



OFFICE OF THE CITY CLERK

AGENDA: JULY 20, 2021 CITY OF KENTWOOD COMMISSION MEETING

1. Call meeting to order at 7:00 P.M.
2. Pledge of Allegiance to the Flag (Groce).
3. Invocation.
4. Roll Call: Artz, Bridson, Coughlin, Draayer, Groce, McKelvey and Mayor Kepley.
5. Approve agenda.
6. Acknowledge visitors and those wishing to speak to non-agenda items.
7. Consent agenda. (roll call vote)
 - a. Authorize purchase of [replacement water meters](#) from Etna Supply.
 - b. [City Payables](#).
8. Approve minutes of the regular [City Commission Meeting](#) held on July 6, 2021 as distributed. (voice vote)
9. Presentations and Proclamations.
 - a. Administer Oath of Office to Fire Inspector Marc Oliver.
 - b. Consumers Energy update – Megan Rydecki, Community Affairs Manager, Kent County.
10. Communications and Petitions.
 - a. Approve one year extension of preliminary site plan approval for [Cloverleaf Site Condominiums](#) at 4390 Woodside Oaks Dr. (voice vote)
 - b. Police and Fire Department [Monthly Reports](#).
11. Public Hearings.
 - a. [New Home Site rezoning](#), 1569 52nd St.
 - i. Ord. – 21 to rezone 0.75 acres of land from C-2 Community Commercial to R1-C Single Family Residential for D. Tran new home site, Case 14-21, subject to basis points 1-4. (roll call vote)
 - b. [Windy West preliminary plat](#), 4391 52nd St.
 - i. Conditional approval of the preliminary plat for Windy West, Case 16-21 with site plan dated June 15, 2021, subject to conditions 1-6 and basis points 1-6. (voice vote)

- c. [Lakewood Ravines rezoning](#) and preliminary PUD, 52nd St and Wing Ave.
 - i. Ord. – 21 to conditionally rezone 6.8 acres of land from R1-B to RPUD-2 Single Family Residential PUD and approve the preliminary site plan dated June 16, 2021 for Lakewood Ravines PUD, Case 17-21 subject to conditions 1-8 and basis points 1-4. (roll call vote)
- 12. Reports of Ad Hoc Committees.
- 13. Bids.
 - a. Approve purchase of four [automatic chest compression devices](#) from Stryker Medical. (voice vote)
 - b. Approve purchase of commercial grade [lawn mower](#) from Caledonia Rent-All. (voice vote)
 - c. Authorize purchase of two multi-function [copiers and a printer](#) from Applied Imaging. (voice vote)
 - d. Authorize contract amendment with MC Smith Associates for professional services for [Veterans and Jaycee Parks improvements](#). (voice vote)
 - e. Authorize contract for [office space addition for 62-B District Court](#) with D&K Engineered Construction. (voice vote)
- 14. Resolutions.
 - a. Res. – 21 to designate the [Street Administrator](#) for the City of Kentwood. (roll call vote)
 - b. Res. – 21 to approve the Kent County [Indigent Defense Authority contract](#) and appoint two members to the KCIDA board. (roll call vote)
- 15. Ordinances.
- 16. Appointments and Resignations.
- 17. Quarterly, Semi-Annual or Annual Scheduled Reviews.
- 18. Old Business/Future Agenda Review.
- 19. Comments of Commissioners and Mayor.
- 20. Adjournment.

Becky L. Schultz
Deputy City Clerk



MEMORANDUM



TO: City Commission

FROM: Jerry DeRuiter, Interim Public Works Director
Ken McNett, Utilities Services Supervisor
Carla Kane, Purchasing Agent

DATE: July 20, 2021

TOPIC: Replacement of Water Meters

ACTION REQUESTED: It is requested that the City Commission authorize the purchase of replacement water meters from Etna Supply at a total cost up to \$80,000, with funds from the Water Fund.

BACKGROUND: Maintenance of the City's water system requires the continual replacement of aged water meters and installation of new water meters for new construction. Replacement of the older meters remains an essential activity in order to obtain accurate measurement of, and billing for, actual water usage. As aging meters start to fail, they generally slow down resulting in loss of revenues. Staff's objective is to progressively replace all City water meters, approximately 8,000, within a 20-year cycle.

The City has standardized on the Sensus meter for 40 years and found the brand to be reliable with excellent customer service. In addition, our meter reading technology is based upon Sensus meters. Etna Supply is the sole authorized distributor in Michigan. The cost of other similar meters has been researched and the Sensus meters were found to be very cost competitive with other manufacturers.

These as-needed purchases have been included in the FY22 Water Fund budget.

If you have any questions, please contact Ken McNett at 554-0733.

Thank you for your consideration of this request.

Total for fund 101 GENERAL FUND	263,431.18
Total for fund 202 MAJOR STREET	43,160.71
Total for fund 203 LOCAL STREET	360,263.03
Total for fund 213 DRAIN FUND	3,542.39
Total for fund 219 STREET LIGHTING	33,115.38
Total for fund 285 ECONOMIC DEVELOPMENT	4.46
Total for fund 351 DEBT SERVICE FUND 2003	250.00
Total for fund 401 PROPERTY BUILDING FUND	54,906.07
Total for fund 580 WATER FUND	342,034.10
Total for fund 590 SEWER FUND	206,896.38
Total for fund 630 SELF INSURANCE FUND	19,318.69
Total for fund 640 DPW EQUIPMENT FUND	127.92
Total for fund 642 POLICE CAPITAL ESCROW	32,229.00
Total for fund 695 INVESTMENT FUND	2,250.00
Total for fund 808 CAPITAL PROJECTS FUND	1,820.00
TOTAL - ALL FUNDS	1,363,349.31

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/08/2021	AP-MB	253448	52ND STREET AUTOWASH	POLICE - JUNE 2021	101-301-861.000	282.00
		253448		INSPECTIONS - JUNE 2021	101-371-740.000	6.00
						<hr/> 288.00
07/08/2021	AP-MB	253449	ACTION INDUSTRIAL SUPPLY	SUPPLIES	101-441-740.000	30.67
07/08/2021	AP-MB	253450	ADN ADMINISTRATORS, INC.	CLAIMS - DENTAL - JUNE 2021	630-630-964.720	17,069.69
		253450		CLAIMS-VISION - JUNE 2021	630-635-964.722	2,249.00
						<hr/> 19,318.69
07/08/2021	AP-MB	253451	ALL SERVICE MESSAGE CENTER	CONTRACTUAL SERV - JUNE 2021	580-580-801.000	109.95
07/08/2021	AP-MB	253452	ANDCO CONSULTING, LLC	CONSULTING - APRIL-JUNE 2021	695-000-255.000	2,250.00
07/08/2021	AP-MB	253453	APOLLO FIRE EQUIPMENT	880 HELMET SOFT GOODS KIT	101-336-743.000	393.75
		253453		SHIPPING - HELMET	101-336-743.000	13.60
						<hr/> 407.35
07/08/2021	AP-MB	253454	BOUND TREE MEDICAL	SUPPLIES - COVID	101-301-740.000	262.35
07/08/2021	AP-MB	253455	BRADLEY'S ACE HARDWARE	CASH DISCOUNTS	101-000-687.000	(4.43)
		253455		SUPPLIES	101-336-740.000	164.42
		253455		MAINTENANCE ROAD & STREET	203-203-778.001	24.78
		253455		SUPPLIES	580-580-740.000	31.95
						<hr/> 216.72
07/08/2021	AP-MB	253456	JEFF BREMER	VEHICLE MILEAGE - 6/17-6/23/21	580-580-864.000	48.16
		253456		VEHICLE MILEAGE - 6/17-6/23/21	590-590-864.000	48.16
						<hr/> 96.32
07/08/2021	AP-MB	253457	BRINK WOOD PRODUCTS	SUPPLIES	101-441-740.000	70.00
		253457		GRIND AND DISPOSE OF BRUSH WASTE	101-441-963.000	7,680.00
						<hr/> 7,750.00
07/08/2021	AP-MB	253458	JEFF BYLSMA	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	14.00
07/08/2021	AP-MB	253459	CASCADE CEMENT CONTRACTING INC	FLATWORK AT 4868 RAYMOND	580-580-784.000	250.00
		253459		FLATWORK AT 1961 60TH ST	580-580-784.000	250.00
						<hr/> 500.00
07/08/2021	AP-MB	253460	MONIQUE COLLIER	VEHICLE MILEAGE - 1/8/21-6/18/21	101-400-864.000	159.04
07/08/2021	AP-MB	253461	COMPASS MINERALS AMERICA INC	BULK ROAD SALT	202-202-778.003	23,958.10

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		253461		BULK ROAD SALT	203-203-778.003	14,374.86
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07/08/2021	AP-MB	253462	CONSUMERS ENERGY	100000216380	101-336-920.000	1,500.37
		253462		100020363220	101-441-920.000	31.50
		253462		100024532283	101-441-920.000	64.73
		253462		100054799323	101-441-920.000	31.21
		253462		100000153831	101-441-920.000	76.60
		253462		100023381302	101-441-920.000	29.13
		253462		100040603324	101-441-920.000	29.87
		253462		100022834343	101-441-920.000	69.79
		253462		100058968965	101-441-920.000	72.31
		253462		100061215818	101-441-920.000	40.86
		253462		100066851047	202-202-778.001	88.34
		253462		100000348597	202-202-778.002	128.35
		253462		100000348225	202-202-778.002	1,700.74
		253462		100023665316	590-590-920.000	43.08
		253462		100024971614	590-590-920.000	112.22
						<hr/> 4,019.10
07/08/2021	AP-MB	253463	COURT COMPLIANCE CORPORATION	CONTRACTUAL SERVICES - MAY 2021	101-136-801.000	5,431.75
07/08/2021	AP-MB	253464	DTE ENERGY	910021332135	101-101-921.000	301.34
		253464		910021269030	101-136-921.000	712.56
		253464		910021269030	101-301-921.000	1,662.65
		253464		910020347175	101-336-921.000	113.28
		253464		910021319710	101-336-921.000	99.90
		253464		910021332317	101-441-921.000	599.62
		253464		910022508998	101-441-921.000	34.99
		253464		920019163954 - COVENANT PARK	101-441-921.000	44.18
		253464		910020324950	101-691-921.000	126.01
		253464		910021269162	101-738-921.000	185.57
		253464		920014979081	580-580-921.000	34.99
		253464		910021319520	580-580-921.000	36.33
		253464		910021319942	580-580-921.001	41.02
						<hr/> 3,992.44
07/08/2021	AP-MB	253465	EJ USA, INC	SUPPLIES	580-580-740.000	633.24
		253465		MAINTENANCE HYDRANT-WATER	580-580-781.000	760.86
		253465		MAINT & REPAIR OTHER	580-580-784.000	220.00
						<hr/> 1,614.10

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07/08/2021	AP-MB	253466	ETNA SUPPLY	MAINTENANCE ROAD & STREET	203-203-778.001	451.08
		253466		H2O METER, 3/4" IPERL S 100 CF ECR	580-580-782.000	1,120.00
		253466		H2O METER, 1 1/2" OMNI T-2 100 CF	580-580-782.000	2,700.00
		253466		H2O METER, 2" OMNI T-2 100 ECR	580-580-782.000	2,130.00
		253466		H2O METER, 1" IPERL 100 CF ECR	580-580-782.000	235.00
		253466		TOUCHPAD SENSUS F/IPERL	580-580-782.000	1,020.00
		253466		MUELLER D-5 MACHINE	580-580-784.000	1,000.00
		253466		MUELLER B101 TAPPING MACHINE	580-580-784.000	1,625.00
		253466		MUELLER B101 TAPPING MACHINE	580-580-784.001	1,625.00
		253466		MUELLER D-5 MACHINE	580-580-784.001	1,000.00
						<hr/> 12,906.08
07/08/2021	AP-MB	253467	FRICKE ASPHALT MAINTANCE LLC	PAVING PER QUOTE	203-203-778.001	3,700.00
07/08/2021	AP-MB	253468	FUEL MANAGEMENT SYSTEM	GASOLINE EXP 7079	101-301-862.000	5,807.23
		253468		GASOLINE EXP 7076	101-336-862.000	1,573.11
		253468		GASOLINE EXP 7078	101-371-862.000	210.01
		253468		GASOLINE EXP 7077	101-441-862.000	2,238.11
		253468		GASOLINE EXP 7080	101-691-862.000	163.05
						<hr/> 9,991.51
07/08/2021	AP-MB	253469	GILSON GRAPHICS	SUPPLIES	101-136-740.000	489.74
		253469		EDUCATION & TRAINING	101-441-956.000	240.70
						<hr/> 730.44
07/08/2021	AP-MB	253470	GODWIN HARDWARE & PLUMBING,	SUPPLIES	101-336-740.000	68.77
		253470		SUPPLIES	580-580-740.000	294.20
		253470		SUPPLIES	590-590-740.000	2.99
						<hr/> 365.96
07/08/2021	AP-MB	253471	GORDON FOOD SERVICE	EDUCATION & TRAINING	101-441-956.000	35.78
07/08/2021	AP-MB	253472	GRAND RAPIDS CITY TREASURER	4771 S BRETON CT SE	101-371-801.000	120.00
07/08/2021	AP-MB	253473	GRAND RAPIDS GRAPHIX	UNIFORM EXPENSE	101-441-743.000	825.00
07/08/2021	AP-MB	253474	HAMMERSMITH EQUIPMENT CO, INC	EQUIPMENT RENTAL	101-441-745.000	500.00
07/08/2021	AP-MB	253475	CHAD HARGRAVE	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	35.84
07/08/2021	AP-MB	253476	HOFFMAN LAWN CARE LLC	PINE HILL - JUNE 2021	101-441-801.000	1,379.00
		253476		COVENANT PARK - JUNE 2021	101-441-801.000	500.00
		253476		60TH MEDIAN - JUNE 2021	202-000-040.000	275.83

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		253476		CLEAR VISION - JUNE 2021	202-202-778.001	1,580.00
		253476		KENTWOOD MEDIANS - JUNE 2021	202-202-778.001	6,421.98
						<hr/> 10,156.81
07/08/2021	AP-MB	253477	BRANDON HULST	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	15.40
07/08/2021	AP-MB	253478	JARED HUNDEY	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	13.44
07/08/2021	AP-MB	253479	KATERBERG VERHAGE INC	JAYCEE PARK IMPROVEMENTS PROJECT	401-401-975.000	21,727.33
07/08/2021	AP-MB	253480	KENDALL ELECTRIC INC	SUPPLIES	101-336-740.000	33.13
07/08/2021	AP-MB	253481	KENT COUNTY TREASURER	MOBILE HOME PRK FEES-JUNE 2021	101-000-222.000	526.00
		253481		MOBILE HOME PRK FEES-SET-JUNE 2021	101-000-225.000	2,104.00
						<hr/> 2,630.00
07/08/2021	AP-MB	253482	STEPHEN KEPLEY	TELEPHONE - 5/8-6/7/21	101-171-850.000	45.00
		253482		VEHICLE MILEAGE - 5/24-6/30/21	101-171-864.000	266.00
						<hr/> 311.00
07/08/2021	AP-MB	253483	KRONOS SAASHR INC	CONTRACTUAL SERVICES	101-226-801.000	1,456.00
07/08/2021	AP-MB	253484	LAFONTAINE CDJR OF LANSING	2021 DODGE CHARGER V6 AWD - BASE	642-642-975.000	26,769.00
		253484		BLACK LEFT SPOT LAMP (LNF)	642-642-975.000	189.00
		253484		LED SPOT LAMPS (LNK)	642-642-975.000	136.00
		253484		FRONT READING/MAP LAMPS (LBG)	642-642-975.000	68.00
		253484		DEACTIVATE REAR DOORS/WINDOWS (CW6)	642-642-975.000	68.00
		253484		EQUIP MOUNTING BRACKET (XFX)	642-642-975.000	90.00
		253484		ENTIRE FLEET KEYED ALIKE (GXE) -	642-642-975.000	125.00
		253484		CONVENIENCE GROUP (AHM)	642-642-975.000	432.00
		253484		FLEET SAFETY GROUP (AWC)	642-642-975.000	316.00
		253484		DELIVERY (\$2.00 PER ONE WAY	642-642-975.000	136.00
						<hr/> 28,329.00
07/08/2021	AP-MB	253485	LANINGA APPLIANCE INC	CAPITAL OUTLAY - MICROWAVE	101-336-975.000	197.00
		253485		CAPITAL OUTLAY - GAS RANGE	101-336-975.000	598.00
		253485		CAPITAL OUTLAY - DISHWASHER	101-336-975.000	494.00
						<hr/> 1,289.00
07/08/2021	AP-MB	253486	LEXIS NEXIS - MATTHEW BENDER	SUPPLIES	101-136-740.000	314.31
07/08/2021	AP-MB	253487	LEXIS NEXIS	SUPPLIES - JUNE 2021	101-136-740.000	221.00

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07/08/2021	AP-MB	253488	LOWES HOME IMPROVEMENT	PREPAID EXPENSE - JULY 4TH	101-000-123.001	19.74
		253488		SUPPLIES	101-101-740.000	23.72
		253488		SUPPLIES JC COURT	101-136-740.136	44.46
		253488		OFFICE SUPPLIES	101-301-727.000	39.94
		253488		SUPPLIES	101-336-740.000	207.31
		253488		AUTO SUPPLIES	101-336-861.000	15.66
		253488		EDUCATION & TRAINING	101-336-956.000	32.35
		253488		SUPPLIES	101-441-740.000	179.47
		253488		PARK MAINT SUPPLIES	101-441-740.208	21.61
		253488		MAINTENANCE ROAD & STREET	202-202-778.001	210.47
		253488		SUPPLIES	590-590-740.000	41.75
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07/08/2021	AP-MB	253489	ELIJAH MCCONNON	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	44.80
07/08/2021	AP-MB	253490	WILLIAM MENDEZ	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	13.44
07/08/2021	AP-MB	253491	LUKE MILLER	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	33.60
07/08/2021	AP-MB	253492	NAPA AUTO PARTS	TRACS RENTAL - MAY 2021	101-441-941.000	159.00
07/08/2021	AP-MB	253493	NATIONAL LADDER & SCAFFOLD CO	SUPPLIES	101-441-740.000	50.50
07/08/2021	AP-MB	253494	NETWORK SERVICES COMPANY	CIVIL DEFENSE	101-336-854.000	650.50
07/08/2021	AP-MB	253495	TYCEN NIENHUIS	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	28.00
07/08/2021	AP-MB	253496	NYE UNIFORM	UNIFORM EXPENSE	101-336-743.000	445.00
07/08/2021	AP-MB	253497	ON DUTY GEAR, LLC	ARMOR EXPRESS RAZOR II, GEN II	101-301-743.000	6,615.00
07/08/2021	AP-MB	253498	62-B DISTRICT COURT - PETTY	WITNESS FEES & JURY FEES	101-136-806.000	480.80
07/08/2021	AP-MB	253499	PLUMMERS DISPOSAL SERVICES	VOLLEYBALL COURTS - 5/31-6/27/21	101-441-740.208	245.00
07/08/2021	AP-MB	253500	GARY POST	EMT LIC REIMB - POST	101-336-807.000	25.00
07/08/2021	AP-MB	253501	RATHCO	MAINTENANCE ROAD & STREET	202-202-778.001	226.92
		253501		MAINT & REPAIR OTHER	580-580-784.000	71.00
						<hr/> 297.92
07/08/2021	AP-MB	253502	DAYTON SCHULTZ	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	35.84
07/08/2021	AP-MB	253503	TERRY SCHWEITZER	VEHICLE MILEAGE - 4/8-6/2/21	101-400-864.000	40.88

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07/08/2021	AP-MB	253504	SITEONE LANDSCAPE SUPPLY	SUPPLIES	101-441-740.000	907.99
07/08/2021	AP-MB	253505	SMART BUSINESS SOURCE LLC	SUPPLIES	101-101-740.000	34.95
		253505		SUPPLIES	101-136-740.000	844.65
		253505		SUPPLIES	101-215-740.000	22.48
		253505		OFFICE SUPPLIES	101-301-727.000	290.76
		253505		SUPPLIES	101-371-740.000	37.15
		253505		SUPPLIES	101-441-740.000	72.63
		253505		SUPPLIES	580-580-740.000	58.16
		253505		SUPPLIES	590-590-740.000	58.16
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07/08/2021	AP-MB	253506	SMART PLANET SOFTWARE	SNOW PATHS - APRIL 2021	101-441-941.000	175.00
07/08/2021	AP-MB	253507	ZACHARY SMIGIEL	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	33.60
07/08/2021	AP-MB	253508	TYLER SMITH	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	58.24
07/08/2021	AP-MB	253509	SPARTAN DISTRIBUTORS INC	MAINTENANCE ROAD & STREET	202-202-778.001	820.17
07/08/2021	AP-MB	253510	TERRY STEENHAGEN	MAINT & REPAIR SANITARY	590-590-784.002	66.33
07/08/2021	AP-MB	253511	TCS HOLDINGS CO, LLC	CONTRACTUAL SERVICES - JUNE 2021	101-137-801.000	200.00
07/08/2021	AP-MB	253512	MIKE TROOST	VEHICLE MILEAGE - 5/11-6/1/21	101-441-864.000	70.56
07/08/2021	AP-MB	253513	US SPECIALTY COATINGS	SPORTS FIELD SUPPLIES	101-441-740.691	870.82
07/08/2021	AP-MB	253514	USA BLUEBOOK	MAINT & REPAIR OTHER	580-580-784.000	123.64
07/08/2021	AP-MB	253515	RYAN WASILEWSKI	VEHICLE MILEAGE - APRIL - JUNE 2021	101-301-864.000	22.40
07/08/2021	AP-MB	253516	AT&T	TELEPHONE - 6/28-7/27/21	101-441-850.000	51.22
07/08/2021	AP-MB	253517	THE BANK OF NEW YORK MELLON	KENTWODLTG13 INV# 252-2394584	351-351-801.000	250.00
07/08/2021	AP-MB	253518	GWEN BULTEMA	50% DEPOSIT - VIBE GALA - 9/16/21	101-693-740.000	1,187.50
07/08/2021	AP-MB	253519	THE BOOTSTRAP BOYS, LLC	SUMMER CONCERT SERIES - 7/8/21	101-693-801.000	900.00
07/08/2021	AP-MB	253520	BRADLEY'S ACE HARDWARE	CASH DISCOUNTS	101-000-687.000	(0.06)
		253520		SUPPLIES	580-580-740.000	2.70
						<hr/> 2.64

