

Agenda
Ottawa County Housing Commission
West Olive Administration Building – Conference Room H
12220 Fillmore Street, West Olive, MI 49460
Thursday, April 16, 2026, 10:00 am



1. Call to Order
2. Establish Quorum
3. Public Comments
4. Approval of the Agenda for the April 16, 2026 Meeting
5. Approval of the [Minutes](#) from the March 9, 2026 Meeting
6. Old Business
 - A. Grand Rapids Housing Commission Update (Lindsey Reames, Executive Director and Jose Capeles, Policy & Program Planning & Implementation Manager) – *Standing Annual Agenda Item*
 - B. Small Footprint Homes Initiative
 - C. Ottawa Townhomes Tour
 - D. 2026 Housing Action Plan – *Standing Agenda Item*
 - I. Board of Commissioners Strategic Plan
 - E. Draft Bylaws for [Impending] Advisory Board
7. New Business
 - A. Chris Marco, Lakeshore Advantage – Workforce Housing Efforts
 - B. Local Employers Summit on Housing
 - C. Formation of Issue-Focused, Specialized Subcommittees
8. Public Comments
9. Other Business/Discussion Items
 - A. Next Meeting: May 7, 2026 (10:00 a.m.)
10. Adjournment

UNOFFICIAL MINUTES

OTTAWA COUNTY HOUSING COMMISSION

DATE: March 9, 2026

PLACE: Ottawa County Fillmore Complex, Conference Room F

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

ABSENT: Ken Brune

STAFF: Joe Pierce, Paul Sachs, Pam VanderMolen

PUBLIC: David DeVelder, Barb Koning, Dave Rozman, Kelly Thomas

CALL TO ORDER

President Harmon called the meeting to order at 10:00 a.m. A quorum was present to do business.

PUBLIC COMMENTS

None

APPROVAL OF AGENDA AND MINUTES

HC 26-16 Zylstra moved to approve the Agenda for March 9, 2026. The motion passed.
UNANIMOUS

HC 26-17 Schuitema moved to approve the Minutes from February 17, 2026. The motion passed.
UNANIMOUS

OLD BUSINESS

David DeVelder provided an overview of the current projects funded by the County's revolving loan fund (RLF) administered by IFF. Discussions included: housing summit opportunities, county-owned property, and home buyer assistance.

Paul Sachs referred to a handout of the cumulative download summary regarding the Small Footprint Homes Initiative. President Harmon suggested adding a 'reason for download' question to the process. Staff will assess.

NEW BUSINESS

HC 26-18 Zylstra moved to approve the Ottawa County Housing Commission Action Plan 2026.

Zylstra recommended keeping the Action Plan under old business moving forward. Sachs agreed. Schuitema questioned the wording of three items: the vision statement, the reappointing of existing commissioners, and the MOU with GRHC. The Board discussed and determined the language regarding reappointments and the MOU with GRHC were fine as written.

HC 26-19 Schuitema moved to revise the language of the vision statement to "fostering a collaborative, cross-sector ecosystem that provides a wide range of needed housing options while valuing private/public partnerships". The motion passed. UNANIMOUS

UNOFFICIAL MINUTESRoll Call Vote for motion HC 26-18:

Harmon, Marcusse, Schuitema, Zylstra (yes). The motion passed. UNANIMOUS

Staff handed out copies of the Draft Bylaws and Rules of the Ottawa County Housing Board that were created/shared by Zylstra earlier this year. Zylstra reminded Commissioners that there will be no vote today, merely sharing to start the review process. Sachs informed the Commissioners of modifications made in the creation of the second draft of the bylaws. Schuitema recommended current officers holding their titles for the remainder of the calendar year. The Commission and Staff agreed.

PUBLIC COMMENTS

Public Comments were made by the following:

1. Dave Rozman

OTHER BUSINESS/DISCUSSION ITEMS

The Commission discussed Holland Schools' teaching staff housing downpayment grants

VanderMolen extended a personal invitation from Jubilee Ministries to tour their Ottawa Townhomes project on March 27.

President Harmon stated that the next Housing Commission meeting is scheduled for Thursday, April 16.

ADJOURNMENT

HC 26-20 Zylstra moved to adjourn the meeting at 11:07 a.m. The motion passed. UNANIMOUS