



City of East Grand Rapids
Regular City Commission Meeting
Agenda

YouTube Livestream:
<https://bit.ly/3s8WgQY>

Begins at 6 pm.

June 17, 2024 – 6:00 p.m.

(EGR Community Center – 750 Lakeside Drive)

1. Call to Order.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Comment.
5. Report of Mayor, City Commissioners and City Manager, including committee liaison reports.

Regular Agenda Items

6. Consider approving a three-year investment commitment at \$2,500/year with The Right Place. *(no hearing required; approval requested)*
7. Consider the Mayor's recommendations for the Board & Commission appointments. *(no hearing required; approval requested)*
8. Consider approving a resolution amending the FY 2023-24 budget. *(no hearing required; approval requested)*

Consent Agenda Items *(no hearing required; approval requested unless noted).*

9. Minutes of the regular and special meeting held June 3, 2024.
10. Disbursement of funds: payroll disbursements of \$294,513.34; county and school disbursements of \$0, and total remaining disbursements of \$358,222.22.
11. Minutes of the Parks and Recreation Commission meeting held on April 22, 2024.

* * *

Public hearings will be held if noted in each agenda item. If no hearing is noted, comments should be made during "Public Comment" in Item 3. The City will provide reasonable auxiliary aids for individuals requiring them for effective communication in programs and services of the City. Notice must be made to the City five (5) days prior to the program or service requesting the specific auxiliary aid.



SHEA CHARLES
CITY MANAGER

CITY OF
EAST GRAND RAPIDS

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750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

(616) 940-4817

www.eastgr.org

MEMORANDUM

TO: Honorable Mayor and City Commissioners
FROM: Shea Charles, City Manager
DATE: June 12, 2024

RE: The Right Place Investment Commitment

Action Requested: That the City Commission consider approving a three-year investment commitment at \$2,500/year.

Background: The Right Place is West Michigan's Economic Development organization established in 1985 (Information Attached). The City of East Grand Rapids has long supported them through an annual investment. Our current three-year commitment is expiring, and they are requesting consideration of a renewal for the same amount of time and funding level.

The Right Place's regional economic development programs have been very successful and benefit all East Grand Rapids residents. I recommend the City Commission extend the City's investment commitment for an additional three years at \$2,500/year.

Shea Charles, City Manager

ABOUT THE RIGHT PLACE



GREATER GRAND RAPIDS
MICHIGAN

IN BUSINESS, FOR BUSINESS



THE RIGHT PLACE IS YOUR SINGLE SOURCE FOR BUSINESS SUCCESS IN WEST MICHIGAN.

The Right Place Inc. is West Michigan's leading economic development organization. We offer comprehensive business assistance services to growing companies.

Our organization serves both current and prospective companies, connecting them to the resources they need to succeed in West Michigan. The result? Billions in new capital investment, and thousands of new and retained jobs since our start in 1985.

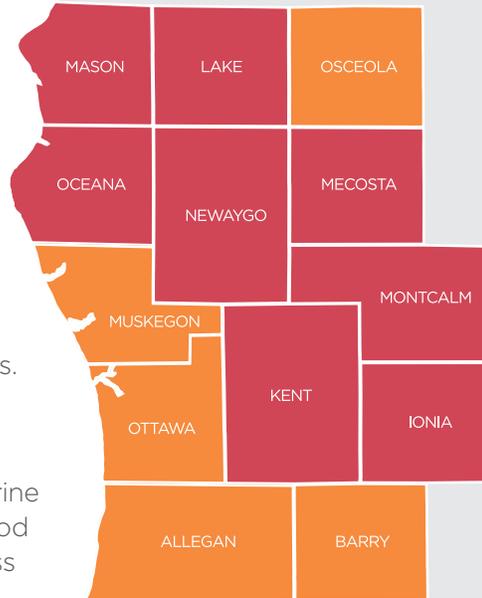
WELCOME TO WEST MICHIGAN

Located between Chicago and Detroit, West Michigan is a growing region of more than 1.5 million people. At its core is the city of Grand Rapids, the state's second-largest city.

More than 130 international companies are located in West Michigan, as well as four of Forbes Largest Private Companies.

West Michigan is home to the global headquarters of companies like Amway, Steelcase, Herman Miller, Haworth, Wolverine Worldwide, Gentex, BISSELL, Gordon Food Service, and more. We want your business to be next.

Contact us today at info@rightplace.org or **616.771.0325**.



 **The Right Place, Inc. Partner Counties**



PERRIGO

“Perrigo established its roots in West Michigan more than 130 years ago. Since then, we’ve become an industry leader and created thousands of jobs in the region. We are excited to continue our growth surrounded by organizations that share our passion for self-care in the heart of a thriving city. We are thankful for all of those involved in making this project a reality, especially Governor Whitmer, The Right Place and their partners at the MEDC.”

Murray Kessler | President & CEO | Perrigo



SERVICES & RESOURCES

ASSISTANCE FOR CURRENT & PROSPECTIVE WEST MICHIGAN COMPANIES

BUSINESS SUPPORT RESOURCES

With a plethora of regional, state, and federal business growth resources available, it's difficult understanding who to contact and when. We link you to the right resources at the right time, letting you focus on your business.

STATE & LOCAL INCENTIVES

There is a risk/reward equation for every business growth decision. We work side-by-side with you, coordinating state and local resources to support your growth, and lowering your business risk to create new jobs and capital investment in West Michigan.

CONFIDENTIAL SITE LOCATION SEARCHES

Whether you are growing, consolidating or simply looking for a new site, having an objective resource to guide you through the process is critical to finding the right location. Our business development team will work with you and the local commercial real estate community to determine the best location for your business in West Michigan.

LOCAL SUPPLY CHAIN & PARTNER OPPORTUNITIES

Using local suppliers can save your company time and money. Since 1985, we have met with thousands of businesses across the region. Let us know what you're looking for, and we'll find it in West Michigan.

WEST MICHIGAN BUSINESS RESEARCH

Leverage our business research services to start the next chapter of your business journey in West Michigan. You know your business. We know West Michigan's business community. Combine the two, and you have information to make better, more informed decisions about the future of your company.

INTERNATIONAL BUSINESS DEVELOPMENT

Throughout our history, we have built international business relationships with companies throughout the world. As a result, West Michigan is home to international companies from over 20 countries.

MANUFACTURING INNOVATION & OPERATIONAL IMPROVEMENT

To be a leader, your company must continually improve all aspects of your business from sales and estimating, to production and quality control. The Michigan Manufacturing Technology Center - West (The Center - West) provides resources that can help you become a stronger, more competitive manufacturer.

ACCESS TO TALENT

Attracting talent in today's business environment can be challenging. Our partnership with Hello West Michigan makes it easy for you to connect with talent. Hello West Michigan serves as a single source for accessing, attracting, and retaining talent in West Michigan. Leverage their expertise with your talent recruitment efforts for a winning strategy.

MICHIGAN MANUFACTURING TECHNOLOGY CENTER - WEST

The Michigan Manufacturing Technology Center - West (The Center - West) delivers objective, high-quality manufacturing consulting and technical support programs to small and mid-sized manufacturers in the 13-county West Michigan area.



MANUFACTURE SMARTER

MANUFACTURING TECHNICAL ASSISTANCE

Our practical, comprehensive, and affordable consulting and training services assist our clients with developing their employees and their businesses. Whether navigating ever-increasing regulatory issues, or learning to anticipate future opportunities for growth, The Center supports manufacturing growth and competitiveness in the safest, most economical and highly profitable way. From the executive suite to the plant floor, we can assist with:

Operational Excellence

- Growth and Innovation
- Assessment Tools
- Continuous Improvement (Lean)
- Quality and Safety Management
- Environmental

