

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held January 3, 2017

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, Zagel and Mayor Seibold

Absent: Commissioner Hamrick

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

2017-1. No public comment was received.

2017-2. Commissioner Miller thanked the Public Safety Department for providing assistance to the Grand Rapids Police Department in January with a situation involving shots fired at a Grand Rapids officer.

Commissioner Zagel announced that Kilwin's Fudge would be the new tenant in the storefront formerly occupied by Sweetielicious.

City Manager Donovan reminded residents that the City would be picking up Christmas trees and wreaths until Friday, January 13 when placed on the curb next to the roadway.

Mayor Seibold reported she had provided breakfast to the Public Safety officers on duty on New Year's morning as a thank you for all they do to keep our city safe.

2017-3. Lake Drive Sidewalk Special Assessment District.

Assistant City Manager LaFave explained the need to hold a hearing on the necessity of the sidewalk improvement and then adopt a resolution setting the interest rate and setting a final public hearing on the assessment roll.

City Manager Donovan noted that the 2015 Street & Sidewalk millage would be funding 80% of the new sidewalk and residents would pay the remaining 20% according to the frontage on the sidewalk. Property owners will have the option of paying the assessment in one lump sum to avoid any interest charges or setting up a payment plan over 10 years.

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

- Alexander Miller, 1350 Woodshire

Voted no because they already have a sidewalk on the Woodshire side of their property and won't ever use the new sidewalk. Felt the new sidewalk would benefit the other property owners and wondered why they had to share the cost of a sidewalk they wouldn't use.

- Mary Jane Miller, 1350 Woodshire

Felt that Calvin College should share in the cost as their students would be the ones using it most. City Manager Donovan noted that the other property owners were paying a larger proportional share because the Millers already had a sidewalk on the other frontage. He also stated that Calvin College was not required to participate in the special assessment district because their property did not front on the new sidewalk.

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

2017-3-A. Miller-Dills. That a resolution determining the necessity of the Lake Drive Sidewalk Special Assessment District as a public improvement be adopted as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5
Nays: -0-

2017-3-B. Duncan-Miller. That the assessment roll for the Lake Drive Sidewalk Special Assessment District as set forth in Exhibit "B" attached hereto be certified as correct.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5
Nays: -0-

2017-3-C. Dills-Zagel. That a resolution setting a hearing on the assessment roll for the Lake Drive Sidewalk Special Assessment District for February 6, 2017 at 6 p.m. be adopted as set forth in Exhibit "C" attached hereto.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5
Nays: -0-

2017-4. Final Reading of an ordinance to amend Chapter 31 of Title III of the City Code pertaining to parks general regulations.

2017-4-A. Miller-Dills. 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 "D" attached hereto.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5
Nays: -0-

2017-5. Final Reading 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.

2017-5-A. Zagel-Miller. 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 "E" attached hereto.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5
Nays: -0-

2017-6. Final Reading of an ordinance to add Chapter 33 to Title III of the City Code pertaining to media production on public property.

2017-6-A. Zagel-Duncan. 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 "F" attached hereto.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5
Nays: -0-

2017-7. Final Reading of an ordinance to add Chapter 35 to Title III of the City Code pertaining to the Parks & Recreation Commission.

2017-7-A. Dills-Miller. 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 "G" attached hereto.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5
Nays: -0-

2017-8. Dills-Zagel. To approve the consent agenda as follows:

2017-8-A. To approve the minutes of the regular meeting held December 19, 2016.

2017-8-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$217,407.11; county and school disbursements of \$300,104.29, and total remaining disbursements of \$261,578.47.

2017-8-C. The purchase of computer hardware from Ocean Inc. in the amount of \$6,588.00.

2017-8-D. A contract with RAM Construction Services of Wyoming in the amount of \$8,400.00 for the waterproofing of the elevator hoistway pit at the Community Center.

2017-8-E. Contracts for the remodeling of the kitchen at the Public Safety Building as follows: Dave Klomprens Builders for \$5,794.94 for general contractor services; Decker and Sons in the amount of \$5,330.00 for appliances; Flooring America in the amount of \$781.60 for flooring; Rivershores Building Products in the amount of \$3,220.00; Premiere Granite and Stone in the amount of \$2,783.13 for countertops and approval of \$7,090.33 for miscellaneous costs and project contingencies for a grant total not to exceed \$25,000.

Yeas: Dills, Duncan, Miller, Zagel and Seibold – 5

Nays: -0-

The meeting adjourned at 6:24 p.m., subject to the call of the Mayor until January 16, 2017.

Karen K. Brower, City Clerk

Attachments: A – Lake Drive Sidewalk Special Assessment District Resolution Determining Necessity
B – Lake Drive Sidewalk Special Assessment District Certified Assessment Roll
C – Lake Drive Sidewalk Special Assessment District Resolution Setting Haring on Assessment Roll
D – Ordinance amendment to Chapter 31 of Title III
E – Ordinance amendment to Article I of Chapter 31 of Title III
F – Ordinance amendment to Chapter 33 of Title III
G – Ordinance amendment to Chapter 35 of Title III

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 January 16, 2017

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: None

Also Present: City Attorney Huff; City Manager Donovan; Public Safety Director Herald; City Clerk Brower

2017-9. Matt Feyen, 630 Rosewood, was present to protest last year's water/sewer rate increase. He felt the increase unfairly affected duplexes and stated he was now paying 40% more than a single-family home. He cited several sections of the city code that he felt supported his position that the rates be based only on usage.

2017-10. Commissioner Miller thanked the Public Works Department for their work in keeping EGR streets in good condition last week when many other areas were extremely icy.

Commissioner Hamrick reminded everyone of the significance of the Martin Luther King holiday.

Commissioner Zagel reported the Gaslight Village Business Association Board would be meeting next week to begin planning for 2017.

Mayor Seibold announced that the discussion of the Master Plan contract would be removed from the consent agenda and discussed separately and that the approval of the classification and compensation schedule would be postponed until the next City Commission meeting.

2017-11. Request to award a contract to conduct an update of the City's Comprehensive Master Plan.

City Manager Donovan explained the Master Plan was updated in 1999 and the Gaslight Village SubArea Plan was updated in 2006. The City received two proposals in response to an RFP sent out in November 2016. Both firms were interviewed by a subcommittee of Planning and City Commissioners who recommend a contract with MKSK to perform the master plan.

Planning Commission Chairperson John Barbour reported the committee felt the expertise of Brad Strader and his team on the various plans and updates done for the city in recent years would best serve the city in the upcoming process. He felt that since the new master plan would serve the city for 10-15 years, MKSK's higher fees should be viewed as amortized over those years and worth the extra cost.

2017-11-A. Dills-Miller. That a contract with MKSK/PLB Planning Group to provide an update of the City's Master Plan at a cost of \$79,250.00 be approved as requested.

Commissioner Dills noted that the interview process clearly showed the experience of MKSK to work with the city, businesses and the public on this project.

Mayor Seibold stated she had gone into the interviews planning to prefer the bid from Williams & Works as it was much lower, but changed her mind during the interview process based on the knowledge, expertise, nationwide resources and the breadth of the staff's experience contained in the MKSK proposal.

Commissioner Duncan questioned the master plan process and the opportunity for public input. Mayor Seibold and Commissioner Dills explained there would be a series of meetings to explain the process and public input sessions and surveys along the way as well as specific meetings with the schools, Gaslight Village Business Association representatives, hospital administrators, etc.

City Manager Donovan explained the relationship with several members of the city's former planning firm and noted that Paul LeBlanc would be involved in the project along with Brad Strader and other MKSK staff

members from other offices around the country. He noted the cost of the consulting work with MKSK would be split over the 2016-17 and 2017-18 fiscal years.

Commissioner Duncan asked if it would be worthwhile to reopen the proposal process to see if additional proposals could be solicited. Mr. Donovan explained the RFP was sent to six firms and only two responded. He noted that there were a limited number of certified planners qualified to conduct a comprehensive master plan in the state. Mayor Seibold stated that while she would have preferred additional proposals to have more options, she was very comfortable with the national expertise and local personnel offered by MKSK.

Commissioner Zagel also expressed disappointment that only two proposals were received, but was satisfied with the detailed process outline provided by MKSK that included so much public input. He looked forward to seeing many new ideas for the future of East Grand Rapids.

Commissioner Zagel questioned whether MKSK would be retained for ongoing planning assistance after the master plan was finished. City Manager Donovan stated the intention was to use MKSK for the time being for continuity, but that the arrangement would be reevaluated after the master plan was finished.

Commissioner Hamrick expressed concern about the cost difference but was willing to agree the expertise offered by MKSK would be very welcome for this project. The commission discussed the possibility of looking for additional proposals, but most agreed that it was unlikely that additional proposals would provide more experience or a better result.

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

Commissioner Miller thanked the subcommittee for the time and deliberation involved in reviewing, interviewing and deliberating on these proposals.

2017-12. Zagel-Duncan. To approve the consent agenda as follows:

2017-12-A. To approve the minutes of the regular meeting held January 3, 2017.

2017-12-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$223,746.35; county and school disbursements of \$958,088.54, and total remaining disbursements of \$235,511.49.

2017-12-C. A five-year contract with Vredevelde Haefner LLC for annual audits of the city's financial statements in the amounts of \$13,650 for FY 2017, \$13,900 for FY 2018, \$14,250 for FY 2019, \$14,500 for FY 2020 and \$14,750 for FY 2021.

2017-12-D. An extension of the easement with Consumers Energy for the Ramona electric utility substation upgrade project at Remington Park until April 1, 2017 as set forth in Exhibit "A" attached hereto.

2017-12-E. Preliminary minutes of the Joint Facilities Committee meeting held November 10, 2016.

2017-12-F. The Public Safety Department Quarterly Report for the period ending September 30, 2016.

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

The meeting adjourned at 6:52 p.m., subject to the call of the Mayor until February 6, 2017.

Karen K. Brower, City Clerk

Attachments: A – Easement with Consumers Energy for Ramona substation 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 February 6, 2017

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, Zagel and Mayor Seibold

Absent: None

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

2017-13. Dennis Murphy, 2879 Elwood, Grandville, asked East Grand Rapids to consider adopting an ordinance to require vehicles stay 5' away from walkers, joggers and cyclists. He indicated he was approaching all six cities in the metropolitan area about this issue and offered to assist with grant applications for signage and education for a new ordinance.

Harv Pastunink, 5131 36th Ave, Hudsonville, stated his brother had been struck and killed by a vehicle while on his bicycle and encouraged the city commission to consider adopting a 5' separation ordinance.

2017-14. Mayor Seibold noted that the Bigby Coffee shop in Gaslight Village has now closed.

2017-15. Resolution Confirming Assessment Roll for the Lake Drive Sidewalk Special Assessment District.

Assistant City Manager LaFave explained this was the final step in the special assessment process. He noted the project would now move forward with final bids and construction.

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

2017-15-A. Miller-Duncan. That a resolution confirming the assessment roll for the Lake Drive Special Sidewalk Special Assessment District be approved as set forth in Exhibit "A" attached hereto.

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

Nays: -0-

2017-16. A zoning variance hearing was held regarding the request Stephen & Mary Kretschman of 929 San Jose to allow a land division which results in two lots that

- do not meet the R-1 zoning district requirements for lot width at the front setback line and lot area;
- do not meet the R-1 zoning district requirements for lot frontage along the street;
- are 85 feet wide instead of 100 feet;
- are approximately 10,200 square feet in area in the first 120 feet of lot depth, instead of 12,000 square feet required (action requested – 87 notices sent).

Zoning Administrator Faasse explained the request to separate two platted parcels that were combined into one parcel several years ago. Because the lots do not meet the current zoning requirements for frontage and area, variances would be needed in order to move forward with a lot split. Mr. Faasse noted that a variance would be required even if the lots had not been combined into one parcel.

Commissioner Miller asked if dividing the land would create any additional nonconformity for Lot 39. Mr. Faasse stated the only issue would be a concrete slab in the rear yard would be slightly closer to the lot line than was allowed, but he did not feel this was a significant issue.

Stephen Kretschman, 929 San Jose, explained each lot would have 85' of frontage and are large lots because of their depth. He wants to build a new home on the vacant lot and transfer the existing home to his daughter. He felt the lot frontage and size ordinances were likely put in place after this street was developed. He stated a new home they planned to build would fit with the size and style of the neighborhood and would fill in the obvious gap along the road. Mr. Kretschman stated all of the property owners on the street were in favor of the variance request. He stated there was no other appropriate use for this vacant lot as everyone was opposed to having the home torn down and a larger one built on the combined lot.

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

- | | |
|----------------------------------|---|
| - Mike Bailey, 915 San Jose | Kretschman shouldn't be penalized as this is a hardship. Would rather have two smaller houses than one larger one that wouldn't fit the area. |
| - Susan Laffrey, 921 San Jose | Supported the request as most lots on the street are this size and do not conform to the current regulations. Noted this was a family and not a developer looking to make a profit. |
| - Amy Keane, 940 San Jose | Fully supported as it would be nice to see a new house consistent with others on the street. |
| - Peter Gallivin, 926 San Jose | Felt it would be a nice addition to the neighborhood. |
| - Ray Loeschner, 2565 Frederick | As a former resident of the street, he felt it would complete the neighborhood and avoid a teardown and monstrous rebuild. |
| - George Buth, 942 San Lucia | Please grant variance. |
| - George Roberts, 900 San Jose | Agree with all of the above. |
| - Dennis Donahue, 2019 Argentina | Supports request. |

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

- | | |
|---|-----------|
| - Dani & Mike Bailey, 915 San Jose | In Favor. |
| - Andrew & Stphanie Krause, 916 San Jose | In Favor. |
| - George & Heidi Roberts, 900 San Jose | In Favor. |
| - Brad & Susan Laffrey | In Favor. |
| - Roscoe Johnson, 908 San Jose | In Favor. |
| - Mary Rapp, 907 San Jose | In Favor. |
| - Patrick & Rachel Scott, 946 San Jose | In Favor. |
| - Fran Johnson, 908 San Jose | In Favor. |
| - Scott & Mary Gorsline, 950 San Jose | In Favor. |
| - Paul Kratochwill & Deirdre Honnor, 2011 Argentina | In Favor. |
| - Peter & Mary Gallivin, 926 San Jose | In Favor. |
| - Shannon Hunt, 947 San Jose | In Favor. |
| - Mr. and Mrs. Donohue, 2019 Argentina | In Favor. |
| - Elizabeth Johnson, 908 San Jose | In Favor. |
| - Mary Johnson, 908 San Jose | In Favor. |
| - Theresa & Sean McLaughlin, 955 San Jose | In Favor. |
| - Jim & Amy Keane, 940 San Jose | In Favor. |
| - Michael McElwee, 961 San Jose | In Favor. |
| - Mrs. C.J. Rapp, 907 San Jose | In Favor. |
| - Nancy & Tom Doyal, 943 Floral | In Favor. |

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

- 2016-16-A. Miller-Dills. That the request of Stephen & Mary Kretschman of 929 San Jose to grant four variances described below so that a land division could be considered creating two lots that
- do not meet the R-1 zoning district requirements for lot width at the front setback line and lot area;
 - do not meet the R-1 zoning district requirements for lot frontage along the street;
 - are 85 feet wide instead of 100 feet;
 - are approximately 10,200 square feet in area in the first 120 feet of lot depth, instead of 12,000 square feet required be approved.

City Attorney Huff noted over the years there have been numerous land division requests where the platted lots predated the current zoning ordinance. As a general rule, the City Commission has upheld the merger provisions of the zoning ordinance to reduce non-conformity in the zoning districts. He noted there was a case on Cambridge where a judge overruled the city's decision to deny a lot split by ruling that the city must look at a much larger area than just the street in question when determining what lot size is appropriate. He further noted that case relied upon ordinances which have since been revised or repealed.

Mayor Seibold stated the city commission had to use the ordinances in place and could not approve or deny variance requests based on their popularity with the surrounding residents. She felt it would set a dangerous precedent to pick and choose which requests to approve based on neighbor approval alone.

Mr. Huff stated the two properties at Lake Drive and Bagley, the former Keystone Church property, were treated a bit differently because one of those lots was zoned multi-family and they were not continuous frontage on one street. Mr. Huff further explained the court decision on the Cambridge lawsuit suggesting that the city should consider several surrounding streets and take into account both larger and smaller lots when deciding whether lots resulting from a land division request were appropriately sized. He advised the city commission to look at the entire area surrounding the subject property and noting the differences between streets and the two zoning districts. He also reviewed other land division requests in recent years and answered questions from the city commission.

