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CITY OF EAST GRAND RAPIDS

**Regular Meeting Held September 16, 2013**

Mayor Seibold called the meeting to order at 6:01 p.m. in the City Commission Chamber at the Community Center and led the audience in the Pledge of Allegiance.

Present: Commissioners Dills, Goebel, Graham, Miller, Skaggs and Mayor Seibold

Absent: Commissioner Johnson

Also Present: City Attorney Huff; Public Works Director Feldt; Finance Director Mushong; Public Safety Director Herald; City Clerk Brower

2013-100. No public comment was received.

2013-101. Commissioner Dills congratulated all the athletes that participated in the Reeds Lake Triathlon on Saturday, September 7<sup>th</sup> and commended the staff and volunteers who spent so much time and effort to make the event a success. Commissioner Skaggs agreed the event went very well and thanked all those involved.

Commissioners Miller and Goebel noted the shooting at the Navy facility in Washington DC and offered condolences for the families of those killed.

Commissioner Graham noted he had volunteered for the Reeds Lake Triathlon and enjoyed watching athletes and spectators.

2013-102. Mayor Seibold presented a plaque dedicating the Public Works Complex to former Mayor Cindy Bartman. She stated the Public Works Complex was a very fitting tribute because of Mayor Bartman's commitment to the employees and to the infrastructure needs of the citizens.

Commissioner Graham thanked Ms. Bartman for her dedication and noted the plaque was a very fitting honor because she was a constant champion for the renovation project.

2013-103. Consider request to approve the purchase of patrol rifles and accessories for the Public Safety Department.

Public Safety Director Herald stated the two new rifles would be used as spares in case other rifles were out of service due to maintenance or training. The new rifles will have noise suppressors to protect the hearing of officers firing the weapon. He noted additional suppressors may be requested for the other patrol rifles in the future. Chief Herald offered to speak with anyone who has questions or concerns about this purchase.

2013-103-A. Miller-Skaggs. To approve the purchase of two patrol rifles and related accessories from Michigan Police Equipment in the amount of \$5,073.90.

Yeas: Dills, Goebel, Graham, Miller, Skaggs and Seibold – 6  
Nays: -0-

2013-104. Graham-Miller. Motion to approve the consent agenda as follows:

2013-104-A. Minutes of the regular meeting held September 3, 2013.

2013-104-B. Payroll disbursements of \$204,662.42; county and school disbursements of \$79,022.51, and total remaining disbursements of \$208,907.63.

- 2013-104-C. The refurbishment of the City's entry signs from Alberda Signs Inc. in the amount of \$4,475.00.
- 2013-104-D. The services of Genzink Appraisal Company in the amount of \$4,950.00 for an appraisal of 638, 644 and 652 Lovett for an upcoming Michigan Tax Tribunal hearing.
- 2013-104-E. A requisition for road salt through the Kent County Road Commission in the amount of \$52.07 per ton from Detroit Salt Company for pre-winter supply and from North American Salt Company for \$64.77 per ton for the remaining supply.
- 2013-104-F. A contract with Owen Ames and Kimball in the amount of \$224,194.00 for improvements to the Remington Park baseball complex to be paid for with Joint Facilities Funding and private donations.

Yeas: Dills, Goebel, Graham, Miller, Skaggs and Seibold – 6

Nays: -0-

The meeting adjourned at 6:13 p.m., subject to the call of the Mayor until October 7, 2013.

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Karen K. Brower, City Clerk

PROCEEDINGS OF THE CITY COMMISSION  
CITY OF EAST GRAND RAPIDS

**Regular Meeting Held October 7, 2013**

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

Present: Commissioners Dills, Graham, Johnson, Miller, Skaggs and Mayor Seibold

Absent: Commissioner Goebel

Also Present: City Attorney Huff; City Manager Donovan; Public Works Director Feldt; Finance Director Mushong; City Clerk Brower; Zoning Administrator Faasse

2013-105. No public comment was received.

2013-106. Commissioner Johnson thanked the Public Works Department for their recent work repairing a broken water main near the Middle School and for providing bottled drinking water for those affected by the resulting boil water advisory.

