stadium/marina parking lot if space allows for 3 buses).
08:45 pm: Pack up truck
09:10 pm: Depart

Requesting police escort during parade march and 8 parking spots in the marina lot, closest to the stadium for load/unloading equipment.

Please add this event to New Business on the the September 21st City Council Agenda

Board or Commission Recommendation- Staff Review

Staff Review Date- 09/18/2026

DATES: 09/25/2026
SET UP TIME: 6:00 pm
START TIME: 7:30 pm
END TIME: 8:30 pm
TEAR DOWN TIME: 9:30 pm

PUBLIC SPACES REQUESTED
Washington Ave, LSWS
PUBLIC SERVICES REQUESTED
Police Escort, Parking

OFFICE USE ONLY

CITY OF GRAND HAVEN
SPECIAL EVENT APPLICATION

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: Buccaneer Marching Band 100th Anniversary Performance

EVENT DATE(S): 9/25/26

START TIME:	END TIME:	SET UP TIME:	TEAR DOWN COMLETED BY:
07:30 PM	08:30 PM	1.5 hours	9:30 PM

EVENT LOCATION(S): Parade route ala Memorial Day from 6th to Harbor via Washington. Concert at Waterfront Stadium

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: GHHS Buccaneer Marching Band

ORGANIZATION ADDRESS: 17001 Ferris St.

RESPONSIBLE PARTY NAME: Iain Novoselich

RESPONSIBLE PARTY ADDRESS: 17001 Ferris St.

APPLICANT PHONE: 616.822.3635 EMAIL:

EVENT DAY CONTACT (NAME/PHONE): Iain Novoselich, 616.822.3635

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.

100th Anniversary of GHHS Buccaneer Marching Band. Staging at Central HS. Band will walk 6th St. to Washington. March Washington Street to Harbor.
Turn right onto Harbor, march around the old train station, down the concrete side ramp/sidewalk into Waterfront Stadium.
Perform show in Waterfront Stadium at approximately 8:05 PM prior to the fountain start time of 8:20 PM. Will need some parking for a band truck and trailer.
Will stay to watch the fountain show and then immediately load truck. School buses will stage outside of Chamber of Commerce to pick up students.

EVENT DETAILS & LOGISTICS CONTINUED

Department of Public Works Services (Check all that apply)

☐ Banners, $125-$350

☑ Barricades, $3-$15 (# and type determined by Public Safety)

☐ Cardboard Trash Container/Liner, $13 each

☑ Electric, $200 plus usage

☐ Park Rental, fees vary by park

☐ Portable Stage (Showmobile), $500-$1025

☐ Sanitation (Grey Water/Grease)

☐ Stadium Fencing, $800-$4400

☑ Street Closures, $150

☐ Sound System, $100

☐ 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? ___

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? _________ Total Size ___________

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?
____

Contact Name: ___________________________________ Phone Number: ___________________

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
Washington Ave	6th	Harbor. Only need a police escort.

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: SET SEG
Phone Number of Company/Agent: (800) 292-5421

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

- [x] Resident/Non-Profit Application Fee, $100
- [ ] Non-Resident/Profit Application Fee, $150
- [ ] Park Permit Application, $35
- [ ] Duncan Park Application, $25

City of Grand Haven Resident and Non-Profit Discount

- 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.

I am requesting the maximum allowable discount (Initial Here): ______

REQUIREMENTS OF THE SPECIAL EVENT

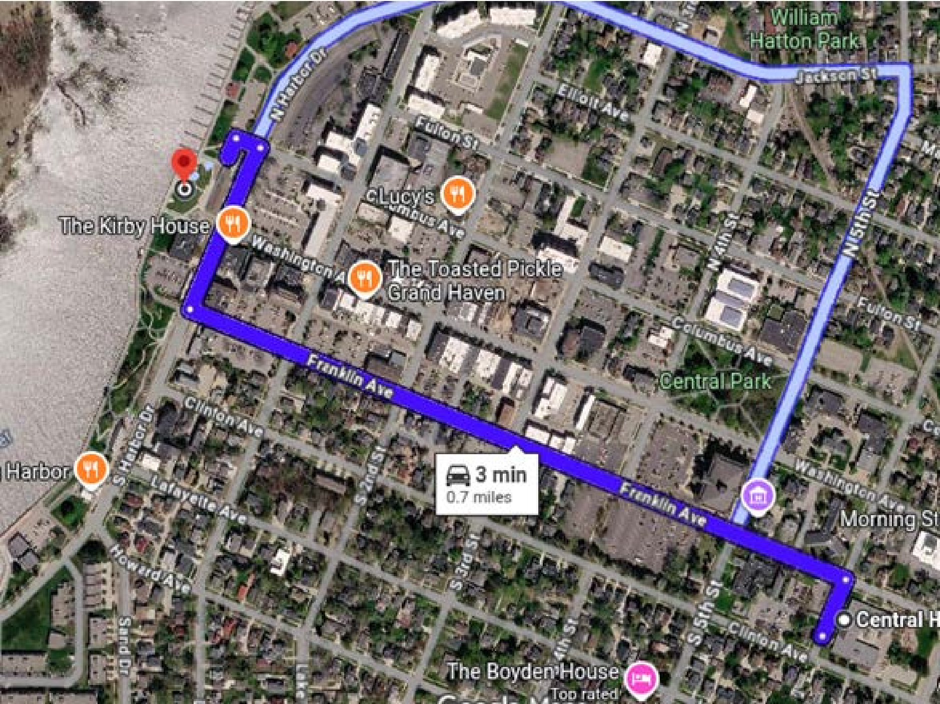
- Applicant will comply with all rules and regulations of the City of Grand Haven Special Event Policy.
- Applicant shall comply with all City of Grand Haven Ordinances.
- The applicant organization will hold the City of Grand Haven harmless from all claims.
- Event grounds will be left clean and free 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.

Iain Novoselich (Digitally signed) 9/16/26

Signature **Date**


William Hatton Park
Jackson St
N Harbor Dr
Elliott Ave
Fulton St
cLucy's
Columbus Ave
The Kirby House
Washington Ave
The Toasted Pickle Grand Haven
N 4th St
N 5th St
Fulton St
Columbus Ave
Central Park
Franklin Ave
Clinton Ave
3 min
0.7 miles
Harbor
S Harbor Dr
Lafayette Ave
S 2nd St
Franklin Ave
Washington Ave
Morning St
Howard Ave
S 3rd St
S 5th St
Central H
Clinton Ave
4th St
Sand Dr
The Boyden House
Top rated

Attachment C

Grand Haven Airport Board Meeting Minutes – June 23, 2026

Meeting called to order (Chairman) 530pm - Richard Clapp

Roll Call (Secretary):

Members Present: Richard Clapp, Dennis Swartout, Dale Hagenbuch, Tricia Harrell

Others Present: Earle Bares (Airport Manager), Tom Mandersheid (Airport Liaison)

Guests: Mayor Bob Monetza, Roland Ashby, Jared Bennes, James Hagen

Agenda approval: Swartout motions to approve, Clapp seconds. Motion carried unanimously.

First call to audience: none

Approval of May 26 Airport Board Meeting Minutes: deferred to July

New Business: none

Old Business: Say Weather Functionality (Richard Clapp)

Hangar doors plan on repair (Earle Bares)

Clapp: Would like to see Say Weather brought back online. Harrell: We are pending some updates from both MDOT Aero and Say Weather. We asked also for some context on the accident case- what specifically was the cause? What was the attribution of Say Weather to that accident? Was the weather incorrect, was it put out as official when it wasn't official? What was the tie in between Say Weather and that accident that MDOT Aero mentioned. Earle: Say Weather was not tied to weather reporting. Harrell: questioned the comments last meeting specifically mentioning Say Weather. Clapp and Earle don't recall Say Weather being named as a factor. Earle: an accident was happening because of misinformation from a weather station. Harrell: Say Weather wasn't the weather station? Earle: don't know. Say Weather says no, it was not their weather station. Harrell: Doesn't know if we can bring it back online until we know the legalities of it, including if a precedent has been set. Clapp: Refers to his phone call with Say Weather, It is truly advisory in nature. Per FARs, it is incumbent on pilots to research the weather. Doesn't see liability on our part, for having a Say Weather system that provides weather data. Harrell: I would agree with you on that part. Clapp: The word liability was brought up. We can still inquire if there is liability but there truly isn't liability. It even states it on the broadcast. It is advisory in nature. Harrell: it was brought up in a public meeting that an accident happened, Say weather was alluded to or involved. MDOT Aero said there was some kind of legality/liability with Say Weather, which is the reason we decided to immediately turn it off, right? Swartout : no. Earle: no. To make clear in my last report- legally listing the information officially may be a problem. Clapp: not according to Say Weather. Mandersheid : they sell the product. Harrell references verbiage in the May report. Earle: probably not abundantly clear in that statement, but MDOT Aero brought up the issue of legally listing the information officially may be a problem, not Say weather. Just legally listing the information may be a problem- that was their emphasis. Harrell- is it better to list it as advisory than to not list it at all and pilots make an assumption? Clapp: are these lawyers saying the word legal? Earle: the lawyers are not saying anything. We are still researching these other issues. Any issues with say weather and reporting and its implications. Mandersheid: if we don't have a clear understanding it should stay off. Earle discusses where the weather is available - on the internet- weather underground, not on unicom. We turned it on when the runway was closed because it has a feature that says the runway is closed. Local weather information cannot be used legally. Clapp: what would we need to do to make it legal and get it published? Harrell: it was taken offline to mitigate liability/legal risk to the city, we would like to progress towards getting it back online. What needs to happen, do you need to do more research? Is there enough now to do that? Do we need to vote? Clapp: do we need an opinion from the city attorney on this? Earle: show me one official document that has Say Weather listed. Clapp: I will do that. There are some of the sections and AFDs. Earle: show me non-sectionals that have it. Clapp: I will get you an example of that for you. I do want to see it published and I do want to move though this and get it back online. Speaks to advisories verbally from airport manager vs say weather (more accurate). Earle gives examples. Clapp: is there a precedent? Say Weather is more accurate down to the knot than looking at the windsock. Can you get with the other airport managers for public airports that have Say Weather and see what they are doing with it. No because they are not publishing the information. Clapp: we should publish the information, it is advisory. I'll contact Say Weather if Tricia contacts MDOT. Harrell: We just need clarification on what MDOT told you. That was what shut this off, you said they said there is a legal problem. Earle: in publishing the information. There MAY be a legal problem. I"ve asked them again, they wont put anything in writing. Harrell: We can't put the city in this position. Maybe we need to get the city attorney to weigh in on this. I'd rather do our due diligence first. Clapp: lets do our due diligence and table until next month. Swartout: Say Weather has been around a while, and the number of airports, public or private, none of them have had liability concerns? Is that fair to say? Some airports still have it. If we have lack of clarity from the state as to how this should go, at this point it seems like we need further information. Lets get that. It's frustrating to say someone can tell you something verbally on the phone but not put it in writing.

Harrell: this whole thing came about when discussing say weather and the lighting. Earle: and we still have the problem with the lighting. Harrell: When you say problem, its not a problem, its just night time it comes on...? Earle: its an interference, yes. Harrell: so that was the main issue that caused this conversation- does that affect your decision on whether or not this should be on? Earle: we have solutions to that decision. For example- Say Weather will be available with maybe just 2 clicks on the microphone. And all that is is the wind information and wind speed. No barometer. Clapp: Say Weather gives more accurate information than you give. Earle: We should conduct an official study with our wind sock and our other weather station and officially document it. They currently correlate very well, in my observation. But we should write it down incase MDOT asks how accurate it is. Clapp: I feel there is just as much reliability as when you give the wind over the radio as Say Weather. Mandersheid: why don't we go ahead and document that accuracy. Earle: we will do that.
Harrell: the accuracy of the wind is not what's in question, it's how it interacts with the lights and whether or not there is a liability. A pilot who chooses to use it, misinterpreting it as official weather. There are 2 problems. 1)lights 2) whatever MDOT brought up. The accuracy of the wind compared to the wind sock, we are fine with. And we are going to validate by logging checks over the next month. But we still have 2 questions. 1)Is it interacting with the lights in a way that is safe, and is there any liability to the city in the way it is introduced to the pilot community? If it can be mistaken somehow as official. If it can be published does that change the fact that it appears to be official?
Ben Ennenga provides handout with lighting info and the settings at each number of clicks. Ben clarifies what happens when Say Weather is activated at 3 clicks as it pertains to lighting. Covers day and night settings and the remedy if the pilot wants the settings higher.
Harrell volunteers to contact MDOT Aero for more information. Decision to return SayWeather to CTAF deferred to July pending more info.

Hangar Maintenance
Mandersheid: This topic is on the agenda because we were expecting a maintenance action plan from the airport manager. Earle- discusses the state of the hangars and doors, and says that the most needed maintenance item is likely new rollers, which we have on hand. Now that the N/S runway and crack sealing project are complete, focus can be on hangars. Expect an update at Aug meeting.

Airport Manager Report:

Phase 1 N/S runway rehab complete, phase 2 near complete. Just working on the edges of the runway. Electrical work is done. Final pavement marking, Phase 3 is scheduled for end of July. (Half quantity paint is on.) Mandersheid: On crack sealing- State issued the City remainder of funding a week ago, so that project is totally complete now. Earle: approach tree trimming/removal: 100% for N/S and W approaches. Still working on East. Tree line is 10-15 ft below approach path. Dawn patrol June 6- weather was perfect. 9 aircraft came in plus 5 more for Young Eagles. 350 breakfasts served. Young Eagles flew approx 110 kids. 6 were 17 year olds so they can get started in Young Eagles flight plan with free school, lesson, and knowledge exam. Next Young Eagles event July11th. Will extend the 18/36 runway closure NOTAM from June25 to June 26. Construction of new C row hangar -design phase started. Future airport funded projects are on hold until we know the cost of the tree trimming on the east end. Harrell :can I confirm that the provisional license is based on noncompliance with this surface so far, and that tree trimming when the oak wilt season is done will complete the requirement? Earle: it may not complete it the first year. In the fall it may not be complete because of the cost of doing it and its extent. Mandersheid: We shold be able to cover the cost. Harrell: so we will have a regular license again after the fall? Mandersheid: we have to get all the trees taken care of before MDOT is going to come in and inspect that, I'm guessing. Harrell: so once that is done, we will have a regular license again? Mandersheid: the provisional license will be lifted, hopefully. If they are satisfied. They have been satisfied with the other 3 that Earle has done. Is a big chore, there are a lot of trees out there. 38 parcels. Discussion about cost.

Earle: safety and security- no noise complaints. Wildlife- occasional turkey & deer, mainly on east end. 7 notams issued. We sold 3117 gal of fuel.60 aircraft on field. 4 aircraft worked on. Terminal building -no problems. A/c maint building has a few roof leaks but otherwise ok. Hangars- all hangars rented. Problems with some hangar doors during high winds. Electrical problem- no power at the end of C row, no solution. Not supporting those hangars- due to be torn down. Reviewed hangar waiting list-63 on list, several for years and want to remain on list. Don't see them as potential hangar tenants, so that's why we say around 50 people on the list. At least 5 desperate for hangar space. All airport grounds checks have been done. Almost all airport edge lighting repair- All lights on RWY18/36 are functional. DEQ logs and drain checks up to date and complete. Fuel farm dispenser working fine. A problem with condensation in between back of the display window and the LED. Bennett Pump is looking at it, 3 service people and general sales manager have come out this month- advantage of having Bennet Pump nearby. Still working on solutions. Fuel prices- leveled off a little. Fuel we just purchased yesterday has substantially gone down in price. We got it just at the right time. 6.45 is the current price. Pointed out the attached schedule for reconstruction project and crackseal pavement marking work. And tree trimming and obstacle removal summary. We were billed for 3 acres as the purchase order was issued for, but they actually did 5 acres, maybe 6. They did an excellent job.

Airport Liaison report: Tom Mandersheid – discussed balance against recent projects. Good shape financially, but cautious because of work that needs to be done at east approach, guessing $75,000 but we'll find out when we bid it out. Clapp: are there any other future expenses projected: Mandersheid: the hangars are next. Budget- copy enclosed. Discussed upcoming FY. We are close to budget, but there are some variables such as fuel (cost and revenue) About 11,000 short of revenue goal. Need to stay conservative until tree trimming is done. Next thing is hangar design- Prein and Newhoff will send an invoice as they keep working it, and we send that over to MDOT. So we won't really see the cash. Estimates cost will cover 5 hangars. Discussed July-Aug-Sep billing (this particular quarter billing is always sent out late because they don't want to receive funds before the new FY) Discusses money received from Jost and hangar rent. Interest provides a notable funds into the airport- $5900

Second call to audience (Chairman):

Ben Ennenga (14315 Briarfield Ln, Grand Haven)- haven't seen invoice yet for July (Earle: Sarah sent them out today. Mandersheid: This first quarter billing is always sent out late because they don't want to receive funds before the new FY)

Jim Hagen (400 Lake)- The proposed airport solar has been given a new database number in the FAA obstruction database. It has a completely new number. It has been in evaluating phase, and now has been moved into the study phase. If you are tracking numbers, be aware that it has changed. It is now 2026-AGL-10047-NRA

Meeting Adjourned (Chairman) 627pm Swartout motions to adjourn, Harrell seconds. Motion carries unanimously.

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
MAY 18, 2026

A special meeting of the Grand Haven Board of Light and Power was held on Monday, May 18, 2026, at 1:00 PM at 1700 Eaton Drive in Grand Haven, Michigan.

The meeting was called to order at 1:00 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 and Executive Consultant Steve Vandermeer.

26-06A 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:

Ryan Cotton, 515 Park Avenue, recommended three strategies for the Board to consider while creating the strategic plan.

26-06B The strategic planning workshop included a review of the mission statement, core values, SWOT analysis and areas of strategic priority. Staff will take the input received from the Board and bring forward a draft plan at the Board's regular meeting in June.

> **No formal action taken.**

Adjournment

At 4:23PM by motion of Director Welling, supported by Director Polyak, the May 18, 2026 Board meeting was unanimously adjourned.

Respectfully submitted,

Danielle Martin

Danielle Martin
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
MAY 21, 2026

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, May 21, 2026, at 6:00 PM 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.

26-07A Director Welling, supported by Director Knoth, moved to remove item 6C from the agenda.

> **Roll Call Vote:**
> In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.
> Motion carried.

26-07B Director Welling, supported by Director Knoth, moved to approve the meeting agenda as amended.

> **Roll Call Vote:**
> In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.
> Motion carried.

Pledge of Allegiance

Public Comment Period:

Jim Hagen, 400 Lake Avenue, discussed the community solar project including glare concerns and a fixed reimbursement schedule.

26-07C Director Welling, supported by Director Knoth, moved to approve the consent agenda. The consent agenda includes:

- Approve the April 16, 2026 Meeting Minutes
- Receive and File the April Financial Statements and 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 04/30/2026
- Approve payment of bills in the amount of $2,524,592.15 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of $173,355.09 from the Renewal & Replacement Fund

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

26-07D Director Welling, supported by Director Knoth, moved to approve the Purchase Order. The Purchase Order includes:

- Purchase Order #23684 to the City of Grand Haven in the amount of $221,162 for Harbor Island North Channel CCR Removal Engineering

This Purchase Order will allow HDR to complete design, permitting, construction plans, and oversight of the North Channel CCR Removal Project. Completion is expected in early 2027.

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

26-07E Director Welling, supported by Director Knoth, moved to approve the Community Solar Lease Documents.

The Lease Application and Lease Agreement have both gone through legal review. The Application will be submitted by the customer along with their payment. BLP staff will verify customer information and confirm they are subscribing at the correct level. The Lease Agreement is a 20-year term. There will be 1,000 shares available for purchase at $570 per share. The reimbursement rate will be fixed at 6.385 cents per kilowatt hour. The BLP will own the project and carry necessary insurance. Staff will begin promoting sale of the project with a bill stuffer, section of the website, press release, and radio spots. Sales will begin while FAA and Planning Commission work is in progress to help ensure incentive deadlines are met.

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

26-07F Director Welling, supported by Director Knoth, moved to approve the Resolution to Approve the Fiscal Year 2027 Budget. **(Attachment A)**

Only one change has been made from the preliminary budget presented to the Board last month. That change was to increase the Community Solar budget on the Capital Plan to $750,000. Operating sales are budgeted to be $38,500,466, or 271,830,000 KWh. The Environmental Remediation Fee will continue at current levels. Low Income Energy Assistance will need final calculations when the program year ends and remaining funds are known but are projected to increase to $0.70 per meter per month. Energy Waste Reduction charges remain unchanged. Purchased Power represents 68% of the budget, or $20,330,870. The budget includes adding one additional full-time employee in the tree department and overlap for training new employees to fill spots due to expected retirements. The five-year Capital Plan totals $49,873,000. End working cash is estimated to be $26,500,000. Five-year cash flow projections were reviewed.

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

26-07G Director Welling, supported by Director Knoth, moved to approve the Resolution to Approve the Fiscal Year 2027 Capital Plan. **(Attachment B)**

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

26-07H By consensus, the annual performance evaluation for the General Manager was scheduled for 5:00pm on Thursday, June 18th. The General Manager has requested a closed hearing as permitted by the Open Meetings Act.

No formal action taken.

Other Business

- The Board congratulated Lynn Diffell on her upcoming retirement.
- The new Finance Manager will begin on May 28th.
- The BLP will be hosting a 130th anniversary celebration at the Lynn Sherwood Waterfront Stadium on September 12th.
- Chairperson Westbrook commented on the newly purchased building. The new signs and landscaping work look nice.

Public Comment Period: None.

Adjournment

At 6:34PM by motion of Director Welling, supported by Director Knoth, the May 21, 2026 Board meeting was unanimously adjourned.

Respectfully submitted,

Danielle Martin

Danielle Martin
Secretary to the Board

DM

Attachment A

GRAND HAVEN BOARD OF LIGHT & POWER
RESOLUTION TO APPROVE THE FISCAL YEAR 2027 BUDGET

WHEREAS, the Board of Light and Power has established a budget which includes operating and nonoperating revenue and expenses for the fiscal year 2027; 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 2027.

RESOLUTION DECLARED ADOPTED

Dated: May 21, 2026

Danielle Martin

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 21, 2026, 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 21, 2026

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

Attachment B

GRAND HAVEN BOARD OF LIGHT & POWER
RESOLUTION TO APPROVE THE FISCAL YEAR 2027 CAPITAL PLAN

WHEREAS, the Board of Light and Power has established a five-year capital plan for the fiscal years 2027-2031; and

WHEREAS, the Board of Light and Power has included estimated costs for projects anticipated to begin in the fiscal year 2027 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 2027.

RESOLUTION DECLARED ADOPTED

Dated: May 21, 2026

Danielle Martin

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 21, 2026, 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 21, 2026

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

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 18, 2026

A special meeting of the Grand Haven Board of Light and Power was held on Thursday, June 18, 2026, at 5:00 PM at the Board's office located at 1700 Eaton Drive in Grand Haven, Michigan.

The meeting was called to order at 5:01 PM by Chairperson Westbrook.

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

Absent: None.

Others Present: Secretary to the Board Danielle Martin.

26-08A 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.

Public Comment Period: None.

26-08B At 5:02 PM Director Welling, supported by Director Polyak, 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.

26-08C At 5:36 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.