Commissioner Zagel noted the applicants were given the opportunity to apply for a variance for the two lots to remain separate during the merger process several years but hadn't chosen this option.

Commissioner Duncan stated that while she appreciated what the Kretschman's were trying to accomplish, she could not support the variance request after considering the many other requests, the court decision, and the impact of creating nonconforming lots.

Commissioner Hamrick agreed, stating she was sympathetic to the situation but could not support the creation of nonconforming lots.

Commissioner Miller felt there should be a way to approve this request. He noted that the other requests that were denied were often more substantial variances from the standards and that this street was near the boundary between zoning districts where there were varying size lots in the multi-block area. He felt the risk of demolitions and larger houses being built would not fit in this area. He was willing to take the risk of creating nonconformity and supported the Kretschman's request.

Mayor Seibold stated her belief that this could set a precedent for the whole city. She gave several examples where neighbors were opposed to lot splits, but the city commission was legally bound to approve the division if all of the zoning ordinance standards were met. She also noted previous requests where the city commission upheld the standards and denied requests. She suggested reviewing the ordinances for changes instead of arbitrarily deciding the standards could be waived for some requests and not others.

Commissioner Dills noted this was a very difficult decision that ultimately came down to consistently interpreting and upholding the clearly defined standards contained in the ordinance. He stated he could not support the request because the proposed lots did not meet the ordinance standards.

Yeas: Miller and Zagel – 2

Nays: Dills, Duncan, Hamrick and Seibold – 4

2017-17. The requested land division at 929 San Jose was not considered due to the denial of the variance requests.

2017-18. Resolution recognizing GR Blades/EGRAHA as a nonprofit organization.

John Hoekstra of the East Grand Rapids Amateur Hockey Association explained the role of the organization and requested the City Commission recognize their organization for the purpose of conducting a raffle.

2016-18-A. Duncan-Zagel. That a resolution recognizing the East Grand Rapids Amateur Hockey Association as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses be adopted as set forth in Exhibit "B" attached hereto.

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

Nays: -0-

2017-19. Resolution establishing the polling location for Precinct 3-6.

City Clerk Brower explained the request to relocate the polling location due to security concerns at the current elementary school.

2016-19-A. Miller-Zagel. That a resolution establishing the polling place for Precinct 3-6 as the East Grand Rapids High School Performing Arts Center be adopted as set forth in Exhibit "C" attached hereto.

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

Nays: -0-

2017-20. Changes to employee salary schedule.

Finance Director Mushong reviewed the results of the salary study conducted last year and the recommendations to reclassify several positions.

2016-20-A. Zagel-Miller. That the revised salary schedule recommended by the Michigan Municipal League and city administrative staff be approved.

Commissioner Zagel noted this was a good mechanism to attract and retain good employees who help provide the high level of services in East Grand Rapids.

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

Nays: -0-

2017-21. Appointment of 1st Ward City Commissioner.

Mayor Seibold introduced Diana Schad as her recommendation to fill the current vacancy on the city commission. Ms. Schad made brief remarks outlining her background and her interest in serving on the city commission.

2016-21-A. Zagel-Miller. That Diana Schad of 448 Cambridge be appointed as 1st Ward City Commissioner for the remainder of the term ending December 4, 2017.

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

Nays: -0-

Ms. Schad will be sworn in at the February 20, 2017 City Commission meeting.

2017-22. Dills-Zagel. To approve the consent agenda as follows:

- 2017-22-A. To approve the minutes of the regular meeting held January 16, 2017.
- 2017-22-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$439,464.94; county and school disbursements of \$410,848.62, and total remaining disbursements of \$572,577.43.
- 2017-22-C. The appointment of Katie Favale of 2557 Hall Street to the Board of Review for a term ending June 30, 2017.
- 2017-22-D. A resolution amending the FY 2016-17 budget for the quarter ending December 31, 2016 as set forth in Exhibit "D" attached hereto.
- 2017-22-E. The placement of continental crosswalk pavement markings and signage on Argentina at the intersection of Lakeside Drive.
- 2017-22-F. The purchase of gas lanterns from Baylume Inc of Lathrup Village in the amount not to exceed \$10,537.60 plus freight charges.
- 2017-22-G. The Public Safety Department quarterly report for the period ending December 31, 2016.

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

The meeting adjourned at 7:36 p.m., subject to the call of the Mayor until February 20, 2017.

Karen K. Brower, City Clerk

Attachments: A – Lake Drive Sidewalk Special Assessment District Resolution Confirming Assessment Roll
B – Resolution recognizing EGRAHA
C – Resolution establishing the polling location for Precinct 3-6
D – Resolution Amending the 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 February 20, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-23. Peter Dimitriou, 2621 Inverness SE, reported on a climate change event he recently attended at the University of Michigan.

2017-24. Commissioners Dills and Miller thanked the members of the Public Safety Department for their rescue of a fisherman who had fallen through thin ice on Sunday, Feb 19. Mayor Seibold also thanked the Public Safety officers for saving the man and urged everyone to stay off the ice.

Commissioner Miller reminded everyone that even though the weather has been nice enough to do yard work, containers cannot be put out by the curb until the yard waste pickup program resumes in April.

2017-25. Minutes of the regular meeting held February 6, 2017.

2017-25-A. Miller-Zagel. To approve the minutes of the regular meeting held February 6, 2017.

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

2017-26. Approval of disbursement of funds.

2017-26-A. Zagel-Hamrick. To approve payroll disbursements of \$439,464.94; county and school disbursements of \$410,848.62, and total remaining disbursements of \$572,577.43.

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

2017-27. City Clerk Brower administered the oath of office to 1st Ward City Commissioner Diana Schad. Commissioner Schad then took her seat on the City Commission.

2017-28. The meeting scheduled for Monday, April 3 was rescheduled to Tuesday, March 28 at 6:00 p.m. to avoid a lack of quorum over spring break.

2017-29. Contract for communications program for Gaslight Village Business Association.

Commissioner Zagel explained a new collaboration between the city and the Gaslight Village Business Association to use Sabo Public Relations to assist with communication efforts of the village and its events. The GVBA will pay \$1,000 per year for the services and the city will pay the remaining \$8,000 of the contract. This agreement will be evaluated after one year to determine effectiveness.

- 2016-29-A. Hamrick-Dills. That a contract with Sabo PR to provide the Gaslight Village Business Association with communications services at a cost of \$9,000 per year be approved with funding of \$8,000 per year from the City's general fund and \$1,000 from the Gaslight Village Business Association.

Commissioner Miller felt this was a great way to help local business that served the EGR community.

Mayor Seibold stated this arrangement was a great opportunity to work together and support each entity's efforts to communicate with residents.

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

Nays: -0-

- 2017-30. Duncan-Hamrick. To approve the consent agenda as follows:

2017-30-A. The purchase of four portable radios for the Public Works Department from Motorola Solutions of Michigan through the State of Michigan MiDeal contract in the amount of \$6,253.00.

2017-30-B. The preliminary minutes of the Parks & Recreation Commission meeting held January 9, 2017.

2017-30-C. The preliminary minutes of the Library Commission meeting held January 23, 2017.

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

Nays: -0-

The meeting adjourned at 6:16 p.m., subject to the call of the Mayor until February 20, 2017.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held March 6, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Finance Director Mushong; City Clerk Brower; Sgt. Metternich; Sgt. Kolster, PSOs Conklin, Hollis and Lindner

2017-31. Bryan Walters, 1039 Pinecrest, announced he had filed petitions to run for the 3rd ward city commission seat in the November election.

2017-32. Commissioner Dills congratulated the EGRHS Robotics Team for making it to the semi-finals in last weekend's competition and for winning a judges award for their work. Mayor Seibold noted she had met with the team last week and was impressed with the work they had done on their robot.

Commissioner Zagel reported that construction had begun on two vacant storefronts in Gaslight Village and welcomed the new businesses that would be opening soon.

Mayor Seibold thanked the Public Safety Officers who assisted a motorist after an accident in the community center parking lot that left the building damaged.

2017-33. City Clerk Brower administered the oath of office to Public Safety Officer Corey Buter. City Commissioners welcomed Officer Buter to East Grand Rapids.

2017-34. Miller-Hamrick. To approve the consent agenda as follows:

2017-34-A. The minutes of the regular meeting held February 6, 2017.

2017-34-B. To approve payroll disbursements of \$209,532.25; county and school disbursements of \$331,612.49, and total remaining disbursements of \$131,289.83.

2017-34-C. The assignment of Commissioner Diana Schad to the Infrastructure Committee, Board of Review and the Waste to Energy Board of Directors.

2017-34-D. The quarterly financial reports for the period ended December 31, 2016.

2017-34-E. A contract with Moore & Bruggink of Grand Rapids not to exceed \$9,800 for a water reliability study.

2017-34-F. A three-year contract for yard waste disposal with Spurt Industries of Zeeland at a rate of \$3.95 per cubic yard.

2017-34-G. Authorization for staff to terminate the contract with Plummer's Environmental and approve a new contract with RedZone Robotics of Pittsburg, PA for completing the remaining televising and pipeline assessment and certification for sanitary and storm system infrastructure to complete the balance of the DEQ grant at an estimated cost of \$305,000.

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

Nays: -0-

2017-35. Zagel-Duncan. Motion to enter into an executive session to discuss a collective bargaining agreement and an attorney's opinion in accordance with Sections 8(c) and 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 6:08 p.m., subject to the call of the Mayor until March 20, 2017.

Karen K. Brower, City Clerk

UNOFFICIAL
Reference Only

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held March 20, 2017

Mayor Seibold called the meeting to order at 6:00 p.m. in the City Commission Chambers at the East Grand Rapids Community Center. Boy Scout Troop 271 from Mayflower Church led the audience in the Pledge of Allegiance.

Present: Commissioners Dills, Duncan, Hamrick, Miller, Schad and Mayor Seibold

Absent: Commissioner Zage

Also Present: City Attorney Huff; City Manager Donovan; Assistant City Manager LaFave; Finance Director Mushong; Public Safety Director Herald; Parks & Recreation Director Bunn; City Clerk Brower; Communications Specialist Greenleaf

2017-36. No public comment was received.

2017-37. Commissioner Miller thanked the Public Safety Department and the many volunteers for their work on the Irish Jig event held March 18.

Commissioner Hamrick announced that absentee ballots were available for the May 2 KISD election.

Commissioner Schad congratulated the EGR Middle School's Science Olympiad team for their great performance at the regional competition on March 18.

2017-38. Contract for road construction and utility work for 2017 season.

Assistant City Manager LaFave reviewed the PASER ratings and proposed projects for the 2017-18 construction season. He noted the staff will be working to do the grind and resurface projects early in the season to take advantage of crews looking to get started.

2017-39. Miller-Dills. To approve the list of road construction and water/sewer projects as recommended by Assistant City Manager LaFave and to authorize staff to seek bids for these projects.

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

Nays: -0-

2017-40. Duncan-Hamrick. To approve the consent agenda as follows:

2017-40-A. The minutes of the regular meeting held March 6, 2017.

2017-40-B. To approve payroll disbursements of \$241,337.05; county and school disbursements of \$39,025.97, and total remaining disbursements of \$867,455.81.

2017-40-C. A contract with Corby Energy Services of Belleville, Michigan in the amount of \$225,900 for the placement of cured-in-place pipe sewer main lining for sections of Rosewood, Reeds Lake Blvd, Maxwell, Wilshire, Elmwood and several internal sanitary sewer lift stations.

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

Nays: -0-

2017-41. City staff reviewed accomplishments in the past year, highlighted several goals for the upcoming year and answered questions from the City Commission.

The meeting adjourned at 7:19 p.m., subject to the call of the Mayor until March 28, 2017.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Rescheduled Regular Meeting Held March 28, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-42. No public comment was received.

2017-43. Commissioner Zagel reported the Gaslight Village Business Association and Sabo Public Relations are beginning work on a communications plan. He also announced that Carolina's Low County Kitchen would be opening in Gaslight Village in May.

Commissioner Dills congratulated the high school robotics team for qualifying for the state tournament. He noted the team would be fundraising for upcoming expenses and asked the commissioners for any suggestions they may have.

Mayor Seibold thanked the City Commissioners who sat on the Board of Review hearings recently.

2017-44. Public Safety Director Herald presented the Public Safety Department's 2016 annual report and highlighted several staff accomplishments. He again reminded residents to lock their doors to reduce opportunity crimes.

2017-45. Duncan-Hamrick. To approve the consent agenda as follows:

2017-45-A. The minutes of the regular meeting held March 20, 2017.

2017-45-B. To approve payroll disbursements of \$-0-; county and school disbursements of \$-0-, and total remaining disbursements of \$220,333.90.

2017-45-C. The establishment of June 5, 2017 as the date for public hearings on the proposed budget and for the list of delinquent accounts, and to hold a special meeting on that date to adopt the budget.

2017-45-D. The proposed list of meeting dates for FY 2017-18 for the City Commission, Planning Commission, Finance Committee, Library Commission, Parks & Recreation Commission and the Board of Review.

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

Nays: -0-

The meeting adjourned at 6:26 p.m., subject to the call of the Mayor until April 17, 2017.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held April 17, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-46. Dennis Murphy, 2879 Elwood in Grandville, again requested the city consider adopt an ordinance requiring motorists to stay 5' from cyclists and pedestrians using the roadway.

Chris Afendoulis, 73rd District State Representative, gave an update on the state's budget process and the income tax rate reduction issue.

2017-47. Commissioner Dills congratulated the high school robotics team for qualifying for the world tournament.

Commissioner Miller reported the school district will be holding a public forum on funding next week.

Commissioner Schad reminded everyone that the School Foundation Hurrah event was this weekend. She also noted the Parks & Recreation Commission would be holding their second roundtable discussion on the use of park property on Monday, April 24 at 6:15 p.m. at the Community Center.

Commissioner Zagel complimented Mayor Seibold for her participation in last week's public funding forum. He noted that Carolina's Low Country Kitchen would be opening the first week of May and that three other new businesses would be hopefully coming soon.

Mayor Seibold presented a proclamation of appreciation to retiring Cadence reporter Jan Holst for her eight years of service covering news in East Grand Rapids. Mayor Seibold noted that Jan had been very easy to work with and complimented her accuracy and thorough research on all stories.

2017-48. A public hearing was held regarding the request Wesley & Terri Devon of 1995 San Lu Rae to allow a gated entry with wing walls and end pillars that are more than 50% opaque and to allow a maximum height of 7'3" at the center instead of the 36" allowed.

Zoning Administrator Faasse explained this was a request for an exemption from the section of ordinance dealing with fences and walls that required a structure to be at least 50% opaque and no more than 36" high if placed in the front yard. He stated the brick pillars and side walls had been installed prior to the applicant realizing that an exception would be required to allow the brick wall to remain and for the metal gate to be installed. The brick walls and pillars are not in the city right-of-way. It was also noted that visibility is not an issue because the brick walls sit far enough back from the sidewalk.

Brian Miedema of Insignia Homes, apologized for building the pillars and walls without the proper approvals and answered questions from the commissioners.

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

- Scott & Emily Brew, 2000 Lake Drive In Favor.
- Rob & Monica Jandernoa, 702 Laurel Circle In Favor.

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

2016-48-A. Zagel-Dills. That the request by Wesley & Terri Devon of 1995 San Lu Rae for an exception to the city's fence ordinance to allow a 37' wide gated driveway entry with brick wing walls and brick end pillars that are more than 50% opaque and 7'3" tall at the center be approved.

Commissioner Zagel noted the clear sight distance around the brick wall and the relatively small width of the structure compared to the entire frontage of the lot and stated he would support the request.

Commissioner Miller also stated he would support the request for an exception given the less restrictive standards for this type of request. He also stated the wall fit in very nicely and did not look out of place.

Mayor Seibold noted this exception was for the current width of 37' encompassing the brick walls and pillars currently in place and the addition of the scrollwork metal gate as proposed and that the property owner would not be allowed to add on to the structure without further approval from the city.

Commissioner Hamrick suggested modifying the ordinance to allow gates and pillars.

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

2017-49. Miller-Hamrick. To approve the consent agenda as follows:

2017-49-A. The minutes of the rescheduled regular meeting held March 28, 2017.

2017-49-B. Payroll disbursements of \$412,513.78; county and school disbursements of \$-0-, and total remaining disbursements of \$198,195.22.

2017-49-C. A resolution asking the State Legislature to consider raising the age for access to tobacco products from 18 to 21 be adopted as set forth in Exhibit "A" attached hereto.

