



City of East Grand Rapids
Regular City Commission Meeting
Agenda

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

Begins at 6 pm.

January 5, 2026 – 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. Provide direction on amending the City's Room Rental policy to allow City Commissioner to use them for no charge.
7. Consider purchase of patrol handguns.
8. Consider the appointment of Mayor Katie Favale to the Rapid/Interurban Transit Partnership Board.

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

9. Minutes of the regular meeting held December 15, 2025.
10. Disbursement of funds: payroll disbursements of \$374,765.22; county and school disbursements of \$455,835.72, and total remaining disbursements of \$1,195,292.80.

Executive Session Request

11. An executive session is requested for attorney client communication in accordance with Section 8(h) of the Open Meetings Act.

* * *

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: December 31, 2025

RE: City Commissioner use of Community Center Rooms

Action Requested: That the City Commission provide direction on amending the City's Room Rental policy to allow City Commissioner to use them for no charge.

Background: Last fall City Commissioners asked to use Community Center Rooms to hold a town hall event. When notified that they would be charged as this was not a "City" event there was discussion about what is the policy. Based on that discussion it was agreed this needs to be a City Commission policy decision.

Our current policy has no provisions for waiving fees (attached). The City does not charge itself when the City is hosting a public event – informational session, townhall, community conversation, etc. that are either initiated by staff as part of public process or done at the direction of the City Commission or other City Boards.

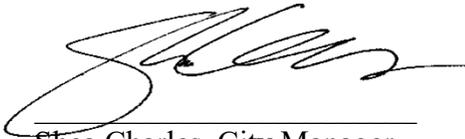
Until this year we have not found a Commissioner initiated community events inside the Community Center. Retired City Clerk Karen Brower noted an informal practice when she was with the City that if a Commissioner was inside an election period (filing date to election date) they were charged for the use. Outside that time, they were not charged. She also shared most events were inside the election window. She also noted that Commissioners wanting to hold their own public events on matters before the City almost never happened. There may be an actual example of such an event, but they are not common practice, which speaks to a lack of a policy.

The City's policy is for anyone wanting to rent space is directed to Parks & Recreation to ensure compliance with policy. Other elected officials have held events in the Community Center and are charged for the use of these spaces including a State Representative and a US Representative.

In researching this matter, we reached out to the METRO 6 communities as well as Kent County administration to see what their practices are as well. The City of Walker indicated they do charge officials for events and others who have responded do not have a policy on point. The City of Kentwood has an extensive building use policy, and it notes that political events are to be in fee-based spaces (attached).

The City Attorney and I have discussed this matter, and a policy revision would be needed to allow for waiving fees. If the Commission decides to move forward, we will develop such a policy. Any

draft would be presented to the Parks & Recreation Commission before being brought back to the City Commission.

A handwritten signature in black ink, appearing to read 'Shea Charles', written over a horizontal line.

Shea Charles, City Manager



Community Center Facility Rental Policies

The designated renter, as it appears on the rental form, is responsible for monitoring the conduct of all guests and enforcing room rental policies. The renter must be present the entire time of the rental. **It is the designated renter's responsibility to advise any and all "co-hosts" of the rules and policies as set forth in this document.**

All preparation (set-up time) and breakdown (clean-up time) must be included in your rental timeframe and must take place immediately prior to and after your event (one continuous block of time). Preparation time needed (decoration, delivery of supplies, cake set up, food delivery/alcohol, etc.) must be scheduled and paid for at the time of booking. Communicate the specified rental time with all vendors. **THE FACILITY WILL NOT BE AVAILABLE BEFORE THE RENTAL PERIOD STATED ON THE FACILITY RENTAL FORM.**

GENERAL

Weekend reservations are accepted one year in advance. Rental requests during the week are dependent on programming and class schedules, which will be determined one week after the start of each programming quarter.

1. All fees must be paid in full at the time of booking. There will be a refundable **\$100 security deposit required**. **Alcohol service requires an additional \$250** refundable deposit. A refund of rental fees and deposit minus \$30 will be given if reservation is cancelled no less than ten business days prior to date reserved. No refund of rental fees will be given if your reservation is cancelled less than ten business days of the date reserved. Deposit(s) will be refunded in full.
2. Additional items may be rented if requested prior to rental. Rental items requested are based on availability. Equipment rental rates are listed on the Facility Rental Form. **If additional equipment is brought in from an outside vendor, it must be approved by the Parks and Recreation Department staff at least 48 hours prior to the event.**
3. Guests are confined to the rented room(s) as described by the Facility Rental Form except for restroom usage. The Parks and Recreation Department reserves the right to hold other functions in rooms not reserved by the renter.
4. The East Grand Rapids Community Center is a smoke-free site. Smoking/vaping will not be allowed indoors or on Wege Plaza.
5. During the time the facility is rented, the renter shall obey all laws of the State of Michigan and the ordinances of the City of East Grand Rapids and shall allow no nuisance, undue noise or disturbance. The East Grand Rapids Public Safety Department will be called if guests become disorderly.
6. Rental area will be available at the designated start time and not before. The rental area must be vacated at rental finish time (this includes clean up to standards outlined in this document being met). Additional time of facility use must be reserved prior to date. Any time added to the rental due to early arrival or late departure may be charged at 150% of the regular hourly rental rate. Community Center exterior doors will be locked at the time the rental is scheduled to end if after business hours. If needed, the facility supervisor will provide access as necessary. Failure to comply with rental start time, end time or cleaning standards will result in partial or full loss of security deposit.

7. A small galley kitchen may be available for use during your rental. It is equipped with refrigerator, warming oven and microwave. A commercial ice machine is also available. No frying allowed. Renter is responsible for providing their own kitchen towels, utensils, paper products and ice bucket/cooler.

8. Tables and chairs are provided for indoor rentals only.

9. All rentals must conclude by 11:00 PM Sunday through Thursday and 1:00 AM Friday or Saturday. All requests for after-hours usage may be considered by the Parks and Recreation Department but must be requested in advance.

10. Rentals are required to have a Facility Supervisor present during their rental time. The fee for each supervisor is \$20/hour. Two Facility Supervisors are required for events with more than 100 guests.

11. All rules and regulations will be strictly enforced. City of East Grand Rapids employees, and/or Public Safety Officers may immediately terminate a rental with no refund of rental fees or deposits if any facility rental policies are violated.

12. Renter agrees to reimburse the City of East Grand Rapids for the total cost of damage to and/or replacement of City property and facilities for which the renter is responsible. Renter is also responsible for the extended costs which may include: exceeding the rental time period, exceeding the maximum number of guests, excessive clean up required by City personnel. The first \$100 to \$350 will be taken from the deposit(s). Additional costs will be billed to the renter.

13. The sale of any items, including refreshments, must be approved by the Parks and Recreation Department when booking the facility rental.

14. The City of East Grand Rapids reserves the right to deny a facility rental to any person or organization for any reason at any time. Scheduled rentals can be cancelled by City staff due to unforeseen circumstances in which case a full refund will be granted.

15. Groups composed of minors (under 18 years old) must be supervised by one adult for every 20 minors. Minors must be under adult supervision at all times.

16. Blocking emergency doors is prohibited. Exterior doors may not be propped open.

SET-UP

17. The room(s) is available to you and your guests only for the time specified in your Facility Rental Form. The Parks and Recreation Department staff will set up all tables and chairs for indoor rentals. Every effort will be made to have tables and chairs set up prior to the renter's scheduled rental time. Table and chair arrangements must be submitted to the Parks and Recreation Department at the time of booking. Table arrangements may be altered by staff to comply with safety and fire codes.

Changes to room set up must be communicated to our department at least:

Three hours prior to rentals hosted Monday through Friday before 5:00PM.

Weekday evening rentals by 12:00PM the day of the event.

Saturday or Sunday rentals by 12:00 PM Friday the week of the event.

Heavy or oversized equipment i.e., soft drink kegs, ice cream carts/coolers, etc. must be approved by the Parks and Rec. Dept. and require moisture absorbing pads or towels underneath to eliminate indentation/water damage to the cork floor.

Convenient unloading space is located at the foot of the north driveway between the Community Center and GR Yacht Club. Please plan to move your vehicle immediately after unloading as this space is handicapped parking.

18. **Decorations:** To preserve our facilities, the use of glue, tape, tacks, nails, staples, confetti, glitter, confetti filled balloons, rose petals, rice or other similar products are prohibited. Decorations are not allowed to be posted on walls or windows. Decorating plans must be approved by the Parks and Recreation Department prior to or at the time of booking. Open flame candles are prohibited. You MAY

use birthday candles. Sterno/Chafing candles for use with chafing dishes, but empty containers may not be disposed of on city property and must be taken home with the renter. Violation of this rule will result in partial or full loss of security deposit.

20. **Audio Visual Equipment:** There is both music and video capability via CD, DVD, MP3 (IPOD) in most rooms. Groups are welcome to bring in their own equipment at no additional charge. It is important to test audio visual/laptop connections prior to your event during our business hours. Parks and Recreation Dept. staff have basic knowledge of our operating system but will not be responsible for technical connection issues. Band and keyboard equipment is subject to approval.

CLEAN-UP

21. **ALL REMAINING SUPPLIES, DECORATIONS, FOOD AND BEVERAGES MUST BE REMOVED FROM THE FACILITY IMMEDIATELY AFTER THE EVENT. IF USING A CATERER THEY MUST REMOVE THEIR EQUIPMENT IMMEDIATELY AFTER THE EVENT (including boxes, crates, supplies, etc.).** Failure to remove items will result in partial or full loss of security deposit.

22. Renter is responsible for wiping off tables and sweeping the floor of the rental area. The room must be left in the condition it was found in. Cleaning supplies will be provided. Failure to comply with cleaning standards will result in partial or full loss of security deposit.

WEGE PLAZA

23. Wege Plaza has a two-hour rental minimum.

SET-UP

24. Wege Plaza is rented "as-is". All items must be rented from an outside vendor and may include tables, chairs, audio system, dance floor, lights and tents. Electrical outlets are located throughout the plaza.

****When renting tents and/or other large equipment the **weight restrictions for Wege Plaza are one hundred pounds per square foot**. The renters and/or contracted vendor must abide by the weight restrictions. Failure to comply will leave the renter liable for all damages.

25. Stakes or similar items are NOT allowed ANYWHERE on Wege Plaza since they will puncture the waterproof membrane subsurface. Nothing can go in the landscaped beds, all tent legs, supporting anchors, etc. need to be contained on the non-landscaped areas of the plaza.

26. Open flame candles are prohibited. You MAY use birthday candles. Sterno/Chafing candles are ok for use with chafing dishes, but empty containers may not be disposed of on city property and must be taken home with the renter. Violation of this rule will result in partial or full loss of security deposit.

27. Smoking/vaping is prohibited on Wege Plaza

28. Table sets and benches are not to be moved from their location.

29. Renters will abide by the City's noise ordinance when using Wege Plaza.

30. Renter must have a back-up policy in case of inclement weather.

Ceremony only: If rooms 101 and 102 are available and the group size is 100 people or less these rooms can be used, theatre style.

Ceremony and Reception/Party: If rooms 101 and 102 are available and the group size is 80 people or less these rooms can be used in a banquet style setting. Renter is responsible for notifying vendors of these parameters.