Adjournment

At 5:36 PM by motion of Director Welling supported by Director Knoth, the June 16, 2026 special Board meeting was unanimously adjourned.

Respectfully submitted,
Danielle Martin
Danielle Martin
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JUNE 18, 2026

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, June 18, 2026, at 6:00 PM at 1700 Eaton Drive in Grand Haven, Michigan and electronically via live Zoom Webinar.

The meeting was called to order at 6:02 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, Operations and Power Supply Manager Erik Booth, Distribution and Engineering Manager Austin Gagnon, and Executive Consultant Steve Vandermeer (attending remotely).

26-09A Director Welling, supported by Director Crum, moved to remove item 6B from the agenda.

> **Roll Call Vote:**
> In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.
> Motion carried.

26-09B Director Welling, supported by Director Crum, moved to approve the meeting agenda as amended.

> **Roll Call Vote:**
> In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.
> Motion carried.

Pledge of Allegiance

Public Comment Period:

Jeffrey Miller, 1120 S Harbor Drive, commented on the marketing efforts for the community solar project, the inclusion of the Community Energy Plan in the Board's Strategic Plan, and the Board's meeting time.

Jim Hagen, 400 Lake Avenue, expressed concern with solar glare from the community solar project and suggested a glare study should be conducted.

26-09C Director Welling, supported by Director Polyak, moved to approve the consent agenda. The consent agenda includes:

- Approve the May 18, 2026 Special Meeting and May 21, 2026 Regular Meeting Minutes
- Receive and File the May Financial Statements and 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 06/01/2026
- Approve payment of bills in the amount of $2,732,483.56 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of $2,021,550.36 from the Renewal & Replacement Fund

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

26-09D Director Welling, supported by Director Polyak, moved to approve the Purchase Order. The Purchase Order includes:

- Purchase Order #23704 to Boileau Communications in the amount of $40,000 for fiscal year 2027 customer and community education

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

26-09E Director Welling, supported by Director Polyak, moved to approve the fiscal year 2026 utility write offs.

Write off amounts remained consistent at $11,810.28 for fiscal year 2026, compared to $11,213.83 for fiscal year 2025. This indicates the right balance was found in the recent changes with winter shutoffs and lower deposits. Collection efforts will continue on these accounts.

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

26-09F Executive Consultant Steve Vandermeer discussed the strategic planning process and the General Manager presented the draft Strategic Plan. Some changes included a new “purpose” section, a wording change from “goals” to “expectations” to ensure a focus on outcomes rather than means, and the addition of a core value focusing on safety. Board feedback included the suggestion that cyber security be included more explicitly. Staff will bring the finalized plan for the Board’s approval to its meeting in July.

No formal action taken.

26-09G 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% to be effective July 1, 2026.

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

Other Business

- Approval of the BLP's 130th anniversary celebration event will be on the City Council's July 6, 2026 agenda. Following approval, the event information will be shared.
- Community solar lease applications are now being accepted. Nine units have been sold. A unit costs $570 and there will be 1,000 units available in total. An additional 333 units will need to be sold by December 15, 2026 for the project to move forward.

Public Comment Period:

Jeffrey Miller, 1120 S. Harbor Drive, suggested some edits for the Strategic Plan draft.

Adjournment

At 6:53PM by motion of Director Welling, supported by Director Knoth, the June 18, 2026 Board meeting was unanimously adjourned.

Respectfully submitted,

Danielle Martin

Danielle Martin
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER
MINUTES
JULY 16, 2026

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, July 16, 2026, at 6:00 PM 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, Polyak, Welling, and Westbrook.

Absent: Director Knoth.

Others Present: General Manager Rob Shelley, Secretary to the Board Danielle Martin, Operations and Power Supply Manager Erik Booth, and Distribution and Engineering Manager Austin Gagnon.

26-10A Director Welling, supported by Director Crum, moved to excuse Director Knoth from the meeting due to personal reasons.

> **Roll Call Vote:**
> In favor: Directors Crum, Polyak, Welling and Westbrook; Opposed: None.
> Motion carried.

26-10B Director Polyak, supported by Director Welling, moved to approve the meeting agenda.

> **Roll Call Vote:**
> In favor: Directors Crum, Polyak, Welling and Westbrook; Opposed: None.
> Motion carried.

Pledge of Allegiance

Public Comment Period:

Jeffrey Miller, 1120 S Harbor Drive, commented on the community solar project.

26-10C Director Welling, supported by Director Polyak, moved to approve the consent agenda. The consent agenda includes:

- Approve the June 18, 2026 Special Meeting and June 18, 2026 Regular Meeting Minutes
- Receive and File the June Financial Statements and Power Supply and Retail Sales Dashboards
- Receive and File the June Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 07/06/2026

- Approve payment of bills in the amount of $2,549,257.57 from the Operation & Maintenance Fund

- Approve payment of bills in the amount of $596,774.85 from the Renewal & Replacement Fund

The Key Performance Indicators were reviewed in depth following the end of the fiscal year. Reliability was good overall. Sales were higher than budgeted July through January but then flipped in the second half of the year and less power was purchased than budgeted. Residential and commercial sales remained steady while large primary industrial sales saw a slight fall. Sales were down 0.85% in total for the year. Cash on hand ended a little lower than budgeted due to the purchase of the new building, which was an unplanned opportunity. In fiscal year 2026, 33% of purchased power came from renewable sources.

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

26-10D Director Welling, supported by Director Polyak, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23713 to the City of Grand Haven in the amount of $360,440 for Harbor Island Fiscal Year 2027 Ground Water Monitoring through HDR

- Purchase Order #23714 to the City of Grand Haven in the amount of $135,064 for Harbor Island Fiscal Year 2027 Ground Water Testing through Trace Labs

- Purchase Order #23721 to Western Tel-Com in the amount of $51,513 for Directional Boring on Pennoyer Avenue

- Purchase Order #23725 to the City of Grand Haven in the amount of $28,071 for Harbor Island RAA/CCR Communications

Purchase Order #23725 is for the BLP's required portion of the communications plan. Other items in the purchase order are optional and will be paid for by the City. The Remedial Alternative Analysis is expected to be available in August. City and BLP staff are looking to schedule a joint closed session on August 18th or 19th to discuss this report with legal counsel.

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

26-10E The General Manager reviewed key points of the MERS 2025 report. The annual report dated December 31, 2025, indicates the BLP's defined benefit plan is 93% funded. For fiscal year 2026, MERS required an employer contribution of $417,000. The BLP went above this required amount and contributed $700,000. For fiscal year 2027, MERS estimates the employer contribution to be $438,000. The BLP has again budgeted above the required amount at $700,000. The report assumes a 6.79% annual rate of return. The actual rate of return over the prior ten years was 8.28%. The value of the fund as of December 31st rose from $42.8 million in 2024 to $46.9 million in 2025. This report represents only a snapshot in time as the markets change daily.

No formal action taken.

26-10F Director Welling, supported by Director Polyak, moved to approve the GHBLP Fiscal Years 2027-2031 Strategic Plan.

Staff will establish methods for measuring progress and reporting back to the Board. The progress for one area of strategic priority will be presented each quarter.

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

Other Business

- The BLP will hold a 130th anniversary celebration on September 12, 2026 from 12:00pm to 4:00pm at the Lynn Sherwood Waterfront Stadium.
- The proposed North Channel process has been approved by EGLE. The City will be going out for bids to complete this work. A contract will come back to the Board in the fall for approval.
- Twenty-five shares of the solar project have been sold. Marketing efforts are ongoing and include radio interviews and ads, information on the BLP website, bill stuffers to all customers, social media posts, and direct communication with key accounts from the General Manager. An informational booth will be hosted at the Farmer's Market in the coming weeks.
- During last week's high temperatures, a max generation alert was issued. This is the last step before utilities must ask for energy conservation efforts or conduct load shed procedures. Typical market costs are $40-$50 per megawatt hour. During this event, the costs rose to $750 per megawatt hour.

- The BLP has three current job openings: Journeyman Electrical Lineworker, Apprentice Tree Trimmer, and Finance Manager.

Public Comment Period:

Jeffrey Miller, 1120 S. Harbor Drive, commented on the General Manager's performance evaluation process.

Adjournment

At 6:58PM by motion of Director Crum, supported by Director Welling, the July 16, 2026 Board meeting was unanimously adjourned.

Respectfully submitted,

Danielle Martin

Danielle Martin
Secretary to the Board

DM

GRAND HAVEN, MICHIGAN
LAKE FOREST CEMETERY BOARD
Minutes
May 11, 2026

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on May 11, 2026 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
   Jerry Swifney
   Chuck Fuller
   Jeri Ashcraft

2. **Approval of Minutes**
   Minutes from the April 13, 2026 meeting were presented to the board for approval. A motion to approve was made by Ashcraft and Seconded by Crane. The motion passed 4-0

3. **Public Comment**

4. **OLD BUSINESS**
   NA

5. **NEW BUSINESS**
   - Terri Rutherford with Peaceful Graveside Care (PGC)approached the board about cleaning and repairing headstones in the cemetery. It was proposed that PGC would at no cost clean the bicentennial stone in Potter's Field along with the headstones of Jeremiah Smith and several civil war veterans. A motion was made by Crane and seconded by Ashcraft to approve. The motion passed 4-0
   - A motion was made to establish a new fund at the Grand Haven Area Community Foundation to pay for the care, cleaning and repair of headstone in Lake Forrest Cemetery. Motion was made by Crane seconded by Ashcraft. Motion passed 4-0
   - A motion was made to allow for PGC to place a sign near the cemetery office advertising their services in return for a portion of their proceeds to be donated to the newly established headstone care fund at GHACF. Motion was made by Crane seconded by Fuller. Motion passed 4-0

6. **Adjournment**

Meeting was adjourned at 3:57

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
ECONOMIC DEVELOPMENT CORPORATION
BROWNFIELD REDEVELOPMENT AUTHORITY
May 18, 2026

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

Present: Bob Monetza, Mike Fritz, Emily Greene, Judith Swiftney-Dembowske, Brook Bisonet, Linda Weavers

Absent: Bill Van Lopik, Elizabeth Butler, Tom Braciak

Others Present: Ashley Latsch, Dana Kollewehr, Brian Urquhart

It was noted that Bill Van Lopik has resigned from the EDC/BRA Board.

APPROVAL OF AGENDA

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

Ayes: 6
Nays: 0
This motion carried.

FIRST CALL TO AUDIENCE

Rod Van Abbemma shared concerns about the project at 724 Robbins Road.

UNFINISHED BUSINESS

6a. 724 Robbins Road, South Village (former Dake Property)

Kollewehr stated this project was introduced in January for consideration of incentives, postponed, and adjusted in scale, reducing total number of dwelling units from 189 to 118 units. The project is expected to be a six-year, phased construction build out.

Joe Agostinelli of Michigan Growth Advisors discussed options and impacts for incentives and presented two options for consideration. Option 1 includes 24 units of income-restricted housing for ten years, with 12 units priced at 80% AMI and 12 units at 120% AMI. The remaining 94 units would be for sale townhomes at market rate. All on-site amenities would be private. Option 1 request is for a $16,472,575 Brownfield TIF over 22 years. Option 2 includes 24 units of income restricted housing for ten years, all priced at 120% AMI. All other conditions are the same as Option 1. Option 2 request is for a $10,840,169 Brownfield TIF over 16 years.

Mike Bosgraaf stated the original plan had too many different housing products and has been simplified, rental townhouses would be intermixed with for-sale units, and a single HOA would manage the site.

The PMR evaluation was reviewed and the "but for" analysis indicated that the incentives were needed for project viability. There was concern and discussion over exposure to price escalation given the phasing plan.

It is anticipated that 50-60 units will be constructed in the initial phase, with 20-39 units per year thereafter.

The EDC/BRA Board discussed the benefits and costs of each of the options presented and concluded that Option 2 was a better choice for the City.

Motion to recommend to City Council adoption of the Brownfield Plan request Option 2, by Monetza, second by Bisonet.

Ayes: 6
Nays: 0
This motion carried.

CALL TO AUDIENCE SECOND OPPORTUNITY

No response.

ADJOURNMENT

Weavers adjourned the meeting at 4:51 pm.

Bob Monetza

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
ECONOMIC DEVELOPMENT CORPORATION
BROWNFIELD REDEVELOPMENT AUTHORITY
June 1, 2026

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

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

Absent:

Others Present: Ashley Latsch, Dana Kollewehr, Roman Wilson, John Groothuis, Becky Huttenga, Brian Urquhart

APPROVAL OF MEETING MINUTES

Motion by Fritz, second by Bisonet, to approve the minutes of the regular EDC/BRA meeting of April 13, 2026, as submitted.

Ayes: 8
Nays: 0
This motion carried.

APPROVAL OF AGENDA

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

Ayes: 8
Nays: 0
This motion carried.

FIRST CALL TO AUDIENCE

No response.

UNFINISHED BUSINESS

None.

NEW BUSINESS

7a. EDC/BRA Vice Chair Election

Chairperson Weavers opened the item of election of Vice Chair, calling nominations. Bisonet nominated Braciak. Hearing no other nomination, Weavers closed nominations for Vice Chair.

Motion to elect Braciak to be Vice Chair by Fritz, second by Bisonet.

Ayes: 8
Nays: 0
This motion carried.

7b. Flatiron Building at Seventh and Washington:

Kollewehr introduced the Flatiron Building project and the incentive request. The project will be a key site in the renaissance of the Centertown Business District with the demolition of an old brick building between Seventh Street and the railroad tracks. The developers are requesting a Brownfield TIF based on eligible market rate housing included in the new building in the amount of $687,182 over 15 years, followed by four years of capture for the LBRF.

Roman Wilson presented information on the project: This is a highly visible 3 story project at the corner of Washington and Seventh on an odd-shaped lot along the existing railroad right-of-way. Total investment is anticipated at approximately $3.6 million, and the taxable value is expected to increase from the current $92,000 to $1.8 million. There will be five residential units for sale at market rate. The first floor will be retail space. Parking will be accommodated on-site with vehicle lifts, due to small size and shape of lot. The site is not believed to be contaminated.

The request includes TIF reimbursement of eligible costs, including 2% interest.

Fritz asked if there was a public benefit to justify the request. Wilson stated it was a catalyst project for the area, and that the on-site parking would be a costly investment which would place no burden on public parking.

Butler asked about local support. Wilson noted broad support for the project in the Centertown business group.

Swiftney-Dembowske noted that the close proximity to the railroad would be a detriment.

Motion by Bisonet, second by Braciak, to recommend adoption of the Brownfield Plan to City Council.

Ayes: 8
Nays: 0
This motion carried.

7b. Project Updates:

Kollewehr provided updates on the status of various projects.

REPORT BY BOARD MEMBERS

8a. Report by City Manager: None

8b. Receive Financial Reports: Financial documents submitted for Board information by Greene.

CALL TO AUDIENCE SECOND OPPORTUNITY

No response.

ADJOURNMENT

Weavers adjourned the meeting at 4:36 pm.

Bob Monetza

City of Grand Haven Human Relations Commission
Meeting Minutes

Thursday April 23, 2026, called to order at 5:32 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

The Highlights:
The regular meeting of the Grand Haven Human Relations Commission was called to order by Comm. Mendiola-Suarez at 5:32 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amber Mendiola-Suarez, Cara Mazure, John Siemion, Steve TerMolen, Steffi Thayer, Luke Kulikamp, Estrellita Bazuin

Commission Members absent: Amanda Pretzer, Paige Howland

Community Members present: Ashley Latsch, City of Grand Haven Liaison

1. Upon the presentation of the Agenda, Comm Siemion motioned to approve said agenda with Comm. Kulikamp seconding the motion, approved by a majority vote, with a correction to change the date of the Child Abuse Prevention Month proclamation reading to be 4/13/26.

2. Upon the presentation of the March meeting Minutes, Comm. Kulikamp motioned to approve said meeting minutes with Comm. Siemion seconding the motion, approved by majority vote.

3. A welcome call to the audience is made by Comm. Mendiola-Suarez.
   a. No audience members

4. Liaison report from Comm. Termolen: The Four Pointes Center for Successful Aging is hosting an art fundraiser on Friday, April 25 at 6:30 pm. Prom with a Purpose, a fundraiser for The Momentum Center, is on Friday, May 15.

5. **Old Business**
   a. Comm. Mazure read the Child Abuse Prevention Month proclamation at the City Council meeting on 4/13/2026. In honor of Child Abuse Prevention Month, there is a pinwheel garden and educational display (resource table) at the Loutit Library the entire month of April. Thank you to Comm. Bazuin and Pretzer for their assistance in planting the pinwheels.

b. Led by Comm. Bazuin, the HRC is planning a Mental Health Awareness Month Chalk Event on Saturday, May 30 from 1:00-3:00 pm at Central Park, pending confirmation from the City Manager that the date doesn't conflict with another event at that location. Comm. Bazuin created flyers that can be distributed throughout the community and on social media. Comm. Mendiola-Suarez is ordering sensory stickers and green pinwheels. Local mental health organizations will be invited to have a resource table, including but not limited to The Momentum Center, Mosaic Counseling, Arbor Circle, CMH, Crisis Stabilization Unit, the EpiCenter, Grand Haven Pride, etc. Comm. Mazure made a motion to approve the event, seconded by Comm. Kulikamp, and approved by majority vote.

c. Upon the presentation of the Mental Health Awareness proclamation for May, Comm. Bazuin motioned to approve said proclamation with Comm. Kulikamp seconding the motion, approved by majority vote. Comm. Bazuin will read the proclamation at the May City Council meeting.

d. Comm. Bazuin continues to add to and work on the Community Resource list to be added to the City's website.

e. The HRC is planning a community event on a to-be-determined date in July to support the local nonprofit Kid's Food Basket Event. Options for supporting Kid's Food Basket include coloring the food bags and organizing a food drive. Comm. Bazuin will contact OddSide Ale's to see if we can host the event at their Grand Haven location.

f. Veteran's Day is November 11. Comm. Mendiola-Suarez will send a draft of the written proclamation for review and a future vote.

g. The newest version of the Resolution on Affordable Housing will be emailed to commissioners for review and approval before recommending it to be submitted to the City Council. Comm. Bazuin suggested creating a 1-page fact sheet. Comm. Bazuin and Termolen are leading this effort.

h. Commissioners discussed the proposed Events Table Ideas document created by Comm. Siemion. Commissioners will review and provide feedback. Comm. Mazure suggested creating HRC stickers to be available for the public to take, along with a QR code linked to a community feedback survey.

i. Regarding the Pride Booth scheduled for Saturday, June 13, Comm. Mendiola-Suarez will create and send a sign-up genius for commissioners to select volunteer slots to be present at the HRC table. Comm. Mendiola-Suarez will not be available to assist with the HRC table that day but will bring materials for review to the May meeting.

j. Regarding the Purple Heart Event scheduled in August, Comm. Kulikamp reported that this first-ever event (for Grand Haven) is still in the planning stages but there will likely be opportunities for HRC commissioners to volunteer.

k. Regarding the Coast Guard Festival Parade, Comm. Kulikamp provided an update on the opportunity for the HRC to participate. To be in the Grand Parade, there is a $200 fee, which is unlikely to be waved; however, there may be no cost to walk in the Kid's parade, which is also a shorter parade. The Kid's Parade is on Saturday, July 25. We cannot hand out candy but we can hand out other items, such as bracelets, stickers, etc.

6. **New Business**
    a. Comm. Siemion shared that on June 4, there will be community event at OddSide from 6:00-7:30 pm. The seminar will cover “Community, Home, and Financial Readiness”. The 90-minute seminar will bring together trusted local professionals from Farm Bureau Insurance, the Mortgage House, ATA Title, REALBroker Realty, Flagstar Bank, and the Epicenter. There will be door prizes and limited quantity giveaways.
    b. Market & Kids Day at St. John’s Episcopal this Saturday, April 25 from 3:00-6:00 pm
    c. At the Chamber event, Comm. Siemion signed up to volunteer with Humanity for Prisoners
    d. Comm. Bazuin added a new HRC document to the drive, and reminder about project tracker in the drive.
    e. Comm. Siemion reminded the HRC about Comm. Mendiola-Suarez’s term ending in June 2026. Chair position open at that time.
    f. Comm. Thayer can share about HRC events with the high school and NHS.
        i. Grand Haven High School Pay It Forward events
            - Saturday, April 25th at 7:30 pm Movie for Meaning
            - Separate event collecting sports equipment to donate to children in the migrant camps
    g. Comm. Bazuin talked to Heather Solomon – commissioners are allowed to be at Chamber of Commerce events; however, they need our titles, full name, and email to add to the City of Grand Haven’s list of people allowed to be at events.

7. A second call to the audience is made by Comm. Mendiola-Suarez.
    a. No audience members

8. The meeting was adjourned at 6:39 pm.

9. The next Human Relations Commission meeting is scheduled for Thursday May 28th, 2026.

Meeting Minutes submitted by Comm. Cara Mazure 5/19/2026

City of Grand Haven Human Relations Commission

Meeting Minutes

Tuesday June 2, 2026, called to order at 5:41 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

The Highlights:

The special meeting of the Grand Haven Human Relations Commission was called to order by Comm. Mendiola-Suarez at 5:41 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amber Mendiola-Suarez, Amanda Pretzer, Cara Mazure, John Siemion, Steve TerMolen, Luke Kulikamp, Estrellita Bazuin

Commission Members absent: Steffi Thayer, Paige Howland

Community Members present: None

1. Upon the presentation of the Agenda, Comm. Siemon motioned to approve said agenda with Comm. Mazure seconding the motion, approved by majority vote .
2. Upon the presentation of the April meeting Minutes, Comm. Kulikamp motioned to approve said meeting minutes with Comm. Siemion seconding the motion, approved by majority vote.
3. Liaison Report
    a. Loutit Library hosting reading of Declaration of Independence July 8th
    b. Loutit Library Kickoff to Summer event this Saturday
4. Chalk the Walk
    a. Went well, low attendance. Suggestion from Comm. Mazure for commission to collaborate with and attend more well-established events in the future (example, Chalk the Walk in Centertown)
5. Old Business:
    a. Plan to reach out to GHAPS School Board or PTO to see about getting student involvement in future events, reading out to GH Chamber of Commerce for more community involvement.
    b. No Budget, how do we get around this? Donations for special events? Amazon Wish List? Collaborating with other organizations?
6. New Business:
    a. Coast Guard Kids Day Parade – we are signed up. July 25th, 10:30am. Comm. Kulikamp has a trailer that can be decorated. Plan to decorate July 24th, Comm. Mendiola-Suarez will send out information closer to date.

b. Kids Food Basket – Coloring grocery bags event, planning for fall. Could also do food drive from "wanted items" list from KFB.
c. Monthly flyer on City's website to highlight different local resources. Plan on KFB for June 2026. Need QR code and flyer for Pride event.
d. Hispanic Heritage Month – Comm. Mendiola-Suarez working on Proclamation, to be read in English and Spanish. Could collaborate with Loutit Library (Coco movie, loteria)
e. Upcoming proclamations
    i. Veterans Day Proclamation – Comm. Siemion wrote, currently in HRC Drive.
    ii. October – Domestic Violence Awareness, Substance Abuse Prevention
    iii. November – Indigenous Peoples Heritage Month
    iv. December – HIV/AIDS awareness month, universal human rights awareness month
f. Pride posters – hand out to businesses
g. Pride Festival
    i. Sign up
    ii. Raffle – flags, day pass to YMCA, Lego set
    iii. Community wall for engagement
h. Feedback survey – How Welcoming is our Community?
    i. Plan for later this summer
i. Motion to vote on affordable housing resolution by Comm. Kulikamp, seconded by Comm. Mazure, approved by majority vote.
j. Commissioner Highlights – how are we volunteering and getting involved in the community; highlighting this on the City website and social media.
k. Incident at local business last week. Business owner made aware of alleged discrimination form to fill out if they choose.
l. Antidiscrimination flyer
    i. Okay to Say QR code to alleged discrimination form on City website
m. Town hall for anti-discrimination
    i. Could include school, public safety, community mental health. Plan to reach out to a mediation service

7. A second call is made to the audience by Comm. Mendiola-Suarez.
    a. No audience members
8. Motion to adjourn by Comm. Kulikamp, seconded by Comm. Siemion, approved by majority vote at 7:05pm.
9. The next Human Relations Commission meeting is scheduled for Thursday June 25th, 2026

Meeting Minutes submitted by Comm. Amanda Pretzer **6-25-26**

City of Grand Haven Human Relations Commission

Meeting Minutes

Monday June 8, 2026, called to order at 5:29 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

The Highlights:

The special meeting of the Grand Haven Human Relations Commission was called to order by Comm. Mendiola-Suarez at 5:29 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amber Mendiola-Suarez, Amanda Pretzer, Cara Mazure, John Siemion, Steve TerMolen, Luke Kulikamp, Estrellita Bazuin, Paige Howland

Commission Members absent: Steffi Thayer

Community Members present: None

1. Upon the presentation of the Agenda, Comm. Siemon motioned to approve said agenda with Comm. Pretzer seconding the motion, approved by majority vote .
2. Upon the presentation of the June Special Meeting Minutes, Comm. Pretzer motioned to approve said meeting minutes with Comm. Bazuin seconding the motion, approved by majority vote.
3. Impact Statement
    a. Motion to approve impact statement by Comm. Bazuin, seconded by Comm. Siemion, approved by majority vote.
4. Community Flyer
    a. Pride
        i. Motion to approve by Comm. Pretzer, seconded by Comm. Siemion, approved by majority vote.
    b. Kids Food Basket
        i. Motion to approve by Comm. Siemion, seconded by Comm. Mazure, approved by majority vote.
    c. Antidiscrimination
        i. Motion to approve by Comm. Mazure, seconded by Comm. Bazuin, approved by majority vote. Will reach out to Downtown Development Association to see about collaborating on this.

