

# Elk Rapids Updates

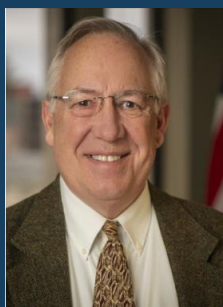
QUARTERLY  
NEWSLETTER FROM  
THE VILLAGE  
GOVERNMENT

SPRING 2023

## STAFF CORNER

This edition our staff corner is featuring the Village's Interim Manager, Richard I. Lewis. While the Village Council is looking for a new executive manager, Richard will work part-time to continue government affairs. While working for the Village, Richard says he is committed to helping heal and aid the transition efforts for current and new staff, the council, and the village as a whole.

Richard lives in and is the mayor of Traverse City. He and his wife have five daughters, and they have 22 grandchildren. In his free time, Richard likes to read and spend as much time as possible with his family.



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## PLANNING COMMISSION DESIGNING FIVE-YEAR COMMUNITY MASTER PLAN

The Planning Commission has been hard at work to create the Five-Year Master Plan. This plan is required by the Michigan Planning Enabling Act as of 2008 in order to gain community input on future land use for within the village limits.

A Master Plan represents a foundation policy statement about what a community is, what its residents value and what those residents hope the community will become. Land use planning is the process of guiding the future growth and development of a community. Generally, a document known as the master plan is prepared, which addresses the various factors relating to the growth of a community. Through the processes of land use planning, it is intended that a community can preserve, promote, protect, and improve public health, safety, and general welfare.

The Planning Commission voted to partner with Becket & Raeder for the planning process. So far, there have been several sessions to discuss the survey and other aspects of this project.

The public is invited and encouraged to participate in this planning process in several ways. Aside from the master plan survey, there are several ways that the community will be invited to share their ideas and input. In April, the Planning Commission will be engaging with local students to hear what they think. Much like the Parks & Recreation's Five-Year Community Recreation Plan, there will be an open house for citizens to have an in-person opportunity to share comments. In September, a 63-day review period will begin for more public discussion. There will also be a public hearing scheduled before the plan is passed by council. Community members can also send correspondence to the commission or council at any time to share their opinion on the plan and process.

In July, the commission will put together an action plan and around August they will review a draft of the plan. Council will consider final approval for the plan in January.

**We hope that you keep up with this process and share your ideas for the Community Master Plan!**

## MEET HOUSING COMMISSION MEMBER CHAR GRETEL!

Char has served as the chair of the housing commission since 2022. While serving on this commission, she is grateful to get to know the residents at Noble Pines and surprising them with giftbags at Christmas. Her goal on the commission is to make sure that Noble Pines residents “have an affordable, well cared for, and safe environment to live in.” She also wants to help expand affordable housing for seniors in the area through a potential expansion of the facility.

A resident for over fifty years, Char loves to walk, read, knit, do puzzles – but most of all she loves spending time with family and friends. “I feel very blessed to have lived, worked, and raised our three daughters all while having fun and enjoying our beautiful surrounding and wonderful community.”



**Thanks, Char, for helping make the Village a great place to live, work, and play!**



The Village has been working on increasing Diversity, Equity, Inclusion, & Belonging (DEIB) efforts to become a welcoming workplace and community.

These efforts started as a direct result from the 13 Ways Community Assessment. The 13 Ways Team recommended that Elk Rapids invest in initiatives that to ensure that “a broader range of solutions can be found to address old issues, new opportunities can be identified for the future, and a growing sense of ownership and an appreciation for full public participation will emerge.”

The Village is working with Ken James, Chief Diversity Officer of Muskegon Community College, to train elected and appointed officials, as well as conduct an assessment to determine DEIB opportunities in village ordinances and policies such as the employee handbook. Staff and other village officials will be invited participate in DEIB training in May 2023, specific dates to be determined. Ken says that: “It is an honor to work with the Village of Elk Rapids! I look forward to an open dialogue around Diversity, Equity, Inclusion, and Belonging. The goal of our time together is to foster a greater sense of community.”

## HUMAN RESOURCES ASSESSMENT & WELCOMING COMMUNITY INITIATIVES

**The Village Government is collaborating to create an inclusive workplace and community.**

In addition to the DEIB collaboration, Human Resource Partners are working with Village Staff on an HR assessment. This will include specific HR policies that will promote inclusivity and ensure a welcoming work environment. “The Village has many of these policies in writing, and it is a great time to evaluate how they can be improved,” said Kate Greene of Human Resources Partners. “Equally important is training for employees so they know what to do to prevent and handle situations, as well as looking for ways to promote belonging and inclusivity. When people feel their ideas and contributions are valued, employees are more likely to stay.”