2017-49-D. The purchase of storage and backup services from Corporate Technologies in the amount of \$4,450.00 for the first year and \$4,200 for following years.

2017-49-E. The preliminary minutes of the Parks & Recreation Commission meeting held March 13, 2017.

2017-49-F. The preliminary minutes of the Planning Commission meeting held March 14, 2017.

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

City Attorney Huff departed the meeting.

2017-50. Finance Director Mushong provided an overview of the upcoming budget process, including the long-term loss of revenue due to Proposal A and the Headlee amendment, funding for street and sidewalk projects and the current unfunded pension liability situation. She noted the proposed budget leaves water and sewer rates at their current levels. City Manager Donovan reviewed possible future program and service eliminations if state-shared revenue does not keep pace with future expenses.

The meeting adjourned at 7:13 p.m., subject to the call of the Mayor until May 1, 2017.

Karen K. Brower, City Clerk

Attachments: A – Resolution regarding the minimum age for legal access to tobacco products

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 1, 2017

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, Duncan, Hamrick, Miller, Schad and Zigel

Absent: Mayor Seibold

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

2017-51. No public comment was received.

2017-52. Commissioner Hamrick reminded everyone to vote tomorrow.

Commissioner Schad noted the EGR High School had been named #9 in Michigan by US News & World Report. She also noted that the EGR Middle School Science Olympiad Team placed 16th of 60 teams in a recent state competition.

Commissioner Zigel announced that Duffield Lane would soon be opening a store in Gaslight Village. He also reported that Kilwin's Fudge and Carolina Low Country Kitchen would be opening in May.

Commissioner Dills reported the EGR High School Robotics team did very well in their world championship competition last week.

2017-53. A zoning variance hearing was held regarding the request of J. Peterson Homes, owner of 705-707, to allow the construction of a two-family home with the following variances:

- A. A minimum lot width of 50' instead of the required 80,'
- B. A front yard setback of 8.5' instead of the required 25,
- C. A combined side yard setback of 12.5' instead of the required 20,'
- D. A least side yard setback of 3.5' instead of the required 8'
- E. A maximum lot coverage for buildings and pavement of 73.7% instead of the maximum allowed 60%.

Zoning Administrator Faasse explained the request to demolish the current two-family home and build a new two-family house on the 50' lot. Mr. Faasse noted several other variances had been granted for development projects on Bagley and Croswell in recent years. He also noted none of the residential lots in the multi-family zoning district meet the current 80' lot width minimum.

Joel Peterson, owner of 705-707 Croswell, explained the existing home is in poor shape and not worth renovating. He stated the design and dimensions of the proposed duplex match the surrounding properties on the street, including the requested 8.5' front yard setback which he stated better matched the other properties on the street. He noted he was open to using permeable pavers on the driveway to reduce the lot coverage percentage, and was also open to flipping the front elevation of the home to place the driveway on the south side of the property as the adjoining property owner has requested.

Tom Amon, attorney for J. Peterson Homes, reviewed the letter he submitted regarding how this project met the zoning standards that apply to this request. He noted this project will fit in well with the very unique area that has a mix of older and newer buildings, architectural styles and setbacks.

President Dills opened a public hearing. The following people were present to express their opinions:

- Barry Miller, 711 Croswell No objection to the variances. Would prefer the driveway be adjacent to his property. Will work with the builder on fencing.
- Wayne Visbeen, 662, 668, 682 Croswell In Favor. Much better than existing situation.
- Susan Eberly, 2107 Lake Dr No objection to this project, but asked the City Commission to respect the property owners in the areas surrounding Gaslight Village where smaller lots seem to be creating a trend for reduced setbacks and the loss of trees and greenspaces.
- Tim Dudley, Rhoades McKee Stated his client, the owner of 703 Croswell and three other properties in the area, was still opposed to the variances for the reasons stated in their earlier letter.

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

- Robert Shaver (for owner of 703 Croswell) Opposed.
- Thomas Amon (for J. Peterson Homes) Responding to objections

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

2017-53-A. Zagel-Miller. That that request of J. Peterson Homes, owner of 705-707 Bagley, to allow the construction of a two-family home with a minimum lot width of 50' instead of the required 80' be approved.

Commissioner Zagel supported the lot width variance because the lot will need a variance for anything to be built after the home is demolished. President Dills agreed that the zoning district requirement of 80' of lot width does make things difficult for anyone wishing to redevelop a single property.

Commissioner Miller stated the 8.5' front yard setback matched other properties along the street and would still allow a sidewalk and trees in front of the home.

Commissioner Dills felt that while the 8.5' front yard proposed would match some on the street, it would still be a very drastic difference from the houses on either side. He suggested further discussion and analysis on this portion of the request.

Commissioner Miller supported using permeable pavers for as much of the driveway and parking surfaces as possible as a way to reduce stormwater runoff and lot coverage.

Commissioner Hamrick agreed, stating the recent strategic plan retreat focused on preserving the natural environment and protecting existing infrastructure.

Commissioner Schad spoke in favor of the new home as proposed by the applicant. She noted she would be hesitant to approve in other neighborhoods, but felt the recent redevelopments have transformed this street into a very unique neighborhood and this project would fit in well. She especially favored replacing an older duplex with the same type of housing in this area instead of locating duplex in a single-family area.

Commissioner Zagel agreed the property fit well in this neighborhood, but favored making it an even better fit with pavers or other setback adjustments. He also noted that multi-family housing often means smaller setbacks in already dense areas and this needed to be balanced with the need for greenspace and privacy.

Commissioner Dills also agreed this project would match this neighborhood much better than other areas of the city.

City Attorney Huff stated that any discussion of revising the application to place the driveway on the other side of the property would require separate notices to be sent to the surrounding properties as it was a significant variation from the original proposal.

Commissioner Duncan was in favor of the project, but favored minimizing the lot coverage percentage with the use of pavers and possibly extending the front yard setback to 10.'

2016-53-B. Miller-Duncan. Motion to table the request of J. Peterson Homes, owner of 705-707 Bagley, to allow the construction of a two-family home with a minimum lot width of 50' instead of the required 80' until a future meeting so that the applicant could work with staff to submit a revised proposal given the above discussion.

Yeas: Dills, Duncan, Hamrick, Miller and Zagel – 5
Nays: Schad – 1

2017-54. Introduction of an ordinance amendment to Chapter 81 of Title VIII of the City Code pertaining to sign regulations.

Planning Consultant LeBlanc explained the sign ordinance had been reorganized and several conflicts and inconsistencies eliminated.

2016-54-A. Miller-Hamrick. That an ordinance amendment to Chapter 81 of Title VIII of the City Code pertaining to sign regulations be introduced as set forth in Exhibit "A" attached hereto.

Commissioners pointed out several areas where words appeared to be missing. Staff will look at these and have an updated version for the final reading.

Commissioner Zagel noted there is a variance procedure included in the ordinance if circumstances warrant.

Bryan Walters, 1039 Pinecrest, pointed out that the new ordinance referred to "any property lines" in Section 8.17 where the existing ordinance referred to "any right of way line" and questioned whether that would cause any issues.

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

2017-55. Contract for construction work on Lake Drive.

2016-55-A. Zagel-Duncan. To award a contract to Lodestar Construction in the amount of \$392,152.25 for grind and resurface work, curb repair, sidewalk construction and utility repairs on Lake Drive.

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

2017-56. Duncan-Zagel. To approve the consent agenda as follows:

2017-56-A. The minutes of the rescheduled regular meeting held April 17, 2017.

2017-56-B. Payroll disbursements of \$211,176.90; county and school disbursements of \$-0-, and total remaining disbursements of \$315,883.86.

2017-56-C. Extension of the temporary easement with Consumers Energy for substation work at the Remington Park property and approval of new permanent easements for the actual location of electric utility lines in that area as set forth in Exhibits "B" and "C" attached hereto.

2017-56-D. Quarterly financial reports for the period ended March 31, 2017.

- 2017-56-E. A resolution adopting budget amendments for the quarter ending March 31, 2017 as set forth in Exhibit "D" attached hereto.
- 2017-56-F. The rescission of the previous disposition of contract action and by mutual agreement conclude the televising PACP contract with Plummer's Environmental, Inc. of Wyoming, Michigan.
- 2017-56-G. A contract with Michigan Pavement Marking LLC in the amount of \$18,000, including contingency, for the painting of lines, arrows, crosswalks and other pavement markings on city streets.
- 2017-56-H. The Kent County Area Public Works Assistance and Mutual Aid Agreement with an authorized representative of the Assistant City Manager/Director of Public Works as set forth in Exhibit "E" attached hereto.
- 2017-56-I. A contract with Ada Electric of Grand Rapids in the amount not-to-exceed \$14,630 for retrofitting existing streetlights with LED fixtures.
- 2017-56-J. The purchase of ten Taser Cam Less-Lethal Weapon Systems from TASER International of Scottsdale, Arizona in the amount of \$27,592.94.
- 2017-56-K. The purchase of a thermal imaging camera from First Due Fire Equipment of Mason, Michigan in the amount of \$5,970.00.
- 2017-56-L. A contract for wood mulch in the amount of \$5,887.50 with Superior Groundcover.
- 2017-56-M. A contract with SP Designs of Cape Coral, Florida for t-shirts for Parks & Recreation Department programs in the amount of \$37,919.00.
- 2017-56-N. Preventative maintenance contracts for city streets as follows: Huyser Asphalt and Sealcoating in the amount of \$89,934.60 for skip patching; Strawser Construction of Columbus, OH in the amount of \$71,690 for cape sealing, fog sealing and center joint micro surface treatments.
- 2017-56-O. Authorization for staff to seek bids for drainage improvements to a portion of the southshore of Reeds Lake Boulevard.

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

The meeting adjourned at 7:16 p.m., subject to the call of the Mayor until May 15, 2017.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Chapter 81 regarding sign regulations
B – Consumers Power temporary easement extension for Remington Park project
C – Consumers Power permanent easement for utility lines at Remington Park
D – Resolution approving budget amendments for March 31, 2017
E – Kent County Area Public Works Assistance and Mutual Aid 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 May 15, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-57. No public comment was received.

2017-58. Commissioner Zagel gave an update on local businesses opening soon in Gaslight Village.

Mayor Seibold thanked the commissioners and staff for their kind messages of support over the last few weeks after her mother passed away.

City Commissioners congratulated Assistant City Manager LaFave and his wife on the birth of their daughter last week.

2017-59. Final Reading of an ordinance amendment to Chapter 81 of Title VIII of the City Code pertaining to sign regulations.

Planning Consultant LeBlanc noted that the language that was missing from the tables had been corrected. He explained the use of the term "right-of-way" line in the setback sections was used for consistency with other sections but did not change the regulations significantly.

Mayor Seibold opened a public hearing on this ordinance amendment. No public comment was received. Mayor Seibold closed the public hearing.

2016-59-A. Schad-Duncan. That an ordinance amendment to Chapter 81 of Title VIII of the City Code pertaining to sign regulations be adopted as set forth in Exhibit "A" attached hereto.

Commissioner Zagel noted that the city commission may eventually hear variance requests on some of the sign regulations as businesses change.

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

Nays: -0-

2017-60. Metro Act Right-of Way Permit and license agreement for a Distributed Antenna System (DAS)/Small Cellular system.

Assistant City Manager LaFave explained the request to place a barrel-shaped antenna system on an existing utility pole on Plymouth Ave near the exit from Blodgett Hospital to boost data coverage in this area. Mr. LaFave explained these are the smallest units available and are similar to other electrical and utility boxes located on poles in the surrounding areas. He stated these antennas are currently under the purview of local jurisdictions but the State may include them in the Metro Act permits in the future.

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

2016-60-A. Zagel-Miller. That a modified Metro Act right-of-way permit and a five-year license agreement for a Distributed Antenna System (DAS)/Small Cellular System with KEPS Technologies, Inc. d/b/a AC.net of Lansing, Michigan be adopted as set forth in Exhibits "B" and "C" attached hereto.

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

Nays: -0-

2017-61. Duncan-Hamrick. To approve the consent agenda as follows:

2017-61-A. The minutes of the regular meeting held May 1, 2017.

2017-61-B. Payroll disbursements of \$240,586.59; county and school disbursements of \$-0-, and total remaining disbursements of \$161,789.36.

2017-61-C. A contract with Fer-Pal Construction USA of Taylor, Michigan at an estimated amount of \$310,000 for the placement of water main cured in place pipe on Wealthy Street.

2017-61-D. A five-year proposal from Miller Johnson Attorneys to provide labor attorney services at the hourly rates specified in their proposal.

2017-61-E. A four-year contract for cleaning services for City facilities with United Commercial Services of Grand Rapids in the amount of \$144,012.00 for the first two years and optional renewals for years three and four.

2017-61-F. The purchase of a 4-ton pothole patch/recycling machine from Falcon Road Maintenance of Midland through the State of Michigan bid in the amount of \$24,260.00.

2017-61-G. A contract with Groundhawk Excavating of Lowell in the amount of \$14,800 and project contingencies of \$1,480 for drainage improvements to the unimproved section of the southshore of Reeds Lake Boulevard.

2017-61-H. Preliminary minutes of the Parks & Recreation Commission meeting held April 10, 2017.

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

Nays: -0-

2017-62. Miller-Zagel. Motion to enter into an executive session to discuss collective bargaining agreements in accordance with Section 8(c) of the Open Meetings Act. A roll call vote was taken.

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

Nays: -0-

The meeting adjourned at 6:22 p.m., subject to the call of the Mayor until June 5, 2017.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Chapter 81 regarding sign regulations
B – Metro Act Permit with KEPS Technologies, Inc. d/b/a AC.net
C – Metro Act License Agreement with KEPS Technologies, Inc. d/b/a AC.net

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

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Special Meeting Held June 2, 2017

Mayor Seibold called the meeting to order at 8:02 a.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, Schad and Mayor Seibold

Absent: Commissioner Zagel

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

2017-63. No public comment was received.

2017-64. No commissioner comment was received.

2017-65. Permit application for private fireworks show.

Parks & Recreation Director Bunn explained the request by the family of Eileen DeVries to hold a 15-minute fireworks show in her memory on Sunday, June 4 at 10:00 pm. He noted the family would be using the same pyrotechnics company and site used for the city's fireworks show on July 4 each year. The applicants have worked with the Parks & Recreation Department on all safety concerns and would be reimbursing the city for costs associated with processing the application, closing down the park and trail, and having Public Safety personnel on site should any issues arise. The family is inviting the community to enjoy the show as a tribute to their mother.

Mayor Seibold noted that since this request was received in between regular city commission meetings, a special meeting was being held to consider the request so the family would have an answer while everyone was in town for the funeral.

Mr. Bunn noted the show could not be held on Saturday night because Remington Park was being used all day Saturday for a regional baseball tournament and the area could not be secured with this activity going on. He stated the safety regulations required a 600' radius in which to set up, so this was the only feasible location in East Grand Rapids.

Commissioner Miller asked if there were complaints following the private show last summer and how staff plans to communicate this show to the public if it is approved. Mr. Bunn stated he did not receive any complaints last year. City Manager Donovan reviewed the plans to communicate the road closures and late night fireworks show to residents.

Mayor Seibold opened the meeting for public comment:

- Dan Molloy, 938 Maxwell

Stated the show last summer disturbed his family and he felt this would be worse because it was on a Sunday night. Also felt this set a precedent for additional requests in the future.

Mayor Seibold closed the public comment.

2016-65-A. Dills-Miller. That a fireworks permit be approved for Rachel Mraz for a private fireworks show on Sunday, June 2, 2017 with the reimbursement arrangements outlined in the Parks & Recreation Director's memo dated May 30, 2017.

Commissioner Duncan was concerned about getting the word out to people and wondered if there was if there was an alternative to doing the fireworks on a Sunday night.

Commissioner Schad was worried about kids who had to get up for school in the morning and veterans who are bothered by the loud explosions. She did not feel the fireworks show was a necessary disruption.

Mayor Seibold noted she had talked to several people who were in favor of allowing the fireworks. She appreciated the family working with the city on all of the safety requirements and on sharing the show with the community.

Commissioner Miller stated he was struggling with how to get the word out on such short notice and about the inconvenience to families with children on a Sunday night. He understood the family's request for the show, but felt it would be more appropriate on the 4th of July or another time.

Commissioner Hamrick was opposed to allowing the fireworks because of the proposed Sunday night timeframe.

Commissioner Dills spoke in favor of the request as he did not see any major issues with the request.