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07/08/2021	AP-MB	253521	COMCAST	8529112770201042 - 7/6-8/5/21	101-136-740.000	137.60
		253521		8529112770289716 - 7/10-8/9/21	101-691-740.000	117.62
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07/08/2021	AP-MB	253522	EHIM	INITIAL FUNDING - FY 2021-2022 FSA	101-000-230.000	3,284.84
07/08/2021	AP-MB	253523	FIFTH THIRD BANK	KENTWOOD PENSION PE 7/2/21	101-000-245.000	5,603.21
07/08/2021	AP-MB	253524	GORDON FOOD SERVICE	SUPPLIES - JULY 4TH BREAKFAST	101-693-740.000	30.98
07/08/2021	AP-MB	253525	JUDICIAL MANAGEMENT SYSTEMS	ANNUAL FEE - JMS SOFTWARE	101-136-941.000	15,454.00
07/08/2021	AP-MB	253526	KCAAO	EDUC&TRAINING- JOHNSON & WILKERSON	101-209-956.000	100.00
07/08/2021	AP-MB	253527	KENOWA MUN FED CREDIT UNION	UNION -SGTS 47629-001 PE 7/2/21	101-000-238.000	302.50
07/08/2021	AP-MB	253528	MISDU	WITHLD FOC PE 7/2/21	101-000-231.000	1,785.74
07/08/2021	AP-MB	253529	PROTEC	PROTEC FY 2021-2022 MEMBERSHIP	101-171-807.000	6,088.38
07/08/2021	AP-MB	253530	RED CREEK WASTE SERVICES, INC.	CONTRACTUAL SERV - JULY 2021	101-101-801.000	185.15
		253530		CONTRACTUAL SRV JC COURT-7/2021	101-136-801.136	185.15
		253530		CONTRACTUAL SRV JC POLICE-7/2021	101-301-801.301	185.15
		253530		CONTRACTUAL SERVICES - JULY 2021	101-336-801.000	208.42
		253530		CONTRACTUAL SERVICES - JULY 2021	101-441-801.000	691.81
		253530		CONTRACTUAL SERVICES - JULY 2021	101-691-801.000	186.10
		253530		CONTRACTUAL SERVICES - JULY 2021	101-738-801.000	185.15
						<hr/> 1,826.93
07/08/2021	AP-MB	253531	SECURALARM	CONTRACTUAL SERV - 7/1/21-9/30/21	101-101-801.000	99.00
		253531		CITY HALL - 7/1/21-9/30/21	101-101-941.000	57.00
		253531		MAINT AGREEMENTS - 7/1/21-9/30/21	101-101-941.000	2,820.00
		253531		SUPPLIES JC COURT - 7/1/21-9/30/21	101-136-740.136	36.00
		253531		SUPPLIES JC POLICE - 7/1/21-9/30/21	101-301-740.301	84.00
		253531		PINEHILL CEMETERY - 7/1/21-9/30/21	101-441-801.000	90.00
		253531		CONTRACTUAL SERV - 7/1/21-9/30/21	101-441-801.000	84.00
		253531		CONTRACTUAL SERV - 7/1/21-9/30/21	101-691-801.000	120.00
		253531		CONTRACTUAL SERV - 7/1/21-9/30/21	101-738-801.000	60.00
		253531		CONTRACTUAL SERV - 7/1/21-9/30/21	580-580-801.000	264.00
		253531		CONTRACTUAL SERV - 7/1/21-9/30/21	590-590-801.000	60.00
						<hr/> 3,774.00
07/08/2021	AP-MB	253532	TCF BANK	POLICE UNION DUES WHD PE 7/2/21	101-000-238.000	1,152.00

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		253532		POLC & TBL DUES WHD PE 7/2/21	101-000-238.000	220.00
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07/08/2021	AP-MB	253533	WESTERN MI ELECTRICAL	2021 WMEIA DUES - M. KOWALCZYK	101-371-807.000	60.00
07/15/2021	AP-MB	253534	28TH STREET HOTEL GROUP LLC	BPC190019	101-000-202.001	1,170.00
07/15/2021	AP-MB	253535	3070 SHAFFER HOLDINGS, LLC	BPC190020	101-000-202.001	1,500.00
07/15/2021	AP-MB	253536	AB SPRING SERVICE	VEHICLE REPAIR & MAINTENANCE	101-441-861.934	220.16
07/15/2021	AP-MB	253537	ACTION INDUSTRIAL SUPPLY	UNIFORM EXPENSE	101-449-743.000	6.17
07/15/2021	AP-MB	253538	AJ VENEKLASEN INC	BPC20007	101-000-202.001	1,500.00
07/15/2021	AP-MB	253539	AJ VENEKLASEN INC	BPC20014	101-000-202.001	1,500.00
07/15/2021	AP-MB	253540	ALERT-ALL CORP	9" FLYING DISCS - ITEM 701	101-336-740.000	741.75
		253540		CUSTOM 20 OZ BIKE BOTTLE - ITEM	101-336-740.000	310.00
						<hr/> 1,051.75
07/15/2021	AP-MB	253541	APPLIED IMAGING	RICOH IM C4500 PRINTER	401-401-975.000	8,244.47
07/15/2021	AP-MB	253542	ARBOR SOLUTIONS INC.	CONTRACTUAL SERVICES - 4/27-5/5/21	101-258-801.000	637.50
07/15/2021	AP-MB	253543	BACON, JEFFERY	MAILBOX & POST DAMAGE	203-203-778.003	11.12
07/15/2021	AP-MB	253544	BRANDY BALE	UNIFORM EXPENSE - BALE	101-449-743.000	244.49
07/15/2021	AP-MB	253545	LAURA BARBRICK	VEHICLE MILEAGE - JUNE 2021	101-691-864.000	31.36
07/15/2021	AP-MB	253546	BLOOM SLUGGETT, PC	LEGAL FEES - JUNE 2021	101-101-804.000	21,741.50
		253546		LEGAL FEES - JUNE 2021	101-301-804.000	18,000.00
		253546		LEGAL FEES - JUNE 2021	808-808-804.000	1,820.00
						<hr/> 41,561.50
07/15/2021	AP-MB	253547	BURNIPS EQUIPMENT CO	INVENTORY MTR POOL PARTS	101-000-114.000	1,511.00
07/15/2021	AP-MB	253548	C2AE	CONSTRUCTION ENG SVCS NOT TO EXCEED	203-203-810.000	23,180.63
		253548		CONSTRUCTION ENG SVCS NOT TO EXCEED	580-580-810.000	19,435.08
						<hr/> 42,615.71
07/15/2021	AP-MB	253549	CALEDONIA RENT-ALL INC	EQUIPMENT RENTAL	101-441-745.000	66.00

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07/15/2021	AP-MB	253550	CAMELOT NORTH LLC	BPC20013	101-000-202.001	1,500.00
07/15/2021	AP-MB	253551	CANON SOLUTIONS AMERICA	SUPPLIES	101-371-740.000	52.00
		253551		SUPPLIES	101-449-740.000	52.00
						<hr/> 104.00
07/15/2021	AP-MB	253552	CARLETON EQUIPMENT CO	INVENTORY MTR POOL PARTS	101-000-114.000	1,206.38
07/15/2021	AP-MB	253553	SHERITA CARTER	TELEPHONE - 2/1-5/31/21	101-226-850.000	40.00
		253553		VEHICLE MILEAGE - 2/1-5/31/21	101-226-864.000	8.96
						<hr/> 48.96
07/15/2021	AP-MB	253554	CHERRY VALLEY STOVE & SAW	CAPITAL OUTLAY	640-640-975.000	127.92
07/15/2021	AP-MB	253555	Chin Baptist Church	BPC200005	101-000-202.001	1,500.00
07/15/2021	AP-MB	253556	KRISTINA COLBY	SUPPLIES REIMB	101-691-740.000	537.29
		253556		VEHICLE MILEAGE - JUNE 2021	101-691-864.000	47.60
						<hr/> 584.89
07/15/2021	AP-MB	253557	COMPLETE AUTO GLASS	VEHICLE REPAIR & MAINTENANCE	101-441-861.934	75.00
07/15/2021	AP-MB	253558	CONCORD WP COL GP HOLDINGS	BPC21002	101-000-202.001	973.00
07/15/2021	AP-MB	253559	CONSUMERS ENERGY	100025691757	101-441-920.000	78.99
		253559		100039587868	202-202-778.001	116.39
		253559		100047372600	202-202-778.001	31.21
		253559		100000348019	219-219-920.000	28,883.69
		253559		100000378503	219-219-920.000	158.28
		253559		100022812729	219-219-920.000	33.73
		253559		100022033565	219-219-920.000	32.97
		253559		100021767056	219-219-920.000	32.97
		253559		103009432222	219-219-920.000	3,973.74
		253559		100023227828	580-580-920.001	91.15
						<hr/> 33,433.12
07/15/2021	AP-MB	253560	COURTESY DODGE	INVENTORY MTR POOL PARTS	101-000-114.000	558.60
07/15/2021	AP-MB	253561	CUSTER	CHAIR, COMPOSIUM, SHARP SEATING,	401-401-975.000	18,844.53
		253561		BENCH, COMPOSIUM, SINGE SEAT	401-401-975.000	876.96
		253561		OTTOMAN, COMPOSIUM, SINGLE SEAT	401-401-975.000	1,616.16
		253561		CUSTER SERVICES TO DELIVER TO	401-401-975.000	1,115.00
		253561		WAREHOUSE HANDLING FEE	401-401-975.000	768.66

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		253561		RECYCLE/REFUSE FEE	401-401-975.000	19.22
						<hr/> 23,240.53
07/15/2021	AP-MB	253562	DEBOE, MELANIE	DEPOSIT REFUND	101-000-669.691	75.00
07/15/2021	AP-MB	253563	DELL MARKETING LP	DELL LATITUDE 3510	401-401-975.014	953.74
07/15/2021	AP-MB	253564	DT HIBMA LLC	BPC190021	101-000-202.001	1,500.00
07/15/2021	AP-MB	253565	EAGLE CREEK HOMES LLC	BPC21008	101-000-202.001	2,030.00
07/15/2021	AP-MB	253566	EJ USA, INC	MAINTENANCE ROAD & STREET	203-203-778.001	889.79
07/15/2021	AP-MB	253567	ELZINGA, HEIDI	DEPOSIT REFUND	101-000-669.691	100.00
07/15/2021	AP-MB	253568	FEENSTRA & ASSOCIATES	BPC20009	101-000-202.001	200.00
07/15/2021	AP-MB	253569	FIRE FIGHTER SALES & SERVICE	AUTO SUPPLIES	101-336-861.000	17.25
07/15/2021	AP-MB	253570	FOUNDATION BUILDING MATERIALS	MAINTENANCE ROAD & STREET	202-202-778.001	443.84
07/15/2021	AP-MB	253571	GALLS-QUARTERMASTER	TOURNIQUET HOLDERS	101-301-740.000	1,499.50
		253571		SHIPPING - TOURNIQUET HOLDERS	101-301-740.000	12.99
						<hr/> 1,512.49
07/15/2021	AP-MB	253572	LISA GOLDER	MAINTENANCE AGREEMENTS - 3/10-	101-101-941.000	(0.88)
		253572		VEHICLE MILEAGE - 3/10-5/7/21	101-400-864.000	22.96
						<hr/> 22.08
07/15/2021	AP-MB	253573	GRAINGER INC	OFFICE SUPPLIES	101-441-727.000	87.72
		253573		MAINTENANCE DRAINS	213-213-778.004	245.05
						<hr/> 332.77
07/15/2021	AP-MB	253574	GRAND RAPIDS CITY TREASURER	INTERGOVERNMENTAL BLDG INSPECTION	101-371-801.000	650.00
07/15/2021	AP-MB	253575	GREEN, AIREONA	DEPOSIT REFUND	101-000-669.691	100.00
07/15/2021	AP-MB	253576	HERMAN AND KITTLE PROPERTIES	BPC190016	101-000-202.001	1,500.00
07/15/2021	AP-MB	253577	Hilger Hammond PC	BPC200002	101-000-202.001	498.00
07/15/2021	AP-MB	253578	HOLLAND HOME	BPC190014	101-000-202.001	1,500.00
07/15/2021	AP-MB	253579	INCLUSIVE PERFORMANCE	DEAI WORKPLACE CLIMATE ASSESSMENT	101-101-801.000	8,261.80

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07/15/2021	AP-MB	253580	JORDAN, RAVEN	DEPOSIT REFUND	101-000-669.691	100.00
07/15/2021	AP-MB	253581	JX ENTERPRISES INC	INVENTORY MTR POOL PARTS	101-000-114.000	559.48
07/15/2021	AP-MB	253582	KAMMINGA & ROODVOETS INC	BPC20012	101-000-202.001	1,500.00
07/15/2021	AP-MB	253583	KENT COMMUNICATIONS INC	POSTAGE - JUNE 2021	101-101-728.000	291.76
		253583		CONTRACTUAL SERVICES - JUNE 2021	101-101-801.000	72.00
						<hr/> 363.76
07/15/2021	AP-MB	253584	KENT COUNTY TREASURER	ARREST PROCESSING - MAY 2021	101-301-808.000	1,147.02
07/15/2021	AP-MB	253585	KENT COUNTY TREASURER	HOUSING - MAY 2021	101-301-808.000	2,957.39
07/15/2021	AP-MB	253586	CITY OF KENTWOOD - UTILITY	WATER & SEWER EXP - 520-1999-01-00	101-441-922.000	5,476.70
		253586		WATER & SEWER EXP - 520-1999-02-00	101-441-922.000	5.40
		253586		WATER & SEWER EXP - 522-0001-68-00	202-202-922.000	1,359.20
		253586		WATER & SEWER EXP - 522-0002-68-00	202-202-922.000	2,698.40
						<hr/> 9,539.70
07/15/2021	AP-MB	253587	KENTWOOD EXCAVATING	STREET IMPROVEMENTS - 5/29-6/30/21	203-203-978.000	316,655.77
		253587		STREET IMPROVEMENTS - 5/29-6/30/21	580-580-975.000	170,506.96
						<hr/> 487,162.73
07/15/2021	AP-MB	253588	KENTWOOD PUBLIC SCHOOLS	CROSSING GUARDS - 1/4-6/4/21	101-301-952.000	7,193.23
07/15/2021	AP-MB	253589	MARK KOWALCZYK	UNIFORM EXPENSE - KOWALCZYK	101-371-743.000	196.10
		253589		TELEPHONE - DEC 2020 - JUNE 2021	101-371-850.000	315.00
						<hr/> 511.10
07/15/2021	AP-MB	253590	MARK'S BODY SHOP	INVENTORY MTR POOL PARTS	101-000-114.000	10.00
07/15/2021	AP-MB	253591	MAURER'S TEXTILE RENTAL	UNIFORM EXPENSE	101-441-743.000	259.93
07/15/2021	AP-MB	253592	MC SMITH ASSOCIATES	STAFF LANDSCAPE ARCHITECT SERV-JUNE	401-401-975.000	697.75
		253592		CIVIL ENGINEER SERVICES - JUNE 2021	401-401-975.000	42.25
						<hr/> 740.00
07/15/2021	AP-MB	253593	MED-1 BRETON	SUPPLIES	101-301-740.000	67.00
		253593		SUPPLIES	101-691-740.000	23.00
						<hr/> 90.00
07/15/2021	AP-MB	253594	MEDEMA VAN KOOTEN & ASSOCIATES	BPC21004	101-000-202.001	1,500.00

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07/15/2021	AP-MB	253595	MENARDS-WYOMING	SUPPLIES	101-441-740.000	44.96
		253595		MAINTENANCE ROAD & STREET	202-202-778.001	1,654.50
						<hr/> 1,699.46
07/15/2021	AP-MB	253596	MLIVE MEDIA GROUP	PRINTING & PUBLISHING - JUNE 2021	101-101-900.000	1,909.00
		253596		EMPLOYMENT AD - JUNE 2021	101-201-740.000	429.02
		253596		EMPLOYMENT AD - JUNE 2021	101-215-740.000	67.53
		253596		EMPLOYMENT AD - JUNE 2021	101-301-740.000	921.31
		253596		EMPLOYMENT AD - JUNE 2021	101-371-740.000	63.27
		253596		EMPLOYMENT AD - JUNE 2021	101-441-740.000	871.31
						<hr/> 4,261.44
07/15/2021	AP-MB	253597	MOONLIGHT GRAPHICS INC	SUPPLIES - COMMUNITY EVENTS	101-693-740.000	2,244.00
07/15/2021	AP-MB	253598	MUNSON, SHARON	DEPOSIT REFUND	101-000-669.691	100.00
07/15/2021	AP-MB	253599	NAPA AUTO PARTS	INVENTORY MTR POOL PARTS	101-000-114.000	1,169.88
		253599		AUTO SUPPLIES	101-336-861.000	80.22
		253599		TRACS RENTAL	101-441-941.000	0.00
						<hr/> 1,250.10
07/15/2021	AP-MB	253600	NETWORK SERVICES COMPANY	SUPPLIES	101-691-740.000	36.31
07/15/2021	AP-MB	253601	NYE UNIFORM	UNIFORM EXPENSE	101-301-743.000	728.20
07/15/2021	AP-MB	253602	OLAMETER, CORPORATION	DIST 2 RTE 6-10, DIST 3 RTE 11-13	580-580-801.000	1,208.19
07/15/2021	AP-MB	253603	PRINTING SYSTEMS INC	SUPPLIES	101-191-740.000	400.32
07/15/2021	AP-MB	253604	PROGRESSIVE AE	PROF FACILITATION SERV- PE 6/25/21	101-171-801.000	1,117.50
07/15/2021	AP-MB	253605	JOSEPH PUNG	VEHICLE MILEAGE - 1/11-6/21/21	101-400-864.000	59.70
07/15/2021	AP-MB	253606	PURITY CYLINDER GASES	SUPPLIES	101-441-740.000	104.11
07/15/2021	AP-MB	253607	ASHLEY QUIST	VEHICLE MILEAGE - JUNE 2021	101-691-864.000	31.92
		253607		VEHICLE MILEAGE - JUNE 2021	101-693-864.000	1.12
						<hr/> 33.04
07/15/2021	AP-MB	253608	RHD TIRE COMPANY	INVENTORY MTR POOL PARTS	101-000-114.000	168.00
07/15/2021	AP-MB	253609	RICHFIELD TRAILER SUPPLY-GR	INVENTORY MTR POOL PARTS	101-000-114.000	466.48

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07/15/2021	AP-MB	253610	RANDY RUESINK	VEHICLE MILEAGE - 5/26/21	101-441-864.000	15.68
07/15/2021	AP-MB	253611	SABO PR LLC	REGULAR - \$9,068.93, COVID - \$96.20	101-101-801.000	9,165.13
07/15/2021	AP-MB	253612	Scannell Properties	BPC20008	101-000-202.001	1,500.00
07/15/2021	AP-MB	253613	SCHOOL SUPPLY SANTA	MAY-JUNE 2021 CHARITY	101-000-236.000	210.00
07/15/2021	AP-MB	253614	SCROGGINS, BARBARA	DEPOSIT REFUND	101-000-669.691	100.00
07/15/2021	AP-MB	253615	SHELDON CLEANERS	UNIFORM EXPENSE - FIRE - JUNE 2021	101-336-743.000	572.34
07/15/2021	AP-MB	253616	SIEGEL JEWELERS	REIMB BUSINESS LICENSE OVERPAYMENT	101-000-451.000	150.00
07/15/2021	AP-MB	253617	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	101-301-727.000	151.53
07/15/2021	AP-MB	253618	SPALDING DEDECKER ASSOCIATES	WETLAND DELINEATION	213-213-778.004	1,500.00
		253618		MEETINGS & SITE VISIT	213-213-778.004	1,797.34
						<hr/> 3,297.34
07/15/2021	AP-MB	253619	SPARTAN DISTRIBUTORS INC	MAINTENANCE ROAD & STREET	202-202-778.001	1,446.27
07/15/2021	AP-MB	253620	SPARTAN STORES LLC	SUPPLIES	101-691-740.000	25.43
07/15/2021	AP-MB	253621	SHMG OCCUPATIONAL HEALTH	CONTRACTUAL SERVICES	101-441-801.000	106.00
07/15/2021	AP-MB	253622	SPENCER BEST LLC	BPC21006	101-000-202.001	1,158.00
07/15/2021	AP-MB	253623	STATE OF MICHIGAN	POLICE - LIVESCAN FEES - JUNE 2021	101-000-630.006	432.50
07/15/2021	AP-MB	253624	STATE OF MICHIGAN	S.O.R. REG - P.E. - 6/30/21	101-000-630.000	150.00
		253624		VEHICLE BILLING - MAY 2021	101-302-864.000	626.91
						<hr/> 776.91
07/15/2021	AP-MB	253625	TELE-RAD INC	VEHICLE OUTFITTING SERVICES YR2	642-642-975.000	3,900.00
07/15/2021	AP-MB	253626	TODD WENZEL BUICK GMC	VEHICLE REPAIR & MAINTENANCE	101-441-861.934	134.34
07/15/2021	AP-MB	253627	TRANS UNION RISK AND	CONTRACTUAL SERVICES - MAY 2021	101-301-801.000	75.00
		253627		CONTRACTUAL SERVICES - JUNE 2021	101-301-801.000	75.00
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07/15/2021	AP-MB	253628	Travertine Development LLC	BPC200003	101-000-202.001	1,500.00
07/15/2021	AP-MB	253629	VAN MANEN PETROLEUM GROUP	GASOLINE EXPENSE	101-441-862.000	977.46

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07/15/2021	AP-MB	253630	Vandenneuvel William	BPC200004	101-000-202.001	1,500.00
07/15/2021	AP-MB	253631	VENTURE ENGINEERING PLLC	BPC200006	101-000-202.001	1,500.00
07/15/2021	AP-MB	253632	Warner Norcross & Judd	BPC20011	101-000-202.001	1,500.00
07/15/2021	AP-MB	253633	WESTVIEW CAPITAL LLC	BPC20015	101-000-202.001	1,500.00
07/15/2021	AP-MB	253634	WESTVIEW CAPITAL LLC	BPC190013	101-000-202.001	1,328.00
07/15/2021	AP-MB	253635	WHEELER-MONTERUSSO BUSINESS	REPAIR	101-301-934.000	95.00
07/15/2021	AP-MB	253636	WILLIAMS, BRITTENY	DEPOSIT REFUND	101-000-669.691	100.00
07/15/2021	AP-MB	253637	CITY OF WYOMING	WATER PURCHASES - JUNE 2021	580-580-960.000	134,437.92
		253637		WATER PURCHASES-HP - JUNE 2021	580-580-960.001	669.60
		253637		SEWER SERV PURCHASED - JUNE 2021	590-590-961.000	206,463.69
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07/15/2021	AP-MB	253638	AD-AMERICA MARKETING GROUP	SUPPLIES - JULY 4TH	101-693-740.000	732.25
		253638		SUPPLIES - 2021 SPONSORSHIPS	101-693-740.000	345.69
						<hr/> 1,077.94
07/15/2021	AP-MB	253639	JOSHUA ANDERSON	OFFICIATING PAY P.E. - 7/9/21	101-691-801.000	120.00
07/15/2021	AP-MB	253640	BERGER CHEVROLET	INVENTORY MTR POOL PARTS	101-000-114.000	226.80
07/15/2021	AP-MB	253641	BRADLEY'S ACE HARDWARE	CASH DISCOUNTS	101-000-687.000	(0.44)
		253641		SUPPLIES	101-336-740.000	21.99
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07/15/2021	AP-MB	253642	BURNIPS EQUIPMENT CO	INVENTORY MTR POOL PARTS	101-000-114.000	9.70
07/15/2021	AP-MB	253643	CDW GOVERNMENT	AUTOCAD LT RENEWAL ENG (2)	101-209-941.000	408.00
		253643		AUTOCAD LT SUBSCRIPTION RENEWAL	101-336-941.000	672.00
		253643		AUTOCAD CIVIL 3 RENEWAL ENG(2)	101-449-941.000	2,548.00
		253643		AUTOCAD LT RENEWAL ENG (2)	101-449-941.000	816.00
						<hr/> 4,444.00
07/15/2021	AP-MB	253644	CHERRY VALLEY STOVE & SAW	PARK MAINT SUPPLIES	101-441-740.208	119.97
07/15/2021	AP-MB	253645	COMCAST	8529112770354510 - 7/18-8/17/21	101-301-740.000	24.03
		253645		8529112661406114 - 7/12-8/11/21	101-441-740.000	133.06

