



City of East Grand Rapids  
Regular City Commission Meeting  
Agenda

**December 19, 2016 – 6:00 p.m.**  
(EGR Community Center – 750 Lakeside Drive)

1. Call to Order and Pledge of Allegiance.
2. Public Comment by persons in attendance.
3. Report of Mayor and City Commissioners.

Regular Agenda Items

4. Presentation to retiring commissioner (no action requested).
5. Acceptance of the statement of preliminary proceedings for the Lake Drive Sidewalk Special Assessment District (approval requested).
6. Resolution setting a hearing of necessity for to the Lake Drive Sidewalk Special Assessment District (approval requested).
7. Introduction of an ordinance to amend Chapter 31 of Title III of the City Code pertaining to parks general regulations (approval requested).
8. Introduction of an ordinance to amend Article I of Chapter 31 of Title III of the City Code pertaining to rules and regulations for public parks (approval requested).
9. Introduction of an ordinance to add Chapter 33 to Title III of the City Code pertaining to media production on public property (approval requested).
10. Introduction of an ordinance to add Chapter 35 to Title III of the City Code pertaining to the Parks & Recreation Commission (approval requested).

Consent Agenda – Approval Requested

11. Receipt of communications.
12. Minutes of the regular meeting held December 5, 2016 (approval requested).
13. Report of Finance Committee on disbursement of funds: payroll disbursements of \$209,126.49; county and school disbursements of \$35,159.95, and total remaining disbursements of \$334,528.37 (approval requested).
14. Three-year contract for hanging floral baskets for 2017 streetscape (approval requested).
15. Reappointment to Interurban Transit Partnership Board (approval requested).
16. Contract for engineering services for Plymouth Road topographic study and drainage study (approval requested).
17. Preliminary minutes of the Parks & Recreation Commission meeting held November 14, 2016 (no action requested).
18. Public Safety quarterly report for the period ending June 30, 2016 (no action requested).

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# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

BRIAN DONOVAN  
CITY MANAGER

## MEMORANDUM

TO: Mayor and City Commissioners  
FROM: Brian Donovan, City Manager  
DATE: November 20, 2015  
  
RE: Presentation for Commissioner Skaggs

There will be a brief ceremony honoring retiring City Commissioner Phil Skaggs as he resigns his position to take on his new role of Kent County Commissioner.

BD/kb/9202



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506

DOUG LA FAVE  
ASSISTANT CITY MANAGER

## MEMORANDUM

TO: Honorable Mayor and City Commissioners  
FROM: Doug La Fave, Assistant City Manager  
DATE: 11/14/2016

RE: Lake Drive sidewalk special assessment project (Woodshire Ave to City limit)

**Action Requested:** Acceptance of the statement of preliminary proceedings (step two) and approval of a resolution setting a hearing of necessity for January 3, 2016 at 6:00pm (step three).

**Background:** The sidewalk funding policy from the 2015 streets and sidewalks millage dedicates \$200,000 per year towards new and existing sidewalk rehabilitation and replacement. The breakdown of the approved funding policy is an appropriation of \$150,000 towards rehabilitation and replacement and \$50,000 towards new sidewalk sections that currently do not exist through a special assessment cost share where the City contribution is 80% and 20% is a special assessment to the benefitting properties. The City Commission, on a project by project basis, may increase the \$50,000 appropriation to meet the 80% cost share but not to exceed the \$500,000 aggregate total of the 10-year millage. The current engineering estimate for the new sidewalk section on the north side of Lake Drive from Woodshire Avenue to the City limit is ~\$114,000 with contingency. The aggregate balance remaining from the millage for new sidewalk sections is \$400,000. If the Lake Drive sidewalk project is approved at the 80% funding level, the City contribution would be ~\$91,200 with a special assessment of the remaining 20% to benefitting properties at ~\$22,800. The remaining balance for future projects would be \$308,000.

The City received a petition request for new sidewalk for the north side of Lake Drive between Woodshire Avenue and the City limit. The defined area consists of seven homes and the petitions submitted consisted of four of the seven (57%). In order to proceed with a special assessment, at least 51% of the property owners impacted in an area must sign a petition.

Once the petition threshold was met, City staff reviewed the project area and updated project estimates. The overall project cost with contingency is ~\$114,000 as noted, with the City covering 80% of the cost per previous consideration. A cost allocation per property/parcel was sent to the seven property owners within the project area along with special assessment estimates and a project ballot. The results of the project ballot are five in favor, one opposed and one no response.

Special assessments may be paid in full or over a 10-year period through equal annual installments. The payment installments are collected over this period and noted as a line item in summer tax assessments. The interest rate charged for the special assessment financing is the current prime rate plus 1% (current prime rate is 3.5%).

The next step in the process will be a publication and mailing the notice of necessity hearing (step four) and holding the hearing of necessity on January 3, 2016 at 6:00pm (step five).

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Brian Donovan, City Manager

Statement of Preliminary Proceedings

Lake Drive Sidewalk Extension Project

1. Specifications for the above improvement have been prepared and filed with the City Clerk.
2. The estimate of cost of the improvement is \$114,000.
3. I recommend that the cost be paid as follows:

By assessment	\$22,800	(20%)
City at large cost	\$91,200	(80%)

4. I recommend that the special assessments be payable in ten annual installments.
5. The following lands should be included in the special assessment district:

<u>Parcel Number</u>	<u>Address</u>
41-18-03-227-028	1350 Woodshire Avenue
41-18-03-227-029	3121 Lake Drive
41-18-03-227-019	3131 Lake Drive
41-18-03-227-023	3155 Lake Drive
41-18-03-227-030	3159 Lake Drive
41-18-03-227-031	3161 Lake Drive
41-18-03-227-026	3157 Lake Drive

\_\_\_\_\_  
City Manager

Resolution Setting Hearing on Necessity

RESOLVED that the statement of preliminary proceedings with respect to this proposed improvement having been filed with the City Clerk, a public hearing be held before the City Commission at the City Hall on Tuesday, January 3, 2017 at 6:00 p.m. relative to necessity of the proposed improvement consisting of:

*Consideration to create a special assessment district for the construction of approximately 720 feet of sidewalk on the north side of Lake Drive from Woodshire Avenue to the City limit.*

and that the Clerk cause notice of this hearing to be published and mailed as required by Ordinance Section 1.303(B) at least 10 days prior to the date of such hearing.

Adopted by the East Grand Rapids City Commission  
on December 19, 2016

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Karen K. Brower, City Clerk

NOTICE OF SPECIAL IMPROVEMENT HEARING

To Whom It May Concern:

Take Notice that on Tuesday, January 3, 2017 at 6:00 p.m., the East Grand Rapids City Commission will hold a public hearing at the City Hall, 750 Lakeside Drive SE, East Grand Rapids, Michigan, for the purpose of determining the necessity of the proposed improvement consisting of:

*Construction of approximately 720 feet of sidewalk on the north side of Lake Drive from Woodshire Avenue to the City limit.*

If the City Commission determines such improvement to be a public necessity, it may also determine to defray the whole or part of the cost of the improvement by special assessment upon the property especially benefited in proportion to the benefits thereto, approve the plans and specifications for the improvement, determine the estimated cost thereof, determine what portion of such cost shall be paid by special assessment upon the property especially benefited and what portion, if any, shall be paid by the City-at-large, determine the number of installments in which assessments may be paid, determine the rate of interest to be charged on installments, designate the special assessment district which shall include the land and premises upon which special assessments shall be levied, and direct the Manager to prepare, or cause to be prepared, a special assessment roll for said improvement.

The plans and estimates for such improvement and a statement of the preliminary proceedings and determinations relative to such proposed improvement are on file with the City Clerk.

At said hearing the City Commission will hear and consider any objections in regard to said proposed improvement. Appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the state tax tribunal. An owner or party in interest, or his or her agent may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter and his or her personal appearance shall not be required.

\_\_\_\_\_  
City Clerk  
East Grand Rapids, Michigan



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

## NOTICE OF SPECIAL IMPROVEMENT HEARING

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City Clerk  
East Grand Rapids, Michigan

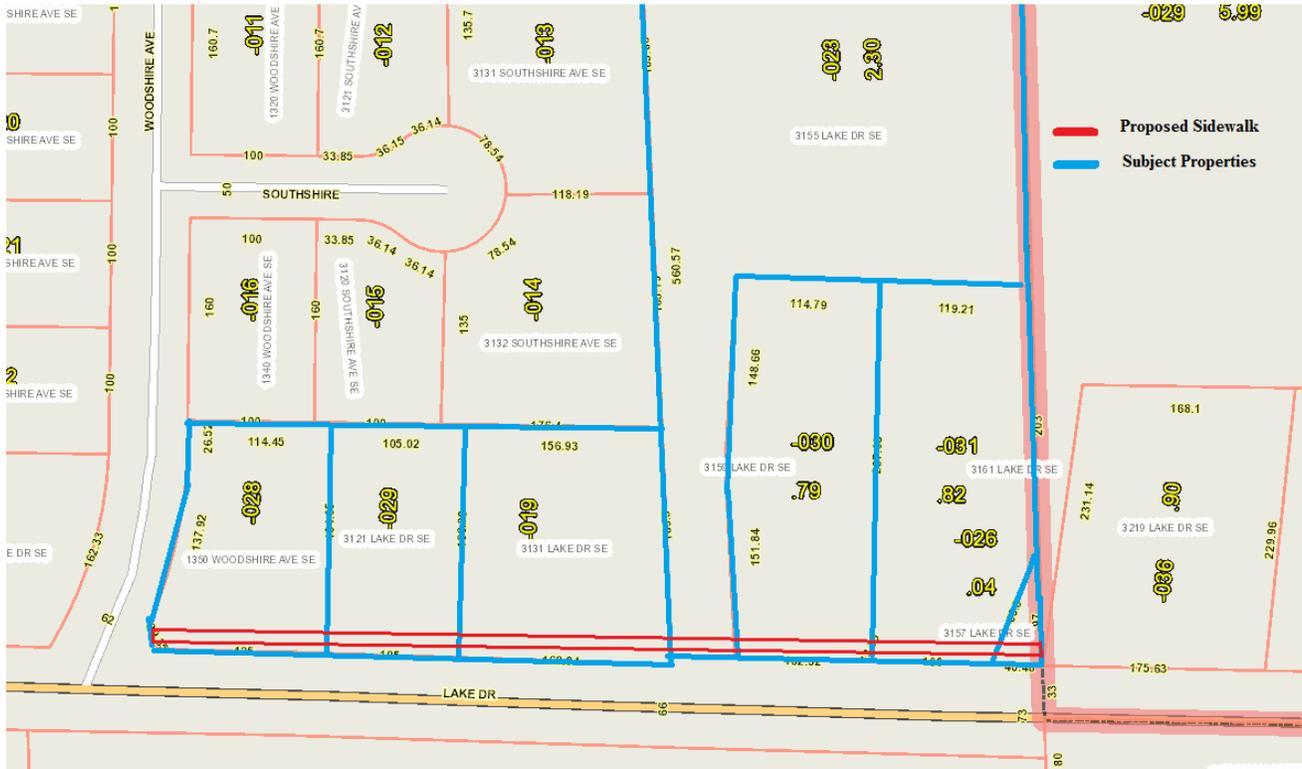
<b>General Info</b>	<b>City Manager</b>	<b>Engineering</b>	<b>Assessor</b>	<b>Parks &amp; Recreation</b>	<b>Public Safety</b>	<b>Streets &amp; Utilities</b>
949-2110	949-2110	940-4817	940-4818	949-1750	949-7010	940-4870
fax 940-4884	fax 940-4884	fax 940-4884	fax 940-4884	fax 940-4884	fax 940-4829	fax 940-4872



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506

## Lake Drive sidewalk Extension Project



3000 Block Lake Dr  
Proposed New Sidewalk  
Price Breakdown Per Parcel \$/Ft

Address	Approximate frontage (Ft)	Total project cost without corner lot cost share	Total project cost with corner lot cost share	Estimated cost per address (\$) after City contribution
1350 Woodshire/Corner lot	147	\$23,238.31	\$11,619.16	<b>\$2,323.83</b>
3121 Lake Dr	105	\$16,598.79	\$18,535.32	<b>\$3,707.06</b>
3131 Lake Dr	170	\$26,874.24	\$28,810.77	<b>\$5,762.15</b>
3155 Lake DR	50	\$7,904.19	\$9,840.72	<b>\$1,968.14</b>
3159 Lake DR	103	\$16,282.63	\$18,219.16	<b>\$3,643.83</b>
3161 Lake DR	100	\$15,808.38	\$17,744.91	<b>\$3,548.98</b>
3157 Lake Dr	45	\$7,113.77	\$9,050.30	<b>\$1,810.06</b>
Total with 10% Contingency	<b>720</b>	<b>\$113,820.30</b>	<b>\$113,820.30</b>	<b>\$22,764.06</b>
Estimated Cost Per Foot (\$/Ft)	<b>\$158.08</b>			
City of East Grand Rapids Contribution 80%		<b>\$91,056.24</b>		
Resident-Special Assessment Contribution 20%		<b>\$22,764.06</b>		
Total Project Cost		<b>\$113,820.30</b>		

**\*Special Assessments for a corner lot that already has existing sidewalk along one street boundary is responsible for 50% of the special assessment for a second street boundary sidewalk with the remaining 50% cost spread evenly amongst all other benefiting properties in the special assessment district.**



FRED S. BUNN  
DIRECTOR

CITY OF  
**EAST GRAND RAPIDS, MICHIGAN**  
PARKS & RECREATION DEPARTMENT

7

**Memorandum**

To: Honorable Mayor and City Commissioners  
From: Fred Bunn, Director of Parks & Recreation  
Date: December 6, 2016  
Re: Review of Parks Ordinances for the City of East grand Rapids Code

**Action Requested:** The City Commission review and approve the updated parks ordinances for the City of East Grand Rapids Code.

**Background:** The City Manager, City Attorney and I have reviewed all existing parks ordinances in the East Grand Rapids Code and recommend the proposed changes. Below is an explanation of substantial changes to the Code:

Chapter 31

3.11 Definitions

Added the following parks; Steketee Woods, Schroeder Park, Griffiths Lake Park, Mary triangle (old water tower) and Campo Grande (San Lu Rae triangle)

3.15 Use of Parks

Section A Number 5

Added language prohibiting independent commercial activity in John Collins Park

Section B Number 1

Added language clearly defining who and what types of events need to apply for a Special Event Permit.

Old Section B

Removed language that allowed the submission of wedding permit applications for John Collins Park. We encourage the use of Manhattan Park pavilion area or Wege Plaza for wedding functions.

3.17 Fires; Grills; Fireworks

Clearly defined the use and types of grills allowed in our public parks.

3.29 Swimming

Listed all properties, both city and School, with lake front access and defined as no swimming or wading.

### Chapter 33

A new chapter 33 entitled “Media Production on Public Property” is hereby added to Title III of the Code of the City of East Grand Rapids.

All sections of Chapter 31 Parks; General Regulations were merged into Article I of Chapter 31 Title III of the Code. Many of the sections were repetitive and it made logical sense to add, combine, or re-write as needed.

### Chapter 35

A new Chapter 35 entitled “Recreation Commission” is added to the Code. This chapter describes the parks & recreation commission appointment process, operations and authority.

This information has been reviewed by the Finance Committee and found to be in order.