Commissioner Duncan stated she had received mixed reaction when talking with her neighbors. She felt it was unfair to ask people with dogs who are bothered by fireworks to deal with this unexpected show.

Yeas: Dills and Seibold – 2

Nays: Duncan, Hamrick, Miller and Schad – 4

The meeting adjourned at 8:32 a.m., subject to the call of the Mayor until June 5, 2017.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held June 5, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-66. Chuck Bloom, 2211 Wealthy #16, stated that cars exiting the Lakeshore Condo driveway onto Lakeside can't see the southbound traffic when there are cars parked in the no parking zones. He requested the City paint the curbs yellow and turn the no parking signs to face north to better alert people not to park illegally.

Anna Moore Butzner, 2311 Wealthy #34, agreed this exit driveway needs to be addressed.

2017-67. Commissioner Duncan thanked the Public Safety Dept. for stopping traffic and moving a turtle off the roadway near Reeds Lake over the weekend. She noted many residents were touched by this effort.

Commissioner Zagel reported that Kilwin's Fudge is now open in Gaslight Village. He also reported that Duffield Lane will be having a ribbon cutting ceremony on June 15 at 6 pm and invited everyone to attend.

Mayor Seibold thanked the Public Safety Department for the many acts of kindness that they perform every week. She noted that many of their good deeds go unreported to maintain the privacy for the people they help, but she wanted them to know the residents appreciate them.

2017-68. A zoning variance hearing was held regarding the request of J. Peterson Homes, owner of 705-707 Croswell, to allow the construction of a two-family home with the following variances:

- F. A minimum lot width of 50' instead of the required 80,'
- G. A front yard setback of 10' instead of the required 25',
- H. A combined side yard setback of 13' instead of the required 20,'
- I. A least side yard setback of 4' instead of the required 8.'

Zoning Administrator Faasse explained the applicant has revised his original request to eliminate the lot coverage variance and reduce the front setback, side yard and combined side yard requests. Mr. Faasse noted a letter had been received from Rhoades McKee questioning the effectiveness of the permeable pavers. Mr. Faasse stated the ordinance does not require any type of qualification or monitoring in its allowance of pavers.

Mayor Seibold questioned the concrete square in the center of the driveway. Mr. Faasse stated this was to allow maneuver on a solid surface to avoid damaging pavers.

Joel Peterson, 654 Croswell, confirmed the concrete in the driveway will provide a stable center for the surrounding pavers and also house the drain that connects to the storm sewer. Mr. Peterson played a voicemail from adjacent property owner Barry Miller supporting the revised variance requests.

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

- Tim Dudley, Rhoades McKee

Representing Extrusions Divisions. Did not feel there was enough information to decide whether the pavers would be effective. Opposed to all of the variance requests as his client did not feel there were significant reductions.

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

2016-68-A. Miller-Duncan. That the request of J. Peterson Homes, owner of 705-707 Croswell, to allow the construction of a two-family home with a minimum lot width of 50' instead of the required 80.'

Commissioner Dills thanked the applicant for addressing the concerns voiced at the prior meeting and for eliminating at least one of the variances.

Commissioner Miller stated he was comfortable with the proposed side yard because the objecting property owner has the driveway as a buffer between the properties.

Commissioner Zagel noted that the commission each request individually and he felt this was a good solution for this property. He stated that compromise is often needed in older neighborhoods or to achieve desired results.

Mayor Seibold noted this street was made up of lots of a similar size and she felt this was a good use of this property in Gaslight Village.

Commissioner Dills noted this was an approval of the overall concept and variance requests and that the building permit process would confirm the measurements and requirements of the ordinance.

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

2016-68-B. Zagel-Hamrick. That the request of J. Peterson Homes, owner of 705-707 Croswell, to allow the construction of a two-family home with a front yard setback of 10' instead of the required 25.'

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

2016-68-C. Duncan-Hamrick. That the request of J. Peterson Homes, owner of 705-707 Croswell, to allow the construction of a two-family home with a combined side yard setback of 13' instead of the required 20,'

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

2016-68-D. Duncan-Miller. That the request of J. Peterson Homes, owner of 705-707 Croswell, to allow the construction of a two-family home with a least side yard setback of 4' instead of the required 8.'

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

2017-69. A zoning variance hearing was held regarding the request of Joel & Nikki Haitz, owners of 1132 Eastwood to allow the construction of a covered front porch resulting in a front yard setback of 29' instead of the required average of 33.5.'

Zoning Administrator Faasse outlined the request to add a new 8' x 14' covered front porch to the front of the home as part of a project to update the siding and trim.

Joel Haitz, 1132 Eastwood, noted many homes in the area have similar porches. He also stated he had spoken with many of the neighbors and they supported the new front porch.

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

- Petition of support signed by 12 Eastwood residents

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

2016-69-A. Dills-Duncan. That the request of Joel & Nikki Haitz, owners of 1132 Eastwood to allow the construction of a covered front porch resulting in a front yard setback of 29' instead of the required average of 33.5' be approved with the condition that the porch remain open on three sides with no screens or windows installed.

Commissioner Miller noted this home sits slightly in front of others on the block and would likely be able to add the front porch without a variance if it were built at the same front setback as the other homes.

Mayor Seibold noted the ordinances set standards for neighborhoods, but cannot address every situation. She stated her support of this project as a good addition to the neighborhood.

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

Nays: -0-

2017-70. Recommendation of Parks & Recreation Commission regarding commercial and non-commercial use of John Collins Park.

Parks & Recreation Director Bunn explained the Parks & Recreation Commission had been asked to discuss the possibility of allowing commercial group activities to take place in Collins Park. He stated two public input sessions had been held in April as well as soliciting input by email and through the social media.

Stacey Wykoski, chair of the Parks & Recreation Commission, outlined the input received at the public workshops and the Parks & Recreation's efforts to find a balance between people's quiet enjoyment of the parks and the requests to use the park for group activities. The Parks & Recreation Commission has submitted a proposed policy that allows group activity during off-peak times while addressing a limited use area, noise, number of participants and access by the public while being used by groups. She noted the policy proposes a one-year trial period so that changes can be made or the policy rescinded after the trial period.

Group (Commercial and Non-Commercial) activity to be allowed in John Collins Park by permit only in specified area with the following restrictions:

1. *Specified area between boathouse and restroom building excluding walkways.*
2. *Tuesday through Thursday only from 7:00 am to 11:00 am, once a week per permit.*
3. *Maximum of two events in a day and only one event at a time.*
4. *No audio equipment allowed and vocal level must be no louder than speaking voice.*
5. *Max participants 15.*
6. *Resident/non-resident price structure and registration deadlines to be determined by the Parks and Recreation Director.*
7. *Additional enforcement is requested by Public Safety.*
8. *Permit users are required to leave the park the way they found it with minimal impact.*
9. *A one year trial basis from date of approval.*

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

- Judith Baxter, 3060 Hall

Very surprised the Parks & Recreation Commission voted to recommended group use as everyone who attended the 2nd session was opposed to allowing this. Favored allowing individual residents and families to enjoy the parks without groups and classes. Felt it would be impossible to enforce the rules. Suggested gathering data on current use and enforcement issues and then reviewing for changes.

- Anna Moore Butzner, 2311 Wealthy #34

Most condo and apartment residents do not want park use increase as there were already 25 special events each year and more classes would take away from the quiet enjoyment of the park. Felt businesses have other locations for classes.

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

2016-70-A. Miller-Hamrick. That a policy outlining commercial and non-commercial use in John Collins Park be approved as follows:

Group (Commercial and Non-Commercial) activity to be allowed in John Collins Park by permit only in specified area with the following restrictions:

- 1. Specified area between boathouse and restroom building excluding walkways.*
- 2. Tuesday through Thursday only from 7:00 am to 11:00 am, once a week per permit.*
- 3. Maximum of two events in a day and only one event at a time.*
- 4. No audio equipment allowed and vocal level must be no louder than speaking voice.*
- 5. Max participants 15.*
- 6. Resident/non-resident price structure and registration deadlines to be determined by the Parks and Recreation Director.*
- 7. Additional enforcement is requested by Public Safety.*
- 8. Permit users are required to leave the park the way they found it with minimal impact.*
- 9. A one year trial basis from date of approval.*

Commissioner Miller noted outlined the discussion that took place at the Parks & Recreation meeting, including concerns by Parks Commissioner Ren Brander about allowing group use at Collins Park. Commissioner Miller noted that this new policy allowed group use of approximately 20% of Collins Park for four hours on three weekday mornings. He stated that many communities allow commercial use of their public spaces, including our own community center that rents rooms and Wege Plaza to the public. Mr. Miller appreciated the balance of this new policy that allows very limited use on off peak times without closing significant parts of the park. He also liked the trial period that would allow evaluation after one year.

Commissioner Zagal reported hearing many requests through the Grand Valley Business Association about using the park for classes and events. He felt this was an excellent compromise with the limited time, location and rules that allowed more people to use the park while maintaining areas for individuals to use. He stated he would like to see the number of participants allowed expanded to 20.

Commissioner Duncan felt that many in the public would be in favor of this new policy.

Commissioner Schad felt the proposed policy addresses all of the concerns while allowing additional people to use such a wonderful space. She also appreciated the one year trial period.

Commissioner Hamrick felt the one-year trial would be a good opportunity to get feedback and statistics while monitoring parking and noise issues. She felt the policy was a good start.

Commissioner Dills felt the maximum participants should be left at 15 due to parking. He requested periodic updates from the Parks & Recreation Director on how the trial was going and any issues that arise.

Mayor Seibold agreed to start with the 15 participant limit during the trial period. She thanked all who had given input and crafted the proposed policy change.

Yeas: Dills, Duncan, Hamrick, Miller, Schad, Zagal and Seibold – 7
Nays: -0-

2017-71. Adoption of an amendment to the parks rules contained in Section 3.15 of Chapter 31 of Title III of the City Code pertaining to commercial use of John Collins Park.

2016-71-A. Zagal-Duncan. That an amendment to the parks rules contained in Section 3.15 of Chapter 31 of Title III of the City Code pertaining to commercial use of John Collins Park be introduced as set forth in Exhibit “A” attached hereto.

Yeas: Dills, Duncan, Hamrick, Miller, Schad, Zagal and Seibold – 7
Nays: -0-

- 2017-72. A public hearing was held pertaining to the General Fund budget and the property tax levy for Fiscal Year 2017-18. No public comment was received. Mayor Seibold closed the public hearing.
- 2017-73. A public hearing was held on the special assessment roll of delinquent accounts for placement on the July 1, 2017 tax roll. No public comment was received. President Dills closed the public hearing
- 2016-73-A. Miller-Duncan. That the special assessment roll of delinquent accounts totaling \$55,353.89 be certified and placed on the July 1, 2017 tax roll.

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

- 2017-74. Dills-Hamrick. To approve the consent agenda as follows:
- 2017-74-A. The minutes of the regular meeting held May 15, 2017.
- 2017-74-B. Payroll disbursements of \$228,274.19; county and school disbursements of \$-0-, and total remaining disbursements of \$434,613.38.
- 2017-74-C. An updated Street and Sidewalk Funding Policy to account for the additional revenue to be received from the State of Michigan as set forth in Exhibit “B” attached hereto.
- 2017-74-D. A resolution authorizing the City Clerk to submit a grant agreement for new voting equipment, including optical scan precinct tabulators, handicap-accessible ballot marking devices, absent voter counting board tabulators and election management software as set forth in Exhibit “C” attached hereto.
- 2017-74-E. A contract with Moore & Bruggink of Grand Rapids for an asset management plan at a cost not-to-exceed \$26,000 for the sanitary system and not-to-exceed \$20,000 for the storm sewer system.
- 2017-74-F. The Joint Facilities Budget for FY 2017-2018 as recommended by the Joint Facilities Committee.
- 2017-74-G. An amendment to the contract with Lodestar Construction in the amount of \$60,878.00 for a street and utility work on Mary Avenue.
- 2017-74-H. An agreement for online registration and serving software for the Parks & Recreation Department as outlined in the Parks & Recreation Director’s memo dated May 17, 2017.
- 2017-74-I. The Public Safety Departments quarterly report for the period ended March 31, 2017.

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

The meeting adjourned at 7:14 p.m., subject to the call of the Mayor until June 5, 2017.

Karen K. Brower, City Clerk

Attachments: A – Amendment to the Parks Rules Contained in Section 3.15 of Chapter 31
B – Street & Sidewalk Funding Policy
C – Resolution regarding new voting equipment

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

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Special Meeting Held June 5, 2017

Mayor Seibold called the meeting to order at 7:15 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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-75. Consider request to adopt a resolution adopting the FY 2017-18 budget and setting a millage rate for FY 2017-18.

2016-75-A. Miller-Hamrick. That a resolution adopting the FY 2017-18 budget and setting the millage rate for FY 2017-18 be adopted as set forth in Exhibit "A" attached hereto.

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

Mayor Seibold thanked everyone involved in the preparation and review of the annual budget.

2017-76. Consider request to adopt a resolution establishing water/sewer rates for FY 2017-18.

2016-76-A. Hamrick-Duncan. That a resolution setting water/sewer rates for the upcoming fiscal year be adopted as set forth in Exhibit "B" attached hereto.

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

The meeting adjourned at 7:17 p.m., subject to the call of the Mayor until June 19, 2017.

Karen K. Brower, City Clerk

Attachments: A – Budget adoption resolution
B – Water/Sewer rate resolution

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 19, 2017

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, Schad and Mayor Seibold

Absent: Commissioners Miller and Zigel

Also Present: Assistant City Attorney Tobias; City Manager Donovan; Assistant City Manager LaFave; Zoning Administrator Faasse; City Clerk Brower

2017-77. Peter Dimitriou, 2621 Inverness in GR, spoke about the dangers of climate change and asked the City Commission to take action.

2017-78. Commissioner Hamrick reminded everyone to drive slowly and safely through the areas where road construction and maintenance are taking place this summer.

Commissioner Schad complimented the June water bill insert that contained all of the information on summer events in East Grand Rapids.

2017-79. Dills-Schad. Motion to add to the end of agenda two collective bargaining agreements with employee unions. A roll call vote was taken.

Yeas: Dills, Duncan, Hamrick, Schad and Seibold – 5

Nays: -0-

2017-80. A zoning variance hearing was held regarding the request of Michael & Andrea Pouloupoulos of 2111 Wilshire to allow a 6' privacy fence along Lenox Road with a setback of 3' instead of the required 20.'

Zoning Administrator Faasse explained that solid fences were required to be placed 20' from the sidewalk or be no more than 3' in height so that vehicles using the driveway could see those on the sidewalk and in the street.

Michael Pouloupoulos, 2111 Wilshire, stated they have small children and would like the tall, solid fence for privacy while the children play in the yard.

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

- Nicholas Krupansky, 2450 Maplewood	Opposed
- Jeff Olsen, 1112 Eastwood	Opposed.
- Thomas Rider & Tracy Miller-Rider, 2114 Anderson	Opposed.

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

2016-80-A. Dills-Hamrick. That the request of Michael & Andrea Pouloupoulos of 2111 Wilshire to allow a 6' privacy fence along Lenox Road with a setback of 3' instead of the required 20' be approved.

Commissioner Schad questioned why the applicants were not willing to use a chain link or 3' fence. Mr. and Mrs. Pouloupoulos stated they did not want people watching their children in the yard and worried the children might climb over a shorter fence.

Commissioner Schad stated that while there are other fences in the neighborhood, she did not feel this particular proposed fence would fit in with the area.

Commissioner Duncan understood the desire for privacy, but could not support this variance request due to the aesthetics of the neighborhood and the feasibility of other options.

Commissioner Dills stated the 20' setback was necessary for the safety of those on the sidewalk and in vehicles and he could not support a fence this variance due to those concerns.

Commissioner Hamrick was also against the variance request due to safety issues.

Mayor Seibold noted that significant research and thought go into creating ordinances that allow safe and consistent sight distance and aesthetic guidelines for the commission to use when considering these requests. She also favored keeping neighborhoods as open as possible and could not support this particular request.

Yeas: -0-

Nays: Dills, Duncan, Hamrick, Schad and Seibold – 5

2017-81. Rental rates for group events at Collins Park.

City Manager Donovan presented the proposed rental rates for the newly approved group rental policy for Collins Park. The rate structure gives discounted rates to residents and local businesses.

2016-81-A. Duncan-Schad. That rental rates as proposed by the Parks & Recreation Director in his memo dated June 8, 2017 be approved.

Mayor Seibold reminded everyone that the rental policy would be reviewed after a one-year trial.