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07/15/2021	AP-MB	253646	COURTESY DODGE	INVENTORY MTR POOL PARTS	101-000-114.000	839.16
07/15/2021	AP-MB	253647	ELEVATOR SERVICE LLC	MAINT. AGREEMENTS - JULY-SEPT 2021	101-101-941.000	91.00
		253647		MAINT. AGREEMENTS - JULY-SEPT 2021	101-301-941.000	91.00
		253647		MAINT. AGREEMENTS - JULY-SEPT 2021	101-336-941.000	91.00
		253647		MAINT. AGREEMENTS - JULY-SEPT 2021	101-738-941.000	91.00
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07/15/2021	AP-MB	253648	EPIC RACE TIMING LLC	5K ON 7/4/21 NN MOBILE SOLUTIONS	101-693-801.000	719.20
07/15/2021	AP-MB	253649	FRICKE ASPHALT MAINTANCE LLC	PAVING PER QUOTE	203-203-778.001	975.00
07/15/2021	AP-MB	253650	JOSE R GONZALEZ	OFFICIATING PAY P.E. - 7/9/21	101-691-801.000	300.00
07/15/2021	AP-MB	253651	GORDON FOOD SERVICE	SUPPLIES	101-691-740.000	175.98
		253651		SUPPLIES - JULY 4TH	101-693-740.000	197.98
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07/15/2021	AP-MB	253652	HANNAH ROSE GRAVES	SUMMER CONCERT SERIES - JULY 15TH	101-693-801.000	800.00
07/15/2021	AP-MB	253653	HISTORICAL SOCIETY OF MICHIGAN	2021 HISTORICAL SOCIETY DUES	101-400-807.000	35.00
07/15/2021	AP-MB	253654	INTERSTATE BATTERY SYSTEMS GR	SUPPLIES	101-336-740.000	89.85
07/15/2021	AP-MB	253655	JOHN SOLUNTEH JAIBAI	DEPOSIT REFUND	101-000-669.691	130.00
07/15/2021	AP-MB	253656	KALAMAZOO COUNTY FIRE CHIEF'S	EDUCATION & TRAINING - M. OLIVER	101-336-956.000	875.00
07/15/2021	AP-MB	253657	KENT COMMUNICATIONS INC	SPOTLIGHT NEWSLETTER	101-101-900.000	1,378.54
		253657		SUMMER 2021 TAX BILLS	101-253-900.000	3,341.38
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07/15/2021	AP-MB	253658	KENT COUNTY E.M.S.	FY 2020-2021 QTRLY ASSESSMENT	101-336-807.000	329.94
07/15/2021	AP-MB	253659	KENT COUNTY TREASURER	MOBILE HOME PRK FEES-JULY 2021	101-000-222.000	525.50
		253659		MOBILE HOME PRK FEES-SET-JULY 2021	101-000-225.000	2,102.00
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						2,627.50
07/15/2021	AP-MB	253660	MARK KOWALCZYK	UNIFORM EXPENSE - KOWALCZYK	101-371-743.000	237.16
07/15/2021	AP-MB	253661	TIMOTHY JONATHAN CHRISTOPHER	OFFICIATING PAY P.E. - 7/9/21	101-691-801.000	50.00

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07/15/2021	AP-MB	253662	MAURER'S TEXTILE RENTAL	UNIFORM EXPENSE	101-441-743.000	259.93
07/15/2021	AP-MB	253663	MICHIGAN ASSESSORS ASSOCIATION MAA CONFERENCE - JOHNSON &		101-209-956.000	550.00
07/15/2021	AP-MB	253664	NAPA AUTO PARTS	INVENTORY MTR POOL PARTS	101-000-114.000	371.89
07/15/2021	AP-MB	253665	PINE REST CHRISTIAN MENTAL	SUPPLIES	101-336-740.000	1,250.00
07/15/2021	AP-MB	253666	PLUMMERS DISPOSAL SERVICES	VOLLEYBALL COURTS - 6/28-7/25/21	101-441-740.208	245.00
07/15/2021	AP-MB	253667	PM ENGRAVING	SUPPLIES - JULY 4TH	101-693-740.000	299.15
07/15/2021	AP-MB	253668	ROAD EQUIPMENT PARTS CENTER	INVENTORY MTR POOL PARTS	101-000-114.000	300.59
07/15/2021	AP-MB	253669	DALE SANBORN	OFFICIATING PAY P.E. - 7/9/21	101-691-801.000	300.00
07/15/2021	AP-MB	253670	SEELYE GROUP LTD	CAPITAL OUTLAY	101-336-975.000	1,046.00
07/15/2021	AP-MB	253671	SMART BUSINESS SOURCE LLC	SUPPLIES	101-101-740.000	227.55
		253671		SUPPLIES	101-336-740.000	47.09
		253671		OFFICE SUPPLIES	101-441-727.000	14.57
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07/15/2021	AP-MB	253672	SNAP-ON TOOLS	TOOL ALLOWANCE - C. MCCARTHY	101-441-740.000	344.00
07/15/2021	AP-MB	253673	SPARTAN STORES LLC	SUPPLIES	101-691-740.000	24.76
07/15/2021	AP-MB	253674	SPOK, INC.	TELEPHONE - JULY 2021	101-301-850.000	26.54
07/15/2021	AP-MB	253675	UNDERGROUND SECURITY CO	STORAGE	101-201-740.000	12.40
		253675		STORAGE	101-209-740.000	192.90
		253675		STORAGE	101-301-740.000	351.85
		253675		STORAGE	101-371-740.000	100.75
		253675		STORAGE	101-400-740.000	60.40
		253675		STORAGE	101-449-740.000	52.75
						<hr/> 771.05
07/15/2021	AP-MB	253676	US GOLF CARS, INC.	SUPPLIES - JULY 4TH	101-693-740.000	605.00
07/15/2021	AP-MB	253677	VERIZON WIRELESS	TELEPHONE - JULY 2021	101-101-850.000	2.52
		253677		TELEPHONE - JULY 2021	101-136-850.000	83.25
		253677		TELEPHONE - JULY 2021	101-301-850.000	2,565.02
		253677		TELEPHONE - JULY 2021	101-302-850.000	81.29
		253677		TELEPHONE - JULY 2021	101-336-850.000	933.25

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07/15/2021	AP-MB	253678	VERMONT SYSTEMS INC	RECTRAC MAINTENANCE- 7/1/21-6/30/22	101-691-941.000	7,053.34
07/15/2021	AP-MB	253679	VITAL RECORDS HOLDINGS, LLC	OTHER EXPENSES - JULY 2021	101-101-963.000	48.00
		253679		SUPPLIES-RECORD RETENTION-7/2021	101-209-740.000	6.16
		253679		SUPPLIES-RECORD RETENTION-7/2021	101-301-740.000	269.48
		253679		SUPPLIES-RECORD RETENTION-7/2021	101-371-740.000	57.73
		253679		SUPPLIES-RECORD RETENTION-7/2021	101-400-740.000	20.54
		253679		SUPPLIES-RECORD RETENTION-7/2021	101-449-740.000	54.61
		253679		SUPPLIES-RECORD RETENTION-7/2021	285-285-740.000	4.46
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						460.98
07/15/2021	AP-MB	253680	VICTOR L VUONG	OFFICIATING PAY P.E. - 7/9/21	101-691-801.000	60.00
TOTAL - ALL FUNDS				TOTAL OF 233 CHECKS		1,363,349.31

--- GL TOTALS ---

101-000-114.000	INVENTORY MTR POOL PARTS	7,397.96
101-000-123.001	PREPAID EXPENSE	19.74
101-000-202.001	DUE TO CUSTOMER	31,357.00
101-000-222.000	DUE TO COUNTY	1,051.50
101-000-225.000	DUE TO SCHOOLS	4,206.00
101-000-230.000	BASIC 125-MEDICAL	3,284.84
101-000-231.000	WITHHOLDING FOC/GARNISH	1,785.74
101-000-236.000	EMPLOYEE CHARITABLE CONTRIBUTIONS	210.00
101-000-238.000	UNION DUES WHD -POLICE	1,674.50
101-000-245.000	PENSION WITHHOLDING	5,603.21
101-000-451.000	BUSINESS LICENSES	150.00
101-000-630.000	POLICE SERVICES	150.00
101-000-630.006	POLICE - FINGER PRINTS	432.50
101-000-669.691	RENTAL INCOME - REC DEPT	805.00
101-000-687.000	CASH DISCOUNTS	(4.93)
101-101-728.000	POSTAGE	291.76
101-101-740.000	SUPPLIES	286.22
101-101-801.000	CONTRACTUAL SERVICES	17,783.08
101-101-804.000	LEGAL FEES	21,741.50
101-101-850.000	TELEPHONE	2.52
101-101-900.000	PRINTING & PUBLISHING	3,287.54
101-101-921.000	HEAT	301.34
101-101-941.000	MAINTENANCE AGREEMENTS	2,967.12
101-101-963.000	OTHER EXPENSES	48.00
101-136-740.000	SUPPLIES	2,007.30
101-136-740.136	SUPPLIES JC COURT	80.46
101-136-801.000	CONTRACTUAL SERVICES	5,431.75
101-136-801.136	CONTRACTUAL SRV JC COURT	185.15
101-136-806.000	WITNESS FEES & JURY FEES	480.80
101-136-850.000	TELEPHONE	83.25

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101-136-921.000			HEAT		712.56	
101-136-941.000			MAINTENANCE AGREEMENTS		15,454.00	
101-137-801.000			CONTRACTUAL SERVICES		200.00	
101-171-801.000			CONTRACTUAL SERVICES		1,117.50	
101-171-807.000			DUES & SUBSCRIPTIONS		6,088.38	
101-171-850.000			TELEPHONE		45.00	
101-171-864.000			VEHICLE MILEAGE		266.00	
101-191-740.000			SUPPLIES		400.32	
101-201-740.000			SUPPLIES		441.42	
101-209-740.000			SUPPLIES		199.06	
101-209-941.000			MAINTENANCE AGREEMENTS		408.00	
101-209-956.000			EDUCATION & TRAINING		650.00	
101-215-740.000			SUPPLIES		90.01	
101-226-801.000			CONTRACTUAL SERVICES		1,456.00	
101-226-850.000			TELEPHONE		40.00	
101-226-864.000			VEHICLE MILEAGE		8.96	
101-253-900.000			PRINTING & PUBLISHING		3,341.38	
101-258-801.000			CONTRACTUAL SERVICES		637.50	
101-301-727.000			OFFICE SUPPLIES		482.23	
101-301-740.000			SUPPLIES		3,408.51	
101-301-740.301			SUPPLIES JC POLICE		84.00	
101-301-743.000			UNIFORM EXPENSE		7,343.20	
101-301-801.000			CONTRACTUAL SERVICES		150.00	
101-301-801.301			CONTRACTUAL SRV JC POLICE		185.15	
101-301-804.000			LEGAL FEES		18,000.00	
101-301-808.000			JAIL PER DIEM/ARREST PROCESSING FEES		4,104.41	
101-301-850.000			TELEPHONE		2,591.56	
101-301-861.000			AUTO SUPPLIES		282.00	
101-301-862.000			GASOLINE EXPENSE		5,807.23	
101-301-864.000			VEHICLE MILEAGE		348.60	
101-301-921.000			HEAT		1,662.65	
101-301-934.000			REPAIR		95.00	
101-301-941.000			MAINTENANCE AGREEMENTS		91.00	
101-301-952.000			CROSSING GUARDS		7,193.23	
101-302-850.000			TELEPHONE		81.29	
101-302-864.000			VEHICLE MILEAGE		626.91	
101-336-740.000			SUPPLIES		2,934.31	
101-336-743.000			UNIFORM EXPENSE		1,424.69	
101-336-801.000			CONTRACTUAL SERVICES		208.42	
101-336-807.000			DUES & SUBSCRIPTIONS		354.94	
101-336-850.000			TELEPHONE		933.25	
101-336-854.000			CIVIL DEFENSE		650.50	
101-336-861.000			AUTO SUPPLIES		113.13	
101-336-862.000			GASOLINE EXPENSE		1,573.11	
101-336-920.000			ELECTRIC		1,500.37	
101-336-921.000			HEAT		213.18	
101-336-941.000			MAINTENANCE AGREEMENTS		763.00	
101-336-956.000			EDUCATION & TRAINING		907.35	
101-336-975.000			CAPITAL OUTLAY		2,335.00	
101-371-740.000			SUPPLIES		316.90	
101-371-743.000			UNIFORM EXPENSE		433.26	
101-371-801.000			CONTRACTUAL SERVICES		770.00	

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101-371-807.000				DUES & SUBSCRIPTIONS		60.00
101-371-850.000				TELEPHONE		315.00
101-371-862.000				GASOLINE EXPENSE		210.01
101-400-740.000				SUPPLIES		80.94
101-400-807.000				DUES & SUBSCRIPTIONS		35.00
101-400-864.000				VEHICLE MILEAGE		282.58
101-441-727.000				OFFICE SUPPLIES		102.29
101-441-740.000				SUPPLIES		2,808.70
101-441-740.208				PARK MAINT SUPPLIES		631.58
101-441-740.691				SPORTS FIELD SUPPLIES		870.82
101-441-743.000				UNIFORM EXPENSE		1,344.86
101-441-745.000				EQUIPMENT RENTAL		566.00
101-441-801.000				CONTRACTUAL SERVICES		2,850.81
101-441-850.000				TELEPHONE		51.22
101-441-861.934				VEHICLE REPAIR & MAINTENANCE		429.50
101-441-862.000				GASOLINE EXPENSE		3,215.57
101-441-864.000				VEHICLE MILEAGE		86.24
101-441-920.000				ELECTRIC		524.99
101-441-921.000				HEAT		678.79
101-441-922.000				WATER & SEWER EXPENSE		5,482.10
101-441-941.000				MAINTENANCE AGREEMENTS		334.00
101-441-956.000				EDUCATION & TRAINING		276.48
101-441-963.000				OTHER EXPENSES		7,680.00
101-449-740.000				SUPPLIES		159.36
101-449-743.000				UNIFORM EXPENSE		250.66
101-449-941.000				MAINTENANCE AGREEMENTS		3,364.00
101-691-740.000				SUPPLIES		940.39
101-691-801.000				CONTRACTUAL SERVICES		1,136.10
101-691-862.000				GASOLINE EXPENSE		163.05
101-691-864.000				VEHICLE MILEAGE		110.88
101-691-921.000				HEAT		126.01
101-691-941.000				MAINTENANCE AGREEMENTS		7,053.34
101-693-740.000				SUPPLIES		5,642.55
101-693-801.000				CONTRACTUAL SERVICES		2,419.20
101-693-864.000				VEHICLE MILEAGE		1.12
101-738-801.000				CONTRACTUAL SERVICES		245.15
101-738-921.000				HEAT		185.57
101-738-941.000				MAINTENANCE AGREEMENTS		91.00
202-000-040.000				ACCOUNTS RECEIVABLE		275.83
202-202-778.001				MAINTENANCE ROAD & STREET		13,040.09
202-202-778.002				MAINTENANCE TRAFFIC		1,829.09
202-202-778.003				MAINTENANCE WINTER		23,958.10
202-202-922.000				WATER & SEWER EXPENSE		4,057.60
203-203-778.001				MAINTENANCE ROAD & STREET		6,040.65
203-203-778.003				MAINTENANCE WINTER		14,385.98
203-203-810.000				ENGINEERING SERVICES		23,180.63
203-203-978.000				CONSTRUCTION		316,655.77
213-213-778.004				MAINTENANCE DRAINS		3,542.39
219-219-920.000				ELECTRIC		33,115.38
285-285-740.000				SUPPLIES		4.46
351-351-801.000				CONTRACTUAL SERVICES		250.00
401-401-975.000				CAPITAL OUTLAY		53,952.33

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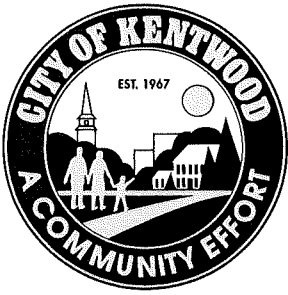
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401-401-975.014				CAPITAL-WORKSTATION REPLC		953.74
580-580-740.000				SUPPLIES		1,020.25
580-580-781.000				MAINTENANCE HYDRANT-WATER		760.86
580-580-782.000				MAINTENANCE METERS WATER		7,205.00
580-580-784.000				MAINT & REPAIR OTHER		3,539.64
580-580-784.001				MAINT & REPAIR OTHER HP		2,625.00
580-580-801.000				CONTRACTUAL SERVICES		1,582.14
580-580-810.000				ENGINEERING SERVICES		19,435.08
580-580-864.000				VEHICLE MILEAGE		48.16
580-580-920.001				ELECTRIC-HP		91.15
580-580-921.000				HEAT		71.32
580-580-921.001				HEAT-HP		41.02
580-580-960.000				WATER PURCHASES		134,437.92
580-580-960.001				WATER PURCHASES-HP		669.60
580-580-975.000				CAPITAL OUTLAY		170,506.96
590-590-740.000				SUPPLIES		102.90
590-590-784.002				MAINT & REPAIR SANITARY		66.33
590-590-801.000				CONTRACTUAL SERVICES		60.00
590-590-864.000				VEHICLE MILEAGE		48.16
590-590-920.000				ELECTRIC		155.30
590-590-961.000				SEWER SERVICES PURCHASED		206,463.69
630-630-964.720				CLAIMS - DENTAL		17,069.69
630-635-964.722				CLAIMS-VISION		2,249.00
640-640-975.000				CAPITAL OUTLAY		127.92
642-642-975.000				CAPITAL OUTLAY		32,229.00
695-000-255.000				ACCRUED INTEREST		2,250.00
808-808-804.000				LEGAL FEES		1,820.00
				TOTAL		1,363,349.31



OFFICE OF THE CITY CLERK
PROPOSED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD JULY 6, 2021
Commission Chambers

Mayor Pro-Tem Robert Coughlin called the meeting to order at 7:00 P.M.

Commissioner Draayer led the Pledge of Allegiance to the Flag.

Reverend Mike Baynai of Good Sheperd Presbyterian Church gave the invocation.

Roll Call: Present: Commissioners: Betsy Artz, Emily Bridson, Robert Coughlin, Ron Draayer, Maurice Groce, Thomas McKelvey.

Motion by Artz, seconded by McKelvey, to excuse Mayor Kepley with prior notification.

Motion Carried.

Staff Present: City Engineer Brad Boomstra, Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, Interim DPW Director Jerry DeRuitter, Human Resources Director Gail Dewey, City Clerk Dan Kasunic, Fire Chief Brent Looman, Deputy Administrator Mark Rambo, Police Chief Richard Roberts, City Treasurer Laurie Sheldon, Fire Department Administrative Assistant Nancy Shane, and Sabo representative Lisa Taylor.

Five (5) citizens attended the meeting.

Motion by McKelvey, seconded by Artz, to **approve the agenda**.

Motion Carried.

CONSENT AGENDA: (All items under this section are considered to be routine and will be enacted by one motion with no discussion. If discussion is desired by a Commission member, that member may request removal of an item from the Consent Agenda.)

Motion by Artz, seconded by Bridson, to approve the Consent Agenda as follows:

- A. Conditional approval of Special Land Use for service of alcoholic beverages for on-premises consumption for case CC 1-21 Clark at Keller Lake subject to condition 1-5 and basis points 1-6.
- B. Conditional approval of Site Plan dated May 21, 2021, for service of alcoholic beverages for on-premises consumption for case CC 1-21 Clark at Keller Lake subject to conditions 1-3 and basis points 1-4.
- C. Adopt Resolution 34-21 to approve a Class C Liquor License for a continuing care facility for Clark at Keller Lake located at 2431 Forest Hill Ave., SE.
- D. Payables for the City totaling \$1,617,064.94.

City Commission Meeting
July 6, 2021.

Roll Call Vote: Yeas: All. Nays: None. Absent: Kepley.

Motion Carried.
Resolution Adopted.

Motion by McKelvey, seconded by Groce, to **approve the minutes** of the June 15, 2021, City Commission Meeting.

Motion Carried.

COMMUNICATIONS AND PETITIONS:

APPROVE FINAL PLAT FOR BRETONFIELD PRESERVES #4 SUBDIVISION.

City Engineer Boomstra referred to his memorandum dated July 6, 2021, on the items not received; however, the city holds a bond to insure all items are received. A question was raised on why there were no gutters on the plans. Developer Dan Larabel stated it was to keep the cost of homes down along with other items. City Attorney Sluggett advised that because of the late stage of the development, to approve this plat but to discuss what the commission has concerns with at a future meeting.

Motion by Groce, seconded by McKelvey, to approve a Final Plat for Bretonfield Preserves #4 subdivision

Motion Carried.

AUTHORIZE RECISSION OF WATERMAIN PAYBACK AGREEMENT WITH 5565 HOLDINGS LLC, (ROSKAM BAKING CO.)

City Engineer Boomstra reviewed his memorandum dated July 6, 2021, noting the company did not complete the agreement.

Motion by Artz, seconded by Bridson, to authorize recission of watermain payback agreement with 5565 Holdings, LLC (Roskam Baking Co.)

Motion Carried.

PUBLIC HEARING:

Consumers Energy Electric Franchise Ordinance)

Mayor Pro-Tem Coughlin opened the public hearing to amend Chapter 70, Article 7 of the Code of Ordinance.

Following a brief presentation by City Deputy Administrator Rambo:

Motion by Artz, seconded by McKelvey, to close the public hearing.

Motion Carried.

City Commission Meeting
July 6, 2021.

ADOPT ORDINANCE 4–21 TO AMEND CHAPTER 70, ARTICLE 7 OF THE CODE OF ORDINANCES, ENTITLED “CONSUMERS ENERGY ELECTRIC FRANCHISE ORDINANCE”.

Motion by Artz, seconded by McKelvey, to adopt Ordinance 4–21 to amend Chapter 70, Article 7 of the Code of Ordinances entitled “Consumers Energy Electric Franchise Ordinance”.

Roll Call Vote: Yeas: All. Nays: None. Absent: Kepley.

Resolution Adopted.