Talent Development

Industry 4.0

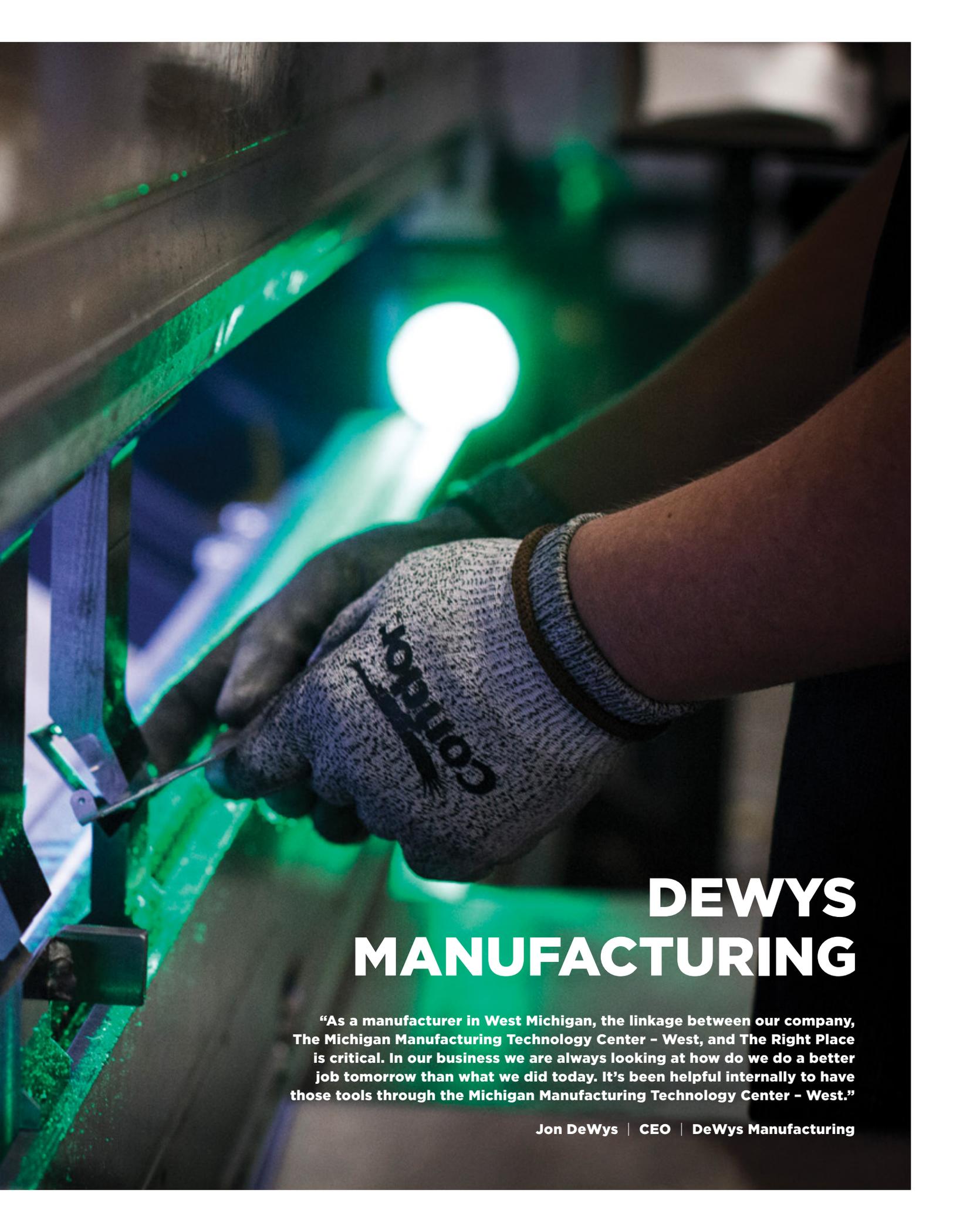
Food Processing

We believe in Michigan manufacturing. It's what drives us. To make manufacturers better, to show them how to grow, adapt, and add jobs. Our team delivers by lowering costs, reducing waste, and more.

We assist by coaching and leading. We share best practices, find efficiencies and connect manufacturers with partners. By coaching. By leading. And by doing the little things that add up to greatness.

WE LOOK FORWARD TO MEETING YOU

As a nonprofit, objective manufacturing support program, your business success is our primary goal. Call **616.301.6247** or visit **thecenterwest.org** to discover how we can work together and tackle your biggest business challenges.



DEWYS MANUFACTURING

“As a manufacturer in West Michigan, the linkage between our company, The Michigan Manufacturing Technology Center - West, and The Right Place is critical. In our business we are always looking at how do we do a better job tomorrow than what we did today. It’s been helpful internally to have those tools through the Michigan Manufacturing Technology Center - West.”

Jon DeWys | CEO | DeWys Manufacturing



HELLO WEST MICHIGAN

HelloWestMichigan

RETAINING & ATTRACTING TALENT

Hello West Michigan promotes the region as a place where business thrives and people want to live and work. They address the talent shortage and the common challenges associated with the relocation process. They focus on attracting, educating, and connecting candidates through their various resources and programs.

MEMBERSHIP & BENEFITS

Members of Hello West Michigan are invested in their community, working together to be part of the solution to our region's talent shortage. In addition to supporting this strategic mission, membership with Hello West Michigan quickly pays for itself through enhancement of your talent acquisition efforts and synergizes the efforts of the entire Hello West Michigan community.

Attraction

- Benefit from increased regional awareness provided through our out-bound marketing campaigns
- Actively reach boomerangs (former West Michiganders) already interested in relocation

Education

- Comprehensive website that is the only hub of regional information covering both lifestyle and career
- Unlimited featured job postings on hellowestmichigan.com
- Company profile on hellowestmichigan.com to showcase your employment brand
- Custom relocation packs and community printables

Connections

- Resume sharing for significant others and boomerangs, plus access to our candidate database
- Education and training programs, plus networking with talent acquisition professionals across the region
- Member discounts with education members
- First access to candidate networking events like ReThink West Michigan and West Michigan Intern Connect
- Tuition discounts with Davenport University and Cornerstone Professional and Graduate Studies for all employees of Hello West Michigan member companies.

To learn more about Hello West Michigan, please contact Rachel Bartels at **616.771.0354** or **bartelsr@hellowestmichigan.com**.

REGIONAL COLLABORATION

MANUFACTURERS COUNCIL

We convened the Manufacturers Council in 1989 as a way to organize manufacturers' individual interests into a common purpose of improving the local manufacturing economy. Today, members of the council have a collective vision ... to strengthen the West Michigan region as an international center for business innovation and manufacturing excellence. For more information on the Manufacturers Council, visit: [**rightplace.org/manufacturerscouncil**](https://rightplace.org/manufacturerscouncil).

SUPPLY CHAIN MANAGEMENT COUNCIL

The Supply Chain Management Council is dedicated to supporting the competitiveness of West Michigan manufacturers by implementing best practices in integrated supply chain management. Members of the Supply Chain Management Council have a collective vision to be the Integrated Supply Chain Management hub enhancing the West Michigan economy. For more information on the Supply Chain Management Council, visit: [**rightplace.org/supplychaincouncil**](https://rightplace.org/supplychaincouncil).

MIDEVICE - MEDICAL DEVICE CONSORTIUM

MiDevice is the only Michigan-based organization dedicated to medical device design, development, manufacturing and distribution. The consortium works to speed the growth and development of medical devices by emphasizing and encouraging collaboration among members to meet overall product life cycle and supply chain needs. The goal is to build collaboration around core competencies, and grow the medical device industry in the region. For more information on MiDevice, visit: [**midevice.org**](https://midevice.org).

TECHNOLOGY COUNCIL OF WEST MICHIGAN

Managed and facilitated by The Right Place, the Technology Council of West Michigan finds new ways to make West Michigan top-of-mind for prospective customers and engage more clients across the country. Using market research and targeted messaging throughout the U.S., the group is raising the awareness of the incredible tech resources located in West Michigan. For more information on the Tech Council, visit: [**rightplace.org/techcouncil**](https://rightplace.org/techcouncil).







ACCREDITED
ECONOMIC
DEVELOPMENT
ORGANIZATION
International Economic Development Council

THE RIGHT PLACE, INC.

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fb.com/TheRightPlaceGrandRapids



[@TheRightPlaceGR](https://twitter.com/TheRightPlaceGR)



linkedin.com/company/the-right-place



[@WestMichiganLife](https://twitter.com/WestMichiganLife)



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(616) 949-2110 www.eastgr.org

MEMORANDUM

TO: Mayor and City Commissioners
FROM: Shea Charles, City Manager
DATE: June 13, 2023

RE: Advisory Board Appointments

Action Requested: That the City Commission consider the Mayor's recommendations for the Board & Commission appointments.

Background: Over the last few years, the City Commission has used the Personnel Committee to provide board appointment recommendations. The Personnel Committee utilized the following criteria for consideration.

1. Length of service: The City Commission previously determined that it was appropriate to cycle off longer-standing advisory board members and provide more opportunities for other qualified residents to serve on these boards. Consistent with the City Commission's determination, the Personnel Committee applied the following standards to applicants seeking reappointment to the advisory boards:
 - Applicants who have completed a partial term on their respective advisory board and are eligible to serve another full term were given a presumption of reappointment;
 - Applicants who are currently serving as chair or vice-chair on their respective advisory board and are expected to continue in a leadership role were also given a presumption of reappointment;
 - Applicants who have served a full term on their advisory board and are eligible for a second term were considered with other applicants but were not given a presumption of reappointment; and
 - Applicants who have served two full terms on their advisory board and are not expected to continue in a leadership role were not considered for reappointment.
2. Ward representation: The Personnel Committee continues to believe it is important to have geographic representation from different parts of the city on its advisory boards. We used the city's Ward map as a basis for considering geographic representation.
3. Expressed interest in a particular commission: Although the Personnel Committee appreciated applicants who expressed a willingness to serve on any advisory board, we gave some
4. additional weight to those applicants who indicated a particular interest in one or two particular boards.

