

# City of Kentwood

Michigan Department of Treasury  
City, Village, and Township Revenue  
Sharing / County Incentive Program  
(CVTRS / CIP)

Accountability & Transparency  
2020 Submission due 12/1/2020

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# City of Kentwood

## Certification of Accountability and Transparency

(MI Department of Treasury Form 4886)

2020 Submission due 12/1/2020


# City, Village, and Township Revenue Sharing and County Incentive Program Certification

Issued under authority of 2020 Public Act 166. Filing is mandatory to qualify for payments.

Each city/village/township/county applying for City, Village, and Township Revenue Sharing or County Incentive Program payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made available to the public a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report as required by 2020 Public Act 166. The local unit must include in any mailing of general information to its citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office.
2. Submit to Treasury a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report.

This certification, along with a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report, **must be received by December 1, 2020**, (or the first day of a payment month) in order to qualify for that month's payment. Postmark dates will not be considered. For questions, call 517-335-7484.

PART 1: LOCAL UNIT INFORMATION			
Local Unit Name City of Kentwood		Local Unit County Name Kent	
Local Unit Code 41-2050		Contact E-Mail Address chaset@kentwood.us	
Contact Name Thomas H. Chase	Contact Title Finance Director	Contact Telephone Number (616) 554-0766	Extension
Website Address, if reports are available online www.kentwood.us		Current Fiscal Year End Date 6/30/2021	
PART 2: CITIZEN'S GUIDE			
Check any of the following that apply:			
<input checked="" type="checkbox"/> The local unit has elected to use Treasury's online Citizen's Guide to comply with the legislative requirements. Therefore, a copy of the Citizen's Guide will not be submitted to Treasury.			
<input type="checkbox"/> The local unit does not have any unfunded liabilities (pensions or other postemployment benefits (OPEB)).			
PART 3: CERTIFICATION			
<i>In accordance with 2020 Public Act 166, the undersigned hereby certifies to Treasury that the above mentioned local unit 1) has produced a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report and 2) will include in any mailing of general information to our citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office. The Citizen's Guide, Performance Dashboard, Debt Service Report, and Projected Budget Report are attached to this signed certification, unless otherwise noted in Part 2.</i>			
Chief Administrative Officer Signature (as defined in MCL 141.422b) 		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) Stephen C.N. Kepley	
Title Mayor		Date 11/30/2020	

Completed and signed form (including required attachments) should be e-mailed to: [TreasRevenueSharing@michigan.gov](mailto:TreasRevenueSharing@michigan.gov). If you are unable to submit via e-mail, fax to 517-335-3298 or mail the completed form and required attachments to:

Michigan Department of Treasury  
Revenue Sharing and Grants Division  
PO Box 30722  
Lansing MI 48909

TREASURY USE ONLY		
CVTRS/CIP Eligible Y N	Certification Received	Citizen's Guide Received
Performance Dashboard Received	Debt Service Report Received	Projected Budget Report Received
Final Certification	CVTRS/CIP Notes	

# City of Kentwood

## Citizen's Guide

The City has elected to use the Michigan Department of Treasury on-line Citizen's Guide, also referred to as MI Community Financial Dashboard, to comply with the City, Village, and Township Revenue Sharing (CVTRS) Program Citizen's Guide requirement.

Please follow the link below to access this information resource.

[MICommunityFinancials.michigan.gov](https://MICommunityFinancials.michigan.gov)

# City of Kentwood

## Performance Dashboard

### FY 2016 – 2020

**CITY OF KENTWOOD  
PERFORMANCE DASHBOARD  
FY 2015-2016 to FY 2019-2020**

FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
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**Fiscal Stability**

Annual general fund expenditures per capita	\$	586.13	\$	585.44	\$	598.05	\$	630.77	\$	601.81
Fund balance as a percentage of annual general fund expenditures		19.29%		19.45%		19.37%		18.59%		19.45%
Pension % Funded		96.83%		99.87%		99.65%		96.62%		98.96%
Other Post-Employment Benefits % Funded		138.45%		176.63%		213.37%		2176.13%		4661.34%
Governmental Activities - Debt burden per capita	\$	210.58	\$	191.34	\$	172.76	\$	60.70	\$	47.08
Percentage of road funding provided by the general fund		0%		0%		0%		0%		0%
Ratio of pensioners to employees		1 to 6		1 to 6		1 to 5		1 to 5		1 to 5
Number of services delivered by cooperative venture		60		60		60		60		60

**Economic Venture**

Percentage of Community with access to high speed internet	100%	100%	100%	100%	100%
Percentage of Community age 25+ with a Bachelor Degree+	33.1%	33.6%	33.6%	32.0%	32.7%

**Public Safety**

Violent crimes per thousand residents	3.31	2.88	3.34	3.03	3.31
Property crimes per thousand residents	30.0	27.9	22.6	20.7	23.4
Traffic injuries and fatalities per thousand residents	5.9	7.4	6.2	6.9	5.3
Total Fire Department Responses	4,288	4,662	4,645	4,691	4,466
Total Structure Fires	41	41	63	59	49

**Quality of Life Through June 30th of each year**

Miles of sidewalks and NMT's as a factor of total miles of local/major streets	0.64	0.63	0.63	0.63	0.63
Percentage of general fund expenditures committed to arts, culture, and recreation	7.06%	7.75%	8.92%	8.14%	4.62%
Total Acres of Parkland (Developed + Undeveloped)	462.8	462.8	462.8	462.8	571.4
Acres of developed Parkland Per Thousand Residents	9.01	8.95	8.94	8.92	10.98
Percentage of community with available curbside recycling	100%	100%	100%	100%	100%
Total Lane Mileage of Roadways with Bike Lanes	4.45	4.45	4.45	4.45	4.45

