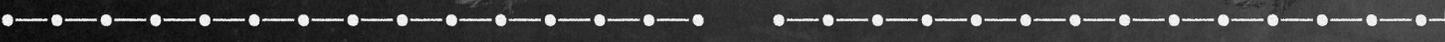


# City of East Grand Rapids, Michigan

## City Commission Approved Budget

### Fiscal Year

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CITY OF  
EAST GRAND RAPIDS

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(616) 949-2110 [www.eastgr.org](http://www.eastgr.org)

SHEA CHARLES  
CITY MANAGER

April 12, 2022

Honorable Mayor Katie Favale  
Commission President Karey Hamrick  
Commissioner John Arendshorst  
Commissioner Kris Pachla  
Commissioner Marc Schulz  
Commissioner Laura Schwartz  
Commissioner Chris Wessely

**RE: PROPOSED 2022-2023 ANNUAL BUDGET**

Dear Mayor and City Commissioners:

It is my pleasure to submit the proposed City of East Grand Rapids 2022-2023 Annual Budget for your consideration. As the world continues to emerge from the impacts of the COVID-19 pandemic, the City continues its tradition of responsible fiscal management, enabling the community to work through turbulent times. The City's ability to successfully navigate these challenges is reflective of its current and past staff.

The proposed budget document builds off past work by evolving the document. Previously, the City provided a separate Budget book, Capital Improvement Plan (CIP) and Goals and Objectives book. This year, we are consolidating the three into a single document. We will continue the practice of individually reviewing each area, but a single document is intended to provide a comprehensive overview at once.

***STRATEGIC PLANNING EFFORTS***

On March 5, 2022, the City Commission and senior staff came together to facilitate a Strategic Planning Session. The result was updates to our strategic areas that then were used as the basis for budget development. We then integrated this work with departmental goals, objectives and budget priorities. The City has always done this type of integration behind the scenes. The single document, however, enables readers to see the connections.

The key strategic areas identified in March are:

- City Operations/Administration
- Community Development
- Infrastructure
- Parks and Recreation
- Public Safety

Implementation of these areas will be guided by the following values:

- Financial Stewardship
- Environmental Sustainability
- Intergovernmental Cooperation

Over the next few budget cycles, we will continue to refine the budget document. This year is our first step in the process.

### **2021-2022 Budget Review**

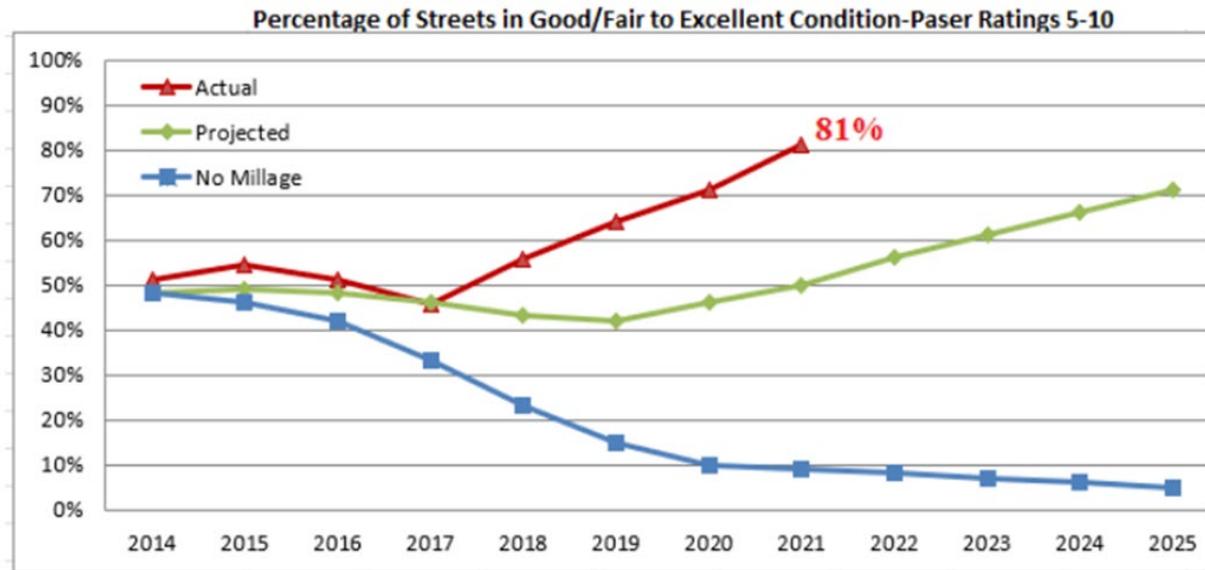
The City will end the 2021-2022 fiscal year in a strong financial position, adding another \$400,000 to the General Fund ending fund balance. This addition brings the City to \$1.4 million above the target 25% fund balance. These funds, coupled with the American Rescue Plan Act funds of \$1.2 million, will enable significant investments over the next few years.

The increased fund balance is due to a combination of one-time revenues, assorted vacancies and a reduction in the pension system annual payments.

Revenue increase	\$116,000
Personnel savings (vacancies)	\$279,000
Operations savings	\$232,000
<b>Total</b>	<b>\$627,000</b>

The City recently finalized the transition of its closed defined benefit pension from the Michigan Employee Retirement System (MERS) to a stand-alone system. An 11-year amortization period was approved by the City Commission, enabling the City to level its annual payments to \$1.1 million – a reduction of \$200,000 from preliminary projections. If the City had remained with MERS, we would be subject to its accelerated funding requirements of over \$1.8 million in annual contributions.

In 2021-2022, several street projects were completed thanks to funding from federal grants, state gas taxes, state weight taxes and the City’s street and sidewalk millage. Total investments for 2021-2022 are projected to be \$2.05 million, and the results are reflected in our annual PASER ratings.



The 2021-2022 fiscal year saw the passage of a \$7 million parks improvement debt millage request. The City successfully issued \$5.18 million in bonds in March at an interest rate of 2.9768%. The funds will enable the City to update its parks system, including playground structure replacement at all three elementary schools, the Woodcliff Center and Manhattan Park.

The City also increased part-time employee compensation by moving all positions to \$15 per hour. This change has helped fill positions for lifeguarding and seasonal work. Overall, the community continues to move forward on several key areas.

### **Proposed 2022-2023 Budget**

The proposed 2022-2023 budget continues the City’s strong fiscal management practices and key investments. The total proposed budget is \$32,538,290. The General Fund is the largest part of the proposed budget at \$13,555,710. The proposed budget includes previously deferred capital investments in assorted facilities and implementation of the recently approved parks improvement debt millage. The proposed budget also begins the process of incorporating the recent strategic planning work into a single document to provide an easier read of the City’s efforts.

## REVENUES

The City's total taxable value (TV) rose 7.3%, driven by a Consumer Price Index (CPI) of 3.3% and several properties selling and uncapping. Property tax operating revenues will increase by 4.68%. The difference in growth rates between TV and revenues is attributable to another millage rollback pursuant to proposal A. Despite a CPI of 3.3%, property owners who did not sell in 2021 will only see an increase of City taxes of 0.88% compared to 2021 and an increase of 0.3% compared to their 2020 taxes.

2020		
Taxable Value 200,000	Millage Rate 12.0322	Total City Operating Tax Paid \$2,406
2021		
Taxable Value 202,800	Millage Rate 11.7963	Total City Operating Tax Paid \$2,392
2022		
Taxable Value 209,492	Millage Rate 11.5215	Total City Operating Tax Paid \$2,414

Because the City's total property tax revenues are increasing at a rate higher than the CPI, the consistent millage rollback can become problematic during an economic downturn.

The City receives two forms of state-shared revenue: constitutional and statutory. Constitutional revenue is a per-capita calculation, while statutory revenue is subject to the annual appropriations process. In 2021-2022, the City will receive \$1,119,780 in constitutional revenue and \$98,710 in statutory revenue. Constitutional revenue includes a one-time makeup payment to account for the City's growing population. It is anticipated the 2022-2023 constitutional revenue will decrease to \$1,090,620 and statutory revenue will remain flat. The state of Michigan continues to not fully fund the statutory formula to balance its budget. If it were fully funded, the statutory payment would be an estimated \$550,000.

The proposed budget does not include a water and sewer rate adjustment, although it is recommended the City Commission consider a 3% increase, which would be the first increase since July 1, 2019. East Grand Rapids is a City of Grand Rapids wholesale customer and subject to any rate changes it implements. Grand Rapids adjustments have been:

	2020	2021	2022
<b>Water</b>	-1.77% (decrease of ~\$14,648)	3.8% (increase of ~\$30,955)	1.06% (increase of ~\$8,972)
<b>Sewer</b>	11.94% (increase of ~\$98,137)	21.76% (increase of ~\$215,954)	13.56% (increase of ~\$154,384)

The combination of adjustments and an increase in overall operational costs is the basis for the recommendation. The impact on a residential property using 6,000 gallons a month would be \$2.40, or roughly \$30 annually. The increase will enable to the City to continually make capital investments in the system.

## Fund Overviews

The proposed 2022-2023 budget includes many significant investments in City infrastructure, including streets, water systems, sewer systems, parks and facilities. Many of these investments align with the City's key strategic areas, goals and objectives. The General Fund proposal utilizes \$600,210 of fund balance, reducing it to \$4.1 million, which equates to 34% above the City's target of 25%. The General Fund also includes a \$1 million transfer to the street funds, as has been our practice in past years.

The General Fund budget includes capital investments of \$784,700. Of this amount, \$646,000 will be directed to City facilities. Some of these improvements include:

Wealthy Pool air handling unit and storage tank	\$150,000
Gaslight snowmelt boiler replacement (first of three)	\$100,000
Community Center boiler	\$80,000
Community Center boardwalk	\$80,000
Public Safety air handling units	\$65,000
Vinyl flooring replacements	\$55,000

While these proposed improvements are not necessarily public-facing, they are critical to our ability to provide various City services. Looking longer term, City staff is evaluating the updating and expansion of our current Community Center solar panels as well as adding additional panels at the Public Works garage.

We are proposing to maintain staffing levels throughout the organization. The budget accounts for the increase in part-time wages to \$15 per hour. Wage adjustments are proposed as follows:

Public Works union	2.0%
Public Safety officers and sergeants	3.0%
Non-union employees	3.8%

Wages for Public Works and Public Safety employees are stipulated by current labor agreements. The non-union wage adjustment is recommended because increases the past two years were reduced to account for potential financial impacts of COVID-19. The increase brings non-union employees in line with increases the City's union groups received.

## Streets and Sidewalks

The sidewalk and street millage, along with the General Fund transfer, will invest \$2.08 million in the system. Hall Street between Plymouth and the City's west border will be resurfaced this summer in partnership with the City of Grand Rapids. There will be another intergovernmental partnership with the rehabilitation of Robinson Road from Lakeside Drive to Plymouth. This is a City of Grand Rapids project. Other local street projects will be identified using PASER ratings during the summer for Spring 2023 construction.

## **Parks and Recreation Improvements**

The 2022-2023 fiscal year begins the parks improvement millage implementation, with initial focus on the playground equipment replacement. The City has engaged MC Smith & Associates to assist with public engagement, design and bidding of the playgrounds at Lakeside Elementary, Breton Downs Elementary and Wealthy Elementary for an estimated \$1.42 million. Construction is anticipated in June 2023.

Staff is also preparing for Manhattan field renovations, Waterfront Park Phase 2 trail and parking lot, as well as dog park construction – all totaling an estimated \$950,000. The dog park is scheduled for construction in summer 2022, with the rest of the projects beginning in spring and summer 2023. These projects would not be possible without the support of East Grand Rapids voters.

## **Water and Sewer Fund**

The City continues to update its water and sewer systems with investments of \$613,000 in water main rehabilitation and \$190,000 in sanitary sewer main lining. The 2022-2023 fiscal year is year three of a five-year plan to identify lead water service lines. The recent purchase of a KOBUS pipe puller is enabling Public Works staff to quickly replace identified lines with a reduced construction footprint.

## **Motor Equipment Replacement Fund (MERF)**

This fiscal year, the City will replace five pieces of equipment for an estimated \$183,000. These include one Public Safety patrol vehicle, two Public Works pickup trucks, a John Deere Gator, a skid steer replacement and a Public Safety detective vehicle. These purchases are relatively small compared to past and upcoming years. Public Works and Finance have been evaluating our current MERF funding methodology. Initial reviews show the City will need to adjust its strategy since our current approach does not provide adequate funding levels for future needs. A final recommendation to City Commission will be made in the upcoming year.

Public Safety and the Public Works mechanics continue to evaluate our aerial fire truck, which is now 20 years old. We have engaged four separate companies that specialize in fire apparatus rehabilitation to evaluate the truck. Once we compile all the information, a recommendation will be made to the City Commission on how to proceed. There are three options: replace the truck for an estimated \$1.3 million, rehabilitate the truck (depending on the reports) or do some minor updates and repairs, deferring major investment to a later date.

## **Summary**

The 2022-2023 fiscal year will be very busy as the City makes several significant investments throughout the community. The City is emerging from the COVID-19 pandemic in a strong position and continues to move forward. While the past two years have been challenging for everyone, we are looking ahead with tremendous optimism and gratitude to be able to initiate these efforts.

  
Shea Charles  
City Manager

# City of East Grand Rapids

## Community Profile

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East Grand Rapids, Michigan has the benefits of location; safe, beautiful, and well-maintained neighborhoods; an educated, professional, and active citizenry with a strong sense of community; award-winning schools; a capable experienced workforce; and an atmosphere all its own.

Appreciated throughout the state for its stable and civil governance, with only four city managers in over six decades, East Grand Rapids is recognized nationally.

- NICHE.com counts the community among the safest in the state, ranked it #8 on the “Best Places to Live in Michigan” for 2022, and named it #2 in the “Best Place to Raise of Family” ranking
- Family Circle dubbed East Grand Rapids the best town for raising a family in 2015
- In 2012, Kiplinger ranked East Grand Rapids as #5 in the top 10 “Great Cities to Raise Your Kids” in the country
- Business Insider ranked this city as the best 2016-2017 suburb in all of Michigan

East Grand Rapids (East GR) is located on the western side of Michigan’s Lower Peninsula famed for its beaches, woodlands, lakes, rivers and all manner of outdoor recreation opportunities.

Settled in the 1830s and built around the 283-acre Reeds Lake (the largest of the two lakes within the city), East GR was a popular daytime resort for the Grand Rapids crowd. Incorporated as a village in 1891, a city in 1926, it is one of the oldest communities in Kent County.

Today, it remains a classic inner-ring suburb, filled with multi-generational occupants proud of their neighborhoods and lifestyle. A 30-year housing boom between 1920 and 1950 populated the community with distinctive architecture now ranging from 100-year-old Victorians to bungalows, ramblers and mid-century modern designs. Lot sizes and dwellings vary from urban estate to starter square footage.



East Grand Rapids prioritizes multi-mobility. Shared streets, where all speed limits are set at 25 mph, and dedicated trails encourage bicycling throughout the community. Sidewalks connecting neighborhoods with downtown and public facilities are the preferred routes in a very active community. A 2015 dedicated millage assures the 45 miles of streets, and 80 miles of sidewalks are maintained and rehabilitated. “The Rapid,” a six-city interurban transit partnership, maintains bus stops and routes throughout the metropolitan area.

Within the City’s 3.4 square miles is more than 179 acres of public parkland including 6 acres of waterfront; a 43-acre woodland; conserved wetlands; trails; and other recreational fields and facilities.

Citizen allegiance to the outdoors, wellness, health, and family connections has inspired a comprehensive recreation infrastructure made possible because of a unique partnership between the city and the school district. By combining resources and facilities, the East Grand Rapids Parks and Recreation Department employs upwards of 160 seasonal and part-time employees to offer more than 100 recreation, enrichment, and sports programs for all ages. Evidence of the ongoing commitment can be found in the highly collaborative 2020 Community Parks and Recreation Master Plan.



This is a close-knit community filled with people who know and care for their neighbors. They value hard work, honesty and integrity and identify as family oriented and “school-centric.”

Many civic and philanthropic leaders dedicated to improving the larger urban area come from East Grand Rapids. Citizens advocate for inclusion and diversity and actively seek out a multiplicity of opinions and thoughts in planning and decision making. Involvement starts early. Over 700 middle school students volunteer in the annual Day of Caring, a local community service event.

The strong sense of community is enhanced by conscious design that brings people together in public spaces. Within a quarter mile from the quaint and inviting Gaslight Village sits the high school, the middle school, two lakefront parks, and the community center which houses city administrative operations and the local library branch.

The city is an intentional contributor to the connected culture in East Grand Rapids through its coordination, support or permitting of a wide array of gatherings and festivals such as Taste of East, the Grand Valley Arts Festival, Tree Lighting Ceremony, Fourth of July parade and fireworks, movies and concerts in the park, races and other festivities.



While just over 15% of the workforce lives and works in the city, the average commute time is only 22 minutes. The largest employers inside the City are Spectrum Health Blodgett Hospital and the East Grand Rapids Public School District. Many residents are attracted to the Grand Rapids region and its world class medical and health industry, global manufacturing sector, multiple academic centers, a thriving art, cultural and music scene, an international airport and diverse population. <https://www.experiencegr.com>

Many colleges and universities are within an easy commute. Within 20 minutes, learners can reach Aquinas College, Calvin University, Cornerstone University, Davenport University, Ferris State University's Kendall School of Art and Design, Grand Rapids Community College and Grand Valley State University. Western Michigan University, Ferris State University, Michigan State University Medical School and Central Michigan University also have branches in the greater Grand Rapids area. An additional drive puts you on the campus of Hope College, Baker College, Ferris State University or Muskegon Community College.

East Grand Rapids Public Schools ([www.egrps.org](http://www.egrps.org)) educates approximately 3,000 students in Pre-K through 12<sup>th</sup> grade in three elementary schools (two of which are National Blue Ribbon Schools), middle school and high school. Ranked by U.S. News and World Report and Newsweek Magazine, EGRPS was named the best school district in Michigan by 24/7 Wall Street. According to NICHE.com the district scored an A+ in academics, teachers, clubs, athletics, college prep and health and safety.

The high school offers dual enrollment for college credit with 14 advanced placement courses as well as career and technical center offerings and cadet training. Its International Baccalaureate Diploma Programme provides enrollees an academic program recognized by the world's leading universities for its global focus and rigorous curriculum.

Sports and club participation opportunities begin at the earliest levels—art, music and Spanish classes start in kindergarten. Drama, vocal music, orchestra, band and multi-faceted visual arts are considered critical to the well-rounded curriculum. Pioneer athletics boast 137 state championships including the 2019 Girls Cross County, Girls Lacrosse and Girls Swim State Champs. Sports include water polo, crew, sailing, lacrosse, field hockey, bowling, skiing, hockey, football, basketball, swimming, soccer, baseball, wrestling, softball, cross county, track and field, golf, and volleyball.



Several high-quality private, religious and charter school options are also available in the immediate area.

East Grand Rapids is friendly and inviting. While some families go back generations, newcomers are plentiful and warmly welcomed.

## **The Organization**

East Grand Rapids is council/manager form of local government where all department directors are hired by and report to the City Manager. Six non-partisan commissioners represent three wards (two elected officials from each ward) and serve staggered four year-terms. The Mayor is elected at-large and serves a four-year term as well. Elections are held every two years.

The Commission appoints the manager, sets policy and direction, approves the budget and major expenditures while serving as the legislative authority through the approval of ordinances and major planning initiatives.

East Grand Rapids is managed by a professional senior staff. The executive team includes the finance director; public safety director; director of public works/deputy city manager; parks and recreation director and the city clerk who also serves as the administrative assistant to the manager and mayor. The city manager retains responsibility for labor relations and oversight of human resources functions.

Seventy-six regular full and permanent part-time employees along with 160+ seasonal parks, recreation and sports employees are charged with meeting the service needs of the 11,000+ citizens and visitors.

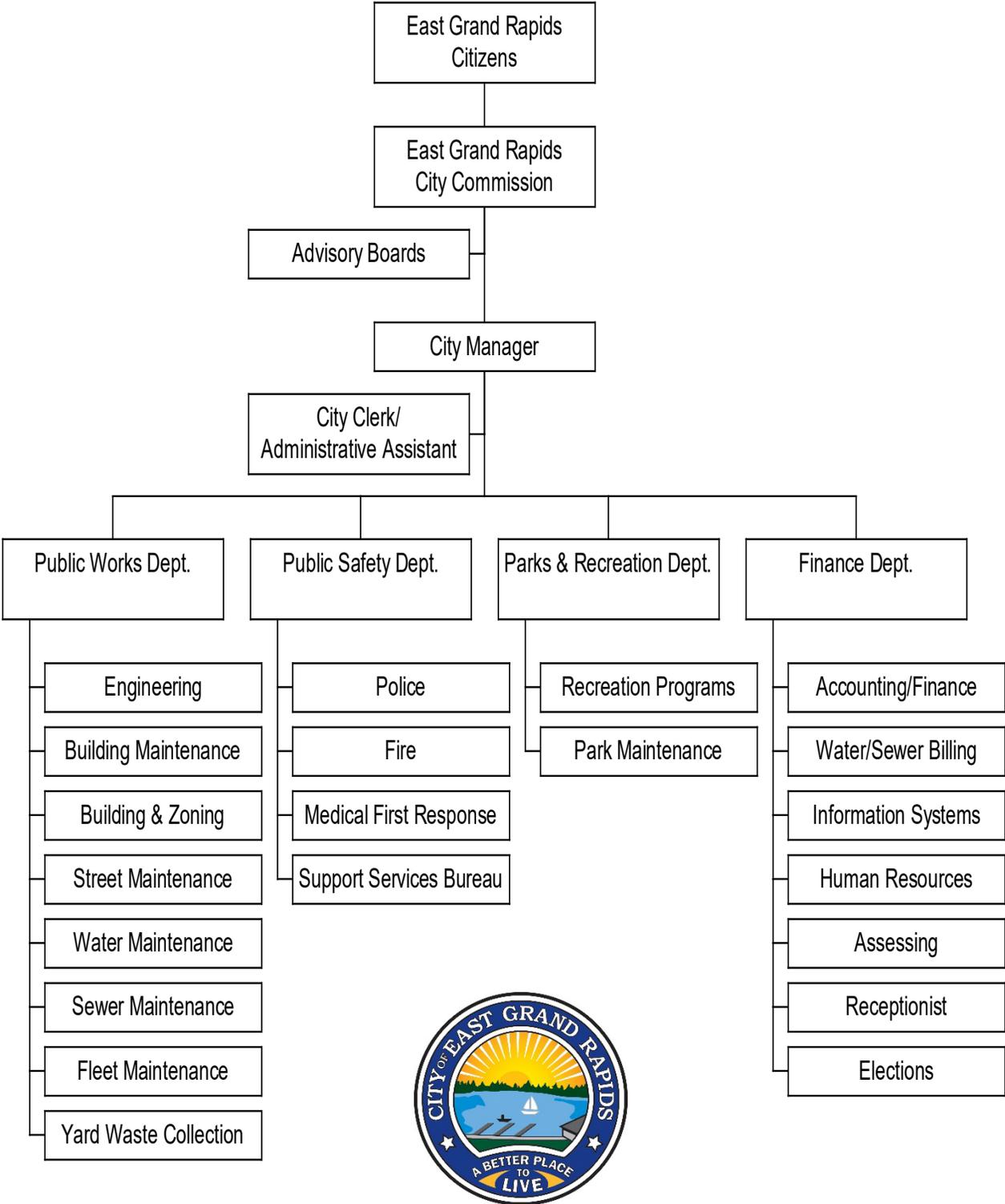
Police, fire and medical first response needs are provided by a true combined public safety department where all officers are cross-trained and operate on 24-hour shifts.



In addition to the expected infrastructure arenas, Department of Public Works houses the functions of property maintenance, code enforcement, building permits and zoning. The zoning administrator serves as staff liaison to the Planning Commission.

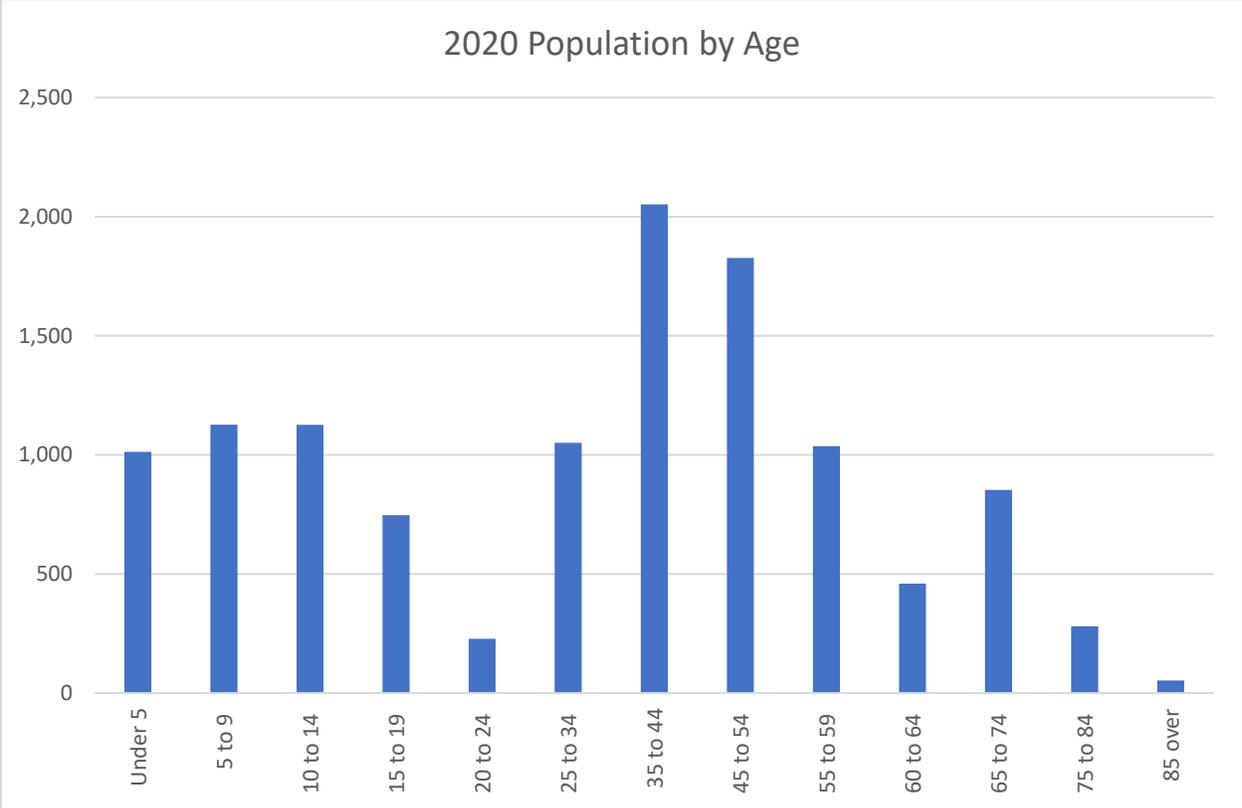
Compiled by the Michigan Municipal League  
September 2020

# East Grand Rapids Organizational Chart



# Population

2010 Population	10,694
2020 Population	11,371



**EDUCATION**

Population 25 years and over

Less than 9th grade	0.1%
9th to 12th grade, no diploma	0.6%
High school graduate (includes equivalency)	5.1%
Some college, no degree	10.3%
Associate's degree	5.2%
Bachelor's degree	40.0%
Graduate or professional degree	38.8%

All Data from US Census – American Community Survey

# A Citizens Guide to the Budget

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The purpose of this section is to explain the format and methodology of the budget.

## **BUDGET PROCESS:**

The budget process is considered an ongoing process with continuous monitoring and frequent adjustments due to new information. According to State law, the Uniform Budgeting and Accounting Act, the City must prepare an annual appropriations resolution identifying adequate revenues to support a plan of expenditures. Further, the City must adopt its millage rate and, if warranted, conduct a Truth in Taxation hearing pursuant to the Headlee Amendment.

Each year, each City department submits to the City Manager and Finance Director an itemized estimate of the expenditures for the next fiscal year for the department or activities under their control. The City Manager shall prepare a complete itemized budget for the next fiscal year and shall submit it to the City Commission for approval by May 15.

## **BUDGET DOCUMENT:**

The budget document presents a complete financial plan for the ensuing fiscal year. It includes at least the following information:

- Detailed estimates of all proposed expenditures for each department and office of the City, showing the expenditures for corresponding items for the current and last preceding fiscal years, with reasons for increases and decreases recommended, as compared with appropriations for the current year;
- Statements of the bonded and other indebtedness of the City, showing the debt redemption and interest requirements, the debt authorized and unissued, and the condition of sinking funds, if any;
- Detailed estimates of all anticipated income of the City from sources other than taxes and borrowing, with a comparative statement of the amounts received by the City from each of the same or similar sources for the last preceding and current fiscal years;
- A statement of the estimated balance or deficit, as the case may be, for the end of the current fiscal year;
- An estimate of the amount of money to be raised from current and delinquent taxes and the amount to be raised from bond issues, which, together with income from other sources, will be necessary to meet the proposed expenditures;
- Such other supporting schedules as the Commission may deem necessary.

**BALANCED BUDGET:**

The City annually adopts a balanced budget in which estimated revenue and available unreserved fund balance are equal to or exceed estimated expenditures.

**ADOPTION OF BUDGET, TAX LEVY:**

Prior to the end of the fiscal year, the City Commission must hold a public hearing for the sole purpose of final consideration and adoption of the budget and to authorize a tax levy necessary to meet the budget.

**TRANSFER OF APPROPRIATIONS:**

After the budget has been adopted, no money shall be drawn from the treasury of the City nor shall any obligation for the expenditure of money be incurred, except pursuant to the budget appropriation. The Commission may transfer any unencumbered appropriation balance, or any portion thereof, from one department fund or agency to another. The balance in any appropriation, which has not been encumbered, at the end of the fiscal year shall revert to the General Fund and be re-appropriated during the next fiscal year.

**BUDGET CONTROL – INTERIM FINANCIAL REPORTING:**

At the beginning of each quarterly period during the fiscal year, and more often if required by the City Commission, the City Manager shall submit data showing the relation between the estimated and actual income and expenses to date; and if it appears the income is less than anticipated, the Commission may reduce appropriations, except amounts required for the debt and interest charges, to such a degree as may be necessary to keep expenditures within the cash income.

**BASIS OF BUDGETING:**

This budget document is prepared on the same basis of accounting as the City of East Grand Rapids' financial statements. The City of East Grand Rapids follows Generally Accepted Accounting Principles applicable to governments; however, for budgetary purposes, encumbrances are also included in expenditures.

## **FUND STRUCTURE:**

The governmental fund types and expendable trust funds use the modified basis of accounting. Under the modified basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are “measurable and available.”) “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for un-matured interest on general long-term obligations which is recognized when due and certain compensated absences, claims, and judgments are recognized when the obligations are expected to be liquidated with expendable available financial resources.

The accounts of the City of East Grand Rapids are organized on the by funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. The City of East Grand Rapids’ resources are allocated to and accounted for in individual funds, based upon the purpose for which they are to be spent and how spending activities are controlled.

- The “GENERAL FUND” section presents the operating budget for the departments and activities funded by the General Fund and is the City’s primary operating fund.
- The Special Revenue Funds consist of the operating budgets for activities funded by grants or special state, federal or other restricted revenue sources. These funds consist of: Major Street, Local Street, Municipal Street.
- The Enterprise Funds consist of the budgets for funds that charge a fee to external users for goods and services and is designed to recover the costs of providing the service. These funds consist of: Water and Sewer funds.
- The Internal Service Funds presents activities that provide services and resources for the City’s other programs. These funds include: Motor Equipment Replacement Fund.
- The Debt Service Funds present funds that account for the accumulation of resources for the annual payment of principal and interest and long-term debt.
- The Capital Improvements section presents major capital acquisition and construction activities.

# Revenues

Property taxes in the State of Michigan are calculated by multiplying the tax rate or number of mills by the taxable value of real and personal property in the City. The Headlee Amendment to the State Constitution and Proposal A, passed in 1994, restricts the growth of taxable value to no more than the rate of inflation or 5%, whichever is less. This capped assessment is known as the taxable value. Increases or decreases in the turnover of properties or new development are not subject to the cap, thereby helping to offset any losses in value for other properties. The City levies a General Operating millage and Roads Improvement Millage

CITY OF EAST GRAND RAPIDS GENERAL OPERATING & STREETS MILLAGE RATES

2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
13.4586	13.3119	13.1149	12.8827	12.6817	12.4331	12.2428	12.0322	11.7975	11.5215

### Headlee Amendment

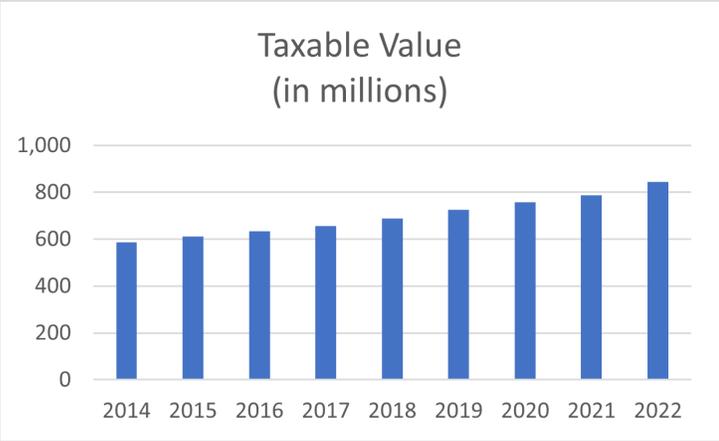
The Headlee Amendment, referred to previously, reduces the amount of the City’s operating millage allowed by Charter. It accomplishes this by reducing the millage proportionally by the amount that market changes exceed the State’s inflation rate multiplier. The table below shows the millages per the City Charter and Headlee limitation.

Millage Rate 2022:	Per City Charter	Headlee Limitation	Actual
	20.0000	11.5215	11.5215

### Taxable Value of Property

The City has experienced consistent growth in taxable value driven by residential property sales. For the 2022-2023 fiscal year overall taxable value increased by 7.3% due to a 3.3% CPI and residential and commercial property uncapping.

Year	T.V.	% Growth
2014	586	
2015	612	4.6%
2016	633	3.4%
2017	656	3.6%
2018	690	5.1%
2019	725	5.1%
2020	757	4.4%
2021	788	4.1%
2022	845	7.3%



## Property Tax Revenue

The City's operating property tax revenue is \$9,742,147 a 4.5% increase in 2022/2023. The difference revenue growth and taxable value growth is attributable to a 2.3% rollback of the city's operating millage as noted above.

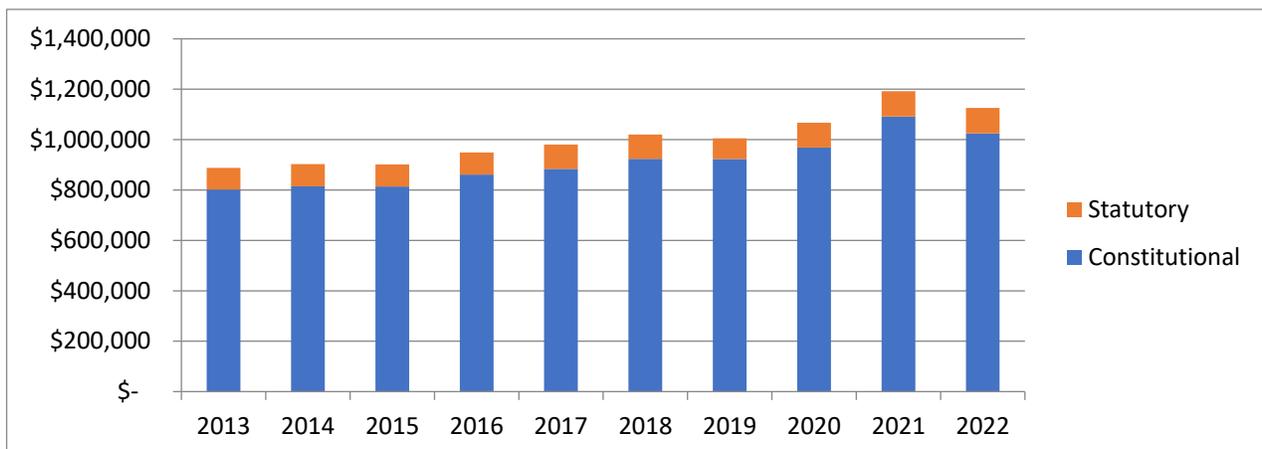
## Intergovernmental Revenue – State Shared Revenues:

The State of Michigan collects 6% sales tax and reserves 2% for the schools. A portion of the remainder is dedicated to local governments through both constitutional and statutory formulas. The statutory formula is subject to annual appropriation by the State Legislature. These funds are the second largest General Fund revenue source approximating \$1,126,000 for 2022/2023. As an example how this funding source has decreased, the 2022/2023 amount is \$7,000 less than what was received for the fiscal year 2001, and would be over \$1.6 million if it were fully funded.

For fiscal year 2012/2013 the State legislature established the City, Village and Township Revenue Sharing (CVTRS) program to allocate statutory revenue sharing. Eligible local units were required to publish various financial information concerning its operations. The City publishes a Citizens Guide and Performance Dashboard detailing various operating, performance and financial measures. In addition, we also prepare a debt service report listing all of the current debt obligations including issuance date, amount and annual debt service requirements. We also provide a projected budget report combining the activities of the General, Local Street and Rubbish Funds.

History of State Shared Revenue Payments

Year	Constitutional	Statutory	Total
2013	\$ 802,210	\$ 85,251	\$ 887,461
2014	\$ 814,810	\$ 87,856	\$ 799,419
2015	\$ 814,027	\$ 87,856	\$ 711,003
2016	\$ 860,944	\$ 87,856	\$ 711,003
2017	\$ 883,862	\$ 96,539	\$ 762,021
2018	\$ 923,985	\$ 96,496	\$ 782,265
2019	\$ 923,086	\$ 82,260	\$ 802,944
2020	\$ 968,319	\$ 98,715	\$ 817,021
2021	\$ 1,091,508	\$ 100,700	\$ 818,367
2022	\$ 1,025,000	\$ 101,000	\$ 1,126,000



## **Special Revenue Funds**

### **Major and Local Street**

The Major and Local Street Funds revenue is derived mainly from Gas & Weight taxes. The revenue is allocated to eligible units based on a formula incorporating the number of miles of streets and the City's population. Funds received are restricted to be used for maintain the City's street infrastructure. The functions covered include street sweeping, winter maintenance, roadway repair and reconstruction, traffic signals and signage in addition to planning and operating the street network.

The Major Street Funds revenue is projected to be \$1,054,800 based on current estimates from the State, a 9.7% increase. The Local Street Fund revenue is projected to be \$393,800 an increase of 9%. Both of these funds are supplemented annually by a \$1,000,000 General Fund transfer as well as monies from the 2015 street millage.

### **Debt Service Funds**

Debt Service Funds realize revenues from General Fund appropriations and special assessment collections. These revenues provide funding for the debt requirements covering the construction and improvement of roads, and municipal facilities exclusive of water and sewer projects.

### **Construction Funds**

Construction Funds account for the resources to be used for the construction of major infrastructure projects. Revenues can arise from the sale of general obligation bonds, grants from State and Federal sources and transfers from other funds.



# City of East Grand Rapids

## Fee Schedule

Effective July 1, 2022

Service	Fee	Additional Costs/ Comments	City Code Section
<b>City Manager</b>			
Liquor License Application - New	300.00		7.52
Liquor License Application - Transfer	150.00		7.52
FOIA Request	35.66/hr	See FOIA form	
Marina License	100.00		3.101
<b>Finance Department</b>			
Data Base/Voting List	See FOIA form		
Snowplow License	100.00 + \$25 per truck		7.90
Lawn Care License	100.00 + \$25 per truck		7.86
Waste Hauler License	100.00 + \$50 per truck		2.5
NSF Checks	30.00		
Notary - Resident	No charge		
Notary - Non-resident	10.00		
<b>Public Safety Department</b>			
Accident Reports	See FOIA form		
Incident Report Copy - 1st page	See FOIA form		
Incident Report Copy - each add'l pg	See FOIA form		
Video Tape Copy	See FOIA form		
Digital Audio Recordings	See FOIA form		
Door-to-door/Transient Merchant	25/day,100/wk,200/yr + \$50 badge deposit		7.36
Local Background Checks	20.00		
PBT - resident	10.00		
PBT - non-resident	15.00		
OWI Cost Recovery	225.00		
False Alarm - 1st call per calendar yr	No Charge		
False Alarm - 2nd call	50.00		
False Alarm - 3rd Call	100.00		
False Alarm - 4+ Call	200.00		
Parking Violations	Separate schedule	Overdue: 10 days = fine doubles 45 days = fine quadruples	10.66
<b>Parks &amp; Recreation Department</b>			
Community Center Rental	Separate schedule		
Athletic/Park Facilities	Separate schedule		
Media Production (Film/Photo)	250.00	\$500 if less than 10 day notice	3.141
Pool Rental	Separate schedule		
Special Events	250.00		

Service	Fee	Additional Costs/ Comments	City Code Section
<b>Public Works Department</b>			
Zoning Appeal	250.00		5.121
Zoning Variance - application/processing	500.00		5.121
Zoning Variance - Post-Construction	700.00	added to application fee	5.121
Fence Variance - application/processing	250.00		
Land Division	300.00		5.406
Special Use Permit	500.00		5.121
Site Plan Review - Administrative	200.00		5.121
Site Plan Review - Intermediate	300.00		5.121
Site Plan Review - Complete *	500.00	* Escrow fees also required	5.121
PUD Application/Site Condominium*	1,000.00	* Escrow fees also required	5.121
Rezoning Application	800.00		5.121
Rental Inspection/Certification per dwelling unit	100.00	EGR notice costs \$50; Cascade Twp \$50	8.809
Building Permits		Cascade Township	
Infrastructure Impact Fees:			
New Construction	150.00		
Demo Requiring Permit (primary structure)	150.00		
Demo Requiring Permit (accessory structure)	75.00		
Addition Requiring Permit	100.00		
Accessory Structure Building Permit	75.00		
Pool	50.00		
Plumbing/Mechanical/Electrical		Cascade Township	
Construction B.O.A. Hearing		Cascade Township	
Sign Permit Application	75.00		8.21
Sign Installation Building Permit		Cascade Township	
Mechanical Appurtenances	50.00		
Utility Tap (New):			4.5
1" Tap	200.00	plus cost of materials	
1.5" Tap	300.00	plus cost of materials	
2" Tap	400.00	plus cost of materials	
Meter Replacement or New Meter:			4.5
5/8" (3/4" short) Meter	430.00		
3/4" Meter	520.00		
1" Meter	600.00		
1.5" Meter	2,650.00		
2" Meter	3,100.00		
Replacement of Non-Functioning Meters	No Charge		
Right of Way Permits:			
Non-Utility ROW (Drive Approach/Sidewalk)	100.00		4.5
Water/Service Connection/Repair	100.00	\$200 in ROW	
Sewer Connection/Repair	100.00	\$200 in ROW	
Storm Connection	NC	\$100 in ROW	
Private Utility, annual permit	No Charge		4.5
Sidewalk Encroachment (café)	No Charge		4.4, 5.70(c)
Forestry	No Charge		3.33
Dumpster Placement permit	No Charge		2.15
Temporary Storage Unit	No Charge		5.75(B)
Fence Permit	No Charge		8.61(M)
House Print Copies	5.00 each		

East Grand Rapids Dept. of Public Safety Parking Fines

Effective 7/1/2021

Offense Code:	Offense Abbreviation:	Fine
R28.1458	Unattend running vehicle	25
R28.1617	Bicycle parking violations	25
R28.1801	Parking too far from curb	25
R28.1802	Parking too far from curb on one way street	25
R28.1803	Angle parking violations	25
R28.1804	Violation of loading/unloading permit	25
R28.1809	Parked w/o dimming lights	25
R28.1813	Parking in alley unless authorized by sign	25
R28.1814a	Displaying vehicle for sale	25
R28.1814b	Washing, working on or repairing vehicle	25
R28.1814c	Displaying merchandise	25
R28.1814d	Storage over 48hrs	25
R28.1818	Loading zone violation	25
R28.1819	Bus or taxicab unauthorized parking	25
R28.1820	Bus stop, taxicab stand violation	25
R28.1821	Parking meter violations	25
R28.1822	Meters, not parked within space	25
257.6741a	On sidewalk	25
6741b	In front of a public or private drive	25
6741c	Within an intersection	25
6741d	Within 15 feet of a fire hydrant	25
6741e	On a cross walk	25
6741	Within 20 feet of crosswalk, or 15 feet of highway intersection	25
6741g	Within 30 feet of a flashing beacon, stop sign, or traffic control signal located at the side of a highway	25
6741h	Between a safety zone and the adjacent curb or within 30 feet of a point on the curb immediately opposite the end of a safety zone	25
6741i	Within 50 feet of the nearest rail of a railroad crossing	25
6741j	Within 20 feet of the driveway entrance to a fire station or within 75 feet on the opposite side of the street	25
6741k	Alongside or opposite a street excavation or obstruction if the stopping, standing or parking would obstruct traffic	25
6741l	Double parking	25
6741m	Upon a bridge or other elevated highway structure or within a highway tunnel	25
6741n	In violation of official sign	25
6741o	Within 500 feet of an accident with police officer in attendance	25
6741p	In front of a theatre	25
6741q	Blocking emergency exit	100
6741r	Blocking fire escape	100
6741s	In handicapped parking space	100
6741t	In access aisle adjacent to handicapped parking space	100
6741u	Blocking curb cut or ramp for use by handicapped persons	25
6741v	Within 500 feet of a fire with fire apparatus in attendance	25
6741w	In violation of an official sign restricting the period of time for or manner of parking	25
6741x	Parking meter violations	25
6741y	Obstructing mailbox	25
6741z	In a place or in a manner that blocks the use of an alley	25
6741aa	In a place or in a manner that blocks access to a space clearly designated as a fire lane	25
10.12	Parked at night without light/reflector	25
10.13	Parked near opposite driveway	25
10.14	Parking on lawn extension	25

# Facility Rental Rates and Information

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

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

Event supervisor(s) will be assigned to all rentals with large parties and parties during non-business hours at a rate of \$15/hour

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

**Tables and Chairs Available (inside use only)      Dimensions      Total**

Rectangle Tables.....30in. x 72in.....26

Round Tables.....60in.....15

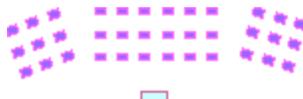
Chairs.....100

NO STAGE AVAILABLE

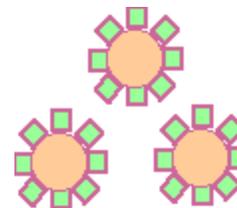
\* seating capacity may be less due to food stations and/or dance area



Classroom Style



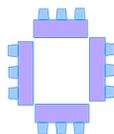
Theatre Style



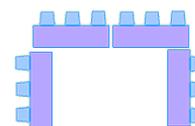
Banquet Style



Conference Style



Open Square Style



U - Shape Style



CITY OF  
**EAST GRAND RAPIDS**  
Parks & Recreation Department

**1. John Collins Park Rental Policy**

Rental permit holders may only use the grass space between the restroom building and the boathouse. Pedestrian walkways may not be used or blocked at any time. 2. Maximum of 15 participants and two instructors for any activity. 3. No audio equipment allowed and instructions must be given at speaking volume (no yelling). 4. Maximum of two events will be allowed per day and one at a time. 5. The park must be left the way you found it with minimal impact. 6. Permit holders not abiding by the guidelines will forfeit their permit and will not be issued a refund for any dates reserved.