5. Diversity of skill set and experience: The Personnel Committee seeks to appoint board members who have a wide range of skills and experience that they may contribute to their advisory board.

Those currently serving have all expressed a desire to continue on their respective Boards, with the exception of Board of Review member Mr. Ryntes, who has moved out of the City. Given these factors the Mayor has recommended reappointment of the following to various City Boards & Commissions.

Parks and Recreation Commission

1. Patrick Parkes, 2429 Richards Dr. SE

Planning Commission

1. Brian Miller, 1033 Floral Ave., SE
2. Peter Michell, 858 Bellclaire., SE

Zoning Board of Appeals

1. Joe Rizqallah, 2730 Maplewood Dr., SE
2. Stephan Rockwell, 840 Pinecrest Ave., SE

Backup: Jonathan Macha, 1102 Breton Rd., SE

Board of Review

1. Marilee Fisher, 565 Lakeside Dr., SE, Apt
2. Vacancy

Zoning Board of Appeals

1. David Jackson, 2721 Albert Dr. SE
2. Robert Zylstra, 2915 Lake Dr. SE

Library Commission

1. Micki Benz, 817 Gladstone Ave., SE
2. Lori Johnson, 3011 Beechwood Dr., SE

Backup: Michael Meyers, 635 Cambridge Blvd., SE

The Board of Review is still in need of one more member and applications for the that position will be forwarded to the Personnel Committee for review and recommendation,



Shea Charles, City Manager



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MEMORANDUM

TO: Mayor and City Commissioners
FROM: Sharla Seath, Finance Director
DATE: June 11, 2024
RE: FY 2023-24 Budget Amendments

Action Requested: That the City Commission approve the attached resolution amending the FY 2023-24 budget.

Background: The General Fund and Special Revenue Funds have been detailed by department/category on the worksheets attached to the resolution due to their budget level being approved by department subtotal. The current budget adjustments for the 4th quarter are to realign the budget in certain departments to actuals that are estimated through 06/30/24. The General Fund revenue had various revenue and expenditure changes that brought the use of fund balance from \$667,370 to \$194,020, a change of \$473,350. This change is explained in more detail below. Major, Local and Municipal Street Funds had no changes of appropriations, and any changes are related to realigning of expenses based on projects. The ARPA fund added the funding for the pool score board and decreased the transfer to the MERF fund for the 3 Ford lightning trucks.

General Fund: Some changes that were specific to the General Fund are listed below:

1. Increase in revenue for grants received from the State of Michigan (PA302 & MCOLES) +\$28,000
2. Increase in revenue for interest +\$100,000
3. Increase in revenue and expense to reflect pool score board purchase funded by ARPA – no change
4. Increase in revenue for increase parks program enrollment +\$71,120
5. Increase in revenue for money received from DTE to offset half of contract for gas line replacement project management. +\$110,000
6. Decrease in expenditures in Public Safety due to vacancies +\$94,000
7. Decrease in expenditures in various departments realigning budget to actuals based on estimated spending approximately +\$100,000

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles, City Manager

RESOLUTION 2023 - _____
RESOLUTION AMENDING FY 2023-2024 FISCAL YEAR BUDGET

The following resolution was offered by Commissioner _____, and supported by Commissioner _____;

- WHEREAS, it is necessary to amend the appropriations of the City's budget by making the proper adjustments and transfers where necessary; and
- WHEREAS, that various funds may require a change in appropriations due to a change in unanticipated
- WHEREAS, departments have reviewed their budget and are proposing the adjustments to be made; and
- WHEREAS, the City Manager has reviewed the amendments and is recommending that the adjustments be
- WHEREAS, the Commission may adopt general funds* and special revenue funds* for FY 2023-2024 by departmental appropriation subtotal as presented in attached information; and
- WHEREAS, the Commission may adopt the non-general funds and non-special revenue funds for FY 2023-2024 by fund total; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of East Grand Rapids that the budget be amended as follows:

		Adopted Budget	Proposed Amendments	Proposed Budget
GENERAL FUND*	Revenues	14,412,120	361,780	14,773,900
	Expenditures	15,079,490	(107,170)	14,972,320
	Fund Balance Change	<u>(667,370)</u>	<u>468,950</u>	<u>(198,420)</u>
MAJOR STREET*	Revenues	1,441,500	-	1,441,500
	Expenditures	1,441,500	-	1,441,500
	Fund Balance Change	<u>-</u>	<u>-</u>	<u>-</u>
LOCAL STREET*	Revenues	2,442,700	-	2,442,700
	Expenditures	2,521,700	-	2,521,700
	Fund Balance Change	<u>(79,000)</u>	<u>-</u>	<u>(79,000)</u>
MUNICIPAL STREET*	Revenues	2,094,000	-	2,094,000
	Expenditures	2,586,190	-	2,586,190
	Fund Balance Change	<u>(492,190)</u>	<u>-</u>	<u>(492,190)</u>
ARPA FUND	Revenues	473,500	22,000	495,500
	Expenditures	473,500	22,000	495,500
	Fund Balance Change	<u>-</u>	<u>-</u>	<u>-</u>
PARKS CAPITAL PROJECT	Revenues	2,245,000	-	2,245,000
	Expenditures	4,110,000	200,000	4,310,000
	Fund Balance Change	<u>(1,865,000)</u>	<u>(200,000)</u>	<u>(2,065,000)</u>

AYES:
NAYS:
ABSENT:

I, Lori Parmenter, the duly appointed Clerk of the City of East Grand Rapids, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City of East Grand Rapids at a Regular Meeting held June 17, 2024, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

CITY OF EAST GRAND RAPIDS

BY: _____

Lori Parmenter, City Clerk

CITY OF EAST GRAND RAPIDS

GENERAL FUND PROPOSED AMENDMENTS

	Adopted Budget	Proposed Amendments	Proposed Budget
REVENUES			
CITY TAXES & PENALTIES	\$ 10,359,900	-	10,359,900
LICENSES AND PERMITS	90,000	(18,500)	71,500 (1)
INTERGOVERNMENTAL PROGRAMS	1,500,250	26,690	1,526,940 (2)
CHARGES FOR CURRENT SERVICES	635,300	97,370	732,670 (3)
RECREATION REVENUE	1,015,770	71,120	1,086,890 (4)
FINES & FORFEITS	27,000	(8,900)	18,100 (5)
INTEREST AND RENTS	753,900	100,000	853,900 (6)
OTHER REVENUES	30,000	94,000	124,000 (7)
TOTAL REVENUES	14,412,120	361,780	14,773,900

(1) Reflect actual received for building permits

(2) Addtl PA 302 funds received & fix MCOLES grant to reflect 5x\$24,000

(3) Adj Cable rev to actual & account for \$110k from DTE

(4) Addtl revenue received for increase in enrollment in programming for Parks

(5) Year end adj to actuals

(6) Increasing interest revenue based on current earnings YTD

(7) Increase Misc revenue to reflect actuals & add funding from ARPA, commission approved for pool score board, offsetting exp

CITY OF EAST GRAND RAPIDS

GENERAL FUND PROPOSED AMENDMENTS

	Adopted Budget	Proposed Amendments	Proposed Budget
EXPENDITURES			
GENERAL GOVERNMENT			
CITY COMMISSION	\$ 30,700	(800)	\$ 29,900 (1)
CITY MANAGER	463,640	7,240	470,880 (2)
CITY ATTORNEY	280,000	(30,000)	250,000 (1)
ELECTIONS	57,000	(5,700)	51,300 (1)
ASSESSOR	163,840	2,960	166,800 (1)
FINANCE	729,700	3,480	733,180 (1)
GENERAL ADMIN	1,590,800	(10,000)	1,580,800 (1)
TOTAL GENERAL GOVERNMENT	3,315,680	(32,820)	3,282,860
PUBLIC SAFETY			
PUBLIC SAFETY	\$ 5,101,340	(102,690)	\$ 4,998,650 (3)
STATE PROGRAMS	10,000	2,000	12,000 (1)
TOTAL PUBLIC SAFETY	5,111,340	(100,690)	5,010,650
CITY SERVICES			
CITY BUILDINGS	\$ 1,577,780	(28,600)	\$ 1,549,180 (1)
ZONING ADMINISTRATION	148,830	3,620	152,450 (1)
CITY ENGINEERING	223,000	-	223,000
STREET LIGHTING	94,000	10,000	104,000 (1)
GAS LIGHT VILLAGE BUSINESS DISTRICT	286,000	(20,250)	265,750 (1)
WASTE COLLECTION	508,200	(16,600)	491,600 (1)
LAKE RESTORATION	22,000	-	22,000
TREE MAINTENANCE	190,700	5,600	196,300 (1)
TOTAL CITY SERVICES	3,050,510	(46,230)	3,004,280
RECREATION			
RECREATION	\$ 1,100,550	\$ 78,030	\$ 1,178,580 (1), (4)
POOL PROGRAMS	307,440	6,420	313,860 (1)
SPECIAL EVENTS	150,010	(1,280)	148,730 (1)
RECREATION PROGRAMMING	97,300	15,000	112,300 (1)
GROUND MAINTENANCE	451,310	(15,900)	435,410 (1)
RECREATION SPORTS	228,340	(6,140)	222,200 (1)
MIDDLE SCHOOL SPORTS	66,950	1,380	68,330 (1)
AQUATIC CLUB (WAVES)	130,060	(4,940)	125,120 (1)
TOTAL PARKS & RECREATION	2,531,960	72,570	2,604,530
TOTAL EXPENDITURES	14,009,490	(107,170)	13,902,320
TRANSFERS			
TRANSFERS TO OTHER FUNDS	1,070,000	-	1,070,000
TOTAL EXPENDITURES & TRANSFERS	\$ 15,079,490	\$ (107,170)	\$ 14,972,320

