

Agenda
Ottawa County Housing Commission
West Olive Administration Building – Conference Room F
12220 Fillmore Street, West Olive, MI 49460
Thursday, September 4, 2025, 10:00 am



1. Call to Order
2. Establish Quorum
3. Introductions
4. Public Comments
5. Approval of the Agenda for the September 4, 2025 Meeting
6. Approval of the [Minutes](#) from the August 7, 2025 Meeting
7. Old Business
 - A. Small Footprints Homes Project Update
8. New Business
9. Public Comments
10. Other Business/Discussion Items
 - A. Next Meeting: October 2, 2025 (10:00 a.m.)
11. Adjournment

UNOFFICIAL MINUTES**OTTAWA COUNTY HOUSING COMMISSION**

DATE: August 7, 2025

PLACE: Ottawa County Fillmore Complex, Conference Room F

PRESENT: Pat Harmon, Klynt Marcusse, Jared Schuitema, Doug Zylstra

ABSENT: None

STAFF: Matt Daub, Ron Frantz, Rich Lakeberg, Paul Sachs, Pam VanderMolen

PUBLIC: Bob Karsten, Nick Rolinski, Mike Winans

CALL TO ORDER

President Schuitema called the meeting to order at 8:00 a.m. A quorum was present to do business.

PUBLIC COMMENTS

None

APPROVAL OF AGENDA AND MINUTES

HC 25-18 Zylstra moved to approve the Agenda for August 7, 2025. The motion passed.
UNANIMOUS

HC 25-19 Zylstra moved to approve the Minutes from July 10, 2025. The motion passed.
UNANIMOUS

OLD BUSINESS

Daub and Rolinski provided an overview on the progress of the overall Small Footprint Homes Initiative, as well as an update on recent progress with the proposed small homes project being pursued in the City of Holland, titled Paw Paw Ridge that is occurring in collaboration with non-profit Doors of Hope. A Work Session is scheduled for the following week with the Holland City Planning Commission to review the project and impending request for PUD approval. Rolinski asked if any County Housing Commissioners were available to attend the Work Session to speak in support of the project; each agreed to attend. Because of an existing conflict, Sachs cannot attend, however did draft a Letter of Support for Paw Paw Ridge that will be shared with Holland leadership. Harmon suggested also sharing the collected survey data from county residents in regard to their support for small footprint homes. Sachs emphasized that this is the first tangible project to showcase the design, practicality, and benefits of small homes in the County as a means to increase viable housing stock countywide. Sachs also informed the Commission of two separate upcoming meetings; one will discuss housing for the disabled populations in collaboration with Community Mental Health staff and Home First, a non-profit developer that is focused in this space, and a meeting to discuss housing for seniors that is scheduled with another interested developer. Sachs also discussed the value of home rehabilitation efforts as a means to increase viable, owner occupied housing stock in the County and the value that grants currently obtained by Community Action Agency provide in this space. Sachs indicated

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a need to better understand home rehabilitation grant funding and administrative requirements as these types of efforts benefit the overall housing ecosystem.

NEW BUSINESS

- HC 25-20 Zylstra nominated Klynt Marcusse as Vice President for the remainder of 2025.
There were no additional nominations.
The motion passes as shown by the following votes: Yeas: Harmon, Marcusse,
Schuitema, Zylstra (4) UNANIMOUS

PUBLIC COMMENTS

None

OTHER BUSINESS/DISCUSSION ITEMS

President Schuitema stated that the next Housing Commission meeting is scheduled for Thursday, September 4, 2025.

ADJOURNMENT

- HC 25-21 President Schuitema moved to adjourn the meeting at 8:51 a.m. The motion passed.
UNANIMOUS