

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held February 5, 2024

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

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

Absent: None.

Also Present: City Manager Charles; Deputy City Manager LaFave; City Attorney Huff; Finance Director Seath; Parks & Recreation Director Melville; Zoning Administrator Gianotti; Public Safety Captain Ric Buikema; City Clerk Parmenter.

2024-19. The agenda was approved.

2024-20. Public comment: None.

2024-21. Mayor and City Commission comments, including committee liaison reports.

Commissioner Schulz reminded everyone about the Yule Ball on February 24th and noted that the Gaslight businesses help to support this.

Commissioner Burdick mentioned that the Manhattan Park designs are moving forward.

City Manager Charles met with the design team for the Manhattan Park project. They are waiting for the results from the sound study. He reminded everyone about the Strategic Planning session on Saturday.

2024-22. Consider electing a President to the City Commission.

City Manager Charles reviewed the request.

2024-022-A. Burdick-Schulz. To elect Laura Schwartz as President to the City Commission.

Mayor Favale thanked Commissioner Schwartz for taking on the role.

Yeas: Burdick, Groff-Blaszak, Hunter, Schulz, Schwartz, Wessely and Favale – 7
Nays: None.

2024-23. Consider the introduction of amendments to Sections 5.7, 5.27, 5.61, 5.68, and 5.70 of the Zoning Ordinance regarding the development of Accessory Dwelling Units.

Zoning Administrator Gianotti reviewed the amendments and gave a PowerPoint presentation.

Mayor Favale asked about the two-foot setback in Section 5.61. Zoning Administrator Gianotti noted that it was relating to air conditioners, stairs, etc.

Commissioner Schulz questioned the difference between multi-family and ADU. Zoning Administrator Gianotti stated that multi-family is more of a larger scale where ADU is more like an extension of the current home.

Commissioner Hunter asked if there was an estimate of the population increase from this. Zoning Administrator Gianotti gave an example of Grand Rapids only having maybe a dozen ADU's added since they approved them.

Commissioner Wessely questioned rental units. Zoning Administrator Gianotti noted the only restriction was on short term rentals.

Commissioner Groff-Blaszak asked if there were any citizen comments during the public hearing. Zoning Administrator Gianotti noted that there were not.

Commissioner Schwartz commented that we should have a definition for short-term rentals. City Manager Chales noted that we have typically used six months as a minimum.

Commissioner Wessely asked if an ADU can have a basement or if there were heating restrictions. Zoning Administrator Gianotti stated that the basement question had not come up yet and heating had to meet the building codes.

Commissioner Hunter asked if there were any age restrictions for renters and if there were rules for stand-alone ADU's. Zoning Administrator Gianotti stated that there were no age restrictions and that a stand alone can't be part of a lot split or sold separately.

Commissioner Burdick asked if a non-conforming garage can have an ADU. Zoning Administrator Gianotti stated that they could.

2024-023-A. Schwartz-Schulz to approve the introduction of amendments to Sections 5.7, 5.27, 5.61, 5.68, and 5.70 of the Zoning Ordinance regarding the development of Accessory Dwelling Units.

Commissioner Schwartz thanked the Planning Commission and former Commissioner Hamrick for their work on this and bringing it forward.

Mayor Favale thanked the Planning Commission and staff for their work on this.

Yeas: Burdick, Groff-Blaszak, Hunter, Schulz, Schwartz, Wessely and Favale – 7
Nays: None.

- 2024-24. Consider approving a scope of work with the City’s Planning Consultant PLB Planning Group to update the City’s Master Plan.

Zoning Administrator Gianotti reviewed the request.

City Planning Consultant LaBlanc stated that the City has done a great job implementing the 2018 plan. He didn’t feel it was necessary to start a brand-new plan, but it did need updating.

Commissioner Groff-Blaszak asked who leads the Master Plan updating. City Manager Charles stated that the Planning Commission had the lead.

Commissioner Schwartz asked how the decision is made on who attends the work sessions. City Planning Consultant LaBlanc stated the work sessions were for the Planning Commission, but City Commission members can attend any of them. The final one is more critical for all to attend.