Mayor Seibold thanked all the crew members who worked to repair the broken main. She noted there were several residences in the area that were under boil water advisories twice within a few weeks of each other and thanked those citizens for their patience.

City Manager Donovan reported the roadway surface on Lake Drive would be closed for a few days to replace the temporary patching with a permanent repair. At that time, crews will also need to repair a nearby valve that was damaged during the incident.

Mayor Seibold congratulated the EGR High School on their homecoming parade and events last weekend.

Commissioner Skaggs left the commission table to participate in the meeting as an applicant.

2013-107. A zoning variance hearing was held regarding the request of Phil & Elizabeth Skaggs of 2615 Hall Street to allow the construction of a covered front porch creating a front yard setback of 35.4' from the front property line instead of the required 40.1.'

Zoning Administrator Faasse explained the request to add a new covered front porch to the home that required a front yard setback variance.

Phil Skaggs, 2615 Hall, explained they would be upgrading the home's exterior and wanted to improve the aesthetics of the front of the home and provide shelter from the weather.

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

- Petition signed by 13Hall Street residents                      In Favor

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

2013-107-A. Dills-Miller. That the request of Phil & Elizabeth Skaggs of 2615 Hall Street to allow the construction of a covered front porch creating a front yard setback of 35.4' from the front property line instead of the required 40.1' be approved.

Commissioner Johnson supported the variance as it would provide shelter for those visiting the home without reducing the front yard significantly.

Commissioner Graham agreed the new porch would improve the home and would fit in with others in the immediate area.

Mayor Seibold thanked Mr. Skaggs for checking with the neighbors. She noted that while this would seem to be a very small change, it was necessary to consider each request for a zoning variance individually to make sure projects fit well within each neighborhood.

Yeas: Dills, Graham, Johnson, Miller and Seibold – 5  
Nays: -0-  
Abstain: Skaggs – 1

Commissioner Skaggs resumed his seat at the table.

2013-108. Johnson-Miller. Motion to approve the consent agenda as follows:

2013-108-A. Minutes of the regular meeting held September 16, 2013.

2013-108-B. Payroll disbursements of \$197,581.85; county and school disbursements of \$145,172.81, and total remaining disbursements of \$481,395.06.

2013-108-C. Adoption of a resolution approving Amendment #36 to the Grand Valley Metro Council Articles of Incorporation as set forth in Exhibit "A" attached hereto.

2013-108-D. Purchase of computer software and training from BS&A Software in the amount of \$7,765.00 to update the Building Department module.

2013-108-E. The purchase of firewall software and support from Trivalent Group in the amount of \$2,932.00.

2013-108-F. A contract with Katerberg Verhage in the amount of \$9,936.00 for site work and installation of the statue of President Ford in front of the Community Center.

Yeas: Dills, Graham, Johnson, Miller, Skaggs and Seibold – 6  
Nays: -0-

2013-109. Dills-Graham. Motion to enter into an executive session to discuss an attorney's opinion in accordance with Section 8(h) of the Open Meetings Act. A roll call vote was taken.

Yeas: Dills, Graham, Johnson, Miller, Skaggs and Seibold – 6  
Nays: -0-

The meeting adjourned at 6:16 p.m., subject to the call of the Mayor until October 21, 2013.

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Karen K. Brower, City Clerk

Attachments: A – Resolution approving Amendment #36 to the GVMC Articles of Incorporation.

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

PROCEEDINGS OF THE CITY COMMISSION  
CITY OF EAST GRAND RAPIDS

**Regular Meeting Held October 21, 2013**

Commission President Graham called the meeting to order at 6:00 p.m. in the City Commission Chamber at the Community Center and led the audience in the Pledge of Allegiance.

Present: Commissioners Dills, Goebel, Graham, Johnson, Miller and Skaggs

Absent: Mayor Seibold

Also Present: City Attorney Huff; City Manager Donovan; Public Works Director Feldt; Finance Director Mushong; Public Safety Director Herald; City Clerk Brower; Zoning Administrator Faasse; Captain Lark

2013-110. No public comment was received.