BIDS:

AUTHORIZE A FIVE-YEAR AGREEMENT WITH MILLER JOHNSON FOR LABOR ATTORNEY LEGAL SERVICES.

Human Resources Director Dewey reviewed her memorandum dated July 6, 2021 regarding extending the contract, under special circumstances, because of their knowledge of the city.

Motion by Artz, seconded by Groce, to authorize the Mayor to enter into a five-year agreement with Miller Johnson for as- needed employment and labor attorney legal services, at an hourly rate of \$270 for the first year and not higher than two percent annual increases thereafter, with funds from the General Fund (City General) Operating budget.

Motion Carried.

AUTHORIZE AGREEMENT WITH TRANE US INC. TO IMPLEMENT ENERGY EFFICIENCY MEASURES AT CITY BUILDINGS.

Interim DPW Director DeRuiter reviewed his memorandum dated July 6, 2021 noting the potential annual savings in the energy usage in the three city buildings.

Motion by McKelvey, seconded by Groce, to authorize the Mayor to enter into an agreement with Trane U.S., Inc. to perform implementations at City buildings as recommended by Consumers Energy at a total cost of \$14,990.00, with funds from the Property and Building Fund, which are eligible partial reimbursement up to \$13,350.00 from Consumers Energy.

Motion Carried.

AUTHORIZE PURCHASE AND INSTALLATION OF THREE VARIABLE FREQUENCY DRIVES FROM BUIST ELECTRIC FOR POTTER PUMPING STATION.

Interim DPW Director DeRuiter reviewed his memorandum dated July 6, 2021.

Motion by McKelvey, seconded by Bridson, to authorize the purchase, installation, and programming of three variable frequency drives (VFDs) for Potter pumping station from

City Commission Meeting
July 6, 2021.

Buist Electric in an amount of \$31,340.00 with funds from the FY 2021-22 Water Fund budget.

Motion Carried.

AUTHORIZE PURCHASE OF THREE POLICE STAFF VEHICLES FROM LAFONTAINE CDJR LANSING.

Police Chief Roberts reviewed his memorandum dated July 6, 2021, regarding the purchase of three vehicles.

Motion by Artz seconded by Bridson, to authorize the purchase of three staff vehicles for the Police Department from LaFontaine CDJR-Lansing in an amount not to exceed \$92,117.00, including a \$4,500.00 contingency for ancillary items, with funds from the FY 2021-22 Police Equipment Fund using the State of Michigan MiDEAL contract.

Motion Carried.

AUTHORIZE PURCHASE OF AMMUNITION FROM KIESLER POLICE SUPPLY.

Police Chief Roberts reviewed his memorandum dated July 6, 2021, noting this covers only ammunition and does not cover any non-lethal items to be purchased within the budget.

Motion by Groce, seconded by McKelvey, to authorize the purchase of ammunition from Kiesler Police Supply in the amount of \$33,070.80, with funds from the FY 2021-22 Police Department General Fund budget. Piggybacking on the State of Michigan contract with Kiesler Police Supply.

Motion Carried.

AUTHORIZE CONTRACT WITH MICHIGAN PAVING AND MATERIALS CO. FOR 32ND STREET REHABILITATION.

City Engineer Boomstra noted the poor shape of the road and referred to his memorandum dated July 6, 2021.

Motion by McKelvey, seconded by Bridson, to authorize the Mayor to enter into a contract for the rehabilitation of 0.25 miles of 32nd Street from the west city limits to Breton Avenue with Michigan Paving and Materials Company in an amount not to exceed \$207,300.00 (including a 10% contingency) with funds from the FY 2021-22 Major Streets Fund.

Motion Carried.

City Commission Meeting
July 6, 2021.

**AUTHORIZE CONTRACT WITH MOORE & BRUGGINK INC. FOR
ENGINEERING SERVICES FOR 32ND STREET REHABILITATION.**

City Engineer Boomstra informed the Commission this is the second part of the project.

Motion by Artz, seconded by Groce, to authorize the Mayor to enter into a contract for construction engineering, inspection and testing services with Moore & Bruggink, Inc. in an amount not to exceed \$19,030.00 (including a 10% contingency) for the rehabilitation of 32nd Street from the west city limits to Breton Avenue, with funds from the FY 2021-22 Major Streets Fund.

Motion Carried.

**APPROVE A 2021 STREET RESURFACING/MAINTENANCE PROGRAM AND
CONTRACT WITH A-1 ASPHALT SEALING FOR STREET PATCHING.**

City Engineer Boomstra informed the Commission of the annual project to resurface and maintain streets within the city.

Motion by Artz, seconded by Draayer, to approve a 2021 Street Resurfacing and Routine Maintenance Program, including a contract for street patching with A-1 Asphalt Sealing and Repair Inc. the low bidder, at a cost not to exceed \$58,977.00 and with various piggybacking contracts noted in the memorandum dated July 6, 2021 from Brad Boomstra, at a total cost not-to-exceed \$1,001,133.00 (including a 10% contingency), with funds from the FY 2021-22 Major and Local Street Funds.

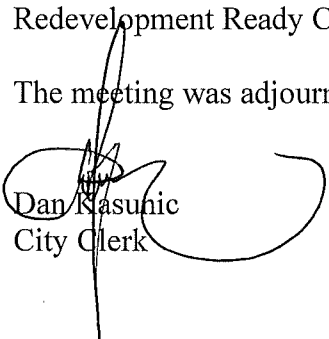
Motion Carried.


COMMENTS OF COMMISSIONERS AND MAYOR:

The Commission thanked the Parks & Recreation Director Val Romeo and her Department for the July 4th celebration.

Commissioner Coughlin thanked Lisa Golder for her work in the city achieving the Redevelopment Ready Certification.

The meeting was adjourned at 7:39 P.M.


Dan Kasunic
City Clerk


Robert Coughlin
Mayor Pro-Tem



July 12, 2021

MEMO TO: Kentwood City Commission

FROM: Lisa Golder

RE: Extension of Preliminary Site Plan for a Site Condominium Development
Cloverleaf Site Condominiums
4390 Woodside Oaks Drive

Attached please find a request for the extension of the Preliminary Site Plan Approval for a Site Condominium development granted to Ed Pynnonen for Cloverleaf Site Condominiums, an eight-lot site condominium development located at 4390 Woodside Oaks Drive. The preliminary site condominium plan was approved by the City Commission on July 10, 2017. The approval of a site condominium plan is valid for a period of two years. However, Section 3.25 of the Zoning Ordinance allows for up to three one-year extensions after the original approval, if the request is made prior to expiration date of the site plan.

Mr. Pynnonen received two, one year extensions, moving the expiration date to July 10, 2021. Now, a request has been made to allow the third and final one-year extension, with the expiration date moving to July 10, 2022.

The original site plan and conditions of approval for Cloverleaf Site Condominiums are attached for your information. Staff recommends approval of the request.

Lisa Golder
Economic Developer Planner
City of Kentwood
4900 Breton Ave SE
Kentwood, Michigan 49508

July 9, 2021

Lisa,

On July 10th 2017 the Site Plan for Cloverleaf was approved by the Kentwood Planning Commission. It is my understanding that the approval is good for 2 years and may be extended for a 1 year with a written request a total of three times. Please except this as our third written request to extend the approval for one year. According to my records this will give us until July 10th 2022 to build the project.

Let me know if you need any additional information

Thanks

A handwritten signature in black ink, appearing to read 'EP', with a long, sweeping horizontal line extending to the right.

Cloverleaf Land Investments LLC

Ed Pynnonen

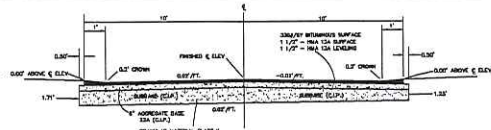
C: 616-437-4288

epynnonen@comcast.net

LEGAL DESCRIPTION

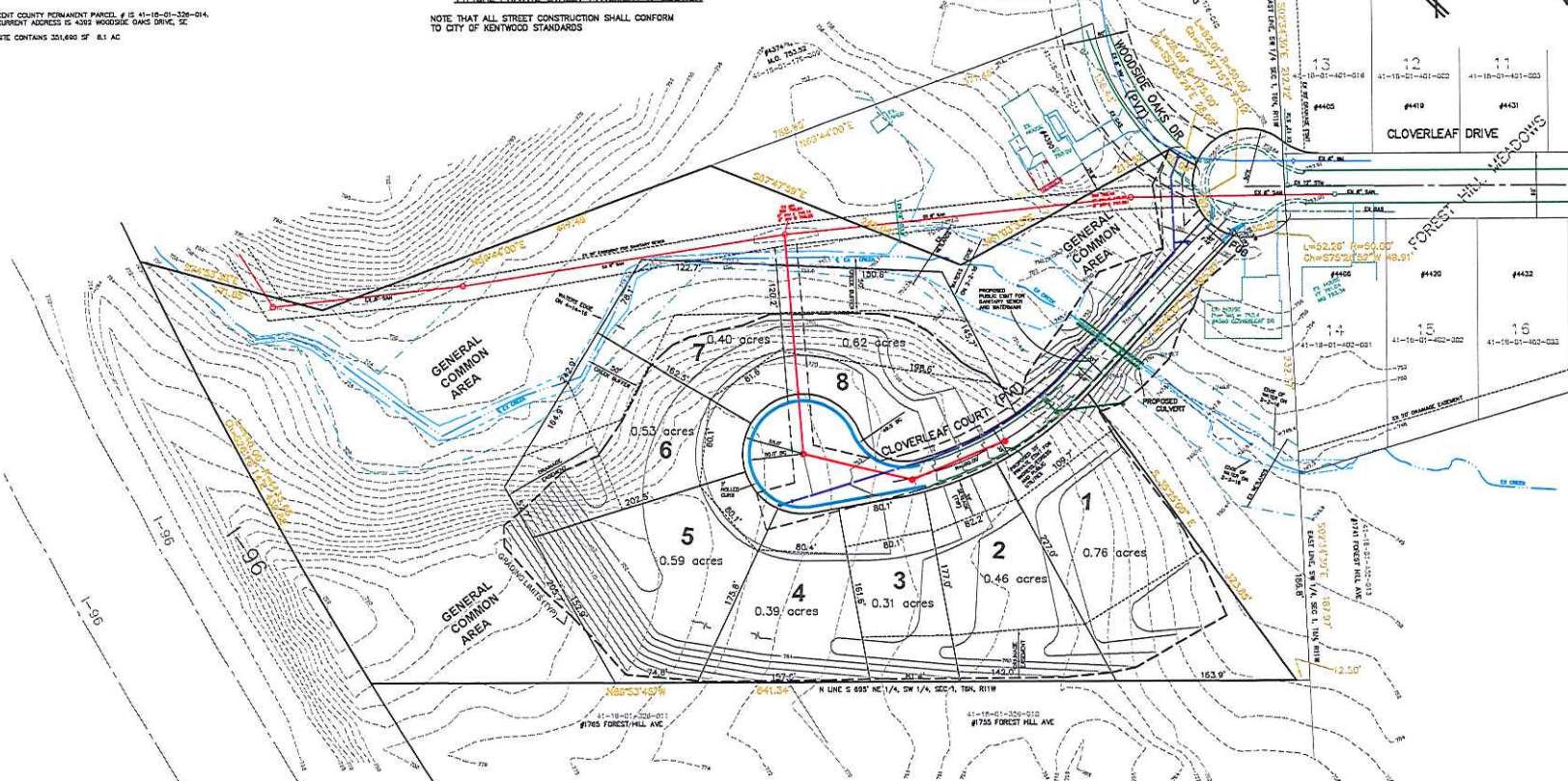
That part of the SW 1/4 of Section 1, T06N, R11W, City of Kentwood, Kent County, Michigan, described as:
 Commencing at the NE corner of said SW 1/4; thence S27°34'00"E 212.72 feet along the East line of said SW 1/4; thence S27°34'00"E 52.26 feet along a 50.00 foot radius curve to the right the chord of which bears S72°02'52"W 49.91 feet to the point of beginning; thence S47°45'12"W 196.87 feet; thence S35°25'00"E 322.85 feet; thence N62°52'45"W 641.34 feet along the North line of the South 666.0 feet of the NE 1/4 of said SW 1/4; thence Northwest 430.00 feet along the Eastern right of way line of 196 (L&S-D) relocated, being on a 4,432.55 foot radius curve to the right the chord of which bears N38°30'00"W 426.34 feet; thence S65°12'00"E 133.03 feet; thence N38°44'00"E 417.49 feet; thence S67°47'59"E 245.04 feet; thence N61°03'32"E 217.62 feet; thence Southeast 28.09 feet along a 176.00 foot radius curve to the left the chord of which bears S57°52'24"E 28.08 feet; thence S61°03'10"E 162.01 feet along a 50.00 foot radius curve to the left the chord of which bears S27°33'10"E 73.12 feet to the point of beginning.

THE KENT COUNTY PERMANENT PARCEL # IS 41-18-01-326-014.
 THE CURRENT ADDRESS IS 4383 WOODSIDE DRIVE, SE.
 THE SITE CONTAINS 321,680 SF 8.1 AC



TYPICAL PRIVATE STREET PAVEMENT X-SECTION

NOTE THAT ALL STREET CONSTRUCTION SHALL CONFORM TO CITY OF KENTWOOD STANDARDS



PROJECT LOCATION
 NOT TO SCALE

GENERAL NOTES

1. THE PROPERTY IS CURRENTLY ZONED R1-C. ALL ADJACENT PROPERTIES ARE ALSO CURRENTLY ZONED R1-C.
2. THE INTENDED USE OF THE SITE IS SINGLE-FAMILY RESIDENTIAL HOMES.
3. THERE WILL BE A PRIVATE EASEMENT FOR WALKWAYS/ACCESS AND PUBLIC UTILITIES LOCATED APPROXIMATELY AS SHOWN. THE LOCATION MAY CHANGE DURING FINAL ENGINEERING DESIGN.
4. ALL SANITARY SEWER AND WATERMAIN IS 24\"/>

ZONING

CURRENT ZONING R1-C
 FUTURE LAND USE: LOW DENSITY RESIDENTIAL
 PROPOSED ZONING R1-C

ZONING REGULATIONS

MIN LOT AREA: 10,000 SF
 MIN LOT WIDTH: 50 FT
 MIN SIDE YARD: 7 FT
 MIN FRONT YARD: 35 FT
 MIN REAR YARD: 35 FT
 MINIMUM REAR YARD PRIOR TO DRAINAGE ENCUMBRANCE: 25' (SEC 78-125 (b) (6))
 MAXIMUM LOT COVERAGE: 55%
 MINIMUM DWELLING UNITS: 1240 SF (850 SF ON MAIN FLOOR)
 MAXIMUM BLDG HEIGHT: TWO STORES OR 25 FT

DRIVEWAY (2-18 LOTS)
 MIN BASE WIDTH: 18 FT
 MIN PAVEMENT: 18 FT
 MIN EASEMENT: 30 FT
 SIDEWALKS: NONE REQUIRED
 ON STREET PARKING: NONE REQUIRED

LANDSCAPING TREES REQUIRED: ONE 2.5-INCH CALIPER CANOPY TREE WITHIN THE FRONT YARD OF EACH LOT
 BUFFER ZONES: 50 FT BUFFER FROM THE CENTER LINE OF THE CREEK

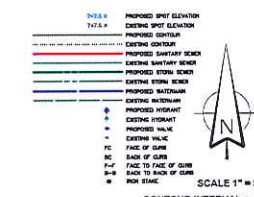
STORM WATER DETENTION IS NOT REQUIRED PER SEC 78-123 (a) (5) SINCE SITE DENSITY IS LESS THAN 1 UNIT PER ACRE

SITE CHARACTERISTICS

SITE WILL CONTAIN EIGHT SINGLE-FAMILY HOMES

AREA:
 OVERALL 351,680 SF 8.1 AC
 NET 329,016 SF 7.6 AC
 (Net Incl. ROW Easement)

DENSITY
 OVERALL (8 UNITS / 8.1 AC) = 0.988 UNITS/ACRE
 NET (8 UNITS / 7.6 AC) = 1.067 UNITS/ACRE



OWNER
 CLOVERLEAF LAND INVESTMENTS LLC
 7114 GLADYS ST.
 GRAND RAPIDS, MI 49546
 ATTN: ED FINNINEN
 PHONE: 616-437-0288

PART OF THE SW 1/4 OF SECTION 1, T6N, R11W, CITY OF KENTWOOD, KENT COUNTY, MICHIGAN

CLOVERLEAF SITE CONDOMINIUM SITE PLAN

DATE: 10/15/2017
 DRAWN BY: J. VAN KOOTEN
 CHECKED BY: J. VAN KOOTEN
 SCALE: 1\"/>

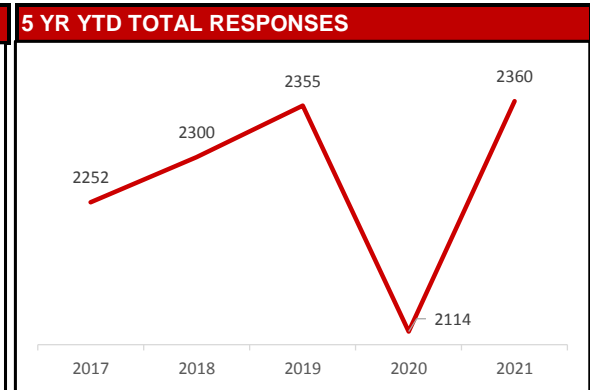
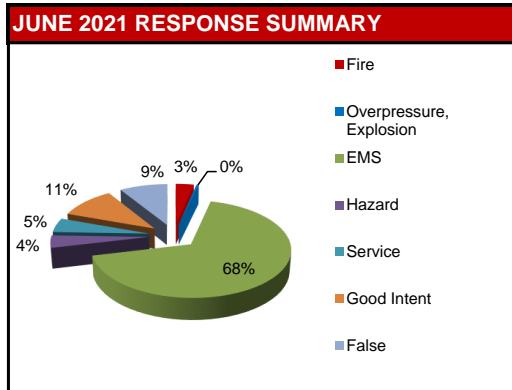
MEDEMA, VAN KOOTEN & ASSOCIATES
 CONSULTING ENGINEERS & SURVEYORS SINCE 1985

PHONE: (616) 451-4039
 FAX: (616) 421-2025
 www.mvka.com
 250 STATE ST., S.E.
 GRAND RAPIDS, MI 49503

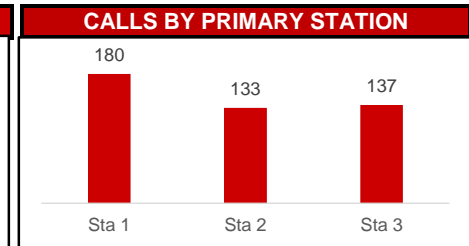
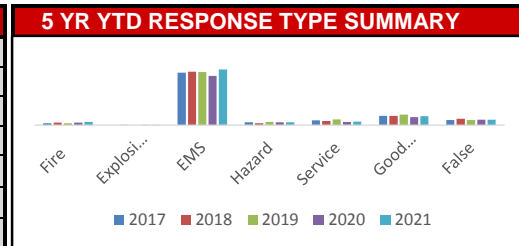


JUNE 2021 KENTWOOD FIRE DEPARTMENT REPORT

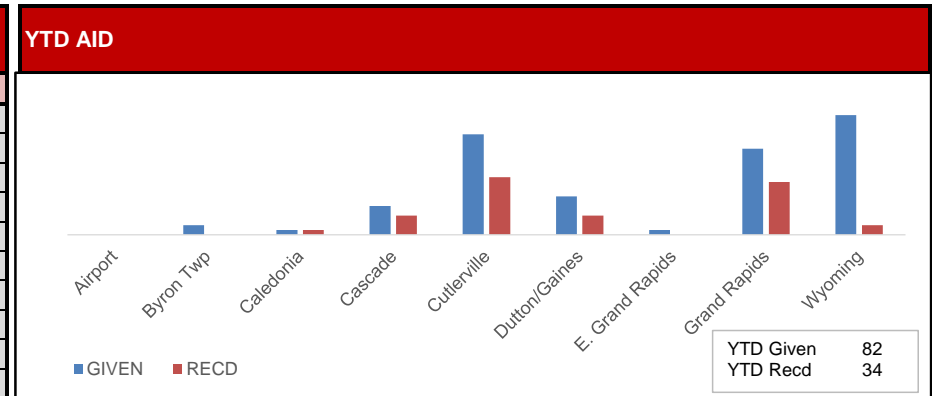
SUMMARY				
NFIRS INCIDENT TYPE SERIES	JUNE 2021	2021 YTD	2020 YTD	YTD CHANGE
Fire	15	89	73	21.92%
Explosion, Excessive Heat	2	2	2	
EMS	304	1665	1468	13.42%
Hazardous Condition, Standby	19	78	84	-7.14%
Service	22	105	93	12.90%
Good Intent	48	264	238	10.92%
False	40	156	156	0.00%
Other	0	1	0	
TOTAL	450	2360	2114	11.64%



JUNE FIRES	
Building	Raymond, Fresno Cir., Castle Bluff Ct., Dockside Way, Stonyhill Ln., 28th
Cooking	Drummond
Vehicle	28th (2), 36th
Rubbish, Trash, Grass	Pine Needles Ct., Breton/Walma. 36th, 60th/E. Paris, 48th
Dump./Trash Recept.	
Furnace	



JUNE AID BY DEPARTMENT (Multiple departments JUNE respond to single incident)				
DEPARTMENT	Given	Reason	Received	Reason
Airport				
Byron Twp.				
Caledonia				
Cascade	2	Vehicle accident, can		
Cutlerville	4	Bldg,EMS,can,sm det	2	2 bldg
Dutton/Gaines	3	Assist, 2 can		
E. Grand Rapids				
Grand Rapids	3	Bldg,smoke scare, can	2	light ballast,smoke
Wyoming	3	EMS,veh. acc., alarm		



JUNE REASON FOR EMS CALL (excluding Unknown, NA)							
Abdominal Pain	6	Chest Pain	33	Headache	1	Psych Prob/Suicide Attempt	5
Allergies	1	Choking	1	Heart Problems		Sick	8
Animal Bite	1	CO/Hazmat		Heat/Cold Exposure	1	Stab/Gunshot	1
Assault	6	Seizures	12	Hemorrhage/Laceration	10	Stroke/CVA	14
Back Pain	2	Diabetic Problem	3	Industrial Accident		Traffic Accident	40
Breathing Problem	56	Electrocution		Medical Alarm	2	Traumatic Injury	6
Burns		Eye Problem		Overdose/Ingestion	9	Unconscious/Fainting	19
Cardiac Arrest/Death	2	Falls	42	Pregnancy/Childbirth	2	Well Person Check	

NARCAN USE	JUNE 2021	2021 YTD	2020 YTD	YTD CHANGE
Times Administered	3	16	10	60.00%

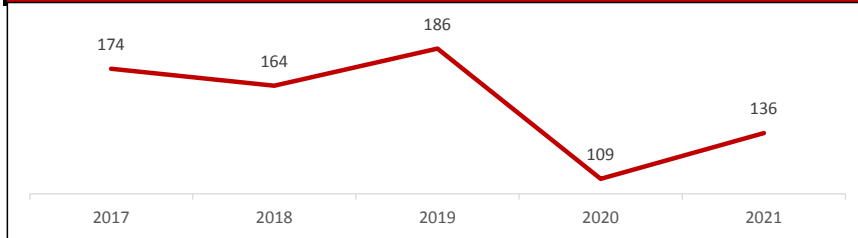
CASUALTIES	JUNE 2021	2021 YTD	2020 YTD
Fire Service Injuries	1	4	1
Civilian Injuries	0	5	2
Fire Service Deaths	0	0	0
Civilian Deaths	0	0	1

FIRE PREVENTION BUREAU

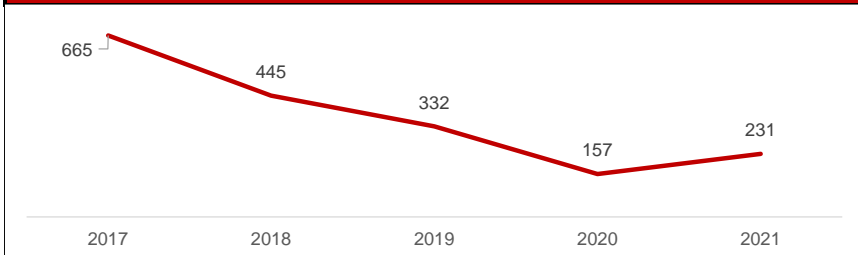
ACTIVITIES	JUNE 2021	2021 YTD	2020 YTD	YTD CHANGE
Construction Plan Review	24	136	109	24.77%
New Construction	0	12	4	
Remodel	5	47	29	
Sprinkler	6	27	26	
Site Plan	8	23	22	
Fire Alarm	2	21	22	
Demolition	1	1	2	
Addition	2	5	4	
Annual Business Inspections	80	231	157	47.13%
Annual Initial	45	70	45	
Reinspections	35	0	0	
Enforcement	0	0	0	
Self Inspections Returned	0	9	9	
Pre-Occupancy Inspections	1	3	4	
Certificate of Occupancy Insp.	7	17	21	
Not Ready		0	0	
Walk Through	1	9	7	
Tent Inspections		0	0	
Protection/Detection Systems	14	29	45	
Complaint Investigation	0	1	4	
Vacant/Closed Businesses	7	11	13	
Investigations	2	23	16	43.75%
Smoke Detector Installations	36	184	149	23.49%
CO Alarm Installations	6	33	15	120.00%

CHEMICAL INVENTORY SURVEYS	JUNE 2021	2021 YTD	2020 YTD	YTD CHANGE
Surveys returned	32	1202	1293	-7.04%

5 YR YTD TOTAL CONSTRUCTION PLAN REVIEWS



5 YR YTD TOTAL INSPECTIONS



PICTURE(S) OF THE MONTH

In June the City Commission approved the purchase of new extrication tools. They will be used in incidents such as this in the 3000 block of Breton on June 21st.



