



CITY OF ROOSEVELT PARK CITY COUNCIL MEETING

AGENDA

April 20, 2026

6:15 p.m.

1. Council Work Session
2. Call to Order and Roll Call
3. Pledge of Allegiance
4. Invocation by Councilmember Nilson
5. Public Comment on Agenda Items

6. Approval of Consent Agenda
 - a. Regular Agenda
 - b. Minutes of April 6, 2026- Regular City Council Meeting
 - c. List of Bills

7. Unfinished Business
8. New Business
 - a. Resolution 26-07 Observation of 2026 Municipal Clerks Week
 - b. Resolution 26-08 Observation of 2026 National Police Week
 - c. Resolution 26-09 Observation of 2026 Public Works Week
 - d. Resolution 26-10-Resolution of Congratulations-City Clerk
 - e. Council Authorization-Formal Appointment of City Clerk
 - f. Personal and Finance Committee- Set Meeting Time and Date
 - g. FY 2026 UTV Purchase-UTV Government Pricing Approval

9. Public Comment

Please state your name and home address
Please limit comments to 3 minutes per individual presentation
(City Council Rules of Procedure: 10/7/2011)

10. Comments from the Mayor and City Council
11. Reports from City Manager, City Attorney & Department Heads
12. Adjournment

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City of Roosevelt Park

A Proud Community

To: Honorable Mayor and City Council
From: Jared Olson, City Manager
Date: April 17, 2026
Subject: **Monday, April 20, 2026**– CITY COUNCIL MEETING

The following is information pertaining to items on the agenda for your meeting:
COUNCIL WORK SESSION:

1. Active Agenda Items

COUNCIL MEETING:

- a. **Resolution 26-07- 2026 Observation of Municipal Clerk Week- Council Approval** - A resolution has been drafted in order to recognize the annual Professional Municipal Clerks Week in which the recognition of the Roosevelt Park Clerks office and surrounding communities' commitment to their craft is recognized. For 2026, this is observed from Sunday May 3rd through Saturday May 9th.
- b. **Resolution 26-08-2026 Observation of National Police Week -Council Approval-** As National Police Week begins, the City Council is asked to pass the attached resolution of support. For 2026, this is observed from Sunday May 10th through Saturday May 16th.
- c. **Resolution 26-09- Observation of 2026 Public Works Week -Council Approval-** As National Public Works Week approaches, the City Council is asked to pass the attached resolution of support. For 2026, this is observed from Sunday May 17th through Saturday May 23rd.
- d. **Resolution 26-10-Resolution of Congratulations and Appreciation- Council Approval** - As City Clerk Wisniewski begins the transition into full-time retirement, a formal resolution of congratulations and appreciation for her decades of service to the Roosevelt Park community has been draft for Council Review.
- e. **Roosevelt Park City Clerk Appointment-** As discussed in prior City Council meetings, the Roosevelt Park City Clerk has officially submitted her notice of retirement effective May 1st. As such, the retirement and appointment of the current Deputy Clerk/Treasurer to the position of Clerk is formally recommended per the Personnel Committee. This will leave a subsequent open position of Deputy Clerk/Treasurer to be posted and advertised.
- f. **Personnel and Finance Committee-Set Meeting Time and Date-** A meeting time and date needs to be set for an upcoming Personnel and Finance Committee. The primary focus of this meeting is to get initial feedback on proposed redevelopment projects for the vacant 1367 W. Sherman parcel.
- g. **FY 2026 UTV Purchase-UTV Government Pricing Approval-** As approved within the current FY 2026 budget, staff have researched and received quotes for several different UTV's that will be operationally effective year round. As such, the DPW Superintendent is recommending a unit with a cab, diesel engine, and v-blade adjustable plow. With the current Sourcewell government contract, the unit is \$1,550 under budget and is \$25,000 less than an equivalent gas driven pick-up truck with plow.

If you have questions, please contact me.



**CITY OF ROOSEVELT PARK
CITY COUNCIL
MEETING MINUTES
April 6, 2026**

This meeting was called to order by Mayor Aaron Langlois at 6:15 p.m.

PRESENT: Council Members: Mayor Aaron Langlois, Mayor Pro-Tem Sutton, Diane Goodman, Matt Johnson, Donald Nilson, Derek Benson

STAFF: City Manager Jared Olson, City Treasurer Kate Dibble, City Clerk Ann Wisniewski, Police Chief Shawn Bride, City Attorney Brennen Gorman, Deputy Clerk/Deputy Treasurer Alison Johnson

ABSENT: Noah Crossno

UNFINISHED BUSINESS

- None

WORK SESSION

Council discussed Agenda Items:

- Roosevelt Park Day Committee – Set Meeting Date and Time
- 2026 Roosevelt Park Day Liquor License Application
- FY2026 – First Quarter Budget Amendments
- Fordham Park Playground Bids – Commission Recommendation
- List of Bills

Special Guests:

- None

Mayor Langlois called the Council meeting to order at 6:44 p.m.

2026-061 **ROLL CALL**
Clerk Ann Wisniewski called the roll call.

2026-062 **INVOCATION**
Mayor Pro-Tem Sutton provided the Invocation.

2026-063 **PUBLIC COMMENT ON AGENDA ITEMS**
none

2026-064 **CONSENT AGENDA**
Council Member Goodman made a motion to approve the consent agenda as written. Council Member Nilson supported this motion.
Roll Call: 6 Ayes, 0 Nays, 1 Absent (Crossno). Motion Passes.

