



City of East Grand Rapids
Regular City Commission Meeting
Agenda

YouTube Livestream:
<https://bit.ly/2xXILvn>
Begins at 6 pm.

August 2, 2021 – 6:00 p.m.
(EGR Community Center – 750 Lakeside Drive)

Note: An executive session is scheduled to take place following the consent agenda to discuss the acquisition of real estate in accordance with Section 8(d) of the Open Meetings Act.

1. Call to Order.
2. Approval of Agenda.
3. Public Comment.
4. Report of Mayor, City Commissioners and City Manager.

Regular Agenda Items

5. Strategic Planning Proposal (*no hearing requested; action requested*).

Consent Agenda Items (*no hearing required; approval requested unless noted*).

6. Minutes of the regular meeting held July 19, 2021.
7. Disbursement of funds: payroll disbursements of \$251,187.62; county and school disbursements of \$2,561,707.63; and total remaining disbursements of \$318,808.21.
8. Repairs to Public Works vehicle #139.
9. Repairs to elevated water tower.
10. Mulch bids for city and school playgrounds.
11. Preliminary minutes of the Parks & Recreation Commission meeting held July 12, 2021 (*no action requested*).

* * *

Public hearings will be held if noted in each agenda item. If no hearing is noted, comments should be made during “Public Comment” in Item 3. The City will provide reasonable auxiliary aids for individuals requiring them for effective communication in programs and services of the City. Notice must be made to the City five (5) days prior to the program or service requesting the specific auxiliary aid.



SHEA CHARLES
CITY MANAGER

CITY OF
EAST GRAND RAPIDS

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750 LAKESIDE DRIVE SE · EAST GRAND RAPIDS, MICHIGAN 49506

(616) 940-4817

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MEMORANDUM

TO: Mayor and City Commissioners
FROM: Shea Charles, City Manager
DATE: July 28, 2021

RE: Strategic Planning Proposal

Action Requested: That the City Commission consider a proposal from Marilyn Semonick to assist the City with a strategic planning initiative.

Background: The City updates its Goals & Objectives as part of the annual budget process. The current document is built upon work done in the early 2000's and updated approximately every five years, that has served as an excellent base. Over the years, the community has seen significant population turnover with new residents moving into the city. With this in mind, as well as the turnover in senior staff, I am recommending the city undertake a more comprehensive strategic planning effort.

Attached is a proposal from Marilyn Semonick who has assisted the City in the past with strategic planning process. The proposal lays out a four-step process involving the Mayor & City Commission, senior staff, and the public through a survey process. I recommend including the current City Commission candidates as they are running unopposed.

Once the process is complete, we will begin to incorporate the results into the budget document. The integration enables readers to understand how city resources are being directed to meet its goals and objectives. The change in budget format may take two years to complete as we adjust to the new process.

Attached is draft schedule that goes through the adoption of the 2022-2023 fiscal year budget. I did include the potential millage education sessions for reference.

The proposed cost for is \$3,000 per session for a total of \$12,000, plus expenses (Ms. Semonick is in West Michigan). I am seeking feedback and direction from the Mayor & City Commission on the proposal and the overall concept.

Shea Charles

July 28, 2021

Shea Charles, City Manager
City of East Grand Rapids
750 Lakeside Drive, SE
East Grand Rapids, MI 49506

Shea . . .

I look forward to, once again, providing facilitation for this year's strategic planning process. Following our discussion about the benefits of citizen input, I've created a potential design that includes a citizen survey as well as a citizen session. Both have been effective with the cities I've included in the process. I highly suggest conducting both the survey and the citizen session; however, some cities have selected to do one and not both for various reasons – something to discuss with your leadership team.

For your convenience I've organized this document in the following sections:

- Objective and Focus of the Session
- Project Approach
- Project Report
- Project Timing and Professional Fees

Objectives and Focus of the Session

As the East Grand Rapids Leadership Team, the Mayor, City Manager, City Commission, and Senior Staff are charged with the responsibility of creating and implementing policies that have both immediate and long-range impacts to the City. I commend you for creating a strategic plan that is reviewed, progress that is examined, and content that is updated annually, constructing objectives within each of the Key Goal Areas, and conducting a deeper dive every few years.

It is my understanding that, once again, the Commission will review the status of current goals/projects, discuss what will be implemented, and establish priorities to move the City forward towards its long range vision. The planned sessions are intended to build upon the work and achievements to date.