(1) Year End adjustment closer to actual spent

(2) Increase for comp time payout and part time temporary position

(3) Adjusting for staffing shortages

(4) Add expense for pool score board purchase, funded by ARPA offsetting revenue increas

CITY OF EAST GRAND RAPIDS

MAJOR STREET FUND PROPOSED AMENDMENTS

	Adopted Budget	Proposed Amendments	Proposed Budget
<u>REVENUES</u>			
INTERGOVERNMENT PROGRAMS	1,061,330	-	1,061,330
MISCELLANEOUS REVENUE	-	-	-
INTEREST AND RENTS	-	-	-
TRANSFERS IN	380,170	-	380,170
TOTAL REVENUES	<u>\$ 1,441,500</u>	<u>\$ -</u>	<u>\$ 1,441,500</u>
<u>EXPENDITURES</u>			
ENGINEERING	121,630	19,900	141,530
STREET CONSTRUCTION	191,900	(18,920)	172,980
ROUTINE MAINTENANCE	387,970	24,600	412,570
TRAFFIC SERVICES	403,800	1,270	405,070
WINTER MAINTENANCE	231,200	(26,850)	204,350
STREET ADMINISTRATION	105,000	-	105,000
TRANSFERS OUT/DEBT SERVICE	-	-	-
TOTAL EXPENDITURES	<u>\$ 1,441,500</u>	<u>\$ -</u>	<u>\$ 1,441,500</u>
 NET CHANGE IN FUND BALANCE	 -	 -	 -

No Changes in Budget Appropriations

CITY OF EAST GRAND RAPIDS

LOCAL STREET FUND PROPOSED AMENDMENTS

	Adopted Budget	Proposed Amendments	Proposed Budget
<u>REVENUES</u>			
PROPERTY TAX REVENUE	-	-	-
INTERGOVERNMENT PROGRAMS	397,930	-	397,930
MISCELLANEOUS REVENUE	-	-	-
INTEREST AND RENTS	-	-	-
TRANSFERS IN	2,044,770	-	2,044,770
TOTAL REVENUES	<u>\$ 2,442,700</u>	<u>\$ -</u>	<u>\$ 2,442,700</u>
 <u>EXPENDITURES</u>			
ENGINEERING	88,600	3,700	92,300
STREET CONSTRUCTION	1,399,100	-	1,399,100
ROUTINE MAINTENANCE	628,100	75,250	703,350
TRAFFIC SERVICES	40,600	(1,800)	38,800
WINTER MAINTENANCE	252,000	(56,050)	195,950
STREET ADMINISTRATION	113,300	(21,100)	92,200
TOTAL EXPENDITURES	<u>\$ 2,521,700</u>	<u>\$ -</u>	<u>\$ 2,521,700</u>
 NET CHANGE IN FUND BALANCE	 (79,000)	 -	 (79,000)

No Changes in Budget Appropriations

CITY OF EAST GRAND RAPIDS
MUNICIPAL STREET FUND PROPOSED AMENDMENTS

	Adopted Budget	Proposed Amendments	Proposed Budget
REVENUES			
PROPERTY TAX REVENUE	1,578,500	-	1,578,500
INTEREST AND RENTS	5,000	-	5,000
TRANSFERS IN	510,500	-	510,500
TOTAL REVENUES	\$ 2,094,000	\$ -	\$ 2,094,000
EXPENDITURES			
SIDEWALKS	200,000	-	200,000
STORM DRAINS	22,250	1,250	23,500
CAPITAL EXPENDITURE	439,000	(1,250)	437,750
TRANSFERS OUT	1,924,940	-	1,924,940
TOTAL EXPENDITURES	\$ 2,586,190	\$ -	\$ 2,586,190
NET CHANGE IN FUND BALANCE	(492,190)	-	(492,190)

No Changes in Budget Appropriations

CITY OF EAST GRAND RAPIDS

ARPA PROPOSED AMENDMENTS

	Adopted Budget	Proposed Amendments	Proposed Budget
<u>REVENUES</u>			
FEDERAL ARPA FUNDS	433,500	22,000	455,500 (2)
INTEREST AND RENTS	40,000	-	40,000 (1)
TOTAL REVENUES	<u>\$ 473,500</u>	<u>\$ 22,000</u>	<u>\$ 495,500</u>
 <u>EXPENDITURES</u>			
TRANSFER TO GENERAL FUND	-	77,000	77,000
TRANSFER TO WATER/SEWER FUND	250,000	-	250,000
TRANSFER TO MERF FUND	223,500	(55,000)	168,500 (2)
TOTAL EXPENDITURES	<u>\$ 473,500</u>	<u>\$ 22,000</u>	<u>\$ 495,500</u>
 NET CHANGE IN FUND BALANCE	 -	 -	 -

(1) Increasing interest revenue based on current earnings YTD

(2) Decrease because cost of the 3 Ford lightning trucks was lower than originally budgeted

CITY OF EAST GRAND RAPIDS

PARKS CAPITAL PROJECTS PROPOSED AMENDMENTS

	Adopted Budget	Proposed Amendments	Proposed Budget
<u>REVENUES</u>			
INTEREST AND RENTS	125,000	-	125,000
CONTRIBUTION FROM OTHER SOURCES	2,050,000	-	2,050,000
TRANSFER FROM GENERAL FUND	70,000	-	70,000
TRANSFER FROM ARPA FUND	-	-	-
TOTAL REVENUES	<u>\$ 2,245,000</u>	<u>\$ -</u>	<u>\$ 2,245,000</u>
 <u>EXPENDITURES</u>			
CONTRACTED SERVICES	210,000	-	210,000
CAPITAL PROJECTS	3,200,000	200,000	3,400,000 (1)
EQUIPMENT	700,000	-	700,000
TOTAL EXPENDITURES	<u>\$ 4,110,000</u>	<u>\$ 200,000</u>	<u>\$ 4,310,000</u>
 NET CHANGE IN FUND BALANCE	 (1,865,000)	 (200,000)	 (2,065,000)

(1) Increase expenditures for addtl Commission approved project costs

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held June 3, 2024

Mayor Favale called the meeting to order at 6:00 p.m. in the City Commission Chambers at the East Grand Rapids Community Center and led the audience in the Pledge of Allegiance.

Present: Commissioners Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Mayor Favale.

Absent: None.

Also Present: City Manager Charles; Deputy City Manager La Fave; City Attorney Huff; Parks and Recreation Director Melville; Public Safety Captain Ric Buikema; City Clerk Parmenter.

2024-96. The agenda was approved as presented.

2024-97. Public comment: None.

2024-98. Mayor and City Commission comments, including committee liaison reports.

Commissioner Groff-Blaszak wished everyone a happy Pride Month and reminded everyone to watch for bicyclists and give them three feet of space when passing.

City Manager Charles reminded everyone about the After Dark Party this Thursday from 5:00p.m. until 11:00p.m. and about the community engagement sessions next Thursday, June 13th.

2024-99. Public Hearing on Proposed 2024-2025 Budget.

City Manager Charles reviewed the request.

Public Hearing opened at 6:05p.m.

There was no public present.

Public Hearing closed at 6:05p.m.

2024-100. Public Hearing to certify the attached lists of delinquent accounts receivable and authorize placement of these accounts on the July 1, 2024 tax roll.

Finance Director Seath reviewed the request.

Public Hearing opened at 6:06p.m.

There was no public present.

Public Hearing closed at 6:07p.m.

2024-100-A. Hunter-Burdick. To certify the list of delinquent accounts receivable and authorize placement of these accounts on the July 1, 2024 tax roll.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: None.

2024-101. Consider appointing Interim Public Safety Director Ric Buikema as an authorized representative of the City of East Grand Rapids to the Kent County Emergency Medical Services Consortium.

City Manager Charles reviewed the request.