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Brian Donovan, City Manager

**AN ORDINANCE TO AMEND CHAPTER 31 OF TITLE III  
OF THE CODE OF THE CITY OF EAST GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Chapter 31 of Title III of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**CHAPTER 31: PARKS; GENERAL REGULATIONS**

- 3.1. Rules. The city manager is hereby empowered to make and enforce such rules and regulations, subject to the approval of the city commission, pertaining to the conduct and use of parks and public grounds, as are necessary to administer the same and to protect public property and the safety, health, morals and welfare of the public. (1982 Code §3.5)
- 3.2. Violations. Any person who shall violate any of the provisions of this chapter or any of the rules and regulations promulgated hereunder, shall have committed a civil infraction and may be ordered to pay a civil fine of not more than five hundred dollars (\$500.00). (Ord.,1-31-1992; Ord., 9-14-1996)

Section 2. This Ordinance shall be effective on \_\_\_\_\_, 2016.

Section 3. This Ordinance shall be published in full pursuant to the provisions of Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

**AN ORDINANCE TO AMEND ARTICLE I OF CHAPTER 31  
OF TITLE III OF THE CODE OF THE CITY OF EAST  
GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Article I of Chapter 31 of Title III of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**CHAPTER 31 ARTICLE I: RULES AND REGULATIONS FOR PUBLIC PARKS**

- Section:
- 3.10. Intent
  - 3.11. Definitions
  - 3.12. Park Hours
  - 3.13. Expulsion
  - 3.14. Motor Vehicles~~3.15.~~; Other Motorized Items
  - ~~3.16~~3.15. Use of Parks
  - ~~3.16.~~ Athletic Games
  - 3.17. ~~Fires;~~ Grills; Fireworks
  - 3.18. ~~Domestic Animals~~Dogs
  - 3.19. Sound Amplification
  - 3.20. Park Roads and Grounds
  - 3.21. No Hunting
  - 3.22. ~~Alcoholic Beverages~~
  - 3.23. No Camping
  - 3.24. Injury to or Defacing of Parks
  - 3.25. ~~Golf Prohibition~~
  - 3.26. ~~Rollerblades~~In-line Skates; Roller Skates; Motorized and Non-Motorized Scooters; In-Line Skates; Bicycles
  - 3.27. School Rules
  - 3.28. Weapons Prohibited
  - 3.29. Swimming
  - 3.30. Parking and Storage
  - 3.31. Boat Launches
  - ~~3.31-1~~3.32 Feeding Birds and Water Fowl
  - 3.33 Deposit of Garbage and Rubbish

3.10. Intent. The following rules and regulations of this article are issued pursuant to section ~~3.5~~ 3.1 of this title. (Ord., 4-24-1995)

3.11. Definitions. For purposes of these rules and regulations, the term ‘public park’ shall mean any park, recreation facility (including boat launches), or open space owned or controlled by the ~~city~~ City of East Grand Rapids, as well as joint facilities properties utilized and improved by both the ~~city~~ City and the East Grand Rapids Public Schools (‘schools’), which facilities are as follows:

- A. Remington Park (including baseball field).
- B. The Manhattan ~~recreation area~~ Park and adjacent athletic fields, tennis courts, playground, sledding hill, and trail system.
- C. Athletic fields, ball fields, and playgrounds surrounding Breton Elementary, Lakeside Elementary, Wealthy Elementary, Woodcliff Administration Building, the middle school, and the high school ('school buildings').
- D. Canepa community tennis center and all other public courts located within the ~~city~~ City.
- ~~E. Gymnasiums located within school buildings.~~
- ~~E. John Collins Park.~~
- F. Memorial Field.
- G. Mehney Field.
- H. The lower field adjacent to Memorial Field.
- I. The community track which surrounds the lower field.
- J. Wealthy pool.
- K. ~~Community~~ High School pool.
- L. Hodenpyl Woods.
- M. Waterfront Park.
- ~~N. Steketee Woods.~~
- ~~N. Gilmore O. Schroeder Park.~~
- ~~P. Griffiths Lake Park.~~
- ~~Q. Mary Triangle (old water tower).~~
- ~~R. Campo Grande (San Lu Rae triangle).~~

The term 'Recreation Director' shall mean the Parks and Recreation Director for the ~~city~~ City of East Grand Rapids. 'Parks and Recreation Commission' shall mean the Parks and Recreation Commission appointed by the Mayor of the ~~city~~ City of East Grand Rapids. 'Superintendent' shall mean the Superintendent of the East Grand Rapids Public Schools.

3.12. Park Hours. Public parks shall be open to the public during such hours as are established and published by the Parks and Recreation Commission and

posted at the park. It shall be unlawful for any person, except those persons authorized by the Parks & Recreation Director or the Superintendent, to enter upon, cross through or remain within any public park outside of the established hours.

3.13. Expulsion. Employees of the City and the ~~Schools~~schools shall have, and are hereby given, the authority and power to exclude and expel any person or persons from any public park located within the City when such City or ~~School~~school employee believes in their judgment that those person or persons have violated any provisions or requirements of this Chapter, any City Ordinance, or any state law. It shall be unlawful for any person to refuse or fail to leave a public park when ordered to do so by a City or ~~School~~school employee.

3.14. Motor Vehicles; Other Motorized Items. All motor vehicles (except authorized City or ~~School~~school vehicles) shall be removed from Manhattan recreation Area Park, Remington Park and Waterfront Park parking lots before closing. Any motor vehicles left in said parking lots after closing will be ticketed and towed away by the City at the owner's expense. No motor vehicles, motor cycles, mopeds, go-carts, mini-bikes, snowmobiles, ATV's or similar items shall be used in public parks unless the Parks and Recreation Director or Superintendent authorizes such use beforehand except that motor vehicles and motorcycles are allowed as provided in Section 3.19 of this Chapter.

~~3.15. Other Motorized Items. No motor vehicles, motor cycles, mopeds, go-carts, mini-bikes, snowmobiles, ATV's or similar items shall be used in public parks unless the Parks and Recreation Director or Superintendent authorizes such use beforehand.~~

~~3.16~~3.15. Use of Parks. The scheduling of public parks and the issuance of permits for the use of public parks shall be the responsibility of the Recreation Director or his/her designee (except for special events permits, which shall be issued by the Parks and Recreation Commission). Certain facilities may not be used unless a permit has been obtained as provided by subsections D and E of this section. In addition, a permit is required to reserve any facility. Notwithstanding the above, the scheduling of facilities located in school buildings ~~or on property owned by the schools~~ shall be handled by the Superintendent or his/her designee ~~if the use of the facility is to occur during the school year.~~ Preference for use in scheduling will be given to events of the East Grand Rapids Public Schools and the Parks and Recreation Department. The ~~three~~ (2) types of permits for use of public parks are as follows:

A. Facilities Use Permit.

1. A facilities use permit is issued to a group or event where no entry fee or donation fees are charged for those participating in or watching the event.
2. The following groups can qualify for a facilities use permit:
  - a. Team practice events involving adults or children. Preference will be given to teams or clubs associated with the East Grand Rapids Public Schools or the Parks and Recreation Department;
  - b. Family reunions;
  - c. Block parties;
  - d. Company or firm, organization or group events such as picnics, softball, or touch football.
3. Facilities permits are issued on a per event basis. Permits are issued by the ~~recreation director~~ Recreation Director or his/her designee. The applicant will be charged fees for use of the facility as set by the City and/or Joint Facilities Committee. City and ~~School-school~~ sponsored events will not be charged a fee and do not need to receive a facilities permit, but they do need to be scheduled as provided above.
4. The ~~recreation director~~ Recreation Director can attach reasonable conditions to the granting of a facilities permit.
5. Prohibition of independent commercial activity in John Collins Park: Only commercial activities which are authorized or controlled by concession or contract with the City or are part of any City-sponsored program shall be allowed the use of John Collins Park. No independent commercial activity undertaken in John Collins Park by an individual, firm, partnership, cooperative, nonprofit membership corporation, joint venture, association, company, corporation, agency, syndicate, group, organization, or combination acting as a unit shall be allowed.

B. Special Event Permits.

1. Any individual, group, company, firm or person-organization or combination acting as a unit who charges an admission fee or collects donations to watch or participate in an event in a park or who sponsors or ~~conducts~~ conducts any walk-~~or run~~, run, competition or non-competition event that is used to raise funds, which walk-~~or run~~, run, competition or non-competition event is to occur in a public park and/or on the city-City right-of-way,

must obtain a special event permit from the Parks and Recreation Commission.

2.A ~~\$200.00~~ An application and permit fee, as determined by the City Commission, must be paid to the city-City except for city-City or school-sponsored events.

3. Special events permits shall evidence the right of the group to occupy the designated portion of the park and right-of-way involved for the approved use. Special event permits shall be subject to the following requirements:

- a. A certificate of insurance may be required by the City from any person or group that wishes to obtain a special event permit. Any required insurance shall be in such amounts and for such times as the recreation director requires.
- b. Applicants must fill out a proper special event ~~form-permit application~~ and submit it to the ~~city-City~~ at least sixty (60) days prior to the proposed event.
- c. Applicants shall pay the ~~\$200.00~~ application and permit fee required by Section ~~3.16B2-3.15B2~~ at the time the application is submitted. Such fee shall not be refunded, even if the application is denied.
- d. In addition to the application fee, the applicant shall reimburse the City for all City labor costs (including wages and overtime for City employees and any part time or contracted labor for the event), equipment rental, cleanup costs and damages to the public park or off site property (if any) which are caused by or attributable to the special event. Such costs shall be fully reimbursed to the ~~city-City~~ within thirty (30) days of the date the applicant receives an invoice for the same from the City. Such costs may be waived in whole or in part by the City Commission in a given case for good cause shown.
- e. Any other reasonable conditions determined to be appropriate by the Parks and Recreation Commission.

~~C. — Wedding permits for John Collins Park. Because of the need to make John Collins Park generally available for public use and because of its limited size, it is necessary to limit and restrict weddings that may occur in the park. In order to hold a wedding in John Collins Park, a wedding permit must first be obtained by the Recreation Director and a permit fee of \$200.00 must be paid. A wedding permit will only be issued if the following conditions are met:~~

1. ~~There may not be more than a total of thirty (30) people in and attending the wedding ceremony.~~
2. ~~The permit will only cover a total time period of 1 1/2 hours.~~
3. ~~The wedding ceremony may take place only on the overlook or on the plaza.~~
4. ~~No chairs or tables may be brought into or set up in the park.~~
5. ~~All other parks rules must be complied with including no alcoholic beverages being possessed or consumed within the park and the use of any sound amplification equipment must comply with Section 3.18.~~
6. ~~Permits will be issued on a first come/first served basis.~~
7. ~~A permit may be denied if other special events are scheduled for John Collins Park.~~

DC. Limited Use Facilities. Because of the need to maintain certain athletic fields in the best possible condition for game play, it is necessary to limit the use of said fields so that they have adequate time to recover between games and seasons. The following list of facilities are to be used only for scheduled ~~event~~ events of the East Grand Rapids Schools Athletic Department and the Parks and Recreation Department unless a permit has been obtained from the Parks and Recreation Department prior to use:

1. Swaney Baseball field at Remington fieldPark.
2. Manhattan official size soccer field number 5.
3. Manhattan softball field number 3.

ED. Mehney Field and Memorial Field. Mehney Field and Memorial Field have been designed and built as all-weather playing surfaces to be used primarily for events scheduled by the East Grand Rapids Public Schools and the Parks and Recreation Department. Events scheduled by either of these two (2) bodies shall be entitled to preferential use of the fields. When not in use for such a scheduled event, the fields may be made available for use by other persons and groups who obtain a permit and pay all required fees. Any use by a group, company, league, or other organization can only occur if a facilities rental permit or a special event permit has first been obtained and fees paid in accordance with subsections A and B of this section. Individuals are permitted to use these fields on an informal basis at times when no other use of the field is scheduled, subject to the

opening and closing hours posted at the park pursuant to section 3.12 of this article. (Ord., 4-24-1995; Ord., 11-4-1996; Ord., 9-20-1999; Ord. 4-15-2002)

3.16. Athletic Games.

No baseball, football or softball throwing, or other activities hazardous to others shall take place in any public park, playground or other public place, except in areas designated therefor by the city manager. (1982 Code §3.4)

- 3.17. Fires; Grills; Fireworks. No fire shall be built nor shall any grill be brought into or utilized in any public park, with the exception that grills may be utilized in designated areas within Manhattan Park as approved beforehand by permit issued by the ~~recreation director~~ Recreation Director or the director's designee. In addition, grills that have been placed in Manhattan Park by the City may be used without a permit. Any grill approved by the recreation director or the director's designee shall be fueled by gas or propane only; no wood burning or charcoal burning cookers, smokers, or grills shall be brought into Manhattan Park. Charcoal may only be used in grills provided by the City.

No person shall possess or ignite fireworks, rockets, or sparklers in a public park unless permission, or a fireworks permit, has been obtained beforehand from the recreation director or the director's designee and unless such possession and use complies with Section 9.57E of Chapter 93 of Title IX of this Code.

- 3.18. ~~Domestic Animals~~Dogs. No ~~domestic animals~~ dogs shall be permitted in any public park unless on a ~~lease~~ leash, not exceeding six (6) feet in length, controlled by the owner at all times. Owners shall ~~remove~~ pick up all animal fecal discharges from park property ~~immediately~~ and dispose of in a proper container. No dangerous or vicious ~~animals~~ dogs shall be permitted in any public park. (Ord., 4-24-1995)

- 3.19. Sound Amplification. Use of sound amplification in the public parks shall not disturb the quiet enjoyment of the park by other park users unless an amplification permit has been obtained from the Parks & Recreation Department.

- 3.20. Park Roads and Grounds. No person shall operate any motor vehicle in any public park except upon established roadways, drives, and parking lots designated by the City. The Parks & Recreation Director or Superintendent may authorize exceptions to this regulation for service vehicles and during special events.