Please consider and discuss these four (4) steps for this year's process and discuss the inclusion of a citizen survey and/or a citizen session:

- § **Step One** – The Leadership Team reviews their shared Vision for the Community in established Key Goal Areas, including:
 - Senior Staff to provide a status report of progress in each Key Goal Area to date.
 - Discuss current Key Goal areas in today’s reality. Are there any needed fundamental changes to Key Goal Areas to appropriately reflect the work we have in front of us in 2021-2022? Are they still relevant? Does anything need to be added, modified, combined, or deleted?
 - Review and discuss the planning process overview, content, essentials, and roles of leadership team members for each session.
 - Discuss agenda for the second session with citizens (if it is conducted)

- § **Step Two** – Conduct a citizen survey regarding upcoming year’s priorities in established Key Goal Areas.

- § **Step Three** – Leadership Team and Citizen participants will review the results of the citizen survey. The Mayor and Members of the City Commission with assistance of the City Manager and Senior Staff will facilitate breakout groups of citizens and stakeholders, gathering citizen input focused on priorities within Key Goal area.

- § **Step Four** – The Leadership Team reconvenes to review all input and outline the key objectives and next-year tasks within the Key Goal Areas to move the community toward the selected Vision.

By taking the time to develop a vision, set goals, and create implementation suggestions, the City Commission will help the City enjoy a more focused and productive venture into the future.

Project Approach

To optimize our time, energy, and intelligence wisely, the approach is:

- I will meet with City Manager Charles and Mayor Favale to discuss the sessions and collaborate on effective agenda designs for the three (3) gathering sessions & content of the Citizen survey, and the most effective way to move forward.
- Before the goal setting session, Senior Staff will provide updates to Commissioners regarding goals within the current strategic document to be discussed in the first planning session.
- Agreed upon Key Goal Areas and citizen input will be brought to the Citizen session. Citizens have the opportunity to offer additional input into Key Goal Areas. Commissioners and Senior Staff will facilitate break out room conversations and capture ideas generated.
- Commission and Senior Staff will reconvene to review citizen input and set strategic initiatives for upcoming year.

Project Report

Within twenty one (21) days after the conclusion of each session, I will, in collaboration with City Manager Charles, submit to the City a report of generated ideas and any agreed upon action steps. A final project report will be submitted within twenty one (21) days of the final session. This will include details of the agreed-upon goals, projects, and tasks, etc., to provide specific direction to Commission, Senior Staff, and the community.

Project Timing and Fees

Design meetings will be scheduled with City Manager Charles, Mayor Favale, and myself based on mutual availability. Planning sessions with the City Leadership Team will be scheduled by City Manager Charles based on mutual availability of the Leadership Team members and me. Initial discussions indicate it most productive to schedule the first session in September and the final session no later than early December to be prepared for the budgeting process.

A citizen survey will be collaboratively created by City Manager Charles, Mayor Favale, and me and will be conducted and concluded before the second session (the Citizen session).

The profession fee will include prep work, design, development, materials, delivery, and reports of this Project, and estimated at a not-to-exceed \$3,000 per session. In addition, out-of-pocket expenses associated with travel (i.e. mileage, lodging, and meals) will be billed at actual cost. (However, Marilyn has recently moved to the West side of the state, so lodging is not expected for any of the sessions).

* * * * *

I look forward to working with the City of East Grand Rapids and applaud the leadership team’s commitment to focus on the City’s highest priorities. If you have questions concerning this proposal or desire additional discussion, please do not hesitate to contact me at 248.342.3804 or semonick@comcast.net.

