

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held January 4, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Finance Director Mushong; City Clerk Brower

2016-01. Peter Dimitrou, 2621 Inverness, was present to speak about climate change and asked the city to hold forums on this issue.

2016-02. Mayor Seibold thanked Commissioner Hamrick for her assistance with a breakfast for public safety employees working on January 1.

2016-03. Duncan-Miller. To approve the consent agenda as follows:

2016-03-A. To approve the minutes of the regular meeting held December 21, 2015.

2016-03-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$201,773.62; county and school disbursements of \$381,939.21, and total remaining disbursements of \$610,344.10.

2016-03-C. A contract with All Around Excavating of Grant, Michigan in the amount of \$5,510.00 for the repair of a section of storm sewer at Manhattan Park.

2016-03-D. The Public Works Department's mid-year Goals and Statistics Report.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

The meeting adjourned at 6:05 p.m., subject to the call of the Mayor until January 18, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held January 18, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs and Mayor Seibold

Absent: Commissioner Zage

Also Present: City Attorney Huff; City Manager Donovan; Finance Director Mushong; Public Safety Director Herald; Zoning Administrator Faasse; City Clerk Brower

2016-04. Elizabeth Welch, EGR School Board, was present to express concern about the new state law that prohibits local bodies from communicating with their constituents in the 60-day period prior to an election. She encouraged the City Commission to communicate with legislators about removing these restrictions to allow non-biased information to be provided to residents. Mayor Seibold agreed the city shared these concerns and would be drafting a letter.

2016-05. Commissioners Dills, Hamrick and Duncan thanked the Public Works Department crew members for all their work during the recent snow events and the water leaks.

Commissioner Miller thanked the schools for holding the Martin Luther King day march earlier today despite the cold weather.

Commissioner Skaggs thanked the members of the school board for coming to the meeting. He stated he supported the efforts to repeal the 60-day prohibition to allow voters to make informed decisions and to keep governments accountable to their residents.

2016-06. A zoning variance hearing was held regarding the request of Brian & Amy Steketee of 551 Belvedere to allow the construction of an addition to connect the house and garage, creating a side yard setback of 5' instead of the required 7' and a rear yard setback of 5.5' instead of the required 25.'

Zoning Administrator Faasse explained the proposal to connect the existing home and garage, creating side and rear setbacks less than required by ordinance. He suggested the commission consider conditioning any variance to restrict any upward expansion of the garage to keep the mass of the building away from neighboring properties. He explained the zoning code has different setbacks for attached garages and detached garages. Detached garages can be placed closer to the lot lines because they are limited in size and are generally smaller structures with less impact on neighbors.

Ryan LaHaie of 42° North Architects was present to explain that the homeowners wished to be able to carry groceries and other items from the garage to the home without going outside.

Mayor Seibold opened a public hearing. The following people were present to express their opinions:

- | | |
|-----------------------------|-----------------------------------------------------------------------------|
| - John Green, 563 Belvedere | Supported the variance request. |
| - Jim Trout, 509 Edgemere | Supported the project as it will be keeping with the character of the home. |

The following communications were received at City Hall concerning this variance request:

- | | |
|-----------------------------|-----------|
| - Sean Welsh, 515 Belvedere | In Favor. |
|-----------------------------|-----------|

No other public comment was received. Mayor Seibold closed the public hearing.

2016-06-A. Miller-Dills. That the request of Brian & Amy Steketee of 551 Belvedere to allow the construction of an addition to connect the house and garage, creating a side yard setback of 5' instead of the required 7' and a rear yard setback of 5.5' instead of the required 25' be approved with the condition that there be no upward expansion of the garage or new addition within 25' of the rear lot line.

Commissioner Miller felt this project would not impact neighbors because the two structures already exist.

Commissioner Duncan supported the variance and the condition.

Commissioner Skaggs stated the project would be hidden from most neighbors and supported granting the variance.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

2016-07. Skaggs-Miller. To approve the consent agenda as follows:

2016-07-A. To approve the minutes of the regular meeting held January 4, 2016.

2016-07-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$257,818.20; county and school disbursements of \$853,238.91, and total remaining disbursements of \$197,036.22.

2016-07-C. The purchase of five sets of turn-out gear from Apollo Fire Equipment of Romeo, Michigan in the amount of \$9,230.00.

2016-07-D. The purchase of LED retrofitting materials for city streetlights from Graybar of Belleville, Michigan in the amount of \$23,548.70 plus shipping, and a contract with Ada Electric of Grand Rapids for installation of the streetlights.

2016-07-E. The preliminary minutes of the Library Commission meeting held September 28, 2015.

2016-07-F. The preliminary minutes of the Planning Commission meeting held November 10, 2015.

2016-07-G. The preliminary minutes of the Parks & Recreation Commission meeting held November 10, 2015.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

The meeting adjourned at 6:25 p.m., subject to the call of the Mayor until February 1, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held February 1, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Finance Director Mushong; Public Safety Director Herald; Assistant City Manager LaFave; Zoning Administrator Faasse; City Clerk Brower

2016-08. Peter Dimitriou, complimented the city on the wonderful walkways throughout the city. He invited everyone to watch an online event later that evening and requested a community forum on climate change issues.

2016-09. City Manager Donovan expressed condolences to the citizens and staff of the City of Rockford on the recent passing of City Manager Michael Young. Commissioner Zagel echoed these sentiments.

Commissioner Dills reported the Planning Commission appreciated hearing about the recent discussions at the City Commission level on several issues.

Commissioner Miller urged those venturing onto area lakes to use caution because ice is never completely safe.

Commissioner Skaggs thanked his fellow officials for signing the letter to state legislators requesting the repeal of PA269, which prohibits local officials from communicating information to residents within 60 days of an election.

Mayor Seibold reported her State of the City letter would be going out to residents soon in the February water bill. She noted that residents should be proud of the things accomplished and could look forward to many new projects in 2016.

2016-10. A zoning variance hearing was held regarding the request of Matt & Alissandra Kruer, owners of 2713 Reeds Lake Blvd, to allow the construction of a new home with a secondary front yard setback of 90.5' instead of the more restrictive setback of approximately 154'.

Zoning Administrator Faasse noted the through-lot regulations created a very small building envelope on this lot and reported that even the current home would not meet the setback regulations if built today.

Rob Sears of Sears Architects stated the lot is virtually unbuildable without a variance from the rear yard setback requirement.

Mayor Seibold opened a public hearing. The following people were present to express their opinions:

- | | |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| - Deanna Eckert, 2827 Reeds Lake Blvd. | Stated 3-car garage makes it appear to be a service entrance instead of the front of the home. Suggested flipping the setbacks to place the home farther from the street. |
| - Aaron Henderson-King, 245 Hodenpyl | Felt the home was far too large for the area and would change the dynamic of the neighborhood. |

The following communications were received at City Hall concerning this variance request:

- Matt Abraham, 2705 Reeds Lake Blvd In Favor.

No other public comment was received. Mayor Seibold closed the public hearing.

2016-10-A. Miller-Hamrick. That the request of Matt & Alissandra Kruer, owners of 2713 Reeds Lake Blvd, to allow the construction of a new home with a secondary front yard setback of 90.5' instead of the more restrictive setback of approximately 154' be approved.

Commissioner Skaggs questioned whether the proposed home met height requirements. Zoning Administrator Faasse stated he had not reviewed a formal building plan for this variance request, but that any building permit application would have to meet requirements before a permit is issued. Mr. Faasse further noted the garage, as depicted in the front elevation provided, would be considered a basement and would not be considered a "story" for zoning purposes. It would also not be considered a "walk-out" since it is in the front of the house.

Mayor Seibold reminded everyone that zoning regulations are intended to standardize certain aspects of the neighborhood but that individual homes will be laid out differently within the regulations.

City Attorney Huff highlighted sections of the through-lot ordinance relating to front-yard and secondary setbacks. Zoning Administrator Faasse answered questions about how the height of the house is determined for zoning purposes.

Commissioner Dills felt the 90' setback was reasonable in this case.

Commissioner Miller agreed with the height and size concerns voiced by the residents, but stated he would support the request since only the setback variance was under consideration at this time.

Commissioner Skaggs felt the through-lot ordinance was meant to keep neighboring streets compatible with each other and since this property was a through-lot in name only, it made sense to grant the variance.

Mayor Seibold agreed that since the current home would not meet the new setback requirements, the new home would not be significantly different than the current one as far as setbacks were concerned.

Commissioner Zagel questioned whether the view from the neighboring homes would be impacted and land contour or landscaping should be taken into consideration. City Manager Donovan stated these were not usually taken into account and that this variance was only necessary because the property is considered a through-lot.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-11. Introduction of an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone the parcel at 610 Lovett from R-3 Single Family to C-1 Commercial.

Zoning Administrator Faasse explained the ordinance was to change the zoning map to reflect this property as being zoned C-1 Commercial. The property has been used as a commercial property since the 1980's and has been a salon for at least the last twenty years operating with a use variance. He stated the Planning Commission has reviewed the request and recommends the property be rezoned.

Commissioner Dills noted that since commercial properties had less restrictive setbacks than properties zoned residential, renovations could result in the building being located much closer to the street and adjacent homes. Mr. Faasse stated that any changes to the building or its use would have to go through the city's site plan review process, which could be used to control certain aspects of any renovations.

Catherine Jacobs, attorney for the property owner, stated the salon was interested in some remodeling and took the opportunity to have the property rezoned according to the long-standing use. She felt that the city's ordinances and processes have many built-in safeguards to keep the commercial area attractive.

2016-11-A. Duncan-Zagel. That an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone the parcel at 610 Lovett from R-3 Single Family to C-1 Commercial be introduced as set forth in Exhibit "A" attached hereto.

Commissioner Dills noted this area was designated for mixed-use in the Master Plan. Mayor Seibold stated the Master Plan would be reviewed in the near future and this area would be evaluated again.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-12. Discussion of Spring Break meeting.

2016-12-A. Miller-Duncan. That the meeting scheduled for April 4, 2016 be moved to Monday, March 28, 2016 at 6:00 pm.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-13. Duncan-Miller. To approve the consent agenda as follows:

2016-13-A. To approve the minutes of the regular meeting held January 18, 2016.

2016-13-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$210,468.59; county and school disbursements of \$75,517.23, and total remaining disbursements of \$978,465.69.

2016-13-C. A contract with Watkins Ross in the amount of \$4,200 to provide an actuarial valuation for the City's retiree healthcare plan.

2016-13-D. The purchase a new generator at the DPW complex from Kent Equipment of Sparta in the amount of \$25,900 and installation from Windemuller Electric of Wayland in the amount of \$12,270 for a total project cost of \$38,170.

2016-13-E. A resolution amending the FY 2015-16 budget for the quarter ending December 31, 2015 as set forth in Exhibit "A" attached hereto.

2016-13-F. Quarterly financial reports for the period ended December 31, 2015.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

The meeting adjourned at 6:53 p.m., subject to the call of the Mayor until February 15, 2016.

Karen K. Brower, City Clerk

Attachments: A – Resolution amending FY 2015-16 budget

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held February 15, 2016

Commission President Dills called the meeting to order at 6:01 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 Dills, Hamrick, Miller and Skaggs

Absent: Commissioners Duncan, Zagel and Mayor Seibold

Also Present: City Attorney Huff; City Manager Donovan; Public Safety Director Herald; Assistant City Manager LaFave; Zoning Administrator Faasse; City Clerk Brower; Staff Sgt. Schweitzer; Sgt. Davis; PSO's Bradley, Olney, Moore and Brown

2016-14. No public comment was received.

2016-15. Commissioner Miller wished everyone a happy President's Day.

2016-16. Jennifer Franson of Resurrection Life Church in Wyoming presented the Public Safety Department with an appreciation banner to thank and acknowledge law enforcement officers for their service to the community.

2016-17. A zoning variance hearing was held regarding the request of Geoff & Julie Laham of 2621 Elmwood to allow lot coverage by buildings and impervious surfaces of 5,025 square feet instead of the maximum allowed 4,800 square feet, and to allow a second accessory building of 473 square feet instead of the allowable 336 square feet.

Zoning Administrator Faasse explained the applicants had built an addition onto the home containing an attached garage and had indicated the detached garage was to be removed as part of the project. Following the completion of the addition, the homeowner decided to keep the detached garage. The detached garage creates the need for a variance request to address the lot coverage square footage cap and the size allowed for an accessory building. Mr. Faasse noted the pavement is the primary reason the lot coverage by buildings and surfaces calculation is over the square footage allowed.

Geoff Laham, 2621 Elmwood, explained there was a miscommunication with the contractor he hired to draw up the plans and begin the project about the garage being labeled as being removed. He requested to be allowed to keep the garage for extra storage and because it would be expensive to remove or renovate the garage to meet the requirements.

President Dills opened a public hearing. The following communications were received at City Hall concerning this variance request:

- Achilles Spagnuola, 2630 Oakwood	In Favor.
- Kathleen Lennon, 2622 Oakwood	In Favor.
- Edward & Virginia Rode, 2615 Elmwood	In Favor.
- Matt Bertke, 2621 Oakwood	In Favor.

No other public comment was received. President Dills closed the public hearing.

2016-17-A. ~~Miller-Skaggs~~. That the request of Geoff & Julie Laham of 2621 Elmwood to allow lot coverage by buildings and impervious surfaces of 5,025 square feet instead of the maximum allowed 4,800 square feet, and to allow a second accessory building of 473 square feet instead of the allowable 336 square feet be approved.

Commissioner Miller noted this project was not compliant with the current or former ordinance. He stated he did not feel he could approve it if the garage were being built as a new structure instead of an existing structure in the current situation. Mr. Miller also noted the variance would run with the land and a new garage could be built in the same location in the future without any new approval process.

Commissioner Skaggs sympathized with the applicant's wish for more storage, but noted this building was out of compliance with even the newer, more lenient lot coverage ordinance that was enacted since the project began. He stated that even though the city staff did not notice the garage had not been removed at the time the project was completed, it was the owner's responsibility to finalize the project as shown on the plans.

Commissioner Hamrick also sympathized, but stated the ordinance was adopted for many reasons, including drainage issues that would be exacerbated by the additional pavement and building areas.

Commissioner Dills agreed, saying that the rules had been relaxed to allow homeowners some flexibility with their projects, but this project was over even the new limits.

Yeas: -0-

Nays: Dills, Hamrick, Miller and Skaggs – 4

2016-18. A zoning variance hearing was held regarding the request of Andrew & Sara Baudo, owners of 725 Croswell, to allow the construction of a new home with a front yard setback of 10' instead of the required 15'.