Wege Plaza CLEAN-UP

31. **ALL REMAINING SUPPLIES, DECORATIONS, FOOD AND BEVERAGES MUST BE REMOVED FROM THE FACILITY IMMEDIATELY AFTER THE EVENT. Special arrangements for rented items such as tents, tables and chairs MUST be approved by Parks and Recreation staff. IF USING A CATERER THEY MUST REMOVE THEIR EQUIPMENT IMMEDIATELY AFTER THE EVENT (including boxes, crates, supplies, etc.).** Failure to remove items will result in partial or full loss of security deposit.

ALCOHOL PERMITS, \$250 Deposit (Refundable)

***Please share this information with your licensed alcohol vendor:**

Renter is responsible for all coordination of their event with all vendors, including but not limited to, submitting all required insurance documents for liquor liability, vendor set up and clean up, ensuring weight restrictions are followed. It is the renter's responsibility to meet with vendors to discuss set up and layout prior to the rental.

32. A licensed vendor must be used to serve or sell alcohol and must provide a copy of their liquor license issued by the state of Michigan Liquor Control Commission (TIPS Certifications are NOT accepted in lieu of a liquor license) and liquor liability insurance naming the City of East Grand Rapids as an additional insured party (minimum \$1,000,000) to the Parks and Recreation Department a minimum of three business days prior to the event. Alcohol may not be brought into the facility by the renter or individuals attending the function.

33. If the event is catered and/or alcohol is served, the caterer must be licensed to serve alcohol and must provide proof of licensing to the Parks and Recreation department a minimum of three business days prior to the event.

34. Alcohol may include liquor, beer, wine and champagne.

35. Sale of alcoholic beverages is prohibited unless services are provided by a vendor licensed to sell alcohol and approved by the Parks and Recreation Department.

36. Renter is responsible for ensuring all persons who drink are of legal age (21 years or older), no alcohol is served to intoxicated guests, and all state alcohol laws are obeyed.

37. Alcoholic beverages are restricted to the room(s) or areas rented and must be removed from the premises at conclusion of rental.

38. Alcohol may be served for a maximum of four (4) hours. **The serving of alcohol must cease at least one hour prior to the end of the rental.**

39. No kegs, pony kegs, party balls, or similar types of containers are allowed. Alcohol must be in individual serving size containers. All alcohol beverages must be served in plastic or glass containers holding no more than 16 oz.

40. Consumption of alcoholic beverages inside or outside the East Grand Rapids Community Center is prohibited unless an alcohol request is submitted, approved by the Parks and Recreation Department and is provided by a licensed vendor.

41. The renter must provide the City with a copy of liability insurance showing Personal Liability coverage in the minimum amount of \$300,000 for an individual and \$1,000,000 for an organization at least three business days prior to the rental. In most cases proof of insurance can be easily acquired at no cost from your homeowner's insurance company. Renter is responsible and assumes all risk regarding liabilities that may arise by those attending and drinking alcohol during the rental.

42. Recreation Department Staff reserves the right to suspend alcohol privileges at any time for any reason. Supervising staff may request verification of the age of any individual consuming alcohol. Underage drinking during any rental or event is strictly prohibited and will result in contacting the Public Safety Department.

43. Security deposit(s) shall be returned in full within 10 business days following the rental if the facility audit indicates no damages from the rental. **Damage charges will be deducted from the security deposit(s).** Renter will be contacted by phone if there will not be a full refund of the security/alcohol deposit. The refund will be processed within 10 business days following the rental. Payment made by credit card will be refunded to the card. Payments of cash or check will be processed by check from the finance department.



Facility Rental Rates and Information

The East Grand Rapids Parks and Recreation Department is pleased to offer facility rentals for residents, non-residents and organizations. For further details or a tour, contact our office at 616.949.1750.

Facility Rental Rates The rates include tables and chairs except Wege Plaza. A \$100 security deposit is required.	Room Dimensions In Feet	Square Feet	Resident Rate/hr	Non Resident Rate/hr	Organization Rate/hr
Wege Plaza (outdoors) Please review Wege Plaza guidelines	Multiform Shape	13,239	\$131	\$172	\$185
Program Room 101	29 x 30	870	\$41	\$53	\$58
Program Room 102	29 x 40	1,160	\$47	\$62	\$66
Program Room 101 and 102	29 x 70	2,030	\$84	\$109	\$119
Program Room 103	25 x 26	650	\$35	\$46	\$49
Program Room 105	30 x 28	840	\$41	\$53	\$58
Large Conference Room 107	24 x 19	456	\$29	\$37	\$41
Commission Chambers 201	30 x 30	900	\$41	\$53	\$58

Event supervisor(s) will be assigned to all rentals with large parties and parties during non-business hours at a rate of \$20/hour

Facility Capacities (# of people according to style of setup)	*Banquet Style	Theatre Style	Conference Style	Open Square Style	Classroom Style	U - Shape Style
Wege Plaza (outdoors)	300	400	NA	NA	NA	NA
Program Room 101	32	60	22	24	36	24
Program Room 102	48	80	38	28	45	30
Program Rooms 101 and 102	80	100	67	NA	81	NA
Program Room 103	32	40	22	19	27	18
Program Room 105	48	60	29	24	36	24
Large Conference Room 107	NA	30	14	18	18	15
Commission Chambers 201	48	60	31	25	40	21

Tables and Chairs Available (inside use only)

Rectangle Tables.....	30in. x 72in.....	26
Round Tables.....	60in.....	15
Chairs.....		100

NO STAGE AVAILABLE

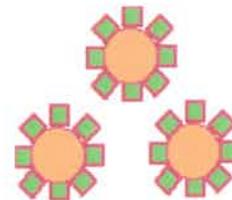
* seating capacity may be less due to food stations and/or dance area



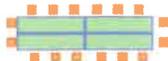
Classroom Style



Theatre Style



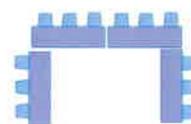
Banquet Style



Conference Style



Open Square Style



U - Shape Style

City of Kentwood

Use of City Facilities Policy

I. Purpose and Objective.

The City of Kentwood's facilities include community rooms, parks, parking lots, recreation areas, and other government buildings and facilities. The intent of this Policy is to establish uniform guidelines for the use of City facilities, balance competing interests in terms of the use of City spaces, provide sufficient forums for gathering and expression of speech, identify the purposes of City facilities, ensure the efficient uninterrupted administration of the City government and City facilities and their premises, and ensure the enjoyment of City facilities by users.

The City of Kentwood also hosts or sponsors several themed events throughout the year, including events on the grounds of City Hall and at other specific locations. This Policy is also intended to establish uniform procedures and guidance for the use of those grounds and the rules for participation in and attendance at these sponsored events.

To the extent that this Policy regulates First Amendment activity, it is not the intent of this Policy to impose uniformity of expressive conduct at all locations, at all events, or within all areas of a specific location. Any attempt to limit the use of a forum is not intended to silence speech or engage in prohibiting expressive conduct based upon its content. The intent of this Policy is to be applied uniformly, without regard to the viewpoint of any person or entity, and it will be interpreted accordingly.

II. Definitions. As used in this Policy, the following terms are intended to have the following specified meanings:

A. Facility Manager. The Facility Manager shall be the department head, designee, or representative responsible for processing applications and enforcing this Policy in relation to any City facility. The term shall include any specific individual(s), including but not limited to an on-site facility manager, designated as the City's or the facility's contact person for matters relating to the facility rental (including but not limited to cancellations and special requests identified in this Policy as requiring the Facility Manager's permission).

B. Limited Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, but which has been expressly designated in this Policy as a Limited Public Forum for specific purposes identified in this Policy. It is the intent of this Policy that, where a portion of a facility or property is designated as a Limited Public Forum, that designation shall be narrowly construed as applying only to the identified portion of the facility or property, and is not intended to transform the property as a whole or any other portion of the facility or its premises (e.g.,

common hallways, lobbies, sidewalks, and parking lots) into either a limited or Traditional Public Forum.

- C. Non-Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, and which has not been expressly designated in this Policy (or any other City policy) as a Limited Public Forum, whether expressly identified on site as a Non-Public Forum or not. It is the intent of this Policy that Non-Public Forums are not to be the site of any activity or use by non-City individuals or entities for purposes unrelated to the purpose for which the facility or property exists. To the extent that this Policy and/or City Ordinances regulate First Amendment Activity in Non-Public Forums, such regulations are intended as reasonable regulations to promote the efficient and undisturbed use of the forum for its intended purpose.
- D. Rental Representative. The person who is identified in a facility's rental application, arranges the reservation of a facility, and/or who is otherwise the primary contact person for a Renter.
- E. Renter. Any individual, group, organization, or entity that has arranged for the use of a City facility, whether through reservation, rental agreement, or other means, and regardless of whether the facility is a fee-based or non-fee-based facility. Without limiting the foregoing, Renter shall also mean an individual or entity that has signed up to rent a booth at a City-sponsored event in accordance with Section V of this Policy.
- F. Traditional Public Forum. City parks (to the extent that they are open-air and not designated for specific uses such as, but not limited to, sports fields and reservation-based picnic shelters), public streets, and public sidewalks that are part of the City's general transportation network and recognized as Traditional Public Forums. These properties are open to a broad range of expressive purposes consistent with applicable state and federal law. To the extent that this Policy and/or City Ordinances regulate activities within Traditional Public Forums, such regulations are intended and shall be interpreted only to reasonably regulate the time place, and manner of activities within the forums as permitted under relevant law.

III. Generally Applicable Procedures and Disclosures and Reservation of Rights for All City Facilities. Unless otherwise stated in this Policy, these General Procedures shall apply to all City of Kentwood facilities. Where a procedure for a specific facility elsewhere in this Policy conflicts with or expands upon a General Procedure, the facility-specific procedure shall control.

- A. Application Required. No Renter may reserve the use of a City facility without requesting and scheduling the facility through the appropriate Facility Manager for the facility at least 72 hours in advance of the date of use, with a signed and

completed application form delivered in person, by e-mail, online, or by fax and the payment of any established fee or deposit.

- B. Discretion to Deny Application. The City reserves the right to limit and/or deny rental requests for meetings, parties, or other events, or the renting of booths or other rentable space at City-sponsored events. In reviewing a request, the City shall consider factors including, but not limited to: (a) the applicant's history of compliance with City facility-use policies; (b) conformity with the application to this Policy and all other applicable policies, ordinances, laws, and regulations; (c) whether using the facility as proposed would threaten public health, safety, or welfare, based on factors including but not limited to the ability to manage crowds at the facility, expected public interest, and the need to maintain order due to expected protests at the event; (d) the consistency of the proposed use with the purposes for which the room is designed and intended, such as but not limited to the size, dimensions, and existing furniture, fixtures, and equipment in the room; (e) the availability of the room, facility, booth, or other space; (f) whether the proposed use would conflict with the administration or needs of, or uses by, the City; and, (g) any other factor deemed reasonably relevant by the Facility Manager of the facility involved (e.g., whether the application represents a monopolization of the Facility by a single user or whether the City's available services and personnel are sufficient to safely serve the use).
- C. Events Involving Minors. The City reserves the right to limit and/or deny requests for meetings, parties, or other events for minors. If an application is approved for such an event, the application must be signed by a responsible party who is over 21 years of age, and one chaperone over 21 years of age must be provided for every 8 minors.
- D. Insurance. The City of Kentwood does not provide individual accident or health insurance for use of its facilities or grounds. Depending on the size and nature of the event, and other factors including but not limited to, whether the applicant is incorporated as a business or similar entity, the City may require groups or individuals using City facilities to procure and maintain a general liability insurance policy, at their sole cost and expense, for any death(s) or injuries to persons or loss or damage to property that may arise from or in connection with the individuals' or groups' use of the facility and the activities associated with it. When such groups or individuals are required to procure and maintain such general liability insurance policy, the City must be supplied with a certificate of such insurance which names the City of Kentwood as an additional insured. Minimum acceptable limits of such insurance will be \$1 million for each occurrence and \$1 million aggregate. The City of Kentwood must receive verification of the insurance coverage, including the dates of coverage and financial limits for the event, at least 7 days prior to the first rental date.