# City of Kentwood

## Debt Service Report

June 30, 2020

# City of Kentwood Debt Service Report

**Local Unit Name:** City of Kentwood  
**Local Unit Code:** 41-2050  
**Current Fiscal Year End Date:** 6/30/2020

**Debt Name:** 2013 General Obligation Refunding Bonds  
**Issuance Date:** 6/18/2013  
**Issuance Amount:** \$6,530,000  
**Debt Instrument (or Type):** General Obligation Limited Tax  
**Repayment Source(s):** General Fund

<u>Years Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
6/30/2021	\$ 615,000	\$ 39,335	\$ 654,335
6/30/2022	\$ 630,000	\$ 29,682	\$ 659,682
6/30/2023	\$ 635,000	\$ 19,086	\$ 654,086
6/30/2024	\$ 660,000	\$ 6,765	\$ 666,765
<b>Totals</b>	<b>\$ 2,540,000</b>	<b>\$ 94,868</b>	<b>\$ 2,634,868</b>

Commentary:



# City of Kentwood

## Debt Service Report

**Local Unit Name:** City of Kentwood  
**Local Unit Code:** 41-2050  
**Current Fiscal Year End Date:** 6/30/2020

**Debt Name:** 2013 Drinking Water Revolving Fund Water Main Improvement Bonds  
**Issuance Date:** 9/17/2013  
**Issuance Amount:** \$5,798,672  
**Debt Instrument (or Type):** General Obligation Limited Tax  
**Repayment Source(s):** Water Fund

Years Ending	Principal	Interest	Total
6/30/2021	\$ 265,000	\$ 88,424	\$ 353,424
6/30/2022	\$ 270,000	\$ 83,074	\$ 353,074
6/30/2023	\$ 275,000	\$ 77,624	\$ 352,624
6/30/2024	\$ 280,000	\$ 72,074	\$ 352,074
6/30/2025	\$ 285,000	\$ 66,423	\$ 351,423
6/30/2026	\$ 290,000	\$ 60,673	\$ 350,673
6/30/2027	\$ 295,000	\$ 54,823	\$ 349,823
6/30/2028	\$ 300,000	\$ 48,873	\$ 348,873
6/30/2029	\$ 310,000	\$ 42,773	\$ 352,773
6/30/2030	\$ 315,000	\$ 36,523	\$ 351,523
6/30/2031	\$ 320,000	\$ 30,173	\$ 350,173
6/30/2032	\$ 325,000	\$ 23,723	\$ 348,723
6/30/2033	\$ 335,000	\$ 17,123	\$ 352,123
6/30/2034	\$ 340,000	\$ 10,373	\$ 350,373
6/30/2035	\$ 348,672	\$ 3,487	\$ 352,159
<b>Totals</b>	<b>\$ 4,553,672</b>	<b>\$ 716,163</b>	<b>\$ 5,269,835</b>

Commentary:

**City of Kentwood**  
**Projected Budget Report**  
**FY 2021 & 2022**

# City of Kentwood Projected Budget Report

**Local Unit Name:** City of Kentwood  
**Local Unit Code:** 41-2050  
**Current Fiscal Year End Date:** 6/30/2021  
**Fund Name:** General Fund

REVENUES	FY 2021 Adopted Budget	FY 2022 Projected Budget	Assumptions
Property Taxes	\$ 6,259,600	\$ 6,383,500	2.0% increase
Charges for Services	5,077,700	5,096,800	0% increase
Fines & Forfeitures	1,270,000	1,270,000	0% change
Licenses & Permits	1,713,000	1,713,000	Increased for higher permits activity
Intergovernmental	4,231,400	4,302,800	2.0% increase
Investment Income	140,000	140,000	0% change
Miscellaneous	220,800	220,800	0% change
Other Financing Sources	14,432,300	14,780,700	Transfer from Police & Fire Millage Fund change to match police & fire costs less General Fund contribution, plus transfer from Library Millage Fund for Library Department expenditures.
<b>Total Revenues</b>	<b>\$ 33,344,800</b>	<b>\$ 33,907,600</b>	
<b>EXPENDITURES</b>			
General Government	\$ 2,542,100	\$ 2,543,000	See commentary below for expenditure-related assumptions
Court	1,666,200	1,696,800	
Sobriety Court	152,500	154,500	
Executive	336,300	342,900	
Elections	143,300	143,300	
Finance	714,100	729,900	
Assessor	576,200	588,700	
Clerk	301,600	308,100	
Human Resources	262,800	268,100	
Treasurer	286,700	292,400	
Information Technology	601,500	611,600	
Police	11,734,400	11,951,200	
Police Investigative	79,400	79,400	
Fire Part Time	0	0	
Fire	6,776,000	6,907,600	
Inspections	799,500	816,500	
Planning	478,200	489,100	
Public Works	3,749,700	3,815,400	
Engineering	432,100	441,200	
Recreation	996,300	1,012,200	
Recreation - ARCH Grant	0	0	
Recreation - Community Events	352,800	357,700	
Library	336,700	336,700	
<b>Total Expenditures</b>	<b>\$ 33,318,400</b>	<b>\$ 33,886,300</b>	
<b>Net Revenues (Expenditures)</b>	<b>26,400</b>	<b>21,300</b>	
<b>Beginning Fund Balance</b>	<b>5,447,425</b>	<b>5,473,825</b>	
<b>Ending Fund Balance</b>	<b>\$ 5,473,825</b>	<b>\$ 5,495,125</b>	

Commentary: Expenditure-related assumptions are 1) pay to increase based on contractual and estimated rates; 3) medical costs +5.0%; 4) pension contributions based on plan actuary projection, and defined contribution rates that change with pay; 5) debt service payments based on repayment schedules.