2024-101-A. Groff-Blaszak-Schwartz. To appoint Interim Public Safety Director Ric Buikema as an authorized representative of the City of East Grand Rapids to the Kent County Emergency Medical Services Consortium.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: None.

2024-102. Consider approval of MERF replacement purchases for FY 24/25 via MiDeal and Sourcewell contracts in the amount of \$460,000 with an additional 15% contingency of the overall total with authorization to place orders.

Deputy City Manager La Fave reviewed the request.

Commissioner Wessely asked if the old vehicles were able to be traded in. Deputy City Manager La Fave said that they will be sold through an auction.

2024-102-A. Wessely-Groff-Blaszak. To approve the MERF replacement purchases for FY 24/25 via MiDeal and Sourcewell contracts in the amount of \$460,000 with an additional 15% contingency of the overall total with authorization to place orders.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: None.

2024-103. Consider approval of the Fourth Amendment to the License Agreement between the City of East Grand Rapids and Chevron Environmental Management Company for required environmental monitoring.

Deputy City Manager La Fave reviewed the request.

Commissioner Wessely questioned if the dry cleaners at that site would affect the testing. Deputy City Manager La Fave stated that it could, but this current location does not do the actual dry cleaning on site.

2024-103-A. Schwartz-Burdick. To approve the Fourth Amendment to the License Agreement between the City of East Grand Rapids and Chevron Environmental Management Company for required environmental monitoring.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: None.

2024-104. Consider approval of the contract amendment and resolution for the addition of the previously approved streetlight for the Elinor Lane development.

Deputy City Manager La Fave reviewed the request.

2024-104-A. Burdick-Wessely. To approve the contract amendment and resolution for the addition of the previously approved streetlight for the Elinor Lane development.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: None.

2024-105. Hunter-Groff-Blaszak. To approve the consent agenda as follows:

2024-105-A. Minutes of the regular meeting held May 20, 2024.

2024-105-B. Disbursement of funds: payroll disbursements of \$282,300.06; county and school disbursements of \$0, and total remaining disbursements of \$347,899.29.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: None.

The meeting adjourned at 6:21p.m., subject to the call of the Mayor until June 17, 2024.

Lori A Parmenter, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Special Meeting Held June 3, 2024

Mayor Favale called the meeting to order at 6:22 p.m. in the City Commission Chambers at the East Grand Rapids Community Center and led the audience in the Pledge of Allegiance.

Present: Commissioners Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Mayor Favale.

Absent: None

Also Present: City Manager Charles; Deputy City Manager La Fave; City Attorney Huff; Parks and Recreation Director Melville; Public Safety Captain Ric Buikema; City Clerk Parmenter.

2023-104. The agenda was approved as submitted.

2023-105. Public comment: None.

2023-106. Resolution adopting the FY 2024-2025 budget and setting of millage rates for FY 2024-2025.

City Manager Charles reviewed the budget and millage rates for 2024-2025.

2023-106-A. Schwartz-Burdick. To approve the Resolution approving the FY 2024-2025 budget and set the millage rates as requested.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: -0-

2023-107. Resolution adopting the FY 2024-2025 fee schedule.

City Manager Charles introduced the fee changes for FY 2024-2025.

2023-107-A. Schwartz-Burdick. To approve the Resolution approving the fee schedule for FY 2024-2025 as presented.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6
Nays: -0-

2023-108. Resolution adopting water and sewer rates for FY 2024-2025.

City Manager Charles reviewed the rates.

2023-108-A. Burdick-Wessely. To approve the resolution adopting the water and sewer rates for FY 2024-2025 as presented.

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Wessely and Favale – 6

Nays: -0-

The meeting adjourned at 6:26 p.m., subject to the call of the Mayor until June 17, 2024.

Lori A Parmenter, City Clerk

City of East Grand Rapids
 Agenda of the City Commission
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 CHECKS #138151-138201 ACH #708198-708227

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 210 CITY ATTORNEY					
101-210-7080.00	CONTRACTUAL WAGES	VARNUM LLP	LEGAL SERVICES/469 GREENWOOD	\$ 347.20	138199
101-210-7080.00	CONTRACTUAL WAGES	VARNUM LLP	LEGAL SERVICES/ORD ENF	\$ 820.80	138199
101-210-7080.00	CONTRACTUAL WAGES	VARNUM LLP	LEGAL SERVICES/MONTHLY	\$ 15,250.00	138199
		Total For Dept 210 CITY ATTORNEY		\$ 16,418.00	
Dept 260 FINANCE					
101-260-7400.00	OPERATING SUPPLIES	FIRST CHOICE COFFEE SERVICES	COFFEE ORDER	\$ 9.95	708199
101-260-8010.00	CONTRACTUAL SERVICES	I3 BUSINESS SOLUTIONS LLC	IT MONITORING SVC	\$ 1,286.62	138182
101-260-8010.00	CONTRACTUAL SERVICES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 18.77	138201
101-260-9701.00	SMALL CAPITAL	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 18.78	138201
		Total For Dept 260 FINANCE		\$ 1,334.12	
Dept 265 CITY BUILDINGS					
101-265-7400.00	OPERATING SUPPLIES	FASTSIGNS OF GRAND RAPIDS	TOUCH A TRUCK SIGNS	\$ 107.20	138153
101-265-7400.00	OPERATING SUPPLIES	HEATHER YORK	SUPPLIES/TOUCH A TRUCK	\$ 74.99	708206
101-265-7400.00	OPERATING SUPPLIES	ETNA SUPPLY COMPANY	WATER & TOUCH A TRUCK SUPPLIES	\$ 5.60	138170
101-265-7400.00	OPERATING SUPPLIES	FERGUSON ENTERPRISES	BOTTLE FILLING STATION SENSOR	\$ 65.24	138172
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	SPRINKLER LOCK PLIERS	\$ 133.70	138176
101-265-7400.05	CLEANING SUPPLIES	ACTION CHEMICAL INC	CLEANING/JANITORIAL SUPPLIES	\$ 912.30	708209
101-265-7400.06	OFFICE SUPPLIES	STAPLES	SUPPLIES	\$ 84.94	708223
101-265-8010.02	UNIFORMS	HILLHOUSE	EMP UNIFORMS/NON-UNION MAINT	\$ 516.30	138180
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.34	708218
101-265-8010.31	LIGHTING - R/M	GR ELECTRIC INC	LT FIXTURE/BALLAST REPLACEMENT	\$ 430.75	708215