Kentwood Police Department Monthly Statistics

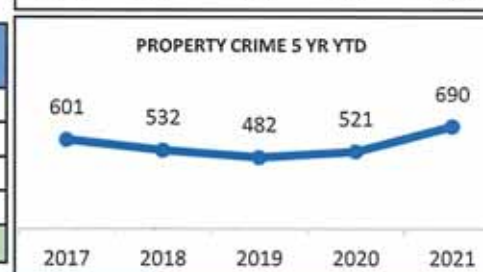
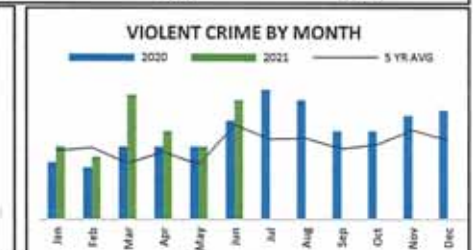
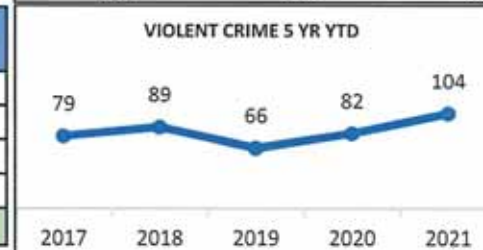
June 2021

Incidents	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
	1461	1588	1638	8067	9062	8695

Violent Crime	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Homicide	0	0	0	3	0	0.8
Criminal Sexual Conduct	3	3	3	11	23	12.2
Robbery	3	3	2	11	14	13.8
Aggr. Assault	3	13	18	57	67	53
TOTAL VIOLENT	9	19	23	82	104	79.8

Property Crimes	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Arson	0	2	2	3	8	2
Burglary	15	18	16	80	71	80.2
Larceny	68	73	116	375	477	461.2
Motor Vehicle Theft	4	17	22	63	134	36.2
TOTAL PROPERTY	87	110	156	521	690	579.6

Non-Index	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Non-Aggravated Assault	39	51	68	251	391	272.6
Counterfeit & Forgery	7	2	2	16	6	16.8
Embezzlement	1	0	3	6	8	13.4
Fraud	18	28	25	118	128	135.8
Stolen Property	2	1	10	9	36	7.8
Weapons	6	5	13	27	55	22.2
Prostitution & Vice	0	0	0	1	0	0.4
Sex Offenses	3	0	2	1	5	5.2
VCSA	19	9	8	31	47	118.8
Family & Children	8	5	9	31	56	36
Operating While Intox.	9	7	13	46	73	54.8
Disorderly Conduct	9	9	19	53	69	59.4
Other Non-Index Crimes	37	53	51	189	203	176.6
TOTAL NON-INDEX	158	170	223	779	1077	919.8
MINOR CRIMES	122	100	194	590	875	752.8
TOTAL OFFENSES	376	399	596	1972	2746	2332



ARREST	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Adult	99	62	113	409	621	798.6
Juvenile	15	15	19	82	73	111.8
TOTAL ARRESTS	114	77	132	491	694	910.4



WOODLAND MALL	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Incidents	30	29	36	154	190	204.6



*DATA PRESENTED THROUGHOUT THE YEAR IS SUBJECT TO CHANGE PENDING END OF YEAR DATA COLLECTION.

Kentwood Police Department Monthly Statistics

June 2021

Complaints	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Animal Nuisance	3	5	1	13	9	11
Auto Repair/Sales	6	3	6	17	25	12
Building Maintenance (All)	12	11	9	25	50	27
Commercial Veh. Violation	0	5	2	15	18	8
Exterior Nuisance	1	10	16	48	78	52
Garbage/Trash/Junk	34	43	48	143	231	158
Junk/Unlicensed Veh	31	16	18	121	150	141
Parking Lot Hazards	0	0	0	0	2	0
Parking Violations	25	25	24	146	165	183
RV & Equipment Storage	13	13	11	70	64	69
Sidewalk Hazard	15	21	2	23	16	15
Sign Violation	18	5	5	12	22	27
Snow/Ice	0	0	0	180	346	186
Stagnant Water	1	3	4	3	4	2
Vision Obstruction	0	0	0	0	0	1
Grass/Weeds	163	149	93	212	177	308
Yard Waste & Debris	5	8	3	23	24	36
Other Minor Violations	1	3	1	8	8	15
Zoning	0	0	1	0	3	0
TOTAL COMPLAINTS	328	320	244	1059	1392	1251

Traffic	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Property Damage	96	79	88	426	524	555.4
Personal Injury	36	18	30	99	162	151.6
Total Accidents	132	97	118	525	686	707
Citation	480	131	319	1291	2134	3528.4

MONTHLY TRAFFIC CRASH ACTIVITY



YTD TRAFFIC CRASH ACTIVITY



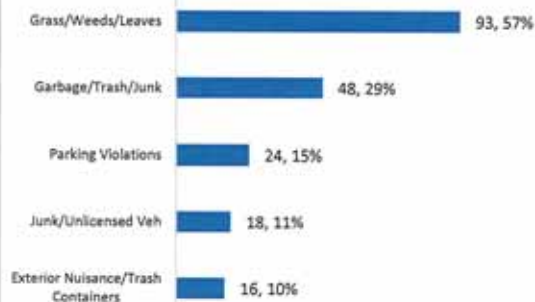
MONTHLY TRAFFIC CHARGES



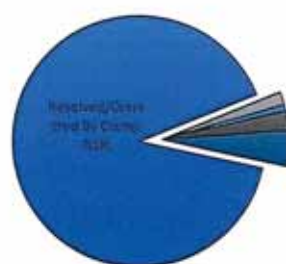
YTD TRAFFIC CHARGES



CODE COMPLAINTS



MONTHLY CODE DISPOSITION



Complaint Disposition	JUNE '19	JUNE '20	JUNE '21	2020 YTD	2021 YTD	5 YR AVG
Resolved/Corr. By Owner	298	294	221	980	1212	1096.2
Corrected By City	10	3	4	4	49	3.6
Not In Violation	12	6	2	20	16	52.2
In Process/Pending	0	0	0	0	0	18.8
Referred To Other Dpts.	5	12	6	33	53	41.2
Citations Issued	3	5	11	22	62	39.2
TOTAL DISPOSITION	328	320	244	1059	1392	1251.2



Kentwood PD Traffic Enforcement Log 2021



DATE	COMP.	LOCATION	REASON	TIME (S)	COMMENTS	Enforcement		Total	Hours	
						VW	Cites		Reg	OT
1/14/21	TC-1	Nancy St	Speed	0650-0715	Speed from Nancy to Division (0700-0730)	0	1	1	3.25	0
1/19/21	TC-2	Boxwood Ct	Speed	Evening	Cars speeding from 6 houses down from East Grove to Stop Sign. 2nd shift Supervisors advised. Due to time 2nd shift advised. Had no interest in RADAR group. Stat-Trak placed on 1/21/21 to 1/28/21. 85th % 24 MPH. Best time for enforcement is 0800-1000 and 1500-1700 (Mon-Fri). During non-directed enforcement 5446 Boxwood asked why KPD was on Boxwood, advised speed complaint and the resident stated there is no speed issue. Max speed was 26 MPH	0	0	0	12	4
2/23/21	TC-3	Kalamazoo North of 60th	Speed	Daily	Cars speeding as they enter the City NB. Says about 15 MPH over. Officers can use callers driveway for speed enforcement. TSB Officers advised.	4	3	7	3.25	0
3/10/21	SI	E. Grove/W. Grove	Inquiry	0800-1000 & 1700-2100	Stat-Traks placed on E/W Grove to gather speed data. East Grove 85th is 30 MPH and West Grove 85th is 32 MPH. Directed set for 3/24-3/26/21. Best times for enforcement 0800-1000 and 1700-2100	9	2	11	6	0
3/10/21	TC-4	Discovery	Speed	0730-0900 & 1700-2300	On Discovery from Stauffer to Fawnwood. Discovery has received specific speed enforcement. Will place Stat-Traks on or about 3/24/21. 85th % 34 MPH. Directed 4/6-4/8/21 1400-1730	12	4	16	7.5	4
3/26/21	TC-5	4800 Block Stauffer	Speed	1530-1800	Report Speed issue. Can park in driveway of 4860/62 Stauffer. Speed trailer to be placed on 4/12/21. Stat-Traks place on 4/27/21 and removed on 4/29/21. Stauffer/SunnyCreek 85th% at 35 MPH, Stauffer/Embros 85th% at 34 MPH, Stauffer/Innwood 85th% at 34 MPH, and Stauffer/Bowen 85th% at 37 MPH. 85th% for Stauffer from 44th to 52nd should be considered 35 MPH. Directed set for June 1-3, 2021. 85th came at 37 MPH	6	14	20	7.5	3.5
3/29/21	TC-6	2700 Ridgemoor	Speed	Daily	Report of speed issue. No specific time. Stat-Traks 3/30-4/5/21. 85th % 33 MPH. Speed trailer placed 4/5/21.	8	11	19	7.75	3.75
4/19/21	TC-7	Montebello	Speed	Daily	Report of speeding vehicles daily. Speed monitor placed on 4/19/21. Stat-Trak placed 6/1/21 to 6/7/21. 2575 vehicles, 85th% was 31 MPH. 3 highest speeds were 48(2) and a 59. All between 2050 and 0400 hrs. Other were 23 between 40-45 MPH over a period of 4 days.	N/A	N/A	N/A	N/A	N/A
6/2/21	TC-8	5400 Christie	Speed	Daily	Complaint via Commissioner Bridson requesting the speed monitor. Speed monitor placed 6/21/21					
6/2/21	TC-8	5800 Ridgebrook	Speed	Daily	Complaint via Commissioner Bridson requesting the speed monitor. Stat-Traks placed 6/22/21. 85th% was 32 MPH. Max speed was 53. 27 of 2393 vehicles were at 40 MPH or higher (0.01%). Times varied throughout the day.	N/A	N/A	N/A	N/A	N/A
6/7/21	TC-10	Wingate Hampton Downs area	Speed	1700-1900	Complaint of speed. Speed Trailer placed on Wingate. Stat-Trak placed on 6/7 and removed 6/9. 85th was 27MPH. 3413 vehicles, 2494 25 MPH or less, 895 at 26-34 MPH, 24 at 35-43 MPH - 3 high speed between 40-43 MPH (between 1600-1800 hrs).	N/A	N/A	N/A	N/A	N/A
6/9/21	TC-9	Potter	Speed	1500-1700	Speed between 48th and 44th. Can park in drive of 4639 for enforcement. Stat-Trak placed - 85th% is 40 MPH. Prev TCO to recommend speed to 35. Speeds varied as high as in the 70s. Will plan on enforcement to start then move to directed patrols. The times varied across the day.					
6/15/21	TC-11	60th (Eastern to Division)	Speed	Daily	Speed Complaint via Mayors Office					
						39	35	74	47.25	15.25



**CITY OF KENTWOOD
PLANNING COMMISSION
APPROVED
FINDINGS OF FACT
JUNE 22, 2021**

Schweitzer 06/01/21

PROJECT: My New House

APPLICATION: 14-21

LOCATION: 1569-52nd Street, SE

HEARING DATE: June 8, 2021

REVIEW TYPE: Rezoning

MOTION: **Motion by Holtrop, supported by Brainerd to recommend to the City Commission approval of the request of Dzung Tran to rezone property at 1569-52nd Street, SE from C-2 Community Commercial to R1-C Single Family Residential as described in Case #14-21. Approval is conditioned upon basis points 1-4 as described in Schweitzer's memo dated June 1, 2021.**

- Motion Carried (6-0) –
- Yeas: Brainerd, Holtrop, Jones, Kape, Poyner, Pemberton
- Nays: None
- Absent: Benoit, Morgan, Quinn

BASIS:

1. The property has been zoned for commercial use for the past 50 years. According to city records, the only building to occupy property was originally built as a chicken coop and subsequently converted into a house. This building was demolished in 1999. There have been many inquiries about placing a retail or office building on the property, but it has remained vacant likely due to the relatively narrow lot width in combination with commercial parking setback requirements adjacent to residential uses and the downslope of the property.
2. The allowable uses under the proposed R1-C zoning should be compatible in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values with the residential use and zoning of the properties to the north and west. The existing commercial uses to the east have had the opportunity to the purchase

the subject site over the years and have obviously passed. The planned commercial use of the property on the south side of 52nd Street is not anticipated to be impacted by the proposed rezoning.

3. The city's infrastructure is sufficient to serve this site.

4. Given the dimension, slope and natural features of the site are comparable to the developed residential properties to the west as well as to the north across the Lyle branch of the Heyboer Drain, the requested zone district is more appropriate than any other zone district and it would not be desirable to amend the C-2 zoning to allow for single family detached homes.

, 2021

CITY OF KENTWOOD
ORDINANCE NO. -21

AN ORDINANCE TO AMEND THE CITY OF KENTWOOD ZONING ORDINANCE BEING APPENDIX A OF THE CITY OF KENTWOOD CODE OF ORDINANCES, AS AMENDED, TO rezone property at 1569-52nd Street, SE from C-2 Community Commercial to R1-C Single Family Residential

THE CITY OF KENTWOOD ORDAINS:

SECTION 1.

The Zoning Ordinance, being Appendix A of the City of Kentwood Code of Ordinances, is hereby amended to change the following described area of land from viz:

W 107.9 FT OF E 299 FT OF S 342.1 FT OF SE 1/4 EX COM AT SE COR OF SEC TH N 88D 30M 30S W ALONG S SEC LINE TO W LINE OF E 299 FT OF SE 1/4 & TO BEG OF THIS DESC - TH N 1D 08M 44S W ALONG SD W LINE 38.51 FT TH N 89D 15M 34S E 107.90 FT TH S 1D 08M 44S E TO S SEC LINE TH W ALONG S SEC LINE TO BEG * SEC 29 T6N R11W 0.75 A

Section 2.

This Ordinance shall be effective ten (10) days following its publication.

The foregoing Ordinance was offered by Commissioner , supported by Commissioner , the vote being as follows:

YEAS:

NAYS:

ABSTAIN:

ABSENT:

Dan Kasunic
City Clerk

Ordinance No. -21 1569 52nd Street

April 19, 2005

Page 2

I hereby certify the foregoing to be a true copy of an ordinance adopted at a regular meeting of the Kentwood City Commission held

Dan Kasunic
City Clerk

STAFF REPORT: May 5, 2021
PREPARED FOR: Kentwood Planning Commission
PREPARED BY: Terry Schweitzer
CASE NO.: 14-21 My New House Rezoning

GENERAL INFORMATION

APPLICANT: Dzung Tran
104 Colrain Street, SW
Wyoming, MI 49548

STATUS OF APPLICANT: Property Owner

REQUESTED ACTION: Rezoning From C-2 Community Commercial to R1-C Single Family Residential

EXISTING ZONING OF SUBJECT PARCEL: C-2 Community Commercial

GENERAL LOCATION: 1569-52nd Street, SE, North side of 52nd Street, just West of Kalamazoo Avenue

PARCEL SIZES: .75 acre

EXISTING LAND USE ON THE PARCEL: Vacant

ADJACENT AREA LAND USES: N- Bank, Vacant Land and Wetlands
S- Single Family Residential and Vehicle Repair Facility
E- Convenience Store/Gas Station, Office and Dry Cleaner
W- Single Family Residential and Vacant Land and Wetlands

ZONING ON ADJOINING PARCELS: N- C-4 Office
S- Commercial Planned Unit Development
E- C-2 Community Commercial
W- R1-C Single Family Residential

Compatibility with Master Plan:

The proposed rezoning site carries a Master Planned commercial land use designation consistent with the existing commercial zoning and use immediately to the east. However, the land immediately to the west carries a low-density residential land use designation consistent with its existing zoning and use.

Zoning History:

The site has been zoned for commercial use since at least 1970.

Relevant Zoning Ordinance Sections:

Section 13.03 of the Zoning Ordinance details the zoning amendment process and guidelines for evaluation. The Planning Commission conducts a public hearing review and forwards a recommendation to the City Commission where, after a second public hearing review, action is taken on the request. Chapter 5 contains the overall residential use and development regulations.

Site Characteristics:

The property is approximately 100 feet wide and 300 feet deep with a grade differential front to back of as much as 20 feet. The front third of the property should accommodate the siting of a new house.

Project Overview:

The property owners wish to build their home on the property. The property has been vacant since the 1999 demolition of the previous residential structure.

Staff Analysis

1. There have been many inquiries about placing a retail or office building on the property over the years but it has remained vacant likely due to the relatively narrow lot width in combination with the commercial parking setback requirements adjacent to residential uses and the downslope noted above.
2. There have also been inquiries about the prospect of rezoning the site to place a 2-4 unit building on the site. However, the future land use designation, the 70/30 Housing Policy, the relatively narrow lot width and downslope have discouraged any efforts to seek a zoning change.
3. The commercial properties to the east were previously remediated due to groundwater contamination from a former gasoline sales and vehicle service station on the southwest corner of 52nd Street and Kalamazoo Avenue. To our knowledge, there was no need to remediate the subject site.
4. Section 13.03 C of the Zoning Ordinance specifies the following guidelines for the amendment of the official zoning map
 1. Consistency with the goals, policies and future land use map of the Master Plan, including any subarea or corridor studies. If conditions have changed since the Master Plan was adopted, the consistency with recent development trends in the area;
As noted above, the future land use designation is commercial. The prior designation was mixed use residential/office which was an effort to transition from the low-density residential uses to the west and the commercial uses to the east.

2. Compatibility of the site's physical, geological, hydrological and other environmental features with the uses permitted in the proposed zoning district;

The dimension, slope and natural features of the site are comparable to the developed residential properties to the west as well as to the north across the Lyle branch of the Heyboer Drain.

3. The applicant's ability to develop the property with at least one (1) of the uses permitted under the current zoning;

As noted above, the property has been zoned for commercial use for the past 50 years. According to city records, the only building to occupy property was originally built as a chicken coop and subsequently converted into a house. This building was demolished in 1999. As noted above, there have been many inquiries about placing a retail or office building on the property but it has remained vacant likely due to the relatively narrow lot width in combination with commercial parking setback requirements adjacent to residential uses and the downslope of the property.

4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values;

The allowable uses under the proposed R1-C zoning should be compatible in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values with the residential use and zoning of the properties to the north and west. The existing commercial uses to the east have had the opportunity to the purchase the subject site over the years and have obviously passed. The planned commercial use of the property on the south side of 52nd Street is not anticipated to be impacted by the proposed rezoning.

5. Whether the City's infrastructure and services are sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety and welfare" of the City;

The city's infrastructure is sufficient to serve this site.

6. Where a rezoning is reasonable given the above guidelines, a determination that the requested zoning district is more appropriate than another district or amending the list of permitted or Special Land Uses within a district.