- 2024-024-A. Hunter-Schwartz. To approve a scope of work with the City’s Planning Consultant PLB Planning Group to update the City’s Master Plan.

Yeas: Burdick, Groff-Blaszak, Hunter, Schulz, Schwartz, Wessely and Favale – 7
Nays: None.

- 2024-25. Consider authorizing city staff to award mill and overlay street projects.

Deputy City Manager La Fave reviewed the request.

Commissioner Hunter asked what notices go out. Deputy City Manager La Fave said that weekly updates are on our webpage, mailings, door hangers, realtor box with paper notices and QR codes.

- 2024-025-A. Wessely-Schulz. To authorizing city staff city staff to award mill and overlay street projects with the qualified low bidder within the engineering estimate of \$1,928,940 including contingency, purchase of sole source utility castings and covers from East Jordan Iron Works within FY 23/24 budgets; joint projects with the City of Grand Rapids and Kent County Road Commission; Pavement preservation projects under the Kent County Road Commission bid contract subject to the programmed and approved FY 24/25 street budgets in accordance with the Mobility-Bike Action Plan/Implementation Plan.

Yeas: Burdick, Groff-Blaszak, Hunter, Schulz, Schwartz, Wessely and Favale – 7
Nays: None.

- 2024-26. Consider approving water main cured-in-place-pipe (CIPP) rehabilitation in the amount of \$458,896 with 15% contingency.

Deputy City Manager La Fave reviewed the request.

- 2024-026-A. Wessely-Burdick. To approve water main cured-in-place-pipe (CIPP) rehabilitation with Fer-Pal Construction USA, LLC of Taylor, MI in the amount of \$458,896 with 15% contingency with the city purchasing directly from existing supplier contracts, sole source to provide for in-house valves, hydrants, pipe, meters, service line replacements, street restorations, rental items, and contingencies, within total authorized budgets for FY 24/25.

Yeas: Burdick, Groff-Blaszak, Hunter, Schulz, Schwartz, Wessely and Favale – 7
Nays: None.

- 2024-27. Consider authorizing Professional Service Agreement (PSA) extensions in accordance with the respective 2024 fee schedule for engineering services as needed within authorized budget appropriations and authorize staff to extend agreements through 2025 with updated 2025 rates.

Deputy City Manager La Fave reviewed the request.

- 2024-027-A. Wessely-Schwartz. To authorize Professional Service Agreement (PSA) extensions in accordance with the respective 2024 fee schedule for engineering services as needed within authorized budget appropriations and authorize staff to extend agreements through 2025 with updated 2025 rates.

Yeas: Burdick, Groff-Blaszak, Hunter, Schulz, Schwartz, Wessely and Favale – 7
Nays: None.

- 2024-28. Consider approval of a four-year contract for cleaning services for City facilities in the amount of \$143,644 for year one pro-rated FY 23/24 with increases of 0% for years two and three and .25% for year four.

Deputy City Manager La Fave reviewed the request.

Commissioner Groff-Blaszak stated that she is struggling with the pay for the cleaning staff of the company.

2024-028-A. Wessely-Schulz. To approve a four-year contract for cleaning services for City facilities with J.O. Cleaning Service, LLC of Comstock Park, MI in the amount of \$143,644 for year one pro-rated FY 23/24 with increases of 0% for years two and three and .25% for year four.

Yeas: Burdick, Hunter, Schulz, Schwartz, Wessely and Favale – 6
Nays: Groff-Blaszak.

2024-29. Hunter-Schwartz. To approve the consent agenda as follows:

2024-029-A. Minutes of the regular meeting held January 22, 2024.

2024-029-B. Disbursement of funds: payroll disbursements of \$ 294,416.00; county and school disbursements of \$149,048.04, and total remaining disbursements of \$ 609,184.72.

Yeas: Arendshorst, Burdick, Hamrick, Schulz, Schwartz, Wessely and Favale – 7
Nays: None.

The meeting adjourned at 7:49 p.m., subject to the call of the Mayor until February 19, 2024.

Lori A Parmenter, City Clerk