2013-111. Commissioner Skaggs commended the Public Works Department for their work fixing the pavement on Lake Drive following the water main break and working with residents on the detour route during the work.

Commissioner Johnson thanked the Public Safety Department for taking members of the commission to the shooting range for a demonstration of the various weapons used in the department.

2013-112. A zoning variance hearing was held regarding the request of William & Hilda Pearl of 2912 Beechwood to allow the construction of an addition to the home creating combined side yard setbacks of 14.3' instead of the required 18.0.'

Zoning Administrator Faasse explained the unusual shape lot with easements along one side limiting the options of adding on to the home.

David Kwekel of Kwekel Construction in Cedar Springs, was present to explain the request and answer questions.

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

- Richard & Mary Stevens, 2920 Beechwood In Favor.

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

2013-112-A. Miller-Skaggs. That the request of William & Hilda Pearl of 2912 Beechwood to allow the construction of an addition to the home creating combined side yard setbacks of 14.3' instead of the required 18.0' be approved.

Commissioner Miller supported the variance as it was a very small difference from what already existed. Commissioner Johnson agreed that extending the side of the home made sense and did not create problems for the neighbors.

Commissioner Dills felt these improvements would be a nice addition to the neighborhood.

President Graham agreed the addition would fit well with neighboring homes in spite of the odd-shaped lot.

Yeas: Dills, Goebel, Graham, Johnson, Miller and Skaggs – 6

Nays: -0-



- 2013-113. Doug Vredevelde of Vredevelde-Haefner presented the audited financial statements for the year ending June 30, 2013 and answered questions from the City Commission.
- 2013-114. Public Safety Director Herald presented the Public Safety Department's 2012 Annual Report. He noted the local and nationwide downward trend in crime rates and the major technology changes made within the department over the last year.
- 2013-115. Introduction of an ordinance amendment to amend Chapter 23 of Title II of the City Code pertaining to the City Sewer Service.

Public Works Director Feldt explained East Grand Rapids is a wholesale customer of the City of Grand Rapids and is required to mirror their policies and requirements. City Attorney Huff noted that while the new ordinance mostly deals with industrial and commercial sewer use, there are several areas that are specific to East Grand Rapids definitions and policies regarding residential sewer service.

- 2013-115-A. Johnson-Goebel. That an ordinance amendment to amend Chapter 23 of Title II of the City Code pertaining to the City Sewer Service be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Goebel, Graham, Johnson, Miller and Skaggs – 6  
Nays: -0-

- 2013-116. Introduction of an ordinance amendment to amend Section 1.211 and 1.212 of Chapter 5 of Title I of the City Code regarding purchases and contracts.

City Manager Donovan reported the \$2,500 purchasing authority for the City Manager had not been changed in over 20 years. He requested the limit be raised to \$5,000 to allow for inflation and to reduce the number of small capital items or basic services that need to wait for City Commission approval.

- 2013-116-A. Miller-Goebel. That an ordinance amendment to amend Section 1.211 and 1.212 of Chapter 5 of Title I of the City Code regarding purchases and contracts be introduced as set forth in Exhibit "B" attached hereto.

Yeas: Dills, Goebel, Graham, Johnson, Miller and Skaggs – 6  
Nays: -0-

- 2013-117. Goebel-Johnson. Motion to approve the consent agenda as follows:

2013-117-A. Minutes of the regular meeting held October 7, 2013.

2013-117-B. Payroll disbursements of \$405,390.24; county and school disbursements of \$130,936.92, and total remaining disbursements of \$442,244.94.

2013-117-C. Approval of a debit card and related procedures as outlined in the Finance Director's memo of October 10, 2013.

2013-117-D. A contract with Kushner & Company to evaluate and make recommendations concerning the City's health plan and employee benefits at a cost not-to-exceed \$35,000.

2013-117-E. A five-year extension of the Water and Sanitary Sewer Service Agreement with the City of Grand Rapids until December 31, 2043.