5. Community Statement
    a. Motion to approve by Comm. Mazure, seconded by Comm. Pretzer, approved by majority vote.
6. Potential Town Hall
    a. Five leaders, will be discussing questions at next meeting.
6. A second call is made to the audience by Comm. Mendiola-Suarez.
    a. No audience members
8. Motion to adjourn by Comm. Mazure, seconded by Comm. Siemion, approved by majority vote at 6:30pm.
9. The next Human Relations Commission meeting is scheduled for Thursday June 25th, 2026

Meeting Minutes submitted by Comm. Amanda Pretzer **6-25-26**

City of Grand Haven Human Relations Commission

Meeting Minutes

Thursday June 25th, 2026, called to order at 5:32 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

The Highlights:

The regular meeting of the Grand Haven Human Relations Commission was called to order by Comm. TerMolen 5:31 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amanda Pretzer, Cara Mazure, John Siemion, Estrellita Bazuin, Steve TerMolen, Paige Howland

Commission Members absent: Steffi Thayer, Luke Kulikamp, Amber Mendiola-Suarez

Community Members present: Bob Monetza, Mayor of Grand Haven

1. Upon the presentation of the Agenda, Comm. Bazuin motioned to approve said agenda with Comm. Mazure seconding the motion.
    a. Section 9a New Chair (Estrellita Bazuin) Motion to Approve – change to nomination, election process.
2. Upon the presentation of the May meeting Minutes, Comm. Siemion motioned to approve said meeting minutes with Comm. Bazuin seconding the motion.
3. A welcome call to the audience is made by Comm. TerMolen.
4. Welcome Guests
5. Liaison Report
    a. Nothing to report
6. Old Business:
    a. Kid's Day Parade (Float Making)
        i. Comm. Kulikamp not present
        ii. Plan to decorate float evening of July 24th
        iii. Report time 9am July 25th at County lot on Franklin
        iv. Plan to blow bubbles from float (bubble machine), wear official polos, hand out stickers
    b. Community Flyer/Statement
        i. Awaiting for City approval

c. Kid's Food Basket Event
    i. Comm. Bazuin spoke with KFB, planning for fall event
d. Town Hall Event
    i. Tentatively Central Park Place July 14th 6:30-8:30pm
    ii. Ken James interested in being involved on the panel
    iii. Community discussion regarding racism/anti-discrimination
    iv. Comm. Bazuin to reach out to Mosaic Counseling, West Michigan Mediation Services, Chief Hudson of Public Safety, Nicole Stack (Board of Education), DDA, GH City Council. Comm. Howland to reach out to Youth Advisory Council, Grand Haven Student Senate, Security at GHAPS.
    v. Grand Haven Human Relations Council Community Conversation name, motion to approve by Comm. Bazuin, seconded by Comm. Mazure.
    vi. Community resource list available, Comm. TerMolen to bring to event
    vii. Technology available for use
    viii. Commission to set up chairs, tables, etc
e. Pride Festival Booth Feedback
    i. Great turnout, tons of people came to our booth
    ii. Need to track down our HRC tablecloth
f. Construct questions for panelist for the Town Hall Event
    i. Encourage anonymous questions from the audience
    ii. Send out email to potential speakers with example questions

6. New Business:
    a. New Chair Nomination
        i. Nomination for chair Comm. Bazuin by Comm. Siemion, seconded by Comm. Mazure, approved by unanimous consent.
        ii. Nomination for vice chair Comm. TerMolen by Comm. Siemion, seconded by Comm. Mazure, approved by unanimous consent.
        iii. Comm. Siemion agrees to be new Liaison.
7. A second call is made to the audience by Comm. TerMolen
    a. No comments
8. Motion to adjourn by Comm. Siemion, seconded by Comm. Mazure, approved by majority vote at 6:31pm.
9. The next Human Relations Commission meeting is scheduled for Thursday July 23rd, 2026, at 5:30 p.m.

Meeting Minutes submitted by Comm. Amanda Pretzer 6-25-26

City of Grand Haven Human Relations Commission

Meeting Minutes

Thursday July 23, 2026, called to order at 5:40 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

The Highlights:

The regular meeting of the Grand Haven Human Relations Commission was called to order by Comm. Bazuin 5:40 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amanda Pretzer, Luke Kulikamp, Estrellita Bazuin, Amber Mendiola-Suarez

Commission Members absent: Steffi Thayer, Paige Howland, Cara Mazure, John Siemion, Steve TerMolen

Community Members present: Bob Monetza, Mayor of Grand Haven, Dana Kollewehr, Assistant City Manager

Quorum not achieved, no motions or voting at this meeting. Exclusively information sharing.

1. Old Business:
    a. Kid's Day Parade (Float Making)
        i. Trailor is ready to go.
        ii. Line up 8am-9am in county parking lot, Spot 29, need at least two walkers there at 9:30am.
        iii. Stickers, bubble machine, speaker for music
2. The next Human Relations Commission meeting is scheduled for Thursday August 28th, 2026, at 5:30 p.m.

Meeting Minutes submitted by Comm. Amanda Pretzer 7-23-26

MEETING MINUTES - MSDDA Board Meeting

Meeting

Date	Thursday, May 14, 2026
Started	7:30 AM
Ended	9:00 AM
Location	City Hall Council Chambers 519 Washington Ave. Grand Haven, MI 49417
Purpose	Regular scheduled meeting
Chaired by	Kelly Larson
Recorder	Brant Raterink

Attendance

Present:	Jack DeMarr, Melita Ewbank, Dawn Gravelyn, John Groothuis, Kelly Larson, Grand Haven Main Street, Bob Monetza, Lynn Negen, Chandi Pape, Brant Raterink, John Steinbach, Chris Weavers
Regrets:	Todd Anthes, Joyce Workman

Meeting package

- Board-package-2026-05-14-V1.pdf

Minutes

1. Standing Items

1.1. Approve Agenda

Resolution #:

Moved: Jack DeMarr
seconded: Bob Monetza

Status: Carried

1.2. Call to Audience

Leanne Crowell - property investor in snowmelt district; 3 buildings; shared issues with ongoing sewer lateral, asked to educate building owners on their responsibility with this on going services, requested a long term plan and DDA support - 2nd concern with tenant closing store and filed bankruptcy; created new business and was talked about negatively on social media on her opening day. Code of ethics for downtown merchants? Repercussions?

Louis - here to learn about DDA

Status: Completed

1.3. Approve Consent Agenda

include first block clsure

Resolution #:

Moved: Bob Monetza
seconded: Dawn Gravelyn

Status: Carried

1.3.1. Treasurer's Report

Balance Sheet and Revenue & Expenditure Report

https://docs.google.com/spreadsheets/d/1Y4_rNTkqFxQzKau3KrurOMkuFyDYTrSY/edit?usp=drive_link&ouid=102604760192532418637&rtpof=true&sd=true

Status: Completed

1.3.2. Approve Board Minutes

Approve Minutes

Status: Completed

1.3.3. Committee Minutes

Committees are now meeting every other month to allow subcommitteesto meet and work on projects/events.

Status: Completed

1.4. First Block Closure

First Block Closure Dates May 11, 2026 - September 18, 2026, barricades have been placed

Recruitment & Retention recommends

Executive Committee recommends

Executive Director recommends

Status: Completed

---

2. New Business

2.1. Snowmelt Annual Billing

Guest Emily Greene, Finance Director, City of Grand Haven

Presented overview of this years expenses prior to bringing to council on 5/18, city is researching long term options for system and costs

Kelly asked about reserve fund - what is current balance - $13,000; goal is to build fund to $25,000 then use funds to offset maintenance

Status: Completed

2.2. Director Performance & Compensation Policy & Budget Alignment

Approve the amended Performance & Compensation Policy and match Director's salary to the previously budgeted amount.

Lynn - asked about budget for assistant and how that is connected to the main exe. director salary; budget is allocated for full-time salary

Kelly - need full job description and additional funds before we can entertain assistant position

role call - all in favor

Resolution #:

Moved: Dawn Gravelyn
seconded: Melita Ewbank

Status: Carried

2.3. Jingle Bell Parade Date Change Survey

Recommendation to change date or keep in early December.

Stakeholder Survey regarding the potential date change to the Jingle Bell Parade to the Saturday before Thanksgiving.

30 - no change

4 - in favor

9 - no preference

motion to recommend no date change

Resolution #:

Moved: John Groothuis
seconded: Jack DeMarr

Status: Carried

2.4. 250th Banners

Approve $800 purchase of 250th Banners to be displayed:

4 sets in the median between the Courthouse and Central Park

5 between 5th and 6th Streets in front of City Hall

$7,000 in new banner sales, $3,770 net profit

$1,600 in banner arm donations for the light poles between 4th and 7th Streets

Preservation & Place Recommends

Resolution #:

Moved: Melita Ewbank
seconded: Chris Weavers

Status: Carried

2.5. New Event

Witches Night Out, Friday, October 9, 2026, as an extension of Bones About Town and Fall Festival, budget for this event was approved in April

last minute date change request to Friday October 2nd to align with existing First Friday event

current bones about town and fall fest budgets can cover any costs for this event

Resolution #:

Moved: John Steinbach
seconded:

Status: Carried

2.6. Central Park Bones About Town Event

Approve Central Park location for non-DDA businesses to participate in Bones About Town

work plan and budget yet to be determined. parks board is asking for a request for permission to use park prior to planning the event

will be a money making event because outside businesses will be charged for their space in the park

Resolution #:

Moved: Dawn Gravelyn
seconded: John Steinbach

Status: Carried

2.7. Powerwashing

Quote from Dykstra Landscaping to power wash the sidewalks and curbs on Washington Ave. from Harbor Dr. to 3rd St. (awaiting quote, should have it by Thursday)

Remaining P&P Budget for 2026 = under budget by $6,000

concerns discussed about brick movement and elevation change due to power washing, Dana will work with DPW to address any issues similar to allowance tolerances with sidewalks

Resolution #:

Moved: Melita Ewbank
seconded: John Steinbach

Status: Carried

---

3. Director's Update

3.1. Updates

Current Projects

- Fund Development with Kennari has begun, May 4
- Marketing Plan Strategy with Erik from RAD has begun, April 27
- Centertown Vision Plan finishing up in June
- R&R
- Business Visitation Committee May 1 - May 15
- Training Survey complete, results emailed to Lynn & Susan
- First Block activities start June 8
- Merchandise
- P&P
- Banner Sales complete, ordered, install EOM, using funds raised for banner arms for lightpoles between 4th and 7th Streets
- Dog Dispensers, new benches ordered and will be placed/installed EOM
- Parks Board - Art Sculptures in Central Park, Musical Sculptures in Central Park, Free Fridays

- Need preservation champion to assist in Certified Local Government designation opening door for tax credits and grants
- Promotions - Event committee, Passport success
- Organization
- PSD Bylaws
- Fund development database
- Main Street Now Conference

Director's Goals 2025 - 2027

- Streamline Communication to board & committee members, stakeholders, and the general public
- PSD renewal, bylaws, and separate PSD board meetings - Renewal Completed, PSD Board meetings set
- Monthly DDA meetings for training, outreach, & stakeholder discussion
- Board structure & training

Status: Completed

---

4. Chairs Update

4.1. Discussion items

quarterly committee chair meetings began in April, request for committee chairs to present to board twice a year

Status: Completed

---

5. Ending Items

5.1. Date Next Board Meeting

June 11, 2026

Status: Completed

5.2. Resources & Important Dates

Resources

- MSDDA Calendar - https://drive.google.com/file/d/107ZdYOd8-8CbOKr14W_u5qRJxSttkLyW/view?usp=drive_link
- Committee Timeline - https://docs.google.com/spreadsheets/d/1QjAZJPE08mQ_wcqkmpNqnPrsnPSEnGXMQZ_9ZhQ4BUo/edit?usp=sharing

Events

Volunteer Opportunities:

- 6/27 - Art Fest Tent/Table Saturday, 10 - 2, NEED volunteers to staff
- 7/26 - Flea on 7th Tent/Table Sunday
- 7/26 - Coast Guard Community Picnic, Mulligan's Hollow - DDA's appointed seat event - Sunday

May Meetings:

- Promotions 5/19/26, 8:30 am Lakeside Eats
- Organization 5/20/26, 8:30 am Lakeside Eats
- Preservation & Place 5/26/26, 9:30 am City Hall
- Recruitment & Retention 5/26/26, 8:00 am City Hall

- Stakeholder Mixer, 5/28/26, 8:00 am City Hall

Status: Completed

MEETING MINUTES - MSDDA Board Meeting

Meeting

Date	Thursday, June 11, 2026
Started	7:30 AM
Ended	9:00 AM
Location	City Hall Council Chambers 519 Washington Ave. Grand Haven, MI 49417
Purpose	Regular scheduled meeting
Chaired by	Melita Ewbank
Recorder	Brant Raterink

Attendance

Present:	Todd Anthes, Jack DeMarr, Melita Ewbank, Dawn Gravelyn, Grand Haven Main Street, Bob Monetza, Chandi Pape, Brant Raterink, John Steinbach, Chris Weavers, Joyce Workman
Regrets:	Kelly Larson
Absent:	John Groothuis, Lynn Negen

Meeting package

- Board-package-2026-06-11-V1.pdf

Minutes

1. Standing Items

1.1. Approve Agenda

meeting start 7:32

Resolution #:

Moved: Todd Anthes
seconded: John Steinbach

Status: Carried

1.2. Call to Audience

Status: Completed

1.3. Approve Consent Agenda

Resolution #:

Moved: Todd Anthes
seconded: John Steinbach

Status: Carried

1.3.1. Treasurer's Report

Balance Sheet and Revenue & Expenditure Report

BUDGET - https://docs.google.com/spreadsheets/d/1Y4_rNTkqFxQzKau3KrurOMkuFyDYTrSY/edit?usp=drive_link&ouid=102604760192532418637&rtpof=true&sd=true

Status: Completed

1.3.2. Amend Budget

Amend Budget: Increase interest income from $5,000 to $45,000 to reflect updated interest information on TIF funds.

Resolution #:

Moved:
seconded:

Status: Moved

1.3.3. Approve Board Minutes

Approve Minutes

Status: Completed

1.3.4. Accept Committee Minutes

Accept Committee Minutes

Status: Completed

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2. Presentations

2.1. Kirstin VanderMolen - Kennari Consulting

Grand Haven Main Street DDA 2026 Technical Service - Fund Development

Awarded by Michigan Main Street

15 - 20 minute presentation, 10 - 15 minutes for questions

Presented findings on current fundraising initiatives and opportunities for future expansion that will be worked on over the course of the program that will result in a plan for the board to execute

Outlined board member roles

Status: Completed

2.2. Erik Reader - Reader Area Development, Inc.

Strategic Market Analysis & Plan

15 - 20 minute presentation, 10 -15 minutes for questions

Erik Reader of Reader Area Development will provide a brief update on the progress of the Grand Haven Main Street DDA strategic marketing engagement, including key goals, early data insights, and emerging opportunities. The presentation will highlight how visitor trends, community feedback, and market analysis can help guide practical, data-driven marketing strategies that support downtown businesses, events, and year-round economic activity.

strategy to be presented at July's meeting

based around 5 points

- production, distribution, collateral, technology, partner education

Status: Completed

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3. New Business

3.1. Approve Storywalk Project

See attached project workplan.

Resolution #:

Moved: Joyce Workman
seconded: Dawn Gravelyn

Status: Carried

3.2. Approve Landscape Design Proposal

See attached proposal, to be paid with funds from $5,000 GHACF Mixer Grant

Resolution #:

Moved: Chris Weavers
seconded: Dawn Gravelyn

Status: Carried

3.3. Approve Administrative Assistant

Approve Job Description and Posting for Position

Amend budget from $10,000 to $20,000 - $15-17/hour - 20 hours/week

Resolution #:

Moved: Todd Anthes
seconded: Joyce Workman

Status: Carried

3.4. Approve New First Block Event

Taco Cat Goat Cheese Pizza Community Activation Event

Background:

One of MACkite store vendors, the manufacturer of the viral game *Taco Cat Goat Cheese Pizza*, has generously offered to bring their wrapped promotional truck from their Ohio headquarters to Downtown Grand Haven for an afternoon or evening of games this summer.

The activation would include opportunities for the public to play games, interact with company representatives, take photos with the branded vehicle, and receive promotional giveaways. MACkite has expressed a desire to schedule the event on a date that does not conflict with existing programming in the First Block closure area and would like to utilize the gathering space as part of the event experience.

"We know this gathering space attracts and retains people, and we want to ensure our event drives business within the rest of the downtown neighborhood as well. To actively encourage people to gather inside the closure while also venturing out, Taco Cat games and products will only be purchasable in our shop. Our staff will also encourage visitors and customers to visit nearby shops and eateries." per Caleb Berko, Manager, MACkite

Staff Recommendation:

Staff has designated Wednesday evenings as opportunities for businesses and retailers to host events within the First Block closure area. The vendor has been invited to identify a preferred Wednesday evening date, after which staff will coordinate any necessary City approvals, event logistics, and marketing support.

Board Action Requested:

Provide feedback regarding the proposed event and authorize staff to continue planning and coordination efforts.

Falls within the application for first block closure, deteremined no vote needed

Resolution #:

Moved:
seconded:

Status: Carried

---

4. Director's Update

4.1. Updates

Current Projects

- R&R
- P&P
- Promotions - Event committee, Passport success
- Organization

Director's Goals 2025 - 2027

- Streamline Communication to board & committee members, stakeholders, and the general public
- PSD renewal, bylaws, and separate PSD board meetings - Renewal Completed, PSD Board meetings set
- Monthly DDA meetings for training, outreach, & stakeholder discussion
- Board structure & training

Retailer social media training postponed because contact at Main Street left position. Working with Acorn marketing for later summer

Status: Completed

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5. Chairs Update

5.1. Discussion items

moved to next month due to Kellys absence

Status: Completed

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6. Ending Items

6.1. Date Next Board Meeting

June 11, 2026

Status: Completed

6.2. Resources & Important Dates

Resources

- MSDDA Calendar - https://drive.google.com/file/d/107ZdYOd8-8CbOKr14W_u5qRJxSttkLyW/view?usp=drive_link
- Committee Timeline - https://docs.google.com/spreadsheets/d/1QjAZJPE08mQ_wcqkmpNqnPrsnPSEnGXMQZ_9ZhQ4BUo/edit?usp=sharing

Events

Volunteer Opportunities:

- 6/27 - Art Fest Tent/Table Saturday, 10 - 2, NEED volunteers to staff
- 7/26 - Flea on 7th Tent/Table Sunday
- 7/26 - Coast Guard Community Picnic, Mulligan's Hollow - DDA's appointed seat event - Sunday

adjourned 8:33

Status: Completed

CITY OF GRAND HAVEN GRAND HAVEN, MICHIGAN

MINUTES FOR MUSICAL FOUNTAIN COMMITTEE MEETING

CITY HALL
519 WASHINGTON AVE

WEDNESDAY, April 15, 2026
6:00 PM

Committee members unable to attend are requested to contact Brian Jarosz, City Liaison, at bjarosz@grandhaven.org or 616-847-3493

1. MEETING CALLED TO ORDER

2. ROLL CALL

Present: Jerry Troke, Nicki Bonczyk, Don Looman, Jane Riddle, Brandon Nearanz, Brad Boyink
Absent: Dennis Nivison, Brian Jarosz

3. APPROVAL OF AGENDA

Jerry would like to add Alex Vanderkoi as a New Choreographer under the Production Items.
Motion to Approve Agenda as amended: Nicki Bonczyk
Second: Jane Riddle
Motion Passed Unanimously

4. CALL TO AUDIENCE

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

5. APPROVAL OF MINUTES OF MEETING OF MARCH 11, 2026

Motion to Approve: Brandon Nearanz
Second: Nicki Bonczyk
Motioned Passed unanimously

6. NEW BUSINESS

A. MAINTENANCE ITEMS

- Thursday Crew continues to work every week
- PLC Updates to better support Wave functions - Brad
- New Lighting installation
  - Light fixtures are at the hill
  - Bracket fabrication and mods are work in process
  - Thursday Crew working on prep for installation
  - Enclosures (with splitters) are built and ready to install
  - Physical installation tasks will be on the Volunteer Day list
- City Items
  - Need Porta-Potty in place prior to Volunteer Day
  - Pond washdown – Spring
  - Leak in Control Room roof – Spring
  - Crack seal the asphalt – Spring

- Replace the Anchor House roof – Spring
  - *The City is talking about postponing this until next year.*
- Replace the Anchor pole boot – Spring
- Paint flagpole – Spring

B. TASK FORCE ITEMS

- April 25 Spring Volunteer Day – planning and publicity
- May 2 will be Rain Day

C. PRODUCTION ITEMS

- New Chorographer
  - Alex Vanderkoi

  Motion to Approve: Ivy DeWitt
  Second: Jane Riddle
  Passed unanimously
- Music Approval
  - Music from Committee Review page for Review tonight
    - Bob Marley – Three Little Birds
    - Bobby Boris Pickett – Monster Mash
    - Bon Jovi – Superman Tonight
    - Boyz II Men – End Of The Road – *Discussion about using the version without the speaking portion in the middle.*
    - Carlos Santana – Maria Maria
    - Carlos Santana & Chad Kroeger – Into The Night
    - Carlos Santana & Rob Thomas – Smooth
    - Carlos Santana & Steven Tyler – Just Feel Better
    - Cream – White Room
    - Daughtry – Waiting For Superman
    - Eagles – Witchie Woman
    - Five For Fighting – Superman (It's Not Easy)
    - Gary Moore – Still Got The Blues
    - George Thorogood – Bad To The Bone
    - Green Day – Good Riddance (Time Of Your Life) – *Discussion confirming the radio edit will be used.*
    - Jeff Healey Band – Angel Eyes
    - John Williams – Superman March
    - Johnny Lang – Lie To Me
    - Kenny Wayne Shepherd Band – Blue On Black
    - Oak Ridge Boys – Elvira
    - Ozzy Osbourne – Bark At The Moon
    - Santana with Alex Band – Why Don't You And I
    - Semisonic – Closing Time
    - Sheb Wooley – The Purple People Eater
    - Spin Doctors – Jimmy Olsen's Blues
    - Uncle Kracker – Smile
    - Vanilla Fudge – You Keep Me Hangin' On – *Discussion around using The Supreme's version.*
    - Warren Zevon – Werewolves Of London – *Discussion around lyrics.*
    - Yungblud – Zombie

    Motion to Approve Songs: Nicki Bonczyck
    Second: Brandon Nearanz
    Approved unanimously with confirmation that the radio edit of Good Riddance will be used.