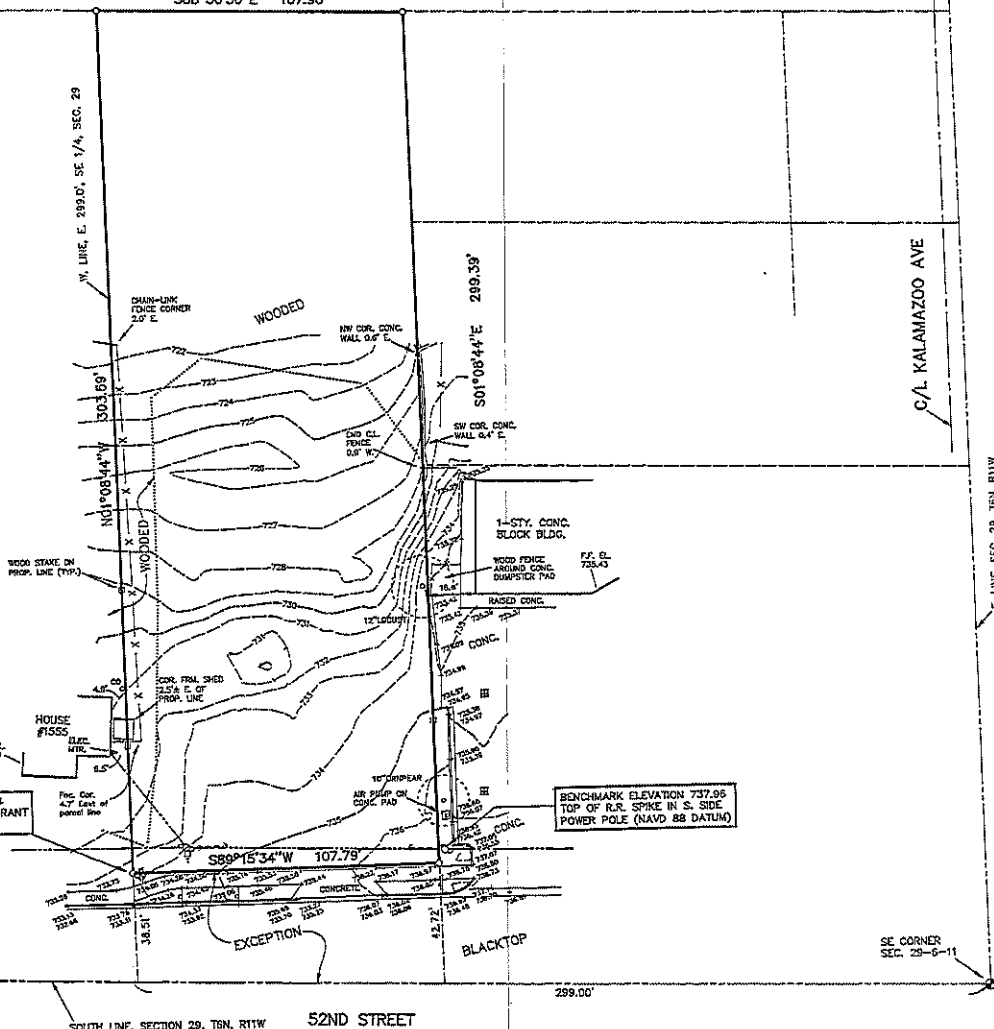
Given the dimension, slope and natural features of the site the requested zone district is more appropriate than any other zone district and it would not be desirable to amend the C-2 zoning to allow for single family detached homes.

Aerial View of 1569 52nd Street



S86°30'30"E 107.90'

N. LINE, E. 299.00', SE 1/4, SEC. 29



DESCRIPTION PER DEED - INS.#20191113-0089022

Land Situated in the State of Michigan, County of Kent, City of Kentwood.

The West 107.90 feet of the East 299.00 feet of the South 342.10 feet of the Southeast 1/4 of Section 29, Township 6 North, Range 11 West, EXCEPT, Commencing at the Southeast corner of said Section 29; thence North 88°30'30" West along the south Section line to the west line of the East 299.00 feet of the Southeast 1/4 and to the place of beginning of this description; thence North 01°08'44" West along said west line 38.51 feet; thence North 89°15'34" East 107.90 feet; thence South 01°08'44" East to the south Section line; thence West along the south Section line to the point of beginning.

SURVEY NOTES:

- This survey was made from the description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements, and exceptions.
- Elevation datum is NAVD88, based on GPS observations using MDOOT CORS.
- Shed and fence over west parcel line.

SCALE: 1" = 30'
1" CONTOUR INTERVAL

LEGEND

- = IRON STAKE FOUND
- = UTILITY POLE & GUY WIRE
- = SIGN
- = HYDRANT
- = WATERMAIN VALVE
- = CATCH BASIN
- = CLEAN OUT
- = TELEPHONE BOX
- = FENCE LINE
- = OVERHEAD WIRES

BOUNDARY & TOPOGRAPHIC SURVEY

RE: 1569 52ND STREET SE

FOR: MI HOME CONSTRUCTION
ATTN: SAUL BARAJAS
435 COLLEGE AVE.
HOLLAND, MI 49423

PART OF THE SE 1/4, SECTION 29, T8N, R11W, CITY OF KENTWOOD, KENT COUNTY, MICHIGAN



excel engineering, inc.
planners • engineers • surveyors
2252 Clyde Park S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3050 www.excelengineering.com

DATE	REVISION	BY

DRAWN BY: JJS
APPROVED BY: JCB
FILE NO.: 5202010
DATE: 12/07/2020

SHEET
1 of 1



**CITY OF KENTWOOD
PLANNING COMMISSION
APPROVED
FINDINGS OF FACT
JULY 13, 2021**

Golder 6-16-21

PROJECT Windy West Plat

APPLICATION 16-21

REQUEST: Preliminary Plat and Final Site Plan Review for a Single Family Residential Subdivision

HEARING DATE: June 22, 2021

MOTION: **Motion by Benoit, supported by Pemberton, to recommend to the City Commission conditional approval of the Preliminary Plat for Windy West Plat as described in Case No. 16-21 and as provided on the site plan dated June 15, 2021. Approval is conditioned on conditions 1-6 and basis points 1-6 as described in Golder's memo dated June 16, 2021.**

- Motion Carried (9-0) –
- Yeas: Benoit, Brainerd, Holtrop, Jones, Kape, Morgan, Poyner, Pemberton, Quinn
- Nays: None

- CONDITIONS:
1. Execution and recording of the Conditional Zoning Agreement for the Windy West Development.
 2. Review and approval of the proposed plat by the Kentwood City Engineer and Fire Marshal.
 3. Street trees shall be provided along all public streets at 40 foot intervals.
 4. Two sides of sidewalk must be provided within the development.
 5. Pavement width of the proposed extension of Breezewood Court shall be 30'.

6. Applicant shall remove General Requirements note 6.

BASIS:

1. The property was received Conditional Zoning approval under the provisions of Section 3.29 of the Zoning Ordinance, which requires execution of an agreement, incorporating the provisions offered by the applicant at the time of the rezoning.
2. Street trees and sidewalks are required under the Subdivision Control Regulations.
3. The applicant has not indicated that sidewalks shall be provided within the development. Staff will add the extension of sidewalk along the current Breezewood Court to the city's list of sidewalk infill projects to ensure that the sidewalks for Windy West connect to the development to the east.
4. The pavement width proposed for the plat appears to be 30' in width.
5. Lots 7-14 exceed the 1:4 width to depth ratio outlined in Section 3.23 of the Zoning Ordinance; however, exceptions to the 1:4 ratio can be permitted by the Planning Commission when steep topography, unusual soil conditions or drainage problems exist. In this case, Lots 7-14 are encumbered by significant wetlands and floodplain.
6. General Requirement Note #6 states that the driveway between Lots 5 and 6 may serve up to four parcels. The potential for development to the north is not part of the Windy West Plat. The easement shows the potential for future lots; other factors may affect whether the lots are actually viable.

STAFF REPORT: May 25, 2021
PREPARED FOR: Kentwood Planning Commission
PREPARED BY: Lisa Golder
CASE NO.: 16-21 Windy West Preliminary Plat

GENERAL INFORMATION

APPLICANT: Chris Vander Hoff
4910 68th Street
Caledonia MI 49316

STATUS OF
APPLICANT: Owner

REQUESTED ACTION: The request is for preliminary plat approval for a 14-lot single family development.

EXISTING ZONING OF
SUBJECT PARCEL: R1-D Single Family Residential (with Conditional Zoning Provisions)

GENERAL LOCATION: 4391 52nd Street SE

PARCEL SIZE: 11.9 acres

EXISTING LAND USE Vacant

ADJACENT AREA
LAND USE N: Consumers Energy right-of-way
S: Single Family Residential
E: Single Family Residential
W: vacant

ZONING ON ADJOINING
PARCELS: N: R1-A Estate Residential
E: RPUD-2 Low Density Residential PUD
W: RPUD-1 High Density Residential PUD
S: R1-A Estate Residential and R1-C Single Family Residential

Compatibility With The Master Plan

The Master Plan recommends low density residential use for this property. The proposed development creates a density of 1.176 units per acre.

Relevant Zoning Ordinance Sections

The provisions for the R1-D district can be found in Chapter 5 of the Zoning Ordinance. Subdivision Control Regulations are found in the City Code of Ordinances.

SITE INFORMATION

Project Overview

The project involves the development into 14 lots. Several of the lots include extensive wetlands and floodplain. The lots have been divided such that 8 of the proposed lots include the floodplain and wetlands areas. Through a Conditional Rezoning approval, the applicant has restricted lot width to 60 feet.

Zoning History of the Site

The site had been zoned for Estate Residential use since at least 1980. A Conditional Rezoning to R1-D was approved in 2021.

Site Characteristics

The lot that is proposed for rezoning is significantly encumbered by wetland and floodplain.

Staff Review:

Streets:

1. The development is the extension of Breezewood Court. The subdivision control regulations require public streets to have a 30-foot pavement width within a 60 foot right of way. The proposed right of way is 50 feet; pavement width is proposed as 24'. These will have to be amended to meet the current subdivision control regulations. In addition, two sides of sidewalk are required.
2. The applicant portrays an outlot extending north from the Breezewood Court cul-de-sac. An outlot must meet the lot size requirements of the Zoning Ordinance. If a private road is to be extended to the north, an easement could be utilized, but it must meet the private road standards of Section 18.03 of the Zoning Ordinance. In addition, lots 5 and 6 would become corner lots. The applicant must show there would be adequate setbacks for houses placed on these lots.
3. Section 3.23 of the Zoning Ordinance sets lot width to depth ratios of 4:1. Section 3.23 B makes an exception for a depth of lot that exceeds four times the width when there is steep topography, unusual soil conditions, or drainage problems. Therefore, with Planning Commission approval, lots 7-14 could exceed the width to depth ratio given the existence of

Staff Report

Case No. 16-21 Windy West Plat

Page 3

wetlands and floodplain on the site. Lot 2 currently does not attain the width to depth ratio; this may be corrected when the street right of way width is widened to 60 feet.

1.

Attributes:

- Proposed lot width is consistent with the adjacent development to the east.
- Lot widths meet the Conditional Zoning restrictions imposed by the developer

Issues:

- Outlot is an unbuildable lot; an easement for future access is recommended. Feet is required for an easement must meet the requirements of the Private Road regulations of Chapter 18 pf the Zoning Ordinance
- Street width is inadequate; 60 feet is required for a street that provides access to 14 lots. Two sides of sidewalk required
- Lots 5 and 6 must be large enough to allow setback from any future private road proposed on the private road easement.
- Width to depth not met on Lot 2
- Conditional Zoning Agreement must be executed between the city and the applicant



**CITY OF KENTWOOD
PLANNING COMMISSION
APPROVED
FINDINGS OF FACT
JULY 13, 2021**

June 14, 2021

PROJECT: Lakewood Ravines PUD

APPLICATION: 17-21

REQUEST: Rezoning of 6.8 acres of Land from R1-B to RPUD-2 Single Family Residential Planned Unit Development, and Preliminary Site Plan Approval for a 15 lot single family development

LOCATION: 2720 52nd Street, 2854 52nd Street (part), 5253 Wing Avenue and 5491 Wing Avenue (part)

HEARING DATE: June 22, 2021

MOTION: **Motion by Holtrop, supported by Benoit, to recommend to the City Commission conditional approval of the rezoning of 6.8 acres of land from R1-B to RPUD-2 Single Family Residential and approval of preliminary site plan dated June 16, 2021 for the Lakewood PUD project as described in Case No. 17-21. Application is conditioned on conditions 1-8 and basis points 1-4 as described in Golder memo dated June 14, 2021.**

- Motion Carried (9-0) –
- Yeas: Benoit, Brainerd, Holtrop, Jones, Kape, Morgan, Poyner, Pemberton, Quinn
- Nays: None

CONDITIONS:

1. Review and Approval of the PUD Statement dated June 16, 2021 for the Lakewood PUD, and review and approval of the Lakewood PUD Development Agreement by Kentwood staff and the City Attorney. The PUD Statement and Development Agreement shall include, but not be limited to, the following:
 - a. Restrictions prohibiting the rental of more than one unit by a single purchaser.

- b. A statement regarding the improvements to be undertaken by the developers of the project.
 - c. Detail on sidewalk provided in the development, open space within the development, and the maintenance of these areas.
 - d. Detail regarding any public or private road improvement required for the development.
2. City Staff and City Attorney review and approval of all condominium documents, including but not limited to, the condominium bylaws, the master deed, and the complete condominium subdivision plan. An expandable condominium, as defined in the Michigan Condominium Act, MCL 559.106(4) shall not be permitted. Convertible area, as defined in the Michigan Condominium Act, MCL 559.105(3) shall not be permitted.
3. Compliance with the City Engineer's memo dated June 16, 2021.
4. Review and approval by the Kentwood Fire Marshal.
5. Applicant shall obtain permits from the Michigan Department of Environment, Great Lakes, and Energy for wetland mitigation prior to the issuance of construction permits on the site.
6. Staff review and approval of the preliminary landscaping and lighting plans for the site. The landscaping plan shall indicate how the developer intends to preserve significant stands of trees.
7. Review and approval by staff of building elevations proposed within the project.
8. City Commission approval of the rezoning of the site from R1-B to RPUD-2 Single Family Residential Planned Unit Development.

BASIS

1. The PUD Statement and Development Agreement will address issues such as deviations from the ordinance requirements, improvements to be provided by the developer, and other requirements or restrictions made by the city. The review and approval of these documents will hold the

development to these standards and give additional direction to the applicant as the project develops.

2. Review of condominium documents will ensure that the site plan, the proposed improvements, the restrictions on convertible area and the rental of condominium units by the developer are addressed and recorded for the benefit of prospective owners.
3. The landscaping plan shall include information on required street trees along 52nd Street, Wing Avenue, and the private road, as well as other landscaped areas and areas in which the existing vegetation will be retained.
4. Discussion during the work session and public hearings.

, 2021

CITY OF KENTWOOD
ORDINANCE NO. -21

AN ORDINANCE TO AMEND THE CITY OF KENTWOOD ZONING ORDINANCE BEING APPENDIX A OF THE CITY OF KENTWOOD CODE OF ORDINANCES, AS AMENDED, To Rezone 6.8 acres of Land from R1-B to RPUD-2 Single Family Residential Planned Unit Development

THE CITY OF KENTWOOD ORDAINS:

SECTION 1.

The Zoning Ordinance, being Appendix A of the City of Kentwood Code of Ordinances, is hereby amended to change the following described area of land from viz:

2720 52nd Street

PART NW 1/4 COM 54.80 FT S ALONG W LINE OF E 600 FT OF NW 1/4 FROM N SEC LINE TH ELY 27.73 FT ALONG A 7669.20 FT RAD CURVE RT /LONG CHORD BEARS S 87D 52M 38S E 27.73 FT TH S 87D 46M 25S E 137.59 FT TH ELY 301.90 FT ALONG A 7781.97 FT RAD CURVE LT /LONG CHORD BEARS S 88D 53M 06S E 301.88 FT/ TH S 89D 59M 47S E TO N&S 1/4 LINE TH SLY ALONG N&S 1/4 LINE TO CEN OF SEC TH W ALONG E&W 1/4 LINE TO NELY LINE OF ABANDONED K.B.E.C. RR R/W /100 FT WIDE/ TH NWLY ALONG SD RR R/W TO W LINE OF E 600 FT OF NW 1/4 TH N TO BEG * SEC 34 T6N R11W 35.41 A.

2854 52nd Street

PART OF NE 1/4 COM 67.06 FT S 0D 46M 24S E ALONG N&S 1/4 LINE FROM N 1/4 COR TH S 88D 39M 05S E ALONG SLY LINE OF 52ND ST 230.05 FT TH ELY 301.90 FT ALONG SD SLY LINE ON A 7778.66 FT RAD CURVE TO LT /LONG CHORD BEARS S 89D 45M 57S E 301.88 FT/ TH N 89D 07M 20S E ALONG SD SLY LINE 137.59 FT TH ELY 49.31 FT ALONG SD SLY LINE ON A 7669.24 FT RAD CURVE TO RT /LONG CHORD BEARS N 89D 18M 23E 49.31 FT/ TH S 0D 49M 39S E 278.34 FT TO S LINE OF N 332.40 FT OF W 1/2 NE 1/4 TH N 88D 39M 05S W ALONG SD S LINE 719.39 FT TO N&S 1/4 LINE TH N 0D 46M 24S W ALONG N&S 1/4 LINE 265.34 FT TO BEG
* SEC 34 T6N R11W 4.43 A.

5253 Wing Avenue

PART OF NE 1/4 COM AT NE COR OF S 2312 FT OF W 1/2 NE 1/4 TH W ALONG N LINE OF S 2312 FT OF W 1/2 NE 1/4 TO E LINE OF W 660 FT OF NE 1/4 TH S ALONG SD E LINE TO A PT 245.99 FT N ALONG SD E LINE FROM N LINE OF S 1837 FT OF W 1/2 NE 1/4 TH E PAR WITH E&W 1/4 LINE 403.55 FT TO W LINE

Ordinance No. -21

July 2021

Page 2

OF E 265 FT OF W 1/2 NE 1/4 TH N ALONG SD W LINE TO N LINE OF S 2282 FT
OF W 1/2 NE 1/4 TH E ALONG SD N LINE TO E LINE OF W 1/2 NE 1/4 TH N TO
BEG * SEC 34 T6N R11W 2.24 A.

5491 Wing Avenue

S 772 FT OF W 1/2 NE 1/4 EX S 20 A. ALSO N 1540 FT OF S 2312 FT OF W 660 FT
OF W 1/2 NE 1/4 * SEC 34 T6N R11W 26.29 A.

Section 2.

This Ordinance shall be effective ten (10) days following its publication.

The foregoing Ordinance was offered by Commissioner , supported by Commissioner , the
vote being as follows:

YEAS:

NAYS:

ABSTAIN:

ABSENT:

Dan Kasunic
City Clerk

I hereby certify the foregoing to be a true copy of an ordinance adopted at a regular meeting of
the Kentwood City Commission held

Dan Kasunic
City Clerk

STAFF REPORT: May 25, 2021
PREPARED FOR: Kentwood Planning Commission
PREPARED BY: Lisa Golder
CASE NO.: 17-21 Lakewood PUD

GENERAL INFORMATION

APPLICANT: Lakewood Homes LLC rep. by: Nederveld Engineering
3347 Sandy Beach 217 Grandville Ave SW
Wayland MI 49348 Suite 302 Grand Rapids

STATUS OF APPLICANT: Owner/Developer; Developer's engineering representative

REQUESTED ACTION:
*Applicant is requesting a rezoning of 6.8 acres of land from R1-B Single Family Residential to RPUD-2 Single Family Residential Planned Unit Development.
*Preliminary PUD site plan review is requested for the proposed 15 lot development.

EXISTING ZONING OF SUBJECT PARCEL: R1-B Single Family Residential

LOCATION: 2920 52nd Street, 2854 52nd Street (part), 5453 Wing Avenue, 5491 Wing Ave (part)

PARCEL SIZE: 6.8 acres

EXISTING LAND USE ON THE PARCEL: Vacant land

ADJACENT AREA LAND USES:
N: 52nd Street
S: Single family residential
E: Single family residential
W: Vacant

ZONING ON ADJOINING PARCELS:
N: R1-C Single Family Residential (north of 52nd Street)
S, E, W: R1-B Single family Residential

Staff Report

Case No. 17-21 Lakewood PUD Rezoning and Preliminary Site Plan

Page 2

Compatibility with Master Plan

The proposed development is located on an overall 6.8 acre property located west of Wing Avenue and south of 52nd Street. The proposed 2020 Master Plan recommends low density residential use for this area or less than 4 units per acre. The proposed single family development is 2.2 units per acre, consistent with the Master Plan. The proposed net density has not been provided to date.

Relevant Zoning Ordinance Sections

Chapter 12.01 of the Zoning Ordinance describes the purpose and intent of Planned Unit developments (PUDs) and Section 12.04 describes the Single Family Residential PUD specifically. Site plan review standards are found in Section 14.05.

Zoning History

The site has been zoned R1-B at least 40 years.

SITE INFORMATION

Street and Traffic

The 6.86 acre site is located west of Wing Avenue, and south of 52nd Street. 52nd Street is a 5 lane arterial road within a 100 foot right of way. Wing Avenue is a two lane road within a 66 foot right of way. The Four Corners Study, adopted as a compendium to the 2020 Master Plan, recommends the eventual construction of a non-motorized trail along 52nd Street, possibly in addition to the existing 5' sidewalk that currently is located within the right of way. The Four Corners Study also recommends various options for the provision of non-motorized path and sidewalk that can be incorporated over time.

Breton Avenue, further to the west of the development is planned to be extended south from its current terminus at 52nd Street. Breton extended is not part of the proposed development.

Trip Generation

According to the report Trip Generation by the Institute of Traffic Engineers, he proposed 15 homes are estimated to generate approximately 142 trips per day.

Site Information

The site is partially wooded and drops to the northeast. The northeast corner of the property contains wetlands. The development can generally be built without disruption of the wetland areas, with the exception of the small wetland areas within the proposed private road right of way.

Staff Review

Rezoning

1. The 6.8 acre development is proposed to be rezoned from R1-B to RPUD-2 Single Family Residential Planned Unit Development, with a total of 15 housing units planned.

2. The Planning and City Commissions should review the following in considering the merits of the rezoning:

1. Consistency with the goals, policies and future land use map of the Master Plan, including any subarea or corridor studies. If conditions have changed since the Master Plan was adopted, the consistency with recent development trends in the area;

The proposed 2020 Master Plan recommends low density residential for this site. The development is proposed at a density of 2.2 units per acre, consistent with the Master Plan.

Section 12.04 A of the Zoning Ordinance establishes density standards for RPUD-2 developments. The section suggests that net density should be calculated to determine its consistency with the Master Plan. Net density is calculated by excluding rights of way, public utility easements, and private road easements from the gross acreage. Net density has not been provided to date.

2. Compatibility of the site's physical, geological, hydrological and other environmental features with the uses permitted in the proposed zoning district;

The sites features are appropriate for the proposed uses.

3. The applicant's ability to develop the property with at least one (1) of the uses permitted under the current zoning;

The property is currently zoned R1-B, primarily because until recently it would have been difficult to extend utilities in this area.

4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values;

The use is compatible with the surrounding uses. It should be noted that the area to the west of the proposed single family homes is master planned for high density residential development.

5. Whether the City's infrastructure and services are sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety and welfare" of the City;

The infrastructure is adequate to accommodate the proposed uses.

6. Where a rezoning is reasonable given the above guidelines, a determination that the requested zoning district is more appropriate than another district or amending the list of permitted or Special Land Uses within a district.

The RPUD-2 Zoning District is the most appropriate district to allow the

proposed single family homes. The PUD zone allows for city approval of building elevations for the development.

PUD Plan-General

3. The Applicant's PUD Statement details the reasoning behind the rezoning and the operational aspects of the development that relate to the PUD objectives of Chapter 12 of the Zoning Ordinance.
4. The proposed PUD involves the development of 15 detached site condominiums. Preliminary and final site plan review for the site condominium development will also be required.
5. The PUD-2 sets the following minimum requirements for lots within a development:

Lot area:	6,500 square feet
Front yard setback:	20 feet
Side yard setback:	5'; 12 between properties
Rear yard setback:	30 feet
Minimum living area:	950 square feet, minimum of 624 square feet on main floor
Open Space:	25%

6. The development is served with a private road that extends from Wing Avenue. The road meets the private road standards of the Zoning Ordinance. One side of sidewalk is provided along the private road, consistent with the private road regulations. In addition, the applicant has provided a sidewalk connection from 52nd Street to the proposed private driveway. In the future, it is anticipated that a sidewalk would be extended the west side of Wing Avenue to 60th Street along the watermain easement, in order to minimize the loss of significant trees.