2026-065 **UNFINISHED BUSINESS**

None

2026-066 **NEW BUSINESS**

8A. Roosevelt Park Day Committee- Set Meeting Date and Time

Council Member Goodman moved to set the next meeting of the Roosevelt Park Day Committee for Tuesday April 28, 2026, at 1:00 pm. This motion was supported by Council Member Johnson.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Crossno). Motion Passes

8B. 2026 Roosevelt Park Day Liquor License Application

Council Member Benson moved to adopt the resolution and authorize staff to apply for the Special License for Saturday September 12, 2026. This motion was supported by Council Member/Mayor Pro-Tem Sutton.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Crossno). Motion Passes

8C. FY2026 – First Quarter Budget Amendments

Council Member Nilson moved to adopt the first quarter budget amendments as presented for FY2026. This motion was supported by Mayor Langlois.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Crossno). Motion Passes

8D. Fordham Park Playground Bids – Commission Recommendation

Council Member Goodman moved to approve the modified design from Midwest Recreation as presented and authorize the City Manager and City Clerk to finalize all needed to purchase and order documents. This motion was supported by Mayor Pro-Tem Sutton.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Crossno). Motion Passes

2026-067 **COUNCIL COMMENTS**

Council members shared comments.

2026-068 **DEPARTMENT HEAD REPORTS**

Department heads shared comments.

2026-069 **PUBLIC COMMENTS**

Mr. Kim Cole Sherriff in Mason County/Ludington running for Michigan Senate seat to replace Mr. Jon Bumstead.

2026-070 **ADJOURNMENT**

Mayor Pro-Tem Sutton moved to adjourn the meeting at 7:00 p.m. This motion was supported by Mayor Langlois and carried unanimously.



CITY OF ROOSEVELT PARK

A Proud Community
900 OAK RIDGE ROAD
ROOSEVELT PARK, MI 49441
(231) 755-3721

COUNCIL LIST

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
6272 (E)	ACCIDENT FUND	APRIL WORKERS COMP	1002365096	1,256.30
			Check Total	1,256.30
6273 (E)	ADVANCE AUTO PARTS	BATTERY - ROLLER	538261002042	135.99
			Check Total	135.99
6274 (E)	BANK OF AMERICA BUSINESS CARD	HITCH - CHIPPER	221827284	89.94
		DPW UNIFORMS	113851550542	185.53
		DPW UNIFORM PANTS	113530789805	21.74
		DPW UNIFORMS	82769600	100.69
		DPW UNIFORM PANTS	865029	791.34
		SALES TAX CREDIT	CREDIT0426	(4.82)
			Check Total	1,184.42
6276 (E)	BANK OF AMERICA BUSINESS CARD	2026 SPRING ADVANCED SUMMIT - NILSON	2026MML	300.00
		BUNNY SUIT	032626	80.00
			Check Total	380.00
6277 (E)	BLUE CARE NETWORK OF MI	RETIREE HEALTH CARE - MAY	260970029129	2,718.94
			Check Total	2,718.94
6278 (E)	BLUE CROSS BLUE SHIELD OF MICH	RETIREE HEALTH CARE	224590783	2,993.61
			Check Total	2,993.61
6279 (E)	CONSUMERS ENERGY	1000 0015 1900 2848 ASHLAND	202433404188	101.93
			Check Total	101.93
6280 (E)	CONSUMERS ENERGY	1000 0015 2536 - 896 W BROADWAY	202433404198	64.15
			Check Total	64.15
6281 (E)	CONSUMERS ENERGY	1000 0015 6057 936 OAKRIDGE GUL 2	201632460102	1,527.64
			Check Total	1,527.64
6282 (E)	CONSUMERS ENERGY	1000 0017 0686 3106 ROOSEVELT RD	201632460103	17.88
			Check Total	17.88
6283 (E)	CONSUMERS ENERGY	1000 0038 5011 TRAFFIC LIGHTS	202789319583	280.47
			Check Total	280.47
6284 (E)	CONSUMERS ENERGY	1000 0460 5042 3105 ROOSEVELT	201098629157	43.78
			Check Total	43.78
6285 (E)	CONSUMERS ENERGY	1000 0460 5166 3106 ROOSEVELT	201098629158	115.50
			Check Total	115.50
6286 (E)	CONSUMERS ENERGY	1000 0597 2995 1168 CORNELL	203234319799	32.84
			Check Total	32.84
6287 (E)	CONSUMERS ENERGY	1000 0616 4881 1580 GARRISON	203412295830	460.05
			Check Total	460.05
6288 (E)	CONSUMERS ENERGY			