2013-117-F. A resolution approving to the Grand Valley Metro Council's Articles of Incorporation adding the Village of Sand Lake as set forth in Exhibit "C" attached hereto.

- 2013-117-G. A resolution endorsing the Grand Valley Metropolitan Council's application on behalf of the West Michigan Prosperity Alliance for a Regional Prosperity Initiative grant as set forth in Exhibit "D" attached hereto.
- 2013-117-H. Quarterly financial reports for the period ended June 30, 2013.
- 2013-117-I. Preliminary minutes of the Planning Commission meeting held August 13, 2013.
- 2013-117-J. Preliminary minutes of the Joint Facilities Committee meeting held September 9, 2013.
- 2013-117-K. Preliminary minutes of the Parks & Recreation Commission meeting held September 9, 2013.
- 2013-117-L. Preliminary minutes of the Library Commission meeting held September 23, 2013.

Yeas: Dills, Goebel, Graham, Johnson, Miller and Skaggs – 6  
Nays: -0-

The meeting adjourned at 6:39 p.m., subject to the call of the Mayor until November 4, 2013.

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Karen K. Brower, City Clerk

Attachments: A – Ordinance Amendment to Chapter 23 regarding City Sewer Service.  
B – Ordinance Amendment to Section 1.211 and 1.212 pertaining to purchases and contracts.  
C – Contract extension with the City of Grand Rapids for Water and Sewer Service  
D – Resolution approving Amendment #37 to the GVMC Articles of Incorporation.  
E – Resolution supporting GVMC Regional Prosperity Initiative grant application

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

PROCEEDINGS OF THE CITY COMMISSION  
CITY OF EAST GRAND RAPIDS

**Regular Meeting Held November 4, 2013**

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

Present: Commissioners Dills, Goebel, Graham, Johnson, Miller, Skaggs and Mayor Seibold

Absent: None

Also Present: City Attorney Huff; City Manager Donovan; Public Works Director Feldt; Finance Director Mushong; Public Safety Director Herald; Parks & Recreation Director Bunn; City Clerk Brower; Zoning Administrator Faasse; Planning Consultant LeBlanc

2013-118. No public comment was received.

2013-119. Commissioner Graham reported the GVMC meeting earlier in the day with Senator Carl Levin was very informative.

Commissioner Johnson thanked the Public Safety Department for their work keeping everyone safe on Halloween. She also thanked Grounds Maintenance Assistant Phil Weber for preparing the booklet explaining invasive plant species in the area.

Commissioner Dills and Mayor Seibold reminded everyone to vote in tomorrow's City Commission election.

Mayor Seibold announced that City Manager Donovan was celebrating 20 years as the City Manager of East Grand Rapids this week. She presented a slide show reviewing Brian's history of the city and the many accomplishments and projects completed over the years. She also presented Mr. Donovan with a desk clock and lapel pin in honor of his twenty years of service.

City Manager Donovan introduced his wife and daughter and thanked them for enduring the late-night meetings and early morning emergencies of the last twenty years. He also thanked the citizens for making East such a great place to live and work, and thanked the commissioners and staff for the teamwork and perseverance through good times and bad.

2013-120. A zoning variance hearing was held regarding the request of Richard and Evelyn Largent of 2406 Maplewood to allow the construction of a covered front porch with a front yard setback of 15.9' instead of the average setback of 42.2'.

Zoning Administrator Faasse explained the applicants wished to extend the roof of the home over the existing unroofed deck to create a covered front porch.

Richard Largent, 2406 Maplewood, was present to explain the request.

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

Commissioner Miller questioned whether the porch could be enclosed to create living space once the variance was granted. Mr. Faasse stated the area could be enclosed as part of the home after a variance was granted.

2013-120-A. Dills-Johnson. That the request of Richard and Evelyn Largent of 2406 Maplewood to allow the construction of a covered front porch with a front yard setback of 15.9' instead of the average setback of 42.2' be approved.

Mayor Seibold noted she would not be in favor of granting a variance for a new home this close to the street, but realized the existing home was grandfathered in and did not feel the roof addition would be an issue in the neighborhood.