- E. First Aid. No on-site medical treatment is available at City facilities. First aid is the direct responsibility of any Renter of City facilities.
- F. Gratuities. City facility personnel are not allowed to accept gratuities.
- G. Assignment/Transfer. No rental, rental agreement, permit, or facility reservation shall be assigned or transferred without the City's express written consent.
- H. Right of Inspection and Control. The City reserves the right to inspect and control all events, private parties, meetings, and receptions held on its premises. It is a condition of any rental that the Renter will be responsible to immediately pay the City the costs of replacement for all destroyed, damaged, or missing facility property caused by the Renter or the Renter's guests, independent contractors, agents, or any person acting on Renter's behalf. The Renter is also responsible to reimburse the City for all fees and costs incurred by the City should additional City staff be required to control the Renter's event.
- I. Damage to City Facilities. Any damages to a City facility, building, and/or grounds will be charged to the Rental Representative that signed the agreement. The Rental Representative is responsible for checking the room for damages and clean up in a manner that is acceptable to the City. The City reserves the right to charge the Rental Representative for the cost of staff time dedicating to cleaning up an event after an event, meeting, party, or other rental of a City facility, if the Renter does not clean the City facility or grounds to the City's satisfaction.
- J. Personal Property. The City shall not be responsible and assumes no liability for lost or stolen equipment, personal property, merchandise, money, personal effects, and goods at a City facility. The safekeeping and protection from theft of or damage to all equipment, personal property, merchandise, money, personal effects, and goods brought onto City premises or into City facilities shall be solely the responsibility of the Renter, any user of the facility, and the owner of the personal money, effects, and goods. The City will assume no liability for any equipment, personal property, merchandise, money, personal effects, and goods left in a City facility or for any damages to such items if they are moved, cleaned, or stored by City employees or agents in the performance of their duties.
- K. Hold Harmless and Indemnification Agreement. The Rental Representative and the Renter (he/she/it) represents that he/she/it shall pay on behalf of, indemnify, and hold harmless the City of Kentwood, its elected and appointed officials, employees, volunteers, and all others working on behalf of the City of Kentwood, against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Kentwood, its elected and appointed

officials, employees, volunteers, and others working on behalf of the City of Kentwood, by reason of personal injury, including bodily injury or death and/or property damages, including loss of use thereof, which arises out of or is in any way connected or associated with his/her/its use of a City of Kentwood facility or grounds. Where a facility requires a written rental agreement, a hold harmless and indemnification provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.

L. Cancellation. The City reserves the right to accept, reject, or cancel any event, use, rental agreement, or reservation in its sole discretion. If a facility is mistakenly scheduled for more than one event, use, rental, or reservation of a City facility or space at the same time, the Facility Manager or their designated representative shall contact each party involved to identify the mistake and ascertain whether any party will voluntarily agree to reschedule; and, if not, then the Facility Manager shall, in their discretion, decide which party's event, use, rental agreement, or reservation is cancelled. If an event, use, rental agreement, or reservation must be cancelled due to a scheduling mistake as described above, or due to circumstances beyond the control of the City of Kentwood, including but not limited to inclement weather, loss of utilities, civil unrest, pandemic of disease, act of God, or other uncontrollable happenstance, the event will be rescheduled at the earliest convenience of all parties. If a rental fee or deposit has been paid in connection with an event use, or a reservation must be cancelled due to a scheduling mistake by the City as described above, or a reservation must be cancelled by the City for any other reason, and the event, use, or reservation cannot be rescheduled for any reason, the City shall refund any rental fees or deposits previously received to the Renter, which shall constitute the full extent of any obligation or liability of the City in connection with such cancellation to the Renter and any third parties. The City shall not be obligated, liable, or responsible for the payment of any amount(s) or damage(s) for losses due, directly or indirectly, to a cancellation incurred by a Renter (other than a refund of a rental fee or deposit paid, if applicable), Rental Representative, any person, guest, vendor, or contractor associated with the event, use, reservation, rental, or rental agreement, or any other third party including, without limitation, any consequential damages. If a Renter or Renter's Representative cancels a rental, the City will not refund any rental fees or deposits paid, except as may be otherwise specifically allowed in this Policy. Where a facility requires a written rental agreement, a cancellation provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.

M. Policy Enforcement/Penalties. Failure by the Renter or its guests, invitees, independent contractors, or agents to comply with this Policy may result in all or any of the following: forfeiture of some or all of the Renter's rental or security deposit; cancellation of the event, meeting, or other rental use of the City facility; immediate termination of the event, meeting, or other rental use; immediate removal of individuals from the premises by City staff or the

Kentwood Police Department; other enforcement mechanisms set forth in this Policy; rejection of any or all future requests to use or rent the City's facilities; criminal prosecution for any violations of law or ordinance as applicable; and any other remedies to which the City may be entitled by law or in equity.

- N. City-Sponsored Events. The City's use of its own facilities is specifically excluded from compliance with this Policy. City-sponsored events (whether conducted on City premises or otherwise) may be subject to certain other or additional rules and regulations as described in Section V. To the extent that an event-specific rule under Section V conflicts with a general rule under this Policy, the event-specific rule shall apply.
- O. Exceptions to Policy. The City Commission may allow exceptions to this Policy to accommodate and enable events of regional, state-wide, or national significance to be held at City facilities, such as, but not limited to, visits by the President of the United States or Michigan Governor, or candidates for such positions.
- P. Alcohol and Other Permits Required. Alcohol is not permitted in City facilities without prior authorization from the City and in compliance with all legal requirements.
- Q. Security/Rental Deposit. The Renter's security or rental deposit will be returned in full within 30 days after the rental date, subject to compliance with all provisions of this Policy.

IV. Political and Fundraising Activities in City-Owned Buildings and on City-Owned Properties.

- A. General Policy. Except as, where and when specifically allowed under this Policy, City facilities shall not be used for political activities, events, fundraisers, or assemblies. Where specified political activities, events, fundraisers, or assemblies are permitted, they must be open to the public, subject to occupancy limits and security concerns.
- B. Political Campaign Events and Fundraisers. Political campaign events and fundraisers advocating on behalf of a political candidate, ballot proposal, or other political cause may occur only in the fee-based rental rooms of City Hall and at other City-owned properties, or in fee-based rental areas of City-owned properties. In these facilities and at these locations, the activity must be confined to the rented room or area, and be carried out consistent with all other applicable provisions of this Policy.
- C. Campaign Finance Law. No City facility or property shall be used in a manner that would cause the City to be in violation of the Michigan Campaign Finance Act, Act 388 of 1976, as amended, or any other applicable state or federal law.

- D. Government Officials in their Official Capacities. This Policy shall not be construed to limit the ability of elected or appointed government officials from using either fee-based or non-fee-based facilities in furtherance of performing their public duties associated with their office.
- E. Signature Gathering. No portion of a City facility may be used for signature gathering except for: (1) in a Traditional Public Forum or (2) in fee-based rental areas as described in this Policy. This Policy, however, is not intended to prohibit an invitee or guest of a Renter from incidentally asking other invitees or guests attending the same event within the same area to sign a petition.
- F. Political Fundraisers. Except for a Traditional Public Forum or in fee-based rental areas as described in this Policy, City facilities shall not be used for the purpose of conducting a political fundraising event for any candidate, ballot question, political party, or campaign committee. This Policy, however, is not intended to prohibit invitees or guests of a Renter from incidentally asking other invitees or guests attending the same event in the same room or area to support a fundraising effort of an individual attendee or the Renter of the room or area (e.g., selling tickets for some future event; circulating a fundraising brochure; etc.), or to engage in activities within the scope of the meeting for which the rental was reserved related to the administration of an off-site fundraiser (e.g., collecting monies owed from an off-site fundraiser, distributing fundraiser materials such as brochures or raffle tickets; replenishing supplies for a product-based fundraiser; distributing goods ordered through a prior fundraiser).
- V. Event-Specific Regulations. The following event-specific regulations are intended to establish Limited Public Forums in accordance with this Policy and to address City-sponsored events (and specific events occurring on City property) of particular importance to the City, and are further intended to be supplemental and additional to the General Procedures and other requirements of this Policy. To the extent that any event-specific rule or regulation conflicts with any other provision of the Policy, the event-specific rule or regulation in this Section V shall control.

For purposes of safety and to further the public's ability to enjoy City-sponsored events without interruption, at any event identified in this Section V, no person shall address others (with or without the use of sound amplification equipment) on or off an elevated platform in such a manner that unreasonably disrupts or interferes with others' enjoyment of the event while on City property. During such events and on City property, individuals may engage in leafletting, petitioning, and soliciting the public for donations, subject to the time, place, and manner restrictions for each event set forth below. This Policy and the provisions of this Section V are not intended to apply to public rights of way or public sidewalks located at such specific events.

- A. Fourth of July Parade.

1. Theme and Purpose. The Fourth of July Parade is an event to specifically celebrate our country's Independence Day with a parade that provides for local entertainment, community spirit, and fun for all to enjoy. The Parade is NOT intended as a platform to advocate for political, religious, or other social positions, but is solely intended to honor our country as a whole, to celebrate our City, and to provide entertainment for families in the spirit of fun.
2. Permitted Parade Entries. The City shall determine which floats and participants are permitted in the Parade through a permitting process consistent with this Policy. Any Parade applicant shall acknowledge that the City may, in its sole discretion, deny an application or entry (including on the day of the Parade) to participate in the Parade, if the City's Parade official believes that the applicant or participant, or any message of the applicant or participant in the parade, may be or may reasonably be perceived as, generally offensive, vulgar, or in bad taste in relation to the spirit and purpose of the Parade. Any entry in the Parade may not contain any imagery or content that includes, nudity, profanity, lewdness, illegal drugs, violence, obscenity, hate, racism, or that is vulgar or sexually explicit, insulting or offensive to any ethnic, religious, political, or other identifiable group or individual, as determined by a Parade official consistent with the spirit and purpose of the Parade.
3. Political Campaigning. In keeping with the theme and purpose of the Parade, only seated official representatives elected by the people, official candidates seeking office, and official proposals are permitted in the Parade. No other campaigning shall be permitted in the Parade.

B. Fourth of July Fireworks Celebration.

1. Theme and Purpose. The Fourth of July Fireworks Celebration is an event to specifically celebrate our country's Independence Day with a fireworks display and other local entertainment, family activities, and fun for all to enjoy. The Celebration is NOT intended as a platform to advocate for political, religious, or other social positions, but is solely intended to honor our country as a whole, to celebrate our City, and to provide entertainment for families in the spirit of fun.
2. Permitted Booths. The City shall determine which vendors are permitted to rent booths for the Celebration consistent with the spirit and purpose of the Celebration. For purposes of this section, the term "booth" shall mean a designated and exclusive area for the display of products, food items, goods, services, and crafts for sale to the public, as well as political candidates or proposals, which may include one or more tents and one or more tables approved in advance by the City. Any applicant for a booth shall acknowledge that the City may, in its sole discretion, deny any booth

applicant (including on the day of the Celebration) the ability to set up or maintain a booth, if the presiding official believes that the booth applicant or occupant, or any message of the applicant or occupant of the booth, may be or may reasonably be perceived as, generally offensive, vulgar, or in bad taste in relation to the spirit and purpose of the Celebration as set forth herein. Any booth applicant or occupant at the Celebration may not display any images or content that includes nudity, profanity, lewdness, illegal drugs, violence, obscenity, hate, racism, or that is vulgar or sexually explicit, or is insulting or offensive to any ethnic, religious, political, or other identifiable group or individual, as reasonably determined by the presiding official consistent with the spirit and purposes of the Celebration.