Yeas: Dills, Duncan, Hamrick, Schad, Zigel and Seibold – 6

Nays: -0-

2017-82. Hamrick-Duncan. To approve the consent agenda as follows:

2017-82-A. The minutes of the special meeting held June 2, 2017.

2017-82-B. The minutes of the regular and special meetings held June 5, 2017.

2017-82-C. Payroll disbursements of \$210,045.66; county and school disbursements of \$708.60, and total remaining disbursements of \$328,505.28.

2017-82-D. Authorization for the Public Works Department to auction decommissioned equipment.

2017-82-E. A contract with Groundhawg Excavating and Landscaping of Lowell in the amount not to exceed \$150,000 for sidewalk rehabilitation and replacement.

2017-82-F. A contract for storm drainage improvements with Redline Excavating of Hamilton, Michigan, in the amount of \$116,623 plus contingencies of \$11,663.

2017-82-G. A resolution approving budget amendments for the quarter ending June 30, 2017 as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Duncan, Hamrick, Schad and Seibold – 5

Nays: -0-

2017-83. Dills-Schad. Motion to enter into an executive session to discuss collective bargaining agreements in accordance with Section 8(c) of the Open Meetings Act. A roll call vote was taken.

Yeas: Dills, Duncan, Hamrick, Schad and Seibold – 5

Nays: -0-

2017-84. The meeting recessed at 6:21 pm to conduct the Executive Session. The meeting resumed at 6:34 pm.

2017-85. Consider request to approve a collective bargaining agreement with the AFSCME Public Works Union.

2010-85-A. Schad-Hamrick. That a three-year contract with the AFSCME Local Public Works Union beginning July 1, 2017 be approved as recommended by the City Manager.

Yeas: Dills, Duncan, Hamrick, Schad and Seibold – 5

Nays: -0-

2017-86. Consider request to approve a collective bargaining agreement with the Public Safety Officers Union.

2010-86-A. Schad-Duncan. That a three-year contract with the Public Safety Officers Union beginning July 1, 2017 be approved as recommended by the City Manager.

City Manager Donovan thanked the union representatives of both the POAM and AFSCME unions for their work on these contracts.

Yeas: Dills, Duncan, Hamrick, Schad and Seibold – 5

Nays: -0-

The meeting adjourned at 6:36 p.m., subject to the call of the Mayor until July 3, 2017.

Karen K. Brower, City Clerk

Attachments: A – Resolution approving budget amendments

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 3, 2017

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, Schad, Zagel and Mayor Seibold

Absent: Commissioner Dills

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

2017-87. No public comment was received.

2017-88. Commissioner Miller invited everyone to participate in all of the great events scheduled for Tuesday, July 4.

Commissioner Hamrick noted the parade started at noon near the hospital.

Commissioner Schad commented that the finished Lake Drive construction project looked great.

Mayor Seibold thanked the family of Eileen DeVries for sponsoring the 4th of July activities and fireworks. She also thanked all of the staff involved in planning and overseeing the activities that will take place tomorrow.

2017-89. Introduction of an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone 23 parcels from R-1 Single Family Residential to R-2 Single Family Residential.

Zoning Administrator Faasse explained the Planning Commission has reviewed the proposed rezoning of 23 parcels and recommends approval. Mr. Faasse noted 19 of the 23 parcels will become more conforming if the rezoning is approved.

Steven Kretschman, 929 San Jose, explained the request and showed several large maps detailing the lots to be rezoned, the original plat map from 1927 and how the rezoning would affect the conformity of each lot.

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

2016-89-A. Zagel-Miller. That an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone 23 parcels from R-1 Single Family Residential to R-2 Single Family Residential be introduced as set forth in Exhibit "A" attached hereto.

Commissioner Zagel stated it was easy to see that these parcels were a transition between two zoning districts and felt it was appropriate to consider rezoning the parcels. He thanked the residents for working together to bring a solution to the commission.

Mayor Seibold reported the Planning Commission had reviewed this proposal and recommends rezoning the parcels to R-2 Residential.

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

Nays: -0-

2017-90. Request to approve a collective bargaining agreement with the Public Safety Command union.

City Manager Donovan noted the provisions of this agreement mirrored agreements approved with the city's other two unions at the last meeting. He thanked the members of the union for their work on this contract.

2010-90-A. Miller-Zagel. That a three-year contract with the POLC public safety officers command union beginning July 1, 2017 be approved as recommended by the City Manager.

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

2017-91. Introduction of an ordinance amendment to Chapter 2 of Title I of the City Code pertaining to administrative service descriptions.

City Attorney Huff noted that most of the changes in these ordinances were due to updated titles and job descriptions. Other changes were made to match current practices, standardize licensing and insurance requirements and to revise bond regulations.

Matt Feyen, 630 Rosewood, objected to the new water/sewer rate structure for multi-family units. He felt the per-unit charge was not fair and inconsistent with both the current and proposed ordinance.

2016-91-A. Miller-Duncan. That an ordinance amendment to Chapter 2 of Title I of the City Code pertaining to administrative service descriptions be introduced as set forth in Exhibit "B" attached hereto.

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

2017-92. Introduction of an ordinance amendment to Chapter 3 of Title I of the City Code pertaining to administrative policy and procedures.

2016-92-A. Zagel-Miller. That an ordinance amendment to Chapter 3 of Title I of the City Code pertaining to administrative policy and procedures be introduced as set forth in Exhibit "C" attached hereto.

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

2017-93. Introduction of an ordinance amendment Chapter 5 of Title I of the City Code pertaining to purchases, contracts and sales.

2016-93-A. Hamrick-Duncan. That an ordinance amendment to Chapter 5 of Title I of the City Code pertaining to purchases, contracts and sales be introduced as set forth in Exhibit "D" attached hereto.

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

2017-94. Introduction of an ordinance amendment to Chapter 7 of Title I of the City Code pertaining to special assessments.

2016-94-A. Zagel-Hamrick. That an ordinance amendment to Chapter 7 of Title I of the City Code pertaining to special assessments be introduced as set forth in Exhibit "E" attached hereto.

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

2017-95. Introduction of an ordinance amendment to Chapter 78 of Title VII of the City Code pertaining to lawn contractors and snow removal contractors.

2016-95-A. Duncan-Hamrick. That an ordinance amendment to Chapter 78 of Title VII of the City Code pertaining to lawn contractors and snow removal contractors be introduced as set forth in Exhibit "F" attached hereto.

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

2017-96. Introduction of an ordinance amendment to Chapter 24 of Title II of the City Code pertaining to water and sewer rates.

2016-96-A. Zigel-Hamrick. That an ordinance amendment to Chapter 24 of Title II of the City Code pertaining to water and sewer rates be introduced as set forth in Exhibit "G" attached hereto.

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

2017-97. Update of Joint Facilities agreement with East Grand Rapids Public Schools.

Parks & Recreation Director Bunn reviewed the changes proposed for the agreement since the last formal update in 2002.

2016-97-A. Miller-Duncan. That an updated Joint Facilities Agreement with the East Grand Rapids Public Schools be adopted as set forth in Exhibit "H" attached hereto.

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

2017-98. Election of President for FY 2016-17.

2016-98-A. Hamrick-Duncan. That Commissioner Miller be elected President of the East Grand Rapids City Commission to assume leadership duties in the absence of the Mayor for FY 2017-18.

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

2017-99. Duncan-Hamrick. To approve the consent agenda as follows:

2017-99-A. The minutes of the regular meeting held June 19, 2017.

2017-99-B. Payroll disbursements of \$219,842.91; county and school disbursements of \$12.01, and total remaining disbursements of \$244,545.46.

2017-99-C. Advisory board appointments as follows:

Planning Commission	John Barbour, 2540 Indian Trail Jeff Olsen, 1112 Eastwood	Three-year terms ending 6/30/20
Parks & Recreation Comm.	Brad Andrzejewski, 3105 Bonnell Richard Sprague, Jr., 2332 Burchard Carol Campbell, 2109 Elmwood Aaron Smith, 1645 Laurel Ren Brander, 2648 Lake Drive	One-year terms ending 6/30/18
Library Commission	Micki Benz, 817 Gladstone Betsy Brown, 1410 Sherwood Carol Donovan, 2944 Hall Judy Freeman, 425 Cambridge Azizah Hines, 2244 Hall Christopher Smith, 461 Lakeside	One-year terms ending 6/30/18

Board of Review

Paul Howland, 2809 Woodcliff Circle One-year terms ending 6/30/18
Bill Graham, 2830 Cascade Rd

Ann Nowak, 1033 San Lucia Two-year terms ending 6/30/19
Katie Favale, 2557 Hall

**Construction Board
Of Appeals**

Kurt Lacks, 3105 Bonnell Two-year terms ending 6/30/19
Thomas Skoog, 2553 Arundel

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

The meeting adjourned at 6:36 p.m., subject to the call of the Mayor until July 17, 2017.

Karen K. Brower, City Clerk

- Attachments:
- A – Ordinance Amendment to Section 5.20 rezoning 23 parcels to R-2 Single Family Residential
 - B – Ordinance Amendment to Chapter 2 pertaining to administrative service descriptions
 - C – Ordinance Amendment to Chapter 3 pertaining to administrative policy and procedures
 - D – Ordinance Amendment to Chapter 5 pertaining to purchases, contracts and sales
 - E – Ordinance Amendment to Chapter 7 pertaining to special assessments
 - F – Ordinance Amendment to Chapter 78 pertaining to lawn and snow removal contractors
 - G – Ordinance Amendment to Chapter 24 pertaining to water and sewer rates
 - H – Joint Facilities 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 July 17, 2017

Mayor Seibold called the meeting to order at 6:02 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, Miller, Schad, Zagel and Mayor Seibold

Absent: Commissioners Duncan and Hamrick

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

2017-100. No public comment was received.

2017-101. Commissioners Dills and Miller thanked the members of the Public Works Department for the huge cleanup effort following the storm of July 7, 2017.

Commissioner Schad also thanked the Public Works crews and commended the Parks & Recreation Department for all their work on the 4th of July activities.

Commissioner Zagel complimented Parks & Recreation Director Bunn and his entire staff for all a wonderful 4th of July. He also thanked the citizens for their patience during the Wealthy Street construction project.

Mayor Seibold thanked the Public Works Department and the construction company for maintaining one-way traffic on Wealthy Street so that people could still get to their favorite businesses during the reconstruction. She also noted the fantastic fireworks on July 4 and thanked the family and friends of Eileen DeVries for making the expanded show possible.

2017-102. Jaimee Conroy of PLM Lake & Land Management Corporation reviewed the 2016 Reeds Lake water quality report and answered questions from the city commissioners. She noted the goals for the lake treatment program, gave an overview of the treatment plans for invasive species and reported that the last test showed no e-coli in the water. She stated that the water quality was good for a developed suburban lake and that the city was taking a very progressive stance in maintaining the water quality.

2017-103. Public Hearing and Final Reading of an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone 23 parcels from R-1 Single Family Residential to R-2 Single Family Residential.

Planning Consultant Paul LeBlanc outlined the rezoning request that will result in 19 currently nonconforming properties complying with current zoning regulations. He recommended rezoning the parcels.

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

- | | |
|------------------------------------|---|
| - Steve Kretschman, 929 San Jose | Stated R-2 was more compatible with the original plat and how the area has developed over time. |
| - Paul Kratochwill, 2011 Argentina | Supported the rezoning request. |
| - Ray Loeschner, 2565 Frederick | Supported the request as a former resident of San Jose |

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

- | | |
|--------------------------------|-----------|
| - David Ziegler, 944 San Lucia | In Favor. |
|--------------------------------|-----------|

- Paul Kratochwill, 2011 Argentina In Favor.

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

2016-103-A. Zagel-Miller. That an ordinance amendment to Section 5.20 of Chapter 50 of Title V of the City Code to rezone 23 parcels from R-1 Single Family Residential to R-2 Single Family Residential be adopted as set forth in Exhibit "A" attached hereto.

Commissioner Miller noted that he lives nearby and feels this is a logical request as it would increase conformity without other consequences.

Commissioner Zagel also supported the request as he favored having more homes in compliance with zoning ordinances.

Commissioner Dills noted the support of all the neighbors and felt this was a great end to this process.

Mayor Seibold noted that while it was unusual for a group of property owners to request rezoning, this particular case made sense and she supported the rezoning.

Yeas: Dills, Miller, Schad, Zagel and Seibold – 5

Nays: -0-

2017-104. A zoning variance hearing was held regarding the request of Heather Downs Community Pool Association of 2100 Heather to allow the construction of a shade structure with a side yard setback of 6' instead of the required 20'.

Zoning Administrator Faasse explained the request to replace an existing pergola structure with a covered shade structure attached to the building. The posts of the new structure would be 6' from the lot line with a one-foot overhang.

Brian Kane, 2210 Stratford Court, President of the pool association, showed a three-dimensional rendering of the proposed structure and a letter of support from the next door neighbor.

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

- Katie Baker, 1410 Laurel Noted pergola needs repair and this structure will provide more protection from the weather.

- Nancy Ballast, 1418 Pinecrest Felt this was a very cost-effective improvement.

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

2016-104-A. Miller-Zagel. That the request of Heather Downs Community Pool Association of 2100 Heather to allow the construction of a shade structure with a side yard setback of 6' instead of the required 20' be approved with the conditions that the structure remain open on the sides without walls, windows or screens.

Commissioner Miller felt the pool association was a great asset to the neighborhood and he supported this new addition. Commissioners Schad and Dills agreed this would be a great improvement.

Yeas: Dills, Miller, Schad, Zagel and Seibold – 5

Nays: -0-

2017-105. Final Reading of an ordinance amendment to Chapter 2 of Title I of the City Code pertaining to administrative service descriptions.

2016-105-A. Dills-Miller. That an ordinance amendment to Chapter 2 of Title I of the City Code pertaining to administrative service descriptions be adopted as set forth in Exhibit "B" attached hereto.

Yeas: Dills, Miller, Schad, Zigel and Seibold – 5
Nays: -0-

2017-106. Final Reading of an ordinance amendment to Chapter 3 of Title I of the City Code pertaining to administrative policy and procedures.

2016-106-A. Miller-Zigel. That an ordinance amendment to Chapter 3 of Title I of the City Code pertaining to administrative policy and procedures be adopted as set forth in Exhibit “C” attached hereto.

Yeas: Dills, Miller, Schad, Zigel and Seibold – 5
Nays: -0-

2017-107. Final Reading of an ordinance amendment Chapter 5 of Title I of the City Code pertaining to purchases, contracts and sales.

2016-107-A. Zigel-Miller. That an ordinance amendment to Chapter 5 of Title I of the City Code pertaining to purchases, contracts and sales be adopted as set forth in Exhibit “D” attached hereto.

Yeas: Dills, Miller, Schad, Zigel and Seibold – 5
Nays: -0-

2017-108. Final Reading of an ordinance amendment to Chapter 7 of Title I of the City Code pertaining to special assessments.

2016-108-A. Schad-Dills. That an ordinance amendment to Chapter 7 of Title I of the City Code pertaining to special assessments be adopted as set forth in Exhibit “E” attached hereto.

Yeas: Dills, Miller, Schad, Zigel and Seibold – 5
Nays: -0-

2017-109. Final Reading of an ordinance amendment to Chapter 24 of Title II of the City Code pertaining to water and sewer rates.

2016-109-A. Zigel-Miller. That an ordinance amendment to Chapter 24 of Title II of the City Code pertaining to water and sewer rates be adopted as set forth in Exhibit “F” attached hereto.

Yeas: Dills, Miller, Schad, Zigel and Seibold – 5
Nays: -0-

2017-110. Final Reading of an ordinance amendment to Chapter 78 of Title VII of the City Code pertaining to lawn contractors and snow removal contractors.

2016-110-A. Miller-Schad. That an ordinance amendment to Chapter 78 of Title VII of the City Code pertaining to lawn contractors and snow removal contractors be adopted as set forth in Exhibit “G” attached hereto.

Yeas: Dills, Miller, Schad, Zigel and Seibold – 5
Nays: -0-

2017-111. Zigel-Schad. To approve the consent agenda as follows:

2017-111-A. The minutes of the regular meeting held July 3, 2017.

2017-111-B. Payroll disbursements of \$231,355.19; county and school disbursements of \$-0-, and total remaining disbursements of \$676,968.15.

2017-111-C. The purchase of road salt for the 2017-18 winter season from Compass Minerals America of Overland Park, Kansas in the amount of \$45.43 per ton.