**2. Rental Days and Times for John Collins Park**

You may request a rental permit, one day per week, for Tuesdays, Wednesdays or Thursdays between the hours of 7:00 am and 11:00 am.

**3. John Collins Park Rental Rates**

1.  EGR Storefront Business Owners \$15 per 1/2 hour
2.  Resident of East Grand Rapids \$17.50 per 1/2 hour
3.  Non-Resident \$20 per 1/2 hour

**4. Manhattan Park Green Space Rental Policy**

1.  Manhattan Park Green Space
2. Rental permit holders may only use grass space just to the SW of the Pavilion 2. Maximum of 30 participants and two instructors for any activity. 3. No audio equipment allowed and instructions must be given at speaking volume (no yelling). 4. Maximum of two events will be allowed per day and one at a time. 5. The park must be left the way you found it with minimal impact. 6. Permit holders not abiding by the guidelines will forfeit their permit and will not be issued a refund for any dates reserved.

**5. Rental Days and Times for Manhattan Park Green Space**

You may request a rental permit, up to four days per week, for any day of the week between the hours of 7:00 am and 10:00 pm.

**6. Manhattan Park Green Space Rental Rates**

1.  EGR Storefront Business Owners \$10 per 1/2 hour
2.  Resident of East Grand Rapids \$12.50 per 1/2 hour
3.  Non-Resident \$15 per 1/2 hour

**1. Baseball & Softball Fields**

Ball diamonds have stone dust infields with the exception of Rusty Swaney Field at Remington Park. Unprepared fields are \$14 per 1/2 hour, lines and bases extra \$30 (Sundays \$50) if we have staff available. All day tournament is \$285 per field.

2. Soccer - Lacrosse - Football - Field Hockey Fields

1.  Mehney Artificial Turf Field (has lights) - \$60 per 1/2 hour
2.  Memorial Artificial Turf Field (has lights) - \$60 per 1/2 hour
3.  Manhattan Park Full Size Athletic Field - \$22 per 1/2 hour
4.  Lower Practice Field (inside track) - \$22 per 1/2 hour
5.  Middle School Back Field - \$18 per 1/2 hour
6.  Manhattan Youth Soccer Field - \$16 per 1/2 hour
7.  Wealthy Elementary Turf Athletic Field - \$20 per 1/2 hour

3. Amenities (Flat Rate)

1.  Full size soccer goals - \$100 (when in storage)
2.  Lax Goals - \$50 (when in storage)
3.  Lights at Mehney or Memorial Field - \$60 (Only if Staff Supervisor is available \$15/hr)
4.  Scoreboard/PA System \$30 (Only if Staff Supervisor is available \$15/Hour ) NO MUSIC is allowed over the PA system
5.  Soccer Corner Flags - \$20 (you can use your own if they are weighted. Spiked corner flags are prohibited because they puncture the artificial turf. Violators will be charged a \$100 damage fee.
6.  Paint athletic field out of season - \$250
7.  Staff Supervisor - \$15.00 hour
8.  Sunday - Chalk, Lines & Bases \$50
9.  Chalk, Lines & Bases \$30
10.  First Down Chains/Pylons \$20.00
11.  Manhattan Park Parking Lot for non athletic events or pavilion rentals. \$168 (Daily Flat Rate)

4. Tennis & Pickleball Courts

Court rental is \$8 per hour. All day tournament rental at Canepa Tennis Center is \$300 per day, no discount, for all eight courts.

5. Manhattan Park Sand Volleyball Courts

Court rental is \$16 per hour.

**Residents of East Grand Rapids will receive a 20% discount except where noted. The discount does not apply to business owners, organizations or revenue generating events.**

# Manhattan Park Pavilion Rental

Block Rental Time Slots: (10:00 am to 3:00 pm or 4:00 pm to 9:00 pm)

Weekday; Mon.-Thur. Resident \$69  
(\$10 additional for N. Resident or Organization)

Weekend; Fri.-Sun./Holidays Resident \$84  
(\$10 additional for N. Resident or Organization)

## Pool Rental Rates

Rates	Resident Cost (Per Hour)	Non-Resident Cost (Per Hour)
Wealthy Pool	\$80	\$100
Wealthy Party-Package (One-time fee, not hourly)	\$150	\$199
High School Pool	\$165	\$205
Additional Lifeguards	\$18.00	\$18.00

## RESOLUTION ADOPTING WATER/SEWER RATES

WHEREAS Section 2.104 and 2.015 of the City Code provides that the City Commission shall by resolution establish a consumption rate and readiness-to-serve charge for water and sewer service.

BE IT RESOLVED that for the period from July 1, 2022 through June 30, 2023 water and sewer rates shall be as follows:

Residential		Non-Residential	
<b>READINESS-TO-SERVE:</b>		<b>READINESS-TO-SERVE:</b>	
<u>Average Monthly Consumption</u>	<u>Readiness-to-Serve Monthly Charge</u>	<u>Meter Size</u>	<u>Readiness-to-Serve Monthly Charge</u>
0 - 7,000	\$41.20	3/4"	41.20
7,001 and up	\$41.20 + \$3.10 per thousand gallons of usage over 7,000	1"	55.10
Multi-units	\$41.20 plus \$10.30 per unit	1-1/4"	86.00
		1-1/2"	123.60
		2"	219.90
		3"	494.40
		4"	879.10
		6"	2,636.80
	<u>Yard Meters Flat Fee:</u>	Multi-businesses	RTS (above) plus \$20.60 per additional business on meter
	\$28.85 per month (plus usage)		
	<u>Sewer Only Flat Fee:</u>	500,000 and up (gallons per month)	Add \$3.10 per thousand gallons of usage over 500,000
	\$12.35 per month (no usage charge)		
<b>COMMODITY:</b>		<b>COMMODITY:</b>	
WATER:	\$2.94 per 1,000 gallons	WATER:	\$2.94 per 1,000 gallons
SEWER:	\$3.76 per 1,000 gallons	SEWER:	\$3.76 per 1,000 gallons

# Financial Investment Policy

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## I. PURPOSE

It is the policy of the City of East Grand Rapids (the "City") to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state statutes and local ordinances governing the investment of public funds.

## II. SCOPE

This investment policy applies to all transactions involving the financial assets and related activity of the City except for its employee pension fund and its employee deferred compensation funds, which are organized and administered separately. These funds are accounted for in the annual report and include the following funds: General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, Enterprise Fund, Internal Service Funds, Trust and Agency Fund, and any new fund created by the City, unless specifically exempted by the City Commission.

## III. PRUDENCE

Investment shall be made with judgement and care, under circumstance then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

## IV. OBJECTIVES

Funds of the City will be invested in accordance with Michigan Public Act 20 of the Public Acts of 1943, as amended, and in accordance with the following objectives in order of priority.

### Safety

The primary objective of the City's investment activities is the preservation of capital in the overall portfolio and the protection of investment principal.

### Diversification

The investments will be diversified by specific maturity dates, individual financial institution or a specific class of securities in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

### Liquidity

The investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements, which might be reasonably anticipated.

### Return on Investment

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

## **V. DELEGATION OF AUTHORITY**

Management responsibility for the investment program is hereby delegated to the Finance Director, who shall establish procedures and internal controls for the operation of the investment program, consistent with the investment policy. No person may engage in investment transactions except as provided under the terms of this policy and the procedures established by the investment officer. The investment officer shall be responsible for all transaction undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

## **VI. AUTHORIZED INVESTMENTS**

In accordance with Public Act 20 of the Public Acts of 1943, as amended, the surplus funds of the City may be invested as follows:

- a) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- b) Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is eligible to be a depository of funds belonging to the state under a law or rule of this state or the United States.
- c) Commercial paper rated at the time of purchase within the highest classification established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- d) Repurchase agreements consisting of instruments listed in subdivision (a) above. Repurchase agreements shall be negotiated only with dealers or financial institutions with whom the City has negotiated a Master Repurchase Agreement. Repurchase Agreements must be signed with the bank or dealer and must contain provisions comparable to those outlined in the Public Security Association's model Repurchase Agreement.
- e) Banker's acceptances of the United States banks.
- f) Obligations of the state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
- g) Mutual funds registered under the investment company act of 1940, maintain a \$1.00 per share net asset value, and with authority to purchase only investment that are legal for direct investment by a public corporation.
- h) Obligations described in subdivisions (a) through (g) if purchased through an interlocal agreement under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- i) Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118
- j) The investment pools organized under the local government investment pool act, 1985 pA121, MCL 129.141.129.50

**VII. CUSTODY AND SAFEKEEPING**

All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the City shall be on a cash (or delivery vs. payment) basis. Securities may be held by a third-party custodian designated by the treasurer and evidenced by safekeeping receipts as determined by the treasurer.

**VIII. REPORTING**

The Finance Director shall submit a quarterly investment report (at March 31, June 30, September 30 and December 31) to the City Commission that provides the principal amounts by type of investment and rate of earnings for the investments as of the date of the report.

# Budget Calendar FY 2022-2023

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January 5, 2022	Budget Packets distributed to departments including budget, capital improvements, and Goals & Objectives
January 25, 2022	Capital Improvement entry deadline
January 29, 2022	City Commission Strategic Planning Session
February 1, 2022	Budget information entry deadline (BS&A) Fee schedule changes due to Karen Brower
February 8, 2022	Goals & Objectives due to City Manager
February 14-18, 2022	Goals & Objectives and CIP review with City Manager
February 21-25, 2022	Budget meetings with City Manager & Finance Director
March 28, 2022	Goals & Objectives reviewed at end of regular City Commission meeting
April 13, 2022	Budget and CIP documents sent out to City Commission
April 18, 2022	Finance Committee reviews vehicle replacements and fee schedule changes.
April 18, 2022	City Commission Budget Overview at City Commission meeting
May 2, 2022	City Commission CIP work session following City Commission meeting
May 16, 2022	City Commission to hold a budget work session following City Commission meeting Set water/sewer rates
May 23, 2022	City Commission to hold a budget work session at 6:00 pm. (if needed)
June 6, 2022	City Commission to conduct public hearing on budget City Commission to conduct special meeting following regular City Commission meeting to adopt the budget, fee schedule and to set the millage rate

## RESOLUTION

RESOLVED, that there be levied a tax upon all property subject to taxation by the municipal government of the City of East Grand Rapids in the City's General Fund for FY 2022-23, the total of which said amount and the amount estimated to be necessary for such purposes is hereby declared to be the sum of \$12,955,500 of which the sum of \$9,731,960 is to be raised by such levy; and that tax rate per \$1,000 valuation is hereby determined to be the maximum allowable under the Headlee Amendment at a rate of 11.5215 mills;

WHEREAS, that there be levied a tax upon all property subject to taxation by the municipal government of the City of East Grand Rapids sufficient, with other resources, to pay the principal and interest on all approved millage related municipal debts for FY 2022-23;

WHEREAS, that there be levied a tax upon all property subject to taxation by the municipal government of the City of East Grand Rapids sufficient, with other resources, to complete projects in accordance with the approved street and sidewalk millage to be raised by such levy; and that tax rate per \$1,000 valuation is hereby determined to be the maximum allowable under the Headlee Amendment at a rate of 1.7567 mills in FY 2022-23;

WHEREAS, that, in accordance with the Uniform Budgeting and Accounting Act (PA 2 of 1968, as amended by PA 621 of 1978), the City Commission adopts the FY 2022-23 budget of general and special revenue funds on a department basis as shown in the details of revenues and expenditures attached to this resolution but more summarily provided for below:

	Revenues & Transfers In	Expenditures & Transfers Out
<b>GENERAL FUND</b>	\$12,955,500	\$13,555,710
<b>SPECIAL REVENUE FUNDS</b>		
<b>Major Street</b>	\$1,624,800	\$1,529,800
<b>Local Street</b>	\$1,909,850	\$2,065,700
<b>Municipal Street</b>	\$2,024,440	\$2,012,040
<b>Drug Law Enforcement Fund</b>	\$-0-	\$0

WHEREAS, the Commission may adopt the non-general funds for FY 2022-23 as presented in the City Commission approved budget by fund total:

	Revenues & Transfers In	Expenditures & Transfers Out
<b>OTHER FUNDS:</b>		
<b>Parks Millage Debt Service</b>	\$366,810	\$366,740
<b>Municipal Comp Debt Serv</b>	\$565,280	\$564,500
<b>Parks Capital Project Fund</b>	\$70,000	\$2,454,500
<b>Water &amp; Sewer</b>	\$4,597,000	\$5,018,200
<b>Health Care Internal Serv</b>	\$1,914,600	\$1,881,900
<b>Motor Equip Replace Fund</b>	\$919,700	\$1,141,900
<b>Retirement Systems Fund</b>	\$1,705,000	\$1,777,000
<b>OPEB Trust Fund</b>	\$265,000	\$200,300
<b>Special Assessment</b>	\$15,000	\$15,000

WHEREAS, the Commission may adopt a proposed schedule of various fees for services as presented in the document attached to this resolution; and

BE IT FURTHER RESOLVED that in accordance the Uniform Budgeting and Accounting Act Uniform Budgeting and Accounting Act (PA 2 of 1968, as amended by PA 621 of 1978), authority is hereby given to the City Manager, as the Chief Administrative Officer, to execute transfers within departmental appropriation subtotals of the City's general and special revenue funds without prior authorization of the City Commission, as long as each departmental appropriation subtotal authorization is not exceeded. Amendments to the adopted budget will be made quarterly with adequate documentation.

The City Manager is further authorized to execute the line-item transfers within other City funds as long as the total budget appropriated for each fund is not exceeded. This authorization excludes major personnel changes and new capital equipment items over \$5,000 with the exception of emergency purchases.

Adopted by the East Grand Rapids City Commission  
At their regular meeting on \_\_\_\_\_, 2022

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Karen K. Brower, City Clerk

**CITY OF EAST GRAND RAPIDS  
ALL FUND SUMMARY**

FUND	Actuals	Original Budget	Amended	Projected Budget	Approved
	2020-2021	2021-2022	Budget 2021-2022	2021-2022	2022-2023
<b>REVENUE</b>					
GENERAL FUND	12,466,700	12,485,100	12,618,490	12,601,924	12,955,500
MAJOR STREET FUND	1,304,380	1,797,900	1,797,900	1,797,900	1,624,800
LOCAL STREET FUND	2,208,970	1,671,900	1,671,900	1,671,900	1,909,850
MUNICIPAL STREET FUND	1,922,920	1,944,500	1,944,500	1,944,500	2,024,440
DRUG ENFORCEMENT FUND	7,160	-	-	-	-
FED-AMERICAN RESCUE PLAN ACT	-	-	625,700	1,251,400	-
WEALTHY POOL DEBT SERVICE FUND	151,940	155,100	155,100	155,100	-
MUNICIPAL COMPLEX DEBT SERVICE	6,990,100	542,600	542,600	542,600	565,280
PARKS MILLAGE DEBT SERVICE	-	-	-	-	367,010
PARKS CAPITAL PROJECT FUND	-	-	558,900	5,889,456	70,000
WATER & SEWER FUND	4,723,420	4,447,000	4,447,000	4,447,000	4,597,000
HEALTH CARE FUND	2,007,470	1,967,000	1,967,000	1,967,000	1,914,600
MOTOR EQUIPMENT REVOLVING FUND	835,290	842,200	842,200	842,200	919,700
RETIREMENT SYSTEM FUND	10,791,440	-	-	1,658,496	1,705,000
OPEB TRUST FUND	503,310	255,000	255,000	255,000	265,000
SPECIAL ASSESSMENT FUND	28,800	16,000	16,000	16,000	15,000
<b>TOTAL REVENUE ALL FUNDS</b>	<b>43,941,900</b>	<b>26,124,300</b>	<b>27,442,290</b>	<b>35,040,476</b>	<b>28,933,180</b>
<b>EXPENDITURES</b>					
GENERAL FUND	11,650,841	12,749,800	13,087,130	12,654,091	13,555,710
MAJOR STREET FUND	1,142,480	1,689,600	1,960,100	1,960,100	1,529,800
LOCAL STREET FUND	2,065,940	1,601,200	1,703,800	1,703,800	2,065,700
MUNICIPAL STREET FUND	2,098,540	1,848,800	1,925,800	1,925,800	2,012,040
DRUG LAW ENFORCEMENT FUND	1,620	20,000	20,000	20,000	-
WEALTHY POOL DEBT SERVICE FUND	151,860	154,000	154,000	154,000	-
MUNICIPAL COMPLEX DEBT SERVICE	6,990,840	541,700	541,700	541,700	564,500
PARKS MILLAGE DEBT SERVICE	-	-	-	-	366,740
PARKS CAPITAL PROJECT FUND	-	-	-	74,312	2,454,500
WATER & SEWER FUND	3,765,620	4,771,700	4,848,000	4,848,000	5,018,200
HEALTH CARE FUND	1,985,330	1,995,000	1,995,000	1,995,000	1,881,900
MOTOR EQUIPMENT REVOLVING FUND	909,560	1,423,000	1,425,900	1,425,900	1,141,900
RETIREMENT SYSTEM FUND	312,130	-	-	1,808,028	1,777,000
OPEB TRUST FUND	134,820	135,000	135,000	135,000	200,300
SPECIAL ASSESSMENT FUND	30,250	16,000	16,000	16,000	15,000
<b>TOTAL EXPENDITURES ALL FUNDS</b>	<b>31,239,831</b>	<b>26,945,800</b>	<b>27,812,430</b>	<b>29,261,731</b>	<b>32,583,290</b>

**CITY OF EAST GRAND RAPIDS**  
**SUMMARY OF COMBINED CHANGES IN FUND BALANCE**

Fund Name	Actual Fund Balance 6/20/21	Projected Fund Balance 7/1/22	Adopted Revenues	Adopted Expenditures	Net Increase (Decrease)	Estimated Fund Balance 6/30/23
GENERAL FUND	4,288,924	4,795,707	12,955,500	13,555,710	(600,210)	4,195,497
Turf Replacement	558,950					
MAJOR STREET FUND	893,626	731,426	1,624,800	1,529,800	95,000	826,426
LOCAL STREET FUND	450,750	418,850	1,909,850	2,065,700	(155,850)	263,000
MUNICIPAL STREET FUND	315,840	334,540	2,024,440	2,012,040	12,400	346,940
DRUG LAW ENFORCEMENT FUND	26,663	6,663	0	0	0	6,663
FED-AMERICAN RESCUE PLAN ACT	0	1,251,400	0	0	0	1,251,400
WEALTHY POOL DEBT SERVICE FUND	7,297	0	0	0	0	0
MUNICIPAL COMPLEX DEBT SERVICE	12,395	21,692	565,280	564,500	780	22,472
PARKS MILLAGE DEBT SERVICE	0	0	367,010	366,740	270	270
PARKS CAPITAL PROJECT FUND	0	5,815,144	70,000	2,454,500	(2,384,500)	3,430,644
WATER & SEWER FUND **	949,273	1,058,273	4,597,000	4,458,200	138,800	1,197,073
HEALTH CARE FUND	747,979	719,979	1,914,600	1,881,900	32,700	752,679
MOTOR EQUIPMENT REVOLVING FUND **	766,401	632,701	919,700	691,900	227,800	860,501
SPECIAL ASSESSMENT FUND	11,220	11,220	15,000	15,000	0	11,220
<b>TOTAL</b>	<b>9,029,318</b>	<b>15,797,595</b>	<b>26,963,180</b>	<b>29,595,990</b>	<b>(2,632,810)</b>	<b>13,164,785</b>

\*\* Working Capital- Projected Available Resources

**POST RETIREMENT BENEFIT TRUST FUNDS**

RETIREMENT SYSTEM FUND	10,528,535	10,379,003	1,705,000	1,777,000	(72,000)	10,307,003
OPEB TRUST FUND	1,853,779	1,973,779	265,000	200,300	64,700	2,038,479
<b>TOTAL</b>	<b>12,382,314</b>	<b>12,352,782</b>	<b>1,970,000</b>	<b>1,977,300</b>	<b>(7,300)</b>	<b>12,345,482</b>

**CITY OF EAST GRAND RAPIDS  
DEBT OBLIGATION**

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b><u>WEALTHY POOL</u></b>					
<b>REVENUE</b>					
WEALTHY POOL DEBT SERVICE	TAX REVENUE-CITY OF EGR	151,720	154,900	154,900	-
	INTEREST & PENALTIES ON TAXES	180	200	200	-
	INTEREST ON INVESTMENTS	40	-	-	-
	<b>TOTAL WEALTHY POOL DEBT SERVICE REVENUE</b>	<b>151,940</b>	<b>155,100</b>	<b>155,100</b>	<b>-</b>
<b>EXPENDITURES</b>					
WEALTHY POOL DEBT SERVICE	DEBT SERVICE PRINCIPAL & INTEREST	151,860	154,000	154,000	-
	<b>TOTAL WEALTHY POOL DEBT SERVICE EXPENDITURES</b>	<b>151,860</b>	<b>154,000</b>	<b>154,000</b>	<b>-</b>
	<b>WEALTHY POOL DEBT REVENUES OVER (UNDER) EXPENDITURES</b>	<b>80</b>	<b>1,100</b>	<b>1,100</b>	<b>-</b>
<b><u>COMMUNITY CENTER</u></b>					
<b>REVENUE</b>					
COMMUNITY CENTER DEBT SERVICE	TAX REVENUE-CITY OF EGR	572,700	541,800	541,800	564,580
	INTEREST & PENALTIES ON TAXES	690	800	800	700
	INTEREST ON INVESTMENTS	120	-	-	-
	PROCEEDS FROM BONDS REFUNDING	6,416,590	-	-	-
	<b>TOTAL COMMUNITY CENTER DEBT SERVICE REVENUE</b>	<b>6,990,100</b>	<b>542,600</b>	<b>542,600</b>	<b>565,280</b>
<b>EXPENDITURES</b>					
COMMUNITY CENTER DEBT SERVICE	DEBT SERVICE PRINCIPAL & INTEREST	6,990,840	541,700	541,700	564,500
	<b>TOTAL COMMUNITY CENTER DEBT SERVICE EXPENDITURES</b>	<b>6,990,840</b>	<b>541,700</b>	<b>541,700</b>	<b>564,500</b>
	<b>COMMUNITY CENTER DEBT REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(740)</b>	<b>900</b>	<b>900</b>	<b>780</b>
<b><u>PARK MILLAGE</u></b>					
<b>REVENUE</b>					
PARK MILLAGE DEBT SERVICE	TAX REVENUE-CITY OF EGR	-	-	-	366,810
	INTEREST & PENALTIES ON TAXES	-	-	-	200
	<b>TOTAL PARKS MILLAGE DEBT SERVICE REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>367,010</b>
<b>EXPENDITURES</b>					
PARK MILLAGE DEBT SERVICE	DEBT SERVICE PRINCIPAL & INTEREST	-	-	-	366,740
	<b>TOTAL DEBT OBLIGATION EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>366,740</b>
	<b>PARK MILLAGE DEBT REVENUES OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>270</b>

# Key Strategic Areas

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## City of East Grand Rapids Strategic Planning Work Session March 5, 2022

The East Grand Rapids City Commission and City Staff met with a professional facilitator on Saturday, March 5, 2022, for a full-day strategic planning session to review prior strategic plans and discuss new strategic goals, objectives and priorities for the future of the community.

From this planning session, five key strategic goal areas were identified, and several objectives were created within those goal areas and, after group discussion, assigned priorities for staff to use when working toward these goals.

## Key Strategic Goal Areas

- City Operations/Administration
- Parks and Recreation
- Public Safety
- Infrastructure
- Community Development

Implementation will be guided by:

- Financial Stewardship
- Environmental Sustainability
- Intergovernmental Cooperation

Priority Definitions:

1. Essential – High priority, as soon as practical
2. Desirable – High priority if funding is available
3. Acceptable – Worthwhile if funding is available
4. Deferrable – Lower priority at this time

## What is Strategic Planning?

Strategic planning is an organizational management activity that is used to set priorities, focus energy and resources, strengthen operations, ensure that employees and other stakeholders are working toward common goals, establish agreement around intended outcomes/results, and assess and adjust the organization's direction in response to a changing environment.

# Key Strategic Area – City Operations/Administration

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## **PRIORITY 1**

- Continue focus on financial sustainability/responsibility
  - Long-term planning
  - Technology improvements
- Continue focus on public communication/education
  - General city operations
  - Opportunities for citizens
  - Communicate successes
  - Issue management
  - Publicize initiatives
  - Commissioners to report on liaison assignments at comm. meetings
- Continue to focus on employee attraction and retention
  - Evolution of benefits, compensation, flexibility

## **PRIORITY 2**

- Continue intergovernmental relationships/cooperation
- Continue collaboration with school district
- Explore environmental initiatives/innovations
  - Products
  - Processes
  - Resident services
  - Proclamations/declarations of intent
  - Investigate city vehicles/equipment
  - Encourage employees

**CITY OF EAST GRAND RAPIDS  
CITY OPERATIONS**

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b>REVENUE</b>					
GENERAL FUND	TAX REVENUE-CITY OF EGR	9,097,410	9,296,800	9,292,904	9,731,960
	INTEREST & PENALTIES ON TAXES	22,770	20,000	17,000	20,000
	MONIES RECEIVED FROM STATE	4,750	-	2,444	-
	ST CORONA RELIEF GRANT - PA 144 & 123	493,110	-	-	-
	LOCAL COMM STABILIZATION SHARE - PPT	21,410	21,400	21,405	21,400
	CONSTITUTIONAL SALES TAX	1,079,590	1,119,780	1,159,828	1,090,620
	STATUTORY SALES TAX	65,800	98,710	100,689	100,690
	LIQUOR TAX	2,700	3,000	2,693	2,500
	CLERK'S SERVICES	20	-	-	-
	ADMIN. CHARGES TO W&S FUND	250,000	250,000	250,000	250,000
	ADMIN CHARGES TO STREET FUNDS	30,000	30,000	30,000	30,000
	CATV SUBSCRIBER REVENUE	184,170	200,000	177,000	175,000
	RIGHT-OF-WAY FEES	50,250	35,000	47,000	40,000
	INTEREST ON INVESTMENTS	41,260	100,000	20,000	30,000
	CONTRIB FROM PRIVATE SOURCES	33,870	-	-	-
	REIMBURSEMENT INSURANCE CLAIMS	-	-	1,076	-
	SMALL CELL 5G PERMITS	-	-	1,785	-
	KENT DISTRICT LIBRARY-BLDGS.	40,420	40,400	40,400	40,400
	CABLE COMMUNITY ACCESS EQUIP	40,230	45,000	38,000	35,000
	CABLE TOWER RENTAL	71,860	79,000	79,000	70,000
	MISCELLANEOUS REVENUE	14,720	36,000	38,000	25,000
	<b>TOTAL CITY OPERATIONS GENERAL FUND REVENUE</b>	<b>11,544,340</b>	<b>11,375,090</b>	<b>11,319,224</b>	<b>11,662,570</b>
FED-AMERICAN RESCUE I FED REV ARPA		-	625,700	1,251,400	-
	<b>TOTAL CITY OPERATIONS FEDERAL ARPA REVENUE</b>	<b>-</b>	<b>625,700</b>	<b>1,251,400</b>	<b>-</b>
HEALTH FUND	MISCELLANEOUS REVENUE	11,850	9,000	9,000	25,000
	INTEREST ON INVESTMENTS	3,120	10,000	10,000	5,000
	HEALTH INSURANCE REIMBURSEMENT	304,850	250,000	250,000	100,000
	EMPLOYEE PREMIUM CONTRIBUTIONS	109,250	80,000	80,000	110,000
	OTHER CONTRIUBTIONS (COBRA)	1,320	-	-	2,000
	EMPLOYER PREMIUM CONTRIBUTIONS	1,577,080	1,618,000	1,618,000	1,672,600
	<b>TOTAL CITY OPERATIONS HEALTH FUND REVENUE</b>	<b>2,007,470</b>	<b>1,967,000</b>	<b>1,967,000</b>	<b>1,914,600</b>
PENSION FUND	INTEREST ON INVESTMENTS	35,130	-	400,000	300,000
	INVESTMENT GAINS/LOSSES	150,270	-	100,000	300,000
	EMPLOYER CONTRIBUTIONS	10,601,020	-	1,151,231	1,100,000
	EMPLOYEE CONTRIBUTIONS	5,020	-	7,265	5,000
	<b>TOTAL CITY OPERATIONS PENSION FUND REVENUE</b>	<b>10,791,440</b>	<b>-</b>	<b>1,658,496</b>	<b>1,705,000</b>
OPEB FUND	INTEREST ON INVESTMENTS	241,880	60,000	60,000	120,000
	HEALTH INSURANCE REIMBURSEMENT	-	70,000	70,000	-
	OTHER CONTRIUBTIONS (COBRA)	17,040	25,000	25,000	20,000
	EMPLOYER PREMIUM CONTRIBUTIONS	244,390	100,000	100,000	125,000
	<b>TOTAL CITY OPERATIONS OPEB FUND REVENUE</b>	<b>503,310</b>	<b>255,000</b>	<b>255,000</b>	<b>265,000</b>
SPECIAL ASSESSMENT	SPECIAL ASSESSMENT REVENUE	28,790	16,000	16,000	15,000
	INTEREST ON INVESTMENTS	10	-	-	-
	<b>TOTAL CITY OPERATIONS SPECIAL ASSESSMENT FUND REVENUE</b>	<b>28,800</b>	<b>16,000</b>	<b>16,000</b>	<b>15,000</b>
	<b>TOTAL CITY OPERATIONS REVENUE</b>	<b>24,875,360</b>	<b>14,238,790</b>	<b>16,467,120</b>	<b>15,562,170</b>

CITY OF EAST GRAND RAPIDS  
CITY OPERATIONS

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b>EXPENDITURES</b>					
GENERAL FUND	CITY COMMISSION	31,140	30,200	26,716	29,100
	CITY MANAGER	278,530	391,800	389,095	453,970
	ELECTIONS	28,820	29,400	14,063	35,400
	ASSESSOR	135,030	132,700	136,727	146,400
	CITY ATTORNEY	245,480	300,000	235,000	300,000
	FINANCE	685,080	703,700	723,964	793,110
	GENERAL ADMINISTRATION	213,930	1,321,300	1,307,975	1,311,870
	TRANSFER OUT TO OTHER FUNDS	1,000,000	1,628,900	1,628,900	1,070,000
	<b>TOTAL CITY OPERATIONS GENERAL FUND</b>	<b>2,618,010</b>	<b>4,538,000</b>	<b>4,462,440</b>	<b>4,139,850</b>
HEALTH FUND	<b>Health Fund Administration</b>	1,985,330	1,995,000	1,995,000	1,881,900
PENSION FUND	<b>Pension Fund Administration</b>	312,130	-	1,808,028	1,777,000
OPEB FUND	<b>OPEB Fund Administration</b>	134,820	135,000	135,000	200,300
SPECIAL ASSESSMENT	<b>Transfer Out to Other Funds</b>	30,250	16,000	16,000	15,000
	<b>TOTAL CITY OPERATIONS EXPENDITURES</b>	<b>5,080,540</b>	<b>6,684,000</b>	<b>8,416,468</b>	<b>8,014,050</b>

# City Commission

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

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

## Mayor

Katie Favale

## Commission

First Ward

Second Ward

Third Ward

Kris Pachla

Karey Hamrick

John Arendshorst

Marc Schulz

Chris Wessely

Laura Schwartz



# City Manager

Shea Charles, City Manager

## About the Department

### City Manager

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

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

### City Clerk

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

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

Departmental Statistics:	2020	2021
City Commission Packets	26 packets = 2,448 pages of information	25 packets = 2,208 pages of information
Community Foundation Packets	6 agendas	6 agendas
Community Foundation Year-End Solicitation	475 letters + Website + Waterbills	475 holiday letters + 4,000 water bill inserts
Community Foundation donations processed	62 donations	84 donations
Community Foundation 4 <sup>th</sup> of July Race	Cancelled due to COVID	322 participants \$13,629 raised
Budget/CIP/Goals Books	75 books yearly + website posting	65 books yearly
Elections	3 elections: 15,862 ballots processed	1 election: 3,249 ballots processed
E-Newsletters/ Communications	24 e-newsletters; 500+ FB/TW posts; 12 water bill inserts	26 e-newsletters; 500+ FB/TW posts; 12 water bill inserts

## **Status of 2021-22 Goals and Objectives**

- Goal: Continue implementation of a “digital budget” that is more interactive for residents and provide graphic and summary information in conjunction with the detailed budget.  
Objective: See Finance Department goals for additional information.  
Status: City Manager and Finance Director evaluating options for electronic engagement.
- Goal: Update the City’s annual budget document to provide continued transparency of the City’s finances.  
Objective: The City’s annual budget includes three distinct documents – Goals & Objectives, Capital Improvement Plan, and the annual budget. Integrating these three into a comprehensive document will provide residents a concise picture of the City’s annual revenues and expenditures.  
Status: Initiated integration of source documents into comprehensive 2022-23 document.
- Goal: Initiate the process of updating City’s Long Range strategic plan over the next two years.  
Objective: The community has undergone significant population transition over the last few years. The current plan was originally developed in 1999 and has been updated every five years. Beginning a comprehensive review and update of the plan assures the City’s Goals & Objectives are aligned with community expectations.  
Status: Held long planning session in March 2022 to establish preliminary goals.
- Goal: Update records retention schedule.  
Objective: Work with all departments to revise and/or add relevant information.  
Status: In progress. Continued to 2022-2023.
- Goal: Elected Officials Handbook  
Objective: Create a handbook and reference guide for charter provisions, general ordinances, meeting standards, frequently asked questions, etc. for use by elected officials.  
Status: In progress. Continued to 2022-2023.
- Goal: Continue improving communication with EGR residents and area citizens.  
Objective: Continue established program of e-newsletters, social media posts, website updates and water bill inserts.  
Create a formal public engagement strategy outlining goals, methods and results to ensure consistency and provide framework for ongoing efforts.  
Status: Draft Social Media Policy ready for discussion. Continued e-newsletters, social media for City of EGR, EGR Comm. Foundation, and Gaslight Village Business Assn.
- Goal: Research creation of a separate Zoning Board of Appeals.  
Objective: Gather information from other communities and draft plan to remove the zoning variance hearing duties from the city commission agendas.  
Status: Complete. Ordinance amendments adopted September 2021; new Zoning Board of Appeals members selected, appointed and trained January 2022.
- Goal: Implement a community conversation on racism, diversity and inclusion.  
Objective: Research ideas, formats and possible speakers for community events regarding racism in our area.  
Status: Evaluating potential regional partnerships with other entities including Kent County. Continued to 2022-23.

## 2022-23 Goals and Objectives

- Goal: Integrate various planning documents into annual the annual goals, capital and budget work sessions, and documents to provide the public with clear connections between ongoing operations and new initiatives.  
Objective: The annual budget serves as implementation of visions and desires of the community. By linking these within the budget and public work sessions, the public can follow projects and programs from concepts to completion.
- Goal: Assist Parks & Recreation Department with implementation of approved Parks Improvement Bond Millage.  
Objective: City Manager's office to oversee implementation, communication efforts, and public input of the estimated \$7 million of parks improvements throughout the city.
- Goal: Initiate implementation of new long-range strategic plan utilizing five key goal areas developed in March 2022.  
Objective: To create goals and objectives for the ideas and priorities generated by the staff and commission during the March 2022 planning session. Work with staff to integrate the ideas and priorities into the yearly planning and budget processes.
- Goal: Implement a community conversation on racism, diversity and inclusion.  
Objective: Research ideas, formats and possible speakers for community events regarding racism in our area.
- Goal: Continue efforts to attract and retain city employees to provide quality and enhanced services to the community.  
Objective: The City of East Grand Rapids has a strong history of providing quality services to its residents. The city will experience key vacancies over the next 12-18 months due to retirements and attrition. Evaluating and filling these positions will be important to continue the tradition of quality services. Union negotiations will also begin this upcoming year.
- Goal: Work with mayor and city commission to prioritize funds allocated by the American Rescue Plan Act.  
Objective: City received \$1.2 million in funding through this Act, providing opportunities for strategic investment within the community. Staff is working to create a list of potential projects to advantageously use the funds to achieve short-term and long-term upgrades and projects.
- Goal: Update records retention schedule.  
Objective: Work with all departments to revise and/or add relevant information.
- Goal: Elected Officials Handbook  
Objective: Create a handbook and reference guide for charter provisions, general ordinances, standards for meetings, frequently asked questions, etc. for use by elected officials and staff.

# Finance Department

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Sharla Seath, Director

## About the Department

The Finance Department oversees all financial, technology and human resources operations for the city. Located just inside the main entrance of the community center, our staff also functions as the primary point of contact for residents and visitors to the facility and for those calling the city's main telephone number. Our staff, consisting of eight dedicated individuals, performs several key functions to support the other departments of the city as well as the residents of the city.

**Workforce Profile:**     6 Full-time employees                      2 Part-time employees

### Assessing

- Inspect and maintain records of all property in the City to produce assessed and taxable values
- Process assessment appeals through Assessor's Appeals, Board of Review and the Michigan Tax Tribunal

### Information Systems

- Network and application administration, hardware and software maintenance
- Capital technology outlook planning
- Security and data recovery
- Phone system/cell phone administration

### Election Administration

- Maintenance of voter files
- Election administration

### Treasury

- Billing, administration, and collection of property taxes and water/sewer billing
- Investment services and cash flow management

### Human Resources

- Employee relations
- Administration of benefits, workers compensation, and unemployment insurance
- Employment law compliance
- FMLA and ADA leave administration
- Recruitment, on-boarding, and off-boarding of City employees
- Payroll Administration

### Accounting/Finance

- Budget preparation and financial reporting and analysis
- Debt management
- Annual audit preparation
- Internal control and process review
- Capital asset tracking
- Accounts payable and check processing
- Pension and OPEB administration

## Departmental Statistics

On a calendar year basis, the following activity flows through the Finance Department (not all inclusive). Numbers that have been rounded have been estimated based on average volumes.

<u>2021</u>	<u>2020</u>	
46,456	46,386	Water & sewer bills created (approximately 18,383 emailed)
8,078	8,086	Tax bills created
15,720	16,464	Cash/check payments received, manually processed
4,898	5,108	Electronic bank checks posted (Vanco)
21,041	33,560	Electronic & ACH payments posted (Invoice Cloud)
4,200	4,200	Assessment notices issued
32	33	Board of Review and Michigan Tax Tribunal Appeals
540	508	Residential and commercial sales processed in assessing
379	300	Building permits processed in assessing/field checking
50	223	Properties reappraised and updated
70	75	Personal property statements mailed
1,498	1,489	Accounts payable checks processed
4,253	3,969	Accounts payable invoices processed
1,113	978	ACH payables processed
115	77	Credit card & EFT payments processed
4,358	3,900	Election changes processed (QVF)
83	73	New hires
304	216	Background checks processed
3,952	3,707	Payroll checks issued (Employees and Remittances)
72	48	Monthly Bank reconciliations prepared
801	697	Manual journal entries entered
322	292	W-2s issued
53	48	1099s issued
84	60	EGR Community Foundation donations processed
65,208	69,382	Internet service hits on the data maintained online:
42,106	44,182	Assessing information
16,004	18,036	Tax information
6,612	6,663	Utility billing
486	501	Miscellaneous receivables



## 2021 ACCOMPLISHMENTS

### **Assessor**

- Completed three Michigan Tax Tribunal Small Claim and full appeals, which required research and analysis
- Processed 379 building permits
- Processed 558 residential and commercial sales
- Conducted March, July, December Boards of Review and submitted information

### **Information Systems**

- Began 3<sup>rd</sup> party IT monitoring and patch management. Completed the RFP process to select i3 Business Solutions as the partner and implemented the services.
- Upgraded our VMWare environment to 7.0.2 and installed 2 upgraded VMWare host servers.
- Improved City Wi-Fi by adding secure wireless access to the City's internal network and installing a new management device providing better access and system information.
- Updated the City's BS&A Application Server to Windows Server 2019 and its version of SQL Server to 2019 Standard.
- Implemented PDQ Deploy to automate the installation of BS&A software updates for end users.

### **Human Resources**

- Assisted with the development and enforcement of the COVID-19 Policy and Preparedness Response Plan to maintain compliance and keep employees safe.
- Assisted with the onboarding and offboarding of City employees for 9 permanent full-time and part-time positions.
- Increased the utilization of NEOGOV Software to streamline the recruiting and onboarding process for new hires and increase compliance.
- Conducted Wage study internally for seasonal positions within the Parks & Recreation, Public Safety, and Public Works Department.