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CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
		1000 0616 6274 3064 GLENSIDE	203412295831	30.16
			Check Total	30.16
6289 (E)	CONSUMERS ENERGY			
		1000 0622 0758 1344 GREENWICH RD	203412295832	29.83
			Check Total	29.83
6290 (E)	CONSUMERS ENERGY			
		1000 0678 0280 898 W BROADWAY	202700346573	88.11
			Check Total	88.11
6291 (E)	CONSUMERS ENERGY			
		1000 0777 1684 880 OAKRIDGE	203401282570	528.24
			Check Total	528.24
6292 (E)	CONSUMERS ENERGY			
		1000 0832 5373 3278 GERMAINE	203590270582	38.92
			Check Total	38.92
6293 (E)	CONSUMERS ENERGY			
		1000 0864 3968 1267 LAMBERT	204658115463	38.07
			Check Total	38.07
6294 (E)	CONSUMERS ENERGY			
		1000 0849 1167 3163 MAPLE GROVE	204658115464	29.83
			Check Total	29.83
6295 (E)	CONSUMERS ENERGY			
		1000 0864 2272 1140 SHERWOOD	204658115465	30.00
			Check Total	30.00
6296 (E)	CONSUMERS ENERGY			
		1030 2926 0835 49441 LED LIGHT RD	205992845789	2,054.89
			Check Total	2,054.89
6297 (E)	DTE ENERGY			
		GAS 900 OAKRIDGE RD	041326	503.25
			Check Total	503.25
6298 (E)	DTE ENERGY			
		GAS 1572 GARRISON	041326	599.70
			Check Total	599.70
6299 (E)	DTE ENERGY			
		GAS 3106 ROOSEVELT RD	041326	311.22
			Check Total	311.22
6300 (E)	FRONTIER			
		DPW INTERNET - APRIL	040226	44.99
			Check Total	44.99
6301 (E)	HEALTH EQUITY			
		HSA MONTHLY FEES - APRIL	APRILHSA	75.00
			Check Total	75.00
6302 (E)	HOME DEPOT CREDIT SERVICES			
		TOOLS, KEY, TRASH BAGS, RODENT REPELENT,	041326	791.48
			Check Total	791.48
6303 (E)	KENDALL ELECTRIC			
		SHERWOOD PARK LIGHTS	S116594890.0	2,516.00
			Check Total	2,516.00
6304 (E)	MLIVE MEDIA GROUP			
		MUSKEGON CHRONICLE ANNUAL SUBSCRIPTION	2026SUBSCRIP	363.48
			Check Total	363.48
6305 (A)	ARGENT INSTITUTIONAL TRUST CO			
		2016 BOND ANNUAL ADMIN FEE	80910	500.00



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CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
			Check Total	500.00
6306 (A)	BEAVER RESEARCH CO	WEED KILLER, DEGREASER	0394726-IN	1,416.00
		HIGH PERFORMANCE CLEANER	0394796-IN	123.55
			Check Total	1,539.55
6307 (A)	BURNIPS EQUIPMENT CO.	MOWER BLADES	CC98868	109.80
			Check Total	109.80
6308 (A)	FIRESTONE COMPLETE AUTO CARE	FLAT REPAIR - 2016 SILVERADO	179399	18.89
			Check Total	18.89
6309 (A)	FISHER CONSULTING	VICTORY INN HEARING OFFICER DEC-FEB	030126	850.00
			Check Total	850.00
6310 (A)	HEATON, CONNOR	DENTAL REIMBURSEMENT	0426	336.80
			Check Total	336.80
6311 (A)	MACQUEEN EQUIPMENT LLC	MONTHLY LABOR - MAY	23661	882.00
			Check Total	882.00
6312 (A)	MUSKEGON CENTRAL DISPATCH 911	DISPATCH SERVICES - MAY	2600003299	4,137.42
			Check Total	4,137.42
6313 (A)	PARMENTER LAW	VICTORY INN ENFORCEMENT	298759	1,629.00
		PROSECUTIONS	298758	130.00
		GENERAL/TAX APPEALS	298757	2,025.50
			Check Total	3,784.50
6314 (A)	PRO CLEAN SOLUTIONS	BUILDING CLEANING	ROO040126	375.00
			Check Total	375.00
6315 (A)	REPUBLIC SERVICES # 240	WASTE REMOVAL - MARCH	0240-	28,927.75
			Check Total	28,927.75
6316 (A)	SILVERSMITH DATA	GIS SUPPORT	420638	1,000.00
			Check Total	1,000.00
6317 (A)	SUPERIOR GROUND COVER, INC	WELLS PARK WOOD FIBER	88549	2,295.00
		CARSELL PARK	88550	1,721.25
		COMMUNITY CENTER PARK	88551	1,530.00
		SHERWOOD PARK	88552	1,721.25
			Check Total	7,267.50
6318 (A)	VERPLANK TRUCKING CO.	DOLOMITE	0580990	184.73
			Check Total	184.73
6319 (A)	WILDMAN - WM UNIFORM	DPW UNIFORM CLEANING	1060051172	54.53
		DPW UNIFORM CLEANING	1060052791	54.53
			Check Total	109.06
38707	DEPENDABLE FIRE PROTECTION, INC	ANNUAL INSPECTION	11645	230.00



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COUNCIL LIST

Thursday, April 16, 2026

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
			Check Total	230.00
38708	SIGNATURE STREETSCAPES	TRAFFIC SIGNS	6388	513.82
			Check Total	513.82
38709	WILLIAMS MICHELLE	UB refund for account: HAMP-000938-0000-	04/15/2026	45.91
			Check Total	45.91
			Report Total	70,199.40



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
April 20, 2026**

Item: Authorize Resolution-Observance of Municipal Clerks Week	Date: April 20, 2026
<p>Summary: National Municipal Clerks Week was established in 1969 by the International Institute of Municipal Clerks to recognize the vital role municipal clerks play in local government. The week is observed annually during the first full week of May and highlights the profession’s long-standing commitment to transparency, accountability, and effective public service. Municipal clerks have served as the official record keepers of government since ancient times, with roots tracing back to early civilizations where accurate documentation of laws, proceedings, and public actions was essential.</p> <p>In the United States, the profession evolved alongside democratic institutions, becoming a cornerstone of municipal operations. National Municipal Clerks Week not only honors the historical significance of the role but also promotes continuing education, professional development, and public awareness of the clerk’s essential duties in supporting open and responsive government.</p>	
Financial Impact: None.	
Recommendation: Adopt by resolution with appreciation and acknowledgment the dedication and commitment of the Roosevelt Park Clerk’s office and municipal clerks throughout the area.	
Signature:	Title: City Manager