3. Restrictions on Leafletting, Petitioning, and Soliciting During the Fourth of July Fireworks Celebration. During the Celebration, and except in those area(s) on City property specifically designated for such activities, individuals may not leaflet, seek support or signatures for a petition (i.e., petitioning), or solicit members of the public for donations and in no case shall be allowed to interfere with a guest, vendor, or participant's enjoyment of the activities at the event. Any applicant or occupant of a booth may leaflet, petition, or solicit the public for donations at or immediately adjacent to the booth that the applicant or occupant has rented; provided, however, that no person shall be permitted to leaflet, petition, or solicit the public for donations, during any fireworks display. All permitted leafletting, petitioning, and soliciting may continue again once the fireworks display has concluded, in accordance with this Policy.

C. Concerts in the Park (Summer Concert Series).

1. Theme and Purpose. The Summer Concert Series is a series of events to celebrate the community and to showcase family-oriented local and national musical artists. The Celebration is NOT intended as a platform to advocate for political, religious, or other social positions, but is solely intended to celebrate the community as a whole and to showcase musical artists.
2. Permitted Booths. The City shall determine which vendors are permitted to rent booths for the Concert Series consistent with the spirit and purposes of the Concert Series. For purposes of this section, the term "booth" shall mean a designated and exclusive area for the display of products, food items, goods, services, and crafts for sale to the public, and political candidates or proposals, which may include one or more tents and one or more tables approved in advance by the City. Any applicant for a booth shall acknowledge that the City may, in its sole discretion, deny any booth applicant (including on the day of any event in the Concert Series) the ability to set up or maintain a booth, if the presiding official believes that the booth applicant or occupant, or any message of the applicant or occupant of the booth, may be or may reasonably be perceived as, generally offensive,

vulgar, or in bad taste in relation to the spirit and purpose of the Celebration as set forth herein. Any booth applicant or occupant at the Celebration may not display any images or content that includes nudity, profanity, lewdness, illegal drugs, violence, obscenity, hate, racism, or that is vulgar or sexually explicit, or is insulting or offensive to any ethnic, religious, political, or other identifiable group or individual, as reasonably determined by the presiding official consistent with the spirit and purposes of the Concert Series.

3. Restrictions on Leafletting, Petitioning, and Soliciting During the Summer Concert Series. During each event for the Concerts in the Park (Summer Concert Series), and except in those area(s) on City property specifically designated for such activities as identified herein, individuals may not leaflet, seek support or signatures for a petition (i.e., petitioning), or solicit the public for donations and in no case shall be allowed to interfere with a guest, vendor, or participant's enjoyment of the activities at the event. Any applicant or occupant of a booth may leaflet, petition, or solicit the public for donations at or immediately adjacent to the booth that the applicant or occupant has rented; provided, however, that no person shall be permitted to leaflet, petition, or solicit the public for donations, while any performer for the Summer Concert Series is performing. All permitted leafletting, petitioning, and soliciting may continue again once the performance has concluded, in accordance with this Policy.

D. Farmers' Market.

1. Theme and Purpose. The purpose of the Farmers' Market is to promote local farmers, vendors, and artisans and to provide them with an opportunity to exhibit their farm products, food items, goods, services, and crafts for sale to the public in a family-friendly environment. The Farmers' Market is NOT intended as a platform to advocate for political, religious, or other social positions, but is solely intended to promote local farmers, vendors, and artisans and to allow the public to enjoy such activities.
2. Permitted Booths. The City shall determine which vendors are permitted to rent booths for the Farmers' Market consistent with the spirit and purposes of the Farmers' Market. For purposes of this section, the term "booth" shall mean a designated and exclusive area for the display of farm products, food items, goods, services, and crafts for sale to the public, which may include one or more tents and one or more tables approved in advance by the City. Any applicant for a booth shall acknowledge that the City may, in its sole discretion, deny any booth applicant (including on the day of the Farmers' Market) the ability to set up or maintain a booth, if the presiding official believes that the booth applicant or occupant, or any message of the applicant or occupant of the booth, may be or may reasonably be perceived as, generally offensive, vulgar, or in bad taste in relation to the spirit and

purpose of the Farmers' Market as set forth herein. Any booth applicant or occupant in the Farmers' Market may not display any images or content that includes nudity, profanity, lewdness, illegal drugs, violence, obscenity, hate, racism, or that is vulgar or sexually explicit, or is insulting or offensive to any ethnic, religious, political, or other identifiable group or individual, as determined by the presiding official consistent with the spirit and purposes of the Farmers' Market.

3. Restrictions on Leafletting, Petitioning, and Soliciting for the Farmers' Market. During the Farmers' Market, in those area(s) on City Hall grounds specifically designated for such activities, individuals may interact with attendees during the Farmers' Market to leaflet, petition, or solicit the public for donations. However, individuals may not accost others or leaflet, petition, or solicit members of the public who are waiting in any line at the Farmers' Market (including any line to obtain or purchase goods or services, or any line to use a washroom facility including portable washroom facilities) or who are participating in activities at the event.

E. Food Truck Festival.

1. Theme and Purpose. The purpose of the Food Truck Festival is to showcase local and regional restauranters and food truck operators and to provide an opportunity for members of the community to sample and enjoy a variety of local foods and drinks in a family-friendly environment. The Festival is NOT intended as a platform to advocate for political, religious, or other social positions, but is solely intended to promote local and regional restauranters and food truck operators and to allow the public to enjoy such activities.
2. Permitted Food Trucks. The City shall determine which food-truck vendors are permitted at the Festival consistent with the spirit and purposes of the Festival. Any food-truck applicant seeking to operate and sell food at the Festival shall acknowledge that the City may, in its sole discretion, deny any applicant (including on the day of the Festival) the ability to park a food truck in the Festival area and sell food, if the presiding official believes that any message of the applicant (or any of the applicant's employees or agents), may be or may reasonably be perceived as, generally offensive, vulgar, or in bad taste in relation to the spirit and purpose of the Festival as set forth herein. No food truck participating in the Festival may display any images or content that includes nudity, profanity, lewdness, illegal drugs, violence, obscenity, hate, racism, or that is vulgar or sexually explicit, or is insulting or offensive to any ethnic, religious, political, or other identifiable group or individual, as determined by the presiding official consistent with the spirit and purposes of the Festival.

3. Restrictions on Leafletting, Petitioning, and Soliciting at the Food Truck Festival. During the Food Truck Festival, in those area(s) specifically designated for such activities, individuals may interact with attendees during the Festival to leaflet, petition, or solicit the public for donations. However, individuals may not accost others or leaflet, petition, or solicit members of the public who are waiting in any line at the Festival (including any line to obtain or purchase goods or services, or any line to use a washroom facility including portable washroom facilities) or who are participating in activities at the event, or seated to eat or drink.

F. Tree Lighting and Other City-Sponsored Events (Including 5K Races and Pancake Breakfasts)

1. Theme and Purpose. The Tree Lighting and other City-sponsored events are designed for all to enjoy. They are NOT intended as a platform to advocate for political, religious, or other social positions, but are instead solely intended to bring the community together by providing entertainment and physical activity for all to enjoy.
2. Restrictions on Leafletting, Petitioning, and Soliciting During the Tree Lighting and Other City-Sponsored Events. During these events, and except in those area(s) on City property specifically designated for such activities, individuals may not leaflet, seek support or signatures for a petition (i.e., petitioning), or solicit members of the public for donations and in no case shall be allowed to interfere with a guest, vendor, or participant's enjoyment of the activities at the event.

G. Election Sites.

1. Theme and Purpose. City election sites are intended to be held and run in accordance with state and federal laws so as to allow all qualified electors within the City to participate in local, state, and federal elections in a safe and welcoming environment. They are NOT intended as a platform to advocate for political, religious, or other social positions.
2. Compliance with all rules and regulations. All individuals who participate in City elections must comply with all applicable local, state, and federal laws and regulations.
3. Restrictions on Leafletting, Petitioning, and Soliciting at Polling Places. During elections, individuals may not leaflet, seek support or signatures for a petition (i.e., petitioning), or solicit members of the public for donations within 100-feet of or inside of a polling place, and in no case shall they be allowed to interfere with individuals, including guests and poll workers, while at a polling place. To the extent a polling place is located in a church or on other private property,

individuals must abide by all restrictions imposed by the private property owner.

VI. Conflicts and Severability.

- A. Conflicts with Other Existing Facility Use Policies. This Policy amends, restates and supersedes all prior facility use and political activities policies adopted by the City Commission. Any prior facility use and political activities policies are hereby repealed, to the extent this Policy conflicts with said prior policy. All previous facility-specific policies shall remain in place to the extent they do not conflict with the provisions of this Policy.
- B. Conflicts with City Ordinances & State or Federal Law. If any provision of this Policy is inconsistent with or conflicts with the City Code of the City of Kentwood, or any other binding state or federal statutes, regulations, or law, this Policy shall be superseded to the extent that it conflicts with those statutes, laws, ordinances, regulations, or other laws.
- C. Severability. If any of the terms or provisions of this Policy are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify, or impair any of the other terms, provisions or covenants of this Policy or the remaining portions of any terms, provisions or covenants held to be partially invalid or unenforceable.



CITY OF
EAST GRAND RAPIDS

7

770 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506
(616) 949-7010 www.eastgr.org

RIC BUIKEMA
PUBLIC SAFETY DIRECTOR

MEMORANDUM

To: Shea Charles, City Manager
From: Ric Buikema, Director of Public Safety
Date: December 3, 2025

RE: Request to Purchase Replacement Patrol Handguns

Action Requested: That the City Commission authorize the replacement of patrol handguns with Glock 45M0S8 Gen 5 9mm with a COA optic red dot sight pursuant to the attached Kieslers Police Supply MiDeal quote for 23,338.96.

Background: Our current Sig P320 handguns have been in service for over 5 years. They have reached the age and use that the manufacturer recommends several replacement parts to maintain good working order. Replacement parts would be \$75 per handgun and the springs needed to service the magazines are no longer produced. The Department would need to purchase new magazines which make the service upgrade cost prohibitive.

The requested replacement handgun is the Glock 45M0S8 Gen 5 9mm with a COA optic red dot sight. Kieslers Police Supply is an approved MiDeal vendor and holds the state of Michigan purchasing bid for Ammunition and Service Weapons.

The requested replacement handguns allow for a "red dot" sight to ensure better accuracy at different ranges. The red dot sight allows for additional focus on seeing the entire area when addressing an imminent threat. Our current iron sights always demand focus on the front sight of the handgun.

The proposed holsters will not only accommodate the "red dot" sight, but they also allow for increased security. They are an upgrade from level 2 to a level 3 retention.

This purchase is budgeted in the FY 2025/2026 Budget in Public Safety Capital Expenditures 101-345-9700. The Finance Committee has reviewed this and found it to be in order.