### **Accounting/Finance**

- Finalized transfer from MERS plan into the City's pension plan. Annual administration of new pension plan
- Completed an RFP to select an auditor to continue the City's annual audit process as well as implement the new process of completing an Annual Comprehensive Financial Report (ACFR)

## 2021 GOALS AND OBJECTIVES

### ASSESSOR

- **Goal:** To train the Assessing Clerk to continue our high quality of service to our residents.  
**Status: Completed**
- **Goal:** To update the Assessors page on the City's website.  
**Status: Completed**
- **Goal:** To ensure that Board of Review members are participating in training.  
**Status: Completed**

### INFORMATION SYSTEMS

- **Goal:** Network updates and improvements  
**Status:** Ongoing goal with several planned updates completed in 2021. The update of the City's VMWare environment and installation of 2 new host servers was completed in June. The update of the City's BS&A application server was completed in August. Work has begun on replacement of the SAN with quotes/options being obtained. The replacement is expected to be implemented in the April/May 2022 time frame.
- **Goal:** Create a comprehensive Technology Disaster Recovery Plan for the City.  
**Status:** Project delayed with the implementation of IT managed services in 2021 as this relationship and services will be integrated into the plan. A budget is being requested for 2022 so the City can work with i3 Business Solutions or another 3<sup>rd</sup> party to develop a comprehensive disaster recovery and incident response plan in 2022.

### HUMAN RESOURCES

- **Goal:** Conduct wage study analysis for nonunion employees internally and/or outsource the function to a third party.  
**Status:** Researched and identified steps to be taken to conduct a thorough review on the nonunion classification and compensation system.

Identified benefits of outsourcing the review to a third party including obtaining an objective opinion and gaining access to data based upon each unique role and the City's size, industry, and location. In addition, a vendor could assist the City with analyzing job descriptions, surveying organizations, analyzing data, and with employee communication.

Obtained recommendations for vendor from local municipalities and identified three vendors who can conduct a thorough analysis on the nonunion classification and compensation system.

- **Goal:** Streamline the open enrollment process by implementing a software that allows for enrollment paperwork to be submitted online.

**Status:** Obtained recommendations from local municipalities and interviewed three vendors who can provide a software solution that would streamline the open enrollment process.

Identified three effective online enrollment software solutions. In addition, two of the vendors that offer a solution could provide consultation and administration of employee benefits, assist with developing and maintaining a Human Resources Information System (HRIS), and with running employee benefits reports which could save the City time and resources.

## **ACCOUNTING**

- **Goal:** Continue the process of promoting vendor payments via City credit cards  
**Status:** Continuing to transition to credit card payments as new vendors are added
- **Goal:** To roll out the ClearGov Capital Project online module  
**Status:** After analyzing the ClearGov system it was determined that this was not the right fit for the City and it's continuous develop of the CIP. Plans are to stay with the current vendor Plan-It. Although it has its limitations it is a better option for the City.
- **Goal:** To cross train employees for Accounts Payable and Payroll Processing and other process defined as necessary for the operation of the Finance Department  
**Status:** Moved to FY 2022-2023
- **Goal:** To move from basic audited financial statements to an Annual Comprehensive Financial Reports (ACFR)  
**Status:** Moved to FY 2022-2023

## 2022 GOALS AND OBJECTIVES

### ASSESSOR

- **Goal:** Complete field inspections on one neighborhood and input updates into the assessing system. Field inspections include mailing out letters to the residents in each neighborhood, having them complete a survey either online, in person or by phone and then, if necessary, conducting a physical field inspection of the home.

**Background:** The State Tax Commission guidelines state that all City properties should have field inspections completed every five years.

**Objective:** These reappraisals ensure the City has the most current values assigned to the properties. This is very important to ensure that properties are assessed at fair market value.

- **Goal:** To ensure the City is meeting the requirements of PA 660, and if not, work to ensure corrections are made to bring them into compliance.

**Background:** P.A. 660 provides a statutory framework to ensure proper assessing in order to guarantee the highest quality assessments for taxpayers as well as local units.

**Objective:** To ensure the City is following the guidelines from the State Tax Commission to ensure a passing score on our next audit.

- **Goal:** To successfully implement an import/export between the BS&A Assessing.net and Cascade Township's BS&A program.

**Background:** Currently we must hand enter each building permit. Our building permit count is increasing each year, so any time saved in the process is essential.

**Objective:** The building permits require significant time for drawing, field inspections and valuing. Working together with Cascade Townships Building Department will only help this process be smoother and faster.

### INFORMATION SYSTEMS

- **Goal:** Network updates and improvements

**Background:** As technology changes and different technology is incorporated into the City's systems analysis is needed to ensure that systems are up to date, supported, secure and running efficiently.

**Objective:** Several network improvement projects are planned for 2022. These projects include the replacement of the City's SAN (storage area network) which stores the City's virtual servers. Also planned is the move of IT networking equipment and incoming data services to a safer more secure location.

- **Goal:** Create a comprehensive Disaster Recovery and Incident Response Plan for the City.

**Background:** Employees use technology in almost every task they perform. Desktop computers and wireless devices are used by employees to create, process, manage and communicate information. Servers process information and store large amounts of data. The impact of data loss or corruption from hardware failure, human error, hacking or malware could be significant.

Currently, data is backed up nightly and non-public safety data is replicated to Corporate Technologies data center. The City does not have a formal written recovery plan of restoring data in the event of a major loss.

**Objective:** Work with consultants to develop a plan for data backup and restoration of electronic information. Determine and document acceptable backup and recovery windows for various systems. Work with departments to create procedures for providing citizens services if systems are unavailable, managing the expectations of the departments.

Plan would also document steps to be taken during incidents. Indicated who should be contacted and who can make decisions in the process.

- **Goal:** Create Information Technology Operations Manual

**Background:** Currently information is available across various systems. Manual would create a single reference for all IT operations, systems, and equipment to be used by staff and consultants to support ongoing IT operations as well as aid in planning and disaster recovery.

**Objective:** Consolidate, update, and create network documentation as needed. Make the information available in a single location online and offline in case of an incident. Provide access/copies to appropriate staff and consultants.

## HUMAN RESOURCES

- **Goal:** Conduct wage study analysis for nonunion employees internally and/or outsource the function to a third party.

**Background:** Part of the union negotiation process is to compare internal pay rates and benchmarking with local municipalities. The process was most recently completed last year fiscal for union employees. In contrast, the last formal wage analysis for nonunion staff was conducted by the MML during the 2015/2016 fiscal year.

Compensation studies ensure that employees are paid equitably and benefit the City by remaining competitive to help retain existing employees and attract new staff.

There are approximately 30 different non-union classifications. Due to the time commitment of conducting such surveys and the uniqueness of some of our positions, the City may not have the staffing to conduct the study in house therefore a third party may need to be utilized.

**Objective:** Conduct internal wage study analysis for nonunion employees internally and/or outsource the function to a third party.

- **Goal:** Streamline the open enrollment process by implementing a software that allows for enrollment paperwork to be submitted online.

**Background:** Each year during open enrollment, forms are required to be turned in in order for employees to maintain their benefits. Historically to account for family changes and medical coverage obtained within the past year, employees have been required to complete an enrollment form to maintain their Health Insurance Plan. In addition, per IRS regulations, they have been required to fill out an enrollment form to enroll in an FSA account, or purchase/sell back vacation.

Historically paper enrollment forms have been submitted. An online process would allow employees to submit their elections and/or paperwork online without having to report to Human Resources. In addition, employees historically have not had access to their previous year's elections, which would have helped aid them in the enrollment process. A software may allow for employees to seamlessly review their previous year's election and reconfirm their elections.

**Objective:** Streamline the open enrollment process by implementing a software that allows for enrollment paperwork to be submitted online vs in person.

## **ACCOUNTING**

- **Goal:** To cross train employees for Accounts Payable and Payroll Processing and other process defined as necessary for the operation of the Finance Department

**Background:** The Finance department has recently realigned its positions so that it is able to have more full-time people available for cross training purposes. Cross training employees is necessary to ensure that a department will run smoothly from day to day. This cross training is important to cover during employees leave time, but also important so that the knowledge of a process does not exist with only one employee. It also helps to have multiple people understand a process to allow for the review of effectiveness and efficiency of this process.

**Objective:** To ensure that the accounts payable and payroll process continue without delay if an employee leaves employment or there is a leave of absence.

- **Goal:** To move from basic audited financial statements to an Annual Comprehensive Financial Reports (ACFR)

**Background:** Every year the City has an outside audit firm complete an audit of the City's finances and prepare a basic financial statement. The City would like to transition to have the outside audit firm complete an ACFR. An ACFR provides a more detailed and thorough presentation of the City's financial condition. An ACFR in general is seen as a best practice in government finance. In preparing an ACFR instead of the basic financial statements it increases the City's financial transparency based on the information required for the compilation of the ACFR. A ACFR also provides a stronger financial presence for creditors and oversight agencies.

**Objective:** The City has completed the RFP and selected a vendor. During the audit for FY 2021-2022 the City will work with this auditing firm to transition and add the necessary information to complete the ACFR.

# Key Strategic Area – Parks & Recreation

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## **PRIORITY 1**

- Enhance ADA accessibility in city parks
- Implement Parks Improvement Millage
  - Improve existing trail access
  - Add distance and amenities within existing trail sites
  - Increase links/connections to other regional trails/areas
  - Dog Park use of city property
  - Acquire (purchase or lease) property for pop-up park

## **PRIORITY 2**

- Improve access to Reeds Lake
  - Kayak rental/storage area
  - Lake safety/education/etiquette

## **PRIORITY 3**

- Continue collaboration with EGRPS
  - Communicate benefits of Joint Facilities Agreement to residents
- Explore new/expansion of active senior/adult programming
- Expand family-oriented programming (instead of single participation)

**CITY OF EAST GRAND RAPIDS  
PARKS & RECREATION**

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b>GENERAL FUND</b>					
<b>REVENUE</b>	RECREATION PROGRAMMING FEES	70,720	149,900	165,000	129,500
	AQUATIC CLUB REG FEES	37,370	57,600	61,000	86,300
	POOL PROGRAM FEES	61,520	94,800	71,000	117,500
	REC SPORTS FEES	272,240	257,500	350,000	286,700
	SPECIAL EVENTS FEES	38,590	189,300	182,000	188,800
	GROUND MAINTENANCE	204,120	229,300	185,000	220,000
	MIDDLE SCHOOL SPORTS	72,700	91,800	110,000	99,880
	MISCELLANEOUS REVENUE	60,430	59,700	60,000	60,750
	<b>TOTAL PARKS &amp; RECREATION GENERAL FUND REVENUE</b>	<b>817,690</b>	<b>1,129,900</b>	<b>1,184,000</b>	<b>1,189,430</b>
<b>EXPENDITURES</b>	RECREATION	764,400	829,100	790,466	802,450
	POOL PROGRAMS	157,530	194,700	193,158	226,090
	SPECIAL EVENTS	29,410	151,400	134,122	150,900
	RECREATION PROGRAMMING	39,330	84,500	71,664	80,800
	GROUND MAINTENANCE	434,920	491,400	436,203	475,800
	RECREATION SPORTS	184,290	159,900	155,294	180,780
	MIDDLE SCHOOL SPORTS	34,770	59,700	66,640	69,440
	AQUATIC CLUB (WAVES)	74,130	78,500	96,872	125,160
	<b>TOTAL PARKS &amp; RECREATION GENERAL FUND EXPENDITURES</b>	<b>1,718,780</b>	<b>2,049,200</b>	<b>1,944,419</b>	<b>2,111,420</b>
<b>PARKS CAPITAL PROJECT</b>					
<b>REVENUE</b>	BOND PROCEEDS			5,260,556	
	TRANS FROM GENERAL FUND	-	558,900	628,900	70,000
	<b>TOTAL PARKS &amp; RECREATION PARKS PROJECT FUND REVENUE</b>	<b>-</b>	<b>558,900</b>	<b>5,889,456</b>	<b>70,000</b>
<b>EXPENDITURES</b>	BOND ISSUANCE COSTS	-	-	74,312	2,454,500
	PARKS MILLAGE CAPITAL PROJECTS	-	-	-	-
	<b>TOTAL PARKS &amp; RECREATION EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>74,312</b>	<b>2,454,500</b>
	BEGINNING FUND BALANCE PARKS CAPITAL PROJECT FUND	-	-	-	5,815,144
	<b>END FUND BALANCE PARKS CAPITAL PROJECT FUND</b>	<b>-</b>	<b>-</b>	<b>5,815,144</b>	<b>3,360,644</b>

# Parks & Recreation Department

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Derek Melville, Director

## About the Department

The East Grand Rapids Parks & Recreation Department provides enrichment, educational and sports programming for all ages – from young children to senior adults – to promote healthy lifestyles, family interaction and a sense of community. Our programs – open to all residents and non-residents – challenge minds and bodies, allowing participants to express their creativity, form new bonds of friendship and create memories that will last a lifetime.

The department also offers special events throughout the year, including the Reeds Lake Run, Rhoades McKee Reeds Lake Triathlon/Duathlon, Spectrum Health Fourth of July Celebration, Sweetheart Dance and many others.

The city's park properties are a source of pride, encompassing more than 179 acres of land, including John Collins Park and Waterfront Park on the shores of Reeds Lake. Included in our overall park property are several passive natural areas, including Hodenpyl Woods, Remington Park, Steketee Woods, Schroeder Park and portions of Manhattan Park.

### **Summary of Department Tasks:**

- Sports Programming
- Recreation Programming (Leisure, Education & Fitness)
- Pool Operations
- Aquatic Programming
- Adult and Youth Sport Leagues
- Special Events
- Athletic Facility Maintenance (HS, MS and Recreation)
- Grounds Maintenance
- Facility Rentals
- Sponsorships
- Joint Facilities property management
- Departmental marketing and social media



**Workforce Profile:**

Full time employees:	9 FTE	Temporary:	225-275
Part-time:	2	Volunteers:	300-400

**Departmental Statistics:**

	19-20	20-21
<b>Employee and volunteer paperwork</b>	550-700 job apps, hiring forms, drug screen, background & driving checks, etc.	500-650 job apps, hiring forms, drug screen, background & driving checks, etc.
<b>Transactions Processed</b>	9,325 transactions	10,406 transactions
<b>Pool membership processing</b>	436	762
<b>Pool electronic check ins</b>	7,571	8,625
<b>Programs &amp; Activities (sessions)</b>	803	1,281
<b>Activity participant transactions</b>	8,415	10,754
<b>Online transactions/registrations</b>	4,813 (985 mobile device)	4,919 (1138 mobile device)
<b>Youth league sports</b>	1,388 participants	1,471 participants
<b>Middle school athletic program</b>	469 participants	724 participants
<b>Adult league teams</b>	1,827	1,065
<b>Facility reservations</b>	4,071 indoor 3,679 outdoor	4,381 indoor facilities 4,208 outdoor facilities
<b>Payment processing</b>	94% CC, 3% Check & 3% \$	96% CC, 3% Check & 1% \$
<b>Pavilion rentals</b>	57	160* used as classroom space
<b>Grounds Maintenance</b>		
<b>Property to maintain</b>	179 acres (10 parks and 6 schools)	
<b>Irrigation systems</b>	14 with over 50 zones	
<b>Playgrounds</b>	9	
<b>Ball fields</b>	9	
<b>Sand volleyball courts</b>	4	
<b>Tennis courts</b>	19 (14 pickleball courts striped on various tennis courts)	
<b>Full size multi use fields</b>	4 with (12 smaller fields)	
<b>Streetscape maintenance</b>	47 pots, 86 hanging baskets & numerous planting beds	
<b>Boulevards</b>	Cambridge, Plymouth and Hall St.	
<b>Indoor room setup and tear downs</b>	450-550 annually	
<b>Snowplowing</b>	As needed	
<b>Pool chemical and maintenance</b>	Wealthy Pool	

**2020-2021 ACCOMPLISHMENTS**

- Completed Reeds Lake Trail Wayfinding Signage System, including trail maps with QR codes, directional signage posts, and sidewalk stencils
- Established and implemented COVID-19 safety protocols
- Enrollment numbers for programs have returned to pre-covid numbers.
- Expanded and continued sponsorships for programs and special events.
- New glass display board at John Collins Park for posters and maps.
- New outfield fence installed at Manhattan Park Softball Field.
- Mini-split HVAC units installed in Community Center Rooms 101 and 102
- Implemented a new Adult Softball league for the fall season.
- Continued organic turf program at John Collins Park and Manhattan Park Field 5.

## GOALS AND OBJECTIVES FY 2021-2022 UPDATE

### **DEVELOP MANHATTAN RECREATION AREA MULTI-USE TRAILS (Fred Bunn Trails)**

#### Objectives:

- Build new mountain bike and multi-use trails along the recently acquired property at Manhattan Park. (Location next to the East Beltline)
- Renovate and improve existing trail system with connections to the Reeds Lake Trail.
- Potential construction (Summer 2021)

#### Progress:

- A trail development, maintenance and license agreement has been executed with the WMMBA which outlines the implementation of the planned multi-use trails at Manhattan Park.
- The City has committed \$75,000 toward the construction costs. Final public input opportunities will take place in April of 2022 with construction planned to begin in May of 2022.

### **DEVELOP MANHATTAN RECREATION AREA SPLASHPAD AND PLAYGROUND**

#### Objectives:

- Renovate the playground area to include splashpads, updated play structures, additional restroom facility, and shade shelters.
- Exceed ADA requirements and where feasible Universal Accessibility.
- Research design specs for proper placement of splashpads and restroom facility in conjunction with the already existing sewage, water, and electrical lines.
- Joint Facilities goal is to create a long-term plan to regularly dedicate resources to the ongoing maintenance and upgrades to City and School playgrounds.
- Potential construction (Spring/Summer 2023)

#### Progress:

- A park improvement millage was approved by voters in November of 2021 which provides funding for the renovation and expansion of the Manhattan Park playground area.
- Parks and Recreation Staff is applying for a DNR Grant in 2022 to support the renovation project.
- Potential construction for Manhattan Park is anticipated for 2024 due to the grant process timeline.
- A playground replacement fund was established by the Joint Facilities Committee to secure funding for long-term playground replacement. The fund will accumulate over time with the intent for it to be fully funded the next time playground replacement is necessary.

## **CONTINUE COOPERATION BETWEEN THE SCHOOL DISTRICT AND CITY WITH THE JOINT FACILITIES AGREEMENT (as defined in our five-year master plan)**

### Objectives:

- Further enhance the neighborhood park aspects in our community.
- Update and expand existing facilities as needed.
- Continue to improve and maintain outdoor athletic facilities within the community.

### Progress

- City and EGRPS staff cooperated to identify playground replacement needs that were included in the 2021 Parks Improvement Millage.
- Staff have begun discussions about the addition of other site amenities and site improvements as part of the playground replacement projects.
- The playground replacement fund was implemented to assist with the replacement of Joint Facility playgrounds in the future.
- Grounds Maintenance staff replaced various playground parts throughout the year to meet established safety requirements.

## **NEW AND CONTINUED GOALS AND OBJECTIVES FY 2022-2023**

### **PROVIDE RECREATIONAL OPPORTUNITIES AND PROGRAMS FOR EAST GRAND RAPIDS RESIDENTS OF ALL AGES AND ABILITIES.**

#### Objectives:

- Improve and develop park resources within East Grand Rapids which will offer unique opportunities for persons of all ages and abilities.
- Plan park areas which will offer passive, as well as active opportunities.
- Investigate new programming opportunities to keep up with trends and resident requests.

### **DEVELOP MANHATTAN RECRATION AREA MULTI-USE TRAILS (Fred Bunn Trails)**

#### Objectives:

- Upon completion of design and construction, work with the West Michigan Mountain Biking Alliance to monitor use and condition of trails and develop best practices for maintenance.
- Investigate additional parking areas to increase parking options for trail users.
- Design and install trailhead kiosk with map and rules, and trail wayfinding signs.

### **UPDATE EXISTING FACILITIES TO MEET THE NEEDS AND EXPECTATIONS OF CITY RESIDENTS**

#### Objectives:

- Select a firm to partner with to provide public engagement and design development for projects identified as part of the Park Improvement Millage.
- Provide public engagement sessions for all Parks Improvement Millage projects.
- Research grant opportunities to leverage Parks Improvement Millage funds.
- Continue to monitor and update equipment and facilities to comply with current safety standards.
- Continue to monitor and update equipment and facilities due to aging and deterioration.

## **DEVELOP MANHATTAN RECREATION AREA SITE AND AMENITIES**

### Objectives:

- Further develop conceptual site plan to move toward final plan that incorporates a splashpad, updated play structures, additional restroom facility, and shade shelters. Utilize feedback collected during community input and engagement sessions to define the final designs.
- Improve facility to meet or exceed ADA requirements and where feasible Universal Accessibility.
- Investigate options for reconstructing existing tennis courts along with the addition of pickleball courts.
- Initiate a field leveling and turf improvement project for all athletic fields within Manhattan Park.

## **PRESERVE AND PROTECT THE CITY'S NATURAL RESOURCES**

### Objectives:

- Improve overall turf quality at all park locations.
- Continue organic turf maintenance program at John Collins Park and Manhattan Park.
- Expand organic turf maintenance program to other sites.
- Engage community members in our invasive species management volunteer workdays.

## **FOSTER COLLABORATION, COORDINATE AND PARTNERSHIP THROUGHOUT THE COMMUNITY**

### Objectives:

- Continue to foster relationships with other outside entities, non-profit, local City departments, and neighborhood groups.
- Explore partnerships with educational institutes for training, education, and internship opportunities.
- Reach out to community and create innovative ways to improve and enhance our community programs.

## **OPTIMIZE THE COMMUNITY-WIDE OPPORTUNITIES FOR IMPROVED ACCESS TO THE REEDS LAKE FRONTAGE.**

### Objectives:

- Provide opportunities for all East Grand Rapids residents to enjoy the beauty of the lake.
- Provide for lakefront access to those of all abilities
- Ensure all improvements are sensitive to the existing environment

## PARKS AND RECREATION PROJECT LIST 2022-2023

### **Dog Park**

Implement Dog Park concept on existing property or acquire new property. Improvements include fencing, dog fitness amenities, drinking fountain, and shade shelters.

### **Manhattan Park Field Renovations**

Full leveling, irrigation and reseeding project for all softball and soccer fields at Manhattan Park.

### **Fred Bunn Trails at Manhattan Park**

Partner with West Michigan Mountain Bike Alliance (WMMBA) to add new mountain bike and multi-use trails along recently acquired property and renovate and improve existing trail system with connections to the Reeds Lake Trail.

### **EGRPS Playground Replacement Projects**

Coordinate with EGRPS to remove existing equipment and install new playground amenities at Wealthy Elementary, Lakeside Elementary and Breton Downs Elementary.

### **Resurface Sports Courts**

Restripe existing tennis courts to provide futsal and pickleball courts at existing park facilities or school properties (4 Courts)

## PARK AND RECREATION PROJECT LIST 2023-2025

### **Waterfront Park Phase II**

Trail and boardwalk development, additional parking and environmental education opportunities.

### **EGRPS Playground Replacement Projects**

Coordinate with EGRPS to remove existing equipment and install new playground amenities at the Woodcliff Administrative Building.

### **Manhattan Park Improvement Project**

New destination playground with ramp access, poured in place surfacing splashpad with colored concrete surfacing, restroom facility, picnic tables, shade shelter with seating, picnic shelter and grills and landscaping.

### **New Sport Courts**

Construction of new futsal and pickleball courts on existing City property.

### **Trail Improvements**

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

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

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

# Key Strategic Area – Public Safety

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## **PRIORITY 1**

- Maintain current high level of safety, low crime

## **PRIORITY 2**

- Increase communication between Commission and Public Safety leadership
- Employee retention
  - Wage/benefit considerations
  - Future recruitment
- Continue education and communication about department operations, successes, highlight programs/officers, meaning of public safety

## **PRIORITY 3**

- Continue to address community perception/race concerns
- Take advantage of learning opportunities to increase understanding

**CITY OF EAST GRAND RAPIDS  
PUBLIC SAFETY**

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b>GENERAL FUND</b>					
<b>REVENUE</b>	ST TRNG GRANT-POLICE / PA 302	1,510	5,500	5,500	5,500
	SCHOOL SECURITY AGREEMENT	2,080	-	-	-
	POLICE AND COURT FEES	5,500	15,000	7,200	10,000
	PARKING TICKETS	9,390	15,000	10,000	10,000
	DRUNK DRIVING (OUIL) CHARGES	770	3,000	3,000	3,000
	<b>TOTAL PUBLIC SAFETY GENERAL FUND REVENUE</b>	<b>19,250</b>	<b>38,500</b>	<b>25,700</b>	<b>28,500</b>
<b>EXPENDITURES</b>	PUBLIC SAFETY	5,521,790	4,409,630	4,338,854	4,552,520
	<b>TOTAL PUBLIC SAFETY GENERAL FUND EXPENDITURES</b>	<b>5,521,790</b>	<b>4,409,630</b>	<b>4,338,854</b>	<b>4,552,520</b>
<b>DRUG ENFORCEMENT</b>					
<b>REVENUE</b>	INTEREST ON INVESTMENTS	10	-	-	-
	DRUG SEIZURE PROCEEDS-CCCA 84	7,150	-	-	-
	<b>TOTAL PUBLIC SAFETY DRUG ENFORCEMENT FUND REVENUE</b>	<b>7,160</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>	PUBLIC SAFETY	1,620	20,000	20,000	-
	<b>TOTAL PUBLIC SAFETY EXPENDITURES</b>	<b>1,620</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>
	<b>BEGINNING FUND BALANCE DRUG ENFORCEMENT FUND</b>	21,116	26,656	26,656	6,656
	<b>END FUND BALANCE DRUG ENFORCEMENT FUND</b>	26,656	6,656	6,656	6,656

# Public Safety Department

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Mark Herald, Director

## About the Department

The East Grand Rapids Department of Public Safety was established in 1985 by combining the city's police and fire departments into one entity. All sworn personnel in the East Grand Rapids Department of Public Safety are cross-trained as law enforcement officers, firefighters, and medical first responders.

Consolidation of police and fire services allows for the most efficient and effective delivery of public safety services to the community, as evidenced by statistics in our annual report. For the last several years, East Grand Rapids has had one of the lowest crime rates in the state and nation.

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



**Workforce Profile:**

Full-time Employees:	28	Sworn Officers
	<u>2</u>	Public Safety Clerks
	30	Total

Part-time Employees:	23	Crossing Guards
	<u>4</u>	Bike Patrol Interns
	27	Total

**Departmental Statistics:**

Sworn Action Type:	2020	2021	%
Arrest	117	88	-24%
Assigned Complaints	3574	3340	-7%
Assist Other Agency	123	118	-4%
Back-up Officer	627	764	22%
Citizen Contacts	539	219	-59%
Complaint Follow-up	61	58	-5%
ESSP	413	738	79%
Fire Inspections	77	90	17%
Fire/Medical Calls	273	454	66%
Foot Patrol	373	145	-61%
Missing Persons	11	14	27%
OWI/OUID/MIP	14	11	-21%
Officer Initiated	472	279	-41%
Parking Calls	148	217	47%
Parking Violation	122	411	47%
SALT	221	114	-48%
School Patrol/Crossing	144	4	-97%
Security Awareness	19	4	-79%
Suicides Attempts	8	7	-13%
Traffic - Hazardous Viol.	79	44	-44%
Traffic Speeding Viol.	29	24	-17%
Traffic Stops	546	249	-54%
Traffic. Verbal Warning	501	268	-47%
Warrant Arrest	44	60	36%

Civilian Action Type:	2020	2021	%
Accident Report Copies	25	25	NC
Accident Rpt. Processed	100	150	50%
Background Checks	326	380	17%
Bikes Registered	38	65	71%
Crossing Guard Posts	2404	3400	41%
FOIA Requests	66	89	35%
Guns Registered	326	274	16%
Insurance Copy Requests	20	37	85%
Parking Tickets Processed	120	412	243%
Phone Calls Answered	5200*	5400*	4%*
Purchase Permits Issued	11	17	56%
Purchase Permits Processed	10	17	70%
Safe Medication Disposal	981lbs	1117lbs	14%
Sex Offenders Registered	3	5	66%
Uniform Law Citations	159	149	-6%
Vehicles Auctioned	4	3	-25%
Veh. Impounds Processed	21	18	-14%
Video Copy Requests	20	8	-60%
Walk-ins	4200*	4300*	2%*
Warrants/PPO's Processed	15	20	33%

\*Estimated Activity

## 2021 Accomplishments

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

- A-Shift responded to a residential structure fire in the 2700 block of Reeds Lake Blvd. Upon arrival, officers observed heavy smoke. With assistance from Kentwood F.D., Ada Township F.D., and Grand Rapids Township F.D., the fire was extinguished.
- Sgt. Lindner and PSO Wallace conducted body camera and in-car video training on the new AXON systems for all sworn personnel.
- 1st Quarter “Community Engagement Meeting” on fire services was conducted virtually by C-Shift from the apparatus bay.
- Ofc. Nagtzaam observed a car parked at Manhattan Park engaged in illegal activity. The contact resulted in the arrest of 41-year-old female for a felony warrant for possession of methamphetamines and possession of methamphetamines.
- Sgt. DeJonge – our mobile device forensics expert – was contacted by the MSP Internet Crimes Against Children’s Task Force (ICAC) to assist with a search warrant in our city. A 43-year-old male was taken into custody and transported to the Kent County Jail. The suspect was on parole for child pornography and charged with additional counts including “aggravated distribution of child pornography.”
- 2020 Annual Report and 2020 MLEAC Annual Analysis & Review were presented to the City Commission for review and discussion.
- Detective Sergeant Kolster passed the Michigan Law Enforcement Accreditation Commission (MLEAC) assessor training program. Scott is now one of the few qualified assessors in the state authorized to conduct formal MLEAC reviews for police departments seeking state accreditation.
- Ofc. Lobbezoo conducted a traffic stop for an expired plate which resulted in the arrest of a 52-year-old male for possession with intent to deliver heroin and possession of cocaine.

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

- During the first week of April, send Det. Sgt. Kolster and Ofc. Brown to the Force Science Institute’s “Realistic De-escalation Instructor Course” for 16 hours of training in Chicago. Det. Sgt. Kolster and Ofc. Brown are now certified de-escalation instructors.
- Staff Sergeant Smith and Sergeant Linder to the Federal Emergency Management Agency (FEMA) field force instructor training school from May 11 – May 15 in Anniston, Alabama. The three-day Field Force Operations (FFO) course provides law enforcement and security officers with instruction in protest types and actions, legal considerations, responsibilities of mobile field force teams, and crowd-control methods. This training was free - paid for by the federal government.
- Staff Sergeant Smith to an in-service field force training module with the Kalamazoo Department of Public Safety. Since KPDS officers are cross-trained in police, fire, and medical - like our department – they have a holistic approach to crowd management and field force tactics.
- PSO Wallace to the Law Enforcement Bicycle Associations (LEBA) 32-hour “Basic Police Mountain Bike Course” at Macomb Community College Public Service Institute from Monday, May 25 – Thursday, May 28. Officer Wallace successfully completed the program.
- Reinstate the “Bike Patrol Program” by hiring four cadets.
- Det. Sgt. Kolster and Ofc. Troy Brown trained all department personnel, including the bike patrol, on “Realistic De-escalation.”
- Completely transition to the 800 MHz radio system for police and fire operations.

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

- SSgt. Smith & Sgt. Lindner instructed all sworn personnel (A, B, & C shifts) on Field Force tactics, formations, and crowd management techniques. Each officer received 4 hours of hands-on training). Several officers from the GRCC Police Department also attended the training.
- Train all sworn Department personnel, including the chief and captain, on both segments of Force Science Institutes de-escalation program. To date, we are the only law enforcement agency in Kent County to have trained the entire Department in this specific Force Science Institute course.
- Public Safety Clerk Van Houten and Officer Buter to accreditation training through the Michigan Law Enforcement Accreditation Commission (MLEAC). As assistant accreditation managers, they will assist the Accreditation Manager with aspects of the accreditation process.
- Complete our annual airboat training – conducted by Airboat Coordinator PSO Bradley – for all three shifts. A significant part of the training included real life scenarios such as rescue operations and a review of basic airboat operations.
- Successfully extricated a resident trapped “between his car and building materials” in his garage. He was trying to move cement boards (an estimated ton, 2000 lbs.) to work on his residence. All B Shift personnel, Det. Sgt. Kolster and Chief Herald immediately responded to the scene. Personnel quickly assessed the scene, used saws to cut through the boards, and successfully extricated the victim.
- Complete the annual crossing guard refresher training in early August.
- “Quarterly Community Engagement Meeting” with A Shift. Det. Sgt. Kolster and PSO Brown led a PowerPoint driven discussion regarding the Department’s recent “Realistic De-escalation” training from Force Science Institute.

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

- “7th Annual Public Safety Day” on Saturday, October 23.
- Implemented “Riding for Ryan” to promote the safety of young bike riders through visibility and awareness. The program’s goal is to provide free bicycle flags to kids to help keep them safe as they bike around the city.
- Conduct annual firearms training at GRPD’s outdoor range in October & November.
- Assist EGRPS with the “Homecoming Parade” on October 1.
- Assist Parks & Recreation with the “Bigby Coffee 5k Race” on October 10.
- Complete biannual medical first responder & CPR renewal certifications for sworn personnel in October & November.
- Conduct additional training on high-risk traffic stops, LGBTQ diversity awareness, HAZMAT refresher, bloodborne pathogens, “Right to Know” law, interview & interrogation techniques, and property & evidence management.
- House fire in the 1700 block of Breton S.E. where flames were showing from the roof. Upon arrival, officers quickly extinguished the fire.
- 2500 block of Hampshire Blvd. S.E. on a burning smell in the basement after the homeowner started her gas fireplace. Officers quickly extinguished a chimney fire.

## 2021 Goals Review

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

**Objective 1.1:** To achieve the “Safest City over 10,000 People in Michigan” designation by lowering Part 1 crimes through prediction, prevention, and reduction of criminal activity and behavior. In 2021, The Department will actively encourage residents to lock their cars, garages, and residences through public education, security awareness surveys, distribution of HEAT & “Lock Your Doors” postcards. The Department will research and implement a permanent larceny abatement program in the spring/summer of 2022.

**Status:** 2021 Part 1 Violent Crimes increased by **57%** from **7** in 2020 to **11** in 2021. Part 1 Property Crimes increased by **36%** from **135** in 2020 to **183**

**Objective 1.2:** Uphold the strong relationship with the schools by collaborating with parents, principals, teachers, staff, and students to develop programs that reduce youth participation in illegal drugs and inappropriate prescription drug and alcohol use.

**Status:** PSO Collin Wallace is the assigned to be the community/school liaison officer on a traditional Monday-Friday work week. The Department is creating a “Memorandum of Understanding” with the school district to better clarify responsibilities for our respective organizations. Officer Wallace’s tour of duty ends this school year (2022). The Department will have a new school/liasion selected and trained before end of school year.

**Objective 1.3:** On a continuous basis, maintain elevated levels of preventative patrol, officer visibility, Students and Law Enforcement Together (SALT) visits, foot patrols, and personal interaction in the community.

**Status:** In addition to the aforementioned activity the Department ensured that the **Enhanced School Safety Program** was performed on a daily basis; **Crosswalk Education/Enforcement Zones** were periodically conducted in the spring and fall throughout the year primarily at the intersections of Bagley & Lake Drive, Kennesaw & Lake Drive, Lakeside Drive in front of City Hall; and the **Enhanced Adult Crossing Guard Program** (crossing guard posts at Lake Drive & Kenesaw and at Lake Drive & Bagley/San Lu Rae) was maintained. Each of these initiatives has proven successful with the schools and community.

**Objective 1.4:** On a continuous basis, sustain the Department’s excellent response times to calls for service.

**Status:** For 2021, the Department’s enroute to arrival times - in minutes - remains excellent. For police calls, the average enroute to arrival time is **4.72** minutes (The national average for police response times is 10 minutes). For fire calls, the average enroute to arrival time is **3.45** minutes (The national standard for fire response in an urban setting is that 90% of the time the first piece of apparatus needs to be on scene within 5 minutes & 20 seconds). For medical calls, the average enroute to arrival time is **3.60** minutes (The national average for EMS response is 7 Minutes).

Objective 1.5: Provide needed education to the community to assist us in attaining Goal #1.  
**Status:** Working with our communications specialist, SABO Public Relations, the Department maintains constant interaction with the community regarding crime related issues; particularly our efforts to reduce Part I Property Crime.

**Goal #2:** Continue exploration of service options with other jurisdictions.

Objective 2.1: Maintain positive relationships with all countywide public safety agencies to create unique methods of sharing services with other jurisdictions that have the potential to provide more efficient and effective services in a fiscally responsible manner.

**Status:** The Department has assigned personnel to the Kent County Dive Team, Metropolitan Honor Guard, the United States Secret Service West Michigan Electronic Crimes Workgroup, MABAS, respective Kent County Police and Fire Chiefs organizations, Kent County Dispatch Authority, and the Ambulance Consortium.

Objective 2.2: Continue to work and collaborate with Kent County law enforcement, hospitals, community mental health agencies, and other key stakeholders to continue with the Kent County Crisis Intervention Team & Crisis Advisory Group Task Force initiatives.

**Status:** To date, **230** officers from Kent County including **nineteen** officers from East Grand Rapids DPS have become crisis intervention specialists. This initiative has proven extremely successful leading to improved services for those in crisis on a countywide level. The Department is working directly with Kent County Behavioral Health Crisis system teams to meet the established goals – (1) create a Crisis Stabilization Unit; (2) ensure 24/7 response of the Mobile Crisis Response Team; (3) create a unified 24/7 Crisis Call Center at Network 180; (4) Ensure all those in need receive behavioral health services regardless of insurance status; (6) Assist with development of Peer Respite Housing.

Objective 2.3: Work with KCDA to complete transition to 800 MHz radio system.

**Status:** Completed transition to the 800 MHz radio system for police and fire operations in summer/fall of 2021. Each officer has been issued a new personal handheld (portable) radio and our entire police and fire fleets are now outfitted with 800 MHz mobile radios.

**Goal #3:** Deliver public safety services to our residents in a safe, efficient, effective, and fiscally responsible manner.

Objective 3.1: Experiment and determine need for body worn cameras. Implement if feasible and in the best interests of the community and Department.

**Status:** Under the direction of Sgt. Mark Lindner, PSO Collin Wallace, and Sgt. Davis, the Department conducted an extensive review of body camera and in-car video systems. AXON Enterprise, Inc. was selected as the vendor for both systems. Training and implementation were completed in March of 2021. Officers and staff have adjusted to the new system and its requirements.

Objective 3.2: Train **all** sworn personnel as crisis intervention specialists over the next few years (i.e., increase mental health knowledge).

**Status:** The Department has currently trained **19** PSOs & sergeants (67% of sworn members) as crisis intervention specialists. The Kent County Crisis Intervention Team is planning to conduct two trainings in 2022 (one in April and one in October).

Objective 3.3: Complete hiring process for two new PSOs and ensure they complete medical first response (MFR) and fire fighter I & II training in 2019/2020, if needed.

**Status:** Officer Hughes successfully completed the fire and MFR academies. One hire was unable to pass the fire and MFR academies. In 2021, the Department hired two new officers, PSOs Tony Perez and Brian Duran. PSO Perez has completed his field training and is currently assigned to the midnight shift. PSO Duran is presently in the field officer training program. Both officers will attend Fire and MFR academies this year. The Department is presently fully staffed.

Objective 3.4: Continue working on the utilization of Public Works personnel as firefighters and implement if in the best interests of the city.

**Status:** Discontinued.

Objective 3.5: Review the “Enhanced School Security Program,” Expanded Adult Crossing Guard Program, and the “Crosswalk Education/Enforcement Zone Programs for effectiveness.

**Status:** Operational and effective.

Objective 3.6: Implement “Quarterly Community Engagement Meetings” for the Public Safety Departments.

**Status:** The Department implemented quarterly engagement meetings. The meetings were temporarily halted at the end of 2021 due to lack of citizen participation. Alternative community engagement needs to be explored.

**Goal #4:** Find efficient and effective ways to reduce public safety costs.

Objective 4.1: Continue collaborating with the captain, officers, sergeants, staff sergeants, Captains, civilians, and the unions – East Grand Rapids Public Safety Officers Association (EGRPSOA) and the Police Officers Labor Council (POLC) – in an ongoing effort to creatively improve the Department both operationally and fiscally.

**Status:** Ongoing.

Objective 4.2: Keep up efforts to reduce overtime. The Director has engaged all sworn members for ideas/concepts that can help the Department reduce overtime.

**Status:** The Department has maintained the modifications that were implemented in 2020 – count Det. Sgt. Kolster and PSO Wallace for minimum staffing when needed during the day and do not reassign an Ofc. /Sgt. to an outside agency). These changes saved \$33,758 in overtime costs in FY21/22.

**Goal #5:** Improve administrative and support services capabilities.

Objective 5.1: Begin exploration & review of maintaining and improving fire service and training capabilities.

**Status:** Ongoing. The Department is currently reviewing how to best implement improvement of fire service training considering reduced overtime expenditures. The Department has increased on shift training, purchased Fire #1 and EMS #1 training programs, and is applying for the “Michigan First Responder Training Grant in 2022.”

Objective 5.2: Offer the opportunity for remaining sergeants to attend Northwestern University’s School of Staff & Command.

**Status:** Ongoing.

Objective 5.3: Send personnel to Grand Rapids Police Leadership Institute, if available.

**Status:** Ongoing. Sgt. Mark Lindner is currently attending GRPD’s Leadership Institute. He will graduate from this year.

Objective 5.4: Maintain MLEAC accreditation status on a yearly basis.

**Status:** Ongoing. The Department successfully passed the final on-site MLEAC assessment and was formally accredited on February 6, 2020, at the Winter MACP Conference in Grand Rapids. The Department is actively managing the accreditation process to maintain our accredited status on an annual basis. We are up for our three-year reaccreditation in February of 2023. Our onsite reassessment will be in October/November of 2022.

Objective 5.5: Continue review and evaluation of PSO hiring process with Human Resources to improve the system.

**Status:** Ongoing.

## Goals – 2022

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

Objective 1.1: Consistently try to achieve the “Safest City over 10,000 People in Michigan” designation by lowering Part 1 crimes through prediction, prevention, and reduction of criminal activity and behavior. In the spring/summer of 2022, the Department will implement a permanent larceny abatement program.

Objective 1.2: Uphold the strong relationship with the schools by collaborating with parents, principals, teachers, staff, and students to develop programs that reduce youth participation in illegal drugs, prescription drugs and alcohol use.

Objective 1.3 Have the new School/Community Liaison Officer selected and trained for the school year beginning in the fall of 2022.

Objective 1.4 Implement a memorandum of understanding regarding the school/community liaison program and other specific responsibilities for EGPRPS, East Grand Rapids Department of Public Safety, and the city.

Objective 1.5: Maintain elevated levels of preventative patrol, officer visibility, Students and Law Enforcement Together (SALT) visits, foot patrols; and sustain the enhanced school safety program, crosswalk education/enforcement zone program and the enhanced adult crossing guard program.

Objective 1.6: Implement larceny abatement program in conjunction with the private sector.

Objective 1.7: On a continuous basis, sustain the Department’s excellent response times to calls for service.

Objective 1.8: Provide needed education to the community to assist us in attaining Goal #1.

**Goal #2:** Continue exploration of service options with other jurisdictions.

Objective 2.1: Maintain positive relationships with all countywide public safety agencies to create unique methods of sharing services with other jurisdictions that have the potential to provide more efficient and effective services in a fiscally responsible manner.

Objective 2.2: Continue to work and collaborate with Kent County law enforcement, hospitals, community mental health agencies, and other key stakeholders to continue with the Kent County Crisis Intervention Team & Crisis Center Task Force initiatives.

Objective 2.3: If feasible, and the Department is fully staffed/over staffed, assign an officer to a countywide team for professional development on a temporary basis.

**Goal #3:** Deliver public safety services to our residents in a safe, efficient, effective, and fiscally responsible manner.