CITY OF ROOSEVELT PARK

Resolution 26-07

A RESOLUTION IN OBSERVANCE OF NATIONAL MUNICIPAL CLERKS WEEK, MAY 3–9, 2026

WHEREAS, the Office of the Professional Municipal Clerk, a time-honored and vital part of local government, exists throughout the world; and as the Office of the Professional Municipal Clerk is among the oldest of public service professions; and

WHEREAS, the Professional Municipal Clerk provides the essential link between the citizens, the governing bodies, and government agencies at all levels; and as Professional Municipal Clerks have pledged to uphold neutrality and impartiality while rendering equal service to all members of the public; and

WHEREAS, the Professional Municipal Clerk serves as a central source of information regarding the functions of local government and the community; and

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of their offices through participation in educational programs, seminars, workshops, and professional organizations at the state, county, and international levels; and

WHEREAS, it is both appropriate and necessary to recognize the accomplishments and contributions of the Office of the Professional Municipal Clerk to effective local governance.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Roosevelt Park hereby proclaims the week of May 3 through May 9, 2026, as National Municipal Clerks Week; and

BE IT FURTHER RESOLVED, that the City Council extends its appreciation for the Roosevelt Park City Clerk’s office and all other local deputy and assistant clerks for their dedication, professionalism, and commitment to public service; and

Moved by _____ and seconded by _____, and thereafter adopted by the City Council of the City of Roosevelt Park, at a regular meeting held on the 20th day of April in the year 2026 at 6:15 p.m.

RESOLUTION DECLARED ADOPTED.

YEAS: _____

NAYS: _____

ABSENT: _____

Ann Wisniewski, City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Roosevelt Park, County of Muskegon, State of Michigan, at a meeting held on April 20, 2026 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Ann Wisniewski, City Clerk



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
April 20, 2026**

Item: Authorize Resolution of National Police Week 2026		Date: April 20, 2026
<p>Summary: In 1962, President John F. Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.</p> <p>The Roosevelt Park Police Department has unfortunately added a name to the national register when we lost Sergeant Willaim F. Delmar in the line of duty on October 1, 1966.</p> <p>The Council is asked to approve the attached resolution in recognition of local efforts and dedication to the Roosevelt Park community by the Roosevelt Park Police Department and those that surround us. National Police week for 2026 is scheduled from May 10th through May 16th.</p>		
Financial Impact: None.		
Recommendation: Adopt by resolution with appreciation and acknowledgment the dedication and support of law enforcement along with observation of National Police Week 2026.		
Signature:		Title: City Manager



City of Roosevelt
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**CITY OF ROOSEVELT PARK
RESOLUTION 26-08**

**A RESOLUTION IN OBSERVANCE OF NATIONAL POLICE WEEK, MAY 10–16,
2026**

WHEREAS, law enforcement officers of the City of Roosevelt Park play an essential role in safeguarding the rights and freedoms of our community; and

WHEREAS, these dedicated men and women place themselves in harm’s way to protect life and property, prevent crime, and maintain public order; and

WHEREAS, police officers provide a vital public service by responding to emergencies, enforcing laws fairly and impartially, and building trust within the community; as the members of the Roosevelt Park Police Department demonstrate professionalism, courage, and commitment in the performance of their duties; and

WHEREAS, National Police Week offers an opportunity to recognize the service and sacrifice of law enforcement officers and to honor those who have lost their lives in the line of duty; and as it is fitting and proper to express our gratitude and appreciation for the dedication and contributions of all law enforcement personnel who serve our community; and

WHEREAS, since the first recorded death in 1791, over 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and as the Roosevelt Park Police Department tragically lost one of its own in Sergeant William F. Delmar on October 1, 1966; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Roosevelt Park hereby proclaims the week of May 10 through May 16, 2026, as National Police Week; and

BE IT FURTHER RESOLVED, that we solemnly remember those officers who have made the ultimate sacrifice in the line of duty and extend our deepest gratitude to their families.

YEAS: _____

NAYS: _____

ABSENT: _____

Ann Wisniewski, City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Roosevelt Park, County of Muskegon, State of Michigan, at a meeting held on April 20, 2026 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Ann Wisniewski, City Clerk



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
April 20, 2026**

Item: Authorize Resolution-Observance of Public Works Week 2026		Date: April 20, 2026
<p>Summary: National Public Works Week recognizes the planning, building, and management of local communities and the infrastructure that keeps our communities running smoothly day in and day out. The responsibilities of the Roosevelt Park Public Works Department come in many forms and are a constant undertaking. Every single employee within our department contributes to the current and future success of the city, for which we are thankful.</p> <p>Our team currently wears many hats, some literally when they oversee our streets, parks, sidewalks, water system, wastewater collection network, and numerous other daily duties. This year, the official observation of National Public Works Week is May 17th through the 23rd.</p>		
Financial Impact: None.		
Recommendation: Adopt by resolution with appreciation and acknowledgment the dedication and support of entire Department of Public Works in observation of National Public Works Week 2026.		
Signature:		Title: City Manager



City of Roosevelt
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**CITY OF ROOSEVELT PARK
RESOLUTION 26-09**

A RESOLUTION IN OBSERVANCE OF NATIONAL PUBLIC WORKS WEEK, MAY 17–23, 2026

WHEREAS, public works professionals provide essential services that support the health, safety, and well-being of the residents of the City of Roosevelt Park; and

WHEREAS, these dedicated individuals are responsible for maintaining and improving critical infrastructure, including streets, water systems, stormwater management, sanitation, and public facilities; and

WHEREAS, public works employees play a vital role in protecting our environment, ensuring clean water, and promoting sustainable practices for future generations; and

WHEREAS, the services provided by public works professionals are fundamental to the quality of life and economic vitality of our community; and

WHEREAS, public works personnel often perform their duties under challenging conditions and are committed to responding to emergencies and serving the public with professionalism and dedication; and

