



City of East Grand Rapids  
Regular City Commission Meeting  
Agenda

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

Begins at 6 pm.

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**March 16, 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. Consider acting on the draft Mater Plan Update/Amendment.
7. Consider approving facility HVAC equipment replacement for Wealthy Pool Mixed Air Unit-2 in the amount of \$166,111 plus 10% contingency.
8. Consider amendments to the Department of Public Works Yard Waste Rules and Regulations to integrate yard waste and food scraps composting service.
9. Consider approval of the purchase of 11 - Dell Pro Micro QCM1250 Desktop PCs in the amount of \$13,158.53.
10. Budget calendar update. (Information only)

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

11. Minutes of the regular meeting held March 2, 2026.
12. Disbursement of funds: payroll disbursements of \$333,775.98; county and school disbursements of \$33.15, and total remaining disbursements of \$399,381.25.
13. Consider approval of a one-year contract with Great Lakes Fireworks in the amount of \$30,000 for the 2026 4<sup>th</sup> of July Firework show.
14. Consider approval of the Permit for Fireworks allowing Great Lakes Fireworks to produce our July 4th display for 2026.

Work Session Items

15. Goals and Objectives.

*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.*

TO: EGR City Commission  
FROM: Paul LeBlanc, AICP  
DATE: March 9, 2026  
SUBJECT: Master Plan Amendment Adoption

At its February 10 meeting, the Planning Commission unanimously approved the 2026 Master Plan Amendment and recommended its adoption by the City Commission. Your action to adopt would be the final step in the long process of preparing the document.

I've prepared a summary presentation to introduce the Plan, explain its focus, and highlight its key elements. Most of that will not be new to you; but a brief refresher may be helpful to your deliberations.

You may or may not choose to take action at the meeting, depending on the input received and the extent to which changes may be required. There are three options:

- Adopt a resolution to approve the Master Plan amendment as drafted
- Adopt a resolution to approve the Master Plan amendment with changes
- Defer action subject to changes and submittal of a revised draft

Thank you for your support as we've gone through this process.

**RESOLUTION OF ADOPTION  
2018 EAST GRAND RAPIDS MASTER PLAN AMENDMENT**

WHEREAS, Act 33, Public Acts of Michigan 2008, as amended, the Michigan Planning Enabling Act, provides for a City Planning Commission to prepare and recommend adoption of a master plan, and amendments thereto, for the physical development of the City; and,

WHEREAS, the East Grand Rapids Planning Commission has prepared an amendment to the 2018 Master Plan for the City of East Grand Rapids, in compliance with Act 33; and,

WHEREAS, East Grand Rapids distributed the draft Master Plan amendment to the county board of commissioners and the planning commissions of surrounding units of government, and all other relevant agencies for review and comment in compliance with Act 33; and,

WHEREAS, the East Grand Rapids Planning Commission held a properly noticed public hearing on February 10, 2026, in accordance with the requirements of Act 33 and other applicable State statutes; and,

WHEREAS, at the public hearing, the citizens of East Grand Rapids were afforded the opportunity to provide oral and written comments on the draft Plan amendments; and,

WHEREAS, the East Grand Rapids Planning Commission unanimously voted to approve the 2018 Master Plan amendment with conditions and recommend its adoption by the City Commission; and,

WHEREAS, the East Grand Rapids City Commission has passed a resolution asserting the City Commission's right to adopt the Master Plan and all elements and amendments of that Plan, as allowed by Act 33;

NOW, THEREFORE, BE IT RESOLVED, that the East Grand Rapids City Commission does hereby adopt the 2018 Master Plan amendment as recommended by the East Grand Rapids Planning Commission.

**CERTIFICATION OF ADOPTION:**

Offered by Commissioner \_\_\_\_\_; supported by Commissioner \_\_\_\_\_

Yeas:

Nays:

Absent:

Resolution Declared Adopted By:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date of Adoption



CITY OF  
EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506  
(616) 940-4817 [www.eastgrmi.gov](http://www.eastgrmi.gov)

**MEMORANDUM**

TO: Honorable Mayor and City Commissioners  
FROM: Jay Gianotti, Zoning Administrator and Doug La Fave, Deputy City Manager  
DATE: March 9, 2026  
  
RE: **Draft Master Plan Update Amendment to the 2018 Master Plan**

**Action Requested:**

That the City Commission acts on the draft Master Plan Update/Amendment (to the 2018 Plan) and considers one of the following actions in accordance with the resolution provided with materials.

- Adopt a resolution to approve the Master Plan amendment as drafted
- Adopt a resolution to approve the Master Plan amendment with changes
- Defer action subject to changes and submittal of a revised draft

**Background:** City Planning Consultant Paul LeBlanc will provide an overview of the draft City Master Plan Update Amendment. The Planning Commission has held eight review sessions for this Master Plan Update. All requests from the previous study sessions and the Public Hearing have been incorporated into the current draft under consideration.

In light of recent site plan and PUD reviews this year, one clarifying point should be made at the outset. While the Master Plan Update Amendment process has been ongoing, the 2018 Master Plan has still been active as the overall planning policy document for the City. Since May 2025, the Planning Commission has heard items relating to Gaslight Investors PUD, Blodgett Hospital, and Calvin University Football Stadium. Because all of these plans were submitted for consideration and approval before any master plan update was adopted, these plans would still be reviewed under any relevant recommendations of the 2018 Master Plan, not by any updates under consideration at the present time. Thus, even if a master plan update had been adopted in the interim, this would not change how those plans would have been reviewed.

**Summary of Activities to Date:** The initial review of the 2018 Master Plan was conducted in August 2023 as a joint session between the City Commission and Planning Commission. After extensive discussions, the recommendation was to pursue an update amendment to the existing Master Plan. This work formally began in February 2024. As part of the approved scope for this work, the Master

Plan Update Amendment was planned to refine community goals, analyze recent demographic/housing data, and prepare specific plans for four planning subareas including:

- Gaslight Village Plaza<sup>1</sup>
- Greenwood/Lakeside neighborhood
- St. Stephen’s church/school site
- Northwest Wealthy neighborhood (originally referred to as Eastown neighborhood)

As part of the Master Plan Update Amendment process, there has been extensive public outreach. This includes an on-line survey for all City residents to provide input on a variety of topics. To date, over 600 surveys have been submitted representing appx. 16% of the households in the City. Exhibit 1 shows a map of the distribution of these responses. A dedicated project website ([masterplanupdate.eastgrmi.gov](http://masterplanupdate.eastgrmi.gov)) was created to disseminate information and engage the public on the planning process. The webpage included links to the online survey and dedicated pages on the four subareas at the heart of the plan update. The subarea pages also provided comment links for each of the four subarea pages, providing an opportunity for specific thoughts regarding each individual area and reaction to potential development concepts. Both the survey and website were advertised in the following ways.

- A total of 82 master plan update signs were posted throughout the residential neighborhoods in 2024. These signs were designed to be placed so that at least one sign was accessible within a ¼-mile radius. Exhibit 2 shows an example of these signs. A map showing the sign locations in the community is attached to these materials for reference<sup>2</sup>.
- Master Plan flyers advertising the master plan update website and survey were provided at four project information stations around Gaslight Village, including events like the Taste of EGR event. The flyer included QR codes to directly access both the survey and the master plan update website. Exhibit 3 shows an example of these stations. A copy of this flyer is included in these materials for reference.

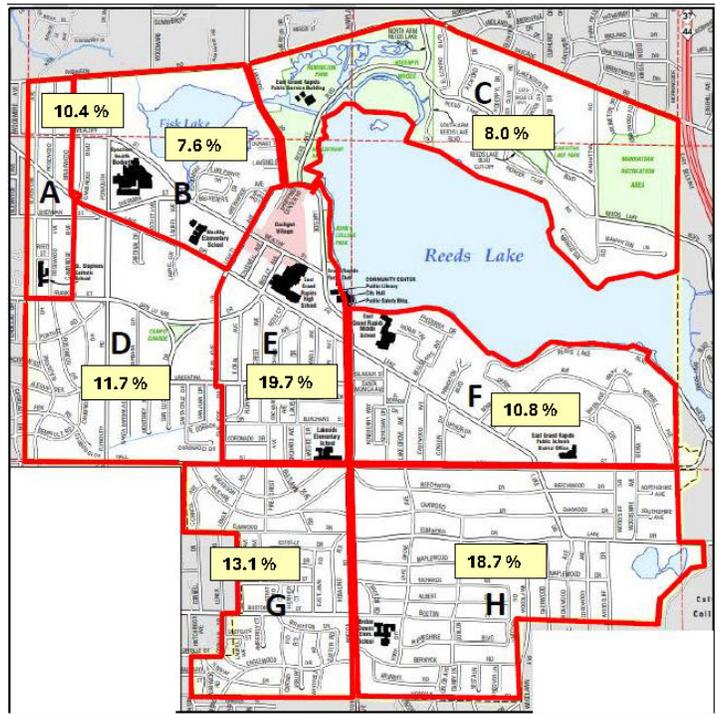


Exhibit 1 – Distribution Map of survey responses, based on geographic regions defined in survey question #2



Exhibit 2 – Example of residential master plan update signage



Exhibit 3 – Example of Gaslight Village master plan update signage

<sup>1</sup> This subarea originally included the Gaslight Investors PUD site, but was removed from the study area once a formal site plan amendment application was submitted by the developer.

<sup>2</sup> Some sign locations may have been adjusted from this map to better meet the ¼-mile radius criteria.

To get more focused input related to the subareas at the focus of the master plan update, three public open houses were held for residents of the following areas:

- Wednesday, January 29, 2025 (Gaslight Village subarea) – appx. 25 attendees
- Thursday, January 30, 2025 (St. Stephens subarea) – appx. 59 attendees
- Wednesday, March 5, 2025 (Northwest Wealthy subarea) – appx. 45 attendees

The open houses and Planning Commission Meetings regarding the Master Plan Update Amendment have been advertised/available including but not limited to the following platforms. Examples are noted below in text and further below in graphical form.

- Dedicated Master Plan Update webpage: [masterplanupdate.eastgrmi.gov](https://masterplanupdate.eastgrmi.gov)
- 82 Master Plan Signs were placed equally distributed throughout the city in the public ROW
- Targeted mailings to all residents within 300' of the subareas (per State Law)
- Notice in January 2025 water bills sent to all residents-News You Can Use
- EGR Website – City Calendar and Front-Page notice
- East Express-Email Newsletter-emailed to residents who sign up for information and alerts
- City social media-Facebook Page
- Newspaper
- Online survey-directed to by all platforms noted

In April, the Planning Commission reviewed and discussed the first draft of the updated Master Plan. Several changes resulted from that session and were incorporated into a second draft that was reviewed at their May meeting. After discussing the revised document, the Planning Commission formally recommended that the City Commission approve the draft plan update for distribution. This was formally approved for distribution by the City Commission at their June 2 meeting. This started a mandatory 42-day comment period for all abutting communities and a variety of other agencies for review and comment on the draft plan update. There were no comments from neighboring jurisdictions and entities, but further refinements to the plan were made from then to now. The December Planning Commission Meeting was a joint study session where the Planning Commission reviewed and provided input regarding the draft plan and City Commissioners that attended also provided feedback. It is anticipated that this meeting will culminate the process for the Planning Commission. The formal public hearing was held by the Planning Commission at its February 10, 2026, meeting with several modifications, which culminated in unanimous support and recommendation of the draft amendment and recommendation to the City Commission.

All Planning Commission meetings and associated materials are available for review via the city website or the following link: [Agendas & Minutes | East Grand Rapids, MI - Official Website](#)

Additionally, Planning Commission Meetings can be viewed by visiting the City YouTube page: [City of East Grand Rapids - YouTube](#)

## Example-city website/homepage

- Unabridged Home Forms
- Block Party Requests

- Appeals
- Burning Regulations/Fireworks

- Gaslight Village
- Employment

- Parking & Traffic Enforcement
- Noise Ordinances

### CITY SPOTLIGHTS

Stay Up To Date With East Grand Rapids



**Ice Safety**

If you plan to venture out on Reeds Lake this winter, Public Safety has a few safety tips.

[READ ON... >](#)



**Master Plan Update**  
Public hearing Feb. 10

**Master Plan Update: Public Hearing Feb. 10**

The Planning Commission will hold a public hearing for the City's Master Plan update at 5:30 p.m. Tuesday, Feb. 10 in the Commission chambers at the Community Center, 750 Lakeside Drive.

[READ ON... >](#)



**Winter Weather Reminders**

Learn about the City's street/sidewalk salting and plowing operations, priority routes and how you can help make snowplowing easier for City crews.

[READ ON... >](#)



**Power Outage Information**

When the power goes out, residents' safety is the City's number one priority. Read on for contact information and safety tips.

[READ ON... >](#)

[VIEW ALL NEWS <](#)

## Example of a water/sewer bill newsletter mailed to all residents/property owners



**January 2026**  
News You Can Use

**HOLIDAY TREE PICKUP.** Public Works will collect natural trees and wreaths for chipping Jan. 5-16. Please remove lights, ribbons and ornaments from the greenery and place the tree or wreath in the right-of-way on the day before your regular pickup day. More at [eastgrmi.gov/debris](http://eastgrmi.gov/debris).

**SNOWPLOWING.** Learn more about the City's street/sidewalk salting and plowing operations, priority road routes and how you can help make snowplowing easier for our crews at [eastgrmi.gov/snowplow](http://eastgrmi.gov/snowplow).

**WINTER PROPERTY TAXES.** Winter property taxes have been mailed and are due upon receipt. They will be considered late after Feb. 16, and late fees will apply. Details at [eastgrmi.gov/taxes](http://eastgrmi.gov/taxes).

**MASTER PLAN UPDATE PUBLIC HEARING.** The Planning Commission will hold a public hearing for the City's Master Plan update at 5:30 p.m. Tuesday, Feb. 10 in the Commission chambers at the Community Center, 750 Lakeside Drive. To learn more and view the currently drafted Master Plan, visit [masterplanupdate.eastgrmi.gov](http://masterplanupdate.eastgrmi.gov).

**STREET & SIDEWALK MILLAGE: ONE-YEAR RECAP.** The 2024 voter-approved street and sidewalk millage is already making a difference. Public Works crews have been hard at work creating smoother streets, safer sidewalks and stronger infrastructure connections across our community. Scan the QR code to read how your millage dollars have helped improve our infrastructure.



Stay informed: [eastgrmi.gov/signup](http://eastgrmi.gov/signup)

Newspaper of general circulation notification

**CITY OF EAST GRAND RAPIDS PLANNING COMMISSION  
NOTICE OF PUBLIC HEARING**

The City of East Grand Rapids Planning Commission will hold a public hearing on Tuesday, February 10, 2026, at 5:30 PM in the East Grand Rapids Community Center Commission Chambers, 750 Lakeside Drive SE, East Grand Rapids, 49506, to consider a final draft of an amendment to the City's 2018 Master Plan. The Plan is available for review at [masterplanupdate.eastgrmi.gov](https://masterplanupdate.eastgrmi.gov). Complete information, descriptions, and information on how to give input on this matter can be found at [www.eastgrmi.gov/notices](https://www.eastgrmi.gov/notices).

Example-city e-newsletter example



**EAST EXPRESS**  
The e-newsletter of the City of East Grand Rapids

**EAST EXPRESS | JANUARY 2026**  
Friends and neighbors,

As we welcome a new year, I hope your 2026 is off to a bright and positive start. This season offers a wonderful chance to reflect, set new intentions and embrace all that makes East Grand Rapids such a special place to call home.

Winter is also a great time to stay active and enjoy the beauty of our community. Whether you're walking or running along the Reeds Lake Trail or exploring our parks, please remember to share the paths and stay alert to both pedestrians and vehicles. Safety is a shared responsibility, especially during shorter winter days.

You can also support our Public Safety team by lending a quick hand in your neighborhood—clearing three feet of snow around fire hydrants after snow events helps our Public Safety officers respond quickly in an emergency. Small efforts like this make a big difference in keeping everyone safe.

Here's to a healthy, joyful and connected 2026 full of community spirit and simple moments that remind us why we love East Grand Rapids.

Warm regards,  
Katie



**MASTER PLAN UPDATE: PUBLIC HEARING FEB. 10**



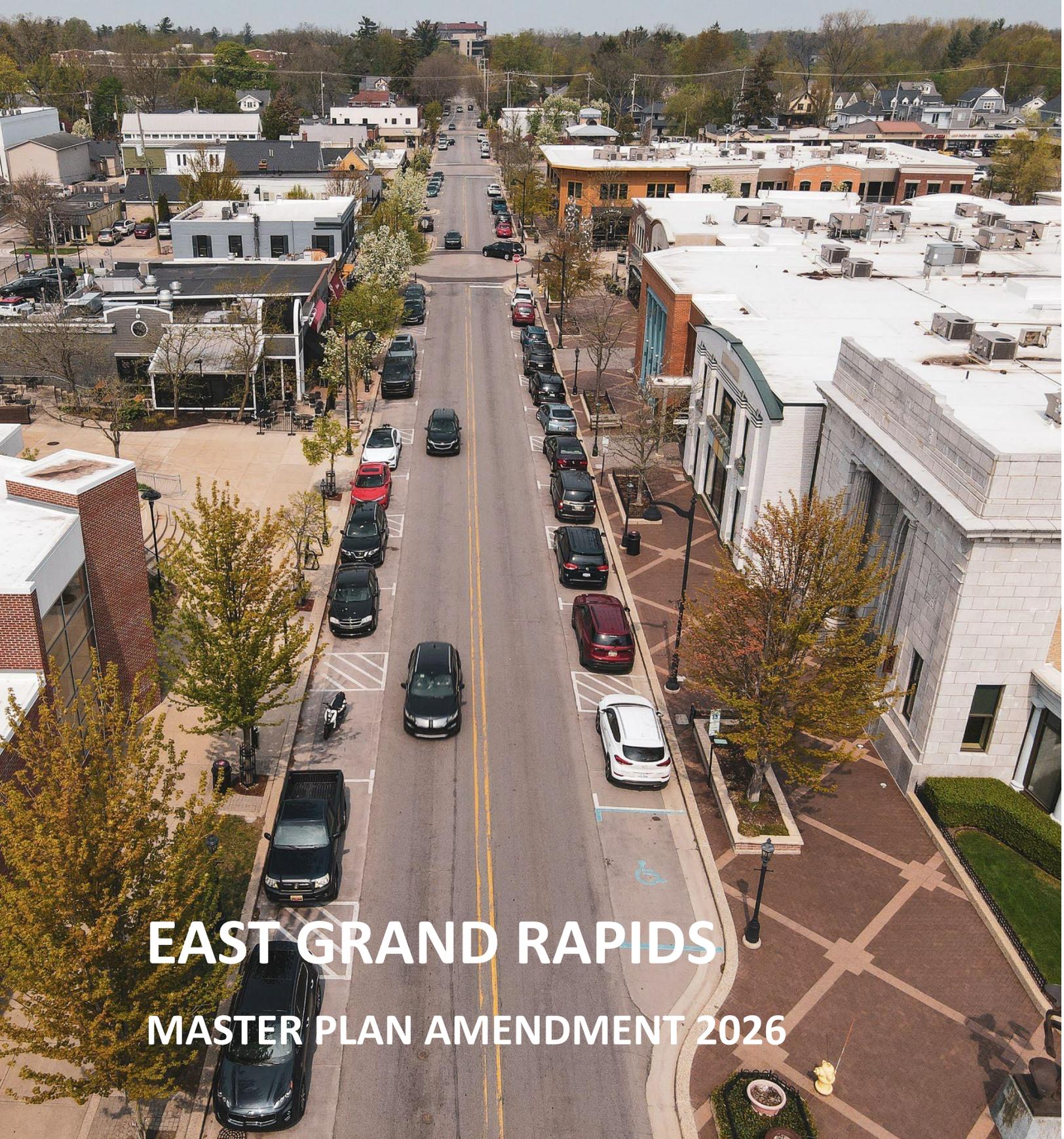
**Master Plan Update**  
Public hearing Feb. 10

The Planning Commission will hold a public hearing for the City's Master Plan update at 5:30 p.m. Tuesday, Feb. 10 in the Commission chambers at the Community Center, 750 Lakeside Drive SE.

**REVIEWED & APPROVED FOR SUBMISSION:**

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

Shea Charles  
City Manager



**EAST GRAND RAPIDS**  
**MASTER PLAN AMENDMENT 2026**



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To Our Community:

On behalf of the City Commission and Planning Commission, we're pleased to present this amendment to the 2018 East Grand Rapids Master Plan. Much has been accomplished in the past seven years. Our Planning Commission and staff have been diligent in pursuing the many recommendations contained in that Plan.

During that period, however, we've also witnessed unforeseen change, as well as new opportunities. The purpose of this 2026 amendment to the Master Plan is to focus on specific areas of the City and provide guidance to address those new challenges and opportunities.

Throughout the process of preparing this Plan, the community has been actively engaged. The more than 600 responses to our City-wide opinion survey provided insight into the likes, dislikes, and desires of residents and business owners throughout the City. Personal interviews, neighborhood meetings, and comments specific to the planning subareas offered more targeted thoughts and opinion.

Adoption of this Master Plan amendment supplements the 2018 Plan and offers direction relevant to that Plan's goals to ensure the continued sustainability and vitality of East Grand Rapids as "A Better Place to Live". Thank you to all who have participated in this process.

Sincerely,

Katie Favale  
Mayor

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# Acknowledgements

Preparation of this Master Plan amendment was made possible by the active participation of the citizens of East Grand Rapids and, in particular, the residents and business owners within the planning subareas. Special thanks to the members of the Planning Commission for their thoughtful guidance, the City Commission for their valuable input, and City staff for their hands-on assistance throughout the process.

## City Commission

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Katie Favale, Mayor  
Ryan Burdick  
Abbie Groff-Blaszak  
Bradley Hunter  
Laura Schwartz  
Kate Skaggs  
Chris Wessely

## Planning Commission

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Mary Mapes, Chair  
Brian Miller, Vice Chair  
Matt Feyen, Secretary  
Steve Achram  
Greg Metz  
Peter Michell  
Christopher Rosmarin  
Laura Schwartz  
Thomas Tilma

## City Staff

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Shea Charles, City Manager  
Doug LaFave, Deputy City Manager  
Jay Gianotti, AICP, Zoning Administrator

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# Introduction

## Purpose

East Grand Rapids has a long history of proactive planning to guide the development and continued sustainability of the community. In addition to City-wide master plans, more focused plans have been regularly prepared and updated for parks and recreation, transportation, mobility, and utilities.

The most recent City-wide Master Plan was adopted in 2018. During the intervening years since then, the City Commission, Planning Commission, and staff have diligently pursued implementation of the Plan’s goals and recommendations. While much has been accomplished in a few years, more needs to be done to address remaining issues, new challenges, and emerging opportunities.

As an essentially built-out City, East Grand Rapids is a stable community comprised primarily of attractive residential neighborhoods. Pride in these areas is evident by the many renovation, remodeling, and new construction projects routinely occurring throughout the City. Yet some challenges do exist and warrant focused consideration. This Master Plan amendment, therefore, doesn’t reexamine the entire City, but builds upon the foundation created by the 2018 Master Plan as a supplement to that Plan. It focuses on specific neighborhoods that due to age, changes in conditions, or unanticipated opportunities merit more detailed attention. More recent demographic data are also incorporated to highlight changes in the City that reveal important trends and distinguish East Grand Rapids from communities locally and across the nation.

## Summary of Process

Consistent with the City’s tradition of transparency and community involvement, the process of preparing this supplement relied heavily on input from the community-at-large and the stakeholders most directly affected within the subareas. Individual interviews were conducted; an interactive project website was created; a public opinion survey was posted which received over 600 responses from throughout the City; comments were sought regarding each of the individual subareas; and neighborhood meetings were held to further elicit input as planning concepts were formulated.

Results of the public engagement efforts were shared with the Planning Commission and City Commission. During several work sessions, the Planning Commission set new planning goals and reviewed, discussed, and refined potential land use options.

Subsequently, a draft document was presented at a public hearing; further refinements were made; and the Plan was adopted by both the Planning Commission and City Commission.

## Relationship with Other Plans

While this Plan amendment is primarily focused on specific subareas, other critical elements of the City’s development, character, and services were not ignored. East Grand Rapids continually plans for the development, expansion, and maintenance of its infrastructure. For example, every five years a new *Parks & Recreation Plan* is prepared to examine the adequacy and availability of such facilities throughout the City. A *Mobility-Bike Action Plan* was adopted in 2021 identifying a

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list of improvements and new routes along with priorities for action. The City is also actively engaged in an on-going *Sustainability Program* toward achieving carbon neutrality for City facilities with the adoption of a *Climate Action Plan*. Information and recommendations from those plans have been relied on to provide guidance for this Master Plan amendment. Other plans, such as The Rapid's *Transit Master Plan*, were also consulted.



# Perspective

## Community Profile

Despite being a mature, built-out community, East Grand Rapids remains vibrant. Recent population estimates from the US Census Bureau indicate that the City has experienced nearly seven percent growth since its 2010 low, rising from 10,694 to 11,394. Increases like this are unusual for mature, inner ring cities which typically remain stable, at best, or experience population declines.

Other demographic data offer clues to this population uptick. Since 2010, the median age has steadily declined and the average household size has increased, trends that also run contrary to what has occurred in most mature cities across the nation. Younger families are moving into the community, offsetting the growth of the 65 and older population which, also contrary to national trends, is relatively low at 11 percent of the total population compared to the national percentage of 17.7 percent.

East Grand Rapids Trends 2010 - 2023				
Factors	Population and Housing Changes			
	2010	2020	2023*	% Change 2010-2023
Population	10,694	11,371	11,394	+ 6.5
Median Age	38.1	37.7	37.0	- 2.9
Persons ≥ 65 Yrs.	8.9 %	10.6 %	11.0 %	+ 23.6
Median HH Income	99,489	145,000	168,487	+ 69.4
Median Hsg. Value	249,100	409,200	502,000	+ 100.01
Median Rent	1,043	1,636	1,845	+ 77.0
Avg. HH Size	2.85	2.90	2.98	+ 4.5

\* Census estimates

A comparison with other nearby, economically comparable metro area communities and Kent County also adds perspective to how East Grand Rapids fares.

2023 US Census Estimate - Comparisons					
	East Grand Rapids	Ada Twp.	Cascade Twp.	Grand Rapids Twp.	Kent County
Population	11,394	14,413	19,701	18,934	661,354
Median Age	37.0	42.8	43.2	41.4	36.5
Persons ≥ 65 Yrs.	11.0 %	16.5 %	17.8 %	19.1 %	15.4 %
Median HH Income	\$168,487	\$171,047	\$133,401	\$121,328	\$79,756
Median Housing Value	\$502,000	\$532,800	\$469,600	\$420,500	\$309,900
Median Monthly Rent	\$1,845	\$2,245	\$1,739	\$1,584	\$1,270
Owner Occupancy	94.3 %	94.3 %	90.2 %	85.4 %	70.5 %
Persons/HH	2.98	2.83	2.72	2.58	2.56

These data show that East Grand Rapids has a:

- younger population than the other communities and comparable to Kent County
- greater household size than the other communities
- much lower proportion of 65+ residents than all, including Kent County
- very high proportion of owner-occupied dwellings, tied with Ada
- median income second to Ada and substantially higher than all others
- median housing value and monthly rent higher than all, except Ada

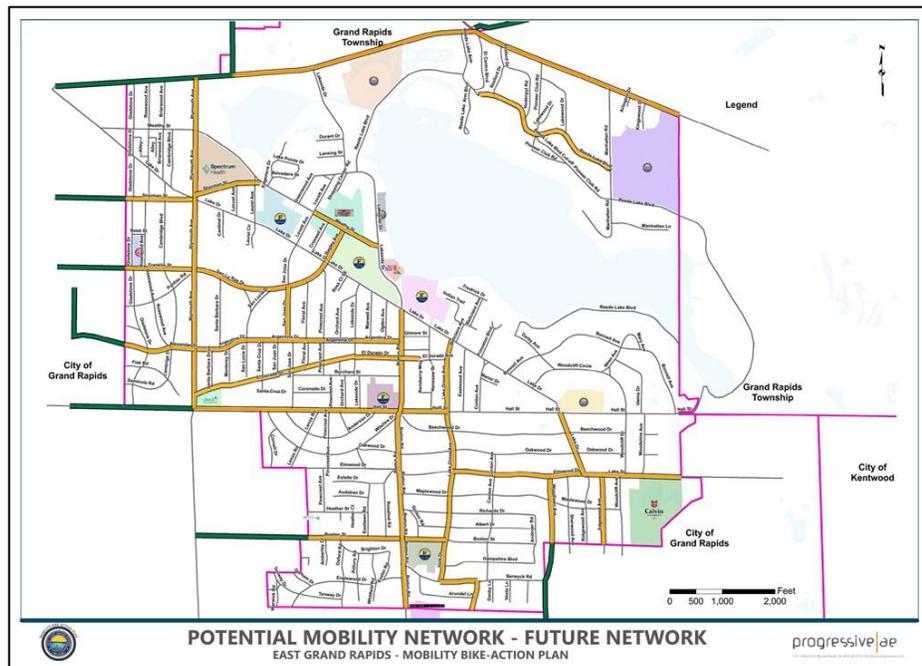
These data run counter to a common perception that East Grand Rapids is an aging community unable to attract and keep young families. It is also worth noting that the three comparison communities are townships with substantial land area available for new development, with large areas devoted to commercial and employment offerings, and served by highly regarded school systems – factors that would typically attract young families. The reputation of the East Grand Rapids school system and the “walkability” of the City are likely reasons for EGR’s continued attractiveness to younger families.

## Infrastructure

East Grand Rapids has an established infrastructure of facilities and services supporting its resident population and business center. The availability of such facilities and services is important to the vitality, sustainability, and desirability of the community and has been cited among the main reasons for living here.

### Mobility.

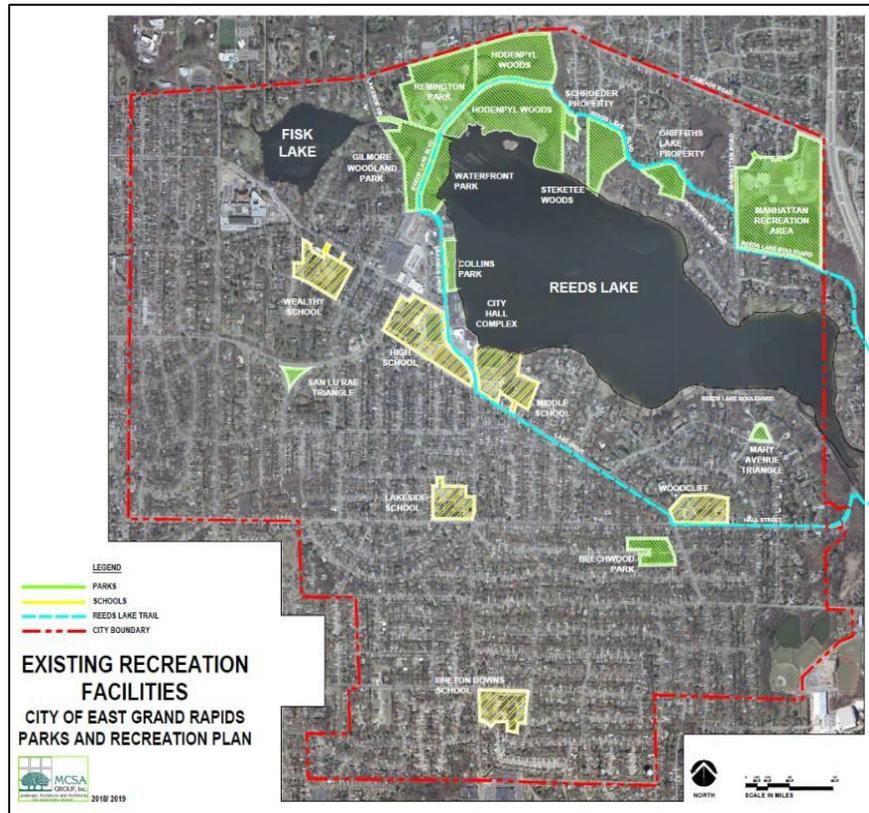
Widely known for its walkability and active lifestyle, the City boasts a network of sidewalks throughout most of its neighborhoods and is actively expanding its accommodation for bicyclists and other non-motorized enthusiasts via designated bike lanes and expanded pathways.



However, while those seeking an active lifestyle have many options from which to choose, opportunities for those with physical disabilities or age-related disorders may not be as widespread. It is essential that barriers to navigating the pedestrian environment, including obstacles, uneven surfaces, street crossings, slopes and ramps, continue to be addressed to increase safety and expand mobility opportunities for all.

Transit service offers another mobility option to commuters, shoppers, and students. The Rapid serves the City with two bus routes, one of which follows Breton and Wealthy Streets through the Eastown neighborhood and Gaslight Village. The other route serves the southwest quadrant of the City along Breton, Boston, Plymouth, and Hall Streets.

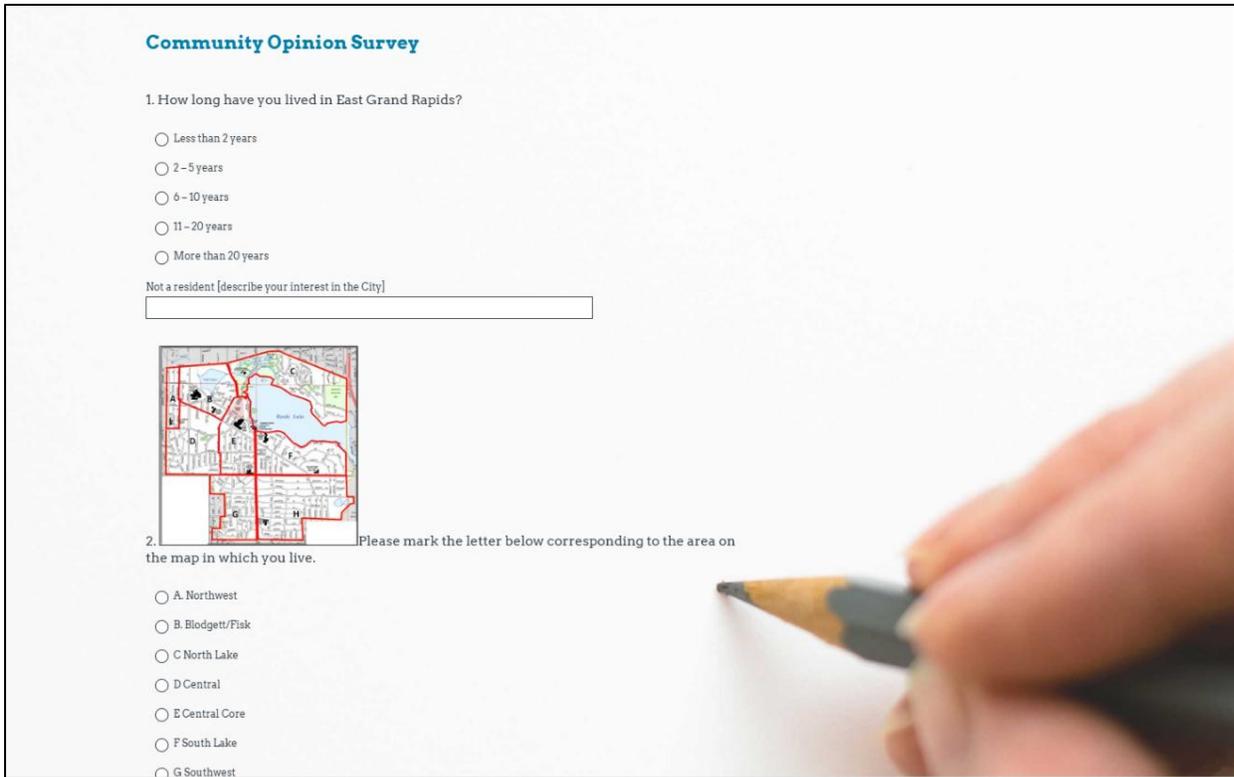
**Recreation.** Parks, playgrounds, ball fields, open spaces, and natural areas abound, offering a full range of leisure pursuits. Some facilities are in conjunction with the City's schools, while most others surround Reeds Lake, which is in itself a valued recreational and scenic amenity. While there is a relative abundance of these facilities, they tend to be concentrated in the City's northeast quadrant. Except for the playgrounds, courts, and ball fields available at the various schools, no city parks are found in the western third of the City and only one is located in the City's southern half.