Section 12.01 PUD Intent and Purpose

7. Section 12.01 allows for the mixture of housing types that would not otherwise be permitted within a traditional zoning district, while still allowing uses that are consistent with the surrounding areas. The proposed development is for 15 homes on 6.8 acres of land. The PUD regulations allow the city to approve building elevations, which would otherwise not be required in a standard plat or site condominium.
8. Section 12.01 C of the Zoning Ordinance also references a package of amenities that are available throughout the PUD including preservation of natural resources, pathways, improvements to public roads, and high quality architectural materials. The development will include open space or a conservation area adjacent to each unit. For lots 10-15, this conservation area is not part of the site condominium unit. However, the conservation area for lots 1-9 appear to be part of each individual lot. The developer shall make the maintenance responsibilities of the lots 1-9 clear. Ideally, all of the conservation areas, private road and sidewalks should be maintained by the condominium association. In addition, if the conservation areas are open to all residents, it should be clear how residents can access the areas.

Section 12.04 RPUD-2 Specific Regulations

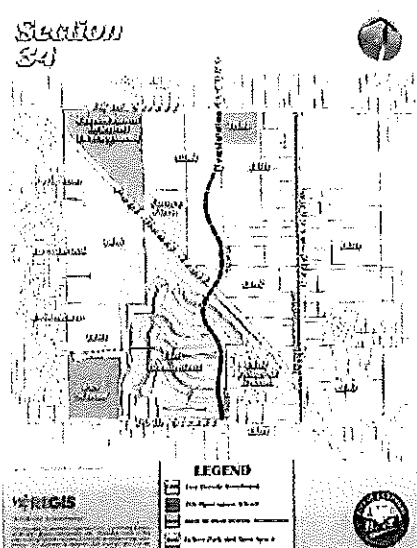
9. Section 12.04 D 5 indicates that the city may require architectural diversity between adjacent single family buildings. The applicant is proposing 5 different building elevations. The PUD Statement shall include language to indicate how the developer intends to ensure that the same house plan/building elevation is not used for adjacent structures.
10. Section 12.04 D 8 indicates that accessory building size and locations may be varied from those found in Sections 3.15 and 3.16 of the Zoning Ordinance. The applicant shall clearly state their intent for the allowance of accessory structures within the development.

Attributes:

- Preserves over 37% open space
- Development's gross density is consistent with the Master Plan
- Private road meets standards
- Sidewalk along Wing provided

Issues:

- Address issue of lots extended into conservation areas
- Provide access to conservation areas, if they are open to all residents
- Make a determination regarding accessory buildings
- Address how diversity of architecture will be addressed for adjacent lots.
- Information on net density needed



Master Plan Sub Area plan for Section 34

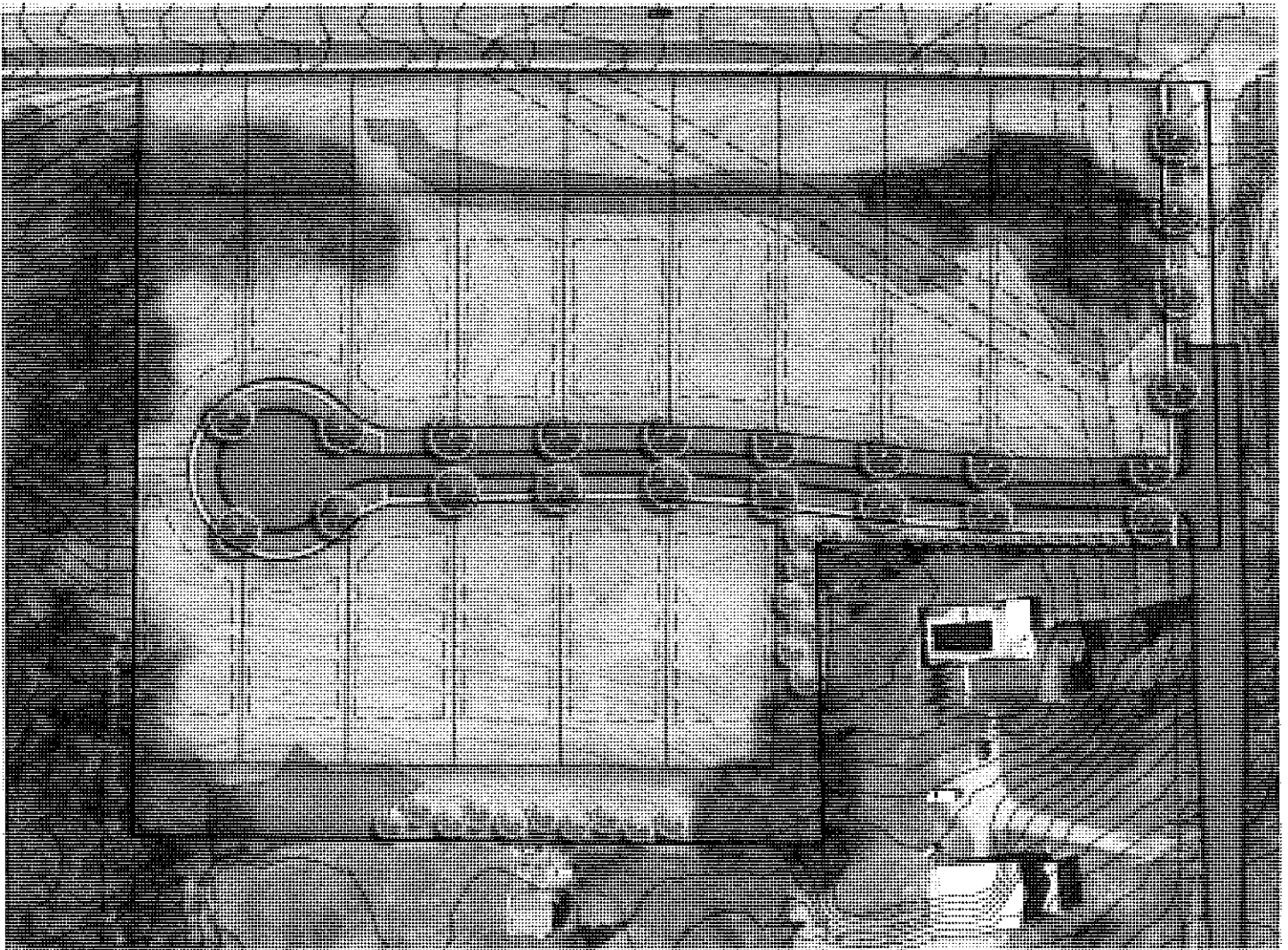


LAKEWOOD

Preliminary RPUD-1 Submittal

2920 52ND STREET SE, 5253 WING AVENUE SE, 2854 52ND STREET SE, 5491 WING AVENUE SE,
KENTWOOD, MICHIGAN

41-18-34-200-054, 41-18-34-200-040, 41-18-34-200-053, 41-18-34-200-032



217 GRANDVILLE AVENUE, SW SUITE 302 • GRAND RAPIDS, MI 49503 • P.616.575.5190 • F.616.575.6644
ANN ARBOR • CHICAGO • COLUMBUS • GRAND RAPIDS • HOLLAND • INDIANAPOLIS • ST. LOUIS



May 17, 2021

Ms. Lisa Golder
Planning Department
Kentwood City Center
4900 Breton Avenue, S.E.
Kentwood, MI 49518

RE: Lakewood- RPUD-1 Submittal
52nd Street & Wing Avenue, City of Kentwood, Kent County, Michigan

Dear Ms. Golder:

Enclosed please find 15 copies of the proposed Lakewood Planned Unit Development. Included with each submittal is the following:

1. Narrative
2. Rendering Plan (11x17)
3. Existing Conditions Plan (11x17)
4. Site Regulating Plan (11x17)
5. Density Plan (11x17)
6. Detached Single-Family Elevations
7. Application
8. Property Ownership Information
9. Legal Descriptions
10. Application Fee (\$2,060)
11. Escrow Fee (\$1,500)
12. Site Plan Set (24x36)

These items are being submitted for review at the Staff Work Session on June 7, Planning Commission Work Session on June 8, and the Planning Commission Public Hearing meeting on June 22, 2021.

Should you have any questions or need additional information, please don't hesitate to contact me at (616) 575-5190 or via email at rpulaski@nederveld.com.

Sincerely,

Rick Pulaski, P.E.
Director of Planning

Enclosures

PROJECT PUD AGREEMENT STATEMENT AND NARRATIVE
Lakewood
May 17, 2021

NARRATIVE and PUD AGREEMENT STATEMENT for LAKEWOOD

1. Nature of the project

The proposed Lakewood Planned Unit Development (PUD) contains 6.8 total acres. Of the 6.8 acres, approximately 2.5 acres will be devoted to permanent open space (nearly 37% of the site will remain as permanent open space). The remainder of the site will be devoted to tree and vegetation preservation, screening and buffering for adjoining properties, and a residential community meeting the goals and objectives of the City's most recent Master Plan efforts. The residential community will be comprised exclusively of single-family lots on a proposed private road.

2. The proposed density, number, and types of dwellings units

The proposed Lakewood PUD is proposed to contain 15 new residences. According to the City's most recent Master Plan (2020 Draft), the City has proposed the area to be "Low Density Residential," which allows up to four (4) residential units per acre. Based on *gross* acreage, the City anticipated in the Master Planning process that the property could ultimately be the home for up to 27 households.

While the Master Plan anticipates up to 27 households, Lakewood proposes only 15 new residences, allowing for the preservation of substantially more open space than required by the City's PUD Ordinance.

The overall density for the proposed Lakewood PUD neighborhood is 2.2 units per acre (15 units / 6.8 acres).

3. Statement describing how the proposed project meets the objectives of the City of Kentwood Master Plan and Planned Unit Development District

The proposed plan meets the intents of the Planned Unit Development ordinance (Section 12.01) as follows:

- A. Encourage use of land in accordance with its character and adaptability through allowance of innovative and creative design solutions not permitted under conventional zoning.

⇒ *The property is in a long-anticipated residential development area for the City of Kentwood, and seeks to preserve wetlands, open spaces, and wooded areas as much as practical. Public utilities have been extended along the frontage of the site in anticipation of development, and the proposed single-family residential use and densities help the City of Kentwood reach the goals outlined in their Master Plan.*

- B. Allow design flexibility that benefits the community and the environment and results in a better overall project than would be permitted under conventional zoning.
 ⇒ *The primary significant features of the site are several small wooded areas and a small wetland that traverses across the northern portion of the site. With the nature of the development (single-family lots), the proposed project can meet the targeted residential density in the Master Plan, and preserve large amounts of open space and natural features. Using the compact design approach allowed in PUD zoning helps to accomplish a better overall project than what is allowed under conventional zoning (a Parallel "By-Right" Plan has been included to illustrate what the site may look like under conventional zoning).*
- C. Create a package of amenities not typically achieved with conventional zoning, such as useable open space, preservation of key natural or historic resources, improvements to public roads or facilities, pathways, natural stormwater systems, more extensive landscaping, consistent and coordinated site design details among various projects (lighting, signs, building design, etc.), and high quality architectural design or materials
 ⇒ *The Planned Unit Development option allows for the robust provision of open space preservation. Additionally, the PUD provides for architectural standards to ensure high quality architectural design.*
- D. Create a complementary mixture of housing types within a project that is consistent with the overall character of the area.
 ⇒ *The overall character of the area is predominantly single family detached residential. As a single family neighborhood, the proposed Lakewood PUD will complement the surrounding uses, consistent with the predominantly residential character of the area.*
- E. Ensure compatibility of design and use between various uses within the PUD and with neighboring properties.
 ⇒ *The development is harmonious and consistent with the surrounding properties. Low Density Residential is planned for the site and the area immediately south of site. Generous "no-build" areas and open spaces are proposed on the south side of the site and the north side of the site along 52nd Street.*

4. Statement describing how the proposed project will be served by public water, sanitary sewer, and storm drainage

Sanitary Sewer

The community will be served by sanitary sewer that will be extended from Wing Avenue. Sanitary sewer will be designed to meet the requirements of the City of Kentwood and City of Grand Rapids Engineering Departments. Sanitary sewer will be a minimum of eight inches in diameter, with possible upsizing where determined necessary by the City of Kentwood and City of Grand Rapids Engineering Departments.

Watermain

The community will be served by public watermain that will be extended from Wing Avenue. Watermain will be a minimum of eight inches in diameter, with possible upsizing where determined necessary by the City of Kentwood and City of Grand Rapids Engineering Departments.

Stormwater Management

Stormwater will be managed in accordance with City of Kentwood and Kent County Drain Commissioner standards and specifications. Required detention volume will be achieved in the property to the south of the proposed development (which is under the same ownership).

5. Requirements Per Section 12.09.D.

1. Set forth the conditions upon which the approval is sought, with reference to approved Plans and a specific description of all deviations from City regulations which have been requested and approved, and thus do not require approval of the Zoning Board of Appeals. Such deviations shall be clearly listed in tabular form and may include: building and parking lot setbacks, building height, reduction in minimum lot size, reduction in road width, modifications to road geometric design, reduction on required parking, mixture of uses (if applicable), larger or additional signs, or driveways that do not meet the standards of this Ordinance.
 - ⇒ *Approval for the Lakewood PUD is requested based on meeting the provisions of the City of Kentwood PUD Ordinance and the City of Kentwood 2020 Master Plan.*
 - ⇒ *Deviations from the RPUD-1 Ordinance include the following:*
 - *No deviations from the RPUD-1 Ordinance are anticipated.*
2. Convey in fee or commit otherwise common areas indicated in the PUD plan for use by the residents or the public at large. The use shall be irrevocably dedicated for the useful life of the residences, and retained as open space for park, recreation or other common uses. The transfer of responsibility from the developer to the association shall be clearly defined, to ensure all obligations will be met, or performance guarantees provided, to ensure common areas are left in a usable state.
 - ⇒ *Common open space areas in the Lakewood PUD will be owned in common by a proposed Homeowners Association.*
3. Set forth a program and financing for maintenance of common areas and features, such as pathways, roads, signs, lighting, landscaping, recreational facilities and stormwater detention facilities. Adequate provision shall be made to insure common areas and features and to indemnify the City.
 - ⇒ *Common open space areas in the Lakewood PUD will be owned in common by a proposed Homeowners Association. A site condominium will be formed for the*

project, and the Master Deed and By-Laws will provide the legal mechanism for financing common areas and site features.

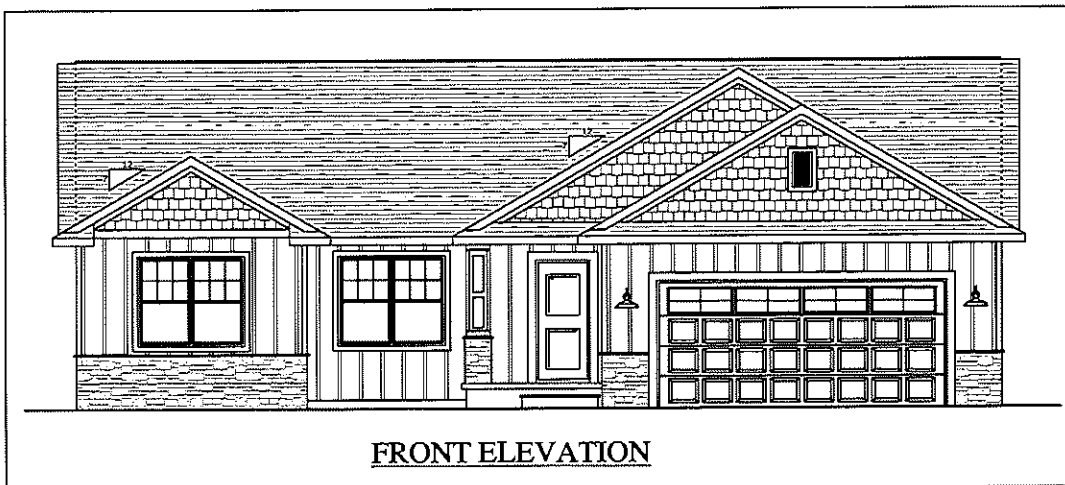
4. Assure that trees and woodlands indicated on the plan will be preserved as shown, or replaced on a caliper for caliper basis if damaged or removed during construction.
⇒ *Trees and woodlands will be preserved as depicted as shown on the submittal. Further detail of protected areas will be provided as part of Final PUD review.*
5. Assure the construction, improvement and maintenance of all streets and necessary utilities (including public water, wastewater collection and treatment and stormwater) to City of Kentwood Zoning Ordinance Chapter 12 12-19 Planned Unit Development Districts mitigate the impacts of the PUD project through construction by the developer, bonds or other satisfactory means, for any and all phases of the PUD. In the case of phased PUD's this requirement shall be reviewed at the time of any final site plan approval.
⇒ *The project will be financed through private funding, with only oversizing of utilities, roads, and improvements to be reimbursed by the City in accordance with the City Master Plan and City policy (where applicable). Financial surety can posted for portions of the work in the form of a bond, if requested.*
6. Confirm that variances from the Zoning Board of Appeals cannot be sought for the PUD Plan and describe whether individual landowners are eligible to seek variances in the future, once the PUD project or phase is constructed.
⇒ *It is not anticipated that variances will be required. Minor deviations may be allowed by City Staff, in accordance with the provisions of the Final PUD (Final PUD language to be presented after Preliminary PUD approval).*
7. Address any other stated concerns of the City regarding construction and maintenance including phasing development plans. Adequate development assurances shall be provided for all proposed phased development.
⇒ *These items will be furnished upon staff review of the submittal set.*
8. Ensure that the obligations of the PUD are transferred to future buyers and note the process for approval of amendments to the PUD Agreement, including the manner in which affected parties within the PUD must approve the change in addition to the City.
⇒ *Deed restrictions and/or master deeds will ensure that the obligations of the PUD are appropriate transferred to future buyers within the PUD.*
9. Narrative description of architectural treatment/features.
⇒ *Proposed sample architecture is shown in detail within the submittal materials. Because each home will be selected by the individual lot buyer, home styles and designs may vary somewhat from the sample architectural plans provided. Architectural materials will include wood, brick, stone, metal, and lap siding.*
10. Narrative description of the walkability of the PUD (within and to the public walkways)
⇒ *Sidewalks will also be built along the private roads serving the site condominium where required by ordinance and also along Wing Avenue.*

11. Narrative description of open space features.

⇒ *Open spaces will include preserved wetlands throughout the site. The open spaces are also intended to preserve stands of trees and to provide buffering/screening to adjoining properties.*

12. Narrative description of the relationship between the PUD and the goals of the City Master Plan.

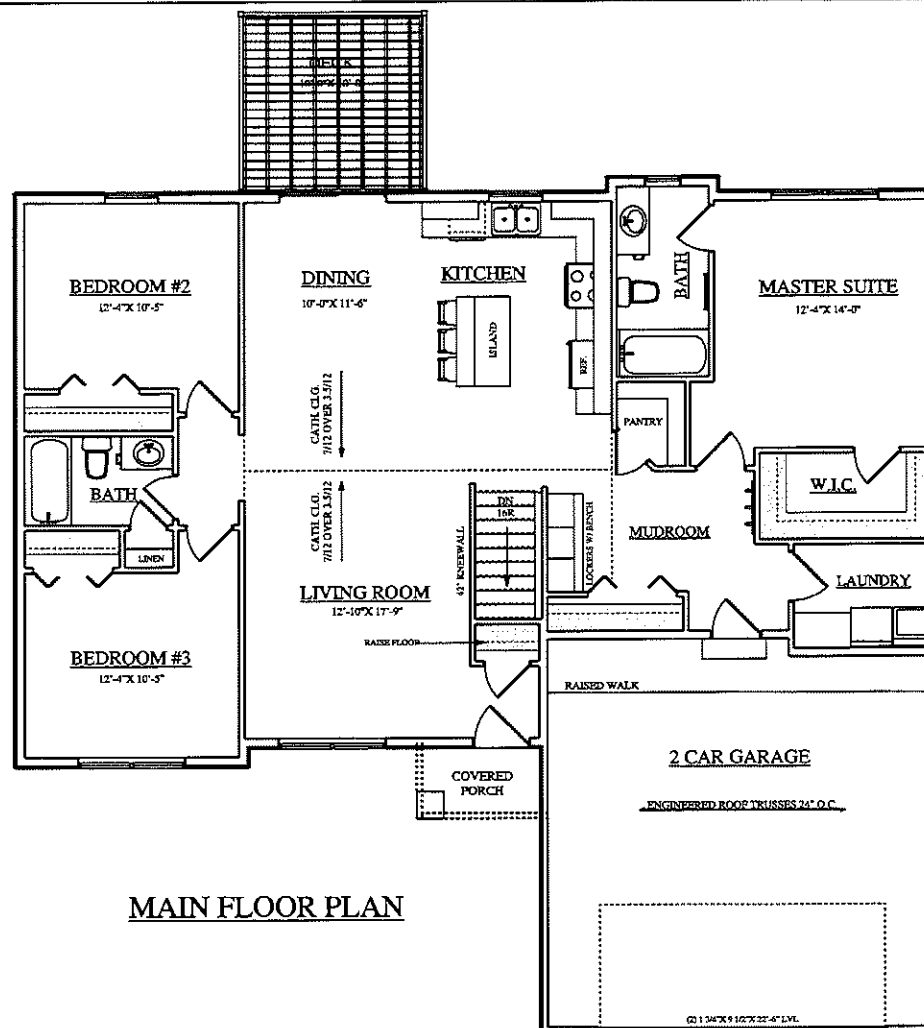
Finally, the PUD helps to achieve the City's Master Plan goals of providing housing types and housing densities consistent with the Master Plan while substantially preserving sensitive natural areas.