    Motion to Adjust the artist from Vanilla Fudge to The Supremes for You Keep Me Hangin' On: Brandon Nearanz
    Second: Nicki Bonczyk
    Passed Unanimously
- Choreography and Playback software – any updates?
- 2026 Song/Show Updates

- *Discussion around 4th of July show. Discussion around additional elements on the hill. Pyrotecnico needs approval of the songs ASAP. Adding to agenda for May meeting.*
- Song Testing Plan – still shooting for May 8, 9, 15, & 16 for dedicated testing nights
- 2026 Season will start on Friday, May 22, 2026

D. MARKETING ITEMS
- Social Media update
  - *March Madness tournament was a success.*
  - *49,872 followers, currently.*
- Website update
  - *Site traffic is up 50%.*
- Fundraiser for new lights
- Printful donation shop
- Other Ideas

E. FINANCE ITEMS
- March 2026 Statements

7. CHAIRMAN'S REPORT
- Looking forward to a great season!
- *Discussion around live broadcasting on the website.*
- *Discussion around improvements for monitoring audience size.*
- *Discussion around semi-truck obstruction for the fishing tournament.*

8. OTHER NEW BUSINESS

\- *Ivy DeWitt's term expires on 6/30 and she will not be seeking a second term.*

9. NEXT MEETING DATE – May 13, 2026

10. ADJOURNMENT

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN

MINUTES FOR
MUSICAL FOUNTAIN
COMMITTEE MEETING

CITY HALL
519 WASHINGTON AVE

WEDNESDAY, May 13, 2026
6:00 PM

Committee members unable to attend are requested to contact Brian Jarosz, City Liaison, at bjarosz@grandhaven.org or 616-847-3493

1. **MEETING CALLED TO ORDER**

2. **ROLL CALL**
   Present: Jerry Troke, Nicki Bonczyk, Don Looman, Jane Riddle, Brandon Nearanz, Brad Boyink, Dennis Nivison, Brian Jarosz
   Absent: Ivy DeWitt

3. **APPROVAL OF AGENDA**
   Motion to Approve: Brandon Nearanz
   Second: Dennis Nivison
   Motion Passed Unanimously

4. **CALL TO AUDIENCE**
   At this time, members of the audience may address Committee on any item, whether on the agenda or not. Those addressing Committee are asked to provide their name and address and will be limited to three minutes of speaking time. Committee will hear all comments for future consideration but will not have a response at this time.

5. **APPROVAL OF MINUTES OF MEETING OF APRIL 15, 2026**
   Correction of minutes: New choreographer Scott Neze added and welcomed
   Motion to Approve: Nicki Bonczyk
   Second: Brandon Nearanz
   Motion Passed Unanimously

6. NEW BUSINESS

A. MAINTENANCE ITEMS

- Thursday Crew continues to work every week Tuesday through Thursday
- PLC Updates to better support Wave functions – in discussion with Kendall
- New Lighting installation
  - Light fixtures are installed and wired
  - Thursday Crew working on final installation tasks

        - Testing and light fixture aiming to be completed this week
    - City Items still open
        - Crack seal the asphalt – Fall?
        - Replace the Anchor House roof – contractor to complete soon
        - Replace the Anchor pole boot – contractor to complete soon
        - Paint flagpole – Summer

Additional items:
Lights should be done by Friday
Volunteer day was very successful
The pond was washed out on Tuesday
Waiting for city to vacuum sand, etc
Power is up and looking good
Welcome to new crew member John

B. TASK FORCE ITEMS

- April 25 Spring Volunteer Day – well attended, many tasks completed

C. PRODUCTION ITEMS

- New Choreographer Approval
    - Alex Vanderkooy

Motion to Approve: Brandon Nearanz
Second: Nicki Bonczyk
Motion Passed

- Music Approval
    - Music from Committee Review page for Review tonight
        - Fillmore – USA
        - Brandon Davis – More Than A Flag
        - Scotty McCreary – Bottle Rockets In The Sky
        - Olivia Dean – Man I Need
        - Bruno Mars – I Just Might
        - Demi Lovato – Made In The USA
        - Alex Warren – Ordinary
        - Tom Petty – American Girl
        - John Williams – Liberty Fanfare

      Motion To Approve: Brandon Nearanz
      Second: Dennis Nivison
      Motion Passed

- Choreography and Playback software updates (performance boost for Windows)
- Playback Version 1.4
- No longer a single file show. New software up and running–way ahead from last year!
- Program calculates weather conditions

- 2026 Song/Show Updates
- Song Testing Plan – now shooting for May 15 & 16 for dedicated testing nights
- 2026 Season will start on Friday, May 22, 2026

D. MARKETING ITEMS

- Social Media update
  115 shows scheduled for this year! 5 more than last year. Fun playlists.
  Fan following is going back up

- Website update
  Shows are loaded, playlists not finalized just yet

- Fundraiser for new lights
- "buying a particular light" very popular idea
  Method to purchase lights will be set up and discussed next meeting

  Printful donation shop
  Agreed to discuss at next meeting

- Other Ideas

E. FINANCE ITEMS

- April 2026 Statements

7. CHAIRMAN'S REPORT

- Looking forward to a great season!
- Great publicity for fountain including FOX 17, WAWL, WGHN,
  Billboard in Holland starting May 18
  So many changes with lighting, new programs, new songs
  Toolbox story…"everyone loves the fountain!"

8. **OTHER NEW BUSINESS**
   Still looking for additional committee member

9. NEXT MEETING DATE – June 10, 2026

10. ADJOURNMENT

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN

MINUTES FOR MUSICAL FOUNTAIN COMMITTEE MEETING

CITY HALL
519 WASHINGTON AVE

WEDNESDAY, June 10, 2026
6:00 PM

Committee members unable to attend are requested to contact Brian Jarosz, City Liaison, at bjarosz@grandhaven.org or 616-847-3493

1. **MEETING CALLED TO ORDER**

2. **ROLL CALL**
   Present: Brad Boyink, Brandon Nearanz, Dennis Nivison, Don Looman, Jerry Troke, Nicki Bonczyk and Brian Jarosz
   Absent: Jane Riddle and Ivy DeWitt

3. **APPROVAL OF AGENDA**
   Brandon & Nicki requested the removal of Scott as a choreographer as we approved him at the May meeting.
   Motion to Approve: Brandon Nearanz
   Second: Dennis Nivision
   Motion passed unanimously

4. **CALL TO AUDIENCE**
   At this time, members of the audience may address Committee on any item, whether on the agenda or not. Those addressing Committee are asked to provide their name and address and will be limited to three minutes of speaking time. Committee will hear all comments for future consideration but will not have a response at this time.

5. **APPROVAL OF MINUTES OF MEETING OF MAY 13, 2026**
   Motion to Approve: Brandon Nearanz
   Second: Don Looman
   Motion passed unanimously

6. **NEW BUSINESS**

   A. MAINTENANCE ITEMS

   - Thursday Crew continues to work every week
     The crew is currently working on getting the Bazooka back in action. Waiting on the pipe supplier for a corrected piece.
   - PLC Updates to better support Wave functions – still in discussion with Kendall
     Currently working on identifying a strategic plan for what to ask Kendall for for support. Valve order, timers, sequences, etcetera.

- New Lighting installation
  - All new light fixtures are up and running
    Finishing the fine tuning of the lights and the wiring is completed.
    Last tasks include bolting down the structures for the updated dove lights.
    Need to finish adding strut covers

  - Thursday Crew working on final installation tasks
    Thank you to our Thursday work crew!

- City Items still open
  - Crack seal the asphalt – Fall?
  - Replace the Anchor House roof – contractor to complete soon *(July 6th)*
  - Replace the Anchor pole boot – contractor to complete soon *(July 6th)*
  - Paint flagpole – Summer
    Extending the speakerhouse drive for having more shells for fireworks
    Remove the dead tree prior to the fireworks going off

B. TASK FORCE ITEMS

900 Items down with 38 completed. 7 items are for the anchor house.
Working on some updated seals for the Peacock.

C. PRODUCTION ITEMS

- ~~New Choreographer Approval~~
  - ~~Scott Neve~~
- Music Approval

  - Music from Committee Review page for Review tonight
    Motion to Approve: Brandon
    Second: Nicki

    Song Discussion:
    Songs Removed From Consideration Included:
    Metallica – Enter Sandman (Radio Edit)
    Metallica – Enter Sandman

    Songs Approved via Committee Vote:
    Van Halen – Eruption

- Choreography and Playback software updates
  Updates from Brad: We are currently stable, it is working and we won't update until the fall when the season is done.

  The updated playback software for timing is showing

- 2026 Song/Show Updates
  48 new songs already completed with 26 having played this season.
  19 new themed shows for the season

256 songs waiting to be choreographed

- Song Testing Plans going forward - *Next testing night 06/12/2026*

D. MARKETING ITEMS

- Social Media update
  Aiden to join Brad and Nicki for creating social media content, drone footage and filming for learning.

  Started the season with 49k followers and closing in on 53k
  Videos are reaching 250k+ Views weekly
  Our social media vibe is a "Neon Glow Up" on the fountain with our new lights.

- Website update
  40k unique visit to the website monthly.

- Fundraiser for new lights launched
  Building A Bright Future

- Printful donation shop – still Work in Process

- Other Ideas
  Print news for getting the word out on the fundraiser.
  More news news outlets and posting on social media

E. FINANCE ITEMS

- May 2026 Statements
- YTD Stadium Safe Cash Report
- YTD GHACF Project Fund Report
  No questions or comments

7. CHAIRMAN'S REPORT

- Reappointment to Musical Fountain Committee at June 1 City Council meeting
- City Council report scheduled for June 15
- Looking forward to a great season!

8. **OTHER NEW BUSINESS**

Looking to see what we can do to grow with CCM for coming genres and music.

9. NEXT MEETING DATE – July 8, 2026

10. ADJOURNMENT

Meeting End 7:42pm

NORTHWEST OTTAWA RECREATION AUTHORITY
NORA ADVISORY BOARD MEETING MINUTES
Date: April 23, 2026 **Time:** 5:30 P.M. **Location.:** ESC Building (GHAPS)

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

2.Roll Call.
Mary Jane Belter, GH Twp - present
Howard Behm – GH Twp - present
Sarah Kallio - Grand Haven - present
Lyndsey Huisman - Grand Haven - absent
William Montgomery – Ferrysburg - present
Craig Bessinger – Ferrysburg - present
Marc Eickholt – GHAPS - present
Sarah Elliott – GHAPS – arrived at 5:36 p.m.
Rick Mikkelson – Robinson Twp - present
Rebecca Hopp - At Large – present

Motion to approve the absence of Lyndsey Huisman: Hopp, Mikkelson. Motion passed: 8-0

3.Approval of Meeting Agenda: motion to approve the agenda:
Motion by Belter, second by Hopp. Vote: 8-0

4 Approval of Consent Agenda: Motion to approve the consent agenda:
Motion by Hopp, second by Belter. Vote: 9-0
Discussion of the consent agenda included discussing the budget for FY 2026-2027, the need for a public hearing. Bessinger read from the NORA by-laws the section regarding the budget which did not mention the need for a public hearing. He suggested amending the by-laws to include a section about holding a public hearing to approve the budget.

A. Approval of Board Meeting Minutes of February 26, 2026 as printed.
B. Financial Reports: 1. March 2026 Financials – Revenue & Expense Sheet

Financial reports: Bailey noted that mailing costs have increased
Eickholt: suggested that the discussion of financials be moved to New Business

Elliott arrived at 5:36 p.m.

5.New Business
A. Spring/Summer Programming Update
5th and 6th grade sports: track and volleyball are on schedule with 133 kids participating in volleyball. Middle school baseball and softball are on schedule.
There are 21 kids in archery with an elementary tournament in May and a middle and high school tournament following.
Kayaking and canoeing will be starting up.
The Get Outdoors for Girls is a very popular program Now the boys want an all boys outdoor rec program which will be called BRO: boys recreating outdoors
Rec summer school registrations have started with 34 registered at this time. Registrations start slow.
Elliott had questions about anyone from GHAPS reaching out about rec summer school.

B. Port Sheldon Update

Staff went to Port Sheldon and met with the rec committee and supervisor as there were questions about why Port Sheldon sends a donation to NORA. It was explained that the contribution enables the reduced participation fee for township residents.
NORA staff will be working to connect with the Port Sheldon area more including participation in their township activities to give NORA more exposure. That date is May 30. NORA will have a variety of activities, an info table, flyers, etc.

Discussion of the Port Sheldon event led to a discussion of NORA having more promotional items for other events including banners.
Hopp asked if staff need help from board members.
Port Sheldon will have a concert with donation split between NORA and the tech center.
Staff will work to schedule pickleball events at Port Sheldon.

Governmental units and pickleball courts:
Montgomery reminded staff and the board that there are pickleball courts in Ferrysburg
Montgomery suggested that perhaps Grand Haven Township could waive their fees for non-profit events. Bailey commented that there has not been a lot of consistency with Grand Haven Township. The first year of the courts there were no fees charged, now fees are charged.

C. Schedule special meeting date – budget approval
The consensus was to hold the budget hearing at the regular June NORA board meeting. Staff will publish the necessary public notices. Emily Greene (CoGH finance dept) will be present to review the budget.
Also includes election of officers

6.Old Business
A. Unicorn Fundraiser Reminder – July 21, 2026
A committee needs to be in place.
Bailey will send info to the board from previous events as a reference, starting point for this year.
Bailey will contact Karen Lowe to assist
Hopp work on a timeline and will spearhead the work to obtain silent auction items and will reach out to the DDA
Montgomery will talk to Gary (Unicorn) about signage the night of the event – if people stop thinking the restaurant is open to the public – they can pay the dinner fee and join the event.
Kallio will help with graphics for the event.
It was suggested that info from last year's bids be reviewed to determine the most popular items and use that as a guide for this year.
Letters for corporate sponsorships need to be mailed out.
Montgomery: have different breaks with someone talking about the impact of NORA
Info and donation cards on the tables
Sarah Elliott: perhaps have kids offer info, have their parents talk about the impact on the kids.
Bailey and Jackie will work on this and work on developing a video/slide show of NORA activities for people to watch.
Perhaps a video, video slide show of activities – running for people to watch

B .Millage Discussion
Eickholt: develop where the funding will go, show the need, work on the messaging.
Make sure that the board is fully informed as to the ask and the results of where the money will go.
Do strategic marketing
Board members expressed their thoughts:
Bessinger: put on the ballot this year otherwise we have to wait until 2028
Belter: economy unknown, people are struggling, cost of living is increasing, 2 other issues on the August ballot, GHAPS on the Nov ballot
Behm: concern about being a no vote for the third time
We are past august – would be the November election
Need everything in place by august for the Nov election
Elliott: we need to separate from county parks and GHAPS, families are struggling, economy is hurting people.
Eickholt: amount of work that needs to be done within the next couple of months, doubtful that it can be done even using past info; wait
Hopp: millage this year
Mikkelson: this year
Kallio: concern with the other ballot millage requests.
The consensus is to wait until 2028. In the meantime start to build the case for why the millage is needed. Kallio will work with NORA staff on beginning the marketing and will ask Karen Lowe to assist.
Look at any possible millages that will be on the ballot in 2028.
Bailey: will pull past info. He and Jackie will develop plans, recommendations for what a millage would do for NORA. Gather info on future growth within our NORA govt area for determining what millage amount to ask for, best guess for increased operating costs for NORA, etc.

10.Public Comments:
Jackie: feels good about the direction NORA is headed, positive newspaper coverage for the program for girls in the outdoors.

11.Advisory Board Comments
Belter: Get agenda, etc. out a week before the meeting
Behm: meeting info out early
Hopp: thank you to the staff.
Sarah Kallio: Thank you to the staff
Sarah Elliott: thank you to the staff for the benefit for our children, she has friends with kids that are helping with programs
Montgomery: thank you to staff, continue to grow the programs, ask the board for help

12.Next Scheduled Meeting – June 25, 2026

13.Adjournment
Motion to adjourn: Hopp, Elliott
Meeting adjourned at 6:33 p.m.

Mary Jane Belter

Mary Jane Belter
NORA Board Secretary

NORTHWEST OTTAWA RECREATION AUTHORITY
NORA ADVISORY BOARD MEETING MINUTES

Date: June 25, 2026
Time: 5:30 P.M.

1. Call to order: Vice Chairperson:Rebecca Hopp, Ferrysburg: the meeting was called to order at 5:38 p.m.

2. Roll Call:
Mary Jane Belter, GH Twp - present
Howard Behm – GH Twp - absent
Sarah Kallio - Grand Haven - present
Lyndsey Huisman - Grand Haven - absent
Craig Bessinger – Ferrysburg - present
Ferrysburg – vacancy of elected official position
Sarah Elliott - GHAPS - present
Marc Eickholt - GHAPS - present
Rick Mikkelson – Robinson Twp - present
Rebecca Hopp - At Large - present

3. Approval of Meeting Agenda*: motion to approve the agenda: Motion by Eickholt , second by Mikkelson. Vote: 7-0*

4. Approval of Consent Agenda: motion to approve the consent agenda: *motion by Belter , second by Mikkelson, Vote:7-0*
Discussion of consent agenda items:

A. Approval of Board Meeting Minutes of April 23, 2026, as printed.

B. Financial Reports:

1. May 2026 Financials – Revenue & Expense Sheet

5. Open the Public Hearing regarding the Budget
The public hearing was opened 5:40 p.m.
No public present

6. FY2026-2027 Proposed Budget (Attached)
Bailey reviewed the budget, reviewed the funding formula.
Emily Greene, City of Grand Haven Finance Department, reviewed and provided input on the budget discussion.
Bessinger: any changes with personnel suggested: Bailey: he doesn't see us having the ability to add additional personnel either half time or full time. He is handling two jobs at this time.
Eickholt: track how much time Bailey is spending on admin and then on doing programs before the next budget cycle. We will work through the next 6 months and review the staffing situation.
Has an individual helping with some programming – hourly wage

5:49 p.m. public hearing closed.

Marc Eickholt moved to amend the agenda to move the motion to approve the budget to New Business item 8-D. Board consensus to do this.

7. Close Public Hearing regarding the Budget
The public hearing closed at 5:49 p.m.

8. New Business

A. Election of NORA Board officers – 2026-2027 term
Board chair:
Board Vice chair:
Treasurer:
Secretary: Belter

Bessinger moved, Kallio seconded, the following slate of officers for the 2026-2027 NORA FY:
Chair: Hopp
Vice chair: Eickholt
Treasurer: Behm
Secretary: Belter
Motion passed 7-0.

B. Summer Programming Updates
Bailey reviewed programming, schedules are busy. Beach volleyball, pickle ball, lower level and then higher levels. Summer soccer has increases in participation from last summer.
Jackie is doing archery, kayaking, rec summer school in the afternoons. There were staffing changes due to experienced staff finding full-time employment so Jackie is covering the rec summer school.
Tuesday Nights: kids' night. The DDA is paying someone to run the events. Jackie is on site with her family and could step in if needed.

C. Approval of 2026-2027 NORA Board meeting dates
Motion to approve the meetings: Bessinger, Eickholt. Motion passed 7-0
Aug 27, Oct 22, Dec 17, Feb 5, April 22, June 24

D. Budget approval for FY 26-27: ***To Approve the FY2026-2027 Budget as presented, which includes Projected FY2025-2026 Amendments and Requested FY2026-2027 Budgets***
Motion by Eickholt, second by Elliott. Motion passed 7-0.
Emily Greene: comment/discussion on wages for staff: with the steps that the city has, once a member of staff gets to the max then it is the COLA. Bailey's contract has him on the step increases that the City of GH uses.
Emily Greene: Bailey's increases are built into the budget.
The question was then: is the July 1 date (beginning of the fiscal year) used or the staff member's anniversary date to move to the next step. Bailey's anniversary date is December.
Bessinger: in the past the exec committee did the director's review and made a recommendation for salary adjustment.
Eickholt : the board might consider possible merit pay based on the evaluation.
Eickholt: what is the length of Bailey's contract?
It was requested that information addressing the above questions be forwarded to the board for their review.

9. Old Business

A. Unicorn Fundraiser Update and Discussion
Ticket sales are not looking good. We are in the same position as last year.
There was considerable discussion on the viability of holding the fundraiser:
Slow ticket sales
We have pretty much the same attendees each year, so we are not drawing new people to infom about NORA.
Difficulty in getting donations from merchants due to the economy.

The Unicorn is now open to the public on Tuesday evenings. What is the plan in case of rain? Does he have sufficient staff to cover his indoor dining and handling our event?

Bailey commented that NORA has received their raffle license.
A $150 gift card from Meijer has been confirmed.
Bailey was approached by an individual that assists with fundraisers – using a hotel stay. There is a cost to NORA. This was discussed; there was no decision. The status of the fundraiser is in question at this time.

Only emails have been sent out, no paper mailing to previous donors.
Kallio suggested that we work on grant writing.
Last year's fundraiser netted about $7500. We ne4ed to factor in the effort put into raising that amount, in particular the effort of staff taking away from NORA responsibilities.
Idea was to increase visibility – but we get the same people.
Eickholt: if we hold the fundraiser, the board should evaluate it at the August meeting.

Decision: Bailey talks with Gary (Unicorn) to address the following:
Provision if rain since the indoor area is now open.
Is there sufficient staffing at the restaurant to handle their regular business and the fundraiser.
What is the minimum number of tickets sold to be viable?
Deadline for making a decision as to whether or not to hold the fundraiser.
Get the information, inform the board and make a decision shortly about whether we hold the event or not.

B. Port Sheldon Summerfest
Comments: fun, many people did not know NORA, did have some people sign up for summer activities, Info table, took archery equipment, Jackie was very busy. The NORA presence was well received. The twp supervisor talked to their rec committee about providing space for NORA activities.
Flyers were distributed.