**Schools.** The East Grand Rapids school system ranks among the top 25 school districts in the State of Michigan and is a major draw for many residents. Campuses for both the high school and middle school are located in the heart of the City close to the Gaslight Village business district and Reeds Lake. Three elementary schools are dispersed throughout the community. According to the community opinion survey conducted for this Plan, “quality schools” ranked as the number one reason why people chose East Grand Rapids as their place of residence.

## Community Engagement

Over 600 people from throughout the City, responded to the opinion survey on the Master Plan website. Additional opportunity was available to offer comments specific to each of the four individual subareas identified in the planning effort. Potential redevelopment options for two of those areas were also posted to elicit further comments and ideas. That input is discussed in the Subarea Chapter.



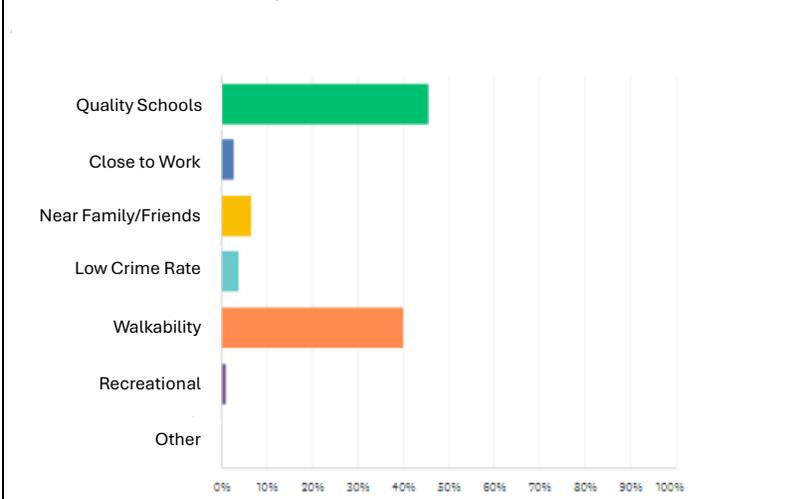
In the community survey, when asked why residents chose to live in East Grand Rapids, the most frequent responses, not surprisingly, were “schools” and “walkability”. Similarly, the most prized qualities were “community”, “schools”, “walkability”, and “safety”.

However, when asked what residents liked least about the City, in one form or another “taxes”, “housing cost”, “traffic”, and “lack of diversity” were cited most frequently.

The most serious issues, in order of ranking, were: “cost of housing”, “enforcement of traffic laws”, “lack of nearby shopping and services”, “property maintenance”, and “lack of housing options”.

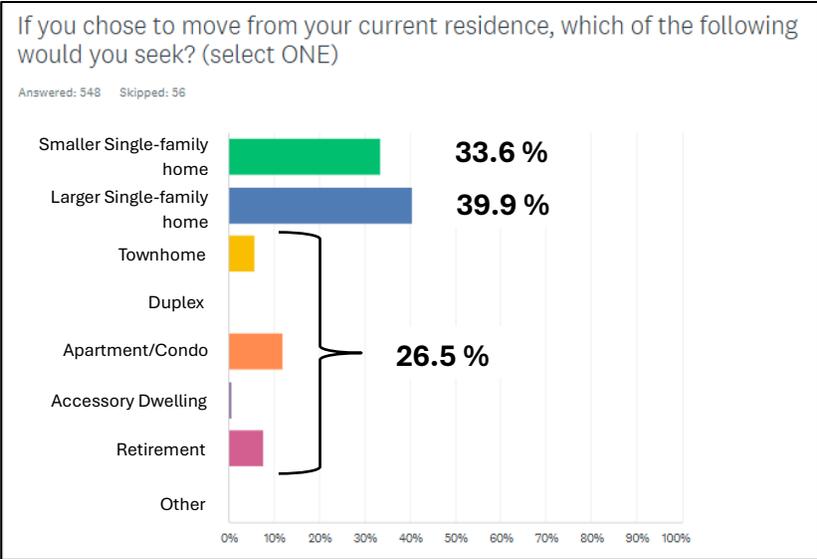
Despite the level of activity in Gaslight Village, respondents described the district as “tired” and

Please mark the ONE reason below that best describes why you live in or moved to East Grand Rapids:



“lacking shopping opportunities”. They also identified businesses that are desired. The top five were: “high-quality sit down restaurant”, “coffee shop”, “pharmacy”, “hardware store”, and “clothing store”.

When asked what type of housing the respondent would choose if they moved from their current residence, nearly two-thirds (60.1 percent) chose “smaller single-family home”, “townhome”, “apartment or condominium”, “accessory dwelling”, or “retirement community”. More than one-quarter (26.5 percent) of all



respondents would seek options other than a single-family home. However, approximately 44 percent of all respondents stated they would move out of East Grand Rapids if they left their current residence, citing “taxes” and “children no longer in school” as the two principal reasons.

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# Assets and Challenges

East Grand Rapids enjoys an enviable reputation as a vibrant residential community whose many assets create a healthy, safe, small town environment.

The opinion survey conducted in conjunction with this planning effort confirmed the importance of some of the City's strengths and identified others. Among its most notable assets are its schools, ranked in the top 25 school systems in Michigan. In the opinion survey, "quality schools" was cited most often as the reason for living in EGR.

"Walkability" came in a close second as the reason for living in the City. This is easy to understand when considering the network of sidewalks available throughout the City and the pathways and trails within City's parks and open spaces. On any given day people can be seen in all parts of the community walking dogs, strolling with friends, accompanying children to school, and running.

While the sidewalks and pathways provide the infrastructure for walking, the neighborhoods themselves create an inviting environment. The City's neighborhoods are generally characterized by mature, well-maintained homes (some dating from the early 1900s), tall trees lining the streets, and manicured lawns.

Other attributes that enhance the quality of life and make East Grand Rapids distinctive include its two lakes that occupy much of the northern part of the City. Reeds Lake, in particular, is a unique feature in the heart of the community, offering recreational opportunities, remarkable views, space for public events, and a tranquil place to relax. Located nearly adjacent to Reeds Lake, the Gaslight Village business district offers a variety of shops, restaurants, and services in an inviting and walkable setting. The proximity of Gaslight Village to Reeds Lake and its adjacent Collins Park also creates a reciprocal relationship that encourages mutually supportive interaction between the two destinations.

Though the City possesses many attractions, like other communities it is not without its challenges. Frequent concerns expressed by the public and from analysis of available data include:

## Housing Cost

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Understandably, the cost of housing in the City is a significant concern as it is throughout the country. According to the most recent estimates released by the US Census Bureau, the median housing value in East Grand Rapids in 2023 was \$500,200, a 100 percent increase from the 2010 value of \$249,100. In contrast, Kent County's median value in 2023 was less than two-thirds that of the City's (\$309,900 vs. \$500,200) and only increased by 28 percent from 2010.

In addition, many respondents to the Plan's opinion survey noted that moving to another home within East Grand Rapids was not an option due to the escalated property taxes that would result when a home is sold and reassessed.

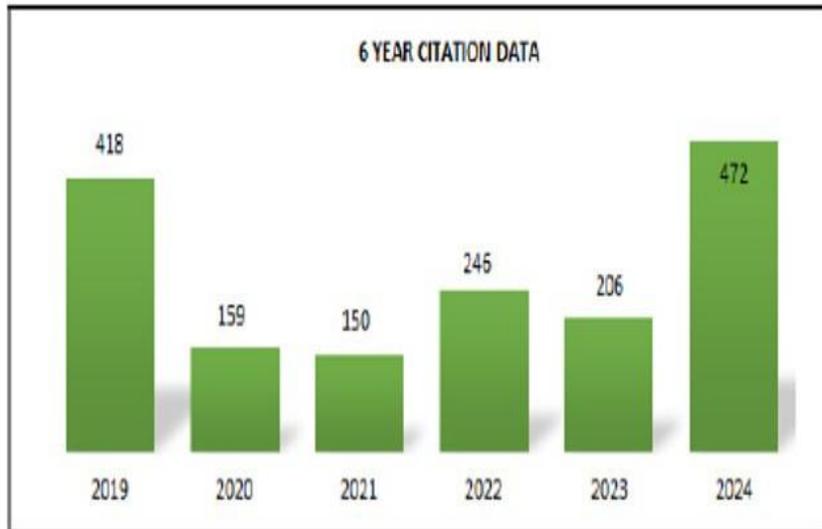
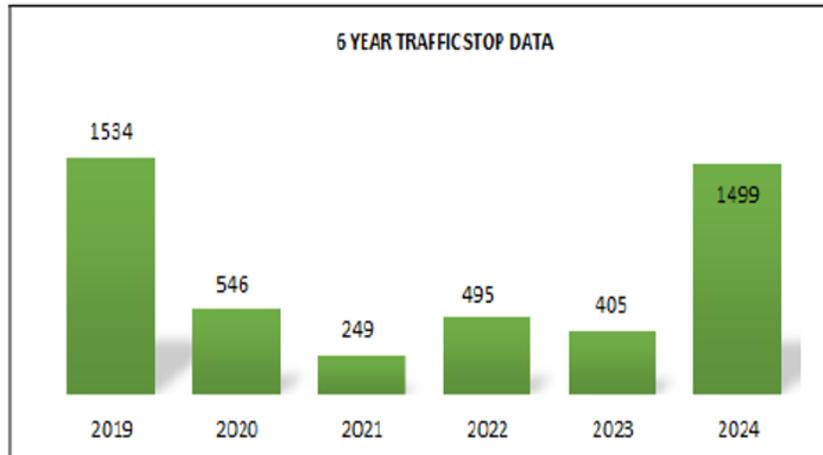
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## Traffic Safety

As a predominantly residential community, the creation of any major thoroughfares through East Grand Rapids has been avoided. Speed limits are set at 25 mph, and streets are confined to two lanes with a few exceptions at major intersections. However, frustration was repeatedly expressed by survey respondents with the perceived lack of enforcement of speed limits and the conflicts between vehicles and pedestrians/cyclists.

Traffic stops and citations have increased substantially in the past year following a four-year decline. A major reason for this is related to the COVID pandemic. During the pandemic traffic stops and citations dropped off substantially because of personal contact guidance and efforts by Kent County to minimize the jail population. Arrests for minor issues related to traffic stops were discouraged. The accompanying charts illustrate the dramatic change in traffic stops and citations between 2019 and 2024. The City also intends to work with a consultant in the near future with respect to a review of the Department of Public Safety which will also include traffic enforcement.



An ambitious program of expanding bike lanes and pathways is also being instituted throughout the City to improve mobility and increase safety. Recommendations from the Mobility-Bike Action Plan are being implemented to expand the network of enhanced facilities for all road users. To accomplish this, a shift from low utilization/convenient on-street parking will need to give way to a focus on dedicated facilities for bikes. The city has already implemented several bike network changes including dedicated bike lanes, advisory bike lanes, and a shadow network. Efforts to build out the remaining network that was called for by the community is underway.

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Other measures designed to accommodate non-motorized traffic and reduce conflicts are being explored. One example is in the Gaslight Village business district where the planned mixed-use development of the former Ramona Medical Center property would separate internal bicycle routes from streets, integrate designated pedestrian and bicycle routes with existing routes in and around the business district, and provide connectivity with abutting properties.

## Commercial Opportunities

While the Gaslight Village business district appears to be thriving, many survey respondents cited the need for more options. A desire for high quality sit-down restaurants was frequently expressed. Breakfast and lunch restaurants were also noted as desirable. Additionally, pharmacy, convenience, hardware, and clothing retailers ranked high among the requested businesses. Added commercial space in the proposed planned development is expected to address such expressed needs. Even current merchants have voiced a desire to have more businesses in the district to draw additional visitors.

Another often-cited concern focused on the existing Gaslight/D&W Plaza and its relationship to the remainder of Gaslight Village. Despite the fact that D&W is a significant anchor store and the 200 plus space parking lot serves the entire business district, public sentiment favors improvement. The Plaza's suburban strip center character was frequently noted as being out of place, as is the expansive parking lot fronting Wealthy Street. Many respondents commented about the "tired" image of the plaza in general.

## Lack of Diversity

Many survey respondents perceive East Grand Rapids as lacking diversity in two ways that are, in part, interconnected...socio-economic and housing. Frequent social comments included terms such as "entitled", "homogeneous", "pretentious", "insular", and "elitist".

With respect to housing, the opinion survey showed that over one-quarter of all respondents would choose a housing type other than a single-family home. Condominiums, townhouses, senior living, or apartments were cited as their next residence. However, nearly half of the respondents said they would move out of the City, citing children no longer in school, taxes, housing affordability, and/or unavailable housing options as the reasons for such a decision.

## Age of Housing Stock

In addition to the lack of alternative housing choices, the City's housing stock is old. According to the US Census estimates, 69 percent of all housing in the City is at least 65 years old and more than a quarter of all units (27.4 percent) were built prior to 1939. Only six percent of the housing in East Grand Rapids has been constructed since 2000.

This may account for the ranking of "property maintenance" as the fourth most significant concern according to survey respondents. As an essentially built-out city, East Grand Rapids has no large expanse of open land to accommodate new development. The continued availability of quality housing will rely on individual home improvement to upgrade and repair existing homes and modification of zoning regulations to allow infill and conversion to other residential options.

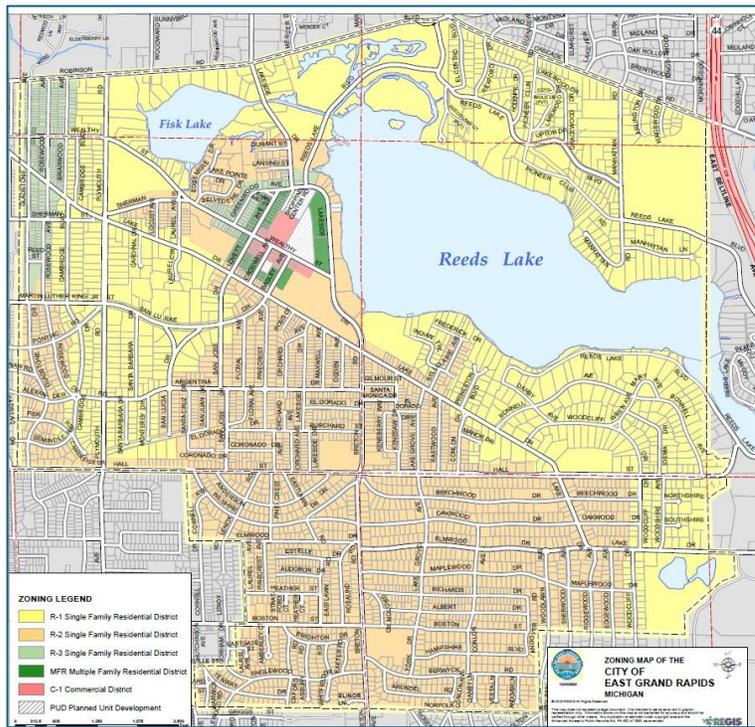
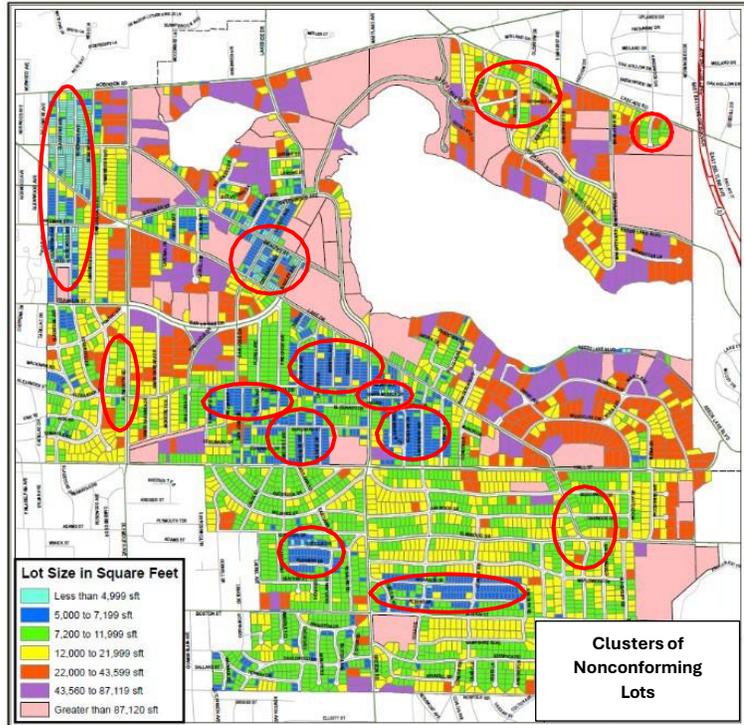
## Nonconforming Conditions

Many of the City's established neighborhoods were created long before any zoning regulation. In some areas, consistent with the trends of the times, homes were built on lots as small as or even smaller than 4,000 sq. ft.

When zoning was eventually introduced, even the smallest required minimum lot size (5,000 sq. ft.) was larger than many of those pre-existing lots, making them nonconforming. Nearly all lots in some neighborhoods still remain nonconforming.

The accompanying maps illustrate current zoning and the significant concentrations of lots that do not meet zoning requirements for lot area and/or width throughout the City.

While nonconforming lots are occupied by homes, they are subject to limitations not applicable to conforming lots. For example, the maximum allowed height of buildings is less than the height permitted on conforming lots. Limits on the maximum coverage for buildings and pavement also make it difficult, if not impossible, for such nonconforming lots to have a garage, accessory building, or patio.



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# Vision and Goals

## Vision

East Grand Rapids will continue to be a highly desirable residential community. Its long-term sustainability will be maintained through an excellent school system, ongoing investment and enhancements in the Gaslight Village business district, a variety of housing options for current and future residents, ample preserved open spaces and parks, a comprehensive network of trails and pathways for all users, and superior public services.

## Goals

The findings and recommendations of this Plan amendment are consistent with and intended to support the goals of the 2018 Master Plan. The overarching theme for these goals is to support the Plan's vision and retain the viability of the City's distinct neighborhoods. Many of the goals listed below and in the 2018 Master Plan are aligned with goals more fully addressed in other City plans such as the Mobility/Bike Plan, Parks & Recreation Plan, and Climate Action Plan for City operations.

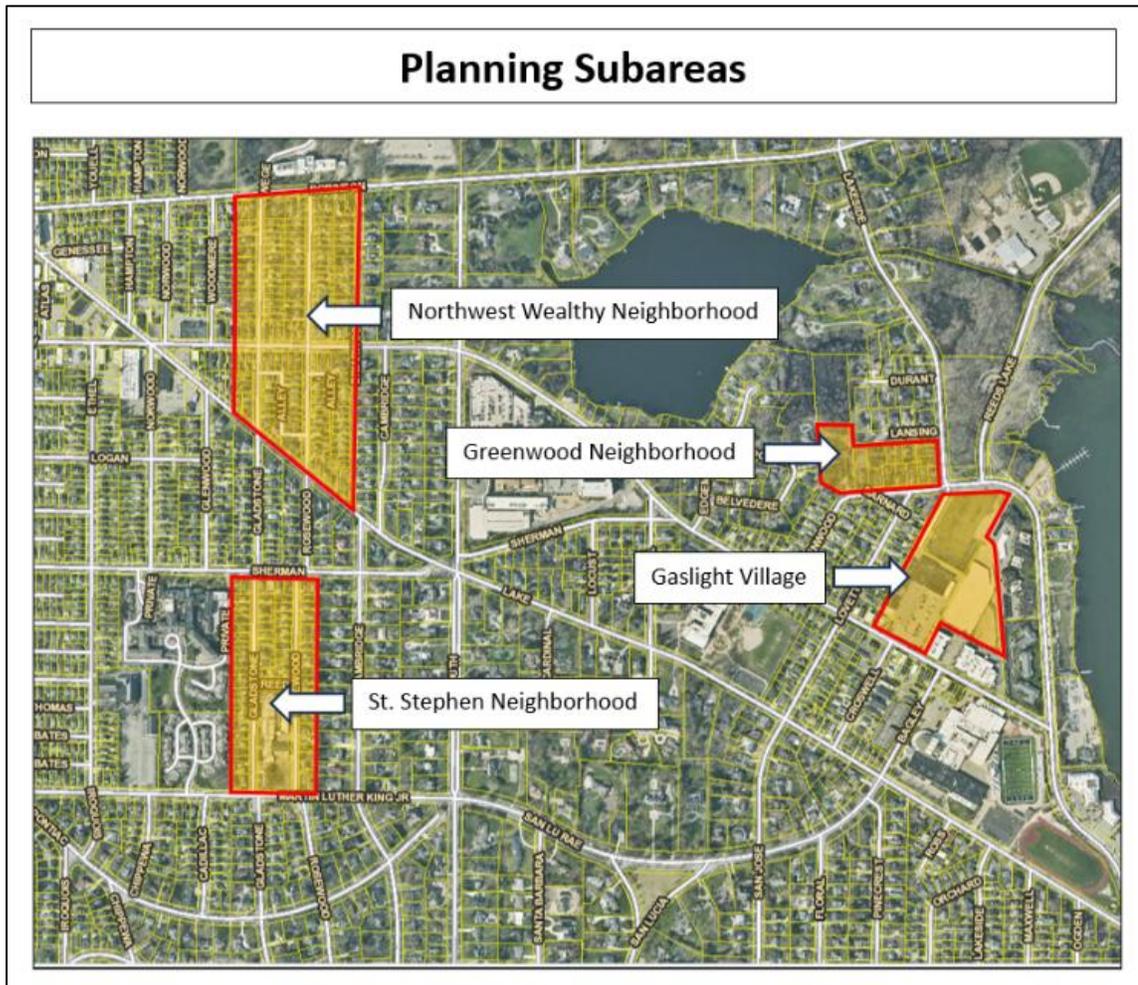
- Increase the variety of housing options available to accommodate aging-in-place, new families, and young professionals at an attainable cost.
- Expand the network of trails, pathways, and designated lanes for biking, walking, and running to create a “complete streets” mobility system.
- Achieve universal accessibility throughout the City for those persons with mobility challenges.
- Provide open spaces in Gaslight Village for social interaction and community events.
- Enhance the image and vitality of Gaslight Village by promoting additional events, screening parking lots, encouraging more businesses, and promoting a walkable environment.
- Preserve the City's attractive, desirable neighborhoods through enforcement of property maintenance regulations; prompt repair of streets, sidewalks, and other infrastructure; and routine patrols by public safety officers.
- Strive to achieve carbon neutrality for City operations by 2040.

# Subareas

The City's 2018 Master Plan addressed some localized issues but is mainly a plan for the community as a whole. Many of the recommendations found in that Plan have been implemented or are currently being worked on, while others remain on the "to-do" list. Therefore, this Plan is a supplement to the 2018 Plan and is more narrowly focused on a few specific areas of the City. Four subareas were selected for a closer look based on their existing character, age, proximity to other uses, susceptibility to external influences, and/or current mix of uses.

Except for the Gaslight Village subarea, these are primarily mature residential neighborhoods, each with its own character and attributes. Each subarea is described on the following pages.

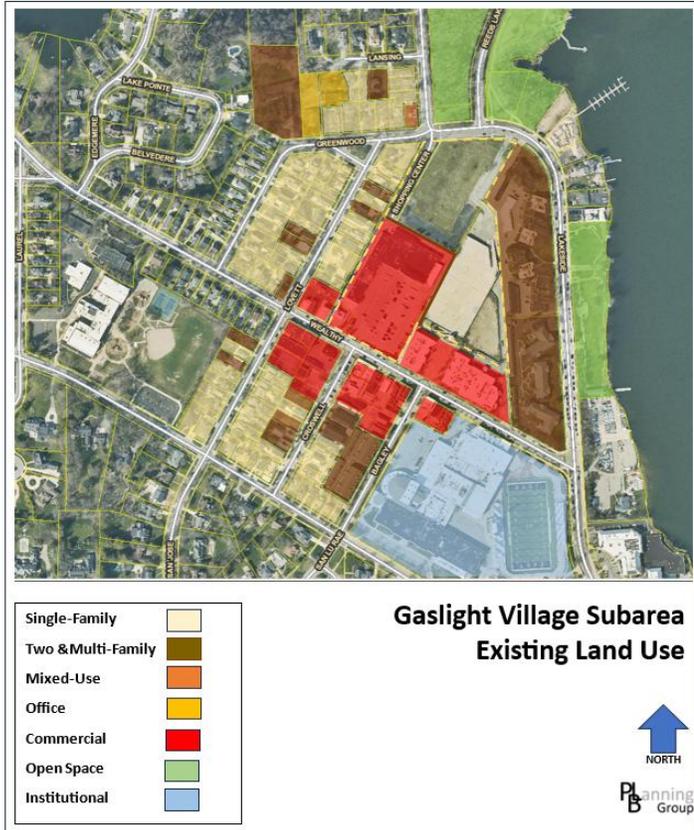
Two of the subareas, Gaslight Village and St. Stephen neighborhood, include conceptual development plans. No individual concept is being singled out and recommended. They are presented as illustrations of what could be done consistent with the goals of this Plan and addressing comments offered by those who participated in the opinion survey and attended neighborhood meetings. Any future development in either area is subject to the desires of the property owner, the feasibility of the use, and zoning approval by the City.



## Gaslight Village

**Existing Conditions.** The center of activity in the City is a vibrant mix of retail, restaurants, offices, lakefront park, pathways, municipal services, schools, and residential options clustered around the Wealthy Street/Lakeside Drive intersection. Activity abounds throughout the “village” as residents and visitors shop at the many unique stores, enjoy a variety of dining options, relax in Collins Park, cast a lure on Reeds Lake, and walk their dogs or ride their bikes along the Reeds Lake Trail.

A mix of homes, condominiums, and apartments surrounds the commercial core and the last remaining undeveloped parcel of significant size in East Grand Rapids. Once occupied by an amusement park and later by a medical clinic, parking deck, and department store, the roughly eight and a half acre vacant site has been the subject of various redevelopment proposals since 2004. Two commercial buildings, approximately 77,000 square feet, were developed along the Wealthy Street frontage as the first phase of an approved 2004 plan. However, the remainder of the property awaits development. This site also wraps around the north and east sides of an existing retail shopping center, Gaslight Plaza.



The shopping center, developed in 1958 on about 3 acres, followed the prevalent development model of that period for shopping centers, setting the “L-shaped” building back from the street and creating a large parking lot in the foreground. While the center is successful and contains the City’s only grocery store, its suburban design is out of character with the pedestrian-oriented business district surrounding it.

Business owners generally give high marks to Gaslight Village for its variety, charm, and level of activity. However, like “downtown” merchants elsewhere, they have expressed concern about parking. While this is often a matter of perception, to the business owners it can be very real. The 2018 Master Plan



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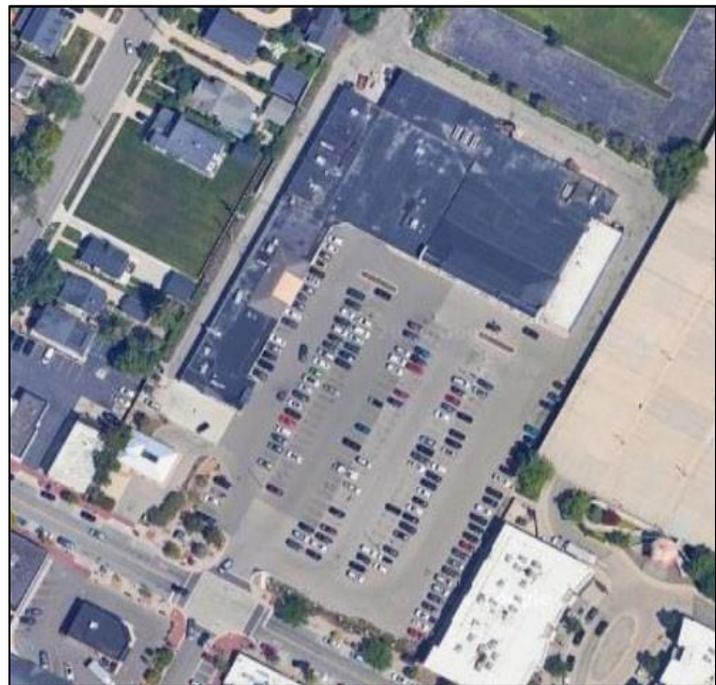
included a parking study which concluded that parking was sufficient. However, the loss of a two-story parking structure coupled with the recently proposed development of the remaining vacant acreage will warrant another look. An updated study of all parking (public, private, and school) in Gaslight Village was conducted in May 2025. Its findings were consistent with the 2018 study.

However, two significant developments are anticipated in Gaslight Village within the next few years, whose immediate and long-term impact on parking is uncertain. One project is an expansion of East Grand Rapids High School and the other is a mixed-use planned development. During the construction phases of these projects, some currently available parking will be lost and the parking demand resulting from completion of both developments needs to be studied.

The availability of a large parcel within Gaslight Village, as well as the presence of the Gaslight Plaza, anchored by the City's only grocery store, represent opportunities and challenges for the community.

Approximately 20 years ago, the currently vacant property was acquired when the former Jacobsen's Department Store closed. A mixed-use development proposal consisting of residential, office, and commercial uses was approved by the City and subsequently by the voters. However, only the first phase, consisting of two buildings along Wealthy Street, was constructed prior to an economic downturn that halted continuation of the project. In subsequent years, revised plans were presented, though each time unanticipated events (COVID, high interest rates, recession, construction costs, market conditions, etc.) impeded moving forward. A new mixed-use concept plan was submitted for the site in 2024 and, after several revisions, was approved in 2025. Submittal of detailed final plans is expected in 2026.

The other major component of this subarea, Gaslight Plaza, essentially a shopping center within the broader business district, has been part of the community for decades. Several small businesses are located here, as well as a large grocery store. The expansive parking lot in the foreground accommodates customers for the shopping center and other businesses.



Regardless of its success in drawing customer traffic to the entire business district, the Plaza is basically a suburban strip center in the midst of a downtown. While most other businesses in the Village line the adjacent sidewalk and parking is either on the streets or concealed behind buildings, the Plaza parking lot dominates the frontage.

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Despite its prominence in the community, the business district lacks a sense of arrival at the Wealthy and Lovett Street intersection. Less than a block west of the Plaza, the business district abruptly ends and Wealthy Street becomes a residential street lined with stately homes. A distinct symbol at this portal would enhance the business district's identity and create a formal entry.



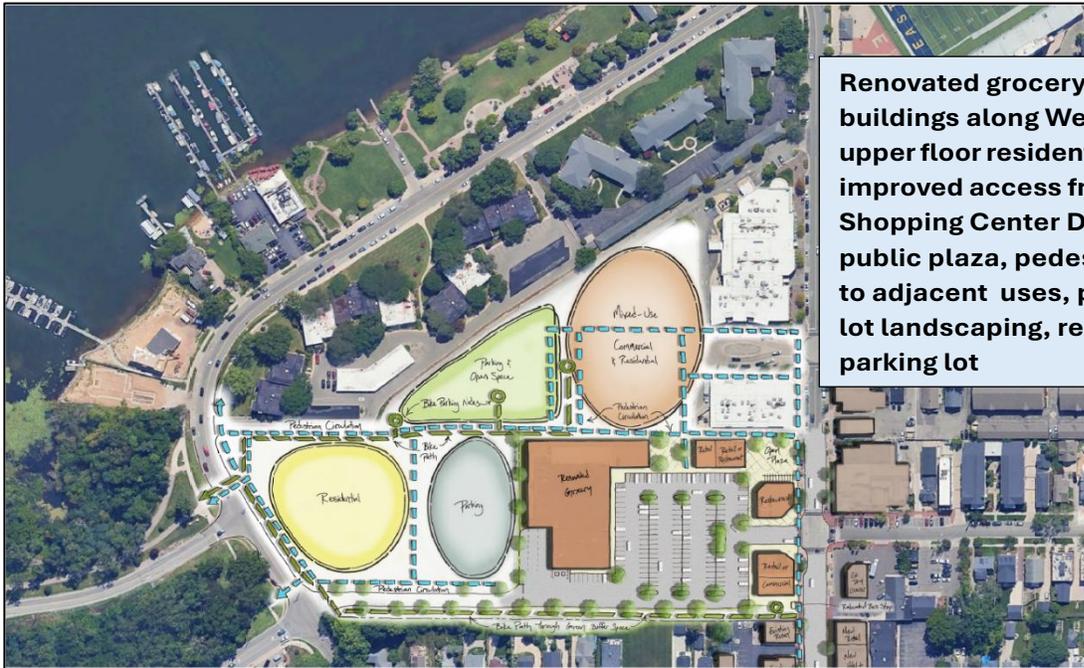
**Neighborhood Input.** In 2024 a revised concept plan was presented to the City for development of the remaining eight-plus acre vacant site north and east of the Gaslight Plaza. Similar to the original mixed-use development approved 20 years earlier, the new plan proposed more dwelling units as well as more residential options along with increased commercial space and revisions to the interior access and circulation system. The proposal generated almost immediate response from the community – both in support and in opposition.

Much of the comment was in the context of the broader business district. While many people expressed support for the development and the resulting availability of more commercial space and additional housing opportunities, others were opposed to the scale of some buildings and the impact on traffic and parking.

Relative to the overall business district, traffic congestion was identified as a significant issue. Linked to traffic was concern about conflicts between vehicles and cyclists or pedestrians. This prompted many suggestions to separate vehicular and non-motorized traffic to reduce congestion and improve safety. Other comments proposed more public spaces within the business district for events, relaxation, and visual appeal. The image of the Gaslight Plaza was also the subject of several comments noting the need for physical improvements to the building and screening for the parking lot.

**Potential Changes.** Future plans for the vacant site adjacent to Gaslight Plaza have been presented to the City and a concept plan was approved. Therefore, only a schematic layout is shown here to illustrate the desired integration of the new development with potential changes to the Gaslight Plaza. The attached concept sketches illustrate several possible and desirable scenarios based on input from the community and the goals of the Master Plan. Key elements to all are the retention of the grocery store, addition and/or replacement of commercial space, creation of prominent open space, retention of parking, connectivity with the future adjacent development, visual enhancement of the Wealthy Street frontage, and gateway identity. No one concept is being advocated over another. All are dependent on the owners of the Plaza and the individual businesses within the shopping center.





**Renovated grocery, new buildings along Wealthy, upper floor residential, improved access from Shopping Center Drive, public plaza, pedestrian link to adjacent uses, parking lot landscaping, reorient parking lot**

Future Master Plan - Concept C-1  
Gaslight Village Neighborhood- East Grand Rapids, Michigan



**Renovated grocery, new buildings along Wealthy, improved access from Shopping Center Drive, public plaza, parking lot landscaping**

Future Master Plan - Concept C-2  
Gaslight Village Neighborhood- East Grand Rapids, Michigan

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## Greenwood Neighborhood

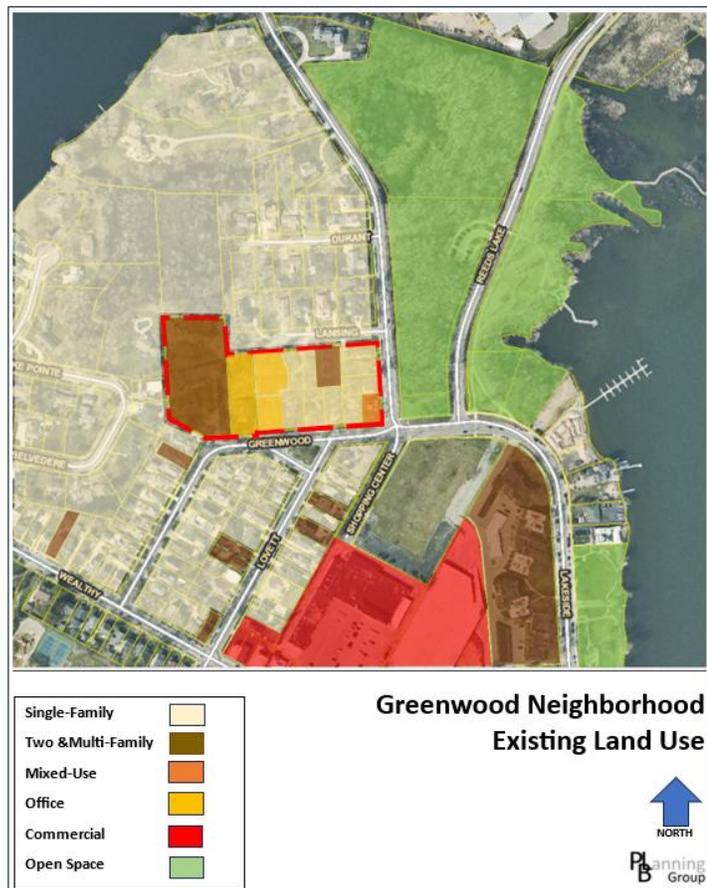
**Existing Conditions.** Located just northwest of the Gaslight Village subarea, this small, well maintained neighborhood dates back to the early 1900s. Many of those initial homes remain, others have since been replaced. Stately trees dot the neighborhood adding to its character. For decades, however, the neighborhood has contained a mix of other uses, including professional offices, retail, and multiple-family residential. The largest of these is a cluster of townhomes at the west end of the subarea. Three office buildings occupy the property immediately east of the townhomes. A mixed-use office/residence sits at the northwest corner of Lakeside Drive and Greenwood Avenue and a two-family dwelling is located on Lansing Street in the center of the otherwise single-family neighborhood.