- 3.21. No Hunting. No hunting or trapping shall occur within a public park or in any waters adjacent thereto unless a permit has been obtained from the Parks & Recreation Director.
- 3.22. Alcoholic Beverages. No alcoholic beverages shall be brought into, possessed or consumed within any public park.
- 3.23. No Camping. No person shall camp in any public park unless a permit has been obtained from the Parks and Recreation Department.
- 3.24. Injury to or Defacing of Parks. No person shall damage or deface any item within a public park. No person shall destroy or damage the surface or sod of any playing field, track, tennis courts, or practice area. There shall be no waxing of areas or equipment located in ~~parks and playgrounds,~~ playgrounds and on streetscape areas. No person shall obstruct any walk or drive in any public park or playground and no person shall injure, mar or damage, in any manner, any monument, ornament, fence, bridge, seat, tree, fountain, shrub, flower, playground equipment, fireplace or other public property within or pertaining to said parks. (1982 Code §3.1)
- 3.25. Golf Prohibition. No person shall play or practice golf in a public park and/or on school property.
- 3.26. ~~Roller Blading~~In-Line Skates; Roller Skates; Scooters (motorized and nonmotorized); In-Line Skates; Bicycles. No person shall use a skateboard, roller blades, roller skates, inline skates, scooter, bicycle, tricycle, or similar item, or apply any wax, on any playground equipment, park or school property furnishings (including, but not limited to, railings, stairs, curbs, benches, concrete walls, bike racks, planters, and trash cans), tennis court, the community track, John Collins Park, Canepa community tennis center, Mehney field, Memorial field, Remington field, or any other athletic field.
- 3.27. School Rules. It is anticipated that the schools will adopt their own rules and regulations pertaining to the use of joint facilities properties by the schools. If that occurs, such rules by the schools shall not negate these rules and any person utilizing any public park will have to comply with both sets of rules.
- 3.28. Weapons Prohibited. Except as provided by law, no person shall possess, transport, shoot, fire, or discharge any firearm, air rifle, air pistol, paint gun, bow and arrow, or any other weapon or instrument which might cause damages to persons or property in any public park.
- 3.29. ~~No Swimming at John Collins Park.~~ No swimming or wading shall be allowed in the waters immediately adjacent to John Collins Park and persons any public-owned property including John Collins Park, Waterfront Park, the Community Center / Library / Public Safety Complex, Mehney Field, the East Grand Rapids Middle School, Remington Park, Hodenpyl Woods, and



Comparison Details	
Title	pdfDocs compareDocs Comparison Results
Date & Time	11/11/2016 9:28:37 AM
Comparison Time	1.93 seconds
compareDocs version	v4.2.0.25

Sources	
Original Document	[#10522338] [v1] City of EGR Ordinance Update - Chapter 31.doc
Modified Document	[#10522338] [v3] City of EGR Ordinance Update - Chapter 31.doc

Comparison Statistics	
Insertions	48
Deletions	18
Changes	59
Moves	0
TOTAL CHANGES	125

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<u>Deletions</u>	
<u>Moves / Moves</u>	
Inserted cells	
Deleted cells	
Merged cells	
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Changed lines	Mark left border.
Comments color	By Author.
Balloons	False

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Open Comparison Report after Saving	General	Always
Report Type	Word	Track Changes
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Show Reviewing Pane	Word	False
Update Automatic Links at Open	Word	False
Summary Report	Word	End
Include Change Detail Report	Word	Separate
Document View	Word	Print
Remove Personal Information	Word	False
Flatten Field Codes	Word	True

**AN ORDINANCE TO AMEND ARTICLE I OF CHAPTER 31  
OF TITLE III OF THE CODE OF THE CITY OF EAST  
GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Article I of Chapter 31 of Title III of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**ARTICLE I: RULES AND REGULATIONS FOR PUBLIC PARKS**

- Section: 3.10. Intent
- 3.11. Definitions
- 3.12. Park Hours
- 3.13. Expulsion
- 3.14. Motor Vehicles; Other Motorized Items
- 3.15. Use of Parks
- 3.16. Athletic Games
- 3.17. Fires; Grills; Fireworks
- 3.18. Dogs
- 3.19. Sound Amplification
- 3.20. Park Roads and Grounds
- 3.21. No Hunting
- 3.22. Alcoholic Beverages
- 3.23. No Camping
- 3.24. Injury to or Defacing of Parks
- 3.25. Golf Prohibition
- 3.26. In-line Skates; Roller Skates; Motorized and Non-Motorized Scooters; In-Line Skates; Bicycles
- 3.27. School Rules
- 3.28. Weapons Prohibited
- 3.29. Swimming
- 3.30. Parking and Storage
- 3.31. Boat Launches
- 3.32. Feeding Birds and Water Fowl
- 3.33. Deposit of Garbage and Rubbish

3.10. Intent. The following rules and regulations of this article are issued pursuant to section 3.1 of this title. (Ord., 4-24-1995)

3.11. Definitions. For purposes of these rules and regulations, the term ‘public park’ shall mean any park, recreation facility (including boat launches), or open space owned or controlled by the City of East Grand Rapids, as well as joint facilities properties utilized and improved by both the City and the East Grand Rapids Public Schools (‘schools’), which facilities are as follows:

- A. Remington Park (including baseball field).
- B. The Manhattan Park and adjacent athletic fields, tennis courts, playground, sledding hill, and trail system.
- C. Athletic fields, ball fields, and playgrounds surrounding Breton Elementary, Lakeside Elementary, Wealthy Elementary, Woodcliff Administration Building, the middle school, and the high school ('school buildings').
- D. Canepa community tennis center and all other public courts located within the City.
- E. John Collins Park.
- F. Memorial Field.
- G. Mehney Field.
- H. The lower field adjacent to Memorial Field.
- I. The community track which surrounds the lower field.
- J. Wealthy pool.
- K. High School pool.
- L. Hodenpyl Woods.
- M. Waterfront Park.
- N. Steketee Woods.
- O. Schroeder Park.
- P. Griffiths Lake Park.
- Q. Mary Triangle (old water tower).
- R. Campo Grande (San Lu Rae triangle).

The term 'Recreation Director' shall mean the Parks and Recreation Director for the City of East Grand Rapids. 'Parks and Recreation Commission' shall mean the Parks and Recreation Commission appointed by the Mayor of the City of East Grand Rapids. 'Superintendent' shall mean the Superintendent of the East Grand Rapids Public Schools.

3.12. Park Hours. Public parks shall be open to the public during such hours as are established and published by the Parks and Recreation Commission and posted at the park. It shall be unlawful for any person, except those persons authorized by the Parks & Recreation Director or the Superintendent, to enter

upon, cross through or remain within any public park outside of the established hours.

- 3.13. Expulsion. Employees of the City and the schools shall have, and are hereby given, the authority and power to exclude and expel any person or persons from any public park located within the City when such City or school employee believes in their judgment that those person or persons have violated any provisions or requirements of this Chapter, any City Ordinance, or any state law. It shall be unlawful for any person to refuse or fail to leave a public park when ordered to do so by a City or school employee.
  
- 3.14. Motor Vehicles; Other Motorized Items. All motor vehicles (except authorized City or school vehicles) shall be removed from Manhattan Park, Remington Park and Waterfront Park parking lots before closing. Any motor vehicles left in said parking lots after closing will be ticketed and towed away by the City at the owner's expense. No motor vehicles, motor cycles, mopeds, go-carts, mini-bikes, snowmobiles, ATV's or similar items shall be used in public parks unless the Parks and Recreation Director or Superintendent authorizes such use beforehand except that motor vehicles and motorcycles are allowed as provided in Section 3.19 of this Chapter.
  
- 3.15. Use of Parks. The scheduling of public parks and the issuance of permits for the use of public parks shall be the responsibility of the Recreation Director or his/her designee (except for special events permits, which shall be issued by the Parks and Recreation Commission). Certain facilities may not be used unless a permit has been obtained as provided by subsections D and E of this section. In addition, a permit is required to reserve any facility. Notwithstanding the above, the scheduling of facilities located in school buildings shall be handled by the Superintendent or his/her designee. Preference for use in scheduling will be given to events of the East Grand Rapids Public Schools and the Parks and Recreation Department. The two (2) types of permits for use of public parks are as follows:
  - A. Facilities Use Permit.
    1. A facilities use permit is issued to a group or event where no entry fee or donation fees are charged for those participating in or watching the event.
    2. The following groups can qualify for a facilities use permit:
      - a. Team practice events involving adults or children. Preference will be given to teams or clubs associated with the East Grand Rapids Public Schools or the Parks and Recreation Department;
      - b. Family reunions;

- c. Block parties;
  - d. Company, firm, organization or group events such as picnics, softball, or touch football.
3. Facilities permits are issued on a per event basis. Permits are issued by the Recreation Director or his/her designee. The applicant will be charged fees for use of the facility as set by the City and/or Joint Facilities Committee. City and school sponsored events will not be charged a fee and do not need to receive a facilities permit, but they do need to be scheduled as provided above.
  4. The Recreation Director can attach reasonable conditions to the granting of a facilities permit.
  5. Prohibition of independent commercial activity in John Collins Park: Only commercial activities which are authorized or controlled by concession or contract with the City or are part of any City-sponsored program shall be allowed the use of John Collins Park. No independent commercial activity undertaken in John Collins Park by an individual, firm, partnership, cooperative, nonprofit membership corporation, joint venture, association, company, corporation, agency, syndicate, group, organization, or combination acting as a unit shall be allowed.

B. Special Event Permits.

1. Any individual, group, company, firm organization or combination acting as a unit who charges an admission fee or collects donations to watch or participate in an event in a park or who sponsors or conducts any walk, run, competition or non-competition event that is used to raise funds, which walk, run, competition or non-competition event is to occur in a public park and/or on the City right-of-way, must obtain a special event permit from the Parks and Recreation Commission.
2. An application and permit fee, as determined by the City Commission, must be paid to the City except for City or school-sponsored events.
3. Special events permits shall evidence the right of the group to occupy the designated portion of the park and right-of-way involved for the approved use. Special event permits shall be subject to the following requirements:

- a. A certificate of insurance may be required by the City from any person or group that wishes to obtain a special event permit. Any required insurance shall be in such amounts and for such times as the recreation director requires.
  - b. Applicants must fill out a proper special event permit application and submit it to the City at least sixty (60) days prior to the proposed event.
  - c. Applicants shall pay the application and permit fee required by Section 3.15B2 at the time the application is submitted. Such fee shall not be refunded, even if the application is denied.
  - d. In addition to the application fee, the applicant shall reimburse the City for all City labor costs (including wages and overtime for City employees and any part time or contracted labor for the event), equipment rental, cleanup costs and damages to the public park or off site property (if any) which are caused by or attributable to the special event. Such costs shall be fully reimbursed to the City within thirty (30) days of the date the applicant receives an invoice for the same from the City. Such costs may be waived in whole or in part by the City Commission in a given case for good cause shown.
  - e. Any other reasonable conditions determined to be appropriate by the Parks and Recreation Commission.
- C. Limited Use Facilities. Because of the need to maintain certain athletic fields in the best possible condition for game play, it is necessary to limit the use of said fields so that they have adequate time to recover between games and seasons. The following list of facilities are to be used only for scheduled events of the East Grand Rapids Schools Athletic Department and the Parks and Recreation Department unless a permit has been obtained from the Parks and Recreation Department prior to use:
- 1. Swaney Baseball field at Remington Park.
  - 2. Manhattan official size soccer field number 5.
  - 3. Manhattan softball field number 3.
- D. Mehney Field and Memorial Field. Mehney Field and Memorial Field have been designed and built as all-weather playing surfaces to be used primarily for events scheduled by the East Grand Rapids Public Schools and the Parks and Recreation Department. Events scheduled by either of these two (2) bodies shall be entitled to

preferential use of the fields. When not in use for such a scheduled event, the fields may be made available for use by other persons and groups who obtain a permit and pay all required fees. Any use by a group, company, league, or other organization can only occur if a facilities rental permit or a special event permit has first been obtained and fees paid in accordance with subsections A and B of this section. Individuals are permitted to use these fields on an informal basis at times when no other use of the field is scheduled, subject to the opening and closing hours posted at the park pursuant to section 3.12 of this article. (Ord., 4-24-1995; Ord., 11-4-1996; Ord., 9-20-1999; Ord. 4-15-2002)

3.16. Athletic Games. No baseball, football or softball throwing, or other activities hazardous to others shall take place in any public park, playground or other public place, except in areas designated therefore by the city manager. (1982 Code §3.4)

3.17. Fires; Grills; Fireworks. No fire shall be built nor shall any grill be brought into or utilized in any public park, with the exception that grills may be utilized in designated areas within Manhattan Park as approved beforehand by permit issued by the Recreation Director or the director's designee. In addition, grills that have been placed in Manhattan Park by the City may be used without a permit. Any grill approved by the recreation director or the director's designee shall be fueled by gas or propane only; no wood burning or charcoal burning cookers, smokers, or grills shall be brought into Manhattan Park. Charcoal may only be used in grills provided by the City.

No person shall possess or ignite fireworks, rockets, or sparklers in a public park unless permission, or a fireworks permit, has been obtained beforehand from the recreation director or the director's designee and unless such possession and use complies with Section 9.57E of Chapter 93 of Title IX of this Code.

3.18. Dogs. No dogs shall be permitted in any public park unless on a leash, not exceeding six (6) feet in length, controlled by the owner at all times. Owners shall pick up all animal fecal discharges from park property and dispose of in a proper container. No dangerous or vicious dogs shall be permitted in any public park. (Ord., 4-24-1995)

3.19. Sound Amplification. Use of sound amplification in the public parks shall not disturb the quiet enjoyment of the park by other park users unless an amplification permit has been obtained from the Parks & Recreation Department.

3.20. Park Roads and Grounds. No person shall operate any motor vehicle in any public park except upon established roadways, drives, and parking lots designated by the City. The Parks & Recreation Director or Superintendent

may authorize exceptions to this regulation for service vehicles and during special events.

- 3.21. No Hunting. No hunting or trapping shall occur within a public park or in any waters adjacent thereto unless a permit has been obtained from the Parks & Recreation Director.
- 3.22. Alcoholic Beverages. No alcoholic beverages shall be brought into, possessed or consumed within any public park.
- 3.23. No Camping. No person shall camp in any public park unless a permit has been obtained from the Parks and Recreation Department.
- 3.24. Injury to or Defacing of Parks. No person shall damage or deface any item within a public park. No person shall destroy or damage the surface or sod of any playing field, track, tennis courts, or practice area. There shall be no waxing of areas or equipment located in parks, playgrounds and on streetscape areas. No person shall obstruct any walk or drive in any public park or playground and no person shall injure, mar or damage, in any manner, any monument, ornament, fence, bridge, seat, tree, fountain, shrub, flower, playground equipment, fireplace or other public property within or pertaining to said parks. (1982 Code §3.1)
- 3.25. Golf Prohibition. No person shall play or practice golf in a public park and/or on school property.
- 3.26. In-Line Skates; Roller Skates; Scooters (motorized and nonmotorized); Bicycles. No person shall use a skateboard, roller skates, inline skates, scooter, bicycle, tricycle, or similar item, or apply any wax, on any playground equipment, park or school property furnishings (including, but not limited to, railings, stairs, curbs, benches, concrete walls, bike racks, planters, and trash cans), tennis court, the community track, John Collins Park, Canepa community tennis center, Mehney field, Memorial field, Remington field, or any other athletic field.
- 3.27. School Rules. It is anticipated that the schools will adopt their own rules and regulations pertaining to the use of joint facilities properties by the schools. If that occurs, such rules by the schools shall not negate these rules and any person utilizing any public park will have to comply with both sets of rules.
- 3.28. Weapons Prohibited. Except as provided by law, no person shall possess, transport, shoot, fire, or discharge any firearm, air rifle, air pistol, paint gun, bow and arrow, or any other weapon or instrument which might cause damages to persons or property in any public park.
- 3.29. Swimming. No swimming or wading shall be allowed in the waters immediately adjacent to any public-owned property including John Collins

Park, Waterfront Park, the Community Center / Library / Public Safety Complex, Mehney Field, the East Grand Rapids Middle School, Remington Park, Hodenpyl Woods, and Steketee Woods. Persons shall not enter the water from any publicly-owned property except (a) as is necessary to utilize the boat launch in John Collins park or the canoe/kayak launch behind the Community Center for putting boats into or taking boats out of Reeds Lake or (b) pursuant to a permit issued by the City.

- 3.30. Parking and Storage of Vehicles, Vessels, Seaplanes, Trailers, and Iceboats. No parking or storage of any vehicle, boat, trailer, iceboat, vessel, or sailboard is allowed on park property, except for crew team boats stored in the crew team boathouse. Temporary parking while loading and unloading on the boat launch in John Collins Park is permitted.
- 3.31. Boat Launches. No boat, vessel, seaplanes, or iceboats shall be docked or tied up at Waterfront Park floating boardwalk, or piers, Community Center walls, railings, or canoe/kayak launch, the John Collins Park boat launch, the John Collins Park overlooks, or the crew team boat dock (except for East Grand Rapids High School crew team owned boats once a facility permit is obtained seasonally). This does not prohibit temporarily docking at the boat launch in connection with the loading or unloading of a boat or other vessel from a trailer or vehicle.
- 3.32. Feeding Birds and Water Fowl. No person shall feed or attract any birds or water fowl, including geese and ducks, while that person is in or immediately adjacent to John Collins Park, Waterfront Park, City and School owned lake front property.
- 3.33. Deposit of Garbage and Rubbish. No person shall place or deposit any garbage, glass, tin cans, paper or miscellaneous waste in any public park or playground except in containers provided for that purpose. (1982 Code §3.3)

Section 2. This Ordinance shall be effective on \_\_\_\_\_, 2016.