Zoning Administrator Faasse explained this vacant lot was the result of a land division for the former Keystone Church property. The applicants wish to build a new home 10' from the front property line instead of the 25' required in the multi-family zone to better match other homes on the street. Mr. Faasse noted the home, as proposed, would comply with the lot coverage and other ordinances in place.

Joel Peterson of J. Peterson Homes, stated the homeowners wish to have their new home line up with the properties to the north to match the look and feel of the neighborhood. He noted the home could be built at the 25' without a variance, but felt it would look better if it was set closer to the street as the other homes were. Matt Gerard of Visbeen Architects, showed variations of the site plan with the house set at the 25' setback and at the proposed 10' setback.

President Dills opened a public hearing. No other public comment was received. President Dills closed the public hearing.

2016-18-A. Miller-Skaggs. That the request of Andrew & Sara Baudo, owners of 725 Croswell, to allow the construction of a new home with a front yard setback of 10' instead of the required 15' be approved.

President Dills noted that although the property next door is not yet before the commission for discussion, it needs to be kept in mind for context. He noted some type of variance request will likely be made for side yard relief on the property at 2119 Lake Drive, and it would look better to allow the home at 725 Croswell to be built at the 10' requested. He felt this property would provide a good transition between single family and multi-family on this street.

Commissioner Skaggs noted the property was zoned multi-family but was going to be used as single-family. He further noted his reluctance to grant variances when dealing with vacant land, but noted that building a house at the 25' required setback would make this home stand out as different. He agreed to support the request so the homes would line up along the street.

Commissioner Miller agreed that vacant lots should not automatically be given variances, but felt that was not entirely realistic on a small lot on this street where the established setback was much closer. He felt this was a practical solution to keep the aesthetics of the neighborhood intact.

Commissioner Hamrick stated that while she would like to see a multi-family home on this lot, she understood and supported the request for a front yard setback variance.

Commissioner Skaggs suggested discussing a front yard setback of 8' to match the homes to the north and avoid this new home sitting 2' farther back than those next to it. The commission discussed the proposed overhang above the front porch, the wall extension on the south side and the homes being built to the north and how each component would look at various setbacks.

2016-18-B. Skaggs-Miller. Motion to amend 2016-18-A. to grant a front yard setback of 8.2' to the front of the front porch canopy.

City Attorney Huff stated that this hearing would have to be continued at a future meeting and re-noticed to the surrounding properties if the commission wished to change the proposed front yard setback in the original notice. Commissioner Skaggs assumed a three-week delay would not be prohibitive to the final project. Mr. Huff suggested voting on the amendment to the motion and then holding the amended motion until the neighbors could be sent new information.

Mr. Peterson stated he would prefer to shrink the canopy overhang to 4' to bring the building one foot closer to the property line, thereby coming closer to the setback proposed by the city commission.

Vote on amendment 2016-18-B.

Yeas: Hamrick, Miller and Skaggs – 3

Nays: Dills – 1

Staff will work on sending and publishing new notices for this hearing and will advise the commission on when it will be back on the agenda.

2016-19. Final Reading of an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone the parcel at 610 Lovett from R-3 Single Family to C-1 Commercial.

Zoning Administrator Faasse explained this was an amendment to the zoning map to rezone the parcel at 610 Lovett from R-3 Single Family to C-1 Commercial to match how the property has been used for approximately 30 years.

President Dills opened a public hearing. The following communications were received at City Hall concerning this variance request:

- Gilmore Collection, owner of 606 Lovett Leave as a variance.

No other public comment was received. President Dills closed the public hearing.

2016-19-A. Miller-Hamrick. That an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone the parcel at 610 Lovett from R-3 Single Family to C-1 Commercial be introduced as set forth in Exhibit "A" attached hereto.

President Dills noted the Planning Commission had reviewed this request and recommended approval.

Yeas: Dills, Hamrick, Miller and Skaggs – 4

Nays: -0-

2016-20. Introduction of an ordinance amendment to add Chapter 99A to Title IX of the City Code pertaining to preliminary emergency ground ambulance service.

City Manager Donovan explained several local municipalities had been working for many months to standardize the emergency response services. The new agreement and ordinance amendment formalizes the current situation and also allows the collection of information for analysis.

Commissioner Skaggs thanked all participating agencies for their efforts on this project.

2016-20-A. Skaggs-Miller. That an ordinance amendment to add Chapter 99A to Title IX of the City Code adopting an agreement for ground ambulance services be introduced as set forth in Exhibit "B" attached hereto.

Yeas: Dills, Hamrick, Miller and Skaggs – 4

Nays: -0-

2016-21. Introduction of an ordinance amendment to add Section 9.703 to Chapter 99A of Title IX of the City Code pertaining to the primary ambulance service area.

2016-21-A. Hamrick-Miller. That an ordinance amendment to add Section 9.703 to Chapter 99A of Title IX of the City Code pertaining to the primary ambulance service area be introduced as set forth in Exhibit "C" attached hereto.

Yeas: Dills, Hamrick, Miller and Skaggs – 4

Nays: -0-

2016-22. Skaggs-Miller. To approve the consent agenda as follows:

2016-22-A. To approve the minutes of the regular meeting held February 1, 2016.

2016-22-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$203,163.31; county and school disbursements of \$128,485.99 and total remaining disbursements of \$364,401.66.

2016-22-C. Approval of a mailbox replacement policy regarding winter snow maintenance as set forth in Exhibit "D" attached hereto.

2016-22-D. Payment of \$7,024.30 to the Kent County Road Commission as a contribution toward crack sealing of federal aid eligible streets.

2016-22-E. Preliminary minutes of the Planning Commission meeting held January 12, 2016.

2016-22-F. Preliminary minutes of the Library Commission meeting held January 25, 2016.

Yeas: Dills, Hamrick, Miller and Skaggs – 4

Nays: -0-

The meeting adjourned at 7:37 p.m., subject to the call of the Mayor until March 7, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance Amendment to Section 5.20 rezoning the property at 610 Lovett
B – Ordinance Amendment to Chapter 99A regarding ambulance service
C – Ordinance Amendment to Section 9.703 regarding ambulance service
D – Mailbox Replacement Policy

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held March 7, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: Assistant City Attorney Buchanan; City Manager Donovan; Assistant City Manager LaFave; Parks & Recreation Director Bunn; Zoning Administrator Faasse; City Clerk Brower

2016-23. No public comment was received.

2016-24. Commissioner Dills commented on how different it was to chair the last meeting as opposed to participating without being in charge of the meeting.

Commissioners Hamrick and Skaggs reminded everyone to vote on Tuesday, March 8.

Commissioner Zagel urged caution when venturing onto the ice with the recent warmer temperatures.

City Manager Donovan announced the city would be starting the yard waste pickup program early on Monday, March 14 due to recent windstorms causing downed limbs and because of the recent warm weather.

Mayor Seibold thanked the Public Works crews for their work during recent snow storms and water main breaks. She noted Commissioner Skaggs was present during a presidential campaign stop by Hillary Clinton earlier in the day.

2016-25. A zoning variance hearing was held regarding the request of Andrew & Sara Baudo, owners of 725 Croswell, to allow the construction of a new home with a front yard setback of 8.2' instead of the required 25.0.'

Zoning Administrator Faasse reviewed the request to build a new home closer to the front setback than allowed by ordinance. He noted the City Commission had amended a motion at the last meeting to allow the home to be built at 8.2' from the front yard setback to better match the adjacent properties.

Joel Peterson of J. Peterson Homes, stated the proposed home would meet all other zoning requirements. He felt building the home closer to the front setback would create a better aesthetic look to the street.

Mayor Seibold opened a public hearing. No public comment was received. Mayor Seibold closed the public hearing.

2016-25-A. Skaggs-Miller. That the request of Andrew & Sara Baudo, owners of 725 Croswell, to allow the construction of a new home with a front yard setback of 8.2' from the front-porch canopy instead of the required 25.0' be approved as amended at the meeting held February 15, 2016.

Commissioner Skaggs thanked the applicants for their patience and stated he looked forward to seeing the new home built.

Commissioner Duncan spoke in favor of the amended request as she felt it would look much better than building the home 25' from the sidewalk.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

- 2016-26. A zoning variance hearing was held regarding the request of Paul & Kerry Hegele of 2073 Hall to allow the construction of a front porch creating a front yard setback of 26.7' instead of the established setback of 28.5' and the construction of a new detached garage with a side setback of 0.8' instead of the required 3.0.'

Zoning Administrator Faasse explained the plan to build a new garage farther back on the lot but with the same side setback as the existing garage. The applicants also wish to add a front porch to the home.

Jeff Stoltz, builder for the applicant, showed photos of the existing front door and explained the proposal to add a better front porch with a seating area and to maximize the back yard space by moving the garage closer to the rear property line.

Mayor Seibold opened a public hearing. No public comment was received. Mayor Seibold closed the public hearing.

- 2016-26-A. Zagel-Miller. That the request of Paul & Kerry Hegele of 2073 Hall to allow the construction of a front porch creating a front yard setback of 26.7' instead of the established setback of 28.5' be approved.

Commissioner Zagel felt the front porch request was reasonable and would add a nice useable space.

Mayor Seibold stated her support to allow the front porch encroachment because it was impractical to move the whole house to allow a new porch.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

- 2016-26-B. Hamrick-Dills. That the request of Paul & Kerry Hegele of 2073 Hall to allow the construction of a new detached garage with a side setback of 0.8' instead of the required 3.0' be approved.

Commissioner Dills did not support the request because of the difficulties in building and maintaining a structure so close to the property line. He felt there was enough space behind the house to allow vehicles to maneuver without placing the garage so close to the lot line.

Commissioner Duncan agreed and stated the side setback requirements were in place to prevent buildings so close to the lot lines for this very reason.

Commissioner Miller spoke against placing the garage so close to the lot line because it would be hard to maintain in the future.

Mayor Seibold noted the city commission tried to be consistent across the entire city and did not generally grant variances where structures were being demolished and rebuilt when there was enough room to comply.

Yeas: -0-
Nays: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

- 2016-27. Final Reading of an ordinance amendment to add Chapter 99A to Title IX of the City Code pertaining to preliminary emergency ground ambulance service.

City Manager Donovan explained the agreement reached by several communities to formalize arrangements for ambulance service. He stated the agreements would continue the great working relationships already in place and allow the standardization of procedures and reporting.

Mayor Seibold asked if the ambulance consortium would report to the local governments periodically on the process. Mr. Donovan stated the KEMS group would be able to make presentations and submit regular reports. Mr. Donovan further noted the agreements provide a procedure to work through service issues and to rebid the services if necessary.

Patrick Lickiss of AMR was present to support the agreements and the very collaborative process that had developed the service areas, standards and procedures. He stated the new agreements would allow the ambulance companies to better plan for staffing and to streamline some areas of their operations.

2016-27-A. Miller-Skaggs. That an ordinance amendment to add Chapter 99A to Title IX of the City Code adopting an agreement for ground ambulance services be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-28. Final Reading of an ordinance amendment to add Section 9.703 to Chapter 99A of Title IX of the City Code pertaining to the primary ambulance service area.

2016-28-A. Zagel-Duncan. That an ordinance amendment to add Section 9.703 to Chapter 99A of Title IX of the City Code pertaining to the primary ambulance service area be introduced as set forth in Exhibit "B" attached hereto and the agreement approved as set forth in Exhibit "C" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-29. Duncan-Miller. To approve the consent agenda as follows:

2016-29-A. To approve the minutes of the regular meeting held February 15, 2016.

2016-29-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$422,547.37; county and school disbursements of \$369,843.97, and total remaining disbursements of \$689,265.26.

2016-29-C. Resolution authorizing the Mayor and City Clerk to sign project contracts with the Michigan Department of Transportation for the Lake Drive/Breton project as set forth in Exhibit "D" attached hereto.

2016-29-D. List of FY 2016-17 meeting dates for the City Commission and advisory boards.

2016-29-E. Approval of a fireworks permit for Great Lakes Fireworks on behalf of the City of East Grand Rapids for the July 4, 2016 fireworks show.

2016-29-F. The purchase of computer hardware from Southern Computer Warehouse in the amount of \$8,998.00 for routine computer replacements.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

The meeting adjourned at 6:41 p.m., subject to the call of the Mayor until March 21, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance Amendment to Chapter 99A regarding ambulance service
B – Ordinance Amendment to Section 9.703 regarding ambulance service
C – Contract for ambulance service
D – Resolution for Lake Drive/Breton Rd project

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held March 21, 2016

Commission President Dills 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 Dills, Hamrick, Miller, Skaggs and Zagel

Absent: Commissioner Duncan and Mayor Seibold

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Parks & Recreation Director Bunn; Finance Director Mushong; City Clerk Brower

2016-30. No public comment was received.

2016-31. Commissioner Zagel reported that Governor Snyder had spoken at the Economic Club luncheon earlier in the day and presented some of his plans for addressing the issues in Flint and other areas.

Commissioner Skaggs commended the voters of East Grand Rapids for the 53% turnout in the March 8 election and thanked the staff and election workers who put in a long day at the polls.

Commissioner Miller stated the Irish Jig event on March 19 was well attended and well run by the organizers. He thanked the Public Safety Department for all their work to keep the participants and spectators safe.

President Dills announced the city had added a lead information sheet to the website. He also announced that two information sessions would be held in April prior to the discussion on a proposed water/sewer rate increase.

2016-32. Public Safety Director Herald presented the Public Safety Department's Annual Report for 2015 and answered questions from the City Commission. He highlighted the department's new partnership with the EGR Community Foundation to promote bike safety and the low crime rates in East over the years.

City Manager Donovan also noted that medical assistance is a very important part of the Public Safety Department's daily operations.

2016-33. Zagel-Miller. To approve the consent agenda as follows:

2016-33-A. To approve the minutes of the regular meeting held March 7, 2016.

2016-33-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$211,535.43; county and school disbursements of \$43,162.64, and total remaining disbursements of \$510,403.84.

2016-33-C. A contract with Davey Resource Group of Kent, Ohio in the amount of \$30,750 for an inventory and condition report of trees in the public right-of-way with partial funding coming from a Department of Natural Resources grant of \$15,000.00.

2016-33-D. A contract with Lodestar Construction of Grand Rapids in the amount of \$135,000 for the replacement of sidewalk sections as specified by the Public Works Department.