A range of uses also surrounds the neighborhood – mostly single-family homes to the north and west (plus a tract of vacant city-owned property), single- and two-family residences to the immediate south, and expansive city- owned open space to the east. Just to the southeast lies a portion of the vacant property proposed for mixed-use development as part of the City’s Gaslight Village commercial core.

Typical of development patterns in the early to mid-1900s, the mix of uses within the neighborhood has existed for decades. One current office building even predates several neighborhood homes. Overall, there is a nearly 50/50 balance between single- family homes and other uses.

**Neighborhood Input.** Despite the neighborhood’s current and long- standing variety of residential and nonresidential uses, most residents object to any further intrusion by non single-family homes. A few even suggest phasing out the existing offices, condos, and rental units to replace them with traditional homes. While some others suggest that a mix of uses, especially residential variety, is desirable, the predominant sentiment is opposed.

Other expressed concerns relate to traffic and the safety of pedestrians (especially children) and cyclists. Enforcement of traffic laws, adding sidewalks in certain locations, and reconfiguring perceived dangerous intersections are among other frequent suggestions.



**Potential Changes.** On the face of it, this is clearly a mixed-use neighborhood. Its proximity to Gaslight Village and the mixed-residential uses along Lovett, coupled with the existing office and multi-family uses within the neighborhood, make it well-suited as a transition area between the current and anticipated development to the south and the larger neighborhoods to the north. Based on the proposed plans for the Gaslight Village expansion southeast of the neighborhood, the future use along Lakeside Drive would be residential in the form of a row of townhomes, complementing the already established land use pattern.

At the present time, considering the anticipated Gaslight mixed-use development, any change to the Greenwood neighborhood seems premature. There is no immediate challenge that necessitates a change to its current character, though future development to the south or further changing conditions may warrant consideration of other uses.

## St. Stephen Neighborhood

**Existing Conditions.** Located at the western edge of the City, this predominantly single-family area surrounds St. Stephen Catholic church and school built in 1924. At the time of this construction, the neighborhood was new and growing. Today the streets are lined with attractive, well-maintained single-family homes. However, declining enrollments and shortage of teachers prompted the recent closing of the elementary school. Likewise, reductions in the number of parishioners and a shortage of priests has threatened the closing of the church and its consolidation with another nearby parish.

Currently, only about 20 percent of the school building is occupied by non-profit organizations who use the space intermittently two or three days each week. Fuller use of the space and the property is desired. The church may continue to be used for other purposes until long-term plans are finalized by the diocese.



While the St. Stephen property is surrounded on all sides by homes, the homes along the west side of Gladstone Street abut the boundary line between East Grand Rapids and the City of Grand

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Rapids. Property in Grand Rapids adjacent to those homes is occupied by the Clark Retirement Community and Clark Condominiums, a large complex of aging-in-place facilities for senior residents.

**Neighborhood Input.** The loss of the school and church disappointed many of the neighbors and concerns were expressed about the fate of the buildings and their surrounding property. One nearly universal comment voiced by the surrounding neighbors is the importance of the school's play area and open space which for decades have served as a gathering place for area residents.

Opinions are split about whether the school building, in particular, should be retained and occupied by some other use or should be razed and replaced with new housing or a neighborhood park. Specifically, acquisition by the East Grand Rapids Public School District has been advocated, though unlikely. Other ideas for the building included community day care, senior center, recreation center, or community green space/neighborhood park.



Regardless of the property's ultimate fate, there is widespread concern about on-street parking which currently is in short supply and would only worsen unless additional off-street parking accompanies whatever new uses replace the school and ultimately the church. Concerns about density were also voiced if some form of residential use is to be developed.



**Potential Changes.** A complicating and potentially costly consideration affecting the future use of the school building is its physical connection to the church. In addition to sharing a wall, the two buildings share a mechanical system. Nevertheless, operating and maintaining the existing buildings is no doubt a costly proposition without a fuller use of the facilities.

In addition to the suggestions proposed by neighbors, the school building or the property on which the building currently sits affords other possibilities consistent with the character of the surrounding area and the goals of the Master Plan. Several development concepts are shown on the following pages for the school property only (pending a final determination regarding the church's disposition). These are illustrative examples only. Implementation of any repurposing of the existing building or redevelopment of the site is dependent upon economic feasibility, as well as the willingness of the Diocese to allow such use(s) and the City's approval of any necessary zoning change. Note that, even where new development is illustrated, each concept includes retaining play areas and gathering space as critical elements.



**Retain existing buildings and reuse for EGR school or repurpose for day care, community center, senior housing, or other institutional use, and expand playground/open**

**Remove existing buildings, add townhomes, on-site parking, playground, basketball court, and open greenspace**



**Remove existing buildings, add single-family homes, on-site parking, playground, basketball court, and open greenspace**



**Remove buildings, add townhomes, on-site parking, playground, basketball court, existing building to remain**

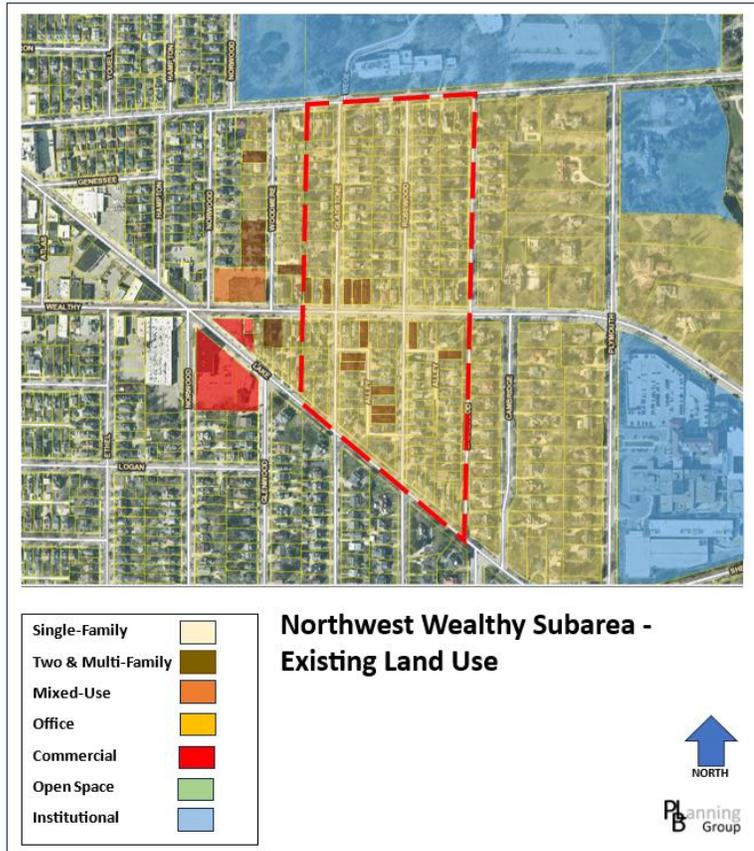


**Remove existing buildings, add playground, basketball court, community building, and expansive greenspace**

## Northwest Wealthy Neighborhood

**Existing Conditions.** Bounded on the north by Robinson Road and the south by Lake Drive, this is one of the City's early neighborhoods. These blocks about the City of Grand Rapids on the west, including its Eastown business district. Along the north edge is the sprawling Aquinas College campus and less than two blocks east of the neighborhood is another large institutional use, Corewell Health-Blodgett Hospital.

This is a stable, well-maintained neighborhood where most of the homes originate from the early 1900s and are built on narrow lots of less than 5,000 sq. ft. While the structures are predominantly single-family homes, two-family and multi-family buildings are found intermingled among the homes, especially south of Wealthy Street, a principal travel route serving the hospital and Gaslight Village, which essentially bisects the neighborhood. Most of these multi-unit structures, however, apparently predated zoning regulations and are considered nonconforming uses.



**Neighborhood Input.** Overwhelmingly, the comments from residents of this area are positive. Its proximity to shopping, parks, and open space; its character and charm; and its walkability were cited over and over. According to current residents, there are few concerns despite the neighborhood's proximity to the college and popular Eastown business district. The most frequently voiced issue related to the inconvenience created by the loss of on-street parking due to the few multi-family residences in the midst of the neighborhood and occasional events at the college. Other concerns related to enforcement of speed limits, maintenance and snow plowing of sidewalks, and lack of proactive enforcement of property maintenance codes for rental units. The need for designated crosswalks, especially along Wealthy Street, to improve safety and accommodate the many walkers in the area was also expressed.

**Potential Changes.** Due in large part to issues related to on-street parking and maintenance of existing rental units, there is concern regarding potential expansion of multi-family zoning in the neighborhood, even for those properties that are already occupied by such uses. The small lot sizes also present an obstacle which could either preclude such multi-family uses due to their inability to meet minimum zoning requirements (though two-family conversions could be

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accommodated) or cause adjoining lots to be combined to allow construction of a new building in place of the previously existing homes.

While rezoning the existing nonconforming uses in the midst of the neighborhood south of Wealthy Street is not recommended, a less intrusive approach should be considered in support of the Master Plan goals to provide more housing options in the community. Expanding the existing MFR (multi-family) zoning district east along both sides of Wealthy Street to Rosewood and including the one nonconforming multi-family use at the southeast corner of Wealthy and Rosewood would limit these potential uses to a major corridor, create a reasonable transition from the adjoining Grand Rapids transitional zoning, remove one nonconformity, provide more opportunity for alternative housing, and not intrude into the heart of the neighborhood.



Such a change in zoning, while offering other options, would not automatically result in a sudden conversion of existing homes into two-family or multi-family units. Evidence of this is found in the existing MFR zoning district along Wealthy in which most of the properties have remained occupied by single-family homes. A similar change was previously implemented along both sides of Lovett Street west of Gaslight Village in which the R-3 single-family residential zoning was changed to MFR. The change offered owners more options but has not resulted in widespread conversions of homes into apartments.

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## Recommendations

1. Explore potential options such as new zoning districts, amending current districts, and rezoning to alternate districts to provide greater flexibility for use of nonconforming lots.
2. Increase opportunities for housing variety and attainability.
3. Consider a zoning ordinance amendment to allow administrative departures in lieu of variances for certain nonconforming conditions.
4. Review older neighborhoods and consider coverage and setback amendments in the R-2 and R-3 Residential Districts to allow accessory buildings such as detached garages.
5. Improve communication and outreach regarding enforcement of the City's property maintenance code.
6. Create or enhance public spaces within Gaslight Village and Collins Park to accommodate more community events and highlight Reeds Lake as a prominent feature.
7. Work with owners and tenants of the Gaslight Village Plaza to promote infill development along Wealthy street.
8. Enhance the western gateway into Gaslight Village to create a sense of arrival.
9. Work with the Rapid to expand transit routes, service, and convenience to reduce personal vehicle use.
10. Incorporate inclusive design of all public facilities to ensure accessibility for those with physical disabilities or age-related impairments.
11. Continue to implement other City plans including Parks and Recreation Plan, Mobility-Bike Action Plan, Climate Action Plan, and Utilities/Infrastructure Plans.

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# Zoning Plan

While the subarea plans are meant to offer reasonable development options for the specific areas, implementation of some of those options would necessitate zoning changes to those properties. Likewise, several Plan recommendations will require amendments to the zoning ordinance. The following table highlights the potential zoning adjustments.

<b>Recommendation or Options</b>	<b>Zoning Change</b>
Reduce nonconformities	Amend existing districts or adopt new district
Improve opportunities for expansion in mature neighborhoods	Amend existing districts or adopt new district
Increase administrative approvals	Amend ZBA provisions and site plan text
Expand housing options in Northwest Wealthy Neighborhood	Extend existing MFR zoning east along Wealthy
Provide additional housing in St. Stephen Neighborhood	Amend existing districts or adopt new district
Redevelop Gaslight Village Plaza	Review zoning ordinance to ensure potential uses and changes are permitted
Increase opportunity for housing options	Amend zoning districts to allow more choice

PROCEEDINGS OF THE PLANNING COMMISSION CITY OF EAST GRAND RAPIDS

February 10, 2026

East Grand Rapids Community Center – Commission Chambers

Present: Chairperson Mary Mapes, Commissioners Matt Feyen, Chris Rosmarin (5:31pm), Greg Metz, Peter Michell, Tom Tilma (5:32pm), Brian Miller, and Steve Achram

Absent: Commissioner Laura Schwartz

Also Present: City Attorney John Huff, Deputy City Manager Doug LaFave, City Planning Consultant Paul LeBlanc and City Clerk Lori Parmenter

1. CALL TO ORDER

Chairman Mapes called the meeting to order at 5:30pm

2. PLEDGE OF ALLEGIANCE

Chairman Mapes led the attendees in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made by Commissioner Miller and supported by Commissioner Michell to approve the agenda as presented.

Yeas: Mapes, Achram, Feyen, Metz, Michell, Miller, Rosmarin and Tilma – Yeas: 8

Nays: -0-

4. APPROVAL OF MINUTES – January 13, 2026

A motion was made by Commissioner Achram and supported by Commissioner Miller

Yeas: Mapes, Achram, Feyen, Metz, Michell, Miller, Rosmarin and Tilma – Yeas: 8

Nays: -0

5. PUBLIC COMMENT ON NON-AGENDA ITEMS

Nancy Pattison, 2104 Gorham Dr SE

- Reeds Lake Trail needs better signage-difficult to find your way around the trail
- Parks and Recreation Waterfront Park-Wetland Park area changes should be minimal. More human friendly has impact on animals/wildlife

- Marty Collins 2740 Lake Dr SE
  - Response to City Commission Meeting
  - Safety-focus on supporting law enforcement related to ICE

6. PUBLIC HEARING ON THE DRAFT MASTER PLAN AMENDMENT TO THE 2018 MASTER PLAN

- Paul Le Blanc-City Planner presented overview of the Master Plan Update Amendment to the 2018 Master Plan process, findings and draft plan (see enclosed slide presentation for details of what was presented)
- Doug La Fave provided additional information regarding pages 14 and 15 of the draft plan, specifically related to noted parking and a recent updated parking utilization and capacity study. He noted that the intent of the graphic was a high-level overview of parking in Gaslight Village to show how it operates today, so that the community and boards have a baseline for near-term developments that are private and public. The study is almost 50 pages, so there is information for different subset areas, etc. that can be looked at from a shared parking perspective. Level of service is another factor that can be a concern for those who desire the highest level of service at level of service A compared to D which requires walking.

#### PUBLIC COMMENTS:

- Nancy Pattison, 2104 Gorham Dr SE
  - Found out about draft plan in December
  - 600 comments from non-statistical surveys doesn't provide representation
  - Recommends slowing down, take a step back this evening
- Craig Hanson, 739 Gladstone Ave SE
  - Lives near St Stephens
  - Is excited about many of the potential concepts
  - Context of area and variety of in the neighborhood is important
- Nyal Deems, 201 Laurel Circle
  - Less is more
  - The city has an experienced planner, but EGR is a stable community, and you had better be careful not to mess with it
  - Government planning can look nice, but he has seen some that ended up that didn't work well at all
  - Eastown public hearing attended, he heard residents say leave us alone
  - Former parking garage was supposed to be shared with the community and kept up, until it wasn't, then had to be torn down
  - Gaslight Investors in Kent County Circuit Court
  - Setting yourselves up if you are not careful
- David Decker, 925 Bellclaire
  - Parking is problem
  - Businesses tell him they are concerned
  - Residents have given up on dining in Gaslight Village because parking is too complicated
  - To get a bagel and coffee, it's too complicated
  - 2018 Plan parking was said to be sufficient and now a 2025 study confirmed the findings
  - 1310 park spaces it shows-people will not walk from the Wealthy Elementary lot at Lovett and Lake to Gaslight

- On street parking should not be used between Lake and Argentina
- Is there any planning regarding the high school when they lose spots during construction?
- Please update studies and find solutions.
- Take pressure off Wealthy.
- \*\*Please also see submitted comments provided to staff\*\*

## 7. PLANNING COMMISSION-STAFF-CONSULTANT DISCUSSION:

Commissioner Feyen: Clarification will future projects be evaluated according to this one, the 2018 one or both

Paul LeBlanc: Goals are the same and they do not conflict with each other

Commissioner Tilma:

- Wording in 2018 Master Plan Future Zoning Map
- Wondered if the future zoning map called out for the 2026 update should be more called out so its more clear.

Paul LeBlanc: Verbiage is to expand zoning and he does not see a conflict.

- No change in use
- Change in zoning to legitimize the properties

Reminds that this is an amendment to the 2018 plan

Commissioner Michell: Piggybacked off Commissioner Tilma's question when it comes time to implement the plan, it's the overall plan.

Deputy City Manager LaFave: That can be an add-on as a condition of approval

Looking at the whole City for those non-conforming issues

Parking levels of service: Level A=close, Level B=distant

Schools: Short-term and long-term parking use

We will work with current data we have to work with the schools and other private development.

Commissioner Miller: Comparing the 2018 Master Plan and the Amendment-how are

the 2 documents shared and parking spaces can be confusing.

Paul LeBlanc: If there is something in the amendment regarding a topic such as zoning, the amended version would supersede the 2018 Plan.

Commissioner Rosmarin: Remove the commentary about the 85%; being glossed over

Commissioner Achram: Parking examples related to Shopping Center Plaza, proves that we are trying to address parking and orientation. Curious about that graphic for that subarea with some parking structure there close to the street.

Paul LeBlanc: Back alley, unsightly area typically by a grocery store.

[I:\Public Hrg 2-10-26.pdf](#)

- Motion Miller-to approve the resolution to approve recommending the 2026 Master Plan Update Amendment to the City Commission with conditions that the future land use/zoning map be updated on page 26 to reflect changes recommended in the plan for MFR on Wealthy and the second would be remove the parking study graphic (page 15) and future developments would require parking studies, recognizing the observation that parking is a challenge in the current state of Gaslight Village. Second by Michell.

Yeas: Mapes, Achram, Feyen, Metz, Michell, Miller, Rosmarin and Tilma – Yeas: 8

Nays: 0

## 8. REPORT of the CITY COMMISSION

Deputy City Manager, Doug LaFave:

Advised budget process was underway for FY 26/27 and that the City Commission recently held a Strategic Planning session to update the city strategic plan that will align with goals and objectives for the coming year. Recent winter weather operations were discussed by members and staff with a positive consensus of appreciation for the Department of Public Works and all of their hard work and effort.

## 9. NEXT REGULAR PC MEETING

Chair Mapes concluded with next meeting-March 10, 2026

## 10. ADJOURNMENT

Commissioner Miller made the motion and Commissioner Achram supported

Yeas: Mapes, Achram, Feyen, Metz, Michell, Miller, Rosmarin and Tilma – Yeas: 8  
Nays: 0

MEETING ADJOURNED – 7:10pm

Respectfully submitted,

Tracey Alwood

Recording Secretary

### [February 10, 2026 Planning Commission Meeting](#)

#### Submitted Comments:

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##### Public Comment – David Decker – 925 Bellclaire

Concerns with this draft version of the Master Plan. It attempts to say “Parking in Gaslight Village is not a problem”.

1. Business owners, as noted in the Master Plan on page 14, say they have concerns with parking.
2. Residents of EGR echo that concern. Many residents have given up on dining in Gaslight - they do not invite friends from Rockford and Ada to go out to dinner in Gaslight – parking is problem
3. Parking to get a cup of coffee, a bagel, or for dinner can be complicated.

The draft Master Plan, on page 15, attempts to gloss over the issue by saying “The 2018 Master Plan included a parking study which concluded that parking was sufficient.”

And it goes on to say “we’ve done an updated study of all parking (public, private, and school) in Gaslight Village in May 2025, confirming the findings of the 2018 parking study.

And it includes a chart and graph.

Stop right there. Mr LaFave and I have discussed the May 2025 study. It 47 pages. Lots of detail.

The Chart on page 15 shows the summary for all 1310 parking spots in the study. The Chart needs to show Gaslight Village only. But instead, it includes the DPW by the baseball field. Wealthy Elementary School Parking lot. The senior lot by the high school. Floral, Pinecrest, Lakeside, Maxwell and Ogden between Argentina and Lake Drive.

Business owners and residents have concerns with parking in and around Gaslight. The chart does not show that. You have the data to show Gaslight Village only parking. Update the Chart.

I’ve spoken with Mr. LaFave, Deputy City Manager. He shared that the City has had conversations with the owners of the D&W parking lot. Attempting to put a process in place to use some of their parking. The city is searching for solutions. Acknowledge the problem, and work toward options and solutions.

The Master Plan is a 5 year document. For the next 2-3 years, extra parking pressure from the High School Renovation will be significant. The Senior Lot will be closed for at least 2 years. Thats 111 Parking spots.

**So please - Update the MP to show the search for solutions to the Gaslight Village Parking problem. And include reference to the reality of the parking pressure for the next 2-3 years from the High School renovation.**



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DOUG LA FAVE  
DEPUTY CITY MANAGER

**MEMORANDUM**

TO: Honorable Mayor and City Commissioners  
FROM: Doug La Fave, Deputy City Manager  
DATE: March 10, 2026

RE: Facilities-Remaining HVAC Equipment Replacement-Wealthy Pool Mixed Air Unit-2, FY 25/26

Action Requested: That the City Commission consider approving facility HVAC equipment replacement for Wealthy Pool Mixed Air Unit-2 with Northwest Kent Mechanical of Cedar Springs, MI in the amount of \$166,111 plus 10% contingency for the project total.

Background: Every other year, the city has all facility HVAC systems and equipment evaluated. This provides for updating asset conditions and capital improvement plan estimates for near, mid and long-term planning. FY 25/26 items that were programmed into the Capital Improvement Plan/City Budget were bid and awarded this past fall with the exception of Wealthy Pool. This project was recently bid out in collaboration with the Kent County Purchasing Department for:

- Wealthy Pool Mixed Air Unit 2, (MAU-2)

Each HVAC unit replacement unit is the highest energy efficiency model with respect to the requirements and operation of the facility systems in alignment with the East Grand Rapids Climate Action Plan Strategy for Scope 1&2 related to Energy and Buildings-energy efficiency and reduction as noted below:

- Wealthy Pool MAU-2. Existing equipment was installed in 2003. The replacement MAU-2 will be a Serescro NE-208-NS-I efficiency unit. This unit is estimated to be 20% more efficient than the current MAU. The alternate noted will allow for controls to the unit and other HVAC equipment to be accessed remotely by facilities staff. Currently facilities staff have to work through East Grand Rapids Public Schools to gain access on a case-by-case basis. This alternate will allow for enhanced monitoring and improve response to any system related issues.

EGR Climate Action Plan-Strategy Scope 1&2 Excerpt:

SCOPE 1&2 - ENERGY AND BUILDINGS					
CATEGORY	STRATEGY	REDUCTION POTENTIAL	FINANCIAL INVESTMENT	POTENTIAL PARTNER(S)	TIMEFRAME
Electricity Strategy	LED Lighting Improvement - Streetlights and Community Building		\$	Consumers Energy	Near-term
Streetlights, depending on the location, are either owned or maintained by Consumers Energy or the City. The gaslights in Gaslight Village are owned and maintained by the City. The gaslights were converted from natural gas to electric in 2020 and are entirely LED lights. The remaining streetlights throughout the City that are being converted to LED over time by Consumers Energy. Approximately 50% of these streetlights have not yet been converted to LED. The last form of lighting improvements will take place in community buildings where approximately 20% of the lighting remains for conversion to LED. The proposed reduction action of upgrading conventional lighting to LED also includes occupancy sensors to reduce lighting based on occupancy in office buildings to reduce energy consumption.					
Electricity Strategy	Solar Arrays		\$ \$ \$	Blue Path Solar, Harvest Solar, Consumers Energy	Mid-term
EGR is currently installing solar arrays that will generate 24% of the current annual electricity usage for the Community Center Complex and 100% or more of the Public Works building annual electricity usage. This will have a meaningful positive impact on EGR's footprint. Implementation of additional solar arrays, including rooftop, ground mount, and carports to decarbonize the remaining 250 mT CO2e from electricity usage offers great potential. Consumers Energy also offers a renewable energy program (solar blocks) that offers an alternative to on-site solar array installations.					
Electricity Strategy	Grid Decarbonization		\$	Consumers Energy	Short-term through long-term
Decarbonization of the grid will be a cornerstone of our reduction actions that is expected to take place regardless of EGR's actions, but this will offer reduction potential to EGR's footprint by relying upon a cleaner grid to power our operations.					
Natural Gas Strategy	Efficiency Improvements - HVAC and Building Envelope		\$ \$	DTE	Mid-term
EGR should evaluate additional efficiency improvements, such as HVAC and building envelope improvements (e.g. retrofits and improvements to building envelope materials). EGR installed a new high-efficiency natural gas boiler in 2023 to support the snowmelt system. A second high-efficiency boiler is also planned for installation later in 2024. The installation of these two new boilers will allow the City to decommission the existing third boiler. Overall, these changes are projected to further reduce natural gas consumption from the snowmelt system. In the interim, EGR should consider working with DTE for a comprehensive tune-up. This is a service that DTE provides by sending contractors to perform an advanced diagnostic test to fully analyze your systems and identify issues that rob your system of efficiency or present potential health and safety issues. In the future, as these boilers reach the end of their useful life as 2040 approaches, the City should consider alternatives to move away from natural gas completed by employing the use of heat pump technologies or other alternative technologies that are expected to become more cost effective and technologically feasible by this timeframe.					
Natural Gas Strategy	Efficiency Improvements - Smart Sensing Technology		\$	DTE	Short-term
The implementation of smart sensing technology can increase building efficiency and reduce utility bills. According to the American Council for an Energy Efficiency Economy (ACEEE), the following smart sensing technologies can help to reduce emissions by increasing efficiencies. <ul style="list-style-type: none"> <li>• Installing occupancy-based wireless thermostats. This can save 5-10% of HVAC energy costs if programmed to allow the HVAC system to reduce its operation when the building or zone is unoccupied.</li> <li>• Advanced rooftop unit (RTU) controls. RTUs have the potential to cut HVAC energy use by 20-40%, depending on how they are set up and what components are used.</li> <li>• O2 demand-controlled ventilation (DCV) sensors, which can be coupled with sensors that detect a building's occupancy and adjust ventilation accordingly. Though costly to install, they can make the most sense in a building retrofit.</li> </ul>					
Natural Gas Strategy	Convert Space Heating to Heat Pumps		\$ \$		Long-term
Heat pumps are a technology that can provide heating and cooling without the use of fuels. According to DTE, geothermal heat pumps, for example, are estimated to save between 30-60% on heating and cooling costs and are four times more efficient than conventional systems. Consumers Energy currently provides rebates on equipment (including air-source pumps and ground-source heat pumps).					
Natural Gas Strategy	Evaluate New Technologies and Equipment As Needed		\$		Mid-to-long term
Evaluate opportunities to replace existing equipment with low-carbon solutions, such as monitoring systems, snowmelt biofuels, and other emerging technologies. This will be a major strategic move to reduce emissions, as efficiency improvements will be long-lasting.					
Natural Gas Strategy	Renewable Natural Gas and Carbon offset Program		\$ \$	DTE	Long-term
Pursue continuation of the 100% renewable natural gas and carbon offset program through 2040 through the DTE Clean Energy program, if the implementation of electrifying equipment and efficiency measures are not sufficient. While renewable natural gas and carbon offsets are effective at eliminating near-term natural gas emissions until other technologies are more cost and technically feasible, it is recommended to pursue long lasting solutions which will benefit the City without an added cost.					

The three bids that were complete and submitted by the deadline were:

- Northwest Kent Mechanical, Cedar Springs, MI: \$157,950 with recommended alternate \$166,111
- Pleune Service Company, Grand Rapids, MI: \$249,200
- Alpha and Omega Heating and Cooling, Chicago, IL: \$286,884.58  
\*With Michigan affiliates\*

Staff reviewed the proposals, evaluated detail of on-site walk throughs and experience to determine that the recommendation, as noted the project specifications, is made in the best interest of the city.

The FY 25/26 budget is programmed at \$150,000 for this capital improvement (previous carryover item). The \$8,161 difference will be accounted for from other capital building project savings from projects that were under budget, so no budget amendment will be needed.

The city has successfully completed projects with Northwest Kent Mechanical in the past.

**REVIEWED & APPROVED FOR SUBMISSION:**

Shea Charles  
City Manager



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

SOLICITATION

Solicitation Type	Request for Proposal (RFP)
Solicitation Number	6408
Description	HVAC Equipment – City of East Grand Rapids
Date of Issuance	1/16/2026
Inquiries Deadline Date & Time (local)	2/20/2026, 2 PM
Due Date & Time (local)	2/24/2026, 2 PM
Pre-Submission Conference	No
Buyer Name	LaBudde

INTRODUCTION

The Kent County Purchasing Division is soliciting proposals for HVAC equipment replacement for the City of East Grand Rapids.

SOLICITATION DOCUMENTS

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

SCOPE

See City of East Grand Rapids specifications attached.

Kent County will award and contract for the goods and services in this Solicitation in an efficient and timely manner. In no event will notification of award be more than 45 days from the date of submission.

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

INQUIRIES

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

PRE-SUBMISSION ON-SITE INSPECTION

A pre-submission conference will not be held for this Solicitation. Respondent may request an on-site inspection by appointment.

Contact for an appointment:

Contact Name	Ryan Russell
Contact Phone Number	<a href="mailto:rrussell@eastgrmi.gov">rrussell@eastgrmi.gov</a>

PERFORMANCE AND PAYMENT BOND

Each contract over \$50,000 must be accompanied by a Performance Bond and a Payment Bond, each payable to the Owner (County of Kent) and each in the amount of 100% of the contract price with a corporate surety approved by the funding agency, for the faithful performance of the contract.

WARRANTY

All goods shall consist of the original manufacturer warranty in addition to any other warranties specified in this Solicitation. Respondent shall execute all documents necessary to transfer applicable express warranties to Kent County. The Respondent shall not disclaim any warranty recognized by Michigan law including the Warranty of Merchantability or the warranty of Fitness for a Particular Purpose.

REQUEST FOR PROPOSAL SUBMISSION

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

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

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

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

NO BID

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



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506

## **REQUEST FOR PROPOSALS-Replacement of Existing HVAC Equipment**

### **GENERAL**

The City of East Grand Rapids is seeking Request for Proposals from qualified HVAC companies to replace an ageing Make Up Air Unit at a City owned pool at Wealthy Elementary School.

Proposals must be submitted online by 2:00 p.m. to Kent County Purchasing under bid opportunities on or before, February 24, 2026.

Proposals received after the deadline of 2:00 p.m. Tuesday February 24, 2026 will not be accepted. It is the proposer's responsibility to ensure that the proposal is received prior to the deadline, as no exception to this policy will be made.

### **BACKGROUND**

The City of East Grand Rapids has an aging make up air unit at the City pool that is nearing the end of the expected life cycle. The City is seeking proposals to replace the unit with an updated/ more efficient unit to heat the pool area. This unit is responsible for heating the pool deck air, controlling humidity, and bringing in fresh air for the indoor pool. The air and water temperature is kept at 86 degrees year round.

### **SCOPE OF SERVICES**

Replace existing aging equipment MAU-2 at Wealthy Pool.

### **AWARD OF CONTRACT**

All bid proposals are subject to evaluation by the City of East Grand Rapids. Recommendations for award will be based on a combination of the following criteria: 1) the price; 2) the reputation of the vendor and the vendor's goods and/or services; 3) the quality of goods and/or services; 4) the extent to which the goods meet the needs of the City; and 5) any other relevant factor that a public or private entity could consider in selecting a vendor.

The City of East Grand Rapids reserves the right to reject any or all bids and to waive any irregularities in bidding, or to accept the lowest responsible bids that are in the opinion of the City, will serve the City's best interest.

### **Bonds**

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Partners with:

Telephone 616-940-4817 • Fax 616-831-6121 • [www.eastgr.org](http://www.eastgr.org)



## **Payment Bond**

Payment bonds are required for any contract exceeding \$50,000 for the construction, alteration, or repair of any City building, public work or improvement. Payment bonds must be in the full amount of the contract price. Payment bonds must be in the form of EJCDC payment bond from C-615 or another form acceptable to the City attorney. Payment bonds must be provided before any notice to proceed is issued.

## **Performance Bond**

Performance bonds are required for any contract exceeding \$50,000 for the construction, alteration, or repair of any City building, public work or improvement. Performance bonds must be in the full amount of the contract price. Performance bonds must be in the form of EJCDC performance bond form C-610 or another form acceptable to the City attorney. Performance bonds must be provided before any notice to proceed is issued.

## **INSURANCE REQUIREMENTS**

The following requirements are applicable to all contracts entered into by the City of East Grand Rapids:

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

- (1) General Liability: Comprehensive form, including premises/operations, independent contractors, and contractual liability insurance, and explosion and collapse, underground (only if excavation or tunneling involved), and products/completed operations hazards.

Minimum Amounts: \$1,000,000 per occurrence bodily injury, \$1,000,000 per occurrence property damage.

- (2) Automobile: Michigan "no-fault" coverage, residual automobile liability, comprehensive form, covering owned, hired and non-owned automobiles.

Minimum Amounts: "No-fault" coverage - statutory. Residual liability \$1,000,000 combined single limit.

- (3) Worker's Compensation and Employer's Liability.

Minimum Amounts: Worker's Compensation - statutory.  
Employer's Liability: \$100,000.

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

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

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

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

### **SUBMISSION REQUIREMENTS**

- Proposals submitted in response to the RFP shall be neatly typed and printed.
- Proposals submitted are required to be itemized for each requested item in the scope of services.
- The City of East Grand Rapids is not responsible for any costs incurred prior to awarding of the contract by the City.
- All proposals shall be good for minimum period of sixty (60) days from the date the proposals are due.
- The City reserves the right to select any combination of the itemized scope of service options noted in submitted proposals.

The City of East Grand Rapids reserves the right to reject all proposals or waive defects or irregularities in the proposals if it is in the best interest of the community. The City of East Grand Rapids also reserves the right to negotiate the terms of the contract with the successful firm. The City of East Grand Rapids further reserves the right to award the contract to the next qualified firm if the most qualified proposer does not execute a contract after the award.

### **SELECTION PROCESS**

The Proposals will be evaluated by the City staff. Once a firm has been selected all other firms will receive notification that another firm has been selected. The firm selected to perform the duties outlined in this RFP will be contacted by City staff.



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DOUG LA FAVE  
DEPUTY CITY MANAGER

**MEMORANDUM**

TO: Honorable Mayor and City Commissioners  
FROM: Doug La Fave, Deputy City Manager  
DATE: March 10, 2026

RE: Yard Waste Rules and Regulations Amendments-Integration of Yard Waste and Food Scraps Composting Service

Action Requested: That the City Commission consider amendments to the Department of Public Works Yard Waste Rules and Regulations to integrate yard waste and food scraps composting service.

Background: The city with the cities of Grand Rapids, Wyoming, Kentwood, Walker, and Grandville partners with Kent County Public Works to send all refuse and recycling to the Waste to Energy Facility (incinerator facility that creates electricity from refuse) and Recycling/Educational Facility. The City of East Grand Rapids is the only community in Kent County that requires a unified fee for private sector haulers to provide refuse and recycling services. The City of East Grand Rapids is currently the only community that mandates recycling service along with refuse service.