Section 3. Notice of Adoption of this Ordinance shall be published within 10 days after its enactment by a publication of the following digest, summary, or statement of purpose of the ordinance as provided by Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids:

**NOTICE OF ADOPTION OF ORDINANCE BY THE CITY OF EAST GRAND RAPIDS**

Notice is hereby given that the City Commission of the City of East Grand Rapids adopted a new Article I to Chapter 31 of Title III of the City Code. The purpose of this ordinance is to include all the rules and regulations which are applicable to public parks within the city. The new ordinance contains a number of existing rules but also adds some new rules. The full text of the new Article I is available for inspection by and distribution to the public at the office of the City of Clerk. No further or additional publication of this chapter is required or contemplated.

City of East Grand Rapids

By \_\_\_\_\_  
Karen K. Brower  
City Clerk

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**AN ORDINANCE TO AMEND THE CODE OF THE CITY  
OF EAST GRAND RAPIDS BY ADDING A NEW CHAPTER  
33 TO TITLE III OF SAID CODE**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. A new Chapter 33 entitled "Media Production on Public Property" is hereby added to Title III of the Code of the City of East Grand Rapids to read as follows:

**"CHAPTER 33: MEDIA PRODUCTION ON PUBLIC PROPERTY"**

- 3.61. **Definition.** For purposes of this section, ‘media production’ shall mean any of the following (or any combination of one or more of the following):
  - 1. Photographing, videotaping, producing, or filming of movies, television programs, commercials, print advertisements, and/or other media, whether for commercial, educational, not-for-profit, artistic, or any other purpose.
  - 2. Still photo shoots.

Excluded from this definition of media production is the shooting and/or reporting of actual news events, filming or photographing solely for private-family use, and filming or photographing by students for educational related activity.

- 3.62 **Permit required; fee.** No person, firm, association, or other entity shall operate or engage in any media production on public property or that impacts public property within the city without applying for and obtaining a permit therefor. Permit applications shall be filed at least five (5) days prior to production date; provided, however, that the director of parks and recreation, or the director’s designee, may waive the five (5) day requirement, in his or her discretion, upon receipt of information showing why this requirement cannot be met. The applicant shall also supply evidence of insurance and execute the hold harmless agreement as required by section 3.66 hereof. The application shall be reviewed by the director of parks and recreation, who shall also communicate with the public works director and public safety director or their designees. If the application is found by all reviewers to be in compliance with this chapter and all city code requirements (including meeting the standards contained in section 3.67 hereof), the application shall be approved by the director of parks and recreation. If the director of parks and recreation determines that a media production (pursuant to an application) may have a significant impact on the public property involved, the director of parks and recreation may refer the decision on the permit application to the city

commission to be considered at the next regular city commission meeting. Referral of the application will delay consideration of the permit. A permit fee will be charged for each media production permit application as set by resolution of the city commission.

3.63 **Application form.** The application for a media production permit shall contain all of the following information:

1. Information regarding the applicant including the name, address, and phone number of the applicant.
2. A brief description of the proposed production and the portion involving public property within the city.
3. A precise description of the proposed location(s) including dates, times desired for set up, production and clean-up, type and number of media equipment to be utilized in the production, and number of persons to be involved in the production.
4. A copy of a certificate of insurance as required by section 3.66 below.

3.64 **Condition of premises.** All public property used for or impacted by media production shall be kept neat, safe, and orderly at all times, and shall be maintained in the condition as it existed prior to beginning the media production. Each person operating a media production within the city shall be responsible for any damage to public property resulting from the production.

3.65 **Inspections.** The director of parks and recreation (or his/her designated representative) shall have the right of access to the media production at all reasonable hours for the purpose of inspecting the production to determine compliance with regulations contained herein.

3.66 **Insurance/hold harmless.** No person shall operate any media production on public property or that impacts public property within the city without carrying general liability insurance naming city, its elected officials, officers, corporate authorities, commissions, employees and agents, as additional insured with a minimum limit of at least one million dollars (\$1,000,000.00) and keeping such insurance in effect whenever the media production is in operation. Evidence of such insurance shall be presented to the city at the time an application for permit is filed as required by this section. Furthermore, each person applying for a media production permit

shall sign an agreement with the city holding the city harmless from any claim which may arise as a result of the production.

3.67 **Standards.** No media production application permit shall be issued unless the director of parks and recreation (or city commission, where applicable) finds that the media production will not be detrimental to the public health, safety, or general welfare. The city reserves the right to revoke any permits issued hereunder in the event of noncompliance with this chapter or any city code requirements.

3.68 **Conditions.** The director of parks and recreation (or city commission, where applicable) may attach reasonable conditions to the issuance of any media production permit. Such conditions may include, but are not limited to, limitations on the number, location, duration and configuration of the production.”

Section 2. This Ordinance shall be effective on \_\_\_\_\_, 2016.

Section 3. Notice of adoption of this Ordinance shall be published within ten (10) days after enactment by publication of a digest, summary, or statement of purpose of the ordinance as provided in Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

Notice is hereby given that on \_\_\_\_\_, 2016, the City Commission of the City of East Grand Rapids adopted an ordinance adding Chapter 33 to Title III of the City Code. The purpose of this ordinance is to regulate media production on public property. The ordinance requires a person who engages in media production on public property or that impacts public property to first obtain a permit from the City and pay the required fee. There is an application to be completed to apply for the permit and restrictions on the condition property must be left in following use. There is also an insurance requirement. The text of the ordinance is available for inspection by and distribution to the public at the office of the city clerk. No further or additional publication of this ordinance is required or contemplated.

City of East Grand Rapids

By \_\_\_\_\_  
Karen K. Brower  
City Clerk

**AN ORDINANCE TO AMEND THE CODE OF THE CITY  
OF EAST GRAND RAPIDS BY ADDING A NEW CHAPTER  
35 TO TITLE III OF SAID CODE**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. A new Chapter 35 entitled "Recreation Commission" is hereby added to Title III of the Code of the City of East Grand Rapids to read as follows:

**“CHAPTER 35  
PARKS AND RECREATION COMMISSION**

**Section 3.225 Parks and Recreation Commission**

The City of East Grand Rapids hereby creates a Parks and Recreation Commission consisting of nine (9) members. One member shall be a school board member nominated by the East Grand Rapids School Board. The remaining eight (8) members shall be nominated by the mayor with the approval of the city commission. One of these members shall be a city commissioner. The term of office shall be for one (1) year commencing on July 1. Vacancies in office shall be filled in the manner provided above and shall be for the remainder of the unexpired term.

**Section 3.226 Operation of Commission**

The Parks and Recreation Commission will adopt its own rules of procedure and shall elect its own chairperson and vice chairperson. The City Manager, Recreation Director, and School Athletic Director shall be ex-officio members of the Parks and Recreation Commission but do not have voting rights.

**3.227 Authority of Commission**

The Parks and Recreation Commission shall be an advisory body to the City Commission. It shall develop recommendations on policies relative to the operation of the Parks and Recreation Program, and shall make those recommendations to the City Commission.

Section 2. This Ordinance shall be effective on \_\_\_\_\_, 2016.

Section 3. Notice of adoption of this Ordinance shall be published within ten (10) days after enactment at publication of a digest, summary, or statement of purpose of the ordinance as provided in Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

Notice is hereby given that on \_\_\_\_, 2016, the City Commission of the City of East Grand Rapids adopted an ordinance adding Chapter 35 to Title III of the City Code. The purpose of this ordinance is to create a Parks and Recreation Commission and proscribe the duties for that

commission. The text of the ordinance is available for inspection by and distribution to the public at the office of the City Clerk. No further or additional publication of this ordinance is required or contemplated.

City of East Grand Rapids

By \_\_\_\_\_  
Karen K. Brower  
City Clerk

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PROCEEDINGS OF THE CITY COMMISSION  
CITY OF EAST GRAND RAPIDS

**Regular Meeting Held December 5, 2016**

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

Present: Commissioners Dills, Duncan, Hamrick, Miller, Skaggs, Zigel and Mayor Seibold

Absent: None

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

2016-146. No public comment was received.

2016-147. City Manager Donovan noted that the fall leaf pickup program wrapped up this week for the winter.

2016-148. A zoning variance hearing was held regarding the request of Todd Rookus of 509 Manhattan to allow the construction of a covered porch and an addition to the garage creating a front yard setback of 24.2' instead of the required 29.0.'

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

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

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

2016-148-A. Dills-Miller. That the request of Todd Rookus of 509 Manhattan to allow the construction of a covered porch and an addition to the garage creating a front yard setback of 24.2' instead of the required 29.0' be approved.

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

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

Nays: -0-

2016-149. Final Reading of an ordinance to amend Chapter 94 of Title IX of the City Code pertaining to model rocket engines.

2016-149-A. Skaggs-Zigel. That an ordinance to amend Chapter 94 of Title IX of the City Code pertaining to model rocket engines be adopted as set forth in Exhibit "A" attached hereto.

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

Nays: -0-

2016-150. Final Reading of an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives.

2016-150-A. Zagel-Hamrick. That an ordinance to amend Chapter 95 of Title IX of the City Code pertaining to fire and explosives be adopted as set forth in Exhibit "B" attached hereto.

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

2016-151. Final Reading of an ordinance to amend Chapter 101 of Title X of the City Code pertaining to traffic code.

2016-151-A. Duncan-Hamrick. That an ordinance amend Chapter 101 of Title X of the City Code pertaining to traffic code be adopted as set forth in Exhibit "C" attached hereto.

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

2016-152. Final Reading of an ordinance to amend Chapter 102 of Title X of the City Code pertaining to bicyclists.

2016-152-A. Hamrick-Miller. That an ordinance to amend Chapter 102 of Title X of the City Code pertaining to bicyclists be adopted as set forth in Exhibit "D" attached hereto.

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

2016-153. Final Reading of an ordinance to amend Chapter 103 of Title X of the City Code pertaining to traffic violations.

2016-153-A. Miller-Duncan. That an ordinance to amend Chapter 103 of Title X of the City Code pertaining to traffic violations be adopted as set forth in Exhibit "E" attached hereto.

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

2016-154. Final Reading of an ordinance to repeal Chapter 105 of Title X of the City Code pertaining to bicycle helmets.

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

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

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

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

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

2016-155. Approval of publication notice for Public Safety ordinances.

2016-155-A. Dills-Zagel. That a notice outlining the recently adopted ordinance amendments for the Public Safety Department be approved with the removal of the Chapter 105 amendment and the City Clerk be authorized to use this notice in lieu of publishing each ordinance amendment individually.

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

2016-156. Resolution beginning the special assessment procedures relating to the Lake Drive Sidewalk Special Assessment District.

2016-156-A. Miller-Zagel. That a resolution outlining the proposed construction of a sidewalk on the north side of Lake Drive near the east City limits and requesting the City Manager to prepare the necessary information be adopted as set forth in Exhibit “F” attached hereto.

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

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

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

2016-157. Dills-Duncan. To approve the consent agenda as follows:

2016-157-A. To approve the minutes of the regular meeting held November 21, 2016.

2016-157-B. Report of Finance Committee on disbursement of funds: payroll disbursements of \$222,683.50; county and school disbursements of \$-0-, and total remaining disbursements of \$509,331.40.

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

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

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Karen K. Brower, City Clerk

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

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

**AN ORDINANCE TO AMEND CHAPTER 94 OF TITLE IX  
OF THE CODE OF THE CITY OF EAST GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Chapter 94 of Title IX of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**CHAPTER 94: MODEL ROCKET ENGINES**

- Section: 9.71. Standards prescribed  
9.72. Pyrotechnics prohibited  
9.73. Prohibited firings

- 9.71. Standards Prescribed. It shall be unlawful to manufacture or to sell to the public, either at wholesale or retail, model rockets, model rocket engines, and missile type kits which do not comply with the following standards:
- A. All model rockets and model rocket engines shall be designed to be launched remotely in such a manner that the operator may exercise complete control over the instant of launching. This standard does not apply to engines used to power winged model aircraft.
  - B. All model rockets capable of ascending to an altitude of two hundred (200) feet or more shall be equipped with a parachute recovery system or other device to destroy the aerodynamic balance of the model before it descends.
  - C. All model rockets shall be constructed of wood, plastic, rubber, paper, or similar materials and shall contain no substantial metal parts.
  - D. Model rocket engines shall not be capable of spontaneous ignition in air, or in water, or under pressure, or as a result of motion or jarring, or when subjected to a temperature of one hundred seventy (170) degrees Fahrenheit or less, or in glycerin.
  - E. Model rocket engines shall not constitute a fire hazard.
  - F. If the propulsive force of a model rocket engine results from the combustion of chemical ingredients, such ingredients shall be pre-mixed and ready for use so that the user is not exposed to hazard in the mixing or other preparation of same.
  - G. If manufactured from metal, a model rocket engine shall contain a blowout disc or other safety release to prevent rupture of the casing in the event of internal overpressure.

H. Model rocket engines shall not operate with an instantaneous and violent expansion of gas or a relinquishment of energy causing rupture of the motor casing and accompanied by noise. (1982 Code §9.71)

9.72. Pyrotechnics Prohibited. It shall be unlawful to manufacture or sell model rockets or model rocket engines for pyrotechnic purposes, such as the production of a spectacular display of color or light or sound or any combination thereof. (1982 Code §9.72)

9.73. Prohibited Firings. It shall be unlawful to fire, ignite, or launch any model rockets or model rocket engines within the city limits which do not comply with the provisions of section 9.71 and, in addition to the requirements contained in said section 9.71, it is further declared to be unlawful to launch any model rocket within one hundred (100) feet of any building, to launch any model rocket except by remote means fully under the control of the operator or to launch any model rocket in any direction more than ten (10) degrees from the vertical, with the exception of rocket-powered model airplanes. (1982 Code §9.73)

Section 2. This Ordinance shall be effective on December 16, 2016.

Section 3. This Ordinance shall be published in full pursuant to the provisions of Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

**AN ORDINANCE TO AMEND CHAPTER 95 OF TITLE IX  
OF THE CODE OF THE CITY OF EAST GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Chapter 95 of Title IX of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**CHAPTER 95: FIRE AND EXPLOSIVES**

- Section: 9.90. False Alarm  
9.91. Fire Equipment  
9.92. Obstructing Hydrants Prohibited  
9.93. Opening Fire Hydrants  
9.94. Fire Inspection  
9.95. Storage of Combustible Waste  
9.96. Reserved  
9.97. Open Fires Prohibited  
9.98. Fire Pit Regulations  
9.99. Nuisance Burning  
9.100. Flammable Liquids Regulations  
9.101. Special Permits for Hazardous businesses  
9.102. Adoption of International Fire Prevention Code by Reference

- 9.90. False Alarm. No person shall willfully turn in, sound or cause to be communicated to the fire department a false report or alarm of fire. (1982 Code §9.90)
- 9.91. Fire Equipment. No person shall willfully molest, take for his own private use, or damage in any manner, any firefighting equipment or apparatus or anything pertaining to the fire-fighting system, or drive any vehicle upon or against any hose or equipment of the fire department. (1982 Code §9.91)
- 9.92. Obstructing Hydrants Prohibited. No person shall place any obstruction whatever, nor shall any person responsible for such obstruction permit it to remain, within fifteen (15) feet of any fire hydrant. (1982 Code §9.92)
- 9.93. Opening Fire Hydrants.<sup>1</sup> No person, except an employee of the City in performance of his duties, shall open or use any fire hydrant, except in case of emergency, without first securing written permission from the division of city services for such use, and paying or agreeing to pay for the water to be used. In no case shall any wrench or tool be used on any fire hydrant other than a regulation fire department hydrant wrench. (1982 Code §9.93; 1993 Code)

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<sup>1</sup> See also section 2.30 of this Code.

