



City of East Grand Rapids
Regular City Commission Meeting
Agenda

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

Begins at 6 pm.

August 5, 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 the Liquor License application for Pauly's Wine Café & Cellar. *(no hearing required; approval requested)*
7. Consider authorizing the purchase and installation of RRFB devices for uncontrolled school crosswalks at Breton Road and Elinor Lane, Lakeside Drive and Reeds Lake Boulevard, Reeds Lake Boulevard and El Centro, and Reeds Lake Boulevard and Manhattan Road with additional stock for future crosswalk enhancements and stock for replacements in an amount not to exceed \$52,946.16. *(no hearing required; approval requested)*
8. Consider awarding the 50/50 Right-of-Way Tree Planting Program contract for fiscal years 24/25 through 26/27 with noted pricing for each tree/year in the bid tab. *(no hearing required; approval requested)*
9. Consider participation with the EMS Consortium to conduct an evaluation of the current contract with ambulance agencies for a cost of \$8,600. *(no hearing required; approval requested)*
10. Consider approval of extending the agreement with Plummer's Disposal Service for a one-time 5% increase with a new annual cost of \$11,758.95 for the supply and maintenance of porta-johns for a three-year period. *(no hearing required; approval requested)*
11. Consider authorizing the purchase of a scoreboard and components in the amount of \$9,847.43 for placement on Manhattan Field #5. *(no hearing required; approval requested)*
12. Consider designating a delegate and alternate for the Annual Michigan Municipal League Business meeting held during the annual convention. *(no hearing required; approval requested)*

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

13. Minutes of the regular meeting held July 15, 2024.
14. Disbursement of funds: payroll disbursements of \$305,770.92; county and school disbursements of \$2,938,164.44, and total remaining disbursements of \$519,924.35.
15. Minutes of the Parks and Recreation Commission meeting held on May 30, 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

6

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: July 31, 2024

RE: Liquor License Request & Process Review

Action Requested: That the City Commission consider the Liquor License application for Pauly's Wine Café & Cellar.

Background: On May 29th, the City received the attached liquor license application from Paul Faba for Pauly's Wine Café & Cellar. At that time, we informed the applicant that under current Michigan Liquor Control Commission (MLCC) procedures City approval was no longer necessary for them to apply for a license. We provided this direction thinking the application was to transfer a license into the City. Subsequently we learned they were applying for an unallocated liquor license which was given to the City due to the results of the 2020 Census sometime in 2022.

Liquor Licenses & Allocations

The State of Michigan regulates alcohol sales and consumption through the Michigan Liquor Control Code of 1998. The Michigan Liquor Control Commission (MLCC) is the agency charged with enforcing the law. Every Michigan municipality is allocated a certain number of licenses based on population. There are different types of liquor licenses but for this situation I am only discussing on-premises licenses (Class C & Tavern). A community's license allocation changes when decennial census numbers are released. For on-premises licenses the threshold is "...1 license for each 1,500 of population or major fraction of 1,500 population." The City's population grew enough for our allocation to increase from 7 to 8. Municipalities that have available licenses are not required to approve requests for available licenses and may hold them.

In 2012, the MLCC issued new rules for local approval of on-premises licenses. Prior to the rule change a new license or a transfer required local approval. Since 2012, only new licenses require local approval, transfers no longer have that requirement. Another fundamental change is that previously issued licenses can be transferred from community to community within the same county.

EGR Ordinance

The City of East Grand Rapids' current ordinance governs Tavern & Class C Liquor License (attached). When it was created the City sought to limit these licenses to only restaurants requiring the establishment's gross sales to be 50% or more of food and non-alcoholic beverages. A 2012 amendment added non-restaurant uses if the applicant is applying for a Tavern License.

City Code 7.50

(B) The city may approve a tavern license for an establishment that is not a bona fide restaurant if all of the following requirements are met.

- (1) The sale of alcoholic beverages shall be incidental and subordinate to other permitted uses upon the premises, such as food sales or a recreational activity. At least 50% of the gross receipts for the establishment shall be derived from the other permitted uses upon the premises. The establishment shall provide and certify its financial information, maintain records and reduce the sale of alcoholic beverages if required as set forth in division (A) above.
- (2) A counter or bar used primarily for dispensing alcoholic beverages shall not occupy more than 20% of the floor space of the establishment.
- (3) The establishment shall have at least one variety of deli-style or snack food available for consumption on the premises during all hours of operation, whether the food be provided free of charge or made available for purchase.

In 2019, City staff reviewed the ordinance and Varnum provided the attached legal analysis of local ordinances and liquor licenses in light of the MLCC rule change. Consideration of any changes was not pursued in part due to the pandemic and it not being an issue until the City received an additional license allocation.

Current Application

The City received an application for Pauly’s Wine Café & Cellar to be located at 2249 Wealthy St, Suite 140. The Owners, Paul Faba and Kristopher Rewa, are seeking a tavern license which is an on-premises liquor license. They are proposing a blend of retail browsing and on-site wine enjoyment including food pairings as described below.

- **Gourmet Charcuterie Boards:** Featuring a variety of cured meats, cheeses, artisan breads, seasonal fruits, and accompaniments, these pre-made platters are perfect for sharing or individual enjoyment, offering delicious pairings for a range of wines.
- **Pastries & Baked Goods:** Our selection of small pastries and baked goods will be carefully chosen to complement the wine selection. From savory quiches to decadent cookies, these treats will satisfy sweet and savory cravings.
- **Gourmet Chocolates:** A selection of gourmet chocolates, sourced locally, will be available, providing a delightful and sophisticated way to finish a meal or enhance a wine tasting experience.

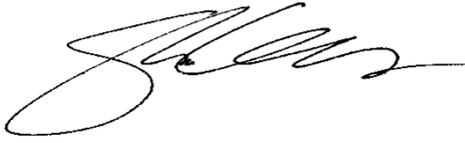
The space is 2,400 square feet and will seat 30. The applicant has submitted the following breakdown of their projected gross receipts.

Wine (off premises sales)	\$372,000
Wine (on-premises)	\$248,000
Food (to-go and on-premises)	\$120,000
<u>General Merchandise</u>	<u>\$60,000</u>
Total Annual Sales:	\$800,000

City ordinance states the sale of alcoholic beverages shall be less than 50% of gross receipts. The ordinance’s original intent was to limit on-premises alcohol consumption to restaurants. As noted above, a 2012 amendment was added to provide flexibility for tavern licenses on gross receipts calculations.

The applicant’s gross sales breakdown of on-site alcoholic beverages conforms to the 50% threshold, including off-premises sales they exceed that amount.

The applicant has submitted floor plans showing that the bar service area is less than 20% of the facility and background checks are being completed.

A handwritten signature in black ink, appearing to read 'Shea Charles', written in a cursive style.

Shea Charles, City Manager



CITY OF
EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

On-Premise Liquor License Application

Type of License Application:

- Tavern (Beer & Wine)
- Class C (Beer, Wine & Spirits)

Premises Are:

- Existing Restaurant Operating
- To Be Built/Remodeled

Office Use Only:

File No. _____

\$150/\$300 filing fee paid: 5/29/2024

School District Notified: _____

Approved by the City Commission: _____

Resolution sent to LCC: _____

Applicant:

Corporate or Assumed Name Pauly's Wine Cafe & Cellar

Contact Person Paul M. Fabo Daytime Phone 616-987-6026

Home Address 504 Houseman Ave, NE, Grand Rapids, MI, 49503

Business Name & Address Pauly's Wine Cafe & Cellar, 2707 Anderwald Lane, Ada 49301

Location:

Restaurant Located At 2249 Wealthy St, Suite 140

Property Owned By CWD

Business Practices:

The City's ordinance requires that the sale of alcohol not constitute more than 49% of the gross revenues for the licensed establishment. What procedures do you plan to use to document compliance with this requirement?

On-premise alcohol revenues will be offset by a conjunction license for retail bottle sales. In addition, we will offer a selection of wine-related general merchandise as well as to-go food items.

What screening measures do you propose to prevent the sale of alcohol to minors?

We will be employing every recommended protocols and procedures as put forth by all local and State guidelines.

Do you foresee an increase in vehicular traffic resulting from the issuance of a liquor license? If so, to what extent and how will it be handled?

As we are planning to primarily service the immediate community, we do not anticipate any significant increase in traffic to the site. That said, the site is proximate to ample city parking.

Do you plan to seek a separate approval from the Michigan Liquor Control Commission to serve alcoholic beverages outdoors?

No.

Background Information:

Each person having a financial interest in the business obtaining a liquor license must submit to a background check and be fingerprinted by the East Grand Rapids Department of Public Safety. List information on every person having a financial interest in the business. Attach additional sheets if necessary.

1 Full Name Paul Michael Fabr Date of Birth 1-17-69
Home Address 504 Hasseman Ave NE, Grand Rapids, 49503
Home Phone 616-987-6026 Work Phone None
Nature of Interest in Business Co-owner
List any crimes you've been convicted of (excluding traffic violations) and give the approximate date and location None

2 Full Name Kristopher James Rewa Date of Birth 11-14-80
Home Address 2707 Anderwald Lane Ada MI 49301
Home Phone 616-889-3140 Work Phone _____
Nature of Interest in Business Co-owner
List any crimes you've been convicted of (excluding traffic violations) and give the approximate date and location None

3 Full Name _____ Date of Birth _____
Home Address _____
Home Phone _____ Work Phone _____
Nature of Interest in Business _____
List any crimes you've been convicted of (excluding traffic violations) and give the approximate date and location _____

I attest that the information contained in this application is true to the best of my knowledge. I have read and understood the provisions of Chapter 74 of the City Code of the City of East Grand Rapids pertaining to Tavern and Class C Liquor Licenses and agree to abide by those provisions. I also agree to the following guidelines for businesses within East Grand Rapids.

- The restaurant will close no later than 12:00 a.m.
- No entertainment will be provided.
- No signs advertising specific brands of alcohol will be displayed outside the restaurant premises.
- The premises will be maintained in such a manner that the restaurant will not detract from the character of the Gaslight Village area.

Applicant(s) Signature





Please attach the following information to your application:

- Resume/Business History of Each Applicant
- Business Plan (include theme and menu information if available)
- Letter from building owner (if different than applicant)
- Proof of insurance as required by ordinance
- Site Plan of Property
- Floor Plan/Layout of Restaurant



PAULYS WINE CAFE AND CELLAR

Business Plan

Prepared By: Paul Faba & Kris Rewa, Founders

Date: May 28, 2024

Business Plan:

Pauly's Wine Cafe & Cellar

Executive Summary

Pauly's Wine Cafe & Cellar aspires to be a vibrant destination at 2249 Wealthy Street, Suite 140, Grand Rapids, Michigan, captivating wine enthusiasts and casual connoisseurs alike. Within a single, thoughtfully designed 2400 sq. ft. space, we'll offer a seamless blend of retail browsing and on-site wine enjoyment. Customers can explore a curated selection of wines, participate in tastings, and learn from knowledgeable staff, all while enjoying a welcoming cafe atmosphere with comfortable seating for 30.

1. Company Description

Pauly's Wine Cafe and Cellar is dedicated to fostering a love for wine exploration and appreciation in East Grand Rapids. We'll provide:

- **Focus on Smaller Wineries:** A curated selection of wines by the glass and bottle, with a strong emphasis on showcasing offerings from smaller, unique wineries around the globe, while still including some established labels.
- **Integrated Wine Cafe & Shoppe:** A seamless 2400 sq. ft. space where browsing and on-site enjoyment co-exist. Customers can explore wines at their own pace or seek guidance from our knowledgeable staff.
- **Educational Events & Tastings:** Regularly scheduled tastings and informative events, all hosted within the inviting cafe atmosphere, offering opportunities for customers to discover new and exciting wines from smaller producers.
- **Warm Ambiance:** We cultivate a welcoming cafe atmosphere that caters to both casual wine enthusiasts and dedicated connoisseurs, encouraging interaction and fostering a sense of community around shared appreciation for the art of wine.

2. Market Analysis

Target Market:

- Residents of East Grand Rapids with a disposable income and interest in exploring unique wines.
- Wine enthusiasts looking to discover new varietals and support smaller wineries.
- Professionals seeking a sophisticated setting to unwind after work with a focus on interesting wines.
- Couples seeking a romantic evening out or a unique date experience.

Competitive Landscape

East Grand Rapids boasts a vibrant restaurant scene, but currently lacks a dedicated boutique wine retailer or wine bar, creating a significant gap in the market. Pauly's Glass & Bottle will seize this unique opportunity to become the premier destination for wine exploration in East Grand Rapids.

Here's how we'll capitalize on this first-mover advantage:

- **Unmatched Selection:** We'll offer a curated selection with a strong emphasis on smaller, unique wineries, providing customers with a chance to discover lesser-known labels and regions unavailable elsewhere in East Grand Rapids. This focus fills a critical void in the current market.
- **Educational Expertise:** Our knowledgeable staff will guide customers through wine selections, host educational events and tastings, fostering a culture of wine exploration and appreciation, particularly for smaller wineries. This educational focus sets us apart entirely, as there are currently no establishments solely dedicated to wine in East Grand Rapids.
- **Inviting Atmosphere:** We'll create a welcoming cafe atmosphere that blends retail discovery with comfortable seating, allowing customers to explore wines at their own pace or seek guidance from our staff. This unique combination caters to a broader audience than traditional restaurants and offers a distinct experience unavailable elsewhere in East Grand Rapids.

By offering a curated selection, educational events, and a welcoming cafe atmosphere, Pauly's Wine Cafe and Cellar will become the go-to destination for wine enthusiasts and casual connoisseurs alike in East Grand Rapids.

3. Products and Services

- **Wide Wine Variety:** A thoughtfully curated selection of wines by the glass and bottle, sourced globally with a strong emphasis on smaller, unique wineries, while still including established labels to cater to a wider audience.
- **Knowledgeable Staff:** Our passionate staff is equipped to guide customers through wine selections, with a particular expertise in offerings from smaller producers. They can offer tasting recommendations and answer questions regarding varietals, regions, and pairings. Led by Paul Faba's 25+ years of experience in the wine industry, our team is dedicated to sharing their knowledge and passion.
- **Retail Sales:** The ability to purchase bottles of wine for take-home enjoyment from the same location where they are browsed.

4. Menu and Ambiance

Cultivating a Cafe Experience

Pauly's Glass & Bottle will cultivate a welcoming cafe atmosphere, offering a comfortable and inviting space to explore wines and enjoy delicious light fare. Our hours of operation will cater to a variety of needs:

- **Monday-Friday:** 10:00 AM to 9:00 PM
- **Saturday:** 10:00 AM to 9:00 PM
- **Sunday:** 11:00 AM to 4:00 PM

Delicious Pairings: Food & Beverages

To complement the wine exploration experience, we'll offer a curated selection of light bites available for on-site dining or take-out. All our food offerings will be sourced from local small businesses, aligning with our commitment to supporting the Grand Rapids community.

- **Gourmet Charcuterie Boards:** Featuring a variety of cured meats, cheeses, artisan breads, seasonal fruits, and accompaniments, these pre-made platters are perfect for sharing or individual enjoyment, offering delicious pairings for a range of wines.
- **Pastries & Baked Goods:** Our selection of small pastries and baked goods will be carefully chosen to complement the wine selection. From savory quiches to decadent cookies, these treats will satisfy sweet and savory cravings.
- **Gourmet Chocolates:** A selection of gourmet chocolates, sourced locally, will be available, providing a delightful and sophisticated way to finish a meal or enhance a wine tasting experience.

Non-Alcoholic Options

We understand that not everyone enjoys wine, and we are committed to catering to a broad audience. Our beverage selection will include a variety of non-alcoholic options, featuring:

- **Artisan Waters:** A selection of sparkling and still waters from local or regional artisan producers.
- **Premium Craft Sodas:** We'll offer a curated selection of craft sodas made with unique flavors and high-quality ingredients.
- **Freshly Squeezed Juices:** For a healthy and refreshing option, we'll offer a selection of seasonal, freshly squeezed juices.

Upscale Wine-Related Merchandise

Complementing the wine experience, Pauly's Glass & Bottle will offer a selection of upscale and unique wine-related merchandise. This will include items such as:

- **Wine accessories:** Corkscrews, decanters, aerators, and other tools for enhancing the wine enjoyment experience.
- **Stylish glassware:** A curated selection of beautiful and functional wine glasses suitable for different varietals.
- **Wine-themed gifts:** Unique and tasteful gifts perfect for wine enthusiasts, including books, tote bags, and decorative items.

By offering a delicious and thoughtfully curated selection of food and beverages alongside upscale wine-related merchandise, Pauly's Glass & Bottle will establish itself as a one-stop shop for wine exploration and enjoyment in Grand Rapids.

5. Management Team

- **Paul Faba (Founder & Wine Director):** With over 25 years in the wine industry, Paul brings a wealth of experience in sales, brand management, distribution, importing, and retail ownership. His passion for wine and expertise in sourcing unique offerings, particularly from smaller wineries, will be instrumental in curating Pauly's selection.
- **Kris Rewa (Co-founder & CEO):** A serial entrepreneur with a proven track record of developing successful local businesses, Kris brings a passion for creating unique experiences and a strong understanding of the East Grand Rapids market. His leadership and business acumen will be invaluable in establishing Pauly's as a thriving destination.

6. Sales Forecast: Strong Growth Projected

Pauly's Glass & Bottle anticipates robust sales performance in its first year, exceeding \$800,000 in gross revenue. This figure surpasses the break-even point, ensuring financial sustainability, and allows for repayment of debt service to investors while covering one-time startup costs. This positive outlook is driven by a two-pronged approach:

Thriving Retail Sales:

- A carefully curated selection of unique wines will attract customers seeking to expand their wine knowledge and discover new favorites.
- We anticipate a strong contribution to revenue from retail sales from the outset.

Lucrative On-Premise Consumption:

- Pauly's inviting cafe atmosphere fosters exploration through its by-the-glass program, creating an additional revenue stream.
- We project this combination of on-site consumption and retail sales to generate positive cash flow within a three-month timeframe.
- The following factors contribute to the success of our on-premise consumption model:
 - **Discovery & Exploration:** The cafe atmosphere allows customers to explore wines at their own pace, trying smaller pours before committing to a full bottle purchase. This encourages experimentation and broadens customer palates.
 - **Increased Customer Engagement:** Our knowledgeable staff can guide customers through the by-the-glass program, offering recommendations and pairings, leading to a more enjoyable and engaging experience that translates to increased sales.

Strategic Advantage:

This strategic approach of combining a curated retail selection with a welcoming cafe atmosphere offering on-site consumption positions Pauly's Wine Cafe and Cellar for long-term success in the East Grand Rapids market. We cater to a broad audience, from casual wine enthusiasts to dedicated connoisseurs, offering a unique experience currently not provided to the community.

Conclusion

Pauly's Wine Cafe & Cellar is poised to become a vibrant destination in Grand Rapids, Michigan. Located at 2249 Wealthy Street, Suite 140, we'll offer a unique and inviting space for wine exploration and appreciation. By combining a curated selection of wines with a focus on smaller wineries, knowledgeable staff, educational events, and a welcoming cafe atmosphere, we will cater to a broad audience and establish ourselves as the premier destination for wine enthusiasts in East Grand Rapids. Our strong sales forecast and strategic approach position us for long-term success, fostering a love for wine and creating a thriving community around this shared passion.

KRISTOPHER REWA

PROFILE Financial minded business builder who loves the process. Specializing in getting startups viable and growing companies to new levels of success. Able to see future trends, with a strong leadership background, focused, driven, and factual.

EXPERIENCE

CFO & CO-FOUNDER

SHERPACK, 2016 - PRESENT

Sherpack provides agile fulfillment solutions to fit each customer's individual needs in e-commerce, retail, subscription boxes, and customized kitting.

Achievements:

- Started in 2016 and grossed \$300k in sales in first year of operation.
- Operating debt free since inception.
- Doubled Sales YOY 2016-2020
 - 2017- \$1.1 mill
 - 2018- \$2.24 mill
 - 2019- \$5.13 mill
 - 2020- \$11.6 mill
- Established a strong client base with several large, notable accounts including Duke Canon Supply and Thermo Fischer Scientific.
- Named in INC 5000's:
 - Fastest growing companies list 2020
 - #18 Fastest growing companies in the mid-west list
 - #1 fastest growing fulfillment centers 2020 list
 - 2020 Best and Brightest Winner -

<https://thebestandbrightest.com/companies/sherpack/>

Responsibilities:

- Overseeing 150,000 sq ft facility and 5,000+ SKU's
- Responsible for 57 team members, including HR and culture
- Managing Cash flow and large purchases
- Reviewing and implementing budgets for each department
- Forecasting
- Monthly reviews of P&L and balance sheet with CEO
- Year-end review with CPA

CEO & FOUNDER

PAKMAIL, 2006 - 2016

- 2007/08/10 President's award for fastest growing Franchise
- 2007/08/09/10/13 Top ten shipper by volume
- When acquired, ranked #186 in the nation. Upon sale ranked #6
- Purchased, rehabbed, and flipped 2 other stores for profits
- Owned 2 of the top 50 stores in the nation 2011-14
- Original store bought for 50k and sold for 150k

- At our peak we owned and Managed 3 locations and 12 staff members
- 2015 Pakmail training team member for other franchise owners
- Day to day included: effective communication across all stores, managing staff and scheduling, inventory control, forecasting for future growth, running monthly store meetings at each location, setting quarterly and yearly goals for each high-level team member, and sales and prospecting.

REAL ESTATE BROKER, 1999 - 2006

- Completed Broker Schooling and exam by age 21
- Managed an office with 7 agents and 2 support staff
- Purchased and flipped 4 homes for 131k in profit
- Owned and managed 12 rental units
- Day to day Included: Cultivating potential clients, Monthly communication with client database, Weekly management meetings to set goals and talk big picture, mentoring new agents, Managing existing deals under contract

EDUCATION

1999 NORTHPOINTE HIGH SCHOOL

- 3 Year letterman Varsity Soccer
- 1999 District Champs
- Starting Center Basketball
- First Chair Drummer Jazz band

2001 Graduated Real Estate Institute

Real Estate Broker School

- **Completed 120 Credit Hours**
- **Pre-Broker License Requirements**
- **Boards completed by 21**

SKILLS & INTERESTS

Finance
 Leadership
 Management
 Culture builder
 Sales
 Multi Instrument Musician
 Sports Enthusiast
 Obstacle Course Racing



Letter of Intent
Gaslight Village
2255 Wealthy Drive
Grand Rapids, MI 49506

Landlord:	2255 Wealthy, LLC (c/o CWD Real Estate Investment) 50 Louis NW; Suite 600 Grand Rapids, MI 49503
Tenant:	KP Merchants, LLC (d/b/a Paul's Wine Cave & Shop) Street Address City, State ZIP
Premises:	Suite 140 2397 RSF (Approx.) See attached Exhibit A – Site Plan and Exhibit B – LOD
Use:	Retail sale of High-end wines, on premise tasting wine bar and charcuterie, and misc accessories items for sale at retail. The premises may also include a private tasting room(s) and wine lockers. Final use clause to be agreed upon in the formal lease agreement.
Initial Term:	5 Years from Rent Commencement
Renewal Option:	(1) Five-Year Renewal Option
Base Rent:	\$26.00/RSF NNN
Escalations:	2.50% Annual
Additional Rent:	Tenant responsible for pro rata share of Common Area Operating Expenses (CAM), Real Estate Taxes, and Insurance. The 2024 Estimate is \$10.80/sf
Guaranty	The original Term of the lease shall have personal (and/or individuals Trust) guarantors of the Lease acceptable to Landlord. This guaranty shall only be for the Initial Term of 5 years.

Tenant Responsibilities:	Suite utilities, suite janitorial and telecommunications.
Lease Commencement:	Approx July 01, 2024, or Upon turnover of Premises to Tenant by Landlord. New lease is contingent upon successful termination of current Tenant's Lease within 14 days of the execution of this new lease.
Rent Commencement:	Contingency- the Lease shall provide for a period of up to 120 days after lease execution for Tenant to secure its required license approvals at both the State of MI and local municipality (City of East Grand Rapids) for both sit down and take out wine sales from the premises. The Rent Commencement shall be the earlier of Tenant opening for Business at the Premises or 90 days after the satisfaction of required license approvals. In the event Tenant does not secure its required license within the 120 day from the date of Lease Commencement, the lease shall be null and void. The Tenant shall pay for all its utilities upon turnover, but shall not be required to pay its pro-rata share of Additional Rents until its receipt of sit down/take out wine sales license is received.
Landlord Work:	Landlord to provide the Premises in "As Is" condition.
Tenant Work:	Tenant shall be responsible for all its Tenant Leasehold Improvements to the Premises, subject to Landlord approval of all plans and specs.
Signage:	Building signage subject to Landlord approval and compliance with local code. See attached Exhibit D – Landlord's Sign Criteria .
Brokerage:	Tenant: N/A Landlord: CWD Real Estate Investment Brokerage fees to be paid under separate agreement. [if applicable] Landlord and Tenant acknowledge and represent that they have not engaged any real estate Broker and no commissions or finder's fees are due other than to CWD Real Estate Investment

Disclosure: Scott D. Wierda is an indirect member of the Landlord, and a licensed real estate associate broker in Michigan.

Qualifying Conditions: This Letter of Intent is non-binding and contingent upon Tenant and Landlord execution of a formal lease agreement and subject to other leasing prior to that lease agreement being executed.

Confidentiality: This proposal and all related discussions shall be held in confidence by Landlord and Tenant and will not be discussed with third parties, with the exception of legal counsel, without prior written consent.

This proposal is valid until May 31, 2024.

2255 Wealthy, L.L.C.

KP Merchants, LLC

Scott D. Wierda
Its Manager

By: _____
Its: _____

**EXHIBIT A
to Letter of Intent**

Site Plan

This Exhibit A serves only to generally locate the Premises in relation to the other portions of the Property and is not Landlord's representation or warranty that the Property or any other tenant is or will continue to be as depicted.

1st Floor

2249 Wealthy St SE • Gaslight Village

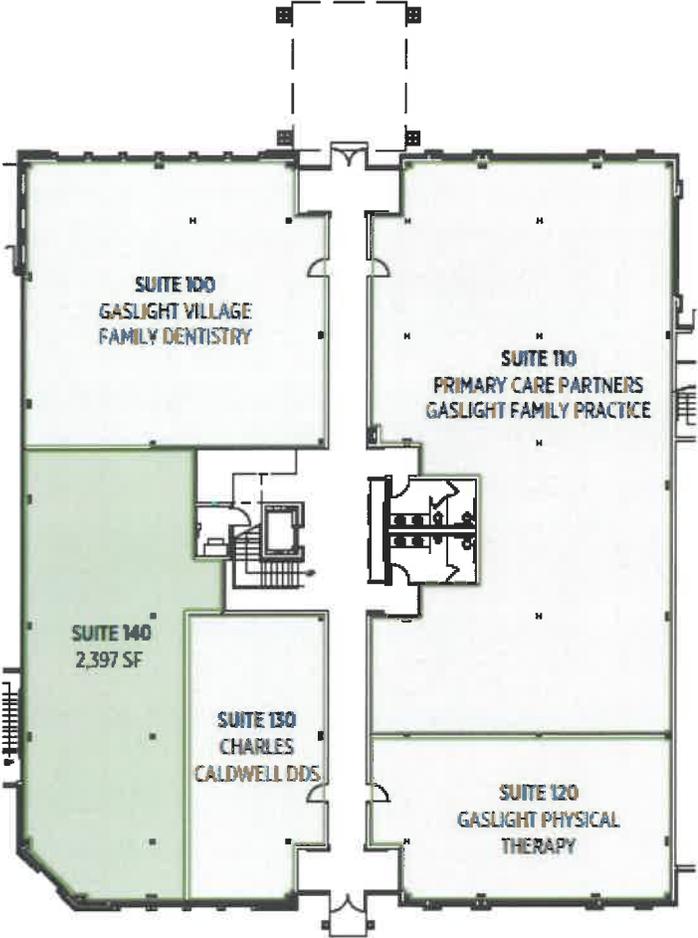
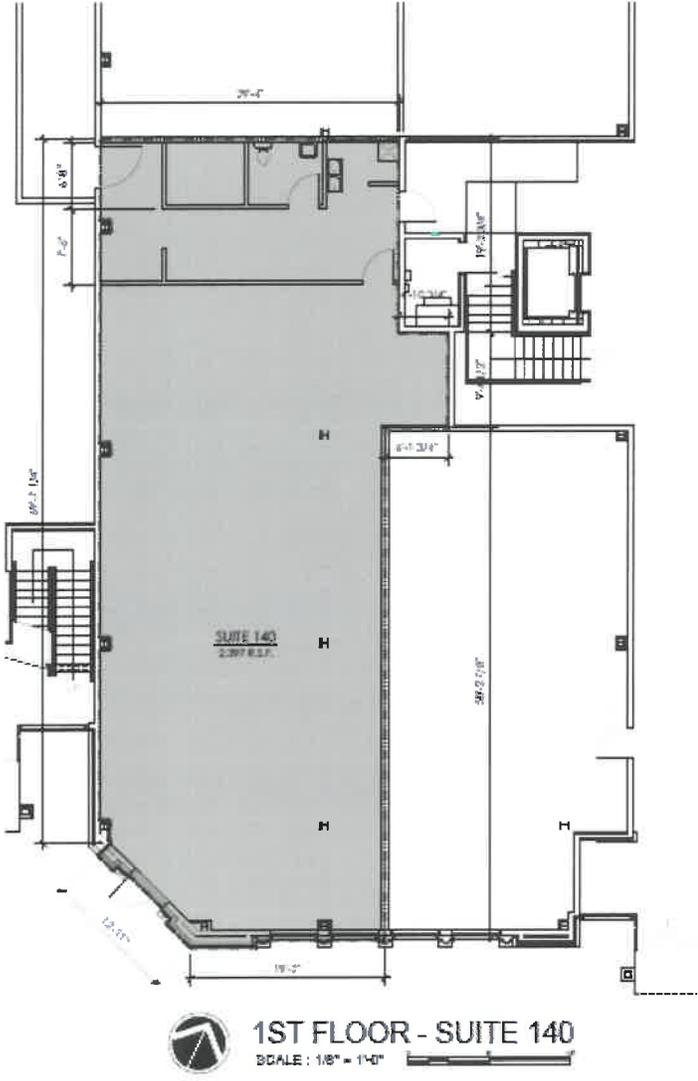


EXHIBIT B
to Letter of Intent

L.O.D.



1ST FLOOR - SUITE 140
SCALE: 1/8" = 1'-0"

EXHIBIT C
to Letter of Intent

Landlord Work

None – Tenant will accept Premises in “As-Is” condition.

**EXHIBIT D
to Letter of Intent**

Landlord's Sign Criteria

Submittal and Installation Requirements for Tenant Signs

Tenant shall submit shop drawings of all signs, awnings, graphics and banners for Landlord's approval. Shop drawings shall be drawn true to scale, be fully dimensioned, and shall include fabrication, mounting, and electrical details.

Tenant shall obtain Landlord's written approval before installation of any signs, awnings, graphics and banners. Landlord's written approval must be obtained prior to the issuance of any city permits related to same.

Tenant and/or its sign contractor shall obtain and comply with all code requirements and procedures.

Tenant's signs, awnings, graphics and banners shall be furnished and installed complete per code by Tenant's sign contractor, including final hard-wired electrical connections to Tenant's electric sign circuit. Tenant will be responsible for the cost of repair to areas of the Building damaged by its activities and/or the activities of its sign contractor.

All of Tenant signs, awnings, graphics and banners shall be installed within thirty (30) days after the Commencement Date.

Primary Signage Requirements

Tenant if on the first level of the retail area will be allowed one primary sign. Size will be determined by Landlord but will be between 10 and 75 square feet in area depending on the Premises' square footage and location. Tenant if on the second level of the retail area will be provided with identification on a tenant directory within the main Building lobby. Tenant if leasing 30% or more of the total second floor square footage may be allowed by Landlord one exterior primary sign. Window graphics for a second level Tenant may be allowed by Landlord. All signage shall remain sensitive to the architecture and shall not obscure architectural detailing.

Sign Standards

All signs at the Property shall conform to the following standards, unless Landlord otherwise allows:

All signage is to be of the highest quality design and construction. Tenant signage must be designed to be proportionate in scale to the elevation to which it is affixed and to complement the storefront design and general Building design.

Primary Storefront Sign:

Tenant is required to provide a primary storefront sign for the Premises. One primary Building sign is permitted for Tenant which may be, at Landlord discretion, on a Building return. On storefronts that traverse two architectural facades, Landlord may permit a second sign (smaller in proportion to the primary storefront sign) on the “non-entrance” Building front. If Tenant elects not to use a primary Building sign, then the Tenant may use a primary awning sign or primary canopy sign. No Tenant signs are permitted on the roof.

The wording of the sign is limited to Tenant’s trade name/logo. Tag lines and signs advertising products, services or vendors or containing marketing phrases are prohibited.

The maximum height of any single letter shall not exceed 15” and the average letter height of the entire sign shall not exceed 12”. Stacked signs shall not exceed 30” in height.

Non-illuminated signs may be pin-mounted or, if mounted directly to the surface of the Building, must be a minimum of 1” thick.

All interior signs and graphics that are within 5 feet of Tenant’s storefront must be approved in writing by Landlord.

All attachments, labels, fasteners, mounting brackets, wiring, clips, transformers, disconnects, lamps and other mechanisms required to support the signage must be concealed from view and weather resistant.

Acceptable Primary Storefront Sign Types (subject to Landlord approval):

- Dimensional wood, metal, glass or other material with a permanent appearance, indirectly illuminated.
- Reverse channel letters with halo illumination, opaque letter-sides and faces and non-reflective background. All illumination of reverse channel letters to be an LED type of light source.
- Incised signing cast into or carved out of an opaque material, indirectly illuminated.
- Sculptural iconographic elements contextual to the storefront design indirectly illuminated.

Unacceptable Primary Storefront Sign Types:

- Box or cabinet type signs.
- Signs implying audible equipment and/or moving, flashing or blinking lights.
- Signs employing exposed raceways.
- Luminous vacuum-formed type plastic letter signs.

- Exposed neon.
- Cloth, paper, cardboard signs or signs of other temporary or nondurable materials.
- Signs using highly reflective finish materials such as polished brass, chrome or polished stainless steel as a predominant material.
- Internally illuminated individual channel letters with acrylic faces.

Show window graphics:

Small scaled pedestrian level window graphics are encouraged at Tenant's show windows. Such graphics must be for store identification and shall be less than 5" in height and located in the bottom 25% of the window. Professionally hand painted or decal-type lettering and /or logos may be applied to the interior face of the storefront glass. Credit card decals and store hours may be applied to the inside of the storefront glass (letter height for store hours shall not exceed 1" in height and the overall area dedicated to this information shall not exceed 1 square foot).

If on second level, Tenant is encouraged to display signage in the form of painted or adhesive graphics on windows, not exceeding 8" in height.

Awning signs:

If on lower level, Tenant shall use metal or canvas awnings / canopies unless another material is approved by Landlord. Signage is allowed on awnings and canopies if approved by Landlord and installed by a Landlord approved contractor. The design and the location of the awnings must be consistent with the design intent of the area and approved by Landlord.

Awnings are defined as fabric-type or single ply metal structures over windows or doors with light-gauge framing. Tenant may elect to use a primary awning sign as the primary storefront sign. The primary awning sign shall appear as a logo, emblem or insignia on the awning that is over the storefront entrance and, at Landlord's discretion, on an awning located on a Building return (individual letter painted or screened onto the awning are not permitted). The maximum size for primary awning signs shall not exceed 10 square feet. The primary awning sign over the storefront entrance shall be indirectly illuminated. Storefronts that traverse two building storefronts will not be permitted a secondary primary awning sign unless Landlord approves.

Secondary awning signs are awning signs that are in addition to the primary storefront sign. Lettering shall not exceed 8" in height and shall be located on the apron edge of every awning.

Translucent awnings with internal illumination shall not be permitted.

Canopy Signs:

Canopies are defined as heavy-framed protective and/or decorative structures over entrances. Tenant may elect to use a primary canopy sign as the primary storefront sign. The primary canopy sign shall not be internally illuminated but may be indirectly illuminated provided that the light source is not visible to the public. The sign shall consist of individual letters which shall not exceed 14" in height and may be routed out of the face of the canopy, pin-mounted to the face of the canopy or stood upright along the canopy edge. Storefronts that traverse two building types will not be permitted a second canopy sign.

Blade signs:

If on ground level, Tenants is allowed one blade sign per elevation unless otherwise approved by the Landlord. The minimum height requirement is 8'6" to the lowest element of the blade sign. Blade signs shall not exceed the mid-point of the windows on the second level, but exact placement shall be as Landlord directs.

Although the shape of the blade sign is not restricted, the maximum length along any one side shall not exceed 36" and the maximum area shall not exceed 15 square feet.

The sign should be fabricated from a single panel and may be constructed of wood, metal, sand blasted glass or other natural solid-surface material. Plastic or acrylic materials are not permitted.

The graphic elements on the sign may be of paint, enamel, vinyl appliqué, dimensional graphic/lettering or may be punched out of the panel material (routed or incised). All material must be weather resistant.

The panel shall be supported by a bracket to Tenant's storefront with a complimentary design, color and finish.

Blade signs may not be internally illuminated but may be indirectly illuminated. Wiring and conduit to supply lighting must be concealed.

Rear customer entrance signs:

If Landlord permits Tenant to install a rear customer entrance, Tenant shall install one primary sign at that location with a maximum letter height not exceeding 14" and which shall be pin-mounted to the Building and shall be externally illuminated using gooseneck-type lighting.

Canopies may be permitted over the rear customer entrance, but signage is not allowed on the canopy.

Secondary awning signs are permitted on rear customer entrance awnings in addition to the primary sign.

Logos are not permitted as part of the rear customer entrance signing.

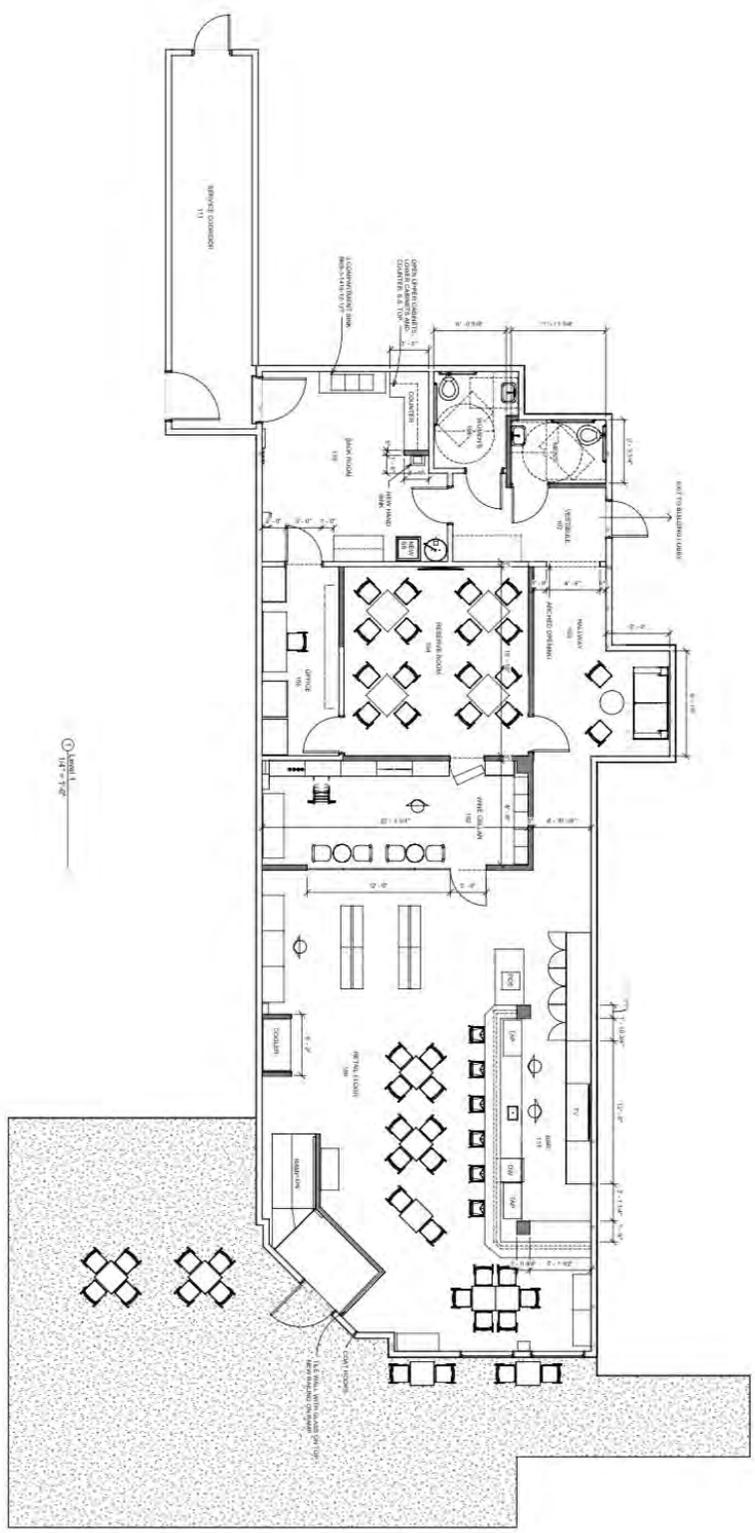
Window graphics and decals shall conform to the storefront signage requirements.

Building mounted banners and projecting signs:

This type of sign is vertically oriented and is mounted high and perpendicular to the Building and may or may not be illuminated. Signage of this type, if Landlord permits, will be restricted in number and location.

Landlord approvals, consents, etc.:

Under this Sign Criteria, every Landlord determination, consent, approval, direction, permission and allowance shall be made, granted or withheld in Landlord's reasonable discretion.



Level 1
14'-11 1/2"

001

Furniture Plan
Pauly's Glass and Bottle
1
2237 Wealthy St. Suite 140
East Grand Rapids, MI

DATE:	ISSUED FOR:	BY:

THIS DOCUMENT IS THE PROPERTY OF TAILORED BUILDING SYSTEMS AND PIONEER CONSTRUCTION AND IS CONFIDENTIAL. ANY UNAUTHORIZED USE OR REPRODUCTION HEREOF WITHOUT WRITTEN CONSENT IS PROHIBITED BY LAW.