Kent County Public Works estimates that 35% of the West Michigan waste stream is organic waste. Kent County has set goals to reduce landfill waste by 90% by 2030. Though refuse and recycling materials from East Grand Rapids and the other metro area five cities do not go to the Kent County Landfill (as noted materials go to the Waste to Energy Facility and Recycling and Educational Facility), alternative processing for organic food scrap materials was requested to be developed by the East Grand Rapids Department of Public Works as a 2022 goal set by the City Commission at the time. The City Commission authorized a food scraps drop-off site as a pilot program from 2022 through the end of 2025. The pilot program registered ~260 households with ~60 household regularly utilizing the service. During the pilot program, city staff worked to better understand regulations, compost processing, and vendor capacities from a variety of industry vendors to develop a curbside composting model that would allow for a “next step forward” to blend food scraps with yard waste at the conclusion of the pilot.

The Department of Public Works collects 16,000 to 25,000 yards of yard waste material each year, with transportation and composting costs ranging between \$94,000 and \$150,000. The food scraps drop-off pilot, 5-gallon bucket drops ranged between 2,050 and 1,600 per year, with a transportation and composting costs of \$3,120 each year. Based on the range of material volume of compostable material collected in a given year and integration food scraps composting into the existing curbside yard waste composting service, city staff estimates that the combined service would have minimal impact to service delivery cost outside of the fluctuation that exists due to nature. No change is needed for the existing transportation and composting contract with Cannonsburg Wood products. This contract runs through 2028.

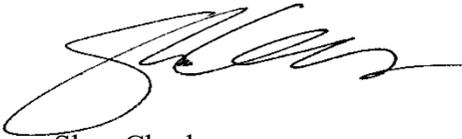
The proposed Yard Waste and Food Scraps Composting Service Rules and Regulations do not reduce existing services but enhance them without the addition of equipment or staffing.

Key items of note for the proposed rules and regulations:

- Food scraps composting would be permitted as noted to combine with yard waste material with some limitations due to regulatory and composting requirements and capabilities.
- The food scraps composting drop-off site would be maintained at the Department of Public Works 24/7/365 to allow for those interested in composting alternative materials not permitted in the curbside service and during service gaps during several winter months.
- Minor changes to container regulations for worker safety.
- Drop-off service enhancement at the Department of Public Works outside of service parameters for brief periods when weather conditions are outside of seasonal norms that do not allow Public Works to transition staffing and equipment from winter operations to yard waste/food scraps composting service.
- More descriptive information about the service and operations for the community.
- No change to service routes.

Excerpts from Chapter 21 of the City Code that regulate combustible waste and solid waste are included and note roles and responsibilities related to this service. The current and proposed rules and regulations are also included. If approved, the enhanced services will commence on April 6, 2026.

**REVIEWED & APPROVED FOR SUBMISSION:**

A handwritten signature in black ink, appearing to read 'Shea Charles', with a large, stylized flourish at the end.

Shea Charles  
City Manager

## **CHAPTER 21: COMBUSTIBLE WASTE AND SOLID WASTE**

### **§ 2.2 YARD RUBBISH COLLECTION.**

(A) Yard rubbish shall be collected by the city at regular intervals pursuant to a schedule established by the Director. The yard rubbish collection service of the city shall be under the supervision and direction of the Director.

(B) The City Manager shall make such reasonable rules and regulations concerning the storage and collection of yard rubbish as he or she may deem proper, subject to the approval of the Commission. No person shall fail to observe any rule or regulation so adopted and approved.

(Prior Code, § 2.2) (Ord. effective 11-18-1985)

### **§ 2.9 RULES AND REGULATIONS.**

All rules and regulations promulgated by the Director pursuant to § 2.5 of this chapter shall be filed with the City Commission. Unless reversed or modified by the City Commission at the first meeting after such filing with the City Commission, the rules and regulations shall take effect immediately after said first meeting of the City Commission. (Prior Code, § 2.9) (Ord. effective 11-18-1985; Ord. effective 4-20-1987; Ord. effective 9-19-1988)

### **§ 2.10 REGULATIONS GOVERNING COLLECTION OF YARD RUBBISH.**

(A) Yard rubbish, including grass clippings, branches, twigs, leaves, weeds, shrub clippings, and general yard and garden waste materials, shall be picked up by the city when placed along the terrace side of the curb or edge of the street according to the approved schedule and regulations established and published by the City Manager.

(B) Small loose yard waste such as grass clippings, twigs, weeds, shrub trimmings and leaves shall be placed in disposable/recyclable paper bags, cardboard boxes or other suitable reusable containers, limited in size to a 32 gallon capacity container to maximum 40 pounds in weight for each container. Ornamental grass may be placed outside of the container if it is bundled with twine. Plastic bags, metal hardware, wheel barrows, lawn carts and their likeness are prohibited.

(C) Large yard waste such as tree limbs, trunks and stumps shall be cut to a maximum length of six feet and tree logs may not exceed 12 inches in diameter. Collection of large yard waste items may be collected a few days following the scheduled pick up date due to equipment required to complete the collection.

(D) Except during the fall leaf collection program, it is preferred that yard waste no longer be placed out for collection earlier than one day prior to the scheduled day.

(E) Yard waste collection services shall be provided from Monday of the first full week of April through Friday of the first full week of December each year.

(F) Fall leaves may be placed out for collection without being placed in containers commencing on Monday of the second full week of October through Friday of the first

full week of December. Fall leaves should be placed along or in the street without obstructing the traveled portion of the roadway or walkways. Small loose yard waste must be placed in the required container at all other times.

(G) Collection and disposal of real Christmas trees, holiday wreaths or other natural plant based holiday decorations shall be provided commencing on Monday of the first full week through Friday of the second full week of January each year. The collection of these items will follow the regular established schedule.

(H) The city does not accept yard waste at the public works complex from licensed contractors or residents, effective April 1, 2007. Licensed contractors shall be required to place yard waste only at the property that is being provided service. Placement of materials shall be in accordance with other rules and regulations noted or dispose of the yard waste at an appropriate off-site facility.

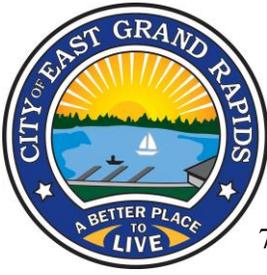
(I) Unless otherwise noted herein, yard waste collection services will be discontinued from Friday of the first full week of December through Monday of the first full week in April each year. Yard waste shall not be placed out for collection during this time. Special collections may be provided during this time if ice and wind events occur.

(J) Yard waste from properties located outside the corporate boundaries of the city is strictly prohibited from being deposited along city streets or terrace side of curb for collection.

(K) Violations of these rules and regulations by contractors may be cited in accordance with this chapter and/or also grounds for suspension of their licenses. (Ord. effective 10-12-2018)

## **§ 2.11 VIOLATIONS; PENALTY.**

Upon a violation of any provision of this chapter, the city may seek prosecution and may seek legal and/or equitable relief in a court of competent jurisdiction. Any person who shall violate any provision of this chapter shall have committed a civil infraction. Civil infraction penalties shall be in accordance with [Chapter 11](#), Title I of the city code. (Ord. effective 10-12-2018)



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506

## YARD WASTE COLLECTION-RULES AND REGULATIONS

- A. Yard waste, including grass clippings, branches, twigs, leaves, weeds, shrub clippings, and general yard and garden waste materials, shall be picked up by the city when placed along the terrace side of the curb or edge of the street according to the approved schedule and regulations established and published by the City Manager.
- B. Small, loose yard waste such as grass clippings, twigs, weeds, shrub trimmings and leaves shall be placed in disposable paper bags, cardboard boxes, or other suitable reusable containers limited in size to a thirty-two (32) gallon capacity container and a maximum of forty (40) pounds in weight for each container. Ornamental grass may be placed outside of a container if it is bundled with twine. Plastic bags, metal hardware, wheel barrows and lawn carts and their likeness are prohibited.
- C. Large yard waste items, such as tree limbs, trunks and stumps shall be cut to a maximum length of six (6) feet and tree logs may not exceed twelve (12) inches in diameter. Collection of large yard waste items may be collected a few days following the scheduled pick up date due to equipment required to complete the collection.
- D. Except during the fall leaf collection program, it is preferred that yard waste not be placed out for collection earlier than one day prior to the scheduled day for collection.
- E. Yard waste collection services shall commence on Monday of the first full week of April through Friday of the first full week of December each year.
- F. Fall Leaves may be placed out for collection without being placed in containers commencing on Monday of the second full week of October through Friday of the first full week of December. Fall leaves should be placed along or in the street without obstructing the traveled portion of the roadway or walkways. Small loose yard waste must be placed in the required containers at all other times.
- G. Collection and disposal of real Christmas trees, holiday wreaths, or other natural plant based holiday decorations will commence on the Monday of the first full week through Friday of the second full week of January each year. The collection of these items will follow the regular established schedule.
- H. The City does not accept yard waste at the Public Works Complex from licensed contractors or residents, effective since April 1, 2007. Licensed contractors shall be required to place yard waste along the street immediately adjacent to the property collected from in accordance with the rules and regulations, or dispose of the yard waste at an appropriate facility.
- I. Unless otherwise noted herein, yard waste collection services are discontinued from Friday of the first full week of December through Monday of the first full week in April each year. Yard waste shall not be placed out for collection during this time. Special conditions may be provided during this time if ice and wind storm events occur.
- J. Yard waste from properties located outside the corporate boundaries of the City of East Grand Rapids is strictly prohibited from being deposited along city streets for collection.
- K. Violation of these rules and regulations by contractors shall be grounds for suspension of their licenses.

\*\*Update Approved March 2015\*\*



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506



## YARD WASTE AND FOOD SCRAPS COMPOSTING SERVICE RULES AND REGULATIONS

- 1) Eligibility: All properties located in the City of East Grand Rapids.
- 2) Cost: Service is provided by existing city operating property taxes.
- 3) Compliant materials for curbside service:
  - a. Yard waste items include grass clippings, branches, twigs, leaves, weeds, shrub clippings, plants and other natural yard and garden vegetation materials.
  - b. Food scrap items include fruits, vegetables, pits, peels, nuts/shells, bread, grains, pasta, rice, coffee grounds, and other natural vegetation materials.

**\*\*Materials for curbside service are limited to what larger scale composters can process in accordance with State/EGLE permitting regulations and their respective product/process\*\***
- 4) Compliant materials for food scraps drop-off site:
  - a. In order to accommodate additional variety of food scraps and household composting materials, the city also provides a food scraps drop-off site at the Department of Public Works Complex located at 2310 Reeds Lake Blvd.
  - b. Meat, fish, dairy, vegetables, fruit, shells, grains...any and all food waste. Additionally, coffee filters, paper towels, napkins, tea bags, pizza boxes, paper containers, paper plates, shredded paper, cardboard with tape removed and cut into small pieces.
  - c. Items noted are subject to posted modifications onsite as approved by the Director of Public Works to address any processing or regulatory changes.
- 5) Small loose material containers:
  - a. The city does not provide containers for service.
  - b. Small loose yard waste and food scrap materials must be placed in paper bags, or re-usable containers limited in size to thirty-two (32) gallon capacity containers designed to be lifted with no container weighing more than forty (40) pounds. Wheelbarrows, lawn carts and their likeness, not designed to be lifted, are prohibited.
  - c. Containers that are damaged or in poor condition that cannot safely be lifted will not be picked up (Example, handles are broken off).
  - d. The city is not responsible for containers that are damaged due to age, use, and material (Example, a 10-year-old plastic barrel cracks while picked up due to factors noted).
  - e. Ornamental grass may be placed outside of a container, provided it is bundled with twine or natural compostable material.

**\*\*Public Works employees provide service to ~4,000 properties weekly. Weight, container design, and condition are important for safety/health of employees\*\***

- 6) Large yard waste materials:
  - a. Tree limbs, trunks, and stumps shall be cut to a maximum length of six (6) feet and tree logs may not exceed twelve (12) inches in diameter.

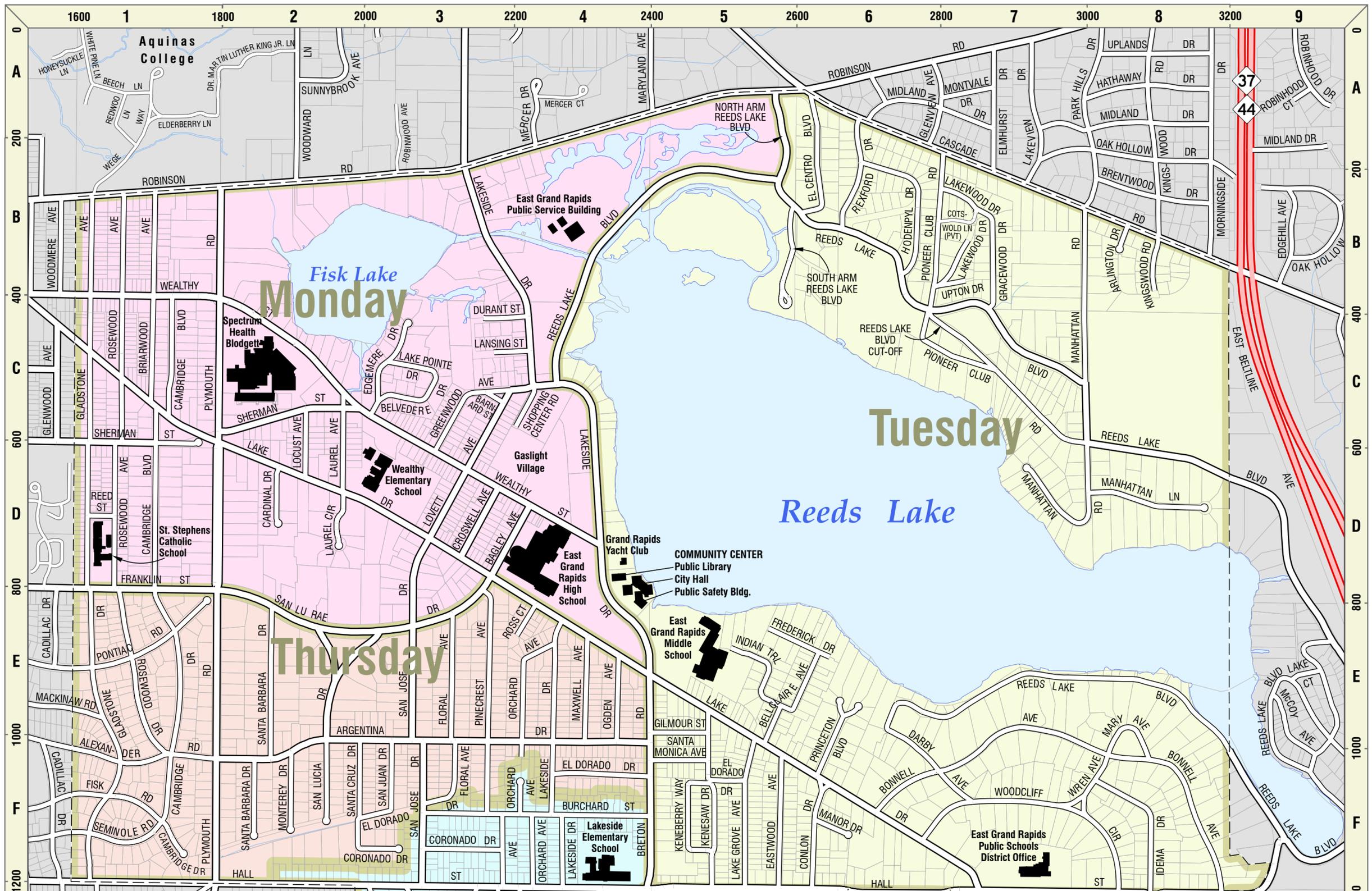
- b. Must be placed in the public right-of-way, typically between the sidewalk and street.
- c. Large items placed out for collection will not be picked up on regular collection days because these items require specialized equipment. Public Works crews note larger material locations that need to be picked up on routes throughout the week and return for items with specialized equipment for one, efficient, citywide route, typically on Fridays.

7) Service Routes:

- a. Weekly, Monday through Friday service routes for all ~4,000 properties are noted via a route map approved by the Director of Public Works.
- b. Except for the fall loose leaf pickup program, it is recommended that property owners do not place containers or materials out in the public right-of-way earlier than one day prior to the scheduled day for pick-up.
- c. Holidays. If a collection day falls on an observed city holiday, material will be picked up the following business day. (Example, a holiday falls on a Monday, collection on Tuesday would include Monday and Tuesday routes). Because the Thanksgiving holiday occurs on the fourth Thursday of November and Thanksgiving and the day after are observed city holidays, leaves as well as yard waste and food scrap material shall be placed out on the preceding Sunday. Public Works crews will work outside of normal collection routes during this week to complete five (5) routes in (3) days to the greatest extent possible. If weather and/or amount of material impact service capability during this particular holiday week, service will resume with regular routes the following week.

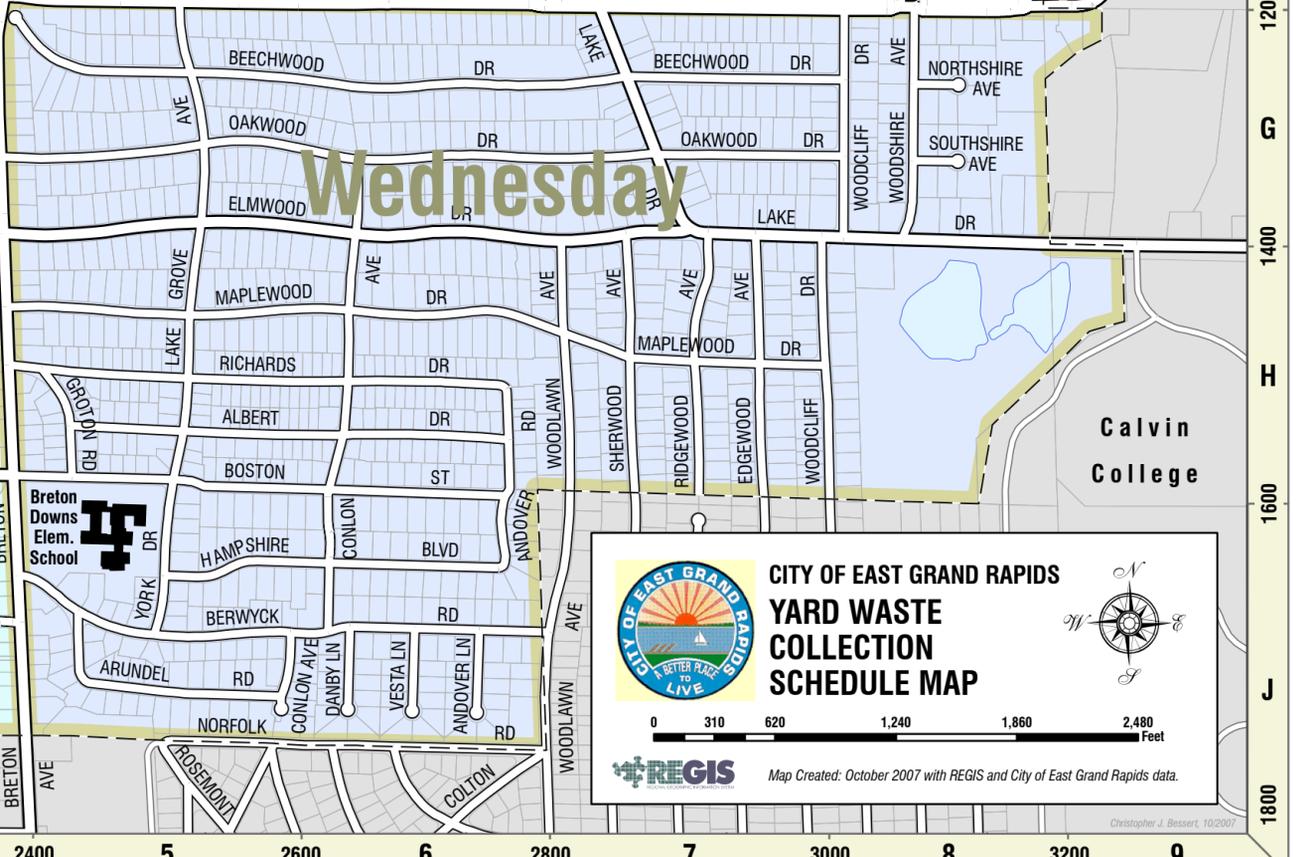
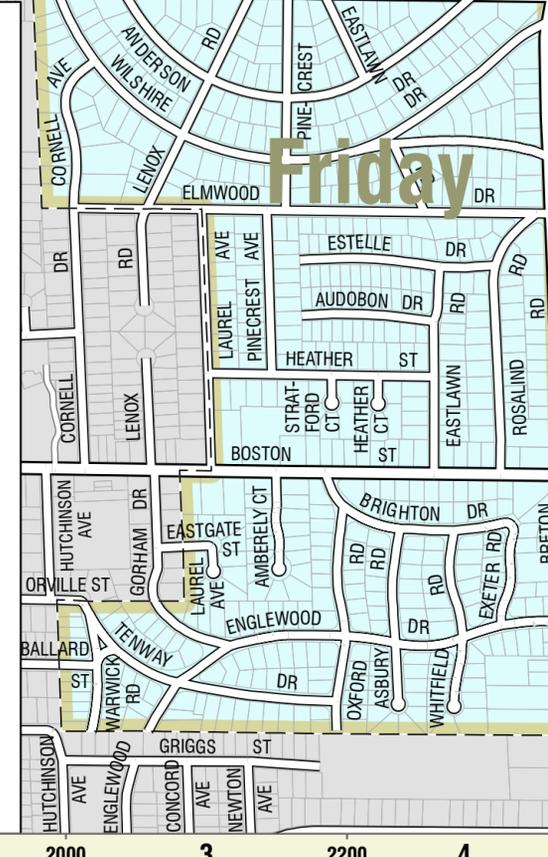
8) Service types/times:

- a. **Curbside yard waste and food scraps service** shall commence on the Monday of the first full week or April through Friday of the first full week of December each year (Example, Monday, April 6-Friday April 10).
- b. **Fall loose leaf pickup service** shall commence the second full week of October through Friday of the first full week of December (Example, Monday, December 7-Friday, December 11). During this enhanced service, leaves as well as yard waste and food scrap material may be placed without being in containers. Leaves and material should be placed along/adjacent to or in the street without obstructing the traveled portion of streets, bike lanes, sidewalks, other mobility infrastructure or storm sewer catch basin drains. Violations obstructing streets, bike lane, sidewalks and mobility infrastructure regulation will be enforced by the Department of Public Safety. Depending on location and infrastructure present, some properties may require temporary covering/tarping (with weights) of material or placing in authorized containers to minimize impeding upon infrastructure noted.
- c. **Holiday season tree, wreath, or other natural vegetative decoration pickup service** shall commence on Monday of the first full week through Friday of the second full week of January each year (Example, Monday, January 4-Friday January 15). All decorations, lights, wiring, etc. must be removed with only natural material out for pick-up.
- d. The food scraps drop-off site will remain available 24/7/365 for residents who desire to continue food scraps composting outside of curbside service provided unless posted otherwise by the Director of Public Works.
- e. The city stopped accepting drop-off yard waste materials and leaves at the Department of Public Works Complex from licensed contractors and property owners, effective April 1, 2007, due to material coming from outside of the community and associated cost. Licensed contractors are required to place yard vegetation and leaves in accordance with 8)a. and 8)b or dispose of material at an alternative facility in accordance with local, state, or federal laws/regulations.
- f. Outside of service times, material shall not be placed out in the public right-of-way and placed out of general view from streets.
- g. If brief weather conditions occur that are outside of seasonal norms and outside of service parameters, the Director of Public Works may authorize and designate a drop off location at the Department of Public Works at 2310 Reeds Lake Blvd. This drop-off option is limited to residents only, no contractors.
- h. Yard waste service may be enacted outside of the service season due to special conditions that impact the community, i.e. ice or windstorms as determined by the Director of Public Works.
- i. Yard waste and food scraps from properties that are not located within the City of East Grand Rapids are strictly prohibited from being deposited along city streets for pick-up or drop-off site options.
- j. Violation of these rules and regulations as noted in Chapter 21 Section 2.11 is a civil infraction in accordance with Chapter 11, Title I of the city code and applicable state laws and/or suspension or revocation of license from license contractors.



**STREET INDEX**

ALBERT DR.....H-5	ESTELLE DR.....H-4	ORCHARD AVE.....E-4
ALEXANDER RD.....F-1	EXETER RD.....J-4	ORVILLE ST.....J-3
AMBERLY CT.....J-3	FISK RD.....F-1	OXFORD RD.....J-4
ANDERSON DR.....G-3	FLORAL AVE.....E-3	PINECREST AVE.....E-3
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ARGENTINA DR.....F-2	GILMOUR ST.....E-5	PLYMOUTH RD.....B-1
ARLINGTON DR.....B-8	GLADSTONE AVE.....B-1	PRINCETON BLVD.....E-6
ARUNDEL RD.....J-5	GLADSTONE DR.....E-1	REED ST.....D-1
ASBURY DR.....J-4	GORHAM DR.....J-3	REEDS LAKE BLVD.....C4.E6
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BALLARD ST.....D-2	GROTON RD.....H-5	RIDGEWOOD AVE.....H-7
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BRETON RD.....F-4	INDIAN TR.....E-5	SAN JUAN DR.....F-3
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BRIGHTON RD.....J-4	KENESAW DR.....E-5	SAN LU RAE DR.....E-2
BURCHARD ST.....F-3	KINGSWOOD RD.....B-8	SANTA BARBARA DR.....E-2
CAMBRIDGE BLVD.....C-1	LAKE DR.....C-1	SANTA CRUZ DR.....F-2
CAMBRIDGE DR.....E-1	LAKE GROVE AVE.....F-5	SANTA MONICA DR.....F-5
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EL CENTRO BLVD.....A-6	NORFOLK RD.....J-5	WOODS AVE.....F-8
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ELMWOOD DR.....G-3	OAKWOOD DR.....G-4	
ENGLEWOOD DR.....J-3	OGDEN AVE.....E-4	



**CITY OF EAST GRAND RAPIDS**  
**YARD WASTE COLLECTION SCHEDULE MAP**

0 310 620 1,240 1,860 2,480 Feet

REGIS Map Created: October 2007 with REGIS and City of East Grand Rapids data.

Christopher J. Bessert, 10/2007

# City of East Grand Rapids, Michigan



9

## MEMORANDUM

TO: Mayor and City Commissioners  
FROM: Gary Veldhof, IT Specialist  
DATE: March 11, 2026  
RE: Replacement Desktop PCs Purchase

**Action Requested:** The City Commission approve the purchase of 11 - Dell Pro Micro QCM1250 Desktop PCs from Dell Technologies. The cost of the purchase will be \$13,158.53.

**Background:** The 2025/26 budget includes \$13,200 for the purchase of 11 replacement desktop PCs. The current units were purchased in the 21/22 fiscal year and are at the end of their expected useful life. The PCs will be used in the following departments: Finance (2), Public Works (4), Parks and Recreation (2) and Public Safety (3).

Quotes for the specified desktop PCs with 3-year warranties were received from 4 vendors and the results are attached. Dell Technologies was the lowest price and the recommended vendor. Their price was lower than CDWG who offers pricing based on several government contracts including MiDEAL. A copy of the Dell Technologies quote is also attached.

The City has purchased Dell equipment including notebooks, desktop PCs and servers in the past. There have been no major issues with the equipment or warranty services they have provided. The City has also purchased from Dell Technologies in the past. There have been no issues with them as a vendor.

---

Shea Charles, City Manager

## MUNICIPAL OFFICES

750 Lakeside Drive SE • East Grand Rapids, Michigan 49506  
Telephone (616)-949-1750 Fax (616)-831-6144 [www.eastgr.org](http://www.eastgr.org)

Partners with





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Complete your order through our secure online checkout before your Quote expires.

[Order Now](#)

**Quote Name:** Micro PC Refresh  
**Quote No.** 3000199817051.3  
**Total** \$13,158.53  
Customer # 798871  
Quoted On Mar. 11, 2026  
Expires by Mar. 18, 2026  
Contract Name OMNIA-National  
Cooperative Purchasing  
Alliance (NCPA)  
Contract Code C000001019611  
Customer Agreement # NCPA 01-143  
Deal ID 30833121

Sales Rep Noah Savage  
Phone 1(800) 4563355  
Email Noah.Savage@dell.com  
**Billing To** GARY VELDHOF  
CITY OF EAST GRAND RAPIDS  
750 LAKESIDE DR SE  
GRAND RAPIDS, MI 49506-3092

### Message from your Sales Rep

Please contact me at (512)513-0672 if you have any questions. Thank you for shopping with Dell Technologies!

Regards,  
Noah Savage

### Additional Comments

Whether you want to own equipment or refresh every couple years, we lease options for you! Ask me for more details!

### Shipping Group

#### Shipping To

GARY VELDHOF  
CITY OF EAST GRAND RAPIDS  
750 LAKESIDE DR SE  
GRAND RAPIDS, MI 49506-3092  
(616) 949-2110

#### Shipping Method

Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Pro Micro QCM1250	\$1,161.92	11	\$12,781.12
Dell Pro Keyboard and Mouse - KM5221W - US English - Black	\$34.31	11	\$377.41

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<b>Subtotal:</b>	<b>\$13,158.53</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Non-Taxable Amount:</b>	<b>\$13,158.53</b>
<b>Taxable Amount:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>

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<b>Total:</b>	<b>\$13,158.53</b>
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## Shipping Group Details

### Shipping To

GARY VELDHOF  
CITY OF EAST GRAND RAPIDS  
750 LAKESIDE DR SE  
GRAND RAPIDS, MI 49506-3092  
(616) 949-2110

### Shipping Method

Standard Delivery

		Unit Price	Quantity	Subtotal
<b>Dell Pro Micro QCM1250</b>		<b>\$1,161.92</b>	<b>11</b>	<b>\$12,781.12</b>
Estimated delivery if purchased today: Mar. 23, 2026 Contract # C000001019611 Customer Agreement # NCPA 01-143				
Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) Ultra 5 235T (R) (13 TOPS NPU, 14 cores, up to 5.0GHz)	338-CRZJ	-	11	-
Windows 11 Pro	619-BBQD	-	11	-
32 GB: 2 x 16 GB, DDR5, up to 5600 MT/s, non-ECC	370-BCVW	-	11	-
512GB SSD TLC	400-BSWX	-	11	-
Internal WiFi Antenna	555-BLWT	-	11	-
Intel(R) Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BLWW	-	11	-
Wireless Driver, Intel(R) Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BLZP	-	11	-
Dell Pro Micro with 35W Processor	329-BKRP	-	11	-
No Keyboard Selected	580-BCTF	-	11	-
No Mouse Selected	570-BBKQ	-	11	-
ENERGY STAR Qualified	387-BBLW	-	11	-
US Power Cord	450-AAZN	-	11	-
Documentation	340-DNBV	-	11	-
Watch Dog SRV	379-BFYR	-	11	-
Quick Start Guide	340-DTWQ	-	11	-
US/Canada Battery Warning Label	389-FKHG	-	11	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	11	-
Shipping Material, MPP Cushion	340-DTXM	-	11	-
Shipping Label	389-BBUU	-	11	-
Regulatory Label for 90W Adapter	389-FKNR	-	11	-
Driver/APP for IRST	658-BFTS	-	11	-
Intel Core Ultra 5 Processor Label	389-FGFR	-	11	-
Desktop BTO Standard shipment	800-BBIO	-	11	-
Dell Pro Micro QCM1250	210-BPPW	-	11	-
No vPro(R) support	631-BCFK	-	11	-
EPEAT Gold with Climate+	379-BDZB	-	11	-
Custom Configuration	817-BBBB	-	11	-

1st M.2 2230 SSD Extend Bracket & Screw	575-BCRQ	-	11	-
Internal Speaker	520-BBGY	-	11	-
Optional DisplayPort 2.1, UHBR20	382-BBRF	-	11	-
90 Watt A/C Adapter	450-ALFO	-	11	-
No Option Included	340-ACQQ	-	11	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	11	-
Dell Limited Hardware Warranty Plus Service	716-3403	-	11	-
ProSupport: 7x24 Technical Support, 39 Months	717-7618	-	11	-
ProSupport: Next Business Day Onsite, 39 Months	718-9038	-	11	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	11	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	11	-
Dell Pro Micro QCM1250	658-BFVZ	-	11	-
		<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>

**Dell Pro Keyboard and Mouse - KM5221W - US English - Black**

Estimated delivery if purchased today:

Mar. 17, 2026

Contract # C000001019611

Customer Agreement # NCPA 01-143

**Unit Price**      **Quantity**      **Subtotal**  
**\$34.31**      **11**      **\$377.41**

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Keyboard and Mouse - KM5221W - US English - Black	580-AJIS	-	11	-

**Subtotal:**      **\$13,158.53**  
**Shipping:**      **\$0.00**  
**Estimated Tax:**      **\$0.00**  


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**Total:**      **\$13,158.53**

# Important Notes

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## Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for Fourteen days from the date of this Quote. All products, pricing, and other information are based on the latest information available and are subject to change for any reason, including but not limited to tariffs imposed by government authorities, shortages in materials or resources, increase in the cost of manufacturing or other factors beyond Supplier's reasonable control. If such changes occur, pricing may be adjusted or purchase orders may be cancelled by Supplier, even after an order has been placed. Supplier also reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors and/or customer changes to Supplier's planned delivery date. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm).

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringsspecificterms](http://www.dell.com/offeringsspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

City of East Grand Rapids										
25-26 Computer Replacements - Desktops										
			Direct Electronics Plus		Dell*		CDWG**		SCW	
Qty	Part #	Description	Unit	Total	Unit	Total	Unit	Total	Unit	Total
11	D32LQUT#ABA	HP ProDesk 4 G1i	1,259.65	13,856.15			1,303.92	14,343.12	1,271.85	13,990.35
11		Dell Pro Micro QCM1250			<b>1,196.23</b>	<b>13,158.53</b>				
11	U10N3E	3 Year Extended Warranty	25.80	283.80			33.20	365.20	33.10	364.10
		Shipping		13.20						
		Total		14,153.15		<b>13,158.53</b>		14,708.32		14,354.45

\* 39 month warranty included in price

\*\* Based on MiDEAL and Sourcewell 121923 contract



SHEA CHARLES  
CITY MANAGER

CITY OF  
EAST GRAND RAPIDS

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750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

(616) 940-4817

[www.eastgr.org](http://www.eastgr.org)

**MEMORANDUM**

TO: Honorable Mayor and City Commissioners  
FROM: Shea Charles, City Manager  
DATE: March 11, 2026  
  
RE: 2026-2027 Budget Calendar Update

Action Requested: No action requested – informational only.

Background: The City Charter requires the proposed annual budget to be submitted to City Commission no later than May 15<sup>th</sup>. In previous years we submitted in mid-April. This fiscal year we will be submitting no later than May 4<sup>th</sup>. The delay is due to a mixture of scheduled staff vacations. Attached is an updated budget calendar reflecting this change. The budget must be adopted by June 30<sup>th</sup>.

Shea Charles, City Manager



## **CITY OF EAST GRAND RAPIDS 2026-2027 BUDGET CALENDAR REVISED**

January 9, 2026	Budget information distributed to departments including budget, capital improvements, and Goals & Objectives (with deadlines)
January 30, 2026	Capital Improvement entry deadline
February 6, 2026	Budget information entry deadline (BS&A) Fee schedule changes due to Lori Parmenter
February 7, 2026	Strategic Planning Session
February 13, 2026	Goals & Objectives due to City Manager
February 18-20, 2026	Goals & Objectives and CIP review with City Manager
February 25-27, 2026	Budget meetings with City Manager & Finance Director
March 16, 2026	Goals & Objectives reviewed at end of regular City Commission meeting.
April 20, 2026	Finance Committee reviews vehicle replacements and fee schedule changes.
May 4, 2026	Budget and CIP documents sent out to City Commission
May 4, 2026	City Commission CIP work session following City Commission meeting.
May 18, 2026	City Commission Budget Overview at City Commission meeting Set water/sewer rates
June 1, 2026	City Commission to conduct public hearing on budget. City Commission to conduct special meeting following regular City Commission meeting to adopt the budget, fee schedule and set the millage rates

PROCEEDINGS OF THE CITY COMMISSION  
CITY OF EAST GRAND RAPIDS

**Regular Meeting Held March 2, 2026**

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

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

Absent: None.