- 9.94. Fire Inspection. Any sworn member of the public safety department is hereby empowered to enter at any and all reasonable times upon and into any premises, building or structure for the purpose of examining and inspecting the same, to ascertain the conditions thereof with regard to fire hazards and the condition, size, arrangement and efficiency of any and all appliances for fire-fighting. The public safety director is hereby empowered to appoint members of the regular personnel of the fire department to make the inspection herein provided, who shall report in writing the results of the inspection to the fire chief and who are hereby empowered to make such written orders for the correction of any hazard or deficiency in fire-fighting appliances as the public safety director is authorized to make. Every order made by the public safety director or by authorized members of the public safety department shall be promptly obeyed and complied with. (1982 Code §9.94)
- 9.95. Storage of Combustible Waste. No person owning or being responsible for any premises shall permit any wastepaper, ashes, oil, rags, waste rags, excelsior or any combustible material of a similar nature to accumulate thereon, unless contained in fireproof receptacles.<sup>2</sup> (1982 Code §9.95)
- 9.96 Reserved
- 9.97. Open Fires Prohibited. Incineration of leaves, paper, or other combustible material outside of a building or structure is prohibited. Notwithstanding the above, wood may be burned in a fire pit or chiminea so long as such burning is in accordance with all regulations issued by the City Manager and approved by the City Commission. Nothing in this section shall be interpreted to prevent the use of grills for cooking food.
- 9.98. Fire Pit Regulations. As authorized by Section 9.97 of Chapter 95 of Title IX of the City Code:
- A. All fire pits or chimineas must be free standing with a spark cover.
  - B. No hand dug fire pits are permitted. Permanent fire pits must be surrounded by non-flammable materials and have a spark cover.
  - C. Fire pits or chimineas must be 6' from any building or fencing and 25' from combustible materials.
  - D. No brush, leaves, trash or debris shall be used as fuel. Only firewood burning is allowed.
  - E. Fires must be attended by an adult at all times and shall not be burned between the hours of 11:00 pm and 7:00 am.

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<sup>2</sup> See also Chapter 21 of this Code.

- F. The Public Safety Department may require extinguishment if they determine a fire in a fire pit is a potential fire hazard.
- 9.99. Nuisance Burning. It shall be a nuisance and unlawful for any person to burn or allow to be burned, at any time or place, any material so as to exude obnoxious odors, or emit sparks or burning embers.<sup>3</sup> (1982 Code §9.98)
- 9.100. Flammable Liquids Regulations.<sup>4</sup> The use, storage and processing of flammable liquids shall conform to the flammable liquids regulations of the state of Michigan found at R28.601 through R28.740 of the Michigan administrative code. Any person, violating any of said regulations or failing to comply therewith, shall be guilty of a violation of this code. (1982 Code §9.100)
- 9.101. Special Permits for Hazardous Businesses. Special permits shall be issued by the public safety director for the uses, occupancy and operation of certain dangerous and hazardous businesses as herein specified. Any permit may be revoked at any time by the public safety director or his assistants for the violation of any pertinent law or provision of this code. Permits are required to:
- A. Transport, use or store explosives;
  - B. Handle, use or store flammable liquids in quantities in excess of five hundred (500) gallons;
  - C. Operate spray rooms or booths;
  - D. Store hazardous chemicals;
  - E. Fumigate buildings. (1982 Code §9.101)
- 9.102. Pursuant to the provisions of section 3(k) of Public Act 279 of 1909 as amended (M.C.L.A. 117.3(k)), the International Fire Code, 2015 Edition, including all Appendices as promulgated and published by the International Code Council ("ICC"), is hereby adopted as the fire code for the City of East Grand Rapids regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided, and providing for the issuance of permits and collection of fees therefor. The geographic limitations

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<sup>3</sup> See also sections 2.4, 9.205 and 9.206 of this Code.

<sup>4</sup> See subsection 9.101B of this chapter for special permit.

referred to in sections 3404.2.9.5 and 3406.2.4.4 of the 2015 International Fire Code wherein storage of Class I and Class II Liquids in above-ground tanks outside of buildings is prohibited are hereby established as the entire City of East Grand Rapids. The following sections of the 2015 International Fire Code are hereby revised:

- A. Section 101.1: Insert City of East Grand Rapids
- B. Section 109.3: Insert Misdemeanor, \$500, and 90 days.
- C. Section 111.4: Insert Misdemeanor, \$500, and 90 days.

In the event of a conflict between the provisions of The International Fire Code and the provisions of this Chapter, the provisions of this Chapter shall prevail. Complete printed copies of the International Fire Code, herein adopted, are available for public use and inspection at the office of the City Clerk.

Section 2. This Ordinance shall be effective on December 16, 2016.

Section 3. This Ordinance shall be published in full pursuant to the provisions of Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

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**AN ORDINANCE TO AMEND CHAPTER 101 OF TITLE X  
OF THE CODE OF THE CITY OF EAST GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Chapter 101 of Title X of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**CHAPTER 101**

**TRAFFIC CODE<sup>1</sup>**

- Section: 10.1. Michigan vehicle code adopted  
10.2. References in Michigan vehicle code  
10.3. Enforcement; Sanctions in Michigan vehicle code  
10.4. Uniform traffic code adopted  
10.5. References in uniform traffic code  
10.6. Enforcement; Sanctions in uniform traffic code  
10.7. Reserved  
10.8. Taxicab stands  
10.9. Snow removal  
10.10. Embracing prohibited  
10.11. Passenger vehicle equipment  
10.12. Vehicles parked during darkness  
10.13. Parking of vehicles  
10.14. Parking on lawn extension  
10.15-10.25. Reserved

10.1. Michigan Vehicle Code Adopted.

- A. Pursuant to the provisions of the Home Rule Cities Act, Act No. 279 of the Public Acts of Michigan of 1909, as amended, MCL 117.1, *et seq.*, the Michigan Vehicle Code, Act No. 300 of the Public Acts of Michigan of 1949, as amended, MCL 257.1, *et seq.*, is adopted by reference, as if fully set forth herein.
- B. The city further adopts by reference section 625(1)(c) of the Michigan Vehicle Code, pursuant to authority under MCL 117.3k and MCL 117.4i. A violation of section 625(1)(c) of the Michigan Vehicle Code is punishable by 1 or more of the following:
- (i) Community service for not more than 360 hours;

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<sup>1</sup> Prior ordinance history: 1982 Code §§10.1, 10.2, 10.5; Ord., 3-21-1983; Ord., 9-17-1990; Ord., 1-1-1992; 1993 Code; Ord., 12-2-1994; Ord., 4-8-1996; Ord., 10-4-1999; Ord., 9-13-2002

- (ii) Imprisonment for not more than 180 days; and
  - (iii) A fine of not less than \$200.00 or more than \$700.00.
- 10.2. Reference in Michigan Vehicle Code. References in the Michigan vehicle code to "local authorities" shall mean the City of East Grand Rapids, Kent County, Michigan. (Ord. 2-14-2003)
- 10.3. Enforcement; Sanctions in Michigan Vehicle Code.
  - A. The Michigan Vehicle Code may be enforced by any public safety officer or other employee of the city authorized to enforce criminal ordinances or authorized to issue civil infractions.
  - B. The penalties provided by the Michigan Vehicle Code are adopted by reference, provided, however, that the city may not enforce any provision of the Michigan Vehicle Code for which the maximum period of imprisonment is greater than ninety-three (93) days, except as provided by MCL 117.3k. and MCL 117.4i, which allow the city to adopt section 625(1)(c) of the Michigan Vehicle Code, 1949 PA 300, MCL 257.625, by reference in an adopting ordinance and shall provide that a violation of that ordinance is punishable by 1 or more of the following:
    - (i) Community service for not more than 360 hours;
    - (ii) Imprisonment for not more than 180 days; and
    - (iii) A fine of not less than \$200.00 or more than \$700.00.
  - C. When any person is found guilty of a misdemeanor or responsible for a civil infraction pursuant to this section, the judge or magistrate shall summarily determine and tax the costs of the action which shall include all expenses, direct and indirect, to which the city has been put in connection with the violation or infraction up to the entry of judgment.
- 10.4. Uniform Traffic Code Adopted. The uniform traffic code for cities, townships, and villages as promulgated by the director of the Michigan department of state police pursuant to the administrative procedures act of 1069, 1969 PA 306, Michigan Compiled Laws 24.201 et seq., and made effective October 30, 2002, is adopted by reference as if fully set forth herein. (Ord., 2-14-2003)
- 10.5. References in Uniform Traffic Code. References in the uniform traffic code to "governmental unit" or "municipality" shall mean the city of East Grand Rapids, Kent County, Michigan (Ord., 2-14-2003)

10.6 Enforcement; Sanctions in Uniform Traffic Code.

- A. The uniform traffic code may be enforced by any public safety officer or other employee of the city authorized to enforce criminal ordinances or authorized to issue civil infractions.
- B. The penalties provided by the uniform traffic code are adopted by reference, provided, however, that the city may not enforce any provision of the uniform traffic code for which the maximum period of imprisonment is greater than ninety- three (93) days.
- C. When any person is guilty of a misdemeanor or responsible for a civil infraction pursuant to this section, the judge or magistrate shall summarily determine and tax the costs of the action which shall include all expenses, direct and indirect, to which the city has been put in connection with the violation or infraction up to the entry of judgment. (Ord., 2-14-2003)

10.7 Reserved.

10.8 Taxicab Stands. In designating taxicab stands in accordance with uniform traffic code rule 139 (R 28.1139 of the Michigan administrative code), the following shall apply:

- A. Taxicab stands shall be assigned to taxicab owners authorized to do business in the city upon the payment of ten dollars (\$10.00) for each space assigned.
- B. Sufficient spaces shall be assigned to each owner to accommodate his needs and when assigned shall be for the exclusive use of the owner to whom the particular space is assigned for the duration of the license year as set forth in Title VII, Chapter 71 of this code. Such assignment shall be deemed a permit subject in all respects to the provisions of Title VII, Chapter 71 of this code.
- C. Assignments shall be made so as to give each owner equal access to prospective users as nearly as possible. The traffic engineer shall have authority to alter or rotate assignments at any time.
- D. The taxicab stand assignee's rights shall be subject to the provisions of this chapter and the rights of the owners of land abutting the street at the stand location. (Ord., 2-14-2003)

10.9 Snow Removal. No person shall move or deposit snow in such a manner to interfere with an adjoining owner's use of a driveway or access walk. The city manager shall have the authority to issue regulations for the enforcement of this section. Such regulations shall be subject to review by the city commission at the next meeting of the commission following

issuance of the same. The license issued to a snow removal contractor under section 7.90 of this code may be revoked by the city clerk upon violation by said contractor of the provisions of this chapter or the regulations issued hereunder. (Ord., 2-14-2003)

- 10.10 Embracing Prohibited. No operator of a motor vehicle shall embrace, or be embraced by another person, while his vehicle is in motion. (Ord., 2-14-2003)
- 10.11 Passenger Vehicle Equipment. No passenger vehicle shall be operated upon any street or roadway unless such motor vehicle is properly equipped with fenders or with mudguards of not less than eight (8) inches in width. (Ord., 2-14-2003)
- 10.12 Vehicles Parked During Darkness. Vehicles which are parked during the hours of darkness shall have a red light on the left rear thereof which is visible for a distance of two hundred (200) feet, or a red reflector or reflex mirror on the left rear which shall be visible in the lights of a motor vehicle for a distance of two hundred (200) feet. (Ord., 2-14-2003)
- 10.13 Parking of Vehicles. No motor vehicle shall be parked within ten (10) feet of the extended edges of a public or private driveway or alley. The prohibited parking area shall be measured from the hard-surfaced portion of the driveway edges extended laterally to the street edge or curb, excluding the driveway approach taper, flare, or radius.
- 10.14 Parking on Lawn Extension. No person shall drive upon, park or stand any vehicle between the curb or curb line and the lot line nearest the street, said area being commonly known as the lawn extension, whether or not any sidewalk or curb is actually in place on such street. (Ord., 2-14-2003)

Section 2. This Ordinance shall be effective on December 16, 2016.

Section 3. This Ordinance shall be published in full pursuant to the provisions of Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

**AN ORDINANCE TO AMEND CHAPTER 102 OF TITLE X  
OF THE CODE OF THE CITY OF EAST GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Chapter 102 of Title X of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**CHAPTER 102: BICYCLISTS**

- Section: 10.31. Driver regulations applicable  
10.32. Number and manner of carrying persons  
10.33. Operation on roadways  
10.34. Speed  
10.35. Control  
10.36. Carrying packages  
10.37. Parking  
10.38. Riding on sidewalks  
10.39. Lights  
10.40. Siren and Whistles Prohibited  
10.41. Brakes  
10.42. License required  
10.43. Issuance of Licenses; Records  
10.44. Prior Registrations Continued  
10.45. Alteration of Numbers and Registration Prohibited  
10.46. Penalties  
10.47. Conflict

10.31. Driver Regulations Applicable. Every person riding a bicycle upon a street or highway shall be granted all of the rights and shall be subject to all of the duties applicable to the driver of a vehicle under Chapter 101 of this code, except as to those provisions which by their nature can have no application. (1982 Code §10.31)

10.32. Number and Manner of Carrying Persons. No person shall ride upon any bicycle:

- A. Other than upon or astride a permanent and regular seat attached thereto.
- B. Which is being used to carry persons in any manner other than as specified in subsection A above. (1982 Code §10.32)

10.33. Operation on Roadways. No person riding a bicycle shall:

- A. Fail to ride as near to the right side of the roadway as practicable.

- B. Ride two (2) or more abreast on any roadway.
  - C. Fail to exercise due care when passing a standing vehicle or one proceeding in the same direction. (1982 Code §10.33)
- 10.34. Speed. No person shall operate a bicycle at a speed greater than is reasonable and prudent under the conditions then existing. (1982 Code §10.34)
- 10.35. Control. The hands of the operator shall be on the handlebars at all times except when he is in the act of signaling. (1982 Code §10.35)
- 10.36. Carrying Packages. No person riding a bicycle shall carry any object which prevents his keeping both hands on the handlebars at all times. Parcels, including school books, may be carried only in baskets or carriers mounted on the front fender or on the top or sides of the rear fender. (1982 Code §10.36)
- 10.37. Parking. No person shall park a bicycle upon a street other than in an upright position and either against the curb, or upon the sidewalk by the curb, or against a building, and in all cases in such a manner as to afford the least obstruction to pedestrian traffic. (1982 Code §10.37)
- 10.38. Riding on Sidewalks. No person shall:
- A. Ride a bicycle upon a sidewalk within a business district;
  - B. Disobey any sign erected on any sidewalk or street which prohibits the riding of bicycles thereon;
  - C. When riding a bicycle upon a sidewalk, fail to yield the right-of-way to any pedestrian or fail to give audible signal before overtaking and passing such pedestrian. (1982 Code §10.38)
- 10.39. Lights. Every bicycle when in use from one-half ( $\frac{1}{2}$ ) hour after sunset until one-half ( $\frac{1}{2}$ ) hour before sunrise, shall be equipped with a lamp on the front which shall emit a white light visible from a distance of at least three hundred (300) feet to the front and with a red reflector on the rear which shall be visible from all distances from fifty (50) feet to two hundred (200) feet to the rear when directly in front of lawful upper beams of head lamps on a motor vehicle. Use of a rear red light is permitted but shall be in addition to and not in place of the red reflector. (1982 Code §10.39)
- 10.40. Siren and Whistles Prohibited. No Person, except public safety personnel, shall operate a bicycle equipped with any siren or whistles. (1982 Code §10.40)

- 10.41. Brakes. Every bicycle shall be equipped with a brake which will enable the operator to make the braked wheels skid on dry, level, clean pavement. (1982 Code § 10.41)
- 10.42. License Required. No person shall ride or propel a bicycle on any street or alley unless such bicycle has been registered with the Public Safety Department and unless a license issued by the Public Safety Department bearing a distinctive number is attached to the bicycle in such manner as to be plainly visible. Licenses shall not be covered, obscured, altered or defaced in any manner and they shall be kept free from dirt or any other substance. (1982 Code § 10.42; 1993 Code)
- 10.43. Issuance of Licenses; Records. Upon application to the Public Safety Department, the Public Safety Department shall assign a number to each bicycle so registered and shall issue and deliver to the owner thereof a license, in such style and arrangement as the Public Safety Director shall determine, which shall have the registration number thereon. Records of all applications and of all licenses issued shall be kept for five (5) years by the Public Safety Department. (1982 Code §10.43; 1993 Code)
- 10.44. Prior Registrations Continued. All registrations made and licenses issued heretofore under any prior ordinance of the City shall remain in force and effect and shall, from the effective date of this Code, be considered as registered under the terms and provisions hereof. (1982 Code §10.44)
- 10.45. Alteration of Numbers and Registration Prohibited. No person shall wilfully or maliciously remove, destroy, mutilate or alter the serial number of any bicycle registered pursuant to this chapter; provided, however, that nothing contained in this chapter shall prohibit the Public Safety Department from stamping numbers on the frames of bicycles on which no serial number can be found or on which said number is illegible or insufficient for identification purposes. (1982 Code §10.47)
- 10.46. Penalties. Any person who shall violate any provision of this chapter shall have committed a civil infraction and may be ordered to pay a civil fine of not more than one hundred dollars (\$100.00). (1982 Code §10.51; Ord., 9-14-1996)
- 10.47. Conflict. In case of conflict between this chapter and Chapter 101 with respect to provisions regulating the operation and use of bicycles, the provisions of this chapter will prevail. (1982 Code § 10.52)

Section 2. This Ordinance shall be effective on December 16, 2016.