**City of East Grand Rapids
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
101-265-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-4.20.24-5.22.24	\$ 1,692.61	708208
101-265-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-4.22.24-5.20.24	\$ 10,252.30	708211
101-265-9240.00	TELEPHONE SERVICE + CELL	COMCAST CABLE	FAX LINE/PS	\$ 90.81	138168
101-265-9240.00	TELEPHONE SERVICE + CELL	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 85.88	138201
101-265-9560.00	DUES & SUBSCRIPTIONS	ICMA MEMBERSHIP RENEWALS	ICMA MEMBERSHIP/ANNUAL	\$ 522.45	138183
		Total For Dept 265 CITY BUILDINGS		\$ 15,135.66	
Dept 345 PUBLIC SAFETY					
101-345-7400.01	UNIFORMS	ON DUTY GEAR LLC	UNIFORMS	\$ 144.99	708203
101-345-7400.01	UNIFORMS	SUN BADGE CO	BADGES/RETIREMENT	\$ 187.50	138196
101-345-7400.01	UNIFORMS	ON DUTY GEAR LLC	UNIFORMS	\$ 1,540.00	708219
101-345-7400.06	OFFICE SUPPLIES	FIRST CHOICE COFFEE SERVICES	COFFEE ORDER	\$ 114.00	708199
101-345-7400.08	FIRE & RESCUE SUPPLIES	MINER SUPPLY COMPANY	WASH FOR FIRE TRUCKS	\$ 165.82	138188
101-345-8010.00	CONTRACTUAL SERVICES	COMCAST CABLE	CABLE/JUNE	\$ 85.28	138152
101-345-8010.00	CONTRACTUAL SERVICES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 288.16	138201
101-345-8010.00	CONTRACTUAL SERVICES	AXON ENTERPRISE, INC	AXON INSTALLATION	\$ 2,048.50	708210
101-345-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH OCCUPATION/	EMP SCREEN/KORCEK & WILDMAN	\$ 48.00	708212
101-345-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH OCCUPATION/	EMP SCREEN/J LOBBEZOO	\$ 48.00	708212
101-345-8110.00	COUNTY DISPATCH AGREEME	KENT COUNTY TREASURER	DIPSPATCH SVC/1.1.24-6.30.24	\$ 48,166.66	138185
		Total For Dept 345 PUBLIC SAFETY		\$ 52,836.91	
Dept 371 ZONING ADMINISTRATION					
101-371-8010.00	CONTRACTUAL SERVICES	PLB PLANNING GROUP LLC	PLANNING SVCS/ZBA MASTER PLAN UPDATE	\$ 3,520.00	708220
		Total For Dept 371 ZONING ADMINISTRATION		\$ 3,520.00	
Dept 447 CITY ENGINEERING					
101-447-8010.00	CONTRACTUAL SERVICES	HUBBELL, ROTH & CLARK INC	ENG SVCS/HRC & DTE CONTRACT	\$ 37,109.56	138181
		Total For Dept 447 CITY ENGINEERING		\$ 37,109.56	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Dept 448 STREET LIGHTING					
101-448-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-4.22.24-5.20.24	\$ 97.16	708211
		Total For Dept 448 STREET LIGHTING		\$ 97.16	
Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT					
101-485-7400.36	REC/GROUND MAINT	KARNEMAAT FARMS	HANGING BASKETS/PLANTERS	\$ 9,000.00	138184
101-485-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-4.20.24-5.22.24	\$ 1,243.75	708208
101-485-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-4.22.24-5.20.24	\$ 269.90	708211
		Total For Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT		\$ 10,513.65	
Dept 528 YARD WASTE COLLECTION/REFUSE/COMPOST					
101-528-7400.00	OPERATING SUPPLIES	HIGH GRADE MATERIALS CO	CYLINDER BLOCKS	\$ 420.00	138154
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCT	YARD WASTE	\$ 500.00	138151
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCT	YARD WASTE	\$ 500.00	138151
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCT	YARD WASTE	\$ 500.00	138151
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCT	YARD WASTE	\$ 500.00	138151
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCT	YARD WASTE	\$ 500.00	138167
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCT	YARD WASTE	\$ 500.00	138167
101-528-8050.00	YARD WASTE DISPOSAL	ORGANICYCLE LLC	COMM COMPOST PROG/QTRLY	\$ 780.00	138189
		Total For Dept 528 YARD WASTE COLLECTION/REFUSE/COMPOST		\$ 4,200.00	
Dept 601 RECREATION REVENUE					
101-601-6113.00	REC SPORTS FEES	GLORIA KOCH	REFUND/SECURITY DEPOSIT	\$ 34.00	138163
		Total For Dept 601 RECREATION REVENUE		\$ 34.00	
Dept 751 RECREATION					
101-751-7400.00	OPERATING SUPPLIES	FIRST CHOICE COFFEE SERVICES	COFFEE ORDER	\$ 38.00	708199
101-751-9700.00	CAPITAL EXPENDITURES	TRAILSSENSE, LLC	FRED BUNN TRAIL CONSTRUCTION	\$ 22,955.00	138198
		Total For Dept 751 RECREATION		\$ 22,993.00	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Dept 756 POOL PROGRAMS					
101-756-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-W POOL	\$ 647.65	708208
101-756-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/W POOL	\$ 788.49	708207
		Total For Dept 756 POOL PROGRAMS		\$ 1,436.14	
Dept 775 SPECIAL EVENTS					
101-775-7400.00	OPERATING SUPPLIES	GRAINGER INC	SWEETHEART DANCE SUPPLIES	\$ 47.21	138176
101-775-7400.00	OPERATING SUPPLIES	SWANK MOTION PICTURES INC	MOVIES IN THE PARK/SHAZAM	\$ 30.00	708224
101-775-8010.00	CONTRACTUAL SERVICES	LAURA L BENNETT	MUSIC IN THE PK/YACHT ROCKET	\$ 450.00	138166
101-775-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	RLT PORTA JOHN 2023	\$ 428.58	138192
		Total For Dept 775 SPECIAL EVENTS		\$ 955.79	
Dept 777 RECREATION PROGRAMMING					
101-777-8010.00	CONTRACTUAL SERVICES	HEARTBEAT LLC	BABYSITTING CLASS	\$ 700.00	138179
101-777-8010.00	CONTRACTUAL SERVICES	PEACEFUL DRAGONS LLC	PEACEFUL DRAGONS Y SELF DEF CLASS-SPRING	\$ 1,007.25	138190
101-777-8010.00	CONTRACTUAL SERVICES	PIATT BRICKZ LLC	BRICKS/MAY CLASSES	\$ 973.33	138191
101-777-8010.00	CONTRACTUAL SERVICES	SEVA YOGA	YOGA/SPRING CLASSES	\$ 796.50	138193
101-777-8010.00	CONTRACTUAL SERVICES	CULTIVATE	ART CLASSES/MAY	\$ 592.00	708213
		Total For Dept 777 RECREATION PROGRAMMING		\$ 4,069.08	
Dept 778 GROUNDS MAINTENANCE					
101-778-7400.00	OPERATING SUPPLIES	TH BRANDS	STAFF SHIRTS	\$ 722.09	138197
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	\$ 11.30	708218
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	\$ 11.30	708218
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	\$ 11.30	708218
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	\$ 11.30	708218
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	MP RESTROOM	\$ 135.00	138159
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	REMINGTON RESTROOM	\$ 220.00	138159

**City of East Grand Rapids
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	MP RESTROOM	\$ 388.00	138159
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	MP RESTROOM	\$ 388.00	138159
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	REMINGTON RESTROOM	\$ 220.00	138159
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	MP RESTROOM	\$ 135.00	138159
101-778-8080.00	GROUND MAINTENANCE	EASTERN FLORAL	PLANTSCAPE-MONTHLY	\$ 105.00	138169
101-778-8080.00	GROUND MAINTENANCE	GREENLINE SPORTS TURF	FIELD PAINTING	\$ 400.00	138178
101-778-8080.00	GROUND MAINTENANCE	KARNEMAAT FARMS	HANGING BASKETS/PLANTERS	\$ 1,446.30	138184
101-778-8080.00	GROUND MAINTENANCE	THORNAPPLE INC	MONTHLY LAWN CARE-11 OF 12	\$ 4,197.67	708225
101-778-8080.00	GROUND MAINTENANCE	THORNAPPLE INC	MONTHLY LAWN CARE-12 OF 12	\$ 4,197.67	708225
101-778-9300.00	REPAIRS & MAINTENANCE	LOWE'S	GENERAL REPAIRS	\$ 7.33	138187
		Total For Dept 778 GROUND MAINTENANCE		\$ 12,607.26	
Dept 779 RECREATION SPORTS					
101-779-7400.00	OPERATING SUPPLIES	TH BRANDS	YOUTH VOLLEYBALL SHIRTS	\$ 660.00	138197
101-779-7400.00	OPERATING SUPPLIES	TH BRANDS	YOUTH VBALL CAMP SHIRTS	\$ 151.00	138197
101-779-7400.00	OPERATING SUPPLIES	TH BRANDS	LITTLE SLUGGERS SHIRTS	\$ 2,341.06	138197
		Total For Dept 779 RECREATION SPORTS		\$ 3,152.06	
Dept 781 MIDDLE SCHOOL SPORTS					
101-781-7400.00	OPERATING SUPPLIES	GR RAPID SIGNS	MS SWIM & DIVE CAPS	\$ 206.25	138175
101-781-8010.00	CONTRACTUAL SERVICES	ATM MEET MANAGEMENT LLC	TRACK TIMING	\$ 670.00	138165
		Total For Dept 781 MIDDLE SCHOOL SPORTS		\$ 876.25	
Dept 783 AQUATIC CLUB (WAVES)					
101-783-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-W POOL	\$ 251.86	708208
101-783-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/W POOL	\$ 306.63	708207
		Total For Dept 783 AQUATIC CLUB (WAVES)		\$ 558.49	
		Total For Fund 101 GENERAL FUND		\$ 187,847.13	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 447 CITY ENGINEERING					
202-447-7400.00	OPERATING SUPPLIES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 27.02	138201
202-447-8010.00	CONTRACTUAL SERVICES	PREIN & NEWHOF	SIDEWALK/ROBINSON & CASCADE	\$ 14,784.50	708221
202-447-8010.00	CONTRACTUAL SERVICES	PREIN & NEWHOF	CASCADE/SIDEPATH PROJ	\$ 2,022.00	708221
		Total For Dept 447 CITY ENGINEERING		\$ 16,833.52	
Dept 463 ROUTINE MAINTENANCE					
202-463-7400.27	MISC MATERIALS AND TOOLS	HAMMERSMITH EQUIPMENT CO INC	SHOVELS	\$ 151.20	708217
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.94	708218
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
		Total For Dept 463 ROUTINE MAINTENANCE		\$ 311.79	
Dept 474 TRAFFIC SERVICES					
202-474-8010.12	GR, KENT CNTY, CONSUMERS	VERIZON WIRELESS	TRAFFIC SIGNAL WIRELESS	\$ 175.20	138200
		Total For Dept 474 TRAFFIC SERVICES		\$ 175.20	
		Total For Fund 202 MAJOR STREET FUND		\$ 17,320.51	
Fund 203 LOCAL STREET FUND					
Dept 447 CITY ENGINEERING					
203-447-7400.00	OPERATING SUPPLIES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 27.01	138201
		Total For Dept 447 CITY ENGINEERING		\$ 27.01	
Dept 463 ROUTINE MAINTENANCE					
203-463-7400.12	ASPHALT	RIETH-RILEY CONSTRUCTION CO INC	ASPHALT/ROAD REPAIR	\$ 108.72	138160