2016-33-E. A change order for the contract with Corby Energy Services of Belleville, Michigan in the amount of \$83,211 for lining of additional sections of sanitary sewer.

2016-33-F. A five-year contract with PLM Lake and Land Management of Caledonia for annual water quality testing and periodic treatment of weeds and algae at an annual cost of \$12,000 to \$16,000, depending on the amount of treatment needed.

2016-33-G. The Public Safety Department's quarterly report for the period ended December 31, 2015.

2016-33-H. The preliminary minutes of the Parks & Recreation Commission meeting held February 8, 2016.

Yeas: Dills, Hamrick, Miller, Skaggs and Zigel – 5
Nays: -0-

2016-34. City Manager Donovan and the department directors presented highlights of the 2016-17 Goals & Objectives booklet and answered questions from the City Commission.

The meeting adjourned at 6:57 p.m., subject to the call of the Mayor until March 28, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held March 28, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Parks & Recreation Director Bunn; Finance Director Mushong; City Clerk Brower

- 2016-35. Ryan Minkus, 2114 Wealthy, thanked the Public Works crews for keeping the roads and sidewalks passable during the winter months. He also thanked staff for taking the time to research creative ways to save money, such as the upcoming pavement marking contract.
- 2016-36. Commissioner Dills wished everyone a safe and happy spring break.
- 2016-37. Duncan-Zagel. To approve the consent agenda as follows:
- 2016-37-A. To approve the minutes of the regular meeting held March 21, 2016.
 - 2016-37-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$-0-; county and school disbursements of \$-0-, and total remaining disbursements of \$157,510.15.
 - 2016-37-C. A contract with Michigan Pavement Marking LLC in the amount of \$18,000 to perform lane striping, arrows, crosswalks and other markings on city streets.
 - 2016-37-D. A fireworks permit application from Great Lakes Fireworks for a private fireworks show on June 25, 2016.
 - 2016-37-E. The preliminary minutes of the Parks & Recreation Commission meeting held March 14, 2016.
- Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-
- 2016-37-F. Skaggs-Miller. Motion to enter into an executive session to discuss an attorney's opinion in accordance with Section 8(h) of the Open Meetings Act. A roll call vote was taken.
- Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

The meeting adjourned at 6:03 p.m., subject to the call of the Mayor until April 18, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held April 18, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; Zoning Administrator Faasse; City Clerk Brower; Communications Specialist Greenleaf

2016-38. No public comment was received.

2016-39. Commissioners Dills, Miller and Hamrick thanked staff members for all of their work on the presentation materials and publicity efforts for the water-sewer rate information sessions held last week.

Commissioner Zagel reminded everyone to observe safety rules when launching and operating boats on Reeds Lake and other waterways. He noted that a separate kayak launch is available behind the public safety building.

Mayor Seibold also thanked the staff members involved in publicizing and presenting the information regarding the proposed water-sewer rate increase.

2016-40. A zoning variance hearing was held regarding the request of Michael Bosscher of 524 Gladstone to allow the construction of a detached garage with a rear yard setback of 1.0' instead of the required 3.0'.

Zoning Administrator Faasse explained the request to build a new garage with the same rear yard setback as a garage that has been demolished. The new garage will meet the side yard setback.

Michael Bosscher, 524 Gladstone, explained the difficulty with maneuvering vehicles and the desire to place the garage closer to the rear lot line to allow a few extra feet of space. He reported he had spoken with almost all the neighbors and all had supported their request.

Mayor Seibold opened a public hearing. The following people were present to express their opinions:

- Don Markham, 540 Gladstone Supported the request as a good solution to a very challenging situation.

The following communications were received at City Hall concerning this variance request:

- Stephanie & John Eckley, 533 Gladstone In Favor.
- Dave & Melinda Hollis, 520 Gladstone In Favor.

No other public comment was received. Mayor Seibold closed the public hearing.

2016-40-A. Dills-Miller. That the request of Michael Bosscher of 524 Gladstone to allow the construction of a detached garage with a rear yard setback of 1.0' instead of the required 3.0' be approved.

Commissioner Miller agreed the proposed location of the garage would make a difficult situation easier. He thanked the applicants for moving the garage farther from the side lot line than the old garage was.

Commissioner Dills stated this situation was different than others considered recently as there was no room to maneuver vehicles with the layout of the home on the lot.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-41. Resolution setting water/sewer rates for FY 2016-17.

Finance Director Mushong and Assistant City Manager LaFave showed various charts and answered questions from city commissioners regarding the life expectancy and the cost of repairing and maintaining the underground infrastructure of the water-sewer system. Mr. LaFave noted that while it was often possible to re-line sewer pipes when they cracked, water mains have to be fixed or replaced immediately because of the water pressure and to avoid the infiltration of contaminants into the drinking water. Replacing and repairing water mains is much more extensive and expensive. City Manager Donovan explained the city analyzes information each year to plan for needed work based on age, life expectancy, repairs completed and the need for other road resurfacing.

The City Commission also discussed the issue of lead water services from the city's mains to individual homes and possible mandates or funding to replace these services in the future. City Manager Donovan stated that since none of the city's water or sewer mains contain lead, the city's plans to replace infrastructure under its streets can move forward and be adjusted at a later time if necessary.

2016-41-A. Zagel-Dills. That a resolution setting water/sewer rates for FY 2016-17 be adopted as set forth in Exhibit "A" attached hereto.

Commissioner Zagel stated that updating the city's infrastructure was this generation's issue to deal with and thanked the staff for providing so much information and analysis for the commission to make an informed decision.

Commissioner Miller felt addressing the situation by raising rates to provided needed funding was the right thing to do and the right time to begin. He noted the city had been very up front with residents and asked for input with public input sessions and publicity over the last several weeks.

Commissioner Hamrick agreed and gave her support for the new rates.

Commissioner Skaggs stated he was still not convinced there was a demonstrated problem with the infrastructure or the current schedule of replacement. He favored waiting at least a year until the televising project is done and to see what the State of Michigan will be requiring or providing for the replacement of lead services. He did not feel the public had been informed enough about the increase in rates, especially given the tax increase last year for the street and sidewalk millage.

Commissioner Duncan stated her support for the new rates although she felt the whole process was a bit rushed. She agreed this was the time to be proactive and address the issues before us and not wait any longer.

Mayor Seibold stated that while public communication and input were certainly important, it was the city commission's job to analyze the budgetary needs of the city, including the water-sewer fund. She felt that not taking action now would make things more expensive and disruptive to residents later on. She felt it was unconscionable to deny the issue exists and wait to begin addressing the needs.

Commissioner Dills stated the city commission is elected to make budget and tax decisions on behalf of the electorate and he supported the increase in rates because he felt it was necessary to begin improvements.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: Skaggs – 1

2016-42. Hamrick-Miller. To approve the consent agenda as follows:

2016-42-A. To approve the minutes of the rescheduled regular meeting held March 28, 2016.

- 2016-42-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$408,140.34; county and school disbursements of \$-0-, and total remaining disbursements of \$183,339.44.
- 2016-42-C. A contract with Spurt Industries of Zeeland through December 31, 2016 for disposal of yard waste at a rate of \$3.45 per cubic yard with 2,000 cubic yards disposed at no charge.
- 2016-42-D. A three-year contract with Pluene Service Company of Grand Rapids in the amount of \$7,632 per year for preventative maintenance of the Community Center cooling system.
- 2016-42-E. A contract with Hoffman Bothers of Battle Creek in the amount of \$340,356 for the replacement of a water main on Lake Drive between Conlon and the Breton/Lakeside intersection.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

- 2016-43. Finance Director Mushong provided an overview of the upcoming budget process, including financial trends, an update on current assessments and revenues, and the impact of the water rate increase. She also explained the impact of the low inflation rate and the required Headlee rollback on the anticipated millage rate.

The meeting adjourned at 7:26 p.m., subject to the call of the Mayor until May 2, 2016.

Karen K. Brower, City Clerk

Attachments: A – Resolution setting water/sewer rates for FY 2016-17

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held May 2, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; City Clerk Brower

2016-44. John Langdon of the Michigan Association of Railroad Passengers presented the City Commission with the results of the latest passenger rail study and thanked them for their support of the railroad transit system.

2016-45. Commissioner Zagel announced the EGR Now campaign was kicking off its annual fundraising drive to assist with school programs in East Grand Rapids.

Parks & Recreation Director Bunn reported the Reeds Lake Trail was featured in the latest issue of the Michigan Trail Magazine.

Mayor Seibold noted that East Grand Rapids celebrated the 125th anniversary of its incorporation as a village recently. The first meeting of the Village Council of the newly created Village of East Grand Rapids was held on April 13, 1891. She noted that several photos on social media and a Cadence newspaper article helped commemorate the occasion.

2016-46. Zagel-Miller. To approve the consent agenda as follows:

2016-46-A. To approve the minutes of the rescheduled regular meeting held April 18, 2016.

2016-46-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$203,752.87; county and school disbursements of \$-0-, and total remaining disbursements of \$349,865.00.

2016-46-C. A hearing date of June 6, 2016 for public hearings on the proposed FY 2016-17 budget and the placement of delinquent accounts on the summer property tax bill.

2016-46-D. A resolution amending the FY 2015-16 budget for the quarter ending March 31, 2016.

2016-46-E. The quarterly financial reports for the quarter ending March 31, 2016.

2016-46-F. Permission to send obsolete equipment to auction as requested.

2016-46-G. A contract with A-1 Asphalt for street repair and restoration associated with water leak patching in the amount of \$10,601.00.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

The meeting adjourned at 6:09 p.m., subject to the call of the Mayor until May 16, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held May 16, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; City Clerk Brower; Captain Williams; Captain Buikema; Zoning Administrator Faasse; Assistant Parks & Recreation Director Perry; Account Clerk Ritzke

2016-47. Peter Dimetriou reported he had attended an event near Kalamazoo featuring a climatologist who outlined many concerns. Mr. Dimetriou asked for continued awareness of climate change issues.

2016-48. Commissioner Skaggs noted that many sidewalk replacement projects are underway. He also reported it has National Public Works Week and thanked the staff for all their work every day of the year.

Mayor Seibold noted that construction near the intersection of Lakeside/Breton/Lake Drive was starting this week and asked everyone to respect the posted detours. She also reported she had personally thanked the Public Works crews earlier in the day for all their work and talked with them about what they liked and disliked about their jobs.

2016-49. A zoning variance hearing was held regarding the request of Chad & Stephanie Ackermann of 2560 Richards to allow the construction of an addition to the rear of the home creating a separation between the house and the garage of 4.0' instead of the required 10.0'.

Zoning Administrator Faasse explained the applicant's proposal for an addition to the rear of the home that would encroach into the separation requirement.

Doug Sikkema, representative for the applicants, explained the proposal to expand the dining area. He noted the homeowner's willingness to angle a corner of the addition to create a 6.0' separation instead of the 4.0' separation requested in the application.

Mayor Seibold opened a public hearing. No other public comment was received. Mayor Seibold closed the public hearing.

2016-49-A. Dills-Duncan. That the request of Chad & Stephanie Ackermann of 2560 Richards to allow the construction of an addition to the rear of the home creating a separation between the house and the garage of 4.0' instead of the required 10.0' be approved.

Mayor Seibold showed photos of several properties in the surrounding area that had less than 10' of separation and her thoughts that this entire ordinance provision needed additional conversation due to the many requests received, the inconsistent decisions, and the unexplained reason for the 10' separation requirement. She felt a separation of 4' was too close to the home, but did not have a specific recommendation for a different setback.

Commissioner Duncan agreed some of the smaller separations were not aesthetically pleasing, but noted this particular home was at a disadvantage because it was set farther back from the street, thereby limiting options in the back of the home.

Commission Miller spoke in support of the variance since others had been granted in this general range.

Commissioner Hamrick agreed, stating that aesthetics are very subjective and the addition may fit in very well with the neighborhood.

Commissioner Skaggs felt a variance of 60% of the setback was a difficult approval to give.

Commissioner Dills stated he was hesitant to approve this after seeing the photos of other homes with 4-6' setbacks.

Yeas: Duncan, Hamrick, Miller – 3
Nays: Dills, Skaggs, Zagel, Seibold – 4

Mayor Seibold asked whether the commissioners were willing to discuss a 6' separation as offered by the applicant. Commissioners declined to discuss this subsequent request until looking at the entire separation ordinance.

2016-50. Miller-Skaggs. To approve the consent agenda as follows:

- 2016-50-A. To approve the minutes of the rescheduled regular meeting held May 2, 2016.
- 2016-50-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$234,838.49; county and school disbursements of \$-0-, and total remaining disbursements of \$267,444.99.
- 2016-50-C. A contract for mulch for grounds maintenance operations to Superior Groundcover in the amount of \$6,306.25.
- 2016-50-D. A contract with Sport and Spirit Products of Spring Grove, Illinois in the amount of \$45,854 for t-shirts for Parks & Recreation programs and events.
- 2016-50-E. A resolution authorizing the SAW Grant Agreement as set forth in Exhibit "A" attached hereto.
- 2016-50-F. The preliminary minutes of the Parks & Recreation Commission meeting held April 11, 2016.
- 2016-50-G. The preliminary minutes of the Library Commission meeting held April 25, 2016.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

The meeting adjourned at 6:33 p.m., subject to the call of the Mayor until June 6, 2016.

Karen K. Brower, City Clerk

Attachments: A – Resolution authorizing the SAW grant agreement.

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held June 6, 2016

Commission President Dills 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 Duncan, Hamrick, Miller, Skaggs, Zagel and President Dills

Absent: Mayor Seibold

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; City Clerk Brower; Zoning Administrator Faasse

2016-51. No public comment was received.

Commissioner Zagel remarked on the many amazing events coming up this summer and urged everyone to make plans for the events and to patronize the businesses in Gaslight Village.

Commissioner Miller thanked the staff and volunteers who planned and assisted with the Reeds Lake Run on Saturday, June 4.

President Dills reminded everyone of the run, parade, events and fireworks coming up on the 4th of July.

Assistant City Manager LaFave gave an update on the construction projects underway in the City.

2016-52. A zoning variance hearing was held regarding the request of Dan & Jill Willey of 2624 Richards to allow the construction of a detached garage with a rear setback of 1.0' instead of the required 3.0,' a side yard setback of 1.3' instead of the required 3.0,' and to allow a nonconforming structure to be reconstructed after significant damage.