Section 3. This Ordinance shall be published in full pursuant to the provisions of Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

**AN ORDINANCE TO AMEND CHAPTER 103 OF TITLE X  
OF THE CODE OF THE CITY OF EAST GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Chapter 103 of Title X of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**CHAPTER 103: TRAFFIC VIOLATIONS BUREAU**

- Section: 10.61. Bureau established  
10.62. Location  
10.63. Offenses, Disposition of  
10.64. Procedure  
10.65. Notice of Violation  
10.66. Schedule of Violations  
10.67. Impoundment  
10.68. Release of Impounded Vehicle

- 10.61. Bureau Established. Pursuant to Section 8395 of the Revised Judicature Act, State of Michigan, as added by Public Act 154 of 1968,<sup>1</sup> a parking violations bureau, for the purpose of handling alleged parking violations within the city, is hereby established. The parking violations bureau shall be under the supervision and control of the Public Safety Director. (1982 Code §10.61)
- 10.62. Location. The Public Safety Director shall, subject to the approval of the city commission, establish a convenient location for the parking violations bureau, appoint qualified city employees to administer the bureau and adopt rules and regulations for the operation thereof. (1982 Code §10.62; 1993 Code)
- 10.63. Offenses, Disposition of. No violation not scheduled in section 10.66 of this chapter shall be disposed of by the parking violations bureau. The fact that a particular violation is scheduled shall not entitle the alleged violator to disposition of the violation at the bureau and in any case the person in charge of such bureau may refuse to dispose of such violation in which case any person having knowledge of the facts may make a sworn complaint before any court having jurisdiction of the offense as provided by law. (1982 Code §10.63)
- 10.64. Procedure. No violation may be settled at the parking violations bureau except at the specific request of the alleged violator. No penalty for any violation shall be accepted from any person who denies having committed the offense and in no case shall the person who is in charge of the bureau

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<sup>1</sup> M.C.L.A. §600.8395.

determine, or attempt to determine, the truth or falsity of any fact or matter relating to such alleged violation. No person shall be required to dispose of a parking violation at the parking violations bureau and all persons shall be entitled to have any such violation processed before a court having jurisdiction thereof if they so desire. The unwillingness of any person to dispose of any violation at the parking violations bureau shall not prejudice him or in any way diminish the rights, privileges and protection accorded to him by law. (1982 Code §10.64)

10.65. Notice of Violation. The issuance of a traffic ticket or notice of violation by a public safety officer of the city shall be deemed an allegation of a parking violation. Such traffic ticket or notice of violation shall indicate the length of time in which the person to whom the same was issued must respond before the parking violations bureau. It shall also indicate the address of the bureau, the hours during which the bureau is open, the amount of the penalty scheduled for the offense for which the ticket was issued and advise that a warrant for the arrest of the person to whom the ticket was issued will be sought if such person fails to respond within the time limited. (1982 Code §10.65)

10.66. Schedule of Violations. The following violations may be settled at the parking violations bureau when so provided in this chapter by imposition and payment of fines as set forth in a resolution adopted by the City Commission from time to time:

A. Uniform traffic code violations.

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U.T. Code Section <u>(as amended)</u>	<u>Offense</u>
R28.1458	Unattended vehicle with motor running, or with key in ignition
R28.1617	Bicycle parking violations
R28.1801	Parking too far from curb
R28.1802	Parking too far from curb on one-way street
R28.1803	Angle parking violations
R28.1804	Violation of loading/unloading permit
R28.1809	Parked without dimming lights
R28.1813	Parking in alley unless authorized by sign
R28.1814	Parking for purpose prohibited by rule 814:
R28.1814(a)	Displaying vehicle for sale
R28.1814(b)	Washing, working on or repairing vehicle
R28.1814(c)	Displaying advertising
R28.1814(d)	Selling merchandise
R28.1814(e)	Storage over 48 hours
R28.1818	Loading zone violation

R28.1819	Bus or taxicab unauthorized parking
R28.1820	Bus stop, taxicab stand violation
R28.1821	Parking meter violations
R28.1822	Meters, not parked within space

B. Michigan vehicle code violations.

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<u>MVC Section (as amended)</u>	<u>Offense</u>
257.674	Parking in location prohibited by section 674
257.674(1)(a)	On sidewalk
257.674(1)(b)	In front of a public or private driveway
257.674(1)(c)	Within an intersection
257.674(1)(d)	Within 15 feet of a fire hydrant
257.674(1)(e)	On a crosswalk
257.674(1)(f)	With 20 feet of crosswalk, or 15 feet of highway intersection
257.674(1)(g)	Within 30 feet of a flashing beacon, stop sign, or traffic control signal located at the side of a highway
257.674(1)(h)	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
257.674(1)(i)	Within 50 feet of the nearest rail of a railroad crossing
257.674(1)(j)	Within 20 feet of the driveway entrance to a fire station or within 75 feet on opposite side of a street
257.674(1)(k)	Alongside or opposite a street excavation or obstruction, if the stopping, standing, or parking would obstruct traffic
257.674(1)(l)	Double parking
257.674(1)(m)	Upon a bridge or other elevated highway structure or within a highway tunnel
257.674(1)(n)	In violation of official sign
257.674(1)(o)	Within 500 feet of an accident with police officer in attendance
257.674(1)(p)	In front of a theater
257.674(1)(q)	Blocking emergency exit
257.674(1)(r)	Blocking fire escape
257.674(1)(s)	In handicapped parking space
257.674(1)(t)	In access aisle adjacent to handicapped parking space
257.674(1)(u)	Blocking curb cut or ramp for use by handicapped persons
257.674(1)(v)	Within 500 feet of fire with fire apparatus in attendance
257.674(1)(w)	In violation of an official sign restricting the period of time for or manner of parking
257.674(1)(x)	Parking meter violations
257.674(1)(y)	Obstructing mailbox
257.674(1)(z)	In a place or in a manner that blocks the use of an alley
257.674(1)(aa)	In a place or in a manner that blocks access to a space clearly designated as a fire lane

C. City code violations

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<u>Code Section</u>	<u>Offense</u>
10.12	Parked at night without light/reflector
10.13	Parked near or on opposite driveway
10.14	Parking on law extension
<p>D. Additional East Grand Rapids city parking violation. The following violation may be settled at the parking violations bureau by the imposition and payment of a fine as set forth in a resolution adopted by the City Commission from time to time:</p> <p style="padding-left: 40px;">Parking in fire lane</p> <p style="padding-left: 40px;">Overtime parking in time restricted zones:            First hour or fraction of hour            Each additional hour or fraction thereof</p>	
<p>E. <u>Penalties for Nonpayment.</u> If the penalty listed in subsection (a) or (b) above is not paid or postmarked within (10) days of issuance of the notice of violation, the penalty shall be twice the amount of the penalty set forth in subsection A or B above; if not paid or postmarked within forty-five (45) days, the penalty shall be four (4) times the amount of the penalty set forth in subsection A or B above. The traffic ticket or notice of violation shall indicate that the violation fee shall be so increased if not timely paid. (1982 Code §10.66; 1993 Code)</p>	
<p>10.67. <u>Impoundment.</u> A vehicle which is parked in violation of any provision of this Code in such manner that it endangers the public or obstructs traffic, or which is abandoned, is hereby declared to be a public nuisance. In addition to placing a traffic ticket or parking violation notice on said vehicle, the city may remove or cause said vehicle to be removed to the vehicle pound. The owner or operator of any vehicle which has been removed may have said vehicle released by paying all violation charges at the parking violations bureau, which are due against said vehicle and paying all costs of impoundment to the towing contractor of the city. Any lienholder may claim an impounded vehicle by entering into an indemnity agreement with the city to save harmless from any and all liability the city may incur at the hands of the registered owner for releasing said vehicle to said lienholder, and upon paying all charges due against said vehicle. The aforementioned charges shall include, but not be limited to, all parking violation charges outstanding against the vehicle, and all costs of impoundment. (Ord., 11-7-83)</p>	

10.68. Release of Impounded Vehicle. Any owner or operator of an impounded vehicle who shall have denied committing the offense shall have the vehicle returned by requesting the vehicle at the East Grand Rapids Department of Public Safety and posting bond or security sufficient to pay such towing and impound charges should the offense be found to have been committed. Such bond or security shall be returned should the offense be found to have not been committed. (1982 Code §10.68)

Section 2. This Ordinance shall be effective on December 16, 2016.

Section 3. This Ordinance shall be published in full pursuant to the provisions of Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

10117321\_2.docx

RESOLUTION

RESOLVED that this Commission desires to consider the proposed improvement consisting of:

*Construction of approximately 706 feet of sidewalk on the north side of Lake Drive from Woodshire Avenue to the City limit.*

all or part of the cost of which may be defrayed by special assessment and requests the Manager to provide the information and recommendations relative thereto as specified in Section 1.303(A) of the City Code.

Adopted by the East Grand Rapids City Commission  
on December 5, 2016

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Karen K. Brower, City Clerk



FRED S. BUNN  
DIRECTOR

CITY OF  
**EAST GRAND RAPIDS, MICHIGAN**  
PARKS & RECREATION DEPARTMENT

**MEMORANDUM**

**TO:** Honorable Mayor and City Commissioners  
**FROM:** Fred Bunn, Director of Parks and Recreation  
**DATE:** December 6, 2016  
  
**RE:** Wealthy and Lakeside Streetscape Annual Plantings

**ACTION REQUESTED:**

The City Commission approve a three year contract for our annual streetscape planting program to the low bidder Everlasting Blooms for 2017, 2018 & 2019 in the amounts of \$10,965, \$11,315 and \$11,910 respectively. The total three year bid amount is \$34,190.

**BACKGROUND:**

Bid specifications were sent out through the Kent county reverse auction. Four vendors submitted completed bids with Everlasting Blooms being the low bidder.

Everlasting Blooms is the retail portion of James Holstege Greenhouses. They have been growing plants for 23 years and supply a number of local nurseries, garden retailers and landscapers. The city has contracted Everlasting Blooms for the past six years and our staff has been very pleased with the quality of the plant material. The customer service has been excellent and very responsive to our requests.

Company	2017 Total	2018 Total	2019 Total	Contract Total	Discount offered
Everlasting Landscapes	\$10,965.00	\$11,315.00	\$11,910.00	\$ 34,190.00	25%
Enchanted Gardener	\$12,355.00	\$12,649.00	\$13,015.50	\$ 38,019.50	25%
Romence Gardens	\$14,520.00	\$14,520.00	\$14,520.00	\$ 43,560.00	25%
DJ's Landscape	\$20,790.00	\$20,790.00	\$20,790.00	\$ 62,370.00	N/A

This information has been reviewed by the Finance Committee and found to be in order.

\_\_\_\_\_  
Brian Donovan, City Manager



CITY OF  
EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

AMNA SEIBOLD  
MAYOR

**MEMORANDUM**

TO: City Commissioners  
FROM: Amna Seibold, Mayor  
DATE: December 8, 2016  
  
RE: Reappointment to ITP Board

Action Requested: That the City Commission approve the reappointment of David Bilardello of 703 Bagley to the Interurban Transit Partnership Board.

Background: The City of East Grand Rapids is allowed two representatives on the ITP Board of Directors. I currently serve on this board, and the other position is held by David Bilardello, a resident of the City. David has served in this capacity since June and does an excellent job representing East Grand Rapids at the board meetings.

The two representatives serve two-year terms, staggered so that one expires each year. Mr. Bilardello's current term expires December 31, 2016. My term expires December 31, 2017.

I am recommending the reappointment of David Bilardello to the ITP Board for a two-year term ending December 31, 2018.

AS/kb/9198



November 28, 2016

Karen Brower, Clerk  
City of East Grand Rapids  
750 Lakeside Drive SE  
East Grand Rapids, MI 49506

Dear Karen:

My records show that David Bilardello's term on the Rapid Board will expire on December 31, 2016. Rapid Board members serve two-year terms. If the City of East Grand Rapids intends for Mr. Bilardello to remain on the Rapid Board, I will need documentation showing reappointment for another two-year term. I will also need notification if you make a change in representation on our board. Notification of Rapid Board reappointments or new appointments would be appreciated as soon as possible. Mayor Seibold's term on the Rapid Board expires on December 31, 2017.

If you have any questions, please contact me. Thank you.

Sincerely,

A handwritten signature in blue ink that reads 'Robin Crothers'.

Robin Crothers  
Executive Administrator/Board Secretary

Copies: Mayor Amna Seibold  
Brian Donovan, City Manager



# CITY OF EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE-EAST GRAND RAPIDS, MICHIGAN 49506

DOUG LA FAVE  
ASSISTANT CITY MANAGER

## MEMORANDUM

TO: Honorable Mayor and City Commissioners  
FROM: Doug La Fave, Assistant City Manager  
DATE: 12/9/2016

RE: Engineering contracted services-Plymouth Road

Action Requested: That the City Commission approves contracted services for a topographic study and drainage study for Plymouth Road between Franklin and Lake Drive with Moore and Bruggink of Grand Rapids, MI in an amount not to exceed \$7,250.

Background: The City of East Grand Rapids consultant for day-to-day outside engineering services is Moore and Bruggink Engineering. As part of the 2015 streets and sidewalks millage an allocation was made to address storm water issues on City streets that do not have storm sewer.

The section targeted in the FY 2016-2017 budget of which there is a \$100,000 appropriation for is Plymouth Road (west side) between Franklin Street and Lake Drive. In order to move forward with options outside of the paved roadway, a topographical and drainage study needs to be completed.

The cost for the topographical study is estimated at \$4,750 and the drainage study at \$2,500.

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Brian Donovan, City Manager

**EAST GRAND RAPIDS  
PARKS & RECREATION COMMISSION MEETING  
EGR COMMUNITY CENTER  
COMMISSION CHAMBERS  
6:00 PM  
MONDAY, NOVEMBER 14, 2016**

The regular meeting of the Parks and Recreation Commission was held in the City Commission Chambers in the East Grand Rapids Community Center.

Stacey Wykoski called the meeting to order at 6:03 pm.