Objective 3.1: Train **all** sworn personnel as crisis intervention specialists over the next few years (i.e., increase mental health knowledge).

Objective 3.3: If approved by Michigan's Department of Treasury, implemented approved training programs from the "Michigan First Responder Training Grant."

Objective 3.4: Research and develop additional community engagement programs.

Objective 3.5: Implement "Enhanced Riding for Ryan Program."

**Goal #4:** Find efficient and effective ways to reduce public safety costs.

Objective 4.1: Continue collaborating with officers, sergeants, staff sergeants, civilians, and the two unions – East Grand Rapids Public Safety Officers Association (EGRPSOA) and the Police Officers Labor Council (POLC) – in an ongoing effort to creatively improve the Department both operationally and fiscally.

Objective 4.2: Manage overtime costs responsibly. The Director continues to engage all sworn members for ideas/concepts that can help the Department reduce overtime.

**Goal #5:** Improve administrative and support services capabilities.

Objective 5.1: Continue exploration, review, and implementation to improve fire service training.

Objective 5.2: Offer the opportunity for remaining sergeants to attend Northwestern University's School of Staff & Command, Grand Rapids Leadership Institute, or fire command training.

Objective 5.3: Maintain MLEAC accreditation status on a yearly basis.

Objective 5.4: Maintain the traffic stop data collection program with relevant information reported quarterly. Improve the collection of data by reviewing and potentially implementing better data recording and analysis systems.

Objective 5.5: Develop a detailed three-year training plan.

# Key Strategic Area – Infrastructure

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## **PRIORITY 1**

- Implement 2022 projects within budget and available resources
- Explore rate increases in small percentages (tied to inflation)
- Facility improvements (Capital Improvement Plan)

## **PRIORITY 2**

- Lead service line identification and replacement initiative
- Utility Infrastructure
  - Water
  - Sanitary
  - Storm Sewer
  - Lead service lines
- Streets & Sidewalks
- Inflation threats

## **PRIORITY 3**

- Implement safe routes to school program (grant)

# Key Strategic Area – Community Development

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## **PRIORITY 1**

- Gaslight Village
  - Evaluate C-1 zoning, potentially encourage mixed use of the 2nd floor

## **PRIORITY 2**

- Jade Pig property implementation
- Downtown/Economic institution to guide redevelopments (DDA/BID/TIF)
- Housing attainability
  - Explore accessory dwelling units and other density options

## **PRIORITY 3**

- Redevelop D&W Property
- Autonomous vehicle loop to service area, connect to other corridors
- Broadband fiber to home – encourage future development

CITY OF EAST GRAND RAPIDS  
INFRASTRUCTURE

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b>REVENUE</b>					
MAJOR STREET	MONIES RECEIVED FROM STATE	913,370	960,000	960,000	1,054,760
	MONIES RECEIVED FROM CITY OF GR	22,050	123,000	123,000	-
	MISCELLANEOUS REVENUE	210	-	-	-
	INTEREST ON INVESTMENTS	1,050	-	-	-
	TRANS FROM MUNICIPAL STREET FUND	367,700	714,900	714,900	570,040
	<b>TOTAL INFRASTRUCTURE MAJOR STREETS FUND REVENUE</b>	<b>1,304,380</b>	<b>1,797,900</b>	<b>1,797,900</b>	<b>1,624,800</b>
LOCAL STREET	MONIES RECEIVED FROM STATE	358,180	360,000	360,000	393,850
	INTEREST ON INVESTMENTS	90	-	-	-
	TRANS FROM GENERAL FUND	500,000	500,000	500,000	500,000
	TRANS FROM MUNICIPAL STREET FUND	1,350,700	811,900	811,900	1,016,000
	<b>TOTAL INFRASTRUCTURE LOCAL STREETS FUND REVENUE</b>	<b>2,208,970</b>	<b>1,671,900</b>	<b>1,671,900</b>	<b>1,909,850</b>
MUNICIPAL STREET	TAX REVENUE-CITY OF EGR	1,387,070	1,417,500	1,417,500	1,502,440
	INTEREST & PENALTIES ON TAXES	1,670	2,000	2,000	2,000
	MISCELLANEOUS REVENUE	30	-	-	-
	INTEREST ON INVESTMENTS	3,900	5,000	5,000	5,000
	TRANS FROM GENERAL FUND	500,000	500,000	500,000	500,000
	TRANS FROM SPECIAL ASSESSMENT FUND	30,250	20,000	20,000	15,000
	<b>TOTAL INFRASTRUCTURE MUNICIPAL STREETS FUND REVENUE</b>	<b>1,922,920</b>	<b>1,944,500</b>	<b>1,944,500</b>	<b>2,024,440</b>
WATER & SEWER	WATER READINESS	2,497,220	2,400,000	2,400,000	2,472,000
	METERED WATER SALES	1,166,870	1,025,000	1,025,000	1,081,500
	SEWAGE DISPOSAL CHARGES	992,530	950,000	950,000	978,500
	WATER TAP & METER REVENUE	12,040	10,000	10,000	10,000
	MISCELLANEOUS REVENUE	10,810	15,000	15,000	10,000
	PENALTIES & INTEREST	43,680	45,000	45,000	45,000
	INTEREST ON INVESTMENTS	270	2,000	2,000	-
	<b>TOTAL INFRASTRUCTURE WATER &amp; SEWER FUND REVENUE</b>	<b>4,723,420</b>	<b>4,447,000</b>	<b>4,447,000</b>	<b>4,597,000</b>
MERF	MISCELLANEOUS REVENUE	19,670	15,000	15,000	15,000
	INTEREST ON INVESTMENTS	660	5,000	5,000	1,000
	RENTAL INCOME - VARIABLE	757,770	822,200	822,200	903,700
	SALE OF CAPITAL ASSETS	57,190	-	-	-
	<b>TOTAL INFRASTRUCTURE MERF FUND REVENUE</b>	<b>835,290</b>	<b>842,200</b>	<b>842,200</b>	<b>919,700</b>
	<b>TOTAL INFRASTRUCTURE REVENUE</b>	<b>10,994,980</b>	<b>10,703,500</b>	<b>10,703,500</b>	<b>11,075,790</b>

CITY OF EAST GRAND RAPIDS  
INFRASTRUCTURE

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b>EXPENDITURES</b>					
GENERAL	CITY BUILDINGS	832,701	952,000	914,857	1,554,570
	STREET LIGHTING	85,700	101,700	88,100	110,100
	YARD WASTE COLLECTION/REFUSE/COMPOST	425,440	498,900	474,497	518,700
	LAKE TREATMENT	44,710	22,600	22,000	60,650
	TREE MAINTENANCE & REMOVAL	159,780	174,800	149,542	186,000
	<b>TOTAL INFRASTRUCTURE GENERAL FUND</b>		<b>1,548,331</b>	<b>1,750,000</b>	<b>1,648,996</b>
MAJOR STREET	CITY ENGINEERING	83,730	92,400	92,400	85,300
	STREET CONSTRUCTION	343,240	1,047,900	1,047,900	491,000
	ROUTINE MAINTENANCE	312,330	323,500	323,500	434,000
	TRAFFIC SERVICES	142,760	175,200	175,200	159,500
	WINTER MAINTENANCE	165,230	208,500	208,500	251,700
	STREET ADMINISTRATION	95,190	112,600	112,600	108,300
<b>TOTAL INFRASTRUCTURE MAJOR STREETS</b>		<b>1,142,480</b>	<b>1,960,100</b>	<b>1,960,100</b>	<b>1,529,800</b>
LOCAL STREET	CITY ENGINEERING	82,410	87,000	87,000	82,600
	STREET CONSTRUCTION	1,362,220	1,017,000	1,017,000	1,166,000
	ROUTINE MAINTENANCE	350,680	253,800	253,800	403,900
	TRAFFIC SERVICES	18,910	38,300	38,300	45,700
	WINTER MAINTENANCE	156,530	194,300	194,300	252,800
	STREET ADMINISTRATION	95,190	113,400	113,400	114,700
<b>TOTAL INFRASTRUCTURE LOCAL STREETS</b>		<b>2,065,940</b>	<b>1,703,800</b>	<b>1,703,800</b>	<b>2,065,700</b>
MUNICIPAL STREET	SIDEWALKS	153,680	200,000	200,000	200,000
	STORM SEWER	115,870	172,000	172,000	221,000
	STREET CONSTRUCTION	-	5,000	5,000	5,000
	ROUTINE MAINTENANCE	110,590	22,000	22,000	-
	TRANSFERS OUT TO OTHER FUNDS	1,718,400	1,526,800	1,526,800	1,586,040
	<b>TOTAL MUNICIPAL STREETS</b>		<b>2,098,540</b>	<b>1,925,800</b>	<b>1,925,800</b>
WATER & SEWER	CITY ENGINEERING	65,650	71,300	71,300	72,200
	MAINS & HYDRANTS	1,679,720	2,409,500	2,409,500	2,394,600
	METERS	16,920	66,700	66,700	65,800
	METER READING & COLLECTING	69,680	88,000	88,000	80,700
	SEWER EXPENDITURES	1,117,540	1,436,500	1,436,500	1,576,900
	WATER & SEWER ADMINISTRATION	816,110	776,000	776,000	828,000
<b>TOTAL WATER &amp; SEWER</b>		<b>3,765,620</b>	<b>4,848,000</b>	<b>4,848,000</b>	<b>5,018,200</b>
MERF	<b>MOTOR EQUIPMENT EXPENDITURES</b>	<b>909,560</b>	<b>1,425,900</b>	<b>1,425,900</b>	<b>1,141,900</b>
	<b>TOTAL INFRASTRUCTURE EXPENDITURES</b>	<b>11,530,471</b>	<b>13,613,600</b>	<b>13,512,596</b>	<b>14,197,660</b>

CITY OF EAST GRAND RAPIDS  
COMMUNITY DEVELOPMENT

FUND	Department	Actuals 2020-2021	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
<b>GENERAL FUND</b>					
<b>REVENUE</b>	BUSINESS LICENSES	15,600	15,000	15,000	15,000
	BUILDING PERMITS	42,990	45,000	40,000	45,000
	OTHER PERMITS	26,830	15,000	18,000	15,000
	<b>TOTAL COMMUNITY DEVELOPMENT REVENUE</b>	<b>85,420</b>	<b>75,000</b>	<b>73,000</b>	<b>75,000</b>
<b>EXPENDITURES</b>					
	ZONING ADMINISTRATION	123,740	137,800	122,897	127,400
	GASLIGHT VILLAGE BUSINESS DISTRICT	120,190	202,500	136,485	194,500
	<b>TOTAL COMMUNITY DEVELOPMENT EXPENDITURES</b>	<b>243,930</b>	<b>340,300</b>	<b>259,382</b>	<b>321,900</b>

# Public Works Department

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Doug LaFave, Director

## Administration and Engineering Services Division

Located at the Community Center, the Administration and Engineering office houses the engineering, design, facilities maintenance, forestry, zoning administration and management operations of the department. The Director of Public Works oversees both the office operations and the operations activities with the assistance of administrative staff and crew leaders.

## Operations Division

The Operations Division works from the Public Works Complex on Reeds Lake Boulevard with a staff of 18 equipment operators and two office staff members oversee the day-to-day maintenance of the city's water and sewer systems, pavement surfaces, sidewalk network, streetlighting equipment and vehicle fleet maintenance and winter plowing operations.

### **Public Works Department Responsibilities:**

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

## 2021 Workforce Profile:

Full-Time: 24 (1 current vacancy)  
 Permanent Part-Time: 6 (1 current vacancy)  
 Seasonal Part-Time: 6

<b>PUBLIC WORKS STATISTICS</b>	<b>Annual Totals 2020</b>	<b>Annual Totals 2021</b>	<b>Notes:</b>
Building Permit Applications Processed	299	380	
Comcate Service Requests – Public Works Administration	338	371	
Comcate Service Requests – Public Works Operations	605	601	
Fence Permits Issued	119	107	
Sign Permits Issued	0	7	
Variances, Land Divisions, Site Plan Reviews, Rezoning	18	11	
Water Quality Reports Mailed Out-Requested	4,110	4,100	
Water, Sewer, Right of Way Permits Issued and Inspected	126	138	
Goose Eggs [Goose Control Program]	0	56	COVID impact - permit
Nest Removal [Goose Control Program]	0	17	COVID impact-permit
Public ROW Trees Planted-Tree Planting Program	45	44	
Public ROW Tree Pruning Program-Contracted	170	170	
Public ROW Trees removed by Contractors	17	2	
Public ROW Trees removed by EGR DPW	51	29	
Winter Salt Loads [Tons]	891	950	Mild winter impact
Winter Storm Plowing/ Clean up - [Hours]	571.5	1,368.55	Mild winter impact
Sweeping [Curb Miles Swept]	1,917	1,338	
Sweeping - Debris/Collected [Yards]	1,237	802	
Yard Waste Hauled Out [Yards]	16,640	14,080	
Sidewalk repaired or replaced [slabs] by Contractor	956	401	Cycle changed
Sidewalk repaired or replaced [slabs] by DPW	104	12	
Sidewalk Trip Hazard-Grinding Removal [Feet] by DPW	625	1,000	
Sidewalk Trip Hazard-Grinding Removal [Feet] by Contractor	625	3,991	
Curb repaired or replaced [Feet]	6,725	3,671	Per Paser ratings
Roads Paved-Mill/Overlay [Miles]	3.359	2.82	Per Paser ratings
Roads Cape Seal [Miles]	0.401	2.43	Per Paser ratings
Roads Micro surfacing [Miles]	1.464	0.13	Per Paser ratings
Street Crack Sealing Rubber [Pounds]	10,500	4,500	Per Paser ratings
Curb stop repair/replacement	5	9	

<b>PUBLIC WORKS STATISTICS</b>	<b>Annual Totals 2020</b>	<b>Annual Totals 2021</b>	<b>Notes:</b>
Fire Hydrant Repair/ replacement by DPW	15	10	
Miss Digs-Utility Excavation Locating by DPW	1,976	2,206	
Valve repair/replacement by Contractor	0	0	
Valve repair/replacement by DPW	33	20	Combined with CIPP
Valves Exercised by DPW	313	358	Flushing program
Water Main Leaks Repaired by DPW	8	11	
Water Main Rehabilitated [CIPP] [Lineal Feet] by Contractor	3,273	3,167	
Water Main New [Lineal Feet] by Contractor	416	140	
Water Main Zones Flushed by DPW	2	2	
Water Service Leaks Repaired by DPW	11	14	
Water Meter Replacements by DPW/Contractor	138	99	COVID Impact
Water Taps	2	12	
Lead Service Lines (LSL's)	9	55	Inventory based
Manholes Repaired by DPW	3	1	
Manhole Rehabilitation [Lined] by Contractor	0	159	Cycle changed
Sanitary Sewer Cleaned/Acoustic Verified [Lin.Ft] by DPW	41,316	10,797	
Sanitary Sewer Rehabilitated [CIPP] [Lin.Ft] by Contractor	7,142	4,187	
Sanitary Sewer Root Cutting [Lineal Feet] by DPW	3,594	1,169	
Sanitary Sewer Televised by DPW	360	390	
Sanitary Sewer Repairs [Feet] by DPW	12	10	
Storm Basins Cleaned by DPW	78	87	
Storm Basins Repaired by DPW	6	3	
Storm Basins Repaired [Lined] by Contractor	0	127	Cycle changed
Storm Sewer New [Lineal Feet]	4,065	3,531	
Storm Sewer Rehabilitated [CIPP] [Lineal Feet] by Contractor	635	158	
Storm Sewer Repairs [Lineal Feet] by DPW	10	15	
Storm Sewer Cleaned [Lineal Feet] by DPW	0	2000	
Storm Sewer Separators Cleaned by DPW	1	1	

## GOALS & OBJECTIVES FY 2021-22 UPDATE and GOALS ADDITIONS for FY 2022-23

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

### **PLANNING/ZONING:**

**GOAL (Continued):** MEDC Redevelopment Ready Community (RRC) essential certification (2018 Master Plan City-wide short-term goal 1-3 years). **Status: In-Process.**

#### **Objectives:**

- 1.) Complete and submit MEDC community self-assessment. **Status: Completed.**
- 2.) Review self-assessment and MEDC staff report. **Status: Completed.**
- 3.) Schedule MEDC to present RRC report to the City Commission. **Status: Completed.**
- 4.) Recommendations from MEDC will be reviewed and action steps taken to address deficiencies. **Status: Completed.**
- 5.) Staff will provide action items for deficiencies for consideration to the City Commission. **Status: Completed.**
- 6.) Completed deficiencies/action items addressed will be submitted to MEDC for RRC certification consideration. **Status: Completed.**
- 7.) MEDC requires that the City Commission amend the Zoning Ordinance to permit site plan approvals at staff and Planning Commission levels which will complete the RRC certification process. **Status: Anticipated to be completed in FY 22/23.**

**GOAL (Completed):** Mobility Bike Action Plan (2018 Master Plan City-wide mid-term goal 3-5 years). **Status: Completed. With known status of 2021 Hall Street in the Draft Plan the City was able to successfully engage the community approve implementation of Hall Street from Plymouth Road to Lake Drive for early implementation for FY 21-22.**

#### **Objectives:**

- 1.) Work with Infrastructure Committee to create desired work scope and deliverables to forward to the City Commission for consideration. **Status: Completed.**
- 2.) Upon approval, work with the City Traffic Engineering consultant and staff to outline process. **Status: Completed.**
- 3.) Work with the City Traffic Engineering consultant and staff to execute. **Status: Completed.**
- 4.) When plan is completed submit to the City Commission for consideration. **Status: Completed.**

**GOAL (New):** Mobility Bike Action Plan implementation of short, mid-term, and some long-term projects to complete a network.

**Objectives:**

- 1.) Staff and consultants survey the network of streets identified in the short, mid and long-term projects. **Status: Completed.**
- 2.) Staff and civil engineering consultant to complete engineered plans utilizing industry best practice sources to complete several implementation options for consideration. **Status: Completed.**
- 3.) Have engineered plans reviewed by traffic engineering consultants. **Status: In-process.**
- 4.) Have City of Grand Rapids staff review. **Status: Anticipated 2022.**
- 5.) Provide Infrastructure Committee and City Commission formal update of options. **Status: Anticipated 2022.**
- 6.) Provide several demonstrations “pilot routes” to provide real world experience for community engagement and solicitation of feedback.
- 7.) Provide for community education and feedback via plans/setup at City Hall during regular business hours and provide for several open house meetings to solicit feedback.
- 8.) Provide options and community feedback to the City Commission for approval consideration.
- 9.) Implement.



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

**Objectives:**

- 1.) Planning Commission consideration and recommendation. **Status: In advance of zoning map consideration the Planning Commission has worked on Multi-Family Residential (MFR) Zoning and companion Commercial (C-1) Zoning updates during FY 21/22 which is currently in-process and anticipated to be before the City Commission in the spring of 2022.**
- 2.) City Commission consideration of Planning Commission recommendations. **Status: Pending MFR amendments.**
- 3.) Ordinance Changes.

**GOAL (Completed):** Create pop-up activity space in Gaslight Village (2018 Master Plan-Gaslight Village 3-5 year).

**Objectives:**

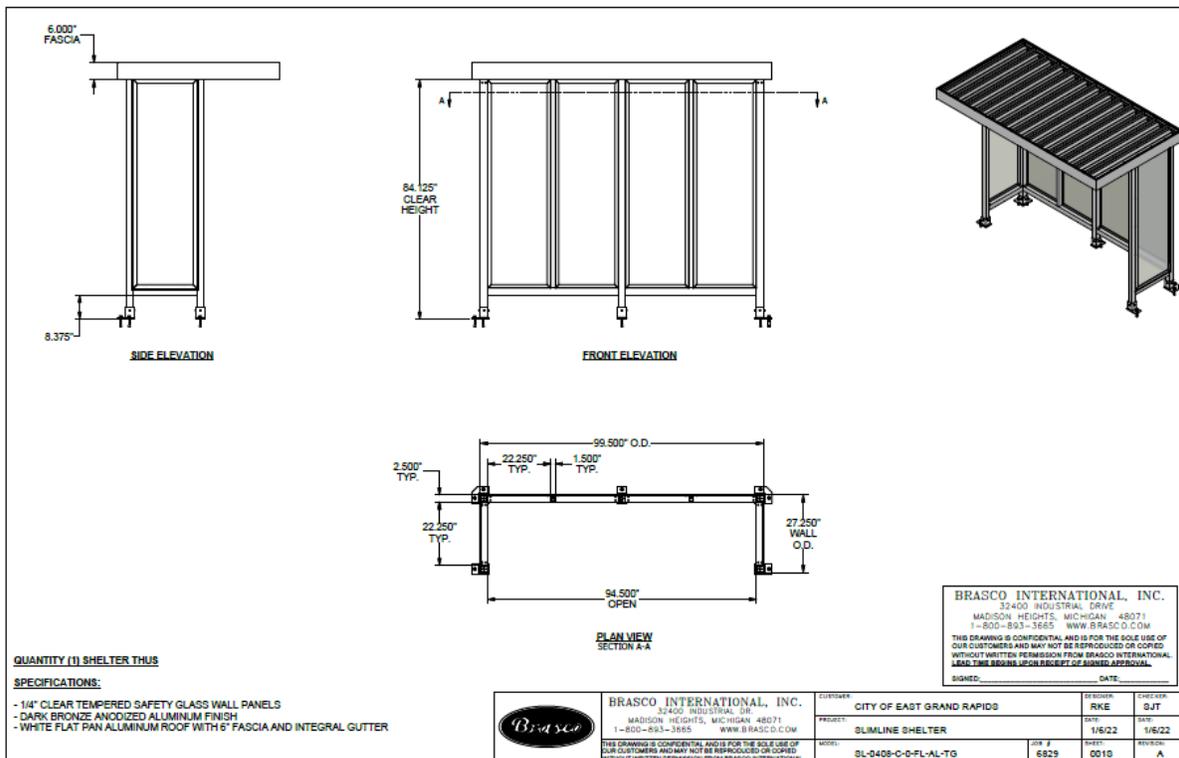
- 1.) Create a pop-up and use activity. **Status: As part of the City COVID-19 response the City utilized space in Gaslight Village noted for pop-up activity for an outdoor refreshment area.**
- 2.) Provide for future concept ideas in coordination with the GVBA for use of pop-up space. **Status: TBD-transition to Parks and Recreation per successful passage of the Parks and Recreation Millage.**

**FACILITIES:**

**GOAL (Continued):** Provide covered bicycle parking at the Community Center and Gaslight Village near Rapid transit stop (Page 41 in the 2018 Master Plan City-wide mid-term goal 1-3 years). City Commission requested additional pedestrian shelter in lieu of the Master Plan noted shelter during FY 20-21 budget process.

**Objectives:**

- 1.) Budget for additional shelter. **Status: Bus shelter has been ordered and is expected to arrive in June or July 2022.**
- 2.) Coordinate type of pedestrian shelter with The RAPID. **Status: The location selected by The Rapid is across from memorial Field on Wealthy Street.**
- 3.) Install additional pedestrian shelter. **Status: Installation will be completed by the Department of Public Works when received.**



**GOAL (Completed):** Install mini-split system in Community Center rooms 101 and 102.

**Objectives:**

- 1.) Design system that can adjust independently from overall HVAC system. **Status: Completed.**
- 2.) Bid out project and guide through approval process. **Status: Completed.**
- 3.) Implement installation. **Status: Completed.**

**GOAL (New):** Evaluate facility solar panel feasibility and if feasible provide options to the City Commission for consideration (Strategic Plan, Page 4).

**Objectives:**

- 1.) Engage Consumers Energy and associated subsidiary partners to evaluate the current existing solar panel system at the Municipal Complex/Community Center.
- 2.) Engage Consumers Energy and associated subsidiary partners to evaluate feasibility for the Department of Public Works Complex and Public Safety Building.
- 3.) Based on evaluations formulate potential options for City Commission to consider.



## ENGINEERING:

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

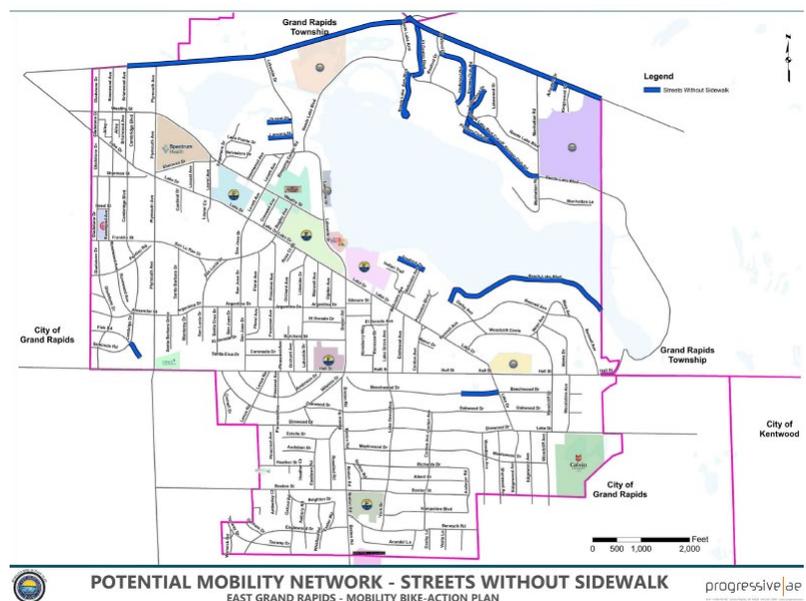
### Objectives:

- 1.) Attempt to secure funding for transportation capital improvements. **Status: The city secured \$642,000 in federal transportation grant dollars towards the planned 2021 Hall Street roto mill and resurfacing project. The city has worked in partnership with Grand Rapids to secure grant funding and cost share for Robinson Road from Lake Drive in Grand Rapids to Plymouth Road in East Grand Rapids for 2023 construction. Estimated grant towards project is \$211,400. Total estimated cost to the City of East Grand Rapid is ~\$108,000.**
- 2.) Partner with other municipalities on improvements **Status: The City of East Grand Rapids and Grand Rapids partnered on the 2021 Hall Street project with East Grand Rapids. The project was completed in the summer of 2021. The grant funding and partnership with the City of Grand Rapids is anticipated for FY 22/23.**

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

### Objectives:

- 1) Partner with a qualified engineering firm with experience and expertise with the SRTS program in 2022.
- 2) Setup partnership with EGRPS in conjunction with the engineering consultant to complete required program overview, analysis, and input in 2022/2023.
- 3) Based on outcomes implement policy/operations recommendations in 2023/2023.
- 4) Based on outcomes apply for capital grants for improvements to sidewalks and other non-motorized capital improvements in 2022/2023
- 5) Based on the outcome of the grant application, proceed with implementation/construction of improvements in 2023/2024.



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

**Objectives:**

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

**Water Main Projects:**

- 53 total miles in distribution system.
- Rehabilitation of 3,167 feet completed in 2021.
- 1 % moving from 5 to 1 (Asset Management Scale per AWWA).
- Investment total: \$510,000

**Sanitary Sewer Projects:**

- 42 total miles in collection system.
- Rehabilitation of 4,187 feet in 2021.
- 2% moving from 5 to 1 (Asset Management Scale per PACP-NASSCO).
- Investment total: \$146,000.

**Storm Sewer Projects:**

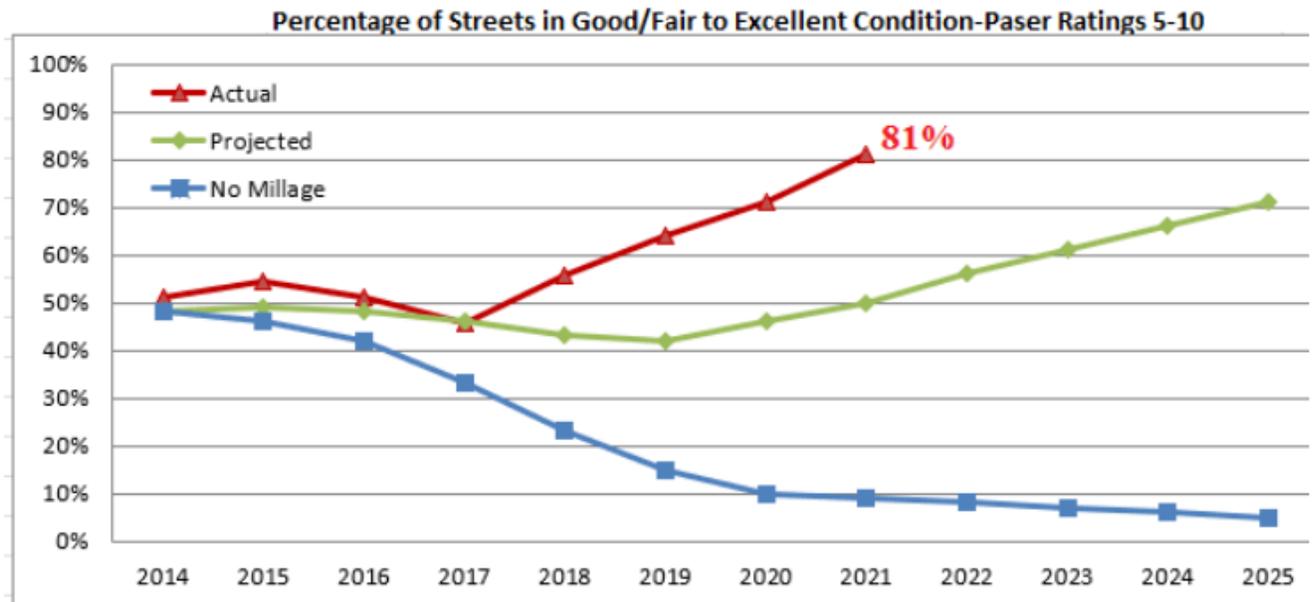
- ~39 total miles in collection system.
- Rehabilitation of 166 feet in 2021.
- Placement of new storm sewer consisting of 3,531 feet in 2021.
- 1.7% moving from 5 to 1 (Asset Management Scale per PACP-NASSCO).
- Investment total: \$126,100.



**GOAL (Ongoing):** Successfully maintaining and improving City street surface conditions towards the 2025 goal of 70% of City streets within a 5-10 (Good/Fair) PASER rating (Pavement Surface Evaluation and Rating) (Strategic Plan, Page 3).

**Objectives:**

- 1.) Utilize PASER preventative maintenance applications to maintain and improve streets utilizing crack sealing, skip patching, cape seal and chip and fog seal treatments when warranted within the confines of the budget and street condition. **Status: Ongoing.**
- 2.) Plan and coordinate grind and resurface treatments of streets when the asset rating is met. **Status: Ongoing.**
- 3.) Coordinate if possible, bidding projects collaboratively. **Status: Ongoing.**
- 4.) Utilize enhanced methods/technology when possible to increase street surface conditions. **Status: Ongoing.**
- 5.) Quantify/measure PASER ratings progress from preventative maintenance and construction. **Status: Ongoing-see 2021 progress/results below:**



**GOAL (In-process):** Complete studies on qualifying streets consistent with the Radar Speed Feedback Sign Policy (RSFS) (Strategic Plan, Page 3).

**Goal (In-process):** Boston-at west city limit.

**Objectives:**

- 1.) Complete higher frequency speed studies on major streets in conjunction with the RSFS policy that was approved by the City Commission in 2018. **Status: Studies completed with analysis underway.**
  - 2.) Collaborate with Public Safety on review of results and recommendation. **Status: Ongoing. Boston at west city limit under review.**
  - 3.) Report results to the Infrastructure Committee for consideration if warranted.
  - 4.) If warranted and approved by the Infrastructure Committee forward to City Commission for consideration. Completed/ongoing.
  - 5.) Installations executed if warranted.
- *See photos from previous completed per Traffic Control Order #58 (Lake Drive Lake Drive at Woodcliff Drive facing westbound traffic and Wealthy Street at Laurel facing eastbound traffic*



**GOAL (Ongoing):** Complete comprehensive review of pedestrian safety traffic control devices and best practices for public and private schools in the city.

**Objectives:**

- 1.) Work with City Commission to extend Rectangular Rapid Flashing Beacon (RRFB) Pilot located at Bagley Avenue and Lake Drive. **Status: Completed.**
- 2.) Review by Traffic Engineering Consultants of additional RRFB location and expansion of pilot. **Status: RRFB added to Pilot at Lakeside Drive between EGRPS and Community Center. Additional sites for expansion noted are Plymouth and Robinson and reviews of Lake Drive and Breton Road for FY 22/23.**
- 3.) Install additional pilot location. **Status: Completed and ongoing.**



**Goal (Ongoing):** Study Woodlawn Avenue at south city limit and Manhattan Road south of Cascade Road for speed table consideration.

**Objectives:**

- 1.) Complete studies. **Status: Completed.**
- 2.) Review and follow process in policy. **Status: In-process.**
- 3.) Based on results bring to Infrastructure Committee and City Commission for consideration. **Status: Anticipated for spring/summer 2022.**
- 4.) Implementation.

**Goal (New-Added):** Complete “Lead Pedestrian Interval” (LPI) and countdown upgrades to all City traffic signals.

**Objectives:**

- 1.) Work with the City of Grand Rapids Traffic Signals team on approach to phase in over multiple years in accordance with current MMUTCD standards. **Status: Phased in over the past three years, completed.**
- 2.) Completed Plymouth Road and Wealthy Street Pedestrian count down upgrade for final signal. **Status: Completed.**

**DPW OPERATIONS:**

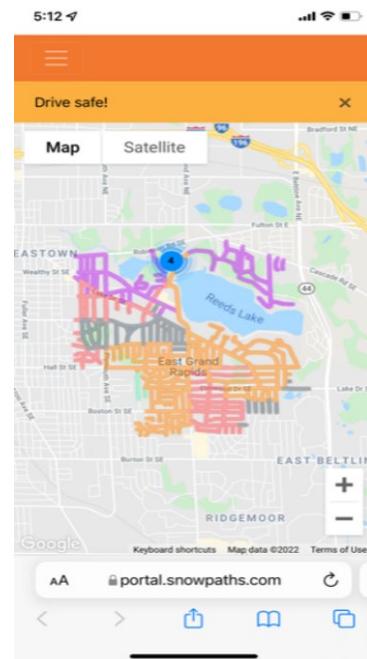
**GOAL (Continued):** Utilize and integrate technology to increase operational efficiencies (Strategic Plan, Page 2).

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

**Objectives:**

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

*See GPS tracking of plow trucks by color coded service delivery time intervals via phone app:*



**Goal (New-Added):** Innovative water service line replacement equipment and techniques.

**Objectives:**

- 1.) Research options/feasibility. **Status: Completed.**  
**KOBUS Pipe Puller utilized in Europe was being used in southwest Michigan. Public Works set up pilot demonstrations in East Grand Rapids in advance of the Hall Street Road Project in 2021.**
- 2.) Secure equipment within existing budget. **Status: Completed.** **Equipment was delivered in January of 2022.**
- 3.) Training. **Status: In-process.** **Training will be completed in February/March of 2022 so the equipment can be deployed. Equipment will assist in in-house water service line repairs and replacements of lead service lines.**



**Goal (Continued):** Alternative sidewalk snow removal equipment and concepts.

**Objectives:**

- 1.) Research new, alternative, and emerging technology/equipment. **Status: Completed and ongoing.** **Public Works purchased an attachment called the “Snow Lion” to assist in removing residual snowpack that remains from snow plowing operations that can freeze. The equipment is effective, but only during temperatures above 32 degrees. Public Works has leased another unit called the Blue GRYB that is used in various communities in Canada for deployment and testing in winter of 2022. Public Works is also researching the feasibility of deploying liquid calcium chloride which will not damage concrete and is also environmentally and pet friendly in 2022.**
- 2.) Secure and deploy equipment based on operational capability. **Status: In-process with the Snow Lion and this will also continue with the Blue GYRB in winter of 2022.**



**Goal:** Explore alternative crosswalk lighting enhancement concepts.

**Objectives:**

- 1) Develop concept or concepts. **Status: Completed. Rectangular Rapid Flashing Beacon (RRFB) locations retrofitted with spotlights to illuminate crosswalks.**
- 2) Select site locations for pilot. **Status: Completed. Locations are RRFB sites at Lake and Bagley and Lakeside at the Municipal Complex/Community Center.**
- 3) Install and monitor pilot. **Status: Completed and ongoing.**
- 4) Solicit feedback. **Status: In-Process. Sites with photos will be provided to the City Commission. If feedback is positive future RRFB pilot sites can include lighting elements.**

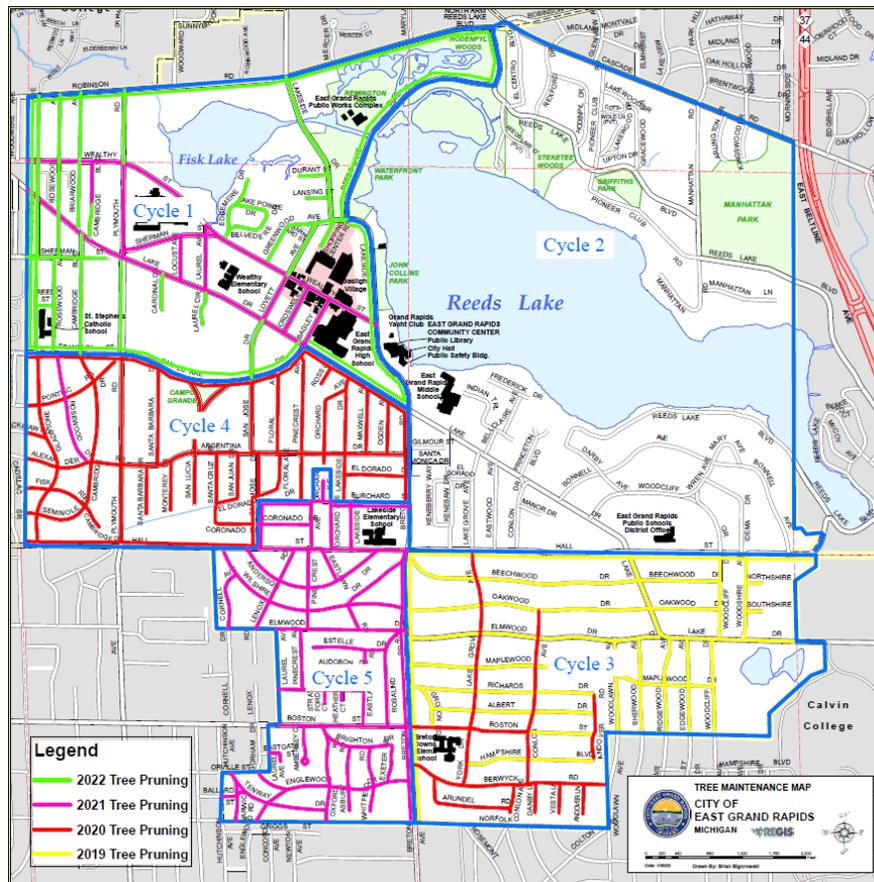


**GOAL:** Develop and implement proactive ROW tree management program (Strategic Plan, Page 4).

**Objectives:**

- 1.) Utilize tree inventory project assessment study to create systemic approach to tree canopy maintenance. **Status: Completed and ongoing.**
- 2.) Create and implement proactive pruning in targeted zones. **Status: Completed/ongoing. Goal for FY 21-22 cycle 1 in-process.**

*See cycle program map locations for FY 21-22 below:*



**GOAL (Ongoing):** Water meter replacement program (Strategic Plan, Page 1).

**Objective:**

- 1.) Ten-year replacement plan to proactively replace water meters throughout the City. **Status: Completed 99 meter installations in 2021 targeting 200 meters for 2022. COVID has impacted installation scheduling.**

**GOAL (Continued for FY 21-22)-**Review Advanced Metering Infrastructure (AMI). **Status: This is a coordinated effort in the Grand Rapids metro region.**

**Objectives:**

- 1) AMI-Review feasibility. **Status: ROI and system reliability from research indicate that moving forward at this time is not recommended.**
- 2) If feasible moved to start a pilot zone. **Status: See above. The city will continue to monitor for future consideration.**

**GOAL:** Coordinate future updates of Parks and Recreation Master Plan when applicable (2018 Master Plan City-wide mid-term goal 1-3 years). FY 20-21 Waterfront Park-Parking Improvements. This is also a mid-term 3–5-year goal of the 2018 Master Plan for Gaslight Village. **Status: This was brought forward for implementation in 2021, however it was determined that this project would be better positioned with future parks projects as part of the parks and recreation millage improvements.**

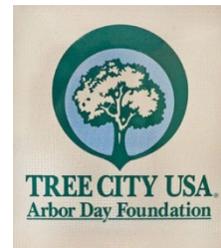
**Objectives:**

- 1.) Design additional parking for Waterfront Park, Remington Park and John Collins Park users. **Status: Completed.**
- 2.) Design plans that do not impact wetland areas. **Status: Completed.**
- 3.) Design to avoid native tree impacts with focus on removing invasive species. **Status: Completed.**

**GOAL:** Pursue designation for East Grand Rapids as a “Tree City, USA” community.

**Objectives:**

- 1.) Provide forestry management program enhancements with application. **Status: Completed.**
- 2.) Budget for requirements. **Status: Completed.**
- 3.) Hold public awareness requirements. **Status: Completed.**



**GOAL:** Investigate residential composting options for potential pilot consideration. **Status: In-process. An RFQ has been developed and it is anticipated to be advertised through Kent County Purchasing in the spring of 2022.**

**Objectives:**

- 1.) Investigate and explore State and Federal environmental regulations with EGLE. **Status: Completed.**
- 2.) Utilize EGLE feedback to investigate capability and capacity from processors. **Status: Completed.**
- 3.) From regulator, processor and EGR capacity provide any actionable options through a pilot concept. **Status: In-process.**

**CITY OF EAST GRAND RAPIDS  
GENERAL FUND SUMMARY**

	Actuals 2020-2021	Original Budget 2021-2022	Amended Budget 2021-2022	Projected Budget 2021-2022	Approved 2022-2023
PROPERTY TAXES	9,120,180	9,316,800	9,316,800	9,309,904	9,751,960
INTERGOVERNMENTAL REVENUES	1,670,950	1,072,000	1,248,390	1,292,559	1,220,710
LICENSES AND PERMITS	85,420	75,000	75,000	73,000	75,000
CHARGES FOR CURRENT SERVICES	529,165	542,000	551,000	543,076	320,000
FINES & FORFEITS	15,668	33,000	33,000	20,200	23,000
RECREATION REVENUE	817,701	1,190,900	1,129,900	1,184,000	1,128,680
INVESTMENT EARNINGS	41,264	100,000	100,000	20,000	30,000
OTHER REVENUE	186,381	155,400	164,400	159,185	406,150
<b>TOTAL REVENUES</b>	<b>12,466,729</b>	<b>12,485,100</b>	<b>12,618,490</b>	<b>12,601,924</b>	<b>12,955,500</b>
CITY COMMISSION	31,140	30,200	30,200	26,716	29,100
CITY MANAGER	278,530	378,800	391,800	389,095	453,970
ELECTIONS	28,820	29,400	29,400	14,063	35,400
ASSESSOR	135,030	135,300	132,700	136,727	146,400
CITY ATTORNEY	245,480	300,000	300,000	235,000	300,000
FINANCE	685,080	705,000	703,700	723,964	793,110
GENERAL ADMINISTRATION	213,930	1,521,300	1,321,300	1,307,975	1,311,870
PUBLIC SAFETY	5,521,790	4,440,600	4,409,630	4,338,854	4,552,520
CITY BUILDINGS	832,701	902,800	952,000	914,857	1,554,570
STREET LIGHTING	85,700	105,700	101,700	88,100	110,100
YARD WASTE COLLECTION/REFUSE/COMPOST	425,440	502,000	498,900	474,497	518,700
LAKE TREATMENT	44,710	22,600	22,600	22,000	60,650
TREE MAINTENANCE & REMOVAL	159,780	177,500	174,800	149,542	186,000
ZONING ADMINISTRATION	123,740	122,700	137,800	122,897	127,400
GASLIGHT VILLAGE BUSINESS DISTRICT	120,190	199,900	202,500	136,485	194,500
PARKS & RECREATION	1,718,780	2,176,000	2,049,200	1,944,419	2,111,420
<b>TOTAL EXPENDITURES</b>	<b>10,650,841</b>	<b>11,749,800</b>	<b>11,458,230</b>	<b>11,025,191</b>	<b>12,485,710</b>
REVENUES OVER (UNDER) EXPENDITURES	1,815,888	735,300	1,160,260	1,576,733	469,790
<b>TRANSFERS OUT</b>					
LOCAL STREETS	500,000	500,000	500,000	500,000	500,000
MUNICIPAL STREETS	500,000	500,000	500,000	500,000	500,000
CAPITAL PROJECT FUND	0	0	628,900	628,900	70,000
<b>TOTAL TRANSFERS OUT</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,628,900</b>	<b>1,628,900</b>	<b>1,070,000</b>
NET CHANGE IN FUND BALANCE	815,888	(264,700)	(468,640)	(52,167)	(600,210)
BEGINNING FUND BALANCE	4,031,986	4,847,874	4,847,874	4,847,874	4,795,707
<b>END FUND BALANCE</b>	<b>4,847,874</b>	<b>4,583,174</b>	<b>4,379,234</b>	<b>4,795,707</b>	<b>4,195,497</b>
% OF FUND BALANCE/EXPENDITURES	46%	39%	38%	43%	34%
COMMITTED					
TURF REPLACEMENT	528,950	598,950	-	-	-
PLAYGROUNDS	30,000	30,000			
FUND BALANCE - UNASSIGNED	4,288,924	3,984,224	4,379,234	4,795,707	4,195,497
% OF UNASSIGNED FUND BALANCE/EXPENDITURE:	40%	34%	38%	43%	34%