10. Public Comments – no public

11. Advisory Board Comments
Elliott: there is a great balance of activities for kids and adults,
Eickholt: thanks for the work on the budget and all the work he is doing.

12. Next Scheduled Meeting – August 27, 2026
Agenda:
Discussion with the community foundation on establishing a non-endowed fund.
Eval the fundraiser
Grant writing

13. Adjournment

Motion to adjourn: Eickholt, Elliott.

Meeting adjourned at 6:37 p.m.

NORTHWEST OTTAWA WATER SYSTEM

Administrative Committee Minutes

November 19, 2025

A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Pat Staskiewicz at 9:10 a.m. Wednesday, November 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); Matt Wade (Grand Haven Charter Township); Mike England (City of Grand Have); Karen Underwood (Grand Haven Charter Township)
Absent:	Pat Staskiewicz (Ottawa County)
Also present:	Joe Wallace (Ottawa County)

A motion by Cargo supported by Gallagher to approve the minutes for the August 20, 2025, NOWS Committee Meeting passed unanimously.

<u>Manager's Report, Fiscal Year to Date</u> *– By Law*

Law presented the FY 25/26 year to date review, reporting the pacing of summer pumpage remaining at higher-than-average levels with record setting July followed by an August that was 10.6% higher than last year at just over 390 MG pumped. The system returned to closer to the average in September with September a 3.9% comp and October settling into typical offseason demand of 4.5 MGD. The Northside is comping at 12.7%, followed by GHCT at 7.3% and the City at 2.8%. The system is up 8.1% with 101 MG more produced this year compared to last. The system allocation remains historically consistent with the Northside owning 41% of demand, followed by GHCT with 31% and the City with 28%.

Law, while moving into the YTD financial review, explained a desire to enhance the way this is tracked, with revision to the tracking form some of which are included in this quarter's reporting. With the year at 42% complete, Revenue is at 70.6% and expenditures at 10%. Law explained the imbalance is caused by awarded money from the AFF litigation for $1,871,056.50 propping up the revenue line. On the expenditure side, three large capital projects have been budgeted but will not be completed until the Spring. Cash and cash accounts are reported as $505,634 (Operating Cash), $722,857 (Replacement), and $2,544,44 (AFFF Litigation Award). Remaining award money for the 3M/Dupont lawsuit will be paid out in dwindling installments until 2033 with the total awarded amount estimated to be approximately over $3.6 million. Law has registered NOWS for a second lawsuit with BASF/Tyco as the claimants, and is waiting on the result.

Law reported that power and chemical costs are on the rise, with chemical and power comping at 113% and 115% against pumpage comping at 108%. Law reiterated the NOWS operation commitment to efficiency, but expressed concern that the margins are tightening as chemical and power costs continue to rise. He pointed to the cost per MG comparison at 106% compared to 108% pumpage comp as an indicator of tightening margins. Law reviewed the recent BLP rate changes that took place in September. Billing invoices show following changes went into effect in October 2025.

- Service Charge $350 to $625
- Max Demand (KWh) $3.00 to $4.50
- Base On Peak (per KWh) – 0.063 to 0.0667
- Base Off Peak (per KWh) – 0.0505 to 0.055

Law anticipates these changes to have a significant impact on power costs moving forward. Law addressed Gallaghers question about increased consumption of Alum explaining the attempts to optimizing dosing rates were not accepted by EGLE with a request to either conduct an engineered coagulant study or return to the design spec. Law returned the process to original design specification and explained that discussions with the Fishbeck engineers about redoing this study, yielded skepticism that much if anything would change. This was based on the unchanged consistency of the source, the coagulant, the process, and the fact the amount dosed is very small in comparative to conventional water treatment processing, because the NOWS direct filtration process starts with much cleaner water due to the buried intakes. The margins are simply too small to determine.

Capital projects are all on schedule to be completed in the Spring with the Bulk Chemical Tank Refurbishment project expanded to include the remaining bulk chemical tanks. Initially the chloring tanks were the only tanks thought to need refurbishment. Upon discovery the original Alum and Fluoride tanks have never been relined, and after 38-years required attention. Wagner provided a competitive bid to do Alum tanks along with the chlorine tanks. Fluoride will be completed in 26-27 fiscal year. The SCADA project slated to be completed my May 26' was discussed by Law as evolving into staying with the current software to save engineering costs and to keep operational continuity throughout the system.

Water quality remains excellent. Water quality parameters all provided in charts and graphs indicate total organic carbon on a declining trend, Turbidity historically low and stable, disinfection byproduct sampling showing all community's doing well and in compliance, and PFAS sampling tracking below the established regulatory contaminant levels.

Agenda Item 1: *Fiscal Year 2024-2025 NOWS Financial Audit Review – Vredeveld / Haefner*
A motion by Cargo supported by Gallagher to approve the fiscal year 2024-2025 NOWS Financial Audit by Vredeveld / Haefner was unanimously approved.

Agenda Item 2: *Fiscal Year – 2024-2025 NOWS Working Capital Excess – Law*
A motion by Cargo supported by Gallagher to approve the payback of the NOWS Treatment Plant operating surplus of $75,234 by unit pumpage allocation percentage was unanimously approved.

Agenda Item 3: *2026 NOWS Committee Meeting Schedule – Law*
A motion to accept the 2026-2027 fiscal year meeting schedule by Cargo supported by Gallagher was unanimously approved.

Agenda Item 4: *Aqueous Film-Forming (AFF) Class Action Lawsuit Litigation Award Update*
Discussion on the AFF Lawsuit took place during the Managers Report presentation.

Other:
Gallagher opened discussion about demand management with a desire for communication continuity throughout the system. Discussion took place around the design of a public service announcement. Gallagher suggested that a public relations professional get involved and Cargo supported. All agreed that a starting point is a marketed educational campaign. Law will build this into the coming fiscal year budget and work on vetting the right contractor through the RFP process

Adjournment: 10:23 a.m. – Submitted by Eric Law

NORTHWEST OTTAWA WATER SYSTEM

Administrative Committee Minutes

February 18, 2026

A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Brady Selner at 9:13 a.m. Wednesday, February 18, 2026, in the Council Chambers at Grand Haven City Hall.

Present:	Craig Bessinger (City of Ferrysburg); Bill Cargo (Grand Haven Charter Township); Brady Selner (Village of Spring Lake); Matt Wade (Grand Haven Charter Township); Karen Underwood (Grand Haven Charter Township); Pat Staskiewicz (Ottawa County); Mike England (City of Grand Haven)
Absent:	Gordon Gallagher (Spring Lake Township)

A motion by Cargo supported by Bessinger to approve the minutes for November 19, 2025, NOWS Committee Meeting passed unanimously.

Manager's Report, Fiscal Year to Date – *By Law*

Pumpage for the previous quarter was provided. Law reminded the group of the expected stability of winter pumpage volume. Law added that heavy snow totals can impact pumpage where usage by the Mulligan's Ski Bowl can be cut by half a million gallons daily during consistent heavy snow events as experienced in January of this year. Year date Law reported pumpage tracking at a plus 6.2% comp. with an additional 100-million gallons pumped over same period last year. System allocation is led by the Northside representing 41% of NOWS total demand, with 112% comp. YTD, and up 74 million gallons over last year. This is followed by Grand Haven Township representing 31% of allocation, with 107% comp. YTD, and up 34 million gallons over last year. The City sits at 28% of allocation YTD with a 99% comp. to last year, and down in pumpage by 7 million gallons.

Financial tracking is at 60% of the year with revenue reporting at 83.2% and expenditures reporting at 40%. Law commented on the offset as a result of the litigation award money. Law commented on the impending impacts of debt payments, depreciation, and two large capital projects will have on leveling the expenditure accounts to plan as the fiscal year draws to conclusion. Cash accounts show the operating account currently at $514K, with the debt account at $1.3 million, and the replacement account at $135K on the year. Another $499K for the replacement fund is held in an M-Class investment along with another separate M-Class account holding $2.5 million in litigation award monies.

Law pointed to changes made to the Board of Light and Power billing methodology as having an outsized impact on the year-to-year increases seen for power costs data. Chemical cost comp. at 10% and power costs comp. at 19% are both trending well above the 6% increase in pumpage. Chemical cost increases were anticipated with new contracts being negotiated and implemented within the West Michigan Coop. An increase of 19% for power cost was not anticipated. Many changes have taken place in the billing format of the BLP however the most significant change is the BLP has made changes to how it bills the demand cycle. Prior to October 2025 the "minimum demand" was capped at 100kW. Post October 2025 the BLP now sets the entire year demand rate at 60% of the highest demand peak within the previous 11-months. This is especially punitive to a large seasonal user like the NOWS filtration plant where peak demand is 3 months of year. In essence NOWS customers are paying 60% summer demand (max demand) surcharges from September to May, resulting in an additional $5 - $6K in demand charges being levied each month this past winter in this the first year. These additional demand charges are estimated to increase the annual budget by $72K. Law added that there was no communication to the City or to NOWS officials prior to this change being made. Law as requested and has been provided the minutes of the BLP meetings where this was discussed, and these are being reviewed currently. Law further discussed his disappointment in how the efforts to minimize operations to gain efficiency will no longer result in seeing this positively reflected in lower cost even when KWH numbers show efficiency. In essence, no matter how energy conscious we are in operation during a winter month, there is very little monetary incentive to continue being that conscientious. Law stated that regardless of the recent changes, NOWS Operators will continue to operate the plant process with efficiency in mind.

Capital projects tracking provided shows the NOWS crew very active with three large capital projects at various stages of completion totaling just under $500K. Law reviewed the scope and details of each project.

Water quality remains outstanding, meeting all regulatory compliance levels. Turbidity removal efficiency remains above 70% and TOC sampling tracking indicates a downward trend developing. PFAS tracking shows historical norms in place with mostly non-detectable results on most analytes while those that are detected remain below the regulatory compliance limits. DBP results tracking show all communities doing excellent at remaining well under the compliance levels. The next cycle for DBP's is in March.

Agenda Item 1: *NOWS Fiscal Year 2026-2027 NOWS Pumpage Projection – Law*
A motion by Cargo supported by England to approve the NOWS fiscal year 2024-2025 pumpage projection by Law was unanimously approved. The committee questioned the reasoning for such a change when the BLP no longer produced their own power.

Agenda Item 2: NOWS *Fiscal Year 2026-2027 NOWS Budget Draft – Law*
A motion by England supported by Cargo to approve the NOWS Fiscal Year 2026-2027 NOWS budget draft was unanimously approved.

Agenda Item 3: *NOWS Fiscal Year 2026-2027 CIP – Law*
A motion to accept the 2026-2027 fiscal year meeting schedule by Cargo supported by Gallagher was unanimously approved.

Other: *NOWS Demand Management Discussion – Law*
Law provided a draft copy of a public service announcement in what he describes as the entry messaging into what can be described as an escalating messaging campaign based on severity of need. This message asks customers to help curb the system's daily peak demand cycle by voluntarily shifting lawn irrigation away from the 5a to 11a timeline. Karen will use the base messaging and craft a more astatically version to be shared across all units. Each municipality committed to a one message campaign and will post this in all their individual media outlets.

Reliability Study Estimations – Law
The committee requested Law to reengage with P&N to understand what benefit exists to staying with them and if there is a price cost savings taken in consideration with associated familiarity of the system. There is support within the committee to take this project to bid.

Supplemental Water Discussion – Staskiewicz
Supplemental supply is more complicated than previously understood and *Staskiewicz and Law* see the necessity for engineering as unavoidable. Because of the anticipated complexity *Staskiewicz* recommends this as a standalone study and not include this in a Reliability Study. Cargo requested a continuation of this conversation.

Adjournment: 10:23 a.m. – Submitted by Eric Law

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN

Parks and Recreation Board

Meeting Agenda
June 3, 2026

Notice and agenda of the regular Grand Haven Parks and Recreation Board meeting to be held June 3, 2026. Parks and Recreation Board members **unable** to attend the meeting are requested to email Derek Lemke, dlemke@grandhaven.org or call his office at 847-3493.

Roll Call:

Tami Harvey
Rachael Pincumb
Ryan Miller

New Business

Minutes from April 1, 2026, meeting were presented to the board for approval. A motion to approve the minutes was made by Harvey and seconded by Pincumb. Motion passed 3-0

26-12 Park Use Permit – Grand Haven Free Fridays Park Concerts
Request Made by: Kasey Nemetz
Type of Event: Concerts Series
Location: Central Park, East Grand River Park, Mulligans Hollow
Date(s) of Event: 6/25,7/9,7/16,8/13,8/20,8/27
Time Frame: 2:00pm- 7:30pm
Attendee Count:

Notes:

A motion was made by Miller and seconded by Pincumbe to approve the park use permit. Motion passed 3-0

Board members reviewed parks master plan needs and wants list. Lemke updated the board on projects that were completed and scheduled. Further action to come at future meetings.

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, MAY 12, 2026

APPROVED
JUN - 9 2026
CITY OF GRAND HAVEN
PLANNING COMMISSION

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

Present: Amy Kozanecki, Vice Chair Joe Pierce, Dan Borchers, Chair Ryan Galligan, Tamera Owens, David Skelly, Jennifer Smelker, Magda Smolenska

Absent:

Also Present: City Planner Brian Urquhart, and members of the public.

Approval of Minutes
Motion by **Pierce**, seconded by **Skelly**, to approve the minutes of the April 14, 2026, meeting as amended.
All ayes. **Motion passes.**

Approval of Agenda
Motion by **Skelly**, seconded by **Smolenska**, to approve the agenda as amended.
All ayes. **Motion passes.**

Call to the Audience: First Opportunity

Margot Vandis, 1120 S Harbor Dr, spoke regarding the proposed short-term rental at 26 Edward Ave, emphasizing issues with parking and public safety concerns.

Brian Ruster, 9 Peterson Rdg, spoke regarding the proposed short-term rental at 26 Edward Ave, because of predicted issues with increased traffic, traffic congestion and increased noise.

Eloy Cantu, 16 Edwards Ave, spoke regarding the proposed short-term rental at 26 Edward Ave.

Marcia Cantu, 16 Edwards Ave, spoke regarding the proposed short-term rental at 26 Edward Ave.

Jeffery Miller, 1120 S Harbor Dr, spoke regarding the proposed short-term rental at 26 Edward Ave, emphasizing parking concerns.

Emily Kurtz, 26 Edwards Ave, spoke regarding her short-term rental application; specifying certain terms in her rental agreement and plans for the property in response to public concerns.

Public Hearings

A. Case 26-15: Special land use request for two-family dwelling at 514 N. 5th St. (parcel #70-0321-158-022)

Urquhart presented the case. An application for a Special Land Use Permit was submitted by Kelley Osterman for a two-family dwelling located at 514 N. 5th St. (parcel #70-03-21-158-022).

Two-family dwellings are permitted by special land use in the Old Town District per Sec. 40-410.02.B.

According to City records, this property previously served as a two-story dwelling prior to the ordinance that was created requiring two-family dwellings as Special Land Use in the OT District. This application serves as a formality to bring the property up to conformity with the ordinance and allows the property to remain a two-family dwelling.

As of the time of this hearing, there has not been any correspondence received regarding this application.

Chair Galligan opened the public hearing at 7:12 p.m.

Kelley Osterman, 514 N 5th St, spoke to board members regarding her application.

Motion by **Smolenska**, seconded by **Smelker**, to close the public hearing.
All ayes.
Public Hearing closed at 7:15 p.m.

None of the commissioners had any questions or comments.

Motion by **Smolenska**, seconded by **Smelker**, to approve case 26-15, a request for a Special Use Permit for a two-family dwelling located at 514 N. 5th St. (parcel #70-03-20-282-002) based on the information submitted for review.

Roll Call Vote.
Yeas: Kozanecki, Borchers, Owens, Skelly, Smolenska, Pierce, Smelker, Galligan
Nays: None
Motion passed

B. Case 26-16: Special land use request for a short-term rental at 26 Edward Ave. (parcel #7003-29-156-033)

Urquhart presented the case. An application was submitted by Patrick and Emily Kurtz for a Special Land Use Permit for Short-Term Rental located at 26 Edward Ave. (parcel #70-03-29-156-033). The Dune Residential District allows for short-term rentals as special land use.

The house is a single-family dwelling with six designated parking spaces and a parcel lot in conformity. The neighborhood surrounding the home is primarily single-family houses with a few short-term rentals nearby.

As of the date of this hearing, the city has received six emails regarding this case.

Chair Galligan opened the public hearing at 7:21 p.m.

Jeffery Miller, 1120 S Harbor Dr, spoke regarding the proposed short-term rental at 26 Edward Ave, emphasizing public safety and parking concerns.

Kelley Osterman, 514 N 5th St, spoke regarding short-term rentals.

Margot Vandis, 1120 S Harbor Dr, spoke in response.

Marcia Cantu, 16 Edwards Ave, spoke regarding past experiences and issues with renters.

Motion by **Skelly**, seconded by **Smolenska**, to close the public hearing.
All ayes.
Public Hearing closed at 7:27 p.m.

The board debated the proposed short-term rental and the ordinance(s) surrounding it. Members raised concerns about the amount and the size of the parking spaces as well as the area where the short-term rental is located. Discussion centered around the ordinance(s), concerns from residents, and lot conformity. Multiple members of the board brought up wanting to discuss possible changes to the ordinance(s) regarding short-term rentals in the future.

Motion by **Smolenska**, seconded by **Owens**, to approve case 26-16, a request for a Special Use Permit for a short-term rental located at 26 Edward Ave. (parcel #70-03-29-156-033) based on the information submitted for review with the following condition:

1. Sleeping occupancy shall be determined by the building official.

Roll Call Vote.
Yeas: Borchers, Owens, Smolenska, Smelker
Nays: Kozanecki, Skelly, Pierce, Galligan
Motion did not pass on a 4-4 vote.

New Business

A. Case 26-17: Site plan review for an office building at 845 Park Ave. (parcel #70-03-28-153011)

Urquhart presented the case. Mary Hames, on behalf of Carloyn Jett Properties LLC, has submitted a site plan review application to redevelop the property at 845 Park Avenue (parcel #70-03-28-153-011) into an office space, which is permitted per Sec. 40-419.01.A. The proposal maintains the existing home, resizes the front deck, converts the front and rear yards into parking, and installs landscape screening around the parking and along property lines.

Galligan asked a question regarding ADA compliance.

None of the other commissioners had questions or comments.

Motion by **Smelker**, seconded by **Borchers**, to approve case 26-17, a request for a Site Plan Review for an office building at 845 Park Ave. (parcel #70-03-28-153-011) based on the information submitted for review, subject to the following:

1. The front yard parking spaces are appropriately screened per Sec. 40-601.A.
2. The asphalt driveway shall be completed within 12 months of site plan approval.

Roll Call Vote.
Yeas: Skelly, Owens, Smolenska, Pierce, Smelker, Borchers, Kozanecki, Galligan
Nays: None
Motion passed

Old Business

Continued discussion of housing text amendments. Commissioners agreed to set up a joint meeting with City Council, at a future date, to discuss changes.

Zoning Board of Appeals Liaison Report

Kozanecki gave a short debrief on the three cases heard at the April 22, 2026, ZBA Meeting. Out of the three cases, two were approved and one was denied.

City Planner Report

Urquhart gave an update on ongoing projects.

Call to the Audience: Second Opportunity

None

Adjournment

Motion by **Skelly**, seconded by **Smelker**, to adjourn.
All Ayes. **Motion passes.**

The meeting was adjourned by **Chair Galligan** at 8:06 pm.

Amy Vos, Deputy City Clerk

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, JUNE 9, 2026

APPROVED
JUL 14 2026
CITY OF GRAND HAVEN
PLANNING COMMISSION

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

Present: Amy Kozanecki, Vice Chair Joe Pierce, Dan Borchers, Chair Ryan Galligan, Tamera Owens, David Skelly, Jennifer Smelker

Absent: Magda Smolenska

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza, Mayor Pro-Tem Mike Dora, and members of the public.

Approval of Minutes
Motion by **Pierce,** seconded by **Skelly**, to approve the minutes of the May 12, 2026, meeting. All ayes. **Motion passes.**

Approval of Agenda
Motion by **Skelly**, seconded by **Smelker**, to approve the agenda.
All ayes. **Motion passes.**

Call to the Audience: First Opportunity

Jeff Miller, 1120 S Harbor, thanked council for increasing short term rental fees and thanked DPS for hiring an officer in code enforcement. He asked planning commissioners again to work with council in their jurisdiction to ensure our residential neighborhoods don't become a commercial endeavor.

Public Hearings

A. Case 26-19: Special land use request for a short-term rental at 301 Jackson Ave. (parcel #7003-20-282-002)

Urquhart presented the case. Taylor Teachout has applied for a Special Land Use Permit for a Short-Term Rental located at 301 Jackson Ave. (parcel #70-03-20-282-002). In April, the property received special land use approval for a two-family dwelling. The Old Town Zoning District allows short-term rentals if the property is located off a key street. During the April meeting, staff incorrectly stated a short-term rental must take access off Jackson Ave. The property needs only to front a Key Street in Old Town. Therefore, the proposed driveway layout allows the site to be eligible for a short-term rental.

The property is a conforming lot in the Old Town district with a parcel size of 6,099 sq. ft. and lot width of 66 ft. The approved dwelling meets all the standards for lot coverage, building setbacks, building height, building form standards, and parking in the OT District. Sec. 40-604.03 requires 2 spaces per unit for a two-family. The applicant has provided enough parking spaces to satisfy the two-family dwelling and short-term rental.

No correspondence has been received from the public regarding this request.

Chair Galligan opened the public hearing at 7:08 p.m.

No one spoke.

Motion by **Pierce**, seconded by **Smelker**, to close the public hearing.
All ayes.
Public Hearing closed at 7:08 p.m.

Andy Burris with Callen Engineering on behalf of the applicant stated the lot is conforming and meets size requirements and while screening is not required we are offering to put in a 6 ft wall screen for the property to the north and a vegetation screen for the property to the east. He also stated that the stormwater plans are in accordance with the Grand Haven standards.

Discussion revolved around questions regarding changes to the floor plan, comments regarding heavy deer traffic in that area, and who would manage the property once it is finished.

Motion by **Smelker,** seconded by **Borchers,** to approve case 26-19, a request for a Special Use Permit for a short-term rental located at 301 Jackson Ave. (parcel #70-03-20-282-002) based on the information submitted for review, and subject to the following condition:

1. Sleeping occupancy shall be determined by the building official.

Roll Call Vote.
Yeas: Owens, Skelly, Pierce, Smelker, Kozanecki, Borchers, Galligan
Nays:
Motion passed

B. Case 26-20: Special land use request for a short-term rental at 848 S. Harbor Dr. (parcel #7003-29-101-009)

Urquhart presented the case. Chris Gillistedt has applied for a Special Land Use Permit for a Short-Term Rental located at 848 S. Harbor Dr. (parcel #70-03-29-101-009). The Dune Residential District allows short-term rentals as a special land use per Sec. 40-406.02.B.

The property is a nonconforming lot in the Dune Residential district with a parcel size of 8,712 sq. ft. and lot width of 54 ft. This parcel is very similar in size, shape and width with all other properties in the vicinity, some of which received short term rental certificates prior to the ordinance change in 2017. The driveway layout will allow for a minimum of 3 vehicles on site The applicant has provided enough parking spaces to satisfy the short-term rental.