**PRESENT:** Brad Andrzejewski, Ren Brander, Dirk Buth, Carol Campbell (6:12pm), Mark Hessler, Brian Miller, Aaron Smith, Rick Sprague and Stacey Wykoski  
**ABSENT:** None  
**STAFF:** Fred Bunn, Susan Perry and Diane Ritzke

Report of Commissioners

Carol Campbell – None

Dirk Buth – None

Brad Andrzejewski - None

Rick Sprague – Welcome to new commissioners.

Mark Hessler – Reported on upcoming work on Canepa Tennis Courts and High School Pool.

Stacey Wykoski – None

Aaron Smith – Glad to be part of the Parks and Recreation Commission.

Ren Brander - Reported on meeting he attended regarding invasive species in the East Grand Rapids parks. Present at this meeting were city staff (Fred Bunn, Doug LaFave, Phil Weber), Ginny Wanty, Master Naturalist Coordinator with Kent/MSU Extension Office, Drew Rayner, Director West Michigan Cooperative Invasive Species Management Area (CISMA) and Jessie Schulte, Coordinator of the Kent County Conservation District. The meeting was held on November 8, 2016. There are two invasive species CISMA will treat for free which are Japanese Knotweed and European Frog-bit both of which are in Remington Park.

Minutes for the August 8, 2016 Parks and Recreation Commission meeting were presented for approval. A motion was made to approve the minutes for the August 8, 2016 Parks and Recreation Commission meeting.

**MOTION:** Mark Hessler

**SUPPORT:** Brian Miller

**YES:** Andrzejewski, Brander, Buth, Hessler, Miller, Smith, Sprague and Wykoski (8)

**NO:** (0)

Introductions of new members to the Parks and Recreation Commission were made. Ren Brander and Aaron Smith were appointed to the Commission by Mayor Seibold.

Special Event Permit Applications were submitted for approval:

- a. Huntington Reeds Lake Run, June 24, 2017
- b. Taste of East Grand Rapids, August 17, 2017
- c. Rhoades McKee Reeds Lake Triathlon, September 9, 2017

Susan Perry, Assistant Director/Huntington Reeds Lake Run Race Director, reported the date for the Huntington Reeds Lake Run has been moved back to the last Saturday in June for 2017 which is the date the race was scheduled until 4 years ago. She said changing the date back to the last Saturday in June will avoid conflicts with SAT testing at the High School and conflicts that may occur with school still in session until mid-June.

A motion was made to approve the Special Event Permits for:

- a. Huntington Reeds Lake Run, June 24, 2017
- b. Taste of East Grand Rapids, August 17, 2017
- c. Rhoades McKee Reeds Lake Triathlon, September 9, 2017

MOTION: Brad Andrzejewski

SUPPORT: Rick Sprague

YES: Andrzejewski, Brander, Buth, Campbell, Hessler, Miller, Smith, Sprague and Wykoski (9)

NO: (0)

#### Director's Report

Fred Bunn, Director of Parks and Recreation reported on the following:

- Fred reported on the meeting he attended with West Michigan Cooperative Invasive Species Management Area held on November 8, 2016 that Ren Brander reported about earlier in the meeting. According to Drew Rayner, Director West Michigan Cooperative Invasive Species Management Area, there are various grant sources available to treat invasive species. Fred plans to meet with Phil Weber, Grounds Maintenance Supervisor and Drew Rayner to form an action plan to deal with the invasive species here in East Grand Rapids.
- Butterfly Garden – The Community group involved in the Butterfly Garden located on the Schroeder Property has collected over \$1,400 in donations. A planting day was held on October 1<sup>st</sup> where volunteers planted over 300 plugs. They also came back on October 8<sup>th</sup> and planted some New England Asters and installed rocks and bird baths. They have some monies left to do some work in the spring at the Schroeder Property and may have some monies left over to do some work in other areas of the city.
- Outdoor bathrooms and irrigation systems have been winterized and are closed for the season.
- Remington Field – Field improvements have been approved by the Joint Facilities Committee and will be paid from leftover fundraising monies from past projects, no monies will come from Joint Facilities. Improvements to be made are:
  - Concrete pad along 3<sup>rd</sup> base line
  - 12 x 12 storage shed to be located by batting cages
  - 85 ft. fence along the arborvitae that will separate the retention pond from the grassy area.
- Gobble Wobble will take place on Thanksgiving morning, November 24, 2016 at 8am.
- Tree Lighting Ceremony will take place on Friday, November 25, 2016 from 5-9pm.
- The High School Pool will be closed this coming summer to retrofit the lighting as it was not completed last summer.
- Canepa Tennis Courts will be worked on next summer. The school district is working with the concrete contractor who installed the courts, there is bubbling/rippling in the concrete on the courts. This is a warranty issue. The school district will inform the city of the timeline for this fix.

- Staff is reviewing software packages for the Parks and Recreation Department. Our current software (RecTrac) is due for a major upgrade, staff is reviewing six different software companies and making comparisons so the department can decide if we should stay with our current software or make a switch.
- Patty Temple, EGR Schools Director of Operations, has retired from her full time position, she will stay on contractually for approximately one year to help with the transition. Dan Luehrs has been contracted to take over this position.

Carol Campbell brought one of the signs which was posted this summer at Canepa Tennis Courts. The sign which has the EGR Parks and Rec logo on it says “The courts are reserved from June 13-Aug. 18<sup>th</sup>, M-Th from 9am-6:30pm.” This is posted at each court at Canepa. She is wondering if all courts are actually reserved all summer long or are some courts available. She also commented the signs were still up in September and thinks the signs should come down once the lessons end. Fred will meet with Shannyn Fasbender, Recreation Supervisor, and discuss number of courts reserved, wording of the signage and how long signs are up at the courts.

The meeting was adjourned @ 6:40 pm.

MOTION: Brian Miller

SUPPORT: Dirk Buth

YES: Andrzejewski, Brander, Buth, Campbell, Hessler, Miller, Smith, Sprague and  
Wykoski (9)

NO: (0)



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City of East Grand Rapids  
Department of Public Safety

**2nd Quarter Report - 2016**  
April 1 – June 30, 2016

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## **Department Highlights & Accomplishments:**

During the 2d<sup>h</sup> Quarter of 2016, the East Grand Rapids Department of Public Safety was able to:

- Conduct training in:
  - Mental Health
  - Children’s Assessment Center
  - Simmunitions
  - Fire scenarios and bi-annual airboat water rescue training in June
  
- Grant Detective Mark Lindner the *Meritorious Service Award* for performing investigative duties in an exemplary manner. In 2001, a violent criminal sexual assault occurred in East Grand Rapids. For the next 15 years this case remained unsolved. After the Michigan State Police Crime Lab notified Detective Mark Lindner of a Combined DNA Index System (CODIS) hit, he immediately reopened the “cold case” and began his criminal investigation. After obtaining suspect information, Detective Lindner worked many days and countless hours compiling DNA evidence, statements, reexamined old evidence, and interviewed the victim and suspect in order to obtain an arrest warrant. His effort, commitment and dedication to solving this criminal incident were displayed by building an overwhelming case that the suspect could not overcome. Because of his hard work, thoroughness and professionalism, the suspect entered a guilty plea with no deals offered by the prosecution. As a result, a conviction was secured and a dangerous subject is behind bars.

*East Grand Rapids Department of Public Safety  
2nd<sup>h</sup> Quarter Report – 2016*

**Crime Statistics:**

<b>Part I – Violent Crime</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Rape	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-Neg. Mansl.	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total Violent Crime:</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Part I – Property Crime</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Breaking & Entering	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total Property Crime:</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Commentary:**

No significant trends.

*East Grand Rapids Department of Public Safety  
2nd<sup>h</sup> Quarter Report – 2016*

<b>Part II Crime</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Assault & Battery	1	1	0	0	2	200	3	0	-300	4	3	-25
Bomb Threats	0	0	0	0	0	0	0	0	0	0	0	0
Disorderly	1	7	600	4	5	25	5	5	0	10	17	200
Drug Violations	14	15	7	6	19	217	5	14	180	25	48	92
Embezzlement	0	0	0	0	0	0	0	0	0	0	0	0
Forgery/Counterfeiting	0	0	0	1	0	-100	0	0	0	1	0	100
Fraud	3	9	200	5	3	-40	1	2	100	9	14	56
Liquor Law Violations	2	1	-100	3	2	-33	3	6	100	8	9	13
No Account/NSF Check Viol.	0	0	0	0	0	0	2	0	200	2	0	200
Obscene/Threatening TX Calls	0	2	200	0	0	0	1	0	100	1	2	100
Other Fed. St., Local Viol.	0	0	0	0	0	0	0	0	0	0	0	0
Operating While Impaired	2	1	-100	2	1	-50	3	3	0	7	5	-29
Resisting/Obstructing	0	2	200	0	2	200	1	0	100	1	4	300
Sex Offenses/Ind. Exposure	0	0	0	0	0	0	0	1	100	0	1	100
Stalking/Harassment/Intimid.	0	0	0	1	0	0	0	0	0	1	0	-100
Trespassing	0	0	100	0	0	0	1	2	100	1	2	100
Vandalism/MDOP	4	3	-25	2	3	50	2	5	150	8	11	38
Weapons Violations	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>
<i>Total Part II Crime:</i>	<b>27</b>	<b>41</b>	<b>52</b>	<b>25</b>	<b>38</b>	<b>52</b>	<b>27</b>	<b>38</b>	<b>41</b>	<b>79</b>	<b>117</b>	<b>48</b>

**Commentary:**

- Midnight officers active patrols led to increases in drug violation complaints and arrests.
- Fraud/identity incidents increased substantially. This is also an increasing national trend.

*East Grand Rapids Department of Public Safety  
2nd<sup>h</sup> Quarter Report – 2016*

<b>Part III Offenses</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
<b>Animal Offenses</b>												
Animal/Dog Bites	0	0	0	0	1	100	1	0	-100	1	1	0
Animal Viol./Compl.	9	7	-22	6	8	33	13	15	15	28	30	7
<b>Juvenile Offenses</b>												
Curfew/Loitering	0	0	0	0	0	0	0	0	0	0	0	0
Juv. Runaway/Miss.	0	3	300	1	1	0	1	1	0	2	5	150
<b>Misc. Offenses</b>												
Assist Cit./ Other PD	45	55	22	55	67	22	79	71	10	179	193	8
Court Viol./War.Arst	9	9	0	12	14	17	9	10	11	30	33	10
Domestic/Neig. Dispute	5	5	0	7	2	-71	5	5	0	17	12	-29
False Alarms	8	11	38	14	15	7	20	16	-20	42	42	0
Misc. Public Compl.	70	63	-10	67	61	-9	62	59	-5	199	183	-8
Open Bldg/Door/etc.	1	3	200	0	2	200	0	0	0	1	5	400
Susp. Veh/Person.	31	27	-13	56	71	27	54	65	20	141	163	16
Voided Complaints	<u>0</u>	<u>3</u>	<u>300</u>	<u>5</u>	<u>1</u>	<u>-80</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>6</u>	<u>5</u>	<u>-17</u>
<i>Total Part III Offenses:</i>	<b>178</b>	<b>186</b>	<b>4%</b>	<b>223</b>	<b>243</b>	<b>9</b>	<b>245</b>	<b>243</b>	<b>-1</b>	<b>646</b>	<b>672</b>	<b>4</b>

**Commentary:**

Part III Offenses include non-criminal activity, court violations, and juvenile status violations. No significant trends.

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**Part I Crime - Arrests**

<b>Part I–Viol. Crime Arrests</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Aggravated Assault	0	0	0	0	0	0	1	0	-100	1	0	-100
Forcible Rape	1	0	-100	0	0	0	1	0	-100	2	0	-200
Murder & Non-Neg. Mansl.	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total Violent Crime Arrests:</i>	<b>1</b>	<b>0</b>	<b>-100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>-200</b>	<b>3</b>	<b>0</b>	<b>-300</b>

<b>Part I–Prop. Crime Arrests</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Breaking & Entering	2	0	-200	4	4	0	0	2	200	6	6	0
Larceny	3	4	0	17	5	0	6	10	0	26	19	0
Motor Vehicle Theft	<u>0</u>	<u>1</u>	<u>100</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>2</u>	<u>200</u>
<i>Total Property Crime Arrests:</i>	<b>5</b>	<b>5</b>	<b>0</b>	<b>22</b>	<b>10</b>	<b>-55</b>	<b>6</b>	<b>12</b>	<b>100</b>	<b>33</b>	<b>27</b>	<b>18</b>

**Commentary:**

The cumulative arrest totals for each year include both juvenile and adult arrests. When reviewing the figures above, please keep the following in mind: Arrests represent the actual number of individuals arrested. An individual may have been charged with multiple offenses. The reader is cautioned against comparing arrests and offenses, as many times they do not occur in the same quantities. No significant trends.

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**Part II & Part III Crime - Arrests**

<b>Part II Crime - Arrests</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Assault & Battery	1	1	0	0	0	0	0	0	0	1	1	0
Bomb Threats	0	0	0	0	0	0	0	0	0	0	0	0
Disorderly	0	0	0	0	1	100	0	0	0	0	1	100
Drug Violations	20	17	-15	7	20	186	6	19	217	33	56	70
Embezzlement	0	0	0	0	0	0	0	0	0	0	0	0
Forgery/Counterfeiting	0	0	0	0	0	0	1	0	-100	1		-100
Fraud	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	2	1	-50	1	2	100	2	22	1000	5	25	400
No Account/NSF Check Violations	0	0	0	0	0	0	0	0	0	0	0	0
Obscene Phone Calls	0	0	0	0	0	0	0	0	0	0	0	0
Operating While Impaired	2	1	-50	2	1	-50	3	3	0	7	5	-29
Resisting/Obstructing	0	1	100	0	1	100	1	0	-100	1	2	100
Sex Offenses/Indecent Exp.	0	0	0	0	0	0	0	1	100	0	1	100
Solicitation	0	0	0	0	0	0	0	0	0	0	0	0
Stalking/Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Threatening/Harassing Compl.	0	0	0	0	0	0	1	0	-100	1	0	-100
Trespassing	0	0	0	0	0	0	1	2	100	1	2	100
Vandalism/MDOP	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Violations	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>100</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>100</u>
<i>Total Part II Crime Arrests:</i>	<b>25</b>	<b>21</b>	<b>-16</b>	<b>10</b>	<b>25</b>	<b>150</b>	<b>15</b>	<b>2</b>	<b>-87</b>	<b>50</b>	<b>24</b>	<b>-52</b>

<b>Part III Crime - Arrests</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Court Violations – Misc.	10	8	-20	12	10	-17	8	14	75	30	32	7
Parole/Probation Viol.	0	1	100	0	1	100	1	0	100	1	2	100
Traffic Offenses	23	17	-26	23	12	-48	15	16	7	61	45	-26
Curfew & Juv. Runaways	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Offenses	<u>0</u>	<u>1</u>	<u>100</u>	<u>0</u>	<u>1</u>	<u>100</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>3</u>	<u>200</u>
<i>Total Part III Crime Arrests:</i>	<b>33</b>	<b>19</b>	<b>-42</b>	<b>35</b>	<b>14</b>	<b>-60</b>	<b>25</b>	<b>17</b>	<b>-32</b>	<b>93</b>	<b>50</b>	<b>-46</b>

**Commentary:**

- Midnight officers active traffic patrols led to increases in drug violation complaints and arrests.
- The increase Liquor law arrests resulted from M.I.P.s of alcohol.