800-971-7462 | 5140 GRAND HOPKINS BLVD
P.O. BOX 317 | GRAND RAPIDS, MI 49508





GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

Notice of Deficiency – Withholding Investigation
(Authorized by R436.1103 (2) & MCL436.1529)

Tuesday, June 18, 2024

Kristopher Rewa / Paul Faba, Applicants
c/o KP Merchants, LLC
krisrewa@gmail.com / pmfaba@gmail.com

Request ID # RQ-2406-07048

Re: New Tavern license

Your application is being withheld until you send the items listed below:

- Local Governmental Unit Approval Form (LCC-106) from (East Grand Rapids City).
 - Please reach out to East Grand Rapids to complete this form
- Livescan Fingerprint Background Request (LCC-105) for (Kristopher Rewa and Paul Faba).
 - Because both members will be holding over 10% interest in KP Merchants, LLC and neither are currently licensed by the MLCC currently, both are required to be fingerprinted
- Operating Agreement for (KP Merchants, LLC).
 - Must be in the entity name of (KP Merchants, LLC)
 - Must have the effective date of the entity
 - Mention the members listed on the LCC-301
 - Must be signed by all members
 - Must provide the membership interest breakdown

Administrative rule R 436.1103(2) requires that “an applicant for a license shall provide the commission or representative of the Commission, all information necessary for investigation and processing of the application.”

To check the status of your request, visit www.michigan.gov/lcc and click on “Application Status Check.” Enter your request ID number (RID) to check on your application 24 hours a day.

To obtain forms visit www.michigan.gov/lcc and click on “Commission Forms.” Select the link for the type of license you are applying for that will take you to forms page. Here you will be able to download licensing forms to assist you with your application.

Return a copy of this notice with the documents/fees requested so it can be joined to your request. All information can be mailed to the address listed at the bottom of this page, faxed to Licensing Division at (517) 763-0059 or (517) 763-0063, or emailed to the agent who sent this notice or MLCCLicensingUnit1@michigan.gov

However if fees are accompanying this request, then you must fax the fees and documents to (517) 284-8557 (Secured Fax Line for Revenue Services)

Please contact the Licensing Division at 866-813-0011 or (517) 284-6250 Prompt #4 if you have questions.

SR



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

STEVEN H. HILFINGER
DIRECTOR

Bulletin No. 2012-12

DATE: June 21, 2012

TO: Local Units of Government, Local Law Enforcement Agencies, and Applicants for MLCC Licenses

FROM: Michigan Liquor Control Commission

SUBJECT: Changes to the License Application Process

This is an important notice about the application process for the Michigan Liquor Control Commission ("Commission"). Effective July 1, 2012, the Commission is changing the procedure for submitting applications to the Commission, and obtaining approvals for licenses. Approvals from local units of government are required only for the issuance of new licenses under MCL 436.1501. The Commission will continue to review all comments received under administrative rule R 436.1105(2), taking into consideration the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business. The Commission will provide notice to the local legislative body of pending applications.

I. Applications for New Licenses

The first step in the application process for a new on-premises license is to submit the license application to the Commission, along with any license, permit, and inspection fees. This process will result in the immediate assignment of a request identification (RID) number by the Commission at the beginning of the application process. Additionally, this will allow the Commission to conduct an initial review of the application, to notify the applicant of deficient items, and to provide the applicant with the appropriate local and police forms, including blank fingerprint cards, where applicable.

It will continue to be the responsibility of the applicant to directly submit requests for these local approvals to the local unit of government. The Commission cannot proceed with the licensing process or consider an application until that application is "complete," as defined in MCL

436.1525(6). A completed application must include any information, records, approval, or similar item required by law or rule from a law enforcement agency or local unit of government.

An application for a new license, which has not been previously issued by the Commission, requires approval of the local legislative body under MCL 436.1501(2) and the application will not be considered to be complete until such approval is received.”

II. Applications for Transfer of Ownership, Transfer of Interest, or Transfer of Location of Existing Licenses

An application for transfer of ownership of an existing license, transfer of interest in an existing license, or transfer of location of an existing license does not require approval of the local unit of government.

III. Permits

Applications for dance permits, entertainment permits, dance-entertainment permits, topless activity permits, and extended hours permits require approvals from both the local unit of government and local law enforcement agency, in addition to the Commission, under MCL 436.1916(10).

IV. Rescission

Commission Bulletin 2012-05 is hereby immediately rescinded.

Please contact the Commission’s Licensing Division at (866) 813-0011 with any questions.



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 525 W. Allegan, P.O. Box 30005 - Lansing, Michigan 48909
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

On Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
Add Space	No	No	No	Yes	Yes	
Change Specific Purpose Permit hours	No	No	No	No	No	
Change status	No	No	No	No	No	
Correct address	No	No	No	Yes	No	
Drop Space (current licensees)	No	No	No	Yes	Yes	
New Additional Bar	No	No	No	No	Yes	\$350.00 per bar
New A-Hotel License	Yes	No	Yes	Yes	Yes	\$250.00
New Aircraft License	No	No	Yes	Yes	Yes	\$600.00
New Banquet Facility Permit	Yes	No	Yes	Yes	Yes	\$600.00
New B-Hotel License	Yes*	No	Yes	Yes	Yes	\$600.00
New Brewpub License	Yes*	No	Yes	Yes	Yes	\$100.00
New Catering Permit	No	No	Yes	No	Yes	\$100.00
New Class C issued under MCL 436.1521a(1)(a)	Yes	No	Yes	Yes	Yes	\$20,000 upon licensure
New Class C issued under MCL 436.1521a(1)(b)	Yes	No	Yes	Yes	Yes	\$20,000 upon licensure
New Class C License	Yes*	No	Yes	Yes	Yes	\$600.00
New Club License	Yes*	No	Yes	Yes	Yes	\$300.00
New Continuing Care Retirement Center License	Yes*	No	Yes	Yes	Yes	\$600.00
New Dance Permit	No	No	Yes	No	Yes	

*except in a city having a population of 600,000 or more, pursuant to MCL 436.1501(2)



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On Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
New Dance-Entertainment Permit	No	No	Yes	No	Yes	
New Direct Connection	No	No	No	Yes	No	
New Entertainment Permit	No	No	Yes	No	Yes	
New Extended Hours Permit (Dance, Topless Activity, Entertainment)	No	No	Yes	No	Yes	
New Living Quarters Permit	No	No	Yes	No	Yes	
New Outdoor Service	No	No	No	Yes	No	
New Participation Permit	No	No	Yes	No	Yes	
New Resort A-Hotel License	Yes*	No	Yes	Yes	Yes	\$20,000 Enhancement upon licensure
New Resort B-Hotel License	Yes*	No	Yes	Yes	Yes	\$20,000 Enhancement upon licensure
New Resort Class C License	Yes*	No	Yes	Yes	Yes	\$20,000 Enhancement upon licensure
New Resort Tavern License	Yes*	No	Yes	Yes	Yes	\$20,000 Enhancement upon licensure
New SDM in conj with On Premise license	No	No	Yes	Yes	Yes	\$100.00
New Specific Purpose Permit (Food, Golf, etc.)	No	No	Yes	No	Yes	
New Sunday Sales Permit (AM)	No	No	Yes	No	No	\$160.00
New Sunday Sales Permit (PM)	No	No	Yes	No	No	15% of total license fee
New Tavern License	Yes*	No	Yes	Yes	Yes	\$250.00
New Topless Activity Permit	No	No	Yes	No	Yes	
New Train License	No	No	Yes	Yes	Yes	\$100.00

*except in a city having a population of 600,000 or more, pursuant to MCL 436.1501(2)



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On Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
Transfer ownership of Class C License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Class G-1 License	No	No	Yes	Yes	Yes	\$1,000.00
Transfer ownership of Class G-2 License	No	No	Yes	Yes	Yes	\$500.00
Transfer ownership of Continuing Care Retirement Center License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Dance Permit	No	No	Yes	No	No	
Transfer ownership of Dance-Entertainment Permit	No	No	Yes	No	No	
Transfer ownership of Direct Connection	No	No	No	Yes	No	
Transfer ownership of Entertainment Permit	No	No	Yes	No	No	
Transfer ownership of Extended Hours Permit(Dance,Topless,Entertain)	No	No	Yes	No	No	
Transfer ownership of Living Quarters Permit	No	No	Yes	No	No	
Transfer ownership of Outdoor Service	No	No	No	Yes	No	
Transfer ownership of Participation Permit	No	No	Yes	No	No	
Transfer ownership of Resort A-Hotel License	No	No	Yes	Yes	Yes	\$250.00
Transfer ownership of Resort B-Hotel License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Resort Class C License	No	No	Yes	Yes	Yes	\$600.00
Transfer ownership of Resort Tavern License	No	No	Yes	Yes	Yes	\$250.00
Transfer ownership of Specific Purpose Permit (Food, Golf, etc.)	No	No	Yes	No	No	
Transfer ownership of Sunday Sales Permit (AM)	No	No	Yes	No	No	\$160.00

*except in a city having a population of 600,000 or more, pursuant to MCL 436.1501(2)

Karen Brower

From: Huff, John M. <jmhuff@varnumlaw.com>
Sent: Friday, June 07, 2019 8:22 AM
To: Doug LaFave
Cc: Karen Brower; Aleksander Mizikar
Subject: Control of liquor licenses
Attachments: [Untitled].pdf

Doug,

Attached is a memo from one of my associates on the current ability of a city to regulate liquor licenses. The good news is that the city can do it. The bad news is that the city is going to need to rewrite its current liquor license provisions to implement the regulations. Fortunately, the City of Birmingham has done an extensive amount of work in this area and the city should be able to utilize Birmingham's materials to a large extent if we decide to proceed with an update. In addition to the memo which you definitely should review, I have also attached the entire chapter Birmingham has adopted. I am not suggesting that EGR regulate at the same depth that Birmingham does. EGR may want to consider regulating transfers of liquor licenses and requiring local annual licensing of all existing on premise liquor establishments, however. Please review sections 10-42 through 10-47 of the Birmingham ordinance which covers these topics. While I would keep this ordinance on file as a great reference guide as to what can be done, much of the rest of the ordinance is either not currently applicable to the City or are things that the city has not actively pursued historically and that I would not necessarily suggest that the city should pursue now.

Once you have completed your review of these materials we can discuss questions you may have or ideas you may have about proceeding with some regulation of liquor licensees. Obviously we will need to involve the commission in these discussion at some point if you decide that new regulations are appropriate. Let me know when you are ready to proceed.

John

John M. Huff
Partner
Direct: (616) 336-6239

VARNUM
ATTORNEYS AT LAW



Varnum LLP
333 Bridge Street NW
Grand Rapids, Michigan
49504

Main: (616) 336-6000
Fax: (616) 336-7000
www.varnumlaw.com



MEMORANDUM

TO: John Huff

FROM: Charu Ganesh

DATE: 6/6/2019

RE: Report on Michigan Liquor Control Commission and how they process transfers of on-premises liquor licenses post 2012 [2019 Update]

As you are aware, historically, approval from municipalities was required before the Michigan Liquor Control Commission (MLCC) would even consider an application for an on-premises liquor license. That changed however, on June 21, 2012, when the MLCC issued Bulletin No. 2012-12 (see attached) to local units of government, local law enforcement agencies, and applicants for MLCC licenses. Pursuant to the Bulletin, effective July 1, 2012, approvals from local units of government were needed only for the issuance of a new on-premises license. This means a license that has never before been issued by the MLCC. Licensees and applicants are no longer required by the MLCC to obtain municipal approval to transfer ownership, transfer interest, or transfer the location of an existing license. Here is how the process works now:

When an application for an on-premises liquor license is filed, the MLCC will send the municipality a notice. The MLCC will not, however, send the municipality any forms, such as a resolution or police investigation form. If the application is for a new liquor license, the MLCC will not consider the application unless or until the municipality's governing body provides the MLCC with a resolution approving or denying the liquor license application. If the application is for a transfer of ownership or location of the liquor license, the MLCC will process the application without any input from the municipality. Significantly, however, **the MLCC will carefully consider the written opinions of a local legislative body, a police agency, or local residents and will continue to review all comments received under AC, R 436.1105(2), which covers a list of qualifications of an applicant, such as the applicant's management experience of licensed businesses, moral character, convictions, and excessive alcohol use.** Therefore, East Grand Rapids should promptly review any MLCC notice of a new on-premises liquor license application and provide the MLCC with any desired opinion or input in writing, before the MLCC grants the liquor license.¹

¹ The MLCC's website is very user friendly. The "Application Status Check" link allows searches by applicant name, business address, or local government unit.

The following chart from ICLE outlines the 2012 changes to the MLCC application process:

PRE-BULLETIN	POST-BULLETIN
Local legislative body approval required for all new and transfers of on-premise licenses.	Local legislative body approval required only for new on-premise licenses.
MLCC provided notice and all required MLCC forms directly to the local unit of government.	MLCC will only provide "notice" of the pending application. The MLCC will provide the applicant with the appropriate local forms. It is the applicant's responsibility to directly submit the required MLCC forms to the local unit of government.
Police or sheriff's department recommendations were required to be submitted to the MLCC before the MLCC would consider applications for new and transfers of on-premise licenses.	Police or sheriff's department recommendations are no longer required.
All dance, entertainment, topless activity, and extended hours permits required police or sheriff's department and local legislative body approval.	Since MCL 436.1916(10) was found unconstitutional by the Federal District Court in December, 2012, neither local legislative body nor police or sheriff's department approvals are required. Only MLCC approval is required.

Municipalities' Ability to "Close the Gap" in Local Control

It is clear that municipalities can retain their control over the issuance of liquor licenses by codifying policies that require local approval. In all cases where the MLCC approves a liquor license, the MLCC order of approval states the following:

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements. **The licensee must obtain other required state and local licenses, permits, and approvals before opening the business for operation.** The licensee's failure to comply with all laws and rules may result in the revocation of the approvals contained in this order.

Many local governments have taken steps to "fill the gap" in their authority and control over liquor license transfers. An example of this is the City of Birmingham (see attached). After

the 2012 bulletin was published by the MLCC, Birmingham changed its liquor licensing ordinance to require that the City Commission must approve all transfers of Class C Licenses. Also, the City utilized its zoning ordinance by amending it to require both new and existing licensed businesses to obtain a special land use permit ("SLUP") in order to operate the restaurant in the City.²

East Grand Rapids should consider adopting similar ordinances that require those seeking liquor licenses to obtain an additional layer of approvals in order to operate a bar or restaurant within the city. This can be done by requiring its approval for transfers and by requiring SLUPs for all bars and restaurants.

Municipal Objection to Renewal or Revocation of License

After a license has been issued, a municipality has two options for objecting under the Liquor Code §501. Every year, every liquor license in Michigan must be renewed by May 1st. The municipality may object to the renewal of a Liquor License, or make a recommendation to the MLCC that the Liquor License be revoked.³ MCL 436.1501(1).

Once issued and activated, a liquor license is a property right and entitles the licensee to due process protection. *Bundo v Walled Lake*, 395 Mich 679, 238 NW2d 154 (1976). Therefore, if a municipality seeks to object to the renewal of a liquor license or requests revocation of a liquor license, the licensee is entitled to due process.

If a municipality objects to a liquor license renewal, the request and all required documents must be received by the MLCC no later than March 31, because all licenses expire on April 30. Once the MLCC receives the required documents, it will not renew the liquor license. The MLCC is not required to hold a hearing to consider the nonrenewal request. The liquor license will then expire on April 30, and any further sales of alcoholic beverages after that date are unlawful.

A request for revocation of a liquor license may be submitted at any time during the year. When all of the required documents are received, the MLCC will hold a hearing to consider the request. The municipality will be notified of the hearing, and a representative of the body or its legal counsel should attend. The sole purpose of the MLCC's hearing is to determine if the licensee was afforded rudimentary due process. The license is immediately revoked on the issuance of the MLCC's written order if the MLCC determines that due process was afforded the licensee.

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² A SLUP is a powerful tool in the municipal toolbox. Without a SLUP, the business cannot operate, and the City can revoke a SLUP independent of any proceedings against a liquor license.

³ The reason for the municipality's objection is very important, the MLCC may not follow a municipality's objection under certain circumstances, such as, the Licensee's failure to pay taxes.

Chapter 10 - ALCOHOLIC LIQUORS^[1]

Footnotes:

--- (1) ---

Cross reference— Businesses, ch. 26.

State Law reference— Liquor control act, MCL 436.1 et seq.

ARTICLE I. - IN GENERAL

Secs. 10-1—10-25. - Reserved.

ARTICLE II. - LICENSES

DIVISION 1. - GENERALLY

Secs. 10-26—10-35. - Reserved.

DIVISION 2. - CONSUMPTION ON PREMISES

Sec. 10-36. - Purpose.

The purpose of this division is to establish a policy and procedure for the renewal, revocation and transfer of licenses for sales of intoxicating liquor for consumption on the premises in the city.

(Code 1963, § 7.400; Ord. No. 1551, § 7.400, 3-15-93)

Sec. 10-37. - Renewals—City investigation.

In January of each year, the city manager shall cause the following investigation to be made relative to each existing license for sales of intoxicating liquor on the premises in the city:

- (1) An inspection of the premises to determine whether the licensee is in compliance with all applicable city and state codes. All inspection reports for the prior 12-month period from the county health department shall be obtained for review by the city commission.
- (2) An inspection of the premises to determine that the licensee is in compliance with the license itself, its approved site plan and plan of operation as well as any conditions imposed by the city or the liquor control commission at the time of issuance or transfer of the license.
- (3) An inspection to determine the general condition of the licensed premises, both interior and exterior.

City of Birmingham
Alcoholic Liquors Ordinances

- (4) The city administration shall secure from each licensee an affidavit, on a form to be supplied by the city, stating the percentage of the licensee's gross income during the prior 12-month period from the sale of food and alcoholic beverages.
- (5) An inspection of the city's records to determine whether all taxes and other monies due the city are timely paid.
- (6) An inspection of police files or other sources of information to determine whether any activity in connection with the licensed premises is in violation of the law, disturbs the public peace and tranquility or contributes to the disruption of the normal activities of those in the neighborhood of the licensed premises.

(Code 1963, § 7.401; Ord. No. 1551, § 7.401, 3-15-93)

Sec. 10-38. - Same—City commission.

In February of each year, the city commission will consider the renewal of all existing licenses for consumption of intoxicating liquor on the premises in the city. The commission will review the information and other investigative materials collected by the city administration as detailed in section 10-37. Following its review of this material, the city commission may adopt a resolution to establish a public hearing date to consider objecting to the renewal of a license for consumption of intoxicating liquor on the premises by the liquor control commission. If such action is taken by the city commission, its resolution shall:

- (1) State the reasons why the city is considering action which would result in the city objecting to the renewal of the license;
- (2) State the date, time and place for the public hearing when the city commission will consider taking action to object to the renewal of the license;
- (3) Direct the city administration to inform the licensee in writing that he may submit any written material for consideration by the city commission prior to the date of the public hearing or at the hearing, that the licensee may appear in person at the hearing or be represented by counsel, and that the licensee may present witnesses or written evidence at the hearing.

(Code 1963, § 7.402; Ord. No. 1551, § 7.402, 3-15-93)

Sec. 10-39. - Procedure for objecting to renewal or requesting revocation of liquor license or permit.

Prior to filing an objection with the liquor control commission to renew or request for revocation of a liquor licenses, the city commission shall do the following:

- (1) Serve the licensee by first class mail, at least ten days prior to the hearing, with a written notice of the hearing, which notice shall contain the following information:
 - a. Notice of proposed action;

City of Birmingham
Alcoholic Liquors Ordinances

- b. Reasons for the proposed action;
 - c. Date, time and location of hearing; and
 - d. A statement that at the hearing the licensee may present witnesses, evidence and arguments on his behalf and confront adverse witnesses and that the licensee has the right to be represented by counsel.
- (2) Hold a hearing as scheduled with the licensee present. The city commission may consider the investigation and other materials prepared by the city administration pursuant to section 10-37, which materials shall be made available to the licensee. The city commission may also hear from members of the administration, other governmental agencies or the public and licensee shall be afforded an opportunity to question those who present information or other evidence to the city commission. The licensee shall be given an opportunity to be represented by counsel and to present witnesses, evidence and arguments and shall be allowed to confront adverse witnesses. The public shall be afforded a reasonable opportunity to comment upon the issues before the city commission.
- (3) Following the hearing, the city commission shall make a written resolution as to its findings and determination and shall by first class mail forward a copy of the same to the licensee and the liquor control commission. In cases where the city's determination is to object to the renewal of the license, a copy of the resolution shall be sent to the licensee and the state liquor control commission and must be received by the state liquor control commission no later than March 31.
- (4) If the city commission determines that a recommendation of nonrenewal or request for revocation is to be filed with the state liquor control commission, it shall forward the following documents to the state liquor control commission:
- a. A certified copy of the notice of hearing sent to the licensee.
 - b. A certified copy of the resolution adopted by the city commission objecting to the renewal of the license or requesting that the license be revoked and, if there is a separate statement of findings, a certified copy of the statement of findings shall be included.
 - c. A copy of this chapter, including the date of adoption of the ordinance from which this chapter was derived and the date of publication of such ordinance.
 - d. A proof of service demonstrating that the notice of hearing was sent to the licensee.

(Ord. No. 2066, 8-22-11)

Editor's note— Ord. No. 2066, adopted August 22, 2011, amended section 10-39 in its entirety to read as herein set out. Formerly, section 10-39 pertained to renewal hearing—procedure, and derived from the Code of 1963, § 7.403(a), and Ord. No. 1551, § 7.403(A), adopted March 15, 1993.

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Sec. 10-40. - Same—Standards.

The city commission may object to renewal of a license for consumption of intoxicating liquor on the premises for one or more of the following reasons:

- (1) Licensee's failure to comply with all applicable city and state laws concerning health, safety, moral conduct or public welfare.
- (2) Licensee's repeated violations of state liquor laws.
- (3) Licensee's maintenance of a nuisance upon or in connection with the licensed premises, including but not limited to any of the following:
 - a. Existing violations of building, electrical, mechanical, plumbing, zoning, health, fire or other applicable regulatory codes;
 - b. A pattern of patron conduct in the neighborhood of the licensed premises which is in violation of the law and/or disturbs the peace, order, and tranquility of the neighborhood;
 - c. Failure to maintain the grounds and exterior of the licensed premises, including litter, debris, or refuse blowing or being deposited upon adjoining premises;
 - d. Entertainment on the licensed premises without a permit and/or entertainment which disturbs the peace, order and tranquility in the neighborhood of the licensed premises;
 - e. Any advertising, promotion or activity in connection with the licensed premises which by its nature causes, creates or contributes to disorder, disobedience to rules, ordinances or laws, or contributes to the disruption of normal activity of those in the neighborhood of the licensed premises;
 - f. Numerous police contacts with the licensed premises or the patrons of the premises;
 - g. Failure to adequately staff and control the premises; and
 - h. The conditions or practices of the business present immediate health and safety issues.
- (4) Licensee's failure to permit the inspection of the licensed premises by the city's agents or employees in connection with the enforcement of the City Code.
- (5) Licensee's failure to comply with the terms of its liquor license or any conditions imposed by the city commission or the liquor control commission at the time of issuance or transfer of the license.
- (6) Licensee's failure to comply with all standards and plans established and approved by the city commission at the time of original approval or transfer of the license.
- (7) Licensee's failure to timely pay its taxes or other monies due the city.

(Code 1963, § 7.403(b); Ord. No. 1551, § 7.403(B), 3-15-93; Ord. No. 2067, 8-22-11)

Sec. 10-41. - Revocation.

A license for consumption of intoxicating liquor on the premises may be revoked by the city commission for licensee's violation of any of the standards set forth in subsections 10-40(1) through (7) following a public hearing conducted in conformance with the procedures established in section 10-39.

(Code 1963, § 7.404; Ord. No. 1551, § 7.404, 3-15-93)

Sec. 10-42. - Transfers—Standards.

Any and all transfers of a license for consumption of intoxicating liquor on premises require the approval of the city commission of any kind including, but not limited to: ownership of the license; stock in a corporation that owns a license; interest in a license through any entity; or location of the licensed premises. Applications for a transfer shall be in writing and filed with the city clerk. An application for transfer of a license for consumption of intoxicating liquor on the premises will be considered by the city commission based on the following standards:

- (1) An applicant will be given consideration only if he proposes to provide and continues to provide for the service of meals to be consumed on the premises.
- (2) The location proposed and methods of operation must not detrimentally and unreasonably impact nearby property owners, businesses and residents.
- (3) All applicable health and safety codes and ordinances, including zoning, must be met.
- (4) Applicants will be required to submit a detailed plan of proposed operation as part of their application for transfer, which shall include a plot plan of the site, a plan for any proposed change in exterior and interior design, lay-out of any proposed change to ancillary facilities and a general operational statements outlining the proposed manner in which the establishment will be operated, including a schedule of the hours of operation, crowd control plans, use of the facility, parking provisions and the estimated cost of any proposed improvements.

(Code 1963, § 7.405(a); Ord. No. 1551, § 7.405(A), 3-15-93; Ord. No. 2120, 8-13-12; Ord. No. 2125, 2-11-13)

Sec. 10-43. - Same—Procedure.

- (a) Each applicant for transfer of a license for consumption of intoxicating liquor on the premises must make an application to the city clerk on forms provided by the city. This application is in addition to any application required by the liquor control commission.
- (b) Upon receipt of an application for transfer, the city manager will refer it to the police chief, building official, fire chief, planning director, the county department of health and such other city officers or employees as the manager may desire, who shall cause a thorough investigation of the applicant to be made, including a complete history of past business experience and liquor law violations, if any.

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- (c) The applicant will be required to reimburse the city for the cost of its investigation, as determined by the city manager, prior to consideration of the transfer request by the city commission.
- (d) The applicant will be required to appear before the city commission, make a written presentation concerning the plans for the operation of the licensed premises and answer any questions pertaining to such plans.
- (e) If the city commission is satisfied that the transfer of the license for consumption of intoxicating liquor on the premises will constitute an asset to the community and meets the standards of this division, it will adopt a resolution approving transfer of the license, subject to any conditions stated in the resolution. Once the city commission approves the transfer of a license, a copy of the resolution shall be sent to the liquor control commission. The applicant must comply with all representations made to the city commission as part of his request for transfer. If, following transfer of a license for consumption of intoxicating liquor on the premises it is determined that the project was not completed as required by plans and specifications presented to the city commission or in compliance with the representations made to the city commission, the city commission may consider objecting to the renewal of the license for the following year.

(Code 1963, § 7.405(b); Ord. No. 1551, § 7.405(B), 3-15-93)

Sec. 10-44. - Same—Duty of continuing compliance.

Successful applicants for transfer of a license for consumption of intoxicating liquor on the premises or a permit endorsement to said license shall continue to comply with all city and state codes and the standards set forth in this division, including the written plan of operation submitted to the city and any representations made to the city commission in obtaining the requested transfer. Licensee's failure to comply with all codes or variation from the written plan of operation may result in the refusal of the city commission to renew a license or revocation of the license.

(Code 1963, § 7.406; Ord. No. 1551, § 7.406, 3-15-93; Ord. No. 2126, 2-11-13)

Sec. 10-45. - Annual license requirement.

No person shall engage in the sale of any alcoholic liquor, beer or wine for consumption on the premises without first obtaining a license from the city. Application for a license shall be made on a form provided by the city clerk. No license shall be issued unless the requirements of this division have been met, the certifications required by chapter 26, sections 26-34—26-37 have been made and the fee set forth in the schedule of fees, charges, bonds and insurance have been paid. The license year shall begin May 1 of each year and terminate at midnight on April 30 of the following year.

(Code 1963, § 7.407; Ord. No. 1551, § 7.407, 3-15-93; Ord. No. 2010, 2-8-10)

Sec. 10-46. - Permit endorsements.

Any and all permit endorsements to a license for consumption of intoxicating liquor on premises require the approval of the city commission. Applications for permit endorsement shall be in writing and filed with the city clerk. An application for permit endorsement license for consumption of intoxicating liquor on the premises will be considered by the city commission based on the following standards:

- (1) An applicant will be given consideration only if he proposes to provide and continues to provide for the service of meals to be consumed on the premises.
- (2) The location proposed and methods of operation must not detrimentally and unreasonably impact nearby property owners, businesses and residents.
- (3) All applicable health and safety codes and ordinances, including zoning, must be met.
- (4) Applicants will be required to submit a detailed plan of proposed operation as part of their application for permit endorsement, which shall include a plot plan of the site, a plan for any proposed change in exterior and interior design, lay-out of any proposed change to ancillary facilities and a general operational statements outlining the proposed manner in which the establishment will be operated, including a schedule of the hours of operation, crowd control plans, use of the facility, parking provisions and the estimated cost of any proposed improvements.

(Ord. No. 2126, 2-11-13)

Sec. 10-47. - Same—Procedure.

- (a) Each applicant for transfer of a permit endorsement for consumption of intoxicating liquor on the premises must make an application to the city clerk on forms provided by the city. This application is in addition to any application required by the liquor control commission.
- (b) Upon receipt of an application for transfer, the city manager will refer it to the police chief, building official, fire chief, planning director, the county department of health and such other city officers or employees as the manager may desire, who shall cause a thorough investigation of the applicant to be made, including a complete history of past business experience and liquor law violations, if any.
- (c) The applicant will be required to reimburse the city for the cost of its investigation, as determined by the city manager, prior to consideration of the permit endorsement request by the city commission.
- (d) The applicant will be required to appear before the city commission, make a written presentation concerning the plans for the operation of the licensed premises and answer any questions pertaining to such plans.
- (e) If the city commission is satisfied that the permit endorsement to the license for consumption of intoxicating liquor on the premises will constitute an asset to the community and meets the standards of this division, it will adopt a resolution approving the permit endorsement to the license, subject to any conditions stated

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in the resolution. Once the city commission approves the permit endorsement to a license, a copy of the resolution shall be sent to the liquor control commission. The applicant must comply with all representations made to the city commission as part of his request for the permit endorsement. If, following a permit endorsement to a license for consumption of intoxicating liquor on the premises it is determined that the project was not completed as required by plans and specifications presented to the city commission or in compliance with the representations made to the city commission, the city commission may consider objecting to the renewal of the license for the following year.

(Ord. No. 2126, 2-11-13)

Secs. 10-48—10-59. - Reserved.

DIVISION 3. - LICENSES FOR ECONOMIC DEVELOPMENT

Sec. 10-60. - Purpose.

The purpose of this division is to establish a policy and conditions to allow the city commission the ability to approve a request to transfer a liquor license into the city in excess of the city's quota licenses if the request is deemed to constitute a substantial economic development and benefit to the city, to establish criteria for selecting applicants, and to provide limitations on the influx of new liquor licenses and to insure controlled growth and development regarding liquor licenses and to evaluate the impact of increased liquor licenses on the city.

(Ord. No. 2032, 5-10-10)

Sec. 10-61. - Request for transfer of license into city.

Persons desiring to transfer a liquor license from outside the city limits into the city limits in excess of the city's quota licenses shall make an application to the city commission and pay the applicable economic development liquor license transfer review fee as set forth in appendix A of this Code. In addition to those items and conditions set forth in section 10-42, the application shall set forth in detail its proposed project, including, but not limited to:

- (1) Utilization of said liquor licenses and details on the number of quota liquor licenses in escrow at the time of application.
- (2) Proposed site plan of the property, building floor plan and an operations floor plan.
- (3) An economic impact analysis.
- (4) A copy of the special land use permit application and supporting documentation submitted by the applicant.
- (5) All documentation submitted to the LCC requesting the transfer.

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- (6) Full identification and history of the license holder(s) as it pertains to the license proposed to be transferred, including all complaints filed with the state liquor control commission (LCC) or actions taken by any municipality or the LCC to suspend, revoke, deny or the non-renewal of said license and all other documentation setting forth the detail of the substantial economic development proposed by the applicant, including the approximate dollar amount of the investment to be made, number of jobs to be created and other benefits to the city. The city deems projects resulting in a 500 percent increase in assessed value post-development over the pre-development assessed value of the parcel and/or projects with an investment of more than \$10,000,000.00, whichever is less, to be substantial. However, special circumstances may warrant flexibility on the minimum investment at the sole discretion of the city commission.
- (7) Information detailing how the proposed operation will create a more eclectic mix of restaurants in the city.
- (8) Such other items deemed necessary by city administration.

(Ord. No. 2032, 5-10-10)

Sec. 10-62. - Application for transfer of liquor license into the city for economic development purposes.

- (a) Selection criteria. In addition to the usual factors and criteria used by the city commission for liquor license requests, including those listed in section 10-42, the commission shall consider the following non-exclusive list of criteria to assist in the determination of which of the existing establishment applicants, if any, should be approved:
 - (1) The applicant's demonstrated ability to finance the proposed project.
 - (2) The applicant's track record with the city including responding to city and/or citizen concerns.
 - (3) Whether the applicant has an adequate site plan to handle the proposed liquor license activities.
 - (4) Whether the applicant has adequate health and sanitary facilities.
 - (5) The establishment's location in relation to the determined interest in development.
 - (6) The extent that the cuisine offered by applicant is represented in the city.
 - (7) The percentage of proceeds from the sale of food products as compared to the sale of alcoholic beverages.
 - (8) Whether the applicant has outstanding obligations to the city (i.e. property taxes paid, utilities paid, etc.).
- (b) Maximum number of economic development licenses. The city commission may approve a maximum of two economic development licenses each calendar year in addition to the existing quota licenses otherwise permitted by state law.

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- (c) Annual review of need. Every three calendar years, the city commission shall perform a review of the previously approved economic development license(s), if any, and the impact of those decisions on the city's downtown. A time for public comment shall be provided.
- (d) If any new transfers of licenses for economic development are to be considered, the city commission shall set a schedule setting forth when all applicants must submit their application and supporting documentation, when interviews may be conducted and a timeframe within which a decision will be anticipated.

(Ord. No. 2032, 5-10-10)

Sec. 10-63. - Transfer within city.

Should an economic development license be issued by the city commission, said license is limited to the property proposed and approved and the applicant receiving the approval, and shall not be transferred to another location or person/entity within the city without prior approval of the city commission and substantial economic development and benefit to the city at the new location. Standards to be considered by the city commission and the procedure to be followed shall include those set forth in section 10-42 and section 10-43. In addition, any expansion of the building located on the property must be approved by the city commission.

(Ord. No. 2032, 5-10-10)

Sec. 10-64. - Contract and special land use permit required.

A contract for transfer and a special land use permit are required for all licenses approved under this division. The licensee must comply with all provisions of the contract and special land use permit, and any amendments thereto as a condition of granting of a requested transfer and subsequently maintaining the license under this division.

(Ord. No. 2032, 5-10-10)

Sec. 10-65. - Renewals.

Once a license is issued under this division, the license holder must go through the license renewal process set forth in section 10-39 and is subject to the renewal standards set forth in section 10-40. A review of compliance with the contract and special land use permit shall also be included.

(Ord. No. 2032, 5-10-10)

Sec. 10-66. - License types, endorsements, additional bar permits.

If a license is issued under this division, the license holder may apply for entertainment, dance and additional bar permits from the state liquor control commission for use only on the premises, but shall not apply for or seek from the state liquor control commission any permit endorsements to its liquor license or seek any

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change in its license status/class whether available in current state liquor control code or in future state liquor control codes, or amendments thereto, without the prior approval from the city commission.

(Ord. No. 2032, 5-10-10)

Sec. 10-67. - Violation of license, contract, special land use permit.

Violations or failures to abide by terms of the liquor license, contract, the special land use permit or this Code shall be grounds for the state liquor control commission to suspend, revoke or not renew the liquor license. Further, should violations occur, or should the applicant fail to complete the project as required by plans and specifications presented to the city commission, or fail to comply with all representations made to the city commission, the city shall be entitled to exercise any or all remedies provided in those documents, in this Code, including but not limited to seeking the revocation of the special land use permit, pursuing breach of contract claims, and all other legal and equitable rights to enforce the terms thereunder. The licensee shall reimburse the city all of its costs and actual attorney fees incurred by the city in seeking the suspension, revocation or non-renewal of the liquor license, revocation of the special land use permit, or enforcement of such other rights and remedies, including contractual, as may be available at law or in equity.

(Ord. No. 2032, 5-10-10)

Secs. 10-68—10-79. - Reserved.

DIVISION 4. - BISTRO LICENSES

Sec. 10-80. - Purpose.

The purpose of this division is to establish a policy and conditions to allow the city commission the ability to approve a request to transfer a liquor license into the city in excess of the city's quota licenses if applicant is establishing a bistro, as defined in chapter 126, to establish criteria for selecting applicants, and to provide limitations on the influx of new bistro liquor licenses and to insure controlled growth and development regarding bistro liquor licenses and to evaluate the impact of bistro liquor licenses on the city.

(Ord. No. 1929, 4-16-07; Ord. No. 2065, 8-22-11)

Sec. 10-81. - Request for transfer of license into city.

Persons desiring to transfer a liquor license from outside the city limits into the city limits in excess of the city's quota licenses for establishment of a bistro shall make an application to the city commission and pay the applicable liquor license transfer review fee for a bistro as set forth in the schedule of fees, charges, bonds and insurance. In addition to those items and conditions set forth in section 10-42, the application shall set forth in detail its proposed project, including, but not limited to:

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- (1) Utilization of said bistro liquor licenses and details on the number of quota liquor licenses in escrow at the time of application.
- (2) Proposed site plan of the property, building floor plan and an operations floor plan.
- (3) A copy of the special land use permit application and supporting documentation submitted by the applicant.
- (4) All documentation submitted to the LCC requesting the transfer.
- (5) Full identification and history of the license holder(s) as it pertains to the license proposed to be transferred, including all complaints filed with the state liquor control commission (LCC) or actions taken by any municipality or the LCC to suspend, revoke, deny or the non-renewal of said license and all other documentation setting forth the detail of the bistro layout proposed by the applicant.
- (6) Such other items deemed necessary by city administration.

(Ord. No. 1929, 4-16-07; Ord. No. 2010, 2-8-10; Ord. No. 2065, 8-22-11)

Sec. 10-82. - Limitations on the numbers of bistro licenses.

- (a) Maximum number of bistro licenses. The city commission may approve a maximum number of license transfers for bistro licenses per calendar year as follows:
 - (1) *Existing establishments.* A maximum of six bistro licenses may be approved in the first year after the passage of this amendment, and a maximum of two bistro licenses may be approved each calendar year thereafter to applicants whose establishments have been continuously operating as a restaurant or food service business in the city for at least five years prior to applying for the license transfer. In addition to the usual criteria used by the city commission for liquor license requests, the commission shall consider the following non-exclusive list of criteria to assist in the determination of which of the existing establishment applicants, if any, should be approved:
 - a. The applicant's demonstrated ability to finance the proposed project.
 - b. The applicant's track record with the city including responding to city and/or citizen concerns.
 - c. Whether the applicant has an adequate site plan to handle the bistro liquor license activities.
 - d. Whether the applicant has adequate health and sanitary facilities.
 - e. The establishment's location in relation to the determined interest in the establishment of bistros in the overlay district and the Triangle district.
 - f. The extent that the cuisine offered by applicant is represented in the city.
 - g. Whether the applicant has outstanding obligations to the city (i.e., property taxes, utilities, etc.).

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- (2) *New establishments.* Two bistro licenses may be approved each calendar year to applicants who do not meet the definition of existing establishments as set forth in subsection (a)(1). In addition to the usual criteria used by the city commission for liquor license requests, the commission shall consider the following non-exclusive list of criteria to assist in the determination of which of the new establishment applicants, if any, should be approved:
- a. The applicant's demonstrated ability to finance the proposed project.
 - b. The applicant's track record with the city including responding to city and/or citizen concerns.
 - c. Whether the applicant has an adequate site plan to handle the bistro liquor license activities.
 - d. Whether the applicant has adequate health and sanitary facilities.
 - e. The establishment's location in relation to the determined interest in the establishment of bistros in the overlay district and the Triangle district.
 - f. The extent that the cuisine offered by applicant is represented in the city.
 - g. Whether the applicant has outstanding obligations to the city (i.e., property taxes, utilities, etc.).
- (b) Application deadlines and review procedures for bistro licenses shall be established by resolution of the city commission.
- (c) Annual review of need. Every year for the first three years after the passage of this amendment, and every three calendar years thereafter, the city commission shall perform a review of the previously approved bistro license(s), if any, and the impact of those decisions on the city. A time for public comment shall be provided. Based on the city commission review and comment by the public, the city commission shall determine whether they will consider applications for license transfers for existing establishments and/or new establishments, up to the maximum in each category.
- (d) If any new transfers of licenses for bistros are to be considered, the city commission shall set a schedule setting forth when all applicants must submit their application and supporting documentation, when interviews may be conducted and a timeframe within which a decision will be anticipated.

(Ord. No. 1929, 4-16-07; Ord. No. 2065, 8-22-11)

Sec. 10-83. - Transfer within city.

Should a bistro license be issued by the city commission, said license is limited to the property proposed and approved and the applicant receiving the approval, and shall not be transferred to another location or person/entity within the city without prior approval of the city commission. Standards to be considered by the city commission and the procedure to be followed shall include those set forth in sections 10-42 and 10-43. In addition, any expansion of the building located on the property must be approved by the city commission.

(Ord. No. 1929, 4-16-07; Ord. No. 2065, 8-22-11)

Sec. 10-84. - Contract and special land use permit required.

A contract for transfer and a special land use permit are required for all licenses approved under this division. The licensee must comply with all provisions of the contract and special land use permit, and any amendments thereto as a condition of granting of a requested transfer under this division.

(Ord. No. 1929, 4-16-07; Ord. No. 2065, 8-22-11)

Sec. 10-85. - Renewals.

Once a license is issued under this division, the license holder must go through the license renewal process set forth in section 10-39 and is subject to the renewal standards set forth in section 10-40. A review of compliance with the contract and special land use permit shall also be included.

(Ord. No. 1929, 4-16-07; Ord. No. 2065, 8-22-11)

Sec. 10-86. - License types, endorsements, additional bar permits.

If a license is issued under this division, the license holder may not apply or seek any permit endorsements from the state liquor control commission or seek any change in its license status/class whether available in current state liquor control code or in future state liquor control codes, or amendments thereto, without the prior approval from the city commission.

(Ord. No. 1929, 4-16-07; Ord. No. 2065, 8-22-11)

Sec. 10-87. - Violation of license, contract, special land use permit.

Violation(s) or failure(s) to abide by terms of the liquor license, contract, the special land use permit or this Code shall be grounds for the state liquor control commission to suspend, revoke or not renew the liquor license. Further, should violation(s) occur, or should the applicant fail to complete the project as required by plans and specifications presented to the city commission, or fail to comply with all representations made to the city commission, the city shall be entitled to exercise any or all remedies provided in those documents, in this Code, including but not limited to seeking the revocation of the special land use permit, pursuing breach of contract claims, and all other legal and equitable rights to enforce the terms thereunder. The licensee shall reimburse the city all of its costs and actual attorney fees incurred by the city in seeking the suspension, revocation or non-renewal of the liquor license, revocation of the special land use permit, or enforcement of such other rights and remedies, including contractual, as may be available at law or in equity.