**City of East Grand Rapids
 Agenda of the City Commission
 Voucher Run Summary June 17, 2024
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
203-463-7400.27	MISC. MATERIALS AND TOOLS	HAMMERSMITH EQUIPMENT CO INC	SHOVELS	\$ 151.20	708217
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.94	708218
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
203-463-8010.44	DUST CONTROL - LIQUID CAL	LIQUID SOLUTIONS INC	DUST CONTROL/ROADS	\$ 1,700.00	138157
		Total For Dept 463 ROUTINE MAINTENANCE		\$ 2,120.51	
Dept 474 TRAFFIC SERVICES					
203-474-7400.14	SIGNS, POSTS, BARRICADES	FASTSIGNS OF GRAND RAPIDS	MAGNETS/SIGNS	\$ 353.87	138171
		Total For Dept 474 TRAFFIC SERVICES		\$ 353.87	
Dept 478 WINTER MAINTENANCE					
203-478-7400.00	OPERATING SUPPLIES	HAMMERSMITH EQUIPMENT CO INC	SHOVELS	\$ 151.20	708217
203-478-7400.28	MISC PARTS/SUPPLIES	LOWE'S	SPRINKLER PARTS/PLOW DAMAGE	\$ 22.37	138187
		Total For Dept 478 WINTER MAINTENANCE		\$ 173.57	
		Total For Fund 203 LOCAL STREET FUND		\$ 2,674.96	
Fund 592 WATER & SEWER FUND					
Dept 000					
592-000-0180.00	Water, Residential	MISSAD, NICHOLAS	UB refund for account: PONT-001745-0000-	\$ 35.75	138161
592-000-0180.00	Water, Residential	PANKRATZ, JENNIFER	UB refund for account: SJOS-000746-0000-	\$ 75.57	138162
		Total For Dept 000		\$ 111.32	
Dept 542 MAINS AND HYDRANTS					
592-542-7400.00	OPERATING SUPPLIES	HIGH GRADE MATERIALS CO	CYLINDER BLOCKS	\$ 420.00	138154
592-542-7400.00	OPERATING SUPPLIES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 27.00	138201
592-542-7400.00	OPERATING SUPPLIES	HAMMERSMITH EQUIPMENT CO INC	SHOVELS	\$ 151.20	708217

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
592-542-7400.22	SPOILS	LAKESIDE AGGREGATE LLC	SPOILS	\$ 187.50	138156
592-542-7400.22	SPOILS	LAKESIDE AGGREGATE LLC	SPOILS	\$ 468.75	138186
592-542-8010.00	CONTRACTUAL SERVICES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 147.39	138201
592-542-8010.00	CONTRACTUAL SERVICES	PREIN & NEWHOF	WATER RELIABILITY STUDY	\$ 3,748.50	708221
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
592-542-9700.00	CAPITAL EXPENDITURES	ETNA SUPPLY COMPANY	WATER & TOUCH A TRUCK SUPPLIES	\$ 270.00	138170
592-542-9700.00	CAPITAL EXPENDITURES	GRAND RAPIDS GRAVEL COMPANY	WATER MAIN LINING MAT	\$ 416.10	138177
592-542-9700.00	CAPITAL EXPENDITURES	EJ USA INC	WATER MAIN MATERIALS/PARTS	\$ 5,346.51	708214
592-542-9700.00	CAPITAL EXPENDITURES	PRO-TEC EQUIPMENT	WATER MAIN LINING PROJ PTS	\$ 2,150.00	708222
		Total For Dept 542 MAINS AND HYDRANTS		\$ 13,493.55	
Dept 543 METERS					
592-543-7400.00	OPERATING SUPPLIES	SOUTHERN COMPUTER WAREHOU	METER READING PHONE	\$ 190.40	138195
		Total For Dept 543 METERS		\$ 190.40	
Dept 545 METER READING AND COLLECTING					
592-545-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	WATER BILLING	\$ 714.75	138155
592-545-7400.00	OPERATING SUPPLIES	SOUTHERN COMPUTER WAREHOU	WATER METER PHONE CASE	\$ 19.64	138195
592-545-8010.00	CONTRACTUAL SERVICES	HALVERSON ENGINEERING LLC	WATER METER READS/MONTHLY	\$ 5,057.00	708216
		Total For Dept 545 METER READING AND COLLECTING		\$ 5,791.39	
Dept 550 SEWER EXPENDITURES					
592-550-7400.00	OPERATING SUPPLIES	HIGH GRADE MATERIALS CO	CYLINDER BLOCKS	\$ 420.00	138154
592-550-7400.00	OPERATING SUPPLIES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 27.00	138201
592-550-7400.00	OPERATING SUPPLIES	HAMMERSMITH EQUIPMENT CO IN	SHOVELS	\$ 151.20	708217
592-550-8010.00	CONTRACTUAL SERVICES	VERIZON WIRELESS	CELL SVC/DEVICES	\$ 147.37	138201

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592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.34	708218
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708218
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708218
592-550-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-4.20.24-5.22.24	\$ 63.89	708208
592-550-9560.00	DUES & SUBSCRIPTIONS	ICMA MEMBERSHIP RENEWALS	ICMA MEMBERSHIP/ANNUAL	\$ 400.00	138183
		Total For Dept 550 SEWER EXPENDITURES		\$ 1,370.05	
		Total For Fund 592 WATER & SEWER FUND		\$ 20,956.71	
Fund 677 HEALTH CARE FUND					
Dept 852 HEALTH CARE ADMINISTRATION					
677-852-8310.00	LIFE AND AD&D INS. PREMIUM	MADISON NATIONAL LIFE INS CO IN	LTD & LIFE INS PREMIUMS-JUNE	\$ 1,928.91	708202
677-852-8370.00	LTD INSURANCE PREMIUMS	MADISON NATIONAL LIFE INS CO IN	LTD & LIFE INS PREMIUMS-JUNE	\$ 1,463.40	708202
		Total For Dept 852 HEALTH CARE ADMINISTRATION		\$ 3,392.31	
		Total For Fund 677 HEALTH CARE FUND		\$ 3,392.31	
Fund 692 MOTOR EQUIPMENT REVOLVING FUND					
Dept 570 MOTOR EQUIPMENT EXPENDITURES					
692-570-7540.00	OP. SUP - PARTS	MICHIGAN CAT	PARTS FOR #755	\$ 356.74	138158
692-570-7540.00	OP. SUP - PARTS	MICHIGAN CAT	PARTS FOR #755	\$ 92.52	138158
692-570-7540.00	OP. SUP - PARTS	MACQUEEN	PARTS FOR #151	\$ 507.50	708201
692-570-7540.00	OP. SUP - PARTS	WEST MICHIGAN INTERNATIONAL	PARTS FOR #126	\$ 507.17	708205
692-570-7540.00	OP. SUP - PARTS	SNAP-ON INDUSTRIAL	MECHANICS TOOLS	\$ 20.98	138194
692-570-7540.00	OP. SUP - PARTS	SNAP-ON INDUSTRIAL	MECH TOOLS	\$ 15.80	138194
692-570-7540.00	OP. SUP - PARTS	SNAP-ON INDUSTRIAL	MECH TOOLS	\$ 52.51	138194
692-570-7540.00	OP. SUP - PARTS	WEST MICHIGAN INTERNATIONAL	EXHAUST PARTS/#126	\$ 2,296.30	708227
692-570-7590.00	OP. SUP - GARAGE	AIRGAS USA LLC	CYL RENTAL & GAS/WELDING	\$ 749.41	708198