**CITY OF EAST GRAND RAPIDS  
CAPITAL EXPENDITURES  
FY 2022-2023**

<b>GENERAL FUND</b>		<b>DEPARTMENT REQUESTS</b>	<b>COMMISSION APPROVED</b>
<b><u>CITY MANAGER DEPARTMENT</u></b>			
101-875-9700	Equipment Replacement fund	10,000	10,000
	<b>TOTAL CITY MANAGER DEPARTMENT</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b><u>FINANCE DEPARTMENT</u></b>			
101-260-9700	Computer Replacements	9,300	9,300
101-260-9700	Website Upgrade	25,000	25,000
	<b>TOTAL FINANCE DEPARTMENT</b>	<b>\$ 34,300</b>	<b>\$ 34,300</b>
<b><u>PUBLIC SAFETY DEPARTMENT</u></b>			
101-345-9700	Turn Out Gear	15,000	15,000
101-345-9700	Taser Replacement	21,000	21,000
101-345-9700	Turn Out Gear Dryer	9,800	9,800
	<b>TOTAL PUBLIC SAFETY DEPARTMENT</b>	<b>\$ 45,800</b>	<b>\$ 45,800</b>
<b><u>PUBLIC WORKS DEPARTMENT</u></b>			
101-265-9700	Community Center Carpet Replacement	5,000	5,000
101-265-9700	Facility Roof Repairs	5,000	5,000
101-265-9700	Furniture Chair Seat replacement	17,000	17,000
101-265-9700	Public Safety Air Handling Unit 1	40,000	40,000
101-265-9700	Public Safety Air Handling Unit 2	25,000	25,000
101-265-9700	Wealthy Pool Mixed Air Unit 2	150,000	150,000
101-265-9700	Wealthy Pool Storage Tank	16,000	16,000
101-265-9700	Server Room Mini Split A/C	8,000	8,000
101-485-9700	Boiler 1 - Gaslight Snowmelt System	100,000	100,000
101-265-9700	DPW Server Equipment Room Minisplit A/C	8,000	8,000
101-265-9700	Public Safety Apparatus Bay Floor	20,000	20,000
101-751-9700	Remington Park Roof	25,000	25,000
101-265-9700	LVT Flooring Replacement	55,000	55,000
101-265-9700	Community Center Boardwalk	80,000	80,000
101-265-9700	Community Center BC Air Handling Unit 4	12,000	12,000
101-265-9700	Community Center Boiler 2	80,000	80,000
101-485-9700	Street Light Replacement	5,000	5,000
101-488-9700	Street Light Replacement	5,000	5,000
	<b>TOTAL PUBLIC WORKS DEPARTMENT</b>	<b>\$ 656,000</b>	<b>\$ 656,000</b>
	<b>TOTAL GENERAL FUND</b>	<b>\$ 746,100</b>	<b>\$ 746,100</b>

**CITY OF EAST GRAND RAPIDS  
CAPITAL EXPENDITURES  
FY 2022-2023**

<b>MAJOR STREET FUND</b>		<b>DEPARTMENT REQUESTS</b>	<b>COMMISSION APPROVED</b>
202-451-9730	Street Construction	361,000	361,000
202-463-9700	Manhole Casting Adjustment Program	100,000	100,000
202-463-9700	800 Radios	15,000	15,000
202-474-9700	Traffic Signal Upgrade	30,000	30,000
202-478-9700	50% Sidewalk Ice Crusher Attachment GRYB	18,000	18,000
202-478-9700	50% 2 Skid Steer replaces Toolcat #145	27,500	27,500
<b>TOTAL MAJOR STREET FUND</b>		<b>\$ 551,500</b>	<b>\$ 551,500</b>

<b>LOCAL STREET FUND</b>			
203-451-9730	Street Construction	1,126,000	1,126,000
203-463-9700	Manhole Casting Adjustment Program	100,000	100,000
203-463-9700	800 Radios	15,000	15,000
203-478-9700	50% Sidewalk Ice Crusher Attachment GRYB	18,000	18,000
203-478-9700	50% 2 Skid Steer replaces Toolcat #145	27,500	27,500
<b>TOTAL LOCAL STREET FUND</b>		<b>\$ 1,286,500</b>	<b>\$ 1,286,500</b>

<b>MUNICIPAL STREET FUND</b>			
204-444-9350	Sidewalk Repair Program	200,000	200,000
204-445-9700	Storm Sewer Improvements	200,000	200,000
204-451-9730	Gravel Road Improvements	5,000	5,000
<b>TOTAL MUNICIPAL STREET FUND</b>		<b>\$ 405,000</b>	<b>\$ 405,000</b>

<b>TOTAL STREET FUNDS</b>		<b>\$ 2,243,000</b>	<b>\$ 2,243,000</b>
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<b>PARKS CAPITAL PROJECT FUND</b>			
408-787-9700.00	Breton Downs Elementary Playground Replacement	570,000	570,000
408-787-9700.00	Lakeside Elementary Playground Replacement	470,000	470,000
408-787-9700.00	Wealthy Elementary Playground Replacement	383,000	383,000
408-787-9700.00	Sport Court Resurfacing	25,000	25,000
408-787-9700.00	Manhattan Park Sign	6,500	6,500
408-787-9700.00	Gaslight Village Pop-Up Park	50,000	50,000
408-787-9700.00	Manhattan Park Field Renovations	400,000	400,000
408-787-9700.00	Waterfront Park Phase 2	350,000	350,000
408-787-9700.00	Dog Park	200,000	200,000
<b>TOTAL PARKS CAPITAL PROJECTS</b>		<b>\$ 2,454,500</b>	<b>\$ 2,454,500</b>

**CITY OF EAST GRAND RAPIDS  
CAPITAL EXPENDITURES  
FY 2022-2023**

<b>WATER AND SEWER FUND</b>		<b>DEPARTMENT REQUESTS</b>	<b>COMMISSION APPROVED</b>
<b><u>WATER DEPARTMENT</u></b>			
592-542-9700	Upgrade/Replace Water Mains	613,000	613,000
592-542-9700	Hydrant Upgrade Program	20,000	20,000
592-542-9700	Valve Replacement Program	20,000	20,000
592-543-9700	Meter Replacement Program	48,000	48,000
	Subtotal Water System	701,000	701,000
<b><u>SEWER DEPARTMENT</u></b>			
592-550-9700	Upgrade Sanitary Sewer System	190,000	190,000
592-550-9700	800 Radios	10,000	10,000
	Subtotal Sewer System	200,000	200,000
	<b>TOTAL WATER AND SEWER FUND</b>	\$ 901,000	\$ 901,000
<b><u>MERF</u></b>			
<b><u>REPLACEMENT OF:</u></b>			
692-570-9700	2006 Chevy Impala #285 (Detective)	23,000	23,000
692-570-9700	2013 GMC Sierra 2500 Pickup replaces #131	40,000	40,000
692-570-9700	2013 GMC Sierra 2500 Pickup replaces #134	40,000	40,000
692-570-9700	PS Patrol Vehicle replaces #202	55,000	55,000
692-570-9700	John Deere Gator	25,000	25,000
	<b>TOTAL MERF</b>	\$ 183,000	\$ 183,000
	<b>TOTAL CAPITAL PROJECTS</b>	6,527,600	6,527,600

City of East Grand Rapids, MI  
*PROJECT REQUESTED BY DEPT*  
**2023 thru 2028**

**PROJECTS BY DEPARTMENT**

Department	#	2023	2024	2025	2026	2027	2028	Total
<b>1 City Manager</b>								
Equipment Replacement Fund	2021-CM-99	10,000	10,000	10,000	10,000			40,000
<b>1 City Manager Total</b>		<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>			<b>40,000</b>
<b>2 Finance</b>								
Update City Switch Infrastructure	2020-FD-04			30,000				30,000
Computer Replacements	2021-FD-01	9,300	18,300	22,800	23,600			74,000
Storage Area Network (SAN)	2021-FD-02				25,000			25,000
New UPS (Universal Power Supply)	2022-FD-02		9,500					9,500
Website Upgrade	2023-FD-01	25,000						25,000
New Phone System	2024-FD-02		20,000					20,000
VMWare Software and Host Servers (2)	2025-FD-02			16,000				16,000
<b>2 Finance Total</b>		<b>34,300</b>	<b>47,800</b>	<b>68,800</b>	<b>48,600</b>			<b>199,500</b>
<b>3 Public Safety</b>								
Turn Out Gear	2021-PS-01	15,000	16,200	17,600	18,200			67,000
Mobile Computer Terminals	2021-PS-05				24,000			24,000
Console Mounted Mobile Printers	2021-PS-10				6,000			6,000
TASER Program	2023-PS-5	21,000					24,000	45,000
Turnout Gear Dryer	2023-PS-7	9,800						9,800
<b>3 Public Safety Total</b>		<b>45,800</b>	<b>16,200</b>	<b>17,600</b>	<b>48,200</b>		<b>24,000</b>	<b>151,800</b>
<b>4 Parks and Recreation</b>								
Breton Downs Elementary Playground Replacement	2023-PR-01	570,000						570,000
Lakeside Elementary Playground Replacement	2023-PR-02	470,000						470,000
Wealthy Elementary Playground Replacement	2023-PR-03	383,000						383,000
Sport Court Resurfacing	2023-PR-04	25,000						25,000
Manhattan Park Sign	2023-PR-05	6,500						6,500
Gaslight Village Pop-up Park	2023-PR-06	50,000						50,000
Manhattan Park Field Renovations	2023-PR-07	400,000						400,000
Waterfront Park Phase 2	2023-PR-08	350,000						350,000
Dog Park	2023-PR-9	200,000						200,000
Community Track Resurfacing	2024-PR-01		125,000					125,000
Woodcliff Playground Replacement	2024-PR-02		285,000					285,000
Manhattan Park Playground and Splash Pad	2024-PR-03		1,700,000					1,700,000
Sport Court Development	2024-PR-04		140,000					140,000
Mehney Field Turf Replacement	2025-PR-01			445,000				445,000
Remington & Hodenpyl Trail Improvements	2025-PR-02			300,000				300,000
San Lu Rae Updates	2025-PR-03			62,000				62,000
Memorial Field Turf Replacement	2026-PR-01				440,000			440,000
Schroeder Property Improvements	2027-PR-01					300,000		300,000

Department	#	2023	2024	2025	2026	2027	2028	Total
Steketee Woods Trails	2027-PR-02					560,000		560,000
<b>4 Parks and Recreation Total</b>		<b>2,454,500</b>	<b>2,250,000</b>	<b>807,000</b>	<b>440,000</b>	<b>860,000</b>		<b>6,811,500</b>

### 5 Public Works-Buildings

Community Center Carpet Replacement	2021-BD-01	5,000	5,000	5,000	5,000	5,000	6,000	31,000
Facility Roof Repairs	2021-BD-02	5,000	5,000	5,000	5,000	5,000	6,000	31,000
Community Center Air Handling Unit 1	2022-BD-05				40,000			40,000
Community Center Air Handling Unit 2	2022-BD-06				52,000			52,000
Community Center Air Handling Unit 3	2022-BD-07			18,000				18,000
Community Center Air Handling Unit 4	2022-BD-08			18,000				18,000
Community Center Air Handling Unit 5	2022-BD-09				18,000			18,000
Furniture-padded chair seats	2022-BD-1	17,000						17,000
Public Safety Air Handling Unit 1	2022-BD-10	40,000						40,000
Public Safety Air Handling Unit 2	2022-BD-11	25,000						25,000
Wealthy Pool Mixed Air Unit 1	2022-BD-15					150,000		150,000
Wealthy Pool Mixed Air Unit 2	2022-BD-16	150,000						150,000
Wealthy Pool Storage Tank	2022-BD-17	16,000						16,000
Server Room Mitsubishi Mini Split A/C	2022-BD-18	8,000						8,000
Community Center Ice Machine	2022-BD-19		7,500					7,500
Community Center 61 Unit Controllers	2022-BD-20		6,000					6,000
Boiler 1- Gaslight Snowmelt System	2022-BD-3	100,000						100,000
Boiler 2-Gaslight Snowmelt System	2022-BD-3a				115,000			115,000
Boiler 3-Gaslight snowmelt system	2022-BD-3B			115,000				115,000
DPW Server Equipment Room Mini-Split	2023-BD	8,000						8,000
Public Safety-Apparatus Bay Floor	2023-BD 2	20,000						20,000
LVT Flooring Replacements	2023-BD1	55,000						55,000
Community Center Board Walk	2023-BD-2	80,000						80,000
Public Safety Exhaust Fan 2	2024-BD-01		2,500					2,500
Public Safety Exhaust Fan 3	2024-BD-02		8,500					8,500
Public Safety Exhaust Fan 4	2024-BD-03		1,400					1,400
Community Center BC Air Handling Unit 1	2025-BD-01			18,000				18,000
Community Center BC Air Handling Unit 2	2025-BD-02				18,000			18,000
Community Center BC Air Handling Unit 3	2025-BD-03				18,000			18,000
Community Center BC Air Handling Unit 4	2025-BD-04	12,000						12,000
Community Center BC Air Handling Unit 5	2025-BD-05				18,000			18,000
Community Center BC Air Handling Unit 6	2025-BD-06			18,000				18,000
Community Center BC Air Handling Unit 7	2025-BD-07					18,000		18,000
Community Center BD Air Handling Unit 8	2025-BD-08			80,000				80,000
Community Center BC Air Handling Unit 9	2025-BD-09			18,000				18,000
Community Center FC Air Handling Unit 1	2025-BD-10			6,000				6,000
Community Center Dom Hot Water Tank	2025-BD-11			9,500				9,500
Community Center 41 VAV Boxes	2025-BD-12			2,000				2,000
City Hall Main Roof	2025-BD-13			150,000				150,000
Public Safety Roof	2025-BD-14			50,000				50,000
Wealthy Pool Exhaust Fan 1	2027-BD-01						6,000	6,000
Community Center Boiler 1	2028-BD-01						80,000	80,000
Community Center Boiler 2	2028-BD-02	80,000						80,000
Wealthy Pool LED lighting	2028-BD-03						25,000	25,000
Community Center Heating Pump 1	2028-BD-04						8,000	8,000
<b>5 Public Works-Buildings Total</b>		<b>621,000</b>	<b>35,900</b>	<b>512,500</b>	<b>289,000</b>	<b>178,000</b>	<b>131,000</b>	<b>1,767,400</b>

### 5 Public Works-Infrastructure

Street Project-Major and Local Streets	2021-PW-01	1,487,000	1,521,800	1,576,800				4,585,600
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Department	#	2023	2024	2025	2026	2027	2028	Total
Sidewalk Repair Program/New Sidewalks	2021-PW-02	200,000	200,000	200,000	200,000			800,000
Storm Sewer Repairs and Replacement	2021-PW-03	200,000	100,000	100,000	100,000	100,000	100,000	700,000
Manhole Casting Adjustment & Spray Rehab Program	2021-PW-04	200,000	200,000	200,000	200,000	100,000		900,000
Traffic Signal Upgrade	2021-PW-06	30,000	180,000	15,000				225,000
Watermain Projects	2021-PW-10	613,000	800,000	800,000	800,000			3,013,000
Hydrant Update Program	2021-PW-11	20,000	20,000	20,000	20,000			80,000
Valve Replacement Program	2021-PW-12	20,000	20,000	20,000	20,000	20,000		100,000
Replacement of Water Meters	2021-PW-13	48,000	50,000	51,000	53,000	55,000	57,000	314,000
Sanitary Sewer CIPP	2021-PW-20	190,000	100,000	100,000	100,000	100,000		590,000
Improvements to Gravel Roads	2022-PW-01	5,000	5,000	5,000	5,000			20,000
<b>5 Public Works-Infrastructure Total</b>		<b>3,013,000</b>	<b>3,196,800</b>	<b>3,087,800</b>	<b>1,498,000</b>	<b>375,000</b>	<b>157,000</b>	<b>11,327,600</b>

### 5 Public Works-Other

Replacement Street Lights	2021-PW-30	10,000	5,000	5,000	5,000			25,000
Wealthy Streetscape Maintenance	2022-PW-30				100,000			100,000
800 Radios	2023-PW-33	40,000						40,000
<b>5 Public Works-Other Total</b>		<b>50,000</b>	<b>5,000</b>	<b>5,000</b>	<b>105,000</b>			<b>165,000</b>

### 6 Public Works-MERF

2012 International 7000 Series #127	2021-MP-127			200,000				200,000
Bobcat Tool Cat #136	2021-MP-136						62,100	62,100
Ford Explorer Emergency Unit	2021-MP-299		54,400			55,600		110,000
2012 International 7000 Series #124	2022-MP-124			180,000				180,000
Caterpillar Backhoe 130	2022-MP-130		120,000					120,000
1999 Claw (Tink) Bucket #160 (512)	2022-MP-160				15,000			15,000
PS Patrol Vehicle #201	2022-MP-201					60,000		60,000
2006 Chevy Impala (Detective) 285	2022-MP-285	23,000						23,000
1997 John Deere Tractor #510	2022-MP-510		25,000					25,000
1997 Swenson Salt Spreader #519	2022-MP-519		15,000					15,000
2000 Turf Aerator #566	2022-MP-566				5,000			5,000
2008 Mini Excavator #577	2022-MP-577				50,000			50,000
2009 Claw (Tink) Bucket #587	2022-MP-587		15,000					15,000
5G 60 Stump Grinder (Tool cat) #714	2022-MP-714				8,000			8,000
Sidewalk Ice Crusher Attachements-Blue GRYB	2023-MP	36,000						36,000
2012 International 7000 Series Dump	2023-MP-126			200,000				200,000
2013 GMC Sierra 2500 Pickup #131	2023-MP-131	40,000						40,000
2013 GMC Sierra 3500 Pickup #132	2023-MP-132			50,000				50,000
2013 GMC Sierra 3500 Pickup #133	2023-MP-133			40,000				40,000
2013 GMC Sierra 2500 Pickup #134	2023-MP-134	40,000						40,000
PS Patrol Vehicle #202	2023-MP-202	55,000					70,200	125,200
Ford Escape PS Patrol Hybrid #290	2023-MP-290	0					0	0
2018 Ford Explorer (Capitan Vehicle) 295	2023-MP-295		28,000					28,000
Hydraulic Hammer #520	2023-MP-520				24,000			24,000
MCL-310 Hole Hammer #538	2023-MP-538				7,400			7,400
60" Snow Blower for Tool cat	2023-MP-581				7,000			7,000
Front Reversible Snow plow	2023-MP-588				17,000			17,000
John Deere Gator	2023-MP-709	25,000						25,000
Bobcat 54" Blade plow for Tool cat	2023-MP-710				3,900			3,900
F250 Ford Pickup	2024-MP-288		35,000					35,000
Hudson Trailer HTD18D #528	2024-MP-528		10,000					10,000
Cement Mixer Toolcat	2024-MP-585				5,000			5,000
Bobcat Toolcat Angle Boom	2024-MP-586				6,500			6,500
Claw Bucket - Tink C520 # 704	2024-MP-704				17,400			17,400

<b>Department</b>	<b>#</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>Total</b>
Claw Bucket - Tink C520 #705	2024-MP-705				17,400			17,400
2015 Vactor 211-824PL Mounted on Int. Chassis	2025-MP-137			500,000				500,000
PS Patrol Vehicle #200 (NEED TO UPDATE)	2025-MP-200			55,000				55,000
Diamondback Air Boat	2025-MP-276			30,000				30,000
Brush Bandit Chipper	2025-MP-507			15,000				15,000
Monroe Salt Spreader	2025-MP-711			14,200				14,200
2017 Caterpillar Mini Loader #120	2026-MP-120			65,000				65,000
2006 Nissan Forklift	2026-MP-122				22,400			22,400
2012 GMC Sierra 2500 Pickup	2026-MP-129				35,000			35,000
2016 International Packer	2026-MP-139				130,000			130,000
Concrete Saw Replacement	2026-MP-715				8,700			8,700
2010 Bobcat Toolcat Machine #123	2027-MP-123					65,000		65,000
2017 Chevy Silverado 2500	2027-MP-142					44,000		44,000
2017 Chevy Silverado 2500	2027-MP-143					44,000		44,000
#144 Ford F350 with V Plow	2027-MP-144					40,000		40,000
Rear Dump Concrete Mixer (Stand Alone) Truck Pull	2027-MP-724					6,300		6,300
2018 International 7500 Plow Truck #102	2028-MP-102						150,000	150,000
2018 Caterpillar 906M Mini Loader	2028-MP-120						85,000	85,000
2 Skid Steers replace Toolcat #145	2028-MP-145	55,000						55,000
2018 Ground Maint Truck/Silverado #300	2028-MP-300						34,000	34,000
<b>6 Public Works-MERF Total</b>		<b>274,000</b>	<b>302,400</b>	<b>1,349,200</b>	<b>379,700</b>	<b>314,900</b>	<b>401,300</b>	<b>3,021,500</b>
<b>GRAND TOTAL</b>		<b>6,502,600</b>	<b>5,864,100</b>	<b>5,857,900</b>	<b>2,818,500</b>	<b>1,727,900</b>	<b>713,300</b>	<b>23,484,300</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 1 City Manager

**Contact** City Manager

**Type** Replacement

**Useful Life** Varies

**Category** Other Equipment

**Project #** 2021-CM-99

**Project Name** Equipment Replacement Fund

**Status** Active

### Description

This funding will be used to replace essential office equipment in the administrative offices during the course of the year.

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-875-9700 City Manager	10,000	10,000	10,000	10,000		40,000
<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>		<b>40,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	10,000	10,000	10,000	10,000		40,000
<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>		<b>40,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 2 Finance

**Contact** Gary Veldhof

**Type** Replacement

**Useful Life** 3 years

**Category** Computer and Equipment

**Project #** 2021-FD-01

**Project Name** Computer Replacements

**Status** Active

### Description

Request is for computer and operating system.

Finance 1

Public Works 2

Parks & Rec 1

Public Safety 2

### Justification

Replacement computers for all departments in accordance with the information technology computer replacement schedule and annual evaluation.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-260-9700 Finance	9,300	18,300	22,800	23,600		74,000
<b>Total</b>	<b>9,300</b>	<b>18,300</b>	<b>22,800</b>	<b>23,600</b>		<b>74,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	9,300	11,200	12,300	9,100		41,900
<b>Total</b>	<b>9,300</b>	<b>11,200</b>	<b>12,300</b>	<b>9,100</b>		<b>41,900</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 2 Finance

**Contact** Gary Veldhof

**Type** Improvement

**Useful Life** 10 Years

**Category** Computer and Equipment

**Project #** 2023-FD-01

**Project Name** Website Upgrade

**Status** Active

### Description

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-260-9701 Finance	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 3 Public Safety

**Contact** Ric Buikema

**Type** Equipment

**Useful Life** 5 years

**Category** Fire Equipment

**Project #** 2021-PS-01  
**Project Name** Turn Out Gear

**Status** Active

### Description

Turnout gear can be defined as the basic firefighter personal protective equipment (PPE) worn by an EGRDPS public safety officer at a fire scene. For our purposes, one set of turnout gear consists of 1 pair of bunker pants and 1 coat. The Department needs to replace 5 sets of turnout gear per fiscal year for the next five fiscal years to replace expired or expiring turnout gear.

### Justification

National Fire Protection Agency (NFPA) Standard 1851, Chapter 10, Section 10.12 states "Structural fire fighting ensembles and ensemble elements shall be retired no more than 10 years from the date the ensembles or ensemble elements were manufactured."

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-345-9700 Public Safety	15,000	16,200	17,600	18,200		67,000
<b>Total</b>	<b>15,000</b>	<b>16,200</b>	<b>17,600</b>	<b>18,200</b>		<b>67,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	15,000	14,000	14,500	15,000		58,500
<b>Total</b>	<b>15,000</b>	<b>14,000</b>	<b>14,500</b>	<b>15,000</b>		<b>58,500</b>

**PROJECT REQUESTED BY DEPT**  
**City of East Grand Rapids, MI**

Data in Year 2023

**Department** 3 Public Safety  
**Contact** Ric Buikema  
**Type** Replacement  
**Useful Life** 5 years  
**Category** Police Equipment

**Project #** 2023-PS-5  
**Project Name** TASER Program

**Status** Active

**Description**

5 X-7 TASERS & Accessories.  
 1 X-7 TASER & accessories = \$4,100 x 5 = \$20,500

**Justification**

Our current TASERS were purchased in 2017 and are approaching the end of their expected service life. TASER only stands behind their product for five years. They will no longer provide replacement parts for these older models (X-2).  
 TASERS have proven themselves to be an improved less lethal weapon system for our officers. Deployment of Tasers in other agencies has also proven highly successful. They have a positive history verified to cause less injury than other impact weapon options. As a result, officers, civilians, and suspects are better protected. Furthermore, our recommended system (X7) has digital cameras integrated into the TASER so all deployment's will have video accessibility.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-345-9700 Public Safety	21,000					21,000
<b>Total</b>	<b>21,000</b>					<b>21,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	21,000					21,000
<b>Total</b>	<b>21,000</b>					<b>21,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 3 Public Safety

## City of East Grand Rapids, MI

**Contact** Ric Buikema

**Project #** 2023-PS-7

**Type** New

**Project Name** Turnout Gear Dryer

**Useful Life** 10 Years

**Category** Fire Equipment

**Status** Active

### Description

1 RAM Air Gear Dryer (4-Unit Special-Ops Inverted Dryer)

### Justification

The gear dryer unit would be used to dry turnout gear and "Mustang Suits" after being washed or used. National Fire Protection Agency (NFPA) standard sets the requirements for replacement and care of fire protection gear. This standard recommends turnout gear be washed within 24 hours of being used at a fire scene or at least two times a year. Regular washing removes harmful contaminants from the gear reducing the risk of cancer. Presently, the Department has a washer for cleaning but must let the turnout gear air dry.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-345-9700 Public Safety	9,800					9,800
<b>Total</b>	<b>9,800</b>					<b>9,800</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	9,800					9,800
<b>Total</b>	<b>9,800</b>					<b>9,800</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Project #** 2023-PR-01

**Type** Replacement

**Project Name** Breton Downs Elementary Playground Replacement

**Useful Life** 25

**Category** Park Improvements

**Status** Active

### Description

The City of East Grand Rapids and EGRPS partner on the placement and maintenance of playgrounds on school property. This project will completely remove the existing playground structure and replace with a new structure.

### Justification

The existing structure is 20+ years old and is in need of full replacement. This project was also included in the 2021 Parks Improvement Millage project list.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	570,000					570,000
<b>Total</b>	<b>570,000</b>					<b>570,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	570,000					570,000
<b>Total</b>	<b>570,000</b>					<b>570,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Type** Replacement

**Useful Life** 25

**Category** Park Improvements

**Project #** 2023-PR-02

**Project Name** Lakeside Elementary Playground Replacement

**Status** Active

### Description

The City of East Grand Rapids and EGRPS partner on the placement and maintenance of playgrounds on school property. Funding for the replacement of the Lakeside Elementary School playground was included on the 2021 Parks Improvement Millage.

### Justification

The existing structure is 20+ years old and is in need of full replacement. This project was also included in the 2021 Parks Improvement Millage project list.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	470,000					470,000
<b>Total</b>	<b>470,000</b>					<b>470,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	470,000					470,000
<b>Total</b>	<b>470,000</b>					<b>470,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 4 Parks and Recreation

**Contact** Derek Melville

**Type** Replacement

**Useful Life** 25

**Category** Park Improvements

**Project #** 2023-PR-03

**Project Name** Wealthy Elementary Playground Replacement

**Status** Active

### Description

The City of East Grand Rapids and EGRPS partner on the placement and maintenance of playgrounds on school property. Funding for the replacement of the Wealthy Elementary School playground was included on the 2021 Parks Improvement Millage.

### Justification

The existing structure is 20+ years old and is in need of full replacement. This project was also included in the 2021 Parks Improvement Millage project list.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	383,000					383,000
<b>Total</b>	<b>383,000</b>					<b>383,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	383,000					383,000
<b>Total</b>	<b>383,000</b>					<b>383,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Project #** 2023-PR-04

**Type** Improvement

**Project Name** Sport Court Resurfacing

**Useful Life** 5 years

**Category** Park Improvements

**Status** Active

### Description

Resurfacing of existing sport courts to update playability for tennis and to incorporate fustol and pickleball lines.

### Justification

Resurfacing the existing tennis courts and adding new recreational opportunities for futsol and pickleball were identified as a priority in the Parks and Recreation Master Plan. This project was also included in the 2021 Parks Improvement Millage project list.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Project #** 2023-PR-05

**Type** Replacement

**Project Name** Manhattan Park Sign

**Useful Life** 20 Years

**Category** Park Improvements

**Status** Active

### Description

Replace the current High Density Urethane foam park entry sign located off Manhattan Road. The new sign will match the current park signs located at; John Collins Park, Manhattan Park (Cascade entrance), Waterfront Park and Remington Park. The sign will have painted aluminum posts with clear coat finish. This will be a one sided sign.

### Justification

The current entry sign off Manhattan road is 20 years old.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	6,500					6,500
<b>Total</b>	<b>6,500</b>					<b>6,500</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	6,500					6,500
<b>Total</b>	<b>6,500</b>					<b>6,500</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Project #** 2023-PR-06

**Type** Unassigned

**Project Name** Gaslight Village Pop-up Park

**Useful Life** Varies

**Category** Park Improvements

**Status** Active

### Description

This conceptual space would be flexible to support activities in the Gaslight Village space including farmers markets, food truck pop-ups, vendor fairs and outdoor events and concerts. No location or design has been identified at this time.

### Justification

The development of a flexible space within Gaslight Village was identified as a priority in the 2020 Parks and Recreation Master Plan and was included in the 2021 Parks Improvement Millage materials.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Project #** 2023-PR-07

**Type** Improvement

**Project Name** Manhattan Park Field Renovations

**Useful Life** 25 Years

**Category** Park Improvements

**Status** Active

### Description

This project includes the renovation of the Manhattan Park Softball and Soccer Fields including leveling, drainage and reseeding efforts.

### Justification

The existing surfaces have had small corrective measures throughout the years but would benefit from a full overhaul to assist with long term maintenance to provide quality playing surfaces for school and recreational uses. This project was included within the 2021 Parks Improvement Millage proposal.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	400,000					400,000
<b>Total</b>	<b>400,000</b>					<b>400,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	400,000					400,000
<b>Total</b>	<b>400,000</b>					<b>400,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Project #** 2023-PR-08

**Type** Construction

**Project Name** Waterfront Park Phase 2

**Useful Life** 20 Years

**Category** Park Improvements

**Status** Active

### Description

Phase 2 development concentrates on the west side of Reeds Lake boulevard. Plans include re-creating the natural woodlands by removing fill and initiating a natural re-vegetation program. Phase 2 includes a trail system with links to residential areas and expanded parking.

### Justification

Waterfront Park was identified as one of the top 3 visited parks in the Community Recreation Survey and with increased use of the space, additional parking and amenities are needed to support the users.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	350,000					350,000
<b>Total</b>	<b>350,000</b>					<b>350,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	350,000					350,000
<b>Total</b>	<b>350,000</b>					<b>350,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 4 Parks and Recreation

## City of East Grand Rapids, MI

**Contact** Derek Melville

**Project #** 2023-PR-9

**Type** New

**Project Name** Dog Park

**Useful Life** 30 Years

**Category** Park Improvements

**Status** Active

### Description

Develop a dog park on existing park property or acquire new property. This is a conceptual idea with further development needed to identify scope, location and budget.

### Justification

Feedback from the community during the Parks and Recreation Master Plan process identified this location as needing additional amenities to support the users of this space. This project was also included in the 2021 Parks Improvement Millage project list.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	200,000					200,000
<b>Total</b>	<b>200,000</b>					<b>200,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	200,000					200,000
<b>Total</b>	<b>200,000</b>					<b>200,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-BD-01

**Type** Replacement

**Project Name** Community Center Carpet Replacement

**Useful Life** 10 Years

**Category** Building Improvements

**Status** Active

### Description

Replacement/repair of various areas of carpet for city facilities. Areas that are worn or seams that are frayed are identified through inspection for repair or replacement.

### Justification

Replacing carpet that is worn maintains the aesthetics and image of community facilities and also prevents liability issues that can be present from worn/frayed carpet.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	5,000	5,000	5,000	5,000	5,000	25,000
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	5,000	5,000	5,000	5,000	5,000	25,000
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>25,000</b>

**PROJECT REQUESTED BY DEPT**  
**City of East Grand Rapids, MI**

Data in Year 2023

**Department** 5 Public Works-Buildings

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 10 Years

**Category** Building Improvements

**Status** Active

<b>Project #</b>	<b>2021-BD-02</b>
<b>Project Name</b>	<b>Facility Roof Repairs</b>

**Description**

Facility roof repairs based on annual roof inspections.

**Justification**

Maintaining facility roofs extends the life of the asset and prevents damage and more extensive repairs.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	5,000	5,000	5,000	5,000	5,000	25,000
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	5,000	5,000	5,000	5,000	5,000	25,000
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>25,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2022-BD-1

**Type** Unassigned

**Project Name** Furniture-padded chair seats

**Useful Life** 12 Years

**Category** Unassigned

**Status** Active

### Description

Chairs in the Commission Chambers and used in Parks and Recreation rooms 101,102,105 for programs and events.

### Justification

The seats are 15 years old and many are worn, stained, or torn.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	17,000					17,000
<b>Total</b>	<b>17,000</b>					<b>17,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	17,000					17,000
<b>Total</b>	<b>17,000</b>					<b>17,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 5 Public Works-Buildings

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 15 Years

**Category** Building Improvements

**Project #** 2022-BD-10

**Project Name** Public Safety Air Handling Unit 1

**Status** Active

### Description

\*Purchased-installed in 1999.  
Replacement has been deferred.

York Model# AP150 Serial# CHHM OO107C Location Mech Rm 176  
Filters/Belts  
8-16x20x2MX 2-20x20x2 MX 2-B54 belts

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 5 Public Works-Buildings

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 15 Years

**Category** Building Improvements

**Project #** 2022-BD-11  
**Project Name** Public Safety Air Handling Unit 2

**Status** Active

### Description

Purchased and installed in 1999.  
Replacement has been deferred due to good inspections.

York Model# AP60 Serial# CHHM00106C Location Public Safety Garage Condition Good 1999  
Filters/Belts  
4-20x20x2 MX 1-A49 belt

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

**PROJECT REQUESTED BY DEPT**  
**City of East Grand Rapids, MI**

Data in Year 2023

**Department** 5 Public Works-Buildings

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 17 Years

**Category** Building Improvements

**Status** Active

<b>Project #</b>	<b>2022-BD-16</b>
<b>Project Name</b>	<b>Wealthy Pool Mixed Air Unit 2</b>

<b>Description</b>
<p>Installed in 1999.</p> <p>Replacement has been deferred. This unit heats the pool deck area.</p> <p>Heated Model# E-NDHU1/SP-4750-HW-1-E No Serial# Location Mech Room          Filters/Belts          8-20x25x2 MX 2-B55 belts 2-B56 belts</p>

<b>Justification</b>

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	150,000					150,000
<b>Total</b>	<b>150,000</b>					<b>150,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	150,000					150,000
<b>Total</b>	<b>150,000</b>					<b>150,000</b>

**PROJECT REQUESTED BY DEPT**

Data in Year 2023

**Department** 5 Public Works-Buildings

**City of East Grand Rapids, MI**

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 20 Years

**Category** Building Improvements

**Project #** 2022-BD-17  
**Project Name** Wealthy Pool Storage Tank

**Status** Active

**Description**

Lochinvar Model# RGA0318-8 Serial# F008952-2000 Wealthy Pool. Condition Poor/Fair.

**Justification**

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	16,000					16,000
<b>Total</b>	<b>16,000</b>					<b>16,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	16,000					16,000
<b>Total</b>	<b>16,000</b>					<b>16,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 15 Years

**Category** Building Improvements

**Project #** 2022-BD-18

**Project Name** Server Room Mitsubishi Mini Split A/C

**Status** Active

### Description

Mitsubishi Model # PUY-A24NHA No serial number Location Community Center Roof /Server Room. Unit has required increased service in recent years and is original to the facility from 2005/2006 and has already exceeded its useful life.

### Justification

The mini split to the server room is critical to making sure the on-site servers remain in acceptable temperature conditions. In recent years maintenance has increased and HVAC inspections have indicated that replacement is warranted.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	8,000					8,000
<b>Total</b>	<b>8,000</b>					<b>8,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	8,000					8,000
<b>Total</b>	<b>8,000</b>					<b>8,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 15 Years

**Category** Other Equipment

**Project #** 2022-BD-3

**Project Name** Boiler 1- Gaslight Snowmelt System

**Status** Active

### Description

Gas fired boiler unit that is part of the gaslight snow melt system for the sidewalks.

### Justification

Boiler is near the end of its life and newer boilers are much more efficient providing cost and energy savings. Current unit is 80% efficient with a new unit being 98% efficient. Will save operating costs, stagger unit replacement and be more efficient.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-485-9700 GLV District	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Mike Ferris

**Project #** 2023-BD

**Type** Equipment

**Project Name** DPW Server Equipment Room Mini-Split

**Useful Life** 15 Years

**Category** Building Improvements

**Status** Active

### Description

The mini-split system regulates temperatures for server/IT equipment located in the upper level loft at the DPW Complex.

### Justification

The mini split to the server room is critical to making sure the on-site servers remain in acceptable temperature conditions. In recent years there has been increased maintenance and increasing temperature alarms.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	8,000					8,000
<b>Total</b>	<b>8,000</b>					<b>8,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	8,000					8,000
<b>Total</b>	<b>8,000</b>					<b>8,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2023-BD 2

**Type** Unassigned

**Project Name** Public Safety-Apparatus Bay Floor

**Useful Life**

**Category** Other Improvement

**Status** Active

### Description

The flooring in the Public Safety apparatus bay is in need of refinishing.

### Justification

The flooring is in poor condition.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	20,000					20,000
<b>Total</b>	<b>20,000</b>					<b>20,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	20,000					20,000
<b>Total</b>	<b>20,000</b>					<b>20,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2023-BD-01

**Type** Improvement

**Project Name** Remington Park Roof

**Useful Life** 20 Years

**Category** Building Improvements

**Status** Active

### Description

Restroom facility at Remington Park/Rusty Swaney Field.

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-751-9700 Parks and Rec	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2023-BD1

**Type** Unassigned

**Project Name** LVT Flooring Replacements

**Useful Life**

**Category** Other Improvement

**Status** Active

### Description

Replacment of carpet and VCT tile at various locations in the library, DPW Complex and Parks and Recreation.

### Justification

Flooring condition for various areas with carpet and VCT are in poor or declining condition. LVT requires less maintenance and is more suitable for these work environments or public spaces areas.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	55,000					55,000
<b>Total</b>	<b>55,000</b>					<b>55,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	55,000					55,000
<b>Total</b>	<b>55,000</b>					<b>55,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Type** Improvement

**Useful Life**

**Category** Building Improvements

**Project #** 2023-BD-2  
**Project Name** Community Center Board Walk

**Status** Active

### Description

The wooden boardwalk located behind the Community Center.

### Justification

The decking is old and warped or splitting. The wood has started to rot in areas which prevents boards and railings from being securely attached.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	80,000					80,000
<b>Total</b>	<b>80,000</b>					<b>80,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	80,000					80,000
<b>Total</b>	<b>80,000</b>					<b>80,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Mike Ferris

**Project #** 2025-BD-04

**Type** Replacement

**Project Name** Community Center BC Air Handling Unit 4

**Useful Life** 20 Years

**Category** Building Improvements

**Status** Active

### Description

McQuay No Model# No Serial # Location Storage 119 Condition Poor. Core has a coolant leak. This has been isolated and addition of mini-splits to 101-102 has also helped.

Filters/Belts

3-24x24x2 MX 3-24x24x12 3-A30 belts

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	12,000					12,000
<b>Total</b>	<b>12,000</b>					<b>12,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	12,000					12,000
<b>Total</b>	<b>12,000</b>					<b>12,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Buildings

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2028-BD-02

**Type** Replacement

**Project Name** Community Center Boiler 2

**Useful Life** 25 Years

**Category** Building Improvements

**Status** Active

### Description

Thermal Solutions Model# EVA 2000BN1-UAFS Serial# 64567497 Location Mech Rm 173 Condition Poor 2022 Evauation.

### Justification

There are two main boilers that provide heating for the Community Center/City Hall. It is a best practice to operate the two main boilers in an alternating fashion for most operations, but during the months of January and February operations of both at the same time can be necessary. Replacement is critical as this type of boiler replacement needs to be well planned in advance. Failure would cause impacts to facility programming and operations.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-265-9700 City Buildings	80,000					80,000
<b>Total</b>	<b>80,000</b>					<b>80,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	80,000					80,000
<b>Total</b>	<b>80,000</b>					<b>80,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-01

**Type** Improvement

**Project Name** Street Project-Major and Local Streets

**Useful Life** 15 Years

**Category** Street Improvement

**Status** Active

### Description

Street reconstruction, mill and overlay and pavement preservation applications are capital project treatments for major and local streets and funded by the 2015 streets and sidewalks millage.

Street projects are projected by City engineering staff and coordinated to the extent possible with other infrastructure improvements through coordinated asset management ratings/principles.

### Justification

The City conducts annual asset management ratings of all City streets through "PASER" ratings. PASER is an acronym for Pavement Surface Evaluation and Rating System. It is a system for rating surface condition of a pavement from a scale of 1 to 10, with 1 being a pavement in a failed condition and 10 being a pavement in excellent condition. Guidelines for rating the pavement surface using the PASER system have been developed by the Michigan Transportation Asset Management Council.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202-451-9730 Street Const	361,000	380,450	394,200			1,135,650
203-451-9730 Street Const	1,126,000	1,141,350	1,182,600			3,449,950
<b>Total</b>	<b>1,487,000</b>	<b>1,521,800</b>	<b>1,576,800</b>			<b>4,585,600</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
204 Municipal Street Fund	1,487,000	1,521,800	1,576,800			4,585,600
<b>Total</b>	<b>1,487,000</b>	<b>1,521,800</b>	<b>1,576,800</b>			<b>4,585,600</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-02

**Type** Improvement

**Project Name** Sidewalk Repair Program/New Sidewalks

**Useful Life** 25 Years

**Category** Sidewalks

**Status** Active

### Description

Sidewalk program consists of targeted areas within the City where sidewalks are ground and/or replaced rotating counterclockwise around the City.

SAD budgeted funds are for new sidewalk requests where they currently do not exist.