(Ord. No. 1929, 4-16-07; Ord. No. 2065, 8-22-11)

Secs. 10-88—10-99. - Reserved.

DIVISION 5. - LICENSES FOR THEATERS AND HOTELS¹²¹

Footnotes:

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Editor's note— Ord. No. 2268, adopted May 14, 2018, changed the title of division 5 from "Licenses for theaters" to "Licenses for theaters and hotels." The historic notation has been preserved for reference purposes.

Sec. 10-100. - Purpose.

The purpose of this division is to establish a policy and conditions to allow the city commission the ability to approve a request to transfer a liquor license into the city in excess of the city's quota licenses if the request is deemed to constitute a substantial benefit to the city for the continuation and development of theaters or hotels, and to establish criteria for selecting applicants, and to provide limitations on the influx of new liquor licenses and to insure controlled growth and development regarding liquor licenses and to evaluate the impact of increased liquor licenses on the city. For purposes of this division, theaters shall be defined as a building, part of a building for housing dramatic presentations, stage entertainments or motion picture shows, and hotels shall be defined as in chapter 126, article 9, section 9.02 of the zoning ordinance.

(Ord. No. 2212, 2-13-17; Ord. No. 2268, 5-14-18)

Sec. 10-101. - Request for transfer of license into city.

Persons desiring to transfer a liquor license from outside the city limits into the city limits in excess of the city's quota licenses shall make an application to the city commission and pay the applicable theater or hotel liquor license transfer review fee as set forth in appendix A of this Code. In addition to those items and conditions set forth in section 10-42, the application shall set forth in detail its proposed project, including, but not limited to:

- (1) Utilization of said liquor licenses and details on the number of quota liquor licenses in escrow at the time of application.
- (2) Proposed and/or existing site plan of the property, building floor plan and an operations floor plan.
- (3) An economic impact analysis.
- (4) A copy of the special land use permit application and supporting documentation submitted by the applicant.
- (5) All documentation submitted to the LCC requesting the transfer.
- (6) Full identification and history of the license holder(s) as it pertains to the license proposed to be transferred, including all complaints filed with the state liquor control commission (LCC) or actions taken by any municipality or the LCC to suspend, revoke or deny the non-renewal of said license and all other

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documentation setting forth the detail of the existing theater or hotel, or proposed theater or hotel by the applicant, including the approximate dollar amount of the investment to be made, number of jobs to be created, minimum of 150 seats for theaters, a minimum of 100 guest rooms for hotels, and other benefits to the city.

- (7) Information detailing how the proposed operation will create or sustain the theaters or hotels in the city.
- (8) Such other items deemed necessary by city administration.

(Ord. No. 2212, 2-13-17; Ord. No. 2268, 5-14-18)

Sec. 10-102. - Application for transfer of liquor license into the city for theater or hotel purposes.

- (a) Selection criteria. In addition to the usual factors and criteria used by the city commission for liquor license requests, including those listed in section 10-42, the commission shall consider the following non-exclusive list of criteria to assist in the determination of which of the existing establishment applicants, if any, should be approved:
 - (1) The applicant's demonstrated ability to finance the proposed project.
 - (2) The applicant's track record with the city including responding to city and/or citizen concerns.
 - (3) Whether the applicant has an adequate site plan to handle the proposed liquor license activities.
 - (4) Whether the applicant has adequate health and sanitary facilities.
 - (5) For theaters only, the percentage of proceeds from the sale of tickets and food products as compared to the sale of alcoholic beverages.
 - (6) Whether the applicant has outstanding obligations to the city (i.e. property taxes paid, utilities paid, etc.).
- (b) Maximum number of theater and hotel licenses. The city commission may approve a maximum of two theater or hotel licenses each calendar year in addition to the existing quota licenses otherwise permitted by state law.
- (c) Annual review of need. Every three calendar years, the city commission shall perform a review of the previously approved theater and hotel license(s), if any, and the impact of those decisions on the city's downtown. A time for public comment shall be provided.
- (d) If any new transfers of licenses for theaters or hotels are to be considered, the city commission shall set a schedule setting forth when all applicants must submit their application and supporting documentation, when interviews may be conducted and a timeframe within which a decision will be anticipated.

(Ord. No. 2212, 2-13-17; Ord. No. 2268, 5-14-18)

Sec. 10-103. - Transfer within city.

Should a theater or hotel license be issued by the city commission, said license is limited to the property proposed and approved and the applicant receiving the approval, and shall not be transferred to another location or person/entity within the city without prior approval of the city commission. Standards to be considered by the city commission and the procedure to be followed shall include those set forth in section 10-42 and section 10-43. In addition, any expansion of the building located on the property must be approved by the city commission.

(Ord. No. 2212, 2-13-17; Ord. No. 2268, 5-14-18)

Sec. 10-104. - Contract and special land use permit required.

A contract for transfer and a special land use permit are required for all licenses approved under this division. The licensee must comply with all provisions of the contract and special land use permit, and any amendments thereto as a condition of granting of a requested transfer and subsequently maintaining the license under this division.

(Ord. No. 2212, 2-13-17)

Sec. 10-105. - Renewals.

Once a license is issued under this division, the license holder must go through the license renewal process set forth in section 10-39 and is subject to the renewal standards set forth in section 10-40. A review of compliance with the contract and special land use permit shall also be included.

(Ord. No. 2212, 2-13-17)

Sec. 10-106. - License types, endorsements, additional bar permits.

If a license is issued under this division, the license holder may apply for entertainment, dance and additional bar permits from the state liquor control commission for use only on the premises, but shall not apply for or seek from the state liquor control commission any permit endorsements to its liquor license or seek any change in its license status/class whether available in current state liquor control code or in future state liquor control codes, or amendments thereto, without the prior approval from the city commission.

(Ord. No. 2212, 2-13-17)

Secs. 10-107—10-124. - Reserved.

Editor's note— Ord. No. 2260, adopted January 8, 2018, repealed the former section 10-107 in its entirety, which pertained to violation of license, contract, special land use permit, and derived from Ord. No. 2212, adopted February 13, 2017.

For current provisions pertaining to similar subject matter, the user's attention is directed to article II, division 6 of this chapter.

DIVISION 6. - VIOLATION OF LICENSE, CONTRACT, SPECIAL LAND USE PERMIT

Sec. 10-125. - Violation of license, contract, special land use permit.

- (a) Violations or failures to abide by terms of the liquor license, contract, special land use permit, state law or this Code, shall be grounds for the city manager or his designee to temporarily suspend, in whole or in part, the special land use permit of the licensee. Such action shall be taken upon recommendation of the police chief or his designee as to the violations or failures of the licensee. The city manager shall schedule a hearing before the city commission to review the facts and circumstances for the temporary suspension, in whole or in part, and the city commission shall determine whether the said suspension should be rescinded, continued or other actions in accordance with this Code should be taken.
- (b) Violations or failures to abide by terms of the liquor license, contract, special land use permit, state law or this Code shall be grounds for the state liquor control commission to suspend, revoke or not renew the liquor license. Further, should violations occur, or should the applicant fail to complete the project as required by plans and specifications presented to the city commission, or fail to comply with all representations made to the city commission, the city shall be entitled to exercise any or all remedies provided in those documents, in this Code, including but not limited to seeking the revocation of the special land use permit, pursuing breach of contract claims, and all other legal and equitable rights to enforce the terms thereunder. The licensee shall reimburse the city all of its costs and actual attorney fees incurred by the city in seeking the suspension, revocation or non-renewal of the liquor license, revocation of the special land use permit, or enforcement of such other rights and remedies, including contractual, as may be available at law or in equity.

(Ord. No. 2260, 1-8-18)

MEMORANDUM

TO: John Huff
FROM: Brad Fowler
DATE: 1/27/2015
RE: Report on Michigan Liquor Control Commission and how they process transfers of on-premises liquor licenses post 2012.

As you are aware, historically, approval from municipalities was required before the Michigan Liquor Control Commission (MLCC) would even consider an application for an on-premises liquor license. That changed however, on June 21, 2012, when the MLCC issued Bulletin No. 2012-12 (see attached) to local units of government, local law enforcement agencies, and applicants for MLCC licenses. Pursuant to the Bulletin, effective July 1, 2012, approvals from local units of government were needed only for the issuance of a new on-premises license. This means a license that has never before been issued by the MLCC. Licensees and applicants are no longer required by the MLCC to obtain municipal approval to transfer ownership, transfer interest, or transfer the location of an existing license. Here is how the process works now:

When an application for an on-premises liquor license is filed, the MLCC will send the municipality a notice. The MLCC will not, however, send the municipality any forms, such as a resolution or police investigation form. If the application is for a new liquor license, the MLCC will not consider the application unless or until the municipality's governing body provides the MLCC with a resolution approving or denying the liquor license application. If the application is for a transfer of ownership or location of the liquor license, the MLCC will process the application without any input from the municipality. Significantly, however, **The MLCC will carefully consider the written opinions of a local legislative body, a police agency, or local residents and will continue to review all comments received under AC, R 436.1105(2), which covers a list of qualifications of an applicant, such as the applicant's management experience of licensed businesses, moral character, convictions, and excessive alcohol use.** Therefore, East Grand Rapids should promptly review any MLCC notice and provide the MLCC with any desired opinion or input in writing, before the MLCC grants the liquor license.

The following chart from ICLE outlines the 2012 changes to the MLCC application process:

PRE-BULLETIN	POST-BULLETIN
Local legislative body approval required for all new and transfers of on-premise	Local legislative body approval required only for new on-premise licenses.

licenses.	
MLCC provided notice and all required MLCC forms directly to the local unit of government.	MLCC will only provide "notice" of the pending application. The MLCC will provide the applicant with the appropriate local forms. It is the applicant's responsibility to directly submit the required MLCC forms to the local unit of government.
Police or sheriff's department recommendations were required to be submitted to the MLCC before the MLCC would consider applications for new and transfers of on-premise licenses.	Police or sheriff's department recommendations are no longer required.
All dance, entertainment, topless activity, and extended hours permits required police or sheriff's department and local legislative body approval.	Since MCL 436.1916(10) was found unconstitutional by the Federal District Court in December, 2012, neither local legislative body nor police or sheriff's department approvals are required. Only MLCC approval is required.

Finally, it appears clear that municipalities can retain their control over the issuance of liquor licenses by codifying policies that require local approval. In all cases where the MLCC approves a liquor license, the MLCC order of approval states the following:

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain other required state and local licenses, permits, and approvals before opening the business for operation. The licensee's failure to comply with all laws and rules may result in the revocation of the approvals contained in this order.

Therefore, if, for example, the MLCC approves the transfer of a liquor license, a municipality may deny the same if it has an appropriate ordinance in place. East Grand Rapids may wish to ensure that all liquor license applications must be approved by the municipality in order to operate in its jurisdiction. This would protect the City's interests in light of the 2012 changes.

CHAPTER 74: TAVERN AND CLASS C LIQUOR LICENSES

Section

- 7.48 Definitions
- 7.49 Qualification of applicant
- 7.50 Requirements for a tavern license or Class C license
- 7.51 Insurance
- 7.52 Application procedures

Cross-reference:

Miscellaneous offenses, see Ch. 93

§ 7.48 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

APPLICANT. Any person who seeks approval from the city for a tavern or Class C license.

CLASS C LICENSE. Any place licensed to sell at retail beer, wine and spirits for consumption on the premises.

PERSON. Any person, firm, partnership, association or corporation.

SPIRITS. Any beverage which contains alcohol obtained by distillation, mixed with potable water or other substances, or both, in solution, and includes wine containing the alcoholic content of more than 21% by volume, except sacramental wine.

TAVERN LICENSE. Any place licensed to sell at retail beer and wine for consumption on the premises.

(Prior Code, § 7.48) (Ord. effective 1-26-2001)

§ 7.49 QUALIFICATION OF APPLICANT.

(A) No application for a tavern license or a Class C license shall be approved unless the applicant is the legal age for consumption of alcoholic liquor in this state. If the applicant is a partnership or corporation, all partners or shareholders must be the legal age for consumption of alcoholic liquor in this state unless the partnership interest or stock is held in a fiduciary capacity.

(B) No application for a tavern license or Class C license shall be approved if the applicant has been convicted of three or more liquor violations or a felony, in any court or before the Liquor Control Commission, within a period of five years preceding the receipt of the application.

(C) No application for a tavern license or a Class C license shall be approved if the City Commission shall find that the conduct of the applicant has been such as to reasonably justify the conclusion that the applicant will either intentionally violate or neglect to comply with the provisions of this chapter.

(D) No application for a tavern license or a Class C license shall be approved unless the applicant shall produce satisfactory evidence that the applicant has sufficient financial resources to permit him to meet the requirements of this chapter.

(Prior Code, § 7.49) (Ord. effective 1-26-2001)

§ 7.50 REQUIREMENTS FOR A TAVERN LICENSE OR CLASS C LICENSE.

(A) Except as otherwise provided in this section, no tavern license or Class C license shall be approved for any establishment that is not a bona fide restaurant. An establishment shall be deemed to be a bona fide restaurant if its gross receipts from the sale of food and beverages, other than alcoholic beverages, exceed 50% of the total gross receipts of the establishment. The establishment shall cause its independent accountants to provide and certify financial information on an annual basis to the City Clerk to confirm that this standard is not being violated. In addition, the establishment shall maintain accurate records of receipts and disbursements in such a manner that receipts from the sale of food and beverages, other than alcoholic beverages, can be readily distinguished from receipts from the sale of alcoholic beverages. Such records shall be available for inspection by the City Manager or his or her designee during normal business hours. At any time when the standard contained herein is violated, the establishment must immediately reduce the sale of alcoholic beverages so that such sales fall within this limitation.

(B) The city may approve a tavern license for an establishment that is not a bona fide restaurant if all of the following requirements are met.

(1) The sale of alcoholic beverages shall be incidental and subordinate to other permitted uses upon the premises, such as food sales or a recreational activity. At least 50% of the gross receipts for the establishment shall be derived from the other permitted uses upon the premises. The establishment shall provide and certify its financial information, maintain

records and reduce the sale of alcoholic beverages if required as set forth in division (A) above.

(2) A counter or bar used primarily for dispensing alcoholic beverages shall not occupy more than 20% of the floor space of the establishment.

(3) The establishment shall have at least one variety of deli-style or snack food available for consumption on the premises during all hours of operation, whether the food be provided free of charge or made available for purchase.

(C) Should the licensee or establishment fail to comply with this section, the city may seek revocation of the tavern license or Class C license and may also seek all other legal and equitable remedies, including limiting the operation of the establishment up to and including the closing of the establishment. A violation of this section shall also be treated as an ordinance violation punishable as provided in § 1.13 of this code. Each day upon which a violation of the provisions of this section occurs shall be deemed a separate violation.

(Ord. effective 5-18-2012)

§ 7.51 INSURANCE.

Any tavern license or Class C license holder is required to carry liquor liability insurance with limits of at least \$1,000,000 per claim and provide written evidence of such insurance to the City Clerk. If such insurance coverage is not reasonably available, the license holder may apply to the City Commission for relief from this requirement and the City Commission may allow a lower level of insurance without the necessity of modifying this section. If the licensee fails to carry the required insurance, the city may seek revocation of the tavern license or Class C license and may also seek all other legal and equitable remedies, including limiting the operation of the establishment up to and including the closing of the establishment. A violation of this section shall also be treated as an ordinance violation punishable as provided in § 1.13 of this code. Each day upon which a violation of the provisions of this section occurs shall be deemed a separate violation.

(Prior Code, § 7.51) (Ord. effective 1-26-2001)

§ 7.52 APPLICATION PROCEDURES.

An applicant shall make a request for approval by the city of a tavern license or Class C license upon forms provided by the City Clerk. A fee established by resolution of the City Commission shall accompany all applications made pursuant to this chapter. Upon receipt of such application, the City Clerk shall transmit the same to the Director of Public Safety, the Director of Finance/Treasurer and the Building Inspector. These departments shall investigate the premises to ensure compliance with all laws and regulations and shall check the applicant's records to be certain that all taxes are paid and that there are no outstanding citations or criminal charges. Once the review of these departments is complete, the application shall be considered by the City Commission for approval or denial.

(Ord. effective 1-1-2010)



CITY OF
EAST GRAND RAPIDS

7

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

(616) 940-4817

www.eastgr.org

DOUG LA FAVE
DEPUTY CITY MANAGER

MEMORANDUM

TO: Honorable Mayor and City Commissioners
FROM: Doug La Fave, Deputy City Manager
DATE: July 8, 2024

RE: Consideration for Authorizing the Installation and Purchase of Rectangular Rapid Flashing Beacon (RRFB) Devices for Noted Uncontrolled Midblock Crosswalk Locations

Action Requested: Consideration to authorize the purchase and installation of RRFB devices for uncontrolled crosswalks at Breton Road and Elinor Lane, Lakeside Drive and Reeds Lake Boulevard, Reeds Lake Boulevard and El Centro, and Reeds Lake Boulevard and Manhattan Road with an interim school crossing guard to be stationed at the Breton Road and Berwyck Road crossing where enhanced crossing treatment consisting of in-street school crosswalk signs (R-1-6b) are deployed during school days so a pedestrian study at this location can be completed with authorization to install an RRFB device if the study concludes warrants are met with the associated policy and further that additional stock for future crosswalk enhancements and replacements are authorized in an amount not to exceed \$52,946.16 plus 10% contingency from TAPCO, of Brown Deer, WI, via OMNIA Partners-public sector pricing partnership Contract #2020-200.

Background: The City of East Grand Rapids currently has five RRFB locations that have been authorized and installed since 2019 throughout the city. For communities who partner with the City of Grand Rapids Mobility Department, East Grand Rapids currently has five of the 33 RRFB midblock crossing devices in the Metro area or 15% of the total. Existing RRFB devices in East Grand Rapids are located at Lakeside Drive (750 Lakeside Drive-Community Center/Municipal Complex and East Grand Rapids Public Schools Facilities), Robinson Road and Plymouth Road (Aquinas College/Blodgett Hospital commuter lot), Lake Drive and Bagley Avenue (EGR High School), Lake Drive and Kenesaw Drive (EGR Middle School), Wealthy Street and Schoolhouse Condos-2006 Wealthy Street (Wealthy Elementary), and Hall Street and Anderson Drive (Lakeside Elementary). Beyond locations noted for consideration, the Department of Public Works completes assessments for safety enhancement improvements each year to continually work towards enhanced safety infrastructure/best practices as an ongoing practice.

In August of 2023, the City Commission approved a Policy and Guidelines for the installation of RRFB devices for uncontrolled midblock crosswalk locations in the city. RRFBs are pedestrian-actuated conspicuity enhancements used in combination with a pedestrian, school, or trail crossing warning sign to improve safety at uncontrolled marked crosswalks. The device includes two rectangular-shaped yellow indications, each with a lighting array based light source, that flash with high frequency when activated.

RRFB devices have been on the market for some time, but due to patent related conflicts with rules and regulations pertaining to the Federal Highway Administration (FHWA) and State Department of Transportation Agencies (DOTs), legal installation of devices was in question until interim approval was issued by the FHWA in 2018. The East Grand Rapids Department of Public Works has installed several RRFBs under pilot authorization from licensed traffic engineers throughout the city over the past four years since this interim authorization by FHWA as noted.

With the evolution of standards and guidelines to provide for appropriate placement from the traffic engineering profession the FHWA Manual on Uniform Traffic Control Devices (MUTCD or MMUTCD in Michigan) and associated State DOT Agency manuals allow for installation with respect to specific criteria being met.

The Department of Public Works purchased several commercial pedestrian/bike counters in 2023, which has enabled staff to conduct pedestrian volume/count studies at uncontrolled midblock crosswalks throughout the city. With this capability, combined with existing equipment used for collecting speed and volume data for vehicles, staff has been able to conduct studies to determine appropriate locations for installation of RRFB devices throughout the community working at an enhanced capacity level in the Grand Rapids metro area.

Included with materials is the Policy and Guidelines for the Installation of RRFBs, consideration flow charts, and associated pedestrian and vehicle data for each location and associated eligibility.

Additional Background:

In 2018, the city conducted an extensive study of all crosswalks adjacent to all six schools. As a result, traffic control order #53 was approved and all recommendations were implemented. In the fall of 2018, the city approved a policy and approved traffic control order #54 for the use of in-street school crosswalk signs (R-1-6b) at midblock school crossing locations adjacent to school campuses. In the summer of 2019, the city hired additional crossing guards for the high school and middle school crossing locations to supplement crossing guards that previously existed at elementary school locations.

The city developed an integrated/communitywide Mobility-Bike Action Plan (MBAP) as an output from the 2018 City Master Plan. The final plan was approved in 2021 and was reflective of community priorities and input from public engagement opportunities, surveys, and public hearings over several years. A draft Implementation Plan was developed from the approved planning document and in July 2022 after public engagement sessions, input, and feedback the Implementation Plan was approved. Initial implementation was completed in July/August of 2022 with future projects planned with capital improvements through existing millage/revenue sources and through other program funding opportunities, like the federal Safe Routes to School Program (SRTS) administered by the Michigan Department of Transportation (MDOT), The Grand Valley Metro Council (GVMC) Transportation Improvement Plan (TIP) which included federally funded/MDOT administered transportation/safety project funding regionally. Interim routes, or shadow routes, were added in parallel to road segments that are planned for future capital improvements as interim solutions. These routes are signed (with state law separation distance requirement of 3-feet) with street bike-route signs along with sharrow pavement markings. For example, in the MBAP the Breton Road north-south corridor is noted for future capital improvement and the shadow network parallel north/south route is Lake Grove-York-Boston-Berwyk-Conlon-Norfolk (See page 67 of MBAP for map). The Mobility-Bike Action Plan and associated progress, etc. is available by visiting the following link: <https://www.eastgrmi.gov/533MobilityBike-Action-Plan>

The Department of Public Works integrates projects/programs into capital improvement planning each year from the community MBAP and other community priorities that are refined based off Strategic Planning annually with the City Commission and aligned Department Goals and Objectives. Included with materials are FY 2023-2023 Department of Public Works Goals/Objectives updates and FY 2024-2025 to help illustrate the connection and integration from communitywide planning to implementation. Please specifically note pages 6-11 and 18-21. Also included with materials is a presentation that was recently given in conjunction with application authorization from the SRTS Program to help illustrate the connection of community planning/input and a few associated safety projects. For additional information related to traffic information, education, etc. please visit the following link: <https://www.eastgrmi.gov/241/Traffic-Information>

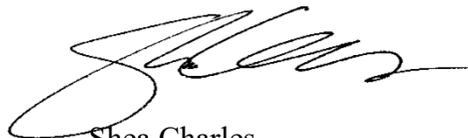
The City of East Grand Rapids is also a member and active partner with our regional Metropolitan Planning Organization for several important operations and services including transportation planning and safety initiatives through the Grand Valley Metro Council (GVMC). This includes participation in initiatives like the regional Safety Action/Vision Zero Plan.

The FY 2024-2025 Major Streets budget has sufficient funds for this purchase. Installations will be completed by the Department of Public Works if approved as soon as units have arrived, estimated to be 4-6 weeks.

Information related to Omnia Partners public sector purchasing cooperative and associated RRFB contract #2020-200 is included with materials. This purchasing cooperative is similar to other purchasing cooperatives/consortiums that extend publicly bid contract pricing to government and school members like MiDeal and Sourcewell.

RRFB units are LED/solar which will not require additional/ongoing electric utility needs or impact.

REVIEWED & APPROVED FOR SUBMISSION:



Shea Charles
City Manager



SALES QUOTE

Traffic and Parking Control Co., Inc.
 5100 West Brown Deer Rd
 Brown Deer, WI 53223
 Phone No.:800-236-0112
 E-Mail: customerservice@tapconet.com

SALES QUOTE DATE

4/15/2024

SALES QUOTE NUMBER

Q24006253

CUSTOMER NO.

C46740

Page: 1

BILL TO

City of East Grand Rapids
 750 Lakeside Dr SE
 East Grand Rapids, MI 49506
 United States of America

SHIP TO

City of East Grand Rapids
 750 Lakeside Dr SE
 East Grand Rapids, MI 49506
 United States of America

Ext. Document No.	SHIP VIA	TERMS	SALESPERSON	VALID UNTIL
	BEST RATE Prepaid & Add	Net 30 DAYS	Aaron Guilbault	8/7/2024

Item/Description	U/M	Quantity	Unit Price	Total Price
6x Crosswalks - 65W, DS, RRFB, Bulldog, Safewalk, Radio, 4.5"x15' Poles:				
500433 Controller, 12V, 108045, Hollow, Radio, SW Illum	Each	12	1,548.70	18,584.40
142048 Universal Cabinet Mounting Bracket, SOP Cabinets 108766, 108045, 120652, Includes U-Bolt Hardware	Each	12	148.75	1,785.00
SLR-55-B 65W/12V Solar Panel Package, Top Of Pole Mount 4.5 Dia.	Each	12	548.25	6,579.00
101494 Battery, Universal battery, Solar 12V 50Ah AGM UB12500 - Internal Thread	Each	12	276.25	3,315.00
138089 RRFB, Dimmable, Assembly with Universal Mounting Kit	Each	24	310.25	7,446.00
101620 Push Button Bulldog Add-On Option Kit Yellow, With LED	Kit	12	171.70	2,060.40
143402 SafeWalk Illuminator Assembly with Mounting Kit	Each	12	246.50	2,958.00
373-15	Each	12	352.75	4,233.00

All prices are listed in US Dollar (USD)
 For terms and conditions, please visit <https://tapconet.com/terms-conditions>



SALES QUOTE

Traffic and Parking Control Co., Inc.
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 Phone No.:800-236-0112
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Page: 2

BILL TO

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 750 Lakeside Dr SE
 East Grand Rapids, MI 49506
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Ext. Document No.	SHIP VIA	TERMS	SALESPERSON	VALID UNTIL
	BEST RATE Prepaid & Add	Net 30 DAYS	Aaron Guilbault	8/7/2024

Item/Description	U/M	Quantity	Unit Price	Total Price
Pole,Standard Aluminum Pole,15' Schedule 40 6061-T6 4.5" OD T.O.E.				
203-00014 Base,Aluminum Square Pedestal, No Paint Door, SP-5444-PNC	Each	12	297.50	3,570.00
3177-00042 J-Bolt,1"x 42"+4" ATSM F1554 GR-105 92k 12" Thread Full Galvanized with Nut & Lock Washer	Each	48	45.815	2,199.12
030-00006 Washer Flat 1-1/16"ID x2.5OD"x.125" Galvanized For 1" A/B, for use w/ J-bolts (not incl)	Each	48	4.505	216.24

Estimated lead time: 4-6 Weeks
 Customer Providing Static Signs
 Furnish only quote. Installation is not included.
 Solar powered equipment requires no shading or obstructions

Subtotal:	52946.16
Invoice Discount:	0.00
Total Sales Tax:	0.00
Total:	52,946.16

All prices are listed in US Dollar (USD)
 For terms and conditions, please visit <https://tapconet.com/terms-conditions>



Safe travels:



Public Sector Partnership

VALUE OF WORKING WITH OMNIA PARTNERS, PUBLIC SECTOR

OMNIA Partners, Public Sector is the nation's largest and most experienced cooperative purchasing organization for public sector procurement, working with over 90,000 cities, counties, municipalities, state agencies, higher education institutions and more.

With OMNIA Partners, Public Sector, you get a viable contract that enables you to purchase equally, regardless of size. You also get vetted vendors, no annual cost, free freight, a faster and smoother procurement process and competitive pricing on thousands of products. This includes over 18,000 TAPCO products, from cones to barricades to delineators and more.



WHAT TAPCO HAS TO OFFER

As an industry-leading innovator serving the United States and beyond, TAPCO manufactures, services and distributes a wide portfolio of traffic and parking safety solutions designed to increase safe travels for all. Since 1956, we have set the standard for delivering reliable, cutting-edge traffic safety enhancements.

From our world-renowned line of LED-enhanced BlinkerSign® solutions to our pedestrian crossing products and early detection warning systems, safety is at the heart of all TAPCO innovations.

TAPCO & OMNIA PARTNERS, PUBLIC SECTOR PROGRAM

Contract #2020-200

5-year initial term, March 1, 2020 – February 28, 2025

Option to renew for five additional one-year periods

Lead Agency: Barron County, WI

Eligible Agencies:

- States and state agencies
- Public and private primary education institutions
- Public and private higher education institutions
- Special districts
- Cities, counties and municipalities
- Nonprofits and charitable organizations



CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE, EAST GRAND RAPIDS, MICHIGAN 49506

Policy and Guidelines for the Installation of Rectangular Rapid Flashing Beacons

A. Purpose and Objective

Objectives of Rectangular Rapid Flashing Beacons (RRFBs) installations are:

- To increase the visibility and awareness of pedestrians and bicyclists wishing to cross a street.
- To supplement the standard pedestrian crossing signs to increase drivers' awareness and yielding patterns/behaviors.

B. Conditions for Use/Placement

RRFBs may be considered for use if the conditions for pedestrian crossing pavement markings are met and where the following conditions exist:

- The pedestrian volume is less than 400 pedestrians per hour and greater than 20 pedestrians at any one hour.
- The traffic volume is higher than 1,500 vehicles per day (150 vehicles per hour) and less than 3,000 vehicles per hour.
- For roadways with speed limits of 35-miles-per-hour (mph) and less, the decision chart below (Figure 1) may be used in selecting a good candidate for RRFB installation.

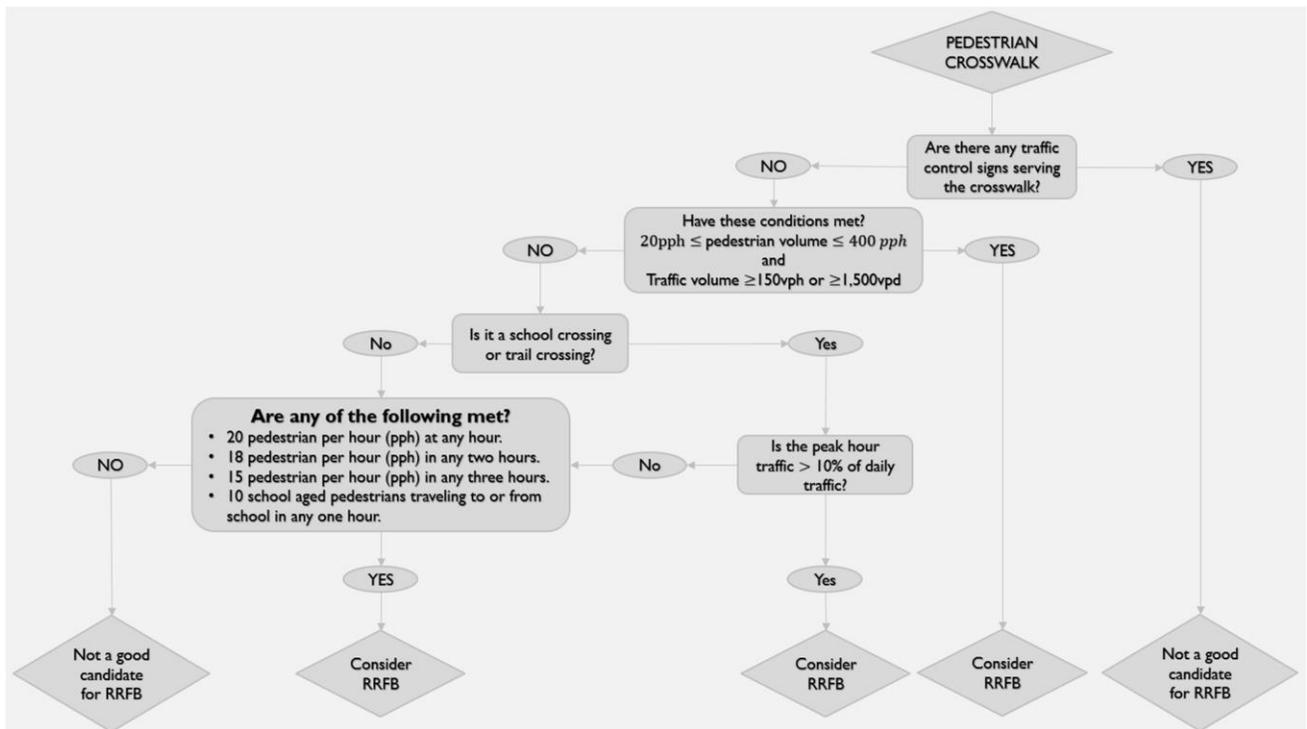


Figure 1: Decision matrix to follow when choosing a good candidate for RRFB installation.

Note: Each young and elderly pedestrian should be counted twice (i.e. 2X) towards pedestrian volume calculations.

C. Technical Requirements:

The City of East Grand Rapids (City) must agree to comply with the detailed technical conditions for RRFB provided in the Federal Highway Administration (FHWA): MUTCD Interim Approval for Optional use of Pedestrian – Actuated Rectangular Rapid Flashing Beacon at Uncontrolled Marked Crosswalks (1A-21), dated March 2018. Appendix A is the copy of the FHWA (1A-21) memorandum. In summary, the following should be observed when installing RRFBs:

- RRFBs should be installed in the median rather than the far side of the roadway if there is a pedestrian refuge or other type of median.
- Solar-power panels may be used to eliminate the need for a power source.
- Reserve the use of RRFBs for locations with significant pedestrian safety issues, as over-use of RRFB treatments may diminish their effectiveness.
- RRFBs should never be used without a pedestrian, school, or trail crossing warning sign.
- RRFBs should never be used for crosswalks across approaches controlled by YIELD signs, STOP signs, traffic control signals, or pedestrian hybrid beacons, except for the approach or egress from a roundabout.
- For installation details, see the most recent guidelines by Michigan Department of Transportation (MDOT). Attached are the current installation details from MDOT, dated 2013 (Appendix A).

D. Installation Consideration for Reviewed Locations:

- If criteria are not met, installation consideration will be considered concluded.
- If criteria are met, City Staff will provide associated location, study, and fiscal impact to the City Commission for formal approval. If approved by the City Commission a Traffic Control Order will be issued when installation has concluded.

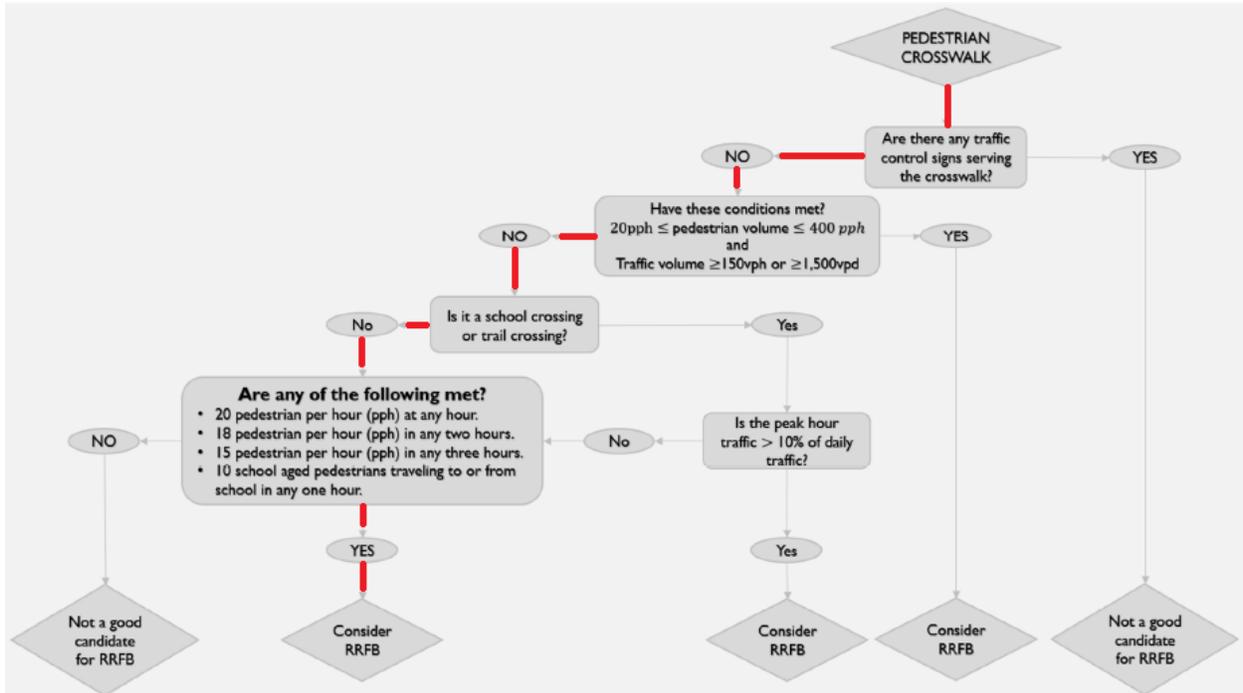
E. Permanent Removal of rectangular rapid flashing beacons:

- Subject to ongoing approval, standards, and design by the MMUTCD.
- Subject to rescinding of the interim approval by FHWA.
- Subject to functionality of the RSFS and budget constraints.
- Subject to future studies and associated pedestrian and vehicle volumes.

Effective Date Approved by the City Commission: August 7, 2023

Crosswalk-Pedestrian Counts-Breton Road and Elinor Lane

Study Conducted May 13-20, 2024



Pedestrian counts are taken during peak EGR pedestrian activity to align with traffic engineering best practices. Related to weather/season conditions and school in session, studies can typically be conducted between May and early June and late August and September.

Elinor Lane and Breton

May 13, 2024 10:00 AM → May 20, 2024 10:00 AM

Time	Elinor Lane and Breton
May 14, 2024 3:00 AM	
May 14, 2024 4:00 AM	
May 14, 2024 5:00 AM	
May 14, 2024 6:00 AM	
May 14, 2024 7:00 AM	
May 14, 2024 8:00 AM	
May 14, 2024 9:00 AM	29
May 14, 2024 10:00 AM	8
May 14, 2024 11:00 AM	3
May 14, 2024 12:00 PM	2
May 14, 2024 1:00 PM	4
May 14, 2024 2:00 PM	14
May 14, 2024 3:00 PM	9
May 14, 2024 4:00 PM	14
May 14, 2024 5:00 PM	15
May 14, 2024 6:00 PM	23
May 14, 2024 7:00 PM	2
May 14, 2024 8:00 PM	6
May 14, 2024 9:00 PM	0

Elinor Lane and Breton

May 13, 2024 10:00 AM → May 20, 2024 10:00 AM

Time	Elinor Lane and Breton
May 14, 2024 10:00 PM	1
May 14, 2024 11:00 PM	2
May 15, 2024 12:00 AM	1
May 15, 2024 1:00 AM	2
May 15, 2024 2:00 AM	0
May 15, 2024 3:00 AM	0
May 15, 2024 4:00 AM	1
May 15, 2024 5:00 AM	1
May 15, 2024 6:00 AM	4
May 15, 2024 7:00 AM	7
May 15, 2024 8:00 AM	9
May 15, 2024 9:00 AM	6
May 15, 2024 10:00 AM	20
May 15, 2024 11:00 AM	14
May 15, 2024 12:00 PM	10
May 15, 2024 1:00 PM	11
May 15, 2024 2:00 PM	7
May 15, 2024 3:00 PM	11
May 15, 2024 4:00 PM	25

Elinor Lane and Breton

May 13, 2024 10:00 AM → May 20, 2024 10:00 AM

Time	Elinor Lane and Breton
May 15, 2024 5:00 PM	18
May 15, 2024 6:00 PM	13
May 15, 2024 7:00 PM	17
May 15, 2024 8:00 PM	2
May 15, 2024 9:00 PM	7
May 15, 2024 10:00 PM	3
May 15, 2024 11:00 PM	0
May 16, 2024 12:00 AM	2
May 16, 2024 1:00 AM	0
May 16, 2024 2:00 AM	2
May 16, 2024 3:00 AM	0
May 16, 2024 4:00 AM	1
May 16, 2024 5:00 AM	0
May 16, 2024 6:00 AM	3
May 16, 2024 7:00 AM	7
May 16, 2024 8:00 AM	6
May 16, 2024 9:00 AM	5
May 16, 2024 10:00 AM	5
May 16, 2024 11:00 AM	17

Elinor Lane and Breton

May 13, 2024 10:00 AM → May 20, 2024 10:00 AM

Time	Elinor Lane and Breton
May 16, 2024 12:00 PM	11
May 16, 2024 1:00 PM	7
May 16, 2024 2:00 PM	7
May 16, 2024 3:00 PM	14
May 16, 2024 4:00 PM	12
May 16, 2024 5:00 PM	24
May 16, 2024 6:00 PM	8
May 16, 2024 7:00 PM	13
May 16, 2024 8:00 PM	3
May 16, 2024 9:00 PM	6
May 16, 2024 10:00 PM	2
May 16, 2024 11:00 PM	0
May 17, 2024 12:00 AM	1
May 17, 2024 1:00 AM	0
May 17, 2024 2:00 AM	0
May 17, 2024 3:00 AM	0
May 17, 2024 4:00 AM	0
May 17, 2024 5:00 AM	1
May 17, 2024 6:00 AM	3

Elinor Lane and Breton

May 13, 2024 10:00 AM – May 20, 2024 10:00 AM

Time	Elinor Lane and Breton
May 17, 2024 7:00 AM	4
May 17, 2024 8:00 AM	1
May 17, 2024 9:00 AM	8
May 17, 2024 10:00 AM	6
May 17, 2024 11:00 AM	5
May 17, 2024 12:00 PM	4
May 17, 2024 1:00 PM	9
May 17, 2024 2:00 PM	13
May 17, 2024 3:00 PM	16
May 17, 2024 4:00 PM	14
May 17, 2024 5:00 PM	4
May 17, 2024 6:00 PM	11
May 17, 2024 7:00 PM	21
May 17, 2024 8:00 PM	9
May 17, 2024 9:00 PM	6
May 17, 2024 10:00 PM	1
May 17, 2024 11:00 PM	4
May 20, 2024 12:00 AM	2
May 20, 2024 1:00 AM	0

Elinor Lane and Breton

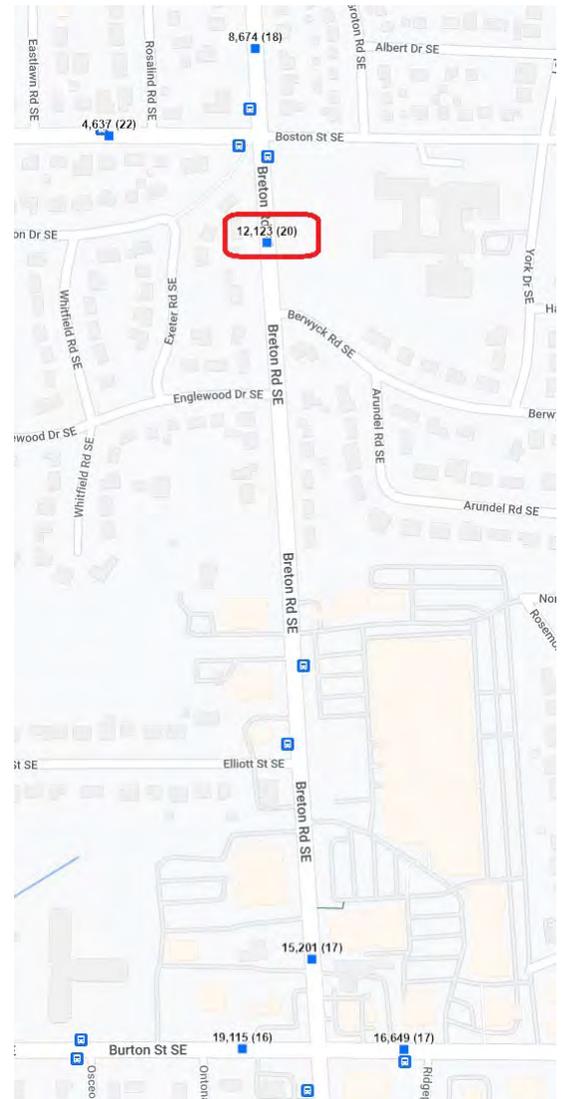
May 13, 2024 10:00 AM – May 20, 2024 10:00 AM

Time	Elinor Lane and Breton
May 20, 2024 2:00 AM	1
May 20, 2024 3:00 AM	0
May 20, 2024 4:00 AM	0
May 20, 2024 5:00 AM	1
May 20, 2024 6:00 AM	3
May 20, 2024 7:00 AM	5
May 20, 2024 8:00 AM	4
May 20, 2024 9:00 AM	6

Vehicle Volumes-Annual Average Daily Traffic Volume (AADT) Policy Path Not Required But Provided

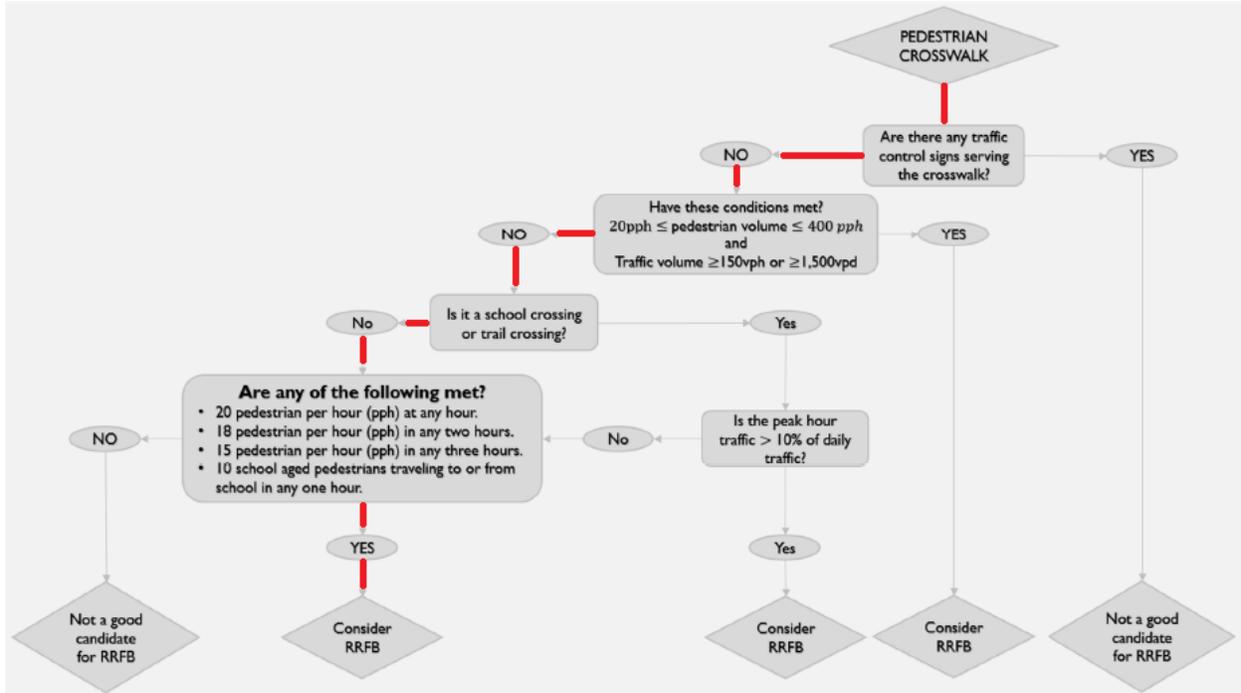
Year	AADT
2020	12,123
2015	14,918
2012	11,898
2009	13,656
2005	28,510
2001	18,196
1997	14,178
1994	20,512

*1994, 2001, 2005 impacted by greater metro area detours



Crosswalk-Pedestrian Counts-Lakeside Drive- Reeds Lake Boulevard -RRFB

Study Conducted May 13-20, 2024



Pedestrian counts are taken during peak EGR pedestrian activity to align with traffic engineering best practices. Related to weather/season conditions and school in session, studies can typically be conducted between May and early June and late August and September.