No correspondence has been received from the public regarding this request.

Chair Galligan opened the public hearing at 7:16 p.m.

Jeff Miller, 1120 S Harbor Dr, encouraged Planning Commissioners to broaden the area of who gets sent a notice when a public hearing is occurring regarding a property.

Motion by **Skelly**, seconded by **Kozanecki**, to close the public hearing.
All ayes.
Public Hearing closed at 7:18 p.m.

Planning Commissioners discussed the discrepancy of lot size, management of the property, and reiterated the need for consistency in these decisions.

Kozanecki stated precedence has been set and the lot size for this property does not meet requirements.

Motion by **Pierce**, seconded by **Smelker**, to deny case 26-20, a request for a Special Use Permit for a short-term rental located at 848 S. Harbor Dr. (parcel #70-03-29-101-009) subject to the following reasons:

1. The parcel is a non-conforming lot size for the Dune Residential District.

Roll Call Vote.
Yeas: Skelly, Borchers, Kozanecki, Smelker, Pierce, Galligan
Nays: Owens
Motion passed.

New Business

A. Case 26-21: Final development plan for South Village PD (parcel #70-03-33-100-073)

Urquhart presented the case. The final development plan for the Planned Development rezoning of 700 and 724 Robbins Rd. (parcels #70-03-33-100-073 and #70-03-33-100-072), includes responses from the developer, a demolition plan, elevation plans, floor plans, phasing plans, a landscape plan, and a public benefit plan.

Things to highlight are that the railroad access will be screened, the sewer agreement with Grand Haven Township has been approved by City Council, there will be a 32 sq ft sign shown at the east of the primary entrance, exterior cladding material will meet the standards of the MFR, and due to the traffic study a left turn lane will be added onto Robbins Rd.

The development will include five types of units; 118 housing units total and 24 units will be at 120% AMI. It is designed as walkable with extensive pathways and sidewalks along the development and on Robbins Rd.

Andy Tjepkema, Senior Architect with Integrated Architecture, spoke about the overall development, the nature development, and the architecture.

Discussion revolved around the EGLE permit, the EDC/BRA's decision, traffic, and price.

Mayor Bob Monetza, 945 Washington Ave, answered questions regarding the EDC/BRA's decision.

Smelker wanted it on the record that we have to do something about the traffic. She stated there is going to be an issue with traffic because we already have an issue with the traffic in that area and there needs to be a long term plan in place regarding the traffic in this and other areas of the City that the Planning Commission wants to see developed.

Motion by **Kozanecki**, seconded by **Pierce**, to approve case 26-21, the final development plan and sensitive area overlay for South Village PD at 724 Robbins Rd. (parcels #70-03-33-100-073 and #70-03-33-100-072), with the following conditions:

1. All conditions of the BLP, DPW, and Fire Marshal shall be met.
2. The sidewalk along Robbins Rd. and future crosswalk across Robbins Road shall be completed prior to the issuance of a certificate of occupancy of Phase 1.

Roll Call Vote.
Yeas: Borchers, Owens, Skelly, Pierce, Smelker, Kozanecki, Galligan
Nays:
Motion passed

B. Case 26-22: Site Plan review for an office/storage building at 1350 Kooiman Dr. (parcel #7003-28-301-014)

Urquhart presented the case. Ryan Livingston, on behalf of Livingston Homes has submitted a site plan review application to redevelop the property at 1350 Kooiman St. (parcel #70-03-28-301-014) into an office and storage space, which is permitted per Sec. 40-419.02.A. A large fire destroyed the entire building at 1350 Kooiman in late 2025. Mr. Livingston would like to rebuild and improve upon the space for his business, primarily for office and storage space.

There will be no manufacturing occurring on site, and the size and shape of the building is designed to improve production.

The property will have 4 parking spaces, no overnight parking, and loading space by the parking spaces. The dumpster behind the building will be screened and the landscape screening will be placed around the parking lot per requirements.

Motion by **Pierce**, seconded by **Skelly**, to approve case 26-22, a request for a Site Plan Review for an office storge building at 1350 Kooiman St. (parcel #70-03-28-301-014) based on the information submitted for review, subject the following:

1. The front yard parking spaces are appropriately screened per Sec. 40-601.A.

Roll Call Vote.
Yeas: Kozanecki, Borchers, Owens, Skelly, Smelker, Pierce, Galligan
Nays:
Motion passed

Old Business

Urquhart gave an update on the joint meeting that Planning Commissioners are trying to schedule with City Council. Meeting will not be able to happen before new members start in July.

Election of Officers

A. Chair
Motion by **Kozanecki**, seconded by **Borchers**, to nominate **Pierce** as Chairperson.
All Ayes. **Motion Passed.**

B. Vice-Chair
Motion by **Borchers**, seconded by **Galligan**, to nominate **Smelker** as Vice-Chairperson.
All Ayes. **Motion Passed.**

C. Secretary
Motion by **Kozanecki**, seconded by **Smelker**, to nominate **Smolenska** as Secretary.
All Ayes. **Motion Passed.**

D. ZBA Liaison
Motion by **Skelly**, seconded by **Smelker**, to nominate **Kozanecki** as ZBA Liaison.
All Ayes. **Motion Passed.**

Zoning Board of Appeals Liaison Report

Kozanecki stated there was no Zoning Board of Appeals meeting on May 20, 2026. The next meeting is scheduled for June 17, 2026, and they are expecting to hear two cases.

City Planner Report

Urquhart gave updates. Final comments regarding the Centertown Vision Plan will be open to the public will be later this month and then the DDA will present to City Council. The Diesel plant project is currently on hold because of the need to change the plans and Grand Landing has received a one-year extension.

Urquhart also thanked the Planning Commission members who are leaving.

Call to the Audience: Second Opportunity

Mayor Bob Monetza, 945 Washington Ave, thanked commissioners for their service.

Mayor Pro-Tem Mike Dora, 501 Friant St, thanked commissioners for their service.

Jeff Miller, 1120 S Harbor Dr, thanked commissioners and leaving members. He also asked commissioners to notify vendors and staff at the Farmers Market of Chinook Pier updates.

Commissioners discussed open seats and what would happen if they aren't filled right away.

Adjournment

Motion by **Skelly**, seconded by **Owens**, to adjourn.
All Ayes. **Motion passes.**

The meeting was adjourned by **Chair Galligan** at 8:30 p.m.

Amy Vos, Deputy City Clerk

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION
SPECIAL WORK SESSION MINUTES
TUESDAY, JUNE 9, 2026

APPROVED

JUL 14 2026

CITY OF GRAND HAVEN
PLANNING COMMISSION

The special work session of the Grand Haven Planning Commission was called to order by Chair Ryan Galligan at 6:30 pm. Upon roll call, the following members were present:

Present: Amy Kozanecki, Vice Chair Joe Pierce, Dan Borchers, Chair Ryan Galligan, Tamera Owens, David Skelly, Jennifer Smelker

Absent: Magda Smolenska

Also Present: City Planner Brian Urquhart, and members of the public.

Presentation

Steven TerMolen, Human Relation Commission Board Member, presented the HRC's recommendation to add language requiring that a minimum of ten percent (10%) of all dwelling units within new Planned Developments (PDs) be designated as attainable housing, as defined and periodically updated under State of Michigan guidelines.

Adjournment

The work session was adjourned by **Chair Galligan** at 6:53 p.m.

Amy Vos, Deputy City Clerk

“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, November 19, 2025 in the Council Chambers in Grand Haven City Hall located at 519 Washington St. Grand Haven, Michigan 49417

MINUTES FOR REGULAR MEETING
Wednesday November 19, 2025
8:15 A.M.

1. **Meeting called to order** *at 8:15 A.M.*

2. **Roll Call**:

Present:

Chair Ashley Latsch	City of Grand Haven
Vice-Chair Brady Selner	Village of Spring Lake
Treasurer Craig Bessinger	City of Ferrysburg
Bill Cargo	Grand Haven Township
Steve Namenye	Member-at-Large
Gordon Gallagher	Spring Lake Township
Joel TePastte	Village of Spring Lake

Also Present:

Ryan Vredeveld	WWTP Superintendent
Matt Wade	Grand Haven Township
Karen Sherwood	Grand Haven Township
Joe Wallace	Ottawa County Road Commission Alternate
Emily Greene	City of Grand Haven Finance Director
Mike Vredeveld	Vredeveld-Haefner CPA

Absent:

Pat Staskiewicz	Ottawa County Road Commission

3. **Approval of the minutes of the August 20, 2025 Sewer Authority Board meeting**
   Motion by TePastte to approve the minutes, support by Namenye and all in favor motion carries

4. **Public Comment**
   No public comment

5. **Financial Report**
   Superintendent Vredeveld updates the board on the current financials as well as the current fiscal year revenue & expenditures

6. **Superintendent's Report**
   Superintendent Vredeveld updates the board on the operations of the plant. Additional quarterly testing's were performed, including PFAS which saw our effluent results come at or below our historical results, keeping us in a monitoring program where we need to meet the minimum testing requirement of two samples a year. Discussion is had about farmer participation in our land application program when asked by board member Cargo. Vredeveld is unsure of the number of farmers who have opted out of the program but maintains that plant staff is concerned that this may be a growing issue as our land application contractor has commented on available fields being an issue at times for various reasons, including farmer's not wanting to deal with the "PFAS issue".

7. **General Business.**

   A. **Approval of Sewer Authority Meeting Dates 2026**
      Motion by Gallagher to approve the proposed 2026 meeting dates, support by TePastte and all in favor motion carries

   B. **Superintendent Performance Review**
      Chairperson Latsch informs the Board that a review had been conducted on the performance of the Superintendent by the Executive Committee and that they felt performance had either met or exceeded the expectations of the duties of the Superintendent. The Executive Committee recommended a 2.5% wage increase retroactive to the August 19 promotion date, which is in addition to the COLA increase he already received on July 1.
      Motion by Namenye to accept the Executive Committee recommendation, support by TePastte all in favor motion carries

   C. **Plant Modification Debt Rate**
      Superintendent Vredeveld provided detail on the 6-year capital improvement plan and the funds required to cover projected costs. Plant staff recommend an increase to the annual contribution rate to $300,000 up from $275,000. Conversation is had among members after member Gallagher expressed concerned that we may need to have more discussions about the outlook of the capital improvement projects

and the funding for them. Gallagher asked that the Baker Tilly rate study be resent to Board members and conversation can be had at the next scheduled Sewer Authority Board meeting and plant modification fund. An update came from Ottawa County Road Commission on the Spring Lake Township grant funds they received on behalf of the Sewer Authority and the residents of the township. After the final draw down, the remaining balance is currently $92,929.15. Cargo also brought up the unbilled revenue calculation from the end of fiscal year 24-25 and the refund of $24,774.64 due back to all units.
Motion by Gallagher to direct plant staff to inform the finance department of the Boards desire to transfer the refund amount of $24,774.64 to the plant modification fund, as well as to have plant staff submit project reimbursements to Ottawa County Road Commission to collect on the remaining grant funds of $92,929.15 plus any interest earned and have those reimbursement funds also rolled into the plant modification fund, support by Namenye all in favor motion carries.

D. Annual Financial Audit Presentation
Financial Audit Report presented by Mike Vredeveld of Vredeveld Haefner LLC CPAs and Consultants. TePastte inquired on the funding of the pension program and Emily Greene informed that the funding is at 67%, which is up from previous year. A net pension and other post-employment benefits liability note was provided to the board as well, providing historical liability for employees/retirees dating back to FYE2022.
Motion by Cargo to accept the "clean" financial audit report, support by TePastte all in favor motion carries.

8. Board Member Comments.
No board comments

9. Announcement of the next Sewer Authority Meeting: <u>February 18, 2026</u>

10. Adjournment at *8:52 A.M.*

<u>Sewer Authority Members:</u>	**<u>Alternate Members</u>**:
Brady Selner, Vice-Chairperson	Wally Delamater
City of Grand Haven - Vacant	
Ashley Latsch, Chairperson	
Craig Bessinger, Treasurer	Matt Schindlbeck
Steve Namenye	
Gordon Gallagher	
Patrick Staskiewicz	Joe Wallace
Bill Cargo	Matt Wade
Joel TePastte	

Consultants:	**Others:**
Matt VanHoef	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, February 18, 2026, in the Council Chambers in Grand Haven City Hall located at 519 Washington St. Grand Haven, Michigan 49417

MINUTES FOR REGULAR MEETING
Wednesday February 18, 2026
8:15 A.M.

1. **Meeting called to order** *at 8:17 a.m.*

2. **Roll Call**:

Present:

Chair Ashley Latsch	City of Grand Haven
Vice-Chair Brady Selner	Village of Spring Lake
Treasurer Craig Bessinger	City of Ferrysburg
Bill Cargo	Grand Haven Township
Pat Staskiewicz	Ottawa County Road Commission

Also Present:

Ryan Vredeveld	WWTP Superintendent
Cory VanOeveren	WWTP Supervisor
Matt Wade	Grand Haven Township
Karen Sherwood	Grand Haven Township

Absent:

Gordon Gallagher	Spring Lake Township
Joel TePastte	Village of Spring Lake
Steve Namenye	Member-at-Large

3. **Approval of the minutes of the November 19, 2025 Sewer Authority Board meeting**
   Motion by Cargo to approve minutes, support by Selner and all in favor motion carries.

4. **Public Comment**
   No public comment.

5. **Financial Report**
   Superintendent Vredeveld updates the board on the current financials as well as the current fiscal year revenue & expenditures.

6. **Superintendent's Report**
   Superintendent Vredeveld updates the board on the operations of the plant. Flows have been increasing, something the plant staff will be monitoring as we get closer to Spring when flows typically increase. Discussion was had about the IPP Audit Violation Notice the plant had received. No official response had been submitted by EGLE but they had communicated that parts of our argument have been submitted to the attorney general for opinion. Staskiewicz comments that maybe local officials be made informed on the impact the Violation Notice may have on the treatment facility and its rate payers. In addition, an update was given on the status of capital improvement projects. Only two bids were received and at a significantly higher amount that was higher than what was budgeted. Staff is considering rejecting bids and reshaping the scope of work to rebid.

7. **General Business.**

   A. **Budget Presentation for FY 2026-2027**
      Superintendent Vredeveld presents the budget for the upcoming fiscal year. Vredeveld touches on some high points from the budget. Motion by Cargo to approve the budget as presented, support by Bessinger and all in favor motion carries.

   B. **Regional Biosolids Pilot Study**
      An update is given on the status of the regional biosolids drying facility efforts by the Ottawa Count wastewater treatment plant members. Solar is being removed from the project due to not being cost effective and air permitting being evaluated for burning biosolids as fuel for supplemental heat. A pilot study is going to be performed on our actual biosoilds to evaluate air quality for air permitting regulation. Comment by member Cargo that this cost for a pilot study seems to be miniscule in the big picture and agrees with the need to perform it. Ryan V./Pat S. will provide a brief summary of current status as well as a layout of regional facility (with pictures) so that Authority members may be able to share with their own councils. Motion by Cargo to move forward with the proposed studies not to exceed $30,000 (GH/SL Sewer Authority Share), support from Staskiewicz, 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 – Ashley Latsch
Vice-Chair – Brady Selner
Treasurer – Craig Bessinger
Motion by Cargo to keep current officers in their respective positions. Supported by Staskiewicz and all in favor motion carries.

8. **Board Member Comments.**
Pat S. to provide information on upcoming project for water study.

9. **Announcement of the next Sewer Authority Meeting:** May 20, 2026

10. **Adjournment at 9:10 a.m.**

Sewer Authority Members:	**Alternate Members:**
Brady Selner, Vice-Chairperson	Wally Delamater
City of Grand Haven - Vacant	
Ashley Latsch, Chairperson	
Craig Bessinger, Treasurer	Matt Schindlbeck
Steve Namenye	
Gordon Gallagher	
Patrick Staskiewicz	Joe Wallace
Bill Cargo	Matt Wade
Joel TePastte	

Consultants:	**Others:**
Matt VanHoef	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 20, 2026, in the Council Chambers in Grand Haven City Hall located at 519 Washington St. Grand Haven, Michigan 49417

MINUTES FOR REGULAR MEETING

Wednesday May 20, 2026

8:15 A.M.

1. **Meeting called to order 8:19**

2. **Roll Call**:

Chair Ashley Latsch	City of Grand Haven
Treasurer Craig Bessinger	City of Ferrysburg
Bill Cargo	Grand Haven Township
Pat Staskiewicz	Ottawa County Road Commission
Gordon Gallagher	Spring Lake Township
Steve Namenye	Member-at-Large
Also Present:	
Ryan Vredeveld	WWTP Superintendent
Cory VanOeveren	WWTP Supervisor
Matt Wade	Grand Haven Township
Karen Sherwood	Grand Haven Township
Absent:	
Joel TePastte	Village of Spring Lake
Vice-Chair Brady Selner	Village of Spring Lake

3. **Approval of the minutes of the February 18, 2026 Sewer Authority Board meeting**
   Motion by Cargo to approve minutes, support by Staskiewicz and all in favor motion carries

4. **Public Comment**
   No public comment

5. **Financial Report**
   Superintendent Vredeveld presented financial report – expenditures are tracking in accordance with budget

6. **Superintendent's Report**
   Flows have been significantly higher over the past couple months –likely due to I & I
   Storage became a bit of a concern this spring due to the inability to land apply because of the wet farm fields
   We were able to utilize our empty gravity thickener as extra storage
   Able to land apply roughly 2 million gallons and empty our storage
   No issues with NPDES compliance
   Acute toxicity, PFAS, and all other parameters tested
   NPDES application – still have not received a response from EGLE
   IPP audit response (2nd response) has been submitted
   Discussion about submitting a complaint letter to state supervisors
   Board feels it is worthwhile to submit a complaint both individually and as a group because this is a systemic issue not specific to just us.
   Local limit evaluation has been submitted – No response yet
   25-26 capital projects
   Contract 1 – Generator and fiber loop
   - *Low bid came in significantly lower than expected amounts. In addition we selected a Rehlko Generator which came highly recommended and also saved an additional $37,000*

   Contract 2 – Will be discussed in General Business C.

7. **General Business.**

   A. **Debt Rates for FY 2026-2027**
   Memo from Ottawa County Road Commission providing their recommendations for debt rates for our 2013 and 2018 bonds
   Motion by Cargo to approve the recommendations as presented, support by Gallagher and all in favor motion carries

   B. **Regional Biosolids Pilot Study**
   Discussion of status and next phase of the project
   Comparison of the regional facilities' biosolids against surprise Arizona biosolids – depending on the comparison we may be able to save significant money on the drying portion of the study and be able to use Surprise, Arizona biosolids for the testing.

   C. **Capital Project Rebid – Contract 2**
   Authority Board to consider awarding contract

Aeration control valves – Automated dissolved oxygen control to help improve our treatment process

Only received two bids – Both came in significantly higher than expected due to the scope of working changing

There are certain aspects of the bid that can be handled by plant staff which would result in a reduction of the overall costs

- *With the reduction, overall project costs would be in line with estimated project cost.*

Cargo – Want to have a discussion about considering the timing of the project. If we wait on this project would we get better pricing down the road.

- *Although the efficiency / cost savings is hard to quantify, there are treatment quality aspects that should be considered.*

Would the contractor allow the Sewer Authority to be the general contractor on this project?

Motion to approve awarding contract to Northwest Kent with the changes proposed (removing certain valve specs, removing demolition from scope of work from the contract, as well as attempt to be the general contractor) with a maximum award amount of $375,000. Support by Namenye and all in favor motion carries.

8. **Board Member Comments.**
   No board member comments
9. **Announcement of the next Sewer Authority Meeting:** August 19, 2026

10. **Adjournment.** *9:12 a.m.*

Sewer Authority Members:	**Alternate Members:**
Brady Selner, Vice-Chairperson	Wally Delamater
City of Grand Haven - Vacant	
Ashley Latsch, Chairperson	
Craig Bessinger, Treasurer	Matt Schindlbeck
Steve Namenye	
Gordon Gallagher	
Patrick Staskiewicz	Joe Wallace
Bill Cargo	Matt Wade
Joel TePastte	

Consultants:	**Others:**
Matt VanHoef	Grand Haven Tribune
	Bob Monetza
	Maria Boersma

GENERAL MEMBERS: IF YOU CANNOT ATTEND THE MEETING, PLEASE NOTIFY YOUR ALTERNATE SO THAT HE/SHE MAY

SUSTAINABILITY & ENERGY COMMISSION (SEC)

GRAND HAVEN, MICHIGAN 49417

NOTICE AND AGENDA FOR COMMISSION MEETING

LOCATION: GRAND HAVEN CITY HALL

519 WASHINGTON STREET

A regular meeting of the Sustainability & Energy Commission (SEC) was called to order by Jean Madden, Vice Chair, at 6:01 p.m. on Thursday, March 12, 2026, in the Council Chambers of Grand Haven City Hall.

Present: Ryan Cotton, James Hagen, Jean Madden, Pam Blough, Patti Nelsen, Nancy O'Neill, Dan Small, and Andrei Skelly

Absent: Andrei Skelly (Dan Small was on his way).

Also present: Eric Law (Administrative Liaison), Larry Burns, DPW Assistant Director for Urban Forestry.

Call to Audience: No members of the public

Approval of Minutes: Moved by Ryan Cottn, supported by Patti Nelsen, approved by voice vote.

AGENDA

1. **Tree Canopy Update –** Ryan Cotton provided a quick review of prior discussions and deliberations of a Subcommittee consisting of Larry Burns, Nancy O'Neil, and Ryan Cotton. Increasing the tree canopy percentage from 28% to 40% is the tentative goal. To do so, Ryan Cotton passed out hard copies of two potential resolutions for consideration.

   The highest priority recommendation for the City Manager is to update the street tree inventory and determine the current tree canopy percentage is before the Commission in the form of two resolutions. These recommendations were prompted by former discussions and research of tree plans and ordinances elsewhere, including Grand Rapids.

The Commission discussed the importance of getting accurate tree metrics, the background of the City's International Tree City, and made specific resolution edits. The City's public budget discussion is set for April 15th. Jean Madden moved and Dan Small seconded to approve the first resolution regarding the tree canopy. The vote was unanimous as amended. See attached approved resolution.

The second highest priority is to accurately determine the City's current tree canopy with the goal of establishing a higher goal like 40% in place in other communities. Pam Blough said this is often referred to as "tree canopy equity" and mentioned a variety of aerial methodologies to determine, including the Ottawa County GIS service. Ryan Cotton also explained the subsequent steps for further review once the street tree inventory and tree canopy equity data is secured, and as previously discussed, by the SEC:

- Street tree maintenance/trimming
- Nuisance tree solutions/abatement
- Utility line protections, as well as utility tree trimming/removal
- Legacy tree protection
- Private property education and incentives regarding disease control, invasive species, and private tree planting

After the Commission made edits to the second resolution regarding tree canopy equity, Dan Small moved and Jean Madden supported. The vote was unanimous as amended. See attached approved resolution.

2. **Power Diversity -** Jim Hagen showed slides from the BLP show grid showing supply stress (low to no availability of solar or wind accessible to the BLP) during a recent storm event (winter storm Fern). A review of the BLP presentation – Showed two times when solar and wind was not accessible to the BLP. Conclusions are to look at help from "peaker plants," especially because of more variable weather patterns. Nancy O'Neill asked if BLP discussed ways to reduce demand? Jim Hagen said they believe we need a more diverse power supply.