2017-111-D. The preliminary minutes of the Parks & Recreation Commission meeting held June 12, 2017.

2017-111-E. The preliminary minutes of the Planning Commission meeting held June 13, 2017.

Yeas: Dills, Miller, Schad, Zagel and Seibold – 5

Nays: -0-

The meeting adjourned at 6:38 p.m., subject to the call of the Mayor until August 7, 2017.

Karen K. Brower, City Clerk

Attachments: A – Ordinance Amendment to Section 5.20 rezoning 23 parcels to R-2 Single Family Residential
 B – Ordinance Amendment to Chapter 2 pertaining to administrative service descriptions
 C – Ordinance Amendment to Chapter 3 pertaining to administrative policy and procedures
 D – Ordinance Amendment to Chapter 5 pertaining to purchases, contracts and sales
 E – Ordinance Amendment to Chapter 7 pertaining to special assessments
 F – Ordinance Amendment to Chapter 24 pertaining to water and sewer rates
 G – Ordinance Amendment to Chapter 78 pertaining to lawn and snow removal contractors

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 7, 2017

Mayor Seibold called the meeting to order at 6:01p.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, Zagel and Mayor Seibold

Absent: Commissioners Hamrick, Miller and Schad

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

2017-112. No public comment was received.

2017-113. Commissioner Zagel thanked the community for their patience with the construction on Wealthy Street and noted the project should be completed in time for the Taste of East on Thursday, August 17. The Taste of East will be 5:30 to 8:30 pm in Gaslight Village with the proceeds benefitting Helen DeVos Children's Hospital.

Mayor Seibold stated the relining process being used on Wealthy Street significantly reduced the amount of time the road was closed for construction by relining the existing water main through access pits instead of digging up the entire street to install a new main. She noted that representatives from several other cities had toured the project recently to see what was being done.

2017-114. Public Safety Director Herald presented chief citation awards to Daniel and Brooke Mehney for their actions earlier this summer in alerting the authorities of a suspicious situation and then tracking and apprehending suspects in a burglary in their area and the recovery of stolen property. The City Commission congratulated Mr. and Mrs. Mehney and thanked them for their actions on behalf of their neighbors and the community.

2017-115. KDL Director Lance Werner, KDL Board Member Craig Wilson and EGR Branch Manager Dawn Lewis presented the Kent District Library's 2016 Annual Report and answered questions on the many innovative programs being offered in East Grand Rapids and around the community. Mrs. Lewis thanked the city staff who assisted with facilities and equipment and the Friends of the EGR Library for all their financial assistance with programs, supplies and the upcoming renovation of the upstairs entrance.

2017-116. Duncan-Dills. To approve the consent agenda as follows:

2017-116-A. The minutes of the regular meeting held July 17, 2017.

2017-116-B. Payroll disbursements of \$445,005.31; county and school disbursements of \$1,960,268.08, and total remaining disbursements of \$708,695.57.

2017-116-C. Reclassification of the Zoning Administrator position from part-time to full-time.

2017-116-D. Ratification of the purchase of a network storage system from SCW of Marietta, Georgia in the amount of \$5,847.65 plus \$500 for cabling costs.

Yeas: Dills, Duncan, Zagel and Seibold – 4

Nays: -0-

The meeting adjourned at 6:22 p.m., subject to the call of the Mayor until August 21, 2017.

Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held August 21, 2017

Mayor Seibold called the meeting to order at 5:20 p.m. in the City Commission Chambers at the East Grand Rapids Community Center.

Present: Commissioners Dills, Hamrick, Schad, Zagel and Mayor Seibold

Absent: Commissioners Duncan and Miller

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

2017-117. Zagel-Hamrick. Motion to enter into an executive session to discuss attorney's opinion in accordance with Section 8(h) of the Open Meetings Act. A roll call vote was taken.

Yeas: Hamrick, Schad, Zagel and Seibold – 4

Nays: -0-

Commissioner Dills arrived.

2017-118. The meeting adjourned at 5:20 pm to conduct the executive session. The meeting resumed at 6:00 p.m.

2017-119. Mayor Seibold led the audience in the Pledge of Allegiance. She announced that agenda item #9, the site plan approval for 610 Lovett, was being removed from the agenda at this time.

2017-120. Chris Afendoulis, 73rd District Representative, updated the city commission on legislation and various efforts going on in Lansing. He urged his constituents to contact him with any questions they may have.

Phil Skaggs, 19th District County Commissioner, reviewed the status many of the projects the county commission was involved in, including the recent 911 surcharge millage and the zoo millage approved by voters that have allowed funds to be used for other county purposes.

2017-121. Commissioners Dills and Hamrick thanked all those involved in the recent water main project on Wealthy for keeping the disruption to a minimum for the residents and the businesses.

Commissioner Schad thanked the library staff for the wonderful solar eclipse event held earlier in the day.

Commissioner Zagel reported the Taste of East Grand Rapids event on August 17 was well attended and raised over \$10,000 for the Helen DeVos Children's Hospital Foundation. He announced that Athleta would soon occupy the former PapersPlus storefront.

City Manager Donovan announced that the audio-visual system in the commission chambers was not working this evening so the document camera was not available for use with the variance materials.

2017-122. Peter Varga, CEO of the Interurban Transit Partnership gave an update on operations and future plans of The Rapid transit system.

2017-123. A zoning variance hearing was held regarding the request of Joshua Brewster and Christina Vogelsang of 2818 Cascade to allow a 6' privacy fence in the front yard.

Zoning Administrator Faasse explained that front yard fences must be 50% opaque or be 36" or less in height.

Josh & Christina Brewster, 2818 Cascade, stated the fence was put up to protect their six-year-old son. Mr. Brewster noted he had removed the portion of the fence that encroached on the neighboring property. He reported that most of his neighbors supported the fence remaining. Mr. Brewster also noted that Cascade Road is busier than most other streets and fences should be allowed.

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

- Patrick Swaney on behalf of James Azzar Noted Mr. Azzar is opposed to the fence as he did not feel it provided any better protection than a compliant fence would. Mr. Azzar was concerned about the sight distance for vehicles using the side street.

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

- Laura Kaleefey, 1563 Woodlawn Opposed.
- Patrick Platt, 2823 Cascade In Favor.
- Bill Graham, 2830 Cascade Opposed.
- Ryan West, 2817 Cascade In Favor.
- Jon Spalding & Carl Wall, 161 Pioneer Club In Favor.
- Dave Blissett, 2811 Cascade In Favor.
- James Azzar, owner of 2810 & 2826 Cascade Opposed.
- Christian VanPatten, 310 Hodenpyl In Favor.
- Colleen Barcheski, 2807 Cascade In Favor.

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

2016-123-A. Dills-Hamrick. That the request of Joshua Brewster and Christina Vogelsang of 2818 Cascade to allow a 6' privacy fence in the front yard be approved.

Commissioner Schad noted that the fence ordinance was very clear and easy to understand. She agreed that some streets were busier than others and thought perhaps that issue may need to be addressed in the future. She did not, however, feel that this fence should be allowed to remain because it did not comply with the current ordinance.

Commissioner Hamrick noted that child safety was important but thought this fence did very little to protect a child because it did not enclose the front yard.

Commissioner Dills also noted that without enclosing the front yard the fence did very little to ensure a child's safety. He noted the applicant had also not demonstrated that a 6' fence was any better than a 3' fence that would comply with the ordinance. Mr. Dills did not want to see a wall of privacy fences along Cascade Road or any other street and stated he could not support this variance request.

Mayor Seibold agreed that this fence seemed to have very little to do with safety. She felt the fence could be rebuilt to the regulated height or built to enclose the back yard in compliance with the ordinance.

Yeas: -0-

Nays: Dills, Hamrick, Schad, Zagel and Seibold – 5

2017-124. A zoning variance hearing was held regarding the request of Doug & Mia Walker of 1063 Lakeside to allow the construction of a 50-79" privacy fence with a setback of approximately 3.5' instead of the required 20.'

Zoning Administrator Faasse explained this fence enclosed the side yard of this property with panels of differing heights measuring from 50" to 79" from the ground to the top of the panels. Mr. Faasse also noted that the maximum height allowed for any fence in any location is 72."

Mia Walker, 1063 Lakeside, felt this area should be treated as their back yard, not a side yard. Doug Walker noted the area in question was only 25' along the sidewalk. Mr. Walker noted he had placed the fence posts in the same holes as the previous fence which was removed due to age and condition. He stated the panels were only 48" tall and placed just a few inches above the ground and leveled out to accommodate the slope of the land. He did not understand the city's 79" measurement. He felt this was essentially a 1' variance over the 36" allowed.

Commissioner Dills questioned whether the applicants had received regulations from the city prior to installing the fence. Mr. Walker stated they had received information after the panels were already ordered. He stated city staff had told him it would be ok if no one complained and since there were several other fences in the area, he felt they were within a margin of error and went ahead with the fence.

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

- | | |
|----------------------------------|---|
| - John Cvengros, 1059 Lakeside | In favor of the fence as it was very nice looking and improved the property. |
| - Mary Carrington, 1043 Lakeside | Supported both neighbors who were requesting variances. |
| - Dan & Brooke Mehney, 2330 Hall | Supported the Walkers and their fence. |
| - Laura Zochowski, 1058 Lakeside | Stated the fence appeared shorter from the inside because of the slop and would not provide any privacy if the fence was any shorter. |
| - Laurel Ratering, 1064 Lakeside | Stated it was hard to have any privacy on a corner lot and felt this fence fit the house and the neighborhood. |

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

- | | |
|---|-----------|
| - Kurt & Laurel Ratering, 1064 Lakeside | In Favor. |
| - Alisa Ratering, 1064 Lakeside | In Favor. |
| - Keri Kilpatrick, 1052 Lakeside | In Favor. |
| - Patty & John Woodhouse, 2208 Burchard | In Favor. |
| - Katherine Shields, 2234 Burchard | In Favor. |
| - Kathleen Plockmeyer, 1124 Lakeside | In Favor. |
| -Joe Kam, 1053 Lakeside | Opposed. |

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

2016-124-A. Schad-Hamrick. That the request of Doug & Mia Walker of 1063 Lakeside to allow the construction of a 50-79" privacy fence with a setback of approximately 3.5' instead of the required 20' be denied.

Commissioner Schad stated the ordinance standards are very clearly stated. She noted that the ordinance has been in place since 2014 and was communicated to the Walkers. She appreciated people's efforts to improve their property but could not support a fence that did not meet the standards.

Zoning Administrator Faasse read Section 8.61(c) and answered questions from the commissioners on the applicants options for a side yard fence on a corner lot.

Commissioner Zagel noted that while the fence was very attractive, the style was not the issue, rather the height of the fence was higher than allowed in this location.

Commissioner Dills noted these types of situations made the job of the city commissioners very difficult—especially in light of the neighborhood support—but felt if one fence were approved, the city commission would have to approve them all.

Commissioner Hamrick thanked the applicants for the improvements made to the yard and the home. She noted there were no sight distance issues with this fence, but could not support the variance in light of the fact they constructed it even after knowing the regulations.

Mayor Seibold noted that some of the area fences were “grandfathered” because they had been built before the current ordinance and could not be built in the same way now. She urged everyone with consult with the city first to make sure their investments in their homes were not wasted. She also noted that corner lots were not uncommon in East Grand Rapids and property owners needed to be aware of the limitations when they purchased their homes.

Yeas: Dills, Hamrick, Schad, Zagel and Seibold – 5
Nays: -0-

- 2017-125. A zoning variance hearing was held regarding the request of Kurt & Laurel Ratering, owners of 1064 Lakeside, to allow:
- a retaining wall and fence in the city right-of-way instead of the required 1’ setback.
 - a 4’ fence in the front yard instead of the allowed 3.’

Zoning Administrator Faasse explained the fence and retaining wall had been constructed along the sidewalk either in the city right-of-way or within the 1’ setback required. He noted that the applicant had supplied a survey of the property done prior to the fence installation and that the measurements in his report were done by hand using the survey.

Commissioner Dills and Mayor Seibold favored waiting for a new survey to be completed that would show exactly where the retaining wall and fence were in relation to the city right-of-way line.

- 2016-125-A. Dills-Zagel. That the request of Kurt & Laurel Ratering, owners of 1064 Lakeside, to allow a retaining wall and fence in the city right-of-way instead of the required 1’ setback be tabled until a new survey showing the fence location could be completed.

Yeas: Dills, Hamrick, Schad, Zagel and Seibold – 5
Nays: -0-

- 2017-126. Consider request to approve the division of land at 929 San Jose.

Zoning Administrator Faasse outlined the request to divide the property into two buildable lots. He noted the staff recommendations for three conditions to be placed on the land division.

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

- Steve Kretschman, 929 San Jose Requested the lot be divided as requested.

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

- 2016-126-A. Zagel-Hamrick. That the request of Stephen & Mary Kretschman, owners of 929 San Jose, to divide 929 San Jose into two equal conforming parcels as follows: 929 San Jose with 85’ of frontage and 24,919 square feet containing the existing house, and 939 San Jose with 85’ of frontage and 24,919 square feet containing an existing accessory building, be approved with the following conditions:

1. The split complies with the legal descriptions and surveys presented in the land division application;
2. Transfer and recording of the relevant deed(s) or land contract(s) with the Kent County Register of deeds within 90 days of the Commission’s action; and
3. The correction of the existing fence encroachment before a certificate of occupancy will be issued for the new home at 939 San Jose.

Yeas: Dills, Hamrick, Schad, Zagel and Seibold – 5
Nays: -0-

2017-127. Hamrick-Schad. To approve the consent agenda as follows:

2017-127-A. The minutes of the regular meeting held August 7, 2017.

2017-127-B. Payroll disbursements of \$230,696.61; county and school disbursements of \$3,312,690.13, and total remaining disbursements of \$420,955.63.

2017-127-C. A resolution adopting the Pre-Hazard Mitigation Plan for the City of East Grand Rapids as set forth in Exhibit "A" attached hereto.

2017-127-D. The purchase of vehicles, equipment and accessories totaling \$609,258.30 through the MiDeal contract as outlined in the Assistant City Manager's memo dated July 27, 2017.

2017-127-E. A contract with A-1 Asphalt of Wayland for temporary paving patches and grind/resurface of Wealthy Street from Lovett to Lakeside in the amount of \$59,722 plus contingencies of 10%, and to approve this work being done at night as required.

2017-127-F. A contract with Lodestar Construction for drainage improvements to the Public Works complex in the amount of \$104,043 plus contingencies of 15%.

2017-127-G. The preliminary minutes of the Joint Facilities Committee meeting held May 18, 2017.

Yeas: Dills, Hamrick, Schad, Zigel and Seibold – 5
Nays: -0-

The meeting adjourned at 7:39 p.m., subject to the call of the Mayor until September 5, 2017.

Karen K. Brower, City Clerk

Attachments: A – Resolution adopting Pre-Hazard Mitigation Plan

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 18, 2017

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, Schad, 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

- 2017-128. Peter Dimitriou, 2621 Inverness (GR), thanked the city for the opportunity to participate in the recent master plan sessions and talked about weather events and climate change.
- Bryan Walters, 1039 Pinecrest, suggested the city give plenty of opportunity for public input on the draft of the master plan when completed.
- 2017-129. Commissioner Schad announced the Hearts of Gold football game would be held Friday as a benefit for the Kids Food Basket organization.
- Commissioner Zagel announced the grand openings of the James Salon renovations and Kilwins Fudge this week in East Grand Rapids. He also complimented the master plan sessions last week and all the great input and suggestions that came from those attending.
- Commissioner Hamrick felt the master plan sessions were very valuable and appreciated all of the maps and drawings used. She reported she had recently attended the Michigan Municipal League conference and would be sharing several ideas she picked up at the sessions.
- Commissioner Dills thanked the staff and volunteers for the well run Reeds Lake Triathlon on September 9.
- Mayor Seibold thanked the Public Safety Department for their work on the recent break-ins and the attempted robbery last weekend.
- City Manager Donovan noted the Planning Commission meetings in October, November and December would be the next steps in the Master Plan process and asked everyone to put these on their calendars.
- 2017-130. City Clerk Brower gave a demonstration of the new city website that will launch on September 19.
- 2017-131. A zoning variance hearing was held regarding the request of Stephen Kusmierczak, owner of 230 El Centro, to allow the construction of a new home with a front yard setback of 16.2' instead of the required 30.0.'
- Assistant City Manager LaFave explained the default setback for this lot would be 30' due to the curve of the road making it impossible to establish an average setback.
- Stephen Kusmierczak, owner of 230 El Centro, was present to explain the plans for a new home that would fit in the neighborhood and preserve the mature trees on the lot.