Lakeside and Reeds Lake Blvd

May 13, 2024 10:00 AM – May 20, 2024 10:00 AM

Time	Lakeside and Reeds Lake Blvd
May 14, 2024 3:00 AM	
May 14, 2024 4:00 AM	
May 14, 2024 5:00 AM	
May 14, 2024 6:00 AM	
May 14, 2024 7:00 AM	
May 14, 2024 8:00 AM	
May 14, 2024 9:00 AM	25
May 14, 2024 10:00 AM	13
May 14, 2024 11:00 AM	6
May 14, 2024 12:00 PM	7
May 14, 2024 1:00 PM	8
May 14, 2024 2:00 PM	5
May 14, 2024 3:00 PM	4
May 14, 2024 4:00 PM	5
May 14, 2024 5:00 PM	15
May 14, 2024 6:00 PM	8
May 14, 2024 7:00 PM	2
May 14, 2024 8:00 PM	5
May 14, 2024 9:00 PM	1

Lakeside and Reeds Lake Blvd

May 13, 2024 10:00 AM → May 20, 2024 10:00 AM

Time	Lakeside and Reeds Lake Blvd
May 14, 2024 10:00 PM	1
May 14, 2024 11:00 PM	0
May 15, 2024 12:00 AM	0
May 15, 2024 1:00 AM	0
May 15, 2024 2:00 AM	1
May 15, 2024 3:00 AM	0
May 15, 2024 4:00 AM	0
May 15, 2024 5:00 AM	2
May 15, 2024 6:00 AM	8
May 15, 2024 7:00 AM	2
May 15, 2024 8:00 AM	10
May 15, 2024 9:00 AM	9
May 15, 2024 10:00 AM	16
May 15, 2024 11:00 AM	6
May 15, 2024 12:00 PM	5
May 15, 2024 1:00 PM	3
May 15, 2024 2:00 PM	14
May 15, 2024 3:00 PM	25
May 15, 2024 4:00 PM	20

Lakeside and Reeds Lake Blvd

May 13, 2024 10:00 AM → May 20, 2024 10:00 AM

Time	Lakeside and Reeds Lake Blvd
May 15, 2024 5:00 PM	22
May 15, 2024 6:00 PM	29
May 15, 2024 7:00 PM	30
May 15, 2024 8:00 PM	19
May 15, 2024 9:00 PM	4
May 15, 2024 10:00 PM	3
May 15, 2024 11:00 PM	1
May 16, 2024 12:00 AM	0
May 16, 2024 1:00 AM	0
May 16, 2024 2:00 AM	0
May 16, 2024 3:00 AM	0
May 16, 2024 4:00 AM	0
May 16, 2024 5:00 AM	4
May 16, 2024 6:00 AM	9
May 16, 2024 7:00 AM	7
May 16, 2024 8:00 AM	18
May 16, 2024 9:00 AM	12
May 16, 2024 10:00 AM	13
May 16, 2024 11:00 AM	10

Lakeside and Reeds Lake Blvd

May 13, 2024 10:00 AM – May 20, 2024 10:00 AM

Time	Lakeside and Reeds Lake Blvd
May 16, 2024 12:00 PM	9
May 16, 2024 1:00 PM	5
May 16, 2024 2:00 PM	0
May 16, 2024 3:00 PM	5
May 16, 2024 4:00 PM	13
May 16, 2024 5:00 PM	25
May 16, 2024 6:00 PM	27
May 16, 2024 7:00 PM	15
May 16, 2024 8:00 PM	5
May 16, 2024 9:00 PM	3
May 16, 2024 10:00 PM	3
May 16, 2024 11:00 PM	0
May 17, 2024 12:00 AM	0
May 17, 2024 1:00 AM	1
May 17, 2024 2:00 AM	0
May 17, 2024 3:00 AM	0
May 17, 2024 4:00 AM	1
May 17, 2024 5:00 AM	3
May 17, 2024 6:00 AM	4

Lakeside and Reeds Lake Blvd

May 13, 2024 10:00 AM – May 20, 2024 10:00 AM

Time	Lakeside and Reeds Lake Blvd
May 17, 2024 7:00 AM	8
May 17, 2024 8:00 AM	5
May 17, 2024 9:00 AM	6
May 17, 2024 10:00 AM	12
May 17, 2024 11:00 AM	10
May 17, 2024 12:00 PM	4
May 17, 2024 1:00 PM	14
May 17, 2024 2:00 PM	5
May 17, 2024 3:00 PM	10
May 17, 2024 4:00 PM	7
May 17, 2024 5:00 PM	28
May 17, 2024 6:00 PM	22
May 17, 2024 7:00 PM	16
May 17, 2024 8:00 PM	10
May 17, 2024 9:00 PM	10
May 17, 2024 10:00 PM	0
May 17, 2024 11:00 PM	0
May 20, 2024 12:00 AM	0
May 20, 2024 1:00 AM	1

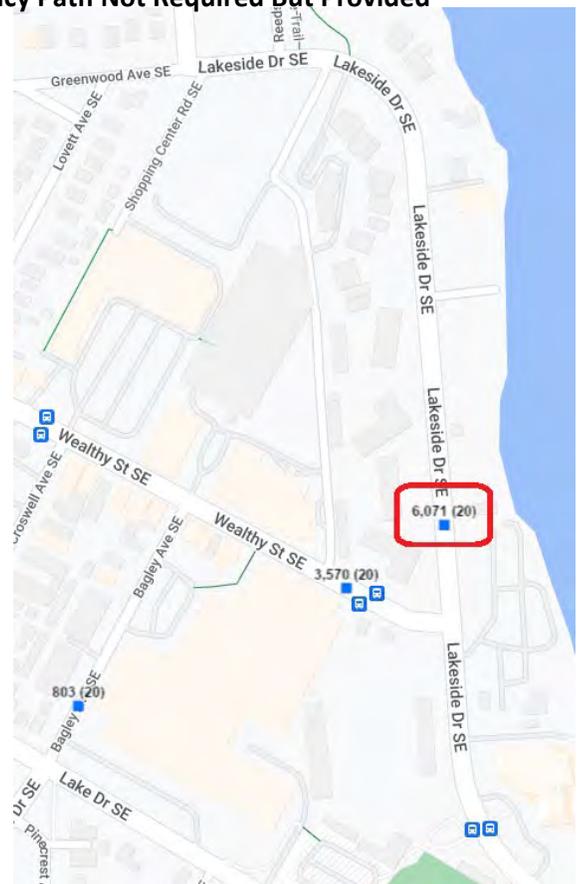
Lakeside and Reeds Lake Blvd

May 13, 2024 10:00 AM → May 20, 2024 10:00 AM

Time	Lakeside and Reeds Lake Blvd
May 20, 2024 2:00 AM	1
May 20, 2024 3:00 AM	0
May 20, 2024 4:00 AM	0
May 20, 2024 5:00 AM	0
May 20, 2024 6:00 AM	5
May 20, 2024 7:00 AM	8
May 20, 2024 8:00 AM	15
May 20, 2024 9:00 AM	11

Vehicle Volumes-Annual Average Daily Traffic Volume (AADT)-Policy Path Not Required But Provided

Year	AADT
2020	6,071
2016	6,155
2013	6,129
2010	6,372
2007	6,921



Crosswalk-Pedestrian Counts-Reeds Lake Boulevard and El Centro Boulevard- Reeds Lake Trail Crossing

Study Conducted May 28-June 4, 2024

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM – June 4, 2024 1:00 PM

Hourly Total

05/28/2024 – 06/03/2024

Time	Reeds Lake Blvd and El Centro
May 28, 2024 6:00 AM	14
May 28, 2024 7:00 AM	11
May 28, 2024 8:00 AM	12
May 28, 2024 9:00 AM	33
May 28, 2024 10:00 AM	33
May 28, 2024 11:00 AM	14
May 28, 2024 12:00 PM	34
May 28, 2024 1:00 PM	23
May 28, 2024 2:00 PM	30
May 28, 2024 3:00 PM	26
May 28, 2024 4:00 PM	36
May 28, 2024 5:00 PM	48
May 28, 2024 6:00 PM	64
May 28, 2024 7:00 PM	22
May 28, 2024 8:00 PM	26
May 28, 2024 9:00 PM	3
May 28, 2024 10:00 PM	2

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
May 28, 2024 11:00 PM	0
May 29, 2024 12:00 AM	0
May 29, 2024 1:00 AM	0
May 29, 2024 2:00 AM	0
May 29, 2024 3:00 AM	0
May 29, 2024 4:00 AM	0
May 29, 2024 5:00 AM	2
May 29, 2024 6:00 AM	15
May 29, 2024 7:00 AM	23
May 29, 2024 8:00 AM	33
May 29, 2024 9:00 AM	39
May 29, 2024 10:00 AM	26
May 29, 2024 11:00 AM	29
May 29, 2024 12:00 PM	32
May 29, 2024 1:00 PM	28
May 29, 2024 2:00 PM	18
May 29, 2024 3:00 PM	26
May 29, 2024 4:00 PM	36
May 29, 2024 5:00 PM	69

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
May 29, 2024 6:00 PM	70
May 29, 2024 7:00 PM	39
May 29, 2024 8:00 PM	25
May 29, 2024 9:00 PM	2
May 29, 2024 10:00 PM	1
May 29, 2024 11:00 PM	0
May 30, 2024 12:00 AM	0
May 30, 2024 1:00 AM	0
May 30, 2024 2:00 AM	0
May 30, 2024 3:00 AM	0
May 30, 2024 4:00 AM	0
May 30, 2024 5:00 AM	3
May 30, 2024 6:00 AM	7
May 30, 2024 7:00 AM	21
May 30, 2024 8:00 AM	15
May 30, 2024 9:00 AM	26
May 30, 2024 10:00 AM	25
May 30, 2024 11:00 AM	41
May 30, 2024 12:00 PM	29

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM – June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
May 30, 2024 1:00 PM	28
May 30, 2024 2:00 PM	23
May 30, 2024 3:00 PM	52
May 30, 2024 4:00 PM	49
May 30, 2024 5:00 PM	41
May 30, 2024 6:00 PM	66
May 30, 2024 7:00 PM	39
May 30, 2024 8:00 PM	15
May 30, 2024 9:00 PM	7
May 30, 2024 10:00 PM	0
May 30, 2024 11:00 PM	0
May 31, 2024 12:00 AM	0
May 31, 2024 1:00 AM	1
May 31, 2024 2:00 AM	0
May 31, 2024 3:00 AM	0
May 31, 2024 4:00 AM	1
May 31, 2024 5:00 AM	2
May 31, 2024 6:00 AM	22
May 31, 2024 7:00 AM	20

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM – June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
May 31, 2024 8:00 AM	49
May 31, 2024 9:00 AM	57
May 31, 2024 10:00 AM	37
May 31, 2024 11:00 AM	29
May 31, 2024 12:00 PM	62
May 31, 2024 1:00 PM	41
May 31, 2024 2:00 PM	29
May 31, 2024 3:00 PM	36
May 31, 2024 4:00 PM	39
May 31, 2024 5:00 PM	33
May 31, 2024 6:00 PM	32
May 31, 2024 7:00 PM	26
May 31, 2024 8:00 PM	23
May 31, 2024 9:00 PM	7
May 31, 2024 10:00 PM	2
May 31, 2024 11:00 PM	0
Jun 1, 2024 12:00 AM	0
Jun 1, 2024 1:00 AM	0
Jun 1, 2024 2:00 AM	0

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
Jun 1, 2024 3:00 AM	0
Jun 1, 2024 4:00 AM	0
Jun 1, 2024 5:00 AM	0
Jun 1, 2024 6:00 AM	7
Jun 1, 2024 7:00 AM	28
Jun 1, 2024 8:00 AM	44
Jun 1, 2024 9:00 AM	71
Jun 1, 2024 10:00 AM	73
Jun 1, 2024 11:00 AM	82
Jun 1, 2024 12:00 PM	62
Jun 1, 2024 1:00 PM	63
Jun 1, 2024 2:00 PM	58
Jun 1, 2024 3:00 PM	9
Jun 1, 2024 4:00 PM	6
Jun 1, 2024 5:00 PM	5
Jun 1, 2024 6:00 PM	2
Jun 1, 2024 7:00 PM	2
Jun 1, 2024 8:00 PM	3
Jun 1, 2024 9:00 PM	0

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
Jun 1, 2024 10:00 PM	0
Jun 1, 2024 11:00 PM	0
Jun 2, 2024 12:00 AM	0
Jun 2, 2024 1:00 AM	0
Jun 2, 2024 2:00 AM	0
Jun 2, 2024 3:00 AM	0
Jun 2, 2024 4:00 AM	0
Jun 2, 2024 5:00 AM	0
Jun 2, 2024 6:00 AM	5
Jun 2, 2024 7:00 AM	18
Jun 2, 2024 8:00 AM	21
Jun 2, 2024 9:00 AM	49
Jun 2, 2024 10:00 AM	67
Jun 2, 2024 11:00 AM	79
Jun 2, 2024 12:00 PM	70
Jun 2, 2024 1:00 PM	74
Jun 2, 2024 2:00 PM	79
Jun 2, 2024 3:00 PM	68
Jun 2, 2024 4:00 PM	47

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
Jun 2, 2024 5:00 PM	62
Jun 2, 2024 6:00 PM	43
Jun 2, 2024 7:00 PM	31
Jun 2, 2024 8:00 PM	20
Jun 2, 2024 9:00 PM	8
Jun 2, 2024 10:00 PM	1
Jun 2, 2024 11:00 PM	0
Jun 3, 2024 12:00 AM	0
Jun 3, 2024 1:00 AM	0
Jun 3, 2024 2:00 AM	0
Jun 3, 2024 3:00 AM	0
Jun 3, 2024 4:00 AM	0
Jun 3, 2024 5:00 AM	2
Jun 3, 2024 6:00 AM	10
Jun 3, 2024 7:00 AM	23
Jun 3, 2024 8:00 AM	29
Jun 3, 2024 9:00 AM	51
Jun 3, 2024 10:00 AM	59
Jun 3, 2024 11:00 AM	44

Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM – June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
Jun 3, 2024 12:00 PM	35
Jun 3, 2024 1:00 PM	45
Jun 3, 2024 2:00 PM	24
Jun 3, 2024 3:00 PM	21
Jun 3, 2024 4:00 PM	32
Jun 3, 2024 5:00 PM	52
Jun 3, 2024 6:00 PM	67
Jun 3, 2024 7:00 PM	51
Jun 3, 2024 8:00 PM	24
Jun 3, 2024 9:00 PM	14
Jun 3, 2024 10:00 PM	0
Jun 3, 2024 11:00 PM	0
Jun 4, 2024 12:00 AM	0
Jun 4, 2024 1:00 AM	0
Jun 4, 2024 2:00 AM	0
Jun 4, 2024 3:00 AM	0
Jun 4, 2024 4:00 AM	0
Jun 4, 2024 5:00 AM	3
Jun 4, 2024 6:00 AM	19

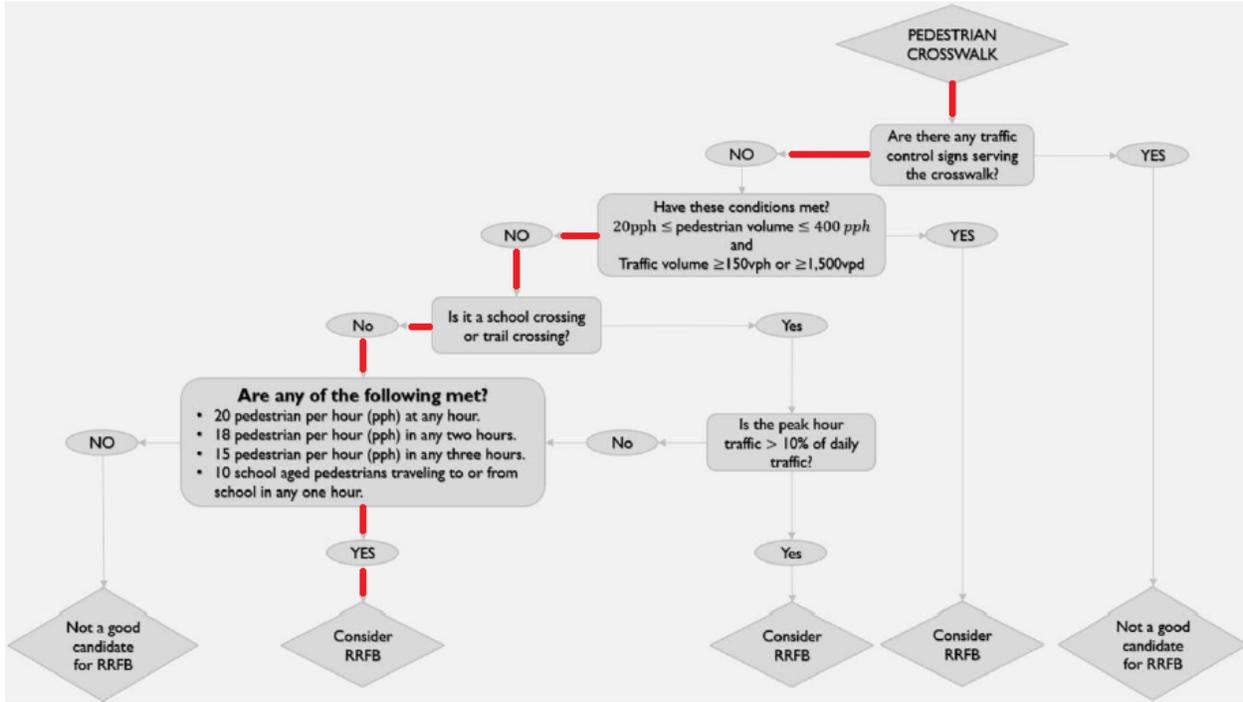
Reeds Lake Blvd and El Centro

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and El Centro
Jun 4, 2024 7:00 AM	20
Jun 4, 2024 8:00 AM	16
Jun 4, 2024 9:00 AM	29
Jun 4, 2024 10:00 AM	31
Jun 4, 2024 11:00 AM	36
Jun 4, 2024 12:00 PM	26

Crosswalk-Pedestrian Counts-Reeds Lake Boulevard and Manhattan Road (Implementation with Safe Routes to School Program if funded-if not funded-local project)

Study Conducted May 28-June 4, 2024



Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Hourly Total

📅 05/28/2024 – 06/03/2024

Time	Reeds Lake Blvd and Manhattan
May 28, 2024 6:00 AM	3
May 28, 2024 7:00 AM	3
May 28, 2024 8:00 AM	2
May 28, 2024 9:00 AM	9
May 28, 2024 10:00 AM	16
May 28, 2024 11:00 AM	10
May 28, 2024 12:00 PM	12
May 28, 2024 1:00 PM	10
May 28, 2024 2:00 PM	10
May 28, 2024 3:00 PM	11
May 28, 2024 4:00 PM	20
May 28, 2024 5:00 PM	11
May 28, 2024 6:00 PM	29
May 28, 2024 7:00 PM	12
May 28, 2024 8:00 PM	7
May 28, 2024 9:00 PM	1
May 28, 2024 10:00 PM	0

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
May 28, 2024 11:00 PM	0
May 29, 2024 12:00 AM	0
May 29, 2024 1:00 AM	0
May 29, 2024 2:00 AM	0
May 29, 2024 3:00 AM	0
May 29, 2024 4:00 AM	0
May 29, 2024 5:00 AM	0
May 29, 2024 6:00 AM	5
May 29, 2024 7:00 AM	6
May 29, 2024 8:00 AM	6
May 29, 2024 9:00 AM	18
May 29, 2024 10:00 AM	20
May 29, 2024 11:00 AM	12
May 29, 2024 12:00 PM	8
May 29, 2024 1:00 PM	8
May 29, 2024 2:00 PM	7
May 29, 2024 3:00 PM	8
May 29, 2024 4:00 PM	14
May 29, 2024 5:00 PM	28

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
May 29, 2024 6:00 PM	36
May 29, 2024 7:00 PM	15
May 29, 2024 8:00 PM	9
May 29, 2024 9:00 PM	9
May 29, 2024 10:00 PM	0
May 29, 2024 11:00 PM	0
May 30, 2024 12:00 AM	0
May 30, 2024 1:00 AM	0
May 30, 2024 2:00 AM	0
May 30, 2024 3:00 AM	0
May 30, 2024 4:00 AM	0
May 30, 2024 5:00 AM	0
May 30, 2024 6:00 AM	10
May 30, 2024 7:00 AM	6
May 30, 2024 8:00 AM	5
May 30, 2024 9:00 AM	10
May 30, 2024 10:00 AM	8
May 30, 2024 11:00 AM	7
May 30, 2024 12:00 PM	17

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
May 30, 2024 1:00 PM	8
May 30, 2024 2:00 PM	5
May 30, 2024 3:00 PM	31
May 30, 2024 4:00 PM	9
May 30, 2024 5:00 PM	15
May 30, 2024 6:00 PM	39
May 30, 2024 7:00 PM	31
May 30, 2024 8:00 PM	7
May 30, 2024 9:00 PM	3
May 30, 2024 10:00 PM	1
May 30, 2024 11:00 PM	0
May 31, 2024 12:00 AM	0
May 31, 2024 1:00 AM	0
May 31, 2024 2:00 AM	0
May 31, 2024 3:00 AM	0
May 31, 2024 4:00 AM	0
May 31, 2024 5:00 AM	0
May 31, 2024 6:00 AM	4
May 31, 2024 7:00 AM	4

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
May 31, 2024 8:00 AM	8
May 31, 2024 9:00 AM	27
May 31, 2024 10:00 AM	19
May 31, 2024 11:00 AM	11
May 31, 2024 12:00 PM	4
May 31, 2024 1:00 PM	13
May 31, 2024 2:00 PM	11
May 31, 2024 3:00 PM	18
May 31, 2024 4:00 PM	20
May 31, 2024 5:00 PM	10
May 31, 2024 6:00 PM	18
May 31, 2024 7:00 PM	26
May 31, 2024 8:00 PM	15
May 31, 2024 9:00 PM	1
May 31, 2024 10:00 PM	0
May 31, 2024 11:00 PM	0
Jun 1, 2024 12:00 AM	0
Jun 1, 2024 1:00 AM	0
Jun 1, 2024 2:00 AM	0

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
Jun 1, 2024 3:00 AM	0
Jun 1, 2024 4:00 AM	0
Jun 1, 2024 5:00 AM	0
Jun 1, 2024 6:00 AM	6
Jun 1, 2024 7:00 AM	7
Jun 1, 2024 8:00 AM	11
Jun 1, 2024 9:00 AM	19
Jun 1, 2024 10:00 AM	28
Jun 1, 2024 11:00 AM	25
Jun 1, 2024 12:00 PM	24
Jun 1, 2024 1:00 PM	13
Jun 1, 2024 2:00 PM	19
Jun 1, 2024 3:00 PM	5
Jun 1, 2024 4:00 PM	1
Jun 1, 2024 5:00 PM	1
Jun 1, 2024 6:00 PM	3
Jun 1, 2024 7:00 PM	5
Jun 1, 2024 8:00 PM	1
Jun 1, 2024 9:00 PM	1

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
Jun 1, 2024 10:00 PM	0
Jun 1, 2024 11:00 PM	0
Jun 2, 2024 12:00 AM	0
Jun 2, 2024 1:00 AM	0
Jun 2, 2024 2:00 AM	0
Jun 2, 2024 3:00 AM	0
Jun 2, 2024 4:00 AM	0
Jun 2, 2024 5:00 AM	0
Jun 2, 2024 6:00 AM	2
Jun 2, 2024 7:00 AM	5
Jun 2, 2024 8:00 AM	10
Jun 2, 2024 9:00 AM	11
Jun 2, 2024 10:00 AM	24
Jun 2, 2024 11:00 AM	31
Jun 2, 2024 12:00 PM	28
Jun 2, 2024 1:00 PM	19
Jun 2, 2024 2:00 PM	28
Jun 2, 2024 3:00 PM	17
Jun 2, 2024 4:00 PM	19

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
Jun 2, 2024 5:00 PM	25
Jun 2, 2024 6:00 PM	26
Jun 2, 2024 7:00 PM	15
Jun 2, 2024 8:00 PM	13
Jun 2, 2024 9:00 PM	8
Jun 2, 2024 10:00 PM	2
Jun 2, 2024 11:00 PM	2
Jun 3, 2024 12:00 AM	0
Jun 3, 2024 1:00 AM	0
Jun 3, 2024 2:00 AM	0
Jun 3, 2024 3:00 AM	0
Jun 3, 2024 4:00 AM	0
Jun 3, 2024 5:00 AM	0
Jun 3, 2024 6:00 AM	8
Jun 3, 2024 7:00 AM	9
Jun 3, 2024 8:00 AM	7
Jun 3, 2024 9:00 AM	13
Jun 3, 2024 10:00 AM	14
Jun 3, 2024 11:00 AM	15

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
Jun 3, 2024 12:00 PM	12
Jun 3, 2024 1:00 PM	11
Jun 3, 2024 2:00 PM	7
Jun 3, 2024 3:00 PM	1
Jun 3, 2024 4:00 PM	19
Jun 3, 2024 5:00 PM	9
Jun 3, 2024 6:00 PM	76
Jun 3, 2024 7:00 PM	57
Jun 3, 2024 8:00 PM	11
Jun 3, 2024 9:00 PM	2
Jun 3, 2024 10:00 PM	1
Jun 3, 2024 11:00 PM	0
Jun 4, 2024 12:00 AM	0
Jun 4, 2024 1:00 AM	0
Jun 4, 2024 2:00 AM	0
Jun 4, 2024 3:00 AM	0
Jun 4, 2024 4:00 AM	0
Jun 4, 2024 5:00 AM	1
Jun 4, 2024 6:00 AM	6

Reeds Lake Blvd and Manhattan

May 28, 2024 7:00 AM → June 4, 2024 1:00 PM

Time	Reeds Lake Blvd and Manhattan
Jun 4, 2024 7:00 AM	7
Jun 4, 2024 8:00 AM	2
Jun 4, 2024 9:00 AM	10
Jun 4, 2024 10:00 AM	6
Jun 4, 2024 11:00 AM	7
Jun 4, 2024 12:00 PM	6

Doug LaFave

From: Doug LaFave
Sent: Wednesday, July 10, 2024 10:17 AM
To: Doug LaFave
Subject: FW: RRFBs

From: Van Dyke, Matt
Sent: Wednesday, July 10, 2024 9:25 AM
To: Doug LaFave
Subject: RE: RRFBs

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Doug,

Here are all the RRFB's we maintain:

Agency	RRFBs
MDOT	1
Grand Rapids	24
Kent County	0
Wyoming	0
Kentwood	1
Grandville	1
Ottawa County	0
Walker	0
East Grand Rapids	5
Hudsonville	0
GVSU	0
Cedar Springs	0
Wayland	0
Rockford	1
Casnovia	0
Total	33

The City of Grand Rapids also has two pedestrian hybrid beacons.

Thanks,

Matt Van Dyke
Signals Supervisor



From: Doug LaFave
Sent: Tuesday, July 9, 2024 2:38 PM
To: Van Dyke, Matt
Subject: RRFBs

[Stop. Think. Read. This is an external email. Please use caution when clicking on the links and opening attachments in unsolicited email.]

Matt: Do you have a count of total RRFBs for midblock crosswalks in the Grand Rapids service area?

Thanks,
Doug



Doug La Fave
City of East Grand Rapids, MI
Deputy City Manager

(616) 940-4817 Office
dlafave@eastgr.org
750 Lakeside Dr. SE
East Grand Rapids, MI 49506
www.eastgr.org



CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506

DEPARTMENT OF PUBLIC WORKS

GOALS AND OBJECTIVES FY 2023-2024 UPDATES and GOAL ADDITIONS for FY 2024-2025

Goals and objectives that have been completed in the previous fiscal years and have been reported to the City Commission have been removed. Goals and objectives that have been completed in the current fiscal year or are ongoing are noted with status updates. New goals and objectives are added and designated.

Planning/Zoning:

GOAL (Continued): Work with Planning and City Commission to look at amendments to the Zoning Map and text to allow multiple family residential in areas noted on the future land-use map of Gaslight Village (2018 Master Plan-Gaslight Village 1-3 year) as well as discussion and consideration to include other Zoning Ordinance topics not exclusive to residential zoning district lot sizes, accessory dwelling units, etc. (Strategic Plan-Community Development-Priority 1 and City Operations/Administration Priority 4).

Objectives:

- 1.) Planning Commission consideration and recommendations: **Status: In advance of zoning map consideration the Planning Commission has worked on Multi-Family Residential (MFR) Zoning and companion Commercial (C-1) Zoning Updates-Completed. FY 23/24 Accessory Dwelling Units (ADUs) have been studied for consideration with a recommendation to the City Commission.**
- 2.) Rezoning. **Status: Complete. Thirty properties were rezoned from R-3 (single family residential) to MFR (multi-family residential) adjacent to Gaslight Village** in conjunction with the Master Plan Future Land Use Map on portions of Lovett Ave, Barnard St. and Lovett Ave.
- 3.) City Commission consideration of Planning Commission recommendations. **Status: Completed and ongoing.**
- 4.) Ordinance Changes. **Status: Completed and on-going. See 2023 Planning Commission Annual Report.**

GOAL (Added-Completed): Lot split Ordinance Amendment for Administrative approval per Redevelopment Ready (RRC) recommendation from the Michigan Economic Development Corporation (MEDC). (Strategic Plan-Community Development-Priority 1).

Objectives:

750 Lakeside Dr. SE • East Grand Rapids, Michigan 49506-3029

Partners with:

Telephone 616-940-4817 • Fax 616-831-6121 • www.eastgr.org



- 1.) City Commission consideration to send to Planning Commission: **Status: Completed.**
- 2.) Planning Commission consideration and recommendations: **Status: Completed.**
- 3.) City Commission review and approval consideration: **Status: Completed. The City Commission authorized a Zoning Ordinance Amendment for Administrative approval consideration standards pertaining to lot splits, boundary adjustments and combinations.**



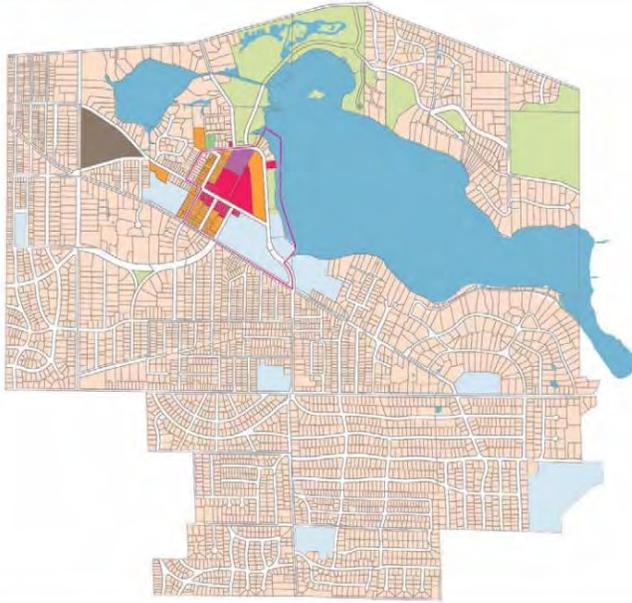
Rezoning R-3 to MFR-Above

GOAL (Ongoing): Work with Planning and City Commission to review current Master Plan as it expires. The Master Plan may be reviewed and extended, a focus on subareas, or other portions, or an entirely new Master Plan.

Objectives:

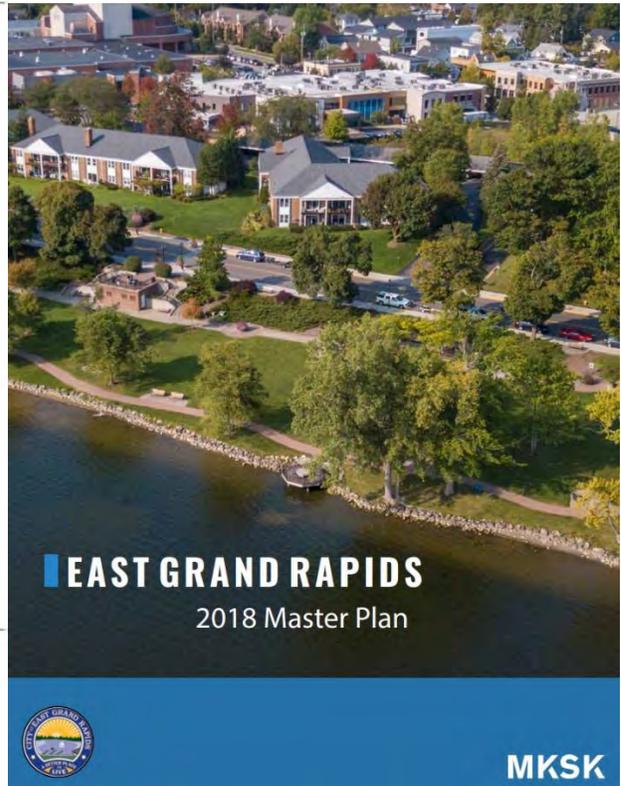
- 1.) Work session with City Commission for direction. **Status: City Commission approved direction for Master Plan Update in 2024.**
- 2.) Work session with City Commission to define scope and engagement process of Master Plan Update and direction on planning consultant services with current city planner and partnership or develop an RFP for services.
- 3.) Planning Commission works through scope and engagement process to create a draft plan for consideration by the City Commission.
- 4.) City Commission consideration of Planning Commission recommendation and adoption.

East Grand Rapids Proposed Land Use Plan



LEGEND

- Single Family
- Multi Family
- Commercial
- Park Space
- Gaslight Village (see separate plan)
- Health Campus
- Office
- Institutional



FACILITIES:

GOAL (NEW): Redevelop the Department of Public Works salt and materials storage building that is in declining condition with a new facility to provide for enhanced strategic space utilization of the site in conjunction with construction, materials and protection to enhance protection of the surrounding natural environment (Strategic Plan City Operations Priority 2).

Objectives:

- 1.) Work with Public Works operations staff on needs and environmental assessment.
- 2.) Develop/design options.
- 3.) Work through the city review and approval process.
- 4.) Implement.

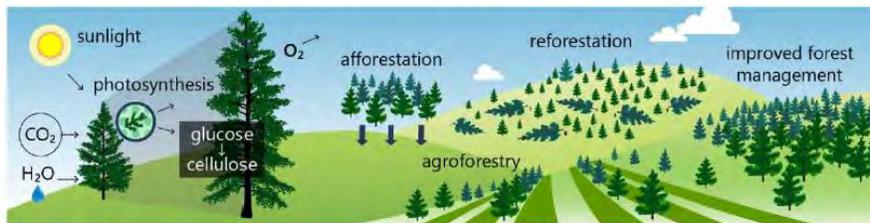


GOAL (NEW-Ongoing): Research and provide implementation solutions towards the City Commission goal of city operation carbon neutrality by 2040 (Strategic Plan-City Operations Priority 2).

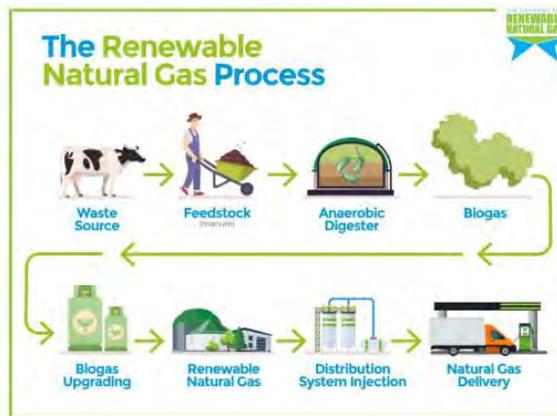
Objectives:

- 1.) Review city operations/facilities usage of natural gas. **Status: Completed.**
- 2.) Work with DTE regarding natural gas renewable and nature-based carbon offset programs. **Status: Complete.**
- 3.) Provide various carbon reduction options to offset 100% of city facility usage. **Status: Completed.**
- 4.) City Commission consideration. **Status: Completed.**
- 5.) Implementation. **Status: Completed.**

What are Carbon Offsets through Forestry Projects?



- **Reforestation** restocks existing forests that have been depleted, often through deforestation or logging.
- **Afforestation** introduces trees to create a new forest in an area that has not been forested previously (or in recent history) and where tree growth is beneficial.
- **Agroforestry** intentionally integrates trees into agricultural areas.
- **Improved Forest Management (IFM)** aims to increase the carbon stored in forests, including increasing the average age of trees in timber harvesting areas by avoiding or delaying conversion to timber



Overview of RNG:

- RNG projects capture methane from existing food waste, animal manure, wastewater sludge and garbage, and redirects it away from the environment, **repurposing it as a clean, green energy source**
- We see RNG as a key component when it comes to decarbonization as it is a technology which is already **commercialized and widely deployed today**
- Even though RNG presents a large premium to typical fossil gas (3x to 5x on average), it is **significantly cheaper than other renewable energy alternatives** requiring costly upgrades to businesses and homes
- RNG acts like conventional natural gas in all heating applications and **without the financial commitment of upgrading or adjusting existing appliances**

GOAL (In-Process): Evaluate facility solar panel feasibility and if feasible provide options to the City Commission for consideration (Strategic Plan-City Operations Priority 2).