3. Deer Enclosure Study and Site Plan – Jean Madden reported that revisions were made after the last meeting which were subsequently reviewed/approved by Larry and DPW. She requested a vote on an endorsement of the Mulligan's Hollow deer enclosure site plan, as well as reimbursement for the costs from the Grand Haven Area Community Fund accrued forestry funds (roughly $2,400). Jean Madden will address getting it constructed, planted, and in place. Moved by Nancy O'Neill, supported by Pam Blough. Approved unanimously.

4. **Community Service Events Ideas Continued Discussion** – Jean Madden reported that Brittany Goode reached out about beach clean-up on April 18th as being an SEC sponsored event? All the SEC members agreed.

Meanwhile, the Downtown Business District got a grant for planting of native perennials, rather than annuals, in the downtown planters. Pam Blough said other communities tried the same yet were criticized because they are not viewed as aesthetic. Jean Madden, Eric Law, and Pam Blough made suggestions for how to ensure it is a success.

Third, both Jean Madden and Dan Small suggested a trash clean up this summer -- down by the River near Harbor Island and the East End Park boat launch area, respectively. Dan said a dumpster might be necessary due to the presence of tires and other bulky items, in coordination with the DPW. Eric will check with DPW for good days and times.

5. Newsletter Ideas Discussion - Jean Madden requested and received suggestions.

6. Other Business –

- Patti Nelsen met twice on the Michigan Green Communities Challenge and with Brian Urquhart and Brittany Goode. No additional points were earned this year and cannot progress to platinum, yet Grand Haven is still eligible for gold. Patti Nelsen posed the question of whether the SEC should go before the City Council regularly to report on what we have done? The SEC members were supportive of this idea. Eric Law will carry forward to the City Manager.

- Nancy O'Neill reported on Jim Mathew's funeral. It was well attended and absolutely beautiful. Two of the officiants were Jim's grandsons. Ryan Cotton suggested that a tree get planted in Jim's honor and passed a hat. $120 was donated by the SEC members. Ryan Cotton said he will coordinate time, place, and planting with the DPW. Nancy O'Neill volunteered to coordinate with Mathew's family.

- Ryan Cotton reported that Jim Hagen and he were working on the Residential Energy Advisor recommendations of the Community Energy Plan. He said they hope to coordinate with the BLP before the next SEC meeting.

7. Final Call to Audience: No one was in attendance.

ADJOURNMENT

Moved by Dan Small to adjourn and Jean Madden supported. The meeting was unanimously adjourned at 7:58 PM.

A meeting of the Sustainability & Energy Commission (SEC) was called to order by Dan Small at 6:03 p.m. on Thursday, April 16, 2026, in the Council Chambers of Grand Haven City Hall.

Present: Ryan Cotton, James Hagen, Jean Madden, Patti Nelsen, Nancy O'Neill, Dan Small, and
Absent: Pam Blough, Andrei Skelly

Also present: Eric Law (Administrative Liaison) and Larry Burns (Assistant Director of Urban Forestry Department of Public Works)

Call to Audience: Chris Roberts stated that he is in favor of the City of GH utilizing neglected or seldom used small parcels of land to plant Dune Grass or other natives. Since GH is known as being a beach town we should showcase beach grass. Cindy Fricano said she was interested in learning more about what the Sustainability and Energy Commission does.

Previous Meeting Minutes approved unanimously.

<u>AGENDA</u>

Forest Management: Jean Madden reported that the City has completed its annual Deer Management Program. The program took place over two evenings, in accordance with City guidelines and permits issued by the Michigan Department of Natural Resources. The effort was conducted in coordination with the City's contractor and the Department of Public Safety, with no incidents or public complaints reported. Of the 50 deer harvested, one was deemed unsuitable for human consumption due to illness. The remaining venison was provided to food pantries.

Madden also provided an update on the observational study. The deer exclosure has been delivered; however, the site is currently overrun with invasive plant species - primarily orchard grass. Eric Law has consulted with the Department of Public Safety regarding removal methods, and a plan is still being determined. Native plant experts from "Wildtype Natives" are developing a list of suitable native species, and Pushaw Builders has graciously agreed to help with the deer exclosure installation. Informational signage will be posted which reads: "Research in Progress. This site is part of a study examining how native vegetation responds to deer browsing pressure. The results will help guide forest management, biodiversity protection, and long-term ecosystem resilience. Please keep people and pets out of this area to protect the integrity of the study."

Larry Burns discussed the "See it, Snap it, Share it" initiative, which will include signage with a QR code to enable the public to easily report signs of disease or invasive species in City forests.

Budget Update: Eric Law reported that funding for a tree canopy census is included in the proposed budget for the next fiscal year. Budget approval is scheduled for May. There is no money in the budget for a Home Energy Residential advisor.

Larry Burns explained that the Department of Natural Resources Urban and Community Forestry Grant is a worthwhile opportunity to pursue; however, eligibility is limited to a small area near the airport due to the requirement that funds benefit a disadvantaged community. Eric Law clarified that only City staff may apply for grants, not members of commissions or committees. For this grant, the application would need to be prepared by Larry Burns or Derek Lemke (Facilities & Grounds Manager and Deer Management Liaison).

Dan Small moved to recommend that the City Manager's Office explore this DNR grant opportunity. Ryan Cotton supported the motion, which was approved unanimously by the members.

Jim Mathews Tree Dedication: Funds have been raised by SEC members to purchase a tree in honor of Jim Mathew's advocacy for forest management in the City of Grand Haven. The Commission discussed logistics, including several potential planting locations and a several native, deer-resistant tree species. Cotton will coordinate with Larry Burns to finalize the location and tree selection. The City will provide a commemorative plaque to accompany the tree at the time of planting.

OTHER BUSINESS

Ryan Cotton reported that he conducted a winter inventory of homes in Grand Haven and observed significant icicle formation on many roofs, indicating potential energy loss and inefficiency. He also noted that the

March/April edition of the Board of Light and Power's (BLP) "Plugged In" pamphlet contains useful information on its Energy Waste Reduction Programs.

Cotton shared information about the City of Holland's Energy 101 program, which is offered at no cost to residents but is supported through a combination of municipal utility support and City of Holland. The primary funding source is the Holland Energy Fund (HEF), a nonprofit established to support the city's Community Energy Plan. This funding helps cover the cost of in-home energy visits and provides efficiency materials and rebates to participating households. The program is also supported by the Holland Board of Public Works (HBPW), the city's municipal utility. Overall, the program operates under a hybrid funding model that includes city contributions, utility support, and potentially grants or other energy efficiency funding sources.

Cotton and Hagen reported that they have requested a meeting with the General Manager of the BLP to discuss developing a similar energy efficiency program for local residents but have not yet received a response.

Jim Hagen was late to the SEC because he had attended the Board of Light & Power trustee meeting. He provided an update. The BLP has issued a letter of intent for clearing trees at the site in preparation for a Community Solar field. They have also issued a letter of intent for turnkey installation of a community solar project. They plan to sell 100 shares for the 300 kW array. They have also purchased a building on an approximate 5 acre existing industrial parcel near the site. The key date for the project to be completed is Dec. 2027. The Michigan Municipal Power Agency (MMPA) encourages municipally owned utilities to pursue small-scale, dispatchable energy sources—such as RICE generators.

Nancy O'Neill participated in a "Treekeeper" webinar which focused on the planting, care, and advocacy for urban trees. She said it was very good and will share the link with others.

ADJOURNMENT

Small made a motion to adjourn the meeting at 7:47, supported by Madden, unanimously approved.

Sustainability & Energy Commission (SEC)
Grand Haven, Michigan 49417

Minutes
Thursday, May 14, 2026
6:00 PM

Location: Grand Haven City Hall Council Chambers
519 Washington Street

Meeting called to order: Chairperson Dan Small called the meeting to order at 6:01 PM.

Roll call: Ryan Cotton, James Hagen, Jean Madden, Patti Nelsen, Nancy O'Neill, and Dan Small. Eric Law was present as liaison.

Absent: Pamela Blough was absent due to travel, Andrei Skelly

Call to Audience : Jan O'Connell attended the meeting representing the Sierra Club and reported on oral arguments scheduled about the Campbell Plant's emergency operating orders. Lewis Lybrook attended as a member of the public also.

Approval of previous meeting minutes: Chairperson Dan Small made an approval motion, supported by Jean Madden. Approved unanimously.

1. Forrest Management – Jean Madden

a. **Mulligan Hollow Deer Enclosure Update:** Jean Maden reported that Bill Pushaw and Chris Roberts are setting the posts right now on the enclosure. Plants arrive on May 27th. Jean asked if Eric Law had talked with Ashley on trail cameras. Eric Law provided approval. Orchard grass is being removed thanks to equipment Eric Law lined up.

b. Meeting on Right-of-Ways Between Sidewalks and the Street Regarding More City Trees with Eric Schmit: Jean Madden and Larry Burns met with Eric Schmit to encourage people to let the City know if they have a gap and so the City can catalog more tree planting possibilities.

c. Composting Subcommittee: Jean Madden reported that the 4th highest SEC priority was organic composting. Muskegon has a composing drop-off site at their Farmers Market. Jean Madden proposed a subcommittee on composting through "Organicycle," a curbside composter in Grand Rapids. Jean Madden volunteered to coordinate. Patti Nelsen, Nancy O'Neill, and Jean Madden will be on the subcommittee and will meet with Brittany Goode also.

d. Newsletter: Newsletter suggestions were requested. Jean Madden said she will put in an exclosure picture in and more information on the "Parks Connected" program involvement. The subscriber list is up to 150.

2. Tree Canopy – Inventory/Survey Update – Eric Law

Eric Law reported that a $60,000 line-item was included in the recommended budget. There have been no objections to date. He said the City also received good news that there are more General Fund reserves than expected available for capital projects. Budget is scheduled for adoption on Monday, May 18th. Relatedly, Ryan Cotton reported that getting the canopy assessment done by Ottawa County GIS will not work out, since their only data is for when the leaves are off; hopefully the City will find a competitive contractor to accomplish it instead.

3. Deer Management: Eric Law said Derek Lemke will be taking over deer management starting with the drone survey. Eric Law was warmly thanked by the SEC for his good work. Ryan Cotton reported he had thanked the City Council for deer management at the Budget Public Hearing.

4. Community Energy Planning - Ryan Cotton

a. BLP/City Council Joint Meeting Update: Ryan Cotton said that a BLP Strategic Plan work session is scheduled for May 18th. It was reported and that a near-shortage of electricity supply occurred in January. Ryan Cotton shared copies of his subsequent email to City Council and the BLP regarding matters associated with the Community Energy Plan (community solar appreciation, Green Energy Program rates, including reducing green solar energy rates due to solar being the cheapest energy in the world now, the need for more Energy Waste Reduction (EWR) discussions, and appreciation for the coal burring power decommissioning that reduced Grand Haven's community carbon pollution by 25%. James Hagen mentioned the need for more dispatchable power also.

b. Home Energy Retrofit Program Possibilities: Ryan Cotton reported that James Hagen and he are waiting on BLP's response on an email from March about seeing what the Holland 101 program does. Ryan Cotton also reported that Council Member Sarah Kallio mentioned the Community Energy Plan at the Joint Meeting and then after the meeting asked how it could be implemented. Patti Nelsen and Ryan Cotton later met with her and provided hard copies of the plans (summary and full plan) and answered questions. Ryan Cotton shared with Council Member Kallio that the City of Ferrysburg buys BLP's Green Energy for their municipal buildings and has continued to do so even after their trial program.

5. Other Business

Citgo PFAS Discussion: Eric Law showed maps of the possible drainage flow based on surface land contours, yet it was unknown if there is a plume under the ground. Citgo is responsible for clean-up. Eric Law is in contact with multiple assisting agencies to investigate and address. Eric Law's biggest concern is where it is discharging into the river -- 8900 parts per trillion is significant load. The Citgo site needs a hydraulic study to find the drainage flows and contain them until the entire site can be cleaned up. Eric Law's data shows some correlation with seasonal drainage yet also dredging of the river bottom for deep draft vessels. The MCL limit is 8 parts per trillion (which is being tightened further and going to 4 ppt in 2027). The intake water has generally averaged at 2 parts per trillion or less. This information is posted on the NOWTP web site. The annual running average is 2.53 parts per trillion. Anthracite coal is used for direct filtration now, yet granulated activated carbon would be needed for a PFAS reduction.

Community Clean-Up – Eric Law will see what day during the day would work for the SEC members/volunteers and the city crew to work together. More to follow.

Comprehensive Review of Ordinances: Patti Nelsen said the City Manager had said there was going to be a review of ordinance. It was mentioned last year. Eric Law said there is a grant available for that type of activity ($50,000). Eric Law said that sustainability is on the table regardless.... Like "How to make the community energy plan live within the ordinances," for example. Patti Nelsen suggested more review on clear-cutting trees on private property also. James Hagen mentioned remediation/replacement of trees was needed.

James Mathews Memorial Tree: Nancy O'Neill spoke with his spouse and determined that a White Pine is desired and a fall planting near his burial site is desired. Ryan Cotton is searching for the best tree and Larry Burns had said the City will assist.

Periodic Reporting to the City Council?: Patti Nelsen asked if it would be helpful? She was told that there are regular presentations from other Boards and Commissions. Dan Small said it was not necessary since through others, including the Mayor, see the Minutes. Eric Law said there is also a weekly bulletin sent by the

City Manager to the City Council. Jean Madden suggested that SEC information could also be shared via the newsletter. Eric Law said he will ask about it.

Number of Vacancies and Total Possible Members: The total authorized number is either 11 or 13. The SEC has 8 members now. Current SEC Members are OK in mentioning to others they can fill out a volunteer form if we know someone who is qualified and interested. (Author's Note: See attached form).

Final Call to Audience: No more public input.

Adjournment: The meeting adjourned at 7:45 PM.

Respectfully submitted,

Ryan Cotton

Rotating Minute Taker

A meeting of the Sustainability & Energy Commission (SEC) was called to order by Pat Nelsen at 6:03 p.m. on Thursday, June 11, 2026, in the Council Chambers of Grand Haven City Hall.

Present: Pam Blough**,** Ryan Cotton, James Hagen, Pat Nelsen, Nancy O'Neill, Dan Small, Andrei Skelly
Absent: Jean Madden

Also present: Eric Law (Administrative Liaison), and Rob Shelly, General Manager of the Board of Light & Power (BLP) attended part of the meeting to discuss the Community Solar Garden project.

Call to Audience: Larry Burns and Jan O'Connell were in attendance but did not make public comment.

Previous Meeting Minutes were approved unanimously.

AGENDA

Other Business: This part of the agenda was moved to the beginning of the meeting to accommodate Rob Shelly's request to present to the SEC about the BLP's plan for a Community Solar Garden. As reported in the Grand Haven Tribune, the BLP is planning to construct a 300,000 watt solar array on vacant property near the airport. Mr. Shelley reported that registration has opened for all residential, commercial and industrial customers served by the BLP. Customers can purchase shares of the solar array in 300 watt increments for $570 per share. Participants will receive monthly electric bill credits based on the renewable energy generated by their share of the Community Solar Garden. The BLP needs to sell 1/3rd of the shares before proceeding with the plan. Registration is open until Dec. 15, 2026. Once a customer purchases a share, there is a 20-year commitment. If the customer moves to another residence within the BLP service area, the share will transfer to the new address. If the customer moves outside the service area, the share may remain with the property for the new homeowner or be donated to a nonprofit organization.The BLP also plans to pursue grant funding for the project. Any grant funds received would be used to reduce the purchase price of shares. The estimated payback period for a share is approximately 20 years. Mr. Shelly requested assistance from SEC members in promoting the project and asked the

Commission to consider providing a letter of support for future grant applications.

Holland Home Energy Waste Reduction (EWR): Cotton explained how the EWR program operates in Holland. Holland Energy 101 has support from both the City Council and the Holland Board of Public Works. Cotton expressed interest in developing a similar program in Grand Haven to promote greater energy efficiency and improve home comfort. Such a program would likely require support from both the City and the BLP to be most effective. BLP General Manager Shelly noted that Home Energy Assessments (HEAs) are currently available through Efficiency United, a statewide program offered through participating utilities, including the BLP. He questioned whether additional City-sponsored EWR programming would be necessary. Mr. Shelly was uncertain whether income eligibility requirements apply to the program. Following the discussion, an SEC member confirmed that income requirements apply to Home Energy Assessments offered through the BLP. However, Michigan Gas customers may qualify without income restrictions if they have a natural gas water heater.

City Snowmelt System: Hagen expressed concern about the impact of the downtown Grand Haven snowmelt system, which is heated entirely by natural gas, on greenhouse gas emissions. Based on the cubic feet (CCF) of natural gas consumed, it was estimated that approximately 1.8 million pounds of carbon dioxide (CO_2) were emitted during the 2025–2026 heating season. Hagen reported that he had also raised this issue during a recent City Council meeting.

City Energy Consumption: Hagen asked whether the City tracks its total energy consumption by facility and energy source, including natural gas, electricity, gasoline, and diesel fuel. Discussion noted that utility consumption data should be available through metered natural gas and electric accounts, while fuel consumption data should be reflected in City budget records. If this information is not already compiled, the City could consider using software to create a comprehensive energy-tracking spreadsheet. A suggestion was also made that the City consider offsetting energy use for municipal buildings and the snowmelt system through participation in the BLP's Green Energy Program, which utilizes Renewable Energy Certificates (RECs).

Balcony Solar: The Commission discussed Balcony Solar, also known as "plug-in solar," a small-scale solar panel system designed to be mounted on apartment railings, patios, or other small outdoor spaces and connected directly to a standard electrical outlet. As of June 2026, six states have enacted legislation permitting plug-in balcony solar systems, while approximately 30 states, including Michigan, are considering or advancing similar legislation aimed at reducing regulatory barriers. Further discussion regarding the potential use of Balcony Solar systems in Grand Haven was tabled for a future meeting.

Adjournment: Small made a motion to adjourn the meeting at 7:51, supported by Nelsen, unanimously approved.

APPROVED
JUN 17 2026
CITY OF GRAND HAVEN
PLANNING COMMISSION

ZONING BOARD OF APPEALS
CITY OF GRAND HAVEN
MEETING MINUTES

April 22, 2026

A regular meeting of the Grand Haven Zoning Board of Appeals was called to order by Vice Chair Shibley at 7:00 p.m. in the Grand Haven Council Chambers. On roll call, the following members were:

Present: Kerry Bridges, Amy Kozanecki, Richard Norton, Brendan Pool, Vice- Chair Paul Shibley

Absent: Chair Mark Hills, Tyler Berg

Also present: Brian Urquhart, City Planner

Approval of Minutes
Motion by Bridges, seconded by Norton, to approve the December 17, 2025 minutes as written. Passed unanimously with a voice vote.

Approval of Agenda
Motion by Shibley, seconded by Norton, to approve the agenda as printed. Passed unanimously with a voice vote.

Call to the Audience – None

Case 26-01: A request by Kendall Malstrom for a variance related to a new home at 912 S. Harbor Dr. (parcel #70-03-29-103-005), a variance from Sec. 40-406.02.D to allow a flat roof line at or above 22 ft. from grade where the minimum roof line pitch at or above 22 ft. from grade shall be no less than 4:12 in the DR - Dune Residential District.

Urquhart introduced the case. The applicant is demolishing all structure on the property to construct a new home, garage, and driveway. The applicant has received EGLE approval, special land use approval from the Planning Commission and is now requesting a variance for the flat roof.

Urquhart stated the intent behind a 4:12 to 12:12 roof pitch for roof lines at or above 22 ft. from grade in the DR district is primarily to protect viewsheds of Lake Michigan for upgradient properties. He added the applicant is seeking a flat roof to take advantage of the roof elevator shaft. According to the applicant, the elevator will provide much needed access throughout the property, including to the third level.

Urquhart said the City did not receive any correspondence regarding this case.

Vice Chair Shibley opened the public hearing at 7:02pm.

Jeff Visbeen of Visbeen Architects represented the property owner. He stated the roof pitch request would maintain the architectural integrity of the home. By requiring a pitched roof, the architectural elements would be compromised. Visbeen added the elevator shaft request is included in the overhaul of the home to provide accessibility for the property owner as the owner ages.

Kozanecki asked if the elevator shaft goes to the roof. Visbeen responded it does.

Judith Hooper, 11 Grandview Ave., asked what the overall height is. Urquhart responded that based on the calculations for building height in the DR district, the height is 30 ft.

William VanHofff, 3 Grandview Ave, stated the home is a newer type of building and should be allowed.

Motion by Kozanecki, seconded by Norton, to close the public hearing. Voice vote. All ayes. Public hearing closed at 7:17pm.

The board considered the seven basic conditions.

A. Most members agreed the intent of the roof pitch requirement for roofs above 22 ft. from grade in the DR district is to protect viewsheds. They agreed 912 S. Harbor does not apply directly to this situation, and the flat room will not compromise the viewshed. Kozanecki did not agree. She stated the applicant can construct a flat roof but maintain the height below 22 ft. Motion by Norton, seconded by Shibley, to approve Basic Condition A. Yeas: Bridges, Shibley, Norton, Pool. Nays: Kozanecki. Condition A **passed**.4-1.
B. All members agreed the home would not create a use that is not permitted in the Dune Residential District. Motion by Bridges, seconded by Shibley, to approve Basic Condition B. Condition B **passed** unanimously on roll call vote.
C. All members agreed the flat roof would not create adverse conditions on properties in the immediate vicinity. All adjacent homes are to the north and south, and there are no homes to the east, or upgradient of the property, thus not causing a viewshed barrier. Motion by Norton, seconded by Pool, to approve Basic Condition C. Condition C **passed** unanimously on roll call vote.
D. All members agreed the property was unique based on the fact no homes were behind 912 S. Harbor, and thus not affected by the flat roof at that height. Motion by Pool, seconded by Bridges, to approve Basic Condition D. Condition D **passed** unanimously on roll call vote.
E. All members agreed the condition or situation of the property was not a result of the applicant. The applicant did not create the parcel lines, nor request to amend the ordinance to regulate roof pitch. Motion by Norton, seconded by Shibley, to approve Basic Condition E. Condition E **passed** unanimously on roll call vote.
F. All members agreed there was no reasonable alternative for the location of the roof pitch. The applicant wishes to maintain the height of the current second story and

add above a flat roof with an elevator shaft. Motion by Norton, seconded by Bridges, to approve Basic Condition F. Condition F **passed** unanimously on roll call vote.

G. Most members discussed the unique condition of the property and minimal interference of viewshed a flat roof had. Requiring a 1:12 or 2:12 roof wouldn't be practical. Kozanecki did not agree, saying the applicant has every right to build a flat room, but not at the current height. Motion by Norton, seconded by Pool, to approve Basic Condition G. Yeas: Bridges, Norton, Shibley, Pool. Nays: Kozanecki. Condition G **passed** on a 4-1 vote.

Motion by Bridges, seconded by Shibley, to approve Case 26-01, a request by Kendall Malstrom for a variance related to a new home at 912 S. Harbor Dr. (parcel #70-03-29-103-005), a variance from Sec. 40-406.02.D to allow a flat roof line at or above 22 ft. from grade where the minimum roof line pitch at or above 22 ft. from grade shall be no less than 4:12 in the DR - Dune Residential District based on the fact basic conditions A through G were met.