Also Present: City Manager Charles; Deputy City Manager LaFave; City Attorney Huff; Parks & Recreation Director Melville; Public Safety Director Buikema; City Clerk Parmenter.

2026-32. The agenda was approved as presented.

2026-33. Public comment:

Marc Armstead, 2202 Elmwood, spoke about economic development.

2026-34. Mayor and City Commission comments, including committee liaison reports.

No comments from Commissioners.

City Manager Charles noted that the first meeting in April was moved to the end of March due to Spring Break.

2026-35. Discuss the proposed Immigration Resolution presented by Commissioners Groff-Blaszak and Hunter.

City Manager Charles reviewed the information.

Public Safety Chief Buikema gave a presentation noting policies and procedures already in place regarding immigration.

City Manager Charles noted that these policies and procedures have been in place for years and are not in response to ICE.

Commissioner Groff-Blaszak would like a copy of the written directive and did not see where immigration status was listed specifically.

Commissioner Skaggs asked if the directive includes immigration status. Public Safety Chief Buikema stated that it did.

Chris TenHarmsel, 2615 Boston, supports Resolution 2026-02.

Matthew Kimmins, 2458 Maplewood, spoke about the lack of training with the DHS officers, EGR is a breath of fresh air and does not want division.

Tom Miller, 1756 Asbury, would like to see the resolution passed.

David Sawyer, Pinecrest, thinks this is a political statement and the resolution should not be adopted.

Ruth Stevens, Conlon, asked why not adopt the resolution if we are already doing these things.

Jeremy, Tenway, said the resolution should be adopted.

Kayla, please adopt the resolution.

Jeff Smith, 987 3 Mile Rd., is in favor of the resolution.

Ann Pifer, 2653 Oakwood, urges the passing of the resolution.

Lauren Maes, 520 Cambridge, spoke about people being detained and supports the resolution.

Rev. Ann, Grace Episcopal Church, urges to vote in favor of the resolution.

Liz Aldrich, 2760 Oakwood, urges to vote in favor of the resolution and would like to know if the resolution would hinder Public Safety's work.

Marc Armstead, 2202 Elmwood, thanked Public Safety for their work, has an issue with the term "protected status" and noted that we are all equal and stated that we can't tell the Kent County Sheriff how to do their job.

Bethany Chavez thinks the Commission should take a stance and pass the resolution.

Mandy Sharp Eizinger, 1643 Whitfield, resolution takes a stance and would like it passed.

Tom, Oakwood, stated that Grand Rapids and Kent County work with ICE and get paid extra for doing it.

Jerry Anderson, 435 Edgemere, stated that it was up to the Commission to set guidelines.

Rhonda Mejeur, 2311 Brighton, supports the resolution and would like it passed.

Nancy Broadwell, 2605 Albert, supports the resolution and would like it passed.

Commissioner Schwartz asked what would happen if an officer called ICE regarding someone. Chief Buikema stated that it was a clear violation with discipline up to dismissal.

Commissioner Burdick asked if officers could cooperate with ICE without a 287(g) agreement. Chief Buikema stated that they cannot without violating current policies unless there is a signed warrant.

Commissioner Skaggs asked about the power of a resolution vs. an ordinance. City Manager Charles neither is really more power than what is in place and it won't change what is in place.

City Attorney Huff questioned what this resolution provided that isn't already in place and noted that policies can be updated if needed.

Commissioner Burdick questioned if the resolution provided any additional safety for residents. Chief Buikema stated that he does not see where it does but it could limit some protection.

Commissioner Groff-Blaszak noted that the resolution is going to apply to all City officials.

Commissioner Schwartz asked how binding the resolution was. City Attorney Huff stated that parts could be up for interpretation.

Mayor Favale asked Chief Buikema if he feels the policies are adequate. Chief Buikema stated that he feels they are adequate, there is nothing that we can do to limit ICE operations and some of the statements could limit Public Safety in their jobs. He also noted that there are times when they have to work with other agencies on a criminal matter.

Commissioner Wessely said that it is clear that ICE agents are not trained adequately. The resolution does not carry much water but may conflict in some areas and wondered if there was anything in the resolution that should not be done. City Attorney Huff stated that the resolution gave direction to employees which is not what a resolution is for but he believes that piece came out in the second version. He also noted that protections are in place and we can look to make them tighter if needed. He also questions if we are waking the sleeping tiger with the resolution.

Commissioner Wessely asked what we can do if ICE comes to East. Chief Buikema said that they can video tape the interactions and their job would be to keep the peace. Public Safety officers would not get involved as immigration law is very complex which is why they don't engage.

Commissioner Hunter wondered if we pass the resolution, does it restrict us from entering into a 287(g) agreement in the future. Chief Buikema said that it was his

understanding that it could be a separate action, but it still has to be voted on by the Commission.

City Manager Charles said that there is no chance of a 287(g) agreement being brought up for consideration.

Commissioner Skaggs asked about the use of city facilities such as parking lots for staging areas and sharing information. City Manager Charles said that we are restricted from sharing information and the use of parking lots would have to come to the Commission for approval.

Commissioner Groff-Blaszak said that there is not a policy in place saying that we would not enter into a 287(g) agreement. The resolution could be the impotence to updating the policies and thinks that we can get to language that will work and we can't operate in fear.

Commissioner Schwartz wonders what the action points are and what holes we are trying to fill. We don't have authority over the Kent County Sheriff. She feels the written directive covers item 2 or 1. She doesn't know that we need a resolution to protect people, Public Safety is doing a great job. Our frustrations are with the federal government. She encouraged Commission to make a personal pledge not to enter into a 287(g) agreement or approve the use of public lands.

Commissioner Schwartz made a motion to approve the FAQ's as written as a response to the concerns shared in this discussion and they are shared in flyers with a link, on website and social media and update as needed. Supported by Commissioner Burdick.

Commissioner Burdick echoes what Commissioner Schwartz said and believes we can make personal pledges as well. He fought against flock cameras and we don't have any. He can't support the resolution. He wants to preserve meetings for meaningful business. He agrees with all the sentiments that have been said.

Commissioner Hunter said that we should codify the since we do it anyways and put our best effort forward to fix the areas where the resolution conflicts with Public Safety and take next steps to put values to action.

Commissioner Skaggs thanked everyone for coming out and said that she is hearing less of a deficiency in policy and more of a deficiency in communication rather than policy. If we go the route of the FAQ's, she would like to make sure they are easily accessible. She will do a personal pledge also and would like them put in a public space. She also recommends adding national origin to encompass immigration status to the statement.

Mayor Favale is willing to make a personal pledge as well. She noted that everyone has been engaged with residents outside of the meetings as well. Public Safety is already doing what the resolution calls for and this may hinder them doing their job. Codifying this does not make people safer but shows distrust and we need to ensure

Public Safety that they are trusted. Leadership looks like trust and we strengthen confidence by standing behind them. She supports Commissioner Schwartz's motion.

Commissioner Groff-Blaszak appreciates the sentiments, but they are entrusted to provide what the community needs. She thinks we can continue to get to the right place. We do not have policies in place and would love to continue the conversation to get to a place to make the community safer.

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

Nays: Groff-Blaszak and Hunter - 2

- 2026-36. Review the Report of Generated ideas from the February 7<sup>th</sup> Strategic Planning Session.

City Manager Charles reviewed the information.

Sean Sperling, 1779 Whitfield, said that under potential threats the term "misinformation" does not belong in policies.

Mayor Favale noted that she is following up on the social contract and reaching out to other Mayors. She asked the Commission to reach out if you have anything to add.

- 2026-37. Skaggs-Schwartz. To approve the consent agenda as follows:

2026-37-A. Minutes of the regular meeting held February 17, 2026.

2026-37-B. Disbursement of funds: payroll disbursements of \$324,240.85; county and school disbursements of \$683,729.61, and total remaining disbursements of \$1,675,372.83.

2026-37-C. Minutes of the Parks and Recreation Commission meeting held on January 26, 2026.

2026-37-D. Communications

Yeas: Burdick, Groff-Blaszak, Hunter, Schwartz, Skaggs, Wessely and Favale – 7

Nays: None.

The meeting adjourned at 8:07 p.m., subject to the call of the Mayor until March 16, 2026.

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Lori A Parmenter, City Clerk

**City of East Grand Rapids  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
<b>Fund 101 GENERAL FUND</b>				
Dept 000				
101-000-0565.00	PA 105 INTEREST	STATE OF MICHIGAN	PRE DENIAL INTEREST/STATE PORTION	\$ 11.05
101-000-0565.00	PA 105 INTEREST	KENT COUNTY TREASURER	PRE DENIAL INTEREST/COUNTY PORTION	\$ 22.10
		Total For Dept 000		\$ 33.15
Dept 209 ASSESSOR				
101-209-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	AV NOTICES	\$ 969.96
		Total For Dept 209 ASSESSOR		\$ 969.96
<b>Dept 210 CITY ATTORNEY</b>				
101-210-8180.01	LITIGATION FEES	VARNUM LLP	LEGAL SVCS/LITIGATION	\$ 11,694.42
		Total For Dept 210 CITY ATTORNEY		\$ 11,694.42
<b>Dept 260 FINANCE</b>				
101-260-8010.00	CONTRACTUAL SERVICES	I3 BUSINESS SOLUTIONS LLC	IT MONITORING SRVC	\$ 1,355.53
101-260-8010.00	CONTRACTUAL SERVICES	I3 BUSINESS SOLUTIONS LLC	SERVER HARDWARE SUPPORT	\$ 230.00
		Total For Dept 260 FINANCE		\$ 1,585.53
<b>Dept 265 CITY BUILDINGS</b>				
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	DOOR SEAL/PS	\$ 146.52
101-265-7400.00	OPERATING SUPPLIES	GRAINGER INC	DOOR SEAL	\$ 12.65
101-265-7400.05	CLEANING SUPPLIES	ACTION CHEMICAL INC	CLEANING/JANITORIAL SUPPLIES	\$ 774.11
101-265-7400.05	CLEANING SUPPLIES	GRAINGER INC	CLEANING SUPPLIES	\$ 25.04
101-265-7400.05	CLEANING SUPPLIES	GRAINGER INC	CLEANING SUPPLIES	\$ 89.05
101-265-7400.06	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	\$ 46.78
101-265-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	SAFETY BOOTS	\$ 117.00
101-265-8010.00	CONTRACTUAL SERVICES	BCM ONE	MSIP PHONE SVC	\$ 602.49

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<b>GL Number</b>	<b>Invoice Line Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
101-265-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 47.99
101-265-8010.05	HVAC PM AGREEMENT	SEAMAN'S MECHANICAL	HVAC PREV MAINT	\$ 666.25
101-265-8010.05	HVAC PM AGREEMENT	SEAMAN'S MECHANICAL	HVAC PREV MAINT	\$ 734.00
101-265-8010.05	HVAC PM AGREEMENT	SEAMAN'S MECHANICAL	HVAC PREV MAINT	\$ 1,904.00
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OT	FASTSIGNS OF GRAND RAPIDS	CITY HALL/KDL ENTRY SIGNAGE	\$ 196.00
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OT	NORTHWEST KENT MECHANICAL C	HVAC REPAIR	\$ 651.64
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OT	FLYLOCK SECURITY SOLUTIONS	FRONT DOOR LOCKS/CC	\$ 9,122.47
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OT	GRAND RAPIDS TECH	PARK SECURITY CAMERA INTERNET	\$ 103.00
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OT	SMART BUILDING SERVICES, LLC	PW CARD READER INSTALL	\$ 4,164.00
101-265-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-1.13.26-2.28.26	\$ 8,273.22
101-265-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/CITY	\$ 2,485.23
		Total For Dept 265 CITY BUILDINGS		\$ 30,161.44
<b>Dept 345 PUBLIC SAFETY</b>				
101-345-7400.01	UNIFORMS	ON DUTY GEAR LLC	UNIFORMS	\$ 188.99
101-345-7400.01	UNIFORMS	TH BRANDS	POLICE HATS	\$ 65.00
101-345-7400.04	MEDICAL SUPPLIES	MCKESSON MEDICAL-SURGICAL G	MED GEAR	\$ 375.88
101-345-7400.04	MEDICAL SUPPLIES	MCKESSON MEDICAL-SURGICAL G	MED GEAR	\$ 166.63
101-345-7400.06	OFFICE SUPPLIES	SCHUIL COFFEE	REPLACEMENT COFFEE MAKER	\$ 500.00
101-345-8010.00	CONTRACTUAL SERVICES	COMCAST CABLE	CABLE/MONTHLY	\$ 119.36
101-345-8010.00	CONTRACTUAL SERVICES	GREAT LAKES BREATHING AIR	FIRE MASK FIT TESTING	\$ 1,200.00
101-345-9300.00	REPAIRS & MAINTENANCE	C-COMM OF KALAMAZOO	RADIO/SIREN FIX	\$ 510.00
101-345-9550.00	MISCELLANEOUS EXPENSE	GILSON GRAPHICS INC	SIGNS	\$ 158.81
		Total For Dept 345 PUBLIC SAFETY		\$ 3,284.67
<b>Dept 371 ZONING ADMINISTRATION</b>				
101-371-8010.00	CONTRACTUAL SERVICES	PLB PLANNING GROUP LLC	PLANNING SERVICES	\$ 255.62
101-371-8010.00	CONTRACTUAL SERVICES	PLB PLANNING GROUP LLC	BALANCE/PLANNING SVC	\$ 1,720.00
		Total For Dept 371 ZONING ADMINISTRATION		\$ 1,975.62

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<b>GL Number</b>	<b>Invoice Line Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>Dept 448 STREET LIGHTING</b>				
101-448-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-1.13.26-2.28.26	\$ 7,481.86
		Total For Dept 448 STREET LIGHTING		\$ 7,481.86
<b>Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT</b>				
101-485-8010.00	CONTRACTUAL SERVICES	NORTHWEST KENT MECHANICAL C	SNOWMELT PREV MAINT	\$ 675.00
101-485-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-1.13.26-2.28.26	\$ 3,309.17
101-485-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/CITY	\$ 64.69
101-485-9300.00	REPAIRS & MAINTENANCE	GRAYBAR ELECTRIC CO INC	LIGHTING REPL/ GASLIGHT	\$ 3,628.34
101-485-9300.00	REPAIRS & MAINTENANCE	GR ELECTRIC INC	LIGHTING REPAIRS/INSTALLATION	\$ 4,334.00
101-485-9701.00	SMALL CAPITAL EXP	LIGHTMART	LIGHT POLES & LAMPS/REPL STOCK	\$ 9,349.00
		Total For Dept 485 GASLIGHT VILLAGE BUSINESS DISTRICT		\$ 21,360.20
<b>Dept 601 RECREATION REVENUE</b>				
101-601-6110.00	RECREATION PROGRAMMING FEES	LAUREN ANDERSH	REFUND/PARKS CREDIT	\$ 17.00
		Total For Dept 601 RECREATION REVENUE		\$ 17.00
<b>Dept 756 POOL PROGRAMS</b>				
101-756-7400.00	OPERATING SUPPLIES	LESLIE'S POOL SUPPLIES INC	W POOL CHEMICALS	\$ 35.47
101-756-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH OCCUPATION	PRE-EMPL DRUG SCREEN	\$ 150.00
101-756-8010.00	CONTRACTUAL SERVICES	COREWELL HEALTH OCCUPATION	EMPLOYEE SCREENING	\$ 50.00
101-756-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/W POOL	\$ 913.60
		Total For Dept 756 POOL PROGRAMS		\$ 1,149.07
<b>Dept 771 TREE MAINTENANCE AND REMOVAL</b>				
101-771-8060.00	TREE TRIMMING & REMOVAL	GET-R-CUT.COM	TREE TRIMMING PROG	\$ 25,425.00
		Total For Dept 771 TREE MAINTENANCE AND REMOVAL		\$ 25,425.00

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<b>Dept 775 SPECIAL EVENTS</b>				
101-775-7400.00	OPERATING SUPPLIES	ELIZABETH GRANSTRA	RLT SUPPLIES	\$ 36.54
101-775-7400.00	OPERATING SUPPLIES	SARA COFFEY	PARKING/WOMEN'S EXPO	\$ 20.00
101-775-7400.00	OPERATING SUPPLIES	PAMELA E SLATER	PARKING/WOMEN'S EXPO	\$ 13.00
101-775-8010.00	CONTRACTUAL SERVICES	ABSOLUTE ENTERTAINMENT	SWEETHEART DANCE DJ	\$ 450.00
		Total For Dept 775 SPECIAL EVENTS		\$ 519.54
<b>Dept 777 RECREATION PROGRAMMING</b>				
101-777-7400.00	OPERATING SUPPLIES	AMERICAN HOME FITNESS CO LLC	FITNESS SUPPLIES	\$ 108.00
101-777-8010.00	CONTRACTUAL SERVICES	HEARTBEAT LLC	FEB BABYSITTING CLASS	\$ 560.00
101-777-8010.00	CONTRACTUAL SERVICES	SRNB DANCE ACADEMY LLC	IRISH DANCE FALL 2025	\$ 799.00
101-777-8010.00	CONTRACTUAL SERVICES	ALEXANDRA DUNN	DOG OBEDIENCE CLASSES	\$ 930.00
101-777-8010.00	CONTRACTUAL SERVICES	PIATT BRICKZ LLC	BRICKS 4 KIDZ	\$ 1,625.00
		Total For Dept 777 RECREATION PROGRAMMING		\$ 4,022.00
<b>Dept 778 GROUNDS MAINTENANCE</b>				
101-778-7400.00	OPERATING SUPPLIES	MODEL COVERALL SERVICE INC	UNIFORM RENTAL - GROUNDS	\$ 11.88
101-778-8010.00	CONTRACTUAL SERVICES	PLUMMERS DISPOSAL	RESTROOM/M PK	\$ 149.00
101-778-9300.00	REPAIRS & MAINTENANCE	ETNA SUPPLY COMPANY	GENERAL REPAIRS	\$ 14.70
		Total For Dept 778 GROUNDS MAINTENANCE		\$ 175.58
<b>Dept 779 RECREATION SPORTS</b>				
101-779-7080.00	CONTRACTUAL WAGES	BENJAMIN S IVY	YOUTH BBALL OFFICIAL	\$ 160.00
101-779-7080.00	CONTRACTUAL WAGES	KARL L MARSHALL	YOUTH BBALL 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
101-779-7400.00	OPERATING SUPPLIES	TH BRANDS	BASKETBALL JERSEYS	\$ 585.00
101-779-7400.00	OPERATING SUPPLIES	JOEL BOSCH	TOURNAMENT FEES	\$ 165.00
		Total For Dept 779 RECREATION SPORTS		\$ 1,390.00

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<b>GL Number</b>	<b>Invoice Line Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>Dept 781 MIDDLE SCHOOL SPORTS</b>				
101-781-7080.00	CONTRACTUAL WAGES	STEVEN D LEE	MS BBALL OFFICIAL	\$ 116.00
101-781-7080.00	CONTRACTUAL WAGES	SAMMIE RYANS	MS GIRLS BBALL OFFICIAL	\$ 116.00
101-781-7080.00	CONTRACTUAL WAGES	GLENN INGRAM	BASKETBALL OFFICIAL	\$ 116.00
101-781-7080.00	CONTRACTUAL WAGES	STEVEN D LEE	BASKETBALL OFFICIAL	\$ 116.00
101-781-7080.00	CONTRACTUAL WAGES	GREGORY LUCAS SR	BASKETBALL OFFICIAL	\$ 116.00
101-781-7080.00	CONTRACTUAL WAGES	SAMMIE RYANS	BASKETBALL OFFICIAL	\$ 116.00
101-781-7400.00	OPERATING SUPPLIES	ANDREW GRASHUIS	REIMB - PIZZA PURCH - YOUTH MS BBALL	\$ 170.24
		Total For Dept 781 MIDDLE SCHOOL SPORTS		\$ 866.24
<b>Dept 783 AQUATIC CLUB (WAVES)</b>				
101-783-9230.00	WATER SERVICE	CITY OF EAST GRAND RAPIDS/WTR	WATER BILLING/W POOL	\$ 214.32
		Total For Dept 783 AQUATIC CLUB (WAVES)		\$ 214.32
<b>Dept 875 GENERAL ADMINISTRATION</b>				
101-875-9300.00	INSURANCE CLAIMS	DESIGN EDGE SIGN CO INC	VEHICLE #205 REPAIR	\$ 500.00
		Total For Dept 875 GENERAL ADMINISTRATION		\$ 500.00
		Total For Fund 101 GENERAL FUND		\$ 112,825.60
<b>Fund 202 MAJOR STREET FUND</b>				
<b>Dept 451 STREET CONSTRUCTION</b>				
202-451-9730.00	STREET CONSTRUCTION EXPENSE	STATE OF MICHIGAN/DEPT OF TRAN	PLYMOUTH RD PROJECT	\$ 7,718.06
202-451-9730.00	STREET CONSTRUCTION EXPENSE	DORNBOS SIGN & SAFETY INC	BIKE LANE SIGNS	\$ 871.90
		Total For Dept 451 STREET CONSTRUCTION		\$ 8,589.96
<b>Dept 463 ROUTINE MAINTENANCE</b>				
202-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	SAFETY BOOTS	\$ 116.99

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202-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 47.99
		Total For Dept 463 ROUTINE MAINTENANCE		\$ 164.98
<b>Dept 474 TRAFFIC SERVICES</b>				
202-474-8010.12	GR, KENT CNTY, CONSUMERS, SIGNALS	CONSUMERS ENERGY	ELECTRIC SERVICE-1.13.26-2.28.26	\$ 1,169.37
202-474-8010.13	PAVEMENT MARKINGS	MICHIGAN PAVEMENT MARKINGS L	PAVEMENT MARKINGS	\$ 382.06
		Total For Dept 474 TRAFFIC SERVICES		\$ 1,551.43
		Total For Fund 202 MAJOR STREET FUND		\$ 10,306.37
<b>Fund 203 LOCAL STREET FUND</b>				
<b>Dept 463 ROUTINE MAINTENANCE</b>				
203-463-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	SAFETY BOOTS	\$ 116.99
203-463-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 47.98
203-463-9700.00	CAPITAL EXPENDITURES	GROUNDHAWG EXCAVATING & LAN	LSL PROJ/ REPLACEMENTS	\$ 20,069.01
		Total For Dept 463 ROUTINE MAINTENANCE		\$ 20,233.98
		Total For Fund 203 LOCAL STREET FUND		\$ 20,233.98
<b>Fund 592 WATER &amp; SEWER FUND</b>				
<b>Dept 000</b>				
592-000-0180.00	Water, Residential	CREE UNIT PROPERTIES LLC	UB refund for account: ELAW-001560-0000-	\$ 48.38
		Total For Dept 000		\$ 48.38
<b>Dept 542 MAINS AND HYDRANTS</b>				
592-542-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	SAFETY BOOTS	\$ 117.00
592-542-7400.23	STAKING, SAMPLES, SMALL EQUIP, MISC	ALS GROUP USA CORP	UCMR5 WATER SAMPLES 7.2025	\$ 575.00
592-542-7400.23	STAKING, SAMPLES, SMALL EQUIP, MISC	ALS GROUP USA CORP	UCMR5 WATER SAMPLES/12.2025	\$ 575.00
592-542-8010.00	CONTRACTUAL SERVICES	GODWIN HARDWARE & PLUMBING	LSL/PLUMBING/958 PINECREST	\$ 158.87

**City of East Grand Rapids  
Agenda of the City Commission  
Voucher Run Summary March 16, 2026  
CHECKS #140008-140037 ACH# 710906-710969**

<b>GL Number</b>	<b>Invoice Line Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
592-542-8010.00	CONTRACTUAL SERVICES	GR ELECTRIC INC	GROUNDING/651 LOVETT LSL	\$ 346.00
592-542-8010.00	CONTRACTUAL SERVICES	HYDROCORP LLC	CROSS CONNECTION PROG/FEB	\$ 395.20
592-542-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 47.98
592-542-8170.00	BULK SUPPLY - WATER	GRAND RAPIDS CITY TREASURER	W/S SERVICES-12.22.25-1.23.26	\$ 54,452.46
592-542-9570.00	PROFESSIONAL DEVELOPMENT	TIMOTHY CRAPSER	MILEAGE REIMB/H2O EXPO	\$ 95.70
592-542-9570.00	PROFESSIONAL DEVELOPMENT	DANIEL NORDHOF	WATER EXPO/MILEAGE 1 WAY & PKING	\$ 105.40
592-542-9700.00	CAPITAL EXPENDITURES	SUPERIOR ASPHALT INC	MANHATTAN PK WATERMAIN PROJ	\$ 9,750.00
592-542-9700.36	LEAD SERVICE LINE (LSL)	GROUNDHAWG EXCAVATING & LAI	LSL PROJ/ REPLACEMENTS	\$ 60,207.01
		Total For Dept 542 MAINS AND HYDRANTS		\$ 126,825.62
<b>Dept 543 METERS</b>				
592-543-7400.00	OPERATING SUPPLIES	FERGUSON ENTERPRISES	METER CELLULAR DEVICES	\$ 580.00
		Total For Dept 543 METERS		\$ 580.00
<b>Dept 545 METER READING AND COLLECTING</b>				
592-545-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	WATER BILLS	\$ 783.56
592-545-7400.00	OPERATING SUPPLIES	KENT COMMUNICATIONS INC	UB POSTAGE/MARCH	\$ 1,200.00
		Total For Dept 545 METER READING AND COLLECTING		\$ 1,983.56
<b>Dept 550 SEWER EXPENDITURES</b>				
592-550-7400.11	EMPLOYEE SAFETY GEAR	RED WING BUSINESS ADVANTAGE	SAFETY BOOTS	\$ 117.00
592-550-7400.25	SEWER MAIN MTRL & ACCESS	BEAVER RESEARCH COMPANY	SEWER LINING AGENT	\$ 924.00
592-550-7400.25	SEWER MAIN MTRL & ACCESS	BEAVER RESEARCH COMPANY	SEWER CLEANING AGENT	\$ 1,450.00
592-550-8010.00	CONTRACTUAL SERVICES	GFL ENVIRONMENTAL SERVICES U	SEWER TELEVISIONING/ROBINSON/GLADSTONE	\$ 735.30
592-550-8010.02	UNIFORMS	MODEL COVERALL SERVICE INC	UNIFORM RENTAL/DPW	\$ 47.98
592-550-8175.00	BULK SUPPLY - SEWER	GRAND RAPIDS CITY TREASURER	W/S SERVICES-12.22.25-1.23.26	\$ 109,091.82
592-550-9220.00	ELECTRIC SERVICE	CONSUMERS ENERGY	ELECTRIC SERVICE-1.13.26-2.28.26	\$ 1,790.09
		Total For Dept 550 SEWER EXPENDITURES		\$ 114,156.19

**City of East Grand Rapids  
 Agenda of the City Commission  
 Voucher Run Summary March 16, 2026  
 CHECKS #140008-140037 ACH# 710906-710969**

<b>GL Number</b>	<b>Invoice Line Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
		Total For Fund 592 WATER & SEWER FUND		\$ 243,593.75
<b>Fund 677 HEALTH CARE FUND</b>				
<b>Dept 852 HEALTH CARE ADMINISTRATION</b>				
677-852-8010.00	CONTRACTUAL SERVICES	PINE REST CHRISTIAN MENTAL HEA	ANNUAL EAP	\$ 1,800.00
677-852-8310.00	LIFE AND AD&D INS. PREMIUM	MADISON NATIONAL LIFE INS CO IN	LTD & LIFE INS PREMIUMS-	\$ 2,016.39
677-852-8370.00	LTD INSURANCE PREMIUMS	MADISON NATIONAL LIFE INS CO IN	LTD & LIFE INS PREMIUMS-	\$ 1,620.49
		Total For Dept 852 HEALTH CARE ADMINISTRATION		\$ 5,436.88
		Total For Fund 677 HEALTH CARE FUND		\$ 5,436.88
<b>Fund 692 MOTOR EQUIPMENT REVOLVING FUND</b>				
<b>Dept 570 MOTOR EQUIPMENT EXPENDITURES</b>				
692-570-7540.00	OP. SUP - PARTS	CARLETON EQUIPMENT COMPANY	#145.1718	\$ 556.40
692-570-7540.00	OP. SUP - PARTS	FORKLIFTS OF MICHIGAN INC	#122	\$ 130.05
692-570-7540.00	OP. SUP - PARTS	MARK'S BODY SHOP	SPOTLIGHT/#209	\$ 75.00
692-570-7560.00	OP. SUP - SM. TOOLS	SNAP-ON INDUSTRIAL	MECHANIC TOOLS	\$ 299.96
692-570-7590.00	OP. SUP - GARAGE	CARLETON EQUIPMENT COMPANY	SHOP SUPPLIES	\$ 223.18
692-570-7590.00	OP. SUP - GARAGE	LAWSON PRODUCTS INC	GARAGE SUPPLIES	\$ 17.98
692-570-7590.00	OP. SUP - GARAGE	WEST MICHIGAN INTERNATIONAL	UNIT #139	\$ 408.51
692-570-7590.00	OP. SUP - GARAGE	PURITY CYLINDER GASES INC	PROPANE	\$ 97.95
692-570-7590.00	OP. SUP - GARAGE	LAWSON PRODUCTS INC	GARAGE SUPPLIES	\$ 15.34
692-570-7620.00	OP. SUP - UL GAS	FLYERS ENERGY LLC	OFFSITE FUELING - P/S	\$ 36.43
692-570-7620.00	OP. SUP - UL GAS	VMJH, LLC	FUEL/MONTHLY BILLING	\$ 47.50
692-570-7620.00	OP. SUP - UL GAS	VMJH, LLC	FUEL/CITY VEHICLES	\$ 1,307.94
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/MONTHLY BILLING	\$ 47.50
692-570-7630.00	OP. SUP - DIESEL FUEL	VMJH, LLC	FUEL/CITY VEHICLES	\$ 986.67
692-570-8010.00	CONTRACTUAL SERVICES	VERIZON CONNECT	GPS UNITS/ACCT#100000161949	\$ 261.66
692-570-9300.00	REPAIRS & MAINTENANCE	BORGMAN FORD SALES INC	UNIT #295	\$ 1,137.60

**City of East Grand Rapids  
 Agenda of the City Commission  
 Voucher Run Summary March 16, 2026  
 CHECKS #140008-140037 ACH# 710906-710969**

<b>GL Number</b>	<b>Invoice Line Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
692-570-9300.00	REPAIRS & MAINTENANCE	WEST MICHIGAN INTERNATIONAL	#102.1718	\$ 1,335.00
		Total For Dept 570 MOTOR EQUIPMENT EXPENDITURES		\$ 6,984.67
		Total For Fund 692 MOTOR EQUIPMENT REVOLVING FUND		\$ 6,984.67
		Fund Totals:		
			Fund 101 GENERAL FUND	\$ 112,825.60
			Fund 202 MAJOR STREET FUND	\$ 10,306.37
			Fund 203 LOCAL STREET FUND	\$ 20,233.98
			Fund 592 WATER & SEWER FUND	\$ 243,593.75
			Fund 677 HEALTH CARE FUND	\$ 5,436.88
			Fund 692 MOTOR EQUIPMENT REVOLVING FUND	\$ 6,984.67
			Total For All Funds:	\$ 399,381.25

**City of East Grand Rapids**  
**Agenda of the City Commission**  
**Voucher Run Summary March 16, 2026**  
**CHECKS #140008-140037 ACH# 710906-710969**

Finance Cmte Date	Commission Member	Voucher Total	Approval Signatures:
3/16/2026	Laura Schwartz	\$399,381.25	
	Brad Hunter		
	Ryan Burdick		
Alternate:			
Alternate:			



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DEREK MELVILLE  
PARKS & RECREATION DIRECTOR

**MEMORANDUM**

TO: Mayor and City Commissioners  
FROM: Derek Melville, Parks and Recreation Director  
DATE: March 10, 2026  
  
RE: 4<sup>th</sup> of July Firework Show Agreement

Action Requested: That the City Commission consider approval of a one-year contract with Great Lakes Fireworks in the amount of \$30,000 for the 2026 4<sup>th</sup> of July Firework show.

Background: Each year the Parks and Recreation Department is responsible for planning the 4<sup>th</sup> of July celebration which includes securing a qualified Fireworks Display Operator for the 4<sup>th</sup> of July Community fireworks display.

Great Lakes Fireworks has been our 4<sup>th</sup> of July Firework Display Operator since 2012 and has been consistently selected for contract renewals due to their favorable contract pricing, reliability and first-hand knowledge of our designated firework launching area at Remington Park and safety protocols. Recently City staff solicited pricing from qualified Firework Display Operators and Great Lakes Fireworks offered the best value of firework show duration and firework shell count and size. This year Great Lakes Fireworks is again available, and they are offering a firework display with a similar balance of cost and show quality/duration. In the event of a weather-related cancellation on July 4<sup>th</sup>, we also have July 6<sup>th</sup> reserved as a backup date for the fireworks show.

For the past five years Corewell Health has been our title sponsor for the 4<sup>th</sup> of July Fireworks display and their sponsorship has covered the cost of the fireworks show. We have received confirmation from Corewell Health that they will sponsor the 4<sup>th</sup> of July celebration for this year, which will fully cover the costs for the 2026 fireworks show.

Due to the success using Great Lakes Fireworks, combined with the fact that our Corewell Health 4<sup>th</sup> of July Sponsorship is covering the full cost of the show, I recommend that the Commission consider awarding the contract for the 2026 4<sup>th</sup> of July firework display to Great Lakes Fireworks.

**REVIEWED & APPROVED FOR SUBMISSION:**

Shea Charles, City Manager

# GREAT LAKES FIREWORKS

3275 W. M-76 • West Branch, MI 48661 • O: 989.726.5040 • F: 989.726.5041 • www.greatlakesfireworks.com

THIS CONTRACT AND AGREEMENT for the sale of Fireworks made and concluded this 16th Day of February, 2025 and between GREAT LAKES FIREWORKS, LLC of Eastpointe, Michigan, (hereinafter referred to as "Great Lakes") and The City of East Grand Rapids, (hereinafter referred to as "Customer").

## GREAT LAKES Agrees:

1. To sell, furnish and deliver to Customer, fireworks to be exhibited on the following dates set forth and agreed upon at the time of signing this contract and Customer agrees to pay Great Lakes for the fireworks as follows:  
**Display Date(s):** July 4th, 2026  
**Alternate Date(s):** July 6th, 2026  
**Contract Amount:** \$ 30,000.00; Fifty percent (50%) due upon signing the contract and balance due within 15 days of the display date. All payments shall be made by draft or certified check payable to Great Lakes Fireworks, LLC. Great Lakes will assess a 1.5% late charge on balances 30 days past due and a 7% per annum late fee on balances not paid in full by the display date.
2. Great Lakes further agrees to furnish sufficiently trained personnel to present a display.
3. Great Lakes agrees to furnish Customers with liability insurance in the amount of \$5,000,000 and other coverages as identified in the Certificate of Insurance attached. All Individual/Entities listed on the certificate will be deemed an additional insured per this contract.

## CUSTOMER Agrees:

4. To procure and furnish a suitable place to display said fireworks, to furnish the necessary police and fire protection; to secure all police, local, and state permits, and to arrange for any security bonds or insurance as required by law in their community when necessary.
5. Prior to, during, and immediately following the display, Customer shall be solely responsible to keep all persons (except employees of Great Lakes) out of the designated danger areas and behind safety zone lines and limits.
6. Immediately following the display, Great Lakes, to the best of its ability, will police the area for any misfires ("duds"). Great Lakes agrees to police the area again at "first light." Great Lakes will pick up misfires for disposal. If Customer must move misfires for safety reasons, Customer understands that the misfires are only to be handled by trained personnel. Customer is responsible for debris clean up and the refilling of any holes.
7. Customer agrees to hold harmless Great Lakes for any liability caused by other than the employees or products supplied by Great Lakes.