Objectives:

- 1.) Engage Consumers Energy and associated subsidiary partners to evaluate the current existing solar panel system at the Municipal Complex/Community Center. **Status: Completed.**

- 2.) Engage Consumers Energy and associated subsidiary partners to evaluate feasibility for the Department of Public Works Complex and Public Safety Building. **Status: Completed.**
- 3.) Based on evaluations formulate potential options for the City Commission to consider. **Status: Based on existing service life of several facility roofs the City Commission directed staff to move forward with roof replacements to align with a solar array project along with developing an RFP, Completed.**
- 4.) RFP-Power Purchase Agreement (PPA). **Status: Completed.**
- 5.) City Commission approval of PPA. Completed.
- 6.) Implementation. Coordinate roof replacements in advance of solar array project. **Status: Completed-Ongoing. Roof replacements have been completed. Contracts between the city vendor and Consumers Energy as well as structural engineering is nearly completed. Depending on weather, installation of the solar array systems may be completed in winter or spring 2024.**



City of East GR - DPW

96% offset in terms of kWh, 80% offset in terms of dollars

2310 Reeds Lake Blvd SE

East Grand Rapids, MI 49506



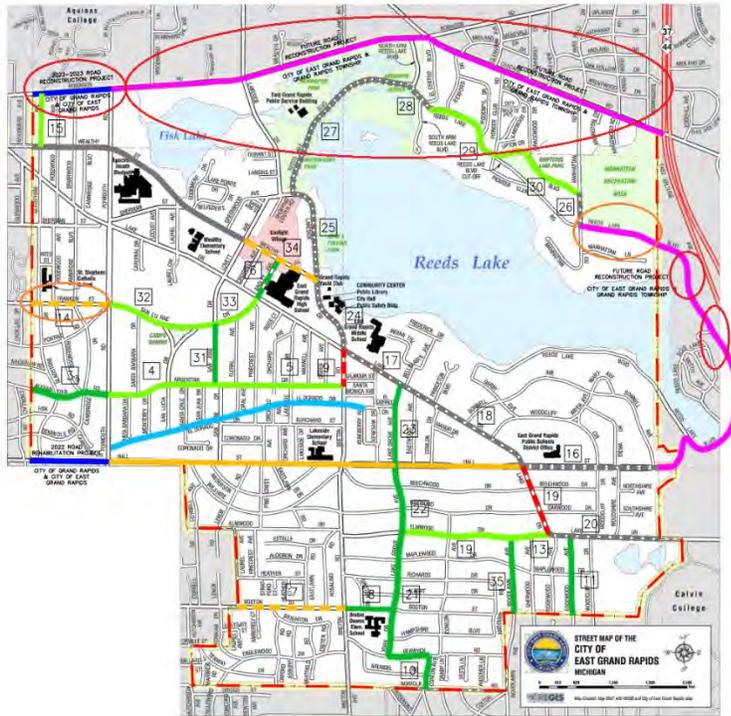
ENGINEERING:

GOAL (Completed-In Process): Mobility Bike Action Plan implementation of short, mid-term, and some long-term projects to complete a network (Master Plan-Mid-Term 3-5 Years, Strategic Plan-Infrastructure-Priority 2).

Objectives:

- 1.) Staff and consultants survey the network of streets identified in the short, mid, and long-term projects. **Status: Completed.**
- 2.) Staff and civil engineering consultant to complete engineered plans utilizing industry best practice sources to complete several implementation options for consideration. **Status: Completed.**
- 3.) Have engineered plans reviewed by traffic engineering consultants. **Status: Completed.**
- 4.) Have City of Grand Rapids staff review. **Status: Completed.**
- 5.) Provide Infrastructure Committee and City Commission formal update of options. **Status: Completed.**
- 6.) Provide several demonstrations “pilot routes” to provide real world experience for community engagement and solicitation of feedback. **Status: Completed.**
- 7.) Provide for community education and feedback via plans/setup at City Hall during regular business hours and provide for several open house meetings to solicit feedback. **Status: Completed.**
- 8.) Provide options and community feedback to the City Commission for approval consideration. **Status: Completed.**
- 9.) Implement. **Status: Completed-Ongoing.**
 - **FY 23/24 facilities were completed on Reeds Lake Blvd. from Manhattan to East City Limit with joint KCRC project (bike lanes).**
 - **FY 23/24 facilities were modified for Martin Luther King Jr. St. from Plymouth Rd. to West City Limit (advisory bike lanes to bike lanes).**
 - **FY 24/25 facilities for Robinson Rd from West City Limit to Plymouth (bike lanes).**
 - **FY 24/25 Side-path facilities for Robinson/Cascade Rd (Plymouth Rd to Manhattan Park), are anticipated. (\$779,548 grant amount, \$360,407 local match from Municipal Streets- “new sidewalks” from streets and sidewalks millage.**
 - **FY 24/25 Facility upgrades for Reeds Lake Trail in Grand Rapids Township with KCRC-former wood boardwalk sections-further expanded paved shoulder/trail.**

Mobility Bike/Action Plan Map-Below



MAP LEGEND: SHORT TERM PHASE ROAD TYPE

- CROSSTOWN CONNECTOR
- NETWORK RESIDENTIAL
- LINK RESIDENTIAL
- NEIGHBORHOOD RESIDENTIAL
- PEDESTRIAN WALKING PATH
- EX. EGR MULTI-USE, BICYCLE, OR PED FACILITIES
- EX. FACILITIES (UPDATED IN BIKE MOBILITY PLAN)
- FUTURE PROJECT WITH CITY OF GRAND RAPIDS
- FUTURE PROJECT WITH KCRC, GR TOWNSHIP
- CITY LIMITS

MAP LEGEND: MID & LONG TERM PHASE ROAD TYPE

- - - CROSSTOWN CONNECTOR
- - - NETWORK RESIDENTIAL
- - - LINK RESIDENTIAL
- - - NEIGHBORHOOD RESIDENTIAL

SHEET INDEX - PLAN VIEW BY STREET

SHEET	DESCRIPTION
3	ALEXANDER RD (CITY LIMITS TO PLYMOUTH RD)
4	ARGENTINA DR (PLYMOUTH RD TO FLORAL AVE)
5	ARGENTINA DR (FLORAL AVE TO BRETON RD)
6	BAGLEY AVE (LAKE DR TO HEALTHY ST)
7	BOSTON ST (CITY LIMITS TO BRETON RD)
8	BRETON ST (BRETON RD TO LAKE GROVE AVE)
9	BRETON RD (ARGENTINA DR TO LAKE DR)
10	CONLON AVE (CITY LIMITS TO BERWYCK RD)
11	BERWYCK RD (CONLON AVE TO YORK DR)
12	EDGEWOOD AVE (CITY LIMITS TO LAKE DR)
13	ELMWOOD DR (LAKE GROVE AVE TO WOODLAWN AVE)
14	ELMWOOD DR (WOODLAWN AVE TO LAKE DR)
15	FRANKLIN ST (CITY LIMITS TO PLYMOUTH RD)
16	GLADSTONE AVE (WEALTHY ST TO ROBINSON RD)
17	HALL ST (LAKE DR TO CITY LIMITS)
18	LAKE DR (LAKE DR TO PRINCETON BLVD)
19	LAKE DR (PRINCETON BLVD TO HALL ST)
20	LAKE DR (HALL ST TO WOODLAWN AVE)
21	LAKE DR (WOODLAWN AVE TO CITY LIMITS)
22	LAKE GROVE AVE (BOSTON ST TO MAPLEWOOD DR)
23	LAKE GROVE AVE (MAPLEWOOD DR TO HALL ST)
24	LAKE GROVE AVE (HALL ST TO LAKE DR)
25	LAKE DR (LAKE DR TO WEALTHY ST)
26	LAKE DR (WEALTHY ST TO REEDS LAKE BLVD)
27	MANHATTAN RD (REEDS LAKE BLVD TO REEDS LAKE BLVD)
28	REEDS LAKE BLVD (LAKE DR TO PEDESTRIAN CROSSING)
29	REEDS LAKE BLVD (PEDESTRIAN CROSSING TO EL CENTRO BLVD)
30	REEDS LAKE BLVD (EL CENTRO BLVD TO GRACEWOOD DR)
31	REEDS LAKE BLVD (GRACEWOOD DR TO MANHATTAN RD)
32	SAN JOSE DR (ARGENTINA DR TO SAN LU RAE DR)
33	SAN LU RAE (PLYMOUTH RD TO SAN LUCIA DR)
34	SAN LU RAE (SAN LUCIA DR TO LAKE DR)
35	WEALTHY ST (LOVETT AVE TO LAKE DR)
36	WOODLAWN AVE (CITY LIMITS TO WOODLAWN AVE)

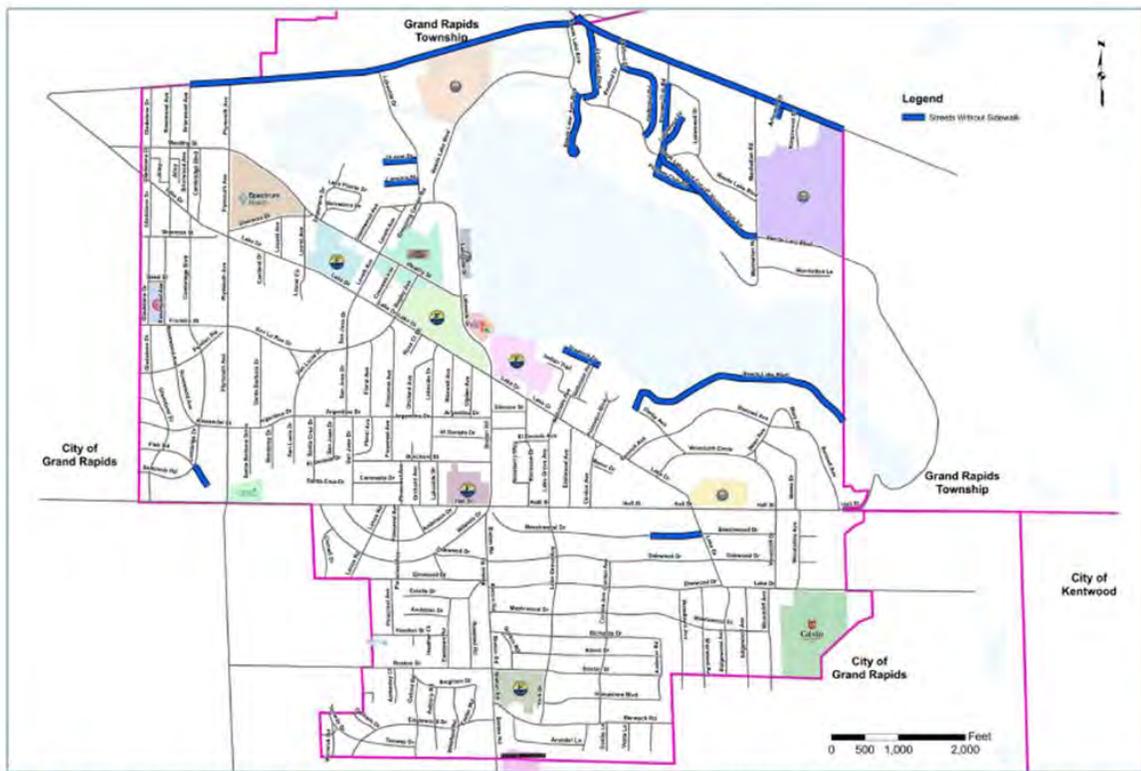
NOTE: THE IMPLEMENTATION OF THE MOBILITY - BIKE ACTION PLAN ADDRESSES ALL SHORT TERM PROJECTS, SOME MID AND LONG TERM PROJECTS WITH INTERMEDIATE UPGRADES SLATED FOR FUTURE RECONSTRUCTION, AND UPDATES SOME EXISTING FACILITIES IDENTIFIED IN THE MOBILITY-BIKE ACTION PLAN PREPARED BY PROGRESSIVE AE-JUNE 2021.

SOURCES:
 MANUAL ON UNIFORM TRAFFIC CONTROL FOR STREETS AND HIGHWAY, 2009 EDITION;
 AASHTO GUIDE FOR THE DEVELOPMENT OF BICYCLE FACILITIES, 2012 FOURTH EDITION;
 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD PLAN (PAVE-900-G, PAVE-901-C, PAVE-962-B)

Halverson Engineering, LLC
 4098 Orchard Creek Ct SE
 Grand Rapids, MI 49508
 Office: (616) 540-6132

CITY OF EAST GRAND RAPIDS
 WEST COUNTY, MICHIGAN
 MOBILITY - BIKE ACTION PLAN

DRAWN BY: JAH DATE: 4/13/22
 CHECKED BY: JAH DATE: 4/13/22
 PROJECT NUMBER: 1060
 SHEET NUMBER: 7 OF 48



POTENTIAL MOBILITY NETWORK - STREETS WITHOUT SIDEWALK
 EAST GRAND RAPIDS - MOBILITY BIKE-ACTION PLAN

progressive|ae

Martin Luther King Jr. St./Plymouth Rd-Photo-Bike Lanes-Below



Reeds Lake Blvd/Grand Rapids Twp/KCRC Jurisdiction-Below



GOAL (Completed-In-Process): Continue to monitor special funding opportunities for transportation capital improvements including partnerships with other municipalities (2018 Master Plan 1-3 Year Goal/Strategic Plan City Operations Priority 2).

Objectives:

- 1.) Attempt to secure funding for transportation capital improvements. **Status: The city has worked in partnership with Grand Rapids to secure grant funding and cost share for Robinson Road from Lake Drive in Grand Rapids to Plymouth Road in East Grand Rapids for 2023 construction. Estimated grant funds towards project is \$211,400. Total estimated cost to the City of East Grand Rapids is ~\$110,000. The city has also secured federal funds toward a potential side path improvement for Robinson and Cascade Roads as was identified in the Mobility-Bike Action Plan. Federal funds for the project are programmed at ~\$780,000 with ~\$335,000 in local match for 2024 construction. In addition, the city has partnered with the Kent County Road Commission to integrate a road diet for Cascade Rd in conjunction with pedestrian facility improvements. The city has also secured ~\$665,000 in federal funds, with a local match of ~\$220,000 for mill/overlay improvements to Plymouth Road from Martin Luther King Jr. Street to Hall Street for 2025.**
- 2.) Partner with other municipalities on improvements **Status: The City of East Grand Rapids and Grand Rapids are partnering on the Robinson Road Project in 2023. The city is also partnering with the Kent County Road Commission for improvements to Reeds Lake Blvd. from Manhattan towards the E Beltline for cost sharing respective jurisdiction areas.**

GOAL (In-Process): Complete Safe Routes to School (SRTS) Program with East Grand Rapids Public Schools through the Michigan Department of Transportation (MDOT) to improve pedestrian safety of school children and other pedestrians in East Grand Rapids (Strategic Plan Infrastructure Priority 2).

Objectives:

- 1) Partner with a qualified engineering firm with experience and expertise with the SRTS program in 2022. **Status: Completed.**
- 2) Setup partnership with EGRPS in conjunction with the engineering consultant to complete required program overview, analysis, and input. **Status: Completed. Stakeholder groups included EGRPS, and student/parent surveys as well as a walking audit with school crossing guards, city engineering staff and community members.**
- 3) Based on outcomes implement policy/operations recommendations in 2024.
- 4) Based on outcomes apply for capital grants for improvements to sidewalks and other non-motorized capital improvements in 2024.
- 5) Based on the outcome of the grant application, proceed with implementation/construction of improvements in 2024/2025.



GOAL (Ongoing): Invest in public water and sewer utility systems to maximize investment through asset management strategies while minimizing impacts to the community (Strategic Plan Infrastructure Priority 1).

Objectives:

- 1.) Work with finance department to assess utility rates with respect to infrastructure needs. **Status: Ongoing.**
- 2.) Utilize asset management best practices and continue to work utility asset management plans and capital improvement plan that coincides with the current street capital improvement plan. **Status: Completed and ongoing-see below.**

Utility Infrastructure Improvements:

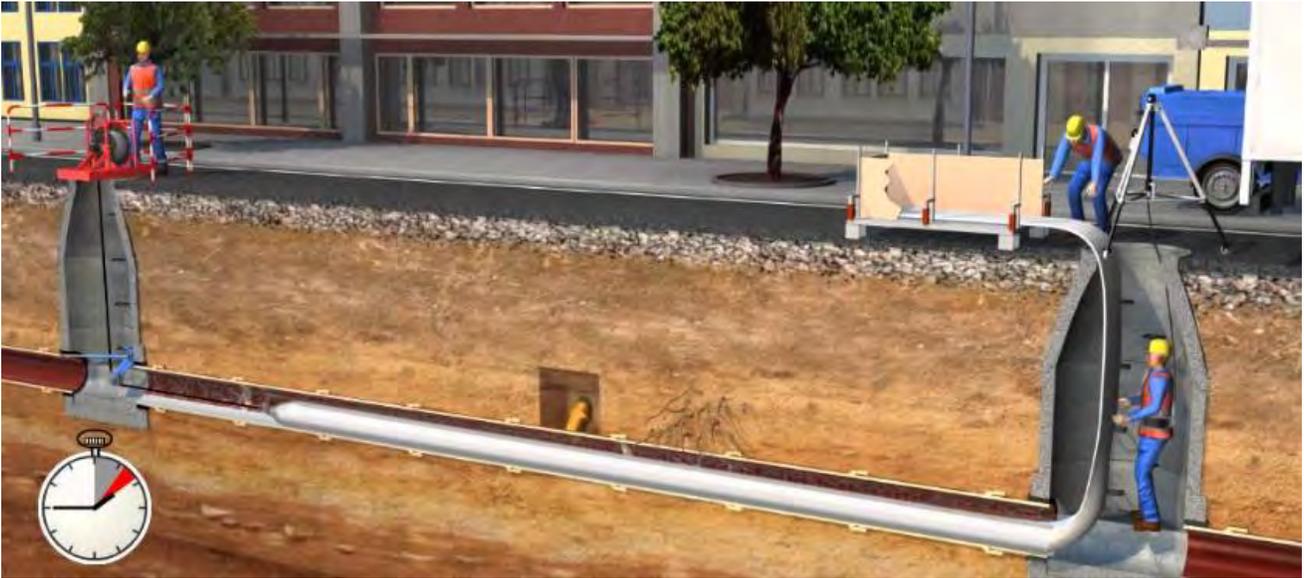
Water Main Projects

- Rehabilitation of 2,709 feet and replacement of 900 feet (entire system stretches approximately 53 miles)
- 1.3% moving from level 5 rating to level 1 rating (PACP Asset Management Rating)
- Investment total: \$513,000



Sanitary Sewer Projects

- Rehabilitation of 9,068 feet (entire system comprised of approximately 42 miles)
- 4.1% system improvement from level 5 rating to level 1 rating (PACP Asset Management Rating)
- Investment total: \$415,500



Storm Sewer Projects

- Replaced of 75 feet-Lakeside Drive Large Diameter Culvert-Between Reeds and Fisk Lakes (entire system comprised of approximately 39 miles)
- .03% system improvement from level 5 rating to level 1 rating (PACP Asset Management Rating)
- Investment total: \$250,000



GOAL (Ongoing): Enhance lead service line replacements utilizing asset management strategy to remove all lead service lines within 5-8 years (2038 is the required completion date under the current lead and copper rule). (Strategic Plan-Infrastructure Priority 1).

Objectives:

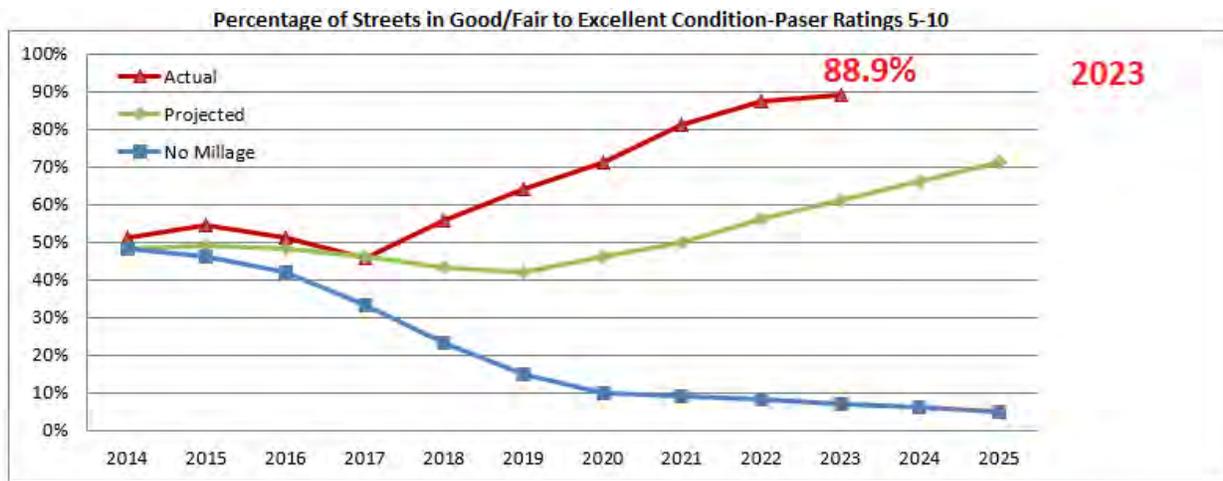
- 1.) Utilize up-to-date data gathered from several years of hydro-excavating all gaps in water service line inventory. **Status: In-Process. Estimated completion in 2024/2025/2026.**
- 2.) Coordinate replacements in conjunction with mill/overlay street projects, utility replacements, or in advance of pavement preservation. **Status: In-Process. With utility rate adjustments coupled with ARPA funds and general fund contributions lead service line replacements are underway for projected 2024 construction season streets.**
- 3.) Complete 150 replacements in FY 2023-2024. **Status: In-Process. 200 lead service lines are projected to be replaced by the end of the FY.**



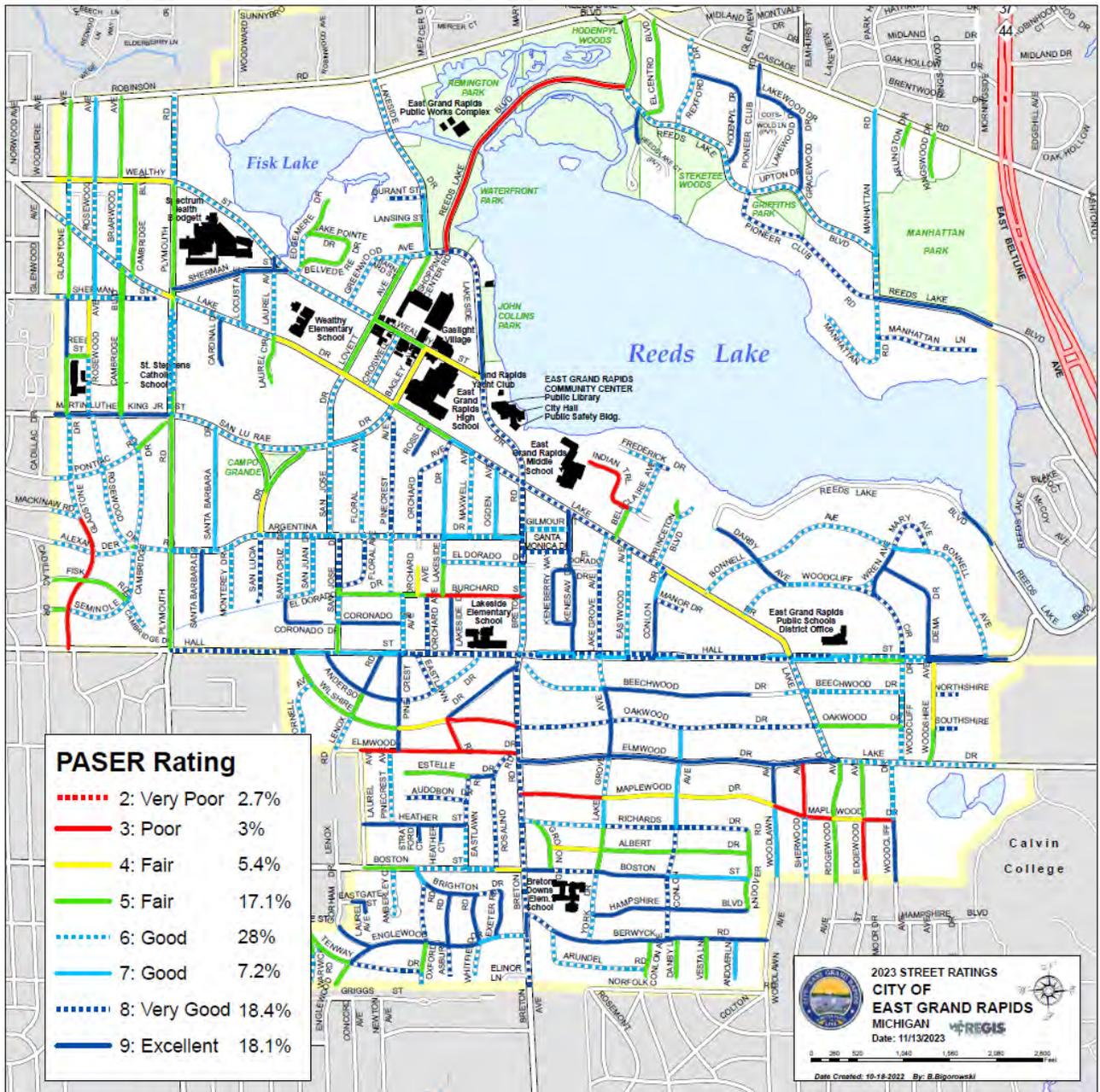
GOAL (Ongoing): Successfully maintaining and improving city street surface conditions towards the 2025 goal of 70% of City streets within a 5-10 (Good/Fair) PASER rating (Pavement Surface Evaluation and Rating) (Strategic Plan-Infrastructure-Priority 2).

Objectives:

- 1.) Utilize PASER preventative maintenance applications to maintain and improve streets utilizing crack sealing, skip patching, cape seal and chip and fog seal treatments when warranted within the confines of the budget and street condition. **Status: Ongoing.**
- 4.) Plan and coordinate grind and resurface treatments of streets when the asset rating is met. **Status: Ongoing.**
- 5.) Coordinate if possible, bidding projects collaboratively. **Status: Ongoing.**
- 6.) Utilize enhanced methods/technology, when possible, to increase street surface conditions. **Status: Ongoing.**
- 7.) Quantify/measure PASER ratings progress from preventative maintenance and construction. **Status: Ongoing-see 2023 progress/results:**







Thanks to the 2015 millage the city has accomplished the following in 2023:

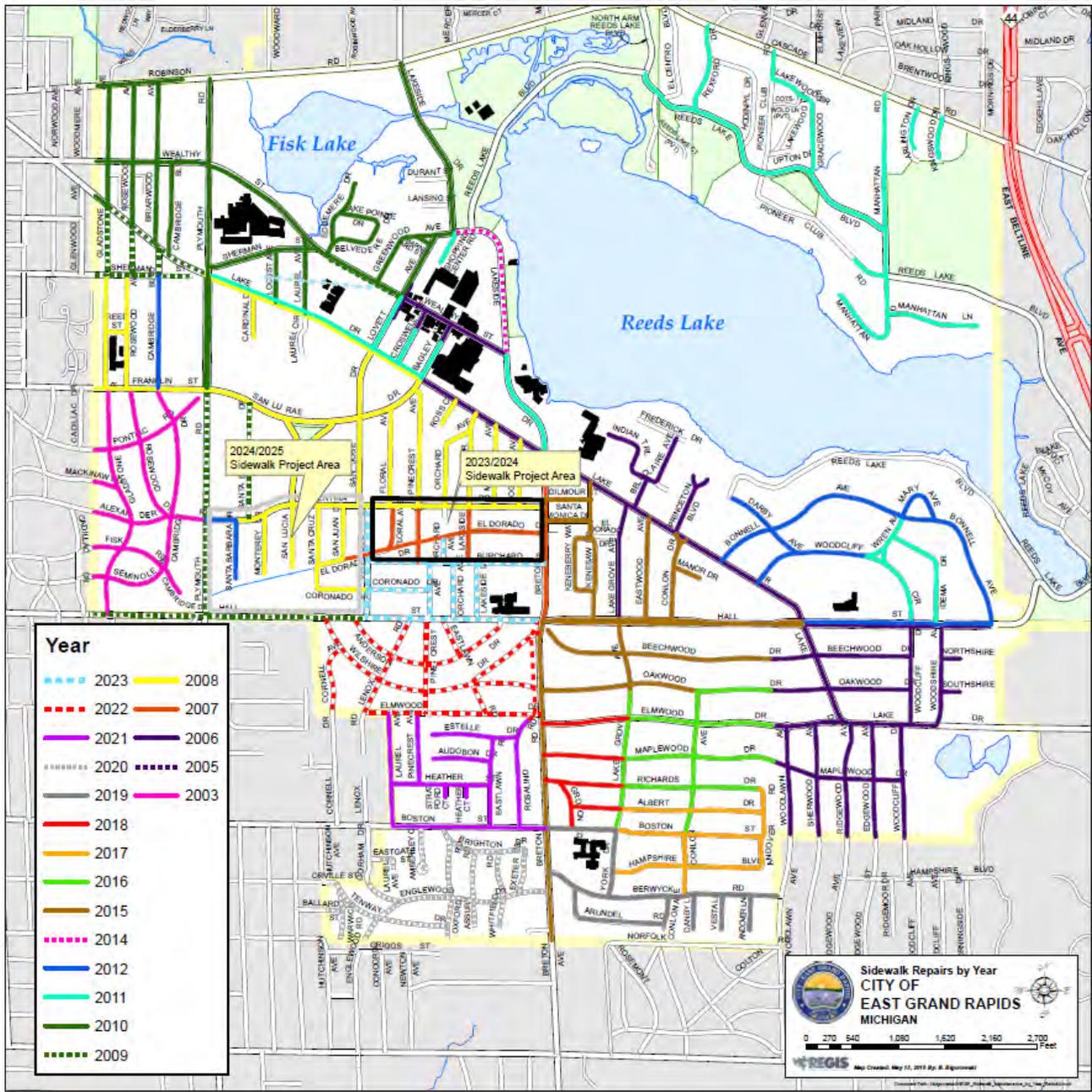
Street Construction:

- Mill and overlay: 2.92 miles
- Cape seal: 2.94 miles
- Total: 5.86 miles
- Investment total: \$1,608,500

GOAL (Ongoing): Successfully maintaining and improving the city sidewalk network (Strategic Plan-Infrastructure-Priority 2).

Objectives:

- 1.) Create target asset management zones and for comprehensive program in accordance with funding from the 2015 Streets and Sidewalks Millage. **Status: Ongoing.**
- 2.) Annually bid, award, rehabilitate, and construct sidewalk within each zone within the allocated budget. **Status: Ongoing.**



GOAL (New): Complete studies on qualifying streets consistent with the Radar Speed Feedback Sign Policy (RSFS) and also consider PILOT/policy modification for Major Streets in 2024 (Strategic Plan-Infrastructure-Priority 2).

Objectives:

- 1.) Study major street designated corridors for segments for potential locations.
- 2.) Develop policy options for City Commission consideration.
- 3.) Execute installations and potential policy modification.

Status: Pilot-Plymouth Road-Lake Drive to Wealthy Street (Blodgett Hospital Pilot Initiative).



GOAL (Ongoing): Complete comprehensive review of pedestrian safety traffic control devices and best practices for public and private schools in the city for midblock crosswalks throughout the city. (Strategic Plan Infrastructure Priority 2).

Objectives:

- 1.) Work with traffic engineering consultants regarding RRFB study of major streets for potential expansion of pilot. **Status: Completed. A policy with study and warrant requirements was also developed and approved by the City Commission. Pilot locations and additional locations are permanent unless they are reviewed and no longer meet criteria for use in the future.**
- 2.) Complete studies at key locations: **Status: Studies were completed first around school campuses and three locations met requirements for enhanced signals comprised of Rectangular Rapid Flashing Beacons (RRFB's) at Lake Drive/Kenesaw Drive, Hall Street/Anderson Drive, and Wealthy Street/Schoolhouse Condos (2006 Wealthy). Additional studies will be completed in 2024/2025 for potential improvements.**

- 3.) Locations that meet requirements to City Commission for approval consideration:
Status: The three locations noted met criteria of the policy and were submitted to the City Commission for approval consideration. The City Commission approved the locations noted.
- 4.) Install additional pilot location. **Status: Completed and ongoing.**

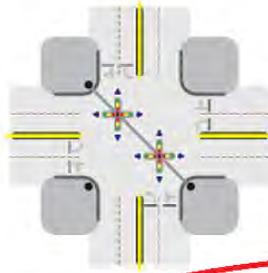


Goal: Traffic Signal Upgrade at Breton Road/Boston Street Intersection in accordance with the 2015 Streets and Sidewalks Millage. For FY 24/25 Traffic Signal Upgrade at Breton Road/Hall Street Intersection. (Strategic Plan Infrastructure Priority 2).

Objectives:

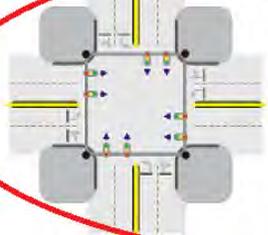
- 1.) Work with the City of Grand Rapids Traffic Signals team to determine parameters in conjunction with the recent Traffic Signal Optimization study (metro area-wide). **Status: Completed.**
- 2.) Survey. **Status: Completed.**
- 3.) Geotechnical analysis. **Status: Completed.**
- 4.) Preliminary and Final Design. **Status: Completed.**
- 5.) Bid. **Status: Completed.**
- 6.) Construct. **Status: In-Process.**

****Objectives remain the same for FY 24/25 for Breton Road/Hall Street****



Traditional signal design

With the traditional signal design, two traffic signals are located in the middle of an intersection. They are suspended on wires secured to two poles placed opposite each other in the intersection.



New box span signal configuration

With the new box span configuration, signals are located near each corner of the intersection (thus, the “box” design).

Advantages of this design include increased safety for maintenance workers who no longer need to be stationed in the middle of a busy intersection to make repairs, and placement of the signal head over each lane which makes it easier for drivers to see the signals.



How a box span signal works

This diagram shows how the new signal configuration works. Motorists will continue to pull up to the stop line and proceed according to the signal directly opposite them at the far side of the intersection. Once this signal turns green, a motorist could go straight or turn, depending on their lane of travel. Motorists turning left need to follow through with the left-turn regardless of what the other traffic signals show; drivers should NOT stop in an intersection for any reason.

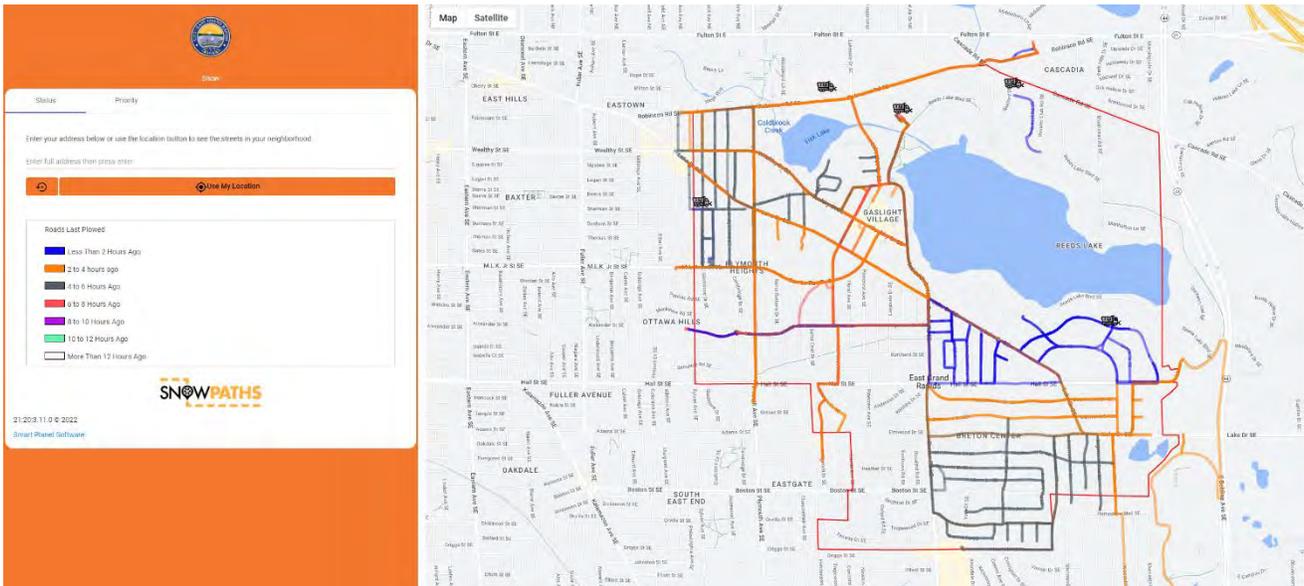
DPW OPERATIONS:

GOAL (Continued): Utilize and integrate technology to increase operational efficiencies (Strategic Plan City Operations Priority 2).

Goal (Completed-Continued): Complete GPS live tracker for City plowing services.

Objectives:

- 1.) Review products and options. **Status: Selected SnowPaths.**
- 2.) Test pilot programs. **Status: Pilot program still currently underway.**
- 3.) Based on pilot results may or may not integrate into operations management.
Status: Ongoing. Public Works is looking at integrating street sweeping and yard waste/composting services, as well as sidewalk plowing going forward.



Goal (Continued): Alternative sidewalk snow removal equipment and concepts (Strategic Plan Infrastructure Priority 2)

Objectives:

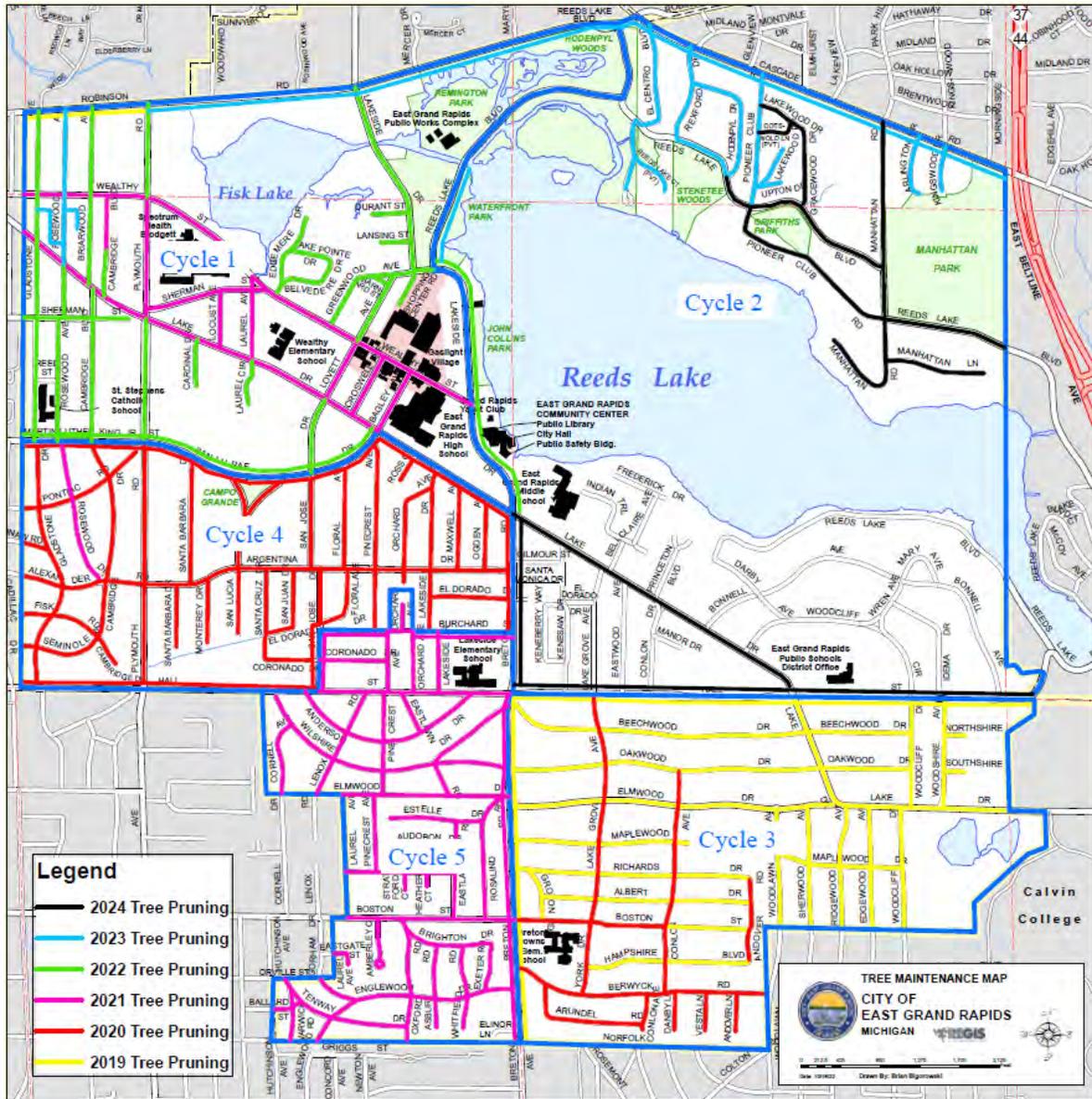
- 1.) Research new, alternative, and emerging technology/equipment and pilot. **Status: Ongoing.** The city has purchased several snow/ice pack equipment attachments from Canada to enhance sidewalk snow pack/ice removal for residual material that remains after plowing, blowing, or brooming sidewalks.
- 2.) Secure and deploy equipment based on operational capability. **Status: In-process.** Capabilities for conditions and operational response times and effectiveness are being tested/documentated for future policy/guideline considerations or recommendations.



GOAL: Develop and implement proactive ROW tree management program (Strategic Plan Operations Priority 2).

Objectives:

- 1.) Utilize tree inventory project assessment study to create systemic approach to tree canopy maintenance. **Status: Completed and ongoing.**
- 2.) Create and implement proactive pruning in targeted zones. **Status: Completed/ongoing. Cycle 2 completion in 2024 with Cycle 3 in 2025 starting over the rotational cycle.**



GOAL (Ongoing): Water meter replacement program (Strategic Plan Infrastructure Priority 2).

Objective:

- 1.) Replacement plan to proactively replace water meters throughout the city. **Status: Completed 178-meter installations in 2023 targeting 180 meters for 2024.**

GOAL (Continued)-Review Advanced Metering Infrastructure (AMI). Status: This is a coordinated effort in the Grand Rapids metro region.

Objectives:

- 1) AMI-Review feasibility. **Completed.**
- 2) If feasible moved to start a pilot zone. **Pilot zone with cellular read end points that will coincide with the meter replacement program. The goal for 2024 will be between 100-180 additional end points in addition to 20 from a successful pilot in 2023.**

GOAL (Continued): Investigate residential composting options for potential pilot consideration. **Status: Completed.**

Objectives:

- 1.) Investigate and explore State and Federal environmental regulations with EGLE. **Status: Completed.**
- 2.) Utilize EGLE feedback to investigate capability and capacity from processors. **Status: Completed.**
- 3.) From regulator, processor and EGR capacity provide any actionable options through a pilot concept. **Status: In-process.**
- 4.) Monitor and review potential expansion opportunities is warranted. **Status: In-process. The city received a grant from EGLE for the composting site. EGLE is utilizing the site and the unique operating and data system as an example for other communities.**



Home » News » Fleet

Home

Posted on June 7, 2023

EGR Recognized for Environmental Leadership

The City of East Grand Rapids has been recognized for its environmental leadership by Michigan Green Communities.