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles
City Manager



Sales Quote

KIESLER POLICE SUPPLY
 2802 SABLE MILL RD
 JEFFERSONVILLE, IN 47130

Bill-to Customer

EAST GRAND RAPIDS, CITY OF
 750 LAKESIDE DRIVE SOUTHEAST
 GRAND RAPIDS, MI 49506

Ship-to Address

EAST GRAND RAPIDS, CITY OF
 Eric Smith
 770 LAKESIDE DRIVE SOUTHEAST
 GRAND RAPIDS, MI 49506

Your Reference

Bill-to Customer No. L12908
 Tax Registration No.

Salesperson
 Email
 Home Page
 Phone No.

No. Q167391
 Document Date September 23, 2025
 Due Date October 23, 2025
 Payment Terms
 Payment Method
 Tax Identification Type Legal Entity
 Shipment Method Standard

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
GLOCPA455SB02MO S8A3	GLOCK 45MOS8 GEN5 9MM PISTOL BLACK, FRONT SERRATIONS, AMERIGLO NON-TRITIUM FRONT/REAR STANDARD HEIGHT SIGHTS, W/ AIMPOINT COA OPTIC, 5.5LB TOAKE	34	EACH	732.00	24,888.00
SAFA6360RDS-2832-131	SAFARILAND ALS/SLS MID-RIDE,LVL III DUTY HOLSTER, FITS G19MOS GEN5 W/ TLR-1HL & TRIJICON RMR, STX TACTICAL BLACK FINISH, RIGHT HAND CLOHE	33	EACH	154.44	5,096.52
SAFA6360RDS-2832-132	SAFARILAND MODEL 6360RDS ALS/SLS MID-RIDE LVL III DUTY HOLSTER FOR GLOCK 19MOS/45MOS GEN 5 W/ RMR & TLR-1HL, STX TACTICAL BLACK, LEFT HAND CLOHE	1	EACH	154.44	154.44
KIESLER NOTE	TRADE IN ALLOWANCE- SIG P320, 9MM, 3 MAGS EACH	34	EACH	-200.00	-6,800.00
FORMAT JASON	QUOTED BY JASON BRUNN KIESLER POLICE SUPPLY 2802 SABLE MILL ROAD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS. JBRUNN@KIESLER.COM	1	EACH	0.00	0.00
KIESLER SIGNATURE	SIGN/DATE TO APPROVE PURCHASE	1	EACH	0.00	0.00

X_____



No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
	SIGNATURE REQUIRED				
	X _____ DATE				
	X _____ PHONE# FOR FED X QUESTIONS				
	Amount Subject to Sales Tax			0.00	
	Amount Exempt from Sales Tax			0.00	
				Subtotal	23,338.96
				Total Tax	0.00
				Total \$ Incl. Tax	0.00
				Tax Amount	0.00

KIESLER POLICE SUPPLY FFL# 4-35-019-11-7M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.



CITY OF
EAST GRAND RAPIDS

8

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506
(616) 949-2110 www.eastgr.org

Lori Parmenter
City Clerk

MEMORANDUM

TO: City Commissioners
FROM: Lori Parmenter, City Clerk
DATE: December 23, 2025

RE: Reappointment to Rapid/ITP Board

Action Requested: That the City Commission approve the reappointment of Mayor Katie Favale to the Rapid/Interurban Transit Partnership Board for a two-year term ending December 31, 2027.

Background: The City of East Grand Rapids has two representatives on the Rapid/ITP Board of Directors: Mayor Katie Favale and EGR resident Tim Mroz. Mayor Favale has served on this board since February 2020, and Mr. Mroz was appointed in January 2025. Mayor Favale's current term expired December 31, 2025, and her new term would be for two years.

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles, City Manager

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Meeting Held December 15, 2025

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, Schwartz, Skaggs and Mayor Favale.

Absent: Commissioners Hunter and Wessely.

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

2025-165. The agenda was approved as presented.

2025-166. Oath of Office for Commissioner Skaggs.

City Clerk Parmenter gave the oath to Commissioner Skaggs.

2025-167. Public Comment:

Nancy Pattison, 2104 Gorham, wants video communications from the city and spoke about Reeds Lake.

Marc Armstead, 2202 Elmwood, wants tax dollars transferred to homeowners for repairs and maintenance of their homes.

2025-168. Mayor and City Commission comments, including committee liaison reports.

Commissioner Schwartz gave a brief synopsis of the Planning Commission meeting and noted that there would be a public hearing for the Master Plan on February 10, 2026. She congratulated Commissioner Skaggs and wished everyone happy holidays.

Commissioners Groff-Blaszak and Skaggs wished everyone happy holidays.

Commissioner Burdick reminded everyone that the lake is not safe to be on yet and wished everyone happy holidays.

Mayor Favale said that she was elected Vice Chair of the Rapid Board at the December 3rd meeting. She congratulated Commissioner Skaggs, noted that Commission committee assignments would be moving around and wished everyone happy holidays.

City Manager Charles said that the new sidewalk ice tools have been deployed, noted DPW's work on snow removal and wished everyone happy holidays.

2025-169. Public Safety Youth Community Fishing Event Partnership – Presentation.

Public Safety Chief Buikema gave an overview of the event and introduced Pastor Gregory from Uptown Church.

Pastor Gregory spoke about community outreach and the event.

Lionel, Co-Director for non-profit, spoke about policing and the event.

Commissioner Burdick asked what the next steps were.

Public Safety Chief Buikema noted that no permits were needed for the event and that they would like all of the captains to be officers.

Pastor Gregory said that they hope to have 75-80 boats lined up by June with community engagement.

Commissioner Skaggs thanked them for bringing this event here and asked if the poles and tackle boxes are donated as well. Pastor Gregory said that they were donated.

2025-170. Consider approving the attached resolution opting out of the health care premium 80/20 employer/employee contribution amounts required under State of Michigan Public Act 152 (Publicly Funded Health Insurance Contribution Act) for the calendar year of 2026.

City Manager Charles reviewed the information.

2025-170-A. Skaggs-Burdick. To approve the attached resolution opting out of the health care premium 80/20 employer/employee contribution amounts required under State of Michigan Public Act 152 (Publicly Funded Health Insurance Contribution Act) for the calendar year of 2026.

Yeas: Burdick, Groff-Blaszak, Schwartz, Skaggs and Favale – 5

Nays: None.

2025-171. Consider approval of a Metro Act Right-of-Way Unilateral Permit Extension for existing aerial and buried private communication lines through December 5, 2030.

Deputy City Manager La Fave reviewed the information.

Commissioner Groff-Blaszak asked if this was the first extension. Deputy City Manager La Fave stated that it was not.

2025-171-A. Schwartz-Groff-Blaszak. To approve of a Metro Act Right-of-Way Unilateral Permit Extension with MCImetro Access Transmission Services, LLC d/b/a Verizon Access Transmission Services for existing aerial and buried private communication lines through December 5, 2030.

Yeas: Burdick, Groff-Blaszak, Schwartz, Skaggs and Favale – 5
Nays: None.

2025-172. Consider awarding carpet, vinyl tile, and ceramic tile flooring improvements in an amount of \$85,745 plus 15% contingency.

Deputy City Manager La Fave reviewed the information.

2025-172-A. Burdick-Skaggs. To approve awarding carpet, vinyl tile, and ceramic tile flooring improvements to Seelye Group. LTD-Shaw Industries in an amount of \$85,745 plus 15% contingency.

Yeas: Burdick, Groff-Blaszak, Schwartz, Skaggs and Favale – 5
Nays: None.

2025-173. Consider setting the annual Strategic Planning Session for Saturday, February 7, 2026.

City Manager Charles reviewed the request.

2025-173-A. Groff-Blaszak-Schwartz. To approve setting the annual Strategic Planning Session for Saturday, February 7, 2026.

Yeas: Burdick, Groff-Blaszak, Schwartz, Skaggs and Favale – 5
Nays: None.

2025-174. Consider changing the vesting schedule from 5 years to 3 years for Non-Union Department Directors.

City Manager Charles reviewed the request.

Commissioner Groff-Blaszak questioned moving supervision ahead of the unions and wondered if this should wait until after negotiations.

2025-174-A. Schwartz-Skaggs. To approve changing the vesting schedule from 5 years to 3 years for Non-Union Department Directors.

Yeas: Burdick, Groff-Blaszak, Schwartz, Skaggs and Favale – 5
Nays: None.

2025-175. Waterfront Park grant award for informational purposes only.

Parks and Recreation Director Melville outlined the award and the process.

There was discussion regarding amenities and public engagement.

Schwartz-Burdick. To approve the consent agenda as follows:

2025-162. Minutes of the regular meeting held December 1, 2025.

2025-163. Disbursement of funds: payroll disbursements of \$10.56 and \$328,699.82; county and school disbursements of \$57,959.74, and total remaining disbursements of \$1,127,065.55.

2025-164. Minutes of the Parks & Recreation Commission meeting held on September 22, 2025.

Yeas: Burdick, Groff-Blaszak, Schwartz, Skaggs and Favale – 5
Nays: None.

The regular meeting adjourned at 7:21 p.m., subject to the call of the Mayor until January 5, 2026.

Lori A Parmenter, City Clerk

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

10

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND				
Dept 000				
101-000-0380.00	ACCOMMODATION PURCHASES	EGR PUBLIC SCHOOLS	UB OVERPAYMENT/REIMB	2,370.00
101-000-2040.00	EGR HISTORY ROOM-KDL	PARAGRAPH LLC	EGR HISTORY RM PUBLISHING DEPOSIT	500.00
101-000-2465.00	EMPLOYEE APPRECIATON FUND	COUSIN'S	EMPL APPRECIATION LUNCH	1,872.50
101-000-2465.00	EMPLOYEE APPRECIATON FUND	HALVERSON ENGINEERING LLC	ENGINEERING SVC	105.00
		Total For Dept 000		4,847.50
Dept 172 CITY MANAGER				
101-172-8010.22	EMPLOYEE SERVICE AWARDS	ZONDERVAN RECOGNITION LLC	ANNUAL SVC AWARDS	3,800.00
101-172-8010.23	OFF-SITE STORAGE	VITAL RECORDS CONTROL	OFFSITE STORAGE-DEC	212.84
101-172-8010.42	COMMUNICATIONS	SABO PUBLIC RELATIONS LLC	PROF COMM SVCS-NOV 2025	6,492.15
101-172-9570.13	CLERKS CONFERENCE/MEETINGS	KENT COUNTY CLERKS ASSN	KCCA HOLIDAY MTG/PARMENTER	50.00
101-172-9570.13	CLERKS CONFERENCE/MEETINGS	LORI PARMENTER	CLERK CONFERENCE	184.40
		Total For Dept 172 CITY MANAGER		10,739.39
Dept 192 ELECTIONS				
101-192-8010.00	CONTRACTUAL SERVICES	KENT COUNTY CLERK	ELECTION EXP/11.4.25	4,067.72
		Total For Dept 192 ELECTIONS		4,067.72
Dept 209 ASSESSOR				
101-209-9570.00	PROFESSIONAL DEVELOPMENT	SHILA KIANDER	BOR TRAINING & STC UPDATES	90.00
101-209-9570.00	PROFESSIONAL DEVELOPMENT	SHILA KIANDER	BOR TRAINING/BURDICK	30.00
		Total For Dept 209 ASSESSOR		120.00
Dept 210 CITY ATTORNEY				
101-210-7080.00	CONTRACTUAL WAGES	VARNUM LLP	LEGAL SVCS/MONTHLY	17,000.00
101-210-7080.00	CONTRACTUAL WAGES	VARNUM LLP	LEGAL SVCS/GASLIGHT	8,225.25
101-210-8180.00	LABOR ATTORNEY FEES	BLOOM SLUGGETT, PC	CODE ENFORCEMENT	2,493.50
101-210-8180.00	LABOR ATTORNEY FEES	MILLER JOHNSON	LEGAL/LABOR ATTORNEY	326.25