## The PARTIES Mutually Agree:

8. Should inclement weather prevent firing of said display on the "Display Date(s)", then it will be understood the program is postponed and will be fired on the "Alternate Date(s)", and there will be a charge to cover the costs of the postponement of ten percent (10%) of the contract amount. If the program is not fired on either the "Display Date(s)" or the "Alternate Date(s)," then it will be understood the program is canceled; and there will be an additional charge of ten percent (10%) of the contract amount to cover the cancellation costs.
9. Great Lakes reserves the exclusive right to make minor modifications and substitutions provided that such changes are reasonable and necessary and do not materially adversely affect price, time of delivery, functional character, or display performance.
10. If the location of the firing site, spectators' location, parking areas, or structures is deemed unsuitable or unsafe, Great Lakes may refuse to fire the display until conditions are corrected. If such conditions are not corrected, Great Lakes may cancel the display without further liability to the Customer for such cancellation.
11. In the event of fire, accident, strikes, delay, flood, act of God or other causes beyond the control of Great Lakes, which prevent the delivery of said materials, the parties hereto release each other from any and all performances of the covenants herein contained and from damages resulting from the breach thereof.

Amendments: \_\_\_\_\_  
\_\_\_\_\_

FOR: **Great Lakes Fireworks, LLC**

Signature: Barry Beltz

Name/Title: Barry Beltz / Owner

FOR: **The City of East Grand Rapids**

Signature: \_\_\_\_\_

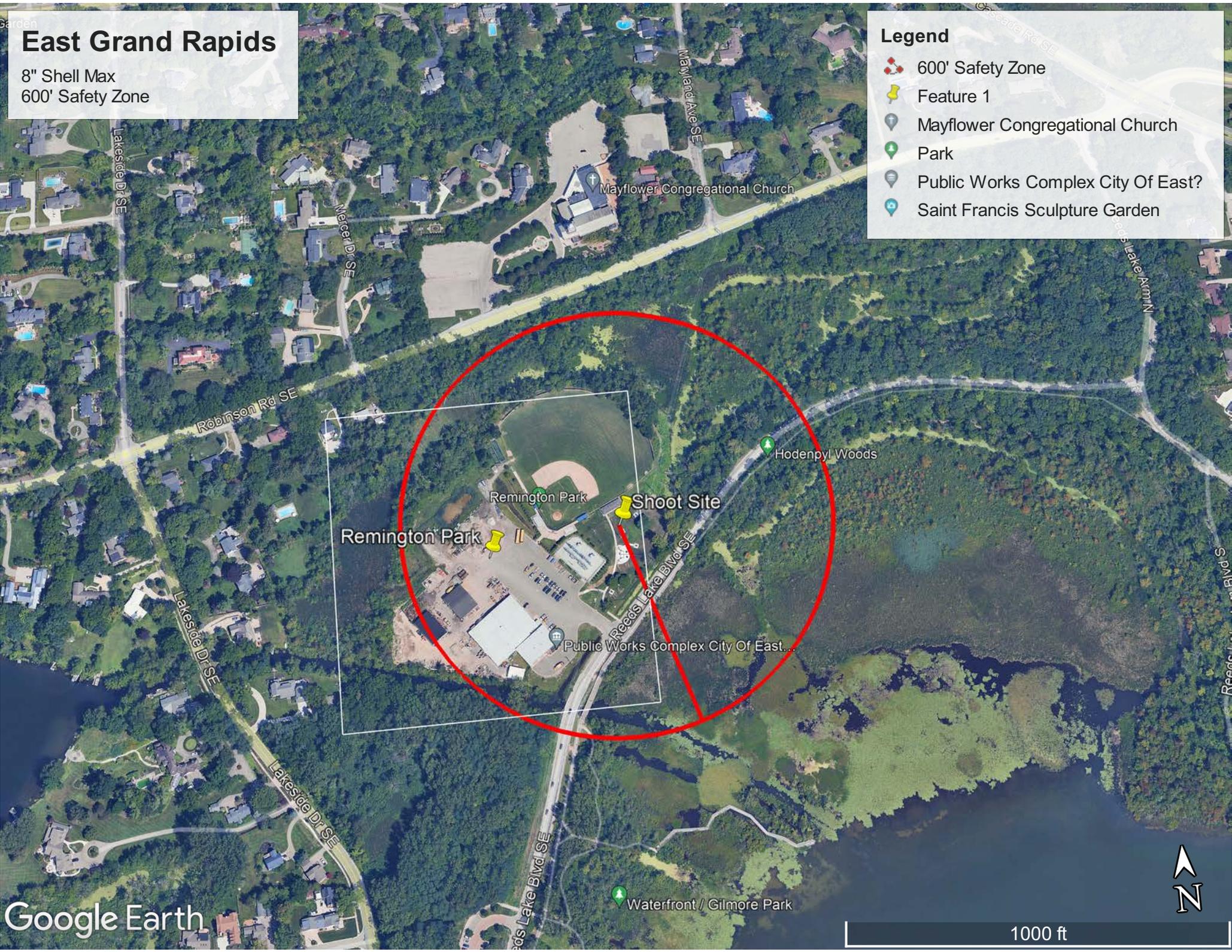
Name/Title: \_\_\_\_\_

# East Grand Rapids

8" Shell Max  
600' Safety Zone

## Legend

- 600' Safety Zone
- Feature 1
- Mayflower Congregational Church
- Park
- Public Works Complex City Of East?
- Saint Francis Sculpture Garden







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DEREK MELVILLE  
PARKS & RECREATION DIRECTOR

**MEMORANDUM**

TO: Mayor and City Commissioners  
FROM: Derek Melville, Parks and Recreation Director  
DATE: March 10, 2026

RE: 4<sup>th</sup> of July Fireworks Permit

**ACTION REQUESTED:** The City Commission approve the Permit for Fireworks allowing Great Lakes Fireworks to produce our July 4th display for 2026.

**BACKGROUND:** Great Lakes Fireworks will once again be providing their services for our fireworks display on July 4, 2026, or July 6<sup>th</sup>, 2025, as a rain date. Each year the Michigan Department of Licensing & Regulatory Affairs requires the governing body to approve a “Permit for Fireworks Other Than Consumer or Low Impact” allowing the vendor (Great Lakes Fireworks) to transport, set up and display fireworks on our behalf. Upon City Commission approval the Mayor or designee will sign the permit and copies will be sent to Great Lakes Fireworks for their files.

**REVIEWED AND APPROVED FOR SUBMISSION:**

Shea Charles  
City Manager



## 2026 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The <b>LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD</b> will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	--

*This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.*

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural / Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes	<b>FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.</b> PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
---	--

NAME OF PERSON PERMIT ISSUED TO <b>The City of East Grand Rapids</b>	AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---	--

ADDRESS OF PERSON PERMIT ISSUED TO <b>750 Lakeside Dr. S.E, East Grand Rapids, MI 49506</b>
--

NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION
--

ADDRESS
---------

NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Approx. 440    5" Shells Approx. 201    6" Shells Approx. 28    8" Shells
--

EXACT LOCATION OF DISPLAY OR USE <b>Remington Park: 2210 Reeds Lake Blvd, East Grand Rapids, MI 49506</b>
--

CITY, VILLAGE, TOWNSHIP <b>East Grand Rapids</b>	DATE July 4th, 2026 (Rain: July 6th, 2026)	TIME Approx. 10:00 PM
---	---	--------------------------

BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	AMOUNT <b>\$5,000,000</b>
--	------------------------------

Issued by action of the Legislative Body of the <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____, 2026.  <div style="text-align: center; border-top: 1px solid black; margin-top: 20px;">             (Signature and Title of Legislative Body Representative)           </div>
---

**\*THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT\***

## Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
  - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
  - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
  - Display Fireworks – 1.3G fireworks for professional use only
  - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
  - Public Display – a fireworks display that is open to all persons for viewing.
  - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the [Michigan Fireworks Safety Act, PA 256 of 2011](#), [MCL 28.466, Section 16](#).
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.



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SHEA CHARLES  
CITY MANAGER

**MEMORANDUM**

TO: Honorable Mayor and City Commissioners  
FROM: Shea Charles, City Manager  
DATE: March 11, 2026  
  
RE: Goals & Objectives Work Session

Action Requested: That the City Commission hold a work session to provide feedback on the attached draft Departmental Goals & Objectives.

Background: As part of the annual budget process, the City Commission is asked to review the draft departmental goals & objectives during a work session. This process was not completed last year as the Strategic Planning Session was delayed. These Goals & Objectives will be further refined during the budget process.

Shea Charles, City Manager

# City Commission

---

The city is governed by a seven-member City Commission, elected to four-year terms by the residents of East Grand Rapids. The mayor is elected at-large from the entire city, while two Commissioners are elected from each of the city's three wards.

The City Commission sets policies, approves purchases and contracts for services, and enacts ordinances. The City Commission operates according to the standards and procedures the City Charter and City Code of Ordinances.

## Mayor

Katie Favale

## Commission

First Ward

Second Ward

Third Ward

Ryan Burdick

Brad Hunter

Abbie Groff-Blaszak

Kate Skaggs

Chris Wessely

Laura Schwartz



# City Manager

Shea Charles, City Manager

## About the Department

### City Manager

The City of East Grand Rapids operates under the city commission/city manager form of government. Under this structure, the elected mayor and city commission are responsible for establishing the laws, policies, and budget for the city.

The City Manager is appointed by the City Commission and serves as the chief administrative officer of the City of East Grand Rapids. The manager is responsible for the day-to-day operations, implementation of city policy; budget preparation; program evaluation; coordination of city boards, commissions and other citizen organizations; and for making recommendations to the City Commission regarding the needs and operations of the city. The City Manager is also the Personnel Director for the city.

### City Clerk

The city clerk is a part of city manager's office and is responsible for agenda preparation and distribution, records management, publication of required legal notices, election management, and working with the public on various issues. The City Clerk also oversees the communication programs of the city, including the website, social media, e-newsletter and other publications designed to inform the residents of the city.

**Workforce Profile:** Full-Time Employees = 2 Part-Time Employees = 1 (SaboPR)

Departmental Statistics:	2024	2025
City Commission Packets	25 packets = 2,761 pages of information	28 packets = 3,200 pages of information
Community Foundation Packets	11 agendas	6 agendas
Community Foundation Year-End Solicitation	475 holiday letters + 4,000 water bill inserts	475 holiday letters + 4,000 water bill inserts
Community Foundation donations processed	52 donations	32 donations
Community Foundation 4 <sup>th</sup> of July Race	365 racers; \$16,935.88 profit	428 racers; \$17,228.38 profit
Budget/CIP/Goals Books	65 books yearly	65 books yearly
Elections	2 elections: 5,517 ballots processed	1 election: 3020 ballots processed
E-Newsletters/ Communications	26 e-newsletters; 500+ FB/TW posts; 12 water bill inserts	12 e-newsletters; 500+ FB/TW posts; 12 water bill inserts

City Manager  
Goals & Objectives  
2026-2027

2025-26 Goals and Objectives - Update

- Goal: Continue partnership with East Grand Rapids Public Schools to coordinate upcoming High School renovation project.
- Objective: In Summer of 2026 the East Grand Rapids Public Schools will begin a multi-year renovation of the High School. During construction parking in the area will be impacted as well as the high school track being unavailable. The City will continue to coordinate with EGRPS to try and minimize the impact on Gaslight Village, recreation users, and the community.
- Update: City & Schools representatives have identified a short term parking solution for the first two years. Parks & Recreation continues to work with the schools on scheduling events normally on the track.
- Goal: Development of senior staff to continue providing a high level of services for East Grand Rapids Resident.
- Objective: The City's senior staff has experienced turnover over the last five years due to assorted requirements. Of the six senior staff members, City Manager included, five are new to the organization or their roles in the last four years. With the staffing set some internal organizational development work will be undertaken to strengthen the team.
- Update: Work continues throughout the 2026-2027 fiscal year.
- Goal: Continue working with Gaslight Village Business Association to develop a sustainable model for engagement and funding. As well as coordinating upcoming area construction projects.
- Objective: The GVBA Board reconstituted itself this past year and is working to strengthen their organization. The City will continue to assist the GVBA Board in appropriate ways to meet their goals. The City will also be working with the GVBA to develop solutions to mitigate the upcoming EGRPS High School project.
- Update: GVBA Board held elections IN February and now have new leadership. City staff will continue to support them.
- Goal: Support and oversee various departmental initiatives including implementation of updated Master Plan and Parks & Recreation Master Plan.
- Objective: The City has approved an updated Parks & Recreation Master Plan and is nearing approval of an amended Master Plan. City staff will look to implement action items from both plans.
- Update: With updated Master Plan the City was successful in securing DNR funding for Waterfront Park improvements. Consultant selection on-going.

Goal: Continue efforts to attract and retain city employees to provide quality and enhanced services to the community.

Objective: The City of East Grand Rapids has a strong history of providing quality services to its residents. The city will experience key vacancies over the next 12-18 months due to retirements and attrition. Evaluating and filling these positions will be important to continue the tradition of quality services. Union negotiations will also begin this upcoming year.

Update: The City has successfully recruited five new Public Safety Officers who are in various phases of training.

## 2026-27 Goals and Objectives

- Goal: Continue partnership with East Grand Rapids Public Schools to coordinate upcoming High School renovation project.
- Objective: Final High School design plans will result in the loss of 71 on campus spaces. EGRPS and City representatives continue to have conversations about long term options. A short term parking solution utilizing the track has been identified and is in design.
- Goal: Continue efforts to attract and retain city employees to provide quality and enhanced services to the community.
- Objective: The City of East Grand Rapids has a strong history of providing quality services to its residents. The city will experience key vacancies over the next 12-18 months due to retirements and attrition. Evaluating and filling these positions will be important to continue the tradition of quality services. Union negotiations will also begin this upcoming year.
- Goal: Support the City Clerk in holding elections in August & November 2026.
- Objective: The 2026 mid term elections will be highly watched. City staff will support the City Clerk and her team to assure and safe and accurate election.
- Goal: Complete negotiations with the City's three bargaining units during the summer of 2026.
- Objective: The City has three bargaining units whose contracts expire June 30, 2026. The new contracts will be fair to all parties so that we can continue to provide a quality work environment.
- Goal: Maintain City's fiscal health to provide quality & efficient services.
- Objective: Various economic statics show the potential of an economic downturn that may impact future City revenues. Continued proper fiscal management will allow the City to provide quality services.

# Parks & Recreation Department

## Summary of Department Tasks:

Sports Programming, Recreation Programming (Leisure, Education & Fitness), Pool Operations, Aquatic Programming, Adult and Youth Sport Leagues, Special Events, Athletic Facility Maintenance, Grounds Maintenance, Facility Rentals, Sponsorships, Joint Facilities, Marketing and Social Media.

## Workforce Profile:

Full time employees:	9 FTE	Temporary:	150-200
Part-time:	1	Volunteers:	300-400

## Departmental Statistics:

	<b>23-24</b>	<b>24-25</b>
<b>Employee and volunteer paperwork</b>	250-300 job apps, hiring forms, drug screen, background & driving checks, etc.	200-250 job apps, hiring forms, drug screen, background & driving checks, etc.
<b>Transactions Processed</b>	12,879 transactions	12,239 transactions
<b>Pool membership processing</b>	622	736
<b>Pool electronic check in (HS/Wealthy)</b>	8,597	9,405
<b>Programs &amp; Activities (sessions)</b>	1,000	882
<b>Online transactions/registrations</b>	8,163 (2468 mobile device)	7,676 (2669 mobile device)
<b>Youth league sports</b>	2,285 participants	2,722 participants
<b>Middle school athletic program</b>	551 participants (interscholastic only)	495 (interscholastic only)
<b>Adult league teams</b>	67 teams	67 teams
<b>Facility reservations</b>	7,279 indoor 3,768 outdoor	4,463 indoor facilities 2,118 outdoor facilities
<b>Payment processing</b>	96% CC, 2% Check & 2% \$	99% CC, .5% Check & .5% \$
<b>Pavilion rentals</b>	97	45 (Manhattan Construction)
 <b><u>Grounds Maintenance</u></b>		
<b>Property to maintain</b>	147.5 acres (10 parks)	
<b>Irrigation systems</b>	19 with more than 70 zones* 2 added in 2023 & 2024	
<b>Playgrounds</b>	Manhattan Park, Woodcliff, 3 Elementary Schools	
<b>Ball fields</b>	4	
<b>Sand volleyball courts</b>	4	
<b>Tennis courts</b>	18 (9 pickleball courts striped on various tennis courts)	
<b>Full size multi use fields</b>	1 (7 smaller fields)	
<b>Streetscape maintenance</b>	47 pots, 86 hanging baskets & numerous planting beds	
<b>Boulevards</b>	Cambridge, Plymouth and Hall St.	
<b>Indoor room setup and tear downs</b>	450-550 annually	
<b>Snowplowing</b>	As needed	
<b>Pool chemical and maintenance</b>	Wealthy Pool	

# **Parks and Recreation Department Goals and Objectives FY 2025-2026 Update and Goal Additions for FY 2026-2027**

## **FY 2025-2026 Goal Updates**

**Goal: Utilize existing available land to reduce the existing acreage deficit in city-wide community park facilities. (New)**

***P&R Strategic Priority #1 Continue implementing Parks Improvement Millage***

**Objectives:**

- Identify the next Parks Improvement projects to be selected for community engagement and design. **(Completed: Waterfront Park Phase 2 selected)**
- Identify Park projects to be selected for 2026 DNR Grant Applications (MNRTF, Rec Passport, LWCF). **(Completed: Waterfront Park recommended for \$500k LWCF Grant)**
- Consider Waterfront Park natural themed playground placement options. **(Underway)**

**Goal: Achieve carbon neutral operations by 2040 by implementing environmental stewardship and sustainability efforts. (New)**

***City Operations Strategic Priority #2 Climate Action Plan Implementation***

**Objectives:**

- Assess options for expanding organic turf maintenance programs on city properties. **(Underway)**
- Analyze battery powered hand tools and equipment when replacements are needed. **(Completed and ongoing. Implemented electric equipment option for Mowing Contractor Bids)**

**Goal: Provide recreational opportunities and programs for East Grand Rapids residents of all ages and abilities. (Continued)**

***P&R Strategic Priority #2 Enhancing Programs***

**Objectives:**

- Utilize survey results from 2025 Community Parks and Recreation Plan to guide decisions related to adding new programs. **(Ongoing- added new Cheer & Basketball programming in 2025.**
- Identify new partners in the community who can offer programs not currently part of annual offerings. **(Ongoing- met with a variety of partners in 2025 including bike training partner for summer 2026 program).**

FY 2025-2026 Goal Updates Continued

**Goal: Optimize the community-wide opportunities for improved access to Reeds Lake frontage. (Continued)**

***P&R Strategic Priority #2 Improve access to Reeds Lake***

Objectives:

- Investigate opportunities to enhance usage of Reeds Lake for swimming or other recreational uses. **(Ongoing)**
- Analyze the kayak and stand-up paddleboard rental kiosk operations for expansion or marketing improvements. **(Ongoing- no expansion recommended at this time).**

**Goal: Preserve and protect the city's natural resources and habitats. (Continued)**

***P&R Community Parks and Recreation Plan Goal #5***

Objectives:

- Implement additional invasive species removal workdays in collaboration with the Kent County Conservation District. **(Completed & Ongoing)**
- Consider natural resource protection and improvements, along with educational opportunities in Waterfront Park Phase II design process. **(Upcoming in 2026)**

**Goal: Update existing facilities to meet the needs and expectations of city residents.**

***P&R Strategic Priority #1 Continue implementing Parks Improvement Millage and***

***P&R Strategic Priority #3 Improve Joint Facilities Athletic Spaces***

Objectives:

- Investigate ADA improvements at Rusty Swaney Field to connect the spectator areas, the restroom and field access with ADA pathways. **(Completed in 2025)**
- Assess the Fred Bunn Trails usage to consider additional signage or amenities needed. **(Completed & Upcoming in 2026).**
- Identify the next Parks Improvement projects to be selected for community engagement and design. **(Upcoming)**
- Identify Park projects to be selected for 2027 DNR Grant Applications (MNRTF, Rec Passport, LWCF). **(Upcoming)**

# **PARK IMPROVEMENT PROJECT LIST 2026-2028**

## **Waterfront Park Phase II**

Trail and boardwalk development, additional parking, and environmental education opportunities with potential for natural themed playground space.

## **EGRPS Track and Athletic Field Replacement**

The Track & athletic field will be utilized for construction purposes beginning in 2026 through completion of the High School renovation process. Following completion of the school improvements, the track and athletic field will be replaced.

## **Fred Bunn Trail Restoration & Improvements**

Restoration of small sections of the trail impacted by water main project construction and improvements of some small trail segments for sustainability.

## **Trail Improvements**

Up-grade existing trail network to provide barrier-free access with wetland and lakefront overlooks and an increased level of sustainable use for all seasons.

## **Gaslight Village Pop-Up Park**

The proposed space will offer a flexible option for activities in Gaslight Village including farmers markets, food truck pop-ups, vendor fairs and outdoor events.

## **Natural Grass Field Improvements**

Perform field leveling and drainage improvements at natural grass athletic facilities throughout the community.

# **FY 2026-27 New and Continued Parks and Recreation Goals and Objectives**

**Goal: Utilize existing available land to reduce the existing acreage deficit in city-wide community park facilities. (Continued)**

***P&R Strategic Priority #1 Continue implementing Parks Improvement Millage***

Objectives:

- Complete the Waterfront Park Phase 2 community engagement process with high public participation.
- Work with the Waterfront Park consultant to secure EGLE permits and the NPS project agreement for the Land & Water Conservation Fund Grant.
- Successfully complete a project bidding process meeting all LWCF guidelines.

**Goal: Refine Vertical Alignment efforts using data from year 1 of the Vertical Alignment Pilot. (New)**

***P&R Strategic Priority #2 Enhancing Programs***

Objectives:

- Assess options for East Basketball Club season 2 improvements based on post-season evaluations.
- Implement player evaluation tools and player/parent handbooks that were developed in 2025-2026.
- Identify new programming options to support offseason training opportunities.

**Goal: Provide recreational opportunities and programs for East Grand Rapids residents of all ages and abilities. (Continued)**

***P&R Strategic Priority #2 Enhancing Programs***

Objectives:

- Refine operations of added programs (MS Softball, Cheer, East Basketball Club, etc. to meet expectations of the program participants.
- Identify new partners in the community who can offer programs not currently part of annual offerings.

**Goal: Optimize the community-wide opportunities for improved access to Reeds Lake frontage. (Continued)**

***P&R Strategic Priority #2 Improve access to Reeds Lake***

Objectives:

- Investigate opportunities to enhance usage of Reeds Lake for swimming or other recreational uses.

**Goal: Preserve and protect the city's natural resources and habitats. (Continued)**  
***P&R Community Parks and Recreation Plan Goal #5***

Objectives:

- Implement multiple invasive species removal workdays in collaboration with the Kent County Conservation District.
- Plant a native tree barrier at Manhattan Park between the Fred Bunn Trails and the new playground area.

**Goal: Update existing facilities to meet the needs and expectations of city residents.**  
***P&R Strategic Priority #1 Continue implementing Parks Improvement Millage and***  
***P&R Strategic Priority #3 Improve Joint Facilities Athletic Spaces***

Objectives:

- Review Manhattan Park sport court rental process and execution to consider additional improvements or signage updates.
- Assess the Fred Bunn Trails usage to consider additional signage or amenities needed.
- Identify the next Parks Improvement projects to be selected for community engagement and design.
- Identify Park projects to be selected for 2027 DNR Grant Applications (MNRTF, Rec Passport, LWCF).

# Public Safety Department

## Summary of Department Tasks:

Our mission is to safeguard the community by providing police, fire, and medical first response services that protect life and property through prediction, prevention and reduction of crime and fire incidents while upholding and defending the individual liberties secured by the Constitution. The East Grand Rapids Department of Public Safety is one of the few fully consolidated public safety departments in the United States and in the State of Michigan. The Department provides police, fire and medical first response, 24 hours a day, 7 days a week, 365 days a year. In addition, a full range of investigative services are provided for residents with one sworn member serving as the school & community liaison officer.

## Workforce Profile:

Full Time Employees:	30	Part Time Employees:	20
Sworn Officers	28	Crossing Guards	18
Public Safety Clerk	2	Bike Patrol	2

## Departmental Statistics:

Calls for Service	5529	4483	-18.91%	FOIA Requests	609	571	-6.23%
Arrests	158	140	-11.39%	Video Copy Requests	75	254	238.66%
Traffic Stops	1499	994	-33.68%	Guns Registered	112	94	-16.07%
Traffic Accidents	214	199	-7%	Parking Tickets Processed	126	116	-7.93%
Parking Violations	166	168	1.2%	Gun Purchase Permits	174	84	-51.72%
Fire Calls	152	200	31.57%	Safe Medication Disposal (lbs)	1726.2	1640	-4.98%
EMS Calls	282	267	-5.31%	Warrants/PPO's Processed	82	36	-56.09%
Missing Persons	7	8	+14.28%	Background Checks	305	436	42.95%
General Assistance	594	534	-10.1%	Vehicles Auctioned	12	9	-25%
Assist Other Agency	150	150	0%	Impounds Processed	50	36	-28%
Searches	198	142	-28.28%	Bikes Registered	70	75	7.14%

## Public Safety Department Accomplishments – 2025:

### 1<sup>st</sup> Quarter (January, February, & March):

- In Late January, D/Sgt. Lindner investigated a prowling incident that occurred in a backyard on Englewood in December 2024. Based on the suspect's habitual way of operating (e.g., traversing backyards, attempting slider/rear doors), a suspect has been identified as the same person the Department arrested for two Home Invasions in May 2024. Multiple pieces of collected evidence placed him in the area of the crimes. In early February, the suspect pled guilty to Home Invasion 1st and Home Invasion 3rd reference the previous cases. Based on the recent guilty pleas and upcoming prison sentencing, D/Sgt. Lindner shared the current case with the Kent Prosecutor's Office as information only and the Prowling charges will be added to the case file.
- The East Grand Rapids Public Safety Department recently hosted an intensive training session for the Mobile Field Force Extrication Team. This specialized training focused on equipping officers with the skills necessary to safely and effectively extricate protestors from handmade devices, a growing challenge in modern demonstrations.

### 2<sup>nd</sup> Quarter (April, May, & June):

- In May 2025, East Grand Rapids Public Safety investigated two home invasions involving stolen gaming consoles from unlocked residences. Detective Sergeant Lobbezoo led the investigation, spending extensive hours gathering evidence, conducting neighborhood canvasses, checking pawn shops, and tracking stolen property online. His efforts led to identifying the suspect—who had previously been arrested by EGR officers for similar crimes in 2024. Using a GPS tracking warrant and support from the Kent County Sheriff's Department and Grand Rapids Police, the suspect was located, fled from police, and was ultimately apprehended after a foot chase. D/Sgt. Lobbezoo's persistence and investigative skill built a strong case, ensuring the safety of the community and bringing a repeat offender to justice. The suspect was sentenced on prior charges and remains in custody as current cases move forward.
- This spring, Firearms Training Instructors Officer Brown, Officer Conklin, and Staff Sergeant Smith conducted comprehensive firearms training for East Grand Rapids Public Safety officers. The training focused on critical skills including shoot/don't shoot decision-making scenarios, Move/Shoot/Communicate drills, and compliance with MCOLES state qualifications for handguns, patrol rifle, and shotgun proficiency. East Grand Rapids Public Safety conducts this training three times per year, each session emphasizing different tactical and technical areas to ensure well-rounded preparedness. Looking ahead to the fall, Sergeant Wallace, Detective Sergeant Lobbezoo, and Officer Katje will join the instructor team.

### 3<sup>rd</sup> Quarter (July, August, & September):

- School and Community Liaison Officer Troy Brown conducted "Stop the Bleed" training at every school within the district, ensuring that all teachers are equipped with

knowledge in both "Stop the Bleed" and first aid. This initiative not only enhances the safety of students and staff but also empowers educators to act swiftly and confidently in emergencies.

- On September 18th, Officer Forbes observed a vehicle traveling at a high rate of speed in the center of the road. Following this observation, Officer Forbes conducted field sobriety tests and subsequently arrested the driver for operating while intoxicated (OWI), driving on a suspended license, and for three outstanding warrants. Since beginning her tenure in 2023, Officer Forbes has conducted 68 OWI traffic stops. This year, she was honored with the MADD Michigan Enforcement Award for successfully removing 38 impaired drivers from the road. Officer Forbes' dedication to ensuring public safety has not gone unnoticed, as her proactive efforts contribute significantly to community well-being. Her commitment to enforcing traffic laws and removing dangerous drivers highlights the importance of vigilance and diligence in law enforcement. As we look toward the future, the work of officers like Forbes will be crucial in achieving the goal of safer roads by reducing the number of impaired drivers.

4th Quarter (October, November, & December):

- Celebrate the graduation of Dakota Stone, Carson Hendrickson, and Alicia Oosterman from the Grand Valley State University Police Academy. These Officers will begin their field training and expected completion date in April of 2026.

## Public Safety Department Goals Review – 2025:

**Goal #1:** Maintain and reduce the City of East Grand Rapids low rates of crime and fire incidents.

**Status:** *In 2025, Part 1 Violent Crimes Part 1 Violent Crimes decreased by 33% from 6 in 2024 to 4 in 2025.*

*Part 1 Property Crimes decreased by 33% from 123 in 2024 to 83 in 2025.*

*The Department continued collaboration with neighboring agencies by sharing investigative efforts and coordinating patrols based on predictive mapping and crime analyst reviews. Public Safety Clerk Caroline Ford also completed Criminal Analyst training and is producing in-house bulletins and mapping to better allocate resources on patrol.*

**Goal #2:** Traffic safety: data collection of next steps

**Status:** The Department has maintained the traffic stop data collection program with relevant information reported quarterly. Public Safety is committed to improving the collection of data by reviewing and potentially implementing better data recording and analysis systems. The data is reported each quarter and on the annual report. The Department has also identified an independent assessment agency to perform a holistic review of the Public Safety Department.

**Goal #3:** Increase messaging and communication

**Status:** The Department continues to work with the promotion of positive and informative messaging through our City website, water bill insert, e-newsletter, and our social media pages. We work with several news outlets promoting safety topics such as ice safety, fire safety, and crime prevention/updates. The Department is also coordinating with Sabo PR to feature an Officer of the month to promote the personnel and present a personal side to the community engagement.

## Public Safety Department Goals – 2026:

- Goal #1:** Maintain and reduce the City of East Grand Rapids low rates of crime and fire incidents.
- Objective 1.1: Consistently try to achieve the “Safest City over 10,000 People in Michigan” designation by lowering Part 1 crimes through prediction, prevention, and reduction of criminal activity and behavior.
  - Objective 1.2: Uphold the strong relationship with the schools by collaborating with parents, principals, teachers, staff, and students to develop programs that reduce youth participation in illegal drugs and inappropriate prescription drug and alcohol use.
  - Objective 1.3: On a continuous basis, maintain elevated levels of preventative patrol, officer visibility, School and Law Enforcement Together (SALT) visits, foot patrols and business checks.
  - Objective 1.4: On a continuous basis, sustain the Department’s excellent response times to calls for service.
  - Objective 1.5: On a continuous basis, provide non-biased traffic enforcement rooted in effective speed reduction efforts through citations, warnings, and visibility. Regularly review traffic and speed data in conjunction with the engineering department and data collected from radar speed feedback signs.
- Goal #2:** Continue exploration of service options with other jurisdictions.
- Objective 2.1: Maintain positive relationships with all countywide public safety agencies to create unique methods of sharing services with other jurisdictions that have the potential to provide more efficient and effective services in a fiscally responsible manner.
  - Objective 2.2: Continue to work and collaborate with Kent County law enforcement, hospitals, community mental health agencies, and other key stakeholders to continue with the Kent County Crisis Intervention Team & Crisis Center Task Force initiatives.
  - Objective 2.3: Continue to collaborate with all area agencies in the development of the Kent County Real-Time Intelligence Center (RTIC). Offering assistance and cooperation with our in-house crime analyst position to become more efficient at deterring and predicting crime patterns.

**Goal #4:** Promote and build leadership succession planning

- Objective 4.1: Continue exploration, review, and implementation to improve fire service training.
- Objective 4.2: Offer the opportunity for remaining sergeants to attend Northwestern University's School of Staff & Command, Grand Rapids Leadership Institute, or fire command training.
- Objective 4.3 Complete promotions to Captain and Sergeant positions. Comply with all Continuing Professional Educations requirements to maintain licensing in police, fire, and medical services.