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
692-570-7590.00	OP. SUP - GARAGE	FIRST CHOICE COFFEE SERVICES	COFFEE ORDER	\$ 63.56	708199
692-570-7590.00	OP. SUP - GARAGE	LAWSON PRODUCTS INC	GARAGE PARTS	\$ 404.47	708200
692-570-7590.00	OP. SUP - GARAGE	COREWELL HEALTH OCCUPATION	EMP SCREEN/KORCEK & WILDMAN	\$ 48.00	708212
692-570-7620.00	OP. SUP - UL GAS	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 1,615.17	708204
692-570-7620.00	OP. SUP - UL GAS	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 1,049.20	708226
692-570-7630.00	OP. SUP - DIESEL FUEL	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 1,542.14	708204
692-570-7630.00	OP. SUP - DIESEL FUEL	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 1,100.98	708226
692-570-8010.00	CONTRACTUAL SERVICES	ALLIED FIRE SALES & SERVICE LLC	#289 ENG 21 STEERING REPAIR	\$ 2,998.65	138164
692-570-9700.21	VEHICLES	GORNO FORD INC	PILOT/NON-PERM FLEET VEH/#600 & 601	\$ 112,330.00	138174
		Total For Dept 570 MOTOR EQUIPMENT EXPENDITURES		\$ 125,751.10	
		Total For Fund 692 MOTOR EQUIPMENT REVOLVING FUND		\$ 125,751.10	
Fund 731 RETIREMENT SYSTEM FUND					
Dept 560 GENERAL ADMINISTRATION					
731-560-8010.00	CONTRACTUAL SERVICES	FOSTER SWIFT COLLINS & SMITH P	PENSION LEGAL FEES	\$ 279.50	138173
		Total For Dept 560 GENERAL ADMINISTRATION		\$ 279.50	
		Total For Fund 731 RETIREMENT SYSTEM FUND		\$ 279.50	
		Fund Totals:			
			Fund 101 GENERAL FUND	\$ 187,847.13	
			Fund 202 MAJOR STREET FUND	\$ 17,320.51	
			Fund 203 LOCAL STREET FUND	\$ 2,674.96	
			Fund 592 WATER & SEWER FUND	\$ 20,956.71	
			Fund 677 HEALTH CARE FUND	\$ 3,392.31	
			Fund 692 MOTOR EQUIPMENT REVOLVING FUND	\$ 125,751.10	
			Fund 731 RETIREMENT SYSTEM FUND	\$ 279.50	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Total For All Funds:	\$ 358,222.22	

City of East Grand Rapids
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Voucher Run Summary June 17, 2024
CHECKS #138151-138201 ACH #708198-708227

Finance Cmte Date	Commission Member	Voucher Total	Approval Signatures:		
6/17/2024	Laura Schwartz	\$358,222.22			
	Brad Hunter				
Alternate:					
Alternate:					

**EAST GRAND RAPIDS
PARKS & RECREATION COMMISSION MEETING
EGR COMMUNITY CENTER
COMMISSION CHAMBERS
6:00 PM
Monday April 22, 2024**

The regular meeting of the Parks and Recreation Commission was held in the City Commission Chambers in the East Grand Rapids Community Center.

Kate Skaggs called the meeting to order at 6:00 pm.

Present in Person: Michelle Brown, Larry Fisher, Lauren Jacoby, Patrick Parkes, Matt Richenthal and Kate Skaggs

Absent: Nick Abraham, Ryan Burdick and Bill Saxton

Also Present: Parks and Recreation Director, Derek Melville and Sara Coffey

Guests: None

Public Comment:

None

Report of Commissioners:

Michelle Brown, Lauren Jacoby, Patrick Parkes, Matt Richenthal and– Nothing.

Larry Fisher – First of two home track meets is this Saturday.

Kate Skaggs – Would like it on record that her daughter is participating in East Grand Rapids Parks and Rec soccer team and their team's name is the 1989's for Taylor Swift, as is Matt Richenthal's daughter.

Review of minutes:

Minutes of the March 25, 2024, Parks and Recreation Commission meeting were presented for approval.

MOTION to approve: Fisher

SUPPORT: Jacoby

YES: Brown, Fisher, Jacoby, Parkes, Richenthal and Skaggs (6)

NO: (0)

MINUTES APPROVED

Special Event Calendar – FYI

Consider request to amend Special Events Permits:

Consider request to approve Special Event Permit for the 2024 Gaslight Village Business Association (GVBA) Taste of East: The GVBA would like to hold another Taste of East event, this year looks like past years. They are requesting a road closure from Chase Bank to D&W entrance. This will be the first Taste of East since the Social District began. One road closure is still available for 2024.

MOTION to approve: Richenthal

SUPPORT: Parkes

YES: Brown, Fisher, Jacoby, Parkes, Richenthal and Skaggs (6)

NO: (0)

2024 GVBA Taste of East Approved

Manhattan Park Improvement Project Update:

Three contractors submitted bids for the renovation of Manhattan Park. Of these three, one had mathematical errors, so will not be awarded the project. The City Commission will review the remaining lowest bid on April 23, 2024. Base construction came in at \$2.8 million. The company has been asked to provide alternative materials to help lower costs. Between lead time for equipment and the contractors' schedule it is possible that construction will start later in the summer, with completion in 2025.

Skaggs: Will the bid be included in the City Commission agenda packet?

Melville: Yes, it will be posted online with alternative pricing included.

Brown: Wondered about the outcome of the sound study.

Melville: The sound engineer is reviewing the previous sound study. Construction plans are still moving forward.

Brown: The Manhattan Park Pavilion off-line in anticipation of construction; will it be opened up to rentals until the construction begins?

Melville: Currently the pavilion is off-line for most of the summer. The timeframe will be adjusted once the construction start date is clearer.

Skaggs: Will the new restroom be open year-round?

Melville: No, they will be closed for the cold months.

Parkes: When do the restrooms close for the year?

Melville: Restroom closures and openings don't happen on a specific date; it is determined by the weather. If the temperature drops below freezing for consecutive days, they get closed. Porta-potties are on site when restrooms are closed.

Skaggs: Asked how the Fred Bunn Trails are coming along.

Melville: The contractor working on the Fred Bunn Trails anticipated completion this spring. There are muddy areas on the trail that will be fixed by adding culverts. The company used all materials available on site, as well as gravel-mix to cap off areas of heavy clay. Tentative opening in May.

Special Event Permit Policy: Director Melville presented the current policy as it pertains to the Gaslight Village Business Association (GVBA). Events specifically related to the business district are currently counted toward the total number of road closures per month and year. With the addition of the Social District, it is time to review the policy and make modifications. The current wording states that no alcohol is allowed in the parks. John Collins Park (JCP) is part of the Social District; only alcohol purchased from the Social District may be consumed in JCP.

Brown: Is in favor of changing the wording. Considering the history of the road closure policy. If the wording changes, would it open some of the spots?

Melville: In reviewing old minutes, one of the reasons for limiting the number of special events is to help reduce “event fatigue”. The city also wanted to limit the number of races and events that close large areas of the city.

Skaggs: How can this be worded so we don’t need to redo this in the future?

Melville: The GVBA map encompasses the business district, from Chase Bank to Gaslight Kitchen. As well as parts of Bagley and Croswell.

Melville: How does the Commission feel about events such as the Harvest Festival, Taste of East and the After Dark Party not counting toward the road closures? This would open Special Event slots.

Richenthal: Would like to opportunity to open more slots for events in the city.

Parke: Agrees and would like to know if there is an appetite for other events to come to EGR.

Melville: We have only had one or two serious event requests in the past three years or so. Many inquiries are received, but don’t come to fruition.

Fisher: In the past, the Heart and Soul Run, bike races and the art festival were all events that were long-standing and are no longer happening.

Parke: Likes the idea of flexibility. Is there a cost for road closures? Is this even a factor?

Melville: There are two types of road closures: Hard: where no cars are all; Public Safety must stop all traffic from coming through the area. The organization that needs the road closure pays any fees for Public Safety. Soft, barricades get pulled into place by a volunteer. The event pays fees associated with renting barricades and for the staff putting them out. Any road closure causes disruption to the bus route.

Jacoby: Is D&W encompassed in the GVBA closures? Personally, would hate to see their lot restricted.

Brown: Is reluctant to include D&W and Rite Aid in the closures. Provided map of own thoughts of road closures. Would like the road to be closed for the trick or treat event.

Fisher: Prefers the closure used for the Tree Lighting ceremony.

Melville: Would like to promote the GVBA. Efforts are made to not have a hard road closure.

Skaggs: Supports flexibility in the policy; doesn't feel that there needs to be defined geography within the policy.

Melville: Is the Commission supportive of the draft language regarding road closures, subject to additional review?

Commission: yes.

Skaggs: Questioned the wording regarding alcohol; no alcohol except for events?

Melville: This is included in the special event policy; this is not a blanket policy.

Richenthal: Suggested adding another line to the policy to clarify Social District and Special Event rules.

Fisher: Wonders how the schools feel about the Social District in relation to sporting events; who is watching the gates to make sure people aren't bringing in alcohol?

Melville: The Social District ends at Jose Babushka's and alcohol is prohibited on school property. The schools are responsible for preventing alcohol going into a sporting event.

Skaggs: The Social District guidelines must be followed, don't remove this language! Nobody can set up a bar at JCP.

Richenthal: The policy needs to be updated, but no significant changes are needed.

Report of Director:

Director Melville spoke on the announcement from the East Grand Rapids Schools about the potential acquisition of property just outside the city. Additional vetting will be done between the schools and the owner of the property. The Joint Facilities committee will also need to be part of future communication.

Fisher: Track is "very close to my heart" and would be happy to be part of an advisory board. Feels locker rooms are needed for both boys and girls and the track will need more than 6 lanes.

Skaggs: Congratulations to the Parks and Rec department on the big registration day!

The meeting was adjourned at 6:57 pm

Next Meeting: May 28, 2024