Zoning Administrator Faasse explained the request to rebuild a garage that was destroyed by a fallen tree. He noted Consumers Energy has consented to the request to re-use their easement. The garage will use the same foundation and driveway.

Dan Willey, 2624 Richards, was present to explain the request and answer questions.

President Dills opened a public hearing. The following communications were received at City Hall concerning this variance request:

- R. Catherine Giguere, 2628 Richards	In Favor.
- Glenn Hendrix, 2621 Richards	In Favor.
- Jack Greene, 2645 Richards	In Favor.

No other public comment was received. President Dills closed the public hearing.

2016-52-A. Miller-Zagel. That the request of Dan & Jill Willey of 2624 Richards to allow the construction of a detached garage with a rear setback of 1.0' instead of the required 3.0,' a side yard setback of 1.3' instead of the required 3.0,' and to allow a nonconforming structure to be reconstructed after significant damage be approved.

Commissioner Miller felt this was an appropriate request because it was rebuilding on the same spot and finding a different suitable location would be difficult on this lot.

Commissioner Zagel agreed it made sense to use the undamaged driveway and foundation.

Commission Hamrick noted the same type of request was approved next door two years ago.

President Dills agreed it would not be fair to make the homeowners spend additional funds to remove and then rebuild the foundation and garage. He noted this location kept the building separation between the home and garage at the required distance.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Zigel – 6

Nays: -0-

- 2016-53. A zoning variance hearing was held regarding the request of Jeffrey Clark of 528 Cambridge to allow the construction of a detached garage with a building height at the midpoint of the roof of 18.5' instead of the maximum allowed 16.0'.

Zoning Administrator Faasse explained the request to build a new garage with a taller roof line than allowed by ordinance. The new garage would meet all other zoning requirements. He noted the existing attached garage would be converted to living space.

Joel Peterson of J. Peterson Homes stated the roof pitch was designed to more closely match the house and provide storage above the vehicles. He reported the existing garage would be closed off immediately and then remodeled later into a new kitchen and living area.

President Dills opened a public hearing. No other public comment was received. President Dills closed the public hearing.

- 2016-53-A. Duncan-Skaggs. That the request of Jeffrey Clark of 528 Cambridge to allow the construction of a detached garage with a building height at the midpoint of the roof of 18.5' instead of the maximum allowed 16.0' be approved.

Commissioner Duncan stated she felt the garage could be built to meet requirements and the extra height was not necessary.

Commissioner Miller felt this was a difficult request to approve because the garage could be built without a variance. He noted the commission often hears concerns about the height and mass of various buildings.

Commissioner Dills noted the ordinance had been amended in 2011 to raise the allowable height from 12' to 16' due to frequent requests. He stated he was less opposed to a larger garage than to a taller garage.

Commissioner Zigel stated the commission was not in the business of designing aesthetically pleasing structures, but in the business of making sure zoning regulations are followed.

Commissioner Hamrick did not feel the extra height was needed to build a functional garage.

Commissioner Skaggs noted that while he was sympathetic to the reasons behind the request to match the roofline of the home, he felt the property could still be used as intended without a variance.

Yeas: -0-

Nays: Dills, Duncan, Hamrick, Miller, Skaggs and Zigel – 6

- 2016-54. A public hearing was held pertaining to the General Fund budget and the property tax levy for Fiscal Year 2016-17. No public comment was received. President Dills closed the public hearing.

2016-55. A public hearing was held on the special assessment roll of delinquent accounts for placement on the July 1, 2014 tax roll. No public comment was received. President Dills closed the public hearing

2016-55-A. Skaggs-Miller. That the special assessment roll of delinquent accounts totaling \$57,258.20 be certified and placed on the July 1, 2016 tax roll.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Zagel – 6
Nays: -0-

2016-56. Zagel-Miller. To approve the consent agenda as follows:

2016-56-A. To approve the minutes of the regular meeting held May 16, 2016.

2016-56-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$214,673.55; county and school disbursements of \$-0-, and total remaining disbursements of \$401,798.19.

2016-56-C. The Joint Facilities budget for FY 2016-17 as recommended by the Joint Facilities Committee.

2016-56-D. The appointment of David Bilardello of 703 Bagley to the Interurban Transit Partnership Board for a partial term ending December 31, 2016.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Zagel – 6
Nays: -0-

The meeting adjourned at 6:39 p.m., subject to the call of the Mayor until June 20, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Special Meeting Held June 6, 2016

Commission President Dills called the meeting to order at 6:40 p.m. in the City Commission Chamber at the Community Center.

Present: Commissioners Duncan, Hamrick, Miller, Skaggs, Zagel and President Dills

Absent: Mayor Seibold

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; City Clerk Brower

2016-57. Consider request to adopt a resolution adopting the FY 2016-17 budget and setting a millage rate for FY 2016-17.

Commissioner Skaggs questioned how the city was handling state road repair funding in relation to the Street & Sidewalk millage approved by voters last year. City Manager Donovan stated city staff recommends waiting to see exactly how much funding is actually received from the state and then reducing the millage rate levied for the following fiscal year rather than attempting to budget for an amount that will fluctuate.

2016-57-A. Miller-Skaggs. That a resolution adopting the FY 2016-17 budget as amended during the budget work sessions and setting the millage rate for FY 2016-17 be adopted as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Zagel – 6

Nays: -0-

The special meeting was adjourned at 6:44 p.m.

Karen K. Brower, City Clerk

Attachments: A – Resolution adopting FY 2016-17 budget.

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held June 20, 2016

Mayor Seibold 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 Duncan, Hamrick, Skaggs, Zagel, and Mayor Seibold

Absent: Commissioners Dills and Miller

Also Present: City Attorney Huff; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; Zoning Administrator Faasse; City Clerk Brower

2016-58. No public comment was received.

2016-59. Commissioner Skaggs thanked Mayor Seibold for securing the sponsorship of Mary Free Bed for the 4th of July activities.

Commissioner Zagel expressed condolences to the City of Orlando after the recent tragedies there and thanked Mayor Seibold for her public statement on this issue. He also sent the best wishes of the city commission to former Grand Rapids Mayor John Logie as he deals with serious health issues.

City Manager Donovan thanked citizens for their patience during the construction project and thanked everyone for respecting the detour so that the construction crews can work on this project safely.

Mayor Seibold thanked Mary Free Bed Hospital for agreeing to sponsor the 4th of July activities in East Grand Rapids this year and noted both the city and Mary Free Bed were celebrating their respective 125th anniversaries in 2016.

2016-60. Public Safety Director Herald and Mayor Seibold presented a "Meritorious Service" award to Public Safety Detective Mark Lindner for his perseverance and hard work relating to bringing charges in a sexual assault cold case from 2001.

2016-61. Acceptance of artwork donation for Community Center.

City Manager Donovan explained the proposal to install a life-size pencil drawing of employees of Consumers Ice Company from the early 19th century in the lobby of the community center. Artist Chris LaPorte and City Historian Mary Dersch both spoke about the historical significance of the artwork and the proposal to raise funds for the purchase and installation at the community center.

2016-61-A. Zagel-Duncan. That a letter of understanding with Chris LaPorte for the donation of a large pencil drawing to be placed in the Community Center be approved as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zagel and Seibold – 6

Nays: -0-

2016-62. Duncan-Hamrick. To approve the consent agenda as follows:

2016-62-A. To approve the minutes of the regular and special meetings held June 6, 2016.

2016-62-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$215,738.66; county and school disbursements of \$-0-, and total remaining disbursements of \$650,945.45.

2016-62-C. Advisory board appointments as follows:

- | | | |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| Planning Commission | Kevin Brant, 2960 Oakwood
Tom Getz, 665 Plymouth
Mary Mapes, 2405 Oakwood | Three-year terms ending 6/30/19 |
| Parks & Recreation Comm. | Brad Andrzejewski, 3105 Bonnell
Dirk Buth, 1900 San Lu Rae
Richard Sprague, Jr., 2332 Burchard
Stacey Wykoski, 2311 El Dorado
Carol Campbell, 2109 Elmwood | One-year terms ending 6/30/17 |
| Library Commission | Micki Benz, 817 Gladstone
Betsy Brown, 1410 Sherwood
Carol Donovan, 2944 Hall
Judy Freeman, 425 Cambridge
Azizah Hines, 2244 Hall
Ellen Schendel, 429 Briarwood
Christopher Smith, 461 Lakeside | One-year terms ending 6/30/17 |
| Board of Review | Paul Howland, 2809 Woodcliff Circle
Ann Nowak, 1033 San Lucia
Stephen MacGuidwin, 2559 Lake Dr | One-year terms ending 6/30/17 |
| Construction Board
Of Appeals | Eric Hughes, 2722 Richards
Brian Johnson, 709 Gadstone
Nick Nicola, 810 Cambridge | Two-year terms ending 6/30/18 |
- 2016-62-D. A resolution amending the FY 2015-16 budget for the quarter ending June 30, 2106 as set forth in Exhibit "B" attached hereto.
- 2016-62-E. The selection of VanWyk Risk Solutions as the agent of record for the City's property and casualty insurance effective July 1, 2016.
- 2016-62-F. A contract with Lodestar Construction of Grand Rapids in the amount of \$1,057,270 plus contingencies of \$85,000 for water main replacements on Conlon and Rosewood, and to approve engineering, inspection and testing expenses of \$95,000 to Moore & Bruggink Engineering.
- 2016-62-G. A contract with Reith-Riley Construction in the amount, including contingencies, of \$285,184.12, for local street projects on Conlon, Rosewood, Manhattan and Gilmour, and a contract with Strawser Construction in the amount, including contingencies, of \$22,300, for cape sealing on Robinson and Oxford.
- 2016-62-H. The Public Safety Department's quarterly report for the period ended March 31, 2016.
- 2016-62-I. The preliminary minutes of the Planning Commission meeting held May 12, 2016.
- 2016-62-J. The preliminary minutes of the Joint Facilities Committee meeting held May 24, 2016.
- Yeas: Dills, Duncan, Hamrick, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-63. Duncan-Zagel. Motion to enter into an executive session to discuss an attorney's opinion and to conduct a periodic personnel evaluation of the City Manager in accordance with Sections 8(h) and 8(a) of the Open Meetings Act. A roll call vote was taken.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zagel and Seibold – 6

Nays: -0-

The meeting adjourned at 6:17 p.m., subject to the call of the Mayor until June 20, 2016.

Karen K. Brower, City Clerk

Attachments: A – Letter of Understanding for artwork donation
B – Resolution amending FY 2015-16 budget

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held July 5, 2016

Mayor Seibold 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 Duncan, Hamrick, Skaggs, Zagel, and Mayor Seibold

Absent: Commissioners Dills and Miller

Also Present: City Attorney Huff; Assistant City Manager LaFave; Finance Director Mushong; Zoning Administrator Faasse; City Clerk Brower

2016-64. No public comment was received.

2016-65. Commissioner Skaggs thanked everyone involved in the 4th of July celebration yesterday, especially Mary Free Bed Hospital for sponsoring the activities.

Commissioner Hamrick noted the parade was great and the Trail Blazer had another successful year.

Mayor Seibold noted the great weather yesterday and stated the new parade route seemed to work out very well. She stated she would be working to find a solution to the kids who get so close to the vehicles to pick up candy. Mayor Seibold thanked Communications Specialist Brian Greenleaf for all his communication efforts over the last few weeks on several projects and stated he was a great addition to the team.

2016-66. Review of a special land use application and site plan approval request by Calvin College.

Zoning Administrator Faasse explained that part of Calvin College lies in East Grand Rapids and the college wants to expand the use of the Ravenswood house to include student housing. Since the entire portion of the college in EGR is zoned residential, the commission is asked to designate the Calvin property as a special land use and approve the site plan provided by the college.

Matt Zimmerman, attorney for Calvin College, outlined the plans for the use of the Ravenswood building. Mr. Zimmerman stated the college's proposed use of the property met the standards in Section 5.73 of the city code. He felt most East Grand Rapids residents would not even notice the difference.

Phil Beezhold, Calvin facilities manager, went over the floor plans for the home and its layout on the property.

Sarah Visser, director of student life, stated the Ravenswood house would be used to house eight students that were the first in their families to attend college. Students would be assisted with financial aid, cultural obstacles, mentoring, etc.

2016-66-A. Duncan-Skaggs. That the request of Calvin College for a special land use designation be set for a public hearing and final decision at the regular city commission meeting on July 18, 2016.

Yeas: Duncan, Hamrick, Skaggs, Zagel and Seibold – 5

Nays: -0-

2016-67. Adoption of a policy on sewer backup claims.

City Attorney Huff explained the need to adopt a formal policy for staff to use that incorporates state laws regarding the city's limited liability for sewer backups to situations where the city knew of a problem and took no action to fix the issue.

2016-67-A. Duncan-Zagel. That a policy outlining the city's new policy on sewer backup claims be approved as set forth in Exhibit "A" attached hereto.

Commissioners Duncan and Zagel asked that this policy be well publicized to the residents, both now and for people who move into the city in the future.

Commissioner Hamrick felt the policy was very thorough and would provide consistency for future claims.

Mayor Seibold also noted that staff will also appreciate a written policy with which to handle claims.

Yeas: Duncan, Hamrick, Skaggs, Zagel and Seibold – 5

Nays: -0-

2016-68. Election of President for FY 2016-17.

2016-68-A. Zagel-Hamrick. That Commissioner Dills be elected President of the East Grand Rapids City Commission to assume leadership duties in the absence of the Mayor for FY 2016-17.

Yeas: Duncan, Hamrick, Skaggs, Zagel and Seibold – 5

Nays: -0-

2016-69. Duncan-Hamrick. To approve the consent agenda as follows:

2016-69-A. To approve the minutes of the regular meeting held June 20, 2016.

2016-69-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$219,522.33; county and school disbursements of \$-0-, and total remaining disbursements of \$220,180.44.

2016-69-C. Ratification of expenses related to street, sidewalk and storm sewer work on Lake Grove in the amount of \$12,370.25 with Lodestar Construction, to be shared with DTE Energy.

2016-69-D. Ratification of expenses with City Services Inc. in the amount of \$5,200 for the emergency repair of a water system insertion valve on Berwyk at Danby.

2016-69-E. Payment to the Kent County Road Commission in the amount of \$33,606.49 for improvements to unpaved gravel roads in East Grand Rapids.