### Justification

Streets and sidewalks millage.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
204-444-9350 Sidewalks	150,000	150,000	150,000	150,000		600,000
204-444-9350 New Sidewalk	50,000	50,000	50,000	50,000		200,000
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>		<b>800,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
204 Municipal Street Fund	200,000	200,000	200,000	200,000		800,000
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>		<b>800,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-03

**Type** Improvement

**Project Name** Storm Sewer Repairs and Replacement

**Useful Life** 30 Years

**Category** Storm Sewer/Drainage

**Status** Active

### Description

Storm sewer repair and replacement funds are set aside to address repairs and lining (CIPP) of existing storm sewers, the addition of new storm sewers, and drywells for streets that are identified as having storm water drainage issues capacity problems.

### Justification

Improve drainage infrastructure to ensure adequate storm water drainage.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
204-445-9700 Storm Sewer	200,000	100,000	100,000	100,000	100,000	600,000
<b>Total</b>	<b>200,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>600,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
204 Municipal Street Fund	200,000	100,000	100,000	100,000		500,000
<b>Total</b>	<b>200,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>		<b>500,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-04

**Type** Improvement

**Project Name** Manhole Casting Adjustment & Spray Rehab Program

**Useful Life** 20 Years

**Category** Other Improvement

**Status** Active

### Description

Repair of sinking and uneven manhole castings throughout the City. These repairs are coordinated with planned street projects as well as inspected-prioritized structures.

The City has 1263 catch basins, 795 storm manholes and 1,121 sanitary manholes.

Funding increased for 2021.

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202-463-9700 Routine Maint	100,000	100,000	100,000	100,000		400,000
203-463-9700 Routine Maint	100,000	100,000	100,000	100,000	100,000	500,000
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>100,000</b>	<b>900,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202 Major Street Fund	100,000	100,000	100,000	100,000		400,000
203 Local Street Fund	100,000	100,000	100,000	100,000		400,000
<b>Total</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>		<b>800,000</b>

**PROJECT REQUESTED BY DEPT**  
**City of East Grand Rapids, MI**

Data in Year 2023

**Department** 5 Public Works-Infrastructure

**Contact** Doug LaFave

**Type** Replacement

**Useful Life** 20 Years

**Category** Other Improvement

**Status** Active

<b>Project #</b>	<b>2021-PW-06</b>
<b>Project Name</b>	<b>Traffic Signal Upgrade</b>

**Description**

Traffic signal replacement is important to make sure that signals operate properly to regulate the flow of traffic in the City. Older signals require more maintenance and become more prone to outages.

For FY 21/22 Wealthy and Plymouth Pedestrian Countdown upgrade and program to lead pedestrian interval (LPI) to completed all EGR signal pedestrian countdowns and LPI.

**Justification**

Updating signalized pedestrian countdown devices and programming to lead pedestrian intervals (LPI) provides enhancement to pedestrian safety with also bringing signals in-line with current traffic engineering standards.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202-474-9700 Traffic Serv	30,000	180,000	15,000			225,000
<b>Total</b>	<b>30,000</b>	<b>180,000</b>	<b>15,000</b>			<b>225,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202 Major Street Fund	30,000	15,000	15,000			60,000
<b>Total</b>	<b>30,000</b>	<b>15,000</b>	<b>15,000</b>			<b>60,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-10

**Type** Improvement

**Project Name** Watermain Projects

**Useful Life** 50 Years

**Category** Water Improvement

**Status** Active

### Description

2023 water main projects planned are Lakeside Drive-Hall to Burchard, Heather-Pinecrest to Heather Ct, Franklin-Rosewood to Cambridge, Wealthy-Plymouth east 600 feet, and Easement-Estelle to Elmwood.

### Justification

Asset management plan condition rating in coordination with future street infrastructure projects.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592-542-9700 Mains and Hyd	613,000	800,000	800,000	800,000		3,013,000
<b>Total</b>	<b>613,000</b>	<b>800,000</b>	<b>800,000</b>	<b>800,000</b>		<b>3,013,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592 Water and Sewer Fund	613,000	800,000	800,000	800,000		3,013,000
<b>Total</b>	<b>613,000</b>	<b>800,000</b>	<b>800,000</b>	<b>800,000</b>		<b>3,013,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-11

**Type** Improvement

**Project Name** Hydrant Update Program

**Useful Life** 60 Years

**Category** Water Improvement

**Status** Active

### Description

Public Works replaces hydrants exceeding 40 years in age. Many of these older hydrants leak and are irreparable due to their age and lack of available parts. These old hydrants tend to freeze during cold weather reducing fire fighting capabilities. These funds (material only) allow for replacing 12 of the cities 502 hydrants per year. Hydrants are also replaced as part of water main replacement projects as well increasing the total replacement number annually.

### Justification

Replacement of critical infrastructure is imperative to ensure the city can efficiently respond to emergency fire related incidents.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592-542-9700 Mains and Hyd	20,000	20,000	20,000	20,000		80,000
<b>Total</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>		<b>80,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592 Water and Sewer Fund	20,000	20,000	20,000	20,000		80,000
<b>Total</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>		<b>80,000</b>

**PROJECT REQUESTED BY DEPT**  
**City of East Grand Rapids, MI**

Data in Year 2023

**Department** 5 Public Works-Infrastructure

**Contact** Doug LaFave

**Type** Improvement

**Useful Life** 60 Years

**Category** Water Improvement

**Status** Active

<b>Project #</b>	<b>2021-PW-12</b>
<b>Project Name</b>	<b>Valve Replacement Program</b>

**Description**

The water valve replacement program funds the replacement of valves that are no longer functional. Each year the DPW staff targets valves that need to be replaced so that appropriate areas within the distribution system can be isolated when needed.

There are 1,468 valves in the water distribution system.

**Justification**

Valves that no longer work make it difficult for DPW staff to isolate certain areas for maintenance or repairs.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592-542-9700 Mains and Hyd	20,000	20,000	20,000	20,000	20,000	100,000
<b>Total</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>100,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592 Water and Sewer Fund	20,000	20,000	20,000	20,000		80,000
<b>Total</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>		<b>80,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-13

**Type** Improvement

**Project Name** Replacement of Water Meters

**Useful Life** 25 Years

**Category** Water Improvement

**Status** Active

### Description

Water meters are used to bill actual usage of metered water. The City has 3,892 active accounts. In 2018 the city enacted an active meter replacement program. Depending on a variety of variables including staffing and vendor availability, the city has completed between 200-400 per year.

### Justification

Water meters have an expected service life of 25-30 years. As meters age, they slow down, compromising their accuracy. It is important to make sure that the water utility is receiving accurate and adequate revenues to fund the operations and capital needs for the system.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592-543-9700 Water Meters	48,000	50,000	51,000	53,000	55,000	257,000
<b>Total</b>	<b>48,000</b>	<b>50,000</b>	<b>51,000</b>	<b>53,000</b>	<b>55,000</b>	<b>257,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592 Water and Sewer Fund	48,000	50,000	51,000	53,000	55,000	257,000
<b>Total</b>	<b>48,000</b>	<b>50,000</b>	<b>51,000</b>	<b>53,000</b>	<b>55,000</b>	<b>257,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-20

**Type** Improvement

**Project Name** Sanitary Sewer CIPP

**Useful Life** 40 Years

**Category** Sewer Improvement

**Status** Active

### Description

Sanitary sewer repair and replacement funds are set aside to address repairs and lining (CIPP) of existing sanitary sewers. Also the addition of new sanitary sewers for streets that are identified as having sanitary water drainage issues, and for addressing sanitary water from sump pump discharges.

### Justification

Rehabilitating sanitary sewer infrastructure resets the asset life reducing the liability of sanitary sewer backups.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592-550-9700 Sanitary Sewer	190,000	100,000	100,000	100,000	100,000	590,000
<b>Total</b>	<b>190,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>590,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
592 Water and Sewer Fund	190,000	100,000	100,000	100,000	100,000	590,000
<b>Total</b>	<b>190,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>590,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Infrastructure

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2022-PW-01

**Type** Improvement

**Project Name** Improvements to Gravel Roads

**Useful Life** 5 years

**Category** Street Improvement

**Status** Active

### Description

Kent County Road Commission regrades EGR gravel roads each spring.

### Justification

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
204-451-9730 Street Const	5,000	5,000	5,000	5,000		20,000
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>		<b>20,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
204 Municipal Street Fund	5,000	5,000	5,000	5,000		20,000
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>		<b>20,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Other

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2021-PW-30

**Type** Improvement

**Project Name** Replacement Street Lights

**Useful Life** 5 years

**Category** Other Improvement

**Status** Active

### Description

This item is for various replacement lights on the Wealthy Streetscape and other City owned lights outside of the Wealthy Streetscape.

### Justification

Replacing damaged or end of life streetlights maintain community lighting for pedestrian safety and community aesthetics.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101-448-9700 Street Lighting	5,000	2,500	2,500	2,500		12,500
101-485-9700 GLV District	5,000	2,500	2,500	2,500		12,500
<b>Total</b>	<b>10,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>		<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
101 General Fund	10,000	2,500	2,500	2,500		17,500
<b>Total</b>	<b>10,000</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>		<b>17,500</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 5 Public Works-Other

## City of East Grand Rapids, MI

**Contact** Doug LaFave

**Project #** 2023-PW-33

**Type** New

**Project Name** 800 Radios

**Useful Life** 10 Years

**Category** Other Improvement

**Status** Active

### Description

12, 800 radios for critical public works trucks and equipment for communication with public safety and for countywide public works.

### Justification

Kent County Dispatch deployed the 800 radio system in the past year for law enforcement/fire agencies. Public works organizations, which are designated federal first responders, also respond to events including but not limited to accidents, storm events, etc. Without 800 radios different departments and agencies not designated as police and or fire cannot communicate with them. The city purchased five handheld 800 radios to be deployed to public works in the event of anticipated emergencies. On a proactive basis some public works departments are purchasing radios for critical trucks and equipment for preparedness. Public works has VHF radios in 31 trucks and pieces of equipment. The purchase of 12, 800 radios would outfit the department for trucks and equipment that would most likely be utilized in an emergency response.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202-463-9700 Routine Maint	15,000					15,000
203-463-9700 Routine Maint	15,000					15,000
592-550-9700 Sanitary Sewer	10,000					10,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202 Major Street Fund	15,000					15,000
203 Local Street Fund	15,000					15,000
592 Water and Sewer Fund	10,000					10,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 6 Public Works-MERF

**Contact** Jeff Stults/Rick Barr

**Type** Replacement

**Useful Life** 10 Years

**Category** MERF Replacement - PS

**Project #** 2022-MP-285

**Project Name** 2006 Chevy Impala (Detective) 285

**Status** Active

### Description

\* 2006 Chevy Impala. This Vehicle is currently being used by the Public Safety detective for police work.

Vehicle 285

- 100,475 Miles

- Vehicle is 17 years old

Vehicle 285 is recommended to be replaced FY22-23

- Replace with a Chevy Equinox

### Justification

This vehicle is 17 years old and in need of replacement to provide flexible transportation for travel outside of the city. This vehicle has 100,475 miles on it.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692-570-9700 MERF	23,000					23,000
<b>Total</b>	<b>23,000</b>					<b>23,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692 Motor Pool Replace Fund	23,000					23,000
<b>Total</b>	<b>23,000</b>					<b>23,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 6 Public Works-MERF

**Contact** Doug LaFave

**Type** Unassigned

**Useful Life**

**Category** Vehicles/Machinery

**Status** Active

<b>Project #</b>	<b>2023-MP</b>
<b>Project Name</b>	<b>Sidewalk Ice Crusher Attachements-Blue GRYB</b>

### Description

Two Ice crushing attachments for Bobcat-Toolcats for snowpack and ice removal from sidewalks.

### Justification

Traditional snow removal attachments consisting of blowers, brooms and plows often leave residual snow which from pedestrian use and as a result of freeze/thaw cycles can turn to ice.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202-478-9700 Winter Maint	18,000					18,000
203-478-9700 Winter Maint	18,000					18,000
<b>Total</b>	<b>36,000</b>					<b>36,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202 Major Street Fund	18,000					18,000
203 Local Street Fund	18,000					18,000
<b>Total</b>	<b>36,000</b>					<b>36,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 6 Public Works-MERF

**Contact** Jeff Stults/Rick Barr

**Type** Replacement

**Useful Life** 10 Years

**Category** MERF Replacement - PW

**Project #** 2023-MP-131  
**Project Name** 2013 GMC Sierra 2500 Pickup #131

**Status** Active

### Description

Trucks are utilized by the Department of Public Works initially and then they transition to be used by Parks and Recreation-Grounds Maintenance to maximize life of the vehicles and maintain affordable costs for the grounds maintenance partnership for EGRPS.

#### Description:

- This is the tommy lift truck for Parks and Recreation-Ground Maintenance
- Shift 142 from DPW to Parks and Recreation-Ground Maintenance
- Take to B & B to get outfitted with tommy lift
- DPW will order new pickkup to replace 142

This truck is recommended replacement in FY 22-23

### Justification

Truck 131

- 39,599 miles 4564 hours.
- Truck is rusting , seats ripping
- Tommy lift does not function properly. Tommy lift is expensive to replace, not recommended by mechanics on a vehicle at the end of its usable life cycle.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692-570-9700 MERF	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692 Motor Pool Replace Fund	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 6 Public Works-MERF

**Contact** Jeff Stults/Rick Barr

**Type** Replacement

**Useful Life** 10 Years

**Category** MERF Replacement - PW

**Project #** 2023-MP-134

**Project Name** 2013 GMC Sierra 2500 Pickup #134

**Status** Active

### Description

Truck #134 is used by the Recreation/Grounds maintenance department in the daily work in the summer for grounds/trails field maintenance and school properties. In the winter it is used for plowing snow for the schools and city parking lots.

Truck 134

- This Vehicle is up for replacement FY22-23
- Shift 143 from DPW to Parks and Rec
- DPW will order a new pick to replace 143

### Justification

The plow is several years older than the truck and should be replaced. The truck was handed down from DPW and will be in need of repairs.

Truck 134

- 43,170 miles, 4564 hours
- Body is rusting, interior seats are ripped.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692-570-9700 MERF	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692 Motor Pool Replace Fund	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 6 Public Works-MERF

## City of East Grand Rapids, MI

**Contact** Jeff Stults/Rick Barr

**Project #** 2023-MP-202

**Type** Replacement

**Project Name** PS Patrol Vehicle #202

**Useful Life** 5 years

**Category** MERF Replacement - PS

**Status** Active

### Description

2017 Ford Utility - Public Safety Patrol Vehicle

Vehicle 202

- 83,041 miles
- It is at the end of its 5 year life cycle.

Recommended for replacement FY22-23

- Replace with a Ford Explorer Interceptor
- Order with police package and lighting package from Ford

### Justification

Due to the high mileage and hours built up due to the constant daily patrols this vehicle should be replaced to provide reliable transportation for emergencies. It is at the end of its 5 year life cycle.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692-570-9700 MERF	55,000					55,000
<b>Total</b>	<b>55,000</b>					<b>55,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692 Motor Pool Replace Fund	55,000					55,000
<b>Total</b>	<b>55,000</b>					<b>55,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 6 Public Works-MERF

## City of East Grand Rapids, MI

**Contact** Jeff Stults/Rick Barr

**Project #** 2023-MP-290

**Type** Replacement

**Project Name** Ford Escape PS Patrol Hybrid #290

**Useful Life** 5 years

**Category** MERF Replacement - PS

**Status** Active

### Description

2010 Ford Escape Hybrid. This unit is used as the school liaison vehicle currently as the former school liaison Dodge Durango was sold at auction.

This is a grant funded donation from Peter Wege. Proceeds will go back into general fund.

### Justification

The school liaison vehicle is being replaced in FY 21/22 with a Dodge Charger purchased by general fund to transition to MERF going forward.

Former school liaison D268 and KANET D298 were purchased with drug seizure proceeds. This program no longer funds activities with decriminalization. Both units have been sold at auction with proceeds back to the drug seizure fund for other eligible public safety needs.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692-570-9700 MERF	0					0
<b>Total</b>	<b>0</b>					<b>0</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692 Motor Pool Replace Fund	0					0
<b>Total</b>	<b>0</b>					<b>0</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

## City of East Grand Rapids, MI

**Department** 6 Public Works-MERF

**Contact** Jeff Stults/Rick Barr

**Type** Replacement

**Useful Life** 7 Years

**Category** MERF Replacement - PW

**Project #** 2023-MP-709  
**Project Name** John Deere Gator

**Status** Active

### Description

This piece of equipment is used in the recreation department. It is used for ball field work and maintenance items such as the flower beds and etc. in the business district.

Recommend for replacement FY 22-23

- Replace with another John Deere Gator

### Justification

Replace with another John Deere Gator

709 John Deere Gator

- 860 hours
- Parking break system does not function properly. Mechanics state that repairs will be expensive and do not recommend for a vehicle at the end of its usable life cycle.
- Vehicle is for Parks and Recreation-Grounds Maintenance for city and partnership with EGRPS for grounds and plowing activities.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692-570-9700 MERF	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
692 Motor Pool Replace Fund	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

# PROJECT REQUESTED BY DEPT

Data in Year 2023

**Department** 6 Public Works-MERF

## City of East Grand Rapids, MI

**Contact** Jeff Stults/Rick Barr

**Project #** 2028-MP-145

**Type** Replacement

**Project Name** 2 Skid Steers replace Toolcat #145

**Useful Life** 10 Years

**Category** MERF Replacement - PW

**Status** Active

### Description

The City previously owned trackless snow removal machines. The replacement cost for these machines were/are ~\$120,000 each. The City made a change to purchase two Bobcat Tool Cat utility machines which cost ~\$55,000 each as a cost savings measure, but also because these pieces of equipment can be used year-round with attachments like a sweeper, stump grinder, bucket, snow plow, etc.

Historically the city has maintained two sidewalk plowing machines, but has maintained #145 to cover for larger snow events and for equipment maintenance and down time as DPW is responsible to plow 80 miles of sidewalk. In order to fund additional snow plowing capacity as well as well as for potential leaf pickup, which would reduce the cost of leasing a backhoe in the fall, DPW is recommending purchasing a lower cost option consisting of two Bobcat Skid Steers.

### Justification

With the use of these machines primarily for plowing sidewalks, when one of them is out of service for repairs, staff has one machine to clear 80 miles of sidewalk during snow events.

Since the trackless snow removal machines that the city used to operate cost ~\$120,000 each and the newer Bobcat Tool Cat machines are ~\$55,000, which has provided savings. The backup equipment would keep costs contained below historic equipment costs and be paid for by the general fund transfer portion to major and local streets.

The purchase of two Bobcat Skid Steers at \$27,500 would provide greater capacity not only for winter months, but also can be utilized for leaf pickup in the fall potentially eliminating the need to rent an extra backhoe.

<b>Expenditures</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202-478-9700 Winter Maint	27,500					27,500
203-478-9700 Winter Maint	27,500					27,500
<b>Total</b>	<b>55,000</b>					<b>55,000</b>

<b>Funding Sources</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
202 Major Street Fund	27,500					27,500
203 Local Street Fund	27,500					27,500
<b>Total</b>	<b>55,000</b>					<b>55,000</b>

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS

Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
101-000-4020.00	TAX REVENUE-CITY OF EGR	9,097,410	9,296,800	9,296,800	9,731,960
101-000-4450.00	INTEREST & PENALTIES ON TAXES	22,770	20,000	20,000	20,000
101-000-5390.01	MONIES RECEIVED FROM STATE	4,750	0	0	0
101-000-6650.00	INTEREST ON INVESTMENTS	41,260	100,000	100,000	30,000
Totals for dept 000 -		9,166,190	9,416,800	9,416,800	9,781,960
Dept 450 - LICENSES & PERMITS					
101-450-4510.00	BUSINESS LICENSES	15,600	15,000	15,000	15,000
101-450-4770.00	BUILDING PERMITS	42,990	45,000	45,000	45,000
101-450-4790.00	OTHER PERMITS	26,830	15,000	15,000	15,000
Totals for dept 450 - LICENSES & PERMITS		85,420	75,000	75,000	75,000
Dept 539 - INTERGOVERNMENT REVENUES					
101-539-5430.00	ST CORONA RELIEF GRANT - PA 144 & 123	493,110	0	0	0
101-539-5440.00	ST TRNG GRANT-POLICE / PA 302	1,510	5,500	5,500	5,500
101-539-5480.00	SCHOOL SECURITY AGREEMENT	2,080	0	0	0
101-539-5730.00	LOCAL COMM STABILIZATION SHARE - PPT	21,410	21,400	21,400	21,400
101-539-5760.00	CONSTITUTIONAL SALES TAX	1,079,590	941,400	1,119,780	1,090,620
101-539-5761.00	STATUTORY SALES TAX	65,800	100,700	98,710	100,690
101-539-5770.00	LIQUOR TAX	2,700	3,000	3,000	2,500
Totals for dept 539 - INTERGOVERNMENT REVENUES		1,666,200	1,072,000	1,248,390	1,220,710
Dept 600 - CHARGES FOR CURRENT SERVICES					
101-600-6090.00	CLERK'S SERVICES	20	2,000	0	0
101-600-6160.00	ADMIN. CHARGES TO W&S FUND	250,000	250,000	250,000	250,000
101-600-6165.00	ADMIN CHARGES TO STREET FUNDS	30,000	30,000	30,000	30,000
101-600-6170.00	CATV SUBSCRIBER REVENUE	184,170	200,000	200,000	175,000
101-600-6200.00	RIGHT-OF-WAY FEES	50,250	35,000	35,000	40,000
101-600-6540.00	MISCELLANEOUS REVENUE	14,720	25,000	36,000	25,000
101-600-6763.00	REIMBURSEMENT INSURANCE CLAIMS	0	0	0	0
Totals for dept 600 - CHARGES FOR CURRENT SERVICES		529,160	542,000	551,000	520,000
Dept 601 - RECREATION REVENUE					
101-601-6110.00	RECREATION PROGRAMMING FEES	70,720	149,900	149,900	129,500
101-601-6111.00	AQUATIC CLUB REG FEES	37,370	57,600	57,600	86,300
101-601-6112.00	POOL PROGRAM FEES	61,520	94,800	94,800	117,500
101-601-6113.00	REC SPORTS FEES	272,240	318,500	257,500	286,700
101-601-6180.00	SPECIAL EVENTS FEES	38,590	189,300	189,300	188,800
101-601-6250.00	GROUPS MAINTENANCE	204,120	229,300	229,300	220,000
101-601-6260.00	MIDDLE SCHOOL SPORTS	72,700	91,800	91,800	99,880
101-601-6540.00	MISCELLANEOUS REVENUE	60,430	59,700	59,700	60,750
Totals for dept 601 - RECREATION REVENUE		817,690	1,190,900	1,129,900	1,189,430
Dept 655 - FINES AND FORFEITS					
101-655-6560.00	POLICE AND COURT FEES	5,500	15,000	15,000	10,000
101-655-6560.01	PARKING TICKETS	9,390	15,000	15,000	10,000
101-655-6580.00	DRUNK DRIVING (OUIL) CHARGES	770	3,000	3,000	3,000
Totals for dept 655 - FINES AND FORFEITS		15,660	33,000	33,000	23,000
Dept 671 - OTHER REVENUE					
101-671-6750.00	CONTRIB FROM PRIVATE SOURCES	33,870	0	0	0
101-671-6771.00	SMALL CELL 5G PERMITS	0	0	0	0
101-671-6910.00	CABLE COMMUNITY ACCESS EQUIP	40,230	45,000	45,000	35,000
101-671-6931.00	CABLE TOWER RENTAL	71,860	70,000	79,000	70,000
Totals for dept 671 - OTHER REVENUE		145,960	115,000	124,000	105,000
Dept 672 - LIBRARY REVENUE					
101-672-6800.00	KENT DISTRICT LIBRARY-BLDGS.	40,420	40,400	40,400	40,400
Totals for dept 672 - LIBRARY REVENUE		40,420	40,400	40,400	40,400
ESTIMATED REVENUES - FUND 101		12,466,700	12,485,100	12,618,490	12,955,500

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>APPROPRIATIONS</b>					
Dept 101 - CITY COMMISSION					
101-101-7070.00	SALARIES & WAGES - PART-TIME/TEMP	8,470	9,000	9,000	9,000
101-101-7150.00	EMPLOYER SOCIAL SECURITY	650	700	700	700
101-101-8010.00	CONTRACTUAL SERVICES	5,770	0	0	0
101-101-8010.24	FOUNDATION AUDIT/EXPENSES	2,550	3,100	3,100	3,200
101-101-9550.00	MISCELLANEOUS EXPENSE	80	100	100	0
101-101-9550.01	HISTORY ROOM SUPPLIES	0	500	500	500
101-101-9550.02	HOLIDAY DECORATIONS	0	1,000	1,000	500
101-101-9550.04	HOLIDAY RECEPTION	900	400	400	500
101-101-9550.05	MISCELLANEOUS	1,360	1,500	1,500	1,500
101-101-9550.15	PARADE CANDY	0	500	500	300
101-101-9560.01	GRAND VALLEY METRO COUNCIL	2,890	2,900	2,900	2,900
101-101-9560.02	MI MUNICIPAL LEAGUE	5,370	5,500	5,500	5,500
101-101-9560.03	GASLIGHT VILLAGE BUS ASSOC.	0	500	500	0
101-101-9560.06	THE RIGHT PLACE	2,500	2,500	2,500	2,500
101-101-9570.04	PROFESSIONAL DEVELOPMENT	600	2,000	2,000	2,000
Totals for dept 101 - CITY COMMISSION		31,140	30,200	30,200	29,100
Dept 172 - CITY MANAGER					
101-172-7060.00	SALARIES & WAGES - PERMANENT	125,690	214,600	214,600	260,000
101-172-7070.00	SALARIES & WAGES - PART-TIME/TEMP	220	0	0	500
101-172-7090.00	SALARIES & WAGES - OVERTIME	2,960	1,500	1,500	3,000
101-172-7150.00	EMPLOYER SOCIAL SECURITY	9,660	16,500	16,500	20,000
101-172-7160.00	WORKERS' COMPENSATION INS	530	500	500	500
101-172-7170.00	HEALTH CARE	49,360	41,500	53,400	55,900
101-172-7180.00	LIFE/LTD	260	0	1,100	1,200
101-172-7190.00	PENSION	18,510	32,200	32,200	39,000
101-172-8010.21	DEPARTMENT DIRECTOR RETREAT	1,100	7,500	7,500	5,000
101-172-8010.22	EMPLOYEE SERVICE AWARDS	3,730	1,500	1,500	1,500
101-172-8010.23	OFF-SITE STORAGE	1,550	1,600	1,600	1,600
101-172-8010.25	MISCELLANEOUS	6,400	0	0	0
101-172-8010.42	COMMUNICATIONS	53,920	55,000	55,000	57,000
101-172-9470.00	AUTO EXPENSE	10	400	400	400
101-172-9550.00	MISCELLANEOUS EXPENSE	500	0	0	0
101-172-9550.13	SPECIAL SUPPLY PURCHASE	250	0	0	0
101-172-9550.14	MISCELLANEOUS	650	200	200	200
101-172-9560.10	WALL STREET JOURNAL	100	0	0	0
101-172-9560.11	CLERKS ASSOCIATIONS	190	200	200	200
101-172-9560.12	ICMA ANNUAL MEMBERSHIP	0	1,200	1,200	1,270
101-172-9560.13	MME ANNUAL DUES	140	200	200	200
101-172-9560.14	WMLGMA ANNUAL DUES	0	100	100	100
101-172-9560.15	MISCELLANEOUS DUES & SUBSCRIPTIONS	120	100	100	300
101-172-9560.16	THE EMPLOYEE ASSOCIATION	0	1,000	1,000	1,000
101-172-9570.00	PROFESSIONAL DEVELOPMENT	0	200	200	500
101-172-9570.10	ICMA CONFERENCE	0	0	0	1,500
101-172-9570.11	MME ANNUAL CONFERENCE	0	700	700	800
101-172-9570.12	MML CONFERENCE	0	600	600	800
101-172-9570.13	CLERKS CONFERENCE/MEETINGS	580	500	500	500
101-172-9700.00	CAPITAL EXPENDITURES	0	0	0	0
101-172-9701.00	SMALL CAPITAL	2,100	1,000	1,000	1,000
Totals for dept 172 - CITY MANAGER		278,530	378,800	391,800	453,970
Dept 192 - ELECTIONS					
101-192-7070.00	SALARIES & WAGES - PART-TIME/TEMP	19,490	20,000	20,000	25,000
101-192-7150.00	EMPLOYER SOCIAL SECURITY	1,490	1,500	1,500	2,000
101-192-7400.00	OPERATING SUPPLIES	7,840	2,500	2,500	3,000
101-192-8010.00	CONTRACTUAL SERVICES	0	5,400	5,400	5,400
101-192-9700.00	CAPITAL EXPENDITURES	0	0	0	0
Totals for dept 192 - ELECTIONS		28,820	29,400	29,400	35,400

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 209 - ASSESSOR					
101-209-7060.00	SALARIES & WAGES - PERMANENT	57,280	33,100	33,100	38,200
101-209-7070.00	SALARIES & WAGES - PART-TIME/TEMP	43,630	52,900	52,900	58,800
101-209-7150.00	EMPLOYER SOCIAL SECURITY	7,710	6,600	6,600	7,500
101-209-7160.00	WORKERS' COMPENSATION INS	430	400	400	400
101-209-7170.00	HEALTH CARE	15,360	24,200	21,400	22,400
101-209-7180.00	LIFE/LTD	40	0	200	200
101-209-7190.00	PENSION	2,460	5,000	5,000	5,800
101-209-7400.00	OPERATING SUPPLIES	4,120	6,000	6,000	6,000
101-209-8010.00	CONTRACTUAL SERVICES	1,390	1,500	1,500	1,500
101-209-9470.00	AUTO EXPENSE	0	100	100	100
101-209-9560.00	DUES & SUBSCRIPTIONS	820	1,000	1,000	1,000
101-209-9570.00	PROFESSIONAL DEVELOPMENT	1,090	4,500	4,500	4,500
101-209-9701.00	SMALL CAPITAL	700	0	0	0
Totals for dept 209 - ASSESSOR		135,030	135,300	132,700	146,400
Dept 210 - CITY ATTORNEY					
101-210-7080.00	CONTRACTUAL WAGES	217,330	270,000	270,000	270,000
101-210-8180.00	LABOR ATTORNEY FEES	28,150	30,000	30,000	30,000
Totals for dept 210 - CITY ATTORNEY		245,480	300,000	300,000	300,000
Dept 260 - FINANCE					
101-260-7060.00	SALARIES & WAGES - PERMANENT	281,560	277,700	277,700	363,600
101-260-7070.00	SALARIES & WAGES - PART-TIME/TEMP	60,340	66,700	66,700	23,800
101-260-7090.00	SALARIES & WAGES - OVERTIME	0	500	500	500
101-260-7150.00	EMPLOYER SOCIAL SECURITY	25,440	26,400	26,400	29,700
101-260-7160.00	WORKERS' COMPENSATION INS	740	700	700	700
101-260-7170.00	HEALTH CARE	100,400	104,000	101,400	104,000
101-260-7180.00	LIFE/LTD	320	0	1,300	1,500
101-260-7190.00	PENSION	41,780	41,700	41,700	46,400
101-260-7400.00	OPERATING SUPPLIES	5,930	15,000	15,000	15,000
101-260-7410.00	POSTAGE	10,970	16,000	16,000	15,000
101-260-8010.00	CONTRACTUAL SERVICES	45,620	34,800	34,800	121,110
101-260-8030.00	AUDIT	14,500	15,000	15,000	15,000
101-260-9000.00	PRINTING & PUBLISHING	770	2,700	2,700	2,500
101-260-9300.00	REPAIRS & MAINTENANCE	71,420	72,500	72,500	2,000
101-260-9320.00	COMPUTER REPAIR	5,880	6,000	6,000	6,000
101-260-9470.00	AUTO EXPENSE	50	900	900	500
101-260-9540.00	WELLNESS COMMITTEE	0	2,000	2,000	0
101-260-9550.00	MISCELLANEOUS EXPENSE	3,410	5,000	5,000	5,000
101-260-9560.00	DUES & SUBSCRIPTIONS	170	500	500	500
101-260-9570.00	PROFESSIONAL DEVELOPMENT	270	5,000	5,000	5,000
101-260-9640.00	BANK SERVICE FEES	420	0	0	1,000
101-260-9700.00	CAPITAL EXPENDITURES	14,880	11,900	11,900	34,300
101-260-9701.00	SMALL CAPITAL	190	0	0	0
Totals for dept 260 - FINANCE		685,060	705,000	703,700	793,110

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 265 - CITY BUILDINGS					
101-265-7060.00	SALARIES & WAGES - PERMANENT	97,450	98,500	98,500	112,200
101-265-7070.00	SALARIES & WAGES - PART-TIME/TEMP	61,080	80,400	80,400	86,100
101-265-7090.00	SALARIES & WAGES - OVERTIME	0	1,500	1,500	1,500
101-265-7150.00	EMPLOYER SOCIAL SECURITY	11,850	13,800	13,800	15,300
101-265-7160.00	WORKERS' COMPENSATION INS	850	800	800	800
101-265-7170.00	HEALTH CARE	32,710	34,500	38,300	39,800
101-265-7180.00	LIFE/LTD	120	0	500	600
101-265-7190.00	PENSION	9,860	14,800	14,800	16,900
101-265-7190.01	DB PENSION	23,070	0	0	0
101-265-7400.00	OPERATING SUPPLIES	30,000	20,000	20,000	22,000
101-265-7400.04	MEDICAL SUPPLIES	450	500	500	520
101-265-7400.05	CLEANING SUPPLIES	23,490	25,000	25,000	26,250
101-265-7400.06	OFFICE SUPPLIES	8,600	9,900	9,900	10,300
101-265-7400.11	EMPLOYEE SAFETY GEAR	1,090	2,300	2,300	2,500
101-265-8010.00	CONTRACTUAL SERVICES	1,310	1,500	1,500	1,600
101-265-8010.02	UNIFORMS	2,920	3,400	3,400	3,400
101-265-8010.04	ELEVATOR SRV MAINT AGREEMENT	5,630	5,800	5,800	6,400
101-265-8010.05	HVAC PM AGREEMENT	3,190	7,300	7,300	14,000
101-265-8010.06	HURST-WEALTHY POOL AGREEMENT	410	1,800	1,800	0
101-265-8010.07	CONTROL LOGIC HVAC PC	5,490	3,200	3,200	3,300
101-265-8010.08	PLEUNE SERVICE CO. AGREEMENT	1,390	4,700	4,700	0
101-265-8010.31	LIGHTING - R/M	14,980	9,000	9,000	8,000
101-265-8010.32	OVERHEAD DOOR	880	1,500	1,500	0
101-265-8010.33	WEALTHY POOL	10,280	10,200	10,200	12,000
101-265-8010.35	GENERAL BUILDING/COM CENTER/LIB/OTHER	78,850	57,000	57,000	63,000
101-265-8010.36	PARKS	8,860	4,300	6,500	7,200
101-265-8010.40	PAVEMENT MARKING	0	2,700	2,700	2,800
101-265-8010.48	FIRE MONITORING AND LOCK SYSTEMS	10,900	10,400	10,400	11,500
101-265-8040.00	JANITORIAL SERVICE	141,290	150,000	150,000	151,100
101-265-9210.00	GAS SERVICE	32,120	43,200	43,200	49,600
101-265-9220.00	ELECTRIC SERVICE	134,470	164,000	164,000	164,000
101-265-9230.00	WATER SERVICE	28,460	31,000	31,000	31,000
101-265-9240.00	TELEPHONE SERVICE + CELL	17,890	28,000	28,000	28,500
101-265-9300.00	REPAIRS & MAINTENANCE	0	0	3,700	0
101-265-9470.00	AUTO EXPENSE	10,880	12,000	12,000	12,000
101-265-9560.00	DUES & SUBSCRIPTIONS	900	900	900	900
101-265-9570.00	PROFESSIONAL DEVELOPMENT	0	800	800	800
101-265-9570.01	CONFERENCES	0	1,000	1,000	1,000
101-265-9570.02	PC TRAINING - BSA - AUTO CAD	0	1,600	1,600	1,700
101-265-9700.00	CAPITAL EXPENDITURES	20,960	45,500	84,500	646,000
101-265-9701.00	SMALL CAPITAL	0	0	0	0
Totals for dept 265 - CITY BUILDINGS		832,680	902,800	952,000	1,554,570

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Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 345 - PUBLIC SAFETY					
101-345-7060.00	SALARIES & WAGES - PERMANENT	77,700	85,500	85,500	92,500
101-345-7070.00	SALARIES & WAGES - PART-TIME/TEMP	75,850	105,200	105,200	110,000
101-345-7110.00	SAL. & WAGES - PERM. (NO FICA)	2,225,390	2,312,800	2,262,800	2,370,900
101-345-7130.00	SAL. & WAGES - OVT (NO FICA)	273,680	220,000	270,000	220,000
101-345-7150.00	EMPLOYER SOCIAL SECURITY	46,300	47,900	47,900	55,800
101-345-7160.00	WORKERS' COMPENSATION INS	26,670	30,300	30,300	24,100
101-345-7170.00	HEALTH CARE	685,200	723,300	696,200	701,100
101-345-7180.00	LIFE/LTD	2,570	0	11,000	11,100
101-345-7190.00	PENSION	353,460	377,100	377,100	374,800
101-345-7190.01	DB PENSION	1,241,000	0	0	0
101-345-7400.00	OPERATING SUPPLIES	250	0	0	0
101-345-7400.01	UNIFORMS	26,550	19,000	15,000	19,000
101-345-7400.02	SCHOOL PROGRAMS	410	3,000	4,330	3,000
101-345-7400.03	COMMUNITY POLICING	0	3,000	2,000	3,000
101-345-7400.04	MEDICAL SUPPLIES	1,350	4,500	4,500	4,500
101-345-7400.05	CLEANING SUPPLIES	620	1,300	1,300	1,300
101-345-7400.06	OFFICE SUPPLIES	4,320	7,000	6,000	7,000
101-345-7400.07	MISC. OPERATING	6,380	9,000	7,000	9,000
101-345-7400.08	FIRE & RESCUE SUPPLIES	2,910	7,000	6,000	12,000
101-345-7400.09	POLICE EQUIPMENT	4,080	8,000	9,000	8,000
101-345-8010.00	CONTRACTUAL SERVICES	65,040	93,300	97,000	124,200
101-345-8110.00	COUNTY DISPATCH AGREEMENT	85,710	94,000	94,000	98,000
101-345-9300.00	REPAIRS & MAINTENANCE	3,410	9,000	8,000	9,000
101-345-9470.00	AUTO EXPENSE	190,000	170,000	170,000	200,000
101-345-9550.00	MISCELLANEOUS EXPENSE	5,380	8,000	9,000	8,000
101-345-9560.00	DUES & SUBSCRIPTIONS	1,940	3,000	4,800	4,820
101-345-9570.00	PROFESSIONAL DEVELOPMENT	5,780	12,500	7,000	12,500
101-345-9571.00	INSERVICE TRAINING	5,060	13,600	5,000	13,200
101-345-9700.00	CAPITAL EXPENDITURES	92,360	52,000	62,000	45,800
101-345-9701.00	SMALL CAPITAL	9,890	15,800	6,200	4,400
Totals for dept 345 - PUBLIC SAFETY		5,519,260	4,435,100	4,404,130	4,547,020
Dept 346 - PUBLIC SAFETY STATE PROGRAMS					
101-346-9580.00	ST TRNG GRANT-POLICE / PA302	2,530	5,500	5,500	5,500
Totals for dept 346 - PUBLIC SAFETY STATE PROGRAMS		2,530	5,500	5,500	5,500
Dept 371 - ZONING ADMINISTRATION					
101-371-7060.00	SALARIES & WAGES - PERMANENT	67,500	71,700	71,700	67,900
101-371-7070.00	SALARIES & WAGES - PART-TIME/TEMP	680	0	0	0
101-371-7090.00	SALARIES & WAGES - OVERTIME	0	1,000	1,000	1,000
101-371-7150.00	EMPLOYER SOCIAL SECURITY	5,060	5,600	5,600	5,300
101-371-7160.00	WORKERS' COMPENSATION INS	640	600	600	600
101-371-7170.00	HEALTH CARE	23,330	17,300	24,000	24,100
101-371-7180.00	LIFE/LTD	80	0	400	400
101-371-7190.00	PENSION	8,990	10,800	10,800	10,200
101-371-7190.01	DB PENSION	5,770	0	0	0
101-371-7400.00	OPERATING SUPPLIES	1,880	3,000	3,000	3,200
101-371-8010.00	CONTRACTUAL SERVICES	9,240	12,000	20,000	14,000
101-371-9470.00	AUTO EXPENSE	570	700	700	700
Totals for dept 371 - ZONING ADMINISTRATION		123,740	122,700	137,800	127,400
Dept 448 - STREET LIGHTING					
101-448-7400.00	OPERATING SUPPLIES	0	1,000	2,000	2,100
101-448-8010.00	CONTRACTUAL SERVICES	0	5,000	3,000	4,000
101-448-9220.00	ELECTRIC SERVICE	85,320	92,700	92,700	95,000
101-448-9300.00	REPAIRS & MAINTENANCE	380	2,000	2,000	2,000
101-448-9700.00	CAPITAL EXPENDITURES	0	0	0	5,000
101-448-9701.00	SMALL CAPITAL	0	5,000	2,000	2,000
Totals for dept 448 - STREET LIGHTING		85,700	105,700	101,700	110,100

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 485 - GASLIGHT VILLAGE BUSINESS DISTRICT					
101-485-7070.00	SALARIES & WAGES - PART-TIME/TEMP	19,670	36,100	36,100	25,300
101-485-7150.00	EMPLOYER SOCIAL SECURITY	1,480	2,000	2,000	2,000
101-485-7400.00	OPERATING SUPPLIES	4,150	3,000	3,000	3,200
101-485-7400.36	REC/GROUND MAINT	7,270	10,700	10,700	11,700
101-485-8010.00	CONTRACTUAL SERVICES	5,480	10,400	6,000	6,500
101-485-8010.36	REC/GROUND MAINT	3,320	4,200	4,200	4,300
101-485-8010.42	COMMUNICATIONS AND MARKETING	7,370	10,500	10,500	11,000
101-485-9210.00	GAS SERVICE	40,090	85,000	85,000	85,000
101-485-9220.00	ELECTRIC SERVICE	12,150	17,000	17,000	17,500
101-485-9230.00	WATER SERVICE	0	1,000	1,000	1,000
101-485-9300.00	REPAIRS & MAINTENANCE	7,630	10,000	14,000	14,000
101-485-9700.00	CAPITAL EXPENDITURES	10,830	5,000	5,000	5,000
101-485-9701.00	SMALL CAPITAL EXP	750	5,000	8,000	8,000
Totals for dept 485 - GASLIGHT VILLAGE BUSINESS DISTRICT		120,190	199,900	202,500	194,500
Dept 528 - YARD WASTE COLLECTION/REFUSE/COMPOST					
101-528-7060.00	SALARIES & WAGES - PERMANENT	116,320	119,600	119,600	122,000
101-528-7070.00	SALARIES & WAGES - PART-TIME/TEMP	8,890	14,000	12,000	15,000
101-528-7090.00	SALARIES & WAGES - OVERTIME	470	6,000	2,000	6,000
101-528-7150.00	EMPLOYER SOCIAL SECURITY	9,220	9,600	9,600	9,500
101-528-7160.00	WORKERS' COMPENSATION INS	3,510	3,300	3,300	2,900
101-528-7170.00	HEALTH CARE	54,800	52,000	54,400	60,000
101-528-7180.00	LIFE/LTD	120	0	500	700
101-528-7190.00	PENSION	14,080	12,600	12,600	12,800
101-528-7400.00	OPERATING SUPPLIES	130	800	800	800
101-528-8010.00	CONTRACTUAL SERVICES	7,320	8,600	8,600	10,000
101-528-8050.00	YARD WASTE DISPOSAL	85,840	115,500	115,500	119,000
101-528-9470.00	AUTO EXPENSE	124,740	160,000	160,000	160,000
Totals for dept 528 - YARD WASTE COLLECTION/REFUSE/COMPOST		425,440	502,000	498,900	518,700
Dept 621 - LAKE TREATMENT					
101-621-8010.10	LAKE SAMPLING/TREATMENT	44,710	22,000	22,000	60,000
101-621-8010.11	GOOSE ROUNDUP	0	600	600	650
Totals for dept 621 - LAKE TREATMENT		44,710	22,600	22,600	60,650
Dept 751 - RECREATION					
101-751-7060.00	SALARIES & WAGES - PERMANENT	342,360	369,000	369,000	382,700
101-751-7070.00	SALARIES & WAGES - PART-TIME/TEMP	40,160	51,000	51,000	58,900
101-751-7090.00	SALARIES & WAGES - OVERTIME	280	8,000	8,000	8,000
101-751-7150.00	EMPLOYER SOCIAL SECURITY	28,360	32,500	32,500	33,900
101-751-7160.00	WORKERS' COMPENSATION INS	430	500	500	400
101-751-7170.00	HEALTH CARE	117,900	108,200	119,200	129,900
101-751-7180.00	LIFE/LTD	290	0	1,700	1,800
101-751-7190.00	PENSION	50,660	55,300	55,300	57,500
101-751-7400.00	OPERATING SUPPLIES	2,250	3,600	3,600	3,750
101-751-8010.00	CONTRACTUAL SERVICES	9,410	27,700	27,700	38,000
101-751-9300.00	REPAIRS & MAINTENANCE	3,290	4,600	4,600	4,900
101-751-9470.00	AUTO EXPENSE	50	500	500	500
101-751-9550.00	MISCELLANEOUS EXPENSE	320	300	300	300
101-751-9560.00	DUES & SUBSCRIPTIONS	1,210	1,600	1,600	1,600
101-751-9570.00	PROFESSIONAL DEVELOPMENT	0	4,600	4,600	4,600
101-751-9640.00	BANK SERVICE FEES	11,670	14,000	14,000	14,500
101-751-9700.00	CAPITAL EXPENDITURES	90,270	75,000	75,000	0
101-751-9701.00	SMALL CAPITAL	5,490	0	0	1,200
101-751-9760.00	CAPITAL EXP - JOINT FACILITIES	130,000	130,000	60,000	60,000
Totals for dept 751 - RECREATION		834,400	886,400	829,100	802,450