Yeas: Bridges, Pool, Norton, Shibley, Kozanecki. Nays: Kozanecki. The variance was **APPROVED** on a 4-1 vote.

Case 26-02: A request by Ryan Lacks for a variance related to a new home at 6 Windrift Dr. (parcel #70-03-29-153-007), a variance from Sec. 40-406.02.D to allow a building height of 34 ft. 10 in. where the maximum building height in the DR – Dune Residential District is 30 ft.

Urquhart introduced the case. He said the applicant has owned the property at 6 Windrift for many years. The property was damaged and a demolition permit was issued to tear down the entire structure. The site was vacant since 2013. The request was for a 34 ft. 10. In home in the DR district which is restricted to 30 ft. Urquhart said the lot was unique in the fact it is very level. Most parcels in the DR district are sloped and within the dune landscape.

Urquhart said because of the flat parcel, the applicant could not take advantage of the definition of building height in the DR district, which considers all four walls and takes the average. If the property contained a slop, if could meet the height requirements of 30 ft. due to the increase in the median grade. The median grade remained at a base level lower than most properties.

John Becker, representing the applicant, presented the case. The presentation included photographs of existing properties in the area that blocked viewsheds, which was a major criticism of neighbors.

Curtis Bac, of J Visser Design, added the site is unique, and the flat lot is critical to the need for a hardship for the height variance. The EGLE permit would not permit the building to set back into the critical dune part of the property which may yield a taller median grade.

Vice Chair Shibley opened the public hearing at 7:35 pm.

Jacquie Lyon, 108 Prospect St., opposed the variance.

Lisa Kaderabek, 10 Memory Lane, opposed the variance.
Karla Good, 16 Memory Lane, opposed to variance.

Judith Hooper, 11 Grandview Lane, opposed the variance. She also expressed concern over the photographs obtained by Becker, citing trespassing to capture such images.

Urquhart said over a dozen public comments were received regarding the case, mostly against the request.

Motion by Shibley, seconded by Norton, to close the public hearing. Voice vote. All ayes.

Public hearing closed at 8:07pm.

The board considered the seven basic conditions.

A. All members agreed the building height maximum in the DR district was clearly designed to maintain viewsheds for upgradient properties, thus limiting the height to 30 ft., instead of 35 ft. in all other zoning districts. The intent of the ordinance would not be met. Motion by Pool, seconded by Kozanecki, to approve Basic Condition A. Condition A **failed** unanimously on a roll call vote.
B. All members agreed the home would not create a use that is not permitted in the Dune Residential District. Motion by Bridges, seconded by Norton, to approve Basic Condition B. Condition B **passed** unanimously on roll call vote.
C. All members agreed the variance to allow a 34 ft. 10 in. at 6 Windrift would create an adverse condition on neighboring properties. Shibley cited all the letters received. Motion by Norton, seconded by Kozanecki, to approve Basic Condition C. Condition C **failed** unanimously on roll call vote.
D. All members agreed the property at 6 Windrift was not unique and the 30 ft. maximum building height is straightforward and the property owner can construct a home that satisfies building height requirements. Motion by Pool, seconded by Bridges, to approve Basic Condition D. Condition D **failed** unanimously on roll call vote.
E. All members agreed the condition or situation of the property was a result of the applicant. The applicant selected a building height that was greater than what is permitted on a vacant lot. Motion by Norton, seconded by Shibley, to approve Basic Condition E. Condition E **failed** unanimously on roll call vote.
F. All members agreed there was no reasonable alternative for the location building footprint. The setbacks, lot coverage, parking requirements, and driveway standards were met. Motion by Bridges, seconded by Pool, to approve Basic Condition F. Condition F **passed** unanimously on roll call vote.
G. All members agreed the variance of allowing a 34 ft. 10 in. building, or a 16% increase, was not the minimum variance necessary. Motion by Norton, seconded by

Pool, to approve Basic Condition G. Condition G **failed** unanimously on a roll call vote.

Motion by Pool, seconded by Norton, to DENY Case 26-02, a request by Ryan Lacks for a variance related to a new home at 6 Windrift Dr. (parcel #70-03-29-153-007), a variance from Sec. 40-406.02.D to allow a building height of 34 ft. 10 in. where the maximum building height in the DR – Dune Residential District is 30 ft. based on the fact conditions a, c, d, e, and g were not met.

Yeas: Bridges, Pool, Norton, Kozanecki, Shibley. Nays: None. The variance was **DENIED** on a 5-0 vote.

Case 26-03: A request by Jennifer and Todd VandenBrand for a variance related to a deck addition at 101 Prospect St. (parcel #70-03-29-152-013): a variance from Sec. 40-306.05.A.1 to allow an open, unenclosed and uncovered deck to encroach a distance of more than 50 percent into the required front yard setback. The applicant is requesting an encroachment into the required front yard of 13.5 ft. The maximum encroachment of an open, unenclosed and uncovered deck into the required front yard setback in the DR – Dune Residential District is 10 ft.

Urquhart introduced the case. He said the applicant is seeking to build a deck with an entrance to the front door. The deck would encroach beyond the required maximum half-front yard setback of 10 ft. in the Dune Residential district. The required front yard setback in the DR district is 20 ft., and the home had a setback of 13 ft. A deck can encroach into the required front yard setback up to 50%, provided the deck is uncovered, open, and unenclosed. Urquhart said the ordinance was strict in the required front yard setback can be encroached upon, not the existing front yard setback.

Adrienne Peterson of Peterson Environmental, presented the case on behalf of the property owner. Peterson cited the reasons for granting the encroachment of the deck 13.5 ft , including the following: the majority of the deck is within the side yard, building code is met with the deck and stairs constructed to provide access out the front door, and the deck will not create any adverse conditions on neighboring properties.

Vice Chair Shibley opened the public hearing at 8:25 pm.

Jacquie Lyons, 108 Prospect, spoke in support of the variance.

Motion by Kozanecki, seconded by Pool, to close the public hearing. Voice vote. All ayes. Public hearing closed at 8:35pm.

The board considered the seven basic conditions.

A. All members agreed the deck encroachment beyond 50% of the required front yard setback in the DR district did not contradict the intent or spirit of the ordinance.

Motion by Pool, seconded by Bridges, to approve Basic Condition A. Condition A **passed** unanimously on roll call vote.

B. All members agreed the deck addition would not create a use that is not permitted in the Dune Residential District. Motion by Norton, seconded by Pool, to approve Basic Condition B. Condition B **passed** unanimously on roll call vote.
C. All members agreed the deck encroachment into the required front yard setback would not create any substantial adverse effect on properties in the adjacent vicinity. Motion by Bridges, seconded by Norton, to approve Basic Condition C. Condition C **passed** unanimously on roll call vote.
D. All members agreed the condition was unique due to the smaller existing front yard setback of the home to Prospect Ave. Motion by Norton, seconded by Pool, to approve Basic Condition D. Condition D **passed** unanimously on roll call vote.
E. All members agreed the condition or situation of the property was not a result of the applicant. The home existed with the door location prior to the variance request. To provide for a reasonable deck location with a complaint entrance, encroaching into the required front yard setback would be necessary. Motion by Norton, seconded by Pool, to approve Basic Condition E. Condition E **passed** unanimously on roll call vote.
F. All members agreed there was no reasonable alternative for the location of the deck into the required front yard setback. Motion by Bridges, seconded by Pool, to approve Basic Condition F. Condition F **passed** unanimously on roll call vote.
G. All members agreed the encroachment of 3.5 ft. into the required front yard setback was the minimum necessary to make possible the deck improvement. Motion by Pool, seconded by Norton, to approve Basic Condition G. Condition G **passed** unanimously on a roll call vote.

Motion by Kozanecki, seconded by Norton, to APPROVE Case 26-03, a request by Jennifer and Todd VandenBrand for a variance related to a deck addition at 101 Prospect St. (parcel #70-03-29-152-013): a variance from Sec. 40-306.05.A.1 to allow an open, unenclosed and uncovered deck to encroach a distance of more than 50 percent into the required front yard setback. The applicant is requesting an encroachment into the required front yard of 13.5 ft. The maximum encroachment of an open, unenclosed and uncovered deck into the required front yard setback in the DR – Dune Residential District is 10 ft. based on the fact basic conditions A through G were met.

Yeas: Bridges, Pool, Norton, Kozanecki, Shibley. Nays: None. The variance was **APPROVED** on a 5-0 vote.

City Planner Report – Planner Urquhart stated the next meeting the ZBA would hear a request from Dick's Towing after their building burned down entirely in February.

Call to the Audience – Second Opportunity
None

APPROVED

JUL 15 2026

CITY OF GRAND HAVEN
PLANNING COMMISSION

ZONING BOARD OF APPEALS
CITY OF GRAND HAVEN
MEETING MINUTES

June 17, 2026

A regular meeting of the Grand Haven Zoning Board of Appeals was called to order by Vice Chair Shibley at 7:00 p.m. in the Grand Haven Council Chambers. On roll call, the following members were:

Present: Kerry Bridges, Amy Kozanecki, Richard Norton, Brendan Pool, Vice- Chair Paul Shibley, Chair Mark Hills, Alternate Oliver Shampine

Absent: Tyler Berg

Also present: Brian Urquhart, City Planner

Approval of Minutes
Motion by Shampine, seconded by Norton, to approve the April 22, 2026 minutes as written. Passed unanimously with a voice vote.

Approval of Agenda
Motion by Hills, seconded by Shibley, to approve the agenda with moving case 26-05 as item 6,a, and case 26-04 as 6,b. Passed unanimously with a voice vote.

Call to the Audience – None

Case 26-05: A request by Jason Beecham for a variance related to a garage addition at 108 Lafayette Ave. (parcel #70-03-20-455-002), a variance from Sec. 40-301.02.A to allow a detached accessory building of 1,400 sq. ft. where the maximum detached building size in the S – Southside District is 1,000 sq. ft.

Urquhart introduced the case. He said Mr. Beecham is looking to add a 15 ft. x 23 ft. addition to the detached garage at 108 Lafeyette. The existing garage currently exceeds the maximum size of 1,000 sq. ft. in the Southside district. According to the application, the primary reason for this size addition was to provide enough room to park a work truck and create additional storage space.

Jason Beechman, 108 Lafayette, said the proposed addition was the optimum size to provide room and make economical sense without having the change the roof pitch. Jason also said the property is two-family dwelling, and the required parking and circulation would be met with this design.

Chair Hills opened the public hearing at 7:16 pm.

Shibley asked about the size of the truck. Beecham responded it was a large F250, which is much larger than how garages were sized in the past.

Shampine asked about the garage size. Beecham responded the length is currently 22 ft., but the vehicle is just a little bit longer.

Motion by Kozanecki, seconded by Norton, to close the public hearing. Voice vote. All ayes. Public hearing closed at 7:20pm.

The board considered the seven basic conditions.

A. All members agreed the addition to the garage to a size greater than 1,000 sq. ft. for a parcel and use of this size in Southside did not contradict the intent or spirit of the ordinance. Motion by Shibley, seconded by Pool, to approve Basic Condition A. Condition A **passed** unanimously on roll call vote.
B. All members agreed a detached garage is a permitted use in the Southside district. Motion by Norton, seconded by Bridges, to approve Basic Condition B. Condition B **passed** unanimously on roll call vote.
C. All members agreed the addition to the garage would not create any substantial adverse effect on properties in the adjacent vicinity. Motion by Bridges, seconded by Pool, to approve Basic Condition C. Condition C **passed** unanimously on roll call vote.
D. All members agreed the condition was unique due to the existing garage was large and shaped to accommodate 4-stalls, and the parcel was a two-family dwelling, placing a higher demand on additional parking. Motion by Shampine, seconded by Bridges, to approve Basic Condition D. Condition D **passed** unanimously on roll call vote.
E. Most members agreed the garage addition was not an act of self-creation. Norton believed the basis of the variance request was to accommodate a large truck, in which the truck does not need to be parked inside, or smaller vehicles can be used. Hills shared a similar concern. Motion by Pool, seconded by Bridges, to approve Basic Condition E. Yeas: Bridges, Pool, Kozanecki, Shampine, Shibley. Nays: Hills, Norton. Condition E **passed** 5-2 vote.
F. All members agreed there was no reasonable alternative for the location for the garage addition on the property. Motion by Pool, seconded by Shampine, to approve Basic Condition F. Condition F **passed** unanimously on roll call vote.
G. Most members believe the addition size, based on the over parcel size and two-family use, the variance was the minimum necessary. Pool stated the variance is not the minimum needed to accommodate the request. Motion by Shibley, seconded by Norton, to approve Basic Condition G. Yeas: Bridges, Pool, Norton, Kozanecki, Shampine, Shibley. Nays: Hills. Condition G **passed** 6-1 on a roll call vote.

Motion by Kozanecki, seconded by Shampine, to APPROVE Case 26-05, A request by Jason Beecham for a variance related to a garage addition at 108 Lafayette Ave. (parcel #70-03-20-455-002), a variance from Sec. 40-301.02.A to allow a detached accessory building of 1,400 sq. ft. where the maximum detached building size in the S – Southside District is 1,000 sq. ft. based on the fact basic conditions A through G were met.

Yeas: Bridges, Pool, Kozanecki, Shibley, Shampine. Nays: Hills, Norton. The variance was **APPROVED** on a 5-2 vote.

Case 26-04a: A request by Dick's Towing & Recovery Inc. related to the reconstruction of a building at 321 N. 7th St. (parcel #70-03-21-305-010) subject to the following: The reestablishment of a nonconforming use of an automobile recovery and towing facility in the NMU – Neighborhood Mixed-Use District, an appeal from Sec. 40-111.05.F

Chair Hills opened the public hearing at 7:35pm.

Urquhart introduced the case. He said Dick's Towing building burned completely in February. Cindy Domanchuk of Dick's Towing approached the city inquiring about rebuilding the structure, where it was determined nonconforming uses and structures applied to the property.

Urquhart reviewed the underlying zoning district of NMU and determined an automobile towing and recovery use was not permitted by right or special land use. Urquhart then reviewed Sec. 40-325, unclassified uses, and determined there was no use that was sufficiently similar to an automobile and recovery facility. Urquhart then reviewed Sec. 40-111, nonconformities. It was determined Sec. 40-111.05.F applied, in which where a nonconforming use status applies to a structure and land in combination, removal, or destruction of the structure shall eliminate the nonconforming status of the land. Urquhart determined, with confirmation from City Attorney, the use was hereby eliminated. Domanchuk then applied for an appeal of this determination, seeking continuation of the nonconforming use in the NMU district.

Urquhart said the City received dozens of letters and emails regarding this case, mostly in favor of the appeal. Urquhart cited the concerns submitted were largely based upon the layout, parking of tow trucks in the street, noise, dust, fumes, and unsightly property conditions.

Cindy Domanchuk presented her case before the ZBA.

Linda Hosington of Dick's Towing, responded to a question from Shampine about the Dept. of Public Safety priority list for tow companies.

Kozanecki asked about other towing companies in the City and the permissions granted to operate in the current locations.

Paul Ohep, 628 Madison, spoke against the appeal. Concerned with residential adjacent uses.

Dave Domanchuk read a letter in favor of the appeal request.

Alyssa Langlois, 535 Elliott, spoke in favor of the appeal.

Dawn Hill, 654 Elliott, spoke against the appeal. Hill felt that Dick's has outgrown its current location and suggests there are better places for a towing and recovery business.

Stacey Kubiski, 633 Elliott, spoke against the appeal, citing traffic challenges, negative impacts on neighboring properties.

Molly Greenwald, 18110 168th St. Spring Lake, spoke in support of the appeal.

Jen Smith, 117 N. Jacquleine Spring Lake, spoke in support of the appeal. Said the nonconforming use must continue and the ordinance was harsh.

James Neal, 622 Fulton, said he lived in Grand Haven for 40 years and spoke towards the benefit of Dick's towing and supported the appeal.

Mike VerDuin, 619 Washington, spoke in favor of the appeal. Suggested the applicant did not cause the fire and the destruction of the building and Dick's was acting in good faith.

Linda Hosington, 17258 Taft Rd. spoke about the cost of repair and the business needs help. Said there is very little land available in the city for this use.

Dawn Struck, 17793 Comstock St., spoke in favor of the appeal.

Scott Jackson, 117 N. Jackson Ave. spoke in favor of the appeal.

Alex Rajeski, 18110 168th Spring Lake, spoke in favor of the appeal.

Brad Johnson, 17855 168th St. Spring Lake, spoke in favor of appeal, citing AAA uses capacity plans from NHSP business locations such as Dick's to provide crucial service. Johnson noted the appeal would provide public safety.

Motion by Shibley, seconded by Pool, to close the public hearing. Voice vote. All ayes. Public hearing closed at 8:45pm.

Urquhart said because this was an appeal, the seven basic conditions for a variance do not apply. The board considered the findings of fact and agreed the circumstance was not self-created, narrow application of the ordinance, and no specific permissive language to allow a towing and recovery use any other zoning district in the city.

ZBA members discussed the difficulty placed upon the a nonconforming use and the fact the structure was destroyed by a fire, and the strict letter of the ordinance of removing the nonconforming use. The appeal appeared to have justification based on the duration of the use and the ambiguity of permissive language to allow an automobile towing and recovery facility.

Motion by Pool, seconded by Shampine, to approve Case 26-04a, A request by Dick's Towing & Recovery Inc. related to the reconstruction of a building at 321 N. 7th St. (parcel #70-03-21-305-010) subject to the following: The reestablishment of a nonconforming use of an automobile recovery and towing facility in the NMU – Neighborhood Mixed-Use District, an appeal from Sec. 40-111.05.F with the following findings:

1. Sec. 40-111.05.F places an unnecessary hardship upon the appellant to reestablish a nonconforming use in the NMU District.
2. The appellant did not create the destruction of the nonconforming structure.
3. The appellant has remained in the same location for over 50 years and the appellant did not request to rezone the property to Neighborhood Mixed-Use, creating said nonconforming use.
4. There are no specific zoning districts nor a definition of an automobile towing and recovery facility in the current Zoning Ordinance, resulting in an unnecessary hardship upon the appellant to relocate the use within the City.
5. Public health, safety and welfare and substantial justice will be preserved by allowing the reestablishment of a nonconforming use of an automobile towing and recovery facility at 321 N. 7th St. (parcel #70-03-21-305-010).

And with the following conditions:

1. The Planning Commission shall initiate an amendment to the zoning ordinance to establish a definition of automobile towing and recovery facility, and decide of which specific zoning district would permit the automobile towing and recovery facility use, either by right or special land use. The Planning Commission shall prepare the necessary standards for approval if such use is permitted by special land use.
2. The appellant, upon receiving all site plan approvals, shall park and store towing trucks on site. No tow trucks shall be parked or stored on any public street for any reason whatsoever.
3. The appellant shall repair all failing fencing, screening, lighting, or other incompatible functions, as determined by the Zoning Board of Appeals.

Yeas: Bridges, Pool, Norton, Kozanecki, Shibley, Shampine. Nays: Hills. The appeal was **APPROVED** on a 6-1 vote.

Case 26-04b: A variance to allow a front yard setback of 5 ft. where the required setback must be within the build to zone of 0 to 3 ft. as defined in Sec. 40-306.12, a variance from Sec. 40-411.02.D; and a variance to allow a corner front yard setback of 14 ft. where the maximum setback must be 5 ft., a variance from Sec. 40-411.02.D

Urquhart introduced the case. He said following the appeal approval, the variance could be considered. The NMU district has requirement for buildings to be placed on narrow setbacks, particularly on corner lots. The applicant is seeking relief to provide a setback from the road right-of-way due to the use and placement of an underground storage tank off Madison. The proposed variance would allow for enough space to park the tow trucks on site.

Cindy Domanchuk reviewed her variance presentation. Shed cited the difficulty of rebuilding to NMU setback, because of the shallowness incompatibility with continued nonconforming use.

Chair Hills opened the public hearing at 9:19 pm.

Mike VerDuin, 623 Washington, spoke in favor of the variance.

Molly Grenwald, 18110 168th St. Spring Lake, agreed with the request and reiterated the glass variance would be needed for a purpose building like this.

Motion by Shibley, seconded by Norton, to close the public hearing. Voice vote. All ayes.

Public hearing closed at 9:37pm.

The board considered the seven basic conditions.

A. All members agreed that the setback requirements in the NMU district are intended for retail/restaurant type uses, becoming in harmony with the street. However, the use lends itself to a larger setback and would not compromise the intent of the ordinance. Motion by Norton, seconded by Shibley, to approve Basic Condition A. Condition A **passed** unanimously on a roll call vote.
B. This condition was no applicable to the approval of the appeal for Case 26-04a to continue the nonconforming use. Motion by Pool, seconded by Bridges, to approve Basic Condition B. Condition B **passed** unanimously on roll call vote.
C. All members agreed the variance to allow 5 ft. and 14 ft, front and corner front yard setback would not be substantially adverse on property in the immediate vicinity. Motion by Bridges, seconded by Shampine, to approve Basic Condition C. Condition C **passed** unanimously on roll call vote.
D. All members agreed the property was unique, at extremity of the NMU district, with close proximity to US-31 and highway commercial uses that lend itself to buildings with similar setbacks Motion by Shampine, seconded by Bridges, to approve Basic Condition D. Condition D **passed** unanimously on roll call vote.
E. All members agreed the condition or situation of the property was a result of the applicant. As discussed per Case 26-04a, the applicant did not rezone the property from B-2 commercial in 1997, nor purposely caused the fire to destroy the building. Motion by Pool, seconded by Shibley, to approve Basic Condition E. Condition E **passed** unanimously on roll call vote.
F. All members agreed there was no reasonable alternative for the setbacks due to the underground storage tank, setback from 7th St. and location of driveway access off 7th St. Motion by Norton, seconded by Shampine, to approve Basic Condition F. Condition F **passed** unanimously on roll call vote.

G. All members agreed the request for a 5 ft. and 14 ft. variance was the minimum necessary to make use of the improvement. Members cited a 85% reduction in the setback off 7th St. and the 14 ft. setback off Madison is the same as the prior setback, therefore no increase in nonconformity. Motion by Pool, seconded by Norton, to approve Basic Condition G. Condition G **passed** unanimously on a roll call vote.

Motion by Kozanecki, seconded by Shampine, to APPROVE Case 26-04b, a variance to allow a front yard setback of 5 ft. where the required setback must be within the build to zone of 0 to 3 ft. as defined in Sec. 40-306.12, a variance from Sec. 40-411.02.D; and a variance to allow a corner front yard setback of 14 ft. where the maximum setback must be 5 ft., a variance from Sec. 40-411.02.D based on the fact basic conditions a through g were met.

Yeas: Bridges, Pool, Norton, Kozanecki, Shibley, Hills, Shampine. Nays: None. The variance was **APPROVED** on a 7-0 vote.

City Planner Report –Urquhart reminded the ZBA of training opportunities. Urquhart thanked Hills for his time serving as ZBA chair.

Call to the Audience – Second Opportunity
Bob Monetza, 945 Washington, thanked the ZBA and Hills for their dedication and commitment to the City.

Adjournment:
Motion by Kozanecki, seconded by Norton, to adjourn. Unanimously approved by voice vote. Meeting adjourned at 9:59 pm.

Brian Urquhart, City Planner