Enthusiastically,
Marilynn Semonick

DRAFT STRATEGIC PLAN & BUDGET TIMELINE

Dates	Task
August	
August 2 nd	Discuss Strategic Plan Proposal
August 16 th	Approve Strategic Plan Proposal
September	
Sept 15 th	Virtual Parks Education Session
Sept 18 th (?)	Strategic Planning Session – Step 1
September 21, 2021	Parks Education Session – 7:00 pm
October	
October 11, 2021	Virtual Parks Education Session – Noon
October 19, 2021	Parks Education Session – 7:00 pm
Week of October 18, 2021	Community Survey (Step 2)
November	
Nov 2, 2021	Election
November 13 th & 20 th	Strategic Plan Step 3
December	
December 11, 2021	Strategic Plan Step 4
January	
January 4, 2022	Goals & Objectives packets distributed to departments
January 11, 2022	Capital Improvement packets distributed to departments Budget information distributed to departments
January 18, 2022	Goals & Objectives due to City Manager
January 18, 2022	Release of Multi Year Financial Forecast
January 25, 2022	Capital Improvement entry deadline
February	
February 1, 2022	Budget information entry deadline (BS&A) Fee schedule changes due to Karen Brower
February 7-11, 2022	CIP review with City Manager
February 14-18, 2022	Budget meetings with City Manager & Finance Director
March	
March 14, 2022	Goals & Objectives reviewed at end of regular City Commission meeting
April	
April 13, 2022	Budget and CIP documents sent out to City Commission

Dates	Task
April 15, 2022	Finance Committee reviews vehicle replacements and fee schedule changes
April 18, 2022	City Commission Budget Overview at City Commission meeting
May	
May 2, 2022	City Commission CIP work session following City Commission meeting
May 16, 2022	City Commission to hold a budget work session following City Commission meeting
	Set water/sewer rates
May 23, 2022	City Commission to hold a budget work session at 6:00 pm. (if needed)
June	
June 6, 2022	City Commission to conduct public hearing on budget
	City Commission to conduct special meeting following regular City Commission meeting to adopt the budget, fee schedule and to set the millage rate
July	

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held July 19, 2021

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

Present in Person: Commissioners Arendshorst, Duncan, Hecksel, Walters and Mayor Favale

Absent: Commissioners Hamrick and Pachla

Also Present: City Manager Charles; Deputy City Manager LaFave; City Clerk Brower; Parks & Recreation Director Melville; Public Safety Director Herald; Assistant City Attorney Roth; Captain Buikema

2021-138. The agenda was approved as published.

2021-139. No public comment was received.

2021-140. City Manager Charles noted the Hall Street reconstruction project was going well and reminded everyone that weekly updates were available on the city's website. He further noted the parks improvement millage ballot language had been submitted to the county election office for the November election.

2021-141. Final Reading of an ordinance to amend Section 7.124 of Chapter 79B of Title VII of the City Code pertaining to the placement of telecommunication pedestals.

Deputy City Manager LaFave explained a few minor changes had been made to clarify the language that would require communication equipment be located below the surface in areas where the right-of-way was already crowded with equipment.

2021-141-A. Walters-Duncan. That an ordinance to amend Section 7.124 of Chapter 79B of Title VII of the City Code pertaining to the placement of telecommunication pedestals be adopted as attached in Exhibit "A."

Yeas: Arendshorst, Duncan, Hecksel, Walters and Favale – 5

Nays: -0-

2021-142. Public Safety quarterly report for the period ending June 30, 2021.

Public Director Herald highlighted the de-escalation training and implementation of 800mgz radios within the last few months. He reviewed the data that had been collected for traffic stops and traffic crashes during the first six months of 2021 and noted staff had been talking with several experts about assistance in analyzing the data once a year of information is available.

Commissioner Walters questioned when the RFP for consulting services to interpret the data would be complete. He asked that this be completed, and a consultant hired by the end of the year to analyze the data as soon as the full year of data was available. City Manager Charles stated the staff had some examples they were reviewing in anticipation of seeking a consultant in the fall.

Chief Herald reviewed the statistics for the remainder of the report and answered questions from the commission.

2021-143. Designation of representative to Michigan Municipal League Annual Meeting.

2021-143-A. Arendshorst-Walters. That Commissioner Kris Pachla be designated as the city's representative and that Mayor Katie Favale be named as the alternate representative for the Michigan Municipal League Annual Meeting on September 22, 2021.

Yeas: Arendshorst, Duncan, Hecksel, Walters and Favale – 5
Nays: -0-

2021-144. Duncan-Arendshorst. To approve the consent agenda as follows:

2021-144-A. Minutes of the regular meeting held July 6, 2021.

2021-144-B. Payroll disbursements of \$243,822.20; county and school disbursements of \$904.64; and total remaining disbursements of \$144,055.17.

2021-144-C. Blodget Hospital quarterly neighborhood report for the period ending June 30, 201.

Yeas: Arendshorst, Duncan, Hecksel, Walters and Favale – 5
Nays: -0-

The meeting adjourned at 6:34 p.m., subject to the call of the Mayor until August 2, 2021.