Yeas: Duncan, Hamrick, Skaggs, Zagel and Seibold – 5

Nays: -0-

The meeting adjourned at 6:35 p.m., subject to the call of the Mayor until July 18, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held July 18, 2016

Mayor Seibold 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 Dills, Duncan, Miller, Skaggs, Zagel, and Mayor Seibold

Absent: Commissioner Hamrick

Also Present: City Attorney Huff; Assistant City Manager LaFave; Finance Director Mushong; Public Safety Director Herald; Zoning Administrator Faasse; City Clerk Brower; Sgt. Davis; Sgt. Perez; PSO Naagtzaam; PSO Kreiner, PSO Moore, PSO Lobezoo, Bike Patrol Officers

2016-70. No public comment was received.

2016-71. Mayor Seibold presented four large posters with words of support and encouragement to the Public Safety Department in the aftermath of several shootings targeting police officers across the nation. Mayor Seibold stated our community is incredibly proud of our Public Safety officers and their dedication to those they are sworn to serve and protect. She thanked the officers present for their work on each shift and urged all the residents of the city to thank our officers with a friendly wave or a kind word.

Commissioner Dills thanked his fellow commissioners for electing him President of the commission at the last meeting.

2016-72. A zoning variance hearing was held regarding the request of Jason Hannah and Hanna Jaworski of 1222 Eastlawn to allow the construction of a covered front porch creating a front yard setback of 16.8' instead of the required 25.0.'

Zoning Administrator Faasse explained the request for a front yard setback variance to accommodate a new covered front porch that is part of a larger remodeling project. He noted this is the only house facing Eastlawn on this side of the street, so the typical averages do not apply in this case.

Jason Hannah, 1222 Eastlawn, noted the letters of support from neighbors regarding the project. Mark Frimodig, architect, noted the new porch would be consistent with the existing setbacks of surrounding garages and homes.

Mayor Seibold opened a public hearing. The following communications were received at City Hall concerning this variance request:

- Donald Perry, 1215 Eastlawn	No objection.
- Kathy & Kelly Swieter, 2227 Anderson	No objection.
- Suzanne Bonnah, 1225 Eastlawn	No objection.
- Jay Romanowski, 2241 Anderson	No objection.
- F. Spencer Brown, 2230 Hall	No objection.

No other public comment was received. Mayor Seibold closed the public hearing.

2016-72-A. Dills-Miller. That the request of Jason Hannah and Hanna Jaworski of 1222 Eastlawn to allow the construction of a covered front porch creating a front yard setback of 16.8' instead of the required 25.0' be approved with the condition that the porch remain as unheated, unenclosed space and not converted into finished living space.

Commissioner Dills noted the current porch is only 19' from the property line, meaning this variance is really only about a 2' different from the current setback. He stated he would be supporting the variance.

Commissioner Miller spoke in favor of the addition as long as it was not converted into part of the home's living space at a future date.

Commissioner Skaggs stated that front porches encourage a sense of community and neighborhood interaction and he would support the request.

Mayor Seibold noted this was, indeed, the only home facing Eastlawn on this side of the street and that a variance to allow this change was not a significant issue to surrounding homes. She liked looking at variance requests on a case by case basis for this very reason.

Yeas: Dills, Duncan, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-73. Review of a special land use application and site plan approval request by Calvin College.

Commissioner Skaggs questioned whether a maximum number of residents in the Ravenswood facility should be included with the zoning approval. City Attorney Huff noted that Calvin College would have to come back to the city for approval if any significant changes were made to the building or its use. Commissioner Dills noted the Planning Commission had discussed this issue and did not place any limits on the proposed number of students to be housed at Ravenswood.

Mayor Seibold opened a public hearing. No public comment was received. Mayor Seibold closed the public hearing.

2016-73-A. Skaggs-Dills. That Calvin College's request for a special land use status to use the Ravenswood House as student housing be granted and the site plan attached to their zoning review application submitted April 11, 2016 be approved.

Yeas: Dills, Duncan, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-74. Zagel-Duncan. To approve the consent agenda as follows:

2016-74-A. To approve the minutes of the regular meeting held July 5, 2016.

2016-74-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$229,531.97; county and school disbursements of \$1,729.58, and total remaining disbursements of \$247,593.66.

2016-74-C. The preliminary minutes of the Planning Commission meeting held June 14, 2016.

Yeas: Dills, Duncan, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

The meeting adjourned at 6:29 p.m., subject to the call of the Mayor until August 1, 2016.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held August 1, 2016

Mayor Seibold called the meeting to order at 6:01 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 Hamrick, Miller, Skaggs, Zagel, and Mayor Seibold

Absent: Commissioners Dills and Duncan

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Zoning Administrator Faasse; City Clerk Brower; Communications Specialist Greenleaf

2016-75. Peter Dimitriou, 2621 Inverness, spoke about drought and efforts to develop new crops and plants that will grow in warmer climates.

Lance Werner spoke on behalf of the Zoo & Museum millage that will be on the ballot in November asking for a millage of .44 mils for the next 10 years.

2016-76. Commissioner Miller thanked the Kent County Chiefs of Police for the joint letter put out recently about events across the country.

Commissioner Hamrick reminded everyone to vote tomorrow.

Commissioner Zagel announced the annual Taste of East event was scheduled for Thursday, August 18 from 5:30 to 8:30 pm in Gaslight Village. He noted the EGR Public Safety officers would be present to meet members of the public and show the fire truck.

2016-77. Kent District Library Director Lance Werner, KDL Board Member Craig Wilson and EGR Branch Manager Dawn Lewis were present to give an update on KDL operations and statistics for 2015. Mr. Wilson reported on improvements to the materials available to the blind and handicapped. Ms. Lewis thanked the city for keeping the building in such great shape and thanked the Parks & Recreation Department for all their assistance with room reservations, setup and equipment storage.

2016-78. Lee Mueller, arborist with Davey Resource Group, was present to review the results of the tree inventory project completed in May. The project cataloged 7,082 trees in city parks and right-of-ways. The most common species are Norway maples, sugar maples, red maples and thornless honeylocust. A plurality (44%) of the urban forest is in the established 9-17" diameter class, and the majority of the tree population classified in good condition. Mr. Mueller highlighted several areas of the report, including recommendations for varying the types of tree offered during the yearly tree planting cycle to reduce the overall percentage of maple trees in the city.

Assistant City Manager LaFave reported the tree inventory data had been entered into the geographical information system and will be used by city staff when planning for future planting programs, annual tree trimming, construction projects, etc. City Manager Donovan suggested the inventory be done again in 5-10 years to keep the information as updated.

2016-79. A zoning variance hearing was held regarding the request of Bryan & Heidi Krannitz of 2360 Lake Drive to allow the construction of a roof over the existing front porch with a front yard setback of 38.5,' instead of the 58.4' allowed.

Zoning Administrator Faasse noted the request to construct a roof over the existing porch was the only part of a larger remodeling project that required a variance due to a portion of the roof line being within the front yard setback. He stated the roof would overhang the concrete by 1'2" to allow for the columns to support the roof.

Bryan Krannitz, 2360 Lake Drive, explained the intent to add a covered wrap-around porch and an addition over the garage to improve the aesthetics of the home and provide an outdoor seating area in the absence of a back yard.

Mayor Seibold opened a public hearing. No other public comment was received. Mayor Seibold closed the public hearing. The following communications were received at City Hall concerning this variance request:

- Mona Erickson, 931 Breton In Favor.

2016-79-A. Miller-Hamrick. That the request of Bryan & Heidi Krannitz of 2360 Lake Drive to allow the construction of a roof over the existing front porch with a front yard setback of 38.5,' instead of the 58.4' allowed be approved with the condition that the porch remain unenclosed with open sides.

Commissioner Skaggs stated he would support the variance if the space remains open on the sides. He noted it was good to see the improvements at this very visible intersection.

Commissioner Miller thanked the applicants for planning improvements that would fit into the surrounding area so well.

Commissioner Hamrick agreed this would be a welcome addition to this intersection.

Mayor Seibold also supported the renovation plans and the upgrade to a home in such close proximity to Gaslight Village and the community center.

Yeas: Hamrick, Miller, Skaggs, Zigel and Seibold – 5

Nays: -0-

2016-80. Adoption of modified METRO Act right-of-way telecommunications permit and cell license agreement for Distributed Antenna Systems (DAS).

City Attorney Huff explained the new technology trend of locating smaller antennas on existing or new utility poles in urban areas to increase data coverage. This new technology necessitates a special METRO Act permit and a licensing agreement for the issues that fall outside the METRO Act permit. No ordinance change is required at this time. Mr. Huff noted there would likely be updates to these documents over time as additional issues arise.

2016-80-A. Skaggs-Miller. That a special METRO Act right-of-way telecommunications permit and cell license agreement for Distributed Antenna Systems (DAS) be approved as set forth in Exhibits "A" and "B" attached hereto.

City Manager Donovan stated the permits and agreements were a good way to balance the aesthetics of having more antennas in the area with consumer need for more coverage.

Commissioner Hamrick stated she would prefer the telecommunications company use utility poles that run in the rear of properties. City Attorney Huff stated that while that would be preferable, it cannot be required. He also noted that the state may take control of this issue at some point.

Assistant City Manager LaFave stated the new permit and license documents will allow city staff to work with telecommunications companies. He also noted that many area municipalities were working together to provide uniform guidelines to make things easier for the telecommunications companies.

Yeas: Hamrick, Miller, Skaggs, Zigel and Seibold – 5

Nays: -0-

2016-81. Zigel-Hamrick. To approve the consent agenda as follows:

- 2016-81-A. To approve the minutes of the regular meeting held July 18, 2016.
- 2016-81-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$226,018.53; county and school disbursements of \$-0-, and total remaining disbursements of \$ \$400,181.17.
- 2016-81-C. The purchase of two Freightliner dump/plow trucks through Tri-County International Trucks of Dearborn and dump boxes, spreaders plows controllers, hydraulics systems and lighting from Truck & Trailer Specialties of Dutton for a total of \$158,000 per vehicle through the MIDeal purchasing program.
- 2016-81-D. The purchase of two 2017 Ford Interceptors with related equipment and outfitting as requested in the Assistant City Manager memo dated July 15, 2016 in the amount of \$51,600 for each vehicle.

Yeas: Hamrick, Miller, Skaggs, Zagel and Seibold – 5
Nays: -0-

The meeting adjourned at 7:30 p.m., subject to the call of the Mayor until August 1, 2016.

Karen K. Brower, City Clerk

Attachments: A – METRO Act right-of-way telecommunications permit
B – METRO Act cell license agreement

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held August 15, 2016

Mayor Seibold 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 Dills, Hamrick, Miller, Skaggs, Zagel, and Mayor Seibold

Absent: Commissioner Duncan

Also Present: Assistant City Attorney Tobias; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; City Clerk Brower; Sergeants Schweitzer and Davis; Public Safety Officers Brown, Olney, Bradley, Good and Moore; Bike Patrol Cadets Heid and Fender

2016-82. Steve Edison, 2855 Elmwood, introduced Peter D' Arienzo, CEO of the John Ball Zoo, and Dale Robertson, CEO of the Grand Rapids Public Museum. The three spoke about the upcoming millage request on the November ballot that would provide .44 mills for a 10-year period to support operations, exhibits and programs for both entities.

2016-83. Commissioner Zagel announced the "Taste of East" event would be held Thursday, August 18 in Gaslight Village and invited everyone to attend.

Commissioner Skaggs thanked those who voted in the August 2 primary election. He also noted it was good to see former City Commissioner Bill Graham being appointed to the Board of Review.

Assistant City Manager LaFave noted the Lake Drive construction project was on schedule to be completed by Labor Day weekend and thanked the residents and commuters for their patience.

Mayor Seibold thanked the Public Works employees, Public Safety Officers and construction crews for making sure the construction area was secured and drivers were directed to safe detours during the project.

2016-84. City Clerk Brower administered the oath of office to Public Safety Officer Andrew Good.

2016-85. Darwin Bass, Kent County Public Works Director, updated the City Commission on the tipping fee increase at the recycling facility starting January 1, 2017 that will likely result in a fee increase to residential customers.

2016-86. Zagel-Miller. To approve the consent agenda as follows:

2016-86-A. To approve the minutes of the regular meeting held August 1, 2016.

2016-86-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$233,354.78; county and school disbursements of \$5,854,010.88, and total remaining disbursements of \$717,237.71.

2016-86-C. The appointment of Bill Graham of 2830 Cascade Road to the Board of Review for a term ending June 30, 2017.

2016-86-D. A resolution adopting the Vantage Trust II Multiple Collective Investment Funds Trust Participation Agreement with the International City/County Management Association Retirement Corporation as set forth in Exhibit "A" attached hereto.

2016-86-E. A temporary mobile substation and access easement for Consumers Energy for utility substation work at the Public Works Complex property as set forth in Exhibit "B" attached hereto.

- 2016-86-F. The purchase of five sets of firefighting gear from Apollo Fire Equipment of Romeo, Michigan in the amount of \$9,130.00
- 2016-86-G. The purchase of a bypass pump for Public Works operations from Xylem Inc. of Painesville, Ohio in the amount of \$44,644.08.
- 2016-86-H. The preliminary minutes of the Parks & Recreation Commission meeting held June 13, 2016.

Yeas: Dills, Hamrick, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

The meeting adjourned at 6:52 p.m., subject to the call of the Mayor until August 1, 2016.

Karen K. Brower, City Clerk

Attachments: A – Resolution adopting agreement with ICMA-RC.
B – Consumers Energy easement

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held September 6, 2016

Mayor Seibold called the meeting to order at 6:01 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel, and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Parks & Recreation Director Bunn; Public Safety Director Herald; Finance Director Mushong; Zoning Administrator Faasse; City Clerk Brower

2016-87. No public comment was received.

2016-88. Commissioner Dills noted that school was back in session and asked everyone to adjust their driving to accommodate the new drivers and pedestrians heading to school. Mr. Dills also mentioned that the Reeds Lake Triathlon is on Saturday, September 10 and there would be road closures during the race hours.

Commissioner Miller thanked the Public Works staff for all their work overseeing the Lake/Breton/Lakeside project this year. The intersection is now open and looks great.

Commissioner Hamrick announced the Reeds Lake Triathlon is still in need of volunteers to assist.

Commissioner Skaggs reported the 10th anniversary party for the Community Center on August 24 was a great success and thanked the staff and volunteers who put on the event.

Commissioner Zagel reminded everyone to lock their doors to remove the easy opportunity presented by unlocked vehicles and homes.

Commissioner Duncan thanked the Public Safety Department for attending the block party on Amberley Court over the weekend.