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS

Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 756 - POOL PROGRAMS					
101-756-7070.00	SALARIES & WAGES - PART-TIME/TEMP	48,390	79,500	79,500	105,190
101-756-7150.00	EMPLOYER SOCIAL SECURITY	3,700	6,100	6,100	6,300
101-756-7160.00	WORKERS' COMPENSATION INS	740	700	700	700
101-756-7400.00	OPERATING SUPPLIES	4,950	13,100	13,100	12,100
101-756-8010.00	CONTRACTUAL SERVICES	19,690	23,800	23,800	25,000
101-756-8090.00	JOINT FACILITIES AGREEMENT	80,060	71,500	71,500	76,800
Totals for dept 756 - POOL PROGRAMS		157,530	194,700	194,700	226,090
Dept 771 - TREE MAINTENANCE AND REMOVAL					
101-771-7060.00	SALARIES & WAGES - PERMANENT	32,350	32,600	32,600	34,000
101-771-7070.00	SALARIES & WAGES - PART-TIME/TEMP	2,940	5,200	5,200	5,200
101-771-7090.00	SALARIES & WAGES - OVERTIME	610	2,000	2,000	2,000
101-771-7150.00	EMPLOYER SOCIAL SECURITY	2,650	3,000	3,000	3,000
101-771-7160.00	WORKERS' COMPENSATION INS	960	900	900	800
101-771-7170.00	HEALTH CARE	11,400	13,000	11,700	12,900
101-771-7180.00	LIFE/LTD	0	0	100	200
101-771-7190.00	PENSION	4,000	3,600	3,600	2,900
101-771-7400.00	OPERATING SUPPLIES	4,590	3,200	2,700	3,000
101-771-8010.00	CONTRACTUAL SERVICES	14,870	20,000	20,000	22,000
101-771-8060.00	TREE TRIMMING & REMOVAL	53,850	52,000	52,000	58,000
101-771-9470.00	AUTO EXPENSE	30,780	40,000	40,000	40,000
101-771-9700.00	CAPITAL EXPENDITURES	280	0	0	0
101-771-9701.00	SMALL CAPITAL	500	2,000	1,000	2,000
Totals for dept 771 - TREE MAINTENANCE AND REMOVAL		159,780	177,500	174,800	186,000
Dept 775 - SPECIAL EVENTS					
101-775-7070.00	SALARIES & WAGES - PART-TIME/TEMP	370	3,400	3,400	3,700
101-775-7080.00	CONTRACTUAL WAGES	0	0	0	0
101-775-7090.00	SALARIES & WAGES - OVERTIME	430	2,300	2,300	2,300
101-775-7150.00	EMPLOYER SOCIAL SECURITY	60	400	400	400
101-775-7160.00	WORKERS' COMPENSATION INS	110	100	100	100
101-775-7190.00	PENSION	40	100	100	100
101-775-7400.00	OPERATING SUPPLIES	11,110	59,200	59,200	59,300
101-775-8010.00	CONTRACTUAL SERVICES	14,930	44,700	44,700	43,700
101-775-8800.00	COMMUNITY PROMOTION	2,360	41,200	41,200	41,300
Totals for dept 775 - SPECIAL EVENTS		29,410	151,400	151,400	150,900
Dept 777 - RECREATION PROGRAMMING					
101-777-7070.00	SALARIES & WAGES - PART-TIME/TEMP	20,280	51,000	46,000	47,400
101-777-7150.00	EMPLOYER SOCIAL SECURITY	1,550	3,900	3,900	3,600
101-777-7160.00	WORKERS' COMPENSATION INS	1,060	1,000	1,000	900
101-777-7400.00	OPERATING SUPPLIES	1,600	7,100	6,100	6,500
101-777-8010.00	CONTRACTUAL SERVICES	14,840	27,500	27,500	22,400
Totals for dept 777 - RECREATION PROGRAMMING		39,330	90,500	84,500	80,800
Dept 778 - GROUNDS MAINTENANCE					
101-778-7060.00	SALARIES & WAGES - PERMANENT	143,080	152,400	152,400	149,800
101-778-7070.00	SALARIES & WAGES - PART-TIME/TEMP	19,120	52,700	52,700	24,000
101-778-7090.00	SALARIES & WAGES - OVERTIME	1,750	5,000	5,000	4,800
101-778-7150.00	EMPLOYER SOCIAL SECURITY	12,180	12,500	12,500	13,400
101-778-7160.00	WORKERS' COMPENSATION INS	1,810	1,800	1,800	1,500
101-778-7170.00	HEALTH CARE	79,200	86,600	80,000	65,000
101-778-7180.00	LIFE/LTD	140	0	700	800
101-778-7190.00	PENSION	21,790	22,900	22,900	22,500
101-778-7400.00	OPERATING SUPPLIES	22,590	31,500	31,500	35,700
101-778-8010.00	CONTRACTUAL SERVICES	3,880	1,700	1,700	1,700
101-778-8080.00	GROUNDS MAINTENANCE	93,380	94,300	94,300	120,700
101-778-9300.00	REPAIRS & MAINTENANCE	11,010	8,500	8,500	8,500
101-778-9470.00	AUTO EXPENSE	24,180	25,000	25,000	25,000
101-778-9560.00	DUES & SUBSCRIPTIONS	170	400	400	400
101-778-9570.00	PROFESSIONAL DEVELOPMENT	640	2,000	2,000	2,000
101-778-9700.00	CAPITAL EXPENDITURES	0	0	0	0
Totals for dept 778 - GROUNDS MAINTENANCE		434,920	497,300	491,400	475,800

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 101: GENERAL FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 779 - RECREATION SPORTS					
101-779-7070.00	SALARIES & WAGES - PART-TIME/TEMP	58,050	70,700	70,700	80,110
101-779-7080.00	CONTRACTUAL WAGES	17,910	40,400	40,400	41,050
101-779-7150.00	EMPLOYER SOCIAL SECURITY	4,440	5,400	5,400	6,000
101-779-7160.00	WORKERS' COMPENSATION INS	740	700	700	700
101-779-7400.00	OPERATING SUPPLIES	16,680	33,200	33,200	39,570
101-779-8010.00	CONTRACTUAL SERVICES	86,470	64,500	9,500	11,750
101-779-9701.00	SMALL CAPITAL	0	0	0	1,600
Totals for dept 779 - RECREATION SPORTS		184,290	214,900	159,900	180,780
Dept 781 - MIDDLE SCHOOL SPORTS					
101-781-7070.00	SALARIES & WAGES - PART-TIME/TEMP	23,280	39,500	39,500	46,860
101-781-7080.00	CONTRACTUAL WAGES	2,890	6,600	6,600	5,860
101-781-7150.00	EMPLOYER SOCIAL SECURITY	1,790	3,000	3,000	3,470
101-781-7160.00	WORKERS' COMPENSATION INS	640	600	600	600
101-781-7400.00	OPERATING SUPPLIES	4,970	9,500	9,500	11,250
101-781-8010.00	CONTRACTUAL SERVICES	1,200	500	500	1,400
Totals for dept 781 - MIDDLE SCHOOL SPORTS		34,770	59,700	59,700	69,440
Dept 783 - AQUATIC CLUB (WAVES)					
101-783-7070.00	SALARIES & WAGES - PART-TIME/TEMP	11,260	24,600	22,000	43,260
101-783-7150.00	EMPLOYER SOCIAL SECURITY	860	1,900	1,900	2,900
101-783-7160.00	WORKERS' COMPENSATION INS	210	200	200	200
101-783-7400.00	OPERATING SUPPLIES	450	400	400	400
101-783-8010.00	CONTRACTUAL SERVICES	3,930	4,000	4,000	5,000
101-783-8090.00	JOINT FACILITIES AGREEMENT	57,420	50,000	50,000	73,400
Totals for dept 783 - AQUATIC CLUB (WAVES)		74,130	81,100	78,500	125,160
Dept 875 - GENERAL ADMINISTRATION					
101-875-7140.00	FRINGE BENEFITS	0	0	0	0
101-875-7190.01	DB PENSION	0	1,300,000	1,100,000	1,100,000
101-875-8010.00	CONTRACTUAL SERVICES	1,640	1,700	1,700	1,700
101-875-8012.00	REGIS	21,260	25,000	25,000	25,000
101-875-8100.00	INSURANCE PREMIUMS	145,230	140,000	140,000	140,000
101-875-9300.00	REPAIRS & MAINTENANCE	0	0	0	0
101-875-9420.00	DEBT SERVICE PAYMENTS ON IPA	45,250	44,600	44,600	35,170
101-875-9700.00	CAPITAL EXPENDITURES	550	10,000	10,000	10,000
101-875-9700.34	A/V EQUIPMENT FUND	0	0	0	0
Totals for dept 875 - GENERAL ADMINISTRATION		213,930	1,521,300	1,321,300	1,311,870
Dept 965 - TRANSFERS OUT					
101-965-9950.03	TRANS TO LOCAL STREET FUND	500,000	500,000	500,000	500,000
101-965-9950.11	TRANS TO MUNICIPAL STREET FUND	500,000	500,000	500,000	500,000
101-965-9950.98	TRANS TO CAPITAL PROJ FUND	0	0	628,900	70,000
Totals for dept 965 - TRANSFERS OUT		1,000,000	1,000,000	1,628,900	1,070,000
APPROPRIATIONS - FUND 101		11,720,800	12,749,800	13,087,130	13,555,710

# Street Funds Budget Summary

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The City has 47.2 miles of major and local streets. A decline in the condition of these streets can have many effects including property values, business activity and operating expenditures. The Major Streets Fund and Local Street Fund accounts for funds specifically intended for the maintenance and construction of major streets. Funding is provided from Public Act 51 State Shared Gas and Weight Tax and transfers from the General Fund and the Municipal Street Fund.

In the current fiscal year, the transfer from the General Fund totals \$1,000,000, which equates to 1.18 mills. The Local Street Fund is budgeted to receive \$500,000 and the Municipal Street Fund is budgeted to receive \$500,000.

A Street and Sidewalk millage proposal passed in May 2015. A Municipal Street Fund was created to account for these funds. The major items that will be accounted for out of this fund are the following:

- Property Tax Revenue
- Storm Drain Improvements
- Sidewalk Expenditures
- Right-of-Way Expenditures

The purpose of the Municipal Street Fund is to ensure that funding sources related to infrastructure activities are segregated based on defined/permitted activities as established by the State of Michigan and by the City Street and Sidewalk Funding Policy. Routine and preventative maintenance activities will continue to be spent out of the Major and Local Street Funds with accordance with Act 51 PA 1951, as amended. A list of FY 2022-23 street capital projects can be found in the within the Capital Improvements section of this book.

## **ECONOMIC CHALLENGES**

Monies received from the Michigan Transportation Fund (“gas tax”) are a major outside source of revenue in the City’s Major and Local Street Funds. This revenue source is also unpredictable and has a history of fluctuating depending on the state economy, the amount of gasoline purchased and the politics of State budgeting.

The State of Michigan approved an increase in the payments to cities for street repairs and reconstruction projects beginning on January 1, 2017. The dedicated street millage has been historically reduced to match the increase in state funding. Given the impacts of the COVID-19 pandemic, funding has trended in alignment with State ordered restrictions with no short- or long-term stable funding increases. The millage rate included in the FY 2022-23 City Manager’s Recommended Budget is not reduced to reflect this reality. The budget reflects the maximum millage rate allowed under the Headlee Amendment and an expected MTF funding for FY 2022-23.

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 202: MAJOR STREETS

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
202-000-5390.01	MONIES RECEIVED FROM STATE	913,370	960,000	960,000	1,054,760
202-000-5800.00	MONIES RECEIVED FROM CITY OF GR	22,050	123,000	123,000	0
202-000-6540.00	MISCELLANEOUS REVENUE	210	0	0	0
202-000-6650.00	INTEREST ON INVESTMENTS	1,050	0	0	0
Totals for dept 000 -		936,680	1,083,000	1,083,000	1,054,760
Dept 930 - TRANSFERS IN					
202-930-6900.11	TRANS FROM MUNICIPAL STREET FUND	367,700	714,900	714,900	570,040
Totals for dept 930 - TRANSFERS IN		367,700	714,900	714,900	570,040
ESTIMATED REVENUES - FUND 202		1,304,380	1,797,900	1,797,900	1,624,800
<b>APPROPRIATIONS</b>					
Dept 447 - CITY ENGINEERING					
202-447-7060.00	SALARIES & WAGES - PERMANENT	37,600	40,100	40,100	41,800
202-447-7150.00	EMPLOYER SOCIAL SECURITY	2,760	3,100	3,100	3,200
202-447-7160.00	WORKERS' COMPENSATION INS	1,120	1,000	1,000	1,000
202-447-7170.00	HEALTH CARE	17,600	19,100	17,800	18,600
202-447-7180.00	LIFE/LTD	50	0	200	200
202-447-7190.00	PENSION	5,640	6,000	6,000	6,300
202-447-7400.00	OPERATING SUPPLIES	210	600	600	600
202-447-8010.00	CONTRACTUAL SERVICES	16,450	8,000	20,000	10,000
202-447-9470.00	AUTO EXPENSE	1,550	3,000	3,000	3,000
202-447-9550.00	MISCELLANEOUS EXPENSE	750	0	0	0
202-447-9570.00	PROFESSIONAL DEVELOPMENT	0	600	600	600
202-447-9700.00	CAPITAL EXPENDITURES	0	0	0	0
Totals for dept 447 - CITY ENGINEERING		83,730	81,500	92,400	85,300
Dept 451 - STREET CONSTRUCTION					
202-451-9730.00	STREET CONSTRUCTION EXPENSE	277,740	260,000	327,800	361,000
202-451-9730.21	HALL STREET (WILSHIRE TO PLYMOUTH)	16,220	130,000	234,900	130,000
202-451-9730.22	HALL ST (LAKE TO WILSHIRE)	49,280	423,000	485,200	0
Totals for dept 451 - STREET CONSTRUCTION		343,240	813,000	1,047,900	491,000
Dept 463 - ROUTINE MAINTENANCE					
202-463-7060.00	SALARIES & WAGES - PERMANENT	71,520	54,400	54,400	59,800
202-463-7070.00	SALARIES & WAGES - PART-TIME/TEMP	5,410	7,200	7,200	10,200
202-463-7090.00	SALARIES & WAGES - OVERTIME	450	1,500	1,500	1,500
202-463-7150.00	EMPLOYER SOCIAL SECURITY	5,710	4,800	4,800	5,500
202-463-7160.00	WORKERS' COMPENSATION INS	1,390	1,300	1,300	1,200
202-463-7170.00	HEALTH CARE	26,600	26,000	27,600	30,400
202-463-7180.00	LIFE/LTD	60	0	500	400
202-463-7190.00	PENSION	8,670	5,900	7,000	6,500
202-463-7400.11	EMPLOYEE SAFETY GEAR	1,070	2,000	2,000	2,000
202-463-7400.12	ASPHALT	10,210	9,000	7,000	7,000
202-463-7400.13	CEMENT	7,000	8,000	8,000	8,000
202-463-7400.27	MISC MATERIALS AND TOOLS	4,140	3,000	3,000	3,100
202-463-7400.29	SPRAY PATCH/STONE/EMULSION	0	0	0	10,000
202-463-7400.30	ASPHALT OVERLAY, MASTIC & CRACK SEAL	6,460	20,000	25,000	22,000
202-463-8010.00	CONTRACTUAL SERVICES	10,710	40,000	40,000	115,000
202-463-8010.02	UNIFORMS	2,370	3,200	3,200	3,400
202-463-8010.43	STORM SEWER	0	0	0	2,000
202-463-8010.50	DPW CRACK SEAL	(1,460)	0	0	0
202-463-8010.51	CONTRACTUAL ENGINEERING	500	6,000	6,000	6,000
202-463-9470.00	AUTO EXPENSE	24,030	25,000	25,000	25,000
202-463-9700.00	CAPITAL EXPENDITURES	27,510	0	0	15,000
202-463-9700.07	MANHOLE CASTING REPLACEMENT/REHAB	99,950	100,000	100,000	100,000
202-463-9701.00	SMALL CAPITAL	0	0	0	0
Totals for dept 463 - ROUTINE MAINTENANCE		312,300	317,300	323,500	434,000

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 202: MAJOR STREETS

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 474 - TRAFFIC SERVICES					
202-474-7060.00	SALARIES & WAGES - PERMANENT	3,900	4,100	4,100	4,800
202-474-7150.00	EMPLOYER SOCIAL SECURITY	290	300	300	400
202-474-7160.00	WORKERS' COMPENSATION INS	70	100	100	100
202-474-7170.00	HEALTH CARE	2,200	2,200	2,200	2,500
202-474-7180.00	LIFE/LTD	0	0	100	200
202-474-7190.00	PENSION	470	400	400	500
202-474-7400.14	SIGNS, POSTS, BARRICADES	18,940	25,000	45,000	25,000
202-474-7400.15	ROAD PAINT-CURB/STRIPING	50	4,000	3,000	0
202-474-8010.12	GR, KENT CNTY, CONSUMERS, SIGNALS	26,950	21,000	21,000	22,000
202-474-8010.13	PAVEMENT MARKINGS	43,910	100,000	76,000	65,000
202-474-8010.39	TRAFFIC STUDY	5,730	6,000	6,000	6,000
202-474-9470.00	AUTO EXPENSE	2,100	3,000	3,000	3,000
202-474-9700.00	CAPITAL EXPENDITURES	33,540	15,000	6,000	30,000
202-474-9701.00	SMALL CAPITAL	4,610	0	8,000	0
Totals for dept 474 - TRAFFIC SERVICES		142,760	181,100	175,200	159,500
Dept 478 - WINTER MAINTENANCE					
202-478-7040.00	ON-CALL PAY	3,800	3,200	3,200	4,000
202-478-7060.00	SALARIES & WAGES - PERMANENT	39,830	45,400	45,400	41,900
202-478-7070.00	SALARIES & WAGES - PART-TIME/TEMP	200	0	0	300
202-478-7090.00	SALARIES & WAGES - OVERTIME	3,530	10,000	10,000	10,000
202-478-7150.00	EMPLOYER SOCIAL SECURITY	3,470	4,200	4,200	4,000
202-478-7160.00	WORKERS' COMPENSATION INS	2,730	2,600	2,600	2,300
202-478-7170.00	HEALTH CARE	20,700	23,400	23,000	21,300
202-478-7180.00	LIFE/LTD	20	0	100	200
202-478-7190.00	PENSION	5,700	5,800	7,000	5,500
202-478-7400.16	ROAD SALT	21,170	43,000	43,000	46,000
202-478-7400.17	UNDERBODY & PLOW BLADES	0	6,300	6,300	7,200
202-478-7400.21	DIRT	310	1,600	1,000	1,000
202-478-7400.28	MISC PARTS/SUPPLIES	520	1,000	2,700	2,500
202-478-9470.00	AUTO EXPENSE	54,720	60,000	60,000	60,000
202-478-9700.00	CAPITAL EXPENDITURES	8,530	0	0	45,500
Totals for dept 478 - WINTER MAINTENANCE		165,230	206,500	208,500	251,700
Dept 483 - STREET ADMINISTRATION					
202-483-7060.00	SALARIES & WAGES - PERMANENT	50,000	63,000	63,000	63,300
202-483-7090.00	SALARIES & WAGES - OVERTIME	350	1,500	1,500	1,500
202-483-7150.00	EMPLOYER SOCIAL SECURITY	3,670	1,900	4,400	2,000
202-483-7160.00	WORKERS' COMPENSATION INS	150	200	200	200
202-483-7170.00	HEALTH CARE	18,500	17,300	18,700	19,600
202-483-7180.00	LIFE/LTD	60	0	300	300
202-483-7190.00	PENSION	7,460	3,600	8,000	3,700
202-483-8070.00	GENERAL FUND FEES	15,000	0	15,000	15,000
202-483-9470.00	AUTO EXPENSE	0	100	100	100
202-483-9550.16	ADVERTISING	0	600	600	600
202-483-9560.00	DUES & SUBSCRIPTIONS	0	1,000	300	1,000
202-483-9570.00	PROFESSIONAL DEVELOPMENT	0	1,000	500	1,000
Totals for dept 483 - STREET ADMINISTRATION		95,190	90,200	112,600	108,300
Dept 965 - TRANSFERS OUT					
202-965-9950.08	TRANS TO DEBT SERVICE FUND	0	0	0	0
Totals for dept 965 - TRANSFERS OUT		0	0	0	0
APPROPRIATIONS - FUND 202		1,142,450	1,689,600	1,960,100	1,529,800

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS

Fund 203: LOCAL STREETS

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
203-000-5390.01	MONIES RECEIVED FROM STATE	358,180	360,000	360,000	393,850
203-000-6650.00	INTEREST ON INVESTMENTS	90	0	0	0
Totals for dept 000 -		358,270	360,000	360,000	393,850
Dept 930 - TRANSFERS IN					
203-930-6900.01	TRANS FROM GENERAL FUND	500,000	500,000	500,000	500,000
203-930-6900.11	TRANS FROM MUNICIPAL STREET FUND	1,350,700	811,900	811,900	1,016,000
Totals for dept 930 - TRANSFERS IN		1,850,700	1,311,900	1,311,900	1,516,000
ESTIMATED REVENUES - FUND 203		2,208,970	1,671,900	1,671,900	1,909,850
<b>APPROPRIATIONS</b>					
Dept 447 - CITY ENGINEERING					
203-447-7060.00	SALARIES & WAGES - PERMANENT	37,620	40,100	40,100	41,800
203-447-7150.00	EMPLOYER SOCIAL SECURITY	2,760	3,100	3,100	3,200
203-447-7160.00	WORKERS' COMPENSATION INS	1,120	1,100	1,100	1,000
203-447-7170.00	HEALTH CARE	17,600	18,200	17,800	18,600
203-447-7180.00	LIFE/LTD	50	0	200	300
203-447-7190.00	PENSION	5,640	6,000	6,000	6,300
203-447-7400.00	OPERATING SUPPLIES	190	700	700	400
203-447-8010.00	CONTRACTUAL SERVICES	16,060	6,000	16,000	9,000
203-447-9470.00	AUTO EXPENSE	1,370	1,500	1,500	1,500
203-447-9570.00	PROFESSIONAL DEVELOPMENT	0	500	500	500
203-447-9700.00	CAPITAL EXPENDITURES	0	0	0	0
Totals for dept 447 - CITY ENGINEERING		82,410	77,200	87,000	82,600
Dept 451 - STREET CONSTRUCTION					
203-451-9730.00	STREET CONSTRUCTION EXPENSE	1,318,310	787,000	982,000	1,126,000
203-451-9730.02	OTHER STREET EXPENDITURES	43,910	60,000	35,000	40,000
Totals for dept 451 - STREET CONSTRUCTION		1,362,220	847,000	1,017,000	1,166,000
Dept 463 - ROUTINE MAINTENANCE					
203-463-7060.00	SALARIES & WAGES - PERMANENT	73,880	55,500	55,500	59,200
203-463-7070.00	SALARIES & WAGES - PART-TIME/TEMP	5,440	7,200	7,200	10,200
203-463-7090.00	SALARIES & WAGES - OVERTIME	380	1,200	1,200	1,200
203-463-7150.00	EMPLOYER SOCIAL SECURITY	5,960	4,900	4,900	5,400
203-463-7160.00	WORKERS' COMPENSATION INS	1,390	1,300	1,300	1,200
203-463-7170.00	HEALTH CARE	27,500	26,000	27,300	30,100
203-463-7180.00	LIFE/LTD	60	0	400	400
203-463-7190.00	PENSION	9,100	6,000	9,400	6,400
203-463-7400.00	OPERATING SUPPLIES	6,990	2,000	1,200	2,100
203-463-7400.11	EMPLOYEE SAFETY GEAR	1,070	2,000	2,000	2,000
203-463-7400.12	ASPHALT	11,070	9,000	5,000	8,000
203-463-7400.13	CEMENT	8,580	9,000	8,000	10,000
203-463-7400.27	MISC. MATERIALS AND TOOLS	3,120	4,000	4,000	4,000
203-463-7400.29	SPRAY PATCH/STONE/EMULSION	0	0	0	6,000
203-463-7400.30	ASPHALT OVERLAY, MASTIC & CRACK SEAL	9,810	30,000	17,000	20,000
203-463-8010.00	CONTRACTUAL SERVICES	16,230	30,000	35,000	75,000
203-463-8010.02	UNIFORMS	2,370	3,200	3,200	3,200
203-463-8010.43	ENGINEERING CONTRACTUAL	1,750	6,000	6,000	6,200
203-463-8010.44	DUST CONTROL - LIQUID CALCIUM CHLORIDE	4,200	3,200	3,200	3,300
203-463-8010.50	DPW CRACK SEAL	3,040	10,000	9,000	10,000
203-463-9350.08	CDBG SIDEWALKS	(300)	0	0	0
203-463-9470.00	AUTO EXPENSE	24,740	25,000	25,000	25,000
203-463-9700.00	CAPITAL EXPENDITURES	134,270	100,000	28,000	115,000
203-463-9701.00	SMALL CAPITAL EXP	0	0	0	0
Totals for dept 463 - ROUTINE MAINTENANCE		350,650	335,500	253,800	403,900

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS

Fund 203: LOCAL STREETS

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 474 - TRAFFIC SERVICES					
203-474-7060.00	SALARIES & WAGES - PERMANENT	3,630	4,300	6,000	4,800
203-474-7090.00	SALARIES & WAGES - OVERTIME	0	500	500	500
203-474-7150.00	EMPLOYER SOCIAL SECURITY	260	400	400	500
203-474-7160.00	WORKERS' COMPENSATION INS	70	100	100	100
203-474-7170.00	HEALTH CARE	2,500	1,700	2,800	2,500
203-474-7180.00	LIFE/LTD	0	0	100	200
203-474-7190.00	PENSION	440	500	800	600
203-474-7400.14	SIGNS, POSTS, BARRICADES	4,320	8,000	17,300	24,000
203-474-7400.15	ROAD PAINT-CURB/STRIPING	50	2,000	1,000	2,000
203-474-8010.00	CONTRACTUAL SERVICES	3,910	5,000	5,000	5,000
203-474-8010.13	PAVEMENT MARKINGS	1,220	2,500	1,300	2,500
203-474-9470.00	AUTO EXPENSE	2,510	3,000	3,000	3,000
203-474-9700.00	CAPITAL EXPENDITURES	0	0	0	0
Totals for dept 474 - TRAFFIC SERVICES		18,910	28,000	38,300	45,700
Dept 478 - WINTER MAINTENANCE					
203-478-7060.00	SALARIES & WAGES - PERMANENT	40,840	44,400	44,400	42,400
203-478-7070.00	SALARIES & WAGES - PART-TIME/TEMP	200	0	300	300
203-478-7090.00	SALARIES & WAGES - OVERTIME	1,650	6,000	6,000	6,000
203-478-7150.00	EMPLOYER SOCIAL SECURITY	3,130	3,900	3,900	3,700
203-478-7160.00	WORKERS' COMPENSATION INS	2,730	2,600	2,600	2,300
203-478-7170.00	HEALTH CARE	20,800	19,100	19,300	21,600
203-478-7180.00	LIFE/LTD	20	0	100	200
203-478-7190.00	PENSION	5,140	5,300	5,300	5,100
203-478-7400.00	OPERATING SUPPLIES	0	0	1,400	1,000
203-478-7400.16	ROAD SALT	21,170	51,000	41,700	55,000
203-478-7400.17	UNDERBODY & PLOW BLADES	0	6,500	6,500	7,200
203-478-7400.21	DIRT	320	1,600	1,000	800
203-478-7400.28	MISC PARTS/SUPPLIES	560	1,400	1,800	1,700
203-478-9470.00	AUTO EXPENSE	51,440	60,000	60,000	60,000
203-478-9700.00	CAPITAL EXPENDITURES	8,530	0	0	45,500
Totals for dept 478 - WINTER MAINTENANCE		156,530	201,800	194,300	252,800
Dept 483 - STREET ADMINISTRATION					
203-483-7060.00	SALARIES & WAGES - PERMANENT	50,000	63,000	63,000	63,300
203-483-7090.00	SALARIES & WAGES - OVERTIME	350	1,500	1,500	1,500
203-483-7150.00	EMPLOYER SOCIAL SECURITY	3,670	4,900	4,900	5,000
203-483-7160.00	WORKERS' COMPENSATION INS	150	200	200	200
203-483-7170.00	HEALTH CARE	18,500	17,300	18,700	19,600
203-483-7180.00	LIFE/LTD	60	0	300	300
203-483-7190.00	PENSION	7,460	9,500	9,500	9,500
203-483-8070.00	GENERAL FUND FEES	15,000	15,000	15,000	15,000
203-483-9470.00	AUTO EXPENSE	0	300	300	300
Totals for dept 483 - STREET ADMINISTRATION		95,190	111,700	113,400	114,700
APPROPRIATIONS - FUND 203		2,065,910	1,601,200	1,703,800	2,065,700

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 204: MUNICIPAL STREETS

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
204-000-4020.00	TAX REVENUE-CITY OF EGR	1,387,070	1,417,500	1,417,500	1,502,440
204-000-4450.00	INTEREST & PENALTIES ON TAXES	1,670	2,000	2,000	2,000
204-000-6540.00	MISCELLANEOUS REVENUE	30	0	0	0
204-000-6650.00	INTEREST ON INVESTMENTS	3,900	5,000	5,000	5,000
Totals for dept 000 -		1,392,670	1,424,500	1,424,500	1,509,440
Dept 930 - TRANSFERS IN					
204-930-6900.01	TRANS FROM GENERAL FUND	500,000	500,000	500,000	500,000
204-930-6900.06	TRANS FROM SPECIAL ASSESSMENT FUND	30,250	20,000	20,000	15,000
Totals for dept 930 - TRANSFERS IN		530,250	520,000	520,000	515,000
ESTIMATED REVENUES - FUND 204		1,922,920	1,944,500	1,944,500	2,024,440
<b>APPROPRIATIONS</b>					
Dept 444 - SIDEWALKS					
204-444-9350.02	NEW SIDEWALKS EXP	3,680	50,000	50,000	50,000
204-444-9350.04	SIDEWALK REPAIR PROGRAM	150,000	150,000	150,000	150,000
Totals for dept 444 - SIDEWALKS		153,680	200,000	200,000	200,000
Dept 445 - STORM SEWER					
204-445-8010.43	STORM SEWER	3,800	0	12,000	4,000
204-445-8200.00	STORM WATER PERMITS	15,790	17,000	17,000	17,000
204-445-9700.00	CAPITAL EXPENDITURES	96,280	100,000	143,000	200,000
Totals for dept 445 - STORM SEWER		115,870	117,000	172,000	221,000
Dept 451 - STREET CONSTRUCTION					
204-451-9730.03	GRAVEL ROAD IMPROV-SAD	0	5,000	5,000	5,000
Totals for dept 451 - STREET CONSTRUCTION		0	5,000	5,000	5,000
Dept 463 - ROUTINE MAINTENANCE					
204-463-9700.00	CAPITAL EXPENDITURES	110,580	0	22,000	0
Totals for dept 463 - ROUTINE MAINTENANCE		110,580	0	22,000	0
Dept 965 - TRANSFERS OUT					
204-965-9950.02	TRANS TO MAJOR STREET FUND	367,700	714,900	714,900	570,040
204-965-9950.03	TRANS TO LOCAL STREET FUND	1,350,700	811,900	811,900	1,016,000
Totals for dept 965 - TRANSFERS OUT		1,718,400	1,526,800	1,526,800	1,586,040
APPROPRIATIONS - FUND 204		2,098,530	1,848,800	1,925,800	2,012,040

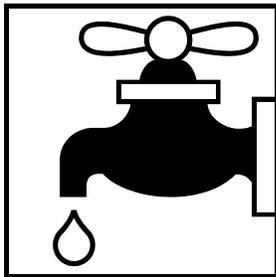
# Water/Sewer Fund Budget Summary

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The Water and Sewer Fund is used to account for the operations of the City's sewer and water department that provides sewer and water services on a user charge basis. No property tax revenue is allocated to this fund.

The FY 2022-23 budget contains \$901,000 for water/sewer capital projects. A summary of the water/sewer capital needs is presented in the Capital Improvements section of this book. All proposed water/sewer projects are coordinated with the street capital projects.

The total proposed revenues for the Water and Sewer Fund are \$4,420,000 and does not include an increase in rates. If an increase of 3% in rates is approved, then the proposed revenue change would be \$112,000.



**Fixed Readiness-to-Serve (RTS) Rates** are charged to all customers for operations and for the maintenance, repair and replacement of the water and sewer infrastructure. The proposed increased RTS monthly rate is \$41.20 for residential and based on the size of the meter for commercial. In addition, there is a RTS premium of \$3.10 for each 1,000 gallons over 7,000 gallons for residential properties and a premium of \$3.10 per 1,000 gallons for commercial properties using over 500,000 gallons.

**Variable Usage Rates** cover the costs of purchasing the water and treating the sewer, which is passed on from the City of Grand Rapids. The amount billed to a user is based on the amount of actual water used and a yearly average for sewer. The proposed increase rate per 1,000 gallons of water equals \$2.94 and for sewer equals \$3.76. However, this includes a \$1.00 premium (\$0.50 each service) to the variable rate for each 1,000 gallons of water used and 1,000 gallons sewer treated.

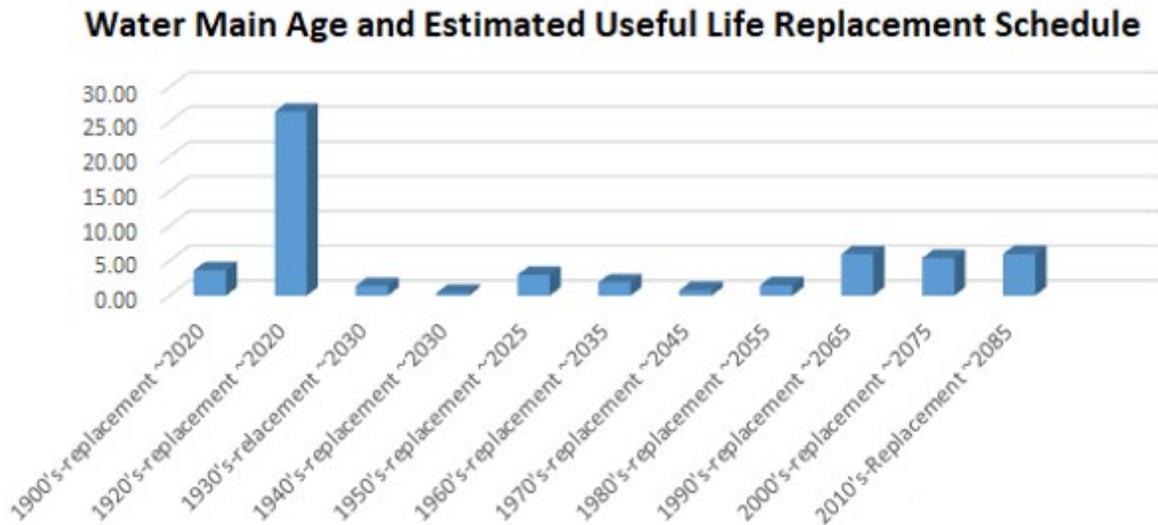
Due to significant capital projects planned by the City of Grand Rapids, customer community rates were increased for both water and sewer as of January of 2022. The continuing increase in rates by the City of Grand Rapids is what led to the decision to increase rates for the City of East Grand Rapids. The city has not increased its rates since July of 2019 even through the City of Grand Rapids has increased its rates every year. The city chose to absorb these increases due to the changing environment brought on by COVID.

## **ECONOMIC CHALLENGES:**

Water and Sewer Fund needs to maintain cash balance in an amount necessary to provide sufficient cash flow for operations as well as providing a reserve accumulation to pay for unanticipated capital replacement and repair. The Water and Sewer Fund is only budgeting to maintain the lowest level of ending cash needed at this time. With future capital projects continuing forward for the City of Grand Rapids and capital investments in East Grand Rapids, rates will need to be considered this next year to reflect infrastructure investment.

The ending cash balance is projected to be \$658,979 at June 30, 2022.

The age of the City's water infrastructure is shown as follows:



*Water utilities must make a substantial reinvestment in infrastructure over the next 30 years. The oldest cast iron pipes, dating to the late 1800s, have an average life expectancy of about 120 years. Because of changing materials and manufacturing techniques, pipes laid in the 1920s have an average life expectancy of about 100 years, and pipes laid in the post-World War II boom can be expected to last about 75 years.*

-American Water Works Association

Based on the water main age and estimated useful life replacement schedule graph above and the statement from American Water Works Association, the remaining life expectancy of the City's water main is shown below.