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held October 2, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-134. No public comment was received.

2017-135. Commissioner Zagel reported that a new store, About Face, had opened in Gaslight Village. He also noted that an Asian restaurant would soon open in the old Bigby location.

Mayor Seibold conveyed her sympathies for those involved in the tragedy in Las Vegas and sent the thoughts and prayers of all our citizens to the friends and families of the victims.

2017-136. A zoning variance hearing was held regarding the request of Kurt & Laurel Ratering, owners of 1064 Lakeside, to allow:

- c. a retaining wall and fence in the city right-of-way instead of the required 1' setback.
- d. a 4' fence in the front yard instead of the allowed 3.'

Zoning Administrator Faasse reported a survey had been completed showing the retaining wall was on the property line in some areas and within the city right-of-way in others.

2016-136-A. Dills-Miller. That the request of Kurt & Laurel Ratering, owners of 1064 Lakeside, to allow a retaining wall and fence in the city right-of-way instead of the required 1' setback be taken from the table for consideration.

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

Nays: -0-

2017-125-A. Dills-Zagel. That the request of Kurt & Laurel Ratering, owners of 1064 Lakeside, to allow a retaining wall and fence in the city right-of-way instead of the required 1' setback be approved.

Laurel Ratering, owner of 1064 Lakeside, apologized for constructing the fence prior to being made aware of the ordinance regulations. She stated the wall was installed to address issues with drainage and mowing the slope down to the sidewalk. They extended the existing wall and added the fence without knowing it was in violation of the fence ordinance. She asked that the wall and fence be allowed to remain as it would be expensive to remove and replace.

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

- Scott Zochowski, 1058 Lakeside

Told the commission to do the right thing and approve this variance because it was only a few inches and the applicants shouldn't have to incur additional cost. Noted the retaining wall has kept soil off the sidewalk used by children to walk to school.

- Doug Walker, 1063 Lakeside

Felt the retaining wall and fence improved the property and did not cause any problems and should be allowed to stay.

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

- Keri Kilpatrick, 1052 Lakeside In Favor.
- Valerie Williams, 1128 Lakeside In Favor.
- Kathleen Plockmeyer, 1124 Lakeside In Favor.
- Joee Kam, 1053 Orchard In Favor.
- Mike Murray, 1039 Lakeside In Favor.

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

City Attorney Huff stated that legal issues such as insurance, liability and the possible future removal of the retaining wall would need to be addressed in a licensing agreement if the city commission was interested in approving the request. He noted the city commission had required at least two retaining walls to be removed from the right of way, but had allowed two other property owners to erect pillars near their driveways using a license agreement.

Commissioner Miller noted that he struggled with this request because while the wall is very nice and has eliminated the soil and mud on the sidewalk, it is in violation of the rules that were in place for quite some time. He felt it was important to be fair and consistent in the enforcement of the rules for all those who live in the community.

Commissioner Schad agreed the wall and fence have improved the drainage and empathized with the applicant because they did not intend to encroach on city property. She did not have a problem with the height of the fence, but stated the issue was the wall being on city property.

Commissioner Hamrick noted the wall could cause damage to snowplow equipment and would expose the city to liability for injury to personnel or could cause issues with access to any underground utilities.

Mayor Seibold reiterated that the commission has denied other requests to allow retaining walls to remain in the right of way due to snowplowing and liability issues. She also noted that the aesthetic value and the approval of neighbors should not influence the decision. She stated that she could not support the variance because it would not be fair to others and would set a precedent for future requests.

Commissioner Dills agreed that while it was a difficult decision, it came down to being fair and consistent regardless of the extenuating circumstances.

Yeas: -0-

Nays: Dills, Duncan, Hamrick, Miller, Schad, Zagel and Seibold – 7

2016-136-B. Miller-Hamrick. That the request of Kurt & Laurel Ratering, owners of 1064 Lakeside, to allow a 4' fence in the front yard instead of the allowed 3' be approved.

Zoning Administrator Faasse noted the front yard was defined as the area from the front property line to the home and that fences in the front yard were limited to a height of 3' or less.

Commissioner Dills noted the fence was see through and did not cause any issues with sight distance.

Commissioner Schad agreed and stated she was in favor of allowing the fence to remain in the front yard.

Commissioner Miller did not see an issue with allowing the corner and front yard fencing to remain as the ordinance allows for variances in this type of situation.

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

Nays: -0-

- 2017-137. A zoning variance hearing was held regarding the request of Stephen Kusmierczak, owner of 230 El Centro, to allow the construction of a new home with a front yard setback of 16.2' instead of the required 30.0.'

Zoning Administrator Faasse noted the new home would have a greater front yard setback than the former home on this lot. Mr. Faasse also stated this lot was not subject to through lot restrictions because it was a corner lot and not an interior lot.

Bruce Heys was present to represent the property owners and answer questions if needed.

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

- Chad Edwards, 128 El Centro Supported as long as the tree line was not disturbed.

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

- 2016-137-A. Zagel-Hamrick. That the request of Stephen Kusmierczak, owner of 230 El Centro, to allow the construction of a new home with a front yard setback of 16.2' instead of the required 30.0' be approved.

Commissioner Zagel supported the request because of the unusual situation with this lot and because the applicants were being very conscious of the existing trees and the greenspace.

Mayor Seibold also supported this request as the new home was more complaint than the former home.

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

Nays: -0-

- 2017-138. Resolution beginning the special assessment procedures relating to the Durant Street Improvements Special Assessment District.

Assistant City Manager LaFave reported the six of the nine properties on the street voted in favor of beginning the special assessment process using preliminary estimates. He asked the commission to adopt a resolution authorizing staff to proceed with more detailed engineering work and cost estimates that will be used in the next steps of the process, which will include additional public hearings.

Mr. LaFave addressed questions raised in a letter from one of the property owners by noting that the city ordinance provides that the owner of a corner lot will pay only 50% of the assessment because that property has already paid an assessment for the improvement to the other frontage of their lot and the remaining 50% of that assessment will be divided among the other owners. He also noted that the length of the new road would be determined during the upcoming research and public input.

Mayor Seibold opened the meeting for public comment. The following people expressed their opinions:

- Jim Proctor, 2142 Durant

Not in favor of paving the street because he would lose some of his front yard if the road were straightened out. He also objected to the last three lots paying less if the road ends at their driveway instead of the full frontage of their lots. Asked that if improvements are done they be kept to a minimum of paving only.

- Carmel Loftis, 2151 Durant

Concerned about making the older couple pay the full share of the assessments while lots at the end paid less if the road is not paved all the way to the end. Favored dividing the assessments up fairly with a concession to one property due to the age of the residents.

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

- Carl & Jane Anderson, 2145 Durant Objected to the 50% reduction for the corner property and felt the road width, sidewalks and curbs planned for this road were excessive and unwarranted.

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

2016-138-A. Duncan-Hamrick. That a resolution outlining the proposed paving and improvement of Durant Street and requesting the City Manager to prepare the necessary information be adopted as set forth in Exhibit "A" attached hereto.

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

2017-139. Miller-Duncan. To approve the consent agenda as follows:

2017-139-A. The minutes of the regular meeting held September 18, 2017.

2017-139-B. Payroll disbursements of \$240,237.30; county and school disbursements of \$145,243.08, and total remaining disbursements of \$1,373,304.77.

2017-139-C. The extension of the contract with Corby Energy Services of Belleville, Michigan in the amount of \$115,000 plus a 10% contingency amount for the rehabilitation of sanitary and storm sewer mains using cured-in-place pipe.

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

The meeting adjourned at 7:10 p.m., subject to the call of the Mayor until October 16, 2017.

Karen K. Brower, City Clerk

Attachments: A – Resolution regarding the Durant Street Improvements 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 October 16, 2017

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, Schad and Mayor Seibold

Absent: Commissioner Zigel

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

2017-140. Robert VanKirk, 1206 Lee SW, reported that the Rapid bus drivers had been without a contract for 2½ years and were experiencing significant monthly costs because of the lack of contract. He stated that EGR elected officials were not elected to break up unions and asked that the Rapid continue negotiations with the union.

Pete Rickertson, 2615 McKee, stated the drivers want to keep the option of daily overtime or a regular schedule and have agreed to management's pension offer. He felt the Rapid board should do what the EGR voters wanted when they approved the last millage.

Douglas Straight, 35 28th St, has seen the problems and supports the drivers.

Courtney Harps, 1947 Galewood, stated she relies on the bus service and wants the drivers to have a fair contract.

2017-141. Commissioner Schad announced the Middle School had recently raised \$29,000 for their school by hosting a cardboard boat regatta on Reeds Lake and congratulated all those involved in this great event.

2017-142. Miller-Schad. Motion to add to the agenda the renewal of a franchise agreement for cable television with AT&T Michigan. A roll call vote was taken.

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

Nays: -0-

2017-143. Request to approve the division of land at 439 Manhattan.

Zoning Administrator Faasse explained that both parcels resulting from the lot split would meet the zoning standards and conform with others in the neighborhood.

Jim James of Caldwell Banker was present to represent the owners and offered to answer any questions.

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

- Jennifer Clary, 337 Manhattan	No objection.
- Ann Saltsman, 2905 Reeds Lake Blvd	No objection.
- Hillary & Ben Lane, 345 Manhattan	No objection.
- Tim Macdonald, 2935 Reeds Lake Blvd	No objection.
- August Treu, 2958 Reeds Lake Blvd	No objection.
- Jackie Educato, 2930 Reeds Lake Blvd	No objection.
- Aday & Nick Venlet, 2954 Reeds Lake Blvd	No objection.
- Tyler Shemberger, 2955 Reeds Lake Blvd	No objection.
- John Educato, 2930 Reeds Lake Blvd	No objection.

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

2010-143-A. Duncan-Schad. That the request of Barbara Keller and John Miller, owners of 439 Manhattan, to divide the property into two conforming parcels with a vacant parcel to the north with a frontage of 112' and a depth of 200' and the parcel containing the existing home with 105' of frontage and a depth of 200' be approved, with the following conditions:

1. The split complies with the surveys and legal descriptions presented in the land division application; and
2. The relevant deed(s) or land contract(s) be recorded with the Kent County Registrar of Deeds within 90 days of approval.

Mayor Seibold questioned whether drainage would be an issue when a new home is built on the vacant lot. Mr. Faasse stated that a drainage plan would be required during the building permit process.

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

Mayor Seibold presented Zoning Administrator Faasse with a proclamation commemorating his retirement on October 17, 2017 and thanked him for all of the work involved on zoning issues over the last nine years. Public Works Director LaFave also presented a plaque thanking Mr. Faasse for his years of service to the department and the citizens of East Grand Rapids. City Commissioners wished him well in his retirement.

2017-144. Renewal of franchise agreement for cable television.

City Attorney Huff explained the new renewal agreement contained no substantive changes and would extend the provisions of the existing franchise for 10 years until 2028. He noted the city receives fees from AT&T for the use of the right-of-way.

2016-144-A. Miller-Hamrick. That a cable consent agreement renewal with AT&T Michigan be approved as set forth in Exhibit "A" attached hereto.

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

2017-145. Duncan-Dills. To approve the consent agenda as follows:

2017-145-A. The minutes of the regular meeting held October 2, 2017.

2017-145-B. Payroll disbursements of \$219,908.29; county and school disbursements of \$71,025.25, and total remaining disbursements of \$837,664.40.

2017-145-C. Contracts with Kent County Road Commission in the amount of \$26,555.74 for mastic repairs, A-1 Asphalt for skip patching and patch repairs in the amount of \$44,000 plus 10% contingency and A-1 Asphalt for concrete construction on Wealthy Street in the amount of \$13,980 with 10% contingency carried over from the FY2016-17 to FY2017-18.

2017-145-D. A contract with Twin Lakes Nursery for the annual tree planting program at the quantity pricing shown in their bid dated September 28, 2017.

2017-145-E. A contract with Moore & Bruggink for assistance developing an Asset Management Plan for the water utility system in an amount not to exceed \$19,500.00.

2017-145-F. A contract with Robertson Research Institute in the amount of \$8,500.00 for a research and performance enhancement program for Public Safety Department personnel.

Public Safety Director Herald explained the program would evaluate each participating officer and develop an individual wellness program for each person. He stated the program was being funded through a donation from a local resident. Mayor Seibold encouraged all members of the department to take advantage of this program.

2017-145-G. The purchase of a Bobcat Toolcat 5600 Utility Work Machine in the amount of \$59,322.38 from Carleton Equipment of Byron Center utilizing the State of Michigan MIDEal contract.

2017-145-H. The purchase of a replacement lift station pump from Kerr Pump and Supply in the amount of \$5,286.30.

2017-145-I. The preliminary minutes of the Parks & Recreation Commission meeting held August 14, 2017.

2017-145-J. The preliminary minutes of the Planning Commission meeting held September 12, 2017.

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

Nays: -0-

2017-146. Dills-Duncan. Motion to enter into an executive session to conduct a periodic personnel evaluation of the City Manager in accordance with Section 8(a) of the Open Meetings Act. A roll call vote was taken.

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

Nays: -0-

The meeting adjourned at 6:36 p.m., subject to the call of the Mayor until November 6, 2017.

Karen K. Brower, City Clerk

Attachments: A – Cable franchise agreement with AT&T

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 6, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-147. Mayor Seibold addressed several recent emails regarding pedestrian safety around the schools. She noted the three-vehicle accident that occurred on October 19 near the Middle School did not involve any pedestrians, but that the city is reviewing all of the crosswalks to make sure that all appropriate lighting and signage are in place in light of the concerns sent in by residents. She thanked everyone for their suggestions for improvement and noted the Public Works and Public Safety Departments would be looking over the suggestions in light of national standards. The city's short-term goals include making sure overhead lights are working and increasing patrols during school commuting hours. Long-term projects will include replacing old lights, collecting data and making a video for students on how to walk/bike to school safely.

Mayor Seibold also reviewed the situation of leaflets on signs and vehicles over the weekend promoting white supremacy ideology and websites. She noted the Public Safety Department removed the signs from public property and is investigating the incident. She stated our community will not tolerate racism and division and urged everyone to quietly refute these incidents and stand together against racism.

Commissioner Dills thanked Mayor Seibold for her comments. He also reminded everyone that tomorrow was election day and urged everyone to vote.

Commissioner Miller called for our citizens to reject the messages of bigotry and hatred and stand together against this unwelcome campaign.

Commissioner Hamrick stated she was shocked and disgusted by the weekend leaflets and urged everyone to get through these difficult times together.

Commissioner Duncan asked residents to counter these sentiments by embracing each other and continue talking about the issue.

Commissioner Zagel stated our community can defy those who wish to drive wedges between people by continuing the dialogue and standing together.

Commissioner Schad agreed with everyone's comments and thanked the Public Safety Department for their response to this issue so far. She thanked the community for jumping into action to remove the fliers.

2017-148. Peter Dimitriou, 2621 Inverness (GR), spoke about the extreme weather over the last year and the fact that man is responsible for these climate changes. He called for more awareness so that things don't get worse.

Bryan Walters, 1039 Pinecrest, reminded everyone to vote tomorrow. He also thanked the commissioners for their comments and stated it was critical to repudiate the messages contained in the fliers.

Amorak Huey, 429 Briarwood, felt the police officers he spoke with Sunday morning were dismissive of his concerns about the fliers and more concerned about the legality of taking fliers off private property. He feels less protected than he did two years ago based on the Public Safety Department's response.

Ellen Custer, 1110 Breton, asked for a better way to get information out to residents in situations like these.

Angie Walters, 1039 Pinecrest, stated it was her yard sign that was moved last year and that she appreciated the conversation with officers after that incident. She wanted police officers to know that the Black Lives Matter movement was not anti-law enforcement.

Samantha Cornell, 311 Rosewood, also expressed concern that people thought the movement was anti-police. She noted that West Michigan was not immune to the efforts of white supremacy groups and felt the police response could have been better. She also asked for a statement of responses from the city so that residents know what to do when things like this happen.

- 2017-149. Peter Haefner of Vredeveld Haefner reviewed the audited financial statements for the fiscal year ended June 30, 2017 and answered questions from the City Commission. He commended the Finance Department staff for all of the spot checking they do on various transactions and the implementation of new internal controls. He also noted that the city has recently added the pension liability and the OPEB liability to its financial statements to show the progress of funding these liabilities.