Karen K. Brower, City Clerk

Attachments: A – Ordinance Amendment to Section 7.124 of Chapter 79B

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

AN ORDINANCE TO AMEND SECTION 7.124
OF CHAPTER 79 B OF TITLE VII OF THE CODE OF
THE CITY OF EAST GRAND RAPIDS

THE CITY OF EAST GRAND RAPIDS ORDAINS:

Section 1. Section 7.124 of Chapter 79 B of Title VII of the Code of the City of East Grand Rapids is amended by adding a new subsection (E) to read as follows:

"E. Pursuant to the authority provided in subsection (C) above, the City Manager may, where reasonably possible and consistent with the terms of the METRO Act Permit, require providers to place flush mounted vaults rather than above ground pedestals for equipment shelters if the City and the provider are unable to reach an agreement on pedestal placement."

Section 2. This Ordinance shall be effective on July 30, 2021.

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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DOUG LAFAVE
DEPUTY CITY MANAGER

MEMORANDUM

TO: Honorable Mayor and City Commissioners
FROM: Doug La Fave, Deputy City Manager
DATE: July 6, 2021

RE: Vehicle Repairs-Truck #139

Action Requested: That the City Commission consider authorization to repair truck #139 with West Michigan International of Wyoming, MI in an amount not to exceed \$13,000 with 20% contingency.

Background: The City owns and operates six International 7400 SBA 4x2 trucks for utility and winter maintenance operations. These trucks cost approximately \$150,000 each when fully built. Truck #139, which was purchased in 2016, has several issues that have been diagnosed by Public Works mechanics and West Michigan International. Public Works mechanic staff have advised that this work needs to be contracted out due to complexity. The repairs consist of replacing the HVAC duct housing assembly and replacing the EGR cooler (see provided estimate included with materials).

The FY 21/22 budget has an allocation of \$20,000 for external vehicle and equipment repairs. The additional authorization amount and contingency is requested due to the current volatility of replacement parts and supply chains.

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

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles
City Manager

Repair Management
BY NAVISTAR

WEST MICHIGAN INTL

575 56TH ST. SW - WYOMING, MI 495484497
Phone: (1) 616-2414656 - Fax: (1) 616-2435276
Estimate Number: 3207986 - RO Number: R101028285
Service Writer: Michael Phillips - Date: 6/9/2021 2:13 PM (C)



Currency: USD

Unit No: 139

City of East Grand Rapids

VIN: 3HAWCAAR4GL379954
Model: 7400 SBA 4X2
Engine: MAXXFORCE DT 300HP/2400 GOV
Make: International
Delivered: 3/14/2016
In Service: 5 Years 3 Months
Mileage: 16839 Eng Hrs: 3433

Recall/AFC: No

Contact Name: Jeff Stults
Position: primary
Phone: (616) 940-4870
E-Mail: jstults@eastgr.org
PO Number:

Operation (All Sections)	Qty/Time	Labor Cost	Parts Cost	Core Charge	Total Cost
ACC/A/C/NO-IDLE/WIPERS/RADIO/5TH WHEEL/INSPECT	2.4	\$324.00	\$0.00	\$0.00	\$324.00
REPLACE HVAC DUCT HOUSING ASSEMBLY (1) HEATER CORE, DAY CAB, DARK NEUTRAL COVER (1) MISCPARTS (1) FREIGHT FROM CANADA	7.0	\$945.00	\$4,461.74	\$0.00	\$5,406.74
ENGINE / INSPECT	2.0	\$270.00	\$0.00	\$0.00	\$270.00
REPLACE EGR COOLER (1) COOLER, EGR, CLR HIGH FIN DENS KIT (1) TUBE ASSY, TURBO OIL SUPPLY (1) TUBE ASSY INJECTOR COOLER OUTL (1) TUBE ASSY INJECTOR COOLER INLT (1) CLAMP EXHAUST PIPE (1) GASKET, EXHAUST PIPE FLANGE, 4 IN. (1) GASKET, EXHAUST PIPE FLANGE, 3.5 IN. JOINT (1) GASKET, MANIFOLD, INTAKE, INLET DUCT (1) MISCPARTS	14.6	\$1,971.00	\$3,291.43	\$0.00	\$5,262.43