The City earned gold in the Michigan Green Communities Challenge for its innovative work in energy efficiency, climate adaptation and resilience, recycling and environmental justice, among others. MGC is a statewide network of local government staff and officials who collaborate to promote sustainability solutions. Its annual MGC Challenge allows participants to track and benchmark their progress.

East Grand Rapids was one of 48 communities statewide to earn gold, silver or bronze in this year's MGC Challenge.

"The City of East Grand Rapids is honored to receive this award from the Michigan Green Communities Challenge for our diverse and strategic sustainability efforts," City Manager Shea Charles said. "Our residents, staff and community have all played an instrumental role in ensuring our environment is healthy and enjoyable for all."

Some of the City's recent sustainability initiatives include:

- **Launching a food scrap composting program** as part of a three-year pilot program.
- Improving bicycle access and rideability with the *Mobility-Fair Action Plan*, providing a connected network of cycling facilities within East Grand Rapids and adjacent communities.
- Being recognized as a *Tree City USA* by the Arbor Day Foundation for the past nine years for the City's care and maintenance of public trees, including a cost-sharing tree planting program.
- Installing solar arrays to all City-owned buildings.
- Becoming the first municipality in the state to join DTE Energy's *CleanVision Natural Gas Balance program*, which helps reduce the City's carbon footprint.

Michigan Green Communities is a sustainability networking, benchmarking and technical assistance program. Open to all local governments in Michigan at no cost, it guides and supports communities in adapting to a changing climate, protecting infrastructure, improving the quality of life for residents and creating a more environmentally and economically sustainable future for the state.

For more information about MGC and its challenge, visit mkgreencommunities.com



GOAL (NEW Added): Complete a Fleet Electric Vehicle (EV) assessment related to feasibility of vehicle and equipment transition for future MERF replacements. (Strategic Plan Operations Priority 2).

Objectives:

- 1.) Partner with consulting firm for fleet evaluation/analysis. **Status: At no cost to the city Public Works has partnered with Consumers Energy for their Power MI Fleet Program-Electrification Assessment.**
- 2.) Complete data analysis and collection for consultants. **Status: Complete.**

- 3.) Consulting analysis, verifying use, conditions, level of service, etc.
- 4.) Feasibility Report.
- 5.) Implementation plan-policy consideration for the city.

****The City has ordered three F-150 Lightning EV's with ARPA funds to pilot in operations in 2024-2025****



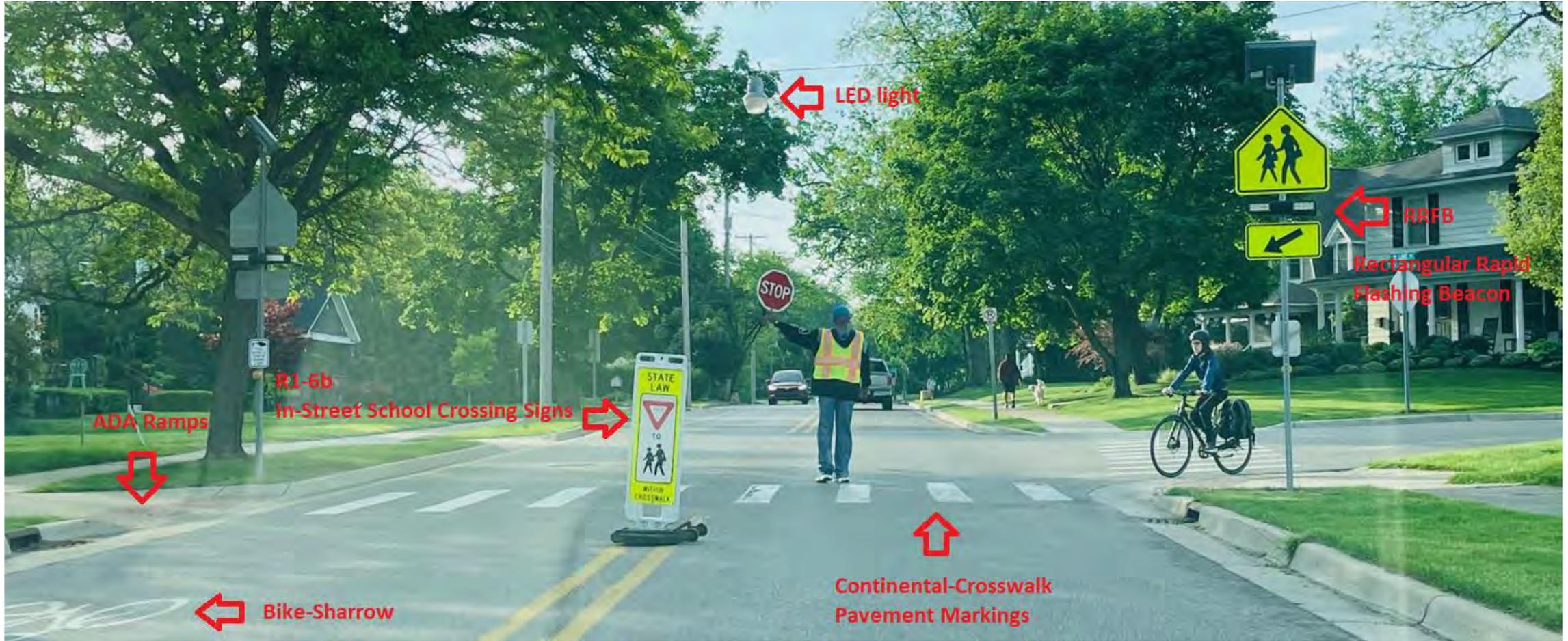


Pedestrian/Bike-Recent Improvements-Several Examples

Middle School-Pedestrian Crossing-
Lake Dr. and Kenesaw Dr. 2015



Middle School-Pedestrian Crossing- Lake Dr. and Kenesaw Dr. 2024



ADA Ramps

RI-6b
In-Street School Crossing Signs

LED light

RRFB
Rectangular Rapid
Flashing Beacon

Bike-Sharrow

Continental-Crosswalk
Pavement Markings

High School-Pedestrian Crossing
Lake Dr. and Bagley Ave 2011



High School-Pedestrian Crossing
Lake Dr. and Bagley Ave 2022



Wealthy Elementary School-Pedestrian Crossing
Wealthy St/Schoolhouse Condos 2011



Wealthy Elementary School-Pedestrian Crossing

W. 14th St / S. 1st St, Seattle, WA 98144



Crossing Guard

RRFB
Rectangular Rapid
Flashing Beacons

R1-6b
In-Street School Crossing Signs

Bike Lanes

Pedestrian Crossing-Lake Dr and Lovett Ave 2015



Pedestrian Crossing-Lake Dr and Lovett Ave 2024



Pedestrian Crossing-Hall St and Anderson Dr 2011



Pedestrian Crossing-Hall St and Anderson Dr 2024

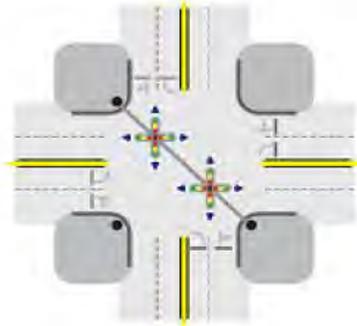


Traffic Signal Improvements

- Lead Pedestrian Interval (LPI) all signals: \$50,000
2016-2020
- Breton/Lake/Lakeside Signal Replacement: \$135,000
(EGR share) 2016
- (Federal Funds/grant) \$274,000
- Plymouth Rd-Midblock Warning Flasher: \$22,000
- Hall/Lake Signal Capital Upgrade: \$15,000
2017
- Lakeside/Robinson Signal Replacement: \$54,000 (EGR
share) 2018
- (KCRC share) \$54,000
- Breton/Hall Capital Maintenance/Upgrade: \$10,000
2018
- Breton/Boston Signal Replacement \$215,000
(Budgeted Estimate) 2024

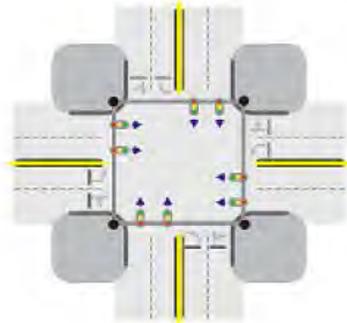
The New Box Span Traffic Signal

Box span signal design is a new method for positioning traffic signals in an intersection. In the course of projects that require upgrading an intersection and/or signal, MDOT will be replacing the traditional signal configuration with the box span design.



Traditional signal design

With the traditional signal design, two traffic signals are located in the middle of an intersection. They are suspended on wires secured to two poles placed opposite each other in the intersection.



New box span signal configuration

With the new box span configuration, signals are located near each corner of the intersection (thus, the “box” design).

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How a box span signal works

This diagram shows how the new signal configuration works. Motorists will continue to pull up to the stop line and proceed according to the signal directly opposite them at the far side of the intersection. Once this signal turns green, a motorist could go straight or turn, depending on their lane of travel. Motorists turning left need to follow through with the left-turn regardless of what the other traffic signals show; drivers should NOT stop in an intersection for any reason.

Breton/Boston Traffic Signal 2022



Breton/Boston Traffic Signal 2024



Lake Dr between Bagley Ave and Breton Rd

Before 2016



After 2016



Figure 1: Crosswalks Treatment Before and After Year 2016

Before 2016-Below



After 2016-Below



Pre-Post 2016 Pavement Markings-Crash Data-Below-To 2023

Table 1: Summary of Crash Analysis

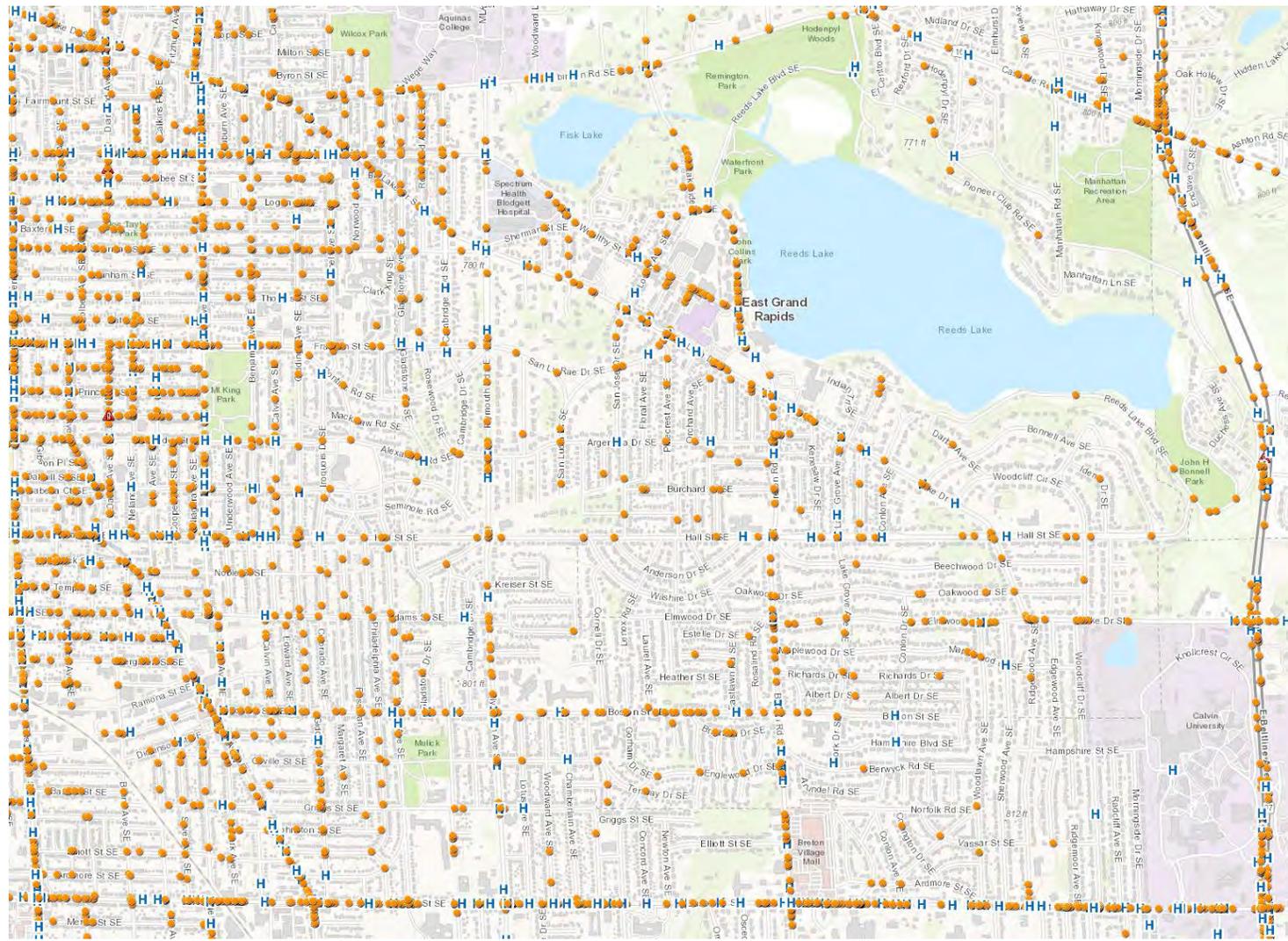
City-Owned Intersection	Total Crashes		Pedestrian Crashes	
	Before 2016	After 2016	Before 2016	After 2016
Breton Road SE and Lade Drive SE	28	16	0	0
Lake Drive SE and Ogden Avenue SE	6	2	0	0
Lake Drive SE and Maxwell Avenue SE	5	2	0	0
Lake Drive SE and Lakeside Drive SE	10	14	1	0
Lake Drive SE and San Lue Rae Drive SE/Bagley Avenue SE	31	23	0	1
Total	80	57	1	1



2016

Lake/Bagley 2023-Below



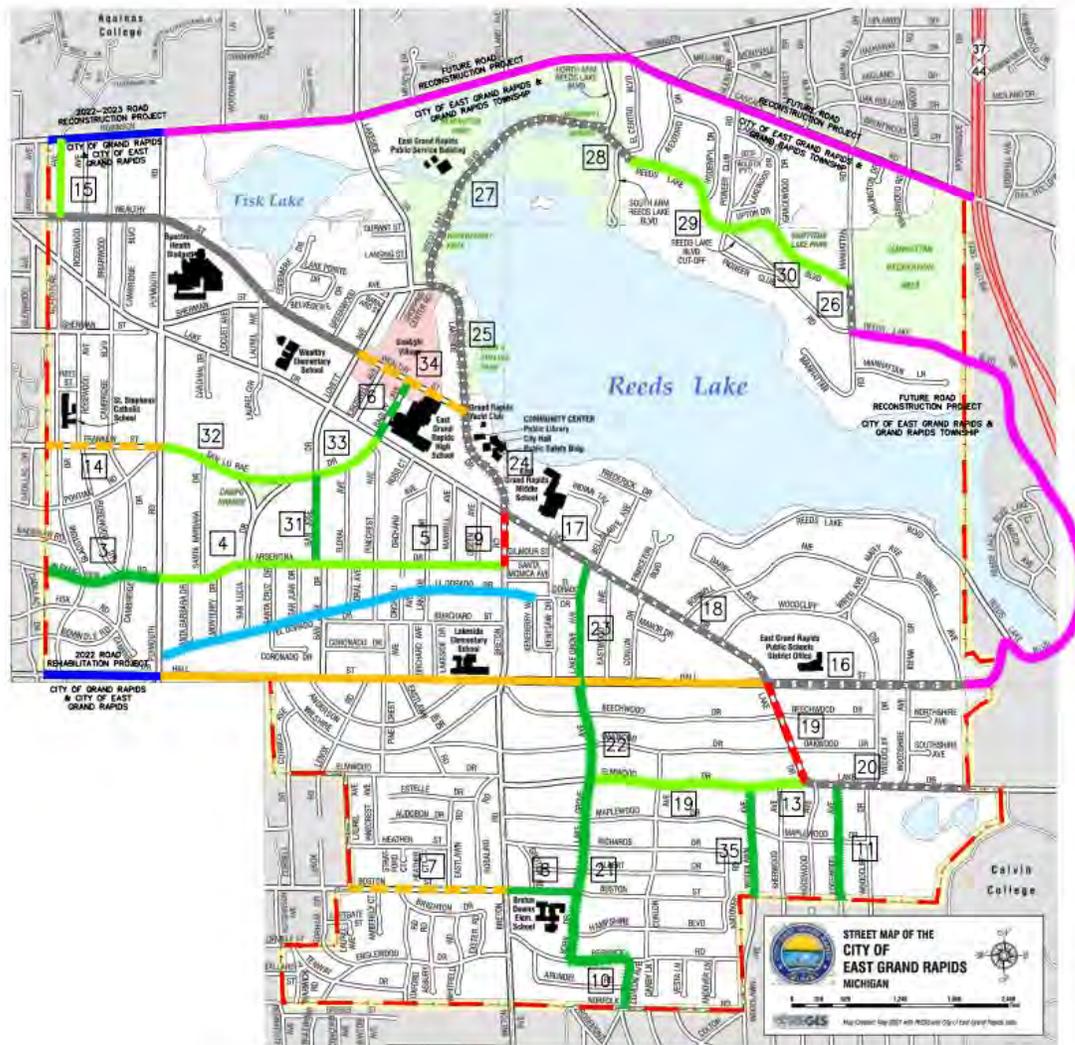


5 Year Crash/Accident Map-One Resource Utilized for Areas of Focus-Improvements

MOBILITY/BIKE ACTION PLAN

UPDATES & COMMUNITY
ENGAGEMENT OPPORTUNITIES





MAP LEGEND: SHORT TERM PHASE ROAD TYPE

- CROSSTOWN CONNECTOR
- NETWORK RESIDENTIAL
- LINK RESIDENTIAL
- NEIGHBORHOOD RESIDENTIAL
- PEDESTRIAN WALKING PATH
- - - EX. EGR MULTI-USE, BICYCLE, OR PED FACILITIES
- - - EX. FACILITIES (UPDATED IN BIKE MOBILITY PLAN)
- FUTURE PROJECT WITH CITY OF GRAND RAPIDS
- FUTURE PROJECT WITH KCRC, GR TOWNSHIP
- - - CITY LIMITS

MAP LEGEND: MID & LONG TERM PHASE ROAD TYPE

- - - CROSSTOWN CONNECTOR
- - - NETWORK RESIDENTIAL
- - - LINK RESIDENTIAL
- - - NEIGHBORHOOD RESIDENTIAL

SHEET INDEX – PLAN VIEW BY STREET

SHEET	DESCRIPTION
3	ALEXANDER RD (CITY LIMITS TO PLYMOUTH RD)
4	ARGENTINA DR (PLYMOUTH RD TO FLORAL AVE)
5	ARGENTINA DR (FLORAL AVE TO BRETON RD)
6	BAGLEY AVE (LAKE DR TO WEALTHY ST)
7	BOSTON ST (CITY LIMITS TO BRETON RD)
8	BOSTON ST (BRETON RD TO LAKE GROVE AVE)
9	BRETON RD (ARGENTINA DR TO LAKE DR)
10	CONLON AVE (CITY LIMITS TO BERWYCK RD)
11	BERWYCK RD (CONLON AVE TO YORK DR)
12	EDGEWOOD AVE (CITY LIMITS TO LAKE DR)
13	ELMWOOD DR (LAKE GROVE AVE TO WOODLAWN AVE)
14	ELMWOOD DR (WOODLAWN AVE TO LAKE DR)
15	FRANKLIN ST (CITY LIMITS TO PLYMOUTH RD)
16	GLADSTONE AVE (WEALTHY ST TO ROBINSON DR)
17	HALL ST (LAKE DR TO CITY LIMITS)
18	LAKE DR (LAKESIDE DR/BRETON RD TO PRINCETON BLVD)
19	LAKE DR (PRINCETON BLVD TO HALL ST)
20	LAKE DR (HALL ST TO WOODLAWN DR)
21	LAKE DR (ELMWOOD DR TO CITY LIMITS)
22	YORK DR (BERWYCK RD TO BOSTON ST)
23	LAKE GROVE AVE (BOSTON ST TO MAPLEWOOD DR)
24	LAKE GROVE AVE (MAPLEWOOD DR TO HALL ST)
25	LAKE GROVE AVE (HALL ST TO LAKE DR)
26	LAKESIDE DR (LAKE DR TO WEALTHY ST)
27	LAKESIDE DR (WEALTHY ST TO REEDS LAKE BLVD)
28	MANHATTAN RD (REEDS LAKE BLVD TO REEDS LAKE BLVD)
29	REEDS LAKE BLVD (LAKESIDE DR TO PEDESTRIAN CROSSING)
30	REEDS LAKE BLVD (PEDESTRIAN CROSSING TO EL CENTRO BLVD)
31	REEDS LAKE BLVD (EL CENTRO BLVD TO GRACEWOOD DR)
32	REEDS LAKE BLVD (GRACEWOOD DR TO MANHATTAN RD)
33	SAN JOSE DR (ARGENTINA DR TO SAN LU RAE DR)
34	SAN LU RAE (PLYMOUTH RD TO SAN LUCIA DR)
35	SAN LU RAE (SAN LUCIA DR TO LAKE DR)
36	WEALTHY ST (LOVETT AVE TO LAKESIDE DR)
37	WOODLAWN AVE (CITY LIMITS TO ELWOOD DR)

NOTE: THE IMPLEMENTATION OF THE MOBILITY – BIKE ACTION PLAN ADDRESSES ALL SHORT TERM PROJECTS, SOME MID AND LONG TERM PROJECTS WITH INTERMEDIATE UPGRADES SLATED FOR FUTURE RECONSTRUCTION, AND UPDATES SOME EXISTING FACILITIES IDENTIFIED IN THE MOBILITY-BIKE ACTION PLAN PREPARED BY PROGRESSIVE AE-JUNE 2021.

SOURCES:
 MANUAL ON UNIFORM TRAFFIC CONTROL FOR STREETS AND HIGHWAY, 2009 EDITION;
 AASHTO GUIDE FOR THE DEVELOPMENT OF BICYCLE FACILITIES, 2012 FOURTH EDITION;
 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD PLAN (PAVE-900-G, PAVE-961-C, PAVE-962-B)



Grand Valley Metropolitan Council Regional Safety Action Plan

Safety Committee Meeting #4

July 9, 2024



GVMC **TOOLE** DESIGN williams&works

Agenda

1. Project Schedule Overview
2. Adopted Vision Zero Goal (5 min)
3. Review of Draft High Risk Network Analysis (15 min)
4. Draft Policies, Programs, and Projects (30-45 min)
5. Next Steps (5 min)

GVMC

TOOLE
DESIGN

williams&works
engineers | surveyors | planners



CITY OF
EAST GRAND RAPIDS

8

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

(616) 940-4817

www.eastgr.org

DOUG LAFAVE
DEPUTY CITY MANAGER

MEMORANDUM

TO: Honorable Mayor and City Commissioners
FROM: Doug La Fave, Deputy City Manager
DATE: July 24, 2024

RE: City of East Grand Rapids 50/50 Right-of-Way Tree Planting Program

Action Requested: That the City Commission consider awarding the 50/50 Right-of-Way Tree Planting Program contract to Horrocks Nursery Farm of Ionia, MI for fiscal years 24/25 through 26/27 with noted pricing for each tree/year in the bid tab.

Background: The city tree planting program allows residents who are interested in participating to have a new tree planted in the public right-of-way (ROW) area (typically between the sidewalk and curb) in front of their home. The program is based on a 50/50 cost share between the requesting property owner and the city.

In 2016 the city had a right-of-way tree inventory assessment conducted which covered ~7,100 trees. Based on the results and findings of the study the city modified the tree planting options to promote a healthier and diverse tree canopy. To view the 2016 public right-of-way tree assessment report, please visit the following link: [2016-Tree-inventory-by-Davey-Resources \(eastgrmi.gov\)](https://www.eastgrmi.gov/2016-Tree-inventory-by-Davey-Resources)

Descriptions of each tree are noted in the specifications and program order form (several updates underway): [Forestry | East Grand Rapids, MI - Official Website \(eastgrmi.gov\)](https://www.eastgrmi.gov/Forestry) Type and placement of trees is reviewed by staff to ensure that trees grow/thrive in the appropriate environment. Considerations for placement are related to location and soil type, salt tolerance (priority plow routes), adjacent vegetation conflicts, ROW width (to avoid constricting root ball related to other infrastructure as well as to protect infrastructure like sidewalk), overhead wires (to avoid future trimming), etc. Planting occurs in the fall, between October and December, depending on the weather.

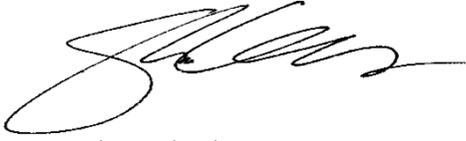
Included with the materials is a background and informational review of the program from the city arborist/forestry consultant as well as bid tabs and specifications. Tree offerings are based on criteria noted above as well as being native and availability for sourcing in the West Michigan market.

The city generally has between 35 and 60 trees planted via this program each year. In 2023, 50 trees were planted through this program. Program costs based on the number of participants fluctuate between ~\$19,500 and ~\$33,000. The current FY 24/25 budget is sufficient for the program.

Environmental benefits of the ~7,100 city ROW trees for the city include but are not limited to:

- Air Quality: 15,245.3 pounds of pollutants removed per year.
- Net Total Carbon Sequestered and Avoided: 4,410,593 pounds per year.
- Stormwater: 9,975,209 gallons per year

REVIEWED & APPROVED FOR SUBMISSION:

A handwritten signature in black ink, appearing to read 'Shea Charles', with a large, stylized initial 'S'.

Shea Charles
City Manager

July 10, 2024

Doug LaFave
Deputy City Manager
City of East Grand Rapids
750 Lakeside Drive SE
East Grand Rapids, MI 49506

RE: East Grand Rapids: Right-of-Way (ROW) Tree Planting Program

Dear Mr. LaFave,

At your request, I am providing background information and additional context in regards to East Grand Rapids' right-of-way (ROW) tree planting program. Particularly, as it relates to the selection of tree species that are offered in the City's planting program.

In 2016, the City of East Grand Rapids completed a comprehensive tree inventory. This project was funded by a grant via the Michigan Department of Natural Resources and the United States Forest Service. The 2016 tree inventory located a total of 7,082 public trees. Data were collected on the size, species, condition and status of each tree along City streets. Additionally, each tree received maintenance recommendations to help with forestry program prioritization and budgeting.

Based on 2016 inventory data, the most common species were Norway maple (*Acer platanoides*) at 36%, sugar maple (*Acer saccharum*) at 13%, red maple (*Acer rubrum*) at 9%, honeylocust (*Gleditsia triacanthos*) at 5%, and littleleaf linden (*Tilia cordata*) at 5%. In total, maple was overrepresented, comprising 61% of East Grand Rapids' public trees. This is a concern if a pest or disease that prefers maple were to become established in West Michigan. Additionally, Norway maple and Callery pear (*Pyrus calleryana*) are today recognized as potentially invasive plants and totalled 37% of the public tree population. Inventory data also suggested that the public tree population was underrepresented in recently planted trees (e.g. not enough young trees to replace aging trees).

Using the results of this tree inventory, the City evaluated its planting program. The City recognizes that trees provide numerous benefits such as clean air, stormwater interception, improvements to human health, community beautification, and many others. Additionally, the City understands that poor species diversity can make the City's tree population more susceptible to threats from pests, disease, changing weather patterns, and other factors. Therefore, the primary objectives of the City's planting program is to (a) replace trees that are removed or lost due to decline, infrastructure projects, disease, etc., (b) increase and expand tree canopy across East Grand Rapids, and (c) increase species diversity.

With these guiding objectives, the City has identified tree species that help improve species diversity, are adaptable to urban soils, and are less likely to conflict with public infrastructure. The City also has a preference for large-growing trees, when possible, as these trees provide the greatest public benefit (i.e. air quality, stormwater capture, etc.). Additionally, the City works to offer tree species that are readily available via local nurseries and transplant successfully. Due to market dynamics and local tree purchasing patterns, not all species desired are always available. The current list includes:

- Cockspur hawthorn (*Crataegus crus-galli*) - small growing tree, suitable for restricted planting locations or under power lines. Adaptable to a wide range of soil conditions. Minimal pest and disease issues. Native to Michigan.
- Honeylocust (*Gleditsia triacanthos*) - medium-sized tree. Adaptable to poor, compacted soils. Minimal pest and disease issues. Native to Michigan.
- Little-leaf linden (*Tilia cordata*) - medium-sized tree. Adaptable to a wide range of soil conditions. Minimal pest and disease issues. Non-invasive alternative to the potentially invasive Norway maple.
- Tulip tree (*Liriodendron tulipifera*) - large-growing tree. Excellent branching and structural characteristics. Minimal pest and disease issues. Native to Michigan.
- Japanese tree lilac (*Syringia reticulata*) - medium-size tree. Attractive flowers. Tolerates a range of soil conditions. Minimal pest and disease issues. Non-invasive alternative to the potentially invasive Callery pear.
- Ginkgo (*Ginkgo biloba*) - large-growing tree. Excellent branching and structural characteristics. Beautiful fall color. Tolerates a range of soil conditions. Minimal pest and disease issues.
- Horse-chestnut (*Aesculus x carnea*) - large-growing tree. Suitable to a wide range of soil conditions. Minimal pest and disease issues.
- Zelkova (*Zelkova serrata*) - large-growing tree. Suitable to a wide range of soil conditions. Minimal pest and disease issues. A suitable alternative to American elm (*Ulmus americana*), which is affected by Dutch elm disease.
- Swamp white oak (*Quercus bicolor*) - large-growing tree. Tolerates a wide range of soil conditions, including compaction and drought. Minimal pest and disease issues. Native to Michigan.
- Serviceberry (*Amelanchier x grandiflora*) - small growing tree, sometimes a shrub. Suitable for small spaces and locations beneath utility lines. Minimal pest and disease issues. This particular serviceberry is a cross between two species that are native to Michigan.

The City regularly evaluates its planting palette based on planting program goals, changes in nursery availability, and advancements in tree science. When possible, native species are included in the City's planting palette that are readily available, adapted to poor urban soils, and appropriate to the City right-of-way. Additionally, the City may add or remove tree species, or rotate species on and off the City's planting list to continue to improve species diversity across the City.

Thank you for the opportunity to continue to serve East Grand Rapids' forestry program. If additional information or context is desired, please do not hesitate to contact me.

Kind Regards,



Lee S. Mueller, CF
 Davey Resource Group, Inc.
 Lee.Mueller@davey.com
 248.221.0439

SAF Certified Forester
 ISA Certified Arborist #MI-4148A
 ISA Tree Risk Assessment Qualified
 MI Registered Forester #46043

Kent County Purchasing Division

RFQ 5714: Tree Planting Program - City of East Grand Rapids

Due: 7/23/2024 at 2 p.m.

<u>Description</u>	<u>Vendor</u>	<u>2024 Unit Price</u>	<u>2025 Unit Price</u>	<u>2026 Unit Price</u>
Thornless Cockspur Hawthorn (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$875.00	\$910.00	\$955.00
Skyline Honey Locust (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$835.00	\$870.00	\$910.00
Little-Leaf Linden (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$825.00	\$860.00	\$905.00
Tulip Tree (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$820.00	\$850.00	\$895.00
Japanese Lilac (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$825.00	\$860.00	\$905.00
Ginkgo (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$910.00	\$950.00	\$995.00
Red Horsechestnut (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$880.00	\$915.00	\$960.00
Zelkova (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$805.00	\$835.00	\$875.00
Swamp White Oak (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$785.00	\$820.00	\$860.00
Autumn Brilliance Juneberry (2" Caliper -Minimum height 12-14', balled /burlapped)	Celery City Landscaping	\$850.00	\$885.00	\$930.00
Thornless Cockspur Hawthorn (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$640.00	\$640.00	\$610.00
Skyline Honey Locust (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$610.00	\$610.00	\$580.00
Little-Leaf Linden (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$610.00	\$610.00	\$580.00
Tulip Tree (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$605.00	\$605.00	\$575.00
Japanese Lilac (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$610.00	\$610.00	\$580.00
Ginkgo (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$695.00	\$695.00	\$665.00
Red Horsechestnut (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$645.00	\$645.00	\$615.00
Zelkova (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$620.00	\$620.00	\$590.00
Swamp White Oak (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$585.00	\$585.00	\$555.00
Autumn Brilliance Juneberry (2" Caliper -Minimum height 12-14', balled /burlapped)	Harder and Warner Landscape	\$625.00	\$625.00	\$595.00
Thornless Cockspur Hawthorn (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Skyline Honey Locust (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Little-Leaf Linden (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Tulip Tree (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Japanese Lilac (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56

Note: This document shall not be construed as a comment on the responsiveness and is subject to change during the review process. This information is not an indicator of award.

Kent County Purchasing Division

RFQ 5714: Tree Planting Program - City of East Grand Rapids

Due: 7/23/2024 at 2 p.m.

Ginkgo (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Red Horsechestnut (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Zelkova (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Swamp White Oak (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56
Autumn Brilliance Juneberry (2" Caliper -Minimum height 12-14', balled /burlapped)	Horrocks Nursery Farm	\$536.00	\$589.60	\$648.56

Note: This document shall not be construed as a comment on the responsiveness and is subject to change during the review process. This information is not an indicator of award.



PURCHASING DIVISION
Joni Laming, Manager
(616) 632-7720
purchasing@kentcountymi.gov

SOLICITATION

Solicitation Type	Request for Quotation (RFQ)
Solicitation Number	5714
Description	Tree Planting Program - City of East Grand Rapids
Date of Issuance	6/14/2024
Inquiries Deadline Date & Time (local)	7/19/2024, 2 PM
Due Date & Time (local)	7/23/2024, 2 PM
Buyer Name	Underhill

INTRODUCTION

The Kent County Purchasing Division is soliciting quotations for the 2024-2026 tree planting program for the City of East Grand Rapids. The work will include trees, topsoil, fertilizer, mulch, labor, and warranty.

SOLICITATION DOCUMENTS

This Solicitation is distributed by Kent County for the benefit of the named local agency and County registered bidders through distribution of this request. The Kent County Purchasing Division will assist but does not authenticate the Solicitation documents or award processes for the Solicitation.

SCOPE

See the City of East Grand Rapids specifications attached. RFQ 5714 – Response Form must be submitted with vendor response.

The [Kent County Standard Submission Terms](#) posted on the Bid Opportunities page of the Kent County Purchasing Division website are incorporated by reference and shall be deemed to have the same force and effect as if fully set forth herein.

INQUIRIES

Any and all communication regarding this Solicitation shall be on the Kent County Purchasing Division Inquiry Blog via the [Bid Opportunities](#) page or during pre-proposal meetings. Kent County reserves the right to determine the response format or not respond, at its sole discretion.

REFERENCES

Provide 3 references of current/past customers who can verify the quality of products and/or services of similar size and scope your company provides. References may not include any current/past Kent County employees.

INVITATION FOR BID/RFQ SUBMISSION

Complete submissions must be received in the Kent County Purchasing Division on or before the due date/time specified by the designated clock (local time). Late, faxed, or emailed responses will NOT be considered.

Submissions may be submitted electronically on the Bid Opportunities page of the Kent County Purchasing Division's website. Respondent must include a complete submission as 1 non-password protected PDF document including:

➤ **RFQ 5714 – Response Form**

Respondent shall submit the Submission Form (“Bid Form” “Response Form”) posted on the [Bids Opportunities](#) page of the Kent County Purchasing Division’s website. Click the Submit Online icon to submit electronically or to print the Submission Form. Respondent must submit the Bid Bond with Submission Form.

The time required to upload a submission may vary. Respondent assumes all risks associated with electronic submission, including all technological difficulties, and deems the County and its service provider harmless and without fault. Successful electronic submissions are confirmed via Respondent's email. Respondent shall view the link in the confirmation email to determine accuracy prior to due date/time.

Submissions that deviate from the Solicitation specifications will only be considered if the deviations are clearly detailed and noted within the submission. In case of a dispute regarding the true intent and meaning of the specifications, the County’s interpretation will prevail. When a Solicitation states no alternates, no deviations are permitted.

Kent County is not liable for cost incurred prior to award. A submission shall constitute an irrevocable offer for a period of 45 days from the due date/time. In the event the notification of award is not made within 45 days from the due date/time, the Respondent may withdraw or provide a written extension of their submission.

Submissions may only be withdrawn by written request if the request is received before the due date/time. Withdrawals after opening shall be subject to [Kent County Fiscal Policy – Centralized Purchasing 5\(i\)\(2\)](#).

NO BID

Please provide [feedback](#) if you are electing not to participate in this Solicitation.

CITY OF EAST GRAND RAPIDS – SPECIFICATIONS

Contractor quotes will be received until 2:00 PM local time, Tuesday, July 23, 2024, via electronic submittal to Kent County Purchasing.

2024-2026 TREE PLANTING PROGRAM

Work which will consist of furnishing, planting and guaranteeing 2” Caliper, balled and burlapped shade trees in the parkway of streets located in the City of East Grand Rapids, Michigan at various locations. Pricing for each tree should be noted for years 2024-2026.

The City of East Grand Rapids assures that no person shall, on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The City of East Grand Rapids further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, regardless of funding source.

Ryan Russell
City Services Coordinator
City of East Grand Rapids

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CITY OF EAST GRAND RAPIDS 2024-2026 TREE PLANTING PROGRAM

GENERAL CONDITIONS

1. INSURANCE REQUIREMENTS

For the purposes of this Agreement, Contractor shall carry the following types of insurance in at least the limits specified below:

The following requirements are applicable to all contracts entered into by the City:

The Contractor shall continuously maintain, during the life of the contract, insurance coverage of the type and amount specified below:

- General Liability: Comprehensive form, including premises/operations, independent contractors, and contractual liability insurance, and explosion and collapse, underground (only if excavation or tunneling involved), and products/completed operations hazards. Minimum Amounts: \$1,000,000 per occurrence bodily injury, \$1,000,000 per occurrence property damage.
- Automobile: Michigan "no-fault" coverage, residual automobile liability, comprehensive form, covering owned, hired and non-owned automobiles. Minimum Amounts: "No-fault" coverage - statutory. Residual liability \$1,000,000 combined single limit.
- Worker's Compensation and Employer's Liability. Minimum Amounts: Worker's Compensation - statutory. Employer's Liability: \$100,000.

These coverages shall protect the Contractor, subcontractors, the City and its employees, agents and representatives against claims arising out of the work performed. Certificates evidencing the above coverage, with a 20-day cancellation clause, shall be filed with City Services for the City before the described work begins. New certificates must be supplied if the policy(ies) represented by a filed certificate are canceled, reduced, not renewed, or in any way allowed to lapse.

In case of cancellation of any required insurance during the term of the contract, the Contractor shall cease operations as of the date of termination and shall not resume operations until new insurance is in force.

All of the insurance specified above is to be furnished unless the reference thereto is deleted and the deletion initialed by the City Liaison or authorized designee.

The Owner's Protective Liability policy as specified shall be written to include the City of East Grand Rapids, Michigan, as named insured.

*Contractors who are “sole proprietor” shall submit a waiver of worker’s compensation benefits on an approved City of East Grand Rapids form.

2. SCOPE OF WORK

- a. Work will consist of furnishing, planting, staking (as needed) and guaranteeing shade trees in the parkway of streets located in the City of East Grand Rapids, Michigan, at various locations.

3. LAYOUT OF WORK

- a. The successful bidder will be furnished a list of locations where trees are to be planted, showing the type and number of trees to be planted at each location. Actual tree locations will be staked and labeled as to type of tree by representative of the City of East Grand Rapids.

4. PLANT LIST

SIZE

Thornless Cockspur Hawthorn	2" Caliper -Minimum height 12-14', balled and burlapped
Skyline Honey Locust	2" Caliper -Minimum height 12-14', balled and burlapped
Little-Leaf Linden	2" Caliper -Minimum height 12-14', balled and burlapped
Tulip Tree	2" Caliper -Minimum height 12-14', balled and burlapped
Japanese Lilac	2" Caliper -Minimum height 12-14', balled and burlapped
Ginkgo	2" Caliper -Minimum height 12-14', balled and burlapped
Red Horsechestnut	2" Caliper -Minimum height 12-14', balled and burlapped
Zelkova	2" Caliper -Minimum height 12-14', balled and burlapped
Swamp White Oak	2" Caliper -Minimum height 12-14', balled and burlapped
Autumn Brilliance Juneberry	2" Caliper -Minimum height 12-14', balled and burlapped

5. PLANT REQUIREMENTS

- a. Plants shall have a habit of growth that is normal for the species and shall be sound, healthy, vigorous, and free from insect pests, plant diseases, and injuries. All plants shall be equal to or exceed the measurements specified in the Plant List, which are minimum acceptable sizes. Balled and burlapped is defined as (also known as 'B-and-B') tree comes with a burlap-wrapped ball of soil around its roots with a minimum root ball of 22" for 2" caliper trees. Plants shall be measured before pruning with

branches in normal position. Pruning shall be done at the time of planting. Requirements for the measurement, branching, grading, and quantity of the plants in the Plant List follow the code of standards for street trees currently recommended by the American Association of Nurserymen, Inc. in the American Standard for Nursery Stock. **Plants shall be locally nursery grown and not collected stock. Plants shall be freshly dug.**

6. PROTECTION OF PLANTS DURING DELIVERY AND PLANTING

- a. Plants shall be properly protected and handled prior to beginning work and during transportation to site to ensure satisfactory condition at destination point. Balling of plants shall not begin until after the plants have begun to harden off. Plants will be dug and packed immediately before shipment. The City of East Grand Rapids and its representatives will not accept any trees with loosened and broken root balls. The City of East Grand Rapids reserves the right to reject any plants which do not meet the above specifications. The roots shall be carefully protected with wet straw, moss or other materials so that the plants shall arrive with their roots in a moist and healthy condition and shall be kept in this condition until ready to plant. Trunks and branches of all trees shall be carefully protected from injury of any kind during all operations of digging, loading, transporting and planting.