## City of East Grand Rapids Department of Public Works



### Summary of Department Services and Responsibilities:

- Street network, including construction, right-of-way permitting, general and preventative maintenance, as well as street sweeping and snow/ice control
- Sidewalk network, including construction, general and preventative maintenance as well as snow plowing
- Storm sewer system, including the construction, rehabilitation, general/preventative cleaning, and maintenance of mains and catch basins
- Sanitary sewer collection system, including the construction, rehabilitation, general/preventative maintenance and emergency response of mains, manholes and lift stations
- Water distribution system, including the construction, rehabilitation, general/preventative maintenance and emergency response of mains, valves, hydrants and water tank
- Zoning review and enforcement
- Planning Commission
- Zoning Board of Appeals
- Property code enforcement
- Building permitting and inspections in collaboration with Cascade Charter Township
- Forestry including planting, maintenance, and removal of public right-of-way trees
- Reeds Lake management including treatment of invasive species and sampling of water quality
- Management of the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) EPA/DEQ program in conjunction with the Grand Valley Metro Council-LGROW (GVMC-Lower Grand River Organization of Watersheds)
- Facilities maintenance and repairs
- Environmental sustainability
- Municipal yard waste collection and composting services
- Municipal street lighting system-public system and Consumers Energy (private)
- Motor pool/fleet management and maintenance of vehicles and equipment
- Building facilities management including capital projects, building systems, custodial and maintenance
- Engineering related services including civil and traffic engineering
- Geographic Information Systems (GIS) in conjunction with partnership with REGIS-GVMC
- Gaslight Village Business District maintenance in partnership with the Department of Parks and Recreation-Grounds Maintenance
- Traffic safety, signals and street signage
- Other service assistance as needed by the city

**2026 Workforce Profile:**

Full-Time: 26  
 Permanent Part-Time: 2 (1 unfilled)  
 Seasonal Part-Time: 6

<b>PUBLIC WORKS STATISTICS</b>	<b>Annual Totals 2024</b>	<b>Annual Totals 2025</b>	<b>Notes:</b>
Building Permit Applications Processed	307	339	
Comcate Service Requests – Public Works Administration	344	343	
Comcate Service Requests – Public Works Operations	650	699	
Fence Permits Issued	83	62	
Sign Permits Issued	4	5	
Variances, Land Divisions, Site Plan Reviews, Rezoning	8	5	
Water, Sewer, Right of Way Permits Issued and Inspected	121	96	
Goose Eggs [Goose Control Program]	83	84	
Nest Removal [Goose Control Program]	15	18	
Public ROW Trees Planted-Tree Planting Program	73	57	
Other Trees Planted-Arbor/Earth Day	225	360	
Public ROW Tree Pruning Program-Contracted	71	92	
Public ROW Tree Pruning Program-EGR DPW	29	8	
Public ROW Trees removed-Contractors	25	6	
Public ROW Trees removed-EGR DPW	63	39	
Winter Salt Loads [Tons]	1,068	1,541	
Winter Storm Plowing/ Clean up - [Hours]	1,013	1,514	
Sweeping [Curb Miles Swept]	1,703	2,486	
Sweeping - Debris/Collected [Yards]	1,011	978	
Yard Waste Hauled Out-Composted [Yards]	15,960	12,760	
Food Scraps Compost-Pilot Site [5 gallon drops]	2,050	1,600	
Sidewalk repaired or replaced [slabs]	1,106	875	
Sidewalk Trip Hazard-Grinding Removal [Feet]	2,602	1,375	
Curb repaired or replaced [Feet]	5,005	4,116	
Roads Paved-Mill/Overlay [Miles]	2.56	4.05	Per Paser ratings
Roads Cape Seal [Miles]	1.69	2.87	Per Paser ratings
Roads Micro Sealant Preservation [Miles]	2.6	1.73	
Street Crack Sealing Rubber [Pounds]	13,506	8,340	Per Paser ratings
Curb stop repair/replacement	13	16	

<b>PUBLIC WORKS STATISTICS</b>	<b>Annual Totals 2024</b>	<b>Annual Totals 2025</b>	<b>Notes:</b>
Fire Hydrant Repair/ replacement by DPW/Contractor	6	6	
Miss Digs-Utility Excavation Locating by DPW	2,567	2,761	
Valve repair/replacement by DPW/Contractor	17	22	
Valves Exercised by DPW	305	481	Flushing program
Water Main Leaks Repaired by DPW	7	11	
Water Main Rehabilitated [CIPP] [Lineal Feet] by Contractor	2,598	2,943	
Water Main New [Lineal Feet] by Contractor	0	1800	
Water Main Zones Flushed by DPW	2	2	
Water Service Leaks Repaired by DPW	3	1	
Water Meter Replacements by DPW/Contractor	130	159	
Water Taps	5	3	
Lead Service Lines (LSL's)	180	235	
Manholes Rehabilitated	70	90	
Sanitary Sewer Cleaned or Acoustic Verified [Lineal Feet] by DPW	17,550	3656	
Sanitary Sewer Rehabilitated [CIPP] [Lineal Feet] by Contractor	635	4,032	Per PACP Ratings
Sanitary Sewer Root Cutting [Lineal Feet] by DPW	1,149	100	
Sanitary Sewer Televised by DPW	1,890	1,801	
Sanitary Sewer Repairs [Feet] by DPW	3	0	
Storm Basins Cleaned	45	30	
Storm Basins Repaired by DPW	3	12	
Storm Basins Repaired [Lined] by Contractor	246	127	
Storm Sewer New [Lineal Feet]	1,859	0	
Storm Sewer Rehabilitated [CIPP] [Lineal Feet] by Contractor	1,591	381	
Storm Sewer Repairs [Lineal Feet] by DPW	20	0	
Storm Sewer Cleaned [Lineal Feet] by DPW	0	0	
Storm Sewer Separators Cleaned by DPW	4	4	



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506



## DEPARTMENT OF PUBLIC WORKS

### GOALS AND OBJECTIVES FY 2025-2026 UPDATES and GOALS for FY 2026-2027

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

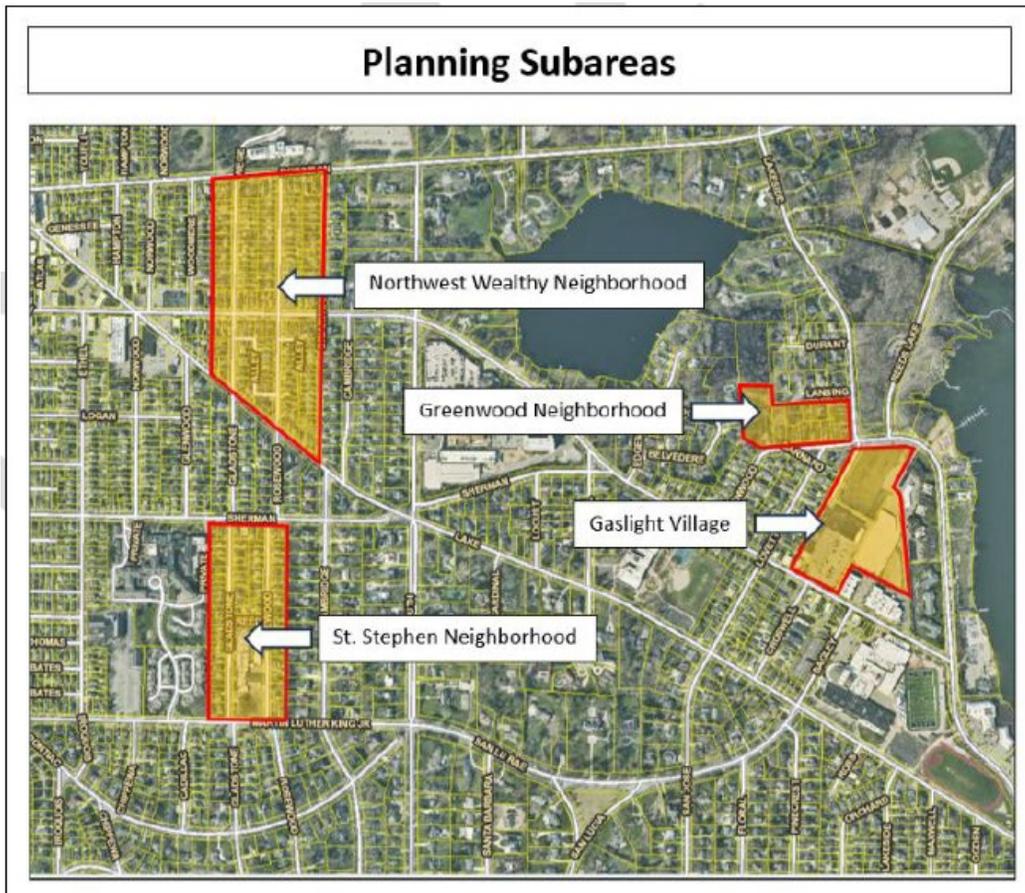
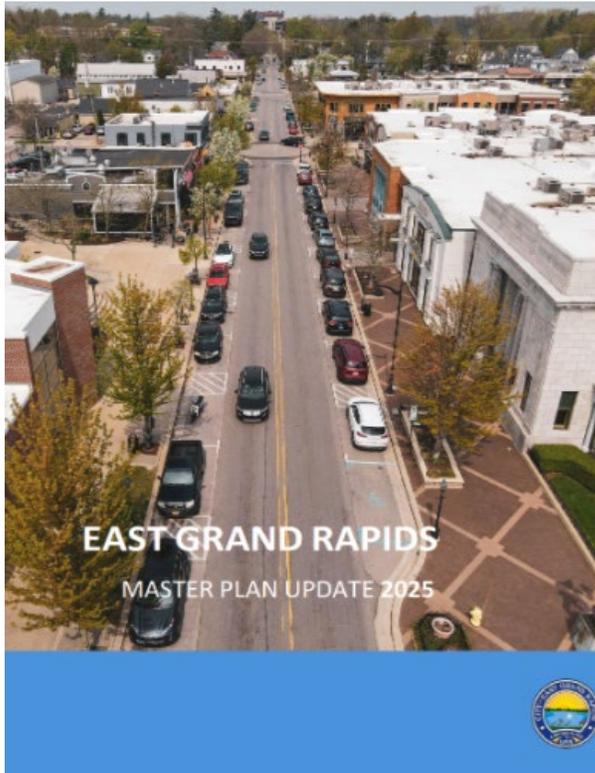
#### Community Development

#### Planning/Zoning

**GOAL (Ongoing): Master Plan Update Amendment** (Strategic Plan, Community Development).

- **Objectives:**

- 1.) Work session with City Commission for direction. **Status: City Commission approved direction for Master Plan “Update” in 2024.**
- 2.) Work session with City Commission to define scope and engagement process of Master Plan Update and direction on planning consultant services with current city planner and partnership or develop an RFP for services. **Status: Completed.**
- 3.) Planning Commission works through scope and engagement process to create a draft plan for consideration by the City Commission. **Status: The Master Plan Update Amendment work is nearly completed. In 2025 staff and consultants completed the work scope and engagement process. The Planning Commission has had study and review sessions developing the plan update with the Planning Commission approving the draft plan and forwarding a recommendation to the City Commission.**
- 4.) City Commission consideration of Planning Commission recommendation and adoption. **Status: Anticipated in the winter/spring of 2026.**



**GOAL:** Collaborate with Planning Commission, City Commission, Citizens and other Community Stakeholders to with respect to the Gaslight Investors Planned Unit Development project in Gaslight Village (Strategic Plan, Community Development).

**Objectives:**

- 1.) Application submission/reviewed of Concept Plan: **Status: Completed.**
- 2.) Introduction review of Concept Plan and Public Hearing from Planning Commission. **Status: Completed. The Planning Commission, after reviewing the Standards of Review Requirements, recommended the Concept Plan to the City Commission with conditions.**
- 3.) Introduction review of Concept Plan and Public Hearing from City Commission. **Status: Completed.**
- 4.) City Commission consideration of Concept Plan and PUB Ordinance Amendments. **Status: Completed. Currently on pause.**
- 5.) If the process moves forward, Planning Commission introduction review of Final Plan and hearing. **Status: TBD.**
- 6.) If the process moves forward, City Commission introduction review of Final Plan, hearing and any associated additional ordinance amendments or development related agreements, etc. **Status: TBD.**

**Infrastructure**

**Facilities:**

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

**Objectives:**

- 1.) Work with Public Works operations staff on needs and environmental assessment. **Status: Completed.**
- 2.) Develop/design options. **Status Completed.**
- 3.) Work through the city review and approval process. **Status Completed.**
- 4.) Implement. **Status: Completed in FY 25/26.**



**GOAL (Ongoing):** Climate Action Plan Implementation (Strategic Plan-City Operations).

**Objectives:**

- 1.) Climate Action Plan adopted by the City Commission: Status: Plan was developed and adopted in 2024.
- 2.) The City Commission approved an agreement with Consumers Energy to purchase 100% of remaining electric utility consumption for facilities and operations with Consumers Energy via Renewable Energy Certificates (RECs) for 2025-2028 and from the Consumers Energy Renewable Energy Program (REP) for a dedicated source of renewable energy with a 20-year commitment from 2028-2048 as noted in the proposed agreement.
- 3.) Through entering a partnership with DTE, The City of East Grand Rapids became the first municipality in Michigan to participate in DTE's Clean Vision Natural Gas Balance voluntary program. This program involves purchasing Renewable Natural Gas-Environmental Attributes (RNG-EA) and Nature-Based Carbon Offset Credits (COCs). In order to create a greater impact on the local level, the RNG-EA component is obtained from the City of Grand Rapids Biodigester (which the City of East Grand Rapids partners with) and COCs are sourced from the Pigeon River forest near Gaylord, MI. The City of East Grand Rapids opted for 95% carbon offsets and 5% renewable natural gas which together create a 100% offset of natural gas carbon emissions. This program now also includes fleet emissions.

# DTE

CleanVision  
Natural Gas Balance



## Program to date

Balanced over **2,015** metric tons of CO<sub>2</sub>-e associated with facilities operations

=

**434** gasoline-powered cars taken off the road for one year



## 2025

Balanced over **760** metric tons of CO<sub>2</sub>-e associated with facilities and fleet operations

=

**164** gasoline-powered cars taken off the road for one year

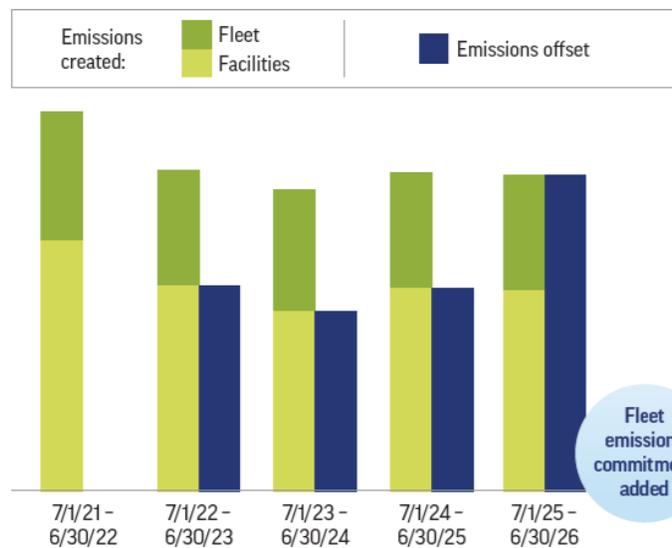
East Grand Rapids is estimated to balance **8,824** metric tons of natural gas CO<sub>2</sub>-e associated with facilities and fleet operations through 2033. This is the equivalent of taking **1,902** gasoline-powered cars off the road for an entire year.

# Natural Gas Balance Impact Report

## East Grand Rapids

In 2022, East Grand Rapids partnered with DTE Energy to create a custom program for balancing their carbon emissions. They committed to address 100% of the emissions associated with the natural gas used to operate their facilities for 10 years.

In 2025, East Grand Rapids increased their commitment by also addressing 100% of the carbon emissions associated with operating their fleet for the next 7 years.



## Partnering with local sources

DTE partners with Anew to support carbon offsets through improved forest management projects in Michigan, designed to preserve the forest, store more carbon and help create a cleaner Michigan. Through East Grand Rapids' enrollment in Natural Gas Balance, DTE invests in offsets for the Pigeon River Country State Forest ("The Big Wild"), which undergo rigorous validation, third-party verification, and approval by the American Carbon Registry to ensure they are high quality and effective.

East Grand Rapids' enrollment also helps to support renewable natural gas development at the Grand Rapids Water Resource Recovery Facility - making household waste useful again.

2513015510/02-25

- 4.) Solar Arrays for all City Facilities have been completed and are now online as of 2025 to create on-site renewable energy for city facilities.



## Step 2 - View results

58 Metric Tons of Carbon Dioxide (CO<sub>2</sub>) equivalent

This is equivalent to greenhouse gas emissions from:

13.5 gasoline-powered passenger vehicles driven for one year 

34.7 electric-powered passenger vehicles driven for one year 

147,682 miles driven by an average gasoline-powered passenger vehicle 

This is equivalent to CO<sub>2</sub> emissions from:

6,526 gallons of gasoline consumed 

5,697 gallons of diesel consumed 

64,419 pounds of coal burned 

0.768 tanker trucks' worth of gasoline 

6 homes' energy use for one year 

8.2 homes' electricity use for one year 

0.321 railcars' worth of coal burned 

134 barrels of oil consumed 

2,664 propane cylinders used for home barbeques 

0 coal-fired power plants in one year 

0.0002 natural gas-fired power plants in one year 

4,124,939 number of smartphones charged 

This is equivalent to greenhouse gas emissions avoided by:



This is equivalent to carbon sequestered by:



## Engineering

### Pedestrian Safety-Mobility Bike Action Plan Implementation

**GOAL (Complete-In Process):** Mobility Bike Action Plan implementation of short, mid-term, and some long-term projects to complete a network (Master Plan-Mid-Term 3-5 Years, Strategic Plan-Infrastructure-Priority 1).

#### Objectives:

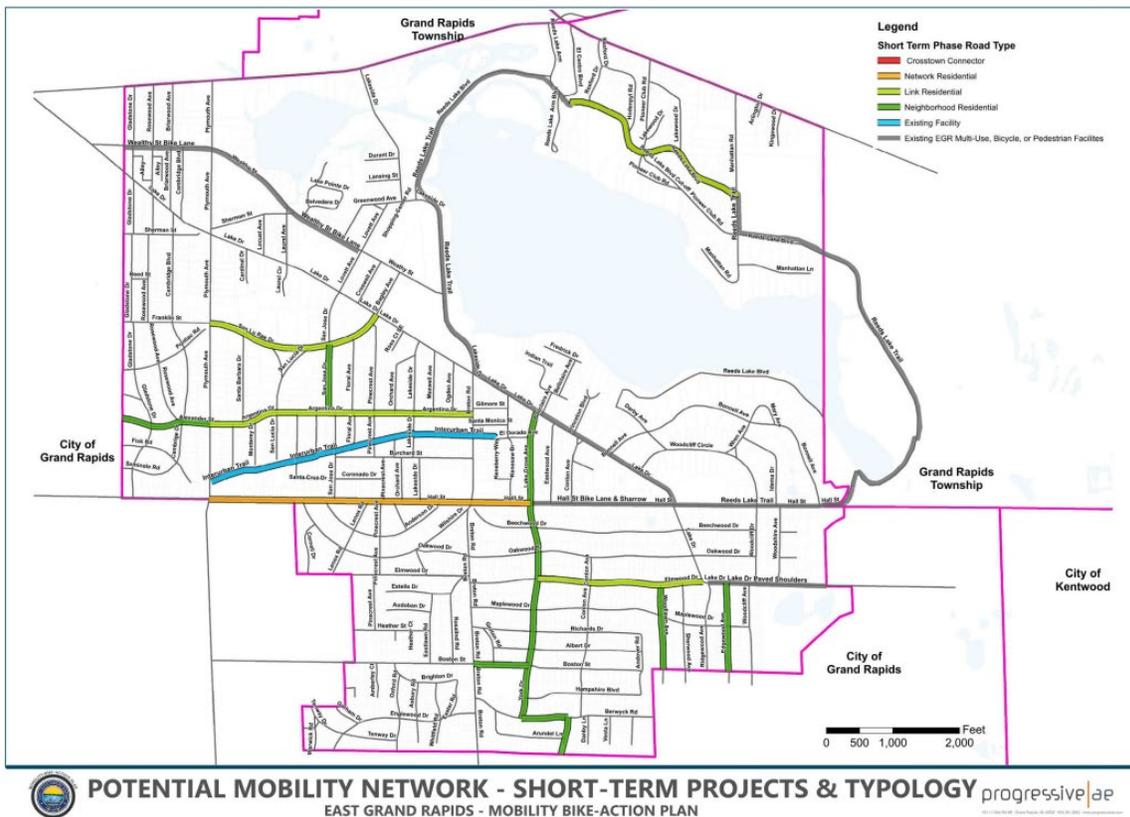
- 1) Staff and consultants survey the network of streets identified in the short, mid, and long-term projects. **Status: Completed.**
- 2) Staff and civil engineering consultant to complete engineered plans utilizing industry best practice sources to complete several implementation options for consideration. **Status: Completed.**
- 3) Have engineered plans reviewed by traffic engineering consultants. **Status: Completed.**
- 4) Have City of Grand Rapids staff review. **Status: Completed.**
- 5) Provide Infrastructure Committee and City Commission formal update of options. **Status: Completed.**
- 6) Provide several demonstrations “pilot routes” to provide real world experience for community engagement and solicitation of feedback. **Status: Completed.**
- 7) Provide for community education and feedback via plans/setup at City Hall during regular business hours and provide for several open house meetings to solicit feedback. **Status: Completed.**
- 8) Provide options and community feedback to the City Commission for approval consideration. **Status: Completed.**
- 9) Implement. **Status: Complete-Ongoing.**
  - FY 22/23 initial implementation projects-various, citywide.
  - FY 23/24 facilities were completed on Reeds Lake Blvd. from Manhattan to East City Limit with joint KCRC project (bike lanes).

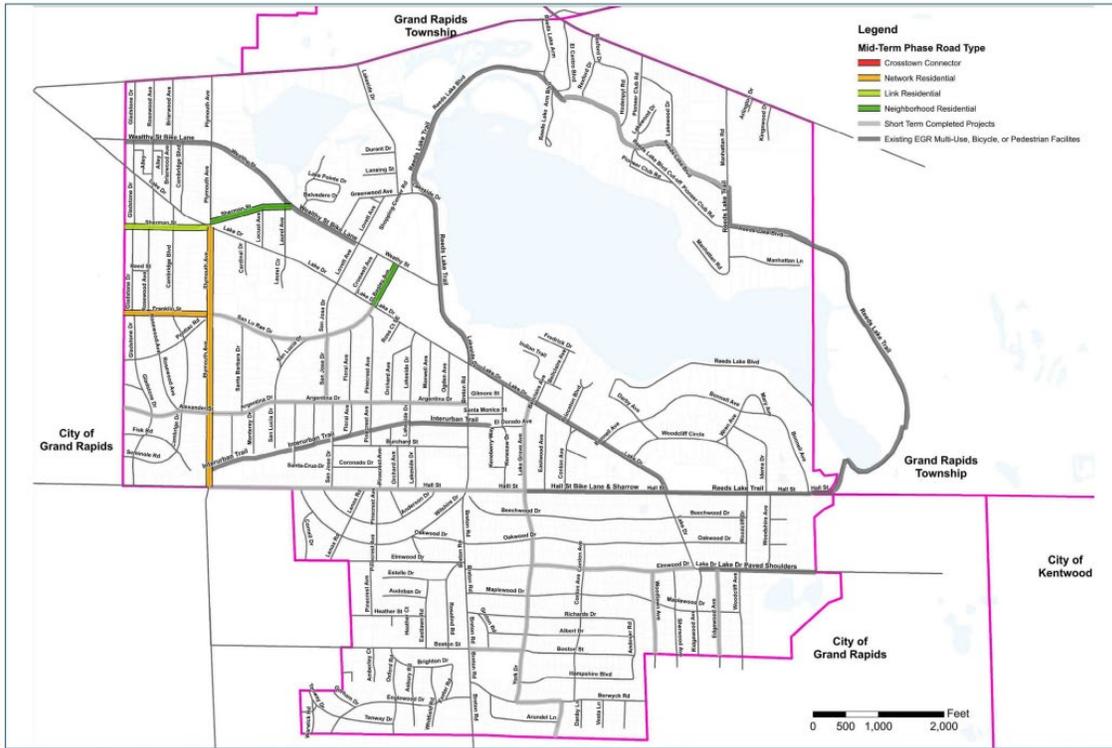
- FY 23/24 facilities were modified for Martin Luther King Jr. St. from Plymouth Rd. to West City Limit (advisory bike lanes to bike lanes).
- FY 24/25 facilities for Robinson Rd from West City Limit to Plymouth (bike lanes).
- FY 24/25 side-path facilities for Robinson/Cascade Rd (Plymouth Rd to Manhattan Park). \$779,548 grant amount, \$360,407 local match from Municipal Streets- “new sidewalks” from streets and sidewalks millage.
- FY 24/25 facility upgrade completed for Reeds Lake Trail in Grand Rapids Township with KCRC-former wood boardwalk sections-further expanded paved shoulder/trail with seasonal delineator barriers.
- FY 25/26 facilities completed for on Reeds Lake Blvd from Lakeside Dr to “The Rock” (bike lanes) and adjacent trail.
- FY 25/26 facilities completed for Plymouth Rd from Hall St to Martin Luther King Jr. St. (bike lanes).
- **FY 26-27 facilities approved for 8-10-ft. HMA trail connection and extension from Reeds Lake Blvd on west side of Reeds Lake Blvd North Arm to Robinson Rd in conjunction with traffic circle at the intersection of Reeds Lake Blvd and Reeds Lake Blvd N/S Arms adjacent to “The Rock”.**
- **FY 26-27 facility considered, Boston St, west city limit to Breton (bike lanes), would allow for one-street parking on on-side of the street.**
- **FY 26/27 facilities approved for Hall St. from Lake Dr to Woodcliff Dr (bike lanes) center median narrowed, no loss of on-street parking.**
- **FY 26/27 facilities-Safe Routes to School Projects (note previous).**

FY 2025/2026 Mobility Projects Completed



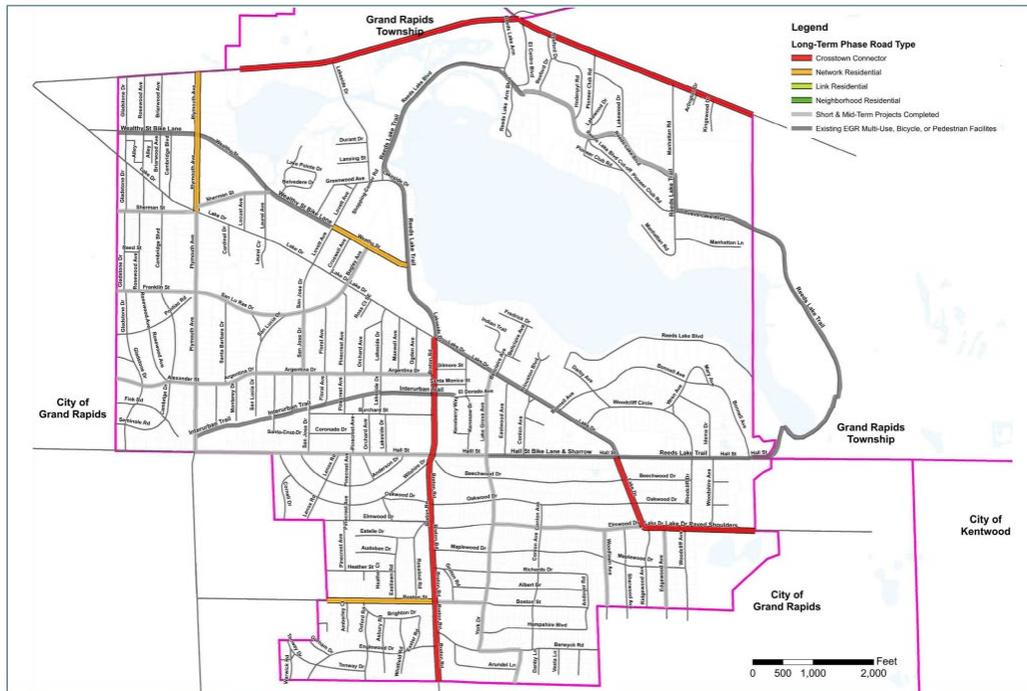
# Mobility Bike/Action Plan Excerpts





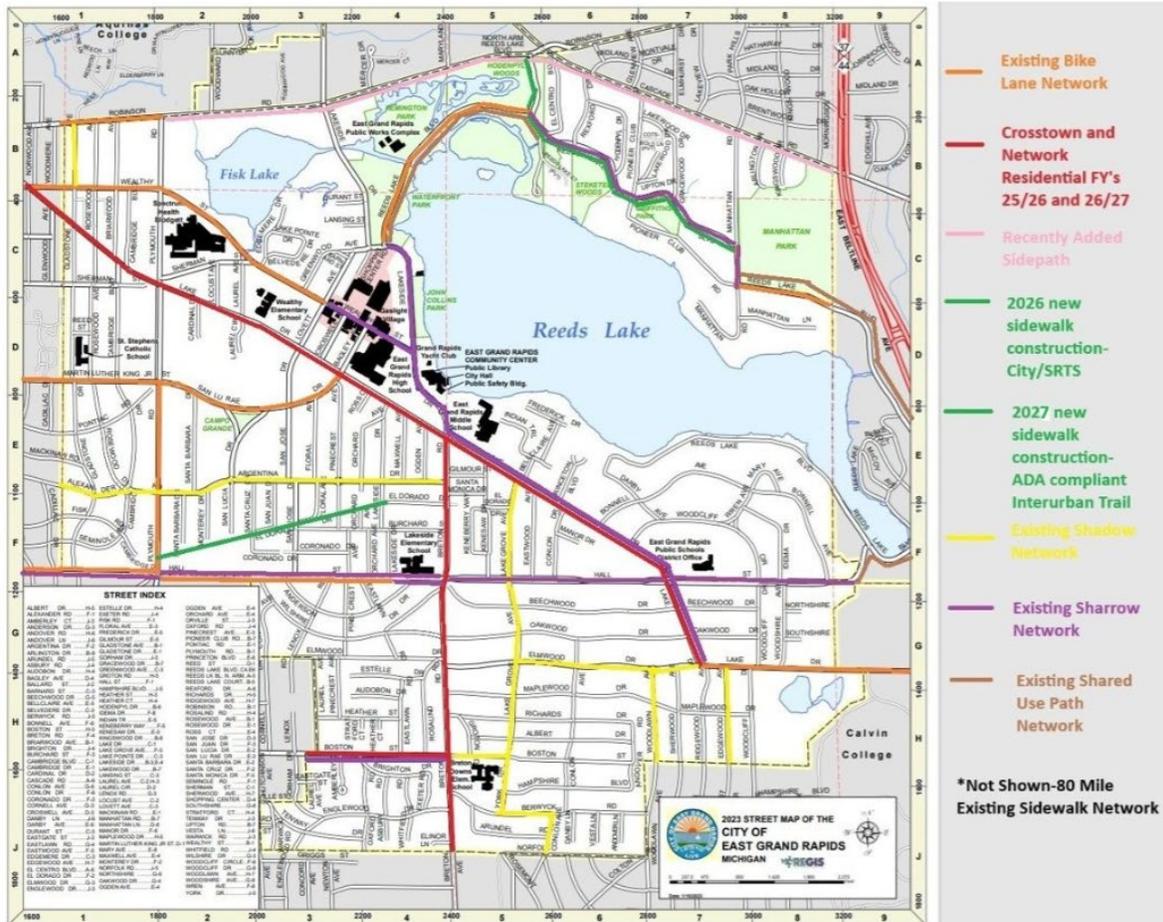
**POTENTIAL MOBILITY NETWORK - MID-TERM PROJECTS & TYPOLOGY** progressive|ae  
 EAST GRAND RAPIDS - MOBILITY BIKE-ACTION PLAN

The map below shows the near-term improvements discussed above as part of the future built mobility network. Locations appropriate for more robust interventions are shown in green here.



**POTENTIAL MOBILITY NETWORK - LONG-TERM PROJECTS & TYPOLOGY** progressive|ae  
 EAST GRAND RAPIDS - MOBILITY BIKE-ACTION PLAN

As the multimodal network is built out, the City can work with the community and neighboring jurisdictions to identify more ambitious projects to enhance connectivity, continuity, and direct access; the streets shown in green would be good places to consider for such projects.



**GOAL (In-Process):** Continue to monitor special funding opportunities for transportation capital improvements including partnerships with other municipalities (Strategic Plan ,Infrastructure/City Operations Priority).

**Objectives:**

1.) Attempt to secure funding for transportation capital improvements. **Status:**

- The city secured federal grant funds toward 1.8 miles of side path improvements for Robinson and Cascade Roads as was identified in the Mobility-Bike Action Plan longer term projects. Federal funds for the project were programmed at ~\$780,000 and \$60,000 State Funding, with ~\$335,000 in local match with construction completed in 2025 construction.
- The city secured ~\$665,000 in federal funds, with a local match of ~\$220,000 for mill/overlay improvements to Plymouth Road from Martin Luther King Jr. Street to Hall Street which also implemented a project for the Mobility Bike Action Plan. Construction was completed in 2025.

2.) Partner with other municipalities/government agencies on improvements **Status: The City of East Grand Rapids collaborating with the Grand Valley Metro Council (GVMC) and membership agencies to align project grant funding for the 2026-2029 Transportation Improvement Plan (TIP).**

- **Grant funding was secured for Inter Urban Trail improvements to make the trail accessible to all users. Grant funds are programmed at \$168,000 with a local match of \$72,000. The project is planned for 2027.**
- **Grant funding was secured to coordinate Lake Drive mill/overlay reconstruction after the EGRPS High School Project is completed, from the West City Limit to Bagley Avenue. Grant funds are programmed at \$924,000 with a local match of \$231,000. The project is planned for 2029.**

### **GOAL (In-Process):**

#### **Safe Routes to School Program**

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

- Non-infrastructure grant EGRPS: \$75,000 Programming will include walking school buses, remote drop program, new bike racks and incentive frequent walker program. They plan to expand their existent bike and pedestrian education programming to include a focus on how to use the new infrastructure features being built. All non-infrastructure work will be coordinated and contracted with the Michigan Fitness Foundation.
- Infrastructure grant EGR: \$1,500,000 Local Match: \$67,330

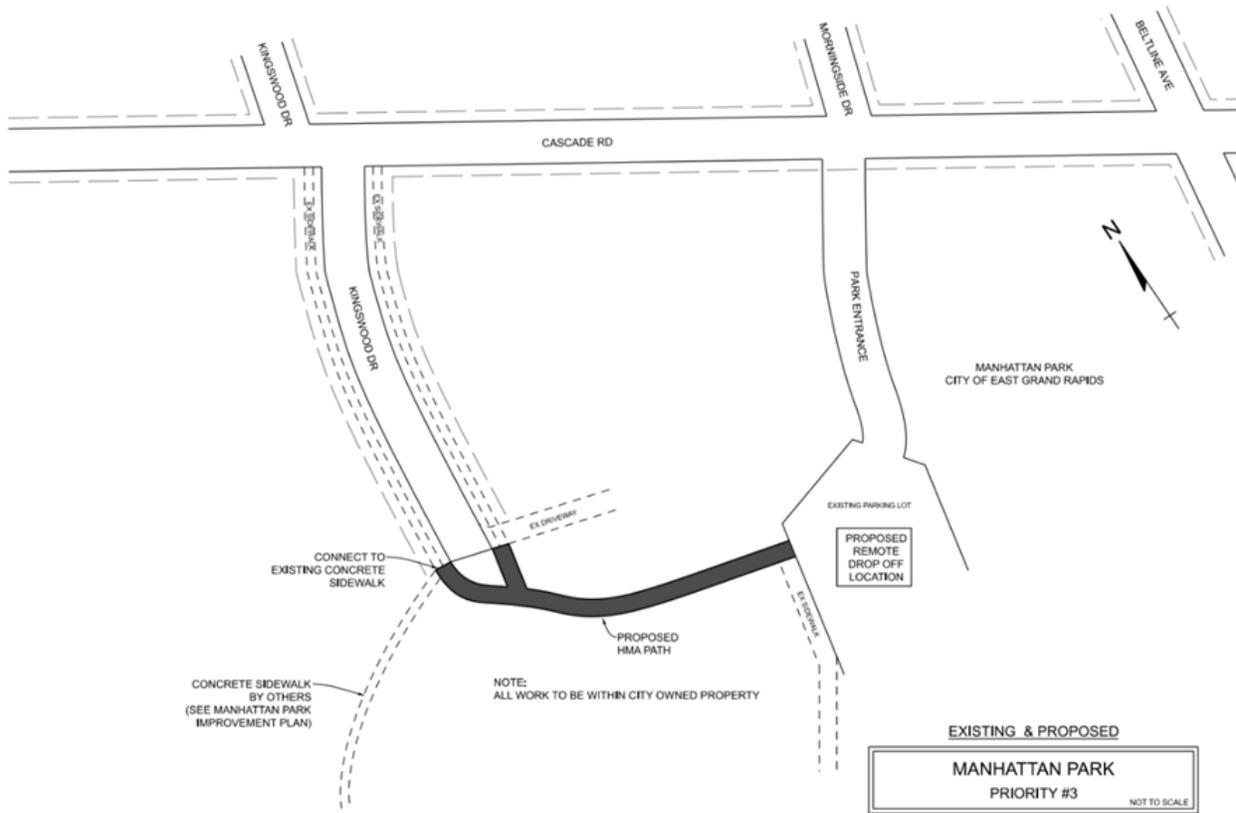
### **Objectives:**

- 1) Partner with a qualified engineering firm with experience and expertise with the SRTS program in 2022. **Status: Completed.**
- 2) Setup partnership with EGRPS in conjunction with the engineering consultant to complete required program overview, analysis, and input in 2023. **Status: Completed. Stakeholder groups included EGRPS, and student/parent surveys as well as a walking audit with school crossing guards, city engineering staff and community members.**
- 3) Additional in-person engagement with adjacent residents for sidewalk/path/trail concepts in 2024 and 2025. **Status: Completed and ongoing. City staff has met with all adjacent residents to proposed improvements to address type of pedestrian infrastructure, material, trees, landscaping, etc. Additional engagement will take place in the winter of 2026 as MDOT makes final decisions regarding several locations/variables of concepts. The city has committed to all residents along Reeds Lake Blvd on the southside that have frontage that improvements will be 5-foot sidewalk and located between 2-3 feet off of existing curb and has confirmed this with MDOT. MDOT may allow for 10-foot segments adjacent to city owned properties and taper to sections adjacent to homes as noted. A Cascade Rd crossing review is underway with MDOT and KCRC to connect**

**students in Grand Rapids Township who attend EGRPS to the city pedestrian/mobility network.**

- 4) Project scope, concepts for infrastructure and non-infrastructure projects reviewed by MDOT/FHWA requirements in 2024. **Status: Completed. The City and East Grand Rapids Public Schools (EGRPS) expect project areas to be approved within the next few months with spring bidding via MDOT and construction in spring/summer 2026.**
- Construct 5-ft concrete sidewalk adjacent to residential properties and potentially 10-ft segments adjacent to public property on south side of Reeds Lake Blvd SE from existing HMA path that ends east of Centro Blvd on Reeds Lake Blvd. Sidewalk/side path will continue along Reeds Lake Blvd to intersection with Manhattan Rd. Sidewalk will cross to east side of Manhattan Rd and extend on the east side of Manhattan Rd northward to Manhattan Park and southward to the east of Reeds Lake Blvd where 10-ft concrete sidewalk/side path will be constructed.
  - Install refuge island crossing improvements along Cascade Rd at location TBD, along with additional sidewalk on north side of Cascade Rd connecting to crosswalk on Cascade Rd, advanced warning signs in both directions.
  - Construct 10-ft wide concrete side path from end of Kingswood Drive to the parking lot in Manhattan Park that is east of Kingswood Dr. Pathway will connect to both sides of Kingswood Dr. and additional side path to connect to existing sidewalk near the restroom facility on the Cascade Rd side of the park.
  - Construction of traffic circle at the intersection of Reeds Lake Blvd SE and Manhattan Road. Configuration will have splitter islands at all legs for pedestrians and bicycle crossing. Existing sidewalk on north side will remain with new HMA pathway on west and east sides. City of EGR RRFB that is existing will be coordinated to remain.
  - Improve crossing ramps at ~11 intersections along key routes throughout East Grand ADA components include detectable warning surfaces such as truncated dome landings where applicable.