WHEREAS, National Public Works Week, sponsored annually by the American Public Works Association, is an opportunity to recognize the contributions of public works professionals and to raise awareness of the importance of public infrastructure and services.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Roosevelt Park hereby proclaims the week of May 17 through May 23, 2026, as National Public Works Week; and

BE IT FURTHER RESOLVED, that the City Council expresses its sincere appreciation to the public works employees of Roosevelt Park and all communities for their hard work, dedication, and commitment to serving the community; and

YEAS: _____

NAYS: _____

ABSENT: _____

Ann Wisniewski, City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Roosevelt Park, County of Muskegon, State of Michigan, at a meeting held on April 20, 2026 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Ann Wisniewski, City Clerk



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
April 20, 2026**

Item: Resolution 26-10 in Congratulations of Retirement	Date: April 20, 2026
<p>Summary: As discussed at the prior City Council meetings, City Clerk Ann Wisniewski has formally announced her pending retirement from the City of Roosevelt Park.</p> <p>Clerk Wisniewski has been a steady keel at the front office, throughout the community, and within City Hall for nearly the past ten years. Her toughness, fortitude and resilience in the face of all the things thrown her direction are a testament to her character. The staff of city hall has been honored to have been mentored and supported by Ann and her humor, dedication, and expertise will be sorely missed.</p> <p>She leaves the department in much better shape than when she took over and the City Manager has no doubt her influence on the staff and team will be felt throughout the community for decades to come. The current momentum of engagement, transparency, and community service of the entire team is palpable and is a direct result of Ann’s leadership.</p> <p>Clerk Wisniewski’s last official day will be May 1st and the formal invite for a public gathering is included at the back of the packet.</p>	
Financial Impact: None	
Recommendation: It is staff’s recommendation that the Council formally accept with both deep regret and absolute congratulations, the retirement of Clerk Ann Wisniewski on May 1 st and adopt resolution 26-10 in honor of Clerk Wisniewski’s decade of service to the Roosevelt Park community.	
Signature:	Title: City Manager



City of Roosevelt Park

A Proud Community

CITY OF ROOSEVELT PARK

Resolution 26-10

A RESOLUTION RECOGNIZING AND HONORING ANN WISNIEWSKI FOR DECADES OF DEDICATED SERVICE TO THE ROOSEVELT PARK COMMUNITY

WHEREAS, Ann Wisniewski has faithfully served the City of Roosevelt Park as City Clerk and will retire from her position on May 1, 2026 after nearly a decade of exceptional service in that role; and

WHEREAS, the impact of Ann Wisniewski's service extends far beyond her tenure as City Clerk, reflecting decades of unwavering dedication, leadership, and commitment to the Roosevelt Park community; and

WHEREAS, Ann Wisniewski was a founding member of the Roosevelt Park Downtown Development Authority in 1998, helping to catalyze millions of dollars in public and private investment in the City's downtown; and

WHEREAS, she has been the longest-serving member of the Downtown Development Authority Board, contributing more than twenty years of vision, leadership, and stewardship; and

WHEREAS, Ann Wisniewski has generously given her time and talents as a volunteer and organizer of the annual Roosevelt Park Day Celebration for over two decades, fostering community pride and unity; and

WHEREAS, as the owner and operator of a Farm Bureau Insurance office in downtown Roosevelt Park for more than twenty years, she has supported the local economy and served residents with professionalism and care; and

WHEREAS, she created and faithfully maintained the beloved "Letters to Santa" program for nearly thirty years, personally responding to thousands of children and spreading joy throughout the community; and

WHEREAS, Ann Wisniewski is a proud graduate of Mona Shores Public Schools, reflecting her lifelong connection to the local community; and

WHEREAS, during her tenure as City Clerk, she became the first City Clerk in Roosevelt Park history to earn and maintain the Master Level Certification from the Michigan Association of Municipal Clerks,

WHEREAS, she successfully secured multiple grants to enhance election systems and improve precinct operations and facilities; and

WHEREAS, Ann Wisniewski extended her leadership beyond the city by serving as both an officer and Chairperson of the Muskegon County Municipal Clerks Association; and

WHEREAS, she played a key role in the development and adoption of Roosevelt Park's first-ever Master Plan, helping to shape the future of the community; and

WHEREAS, Ann Wisniewski's legacy is defined by her genuine care for others, her steadfast leadership, and her enduring contributions that will benefit residents for generations to come.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Roosevelt Park hereby expresses its deepest gratitude and appreciation to Ann Wisniewski for her decades of exemplary service to the community; and

BE IT FURTHER RESOLVED, that the City Council does hereby congratulate Ann Wisniewski on her retirement and extends its best wishes for continued happiness, health, and fulfillment in the years ahead; and

BE IT FURTHER RESOLVED, THAT this resolution be entered into the official records of the City of Roosevelt Park and that a copy be presented to Ann Wisniewski as a token of the City's appreciation and respect.

Moved by _____ and seconded by _____, and thereafter adopted by the City Council of the City of Roosevelt Park, at a regular meeting held on the 20th day of April in the year 2026 at 6:15 p.m.
RESOLUTION DECLARED ADOPTED.