7. PLANTING

- a. Circular dish shaped planting pits with vertical sides shall be dug for all plants. Diameter of pits shall be at least one foot greater than the spread of the roots. The depth of the pits shall be large enough to accommodate the roots of the plant when the plant is set to finished grade allowing for 4 inches of compacted planting soil in the bottom of the pit. **Any twine or wire from around the root ball or trunk shall be removed to allow the roots to spread. The burlap from the top half of the root ball shall be removed to prevent wicking of moisture from the soil. Any plastic burlap shall be completely removed from the plant.**
- b. The entire backfilled soil will be saturated with water and more soil added if needed to compensate for settling. Excavated soil from the planting pits shall be disposed of by the contractor.
- c. Planting soil used in planting the trees will be a rich, friable, loam topsoil to which has been added 10 lbs. of 10-6-4 fertilizer per cubic yard of topsoil.
- d. All plants shall be planted in pits, centered, and set on 4 inches of compacted planting soil to such a depth that the finish grade level at the plant after settling will be the same as that at which the plant was grown. All plants shall be planted plumb. Planting soil shall be placed and compacted carefully to avoid injury to roots and to fill all voids. When the hole is nearly filled, water as necessary and allow soaking away. Fill with planting soil to finish grade and form a shallow saucer around each plant by placing a ridge of planting soil around the edge of each pit.

- e. All plants shall be mulched with a 3-inch layer of wood chips soon after planting. The mulch shall entirely cover the area of the planting pit staying **clear of the base of the tree trunk**. Wood chips for mulching must be supplied by the contractor and the bid price shall reflect this.
- f. All trees shall be wrapped with a suitable tree wrapping paper to the height of the first branch.

8. GUARANTEE

- a. Trees shall be guaranteed for a maximum of two-years or for the duration of two growing seasons after planting and shall be alive and in satisfactory growth at the end of the guarantee period. Tree types planted incorrectly are the contractor's responsibility to replace at no cost to the City of East Grand Rapids. A tree that is **dead or not in satisfactory growth** shall be removed from the site and replaced with identical tree at no cost to the City of East Grand Rapids as soon as conditions permit. Guarantee shall include all labor and materials as listed according to tree planting Bid specifications. The City of East Grand Rapids will make no additional payments for replacement of said guaranteed trees.

9. CLEAN-UP AND REPAIR OF DAMAGE

- a. Contractor shall provide proper protection to lawn areas, and any damage resulting from planting operations shall be repaired promptly.
- b. Contractor shall remove from the planting sites excavated soil, and all trash or debris resulting from planting operations.

10. CALENDAR LIMITS OF WORK

- a. Work under this contract is to commence in November and will be completed in early December each year.

11. INSPECTION

- a. A representative of the City will perform inspection of the work in progress and the City reserves the right to reject work not performed in accordance with these specifications, or in a workman like manner.

12. ACCEPTANCE OF WORK

- a. Work will be inspected upon completion and, when accepted, will be paid for in a timely fashion in accordance with as bid unit prices.

13. FORM OF PROPOSAL

- a. Proposals shall be submitted on the enclosed RFQ 5714 Response Form. Proposals shall be submitted via electronically to Kent County Purchasing on or before 2:00pm Tuesday July 23, 2024. **Late, faxed and emailed responses will not be accepted.** The City reserves the right to reject any/all submitted bids for any reason.

14. CHANGES IN QUANTITY

- a. The City reserves the right to change quantities above or below quantities stated for each individual species, with no effect on unit prices.

15. AWARD OF CONTRACT

- a. The contract will be awarded to the firm offering the best proposal for supplying materials and labor for performing the total work under these specifications. The City reserves the right to reject any/all submitted bids for any reason.

RFQ 5714 – Response Form

		2024	2025	2026
Thornless Cockspur Hawthorn	2" Caliper -Minimum height 12-14', balled /burlapped:			
Skyline Honey Locust	2" Caliper -Minimum height 12-14', balled /burlapped:			
Little-Leaf Linden	2" Caliper -Minimum height 12-14', balled /burlapped:			
Tulip Tree	2" Caliper -Minimum height 12-14', balled /burlapped:			
Japanese Lilac	2" Caliper -Minimum height 12-14', balled /burlapped:			
Ginkgo	2" Caliper -Minimum height 12-14', balled /burlapped:			
Red Horsechestnut	2" Caliper -Minimum height 12-14', balled /burlapped:			
Zelkova	2" Caliper -Minimum height 12-14', balled /burlapped:			
Swamp White Oak	2" Caliper -Minimum height 12-14', balled /burlapped:			
Autumn Brilliance Juneberry	2" Caliper -Minimum height 12-14', balled /burlapped:			

The above for each unit includes trees, topsoil, fertilizer, labor complete, mulch and a two-year warranty.

Date: _____

Name of Company: _____

Printed Name: _____

Signature _____



SHEA CHARLES
CITY MANAGER

CITY OF
EAST GRAND RAPIDS

9

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: July 31, 2024

RE: EMS Consortium Study Participation

Action Requested: That the City Commission consider participation with the EMS Consortium to conduct an evaluation of the current contract with ambulance agencies and to develop recommendations to ensure our EMS system is aligned with best practices and national standards for a cost of \$8,600.

Background: Kent County communities are provided Emergency Medical Services (EMS) by three private ambulance companies (Life EMS, AMR, and Rockford Ambulance). In 2013, East Grand Rapids joined with six other communities including Grand Rapids, Plainfield Township, Rockford, Grandville, Wyoming, and Kentwood to study the feasibility of an EMS consortium to formalize a contract for service and memorialize service areas. This analysis led to the creation of the Kent County EMS Consortium in 2016 and a subsequent formal contract. A summary of the EMS Consortium is attached.

The EMS Consortium contract with the three EMS providers is set to expire December 31, 2025. The Consortium can either let the agreement expire, extend it by its choice, or issue a request for proposals for EMS services. While the current model has been functional much has changed in the EMS profession and the Consortium would like to evaluate the current system to see if there are potential service enhancements. An RFP was issued earlier this year and Healthcare Strategists was approved by the Consortium Board to conduct this analysis. Phase 1 of the analysis has a not to exceed price of \$60,000 and each community is being asked to contribute \$8,600. Depending on the results, an additional phase may be recommended which would be a more in-depth data analysis that would require further discussion regarding cost-allocation as the size of the communities would impact the level of work and cost to complete the study.

Shea Charles, City Manager



CITY OF
EAST GRAND RAPIDS

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BRIAN DONOVAN
CITY MANAGER

MEMORANDUM

TO: Mayor and City Commissioners
FROM: Brian Donovan, City Manager
DATE: May 29, 2013

RE: Ambulance Contracting Consortium

Action Requested: That the City Commission approve the attached resolution agreeing that the City of East Grand Rapids will participate as a partner with area municipalities in the development of the Kent County Ambulance Consortium Governance documents.

Background: In Kent County, the Kent County Emergency Medical Services (KEMS) organization is in charge of setting and enforcing ambulance service standards, choosing ambulance providers, and establishing accountability among the ambulance providers. Funding for KEMS is provided by Kent County fire departments. The Board of Directors of KEMS is made up of area hospital representatives.

Under state law, municipalities have the authority to designate and set accountability standards for ambulance service for their citizens. We are at a time when there is a need to confirm ambulance boundaries and set and enforce meaningful accountability standards for ambulance service in Kent County.

The six urban cities have been working with KEMS to establish a consortium of municipalities that will hire KEMS to confirm ambulance boundaries and set standards for ambulance service. The next step is to hire an attorney to develop the governance documents to create the consortium. After the governance documents have been developed, municipalities can then decide if they are going to join the ambulance consortium. Each municipality will be charged an equal share of the estimated total cost of \$15,000 for the legal fees to create the governance documents. We believe that there will be at least a minimum of five cities that will be paying for the legal fees.

Attached is the resolution of support to create the ambulance consortium for Kent County communities. There is also a FAQ from KEMS describing the need for the creation of the consortium.

I recommend that the City Commission approve the attached resolution to create a governance model for the purpose of establishing an ambulance consortium for Kent County communities.

The Finance Committee has reviewed this report and found it in order.

BD/kb/8647
Attachments

General Info	City Manager	Engineering	Assessor	Parks & Recreation	Public Safety	Streets & Utilities
949-2110	949-2110	940-4817	940-4818	949-1750	949-7010	940-4870
fax 940-4884	fax 940-4829	fax 940-4872				

Improving Ambulance Service in Kent County (2013)

Many local units of government in the Grand Rapids area provide some form of Emergency Medical Service (EMS) through their fire, police or public safety departments. While such units respond to a variety of medical emergencies, the actual transport of patients in the Grand Rapids area is accomplished not by local units of government but instead by private ambulance companies.

Currently, these ambulance services operate with a state license and under the supervision of a quasi-governmental agency - Kent County Emergency Medical Services, Inc. (KCEMS). As the regulatory agency, KCEMS sets standards for EMS care in its State-assigned service area. However, in most cases there is no formal contract between units of government and private ambulance companies. This situation has resulted in a number of issues including:

- Non-governmental ambulance services are under no obligation to provide service
- KCEMS has very limited power to require ambulance services to provide data or enforce non-compliance to the standards it sets
- Municipalities have very little information on the quality of care provided by ambulance services including clinical outcomes, patient satisfaction and response time intervals
- Anecdotal but chronic complaints are coming from fire/police medical first response crews having to tie up their resources waiting extended periods of time for ambulances to arrive

Municipalities have the ability to allocate ambulance service market rights through ordinance and contracts. In order to improve the current situation, several local units of government are proposing to collaborate in the formation of an **Ambulance Contracting Consortium**. It would put contracts into place with incumbent private ambulance services that have the following provisions:

- Ambulance services would be granted exclusive market rights in a long term contract based on their existing 9-1-1 territory lines. This would give them protections from other ambulance services entering the KCEMS service area.
- In return for the exclusive market rights, ambulance services would make commitments to serve; be accountable/transparent for meeting standards; provide data; participate as requested in KCEMS QI programs; be subject to penalties for failure to meet standards and requirements; and agree not to request subsidies from any of the municipalities in the Consortium.

The Consortium would also contract with KCEMS to serve as its contract management agent with duties to include:

- Aggregating data from the ambulance services to generate performance reports for Consortium municipalities
- Monitoring the ambulance services for contractual compliance and taking prescribed enforcement actions as needed on behalf of the Consortium municipalities

It is in the best interests of the communities to collaborate in this effort via the Consortium. This would avoid a situation in which municipalities acting independently inadvertently degrade service quality to citizens and increase costs for ambulance service by creating disjointed service area patchworks. This would also protect municipalities from being asked to provide subsidies. The smaller outlying communities would be most vulnerable to subsidy requests to support ambulance service and declines in service levels in the absence of the accountabilities afforded to the communities participating in the Consortium.

While some may say that granting exclusive market rights to an ambulance service is anti-competitive, this is not the case as proposed. At the end of the long-term contract, or in the event of default or withdrawal by any of the ambulance services, the territories would be allocated to another contractor via RFP. Best practices throughout the United States have shown that it is advantageous to have one or a very small number of financially strong ambulance service contractors that can rely on having territory access for a reasonable period of time. This allows them to make longer term investments in high quality staff, training, improvement programs, equipment and facilities – all to the benefit of patients and citizens. The result is an environment in which financially strong - and well regulated - ambulance services compete for the market rights rather than having larger numbers of financially weaker providers competing on the retail level for a finite number of patients within the market.

Creating a municipal consortium that puts thoughtfully-designed ambulance service contracts in place offers many benefits to citizens, ambulance companies, first response agencies, and patients – at little or no cost to municipalities and ambulance services.



CITY OF EAST GRAND RAPIDS

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BRIAN DONOVAN
CITY MANAGER

MEMORANDUM

TO: Mayor and City Commissioners
FROM: Brian Donovan, City Manager
DATE: February 9, 2016

RE: EMS Consortium Contract

Action Requested: That the City Commission introduce two ordinances in order to implement the “Agreement For The Designation Of Primary Emergency Ground Ambulance Service Areas Among EMS Providers.”

Background: In November 2013, The East Grand Rapids City Commission approved a resolution joining the cities of Kentwood, Grandville, Wyoming, Rockford, Grand Rapids and Plainfield Charter Township in establishing the EMS (Emergency Medical Services) Consortium. The purpose of the consortium is to provide coordination, accountability and improvement of emergency ambulance services. The consortium has partnered with the medical control authority (KEMS) for medical expertise to analyze ambulance provider data and continue to improve patient outcomes.

In Kent County, there are three medical service providers; Rockford Ambulance, AMR and Life EMS Ambulance. The City of East Grand Rapids is in the AMR service area. The Public Safety personnel are the medical first responders and work closely with AMR ambulance personnel. Chief Herald believes that AMR provides the highest level of medical services to the citizens of East Grand Rapids.

Recommendation: The consortium is recommending that the partnering communities adopt the standard agreement (attached) that has been negotiated and agreed upon by the member communities and ambulance providers. There are two ordinances that need to be adopted in order to implement the agreement. The benefits of the agreement are:

- The agreement does not change how existing ambulance services are provided and formally assigns the existing operating area to the current ambulance providers.
- The agreement establishes mutually agreed-upon data and reporting standards that are designed to improve patient medical outcomes.
- The agreement will help guarantee that our communities will have ambulance services now and in the future by assigning areas that promote a sustainable business environment for long-term investment by ambulance providers.

Chief Herald and I recommend that the two ordinances be approved by the City Commission and the EMS agreement be implemented. The Finance Committee has reviewed this item and found it in order.

BD/kb/9108
Attachments

General Info 949-2110 fax 940-4884	City Manager 949-2110 fax 940-4884	Engineering 940-4817 fax 940-4884	Assessor 940-4818 fax 940-4884	Parks & Recreation 949-1750 fax 940-4884	Public Safety 949-7010 fax 940-4829	Streets & Utilities 940-4870 fax 940-4872
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Derek Melville
DIRECTOR

CITY OF
EAST GRAND RAPIDS, MICHIGAN
PARKS & RECREATION DEPARTMENT

10

Memorandum

To: Honorable Mayor and City Commission
From: Derek Melville, Director of Parks & Recreation
Date: July 18, 2024
RE: Porta-John Contract

Action Requested: That the City Commission approve extending the agreement with Plummer's Disposal Service for a one-time 5% increase with a new annual cost of \$11,758.95 for the supply and maintenance of porta-johns for a three-year period.

Background:

The Parks and Recreation Department is responsible for securing pricing and coordinating with portable restroom vendors to facilitate the placement of seasonal porta-johns at Joint Facility properties and for City sponsored special events. Our current agreement will expire at the end of the summer, and our existing contractor, Plummer's Disposal, is willing to extend our existing agreement for a 3-year term with a one-time 5% increase.

Our current pricing for all needs is \$11,199 per year, and the newly proposed pricing will be \$11,758.95, which is a significantly lower cost than the next low bidder when the services were last bid in 2022.

Of the total annual price, \$8,960 will be paid with Joint Facilities funds which is split 50/50 with EGRPS for the porta-johns that will be placed on EGRPS or City properties at various times of the year. The remaining \$2,798.25 will be paid by the City through our Special Events budget for porta-john expenses related to the Reeds Lake Run, the 4th of July festivities and the Reeds Lake Triathlon. EGRPS staff have reviewed this request for the Joint Facilities related units and are supportive of continuing with Plummers.

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles
City Manager

Plummer's Disposal Service							
	Athletic Field			Spring Coverage (Five units, three locations, 1.5 month)	Special Events		
	Per Unit Cost	Monthly Cost	Yearly Cost		Event	Cost	Yearly Total
2022	\$ 216.00	\$ 864.00	\$ 6,912.00	\$ 1,476.00	Run	\$ 900.00	\$10,878.00
					4th of July	\$ 640.00	
					Tri	\$ 950.00	
2023	\$ 220.00	\$ 880.00	\$ 7,040.00	\$ 1,494.00	Run	\$ 1,000.00	\$11,199.00
					4th of July	\$ 665.00	
					Tri	\$ 1,000.00	
2024	\$ 220.00	\$ 880.00	\$ 7,040.00	\$ 1,494.00	Run	\$ 1,000.00	\$11,199.00
					4th of July	\$ 665.00	
					Tri	\$ 1,000.00	
	Total \$20,992.00			Total: \$ 4,464.00	Special Event Total \$ 7,820.00		
	Grand Total						\$33,276.00

Jons To Go Portable Restrooms							
	Athletic Field			Spring Coverage (Five units, three locations, 1.5 month)	Special Events		
	Per Unit Cost	Monthly Cost	Yearly Cost		Event	Cost	Yearly Total
2022	\$ 325.00	\$ 1,300.00	\$10,400.00	\$ 2,437.50	Run	\$ 1,340.00	\$16,317.50
					4th of July	\$ 800.00	
					Tri	\$ 1,340.00	
2023	\$ 341.25	\$ 1,365.00	\$10,920.00	\$ 2,559.38	Run	\$ 1,500.00	\$17,359.38
					4th of July	\$ 880.00	
					Tri	\$ 1,500.00	
2024	\$ 352.00	\$ 1,408.00	\$11,264.00	\$ 2,640.00	Run	\$ 1,660.00	\$18,184.00
					4th of July	\$ 960.00	
					Tri	\$ 1,660.00	
	Total \$32,584.00			Total: \$ 7,636.88	Special Event Total \$ 11,640.00		
	Grand Total						\$51,860.88

Kerstra Portable Restroom Service							
	Athletic Field			Spring Coverage (Five units, three locations, 1.5 month)	Special Events		
	Per Unit Cost	Monthly Cost	Yearly Cost		Event	Cost	Yearly Total
2022	\$ 350.00	\$ 1,400.00	\$11,200.00	\$ 2,625.00	Run	\$ 1,440.00	\$17,630.00
					4th of July	\$ 925.00	
					Tri	\$ 1,440.00	
2023	\$ 365.00	\$ 1,460.00	\$11,680.00	\$ 2,737.50	Run	\$ 1,580.00	\$18,582.50
					4th of July	\$ 1,005.00	
					Tri	\$ 1,580.00	
2024	\$ 385.00	\$ 1,540.00	\$12,320.00	\$ 2,887.50	Run	\$ 1,720.00	\$19,732.50
					4th of July	\$ 1,085.00	
					Tri	\$ 1,720.00	
	Total \$35,200.00			Total: \$ 8,250.00	Special Event Total \$ 12,495.00		
	Grand Total						\$55,945.00

Derek Melville

From: Joe Gostomski <joe@plummersdisposal.com>
Sent: Wednesday, June 19, 2024 12:20 PM
To: Derek Melville
Subject: Plummers Disposal 3 year extension
Attachments: City of EGR 3 yr extension.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Derek,

Here is the breakdown of the pricing compared to this year and the extension.

Athletic Field:

2024 \$220 per unit \$880 per month \$7040 per year

2025-2027 \$231 per unit \$924 per month \$7392 per year

Special Events:

2024 \$1000 Run \$665 4th of July \$1000 TRI

2025-2027 \$1050 Run \$698.25 4th of July \$1050 TRI

Spring Coverage:

2024 \$1494

2025-2027 \$1568

2024 yearly cost \$11199

2025-2027 cost per year \$11758.95

Please do not hesitate to reach out to me if you have any questions concerning this extension.

Thank you,

Joe Gostomski
Plummers Disposal



CITY OF
EAST GRAND RAPIDS

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(616) 949-2110 www.eastgr.org

DEREK MELVILLE
PARKS & RECREATION DIRECTOR

MEMORANDUM

TO: Mayor and City Commissioners
FROM: Derek Melville, Parks and Recreation Director
DATE: July 30, 2024

RE: Manhattan Field #5 Scoreboard Replacement

Action Requested: That the City Commission consider authorizing the purchase of a scoreboard and components from Nevco Sports in the amount of \$9,847.43 for placement on Manhattan Field #5.

Background:

As the final phase in the Manhattan Field #5 renovation project, the existing athletic scoreboard is scheduled to be removed and replaced with a new wireless LED scoreboard. The existing scoreboard has been inoperable for several years and is unable to be retrofitted with new components to repair it and a working scoreboard is helpful for the youth soccer, adult soccer and lacrosse games that are played on the field each season.

The intent is to remove the existing scoreboard and reutilize the beams that support the existing scoreboard as they are still in good shape. Staff will separately secure a local installation company to remove the existing scoreboard and to install the new scoreboard, with preliminary cost estimates being in the \$1,500 range. The existing scoreboard will be listed in the next City auction.

Staff have researched multiple scoreboard options for replacement and solicited pricing from a variety of scoreboard manufacturers for the supply of a scoreboard approximately 12' X 5' in size to match the existing scoreboard size, with LED display digits, wireless scoreboard controller technology and custom color options. Vendors also offered pricing for an "arched sign panel" which improves the aesthetic of the scoreboard and provides space to display "Manhattan Park" on the sign.

Due to each company having a variety of scoreboard size options and component packages and pricing, staff reviewed the costs of the scoreboard and essential items (receiver kits, controllers, added horn if not included, etc.) as a package price, and the additional costs associated with the aesthetic arched panel separately.

Company/Board Size	Scoreboard Package	Custom Sign Panel	Total Cost
Nevco 12' x 5'	\$7,943.93	\$1,903.20	\$9,847.43
Electro-Mech 16' x 5'	\$9,100.00	\$1,000.00+	\$10,100.00
Varsity 16' x 5'	\$9,335.00	\$1,145.00	\$10,480.00

Nevco offers the lowest total cost scoreboard package for displays and also provides custom arched panels as depicted on the sample scoreboard design shown below for a design that was preferred by the Parks and Recreation Commission. Nevco is also based in the Midwest and although they are known for high quality scoreboards, they also have regional technicians to assist with technical troubleshooting as needed. Additionally, Nevco offers 18” high numbers which is the largest size digit for scoreboards of this size which helps with spectator viewing.



Based on Nevco providing the lowest package price for the preferred scoreboard size, combined with their quality product, 5-year warranty and availability of local technicians when support is required, it is recommended that the City Commission consider authorizing the purchase of the Manhattan Field #5 scoreboard from Nevco Sports.

REVIEWED & APPROVED FOR SUBMISSION

Shea Charles, City Manager



Account Name	City of East Grand Rapids	Created Date	6/27/2024
Quote Number	00171176	Expiration Date	7/31/2024
Contact Name	Derek Melville	Prepared By	Jared Karner
Title	Director	Title	Display & Scoring Consultant
Phone	(616) 949-1750	Fax	(618) 664-0398
Email Address	dmelville@eastgr.org	Email Address	jkarner@nevco.com

Quantity	Model/Part #	Product Description	Dimensions L x H x W/D	Total Price
1.00	3602	Football/Soccer LED Scoreboard with Amber/Red Digits	12'x5'x8"	USD 6,048.90
1.00	ADO 12-3 Arched 1' Ends	Non-illuminated Outdoor Sign		USD 1,903.50
2.00	802-0305 - MPCX2 (Soccer)	Wireless Handheld Control	0.3'x0.5'x0.1'	USD 675.00
1.00	MPCX2 Rec - Outdoor x6xx	In-board Wireless Receiver Kit		USD 571.50
1.00	235-5016	Custom Color Striping 1"- 14'-18' Outdoor models		USD 95.40
1.00	MPCX/MPCX2 Case	MPCX/MPCX2 Control Carrying Case (holds 2 controls)	12.4'x8"x4"	USD 31.50

Ttl Shipping Wt (lbs)	535	Subtotal	USD 9,325.80
County	Kent	Freight	USD 521.63
		Total	USD 9,847.43

Additional Notes

Installation is not included on quote.

Any applicable taxes are not included on quote. Please provide a Certificate of Tax Exemption.

If lift gate is required for delivery, an additional fee will apply (subject to availability).

Billing/Shipping Information

Bill To Name	City of East Grand Rapids	Ship To Name	City of East Grand Rapids
Bill To	750 Lakeside Drive SE East Grand Rapids, MI 49506 USA	Ship To	750 Lakeside Drive SE East Grand Rapids, MI 49506

Quote Terms and Conditions

The above pricing is for equipment only and does not include installation (unless specified) or taxes (if applicable). Unless shown specifically in the quote, shipping is an additional cost and is not included. Due to the custom nature of our products, our preferred payment terms are 50% down and remaining balance net 30. Additional payment terms available upon credit review. Shipping terms are F.O.B. Greenville, IL USA.

All Scoreboards and Message Centers are UL Listed and most come with our free 5-year guarantee (Exception: Special promotion/packages may have shorter warranty and are noted in product descriptions). Portable Production Kits carry a 3-year guarantee. Wireless components and Solar Power Kit carry a 2-year guarantee. Hand-held controls, switches and printed scrimms carry a 1-year guarantee. Performance and Payment Bonds, if required, will include a one-year warranty after substantial completion.

STATE TAX EXEMPT FORM MUST BE SUBMITTED WITH ORDER OR TAXES WILL BE INVOICED.

PROOF INCLUDES:

- **Model 3602 Football/Soccer LED Scoreboard**
12'W x 5'H x 8"D
Scoreboard Color: 185 Navy Blue
Digit Color: Amber
Custom Striping: 192 Yellow
- **Non-illuminated Arch Sign**
12'W x 3'H w/1' Ends



SIGNATURE OF APPROVAL _____ DATE _____

This rendering is for conceptual purposes only. It may not be to exact scale or specifications and should not be used for installation purposes. Every effort has been made to make it as accurate as possible. Beams and or pillars are for illustration only. Engineering specifications may require changes in the quantity, size and/or shape of beams and pillars to meet installation requirements. Nevco assumes no obligations or liability regarding the viability of applicability of existing structures. THIS DRAWING IS THE PROPERTY OF NEVCO INC. AND SHALL NOT BE REPRODUCED, COPIED, SHARED or DISTRIBUTED WITH ANYONE OTHER THAN THE INTENDED STAFF OR CLIENT OF THE PROPOSED PROJECT WITHOUT THE EXPRESSED PERMISSION OF NEVCO INC.

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Scoreboard Color Options

ROYAL

Quantity

− 1 +

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Description



Varsity Scoreboards 3416 Soccer Scoreboard



- 22 gauge galvalume steel cabinet with powder-coat finish - strongest cabinet with the best finish in the industry!
- The clock can count up/down to 99:59 maximum.
- 5-YEAR LIMITED WARRANTY
- Size: 16' x 5' x 8"
- A loud outdoor horn is optional.

SPECIFICATIONS

- **Dimensions:** 16' x 5' x 8"
- **Weight:** 465 lbs.
- **Digit Sizes:** 15"
- **Electrical:** 20-amp, 120-volt, 60-hertz, grounded AC circuit

Shipping

Returns

Ordering

Why Shop With Us

Best Price Guarantee

Reviews



★ Our Reviews



[Description](#)

Shipping

Returns

Ordering

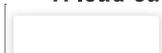
Why Shop With Us

Best Price Guarantee

Reviews

Varsity Scoreboards 3416 Soccer Scoreboard

- 15" super-bright 100,000 hour rated LED displays standard.
- 22 gauge galvalume steel cabinet with powder-coat finish - strongest cabinet with the best finish in the industry!
- The clock can count up/down to 99:59 maximum.
- 5-YEAR LIMITED WARRANTY
- Size: 16' x 5' x 8"
- A loud outdoor horn is optional.



Add-Ons



LCD Controller Carrying Case
CS5

\$150



16' Outdoor School/Sponsor Panel
SP16X21-OD

\$800



Outdoor Horn Assembly
HRN1

\$750.00



16' Outdoor Arched
School/Sponsor Panel
SPA16-OD

\$1145



CITY OF
EAST GRAND RAPIDS

12

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Lori Parmenter
City Clerk

MEMORANDUM

TO: Mayor and City Commissioners
FROM: Lori Parmenter
DATE: July 22, 2024
RE: MML Convention Delegate

Action Requested: That the City Commission designate a delegate and alternate for the Annual Michigan Municipal League Business meeting held during the annual convention.

Background: the 2024 Michigan Municipal League Convention is September 11-13, 2024, on Mackinac Island. The MML's Annual Business meeting is held during the convention and each member community is to designate a delegate and an alternate for the meeting. The delegate can be any elected or appointed city official. The Annual Business meeting is on September 11th at 4:30 pm.

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles, City Manager

July 5, 2024

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held on Mackinac Island, September 11-13, 2024. The League's "**Annual Meeting**" is scheduled for 4:30 pm on Wednesday, September 11 in the Terrace at the Grand Hotel. The meeting will be held for the following purposes:

1. **Election of Trustees.** To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).
2. **Policy.** A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **August 11, 2024.**

3. **Other Business.** To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than August 11, 2024.**

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

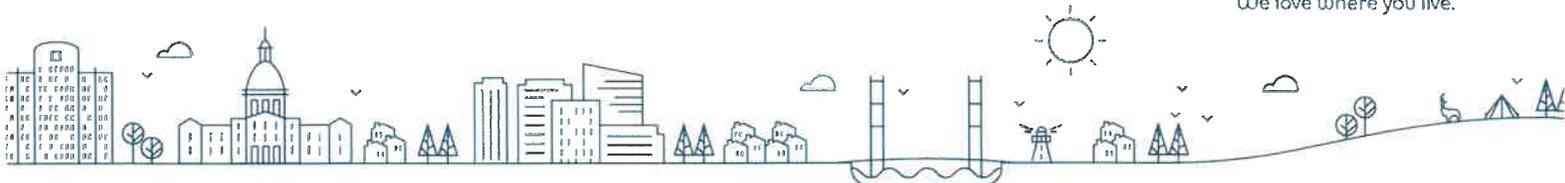
Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is **August 11, 2024**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, “Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.

We love where you live.



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, September 10, 2024, at the Grand Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Robert E. Clark
President
Mayor, City of Monroe



Daniel P. Gilmartin
Executive Director & CEO



PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held July 15, 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; Attorney Roth in place of City Attorney Huff; Parks and Recreation Director Melville; Public Safety Captain Ric Buikema; City Clerk Parmenter.

2024-114. Motion was made by Groff-Blaszak and supported by Hunter to change Item 7 to setting a special meeting rather than to appoint a First Ward Commissioner.

Commissioner Groff-Blaszak stated that the decision requires deliberation.

There was discussion on changing the agenda.

Mayor Favale noted that there is a viable candidate, and a special election would cost the taxpayers money and leave the seat vacant for possibly a year.

City Manager Charles stated that Monday, July 22nd is the last day to appoint a Commissioner. After reviewing the Charter language, the State of Michigan has changed election laws since the Charter was written. May, August and November are the only times that an election can be held. Candidates would have to be in by this Thursday to be included on this November's ballot. If there are more than three candidates, May would be a special primary election followed by the candidate being chosen on the August 2025 ballot.

Commissioner Wessely wondered why the other candidates bowed out. Mayor Favale will forward the emails.

Commissioner Schwartz noted the very short time frame to get any candidates for this November's ballot.

There was a roll call vote taken to change Item 7 to scheduling a special meeting.

Yeas: Hunter and Groff-Blaszak – 2

Nays: Burdick, Wessely, Schwartz and Favale – 4

Motion failed.

2024-115. Public comment: None.

2024-116. Mayor and City Commission comments, including committee liaison reports.

Commissioner Wessely reminded pedestrians, motorists and boaters to be super cautious at the boat launch.

Commissioner Schwartz stated that the Planning Commission meeting was just under four hours with the request to approve Gaslight Investors plan, but they asked for a pause to get more studies and information.

Commissioner Groff-Blaszak said that the Infrastructure Committee had a robust discussion regarding traffic beacons.

Commissioner Hunter thanked Planning Commission for their due diligence on projects.

City Manager Charles thanked staff for the July 4th festivities and noted that it was a good turnout for the Trail Blazer. He noted that EGR received 2.6 inches of rain last night and reminded everyone to clear drains in front of homes if you can and to be safe around downed lines.

Mayor Favale thanked City staff for the July 4th festivities.

2024-117. City Commission candidate interviews.

Mayor Favale noted that two candidates dropped out of the interview process and introduced Kate Skaggs.

Kate Skaggs introduced herself.

Commissioner Wessely asked if she had any conflicts that would prevent her from the duties of Commissioner. Kate Skaggs replied that there wasn't anything.

Commissioner Groff-Blaszak asked if there were any personal or professional conflicts. Kate Skaggs explained her job and stated that there were no conflicts.

Commissioner Wessely asked if this was her first time applying for Commission and if she would run for re-election in November 2025. Kate Skaggs stated that it was her first time applying and she would run for re-election.

Commissioner Hunter asked what committees she would like to be on or remain on. Kate Skaggs replied that she would like to stay on the Community Foundation.

Commissioner Groff-Blaszak asked how she would vote on a contentious issue. Kate Skaggs stated that she would research, talk to citizens and make an informed decision.

2024-118. Consider appointing a First Ward City Commissioner.

City Manager Charles highlighted the request and noted that a Commissioner has to be appointed by July 22.

Commissioner Hunter referenced two emails that had been sent earlier in the day.

Commissioner Groff-Blaszak questioned why the position was not being vetted.

Mayor Favale noted that it has never been vetted on partisanship.

There was a lot of discussion regarding the process in obtaining candidates leading up to the meeting.

2024-118-A. Wessely-Burdick. To appoint Kate Skaggs as First Ward City Commissioner for a partial term expiring December 2025.

Yeas: Burdick, Hunter, Schwartz, Wessely and Favale – 5

Nays: None.

Abstain: Groff-Blaszak -1

2024-119. Consider adopting a resolution to rescind outdated and superseded policies.

City Manager Charles reviewed the request.

2024-119-A. Schwartz-Wessely. To adopt a resolution to rescind outdated and superseded policies.

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

Nays: None.

2024-120. Consider approving Varnum’s proposed terms of service for City Attorney John Huff to continue with the City of East Grand Rapids.

City Manager Charles reviewed the request and noted that the Finance Committee was comfortable with moving forward with Bloom Sluggett, PC and continuing with Attorney Huff and Varnum.

Commissioner Wessely noted that with Bloom Sluggett, we will have the whole firm.

Commissioner Groff-Blaszak questioned the increase in the retainer for Varnum. City Manager Charles noted that it is the difference in their cost center.

2024-120-A. Groff-Blaszak-Hunter. To approve Varnum’s proposed terms of service for City Attorney John Huff to continue with the City of East Grand Rapids.

Commissioner Schwartz thanked John Huff and Varnum for their services and noted the years of institutional knowledge.

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

2024-121. Consider approving a permanent easement for Consumers Energy Company at Manhattan Park.

Parks and Recreation Director Melville reviewed the request and the need for new electrical to come into the park.

2024-121-A. Hunter-Groff-Blaszak. To approve a permanent easement for Consumers Energy Company at Manhattan Park.

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

2024-122. Wessely-Burdick. To approve the consent agenda as follows:

2024-122-A. Minutes of the regular meeting held July 1, 2024.

2024-122-B. Disbursement of funds: payroll disbursements of \$296,421.24; county and school disbursements of \$0, and total remaining disbursements of \$332,633.74.

2024-123. Consider voting for three (3) candidates for the Michigan Municipal League Workers' Compensation Fund.

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

The meeting adjourned at 7:33 p.m., subject to the call of the Mayor until August 5, 2024.

Lori A Parmenter, City Clerk

City of East Grand Rapids
Agenda of the City Commission
Voucher Run Summary August 5, 2024
CHECKS #138305-138377 ACH #708373-708470

14

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 172 CITY MANAGER					
101-172-8010.23	OFF-SITE STORAGE	VITAL RECORDS CONTROL	OFFSITE STORAGE-JULY	\$ 205.18	708378
101-172-8010.42	COMMUNICATIONS	SABO PUBLIC RELATIONS LLC	PROF COMMUNICATIONS SVCS-JUNE	\$ 5,672.35	708428
		Total For Dept 172 CITY MANAGER		\$ 5,877.53	
Dept 210 CITY ATTORNEY					
101-210-8180.00	LABOR ATTORNEY FEES	MILLER JOHNSON	LEGAL SVC RENDERED-LABOR	\$ 640.50	138347
		Total For Dept 210 CITY ATTORNEY		\$ 640.50	
Dept 260 FINANCE					
101-260-7400.00	OPERATING SUPPLIES	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER SUPPLIES/SVC	\$ 164.61	708393
101-260-7410.00	POSTAGE	KENT COMMUNICATIONS INC	POSTAGE	\$ 241.65	138346
101-260-7410.00	POSTAGE	PITNEY BOWES PURCHASE POWER	POSTAGE	\$ 2,024.75	708415
101-260-7410.00	POSTAGE	KENT COMMUNICATIONS INC	POSTAGE	\$ 124.14	138363
101-260-7410.00	POSTAGE	KENT COMMUNICATIONS INC	POSTAGE	\$ 139.15	138363
101-260-8010.00	CONTRACTUAL SERVICES	AT&T	BACKUP INTERNET SVC	\$ 128.45	138341
101-260-8010.00	COMCATE QTRLY/	COMCATE INC	COMCATE/1ST QTR -SEP-NOV 2024	\$ 1,548.75	708405
101-260-8010.00	CONTRACTUAL SERVICES	CORPORATE TECHNOLOGIES LLC	PROTECT BACKUP SVC	\$ 650.00	708406
101-260-9000.00	PRINTING & PUBLISHING	KENT COMMUNICATIONS INC	MILLAGE POSTCARDS	\$ 2,229.24	138314
101-260-9320.00	COMPUTER REPAIR	I3 BUSINESS SOLUTIONS LLC	EMAILL DOMAIN CHG & VM SERVER MIGRAT	\$ 198.75	138330
101-260-9320.00	COMPUTER REPAIR	CDW GOVERNMENT INC	MONITORS/PS	\$ 231.90	708384
		Total For Dept 260 FINANCE		\$ 7,681.39	
Dept 265 CITY BUILDINGS					
101-265-7400.00	OPERATING SUPPLIES	LOWE'S	EROSION CONTROL MATS	\$ 110.10	138316
101-265-7400.00	OPERATING SUPPLIES	LOWE'S	EROSION CONTROL MATS	\$ 26.58	138316
101-265-7400.00	OPERATING SUPPLIES	LOWE'S	BUMPER PADS/BATHRM DOOR	\$ 20.86	138316

**City of East Grand Rapids
Agenda of the City Commission
Voucher Run Summary August 5, 2024
CHECKS #138305-138377 ACH #708373-708470**

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
101-265-7400.00	OPERATING SUPPLIES	GREAT LAKES ACE	OUTLETS	\$ 83.97	138329
101-265-7400.00	OPERATING SUPPLIES	GREAT LAKES ACE	PLUMBING SUPPLIES	\$ 4.99	138329
101-265-7400.00	OPERATING SUPPLIES	GREAT LAKES ACE	PAINT SUPPLIES	\$ 20.17	138329
101-265-7400.00	OPERATING SUPPLIES	GREAT LAKES ACE	PAINT & SUPPLIES	\$ 28.98	138329
101-265-7400.00	OPERATING SUPPLIES	SHERWIN WILLIAMS CO	PAINT - COMM CNTR	\$ 47.27	138375
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	SUPPLIES	\$ 113.15	708390
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	SUPPLIES	\$ 298.59	708390
101-265-7400.00	OPERATING SUPPLIES	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER SUPPLIES/SVC	\$ 113.35	708393
101-265-7400.00	OPERATING SUPPLIES	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER SUPPLIES/SVC	\$ 64.42	708393
101-265-7400.00	OPERATING SUPPLIES	SHERWIN WILLIAMS CO	PAINT - PS	\$ 49.76	138368
101-265-7400.05	CLEANING SUPPLIES	ACTION CHEMICAL INC	CLEANING/JANITORIAL SUPPLIES	\$ 1,179.60	708444
101-265-7400.06	OFFICE SUPPLIES	KEN WILEY	REIMB/SUPPLIES	\$ 31.79	708421
101-265-7400.06	OFFICE SUPPLIES	STAPLES	DPW OFFICE SUPPLIES	\$ 49.76	708463
101-265-7400.06	OFFICE SUPPLIES	STAPLES	DPW OFFICE SUPPLIES	\$ 41.78	708463
101-265-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 41.40	708427
101-265-7400.11	EMPLOYEE SAFETY GEAR	MIERAS WORK & COMFORT SHOES	WORK BOOTS	\$ 30.00	708414
101-265-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 131.40	708416
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708396
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708396
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708375
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.94	708459
101-265-8010.04	ELEVATOR SRV MAINT AGREEM	ELEVATOR SERVICE	ELEVATOR SVC CONTRACT	\$ 960.00	138344
101-265-8010.35	GENERAL BUILDING/COM CEN	JO CLEANING SERVICE	CLEANING SERVICE/JUNE	\$ 885.00	138331
101-265-8010.35	GENERAL BUILDING/COM CEN	NORTHWEST KENT MECHANICAL CO	BACKFLOW TESTING	\$ 170.00	138334
101-265-8010.35	GENERAL BUILDING/COM CEN	ROSE PEST SOLUTIONS	PEST CONTROL CONTRACT - MONTHLY	\$ 225.00	708443
101-265-8010.35	GENERAL BUILDING/COM CEN	VANDER KODDE CONSTRUCTION CO INC	DOOR REPLACEMENT	\$ 4,388.00	138353
101-265-8010.35	GENERAL BUILDING/COM CEN	VANDER KODDE CONSTRUCTION CO INC	DOOR REPLACEMENT	\$ 4,629.00	138353
101-265-8010.48	FIRE MONITORING AND LOCK S	EVERON	FIRE & DOOR MONITORING	\$ 41.75	708409
101-265-8010.48	FIRE MONITORING AND LOCK S	EVERON	FIRE & DOOR MONITORING	\$ 306.37	708409