Commissioner Johnson stated this section of the home is already noticeably closer to the street than other homes and has the look of a front entrance. She expressed concern about adding a roof over the deck that would bring the home even closer to the street and the possibility of enclosing the space someday. She stated she would not be supporting the variance.

Commissioner Dills agreed, adding that the home already 17' closer to the street than current standards would allow. He felt reducing the setback by 9' was too much of a variance and he could not support this request.

A roll call vote was taken.

Yeas: Goebel, Skaggs and Seibold – 3  
Nays: Dills, Graham, Johnson and Miller – 4

2013-121. A zoning variance hearing was held regarding the request of Alan Davis of 919 Ogden to allow the construction of a detached garage with a side yard setback of 2.2' instead of the required 3.0' and a rear yard setback of 1.4' instead of the required 3.0.'

Zoning Administrator Faasse outlined the proposal to replace an existing garage with a slightly smaller garage in the same location. The new garage would feature a pitched roof to allow storage above the vehicles.

Commissioner Graham questioned how close the new garage was to the other structures.

Alan Davis, 919 Ogden, was present to explain the request and answer questions. He noted the existing garage was approximately 3-4' from the adjacent garages. He preferred to build in the same spot to allow adequate room to pull a vehicle into the second stall and to keep as much greenspace in the back yard as possible.

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

- Kelly Emery, 942 Ogden	In Favor.
- Maggie Mielczarek, 911 Ogden	In Favor.
- Greg Mielczarek, 911 Ogden	In Favor.
- Averil Crowley, 950 Ogden	In Favor.
- David Kirchgessner, 946 Ogden	In Favor.
- Pam McKinney, 939 Ogden	In Favor.
- Mary Kaneti, 954 Ogden	In Favor.
- Steve Dirksen, 941 Ogden	In Favor.
- Thomas Sarb & Ruth Ann Brevitz, 923 Ogden	In Favor.

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

2013-121-A. Graham-Goebel. That the request of Alan Davis of 919 Ogden to allow the construction of a detached garage with a side yard setback of 2.2' instead of the required 3.0' and a rear yard setback of 1.4' instead of the required 3.0' be approved.

Commissioner Dills thanked Mr. Davis for his efforts in informing his neighbors of his plans and garnering their support for this project.

Commissioner Miller expressed support for the variance given that the lot was narrow and the new garage would not be any closer than the existing garage.

Yeas: Dills, Goebel, Graham, Johnson, Miller, Skaggs and Seibold – 7  
Nays: -0-

2013-122. Appeal of sewer back up claim.

Jennifer Lannon of 2310 Elmwood was present to appeal the Finance Committee's denial of a claim for damages that occurred on April 18, 2013. She stated the home sustained over \$15,000 in damage from the sewage-tainted water that flooded her home. Mrs. Lannon reported this home had experienced a backup prior to their ownership. She stated their home did not have footing drains connected to the sanitary sewer system and should not be penalized if others are connected. She asked the City to cover these damages and to make sure this did not happen to any homes in the future.

2013-122-A. Dills-Goebel. To deny the claim of Jennifer & Kevin Lannon of 2310 Elmwood in the amount of \$9,333.00.

Mayor Seibold noted City officials and staff have reviewed this claim many times and feel the City acted appropriately and could not be held responsible for the damages. She agreed it was a difficult situation for Mr. and Mrs. Lannon and urged them to work with a plumber to take measures to prevent further backups into their home.

Yeas: Dills, Goebel, Graham, Johnson, Miller, Skaggs and Seibold – 7  
Nays: -0-

2013-123. Introduction of an ordinance amendment to Chapter 50 of Title V of the City Code pertaining to the zoning ordinance.

Planning Consultant Paul LeBlanc of LSL Planning reviewed the history of the current zoning chapter and the year-long project to rewrite the ordinances to make them more cohesive and user-friendly. He highlighted several sections that were revised, including the front yard setback requirements, waterfront zoning regulations and density of residential developments.