City Manager Donovan noted the staff would be putting out materials for residents about the new features in the newly reconstructed intersection.

Mayor Seibold commended Assistant City Manager LaFave for dealing with all the issues and complaints during the construction project. She also thanked Dawn Lewis, Pam Slater and Karen Brower for their work organizing the recent 10th anniversary party for the Community Center.

2016-89. Mayor Seibold announced that due to issues with the public notices, the three variance request on tonight's agenda would be introduced and public comment accepted, but that discussion and decisions would not be made until the September 19 meeting.

2016-90. A zoning variance hearing was held regarding the request of Stacy & Karl Roberts of 1118 Pinecrest to allow the replacement of the existing detached garage with side yard setback of 1.1' instead of the required 3.0' and a building separation of 7.3' from the home instead of the required 10.0.'

Zoning Administrator Faasse explained the plan to replace the existing garage with a new building the of the same size and answered questions from the commission.

Mayor Seibold opened a public hearing. No public comment was received. Mayor Seibold continued the public hearing until the meeting of September 19, 2016.

- 2016-91. A zoning variance hearing was held regarding the request of Joshua Hall of 653 Gladstone and David Emdin of 655 Gladstone to allow the construction of two detached garages with side yard setbacks of 1' instead of the required 3.0' and rear yard setbacks of 2' instead of the required 3.'

Zoning Administrator Faasse explained the current shared garage would be replaced with two separate garages and that each property owner was requesting side and rear setback variances.

Mayor Seibold opened a public hearing. No public comment was received. Mayor Seibold continued the public hearing until the meeting of September 19, 2016.

- 2016-92. Site plan review for Coiffeteria Salon at 610 Lovett.

Zoning Administrator Faasse noted the property had recently been rezoned from residential to commercial, therefore the City Commission was being asked to review and approve the site plan as it is essentially the first time the property has made changes since the rezoning.

Planning Commission Chairman John Barbour reported the Planning Commission had recommended conditions be placed on the approval to ensure that the neighboring properties would be aware of the new construction and that all efforts would be made to minimize the impact of the construction activities on surrounding businesses. He noted the applicant had been very cooperative in working with the Planning Commission during the rezoning and site plan process.

Catherine Jacobs, attorney for Coiffeteria, reported that they have worked with Hoffman Jewelers and United Bank to coordinate deliveries and work by heavy equipment so that everyone knows what is happening and to minimize disruptions. She stated there are two shared parking agreements between the three property owners on file with the Kent County Registrar of Deeds. She did not foresee the need to update either agreement.

Mayor Seibold opened the meeting for public comment. No other public comment was received. Mayor Seibold closed public comment.

- 2016-92-A. Zagel-Duncan. That the site plan submitted by Coiffeteria Salon at 610 Lovett for a new 20x20' one-story addition to the rear of the building and the addition of a handicap ramp and the enlargement of the front porch along with parking lot and landscaping improvements be approved with the following conditions:

1. That Coiffeteria enter into a satisfactory shared access and parking agreement encompassing all property owners and business tenants of 610 Lovett, 2135 Wealthy and 2137 Wealthy and that the agreement be recorded with the Kent County Register of Deeds;
2. That disruptive construction activities and/or transportation of large equipment upon or across the United Bank property occur either before or after bank hours (M-F 9-5, Sat 9-noon) to minimize interference with bank business.

Commissioner Duncan commended the businesses for working together to improve the area while maintaining the parking areas and access routes.

Mayor Seibold thanked the salon for their efforts to accommodate handicapped patrons.

Commissioner Dills felt this was a good investment by the property owner for the newly rezoned property and its use as a salon.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

- 2016-93. Introduction of an ordinance amendment to repeal Section 10.7 of Chapter 101 of Title X of the City Code pertaining to the Traffic Commission.

Assistant City Manager LaFave explained the proposal to transition from a citizen review board to having staff use the Michigan Manual on Uniform Traffic Control Devices to apply consistent principles and solutions for the few traffic control issues that arise. Any special situations would be reviewed by the Infrastructure and City Commission, if needed.

Mayor Seibold stated her appreciation for the time and effort that the members of the Traffic Commission have spent researching and discussing issues over the years, but agreed that this was a much more scientific and consistent approach to dealing with traffic issues.

Commissioner Zagel agreed this was the natural progression to a more efficient system of solving issues.

2016-93-A. Skaggs-Miller. That an ordinance amendment to repeal Section 10.7 of Chapter 101 of Title X of the City Code pertaining to the Traffic Commission be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-94. Miller-Zagel. To approve the consent agenda as follows:

2016-94-A. To approve the minutes of the regular meeting held August 15, 2016.

2016-94-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$458,938.63; county and school disbursements of \$13,265,653.86, and total remaining disbursements of \$2,638,340.07.

2016-94-C. The installation of a butterfly garden on the Schroder Park property at 2618 Reeds Lake Blvd as outlined in the sketch submitted by the volunteers overseeing the project.

Parks & Recreation Director Bunn explained the citizen initiative to plant pollinating shrubs and plants that will attract butterflies. He noted the volunteer group will plant 750 new plants and will water and maintain the area after planting.

2016-94-D. The quarterly financial report for the period ended June 30, 2016.

2016-94-E. The preliminary minutes of the Planning Commission meeting held August 9, 2016.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

Assistant City Manager LaFave updated the City Commission on the new features of the recently completed intersection at Lake/Breton/Lakeside, including new push buttons for the pedestrian crossing signal, a vibrating mechanism to allow the visually impaired to determine when to cross and cameras to detect traffic on off-peak hours and change the signals accordingly.

The meeting adjourned at 6:54 p.m., subject to the call of the Mayor until September 19, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to repeal Section 10.7 pertaining to the Traffic Commission

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held September 19, 2016

Mayor Seibold called the meeting to order at 6:01 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 Dills, Duncan, Hamrick, Miller, Skaggs and Mayor Seibold

Absent: Commissioner Zagel

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Zoning Administrator Faasse; City Clerk Brower

2016-95. Peter Dimitrio, 2621 Inverness spoke about climate change and the need for more renewable energy.

Justin Present, 1442 Sherwood, asked the city to consider making the intersection of Sherwood and Maplewood a 4-way stop following an accident at that corner over the weekend.

2016-96. Commissioner Hamrick noted that city historian Mary Dersch is a fantastic asset to the city with her knowledge of so much of the city's past.

Commissioner Duncan congratulated Mayor Seibold and Commissioner Zagel on their first and second place finishes in the celebrity division of the recent snowplow rodeo driving event at the City of Wyoming. She also noted the EGR employees Jeff Stults and Ben Poll had placed 8th of 32 teams in the professional division.

Commissioner Duncan also thanked the Public Works Department for coordinating all of the road construction projects this summer and for the preventative maintenance work completed by staff.

Commissioner Skaggs noted that the annual leaf pickup program would begin in only a few weeks.

Mayor Seibold thanked DPW employee Jeff Stults for giving her lessons on driving the snowplow and urged commissioners to arrange for an opportunity to ride with one of the drivers this winter to see how much work is involved in driving and plowing.

2016-97. A zoning variance hearing was held regarding the request of Stacy & Karl Roberts of 1118 Pinecrest to allow the replacement of the existing detached garage with side yard setback of 1.1' instead of the required 3.0' and a building separation of 7.3' from the home instead of the required 10.0.'

Zoning Administrator Faasse explained the request to build a new garage in almost exactly the same footprint of the dilapidated garage. He noted a building separation variance for the distance between the home and the garage had been granted several years ago.

Rob Sears of Sears Architects outlined the plan to rebuild the garage and match it to the house.

Mayor Seibold opened a public hearing. No public comment was received. The following communications were received at City Hall concerning this variance request:

- | | |
|-----------------------------------------|-----------|
| - Karl & Sherri Mead, 1147 Pinecrest | In Favor. |
| - John & Patty Woodhouse, 2208 Burchard | In Favor. |
| - Kim Carey, 2220 Burchard | In Favor. |
| - Hester Erlank, 1063 Orchard | In Favor. |
| - Lucy Lafleur, 1124 Pinecrest | In Favor. |
| - Sara & David Kugler, 2130 Burchard | In Favor. |

2016-97-A. Miller-Duncan. That the request of Stacy & Karl Roberts of 1118 Pinecrest to allow the replacement of the existing detached garage with side yard setback of 1.1' instead of the required 3.0' and a building separation of 7.3' from the home instead of the required 10.0.' be approved.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

2016-98. A zoning variance hearing was held regarding the request of Joshua Hall of 653 Gladstone and David Emdin of 655 Gladstone to allow the construction of two detached garages with side yard setbacks of 1' instead of the required 3.0' and rear yard setbacks of 2' instead of the required 3.'

Dave Emdin, 655 Gladstone, explained the request to build two separate garages utilizing a reduced setbacks to allow vehicles to maneuver around the houses.

Mayor Seibold opened a public hearing. No other public comment was offered. Mayor Seibold closed the public hearing. The following communications were received at City Hall concerning this variance request:

- Petition signed by 16 residents. In Favor.

2016-98-A. Duncan-Hamrick. That the request of Joshua Hall of 653 Gladstone to allow the construction of a detached garage with a side yard setback of 1' instead of the required 3.0' and a rear yard setback of 2' instead of the required 3' be approved.

Mayor Seibold thanked the applicants for working together on this project. She felt it made sense for the two homes and the neighborhood.

Commissioner Dills noted the rear yard setbacks would not affect the Clark Home property behind them.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

2016-98-B. Miller-Duncan. That the request of David Emdin of 655 Gladstone to allow the construction of a detached garage with a side yard setback of 1' instead of the required 3.0' and a rear yard setback of 2' instead of the required 3' be approved.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

2016-99. Final Reading of an ordinance amendment to repeal Section 10.7 of Chapter 101 of Title X of the City Code pertaining to the Traffic Commission.

Assistant City Manager LaFave explained the proposal to transition from a citizen board researching and discussing traffic requests to having staff utilize the Michigan Manual on Uniform Traffic Control Devices to standardize the solutions to various issues.

2016-99-A. Skaggs-Duncan. That an ordinance amendment to repeal Section 10.7 of Chapter 101 of Title X of the City Code pertaining to the Traffic Commission be adopted as set forth in Exhibit "A" attached hereto.

Commissioner Miller spoke in favor of the change as the Traffic Commission had not met regularly the last several years due to lack of agenda items. He felt this new method would better match the current practice. He did not feel the new procedure would reduce transparency and would add more standards to the process.

Commissioner Dills felt this would reduce the emotions from the process while utilizing more scientific approaches.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

- 2016-100. Introduction of an ordinance amendment to Article VII of Chapter 2 of Title I of the City Code pertaining to the Department of Public Safety.

City Attorney Huff reviewed each the changes being introduced at this meeting and explained the majority of changes were to change the titles of Police Department and Fire Department and related officials to the Public Safety Department.

- 2016-100-A. Skaggs-Miller. That an ordinance amendment to Article VII of Chapter 2 of Title I of the City Code pertaining to the Department of Public Safety be introduced as set forth in Exhibit “B” attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

- 2016-101. Introduction of an ordinance amendment to Chapter 6 of Title I of the City Code pertaining to the Emergency Management Department.

- 2016-101-A. Dills-Miller. That an ordinance amendment to Chapter 6 of Title I of the City Code pertaining to the Emergency Management Department be introduced as set forth in Exhibit “C” attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

- 2016-102. Introduction of an ordinance amendment to Chapter 13 of Title I of the City Code pertaining to appearance tickets issued by the Public Safety Department.

- 2016-102-A. Miller-Duncan. That an ordinance amendment to Chapter 13 of Title I of the City Code pertaining to appearance tickets issued by the Public Safety Department be introduced as set forth in Exhibit “D” attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

- 2016-103. Introduction of an ordinance amendment to Chapter 14 of Title I of the City Code pertaining to municipal civil infractions.

- 2016-103-A. Dills-Hamrick. That an ordinance amendment to Chapter 14 of Title I of the City Code pertaining to municipal civil infractions be introduced as set forth in Exhibit “E” attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

- 2016-104. Introduction of an ordinance amendment to Chapter 25 of Title II of the City Code pertaining to public utility emergency response.

- 2016-104-A. Dills-Miller. That an ordinance amendment to Chapter 25 of Title II of the City Code pertaining to public utility emergency response be introduced as set forth in Exhibit “F” attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6
Nays: -0-

2016-105. Miller-Skaggs. To approve the consent agenda as follows:

- 2016-105-A. To approve the minutes of the regular meeting held September 6, 2016.
- 2016-105-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$206,743.86; county and school disbursements of \$138,482.43, and total remaining disbursements of \$1,436,335.75.
- 2016-105-C. That the sidewalk funding policy and cost allocation contained in the 2015 streets and sidewalks millage be amended to provide that the City Commission may—on a project-by-project basis—decide to allocate funding above the normal \$50,000 per year for new sidewalks up to 80% of the project cost in order to reduce the percentage charged to the property owners through a special assessment, providing that the total allocated to new sidewalks during the 2015-2025 millage cycle not exceed the allocated \$500,000 aggregate total from the Streets & Sidewalk millage.
- 2016-105-D. The purchase of three work/plow trucks through the MiDeal program from Gorno Ford of Woodhaven, Michigan, Truck & Trailer Specialties of Dutton, Michigan and Berger Chevrolet of Grand Rapids in the total amount of \$124,001.60.
- 2016-105-E. A contract with Groundhawg Excavating and Landscaping LLC of Lowell in the amount of up to \$150,000 for sidewalk repair and replacements according to the sidewalk replacement map.
- 2016-105-F. The appointment of Aaron Smith of 1645 Laurel and Ren Brander of 2648 Lake Drive to the Parks & Recreation Commission for terms ending June 30, 2017.
- 2016-105-G. The preliminary minutes of the Parks & Recreation Commission meeting held August 8, 2016.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs and Seibold – 6

Nays: -0-

The meeting adjourned at 6:31 p.m., subject to the call of the Mayor until October 3, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to repeal Section 10.7 pertaining to the Traffic Commission
B – Ordinance amendment to Article VII of Chapter 2
C – Ordinance amendment to Chapter 6 of Title I
D – Ordinance amendment to Chapter 13 of Title I
E – Ordinance amendment to Chapter 14 of Title I
F – Ordinance amendment to Chapter 25 of Title II

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held October 3, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; City Clerk Brower

2016-106. Peter Dimitriou, 2621 Inverness, handed out a list of books and websites relating to climate change issues.