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
		Total For Dept 210 CITY ATTORNEY		28,045.00
Dept 260 FINANCE				
101-260-7410.00	POSTAGE	KENT COMMUNICATIONS INC	POSTAGE	85.62
101-260-7410.00	POSTAGE	PITNEY BOWES PURCHASE POWER	POSTAGE	2,024.75
101-260-8010.00	CONTRACTUAL SERVICES	EVERSTREAM SOLUTIONS LLC	INTERNET SVC	600.00
101-260-8010.00	CONTRACTUAL SERVICES	KNOWBE4 INC	EMAIL SECURITY TRAINING	2,601.76
101-260-8010.00	CONTRACTUAL SERVICES	ELEVATE TECHNOLOGY PARTNERS	MICROSOFT OFFICE DESKTOP STWRE	11,000.00
101-260-8010.00	CONTRACTUAL SERVICES	KENT COMMUNICATIONS INC	WINTER TAX BILLS	1,205.09
101-260-8010.00	CONTRACTUAL SERVICES	CORPORATE TECHNOLOGIES LLC	PROTECT BACKUP SVC	650.00
101-260-8010.00	CONTRACTUAL SERVICES	REHMANN TECHNOLOGY SOLUTIO	EMAIL ARCHIVE LICENSE/MAINT	1,680.00
101-260-8030.00	AUDIT	VREDEVELD HAEFNER LLC	AUDIT/ANNUAL	1,050.00
101-260-8030.00	AUDIT	WATKINS ROSS & CO	ANNUAL PENSION ACTUARY	1,900.00
101-260-9320.00	COMPUTER REPAIR	CORPORATE TECHNOLOGIES LLC	PROTECT SERVICE FIX/CHANGES	165.00
101-260-9320.00	COMPUTER REPAIR	I3 BUSINESS SOLUTIONS LLC	SWITCH & SAN UPDATES	525.00
		Total For Dept 260 FINANCE		23,487.22
Dept 265 CITY BUILDINGS				
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	TOILET PARTS	81.96
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	DOOR CLOSER	543.14
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	PLUMBING PARTS	17.49
101-265-7400.05	CLEANING SUPPLIES	ACTION CHEMICAL INC	CLEANING/JANITORIAL SUPPLIES	1,390.65
101-265-7400.06	OFFICE SUPPLIES	STAPLES	CREDIT/OFFICE SUPPLIES	(244.39)
101-265-7400.06	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	195.89
101-265-7400.06	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	60.59
101-265-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	BOOTS/A BASSETT	65.69
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.92
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.92
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
101-265-8010.05	HVAC PM AGREEMENT	SEAMAN'S MECHANICAL	HVAC/PM	734.00

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
101-265-8010.05	HVAC PM AGREEMENT	SEAMAN'S MECHANICAL	HVAC/PM	666.25
101-265-8010.05	HVAC PM AGREEMENT	SEAMAN'S MECHANICAL	HVAC PM	1,904.00
101-265-8010.31	LIGHTING - R/M	GRAINGER INC	LIGHT BULBS	133.30
101-265-8010.31	LIGHTING - R/M	GRAINGER INC	LIGHT BULBS	162.00
101-265-8010.31	LIGHTING - R/M	GRAINGER INC	CONS ENERGY LIGHT BULB REBATE	(50.88)
101-265-8010.31	LIGHTING - R/M	GRAINGER INC	CONS ENERGY LIGHT BULB REBATE	(138.96)
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OTHER	CREATIVE ICE RENTALS	ICE MACHINE CLEANING	120.00
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OTHER	GRAND RAPIDS TECH	INTERNET SVC/SECURITY CAMS	103.00
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OTHER	GRAND RAPIDS TECH	SECURITY CAMERAS	3,811.00
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OTHER	KERKSTRA SEPTIC TANK CLEANING	GREASE TRAP CLEANING	250.00
101-265-8010.36	PARKS	ROBBINS LOCK SHOP INC	NEW LOCKS/MANHATTAN BATHRM	3,860.00
101-265-8010.48	FIRE MONITORING AND LOCK SYSTEMS	EVERON	FIRE MONITORING/DOOR ACCESS	277.59
101-265-8010.48	FIRE MONITORING AND LOCK SYSTEMS	EVERON	FIRE MONITORING/DOOR ACCESS	45.51
101-265-8010.48	FIRE MONITORING AND LOCK SYSTEMS	EVERON	FIRE MONITORING/DOOR ACCESS	330.90
101-265-8040.00	JANITORIAL SERVICE	CLEANCORE JANITORIAL	JANITORIAL SERVICES	11,297.00
101-265-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-11.1.25-12.12.25	56.34
101-265-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/CITY	2,683.95
101-265-9700.00	CAPITAL EXPENDITURES	NORTHWEST KENT MECHANICAL C	HVAC CIP 25/26	2,747.00
101-265-9700.00	CAPITAL EXPENDITURES	NORTHWEST KENT MECHANICAL C	HOTWATER TANK/CC & GASLT SNOW MELT	105,545.00
		Total For Dept 265 CITY BUILDINGS		136,825.56
Dept 345 PUBLIC SAFETY				
101-345-7400.01	UNIFORMS	ON DUTY GEAR LLC	ARMOR VEST/A PEREZ	1,065.00
101-345-7400.09	POLICE EQUIPMENT	ACME SPORTS INC	FIREARMS SUPPLIES	459.95
101-345-8010.00	CONTRACTUAL SERVICES	SILENT OBSERVER	DONATION/SILENT OBSERVER	1,500.00
101-345-8010.00	CONTRACTUAL SERVICES	STATE OF MICHIGAN-MI STATE POL	SOR/OCT	30.00
101-345-8010.00	CONTRACTUAL SERVICES	VITAL RECORDS CONTROL	OFFSITE STORAGE-DEC	88.09
101-345-8010.00	CONTRACTUAL SERVICES	SHELDON CLEANERS INC	PUBLIC SAFETY DRY CLEANING-NOV	51.50
101-345-8010.00	CONTRACTUAL SERVICES	AXON ENTERPRISE, INC	AXON TASER CONTRACT	3,499.79
101-345-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH W CLIENT BILL	LAB FEES/COLEMAN, A & SMITH K	75.00
101-345-8010.00	CONTRACTUAL SERVICES	ESO SOLUTIONS INC	ESO CONTRACT	4,998.80

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
101-345-8010.00	CONTRACTUAL SERVICES	ESO SOLUTIONS INC	ESO CONTRACT	1,495.00
101-345-9570.00	PROFESSIONAL DEVELOPMENT	MARK LINDNER	DISCIPLINE INVESTIGATIONS	118.00
101-345-9570.00	PROFESSIONAL DEVELOPMENT	DAKOTA STONE	MCOLES REIMBURSEMENT	84.00
101-345-9570.00	PROFESSIONAL DEVELOPMENT	DEWOLF & ASSOCIATES	POLICE TRAININGS	445.00
101-345-9570.00	PROFESSIONAL DEVELOPMENT	DEWOLF & ASSOCIATES	PUBLIC INFO OFFICER TRAINING	445.00
101-345-9570.00	PROFESSIONAL DEVELOPMENT	ALICIA OOSTERMAN	MCOLES EXAM	84.00
101-345-9570.00	PROFESSIONAL DEVELOPMENT	ERIC SMITH	PPCT INSTRUCTOR SCHOOL	1,141.16
101-345-9571.00	INSERVICE TRAINING	INTERNATL ASSOC OF CRIME ANAL	SOCIAL MEDIA ANALYST TRAINING	135.00
101-345-9571.00	INSERVICE TRAINING	MARK LINDNER	PUBLIC INFO OFFICER COURSE	32.00
		Total For Dept 345 PUBLIC SAFETY		15,747.29
Dept 371 ZONING ADMINISTRATION				
101-371-8010.00	CONTRACTUAL SERVICES	GRAND VALLEY METRO COUNCIL	REGIS DUES/CORRECTION	21.24
		Total For Dept 371 ZONING ADMINISTRATION		21.24
Dept 447 CITY ENGINEERING				
101-447-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH OCCUPATION/	DOT TEST & SCREENS/BUIST, RUSSELL, VASQUI	122.00
		Total For Dept 447 CITY ENGINEERING		122.00
Dept 448 STREET LIGHTING				
101-448-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-11.1.25-12.12.25	7,498.89
		Total For Dept 448 STREET LIGHTING		7,498.89
Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT				
101-485-8010.00	CONTRACTUAL SERVICES	NORTHWEST KENT MECHANICAL C	SNOW MELT START UP	1,491.80
101-485-8010.42	COMMUNICATIONS AND MARKETING	SABO PUBLIC RELATIONS LLC	PROF COMM SVCS-NOV 2025	750.00
101-485-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-11.1.25-12.12.25	2,096.74
101-485-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/CITY	64.69
		Total For Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT		4,403.23
Dept 528 YARD WASTE COLLECTION/REFUSE/COMPOST				

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	3,000.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	2,250.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	3,000.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	2,250.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	750.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	1,500.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	1,500.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	3,000.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	3,000.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	3,000.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	750.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	1,500.00
101-528-8050.00	YARD WASTE DISPOSAL	CANNONSBURG WOOD PRODUCTS	YARD WASTE	3,000.00
101-528-8050.00	YARD WASTE DISPOSAL	ORGANICYCLE LLC	COMPOST SVC	780.00
		Total For Dept 528 YARD WASTE COLLECTION/REFUSE/COMPOST		29,280.00
Dept 601 RECREATION REVENUE				
101-601-6113.00	REC SPORTS FEES	AMANDA AHMETI	REFUND/PARKS CREDIT	120.00
101-601-6540.00	MISCELLANEOUS REVENUE	JENNY CATLIN	REFUND/SECURITY DEPOSIT	100.00
		Total For Dept 601 RECREATION REVENUE		220.00
Dept 621 LAKE TREATMENT				
101-621-8010.00	CONTRACTUAL SERVICES	STATE OF MICHIGAN	REEDS LAKE TREATMT PERMIT	1,000.00
		Total For Dept 621 LAKE TREATMENT		1,000.00
Dept 751 RECREATION				
101-751-8010.00	CONTRACTUAL SERVICES	CIVICPLUS	REC1 SOFTWARE - NOV 2025	317.70
		Total For Dept 751 RECREATION		317.70
Dept 756 POOL PROGRAMS				
101-756-8010.00	CONTRACTUAL SERVICES	PREIN & NEWHOF	WATER SAMPLES/WP	20.00