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101-265-8010.48	FIRE MONITORING AND LOCK S	EVERON	FIRE & DOOR MONITORING	\$ 254.67	708409
101-265-8040.00	JANITORIAL SERVICE	JO CLEANING SERVICE	CLEANING SERVICE/JUNE	\$ 11,427.00	138331
101-265-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-5.23.24-6.24.24	\$ 1,321.54	708399
101-265-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-5.22.24-6.21.24	\$ 13,311.37	708386
101-265-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR BILLS	WATER BILLING/CITY	\$ 3,187.08	708470
101-265-9240.00	TELEPHONE SERVICE + CELL	AT&T	WEALTHY POOL PHONE	\$ 119.37	138342
101-265-9240.00	TELEPHONE SERVICE	VERIZON BUSINESS	PHONES/LOCAL LINES	\$ 500.98	138354
		Total For Dept 265 CITY BUILDINGS		\$ 44,365.24	
Dept 345 PUBLIC SAFETY					
101-345-7400.00	OPERATING SUPPLIES	CORY BUTER	REIMB/SCHWEITZER RETIRMT GIFT	\$ 200.00	708381
101-345-7400.01	UNIFORMS	ON DUTY GEAR LLC	UNIFORMS	\$ 285.00	708397
101-345-7400.07	MISC. OPERATING	GRAND RAPIDS CITY TREASURER	PARKING VALIDATION/FEB-MAR	\$ 22.00	138327
101-345-7400.09	POLICE EQUIPMENT	ACME SPORTS INC	REPLACEMENT HANDGUNS	\$ 1,317.00	138340
101-345-8010.00	CONTRACTUAL SERVICES	SHELDON CLEANERS INC	PUBLIC SAFETY DRY CLEANING-JUNE	\$ 339.00	138320
101-345-8010.00	CONTRACTUAL SERVICES	CAR WASH PARTNERS LLC	CAR WASHES/JUNE	\$ 299.20	708382
101-345-8010.00	CONTRACTUAL SERVICES	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER SUPPLIES/SVC	\$ 35.45	708393
101-345-8010.00	CONTRACTUAL SERVICES	CORE TECHNOLOGY CORP	UPDATE FOR SET ASIDE LAW	\$ 3,200.00	708440
101-345-8010.00	CONTRACTUAL SERVICES	LEXISNEXIS RISK SOLUTIONS	DET SOFTWARE	\$ 200.00	708442
101-345-8010.00	CONTRACTUAL SERVICES	VITAL RECORDS CONTROL	OFFSITE STORAGE-JULY	\$ 120.90	708378
101-345-8010.00	CONTRACTUAL SERVICES	FIFER INVESTIGATIONS LLC	BACKGROUND INVESTIGATION - FIZER	\$ 1,275.00	138362
101-345-8010.00	CONTRACTUAL SERVICES	FIFER INVESTIGATIONS LLC	BACKGROUND CK/PALMER	\$ 1,275.00	138362
101-345-8010.00	CONTRACTUAL SERVICES	CORE TECHNOLOGY CORP	RMS SYSTEM/ANNUAL	\$ 4,007.00	708450
101-345-9570.00	PROFESSIONAL DEVELOPMENT	MI ASSOCIATION OF CHIEFS OF POLICE	TRAINING/ACCREDITATION	\$ 125.00	138365
		Total For Dept 345 PUBLIC SAFETY		\$ 12,700.55	
Dept 371 ZONING ADMINISTRATION					
101-371-7400.00	OPERATING SUPPLIES	MLIVE MEDIA GROUP	PUBLIC NOTICE	\$ 192.29	138317
		Total For Dept 371 ZONING ADMINISTRATION		\$ 192.29	

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Dept 447 CITY ENGINEERING					
101-447-8010.00	CONTRACTUAL SERVICES	HUBBELL, ROTH & CLARK INC	DTE- GAS RENEW OBS SVCS	\$ 24,880.48	138371
101-447-8010.00	CONTRACTUAL SERVICES	HUBBELL, ROTH & CLARK INC	DTE CONSTRUCT OBS SVCS	\$ 5,228.55	138371
		Total For Dept 447 CITY ENGINEERING		\$ 30,109.03	
Dept 448 STREET LIGHTING					
101-448-7400.00	OPERATING SUPPLIES	VOSS LIGHTING	STREETLIGHT BULBS	\$ 104.00	138322
101-448-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-5.22.24-6.21.24	\$ 8,826.19	708386
		Total For Dept 448 STREET LIGHTING		\$ 8,930.19	
Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT					
101-485-7400.00	OPERATING SUPPLIES	VICTOR STANLEY, LLC	BENCHES/GASLIGHT VILL	\$ 777.50	138339
101-485-8010.00	CONTRACTUAL SERVICES	VICTOR STANLEY, LLC	BENCHES/GASLIGHT VILL	\$ 1,550.00	138339
101-485-8010.00	CONTRACTUAL SERVICES	VICTOR STANLEY, LLC	BENCHES/GASLIGHT VILL	\$ 1,550.00	138377
101-485-8010.42	COMMUNICATIONS AND MARK	SABO PUBLIC RELATIONS LLC	PROF COMMUNICATIONS SVCS-JUNE	\$ 750.00	708428
101-485-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-5.23.24-6.24.24	\$ 57.05	708399
101-485-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-5.22.24-6.21.24	\$ 309.31	708386
101-485-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR BILLS	WATER BILLING/CITY	\$ 296.45	708470
101-485-9300.00	REPAIRS & MAINTENANCE	VICTOR STANLEY, LLC	BENCHES/GASLIGHT VILL	\$ 777.50	138377
101-485-9300.00	REPAIRS & MAINTENANCE	GR ELECTRIC INC	LIGHTPOST REPAIR	\$ 94.00	708423
101-485-9701.00	SMALL CAPITAL EXP	VICTOR STANLEY, LLC	BENCHES/GASLIGHT VILL	\$ 2,652.50	138339
101-485-9701.00	SMALL CAPITAL EXP	VICTOR STANLEY, LLC	BENCHES/GASLIGHT VILL	\$ 2,652.50	138377
		Total For Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT		\$ 11,466.81	
Dept 528 YARD WASTE COLLECTION/REFUSE/COMPOST					
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138305
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138305
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138305

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101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138305
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138343
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138343
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138343
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138343
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	\$ 500.00	138343
		Total For Dept 528 YARD WASTE COLLECTION/REFUSE/COMPOST		\$ 4,500.00	
Dept 600 CHARGES FOR CURRENT SERVICES					
101-600-6540.00	MISCELLANEOUS REVENUE	KENT COUNTY ANIMAL SHELTER	DOG LICENSES/APRIL-JUNE 2024	\$ (6.40)	138332
		Total For Dept 600 CHARGES FOR CURRENT SERVICES		\$ (6.40)	
Dept 621 LAKE TREATMENT					
101-621-8010.10	LAKE SAMPLING/TREATMENT	PLM LAKE & LAND MANAGEMENT CORP	REEDS LAKE ALGAE TREATMENT	\$ 2,626.00	138336
101-621-8010.10	LAKE SAMPLING/TREATMENT	PLM LAKE & LAND MANAGEMENT CORP	REEDS LAKE TREATMENTS	\$ 18,800.00	138349
		Total For Dept 621 LAKE TREATMENT		\$ 21,426.00	
Dept 751 RECREATION					
101-751-7400.00	OPERATING SUPPLIES	DIMENSION GRAPHICS INC	NAME PLATE	\$ 30.00	138312
101-751-8010.00	CONTRACTUAL SERVICES	CIVICPLUS	REC 1 FEE/JUNE	\$ 444.96	708385
101-751-9300.00	REPAIRS & MAINTENANCE	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER SUPPLIES/SVC	\$ 174.67	708393
		Total For Dept 751 RECREATION		\$ 649.63	
Dept 756 POOL PROGRAMS					
101-756-7400.00	OPERATING SUPPLIES	PREIN & NEWHOF	WATER SAMPLE/W POOL	\$ 20.00	708425
101-756-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH OCCUPATIONAL HEALTH	EMP SCREEN/I LINDSTROM	\$ 44.00	708422
101-756-8090.00	JOINT FACILITIES AGREEMENT	EGR PUBLIC SCHOOLS	JT FACILITES/POOL 12.1.23-5.31.24	\$ 75,845.89	708441
101-756-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-W POOL	\$ 502.46	708399
101-756-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR BILLS	WATER BILLING/WPOOL	\$ 793.64	708470

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		Total For Dept 756 POOL PROGRAMS		\$ 77,205.99	
Dept 771 TREE MAINTENANCE AND REMOVAL					
101-771-7400.00	OPERATING SUPPLIES	GREAT LAKES ACE	TREE TRIMMING TOOL	\$ 67.98	138329
		Total For Dept 771 TREE MAINTENANCE AND REMOVAL		\$ 67.98	
Dept 775 SPECIAL EVENTS					
101-775-7400.00	OPERATING SUPPLIES	TH BRANDS	RLR SHIRTS	\$ 665.00	138376
101-775-7400.00	OPERATING SUPPLIES	TH BRANDS	RLR SHIRTS	\$ 14,082.40	138376
101-775-7400.00	OPERATING SUPPLIES	DEBORAH BELL	CONCERTS/FACE PAINTING	\$ 50.00	708373
101-775-7400.00	OPERATING SUPPLIES	SARA COFFEY	SPECIAL EVENTS SUPPLIES	\$ 63.56	708374
101-775-7400.00	OPERATING SUPPLIES	DEBORAH BELL	FACE PAINTING AT CONCERTS/7-15	\$ 50.00	708402
101-775-7400.00	OPERATING SUPPLIES	SWANK MOTION PICTURES INC	MOVIE/ELEMENTAL-7.12.24	\$ 520.00	708418
101-775-7400.00	OPERATING SUPPLIES	DEBORAH BELL	FACE PAINTING/PK CONCERT	\$ 50.00	708447
101-775-7400.00	OPERATING SUPPLIES	SWANK MOTION PICTURES INC	MOVIE - WONKA	\$ 565.00	708465
101-775-8010.00	CONTRACTUAL SERVICES	LIFE EMS INC	RLR STANDBY EMS	\$ 900.00	138333
101-775-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	PORTA JONS/RLR	\$ 857.16	138337
101-775-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	PORTA JONS/RLR	\$ 142.86	138337
101-775-8010.00	CONTRACTUAL SERVICES	EPIC RACE TIMING	RLR TIMING SVCS	\$ 4,475.30	138369
101-775-8010.00	CONTRACTUAL SERVICES	GREAT LAKES OUTDOOR CINEMA LLC	MOVIES IN THE PARK	\$ 1,372.50	138306
101-775-8010.00	CONTRACTUAL SERVICES	GREG SCHEER MUSIC LLC	CONCERT/ORCHESTRA	\$ 450.00	138307
101-775-8010.00	CONTRACTUAL SERVICES	THE FOUNDING DBA ON THE LASH	CONCERT/JULY 15	\$ 500.00	138310
101-775-8010.00	CONTRACTUAL SERVICES	ALEXANDER AUSTIN	CONCERTS/BAND	\$ 450.00	138355
101-775-8010.00	CONTRACTUAL SERVICES	EPIC RACE TIMING	RLT TIMING DEP	\$ 500.00	138360
101-775-8800.00	COMMUNITY PROMOTION	PLUMMERS DISPOSAL	JULY 4TH REST ROOMS	\$ 176.26	138367
101-775-8800.00	COMMUNITY PROMOTION	PLUMMERS DISPOSAL	JULY 4TH REST ROOMS	\$ 166.26	138367
101-775-8800.00	COMMUNITY PROMOTION	PLUMMERS DISPOSAL	JULY 4TH REST ROOMS	\$ 332.52	138367
101-775-8800.00	COMMUNITY PROMOTION	PLUMMERS DISPOSAL	JULY 4TH REST ROOMS	\$ 299.39	138367
		Total For Dept 775 SPECIAL EVENTS		\$ 26,668.21	

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Dept 777 RECREATION PROGRAMMING					
101-777-7400.00	OPERATING SUPPLIES	ANNIE VANDENBERG	FAIRY CAMP SUPPLIES	\$ 48.92	708430
101-777-7400.00	OPERATING SUPPLIES	ANNIE VANDENBERG	REIMB/FAIRY CAMP SUPPLIES	\$ 183.38	708419
101-777-8010.00	CONTRACTUAL SERVICES	PIATT BRICKZ LLC	BRICKS 4 KIDZ CAMP	\$ 760.00	138335
101-777-8010.00	CONTRACTUAL SERVICES	PIATT BRICKZ LLC	BRICKS 4 KIDZ	\$ 1,140.00	138335
101-777-8010.00	CONTRACTUAL SERVICES	CULTIVATE	ART CLASSES/JUNE	\$ 365.00	708387
101-777-8010.00	CONTRACTUAL SERVICES	PIATT BRICKZ LLC	BRICKS 4 KIDZ	\$ 1,755.00	138348
101-777-8010.00	CONTRACTUAL SERVICES	CULTIVATE	ART CLASSES	\$ 438.00	708407
101-777-8010.00	CONTRACTUAL SERVICES	CULTIVATE	ART CLASSES	\$ 1,610.00	708452
		Total For Dept 777 RECREATION PROGRAMMING		\$ 6,300.30	
Dept 778 GROUNDS MAINTENANCE					
101-778-7400.00	OPERATING SUPPLIES	ROMENCE GARDENS INC	SHRUBS/FLOWERS	\$ 196.87	138319
101-778-7400.00	OPERATING SUPPLIES	ECO GREEN SUPPLY	SKINNED FIELDS SUPPLIES	\$ 45.22	138325
101-778-7400.00	OPERATING SUPPLIES	ECO GREEN SUPPLY	TURF SUPPLIES	\$ 564.03	138325
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	\$ 11.30	708396
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	\$ 21.30	708375
101-778-7400.00	OPERATING SUPPLIES	US SPECIALTY COATINGS INC	FIELD MARKING PAINT	\$ 1,872.14	138352
101-778-7400.00	OPERATING SUPPLIES	CORDES	SAND/TOPDRESSING MANHATTN	\$ 2,186.58	138358
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	\$ 11.30	708459
101-778-8080.00	GROUNDS MAINTENANCE	BIRCH TREE BARK & STONE	MULCH	\$ 104.00	138323
101-778-8080.00	GROUNDS MAINTENANCE	ECO GREEN SUPPLY	ORGANIC TURF SUPPLIES	\$ 523.59	138325
101-778-8080.00	GROUNDS MAINTENANCE	GREAT LAKES ACE	HOSE FOR FLOWERS	\$ 14.99	138329
101-778-8080.00	GROUNDS MAINTENANCE	THORNAPPLE INC	MONTHLY LAWN CARE/JUNE	\$ 4,197.67	708429
101-778-8080.00	GROUNDS MAINTENANCE	THORNAPPLE INC	MONTHLY LAWN CARE-MAY	\$ 4,197.67	708429
101-778-8080.00	GROUNDS MAINTENANCE	EASTERN FLORAL	PLANTSCAPE-MONTHLY	\$ 105.00	138359
101-778-9570.00	PROFESSIONAL DEVELOPMENT	MICHIGAN SPORTS FIELD MANAGERS ASSO	MISFMA CONF/CHAD & CODY	\$ 110.00	138308
		Total For Dept 778 GROUNDS MAINTENANCE		\$ 14,161.66	

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Dept 779 RECREATION SPORTS					
101-779-7070.00	SALARIES & WAGES - PART-TIME	SAMUEL THAPA	ADULT SOCCER OFFICIAL	\$ 450.00	708438
101-779-7080.00	CONTRACTUAL WAGES	STEVEN AZKOUL	SOFTBALL OFFICIAL	\$ 105.00	708379
101-779-7080.00	CONTRACTUAL WAGES	GREG JAMES	SOFTBALL OFFICIAL	\$ 60.00	708392
101-779-7080.00	CONTRACTUAL WAGES	DARRYL LANCASTER	SOFTBALL OFFICIAL	\$ 210.00	708394
101-779-7080.00	CONTRACTUAL WAGES	STEVEN D LEE	SOFTBALL OFFICIAL	\$ 60.00	708395
101-779-7080.00	CONTRACTUAL WAGES	LUIS ANTONIO AGUILAR POZOS	SOCCER OFFICIAL	\$ 375.00	708400
101-779-7080.00	CONTRACTUAL WAGES	FRANCISCO ARVIZU	SOCCER OFFICIAL	\$ 150.00	708401
101-779-7080.00	CONTRACTUAL WAGES	RICARDO BASULTO CHABOLLA	SOCCER OFFICIAL	\$ 225.00	708403
101-779-7080.00	CONTRACTUAL WAGES	MICHELLE CHENLO	SOCCER OFFICIAL	\$ 300.00	708404
101-779-7080.00	CONTRACTUAL WAGES	JESUS CRUZ	ADULT SOCCER OFFICIALS	\$ 225.00	708432
101-779-7080.00	CONTRACTUAL WAGES	JACKSON LAURENT	ADULT SOCCER OFFICIAL	\$ 375.00	708433
101-779-7080.00	CONTRACTUAL WAGES	GENOVEVO RANGEL	ADULT SOCCER OFFICIAL	\$ 375.00	708434
101-779-7080.00	CONTRACTUAL WAGES	HELDER REYES	ADULT SOCCER OFFICIAL	\$ 375.00	708435
101-779-7080.00	CONTRACTUAL WAGES	JULIO R REYES	ADULT SOCCER OFFICIAL	\$ 225.00	708436
101-779-7080.00	CONTRACTUAL WAGES	NARA SUNUWAR	ADULT SOCCER OFFICIAL	\$ 450.00	708437
101-779-7080.00	CONTRACTUAL WAGES	FERNANDO VILLAGOMEZ	ADULT SOCCER OFFICIAL	\$ 375.00	708439
101-779-7080.00	CONTRACTUAL WAGES	LUIS ANTONIO AGUILAR POZOS	ADULT SOCCER OFFICIALS	\$ 225.00	708445
101-779-7080.00	CONTRACTUAL WAGES	STEVEN AZKOUL	ADULT SOFTBALL UMPIRES	\$ 105.00	708446
101-779-7080.00	CONTRACTUAL WAGES	RICARDO BASULTO CHABOLLA	ADULT SOCCER OFFICIAL	\$ 225.00	708448
101-779-7080.00	CONTRACTUAL WAGES	MICHELLE CHENLO	ADULT SOCCER OFFICIAL	\$ 150.00	708449
101-779-7080.00	CONTRACTUAL WAGES	JESUS CRUZ	ADULT SOCCER OFFICIAL	\$ 225.00	708451
101-779-7080.00	CONTRACTUAL WAGES	GREG JAMES	ADULT SOFTBALL UMPIRE	\$ 170.00	708454
101-779-7080.00	CONTRACTUAL WAGES	DARRYL LANCASTER	SOFTBALL UMPIRE	\$ 210.00	708455
101-779-7080.00	CONTRACTUAL WAGES	JACKSON LAURENT	ADULT SOCCER OFFICIAL	\$ 375.00	708456
101-779-7080.00	CONTRACTUAL WAGES	STEVEN D LEE	ADULT SOFTBALL UMPIRE	\$ 180.00	708458
101-779-7080.00	CONTRACTUAL WAGES	GENOVEVO RANGEL	ADULT SOCCER OFFICIAL	\$ 375.00	708460
101-779-7080.00	CONTRACTUAL WAGES	HELDER REYES	ADULT SOCCER OFFICIAL	\$ 450.00	708461

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101-779-7080.00	CONTRACTUAL WAGES	JULIO R REYES	ADULT SOCCER OFFICIAL	\$ 525.00	708462
101-779-7080.00	CONTRACTUAL WAGES	NARA SUNUWAR	ADULT SOCCER OFFICIAL	\$ 450.00	708464
101-779-7080.00	CONTRACTUAL WAGES	SAMUEL THAPA	ADULT SOCCER OFFICIAL	\$ 450.00	708466
101-779-7080.00	CONTRACTUAL WAGES	FERNANDO VILLAGOMEZ	ADULT SOCCER OFFICIAL	\$ 300.00	708468
101-779-7400.00	OPERATING SUPPLIES	TH BRANDS	6TH GRADE SOCCER SHIRTS	\$ 283.10	138376
101-779-8010.00	CONTRACTUAL SERVICES	WEST MICHIGAN COMMUNITY TENNIS	TENNIS CLASSES/JUNE	\$ 20,212.50	708431
		Total For Dept 779 RECREATION SPORTS		\$ 29,245.60	
Dept 783 AQUATIC CLUB (WAVES)					
101-783-8090.00	JOINT FACILITIES AGREEMENT	EGR PUBLIC SCHOOLS	JT FACILITES/POOL 12.1.23-5.31.24	\$ 51,506.55	708441
101-783-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-W POOL	\$ 195.40	708399
101-783-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR BILLS	WATER BILLING/WPOOL	\$ 308.63	708470
		Total For Dept 783 AQUATIC CLUB (WAVES)		\$ 52,010.58	
Dept 875 GENERAL ADMINISTRATION					
101-875-9300.00	INSURANCE CLAIMS	SOUTHERN COMPUTER WAREHOUSE INC	PW SWITCHES/INS REIMB	\$ 2,365.86	138351
		Total For Dept 875 GENERAL ADMINISTRATION		\$ 2,365.86	
		Total For Fund 101 GENERAL FUND		\$ 356,558.94	
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINTENANCE					
202-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 41.40	708427
202-463-7400.11	EMPLOYEE SAFETY GEAR	MIERAS WORK & COMFORT SHOES	WORK BOOTS	\$ 30.00	708414
202-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 131.40	708416
202-463-7400.12	ASPHALT	RIETH-RILEY CONSTRUCTION CO INC	ASPHALT/POTHOLE PATCHING	\$ 72.36	138309
202-463-7400.12	ASPHALT	RIETH-RILEY CONSTRUCTION CO INC	ASPHALT/POTHOLE PATCHING	\$ 287.64	138309
202-463-7400.27	MISC MATERIALS AND TOOLS	LOWE'S	TOOLS/SIDEWALK & CURB REPAIR	\$ 125.00	138316
202-463-7400.27	MISC MATERIALS AND TOOLS	GRAND VALLEY CONCRETE PRODUCTS	NEW MANHOLE/ROBINSON	\$ 1,200.00	138328

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 Voucher Run Summary August 5, 2024
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
202-463-7400.27	MISC MATERIALS AND TOOLS	BUSH CONCRETE PRODUCTS, INC	BOLLARDS/CONCRETE	\$ 3,430.00	138356
202-463-8010.00	CONTRACTUAL SERVICES	MATERIALS TESTING CONSULTANTS INC	SOIL BORINGS	\$ 1,991.50	138373
202-463-8010.00	CONTRACTUAL SERVICES	SUPERIOR ASPHALT INC	MAINT/RLB & PIONEER CLUB	\$ 3,300.00	708417
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708396
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708396
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708375
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708459
		Total For Dept 463 ROUTINE MAINTENANCE		\$ 10,759.50	
Dept 474 TRAFFIC SERVICES					
202-474-7400.14	SIGNS, POSTS, BARRICADES	FASTSIGNS OF GRAND RAPIDS	STRRET SIGNS - CARIOUS	\$ 3,083.00	138361
202-474-8010.12	GR, KENT CNTY, CONSUMERS,	GRAND RAPIDS CITY TREASURER	TRAFFIC SIGNAL MAINT	\$ 5,000.00	138327
202-474-8010.12	GR, KENT CNTY, CONSUMERS,	KENT COUNTY ROAD COMMISSION	TRAFFIC SIGNAL - ELECTRICAL COST SHARE	\$ 15.52	138372
202-474-8010.12	GR, KENT CNTY, CONSUMERS,	CONSUMERS ENERGY	ELECTRIC SERVICE-5.22.24-6.21.24	\$ 1,103.28	708386
		Total For Dept 474 TRAFFIC SERVICES		\$ 9,201.80	
		Total For Fund 202 MAJOR STREET FUND		\$ 19,961.30	
Fund 203 LOCAL STREET FUND					
Dept 447 CITY ENGINEERING					
203-447-7400.00	OPERATING SUPPLIES	LOWE'S	SIDEWALK REPAIR/ALBERT	\$ 101.15	138316
		Total For Dept 447 CITY ENGINEERING		\$ 101.15	
Dept 451 STREET CONSTRUCTION					
203-451-9730.00	STREET CONSTRUCTION EXPEN	LOWE'S	MAPLEWOOD IRRIGATION PROJ	\$ 56.47	138316
203-451-9730.02	OTHER STREET EXPENDITURES	SITEONE LANDSCAPE SUPPLY LLC	MILL/FILL PARTS	\$ 207.64	138338
		Total For Dept 451 STREET CONSTRUCTION		\$ 264.11	
Dept 463 ROUTINE MAINTENANCE					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
203-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 41.40	708427
203-463-7400.11	EMPLOYEE SAFETY GEAR	MIERAS WORK & COMFORT SHOES	WORK BOOTS	\$ 30.00	708414
203-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 131.40	708416
203-463-7400.12	ASPHALT	RIETH-RILEY CONSTRUCTION CO INC	ASPHALT/POTHOLE PATCHING	\$ 72.36	138309
203-463-7400.12	ASPHALT	RIETH-RILEY CONSTRUCTION CO INC	ASPHALT/POTHOLE PATCHING	\$ 287.64	138309
203-463-7400.13	CEMENT	GRAND VALLEY CONCRETE PRODUCTS	NEW MANHOLE/ROBINSON	\$ 160.00	138328
203-463-7400.27	MISC. MATERIALS AND TOOLS	LOWE'S	TOOLS/SIDEWALK & CURB REPAIR	\$ 125.41	138316
203-463-8010.00	CONTRACTUAL SERVICES	AJZ CONCRETE LLC	CONCRETE	\$ 3,200.00	138324
203-463-8010.00	CONTRACTUAL SERVICES	GRAND RAPIDS CITY TREASURER	TRAFFIC SIGNAL MAINT	\$ 2,994.20	138327
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708396
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708396
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708375
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708459
203-463-8010.43	ENGINEERING CONTRACTUAL	PROGRESSIVE AE INC	TRAFFIC ENGINEERING SVC	\$ 860.00	708426
203-463-8010.44	DUST CONTROL - LIQUID CALC	LIQUID SOLUTIONS INC	DUST CONTROL	\$ 1,700.00	138364
		Total For Dept 463 ROUTINE MAINTENANCE		\$ 9,752.61	
Dept 474 TRAFFIC SERVICES					
203-474-7400.14	SIGNS, POSTS, BARRICADES	FASTSIGNS OF GRAND RAPIDS	SIGNS/CONST/DTE	\$ 2,887.04	138345
203-474-7400.14	SIGNS, POSTS, BARRICADES	FASTSIGNS OF GRAND RAPIDS	STRRET SIGNS - CARIOUS	\$ 1,028.46	138361
		Total For Dept 474 TRAFFIC SERVICES		\$ 3,915.50	
		Total For Fund 203 LOCAL STREET FUND		\$ 14,033.37	
Fund 408 PARKS CAPITAL PROJECT FUND					
Dept 788 PARKS MANHATTAN PROJECT MILLAGE					
408-788-8010.00	CONTRACTUAL SERVICES	VIRIDIS DESIGN GROUP	MP DESIGN	\$ 1,600.00	138321
408-788-9700.00	CAPITAL EXPENDITURES	CONSUMERS ENERGY	MANHATTAN ELECTRIC CONNECT	\$ 13,565.00	138357
		Total For Dept 788 PARKS MANHATTAN PROJECT MILLAGE		\$ 15,165.00	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		Total For Fund 408 PARKS CAPITAL PROJECT FUND		\$ 15,165.00	
Fund 592 WATER & SEWER FUND					
Dept 542 MAINS AND HYDRANTS					
592-542-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 41.40	708427
592-542-7400.11	EMPLOYEE SAFETY GEAR	MIERAS WORK & COMFORT SHOES	WORK BOOTS	\$ 30.00	708414
592-542-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 131.39	708416
592-542-7400.18	WATER MAIN MTRL AND ACCES	ETNA SUPPLY COMPANY	WATER PARTS	\$ 1,242.00	138313
592-542-7400.18	WATER MAIN MTRL AND ACCES	FERGUSON ENTERPRISES LLC #3326	WATER - PARTS	\$ 318.72	138370
592-542-7400.18	WATER MAIN MTRL AND ACCES	MUNICIPAL SUPPLY CO	WATER PARTS	\$ 1,307.08	138366
592-542-7400.22	SPOILS	LAKESIDE AGGREGATE LLC	SPOILS	\$ 618.75	138315
592-542-7400.22	SPOILS	LAKESIDE AGGREGATE LLC	SPOILS	\$ 56.25	138315
592-542-7400.23	STAKING, SAMPLES, SMALL EQU	LOWE'S	PARTS/661 MANHATTAN REPAIR	\$ 31.43	138316
592-542-7400.23	STAKING, SAMPLES, SMALL EQU	GREAT LAKES ACE	SPRINKLER PARTS	\$ 89.05	138329
592-542-7400.23	STAKING, SAMPLES, SMALL EQU	GREAT LAKES ACE	PARTS/TOOLS FOR SIDING REPAIR	\$ 191.98	138329
592-542-8010.00	CONTRACTUAL SERVICES	HYDROCORP	CROSS CONNECT PROG/JUNE	\$ 380.00	708391
592-542-8010.00	CONTRACTUAL SERVICES	PREIN & NEWHOF	LEAD & COPPER WATER SAMPLING	\$ 1,510.00	708398
592-542-8010.00	CONTRACTUAL SERVICES	MUSCAT PAINTING & DECORATING	HYDRANT PAINTING	\$ 72,588.00	708424
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708396
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.34	708396
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708375
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708459
592-542-8010.52	LSL HYDRO EXCAVATING	ADVANCED HYDROVAC INC	LSL HYDRO EXCAVATING	\$ 21,406.00	138311
		Total For Dept 542 MAINS AND HYDRANTS		\$ 100,092.24	
Dept 543 METERS					
592-543-9700.00	CAPITAL EXPENDITURES	FERGUSON ENTERPRISES	ENCAPSULATION SLEEVES	\$ 3,000.00	138326
		Total For Dept 543 METERS		\$ 3,000.00	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Dept 545 METER READING AND COLLECTING					
592-545-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	UB POSTAGE/AUG	\$ 1,200.00	138346
592-545-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	WATER BILLS/JULY	\$ 698.04	138346
592-545-8010.00	CONTRACTUAL SERVICES	BADGER METER	CELLULAR METER UNITS	\$ 46.06	708380
		Total For Dept 545 METER READING AND COLLECTING		\$ 1,944.10	
Dept 550 SEWER EXPENDITURES					
592-550-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 41.39	708427
592-550-7400.11	EMPLOYEE SAFETY GEAR	MIERAS WORK & COMFORT SHOES	WORK BOOTS	\$ 30.00	708414
592-550-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE ACCT	WORK BOOTS	\$ 131.39	708416
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.94	708396
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 45.35	708396
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.94	708375
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 34.95	708459
592-550-9210.00	GAS SERVICE	DTE ENERGY	GAS BILLING-5.23.24-6.24.24	\$ 64.05	708399
		Total For Dept 550 SEWER EXPENDITURES		\$ 417.01	
		Total For Fund 592 WATER & SEWER FUND		\$ 105,453.35	
Fund 692 MOTOR EQUIPMENT REVOLVING FUND					
Dept 570 MOTOR EQUIPMENT EXPENDITURES					
692-570-7540.00	OP. SUP - PARTS	NAPA AUTO PARTS	PARTS/#109.1718	\$ 21.92	138374
692-570-7540.00	OP. SUP - PARTS	WEST MICHIGAN INTERNATIONAL	OIL LEVEL GAUGE FOR #140	\$ 372.88	708469
692-570-7590.00	OP. SUP - GARAGE	PURITY CYLINDER GASES INC	GARAGE SUPPLIES	\$ 406.00	138318
692-570-7590.00	OP. SUP - GARAGE	FIRST CHOICE COFFEE SERVICES	COFFEE ORDER/BAL OWING	\$ 35.74	708388
692-570-7590.00	OP. SUP - GARAGE	LAWSON PRODUCTS INC	GARAGE SUPPLIES - WASHERS/CONNECTO	\$ 198.30	708457
692-570-7620.00	OP. SUP - UL GAS	FLYERS ENERGY LLC	FUEL PURCHASE/PS	\$ 132.77	708389
692-570-7620.00	OP. SUP - UL GAS	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 1,654.02	708420

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
692-570-7620.00	OP. SUP - UL GAS	FLYERS ENERGY LLC	FUEL PURCHASE/PS	\$ 80.67	708453
692-570-7620.00	OP. SUP - UL GAS	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 1,271.12	708467
692-570-7630.00	OP. SUP - DIESEL FUEL	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 536.49	708420
692-570-7630.00	OP. SUP - DIESEL FUEL	VAN MANEN PETROLEUM GROUP	FUEL/CITY VEHICLES	\$ 975.93	708467
692-570-8010.00	CONTRACTUAL SERVICES	SMART PLANET SOFTWARE LLC	VEHICLE TRACKING	\$ 315.00	708376
692-570-8010.00	CONTRACTUAL SERVICES	VERIZON CONNECT	GPS UNITS/ACCT#100000161949	\$ 259.70	708377
692-570-8010.00	CONTRACTUAL SERVICES	SHOPKEY	SHOPKEY SOFTWARE/ANNUAL	\$ 1,788.00	138350
692-570-9300.00	REPAIRS & MAINTENANCE	CARLETON EQUIPMENT COMPANY	STUMP GRINDER PARTS/#714	\$ 653.89	708383
692-570-9700.21	VEHICLES	NAPA AUTO PARTS	ROCKER SWITCH/TRUCKS	\$ 24.98	138374
692-570-9700.21	VEHICLES	NAPA AUTO PARTS	ROCKER SWITCH/TRUCK LIGHTENING	\$ 24.98	138374
		Total For Dept 570 MOTOR EQUIPMENT EXPENDITURES		\$ 8,752.39	
		Total For Fund 692 MOTOR EQUIPMENT REVOLVING FUND		\$ 8,752.39	
Fund 701 TAX FUND					
Dept 000					
701-000-2181.00	DUE TO SET	KENT COUNTY TREASURER	CUR TAX 7.1.24-7.15.24	\$ 541,567.98	708412
701-000-2191.00	DUE TO ITP	INTERURBAN TRANSIT PARTNERS	CUR TAX 7.1.24-7.15.24	\$ 125,912.87	708411
701-000-2221.00	DUE TO COUNTY	KENT COUNTY TREASURER	CUR TAX 7.1.24-7.15.24	\$ 369,953.08	708412
701-000-2251.00	DUE TO EGR PUBLIC SCHOOLS	EGR PUBLIC SCHOOLS	CUR TAX 7.1.24-7.15.24	\$ 1,259,906.14	708408
701-000-2341.00	DUE TO KISD	KENT INTERMEDIATE SCHOOL DISTRICT	CUR TAX 7.1.24-7.15.24	\$ 487,590.98	708413
701-000-2351.00	DUE TO GRCC	GRAND RAPIDS COMMUNITY COLLEGE	CUR TAX 7.1.24-7.15.24	\$ 153,000.39	708410
701-000-2890.00	DOG LICENSES PAYABLE	KENT COUNTY ANIMAL SHELTER	DOG LICENSES/APRIL-JUNE 2024	\$ 233.00	138332
		Total For Dept 000		\$ 2,938,164.44	
		Total For Fund 701 TAX FUND		\$ 2,938,164.44	
		Fund Totals:			

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund 101 GENERAL FUND	\$ 356,558.94	
			Fund 202 MAJOR STREET FUND	\$ 19,961.30	
			Fund 203 LOCAL STREET FUND	\$ 14,033.37	
			Fund 408 PARKS CAPITAL PROJECT FUND	\$ 15,165.00	
			Fund 592 WATER & SEWER FUND	\$ 105,453.35	
			Fund 692 MOTOR EQUIPMENT REVOLVING F	\$ 8,752.39	
			Fund 701 TAX FUND	\$ 2,938,164.44	
			Total For All Funds:	\$ 3,458,088.79	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
8/5/2024	Laura Schwartz			\$3,458,088.79	
	Brad Hunter				
	Katie Favale				
Alternate:					
Alternate:					

**EAST GRAND RAPIDS
PARKS & RECREATION COMMISSION MEETING
EGR COMMUNITY CENTER
COMMISSION CHAMBERS
6:00 PM
Thursday, May 30, 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, Brad Hunter, Patrick Parkes, Matt Richenthal, Bill Saxton and Kate Skaggs

Absent: Nick Abraham, Ryan Burdick and Lauren Jacoby

Also Present: Parks and Recreation Director, Derek Melville, City Manager, Shea Charles and Sara Coffey

Guests: None

Public Comment:

None

Report of Commissioners:

Patrick Parkes – Said it’s nice to see all the summer events planned and to see the sidewalk work being done throughout the city. Requesting traffic mitigation solutions. He had a near miss at Breton and Hall, where someone turned right on a red light. Others he has talked said this is a frequent issue.

Matt Richenthal – Reported that the schools’ attempt to acquire property did not pan out. The track will not be moving to another location. School renovations will start in 2025. It is estimated to take four and a half years, during which time the track will not be able to be used. After school construction the track will remain in the current footprint.

Larry Fisher – Looking forward to the After Dark Party June 6th. The Trail Blazers 5k is returning this year to kick off the July 4th celebration. Registration is open for walkers and runners and the Community Foundation is always looking for volunteers.

Brad Hunter – The City Commission has been working on approving the budget for the city. There is talk of adding another person to the Parks and Recreation department. It’s been a busy summer for the Parks and Recreation department with activities not related to sports.

Michelle Brown – Both son and daughter enjoyed the Sweetheart Dance, kudos to Parks and Recreation team. Soccer went very smoothly despite the abundance of teams playing this season. Rented a school pavilion for a birthday party and was pleased with it.

Kate Skaggs – This is the time of year that our parks are on display. Thank you to Parks and Recreation for keeping the parks clean and for coordinating all the events that will be happening this summer.

Bill Saxton – Nothing.

Review of minutes:

Minutes of the April 22, 2024, Parks and Recreation Commission meeting were presented for approval.

Brown corrected Asian Kitchen to Gaslight Kitchen.

MOTION to approve amended minutes: Parkes

SUPPORT: Fisher

YES: Brown, Fisher, Hunter, Parkes, Richenthal, Saxton and Skaggs (7)

NO: (0)

MINUTES Amended and APPROVED

Special Event Calendar – FYI

Special Event Update:

The Farmers Market will start the season June 6 in the north parking lot of the Community Center, which is a new location. Local TV stations will be interviewing vendors and highlighting how close the market is to Gaslight Village. The market will be Thursdays from 8:30 am – 1:00 pm; it will be closed July 4th.

The After Dark Party is also June 6 and will be the first summer event since the Social District began.

Hunter – Asked the location of the Harvest and Beer Festival.

Melville – Wealthy Street between Chase Bank and the D&W entrance. Regatta Plaza and a small section of Bagley will be used.

Manhattan Park Improvement Project Update:

Director Melville reported that he will be connecting with the contractor soon to finalize the start of the construction. Demolition will happen first. It has been requested that the west parking lot be kept clear of construction staging and equipment. The contractor will complete as much as possible in 2024; they will return in the spring with a projected completion of June 2025.

Fred Bunn Mulitsue Trail E-Bike Discussion:

Melville thanked everyone that came to the ribbon cutting of the Fred Bunn Trails; approximately 150 people attended. A few biking and running groups used the trails that night. The majority of the trail signs are up; the sponsor kiosks are still in the works.

The Fred Bunn Trails are open to walkers, runners and bikers. E-bikes are becoming very popular; approximately 30-40% of bikes being sold are e-bikes. Conflicts are happening on trails that don't specify whether e-bikes are allowed or not. The West Michigan Mountain Biking Alliance (WMMBA) advises having specific rules and signs stating if e-bikes are allowed or not. There are different classes of e-bikes:

Class I – 20 mph. Solely pedal assist; must be pedaling to activate the motor, there is no throttle.

Class II – Has a throttle and can go up to 20 mph. The user does not need to pedal.

Class III – Can go up to 28 mph. Provides assistance only when the bike is being pedaled.

Class II and III can damage the trails and are a safety concern. A few trails in the area including Mosquito Creek and Richmond Park allow Class I e-bikes. Ken-O-Shea and The Underground Parks are in the process of updating signs to allow Class I e-bikes only. There are a mix of entities in the area on the fence about allowing Class I versus not allowing any e-bikes. WMMBA doesn't take a stance regarding e-bikes on trails.

Requesting the Parks and Recreation Commission make recommendations to be taken to the City Commission for further review and potential action.

Parkes – Class I e-bikes can only go 20 mph if the person can pedal that fast?

Melville – Bikes have different modes; the motor can help get to 20 mph. These bikes' speed can go over 20 mph especially when going downhill.

Parkes – Voiced concerns of the trails being new and immediately introducing class I e-bikes to the trails. Questioned how to tell the difference between the different classes of bikes and who will police this?

Melville – At a recent staff meeting for the city, Interim Chief Beukema said there is not an easy way to tell what class e-bikes are. Signage stating no e-bikes provides peer enforcement and education. Public safety enforcement would be a challenge.

Parkes – Suggests holding off allowing e-bikes. Concern of safety and potential for conflict. Would like to see more evidence for or against them.

Fisher – The trails are challenging with hills and curves. Remembers that before the trails were made, the community was worried about walking dogs on the trails. Could an e-bike handle these trails? Not comfortable with allowing e-bikes now, since the trails just opened.

Melville – Per WMMBA Class I e-bikes could manage our terrain.

Hunter – Are Richmond and Mosquito Park trails shared between walkers and bikers? Has concerns about bikers and walkers on the trails together. Would like to get to the trails to actually see the turns and hills. Are helmets required? Is there a sign encouraging helmets on the trail?

Melville – They do allow walkers on those trails, some of the other trails don't have the progressive features that our trails have. Helmets are highly encouraged.

Brown – Did ride the trails and found them to be a challenge. A skilled rider would most likely not get to 20 mph. Feels that e-bikes could make the trails safer by providing assistance with getting up hills. People that get stuck or tip over cause a hazard on a hill. Many community members already have e-bikes, thinks the city should try allowing e-bikes for a year. Appreciates WMMBA giving us facts about e-bikes.

Saxton – Is thankful the WMMBA is providing more awareness of e-bikes. Would like to get more information from experts about e-bikes. Would like community feedback and education.

Parke – Could the city have a provisional policy to have a trial period? Obtain community feedback and reassess. A provisional or temporary period?

Melville – Other communities are doing trial periods.

Skaggs – Feels that e-bikes will add wear and tear to the brand-new trails. Feels e-bikes will also open up the trails to scooters and one-wheels. We don't have a feel for how many people are walking the trails. She would like to evaluate usage after a year. Feels it is extremely important to post rules so they are clear to all users.

Charles – Overall, the general consensus of the Parks and Recreation Commission is to hold off allowing e-bikes this year and reassess later. With one noted exception.

Skaggs – Take the concerns of the neighbors into account.

Report of the Director:

It was great to see the community at the Sweetheart Dance; there were about 450 people.

Summer programs start next week. Basketball drop-in (open gym) was a huge success last year and is again this year; has 160 kids this year. Drop-in Volleyball was added and so far and 50 kids enrolled.

Years ago, the high school had a softball program and the athletic department and Parks and Recreation staff have been talking about how to bring it back. Southern Little League doesn't have a middle school, hoping to have a feeder program. The Parks and Recreation department has an interest list for middle school students that has 15 people on it. If all goes well it is possible to have a 9th grade softball team in a few years.

Richenthal – Where would they play?

Melville – Manhattan Park has a softball field. If we get to the point that there are several teams we will get creative with greenspace.

Parke – Could softball be played at Southern like the high school baseball teams do?

Melville – We have a valuable relationship with Southern. The freshman team can play and practice at Southern, and Southern can use our elementary areas. Middle school starts earlier in the season than little league.

Hunter – Is the interest list for any specific grades?

Melville – Specifically for grades 6-8th. Area softball teams are a mix of 7/8th and 6-8th grades and the latter feels like the best move forward.

Skaggs – Encourages people to attend the Farmers Market, After Dark Party and to volunteer to help at the runs!

The meeting was adjourned at 6:52 pm

Next Meeting: June 24, 2024