City Manager Donovan noted he would be scheduling a work session over the winter months to go over the pension and OPEB liabilities in more detail with the city commission.

- 2017-150. Miller-Hamrick. To approve the consent agenda as follows:

2017-150-A. The minutes of the regular meeting held October 16, 2017.

2017-150-B. Payroll disbursements of \$218,151.35; county and school disbursements of \$47,750.75, and total remaining disbursements of \$484,908.66.

2017-150-C. 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 for the period from January 1, 2018 to December 31, 2018 as set forth in Exhibit "A" attached hereto.

2017-150-D. Contracts for employee benefit plan components as follows: Symetra as the Stop Loss Carrier, Physicians Care as the PPO provider, and Madison National Life for Life, Accidental Death and Dismemberment and Long-Term Disability coverage.

2017-150-E. A contract with VanWyk Risk Solutions and Travelers Insurance for property and liability insurance in the amount of \$188,394.00.

2017-150-F. The purchase of two message board signs from Give 'Em A Brake Safety of Grandville in an amount not to exceed \$10,800 for each sign.

2017-150-G. The purchase of a replacement lift station pump from Kerr Pump and Supply in the amount of \$5,286.30.

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

Nays: -0-

The meeting adjourned at 6:48 p.m., subject to the call of the Mayor until November 20, 2017.

Karen K. Brower, City Clerk

Attachments: A – Resolution opting out of PA 152 for 2018.

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 20, 2017

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, Schad, Zagel and Mayor Seibold

Absent: None

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

2017-151. No public comment was received.

2017-152. Commissioner Zagel announced there would be a ribbon cutting at Athleta on November 22 at 10 am. He also noted the Tree Lighting Ceremony would be held on Friday, November 24 beginning at 5:30 on Regatta Plaza and invited everyone to join the fun.

Commissioner Miller congratulated Bryan Walters and Katie Favale on their recent election to the city commission.

Commissioner Dills congratulated the girls swim/dive team on their state championship.

Mayor Seibold also congratulated Ms. Favale, Mr. Walters and Ms. Duncan on their election results and thanked everyone for the well-run, professional campaign.

2017-153. Introduction of an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives.

City Attorney Huff reported that when Chapter 95 was restated in December 2016, the section on outdoor furnaces was inadvertently omitted. This new ordinance corrects the omission.

2016-153-A. Miller-Hamrick. 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, Schad, Zagel and Seibold – 7

Nays: -0-

2017-154. Discussion of January 2, 2018 meeting.

Mayor Seibold noted that the first meeting in January fell during the school's Christmas vacation and that some may be out of town on that date. It was determined that there would be a quorum available to meet on that date so it was not necessary to reschedule the meeting.

2017-155. Duncan-Schad. To approve the consent agenda as follows:

2017-155-A. The minutes of the regular meeting held November 6, 2017.

2017-155-B. Payroll disbursements of \$287,979.64; county and school disbursements of \$44,254.92, and total remaining disbursements of \$706,471.85.

2017-155-C. An updated fee schedule as set forth in Exhibit "B" attached hereto.

2017-155-D. A resolution notating a change in election filing deadlines within the City Charter as set forth in Exhibit "C" attached hereto.

2017-155-E. A resolution amending the FY 2017-18 budget for the quarter ending September 30, 2017 as set forth in Exhibit "D" attached hereto.

2017-155-F. The quarterly financial reports for the period ending September 30, 2017.

2017-155-G. The purchase of two solar-powered speed radar indicator signs from Elan City of Long Island, New York in the amount of \$5,000.00

2017-155-H. The amended bid of Symetra as the Stop Loss Carrier for the employee benefit program identified as option A on the bid documents attached to the Finance Director's memo dated November 7, 2017.

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

Nays: -0-

The meeting adjourned at 6:08 p.m., subject to the call of the Mayor until December 4, 2017.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Chapter 95 pertaining to fire and explosives
B – Revised fee schedule
C – Resolution notating the city charter for cityelection filing dates
D – Resolution amending the FY 2017-18 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 December 4, 2017

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, Favale, Hamrick, Miller, Schad, Walters, Zagel and Mayor Seibold

Absent: Commissioner Dills

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

2017-156. No public comment was received.

2017-157. Commissioner Schad thanked her fellow commissioners for their support and encouragement and thanked the city staff who have been so helpful with orientations and questions over the last year. She stated she has had an amazing experience as city commissioner and will miss everyone as her term ends.

Mayor Seibold reported the tree lighting ceremony was well attended last week and thanked everyone who worked to make the event such a great community experience.

Mayor Seibold introduced Madison Bennett as the new reporter for the Cadence Newspaper and welcomed her to the community.

2017-158. Consider request to approve the minutes of the regular meeting held November 6, 2017.

2016-158-A. Miller-Schad. To approve the minutes of the regular meeting held November 6, 2017.

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

Nays: -0-

2017-159. Consider request to approve disbursements.

2016-159-A. Zagel-Duncan. To approve payroll disbursements of \$219,062.88; county and school disbursements of \$35,562.08, and total remaining disbursements of \$240,260.35.

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

Nays: -0-

2017-160. Mayor Seibold presented Commissioner Schad with a proclamation and a gift commemorating her time as City Commissioner and her for her dedicated service to the residents during the last year.

2017-161. City Clerk Brower administered the oath of office to 1st Ward City Commissioner Kathleen Favale, 2nd Ward City Commissioner Claudine Duncan and 3rd Ward City Commissioner Bryan Walters. The new officials then took their seats on the City Commission.

2017-162. A zoning variance hearing was held regarding the request of Victoria Schnaidt of 1552 Lake Grove to allow the construction of a detached garage with a side setback of 1.3' instead of the required 3.0', a rear yard setback of 0.1' instead of the required 3.0' and a separation from the home of 2.5' instead of the required 10.0'.

Zoning Administrator Urquhart explained the old garage was being removed and a new garage constructed utilizing the same foundation with a small addition to make a full two-car garage. He noted the lot is

nonconforming due to the width and the overall lot size. Mr. Urquhart stated the awning over the patio is not enclosed, but is used for calculation of the building separation requirement, thereby necessitating the separation variance request. Without the awning, the garage would meet the building separation requirement.

Commissioner Miller questioned whether the commission could restrict the side and rear setbacks to the specific points shown on the application instead of allowing the entire rear and side of the garage to be one foot or less from the lot line. City Attorney Huff stated the variance could be limited to the drawing submitted.

Commissioner Zagel suggested that any variance should also include the patio and awning remaining unenclosed.

Zoning Administrator Urquhart explained the building separation requirement was meant to limit the spread of fire and to allow access into the back yard.

Victoria Schnaidt, 1552 Lake Grove, explained she wanted to make her garage safer and more useable. She also noted she would be correcting an issue with water runoff from other properties.

Mayor Seibold asked Ms. Schnaidt if she would be willing to take down the awning if necessary to decrease the amount of nonconformity with the new garage. Ms. Schnaidt answered she would be willing to consider removing the awning to have a better functioning garage. Ms. Schnaidt questioned whether a retractable awning would be allowed without a variance. Mr. Urquhart stated he would have to research the issue.

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

2016-162-A. Miller-Walters. That the request of Victoria Schnaidt of 1552 Lake Grove to allow the construction of a detached garage with a side setback of 1.3' instead of the required 3.0', a rear yard setback of 0.1' instead of the required 3.0' and a separation from the home of 2.5' instead of the required 10.0' be approved with the condition that the approval be limited to the setbacks shown on the drawing submitted and that the area under the awning remain unenclosed.

Commissioner Zagel felt this was a difficult variance to grant because of the canopy and the small building envelope in the back yard. He appreciated the applicant reusing the existing foundation to the extent possible.

Commissioner Miller expressed concern about the awning's proximity to the garage for both aesthetic and safety reasons. He appreciated the need for an outdoor seating area, but felt the garage and patio would be too close together.

Commissioner Walters agreed with the safety concerns mentioned. City Manager Donovan stated that access for fire, medical and others is always a concern in these situations. He suggested the building separation portion of the variance could be tabled while staff researches the issue of retractable awnings.

Commissioners Miller and Walters agreed to remove the approval of the separation between the garage and the home and the requirement that the area under the awning remain unenclosed from their earlier motion. The motion now reads:

Miller-Walters. That the request of Victoria Schnaidt of 1552 Lake Grove to allow the construction of a detached garage with a side setback of 1.3' instead of the required 3.0', a rear yard setback of 0.1' instead of the required 3.0' be approved with the condition that the approval be limited to the setbacks shown on the drawing submitted.

Yeas: Duncan, Favale, Hamrick, Miller, Walters, Zagel and Seibold – 7

Nays: -0-

Mayor Seibold stated that while the discussion may seem overly detailed to some, it was important to discuss all aspects of the ordinance requirements to come to a consensus about the issues and how to handle them. She

noted that the ordinances were in place to regulate many zoning details so that everyone was treated consistently and so that the commission could make decisions based on what was best for the community.

2016-162-B. Miller-Duncan. That the request of Victoria Schnaidt of 1552 Lake Grove to allow the construction of a detached garage with a separation from the home of 2.5' instead of the required 10.0' be approved with the condition that the area under the awning remain unenclosed.

2016-162-C. Zagel-Hamrick. That this motion be tabled until staff can research the issue of whether a retractable awning would be subject to the same restrictions as a non-retractable awning.

Yeas: Duncan, Favale, Hamrick, Miller, Walters, Zagel and Seibold – 7
Nays: -0-

2017-163. Final Reading of an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives.

City Attorney Huff reported that after Chapter 95 was amended in December 2016 it was noted that an earlier amendment concerning outdoor wood furnaces was left out of the amendment. This new Chapter 95 corrects that oversight.

2016-163-A. Duncan-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 "A" attached hereto.

Yeas: Duncan, Favale, Hamrick, Miller, Walters, Zagel and Seibold – 7
Nays: -0-

2017-164. Hamrick-Duncan. To approve the consent agenda as follows:

2017-164-A. The reappointment of Mayor Anna Seibold to the Interurban Transit Partnership Board for a two-year term ending December 31, 2019.

2017-164-B. A contract with Advance Rehabilitation Technology of Bryan, Ohio in the amount of \$20,500 plus a 10% contingency for the repair of manholes and catch basins.

2017-164-C. A change to the Wealthy/Plymouth intersection signal flasher to include an all-way flash stop during the 10:00 pm to 6:00 am period as recommended by the traffic engineering review.

Yeas: Duncan, Favale, Hamrick, Miller, Walters, Zagel and Seibold – 7
Nays: -0-

The meeting adjourned at 6:47 p.m., subject to the call of the Mayor until December 18, 2017.

Karen K. Brower, City Clerk

Attachments: A – Ordinance amendment to Chapter 95 pertaining to fire and explosives

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 18, 2017

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, Favale, Hamrick, Miller, Walters, Zagel and Mayor Seibold

Absent: None

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

2017-165. Mary Dersch, Curator of the EGR History Room, announced that the history room has applied for a grant from the Clarke Historical Library to digitize some of the past editions of the Cadence Newspaper and asked commissioners to assist with a social media and postcard campaign to help win the grant.

2017-166. Commissioner Walters thanked the Public Works crews for the outstanding work on snow removal over the last two weeks. He also asked citizens to report any incidents of fliers left on signs and utility poles to the Public Safety Department.

Commissioner Zagel noted that the ice on local lakes is not yet safe to walk on and urged everyone to stay off the ice until it is thicker.

Mayor Seibold also thanked the Public Works Department for plowing the streets and sidewalks recently. She noted that the city's sidewalk plowing efforts are meant to mark a path for children walking to school and others to use the sidewalk to avoid walking in the street. The plowing is not meant to achieve bare pavement as the equipment available is not able to go all the way to the pavement or to remove compacted snow and ice.

2017-167. Mayor Seibold presented former commissioner Jeff Dills with a proclamation and a gift commemorating his eight years as a City Commissioner and thanked him for his many contributions to issues over the years.

2017-168. Zoning variance request of Victoria Schnaidt of 1552 Lake Grove to allow the construction of a detached garage with a separation from the home of 2.5' instead of the required 10.0'.

Zoning Administrator Urquhart reported staff had researched the issue of whether a retractable awning that is attached to the home and is not a freestanding structure would be subject to the separation requirement. He stated a retractable awning would not interfere with the 10' separation requirement as it could be folded in when access to the back yard is needed.

2016-168-A. Duncan-Hamrick. That the request of Victoria Schnaidt of 1552 Lake Grove to allow the construction of a detached garage with a separation from the home of 2.5' instead of the required 10.0' be approved with the condition that the area under the awning remain unenclosed be taken from the table for consideration.

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

- Victoria Schnaidt, 1552 Lake Grove

Proposed a smaller, permanent canopy than the original request that would allow shade and covered access into the home while reducing the square footage within the required 10' separation distance. The existing canopy would either be modified to reduce the size or rebuilt to a smaller size to replace the existing one. She preferred a permanent canopy over a retractable one because of the weight of snow and the short life span of a canvas awning.

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

Commissioner Miller noted that while the square footage of the canopy proposed by Ms. Schnaidt would be smaller, it would still be only 2.5' from the garage and still did not alleviate the safety and accessibility concerns he expressed at the last meeting. He was not in favor of granting further nonconformity to a structure that already been granted significantly reduced side and rear yard setbacks.

Commissioner Zagel felt the garage could be constructed without further variances and that the resident could still use the property as intended.

Commissioner Walters stated that after corresponding with Chief Herald, he would be willing to discuss a separation of 5' from the home, but felt the 2.5' proposed as unacceptable to be able to provide access to the back yard when needed.

Commissioner Duncan also stated she could not support the 2.5' proposed in either scenario.

Mayor Seibold explained there were different setbacks for attached garages versus detached garages and the need for separation between homes and detached garages. She agreed with others that two setback variances had already been granted for this structure to allow a two-still garage to be constructed and she did not support adding a further encroachment.

Vote on 2017-168-B.

Yeas: -0-

Nays: Duncan, Favale, Hamrick, Miller, Walters, Zagel and Seibold – 7

2017-169. Request to accept the donation of property at 431 East Beltline and 439 East Beltline.

City Manager Donovan announced that Richard and Christina Martin have offered to donate 2.9 acres of land located in Grand Rapids Township adjacent to Manhattan Park to the City of East Grand Rapids to expand Manhattan Park. Grand Rapids Township supports this transaction as it will keep the area along the East Beltline from seeing further development and keep the land as greenspace. The Parks & Recreation Commission has reviewed this proposal and recommends accepting the donation. The Parks & Recreation Commission will now consider how best to use this additional land.

Nyal Deems, attorney for Mr. and Mrs. Martin, stated his clients had considered developing the land, but decided it was best used as an addition to the park.

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

2016-169-A. Miller-Hamrick. Motion to accept the donation of land located at 431 and 439 East Beltline from Richard and Christina Martin to be added to Manhattan Park and to authorize the city manager to sign any necessary documents for the donation.

Commissioner Walters stated that he would be abstaining from this vote due to the fact that his firm represents Mr. and Mrs. Martin.

Mayor Seibold and others thanked Mr. and Mrs. Martin for their generous donation of this land and looked forward to seeing it used for park purposes in the future.

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

Nays: -0-

Abstain: Walters – 1

2017-170. Duncan-Zagel. To approve the consent agenda as follows:

2017-170-A. To approve the minutes of the regular meeting held December 4, 2017.

2017-170-B. To approve payroll disbursements of \$213,282.12; county and school disbursements of \$59,818.87, and total remaining disbursements of \$238,514.08.

2017-170-C. Appointments and committee assignments as recommended by Mayor Seibold.

2017-170-D. The appointment of Diana Schad of 448 Cambridge to the Board of Review for a term ending June 30, 2019 and the appointment of Jeff Dills to the Planning Commission for a term ending June 30, 2020.

2017-170-E. A one-time bonus of two vacation days for the City Manager in recognition of his recent performance evaluation.

2017-170-F. A three-year extension of the dispatch agreement with Kent County ending December 31, 2020 as set forth in Exhibit "A" attached hereto.

2017-170-G. The preliminary minutes of the Parks & Recreation Commission meeting held November 13, 2017.

2017-170-H. The preliminary minutes of the Planning Commission meeting held October 10, 2017.

Yeas: Duncan, Favale, Hamrick, Miller, Walters, Zagel and Seibold – 7

Nays: -0-

The meeting adjourned at 6:47 p.m., subject to the call of the Mayor until January 2, 2018.

Karen K. Brower, City Clerk

Attachments: A – Dispatch contract extension with Kent County.

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