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
101-756-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH OCCUPATION	DOT TEST & SCREENS/BUIST, RUSSELL, VASQUI	49.00
101-756-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/W POOL	901.69
		Total For Dept 756 POOL PROGRAMS		970.69
Dept 771 TREE MAINTENANCE AND REMOVAL				
101-771-8010.00	CONTRACTUAL SERVICES	HORROCKS NURSERY FARMS INC	TREE PLANTING PROG/ANNUAL	33,607.18
101-771-8060.00	TREE TRIMMING & REMOVAL	H A IRISH TREE SERVICE	TREE BRACH REMOVE/551 PLYMOUTH	1,000.00
		Total For Dept 771 TREE MAINTENANCE AND REMOVAL		34,607.18
Dept 775 SPECIAL EVENTS				
101-775-8010.00	CONTRACTUAL SERVICES	ANDY J C PHOTOGRAPHY	RLT PHOTOGRAPHY	425.00
		Total For Dept 775 SPECIAL EVENTS		425.00
Dept 777 RECREATION PROGRAMMING				
101-777-7400.00	OPERATING SUPPLIES	PAMELA E SLATER	COOKIES/HOLIDAY DANCE	46.93
101-777-8010.00	CONTRACTUAL SERVICES	PIATT BRICKZ LLC	BRICKS 4 KIDZ	2,240.00
101-777-8010.00	CONTRACTUAL SERVICES	GRAND RAPIDS RUNNING TOURS	TOURS	30.00
		Total For Dept 777 RECREATION PROGRAMMING		2,316.93
Dept 778 GROUNDS MAINTENANCE				
101-778-7400.00	OPERATING SUPPLIES	HARDER & WARNER NURSERY INC	SHRUBS	97.98
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS MAINT	11.88
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS	11.88
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS	11.88
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/GROUNDS	11.88
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	MANHATTAN PK/RESTROOM	149.00
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	REMINGTON PK/ RESTROOM	220.00
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	MANHATTAN PK/ RESTROOM	149.00
101-778-9300.00	REPAIRS & MAINTENANCE	ELDERS ELECTRIC	SPRINKLER REPAIR	115.00
101-778-9300.00	REPAIRS & MAINTENANCE	ROBBINS LOCK SHOP INC	RESTROOM LOCK REPAIR	500.00
101-778-9570.00	PROFESSIONAL DEVELOPMENT	ECO GREEN SUPPLY	SEMINAR/CHAD M	10.00

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
		Total For Dept 778 GROUNDS MAINTENANCE		1,288.50
Dept 779 RECREATION SPORTS				
101-779-7080.00	CONTRACTUAL WAGES	BENJAMIN S IVY	BASKETBALL OFFICIAL	160.00
101-779-7080.00	CONTRACTUAL WAGES	BENJAMIN S IVY	BASKETBALL OFFICIAL	160.00
101-779-7080.00	CONTRACTUAL WAGES	KARL L MARSHALL	BASKETBALL OFFICIAL	160.00
101-779-7080.00	CONTRACTUAL WAGES	KARL L MARSHALL	BASKETBALL OFFICIAL	160.00
101-779-7400.00	OPERATING SUPPLIES	TH BRANDS	EBC APPAREL	1,454.00
		Total For Dept 779 RECREATION SPORTS		2,094.00
Dept 781 MIDDLE SCHOOL SPORTS				
101-781-7080.00	CONTRACTUAL WAGES	ERIC BALDWIN	MS BOYS B'BALL OFFICIAL	116.00
101-781-7080.00	CONTRACTUAL WAGES	LLOYD KILGORE	MS BOYS BBALL OFFICIAL	116.00
101-781-7080.00	CONTRACTUAL WAGES	STEVEN D LEE	MS BOYS BBALL OFFICIAL	232.00
101-781-7080.00	CONTRACTUAL WAGES	RUTH ANDEGEKO	SWIM OFFICIAL	60.00
101-781-7080.00	CONTRACTUAL WAGES	STEVEN D LEE	BOYS BASKETBALL OFFICIAL	232.00
101-781-7080.00	CONTRACTUAL WAGES	GREGORY LUCAS SR	BOYS BASKETBALL OFFICIAL	232.00
		Total For Dept 781 MIDDLE SCHOOL SPORTS		988.00
Dept 783 AQUATIC CLUB (WAVES)				
101-783-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/W POOL	211.51
		Total For Dept 783 AQUATIC CLUB (WAVES)		211.51
		Total For Fund 101 GENERAL FUND		309,644.55
Fund 202 MAJOR STREET FUND				
Dept 447 CITY ENGINEERING				
202-447-8010.00	CONTRACTUAL SERVICES	MOORE & BRUGGINK INC	BRETON/LAKE PARKING STUDY	5,376.25
202-447-8010.00	CONTRACTUAL SERVICES	HALVERSON ENGINEERING LLC	ENGINEERING SVC	1,491.00
202-447-8010.00	CONTRACTUAL SERVICES	MATERIALS TESTING CONSULTANT	HALL/RLB ENGINEERING	2,292.50
202-447-8010.00	CONTRACTUAL SERVICES	PREIN & NEWHOF	SAFER ROUTES TO SCHOOL/SURVEY	48,788.50

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
		Total For Dept 447 CITY ENGINEERING		57,948.25
Dept 451 STREET CONSTRUCTION				
202-451-9730.00	STREET CONSTRUCTION EXPENSE	MOORE & BRUGGINK INC	PLYMOUTH RD FED AID PROJ	2,931.41
202-451-9730.00	STREET CONSTRUCTION EXPENSE	MOORE & BRUGGINK INC	PLYMOUTH RD PROJ	2,039.70
		Total For Dept 451 STREET CONSTRUCTION		4,971.11
Dept 463 ROUTINE MAINTENANCE				
202-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	BOOTS/A BASSETT	65.70
202-463-8010.00	CONTRACTUAL SERVICES	PROGRESSIVE AE INC	TRAFFIC ENG SVC	6,814.82
202-463-8010.00	CONTRACTUAL SERVICES	PROGRESSIVE AE INC	PLYMOUTH TRAFFIC STUDY	1,155.00
202-463-8010.00	CONTRACTUAL SERVICES	HALVERSON ENGINEERING LLC	HALL SURVEY	4,400.00
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.84
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
		Total For Dept 463 ROUTINE MAINTENANCE		12,613.07
Dept 474 TRAFFIC SERVICES				
202-474-8010.12	GR, KENT CNTY, CONSUMERS, SIGNALS	CONSUMERS ENERGY	ELECTRIC SERVICE-11.1.25-12.12.25	1,116.10
202-474-9700.00	CAPITAL EXPENDITURES	PROGRESSIVE AE INC	HALL/LAKE TRAFFIC SIGNAL PROJ	7,252.50
		Total For Dept 474 TRAFFIC SERVICES		8,368.60
Dept 478 WINTER MAINTENANCE				
202-478-7400.16	ROAD SALT	COMPASS MINERALS AMERICA	ROAD SALT	21,280.99
202-478-7400.17	UNDERBODY & PLOW BLADES	TRUCK & TRAILER SPECIALTIES	WINTER MAINT PLOW UB PARTS	1,317.89
202-478-9700.00	CAPITAL EXPENDITURES	PROSOURCE METALWORKS LLC	ICE CRUSHERS	12,818.88
		Total For Dept 478 WINTER MAINTENANCE		35,417.76
		Total For Fund 202 MAJOR STREET FUND		119,318.79

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
Fund 203 LOCAL STREET FUND				
Dept 447 CITY ENGINEERING				
203-447-8010.00	CONTRACTUAL SERVICES	HALVERSON ENGINEERING LLC	ENGINEERING SVC	1,491.00
		Total For Dept 447 CITY ENGINEERING		1,491.00
Dept 463 ROUTINE MAINTENANCE				
203-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	BOOTS/A BASSETT	65.70
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
203-463-9700.00	CAPITAL EXPENDITURES	GROUNDHAWG EXCAVATING & LAND	LSL CONTRACT	13,434.25
		Total For Dept 463 ROUTINE MAINTENANCE		13,677.51
Dept 478 WINTER MAINTENANCE				
203-478-7400.16	ROAD SALT	COMPASS MINERALS AMERICA	ROAD SALT	21,280.98
203-478-7400.17	UNDERBODY & PLOW BLADES	TRUCK & TRAILER SPECIALTIES	WINTER MAINT PLOW UB PARTS	878.59
203-478-9700.00	CAPITAL EXPENDITURES	PROSOURCE METALWORKS LLC	ICE CRUSHERS	12,818.87
		Total For Dept 478 WINTER MAINTENANCE		34,978.44
		Total For Fund 203 LOCAL STREET FUND		50,146.95
Fund 204 MUNICIPAL STREET FUND				
Dept 444 SIDEWALKS				
204-444-9350.04	SIDEWALK REPAIR PROGRAM	AJZ CONCRETE LLC	PLYMOUTH SIDEWALK	4,200.00
204-444-9350.04	SIDEWALK REPAIR PROGRAM	AJZ CONCRETE LLC	PLYMOUTH SIDEWALK	3,360.00
204-444-9350.04	SIDEWALK REPAIR PROGRAM	MICHAEL KOSTER	SIDEWALK GRINDING	8,170.00
204-444-9350.04	SIDEWALK REPAIR PROGRAM	PREIN & NEWHOF	ROBINSON/CASCADE PROJ	2,979.25
		Total For Dept 444 SIDEWALKS		18,709.25
		Total For Fund 204 MUNICIPAL STREET FUND		18,709.25

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
Fund 592 WATER & SEWER FUND				
Dept 000				
592-000-0180.00	ACCOUNTS RECEIVABLE	CREE UNIT PROPERTIES LLC	UB refund for account: RICH-002440-0000-	67.89
592-000-0180.00	ACCOUNTS RECEIVABLE	SNOEYER, DIANA	UB refund for account: CAMB-000601-0000-	7.36
		Total For Dept 000		75.25
Dept 542 MAINS AND HYDRANTS				
592-542-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	BOOTS/A BASSETT	65.70
592-542-7400.18	WATER MAIN MTRL AND ACCES	FD LAKE COMPANY	SLING FOR PARTS - MAINS	53.42
592-542-7400.18	WATER MAIN MTRL AND ACCES	GODWIN HARDWARE & PLUMBING	STEM ATTACHMENTS/WATER	113.94
592-542-7400.18	WATER MAIN MTRL AND ACCES	CANNON MACHINE INC	WATER SERVICE ADAPTERS	6,800.00
592-542-7400.19	SAND	GRAND RAPIDS GRAVEL COMPANY	SAND/GRAVEL	39.78
592-542-7400.20	GRAVEL	GRAND RAPIDS GRAVEL COMPANY	SAND/GRAVEL	39.78
592-542-7400.23	STAKING, SAMPLES, SMALL EQUIP, MISC	PREIN & NEWHOF	WATER SAMPLES	80.00
592-542-8010.00	CONTRACTUAL SERVICES	WORK SMART INC	CASCADE RD/WATERMAIN	1,600.00
592-542-8010.00	CONTRACTUAL SERVICES	HALVERSON ENGINEERING LLC	ENGINEERING SVC	4,893.00
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.84
592-542-8170.00	BULK SUPPLY - WATER	GRAND RAPIDS CITY TREASURER	W/S SERVICES-10.22.25-11.21.25	56,116.83
592-542-9560.00	DUES & SUBSCRIPTIONS	AMERICAN PUBLIC WORKS ASSOC	APWA MEMBERSHIP	138.50
592-542-9700.00	CAPITAL EXPENDITURES	BRENNER EXCAVATING INC	MANHATTAN PARK WATERMAIN #2	108,798.00
592-542-9700.00	CAPITAL EXPENDITURES	FERGUSON ENTERPRISES	BACKFLOW PREVENTER/CASCADE/RLB	27,097.20
592-542-9700.36	LEAD SERVICE LINE (LSL)	GROUNDHAWG EXCAVATING & LAND	LSL CONTRACT	40,302.75
		Total For Dept 542 MAINS AND HYDRANTS		246,316.45
Dept 545 METER READING AND COLLECTING				
592-545-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	WATER BILLS/MONTHLY	780.75
592-545-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	WATER BILLS/POSTAGE JAN	1,200.00