YEAS: _____

NAYS: _____

ABSENT: _____

Aaron Langlois, Mayor



CITY OF ROOSEVELT PARK CITY COUNCIL MEETING April 20, 2026

Item: Appointment of City Clerk-Council Appointment		Date: April 20, 2026
<p>Summary: Upon the Clerks retirement notice submittal, staff issued an internal posting notice pursuant to section 2.1 Section A of the Council adopted employee operations manual which resulted in one internal applicant. Alison (Al) Johnson who was hired in early 2025 and has been promoted to the position of Deputy Clerk/Treasurer officially submitted her letter of interest for the City Clerk’s position.</p> <p>Alison currently manages a wide range of responsibilities essential to daily operations, including overseeing City communications through the newsletter, website, and social media platforms; supporting Board and Council meetings; assisting with election administration; and providing administrative support across multiple departments.</p> <p>In addition to her daily responsibilities, Deputy Clerk/Treasurer Johnson has shown a clear dedication to professional growth and excellence in municipal clerk operations. She is an active member of both the Muskegon County Clerks Association and the Michigan Association of Municipal Clerks. She has successfully completed FOIA training, earned an Election Accreditation certification, and is currently enrolled in the MAMC/IIMC Municipal Clerks Institute—a rigorous multi-year program toward professional certification. Furthermore, she has completed Election Security training, EDARP (Electronic Delivery and Return Portal) training, and has assisted in running elections within the Roosevelt Park election operations.</p> <p>The Deputy Clerk/Treasurer’s investment in training and professional development, combined with her demonstrated competence and reliability, makes her well-qualified for increased responsibility. Her contributions have strengthened organizational efficiency and service delivery, and resident engagement throughout most all facets of the organization. It is for these reasons staff recommended and the Finance and Personnel Committee unanimously recommended the promotion as described below.</p>		
<p>Financial Impact: The promotion from Deputy Clerk/Treasurer was recommended to include a \$3.50 per hour raise to reflect the move to a full department head level position along with all currently authorized and implemented insurance, retirement, and employee manual approved benefits.</p> <p>After a review, the Personnel Committee also recommended a wage increase of \$2,500 for each annual completion of the Michigan Municipal Clerks Institute which would culminate with a \$4,000 bonus upon receiving the official Master Clerks Level Certificate from the Michigan Association of Municipal Clerks. This move along with bringing on a new Deputy Clerk/Treasurer will put the General Fund operations lines more than \$17,000 UNDER budget for the first year.</p>		
<p>Recommendation: The Personnel and Finance Committee recommends the City Council approve the appointment of Deputy Clerk/Treasurer Alison Johnson as the City Clerk for the City of Roosevelt Park effective May 1st and authorize the clerk to receive the official Oath of Office as such.</p>		
Signature:	Title: City Manager	



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
April 20, 2026**

Item: Personnel and Finance Committee- Set Meeting	Date: April 20, 2026
A meeting time and date needs to be set for an upcoming Personnel and Finance Committee. The primary focus of this meeting is to get initial feedback on proposed redevelopment projects for the vacant 1367 W. Sherman parcel.	
Financial Impact: None	
Recommendation: Set a time and date for the next Personnel and Finance Committee meeting.	
Signature:	Title: City Manager



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
April 20, 2026**

Item: DPW UTV Purchase Proposal	Date: April 16, 2026
<p>As staff continues to evaluate our operations and maximize our budget and equipment utilization, staff has issued a recommendation on a new equipment addition.</p> <p>Staff has researched the best long-term option and is recommending the Kubota RTV with cab and v-plow. This vehicle represents a highly cost-effective alternative to a traditional pickup truck. The total purchase cost is expected to be tens of thousands of dollars less than that of a standard pickup, while still providing the durability and functionality required for municipal work. In addition, the Kubota RTV-X2C is built for longevity and reliability, with an anticipated service life of at least 12 years under normal municipal use, making it a strong long-term investment.</p> <p>Beyond initial cost savings, this vehicle offers improved operational efficiency. Its compact size and maneuverability allow it to access areas that larger trucks cannot, including narrow park paths, Trailways, and tight urban spaces. The enclosed cab ensures year-round usability in all weather conditions, while the plow attachment enhances our snow removal capabilities, particularly in areas not easily serviced by larger equipment.</p> <p>The versatility of this vehicle will provide benefits across multiple departments. Parks staff can use it for maintenance and landscaping tasks; streets crews can utilize it for light-duty hauling, inspections, and winter operations; and trailway maintenance teams will benefit from its accessibility and ease of use. Ultimately, this purchase will support more efficient service delivery across the entire city.</p> <p>Staff will highlight how this diesel unit with traditional geared transmission is both financially and operationally superior to the more expensive Bobcat (with Kubota engine) and the gas Can-Am which both have a belt drive transmission system.</p>	
<p>Financial Impact: The government pricing brings the total for the entire unit to \$31,948.78 which is under the Capital Outlay approved budget of \$33,500 for this project and thus is over \$1,550 under budget and is over \$25,000 less than a gas pick-up truck with plow.</p>	
<p>Recommendation: Staff recommends the approval of the Kubota RTV-X2C with cab and v-plow as presented at the Sourcewell Government contract price as presented not to exceed \$31,948.78</p>	
Signature:	Title: City Manager



City of Roosevelt Park

“A Proud Community”
900 Oak Ridge Street
Roosevelt Park, MI 49441
Phone: 231-755-3721
Fax: 231-755-1442

Memo

To: Jared Olson, City Manager

From: **Ben VanHoeven, D.P.W. Superintendent**

Date: **4-15-2026**

Re: **Recommendation for UTV purchase (Cab & plow equipped)**

The Department of Public Works has completed its review of vendor quotes for a utility task vehicle (UTV) equipped with a cab and plow to support year-round operations. This equipment is essential for improving efficiency in snow removal, material transport, and general maintenance tasks.

We received three qualified quotes.