2016-107. Commissioner Zagel commended the EGR Community Foundation on Friday's spaghetti dinner at the Middle School. Mayor Seibold thanked all the staff and volunteers who worked on the event.

Commissioner Dills welcomed Dave Johnson, a new employee starting soon in the Public Works office.

2016-108. Final Reading of an ordinance amendment to Article VII of Chapter 2 of Title I of the City Code pertaining to the Department of Public Safety.

City Attorney Huff noted that most changes reflected new employee titles, department names and the numbering used in the ordinances.

2016-108-A. Skaggs-Dills. That an ordinance amendment to Article VII of Chapter 2 of Title I of the City Code pertaining to the Department of Public Safety be adopted as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-109. Final Reading of an ordinance amendment to Chapter 6 of Title I of the City Code pertaining to the Emergency Management Department.

2016-109-A. Zagel-Skaggs. That an ordinance amendment to Chapter 6 of Title I of the City Code pertaining to the Emergency Management Department be adopted as set forth in Exhibit "B" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-110. Final Reading of an ordinance amendment to Chapter 13 of Title I of the City Code pertaining to appearance tickets issued by the Public Safety Department.

2016-110-A. Hamrick-Miller. That an ordinance amendment to Chapter 13 of Title I of the City Code pertaining to appearance tickets issued by the Public Safety Department be adopted as set forth in Exhibit "C" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-111. Final Reading of an ordinance amendment to Chapter 14 of Title I of the City Code pertaining to municipal civil infractions.

2016-111-A. Duncan-Dills. That an ordinance amendment to Chapter 14 of Title I of the City Code pertaining to municipal civil infractions be adopted as set forth in Exhibit "D" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-112. Final Reading of an ordinance amendment to Chapter 25 of Title II of the City Code pertaining to public utility emergency response.

2016-112-A. Miller-Hamrick. That an ordinance amendment to Chapter 25 of Title II of the City Code pertaining to public utility emergency response be adopted as set forth in Exhibit "E" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-113. Adoption of a policy for building separation variance requests.

Assistant City Manager LaFave explained the policy would be for staff's use when speaking with residents about the variance policy and procedures.

2016-113-A. Dills-Skaggs. That a policy regarding the commission's consideration of building separation variance requests be adopted as follows:

It is the policy of the City Commission acting as the Zoning Board of Appeals that a minimum building separation of ten feet should be maintained between the principal building on a lot and any accessory building, primarily for reasons of fire safety and property access, but also to reduce undesirable bulk and massing of buildings in residential neighborhoods. While utilizing the standards for variance decisions that are listed in Chapter 50, Article 12, Section 5.103, it shall be the policy of the Commission to deny requests for reduced separation distances for residential properties that exceed 5,000 square feet in area. For lot areas that are less than 5,000 square feet, it shall be the policy of the commission to deny requests for separations of less than six feet.

Commissioner Hamrick noted the Infrastructure has discussed this issue at length and recommends the policy be adopted.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-114. Miller-Duncan. To approve the consent agenda as follows:

2016-114-A. To approve the minutes of the regular meeting held September 19, 2016.

2016-114-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$205,382.80; county and school disbursements of \$143,430.84, and total remaining disbursements of \$1,503,041.43.

2016-114-C. That a temporary loan of \$700,000 at 0% interest from the General Fund to the Water and Sewer fund to finance various capital projects approved in the FY2016-17 budget be approved with the following repayment schedule:

December 1, 2016	\$100,000
January 1, 2017	\$100,000
February 1, 2017	\$100,000
March 1, 2017	\$200,000
April 1, 2017	\$200,000

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

The meeting adjourned at 6:14 p.m., subject to the call of the Mayor until October 17, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Article VII of Chapter 2
B – Ordinance amendment to Chapter 6 of Title I
C – Ordinance amendment to Chapter 13 of Title I
D – Ordinance amendment to Chapter 14 of Title I
E – Ordinance amendment to Chapter 25 of Title II

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held October 17, 2016

Mayor Seibold 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 Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: Commissioner Dills

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; City Clerk Brower

2016-115. Peter Dimitriou, 2621 Inverness, handed out information regarding the selection of environmentally friendly vehicles.

2016-116. Commissioner Skaggs reported that absentee ballots are available from the clerk's office to those who qualify.

City Manager Donovan announced that Halloween trick-or-treating would take place on Monday, October 31 from 6 to 8 p.m.

Mayor Seibold reminded everyone that the Public Safety Department would hold their annual open house on Saturday, October 22 from 10 am until noon.

2016-117. Doug Vredevelde of Vredevelde Haefner reviewed the audited financial statements for the fiscal year ended June 30, 2016 and answered questions from the City Commission. Mr. Vredevelde noted the pension liability and OPEB funding were the only issues facing the city in the next several years.

2016-118. Introduction of an ordinance amendment to Section 5.27 of Chapter 50 of Title V of the City Code pertaining to permitted land uses in residential districts.

Assistant City Manager LaFave explained the City Commission had recently approved a special use permit for Calvin College to convert a single-family home into dormitory housing for students. He noted this ordinance change would codify the special use.

Mayor Seibold opened a public hearing. No public comment was received. Mayor Seibold closed the public hearing.

2016-118-A. Duncan-Miller. That an ordinance amendment to Section 5.27 of Chapter 50 of Title V of the City Code pertaining to permitted land uses in residential districts be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 6

Nays: -0-

2016-119. Introduction of an ordinance amendment to repeal Articles 1 – 4 of Chapter 33 of Title III of the City Code pertaining to lakes and waterways.

City Attorney Huff explained the ordinance amendments were repealing unused sections, changing names to reflect the combined Public Safety Department, and renumbering remaining sections.

2016-119-A. Miller-Skaggs. That an ordinance amendment to repeal Articles 1 – 4 of Chapter 33 of Title III of the City Code pertaining to lakes and waterways be introduced as set forth in Exhibit “B” attached hereto.

Yeas: Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-120. Introduction of an ordinance amendment to Article V of Chapter 41 of Title IV of the City Code pertaining to house moving.

2016-120-A. Zagel-Hamrick. That an ordinance amendment to Article V of Chapter 41 of Title IV of the City Code pertaining to house moving be introduced as set forth in Exhibit “C” attached hereto.

Yeas: Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-121. Introduction of an ordinance amendment to Article I of Chapter 77 of Title VII of the City Code pertaining to recreation, amusements and games.

2016-121-A. Skaggs-Zagel. That an ordinance amendment to Article I of Chapter 77 of Title VII of the City Code pertaining to recreation, amusements and games introduced as set forth in Exhibit “D” attached hereto.

Yeas: Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-122. Introduction of an ordinance amendment to Chapter 92 of Title IX of the City Code pertaining to animal control.

2016-122-A. Duncan-Miller. That an ordinance amendment to Chapter 92 of Title IX of the City Code pertaining to animal control be introduced as set forth in Exhibit “E” attached hereto.

Yeas: Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-123. Introduction of an ordinance amendment to Chapter 93 of Title IX of the City Code pertaining to miscellaneous offenses.

2016-123-A. Hamrick-Zagel. That an ordinance amendment to Chapter 93 of Title IX of the City Code pertaining to miscellaneous offenses be introduced as set forth in Exhibit “F” attached hereto.

Yeas: Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-124. Zagel-Miller. To approve the consent agenda as follows:

2016-124-A. To approve the minutes of the regular meeting held October 3, 2016.

2016-124-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$209,504.87; county and school disbursements of \$-0-, and total remaining disbursements of \$1,019,187.94.

- 2016-124-C. The purchase of a sewer camera system from C&S Solutions of Harrison, Ohio in the amount not-to-exceed \$10,000.
- 2016-124-D. A contract with VanWyk Risk Solutions for property and liability insurance through Travelers Insurance in the amount of \$185,405.00.
- 2016-124-E. A resolution amending the FY2016-17 budget for the quarter ending September 30, 2016.

Yeas: Duncan, Hamrick, Miller, Skaggs, Zigel and Seibold – 6
Nays: -0-

The meeting adjourned at 6:30 p.m., subject to the call of the Mayor until November 7, 2016.

Karen K. Brower, City Clerk

- Attachments:
- A – Ordinance amendment to Section 5.27 of Chapter 50
 - B – Ordinance amendment to repeal Articles 1-4 of Chapter 33
 - C – Ordinance amendment to Article V of Chapter 41
 - D – Ordinance amendment to Article I of Chapter 77
 - E – Ordinance amendment to Chapter 92 of Title IX
 - F – Ordinance amendment to Chapter 93 of Title IX

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held November 7, 2016

Mayor Seibold 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 Dills, Hamrick, Miller, Skaggs, Zigel and Mayor Seibold

Absent: Commissioner Duncan

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; Zoning Administrator Faasse; City Clerk Brower

2016-125. No public comment was received.

2016-126. Commissioner Dills reminded everyone to vote tomorrow.

Commissioner Miller asked citizens to be very careful when driving in the dark mornings when children are walking and biking to school.

Commissioner Skaggs thanked the clerk's staff for all their preparation work for tomorrow's election and thanked the many election workers who will be working at the various precincts.

Commissioner Zigel noted that things are going well in Gaslight Village with one business expanding and new businesses coming soon.

Mayor Seibold reported she had recently met with Jade Pig Ventures for an update on their properties in Gaslight Village as well.

Commissioner Zigel announced the annual tree lighting ceremony would be held on Friday, November 25 from 5 to 8 p.m. with the usual music, s'mores and visit from Santa.

Mayor Seibold thanked City Clerk Brower and the Finance Department staff for all the time spent preparing for the election – especially for issuing and organizing all the absentee ballots submitted by residents.

2016-127. A zoning variance hearing was held regarding the request of Jacques Cyr of 2220 Argentina to allow the construction of an attached garage with a rear yard setback of 18' instead of the required 25.'

Zoning Administrator Faasse explained the request to remove the detached garage and build a new garage attached to the home, creating a reduced rear yard setback.

Commissioner Miller asked if a 2nd story could be added over the garage in the future. Mr. Faasse stated that once the variance was granted to allow the setback, the garage could be renovated to add a second story as long as the setback was not changed. Mr. Faasse added the proposed garage addition did not necessitate a lot coverage variance.

Jacques Cyr, 2220 Argentina, explained the attached garage would allow them to maximize the greenspace on their property. He noted they were not planning a second story or a pitched roof on the garage to avoid blocking a bedroom window.

- 2016-130. Final Reading of an ordinance amendment to Article V of Chapter 41 of Title IV of the City Code pertaining to house moving.
- 2016-130-A. Hamrick-Dills. That an ordinance amendment to Article V of Chapter 41 of Title IV of the City Code pertaining to house moving be adopted as set forth in Exhibit "C" attached hereto.
- Yeas: Dills, Hamrick, Miller, Skaggs, Zagal and Seibold – 6
Nays: -0-
- 2016-131. Final Reading of an ordinance amendment to Article I of Chapter 77 of Title VII of the City Code pertaining to recreation, amusements and games.
- 2016-131-A. Miller-Zagal. That an ordinance amendment to Article I of Chapter 77 of Title VII of the City Code pertaining to recreation, amusements and games be adopted as set forth in Exhibit "D" attached hereto.
- Yeas: Dills, Hamrick, Miller, Skaggs, Zagal and Seibold – 6
Nays: -0-
- 2016-132. Final Reading of an ordinance amendment to Chapter 92 of Title IX of the City Code pertaining to animal control.
- 2016-132-A. Zagal-Skaggs. That an ordinance amendment to Chapter 92 of Title IX of the City Code pertaining to animal control be adopted as set forth in Exhibit "E" attached hereto.
- Yeas: Dills, Hamrick, Miller, Skaggs, Zagal and Seibold – 6
Nays: -0-
- 2016-133. Final Reading of an ordinance amendment to Chapter 93 of Title IX of the City Code pertaining to miscellaneous offenses.
- 2016-133-A. Dills-Hamrick. That an ordinance amendment to Chapter 93 of Title IX of the City Code pertaining to miscellaneous offenses be introduced as set forth in Exhibit "F" attached hereto.
- Yeas: Dills, Hamrick, Miller, Skaggs, Zagal and Seibold – 6
Nays: -0-
- 2016-134. Zagal-Hamrick. To approve the consent agenda as follows:
- 2016-134-A. To approve the minutes of the regular meeting held October 17, 2016.
- 2016-134-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$256,388.72; county and school disbursements of \$104,476.17, and total remaining disbursements of \$779,137.04.
- 2016-134-C. Contracts with Symetra as the stop loss carrier, with Physician's Care as the PPO provider and with Madison National Life for life, accidental death and dismemberment and long-term disability coverage as recommended by the Finance Director in the memo dated October 17, 2016.
- 2016-134-D. The quarterly financial statement for the period ending September 30, 2016.
- 2016-134-E. An extension of the contract with Twin Lakes Nursery of Grand Rapids for the annual tree planting program as outlined in the agenda memo.
- Yeas: Dills, Hamrick, Miller, Skaggs, Zagal and Seibold – 6
Nays: -0-

2016-134-F. Miller-Dills. Motion to enter into an executive session to discuss pending litigation in accordance with Section 8(e) of the Open Meetings Act. A roll call vote was taken.

Yeas: Dills, Hamrick, Miller, Skaggs, Zigel and Seibold – 6
Nays: -0-

The meeting adjourned at 6:37 p.m., subject to the call of the Mayor until November 21, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Section 5.27 of Chapter 50
B – Ordinance amendment to repeal Articles 1-4 of Chapter 33
C – Ordinance amendment to Article V of Chapter 41
D – Ordinance amendment to Article I of Chapter 77
E – Ordinance amendment to Chapter 92 of Title IX
F – Ordinance amendment to Chapter 93 of Title IX

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held November 21, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Zagel and Mayor Seibold

Absent: Commissioner Skaggs

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; Zoning Administrator Faasse; City Clerk Brower

2016-135. No public comment was received.

2016-136. Commissioner Dills congratulated the high school girls swim/dive team on their recent State championship.

Commissioner Miller thanked all of the election workers who participated in making the November Presidential election run so smoothly.

Commissioner Zagel congratulated Commissioner Skaggs on his election to the Kent County Board of Commissioners. He also thanked the city staff and election workers for all their work on the election. Mr. Zagel noted the annual tree lighting ceremony would be held on Friday with ornament sales to benefit the schools foundation. He also congratulated Sacred Roots salon on their new expansion and name change.