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**Traffic Crash Offenses & Enforcement Activity:**

<b>Traffic Crash Offenses</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Fatal	0	0	0	0	0	0	0	0	0	0	0	0
Non-Fatal Injury	1	1	0	0	2	200	2	2	0	3	5	67
Property Damage	8	6	-25	14	14	0	7	10	43	29	30	3
Hit & Run	2	1	-50	1	1	0	0	0	0	3	2	-33
Private Property	<u>2</u>	<u>1</u>	<u>-50</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>2</u>	<u>100</u>	<u>4</u>	<u>4</u>	<u>0</u>
<i>Total Traffic Crashes:</i>												

<b>Traffic Enforcement Activity:</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Uniform Law Citations	44	37	-16	38	39	3	45	27	-40	127	103	-19
Verbal Warnings	147	139	-5	156	145	-7	112	145	29	415	429	3
<i>Total Enforcement Activity:</i>	<b>191</b>	<b>192</b>	<b>1</b>	<b>194</b>	<b>184</b>	<b>-5</b>	<b>157</b>	<b>188</b>	<b>20</b>	<b>542</b>	<b>564</b>	<b>4</b>
<b>Parking Enforcement:</b>												
<i>Parking Citations Issued:</i>	<b>16</b>	<b>13</b>	<b>-19</b>	<b>14</b>	<b>41</b>	<b>193</b>	<b>14</b>	<b>17</b>	<b>21</b>	<b>44</b>	<b>71</b>	<b>61</b>

**Commentary:**

No significant trends.

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**Criminal Investigations:**

<b>Assigned Cases:</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Detective	10	19	90	23	15	-35	12	10	-17	45	44	-2
School Liaison Officers:	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>3</u>	<u>0</u>	<u>2</u>	<u>6</u>	<u>200</u>	<u>5</u>	<u>9</u>	<u>80</u>
<i>Total Assigned Cases:</i>	<b>10</b>	<b>19</b>	<b>90</b>	<b>26</b>	<b>18</b>	<b>-31</b>	<b>14</b>	<b>16</b>	<b>14</b>	<b>50</b>	<b>53</b>	<b>6</b>

<b>Clearance Status of Assigned Cases:</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Open	0	2	200	0	2	200	2	1	-50	2	5	150
Unfounded	0	0	0	0	0	0	0	0	0	0	0	0
Closed	6	7	17	17	11	-35	22	7	-68	45	25	-44
Otherwise (i.e., victim failed to cooperate)	0	0	0	0	0	0	4	0	-400	4	0	400
Inactive	0	0	0	0	0	0	0	0	0	0	0	0
Arrest	0	12	1200	1	6	500	6	8	33	7	26	271
TOT Other Agency	2	3	50	3	1	-67	4	2	-50	9	6	-33
Warrant Issued	2	0	-200	3	2	-33	0	5	500	5	7	40
Cleared by Citation												
<i>Total Assigned Cases:</i>	<b>10</b>	<b>24</b>	<b>140</b>	<b>24</b>	<b>22</b>	<b>-8</b>	<b>38</b>	<b>23</b>	<b>-39</b>	<b>72</b>	<b>69</b>	<b>-4</b>

**Commentary:**

Multiple arrests and/or clearance codes may be issued for one criminal complaint resulting in the number of clearance codes being greater than number of assigned cases.

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**Support Services Division Report:**

**2<sup>nd</sup> Quarter Report:**

	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
<b>Report Activity:</b>												
Accident Report Copy Requests	6	3	-50	10	4	-60	5	5	0	21	12	-43
Accident Reports Processed	20	9	-55	20	16	-20	9	16	78	49	41	-16
Bikes Registered	4	6	50	0	14	-1400	0	12	1200	4	32	700
FOIA Requests Processed	7	9	29	14	6	-57	6	7	17	27	22	-19
Video Copy Requests	1	1	0	2	0	-200	2	0	-200	5	1	-80
Insurance Copy Requests	6	3	-50	6	2	-67	4	4	0	16	9	-44
<b>Gun Related Processes:</b>												
Purchase Permit Applications	0	0	0	2	0	-200	3	0	300	5	0	500
Purchase Permits Issued	0	4	400	2	0	-200	3	1	-67	5	5	0
Total Guns Registered	16	22	38	13	5	-62	17	15	-12	46	42	-9
<b>Miscellaneous Activity:</b>												
Walk-in PBT's	38	70	84	34	20	-41	26	10	-62	98	100	2
Background Checks	20	22	10	24	18	-25	16	11	-31	60	51	-15
Sex Offenders Registered	4	4	0	4	4	0	4	4	0	12	12	0
Vehicle Impounds Processed	5	0	-500	3	0	-300	7	0	-700	15	0	-150
Vehicles Auctioned	0	0	0	0	0	0	0	0	0	0	0	0
PPO's Processed	<u>0</u>	<u>1</u>	<u>100</u>	<u>0</u>	<u>3</u>	<u>300</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>6</u>	<u>200</u>
<i>Total SSD Activity:</i>	<b>127</b>	<b>154</b>	<b>21</b>	<b>134</b>	<b>92</b>	<b>-31</b>	<b>104</b>	<b>87</b>	<b>-16</b>	<b>365</b>	<b>333</b>	<b>-9</b>
<b>Revenue:</b>												
False Alarms	100	450	350	100	350	250	100	50	-50	300	850	183
Local Checks	20	20	0	20	0	-200	20	0	-200	60	20	-67
OWI Cost Recovery	970	0	-9700	970	0	-9700	970	2655	174	2910	2655	-9
Parking Violations	426	840	97	426	1120	163	426	145	-66	1278	2105	65
Report/Video Copies	133	0	-1330	133	20	-85	133	0	-1330	399	20	-95
Preliminary Breath Tests	<u>176</u>	<u>70</u>	<u>-60</u>	<u>176</u>	<u>30</u>	<u>-83</u>	<u>176</u>	<u>10</u>	<u>-94</u>	<u>528</u>	<u>110</u>	<u>-79</u>
<i>Total Revenue:</i>	<b>1825</b>	<b>1380</b>	<b>-24</b>	<b>1825</b>	<b>1520</b>	<b>-17</b>	<b>1825</b>	<b>2860</b>	<b>57</b>	<b>5475</b>	<b>5760</b>	<b>5</b>

**Commentary:**

FOIA costs changed on July 1, 2015.

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**Medical & Fire Service Report:**

	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
<b>Medical Activity</b>												
Medical Resp./Emergency	16	18	13	17	20	18	20	26	30	53	64	21
Natural Death	0	1	100	1	0	-100	2	1	-50	3	2	-33
Overdose	0	0	0	0	1	100	0	0	0	0	1	100
Suicides/Attempts	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>2</u>	100	<u>0</u>	<u>1</u>	<u>100</u>	<u>1</u>	<u>3</u>	<u>200</u>
<i>Total Medical Activity:</i>	<b>16</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>23</b>	<b>21</b>	<b>22</b>	<b>28</b>	<b>27</b>	<b>57</b>	<b>70</b>	<b>23</b>
<b>Fire Service Activity:</b>												
Single Family Dwelling	1	2	100	3	4	-33	5	5	0	9	11	22
Multiple Family Dwelling	0	0	0	0	0	0	0	0	0	0	0	0
Commercial/Other Building	0	1	100	0	0	0	0	3	300	0	4	400
Vehicles	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Outdoor	<u>1</u>	<u>0</u>	<u>-100</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>-100</u>
<i>Fire Runs Total:</i>	<b>2</b>	<b>3</b>	<b>50</b>	<b>3</b>	<b>4</b>	<b>33</b>	<b>5</b>	<b>8</b>	<b>60</b>	<b>10</b>	<b>15</b>	<b>50</b>
<b>Other Fire Service Runs:</b>												
Smoke Investigation												
Wires Down	0	2	200	0	9	900	1	7	600	1	18	1700
Carbon Monoxide Alarms	0	0	0	0	0	0	0	0	0	0	0	0
False or Unfounded Alarms	7	3	-57	7	10	43	20	4	-80	34	17	-50
Mutual Aid Given	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid Received	0	0	0	0	0	0	0	0	0	0	0	0
All Other Runs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Other Fire Service Runs Total:</i>	<b>7</b>	<b>5</b>	<b>-29</b>	<b>7</b>	<b>19</b>	<b>171</b>	<b>21</b>	<b>11</b>	<b>-48</b>	<b>35</b>	<b>35</b>	<b>0</b>
<i>Total Medical and Fire Activity:</i>	<b>25</b>	<b>27</b>	<b>8</b>	<b>29</b>	<b>46</b>	<b>59</b>	<b>48</b>	<b>47</b>	<b>-2</b>	<b>102</b>	<b>120</b>	<b>18</b>

**Commentary:**

No significant activity.

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**Internal Affairs Report:**

<b>Internal Affairs Complaints:</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
<b>Abuse of Authority</b>												
Excessive/Use of Force	0	0	0	0	0	0	0	0	0	0	0	0
Improper Touching/Behavior	0	0	0	0	0	0	0	0	0	0	0	0
Misuse of Position/Authority	0	0	0	0	0	0	0	0	0	0	0	0
Racial Profiling/Discrim.	0	0	0	0	0	0	0	0	0	0	0	0
Tactical Intimidation	0	0	0	0	0	0	0	1	100	0	1	100
<b>Illegal Activity</b>												
<b>Improper Procedure</b>												
Mishandled Pers. Property	0	0	0	0	0	0	0	0	0	0	0	0
Enforcement Decision	0	0	0	0	0	0	0	0	0	0	0	0
Falsification of Documents	0	0	0	0	0	0	0	0	0	0	0	0
Rules & Regulation Violation	0	0	0	0	0	0	0	0	0	0	0	0
Inappropriate Detainment	0	0	0	0	0	0	0	0	0	0	0	0
Improper Questioning	0	0	0	0	0	0	0	0	0	0	0	0
Inappropriate Child Interview	0	0	0	0	0	0	0	0	0	0	0	0
Mishandling Evidence	0	0	0	0	0	0	0	0	0	0	0	0
Unsafe Vehicle Operation	0	0	0	0	0	0	0	0	0	0	0	0
Viol. Of Dispatch Procedure	0	0	0	0	0	0	0	0	0	0	0	0
<b>Unprofessional Conduct</b>												
Rudeness/Threatening	0	0	0	0	0	0	0	0	0	0	0	0
Inappropriate Statement	0	0	0	0	0	0	0	0	0	0	0	0
Unprofessional Conduct	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>100</u>
<i>Total Complaints:</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>100</b>	<b>0</b>	<b>1</b>	<b>100</b>

<b>Internal Affairs Complaint Dispositions:</b>	<b>Apr '15</b>	<b>Apr '16</b>	<b>% +/-</b>	<b>May '15</b>	<b>May '16</b>	<b>% +/-</b>	<b>June '15</b>	<b>June '16</b>	<b>% +/-</b>	<b>2<sup>nd</sup> Q '15</b>	<b>2<sup>nd</sup> Q '16</b>	<b>% +/-</b>
Sustained	0	0	0	0	2	200	0	0	0	0	2	200
Sustained in Part	0	0	0	0	0	0	0	0	0	0	0	0
Not Sustained	0	0	0	0	0	0	0	0	0	0	0	0
Exonerated	0	0	0	0	0	0	0	1	100	0	0	0
Exon. in Part/Not Sus. in Part	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded	0	0	0	0	0	0	0	0	0	0	0	0
Unf. in Part/Sustained in Part	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total Dispositions per Year:</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>100</b>	<b>0</b>	<b>1</b>	<b>100</b>
<i>% Not sustained/Exoner./Unfounded:</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>100</b>

**Commentary:** None.

**Overtime  
Year End Report - FY 15/16:**

Fund 101-345-7130 Permanent Employees	FY 15/16 Expenditures	% of Total
Case Investigation	\$4,388.74	1.8
Court	\$3,377.55	1.4
Fire Call Back	\$956.21	.38
Field Training Officer	\$0.00	0
Other	\$23,829.86	9.7
Special Event	\$20,469.62	8.3
Staffing	\$165,714.21	67.4
Training	<u>\$27,311.34</u>	11.1
<i>Total:</i>	<b>\$246,047.53</b>	<b>100%</b>

**Commentary:** Overtime costs increased due to: one officer retiring creating an additional short shift, two officers intermittently on FMLA, one officer on personal extended medical leave, hiring process and background investigations for a new hire, high vacation usage months. (Note: The categories for overtime have been significantly altered for FY 16/17 to more accurately track and monitor overtime. These changes will be reflected in the next Quarterly Report.)

**Selected Community Service Activity:**

	Apr '15	Apr '16	% +/-	May '15	May '16	% +/-	June '15	June '16	% +/-	2 <sup>nd</sup> Q '15	2 <sup>nd</sup> Q '16	% +/-
<b>School/Community Liaison:</b>												
School Presentations	2	2	0	2	0	-200	1	0	-100	5	2	-60
School Safety Drills	0	1	100	3	1	-67	1	0	-100	4	2	-50
Station Tours	4	1	-75	4	0	-400	2	0	-200	10	1	-90
Car Seat Installations	0	0	0	3	0	-300	2	0	-200	5	0	-500
Other Community Activity	<u>3</u>	<u>3</u>	<u>0</u>	<u>6</u>	<u>5</u>	<u>-17</u>	<u>5</u>	<u>9</u>	<u>80</u>	<u>14</u>	<u>17</u>	<u>-21</u>
<i>Total Community Activity:</i>	<b>9</b>	<b>7</b>	<b>-22</b>	<b>18</b>	<b>6</b>	<b>-67</b>	<b>11</b>	<b>9</b>	<b>-18</b>	<b>38</b>	<b>22</b>	<b>-42</b>

**Commentary:**

No significant trends.

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**Search & Seizure:**

	Apr '15	Apr '16	% +/-	May '15	May '16	% +/-	June '15	June '16	% +/-	2 <sup>nd</sup> Q '15	2 <sup>nd</sup> Q '16	% +/-
<b>Search &amp; Seizure Exceptions</b>												
Incident to Arrest	N/A	6	N/A	n/a	0	N/A	N/A	0	N/A	N/A	4	N/A
P.C. and Exigent Circumstances	N/A	3	N/A	n/a	1	N/A	N/A	1	N/A	N/A	5	N/A
Plain View	N/A	0	N/A	n/a	0	N/A	N/A	0	N/A	N/A	0	N/A
Consent	N/A	7	N/A	n/a	1	N/A	N/A	6	N/A	N/A	14	N/A
Stop & Frisk	N/A	0	N/A	n/a	0	N/A	N/A	0	N/A	N/A	0	N/A
Veh. Impound & Inventory	N/A	1	N/A	n/a	0	N/A	N/A	0	N/A	N/A	0	N/A
Emergency	N/A	0	N/A	n/a	0	N/A	N/A	0	N/A	N/A	0	N/A
Hot Pursuit	<u>N/A</u>	<u>0</u>	<u>N/A</u>	<u>n/a</u>	<u>0</u>	<u>N/A</u>	<u>N/A</u>	<u>0</u>	<u>N/A</u>	<u>N/A</u>	<u>0</u>	<u>N/A</u>
<i>Searches Total:</i>	<b>N/A</b>	<b>15</b>	<b>N/A</b>	<b>N/A</b>	<b>2</b>	<b>N/A</b>	<b>N/A</b>	<b>7</b>	<b>N/A</b>	<b>N/A</b>	<b>23</b>	<b>N/A</b>

**Commentary:**

New category added to the 2015 report, therefore there is no comparable data for 2014. (Note: N/A = not available.)

**Response to Resistance (Use of Force):**

	Apr '15	Apr '16	% +/-	May '15	May '16	% +/-	June '15	June '16	% +/-	2 <sup>nd</sup> Q '15	2 <sup>nd</sup> Q '16	% +/-
<b>Calls for Service:</b>	420	437	4	540	548	1	494	531	7	1454	1516	4
<b>Responses to Resistance:</b>	0	2	200	0	2	200	0	0	0	0	4	4

**Commentary:**

Officers will generally contact at least one individual during a call for service, but have numerous contacts with citizens that are not documented throughout the course of a 24hr. shift. Calls for service include all contacts with individuals that would involve an arrest or a response to resistance.