- 1. Kubota RTVX2C-PKLH-1 — \$31,948.78**
- 2. Bobcat UV34 Diesel Utility Vehicle — \$32,917.05**
- 3. Can-Am HD11 Limited — \$37,689.00**

After evaluating cost, functionality, and long-term value, I recommend the purchase of the Kubota RTVX2C-PKLH-1 from Wolf Kubota in Byron Center, Michigan. This recommendation is based on several key factors:

- **Best overall value:** The Kubota unit is the lowest-cost option, providing immediate savings while meeting all operational requirements.
- **Operational versatility:** It offers a wide range of compatible attachments, allowing the DPW to adapt the vehicle for multiple uses throughout the year, maximizing return on investment.
- **Reliability and serviceability:** Kubota equipment has a strong track record for durability and ease of maintenance, which will help minimize downtime and long-term repair costs.
- **Enhanced efficiency:** The addition of a cab and plow will improve operator safety and comfort during winter operations while increasing productivity in all seasons.

This purchase represents a practical and cost-effective investment that will strengthen our ability to maintain city infrastructure and respond efficiently to seasonal demands. I respectfully request approval to move forward with this purchase. Please let me know if you need any additional details or supporting documentation.

Thank you,
Ben VanHoeven



KUBOTA #1 SELLING DIESEL UTV



-- Standard Features --

-- Custom Options --



V Series RTVX2C-PKLH-1

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
 3 Cyl. 68.5 cu in
 +23.3 Gross Eng HP
 75 Amp Alternator

TRANSMISSION

VHT-X
 Variable Hydro Transmission
 Forward Speeds:
 Low 0 - 15 mph
 High 0 - 25 mph
 Reverse 0 - 17 mph
 Limited-slip Front Differential
 Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
 with manual tilt-feature
 Hydraulic Cargo Dump
 Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
 Cooling 8.3 qts
 Engine Oil 4.3 qts
 Transmission Oil 1.8 gal
 Brake Fluid 0.4 qts

CARGO BOX

Width 57.7in
 Length 40.5 in
 Depth 11.2 in
 Load Capacity 1102 lbs
 Vol. Capacity 15.2 cu ft

+ Manufacturer Estimate

TIRES AND WHEELS

ATV Tire 25 x 10 - 12, 6 ply
 HDMP Tires 25 x 10 - 12, 6 ply

KEY FEATURES

Factory Cab with A/C, Heater,
 Defroster
 Digital Multi-meter
 Fully-opening roll-down side
 windows
 Speedometer
 Pre-wired w/ speakers/antenna for
 stereo
 Front Independent Adjustable
 Suspension
 Rear Independent Adjustable
 Suspension
 Brakes - Front/Rear Wet Disc
 Rear Brake Lights / Front
 Headlights
 2" Hitch Receiver, Front and Rear
 Deluxe 60/40 split bench seats
 with driver's side seat adjustment
 Underseat Storage Compartments
 Deluxe Front Guard
 (radiator guard, bumper, and lens
 guard)

DIMENSIONS

Width 63.2 in
 Height 81.9 in
 Length 120.3 in
 Wheelbase 80.5 in
 Tow Capacity 1300 lbs
 Ground Clearance 10.4 in
 Suspension Travel 8 in
 Turning Radius 13.1 ft

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
 Horn
 Dash-mounted Parking Brake
 Spark Arrestor Muffler
 Retractable 2-point Seat Belts

RTVX2C-PKLH-1 Base Price: \$31,999.00

Selected Kubota Attachments

(1) LED FRONT WORK LIGHTS KIT (2) 77700-11811-LED FRONT WORK LIGHTS KIT (2)	\$184.99
(1) LED REAR WORK LIGHT KIT (1) 77700-11812-LED REAR WORK LIGHT KIT (1)	\$99.99
(2) SINGLE SIDE MIRROR - CAB (1) 77700-V5059-SINGLE SIDE MIRROR - CAB (1)	\$237.64

Total Kubota Attachments: \$522.62

Total Attachments: \$522.62

Configured Price: **\$32,521.62**

Sourcewell Discounts:

Kubota Items: (\$7,154.76)

Total Discount: (\$7,154.76)

SUBTOTAL: **\$25,366.86**

Kubota Item Fees:

Dealer Assembly: \$146.67

Freight Cost: \$881.25

PDI: \$400.00

Total Unit Price: \$26,794.78

Quantity Ordered: 1

BOSS 6'6" V-XT Plow \$5,179.00

BOSS INSTALL \$550.00

BOSS FREIGHT \$250.00

PDI DISCOUNT (\$400.00)

KUBOTA FREIGHT DISCOUNT (\$425.00)

Final Sales Price: \$31,948.78

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

*All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.



Product Quotation
 Quotation Number: **ND1719460**
 Quote Sent Date: **Mar 24, 2026**
 Expiration Date: **Apr 23, 2026**

Your Bobcat Contact
Nate Dwelle
 Phone: +17012052517
 Email: nate.dwelle@doosan.com

Your Customer Contact

Deliver to
CITY OF ROOSEVELT PARK

Bobcat Dealer
Green Acres Equipment, Grant, MI
 351 W 136TH ST
 GRANT, MI, 49327

Bill to
NEW GOVERNMENT CUSTOMER
2391333
 250 E Beaton Dr
 West Fargo, ND, 58078-2656