Mayor Seibold invited everyone to attend the tree lighting on Friday evening and noted she would be accompanying Santa to the event.

2016-137. Introduction of an ordinance to amend Chapter 94 of Title IX of the City Code pertaining to model rocket engines.

City Attorney Huff reviewed the ordinances that would be amended, noting that the majority of the changes were to change references, remove obsolete sections, change department names and to allow the city commission to set rates outside of the ordinance. He also noted the last ordinance amendment would repeal the bike helmet requirement for those under the age of 18.

2016-137-A. Miller-Hamrick. That an ordinance to amend Chapter 94 of Title IX of the City Code pertaining to model rocket engines be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6

Nays: -0-

2016-138. Introduction of an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives.

2016-138-A. Dills-Miller. That an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6

Nays: -0-

2016-139. Introduction of an ordinance to amend Chapter 101 of Title X of the City Code pertaining to traffic code.

2016-139-A. Zagel-Duncan. That an ordinance amend Chapter 101 of Title X of the City Code pertaining to traffic code be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

2016-140. Introduction of an ordinance to amend Chapter 102 of Title X of the City Code pertaining to bicyclists.

2016-140-A. Hamrick-Duncan. That an ordinance to amend Chapter 102 of Title X of the City Code pertaining to bicyclists be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

2016-141. Introduction of an ordinance to amend Chapter 103 of Title X of the City Code pertaining to traffic violations.

2016-141-A. Zagel-Duncan. That an ordinance to amend Chapter 103 of Title X of the City Code pertaining to traffic violations be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

2016-142. Introduction of an ordinance to repeal Chapter 105 of Title X of the City Code pertaining to bicycle helmets.

2016-142-A. Hamrick-Duncan. That an ordinance to repeal Chapter 105 of Title X of the City Code pertaining to bicycle helmets be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

2016-143. Resolution electing to comply with the provisions of Public Act 152 of 2011 by exercising the city's right to exempt itself from the requirements of the Act.

2016-143-A. Miller-Zagel. That a resolution electing to comply with the provisions of Public Act 152 of 2011 by exercising the city's right to exempt itself from the requirements of the Act be adopted as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

2016-144. Adoption of policy on undesignated fund balances.

2016-144-A. Zagel-Miller. That an amended policy setting the City's fund balance policy be adopted as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

2016-145. Adoption of policy on debt management practices.

2016-145-A. Zagel-Hamrick. That a new policy outlining the city's debt management practices be adopted as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

2016-146. Miller-Zagel. To approve the consent agenda as follows:

2016-146-A. To approve the minutes of the regular meeting held November 7, 2016.

2016-146-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$278,102.60; county and school disbursements of \$-0-, and total remaining disbursements of \$604,015.63.

2016-146-C. The purchase of a chest compression machine for the Public Safety Department from Physio-Control of Redmond, Washington in the amount of \$15,205.04.

2016-146-D. The closing of the Reeds Lake Culvert and Trail Capital Project Fund in the city's accounting system and the final transfer of outstanding cash balance to the Local Street Fund.

2016-146-E. The special assessment procedure and schedule for the proposed Lake Drive sidewalk project was received as information.

Yeas: Dills, Duncan, Hamrick, Miller, Zagel and Seibold – 6
Nays: -0-

The meeting adjourned at 6:25 p.m., subject to the call of the Mayor until December 5, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Chapter 94
B – Ordinance amendment to Chapter 95
C – Ordinance amendment to Section 1.603 of Chapter 101
D – Ordinance amendment to Chapter 102
E – Ordinance amendment to Chapter 103
F – Ordinance amendment to Chapter 105
G – Resulting opting out of the provisions of PA152
H – Policy on Undesignated Fund Balances
I – Policy on Debt Management Practices

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held December 5, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; Parks & Recreation Director Bunn; Zoning Administrator Faasse; City Clerk Brower

2016-147. No public comment was received.

2016-148. City Manager Donovan noted that the fall leaf pickup program wrapped up this week for the winter.

2016-149. A zoning variance hearing was held regarding the request of Todd Rookus of 509 Manhattan to allow the construction of a covered porch and an addition to the garage creating a front yard setback of 24.2' instead of the required 29.0.'

Zoning Administrator Faasse explained an average setback of 29' was required due to surrounding setbacks. He noted the applicants wished to expand the garage and add a front porch to this home.

Todd Rookus, 4 Burr Oak, Grand Rapids, was present to explain the request for a second garage stall and a larger front porch. He explained there would be patio space above the new garage and that the project would not impact the south end of the home or property at all.

Mayor Seibold opened a public hearing. No other public comment was received. Mayor Seibold closed the public hearing.

2016-149-A. Dills-Miller. That the request of Todd Rookus of 509 Manhattan to allow the construction of a covered porch and an addition to the garage creating a front yard setback of 24.2' instead of the required 29.0' be approved.

Commissioner Dills noted this was an unusual lot with the slope of the hillside and the narrowing of the lot. He also felt there was virtually no impact on the neighbors because of the park across the street.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-150. Final Reading of an ordinance to amend Chapter 94 of Title IX of the City Code pertaining to model rocket engines.

2016-150-A. Skaggs-Zagel. That an ordinance to amend Chapter 94 of Title IX of the City Code pertaining to model rocket engines be adopted as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7

Nays: -0-

2016-151. Final Reading of an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives.

2016-151-A. Zagel-Hamrick. That an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives be adopted as set forth in Exhibit "B" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-152. Final Reading of an ordinance to amend Chapter 101 of Title X of the City Code pertaining to traffic code.

2016-152-A. Duncan-Hamrick. That an ordinance amend Chapter 101 of Title X of the City Code pertaining to traffic code be adopted as set forth in Exhibit "C" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-153. Final Reading of an ordinance to amend Chapter 102 of Title X of the City Code pertaining to bicyclists.

2016-153-A. Hamrick-Miller. That an ordinance to amend Chapter 102 of Title X of the City Code pertaining to bicyclists be adopted as set forth in Exhibit "D" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-154. Final Reading of an ordinance to amend Chapter 103 of Title X of the City Code pertaining to traffic violations.

2016-154-A. Miller-Duncan. That an ordinance to amend Chapter 103 of Title X of the City Code pertaining to traffic violations be adopted as set forth in Exhibit "E" attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-155. Final Reading of an ordinance to repeal Chapter 105 of Title X of the City Code pertaining to bicycle helmets.

Donna Messina, 2247 Brighton, spoke on behalf of the Greater Grand Rapids Bicycle Coalition to ask that the ordinance remain in place in an effort to combine laws and public education to increase awareness for cyclists and safety procedures. She felt repealing the ordinance would leave the youngest citizens in danger.

Commissioner Zagel thanked those who spoke and email about this issue and stated he was not inclined to repeal the ordinance at this time.

Commissioner Miller agreed, stating he would be willing to entertain changes to the ordinance in the future if needed to encourage compliance.

Mayor Seibold reported the school district favored keeping the helmet regulations. Mayor Seibold noted the rules were hard to enforce, but that they reminded parents and children of the importance of bicycle helmets.

The City Commission declined to adopt the proposed ordinance amendment repealing the helmet ordinance.

2016-156. Approval of publication notice for Public Safety ordinances.

2016-156-A. Dills-Zagel. That a notice outlining the recently adopted ordinance amendments for the Public Safety Department be approved with the removal of the Chapter 105 amendment and the City Clerk be authorized to use this notice in lieu of publishing each ordinance amendment individually.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-157. Resolution beginning the special assessment procedures relating to the Lake Drive Sidewalk Special Assessment District.

2016-157-A. Miller-Zagel. That a resolution outlining the proposed construction of a sidewalk on the north side of Lake Drive near the east City limits and requesting the City Manager to prepare the necessary information be adopted as set forth in Exhibit “F” attached hereto.

Commissioner Miller reported the Finance Committee has discussed this at length and assisted staff with the outline of the assessment process.

Commissioner Skaggs noted the Street & Sidewalk Millage approved by voters last year anticipated this type of project to add sidewalks in the few areas where they may still be needed.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

2016-158. Dills-Duncan. To approve the consent agenda as follows:

2016-158-A. To approve the minutes of the regular meeting held November 21, 2016.

2016-158-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$222,683.50; county and school disbursements of \$-0-, and total remaining disbursements of \$509,331.40.

Yeas: Dills, Duncan, Hamrick, Miller, Skaggs, Zagel and Seibold – 7
Nays: -0-

The meeting adjourned at 6:30 p.m., subject to the call of the Mayor until December 5, 2016.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Chapter 94
B – Ordinance amendment to Chapter 95
C – Ordinance amendment to Section 1.603 of Chapter 101
D – Ordinance amendment to Chapter 102
E – Ordinance amendment to Chapter 103
F – Resolution regarding the Lake Drive Sidewalk Special Assessment District

Attachments listed above are available for inspection at the office of the City Clerk.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held December 19, 2016

Mayor Seibold 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 Dills, Duncan, Hamrick, Skaggs, Zagel and Mayor Seibold

Absent: Commissioner Miller

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Public Safety Director Herald; Finance Director Mushong; Parks & Recreation Director Bunn; Zoning Administrator Faasse; City Clerk Brower

2016-158. Peter Dimitriou, 2621 Inverness, gave a holiday update on climate changes, including the fact that reindeer are losing their habitat and a modified Christmas carol about caring for the environment.

2016-159. Mayor Seibold reported she had attended the annual employee appreciation luncheon last week and spoke with many employees about how much their work means to the citizens of East Grand Rapids.

2016-160. Zagel-Skaggs. Motion to add to the consent agenda a request to award a contract for in-car video systems for the Public Safety Department. A roll call vote was taken.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-161. Mayor Seibold presented Commissioner Skaggs with a proclamation and a clock in appreciation of his five years of service as 1st Ward Commissioner and wished him well in his new role as Kent County Commissioner.

Commissioner Skaggs stated that he has thoroughly enjoyed his five years as commissioner and thanked each of the commissioners and staff that he has worked with during that time. He stated he was especially proud of being a part of the passing of the non-discrimination ordinance and the street and sidewalk millage proposal.

2016-162. Acceptance of the statement of preliminary proceedings for the Lake Drive Sidewalk Special Assessment District.

Assistant City Manager LaFave reviewed the preliminary information that has been compiled for the assessment district to add a sidewalk to the north side of Lake Drive near the East city limits.

2016- -A. Skaggs-Duncan. That the statement of preliminary proceedings for the Lake Drive Sidewalk Special Assessment District be approved as set forth in Exhibit “A” attached hereto.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-163. Resolution setting a hearing of necessity for the Lake Drive Sidewalk Special Assessment District.

2016- -A. Duncan-Dills. That a resolution setting a hearing of necessity for the Lake Drive Sidewalk Special Assessment District for January 3, 2017 at 6 p.m. be adopted as set forth in Exhibit “B” attached hereto.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zagel and Seibold – 6
Nays: -0-

2016-164. Introduction of an ordinance to amend Chapter 31 of Title III of the City Code pertaining to parks general regulations.

City Attorney Huff explained the ordinance amendments included adding definitions and special event permit language while prohibiting commercial activities and swimming at Collins Park. There are also new sections on media production on public property and formalizing the role of the Parks & Recreation Commission.

2016- -A. Dills-Hamrick. That an ordinance to amend Chapter 31 of Title III of the City Code pertaining to parks general regulations be introduced as set forth in Exhibit "C" attached hereto.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zigel and Seibold – 6
Nays: -0-

2016-165. Introduction of an ordinance to amend Article I of Chapter 31 of Title III of the City Code pertaining to rules and regulations for public parks.

2016- -A. Zigel-Hamrick. That an ordinance to amend Article I of Chapter 31 of Title III of the City Code pertaining to rules and regulations for public parks be introduced as set forth in Exhibit "D" attached hereto.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zigel and Seibold – 6
Nays: -0-

2016-166. Introduction of an ordinance to add Chapter 33 to Title III of the City Code pertaining to media production on public property.

2016- -A. Hamrick-Dills. That an ordinance to add Chapter 33 to Title III of the City Code pertaining to media production on public property be introduced as set forth in Exhibit "E" attached hereto.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zigel and Seibold – 6
Nays: -0-

2016-167. Introduction of an ordinance to add Chapter 35 to Title III of the City Code pertaining to the Parks & Recreation Commission.

2016- -A. Skaggs-Zigel. That an ordinance to add Chapter 35 to Title III of the City Code pertaining to the Parks & Recreation Commission be introduced as set forth in Exhibit "F" attached hereto.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zigel and Seibold – 6
Nays: -0-

2016-168. Zigel-Dills. To approve the consent agenda as follows:

2016- -A. To approve the minutes of the regular meeting held December 5, 2016.

2016- -B. Report of Finance Committee on disbursement of funds: payroll disbursements of ordinance to add Chapter 35 to Title III of the City Code pertaining to the Parks & Recreation Commission.

2016- -C. A three-year contract with Everlasting Blooms for the 2017, 2018 and 2019 for flowers for the streetscape areas in the total amount of \$34,190.00.

2016- -D. The reappointment of David Bilardello of 703 Bagley to a two-year term on the Interurban TYransit Partnership Board ending December 31, 2018.

2016- -E. A contract for a topographic study and a drainage study for Plymouth Road between Franklin and Lake Drive with Moore & Bruggink in the amount not-to-exceed \$7,250.00

2016- -F. The preliminary minutes of the Parks & Recreation Commission meeting held November 14, 2016.

- 2016- -G. The Public Safety Department's quarterly report for the period ending June 30, 2016.
- 2016- -H. The Public Safety Department's quarterly report for the period ending June 30, 2016.
- 2016- -I. The purchase of a digital in-car video system for the Public Safety Department from CDW-G of Chicago, Illinois in the amount of \$70,077.46.

Yeas: Dills, Duncan, Hamrick, Skaggs, Zagel and Seibold – 6
Nays: -0-

The meeting adjourned at 6:25 p.m., subject to the call of the Mayor until January 3, 2017.

Karen K. Brower, City Clerk

- Attachments:
- A – Lake Drive Sidewalk Special Assessment District Statement of Preliminary Proceedings
 - B – Resolution setting hearing of necessity for Lake Drive Sidewalk Special Assessment District
 - C – Ordinance amendment to Chapter 31 of Title III
 - D – Ordinance amendment to Article I of Chapter 31 of Title III
 - E – Ordinance amendment to add Chapter 33
 - F – Ordinance amendment to add Chapter 35

Attachments listed above are available for inspection at the office of the City Clerk.