**GOAL (Ongoing):** Invest in public water and sewer utility systems to maximize investment through asset management strategies while minimizing impacts to the community (Strategic Plan Infrastructure Priority 2).

**Objectives:**

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

**Utility Infrastructure Improvements:**

**Water Main and Lead Service Line Projects**

- Rehabilitation of 2,943 feet (entire system stretches approximately 53 miles)
- 1% moving from level 5 rating to level 1 rating (PACP Asset Management Rating)
- New 12-inch transmission main, 1,800 feet added, level 1 rating (PACP Asset Management Rating)
- Investment total: \$1,102,000
- Lead service lines replaced 240 between contracts and Public Works
- Investment total: \$930,000



**Sanitary Sewer Projects**

- Rehabilitation of 4,032 feet (entire system comprised of approximately 42 miles)
- 1.8% system improvement from level 5 rating to level 1 rating (PACP Asset Management Rating)
- Investment total: \$219,050

SANITARY SYSTEM CONDITION SUMMARY			
CONDITION	Total Miles	Total Feet	Percentage
N/A	8.58	45300.45	18.68
1	14.54	76762.73	31.65
2	3.28	17330.11	7.15
3	9.06	47815.44	19.72
4	8.80	46454.80	19.16
5	1.67	8831.47	3.64

**Storm Sewer Projects**

- Rehabilitation of 381 feet (entire system comprised of approximately 39 miles)
- .01% system improvement from level 5 rating to level 1 rating (PACP Asset Management Rating)
- Investment total: \$97,000



## **Lead Service Line Replacements**

**GOAL (Ongoing):** Enhance lead service line replacements utilizing asset management strategy to remove all lead service lines within 5-8 years (2041 is the required completion date under the current Michigan Lead and Copper Rule-EPA Potentially 10-Years). (Strategic Plan-Infrastructure Priority 1).

### **Objectives:**

1.) Utilize up-to-date data gathered from several years of hydro-excavating all gaps in water service line inventory. **Status: Completed. Estimated completion via assistance from EGLE TMF-LSLR grant was through the end of 2026, however public works completed the full system inventory in December 2025. The grant award reimbursed the city personnel and contractor expenses related to physical verification of service line material. The grant award amount was \$536,440 with completion of the grant under budget at \$354,711.84. A request for unexpended grant funds was requested for lead service line replacement to EGLE.**

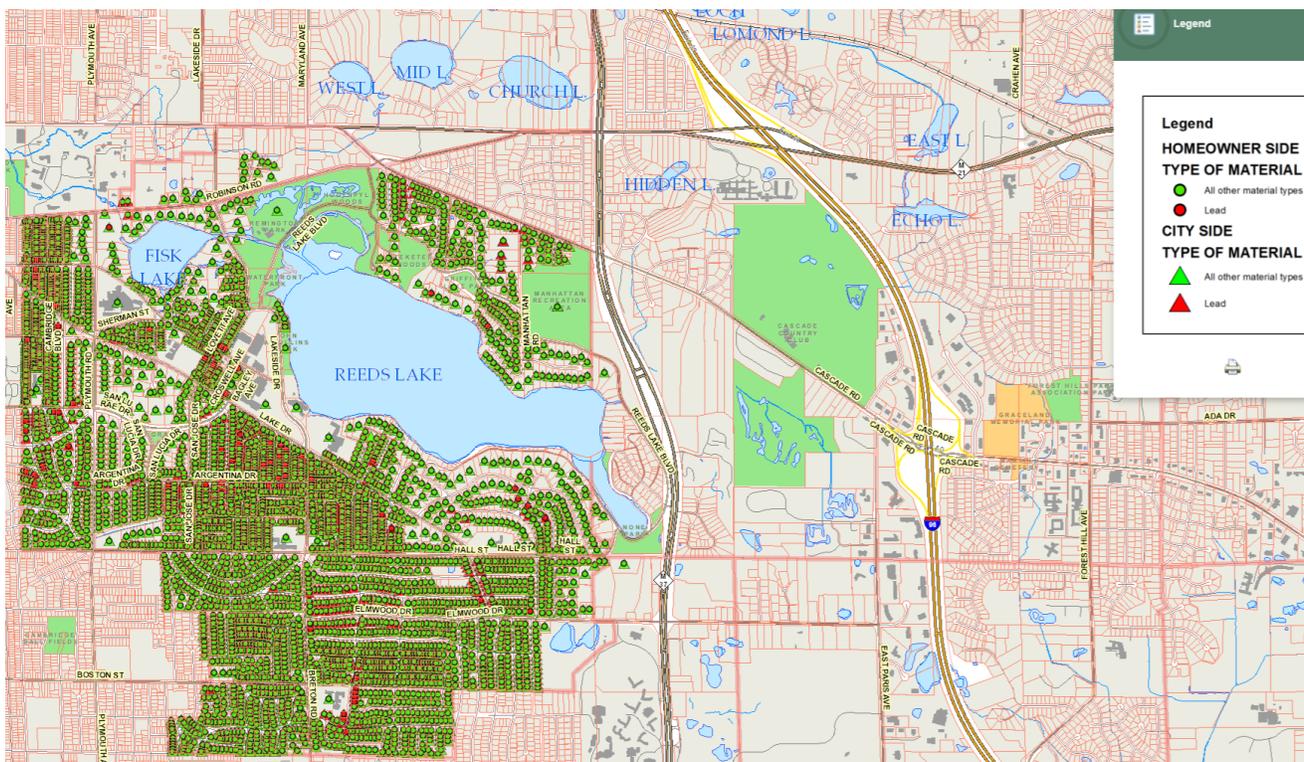
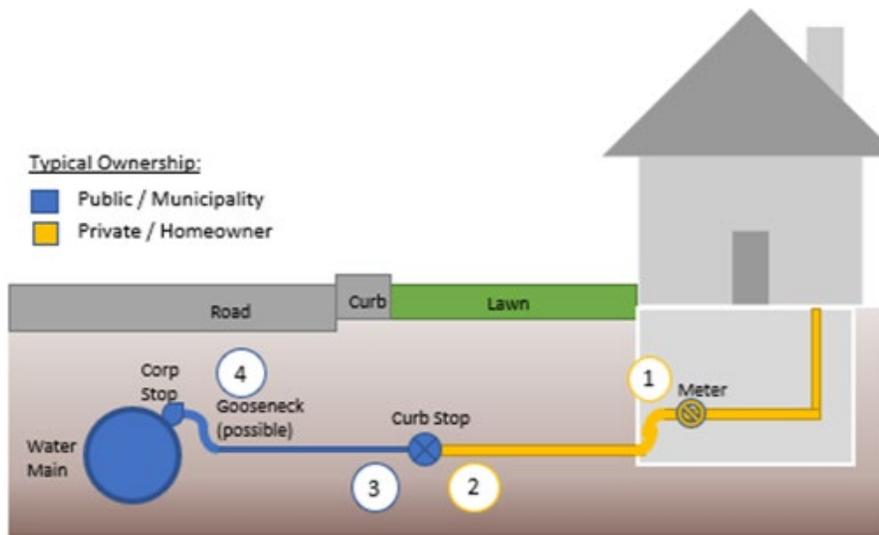
2.) Coordinate replacements in conjunction with mill/overlay street projects, utility replacements, or in advance of pavement preservation. **Status: In-Process. Lead service line replacements have been coordinated with street construction projects for 2026 as noted in the recent approval of these projects.**

### **Status: In-Process.**

- Lead service lines replaced in FY 2025-2026, 240 between contracts and Public Works
- Investment total: \$930,000

### **2026 Water Service Line Inventory Assessment:**

- 3,935 total water service lines in the city
- Last year overall known and presumed =1,408 potential LSLs
- City completed 1,644 hydro excavations in 2024/2025 to complete hydro excavating to physically verify every property in the city.
- **Final count LSLs remaining 429 in 2026**
- After current replacements are completed, 608 will remain as we move forward for the FY 2026-2027 Budget. If schedule remains similar, all LSLs will be removed in about 4 years, well ahead of the 2041 deadline.



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

**Objectives:**

- 1.) Utilize PASER preventative maintenance applications to maintain and improve streets utilizing crack sealing, skip patching, cape seal and chip and fog seal treatments when warranted within the confines of the budget and street condition.

**Status: Ongoing.**

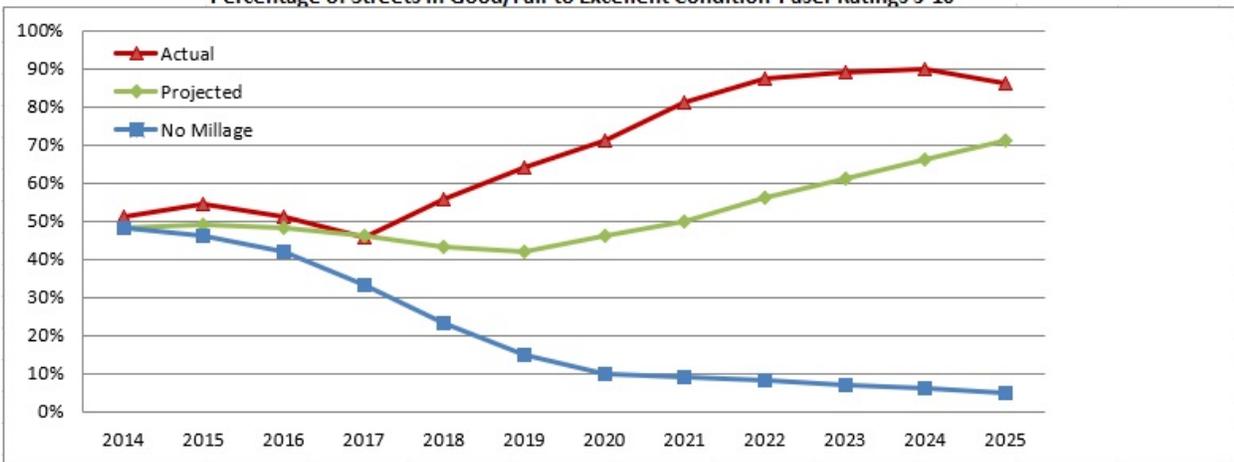
- 1.) Plan and coordinate grind and resurface treatments of streets when the asset rating is met. **Status: Ongoing.**

- 2.) Coordinate if possible, bidding projects collaboratively. **Status: Ongoing.**

- 3.) Utilize enhanced methods/technology, when possible, to increase street surface conditions. **Status: Ongoing.**
- 4.) Quantify/measure PASER ratings progress from preventative maintenance and construction. **Status: Ongoing-see 2025 progress/results:**



Percentage of Streets in Good/Fair to Excellent Condition-Paser Ratings 5-10



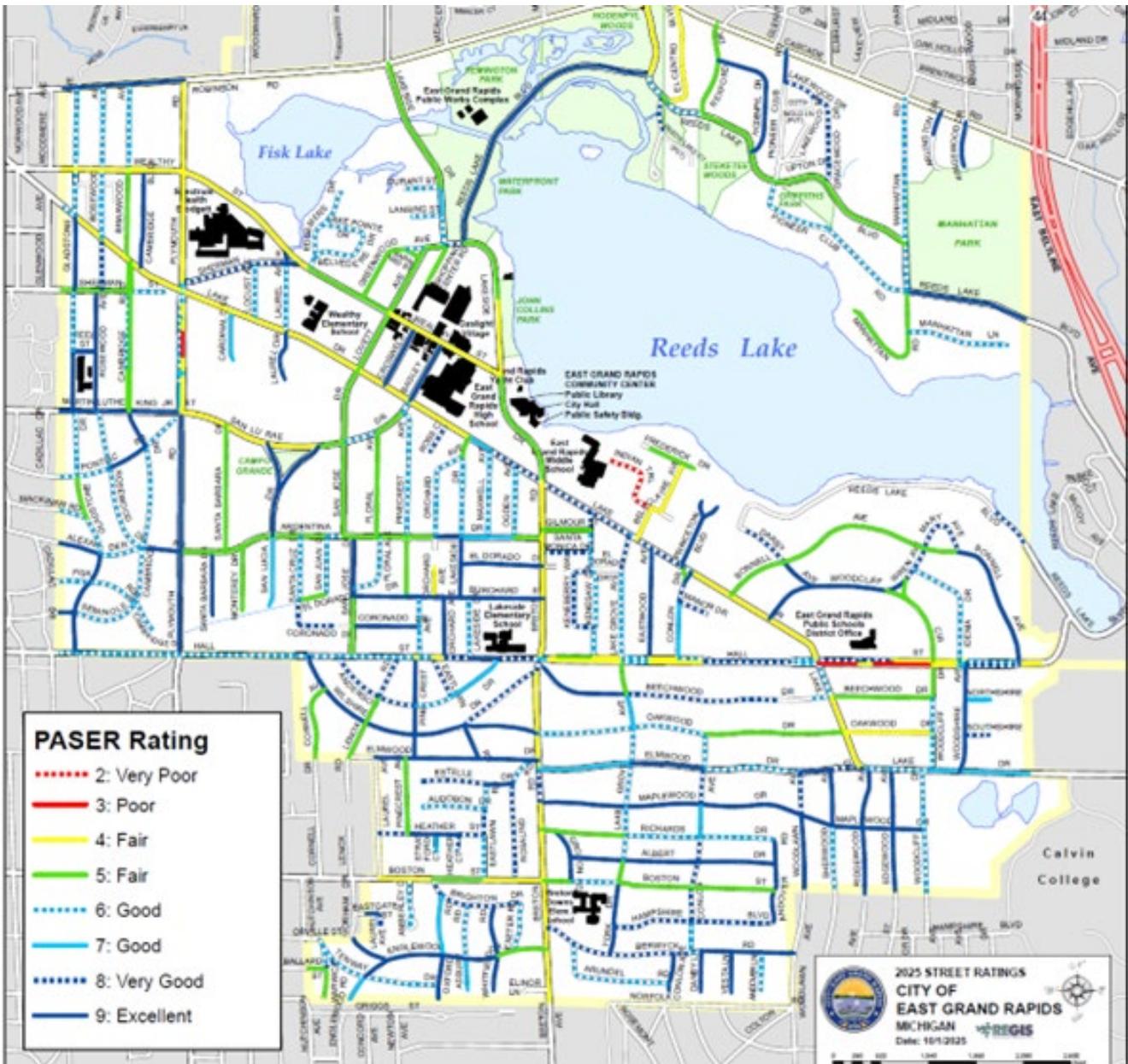
PASER RATING	
.....	2 - Very Poor - 0.35%
.....	3 - Poor - 1.82%
.....	4 - Fair - 12.03%
.....	5 - Fair - 18.23%
.....	6 - Good - 25.37%
.....	7 - Good - 3.68%
.....	8 - Very Good - 12.53%
.....	9 - Excellent - 26.18%



Thanks to the 2015 and 2024 millage the city accomplished the following in 2024:

**Street Construction**

- Mill and overlay: 4.05 miles
- Cape seal: 2.87 miles
- HMA Sealant: 1.73 miles
- Total: 8.65 miles
- The road network is approximately 50 miles and 110 lane miles.
- 86% of system PASER 5-10 (Asset Management Rating)
- \*Includes Federal Aid Plymouth Road Project (\$887,000 federal grant)
- Bike lanes added to Reeds Lake Blvd from Lakeside Dr to Reeds Lake Blvd North Arm and Plymouth Rd from Hall St to Martin Luther King Jr St
- Total Investment: \$2,961,931



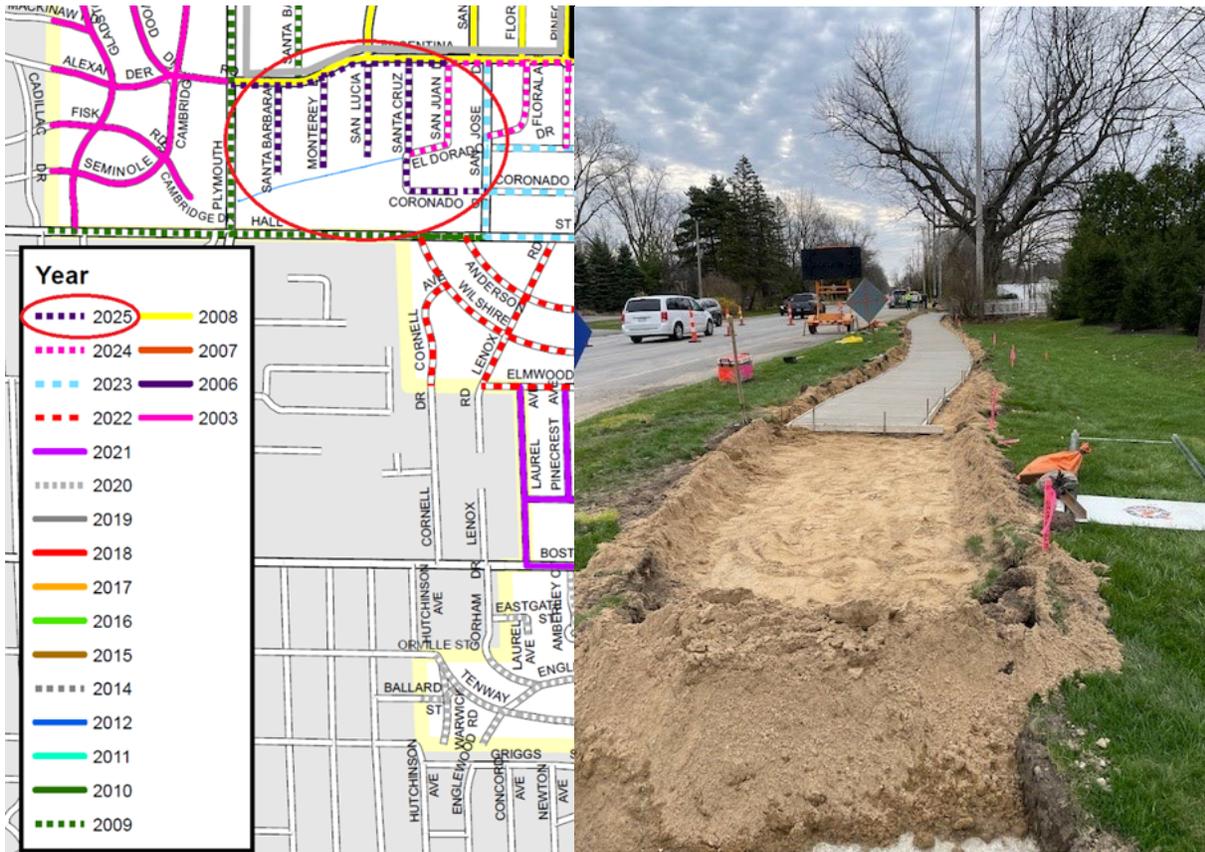
**GOAL (Ongoing):** Successfully maintaining and improving the city sidewalk network (Strategic Plan-Infrastructure-Priority 1).

**Objectives:**

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

**Sidewalk/Trail Rehabilitation and Replacement Program:**

- Reeds Lake Trail mill/resurface: .60 miles
- Reeds Lake Trail Investment: \$40,000
- Robinson Rd./Cascade Rd Side Path Projects in KCRC ROW: 1.8 miles of new sidewalk.
- Robinson Rd./Cascade Rd. Side Path Investment: \$1,094,628 (Included \$780,000 federal grant, \$60,000 State of Michigan Appropriation)
- 843, 5x5 sidewalk slabs replaced
- 412 feet of sidewalk trip hazard grinding
- The city also replaced sidewalk throughout the community based on reported concerns that meet rehabilitation or replacement criteria
- The city utilized \$150,000 of the streets and sidewalk millage dollars to rehabilitate and replace City sidewalks in targeted areas
- The city also replaced sidewalk throughout the community based on reported concerns that meet rehabilitation or replacement criteria



**GOAL (Ongoing):** Complete comprehensive review of pedestrian safety traffic control devices and best practices for midblock crosswalks throughout the city. (Strategic Plan Infrastructure Priority 1).

**Objectives:**

- 1) Work with traffic engineering consultants regarding RRFB study of major streets for potential amendments to the RRFB policy. **Status: Completed. The RRFB Policy was amended and approved by the City Commission.**
- 2) Complete studies at key locations: **Status: Ongoing. Studies completed that met RRFB Policy requirements were installed as noted on the following page. Additional studies will continue with installation in 2025 with new policy changes that allow for enhanced review, authorization, and installations.**
- 3) Implement. **Status: Ongoing.**

**MIDBLOCK CROSSWALK ENHANCEMENTS-RRFB's**

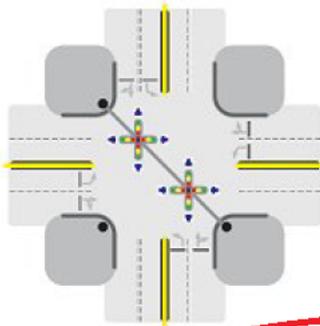
PROJECT AREA	TENTATIVE START DATE	TENTATIVE COMPLETION DATE	STATUS
Breton Road/Elinor Lane	August 2024	August 2024	Complete
Breton Road/Berwyck Road	October 2024	October 2024	Complete
Lakeside Drive/Reeds Lake Blvd	August 2024	September 2024	Complete
Reeds Lake Blvd/El Centro Blvd	October 2024	November 2024	Complete
Reeds Lake Blvd/Manhattan Road	October 2024	December 2024	Complete
Breton Rd/Argentina Dr.	March 2025	March 2024	Complete
Breton Rd/Elmwood Dr.	August 2025	August 2025	Complete
Lake Dr/Lovett Ave	August 2025	August 2025	Complete
Lake Dr/Laurel Ave	August 2025	August 2025	Complete
Hall St/Lake Grove Ave	August 2025	August 2025	Complete
Wealthy St/Gladstone Ave	September 2025	September 2025	Complete
Lake Dr/Gladstone Ave	September 2025	September 2025	Complete
Lake Dr/Woodcliff Dr	September 2025	September 2025	Complete
Reeds Lake Blvd/DPW Complex	November 2025	November 2025	Complete
Lakeside Dr/John Collins Park	November 2025	November 2025	Complete



**Goal:** Traffic Signal Upgrade at Lake Drive and Hall Street Intersection. (Strategic Plan Infrastructure Priority).

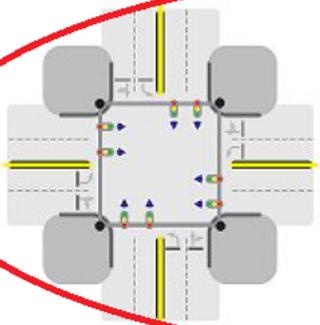
**Objectives:**

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



**Traditional signal design**

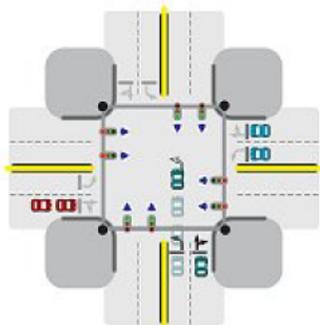
With the traditional signal design, two traffic signals are located in the middle of an intersection. They are suspended on wires secured to two poles placed opposite each other in the intersection.



**New box span signal configuration**

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

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



**How a box span signal works**

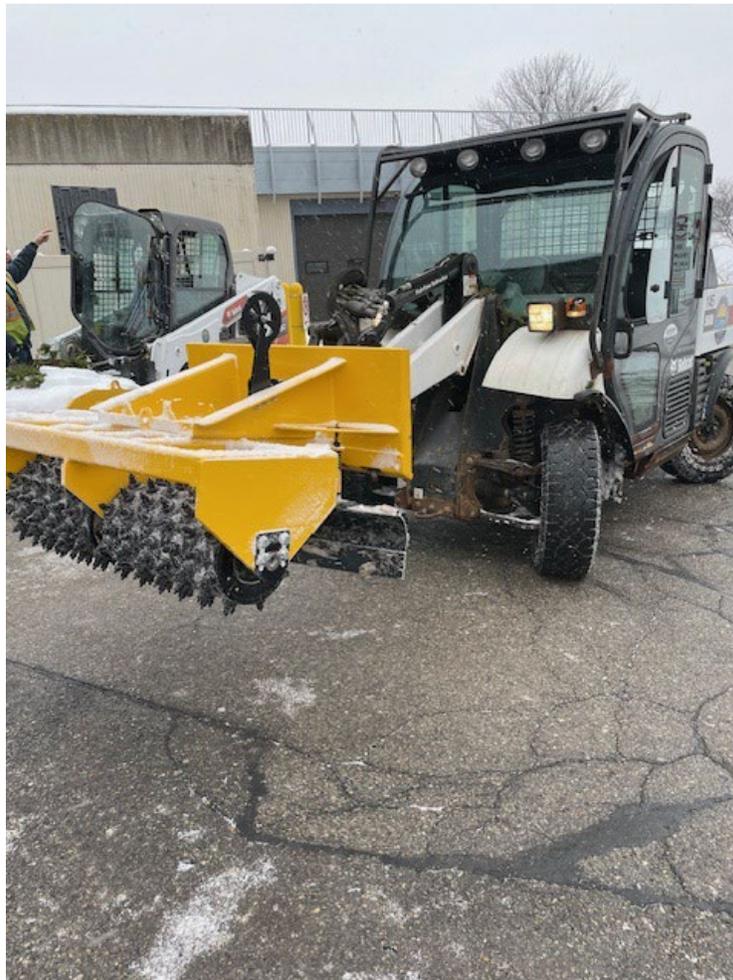
This diagram shows how the new signal configuration works. Motorists will continue to pull up to the stop line and proceed according to the signal directly opposite them at the far side of the intersection. Once this signal turns green, a motorist could go straight or turn, depending on their lane of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

## DPW OPERATIONS:

**Goal (Continued):** Alternative sidewalk snow removal equipment and concepts (Strategic Plan Infrastructure Priority 1)

### Objectives:

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



**Goal (Continued):** Safety Demonstration Pilots. **Status: Ongoing, see 2025 below.**



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

**Objective:**

- 1.) Replacement plan to proactively replace water meters throughout the city. **Status: Completed 159 in 2025.**

**GOAL (Ongoing)-**Review Advanced Metering Infrastructure (AMI) (Strategic Plan Infrastructure Priority 2).

**Objectives:**

- 1.) AMI-Review feasibility. **Completed.**

2.) If feasible moved to start a pilot zone. **Status: In-Process: Cellular read and points coincide with the meter replacement program.**



**City of East Grand Rapids  
Annual Planning Work Session for FY26/27  
February 7, 2026**

**REPORT OF GENERATED IDEAS**

Aligned with the annual budgeting process, the City Commission, Mayor, City Manager, and Senior Staff of the City of East Grand Rapids conducted the leadership team's planning workshop, February 7, 2026. The session involved revisiting the established Blueprint of Strategic Results Areas, reviewing progress made on initiatives set in 2025, and discussion of ongoing goals/projects for FY26/27. Before discussion of priorities for the upcoming fiscal year, the team took a look into the future to anticipate potential challenges or threats that may need to be addressed and opportunities that could be leveraged. Discussion of essential goals/projects led to prioritizing initiatives within each Key Results Area for the upcoming year.

**OBJECTIVES**

- ◆ Share Individual #1 Priority for 2026
- ◆ Discuss for Clarity & Understanding: Progress Made in 2025 Priorities
- ◆ Discuss for Clarity & Understanding: Ongoing Priorities & To-Dos for 2026
- ◆ Identify Potential Near-Future Threats & Opportunities
- ◆ Review “Pillars” – Key Results Areas for Relevance and Effectiveness
- ◆ Review Ongoing Projects & Any Additional Items with in Each Pillar
- ◆ Prioritize Goals/Projects

**INDIVIDUAL #1 PRIORITIES**

Taking seriously the responsibility of setting goals for city commissioners is essential because those goals shape the direction, priorities, and accountability of local government. Clear, well-considered goals provide a shared vision that guide policy decisions, resource allocation, and the work of city staff, helping ensure that daily actions align with the long-term needs of the community.

When commissioners approach goal-setting thoughtfully, they create measurable benchmarks that allow residents to evaluate progress and trust their leaders. Conversely, vague or poorly defined goals can lead to inefficiency, confusion, and missed opportunities to address critical issues. Goal-setting is a core responsibility that reinforces transparency, helps staff allocate resources effectively, strengthens public confidence and trust, and helps city commissioners serve their communities with purpose and integrity.

### **Commissioners Priorities:**

- ◆ Becoming a higher functioning team for the community
- ◆ Focus & efficiency
- ◆ Protect the City, win the lawsuit
- ◆ Protect the City – are we putting enough safeguards on projects? To be legal & to be good stewards of our community
- ◆ Yes, and . . .
- ◆ Need for a social contract: an agreed upon set of norms for governing so we can become more effective, efficient, and able to achieve results through civility and respect
- ◆ Lean into community feedback
- ◆ Integrated plan for Gaslight / High School / Waterfront II

### **Staff Priorities:**

- ◆ Setting direction on various projects
- ◆ Successfully transferring City's legal services to my successor
- ◆ The continuation of making East Grand Rapids a safe place to live, work, & visit
- ◆ Successful completion of multiple coordinated infrastructure projects
- ◆ Implement balanced improvements of projects

### **THREATS / CHALLENGES and OPPORTUNITIES**

Before discussing long-term goals and setting priorities for the next 12-18 months, the team reviewed last year's list of potential threats/challenges that may need to be addressed and opportunities they might optimize in the near-future. There was a suggestion to pay particular attention in potential changes in demographics, technology, and legislation. The review resulted in "crossing off" items that have been addressed and a few items were added.

What potential opportunities might we optimize in the near future?

What threats/challenges might we need to address in the near future?

### **POTENTIAL THREATS /CHALLENGES**

- ◆ Economy
- ◆ Lawsuit
- ◆ Federal Government Shutdowns
- ◆ Protests

- ◆ AI – Cloud Services / Costs
- ◆ Work Force Capacity – Trades / Contractors
- ◆ Misinformation

## **POTENTIAL NEAR FUTURE OPPORTUNITIES**

Lower project costs (potentially)

Coordinate & leverage third part projects to improve quality of life

More vibrant city center & diversified housing

Streamlining hiring & training processes

Continuing to secure grants

**NOTE:** Please be mindful of engaging in extended discussion that, while well-intentioned, does not clearly convey specific direction to staff. Open conversation is an important part of deliberation, but when dialogue becomes broad or speculative, it can create uncertainty about priorities, expectations, and next steps. Staff may be left interpreting individual comments rather than receiving a clear, collective sense of Commission's will.

To support effective governance and efficient use of staff time, Commission discussions should strive to culminate in concise, actionable direction. Clarifying decisions and articulating desired outcomes helps ensure that conversation translates into progress. Being deliberate about when discussion is exploratory and when it is directive will strengthen communication, accountability, and follow-through.

**EXAMPLE:** There was rich conversation about Commission's desired direction on the Cross Town Connectors. Differing opinions we expressed, questions we answered, and options we offered. However, we could easily have moved onto the next initiative without verbalizing direction to the staff. This leaves staff having to guess and perhaps allocate resources (or not) in inefficient ways. In the end, the Commission, AS A UNIT chose not to pursue for FY26, rather revisit in 2027, aligning with planned construction projects, and staff will staff provide additional design options. This can minimize downtown and destruction and optimize cost.

## **PILLARS: KEY STRATEGIC GOAL AREAS**

**KEY: (X) = score # voted for prioritization**

**Votes made by Commissioners and Staff from 1-6:**

**1 = the HIGHEST priority / 6 = the LOWEST of the 6 priorities**

**C = Commissioner Votes / S = Staff Votes**

### **CITY OPERATIONS/ ADMINISTRATION**

- Continue focus on financial sustainability/responsibility **(C = 1.6 / S = 1.4)**
- Continue intergovernmental relationships/cooperation: Neighboring communities, county & state **(C = 2 / S = 3.25)**
- Continue to ensure Core Government Services **(C = 4 / S = 3.25)**

### **PUBLIC SAFETY**

- Maintain current high level of safety, low crime and fire **(C = 2 / S = 2)**
- Traffic safety: data collection of next steps **(C = 2)**
- Increase messaging and communication **(S = 6)**

### **PARKS & RECREATION**

- Implement Parks Improvement Millage **(C = 4 / S = 4)**
- Improve access to Reeds Lake **(4.75 / S = 5)**
- Joint Facilities Improvements **(C = 5 / S = 4)**
- Enhancing Programs **(S = 3)**

### **INFRASTRUCTURE**

- Pedestrian Safety-Mobility Bike Action Plan Implementation **(C = 2 / S = 3)**
- Water/Sanitary/Storm Sewer Infrastructure Improvements **(C = 4 / S = 4.4)**
- Lead Service Line Replacements **(C = 4.6 / S = 4)**
- Street and Sidewalk Infrastructure Improvements-Sidewalks **(S = 5)**
- Safe Routes to School Program Continued

### **COMMUNITY DEVELOPMENT**

- Optimize communication with community: communicate work that is being done / celebrate successes **(C = 1.8 / S = 6)**
- Master Plan: Implement & Zoning **(C = 4.2 / S = 5)**
- GVBA: Consider addressing the need for a Community Events Coordinator **(C = 6 / S = 6)**
- Continue to gather & listen to community & take into consideration regarding projects

## SCHEDULE WORK SESSIONS AS NEEDED

### A few topics discussed for scheduled work sessions:

#### Dig Deeper into Complicated, Controversial Issues

Work sessions are vital for city commissions because they provide a focused, less formal setting where complex, complicated, or controversial issues can be explored in depth before being brought to a public meeting. In a work session, commissioners can ask detailed questions, examine data, consider multiple perspectives, and engage in candid discussion without the pressure of making immediate decisions or performing for an audience. This deeper level of analysis leads to more informed, thoughtful outcomes and helps prevent confusion or conflict during formal commission meetings. By reserving public meetings for clearer, well-vetted proposals, city commissions demonstrate respect for the community's time while improving the quality, transparency, and effectiveness of their decision-making.

#### Create a social contract

Creating a social contract for a city commission can provide a powerful foundation for rebuilding trust, clarity, and effective collaboration. By clearly defining shared values, expectations, and standards of conduct, a social contract helps commission members move beyond personal conflicts and refocus on their collective responsibility to the community. It establishes agreed-upon norms for communication, decision-making, and accountability, reducing misunderstandings and destructive behavior. When embraced in good faith, a social contract can transform dysfunction into structure, encourage mutual respect, and create a stable framework that supports more productive governance and better outcomes for residents.

This, of course, must be “embraced in good faith” with the genuine intention to serve the community as an aligned unit rather than putting personal interests and positions first.

**NOTE:** WORKING AS A HIGH-FUNCTIONING LEADERSHIP TEAM doesn't happen by accident. Consider taking a few minutes, regularly, at your work sessions to discuss your productivity, as a team. It's not just what you do, it's also how you do it:

- ◆ *How are we currently functioning?*
- ◆ *Are we able to utilize our time together efficiently, effectively, and productively?*
- ◆ *Are we able to discuss, even the tough issues, with respect?*
- ◆ *Do we really hear each other?*
- ◆ *Are each of us acting in ways that model behaviors expected for the City?*
- ◆ *Do our behaviors increase confidence and trust and reduce tension for residents?*
- ◆ *Where can we improve to be even more effective as we move forward?*

## **NEXT STEPS**

- ✓ This report of generated ideas is created and sent to City Manager Charles, who will review and send to Commission members and Senior Staff.
- ✓ Once reviewed and approved, the City Staff will once again align Commission priorities to annual budget and report back to council.

Once again, thank you for the opportunity to work with you. I commend your continuous service to your City and your investment of time, energy, and resources in planning and prioritizing.

Respectfully, Marilyn Semonick