Notes: [6/9/2021 2:13 PM] - Dealer: A/C BLOWS HOT ONLY

Parts: \$7,753.17
Core: \$0.00
Labor: \$3,510.00
Shop: \$315.90
Tax: \$0.00
TOTAL: \$11,579.07

MI Facility License ID: F163699. All parts installed are new unless specified otherwise. This estimate is subject to teardown and inspection and is valid for 30 days from date above. I, the undersigned, authorize you to perform the repairs and furnish the necessary materials. I understand any costs verbally quoted are an estimate only and not binding. Your employees may operate vehicle for inspecting, testing and delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. AUTHORIZED BY: _____ DATE: ___/___/___



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DOUG LAFAVE
DEPUTY CITY MANAGER

MEMORANDUM

TO: Honorable Mayor and City Commissioners
FROM: Doug La Fave, Deputy City Manager
DATE: July 19, 2021

RE: Water Tower Repairs

Action Requested: That the City Commission authorize payment for repairs to the water tower to Ray's Welding Co., Inc of Berrien Springs, MI in the amount of \$6,800.

Background: The City water distribution system has a 1.25-million-gallon water tank located at the corner of Woodlawn Avenue and Norfolk Road along the East Grand Rapids/Grand Rapids border. Recently an internal drainpipe leak was detected which required immediate repair. The City worked with Dixon Engineering, who specializes in water tank engineering, to recommend a contractor to complete the repair. Dixon recommended Ray's Welding Co., Inc from Berrien Spring, MI. The contractor completed the repairs in early July along with a screen replacement on the water tower vent that was also planned work for FY 21-22 from annual engineering inspection recommendations. All repairs have been completed and the water tower has been back in service since the week of July 12, 2021.

The FY 21/22 budget has an allocation of \$20,000 for water system contractual services.

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles
City Manager



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DEREK MELVILLE
PARKS & RECREATION DIRECTOR

MEMORANDUM

TO: Mayor and City Commissioners
FROM: Derek Melville, Parks & Recreation Director
DATE: July 22, 2021

RE: Playground Mulch Bid

Action Requested: That the City Commission award the mulch contract in the amount of \$8,755.00 to Superior Groundcover for the delivery and installation of 425 yards of playground mulch.

Background: Annually the Grounds Maintenance team reviews each playground for appropriate mulch levels needed to meet recommended safety guidelines. A breakdown of yards needed per location is listed below. The bid request for 425 yards of certified playground mulch to be delivered and installed was placed on the Kent County Purchasing website. Below are the results of the bids received, and I recommend that Super Groundcover be selected. This is an annual purchase and there is \$11,000 in the Joint facilities budget for this purchase.

Location	Quantity Needed Estimate
Wealthy Elementary	110 yards
Breton Downs Elementary	110 yards
Lakeside Elementary	110 yards
Woodcliff Administration	40 yards
Manhattan Park	<u>55 yards</u>
Total	425 yards

Company	Bid
Superior Groundcover	\$8,755.00
Brink Wood Products	\$8,903.75
GetMulch.com	\$10,837.50
Green Pro Landscape	\$21,250.00

REVIEWED & APPROVED FOR SUBMISSION:


Shea Charles
City Manager

Kent County Purchasing Division

RFQ 4409: Playground Mulch, City of East Grand Rapids

Due: 07/14/2021 at 2 p.m.

<u>Line</u>	<u>Decription</u>	<u>Vendor</u>	<u>Quote</u>
1	Playground Mulch, Certified, Delivered and Installed	BRINK WOOD PRODUCTS, INC.	\$ 8,903.75
1	Playground Mulch, Certified, Delivered and Installed	GetMulch.com	\$ 10,837.50
1	Playground Mulch, Certified, Delivered and Installed	GREEN PRO LANDSCAPE MANAGEMENT	\$ 21,250.00
1	Playground Mulch, Certified, Delivered and Installed	SUPERIOR GROUNDCOVER INC	\$ 8,755.00

Note: This document shall not be construed as a comment on the responsiveness and is subject to change during the review process. This information is not an indicator of award.

**EAST GRAND RAPIDS
PARKS & RECREATION COMMISSION MEETING
EGR COMMUNITY CENTER
COMMISSION CHAMBERS
6:00 PM
MONDAY, JULY 12, 2021**

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

Aaron Smith called the meeting to order at 6:02 pm.