Green noted in her HR initial assessment findings that the village does have progressive policies and practices that help create a welcoming environment for diverse employees, while noting that there are areas available for improvement.

Both the DEIB and HR assessments will have final reports that are presented to the Elk Rapids Village Council. Stay tuned for their findings! The Village is looking forward to implementing recommendations for the betterment of the Village staff, volunteers, and the community.



## VILLAGE MANAGER SEARCH

**The Village of Elk Rapids is seeking a strategic and innovative village manager to lead the idyllic waterfront community.**

The village manager is the chief administrative officer for the village, overseeing all day-to-day activities of diverse village operations and the village staff while ensuring all laws and ordinances are properly enforced. They support multiple village boards and commissions, including the DDA, Parks and Rec, Beautification, Planning and Zoning, Zoning Board of Appeals, Harbor, and Housing, among other duties.

The Village of Elk Rapids is looking for an approachable and accessible leader, committed to high ethical standards, who will flourish in a small-town environment with significant amenities, and provide both village and community leadership.

The Village of Elk Rapids will offer a competitive compensation and generous benefit package, with a starting salary range of \$100,000 - \$125,000, depending on qualifications and experience.

**For more information, please go to the [“Employment Opportunities” \(link\)](#) page on the village website.**



### COUNCIL CORNER

Meet Trustee Kellie Sergent! Kellie was elected as council trustee in November and is appointed to serve as the Housing Commission Council liaison.

Her favorite part about serving on council is “Learning about the history of the Village from a different lens and considering how collectively as a Council we can create more opportunities for our residents, business owners, and visitors.”

When she has free time, Kellie likes to golf, play pickleball, cooking, gathering with friends, boating, skiing, reading, listening to good music, and volunteering.

**Thanks for your willingness to serve our community, Kellie!**

## COMMUNITY RECREATION PLAN APPROVED BY THE STATE



The State of Michigan approved the Village of Elk Rapids Five-Year Community Recreation Plan! Thank you to all the community members (over 400!) who participated and gave input on this collaborative plan.

To view the plan, please go to [elkrapids.org](http://elkrapids.org), click on the Document Center, then find it under the Parks & Recreation Commission section. [Or click here.](#)

[elkrapids.org](http://elkrapids.org) | 231.264.9274



## For More Community Events Info...

Please view the Elk Rapids community calendar on the Elk Rapids Area Chamber of Commerce's website at:

[elkrapidschamber.org](http://elkrapidschamber.org)

**A big THANK YOU to everyone who took time for interviews and contributed photos that highlight our beautiful community!**

We look forward to putting together more newsletters to keep the community informed 😊

## Upcoming Dates:

For more Village of Elk Rapids dates, please check [elkrapids.org](http://elkrapids.org).

- **Regular Village Council Meetings**

Please be advised that the Elk Rapids Village Council will temporarily meet on the first and third Tuesday of each month in regular session at 7:00 p.m. Once Mr. Richard I. Lewis is no longer the interim village manager, regular council meetings will resume on the first and third Mondays of the month, except for holidays.

**MARCH 7 & 21, APRIL 4 & 18, MAY 2 & 16**

- **Beautification Commission Meetings**

Every third Wednesday of the month at 9:00 a.m.

**MAY 17**

- **Downtown Development Authority Meetings**

Every second Wednesday of the month at 6:00 p.m.

**MARCH 8, APRIL 12, MAY 10**

- **Elk Rapids District Library Meetings**

Every second Thursday of the month at 5:00 p.m.

**MARCH 9, APRIL 13, MAY 11**

- **Harbor Commission Meetings**

Every second Monday of the month at 6:30 p.m.

**MARCH 13, APRIL 10, MAY 8**

- **Housing Commission Meetings**

Every third Tuesday of the month at 3:30 p.m.

**MARCH 21, APRIL 18, MAY 16**

- **Parks & Recreation Meetings**

Every first Wednesday of the month at 6:30 p.m.

**MARCH 1, APRIL 5, MAY 3**

- **Planning Commission Meetings**

Every fourth Tuesday of the month at 7:00 p.m.

**MARCH 28, APRIL 25, MAY 23**

- **Zoning Board of Appeals Meetings**

Check Village website to see if there will be a meeting on the third Thursdays of the month at 6:00 p.m.

- **Brush Pick-Up**

Will start in May and continues on the first Monday of the month through October.

**MAY 1, 2023**

- **Spring Clean-Up**

**JUNE 10, 2023**

- **Village Office Closures**

**MAY 29 FOR MEMORIAL DAY**

## Reminders:

1. The Village will announce when Spring leaf pick up will start on [elkrapids.org](http://elkrapids.org), the newspaper, and the Village's Facebook page.
2. Call the village superintendent of public works before you cut or plant any trees in the Village right-of-way.