City Manager Donovan noted that many past practices had been incorporated and several clarifications made to confusing or outdated sections.

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

- Dennis Jones, 2750 Reeds Lake Blvd.

Opposed to the 35' waterfront setback requirement of Section 5.71 and asked the commission to exclude this section from adoption until changes can be made. He felt the setback and buffer requirements took away his property rights for no compelling reason and did not solve any environmental issues. Questioned the definition of the high water level and suggested a conflict with DEQ regulations.

- Gordon Jones, 325 Rosewood

Felt the waterfront requirements were a step in the right direction but questioned whether the rules would withstand legal challenge. Wondered if there were any conflicts with state law. Suggested better definition were needed for the buffer area and the high water mark. Wondered how sea-walls would affect the high water mark. Felt buildings of all sizes should be subject to the requirements, and questioned if the City would be making any changes to public property in light of the ordinance to set a good example. Questioned enforcement of non-phosphorus fertilizer regulations. Also asked the City to consider stricter requirements for new houses being built on narrow lots to avoid overly tall buildings with reduced setbacks.

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

City Manager Donovan noted that lakefront property owners had not been separately noticed as planned and suggested the City Commission accept public comment at the next meeting to allow staff time to send notices.

Commissioner Dills reported the Planning Commission had reviewed the proposed ordinance several times and taken public comment during the process. He felt the overall document was well written and would be very helpful to city staff and residents.

Mayor Seibold agreed the new ordinance would be much easier to navigate and understand. She thanked the staff members, consultants and Planning Commissioners who had worked on this project and the residents who had taken the time to review the proposals and make their feelings heard.

Commissioner Skaggs asked staff for a list of changes made between the committee review and the Planning Commission hearings. He also asked for the minutes of the Planning Commission hearings so he could review the public comments made.

2013-123-A. Johnson-Skaggs. That an ordinance amendment to amend Chapter 50 of Title V of the City Code pertaining to the zoning ordinance be introduced as set forth in Exhibit "A" attached hereto.

Yeas: Dills, Goebel, Graham, Johnson, Miller, Skaggs and Seibold – 7  
Nays: -0-

2013-124. Final Reading of an ordinance amendment to amend Chapter 23 of Title II of the City Code pertaining to the City Sewer Service.

Public Works Director Feldt explained the new ordinance was necessary to match the City of Grand Rapids ordinances and to comply with State regulations.

2013-124-A. Miller-Johnson. That an ordinance amendment to amend Chapter 23 of Title II of the City Code pertaining to the City Sewer Service be adopted as set forth in Exhibit "B" attached hereto.

Yeas: Dills, Goebel, Graham, Johnson, Miller, Skaggs and Seibold – 7  
Nays: -0-

2013-125. Final Reading of an ordinance amendment to amend Section 1.211 and 1.212 of Chapter 5 of Title I of the City Code regarding purchases and contracts.

2013-125-A. Graham-Miller. That an ordinance amendment to amend Section 1.211 and 1.212 of Chapter 5 of Title I of the City Code regarding purchases and contracts be adopted as set forth in Exhibit "C" attached hereto.

Yeas: Dills, Goebel, Graham, Johnson, Miller, Skaggs and Seibold – 7  
Nays: -0-

2013-126. Johnson-Miller. Motion to approve the consent agenda as follows:

2013-126-A. Minutes of the regular meeting held October 21, 2013.

2013-126-B. Payroll disbursements of \$278,930.65; county and school disbursements of \$56,449.28, and total remaining disbursements of \$168,651.21.

2013-126-C. A contract with Katerberg-Verhage Inc. in the amount of \$11,886.00 plus contingencies of \$1,200.00 for the City's annual tree planting program.

2013-126-D. Ratification of payment to Drew Wireless in the amount of \$5,595.00 for emergency repairs of radio equipment located at the City's elevated water tank and a budget amendment in the same amount from the General Fund ending balance.