Present in Person: Nick Abraham, Ryan Burdick, Larry Fisher, Liz Mitchell, Patrick Parkes, and Aaron Smith
Absent: John Arendshorst, Kate DeVries, and Abby Sorota
Also Present: Derek Melville, Shannyn Fasbender, Diane Ritzke, City Manager, Shea Charles, and Deputy City Manager, Doug LaFave

Public Comment:
None

Report of Commissioners:

Patrick Parkes – Patrick introduced himself as one of the new Commissioners appointed to the Parks and Recreation Commission. He moved to East Grand Rapids in January 2021; he is familiar with the area as he has been a substitute teacher in East Grand Rapids in the past. He is excited with the opportunity to serve on this Commission.

Liz Mitchell – Commented she has heard from some community members they would like to see the Parks and Recreation Department offer more full day camps for youth in the future. This would be more appealing to working parents.

Ryan Burdick – Ryan introduced himself as one of the new Commissioners appointed to the Parks and Recreation Commission. He has lived in East Grand Rapids for about four years, is a stay at home dad and has coached for various Parks and Recreation Department teams.

Aaron Smith – Welcomed Derek Melville as the new Parks and Recreation Director as well as Ryan and Patrick to the Parks and Recreation Commission.

Nick Abraham – Attended the 4th of July Parade and was thankful the city was able to put together some festivities for the day as he enjoyed it. Also welcomed the new director and commissioners.

Larry Fisher – Commented he was involved with both the Reeds Lake Run and Reeds Lake Trailblazer run. Both events were very successful even though smaller than previous years. Welcomed the new director and commissioners.

Minutes for the June 14, 2021, Parks and Recreation Commission meeting were presented for approval. A motion was made to approve the minutes for the June 14, 2021, Parks and Recreation Commission meeting.

MOTION: Larry Fisher

SUPPORT: Nick Abraham

YES: Abraham, Burdick, Fisher, Mitchell, Parkes, Smith, (6)

NO: (0)

Parks and Recreation Commission Meeting Minutes July 12, 2021 – page 2

Election of Chair and Vice Chair for FY 2021/22

A motion was made to nominate Aaron Smith as the Chairperson and Nick Abraham as the Vice Chair of the Parks and Recreation Commission for FY 2021/22.

MOTION: Larry Fisher

SUPPORT: Liz Mitchell

YES: Abraham, Burdick, Fisher, Mitchell, Parkes, and Smith (6)

NO: (0)

The Special Event Calendar was reviewed.

The 2021/2022 Parks and Recreation Commission Schedule was reviewed.

City Manager Charles introduced and welcomed Derek Melville as the new Parks and Recreation Director.

City Manager Charles reported on the following:

- The City Commission at the July 6, 2021, meeting approved the resolution authorizing the ballot proposal for Park Improvement Bonds for the November 4, 2021, ballot. It is a request for up to 7 million dollars in borrowing. Additional informational sessions will be held later this summer and fall for the community.
- July 4th – kudos to City Staff on July 4th activities. Thanks to Karen Brower, City Clerk, who is the liaison to the Community Foundation she did an incredible job with the Trailblazer Run.

Aaron Smith inquired if there was a Friends Group in connection with the Park Improvement Millage. City Manager Charles responded the city cannot take an active role in advocating one way or another on the ballot proposal, the city can only provide information. He also responded he has heard there is a group advocating this ballot item through social media so anyone interested in that can do an online search for the group.

Report of Director

Director Derek Melville introduced himself. He is coming from Traverse City where he was the Parks and Recreation Superintendent for five years. He and his wife are both from the Byron Center area and are looking forward to coming home. He has always enjoyed the East Grand Rapids area and is very excited to be here. Today was his first full day and he plans on attending the concert tonight featuring the band Reeds and Steel.

Report of Interim Director

Shannyn Fasbender reports on the following:

- **Concerts in the Park:** There is a Concert in the Park featuring the band Reeds and Steel tonight at 7pm.
- **Movies in the Park:** The second Movie in the Park will be held July 16th at dusk. The movie is Sing.
- **Reeds Lake Run:** The Reeds Lake Run was held June 26th. Three races were held this year, 5k Run, 5k Doggie Dash and a 1 Mile Family Fun Run. We had 529 total registered runners and even though it was a rainy day, participants seemed to enjoy the race.

The meeting was adjourned at 6:14pm.