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
592-545-7400.00	OPERATING SUPPLIES	PRINTING PRODUCTIONS INK	WATER BILL ENVELOPES	583.00
		Total For Dept 545 METER READING AND COLLECTING		2,563.75
Dept 550 SEWER EXPENDITURES				
592-550-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	BOOTS/A BASSETT	65.70
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	38.93
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	49.85
592-550-8175.00	BULK SUPPLY - SEWER	GRAND RAPIDS CITY TREASURER	W/S SERVICES-10.22.25-11.21.25	76,008.98
592-550-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-11.1.25-12.12.25	423.97
592-550-9560.00	DUES & SUBSCRIPTIONS	AMERICAN PUBLIC WORKS ASSOC	APWA MEMBERSHIP	138.50
		Total For Dept 550 SEWER EXPENDITURES		76,814.71
		Total For Fund 592 WATER & SEWER FUND		325,770.16
Fund 677 HEALTH CARE FUND				
Dept 852 HEALTH CARE ADMINISTRATION				
677-852-8010.00	CONTRACTUAL SERVICES	FIRST STOP HEALTH	TELEHEALTH/JAN	789.60
		Total For Dept 852 HEALTH CARE ADMINISTRATION		789.60
		Total For Fund 677 HEALTH CARE FUND		789.60
Fund 692 MOTOR EQUIPMENT REVOLVING FUND				
Dept 570 MOTOR EQUIPMENT EXPENDITURES				
692-570-7510.00	OP. SUP - TIRES	ALMA TIRE SVC INC	TIRE DISPOSAL	12.00
692-570-7530.00	OP. SUP - OIL	J&H OIL COMPANY	OIL DRUMS	393.12
692-570-7530.00	OP. SUP - OIL	J&H OIL COMPANY	OIL DRUMS	1,025.48
692-570-7530.00	OP. SUP - OIL	J&H OIL COMPANY	OIL DRUMS	985.48
692-570-7540.00	OP. SUP - PARTS	MARK'S BODY SHOP	TRUCK 276 LIGHTS	50.00
692-570-7540.00	OP. SUP - PARTS	WEST MICHIGAN INTERNATIONAL	#196 PARTS	646.86

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
692-570-7540.00	OP. SUP - PARTS	WEST MICHIGAN INTERNATIONAL	#196 PARTS	92.22
692-570-7540.00	OP. SUP - PARTS	MICHIGAN CAT	MINI-EXC #163 PARTS	420.00
692-570-7560.00	OP. SUP - SM. TOOLS	NAPA AUTO PARTS	MECHANIC TOOLS	110.29
692-570-7560.00	OP. SUP - SM. TOOLS	NAPA AUTO PARTS	MECHANIC TOOLS	83.98
692-570-7560.00	OP. SUP - SM. TOOLS	SNAP-ON INDUSTRIAL	MECH TOOLS	251.74
692-570-7590.00	OP. SUP - GARAGE	NAPA AUTO PARTS	SHOP SUPPLIES	41.13
692-570-7590.00	OP. SUP - GARAGE	NAPA AUTO PARTS	SHOP SUPPLIES	33.99
692-570-7590.00	OP. SUP - GARAGE	NAPA AUTO PARTS	OIL DRY	144.90
692-570-7590.00	OP. SUP - GARAGE	COREWELL HEALTH OCCUPATION/	DOT TEST & SCREENS/BUIST, RUSSELL, VASQUI	69.00
692-570-7590.00	OP. SUP - GARAGE	COREWELL HEALTH OCCUPATION/	DOT QTRLY TESTING	191.00
692-570-7590.00	OP. SUP - GARAGE	FASTSIGNS OF GRAND RAPIDS	VINYL/PACKER TRUCKS	1,047.81
692-570-7590.00	OP. SUP - GARAGE	LAWSON PRODUCTS INC	MISC NUTS & SCREWS	344.88
692-570-7590.00	OP. SUP - GARAGE	AMERICAN SAFETY & FIRST AID	EYE WASH STATION SVC	65.00
692-570-7590.00	OP. SUP - GARAGE	ADAM BASSETT	CDL LICENSE RENEWAL	65.00
692-570-7590.00	OP. SUP - GARAGE	FIRST CHOICE COFFEE SERVICES	COFFEE ORDER	316.29
692-570-7620.00	OP. SUP - UL GAS	FLYERS ENERGY LLC	FUEL PURCHASE/PS	65.98
692-570-7620.00	OP. SUP - UL GAS	VMJH, LLC	FUEL/CITY VEHICLES	1,217.92
692-570-7620.00	OP. SUP - UL GAS	VMJH, LLC	FUEL/CITY VEHICLES	557.26
692-570-7620.00	OP. SUP - UL GAS	VMJH, LLC	FUEL/MONTHLY FEES	47.50
692-570-7620.00	OP. SUP - UL GAS	VMJH, LLC	FUEL/CITY VEHICLES	1,325.91
692-570-7620.00	OP. SUP - UL GAS	FLYERS ENERGY LLC	FUEL PURCHASE/PS	181.32
692-570-7620.00	OP. SUP - UL GAS	VMJH, LLC	FUEL/CITY VEHICLES	1,050.03
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/CITY VEHICLES	2,165.20
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/CITY VEHICLES	1,261.22
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/MONTHLY FEES	47.50
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/CITY VEHICLES	1,186.61
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/CITY VEHICLES	1,555.37
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/CITY VEHICLES	1,730.83
692-570-8010.00	CONTRACTUAL SERVICES	VERIZON CONNECT	GPS UNITS/ACCT#100000161949	269.68
692-570-9700.21	VEHICLES	MICHIGAN CAT	BUCKET PIECE/NEW MINI EXCAVATOR	1,288.00
692-570-9700.21	VEHICLES	MICHIGAN CAT	TINK CLAW REPLACEMENTS #704 & 705	31,800.00

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
692-570-9700.21	VEHICLES	GORNO FORD INC	TRUCK REPLACEMTS FOR #132 & 133	121,166.00
692-570-9700.21	VEHICLES	TRUCK & TRAILER SPECIALTIES	UPFIT FOR TRUCK #165	112,213.00
692-570-9700.21	VEHICLES	TRUCK & TRAILER SPECIALTIES	UPFIT FOR #164	84,524.00
		Total For Dept 570 MOTOR EQUIPMENT EXPENDITURES		370,043.50
		Total For Fund 692 MOTOR EQUIPMENT REVOLVING FUND		370,043.50
Fund 701 TAX FUND				
Dept 000				
701-000-2181.00	DUE TO SET	KENT COUNTY TREASURER	CUR TAX 12.1.25-12.15.25	3,539.35
701-000-2183.00	TAX PENALTIES DUE TO SET	KENT COUNTY TREASURER	CUR TAX 12.1.25-12.15.25	136.24
701-000-2191.00	DUE TO ITP	INTERURBAN TRANSIT PARTNERS	CUR TAX 12.1.25-12.15.25	815.04
701-000-2193.00	TAX PENALTIES DUE TO ITP	INTERURBAN TRANSIT PARTNERS	CUR TAX 12.1.25-12.15.25	31.38
701-000-2221.00	DUE TO COUNTY	KENT COUNTY TREASURER	CUR TAX 12.1.25-12.15.25	271,242.67
701-000-2223.00	TAX PENALTIES-DUE TO COUNTY	KENT COUNTY TREASURER	CUR TAX 12.1.25-12.15.25	92.20
701-000-2231.00	DUE TO KENT DISTRICT LIBRARY	KENT DISTRICT LIBRARY	CUR TAX 12.1.25-12.15.25	149,868.98
701-000-2251.00	DUE TO EGR PUBLIC SCHOOLS	EGR PUBLIC SCHOOLS	CUR TAX 12.1.25-12.15.25	12,345.62
701-000-2253.00	TAX PENALTIES DUE TO EGRPS	EGR PUBLIC SCHOOLS	CUR TAX 12.1.25-12.15.25	346.46
701-000-2341.00	DUE TO KISD	KENT INTERMEDIATE SCHOOL DIST	CUR TAX 12.1.25-12.15.25	3,156.81
701-000-2343.00	TAX PENALTIES DUE TO KISD	KENT INTERMEDIATE SCHOOL DIST	CUR TAX 12.1.25-12.15.25	121.52
701-000-2351.00	DUE TO GRCC	GRAND RAPIDS COMMUNITY COLL	CUR TAX 12.1.25-12.15.25	990.58
701-000-2353.00	TAX PENALTIES DUE TO GRCC	GRAND RAPIDS COMMUNITY COLL	CUR TAX 12.1.25-12.15.25	38.13
701-000-2750.00	DUE TO TAXPAYERS	CORELOGIC CENTRALIZED REFUND	2025 Sum Tax Refund 41-14-33-204-007	3,110.74
		Total For Dept 000		445,835.72
		Total For Fund 701 TAX FUND		445,835.72
Fund 731 RETIREMENT SYSTEM FUND				
Dept 560 GENERAL ADMINISTRATION				
731-560-8010.00	CONTRACTUAL SERVICES	WATKINS ROSS & CO	ANNUAL PENSION ACTUARY	5,770.00
		Total For Dept 560 GENERAL ADMINISTRATION		5,770.00

Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
			Total For Fund 731 RETIREMENT SYSTEM FUND	5,770.00
Fund 736 OTHER POSTEMPLOYMENT BENEFITS TRUST FUND				
Dept 560 GENERAL ADMINISTRATION				
736-560-8010.00	CONTRACTUAL SERVICES	WATKINS ROSS & CO	ANNUAL OPEB ACTUARY	5,100.00
			Total For Dept 560 GENERAL ADMINISTRATION	5,100.00
			Total For Fund 736 OTHER POSTEMPLOYMENT BENEFITS TRUST FUND	5,100.00
			Fund Totals:	
			Fund 101 GENERAL FUND	309,644.55
			Fund 202 MAJOR STREET FUND	119,318.79
			Fund 203 LOCAL STREET FUND	50,146.95
			Fund 204 MUNICIPAL STREET FUND	18,709.25
			Fund 592 WATER & SEWER FUND	325,770.16
			Fund 677 HEALTH CARE FUND	789.60
			Fund 692 MOTOR EQUIPMENT REVOLVING FUN	370,043.50
			Fund 701 TAX FUND	445,835.72
			Fund 731 RETIREMENT SYSTEM FUND	5,770.00
			Fund 736 OTHER POSTEMPLOYMENT BENEFITS	5,100.00
			Total For All Funds:	1,651,128.52

City of East Grand Rapids
Agenda of the City Commission
Voucher Run Summary January 5, 2026
CHECKS #139848-139900 ACH #710621-710705

Finance Cmte Date	Commission Member	Voucher Total	Approval Signatures:		
1/5/2026	Laura Schwartz	\$1,185,025.29			
	Brad Hunter				
	Ryan Burdick				
Alternate:					
Alternate:					



CITY OF
EAST GRAND RAPIDS

11

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

(616) 940-4817

www.eastgr.org

SHEA CHARLES
CITY MANAGER

MEMORANDUM

TO: Honorable Mayor and City Commissioners
FROM: Shea Charles, City Manager
DATE: December 31, 2025

RE: Closed Session Request Attorney Client Communication

Action Requested: That the City Commission consider entering closed session on discussing City Attorney communications.

Background: City staff is requesting a closed session to discuss attorney client communication. Pursuant to the State of Michigan Open Meetings Act the City Commission can enter a closed session for this purpose.

Shea Charles, City Manager