- 2013-126-E. Additional zoning consulting services in the amount of \$6,000.00 with LSL Planning Inc. for assistance with rewriting the City's zoning ordinances, and a corresponding budget amendment from the General Fund ending balance for the same amount.
- 2013-126-F. Approval of additional crack sealing work performed by Pavement Restoration in the amount of \$5,000.00, with budget amendments from the Local Street Fund balance of \$2,100.00 and from the Major Street Fund balance of \$2,900.00.
- 2013-126-G. The purchase of computer hardware from CDW-G in the amount of \$9,070.00.
- 2013-126-H. A contract with Berends Hendricks Stuit Insurance Agency in the amount of \$199,862.00 for property and liability insurance for city assets, and a related budget amendment of \$23,862 from the General Fund ending balance.

Yeas: Dills, Goebel, Graham, Johnson, Miller, Skaggs and Seibold – 7  
Nays: -0-

The meeting adjourned at 7:30 p.m., subject to the call of the Mayor until November 18, 2013.

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Karen K. Brower, City Clerk

Attachments: A – Ordinance Amendment to Chapter 50 Chapter 23 regarding City Sewer Service.  
B – Ordinance Amendment to Chapter 23 regarding City Sewer Service.  
C – Ordinance Amendment to Section 1.211 and 1.212 pertaining to purchases and contracts.

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



















Mayor Seibold asked if traffic counts were available for this area. Public Works Director Feldt stated traffic studies were conducted when more than 50 vehicles were added at peak hours. Since this development was thought to be under that threshold, traffic counts have not been taken on this street.

City Manager Donovan noted the Comprehensive Master Plan and Gaslight Village SubArea Plan had recommended future infill development along Bagley and Croswell. He further noted the proposed development meets the current height ordinance and is very close to the residential density allowed in the new zoning ordinance. He stated mixed-use developments were a typical way to transition from the traffic in downtown areas to residential neighborhoods.

Commissioner Dills suggested removing references to phasing of the development throughout the ordinance language. He noted the height of the single-family unit was not mentioned in the ordinance and wondered if that should be included. Zoning Administrator Faasse stated that if there is no language noting a departure from zoning requirements for the height of that building, then the standard height restrictions would apply.

Commissioner Miller asked if language was needed referencing parking spaces. City Manager Donovan stated the City's zoning ordinances do not require any specific number of spaces for first floor retail use.

Mayor Seibold questioned whether there were other flat-roofed buildings in the area. Mr. Donovan noted that storm water regulations and zero lot lines result in many flat roofs in commercial areas and older residential units. He stated staff would compile a list of flat roofs with approximate heights for the next meeting.

Yeas: Dills, Duncan, Goebel, Graham, Miller, Skaggs and Seibold – 7  
Nays: -0-

2013-144. Graham-Goebel. Motion to approve the consent agenda as follows:

- 2013-144-A. To approve the minutes of the regular meeting held December 2, 2013.
- 2013-144-B. To approve payroll disbursements of \$191,511.56; county and school disbursements of \$76,589.99, and total remaining disbursements of \$448,406.54.
- 2013-144-C. The appointment of Jason Madden of 1410 Sherwood and David DeVelder of 2242 Lake Drive to the Planning Commission for terms ending June 30, 2015.
- 2013-144-D. A resolution electing to comply with the Public Act 152 of 2011 by exercising the City's right to exempt itself from the requirements of the Act for 2014 as set forth in Exhibit "B" attached hereto.
- 2013-144-E. The purchase of timesheet software from BS&A Software in the amount of \$5,645.00.
- 2013-144-F. The payment of \$12,361.00 to the Michigan Municipal League Worker's Compensation Fund.
- 2013-144-G. Preliminary minutes of the Planning Commission meeting held November 12, 2013.

Yeas: Dills, Duncan, Goebel, Graham, Miller, Skaggs and Seibold – 7  
Nays: -0-

The meeting adjourned at 6:40 p.m., subject to the call of the Mayor until January 6, 2014.

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Karen K. Brower, City Clerk

Attachments: A – Ordinance Amendment to Chapter 50 regarding the Croswell Mews PUD Development.  
B – Resolution opting out of PA 152.

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