Estimated useful life expectancy:

- 1890-1920= 120 years
- 1920-1945= 100 years
- 1945-current=75 years

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 592: WATER & SEWER FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
592-000-6540.00	MISCELLANEOUS REVENUE	0	0	0	0
592-000-6570.00	PENALTIES & INTEREST	43,680	45,000	45,000	45,000
592-000-6650.00	INTEREST ON INVESTMENTS	270	2,000	2,000	0
Totals for dept 000 -		43,950	47,000	47,000	45,000
Dept 600 - CHARGES FOR CURRENT SERVICES					
592-600-6400.00	WATER READINESS	2,497,220	2,400,000	2,400,000	2,400,000
592-600-6420.00	METERED WATER SALES	1,166,870	1,025,000	1,025,000	1,050,000
592-600-6460.00	SEWAGE DISPOSAL CHARGES	992,530	950,000	950,000	950,000
592-600-6470.00	WATER TAP & METER REVENUE	12,040	10,000	10,000	10,000
592-600-6540.00	MISCELLANEOUS REVENUE	10,810	15,000	15,000	10,000
Totals for dept 600 - CHARGES FOR CURRENT SERVICES		4,679,470	4,400,000	4,400,000	4,420,000
Dept 930 - TRANSFERS IN					
592-930-6900.98	TRANS FROM CAPITAL PROJ FUNDS	0	0	0	0
Totals for dept 930 - TRANSFERS IN		0	0	0	0
ESTIMATED REVENUES - FUND 592		4,723,420	4,447,000	4,447,000	4,465,000
<b>APPROPRIATIONS</b>					
Dept 447 - CITY ENGINEERING					
592-447-7060.00	SALARIES & WAGES - PERMANENT	37,610	40,100	40,100	41,800
592-447-7090.00	SALARIES & WAGES - OVERTIME	0	0	0	0
592-447-7150.00	EMPLOYER SOCIAL SECURITY	2,760	3,100	3,100	3,200
592-447-7160.00	WORKERS' COMPENSATION INS	140	200	200	200
592-447-7170.00	HEALTH CARE	17,700	17,300	17,300	18,700
592-447-7180.00	LIFE/LTD	50	0	200	300
592-447-7190.00	PENSION	5,640	6,000	6,000	6,300
592-447-7400.00	OPERATING SUPPLIES	0	600	600	200
592-447-8010.00	CONTRACTUAL SERVICES	0	1,200	1,200	300
592-447-9470.00	AUTO EXPENSE	1,150	500	2,000	500
592-447-9570.00	PROFESSIONAL DEVELOPMENT	600	600	600	700
Totals for dept 447 - CITY ENGINEERING		65,650	69,600	71,300	72,200

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 592: WATER & SEWER FUND

GL NUMBER	DESCRIPTION	2020-21	2021-22	2021-22	2022-23
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	MGR APPROVAL BUDGET
Dept 542 - MAINS AND HYDRANTS					
592-542-7040.00	ON-CALL PAY	15,790	12,500	16,000	16,000
592-542-7060.00	SALARIES & WAGES - PERMANENT	284,460	264,300	264,300	274,900
592-542-7070.00	SALARIES & WAGES - PART-TIME/TEMP	520	4,000	3,000	3,000
592-542-7090.00	SALARIES & WAGES - OVERTIME	7,040	14,000	11,000	16,000
592-542-7150.00	EMPLOYER SOCIAL SECURITY	22,280	21,400	21,400	22,300
592-542-7160.00	WORKERS' COMPENSATION INS	3,460	3,300	3,300	2,900
592-542-7170.00	HEALTH CARE	122,000	117,000	122,000	135,400
592-542-7180.00	LIFE/LTD	550	0	2,200	1,300
592-542-7190.00	PENSION	37,230	29,000	29,000	30,100
592-542-7400.00	OPERATING SUPPLIES	440	1,200	2,100	2,000
592-542-7400.11	EMPLOYEE SAFETY GEAR	1,070	2,000	2,500	2,200
592-542-7400.12	ASPHALT	0	1,000	500	500
592-542-7400.13	CEMENT	2,360	3,500	2,000	2,000
592-542-7400.18	WATER MAIN MTRL AND ACCES	33,450	40,000	44,000	44,000
592-542-7400.19	SAND	1,220	8,000	4,000	3,000
592-542-7400.20	GRAVEL	3,230	4,000	4,000	3,000
592-542-7400.21	DIRT	480	1,000	1,000	800
592-542-7400.22	SPOILS	13,320	10,000	10,000	10,000
592-542-7400.23	STAKING, SAMPLES, SMALL EQUIP, MISC	14,110	13,000	13,000	14,500
592-542-7400.24	EGLE ASSESSMENT	5,690	6,400	6,400	6,800
592-542-8010.00	CONTRACTUAL SERVICES	39,050	22,000	22,000	40,000
592-542-8010.02	UNIFORMS	2,370	3,500	3,500	3,500
592-542-8010.52	LSL HYDRO EXCAVATING	56,680	80,100	80,100	80,100
592-542-8170.00	BULK SUPPLY - WATER	837,670	825,000	937,000	860,000
592-542-9470.00	AUTO EXPENSE	173,290	160,000	160,000	162,000
592-542-9560.00	DUES & SUBSCRIPTIONS	2,040	2,200	2,200	2,300
592-542-9570.00	PROFESSIONAL DEVELOPMENT	(80)	29,000	3,000	3,000
592-542-9700.00	CAPITAL EXPENDITURES	0	600,000	600,000	613,000
592-542-9700.11	HYDRANT UPGRADE PROGRAM	0	20,000	20,000	20,000
592-542-9700.32	VALVE REPLACEMENT PROGRAM	0	20,000	20,000	20,000
592-542-9701.00	SMALL CAPITAL	0	0	0	0
Totals for dept 542 - MAINS AND HYDRANTS		1,679,720	2,317,400	2,409,500	2,394,600
Dept 543 - METERS					
592-543-7060.00	SALARIES & WAGES - PERMANENT	3,160	4,700	4,700	3,600
592-543-7090.00	SALARIES & WAGES - OVERTIME	80	1,000	1,000	100
592-543-7150.00	EMPLOYER SOCIAL SECURITY	240	400	400	300
592-543-7160.00	WORKERS' COMPENSATION INS	300	300	300	300
592-543-7170.00	HEALTH CARE	1,900	1,700	1,700	1,900
592-543-7180.00	LIFE/LTD	0	0	100	200
592-543-7190.00	PENSION	400	500	500	400
592-543-7400.00	OPERATING SUPPLIES	3,240	10,000	10,000	10,000
592-543-8010.00	CONTRACTUAL SERVICES	7,600	0	0	1,000
592-543-9700.00	CAPITAL EXPENDITURES	0	65,000	48,000	48,000
Totals for dept 543 - METERS		16,920	83,600	66,700	65,800

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 592: WATER & SEWER FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
Dept 545 - METER READING AND COLLECTING					
592-545-7060.00	SALARIES & WAGES - PERMANENT	890	600	8,000	1,700
592-545-7150.00	EMPLOYER SOCIAL SECURITY	70	0	900	500
592-545-7160.00	WORKERS' COMPENSATION INS	80	100	100	100
592-545-7170.00	HEALTH CARE	70	900	7,000	900
592-545-7180.00	LIFE/LTD	0	0	0	100
592-545-7190.00	PENSION	110	100	1,000	200
592-545-7400.00	OPERATING SUPPLIES	23,610	28,000	25,000	26,000
592-545-8010.00	CONTRACTUAL SERVICES	44,480	45,000	45,000	50,000
592-545-9470.00	AUTO EXPENSE	370	1,000	1,000	1,200
Totals for dept 545 - METER READING AND COLLECTING		69,680	75,700	88,000	80,700
Dept 550 - SEWER EXPENDITURES					
592-550-7060.00	SALARIES & WAGES - PERMANENT	108,900	140,100	125,000	127,900
592-550-7070.00	SALARIES & WAGES - PART-TIME/TEMP	0	3,000	1,000	1,000
592-550-7090.00	SALARIES & WAGES - OVERTIME	1,490	8,000	8,000	8,000
592-550-7150.00	EMPLOYER SOCIAL SECURITY	8,090	11,300	11,300	10,400
592-550-7160.00	WORKERS' COMPENSATION INS	1,490	1,500	1,500	1,300
592-550-7170.00	HEALTH CARE	55,250	59,000	55,300	60,700
592-550-7180.00	LIFE/LTD	140	0	400	400
592-550-7190.00	PENSION	14,230	16,400	16,400	15,200
592-550-7400.00	OPERATING SUPPLIES	3,250	0	0	0
592-550-7400.11	EMPLOYEE SAFETY GEAR	1,930	2,000	2,500	2,300
592-550-7400.12	ASPHALT	1,540	3,000	1,000	1,000
592-550-7400.13	CEMENT	970	1,600	1,000	1,000
592-550-7400.19	SAND	0	4,000	2,600	2,600
592-550-7400.20	GRAVEL	3,320	5,000	3,500	3,500
592-550-7400.21	DIRT	780	1,000	1,000	900
592-550-7400.25	SEWER MAIN MTRL & ACCESS	10,850	12,500	11,000	12,000
592-550-7400.26	SEWER LIFT MAINTENANCE	1,220	2,500	2,500	4,000
592-550-8010.00	CONTRACTUAL SERVICES	5,980	6,000	20,000	20,000
592-550-8010.02	UNIFORMS	2,370	3,500	3,500	3,500
592-550-8010.53	SEWER TELEVISIONING	0	2,000	2,000	2,000
592-550-8175.00	BULK SUPPLY - SEWER	843,480	950,000	950,000	1,000,000
592-550-9210.00	GAS SERVICE	10	0	0	700
592-550-9220.00	ELECTRIC SERVICE	21,200	26,000	26,000	27,500
592-550-9300.11	LIFT STATION REPAIRS	0	5,000	5,000	5,000
592-550-9470.00	AUTO EXPENSE	31,050	65,000	65,000	65,000
592-550-9560.00	DUES & SUBSCRIPTIONS	0	400	400	400
592-550-9570.00	PROFESSIONAL DEVELOPMENT	0	600	600	600
592-550-9700.00	CAPITAL EXPENDITURES	0	0	0	10,000
592-550-9700.13	SANITARY SEWER RELINING	0	120,000	120,000	190,000
592-550-9701.00	SMALL CAPITAL	0	0	0	0
Totals for dept 550 - SEWER EXPENDITURES		1,117,540	1,449,400	1,436,500	1,576,900
Dept 560 - GENERAL ADMINISTRATION					
592-560-8070.00	GENERAL FUND FEES	250,000	250,000	250,000	250,000
592-560-8071.00	PROCESSING FEES (EXTERNAL)	11,010	11,000	11,000	13,000
592-560-9680.00	DEPRECIATION	548,810	500,000	500,000	550,000
592-560-9685.00	AMORTIZATION	9,770	10,000	10,000	10,000
592-560-9915.00	NET OPEB LIAB EXPENSE	(3,480)	5,000	5,000	5,000
Totals for dept 560 - GENERAL ADMINISTRATION		816,110	776,000	776,000	828,000
APPROPRIATIONS - FUND 592		3,765,620	4,771,700	4,848,000	5,018,200

# Drug Seizure Fund Budget Summary

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The Drug Seizure Fund was created in FY 2016-17 and is utilized to purchase various capital items as revenues are received. The previous year budget also included some of the KANET program salary and overtime.

There is no expected revenue in FY 2022-23 due to changes in State law and the City's recalibration with respect to the program, which limits the amount of the expenditures.

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 265: DRUG ENFORCEMENT

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
265-000-6650.00	INTEREST ON INVESTMENTS	10	0	0	0
265-000-6720.00	DRUG SEIZURE PROCEEDS-CCCA 84	7,150	0	0	0
Totals for dept 000 -		7,160	0	0	0
ESTIMATED REVENUES - FUND 265		7,160	0	0	0
<b>APPROPRIATIONS</b>					
Dept 347 - DRUG SEIZURE					
265-347-7110.00	SAL. & WAGES - PERM. (NO FICA)	0	0	0	0
265-347-7130.00	SAL. & WAGES - OVT (NO FICA)	0	20,000	20,000	0
265-347-9700.00	CAPITAL EXPENDITURES	1,620	0	0	0
Totals for dept 347 - DRUG SEIZURE		1,620	20,000	20,000	0
APPROPRIATIONS - FUND 265		1,620	20,000	20,000	0

# Parks Improvement Millage Debt Service Fund Budget Summary

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This fund was established to account for the bond payments on the ten-year Parks Improvement Millage approved by voters in November 2021. Each year the tax levy will be placed in this fund as revenues and the debt service payment will be paid out of this fund as expenditures.

In April 2022, the City sold \$5.180 million in bonds to finance the first phase of parks improvement projects, including the replacement of three elementary school playgrounds, a new dog park, and improvements to Waterfront Park Phase II.



**2021 PARKS  
IMPROVEMENT  
MILLAGE**

COMMUNITY ENGAGEMENT &  
FEEDBACK OPPORTUNITY



BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 308: PARKS MILLAGE DEBT SERVICE

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
308-000-4020.00	TAX REVENUE-CITY OF EGR	0	0	0	366,810
308-000-4450.00	INTEREST & PENALTIES ON TAXES	0	0	0	200
Totals for dept 000 -		0	0	0	367,010
ESTIMATED REVENUES - FUND 308		0	0	0	367,010
<b>APPROPRIATIONS</b>					
Dept 905 - DEBT SERVICE					
308-905-9910.00	DEBT PRINCIPAL PAYMENTS	0	0	0	215,000
308-905-9920.00	INTEREST ON NOTES	0	0	0	151,740
Totals for dept 905 - DEBT SERVICE		0	0	0	366,740
APPROPRIATIONS - FUND 308		0	0	0	366,740

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS

Fund 408: PARKS CAPITAL PROJECTS

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Fund 408 - PARKS CAPITAL PROJECT FUND					
Dept 930 - TRANSFERS IN					
408-930-6900.01	TRANS FROM GENERAL FUND	0	0	558,900	70,000
Totals for dept 930 - TRANSFERS IN		0	0	558,900	70,000
ESTIMATED REVENUES - FUND 408		0	0	558,900	70,000
<b>APPROPRIATIONS</b>					
Dept 787 - PARKS MILLAGE PROJECTS					
408-787-9700.00	CAPITAL EXPENDITURES	0	0	0	2,454,500
Totals for dept 787 - PARKS MILLAGE PROJECTS		0	0	0	2,454,500
APPROPRIATIONS - FUND 408		0	0	0	2,454,500

# Municipal Complex Debt Service Fund

## Budget Summary

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This fund was established to account for the bond payments on the Municipal Complex bond issue. Each year the tax levy will be placed in this fund as revenues and the debt service payment will be paid out of this fund as expenditures.

The city refinanced this debt in FY 2020 which lowered the milage rate without extending the length of the debt. The estimated levy for the bond payments will be 0.6677 mils, which is reduced from FY 2021 mileage of 0.6874 mils. The bond will be paid off in 2033.



BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 372: COMPLEX DEBT SERVICE

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
372-000-4020.00	TAX REVENUE-CITY OF EGR	572,700	541,800	541,800	564,580
372-000-4450.00	INTEREST & PENALTIES ON TAXES	690	800	800	700
372-000-6650.00	INTEREST ON INVESTMENTS	120	0	0	0
372-000-6980.00	PROCEEDS FROM BONDS REFUNDING	6,416,590	0	0	0
Totals for dept 000 -		6,990,100	542,600	542,600	565,280
ESTIMATED REVENUES - FUND 372		6,990,100	542,600	542,600	565,280
<b>APPROPRIATIONS</b>					
Dept 905 - DEBT SERVICE					
372-905-9910.00	DEBT PRINCIPAL PAYMENTS	385,000	370,000	370,000	390,000
372-905-9910.01	PAYMENT TO ESCROW	6,287,370	0	0	0
372-905-9920.00	INTEREST ON NOTES	188,250	171,700	171,700	174,500
372-905-9930.00	PAYING AGENT FEES	1,000	0	0	0
372-905-9940.00	DEBT ISSUANCE COSTS	129,220	0	0	0
Totals for dept 905 - DEBT SERVICE		6,990,840	541,700	541,700	564,500
APPROPRIATIONS - FUND 372		6,990,840	541,700	541,700	564,500

# Health Care Fund Budget Summary

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The Health Care Fund is used to account for claims and benefits provided to the City departments on a cost reimbursement basis.

Revenues consist primarily of contributions from other funds for health insurance premiums. The current year contribution from other funds is calculated based upon the rates charged from our medical carrier for family, two person, and single coverage.

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 677: HEALTH FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
677-000-6540.00	MISCELLANEOUS REVENUE	11,850	9,000	9,000	25,000
677-000-6650.00	INTEREST ON INVESTMENTS	3,120	10,000	10,000	5,000
677-000-6780.00	HEALTH INSURANCE REIMBURSEMENT	304,850	250,000	250,000	100,000
677-000-6830.01	EMPLOYEE PREMIUM CONTRIBUTIONS	109,250	80,000	80,000	110,000
677-000-6830.02	OTHER CONTRIBUCTIONS (COBRA)	1,320	0	0	2,000
677-000-6830.03	EMPLOYER PREMIUM CONTRIBUTIONS	1,577,080	1,618,000	1,618,000	1,672,600
Totals for dept 000 -		2,007,470	1,967,000	1,967,000	1,914,600
ESTIMATED REVENUES - FUND 677		2,007,470	1,967,000	1,967,000	1,914,600
<b>APPROPRIATIONS</b>					
Dept 852 - HEALTH CARE ADMINISTRATION					
677-852-8010.00	CONTRACTUAL SERVICES	970	10,000	10,000	900
677-852-8290.00	MEDICAL, DENTAL, FLEX ADM FEES	63,080	85,000	85,000	70,000
677-852-8300.00	STOP LOSS FEES	400,600	435,000	435,000	420,000
677-852-8310.00	LIFE AND AD&D INS. PREMIUM	14,600	20,000	20,000	15,000
677-852-8330.00	PHARMACY	112,780	150,000	150,000	125,000
677-852-8340.00	MEDICAL CLAIMS EXPENSE- HRA	963,040	1,100,000	1,100,000	1,000,000
677-852-8340.01	HEATH EQUITY CLAIMS	0	0	0	0
677-852-8350.00	EMPLOYEE DENTAL/VISION CLAIMS	103,880	80,000	80,000	90,000
677-852-8360.00	R-HSA EXPENDITURE	67,580	0	0	20,000
677-852-8370.00	LTD INSURANCE PREMIUMS	14,410	15,000	15,000	16,000
Totals for dept 852 - HEALTH CARE ADMINISTRATION		1,740,940	1,895,000	1,895,000	1,756,900
Dept 965 - TRANSFERS OUT					
677-965-9950.07	TRANS TO OPEB TRUST FUND	244,390	100,000	100,000	125,000
Totals for dept 965 - TRANSFERS OUT		244,390	100,000	100,000	125,000
APPROPRIATIONS - FUND 677		1,985,330	1,995,000	1,995,000	1,881,900

# Other Post-Employment Benefits (OPEB) Budget Summary

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The Other Postemployment Benefits Trust Fund is used to account for the operation of the City's Other Postemployment Benefits Plan which provides other postemployment benefits to the City's employees.

This fund was 48% funded as of 06/30/2021. The City implemented the RHSP (Retirement Health Savings Plan) in FY 2021, which assisted in lowering the liability of the plan from 37% in FY 2020 to 48% in FY2021.

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 736: OPEB FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
736-000-6650.00	INTEREST ON INVESTMENTS	241,880	60,000	60,000	120,000
736-000-6780.00	HEALTH INSURANCE REIMBURSEMENT	0	70,000	70,000	0
736-000-6830.02	OTHER CONTRIUBTIONS (COBRA)	17,040	25,000	25,000	20,000
736-000-6830.03	EMPLOYER PREMIUM CONTRIBUTIONS	244,390	100,000	100,000	125,000
Totals for dept 000 -		503,310	255,000	255,000	265,000
Dept 930 - TRANSFERS IN					
736-930-6900.07	TRANS FROM HEALTH CARE	0	0	0	0
Totals for dept 930 - TRANSFERS IN		0	0	0	0
ESTIMATED REVENUES - FUND 736		503,310	255,000	255,000	265,000
<b>APPROPRIATIONS</b>					
Dept 560 - GENERAL ADMINISTRATION					
736-560-8010.00	CONTRACTUAL SERVICES	1,500	10,000	10,000	4,700
736-560-8290.00	MEDICAL, DENTAL, FLEX ADM FEES	10,990	0	0	15,600
736-560-8300.00	STOP LOSS FEES	65,400	65,000	65,000	80,000
736-560-8330.00	PHARMACY	12,650	0	0	20,000
736-560-8340.00	MEDICAL CLAIMS	44,280	60,000	60,000	80,000
736-560-8340.01	HEATH EQUITY CLAIMS	0	0	0	0
Totals for dept 560 - GENERAL ADMINISTRATION		134,820	135,000	135,000	200,300
APPROPRIATIONS - FUND 736		134,820	135,000	135,000	200,300

# Retirement Plan (Pension) Fund

## Budget Summary

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The City assumed management of the closed City of East Grand Rapids Retirement Plan in October of 2020. Assets were transferred before the end of FY2021.

This fund is used to account for the operation of the Retirement Plan Trust Fund which provides pension payments to the plan members as well invests the City's funds for future benefit payments.

This fund was 50.5% funded as of 06/30/2021.

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS

Fund 731: RETIREMENT SYSTEM FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
731-000-6650.00	INTEREST ON INVESTMENTS	35,130	0	0	300,000
731-000-6690.00	INVESTMENT GAINS/LOSSES	150,270	0	0	300,000
731-000-6810.00	EMPLOYER CONTRIBUTIONS	10,601,020	0	0	1,100,000
731-000-6810.01	EMPLOYEE CONTRIBUTIONS	5,020	0	0	5,000
Totals for dept 000 -		10,791,440	0	0	1,705,000
ESTIMATED REVENUES - FUND 731		10,791,440	0	0	1,705,000
<b>APPROPRIATIONS</b>					
Dept 560 - GENERAL ADMINISTRATION					
731-560-8010.00	CONTRACTUAL SERVICES	0	0	0	5,000
731-560-8740.00	RETIREMENT BENEFIT PAYMENT	304,490	0	0	1,740,000
731-560-9640.00	BANK SERVICE FEES	7,640	0	0	32,000
Totals for dept 560 - GENERAL ADMINISTRATION		312,130	0	0	1,777,000
APPROPRIATIONS - FUND 731		312,130	0	0	1,777,000

# Motor Equipment Revolving Fund (MERF) Budget Summary

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The Motor Equipment Replacement Fund is used to account for equipment and vehicle purchases, repairs and maintenance provided to the City departments on a cost reimbursement basis.

The ending cash balance is projected to be \$632,701 on June 30, 2022.

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 692: MERF

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
692-000-6540.00	MISCELLANEOUS REVENUE	19,670	15,000	15,000	15,000
692-000-6650.00	INTEREST ON INVESTMENTS	660	5,000	5,000	1,000
692-000-6670.00	RENTAL INCOME - VARIABLE	757,770	822,200	822,200	903,700
692-000-6730.00	SALE OF CAPITAL ASSETS	57,190	0	0	0
Totals for dept 000 -		835,290	842,200	842,200	919,700
ESTIMATED REVENUES - FUND 692		835,290	842,200	842,200	919,700
<b>APPROPRIATIONS</b>					
Dept 570 - MOTOR EQUIPMENT EXPENDITURES					
692-570-7060.00	SALARIES & WAGES - PERMANENT	109,150	105,700	105,700	108,300
692-570-7090.00	SALARIES & WAGES - OVERTIME	680	1,100	1,100	1,100
692-570-7150.00	EMPLOYER SOCIAL SECURITY	7,980	8,200	8,200	8,400
692-570-7160.00	WORKERS' COMPENSATION INS	1,820	1,800	1,800	1,600
692-570-7170.00	HEALTH CARE	38,000	47,700	50,000	55,100
692-570-7180.00	LIFE/LTD	140	0	600	600
692-570-7190.00	PENSION	12,950	11,200	11,200	11,500
692-570-7510.00	OP. SUP - TIRES	8,880	15,000	15,000	16,000
692-570-7530.00	OP. SUP - OIL	3,310	7,000	7,000	7,300
692-570-7540.00	OP. SUP - PARTS	81,830	66,000	66,000	72,000
692-570-7550.00	OP. SUP - STEEL	1,300	2,000	2,000	2,400
692-570-7560.00	OP. SUP - SM. TOOLS	4,500	5,000	5,000	5,200
692-570-7590.00	OP. SUP - GARAGE	21,130	22,200	22,200	23,700
692-570-7620.00	OP. SUP - UL GAS	40,280	62,000	55,000	62,000
692-570-7630.00	OP. SUP - DIESEL FUEL	34,020	50,000	45,000	50,000
692-570-8010.00	CONTRACTUAL SERVICES	10,250	16,000	21,000	22,000
692-570-8100.00	INSURANCE PREMIUMS	32,330	0	0	31,000
692-570-9300.00	REPAIRS & MAINTENANCE	15,260	20,000	27,000	24,000
692-570-9470.00	AUTO EXPENSE	8,280	5,200	5,200	5,400
692-570-9560.00	DUES & SUBSCRIPTIONS	0	300	300	300
692-570-9570.00	PROFESSIONAL DEVELOPMENT	0	1,000	1,000	1,000
692-570-9680.00	DEPRECIATION	477,470	450,000	450,000	450,000
692-570-9700.20	EQUIPMENT	0	15,600	15,600	0
692-570-9700.21	VEHICLES	0	510,000	510,000	183,000
Totals for dept 570 - MOTOR EQUIPMENT EXPENDITURES		909,560	1,423,000	1,425,900	1,141,900
APPROPRIATIONS - FUND 692		909,560	1,423,000	1,425,900	1,141,900

# Special Assessment Fund Budget Summary

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The Special Assessment Fund is used to account for the collection of special assessments.

The current special assessments outstanding are for Durant Street. The budget reflects current year payments only with the balance collected in this fund being transferred to the Local Street Fund.

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 801: SPECIAL ASSESSMENT FUND

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
810-000-4500.00	SPECIAL ASSESSMENT REVENUE	28,790	16,000	16,000	15,000
810-000-6650.00	INTEREST ON INVESTMENTS	10	0	0	0
Totals for dept 000 -		28,800	16,000	16,000	15,000
ESTIMATED REVENUES - FUND 810		28,800	16,000	16,000	15,000
<b>APPROPRIATIONS</b>					
Dept 965 - TRANSFERS OUT					
810-965-9950.11	TRANS TO MUNICIPAL STREET FUND	30,250	16,000	16,000	15,000
Totals for dept 965 - TRANSFERS OUT		30,250	16,000	16,000	15,000
APPROPRIATIONS - FUND 810		30,250	16,000	16,000	15,000

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS

Fund 268: FEDERAL - ARPA

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
286-000-6650.00	INTEREST ON INVESTMENTS	0	0	0	0
Totals for dept 000 -		0	0	0	0
Dept 539 - INTERGOVERNMENT REVENUES					
286-539-5010.01	FED REV ARPA	0	0	625,700	0
Totals for dept 539 - INTERGOVERNMENT REVENUE:		0	0	625,700	0
ESTIMATED REVENUES - FUND 286		0	0	625,700	0

BUDGET REPORT FOR CITY OF EAST GRAND RAPIDS  
Fund 305: WEALTHY POOL DEBT SERVICE

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22	2021-22	2022-23
			ORIGINAL BUDGET	AMENDED BUDGET	MGR APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>					
305-000-4020.00	TAX REVENUE-CITY OF EGR	151,720	154,900	154,900	0
305-000-4450.00	INTEREST & PENALTIES ON TAXES	180	200	200	0
305-000-6650.00	INTEREST ON INVESTMENTS	40	0	0	0
Totals for dept 000 -		151,940	155,100	155,100	0
ESTIMATED REVENUES - FUND 305		151,940	155,100	155,100	0
<b>APPROPRIATIONS</b>					
Dept 905 - DEBT SERVICE					
305-905-9910.00	DEBT PRINCIPAL PAYMENTS	146,000	151,000	151,000	0
305-905-9920.00	INTEREST ON NOTES	5,860	3,000	3,000	0
Totals for dept 905 - DEBT SERVICE		151,860	154,000	154,000	0
APPROPRIATIONS - FUND 305		151,860	154,000	154,000	0

**City of East Grand Rapids**  
**Non-Union Salary and Wage Schedule**  
**July 1, 2022 - June 30, 2023**

Position	Starting Salary 2022-2023	Maximum Salary 2022-2023	Hourly Minimum Salary	Hourly Max Salary
<b>Full-Time Positions</b>		<b>COLA</b>	<b>3.80%</b>	
City Manager	\$ 106,395	\$ 148,953	\$ 51.15	\$ 71.61
Deputy City Manager	\$ 99,526	\$ 127,023	\$ 47.85	\$ 61.07
Assistant City Manager	\$ 94,787	\$ 120,974	\$ 45.57	\$ 58.16
Director of Public Safety	\$ 94,787	\$ 120,974	\$ 45.57	\$ 58.16
Finance Director	\$ 90,049	\$ 114,925	\$ 43.29	\$ 55.25
Parks & Recreation Director	\$ 85,236	\$ 108,323	\$ 40.98	\$ 52.08
Public Safety Captain	\$ 81,177	\$ 103,165	\$ 39.03	\$ 49.60
City Clerk	\$ 56,987	\$ 72,728	\$ 27.40	\$ 34.97
Assistant Recreation Director	\$ 56,987	\$ 72,728	\$ 27.40	\$ 34.97
Public Works Operations Supervisor	\$ 56,987	\$ 72,728	\$ 27.40	\$ 34.97
City Engineer	\$ 56,987	\$ 72,728	\$ 27.40	\$ 34.97
Human Resources Manager	\$ 55,733	\$ 72,728	\$ 26.79	\$ 34.97
IT Specialist	\$ 55,733	\$ 72,728	\$ 26.79	\$ 34.97
Senior Engineering Technician	\$ 54,753	\$ 62,321	\$ 26.32	\$ 29.96
Zoning Administrator	\$ 47,245	\$ 59,973	\$ 22.71	\$ 28.83
Human Resources Administrator/Generalist	\$ 47,245	\$ 59,973	\$ 22.71	\$ 28.83
Office Manager	\$ 47,245	\$ 59,973	\$ 22.71	\$ 28.83
Deputy Treasurer/Accountant	\$ 47,246	\$ 59,972	\$ 22.71	\$ 28.83
Grounds Maintenance Supervisor	\$ 47,246	\$ 59,972	\$ 22.71	\$ 28.83
Recreation/Sports Supervisor	\$ 47,246	\$ 59,972	\$ 22.71	\$ 28.83
Facilities Coordinator	\$ 44,653	\$ 56,988	\$ 21.47	\$ 27.40
Account Clerk III	\$ 42,898	\$ 54,752	\$ 20.62	\$ 26.32
Engineering Assistant	\$ 42,898	\$ 54,752	\$ 20.62	\$ 26.32
Grounds Maintenance Assistant	\$ 42,898	\$ 54,752	\$ 20.62	\$ 26.32
Administrative Secretary	\$ 38,745	\$ 49,450	\$ 18.63	\$ 23.77
Public Safety Clerk/Account Clerk II	\$ 37,291	\$ 47,596	\$ 17.93	\$ 22.88
Grounds Maintenance Worker	\$ 32,200	\$ 42,428	\$ 15.48	\$ 20.40
<b>Part-Time Positions</b>				
Assessor	\$ 70,067	\$ 87,585	\$ 33.69	\$ 42.11
Recreation/Sports Supervisor	\$ 48,309	\$ 59,972	\$ 23.23	\$ 28.83
Deputy Assessor - MAAO	\$ 41,954	\$ 54,752	\$ 20.17	\$ 26.32
Deputy Assessor - MCAO	\$ 37,893	\$ 49,450	\$ 18.22	\$ 23.77
Assessing Clerk	\$ 32,924	\$ 42,428	\$ 15.83	\$ 20.40
Administrative Clerk I	\$ 32,924	\$ 42,428	\$ 15.83	\$ 20.40
Maintenance Technician	\$ 32,924	\$ 42,428	\$ 15.83	\$ 20.40

***All salaries are based on a full-time equivalency.***

**City of East Grand Rapids  
Union Salary and Wage Scale**

**July 1, 2022-June 30, 2023**

<b>Public Safety Union Steps</b>					
2.8% Increase Effective 7/1/20					
	Start	Year 1	Year 2	Year 3	Year 4
Public Safety Officer	\$58,221	\$61,106	\$64,174	\$66,940	\$70,309
Detective / School Liaison	\$59,968	\$62,939	\$66,099	\$68,948	\$72,418
Sergeant	\$78,091				
Staff Sergeant	\$80,435				

<b>Public Safety Union Steps</b>					
2.5% Increase Effective 7/1/21					
	Start	Year 1	Year 2	Year 3	Year 4
Public Safety Officer	\$59,677	\$62,634	\$65,778	\$68,614	\$72,067
Detective / School Liaison	\$61,467	\$64,513	\$67,751	\$70,672	\$74,229
Sergeant	\$80,043				
Staff Sergeant	\$82,446				

<b>Public Safety Union Steps</b>					
3% Increase Effective 7/1/22					
	Start	Year 1	Year 2	Year 3	Year 4
Public Safety Officer	\$61,467	\$64,513	\$67,751	\$70,672	\$74,229
Detective / School Liaison	\$63,311	\$66,448	\$69,784	\$72,792	\$76,456
Sergeant	\$82,444				
Staff Sergeant	\$84,919				

<b>Public Works Union Steps</b>										
2.25% Increase Effective 7/1/20										
	Start	Hourly	6 months	Hourly	Year 1	Hourly	Year 2	Hourly	Year 3	Hourly
Utility Worker	\$39,709	\$19.09								
Equipment Operator I	\$39,709	\$19.09	\$40,708	\$19.57	\$41,713	\$20.05	\$42,718	\$20.54		
Equipment Operator II	\$41,712	\$20.05	\$42,718	\$20.54	\$43,666	\$20.99	\$44,885	\$21.58		
Equipment Operator III	\$43,666	\$20.99	\$44,885	\$21.58	\$45,946	\$22.09	\$48,170	\$23.16		
Equipment Operator Crew Leader	\$44,885	\$21.58	\$45,944	\$22.09	\$48,170	\$23.16	\$49,958	\$24.02	\$51,746	\$24.88
Mechanic	\$47,227	\$22.71	\$48,170	\$23.16	\$49,345	\$23.72	\$50,681	\$24.37	\$52,078	\$25.04
Lead Mechanic	\$46,865	\$22.53	\$48,170	\$23.16	\$50,683	\$24.37	\$52,078	\$25.04	\$53,865	\$25.90
Mechanic Part-Time	\$52,573	\$25.28								

<b>Public Works Union Steps</b>										
2% Increase Effective 7/1/21										
	Start	Hourly	6 months	Hourly	Year 1	Hourly	Year 2	Hourly	Year 3	Hourly
Utility Worker	\$40,503	\$19.47								
Equipment Operator I	\$40,503	\$19.47	\$41,522	\$19.96	\$42,547	\$20.46	\$43,572	\$20.95		
Equipment Operator II	\$42,546	\$20.45	\$43,572	\$20.95	\$44,539	\$21.41	\$45,782	\$22.01		
Equipment Operator III	\$44,539	\$21.41	\$45,782	\$22.01	\$46,865	\$22.53	\$49,133	\$23.62		
Equipment Operator Crew Leader	\$45,782	\$22.01	\$46,863	\$22.53	\$49,133	\$23.62	\$50,957	\$24.50	\$52,781	\$25.38
Mechanic	\$48,172	\$23.16	\$49,133	\$23.62	\$50,332	\$24.20	\$51,695	\$24.85	\$53,120	\$25.54
Lead Mechanic	\$47,803	\$22.98	\$49,133	\$23.62	\$51,697	\$24.85	\$53,120	\$25.54	\$54,943	\$26.41
Mechanic Part-Time	\$53,624	\$25.78								

<b>Public Works Union Steps</b>										
2% Increase Effective 7/1/22										
	Start	Hourly	6 months	Hourly	Year 1	Hourly	Year 2	Hourly	Year 3	Hourly
Utility Worker	\$41,313	\$19.86								
Equipment Operator I	\$41,313	\$19.86	\$42,352	\$20.36	\$43,398	\$20.86	\$44,444	\$21.37		
Equipment Operator II	\$43,397	\$20.86	\$44,444	\$21.37	\$45,430	\$21.84	\$46,698	\$22.45		
Equipment Operator III	\$45,430	\$21.84	\$46,698	\$22.45	\$47,802	\$22.98	\$50,116	\$24.09		
Equipment Operator Crew Leader	\$46,698	\$22.45	\$47,800	\$22.98	\$50,116	\$24.09	\$51,977	\$24.99	\$53,836	\$25.88
Mechanic	\$49,135	\$23.62	\$50,116	\$24.09	\$51,338	\$24.68	\$52,729	\$25.35	\$54,182	\$26.05
Lead Mechanic	\$48,759	\$23.44	\$50,116	\$24.09	\$52,731	\$25.35	\$54,182	\$26.05	\$56,041	\$26.94
Mechanic Part-Time	\$54,697	\$26.30								

All salaries are based on a full-time equivalency.

**City of East Grand Rapids  
Irregular Part-time/Seasonal Wage Scale  
July 1, 2022-June 30, 2023**

Position	Steps			
	A	B	C	D
Crossing Guard and Substitutes	\$0.40 / minute (\$24.46/ hour)			
Crossing Guard Sign Person	\$27.94			
Crossing Guard Supervisor	\$15.00			
Crossing Guard Training	\$15.00	<i>Flat pay rate, No step increases</i>		
EGRMS Sports Table Worker	\$15.00	<i>Flat pay rate, No step increases</i>		
EGRMS Track Event Worker	\$15.00			
Seasonal Help Positions	\$15.00			
Internships	\$15.00			
Lifeguard	\$15.00			
Lifeguard - Early Morning Shift	\$16.50			
Lifeguard Instructor	\$16.50 to \$22.93 (dependent upon qualifications and experience)			
Office Positions	\$15.00			
Recreation Facility Rental Monitor	\$15.00			
Recreation Sports Official	\$15.00	<i>Flat pay rate, No step increases</i>		
Recreation Sports Supervisor	\$15.00			
Safety Town Aide	\$15.00			
Water Safety Instructor*	\$16.00	<i>Flat pay rate, no step increases</i>		
Senior Water Safety Instructor	\$18.00			
Private Swim Lesson Instructor	\$17.53 to \$19.44 (dependent upon qualifications and experience)			
Water Safety Instructor Trainer	\$16.50 to \$22.93 (dependent upon qualifications and experience)			

Election Pay	
Training/AV Counting Board	\$15.00/hr
Election Worker	\$225/day
Chair	\$275/day

\*The Water Safety Instructor pay rate is a flat rate with no step increases. The flat rate applies only while instructing.

\* Crossing guards are paid the same rate as the election workers for their training.

# Glossary, Abbreviations & Acronyms

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**Accrual Basis:** Accounting which recognizes transactions when they occur, regardless of the timing of related cash flows. The application of accrual accounting techniques prevents distortions in financial-statement representations because of shifts in the timing of cash flows and related underlying economic events near the end of a fiscal period. The accrual basis of accounting is utilized in developing the Enterprise Funds' budgets.

**Activity:** A specific and distinguishable line of work performed by one or more organizational components of a government unit for the purpose of accomplishing a function for which the unit is responsible; for example, "Elections" is an activity of the City Clerk's Office.

**Adopt:** In the context of this budget book, the process by which the City Commission approves the budget through public hearings and an ordinance.

**Ad Valorem Tax:** A property tax computed as a percentage of the property's assessed value.

**Appropriation:** An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

**Approved Budget:** The revenue and expenditure plan for the City for the fiscal year as reviewed and approved by the City Commission.

**Assessed Valuation:** The value placed on property as a basis for levying taxes, equal to 50% of market value, as required by State law.

**Assets:** Resources owned or held by a government which have monetary value.

**Available (Undesignated/Unreserved) Fund Balance:** The funds remaining from the prior year which are available for appropriation and expenditure in the current year.

**Beginning Fund Balance:** Unexpended funds from the previous fiscal year. A use of beginning fund balance reflects the amount budgeted from unreserved fund balance to finance expenditures during the current fiscal year.

**Bond:** A written promise to pay a specified borrowed sum of money (principal) at a specified date or dates in the future, together with periodic interest at a specified rate. See also General Obligation Bond and Revenue Bond.

**Budget:** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. . It provides a basis for planning, controlling, and evaluating the City's activities Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**Budget Adjustment:** Adjustment made to the budget during the fiscal year by the City Commission to account properly for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

**Budget Calendar:** The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

**Capital Asset:** An asset used in City operations costing more than \$1,000 and having a useful life of more than one year. A capital asset may be infrastructure or non-infrastructure. Examples of infrastructure assets include roads, bridges, sidewalks, water systems, sewer systems, and street lighting systems. Examples of non-infrastructure capital assets include land, land improvements, buildings, building improvements, vehicles, machinery and equipment, furniture, and computer equipment.

**Capital Improvements Program:** A plan for capital expenditures to be incurred each year over a period of five future years, setting forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

**Capital Outlay/Expenditure:** An expenditure which results in the acquisition of a capital asset or an addition/improvement to an existing capital asset (see Capital Asset).

**Capital Project:** A major improvement or acquisition of equipment or property, such as vehicles and equipment, with a per-unit cost of more than \$5,000 and a useful life of more than one year.

**Component Units:** Legally separate organizations for which the elected officials of the primary government are financially accountable. In addition, a component unit can be another organization for which the nature and significance of its relationship with a primary government is such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

**Contingency:** An appropriation of funds held in reserve to cover unbudgeted events that occur during the fiscal year, such as state or federal mandates, shortfalls in revenues, and unanticipated expenditures.

**Cost of Living Adjustment (COLA):** A pay increase which adjusts the salary schedule for most employee classes based upon increases in the Consumer Price Index.

**Debt Service Fund:** A fund to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Department (Dept):** The primary organizational unit within the City; each department performs a specific function.

**Depreciation:** The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary type funds, such as Enterprise and Internal Service Funds.

**Encumbrances:** Commitments made to vendors which involve goods that have not been received or services that have not been completed at year-end. Encumbrances are a reservation of fund balance since they are legally obligated.

**Ending Fund Balance:** Unexpended funds at the end of the fiscal year. The ending fund balance increases when sources exceed disbursements or decreases when disbursements exceed sources.

**Enterprise Funds:** A fund established to account for operations that are financed and operated in a manner similar to a private business, i.e., the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis shall be financed or recovered primarily through user charges. The City of East Grand Rapids has Enterprise Funds for water and sewer. Enterprise Funds, unlike governmental funds, record land, buildings, and equipment as assets and expense depreciation on them.

**Fiscal Year (FY):** A twelve-month period designated as the operating year for an entity. The fiscal year for the City of East Grand Rapids is July 1 – June 30.

**Fringe Benefits:** Terminology for benefits paid or matched by the City on behalf of the employees. These benefits include mandatory payroll taxes (FICA, Unemployment, and Workers' Compensation) and contributions for health, dental, retirement and life insurance.

**Fund:** An independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

**Fund Balance:** The difference between the financial assets of the fund and certain liabilities expected to be liquidated in the near future from those assets, i.e., the equity in a governmental fund, reflects the cumulative total over time of revenues in excess of expenses in any established fund.

**General Fund:** The primary operating fund of the City government. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Generally-Accepted Accounting Principles (GAAP):** The common set of authoritative standards and procedures adopted by the accounting profession. GAAP requires the use of accrual accounting, where revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

**Goal:** A long-term, attainable target for an organization – its vision of the future.

**Governmental Accounting Standards Board (GASB):** A governing board with the purpose of establishing and improving standards of state and local governmental accounting and financial reporting standards.

**Grants:** Projects subsidized either partially or wholly through the Federal government, State government, or other outside funding source with specific guidelines and reporting requirements.

**Infrastructure:** The basic physical framework or foundation of the City, i.e., its roads, bridges, sidewalks, water system, and sewer system.

**Inter-fund Transfer:** A financial transaction in which money is moved from one fund (transfer out) to another (transfer in). This results in the recording of a revenue and an expenditure.

**Intergovernmental:** Existing or occurring between two or more governments or levels of government.

**Internal Service Funds:** Funds established to account for operations that provide services to other departments or agencies within the City or to other governments on a cost-reimbursement basis.

**Liability:** Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. NOTE: The term does not include encumbrances.

**Line Item:** A specific expenditure category, such as office supplies, within a departmental budget. Line items are further grouped into major objects of expenditure (i.e., personnel, operating, or capital).

**Line-Item Budget:** A budget which emphasizes allocations of resources to specific organizational units or particular objects of expenditures, such as personnel services, supplies, and capital outlay. Line-item budgets may be organized to provide accountability at varying levels, such as departments, divisions, or agencies.

**Local Streets:** Streets within and under the jurisdiction of the City, exclusive of state trunk-line highways, county roads, and streets not included in the Major Street system.

**Long-Term Debt:** Debts that will not be paid or otherwise satisfied within one year or the normal operating cycle.

**Major Streets:** Those City streets designated by the State as of the greatest general importance to the City. This category includes streets carrying relatively high traffic volume in serving one or more of the following: extensions to state trunk lines on county primary roads; traffic demands created by industry, commercial, educational, or other traffic-generating centers; circulation of traffic in and around the Central Business District; designated truck routes; or connector streets served by an extensive network of Local Streets.

**Mandate:** A requirement by a higher level of government, i.e., the state or federal government, to provide a service or to perform a function.

**Mill:** A taxation unit equal to one dollar of tax obligation for every \$1,000 of taxable valuation of property; one one-thousandth of a dollar of assessed property value.

**Millage:** The total tax obligation per \$1,000 of taxable value of property.

**Millage Rate:** The number of mills necessary to generate a specific amount of Ad Valorem taxes.

**Modified Accrual:** Accounting which recognizes revenues in the accounting period in which they are both measurable and available to finance expenditures. Expenditures are generally recognized in the accounting period in which they are both measurable and incurred. The modified accrual basis of accounting is utilized in the preparation of budgets for all governmental fund types, which include the General Fund, Special Revenue Funds, and the Debt Service Fund contained in this document.

**Objective:** A measurable target that describes the end results that a service or program is expected to accomplish in a given time period which advances the organization toward one of its goals.

**Operating Expenditures (Expenses):** A major object of expenditure other than personnel and capital costs. For example, expenditures necessary to maintain facilities, collect revenues, provide services, and otherwise carry out the department's goals.

**Performance Measures:** Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific qualitative measure of results obtained through a program of activity (e.g., reduced incidence of vandalism because of a new street-lighting program).

**Personnel Expenditures (Expenses):** A major object of expenditure which includes salaries, overtime payments made to City employees, and fringe benefit costs.

**Personnel Services:** Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees and the incidental fringe-benefit costs associated with City employment.

**Policy:** A plan, course of action, or guiding principle designed to set parameters for decision and actions.

**Recommended Budget:** The City's revenue and expenditure plan for the fiscal year, as prepared and recommended by the City Manager for City Commission consideration.

**Reimbursement:** Repayment of actual expenditures/expenses by another department or entity.

**Revenue:** An addition to the assets of a fund which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital to enterprise or intra-governmental service funds. The amount received from taxes, fees, permits, licenses, fines, interest, and other governmental entities during the fiscal year.

**Revenue Bond:** A written promise to pay a specified sum of money (principal) at a specified date or dates in the future, together with periodic interest at a specified rate. This type of bond is backed by the revenue earned from a specific project or source.

**Sewage Fund:** This Enterprise Fund accounts for the operation of the City's sewer system. The revenues consist of charges for services to City businesses and residences.

**Special Revenue Fund:** A fund to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

**State Equalized Value (SEV):** The proportion of true cash value at which property shall be assessed. SEV is 50% of the true cash value.

**Taxable Value:** A value that is established for real and personal property for use as a basis for levying property taxes.

**Transfer In/Transfer Out:** See Inter-fund Transfer.

**User Charges:** The payment of a fee for direct receipt of a public service by the party who benefits from the service.

**Water Fund:** This Enterprise Fund accounts for the operation of the City's water system. The revenues consist of charges for services and water.

## **Abbreviations and Acronyms**

<b>CDBG</b>	Community Development Block Grant
<b>CIP</b>	Capital Improvements Program
<b>DPW</b>	Department of Public Works
<b>EVIP</b>	Economic Vitality Incentive Program
<b>GAAP</b>	Generally-Accepted Accounting Principles
<b>GASB</b>	Governmental Accounting Standards Board
<b>GF</b>	General Fund
<b>GFOA</b>	Government Finance Officers Association
<b>GIS</b>	Geographic Information System
<b>GO</b>	General Obligation
<b>MDEQ</b>	Michigan Department of Environmental Quality
<b>MDOT</b>	Michigan Department of Transportation
<b>QVF</b>	Qualified Voter File
<b>RMS</b>	Records-Management System
<b>SEV</b>	State Equalized Value
<b>TV</b>	Taxable Value

# City of East Grand Rapids, Michigan



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City Commission Approved Budget FY 2022-2023