Item Name	Item Number	Quantity	Price Each	Total
UV34 Diesel Utility Vehicle	M1501	1	17,396.00	17,396.00
Standard Equipment:				
Engine		Electrical		
Key Start		LED Headlights, High & Low Beams		
Kubota Diesel		LED Tail & Brake Lights		
Liquid Cooled		2-12 Volt Power Ports		
Pressurized Oiling system with Spin-on Filter		140 AMP Alternator		
Spark Arrestor Exhaust System		575-CCA Battery		
Emissions; Current Tier 4		Operator Compartment		
Drive System		Beverage Holder (6)		
Variable Speed Drive (Belt CVT)		60/40 Split Bench Seats (3 Occupants)		
Sealed CVT Cover		Under Seat, Glove Box, Upper and Lower Dash Storage		
Four Wheel Drive - 3 Drive Modes		3 Seat Belts with 3-Point Restraint, retractable		
Forward Travel, Two Range (H/L)		Instrumentation		
Gear Selector P-R-N-L-H		Indicator Lights: Glow Plug, Seat Belt Reminder, High Beam		
Integrated In-Transmission Park (P)		On, Engine Oil Pressure Low, Engine Temp High, Service		
CV Guard, Front		Power Steering and Service Engine.		
Shaft Drive with CV Joints		LCD Display: Speedo, Engine Temp, Engine RPM, Voltage,		
Brakes - 4-Wheel, Hydraulic Disc with Dual Bore Front		Trip and Hour Meter, Tachometer, Fuel Level, Clock, Drive		
Calipers		Mode, Odometer, Service Reminder and Gear Position.		
Suspension & Steering		Cargo Box and Frame		
Front - Independent, Dual A-Arm		Composite Cargo Box with Cylinder Lift Assist		
Rear - Independent, Dual A-Arm		Quick Latch Tailgate with single latch		
Adjustable Front and Rear Coil Over Shocks		Integrated Box Accessory System		
Rack & Pinion		Rear Receiver Hitch - 2 in.		
Electric Power Steering Assist		Full Chassis Skid Plates		
Tilt Steering Column		ROPS (Roller Over Protective Structure)		
Tires/Wheels		Warranty, 1 year/1,000 hours		
All Terrain Industrial 8-ply				
Front/Rear, 26x10-12				
Steel Rim 12x6-12				
UV34 Diesel EPS Cab & Heat Package	M1501-P01-C03	1	6,873.60	6,873.60
Heavy-Duty V-Blade - 72"	7519472	1	4,456.64	4,456.64
Lighting - LED Work Lights (Front)	7364082	1	630.14	630.14
Lighting - LED Work Lights (Rear)	7364120	1	612.54	612.54

Electrical - Power Redirect Harness	7365698	1	192.42	192.42
XL Spring Suspension	7361172	1	114.46	114.46
Total for UV34 Diesel Utility Vehicle				30,275.80
Quote Subtotal				30,275.80
Dealer PDI				150.00
Destination Charges				1,715.00
Dealer Assembly Charges				776.25
Quote Total - USD				32,917.05

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:	
Quotation Number: ND1719460	Purchase Order: _____
Authorized Signature:	
Print: _____	Sign: _____
Date: _____	Email: _____
Addresses	
Delivery Address _____	
Billing Address (if different from ship to): _____	
Tax Exempt: Y <input type="checkbox"/> / N <input type="checkbox"/>	
Exempt in the State of: _____	
Tax Exempt ID: _____	
Federal: _____	
State: _____	

Expiration Date: _____

City of Roosevelt Park

A Proud Community

Informational Updates

The following documents are informational updates and documents relating to our community. They are for your information only and no action is requested.



March 31, 2026

City of Roosevelt Park, MI
City of North Muskegon, MI
Muskegon County, MI

RE: Notice of Proposed Water Rate Increase

In accordance with Sections 3.1 and 3.2 of the Agreement for Municipal Water Supply dated October 1, 2012, between the Buyers and the City of Muskegon (the City), this letter serves as formal notice of a contemplated increase in the commodity rate for drinking water within the City of Muskegon water system. Effective July 1, 2026, the rate is contemplated to increase to \$2.75 per hundred cubic feet.

As outlined in the agreement, the Buyers' rate will increase by 1.25 times the adjustment applied to the City's customers. Accordingly, the new Buyers' rate will be \$3.44 per hundred cubic feet.

The Muskegon City Commission will discuss this contemplated rate adjustment at an upcoming Work Session Meeting, and will consider it for approval at a regular meeting of the Commission prior to July 1, 2026. Additional details regarding the need for this increase will be available at both meetings, and background information can be accessed on the City's website from the March 13, 2023, City Commission Work Session Meeting. Additional information on the dates of the meetings discussing and approving a rate increase will be provided when available.

The City remains committed to providing clean, safe drinking water to our growing community. Ongoing system upgrades and infrastructure improvements are essential, and while rate adjustments are never made lightly, they are a necessary part of responsible system management. We appreciate your partnership and look forward to continuing our work together in serving our community.

The City is in receipt of your recent letter regarding concerns surrounding water rates and the water loss in the East Side system, and we understand you desire to meet with us to discuss these larger concerns. We will be reaching out very soon to set up a meeting with all concerned parties.

If you have any questions regarding this rate increase, the City's capital improvement efforts, or any other related matters please feel free to contact me to arrange a call or meeting. I can be reached at (231) 724-6993 and at dan.vanderheide@shorelinecity.com.

Respectfully,

The City of Muskegon

Dan VanderHeide, P.E.
Director of Public Works



cc: Jonathan Seyferth, Manager
Ken Grant, Director of Finance





JOIN US FOR ANN'S

Retirement Celebration

We warmly invite you to attend Ann's Retirement Celebration in appreciation of her journey and dedicated service to the City of Roosevelt Park. Over the past 8 years, Ann has served as our City Clerk, leaving a lasting impact on our community. **Please join us for cake and ice cream as we celebrate her achievements and wish her all the best in this next chapter.**

MAY

FRIDAY

1

11 AM-12 PM

📍 CITY HALL COUNCIL
CHAMBERS