The Clearview

1495 Total Finished Square Feet

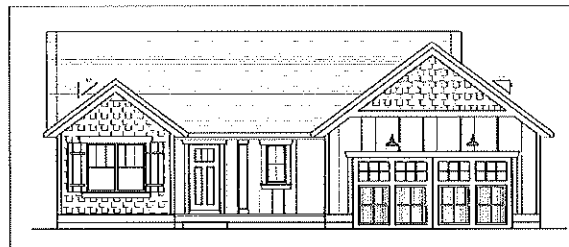
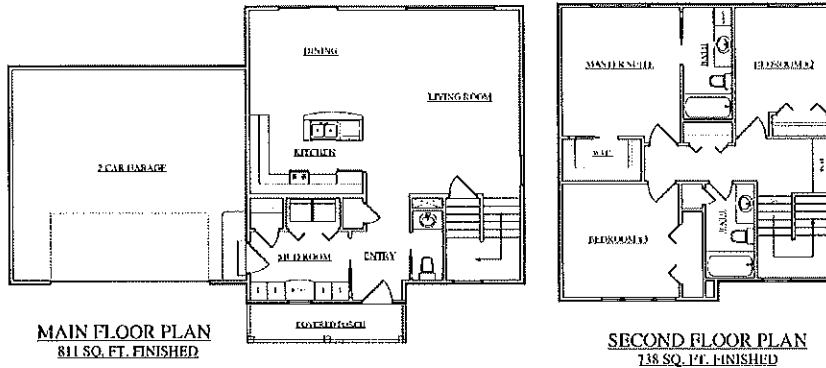
1 Story Ranch with 3 Bedrooms
2 Full Baths / MF Laundry
Footprint: 52' Wide by 47'-10" Deep





THE JAMESBOROUGH
1549 Total Finished Square Feet

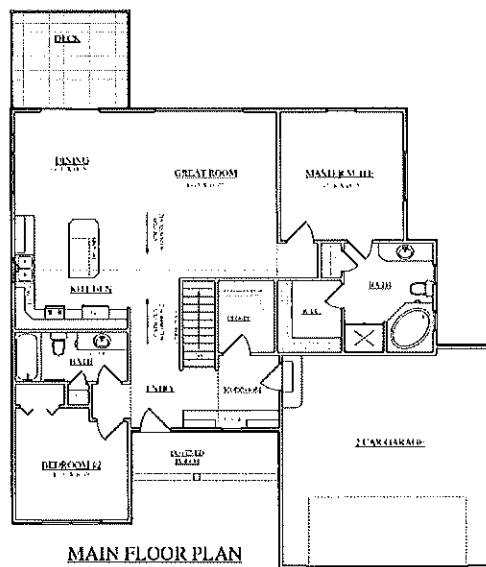
2 Story with 3 Bedrooms
2 1/2 Bathrooms / MF Laundry
Footprint: 52' Wide by 34' Deep



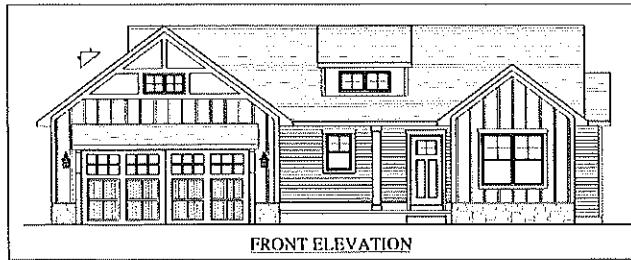
The Alexandria

1343 Total Finished Square Feet

1 Story Ranch with 2 Bedrooms
2 Full Baths / MF Laundry
Footprint: 49'-0" Wide by 45'-9" Deep



Lakewood Ravines
Single Family Home Styles
(All homes fit on 70 ft lots)

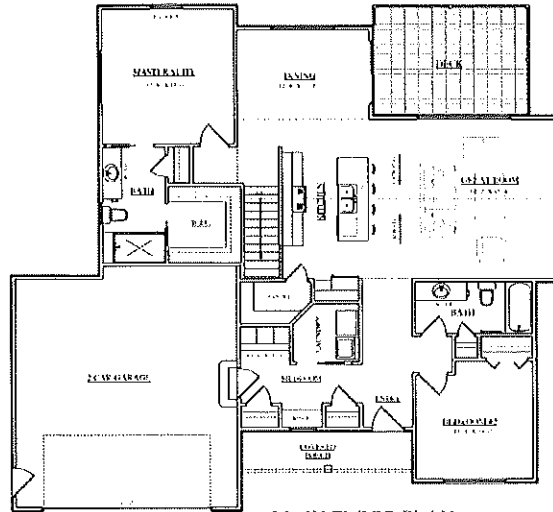


FRONT ELEVATION

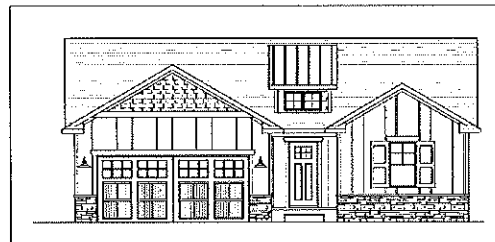
The Oakmount

1409 Total Finished Square Feet

1 Story Ranch with 2 Bedrooms
2 Full Baths / MF Laundry
Footprint: 53'-0" Wide by 48'-8" Deep



MAIN FLOOR PLAN

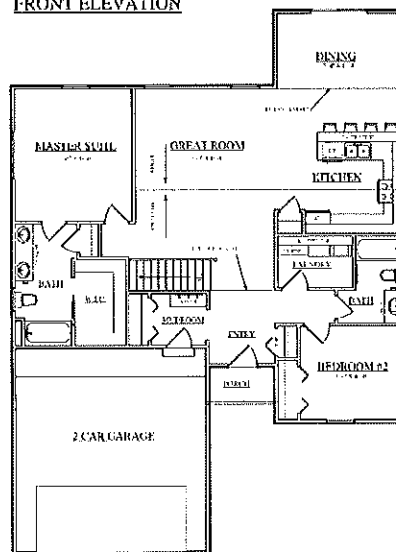


FRONT ELEVATION

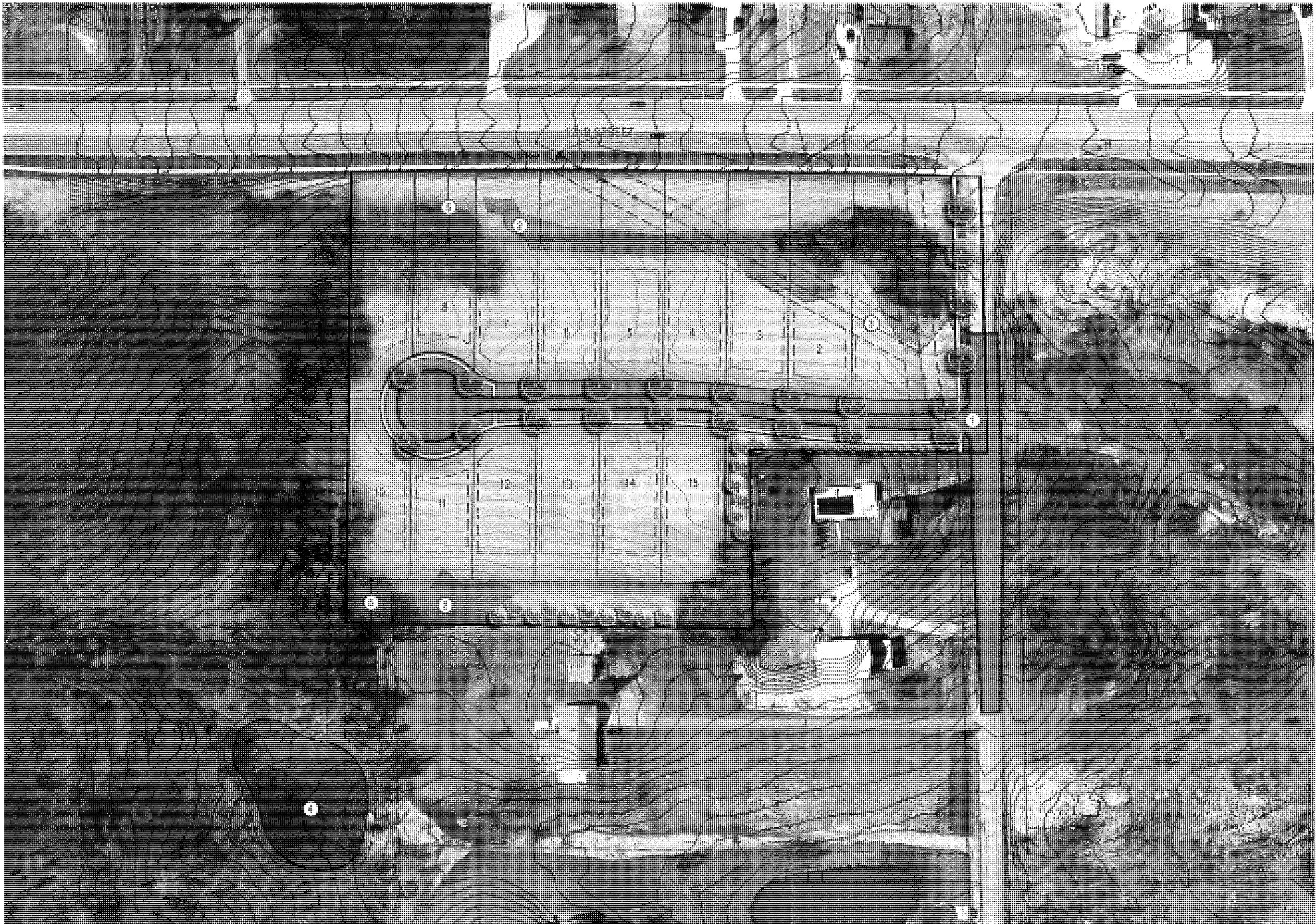
The Edgewood

1406 Total Square Feet Finished

1 Story Ranch with 2 Bedrooms
2 Full Baths / MF Laundry
Footprint: 42' Wide by 58' Deep



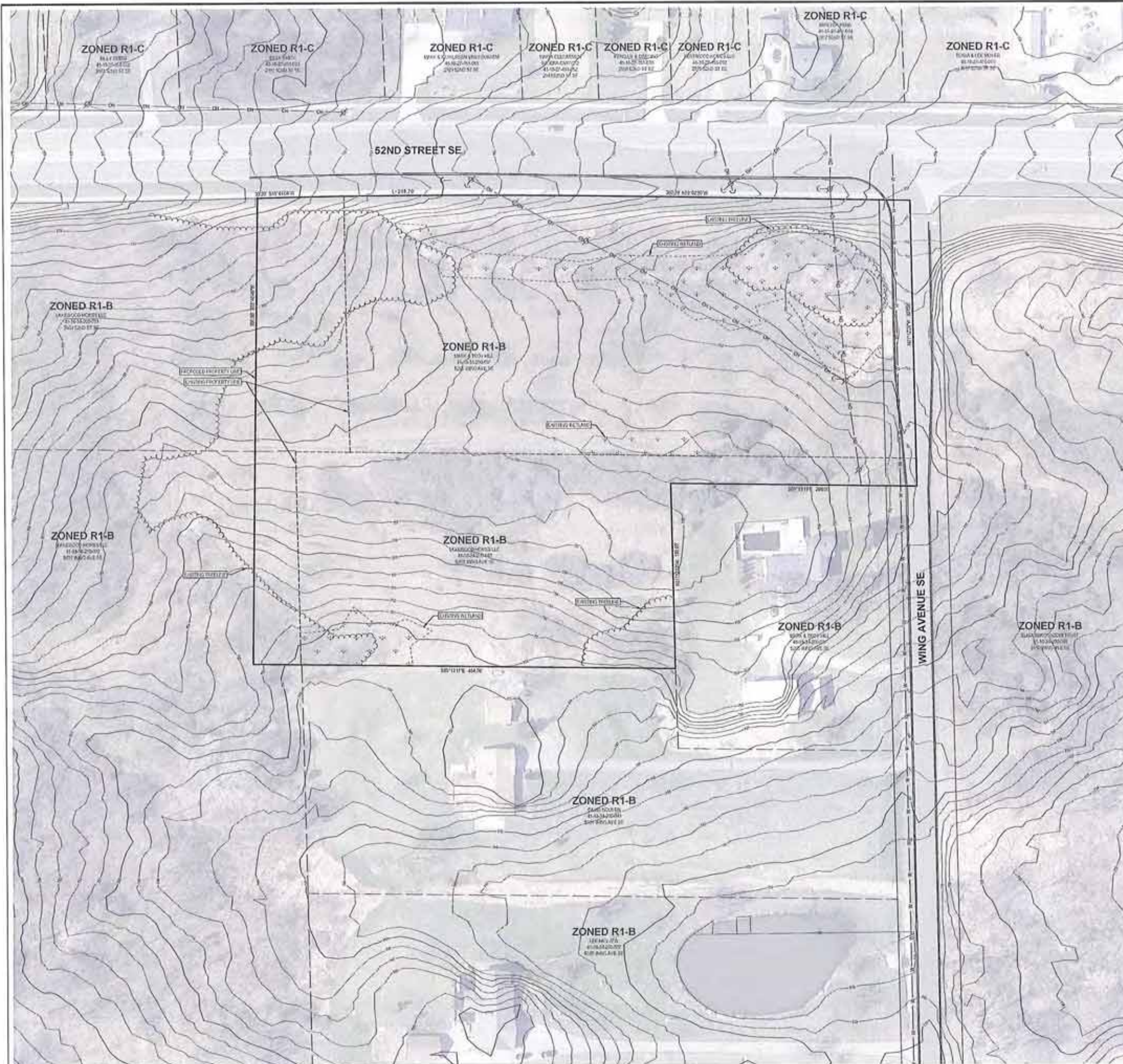
Lakewood Ravines
Single Family Home Styles
(All homes fit on 70 ft lots)



- LEGEND**
- ① SITE ENTRANCE
 - ② EXISTING WETLAND
 - ③ OVERHEAD UTILITY EASEMENT
 - ④ STORMWATER DETENTION
 - ⑤ CONSERVATION AREA/OPEN SPACE

NOTES

Site Location:	2920 52nd St. & 5253 Wing Ave. Kentwood, MI 49512
Site Area	= 6.8 ac.
Unit Total	= 15 lots

[illegible][illegible][illegible]

AND
PORTION OF: 1491 WIND AVENUE SE [41-15-34-200-032]
S 022 FT OF W 1/2 SEC 14 E 1/2 20A, ALSO N 110 FT OF S 2012 FT OF W 1/2 SEC 14 E 1/2 20A 100
S 110 312A.



www.nederveld.com

800.222.1608

GRAND RAPIDS

217 Grand Blvd., Suite 102

Grand Rapids, MI 49503

Phone: 616.555.5100

ANN ARBOR

CHICAGO

COLUMBUS

HOLLAND

INDIANAPOLIS

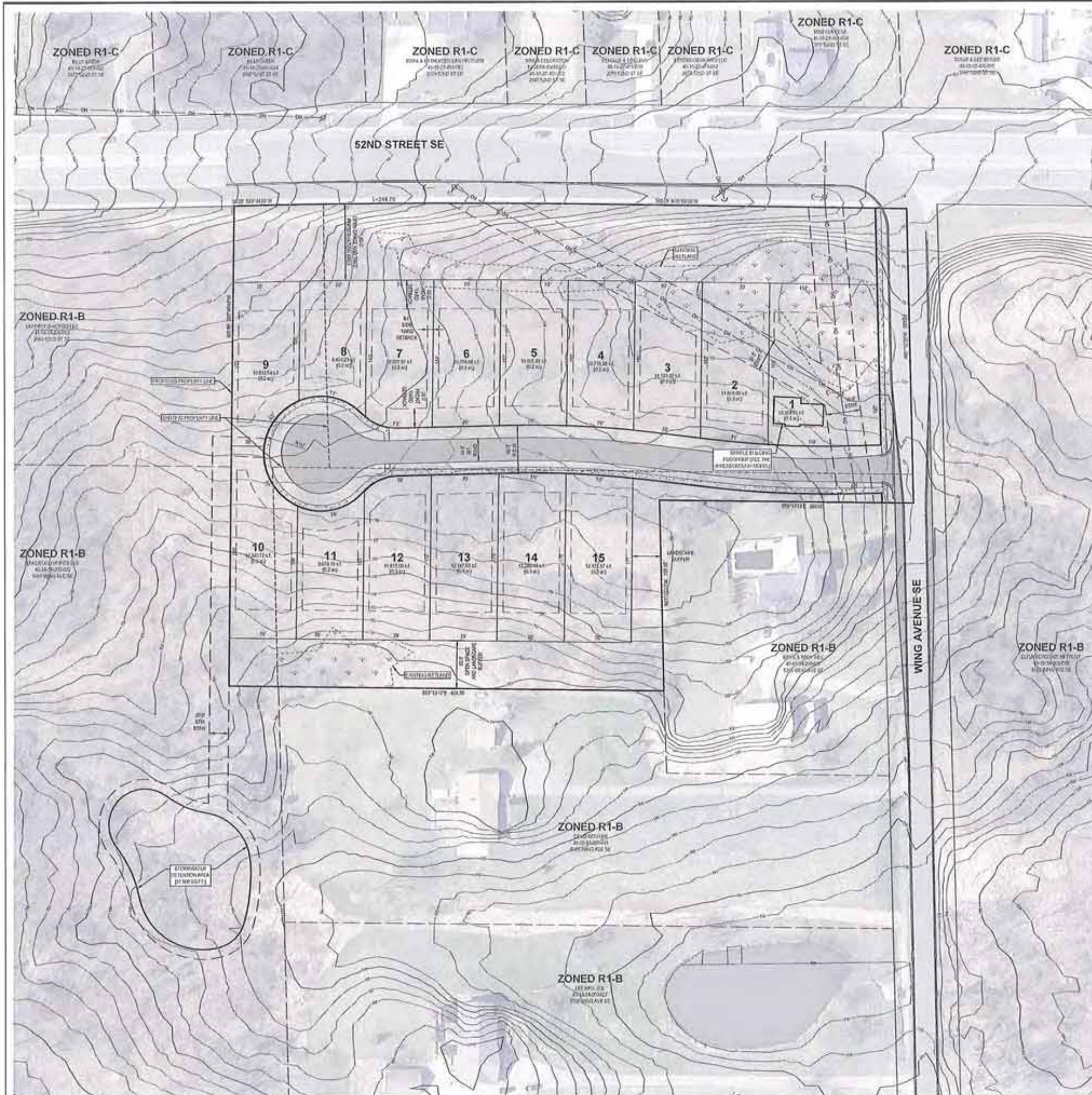
ST. LOUIS

PREPARED FOR:

LAKEWOOD HOMES LLC
JACK WORKMAN3047 Sandy Beach
Wayland, MI 49388
Phone: 616.437.4367

REVISIONS:

Rev	By	Checked	Date
1	Tracy OC	Tracy OC	01/11/2011
2	Tracy OC	Tracy OC	01/11/2011
3	Tracy OC	Tracy OC	01/11/2011



LOCATION MAP

NOT TO SCALE

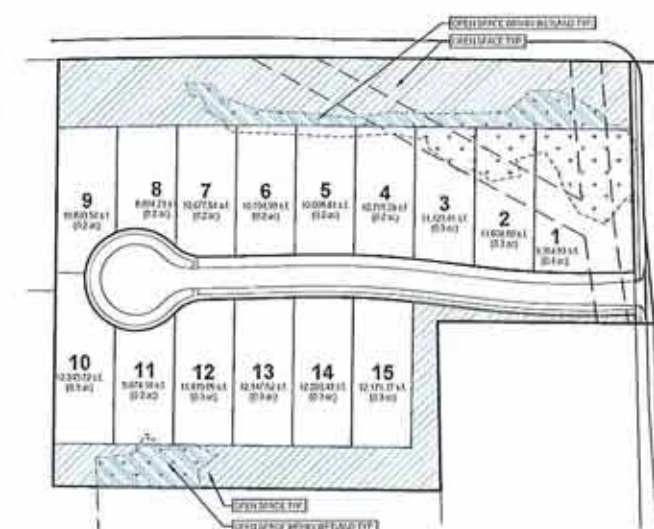


LEGEND



GENERAL NOTES

1. CURRENT ZONING OF PROPERTY IS R1-B DECK TRAIL RESIDENTIAL.
2. PROPOSED ZONING IS R1-B DECK TRAIL RESIDENTIAL.
3. PROPOSED ZONING IS R1-B DECK TRAIL RESIDENTIAL.
4. PROPOSED ZONING IS R1-B DECK TRAIL RESIDENTIAL.
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8. PROPOSED ZONING IS R1-B DECK TRAIL RESIDENTIAL.
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OPEN SPACE EXHIBIT

LAKEWOOD

Site Layout Plan

2800 32ND ST., PART OF 2804 32ND, PART OF 34TH WING AVE, AND 32ND WING AVE
PART OF THE NW 1/4 OF SECTION 34, T4N, R11W,
CITY OF KENTWOOD, KENT COUNTY, MICHIGAN

STAMP:

PROJECT NO:
21400356SHEET NO:
C-205



www.nederveld.com
800.222.1658
GRAND RAPIDS
217 Oakdale Ave. Suite 100
Grand Rapids, MI 49503
Phone: 616.437.4300

ANN ARBOR
CHICAGO
COLUMBUS
HOLLAND
INDIANAPOLIS
ST. LOUIS

PREPARED FOR:
LAKEWOOD HOMES LLC
JACK WORKMAN

3347 Sandy Beach
Wayland, MI 49348
Phone: 616.437.4307

REVISIONS:

Rev. History: 01/10/14
Drawn: JC, Checked: JF, Date: 01/10/14
Rev. History: 01/10/14
Drawn: JC, Checked: JF, Date: 01/10/14

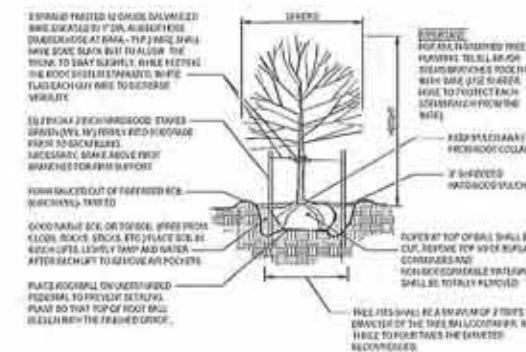


LEGEND

[Symbol]	EXISTING DRIVEWAYS
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PLANT SCHEDULE

SYMBOL	CODE	COMMON NAME / COMMENTS	QTY	QTY
[Symbol]	1	White Birch (Betula papyrifera)	25' x 4" dbh	8
[Symbol]	2	Spicebush (Lonicera spicata)	25' x 4" dbh	10
[Symbol]	3	Blackberry (Rubus sp.)	7' x 4" dbh	5
[Symbol]	4	Blackberry (Rubus sp.)	7' x 4" dbh	10
[Symbol]	5	Blackberry (Rubus sp.)	25' x 4" dbh	4
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TYPICAL TREE PLANTING DETAIL

STAMP:

PROJECT NO:
21400356

SHEET NO:
C-300



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800.222.1868

GRAND RAPIDS

207 Oak & 4th St., Suite 202
Grand Rapids, MI 49503
Phone: 616.545.5588

ANN ARBOR

CHICAGO

COLUMBUS

HOLLAND

INDIANAPOLIS

ST. LOUIS

PREPARED FOR:

LAKEWOOD HOMES LLC

JACK WORKMAN

3347 Sandy Beach

Wayland, MI 49368

Phone: 616.437.4367

REVISIONS:

Rev. No. Description Date

Rev. No. Description Date

Rev. No. Description Date

Rev. No. Description Date

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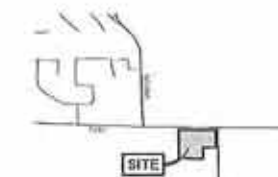
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LOCATION MAP
NOT TO SCALE



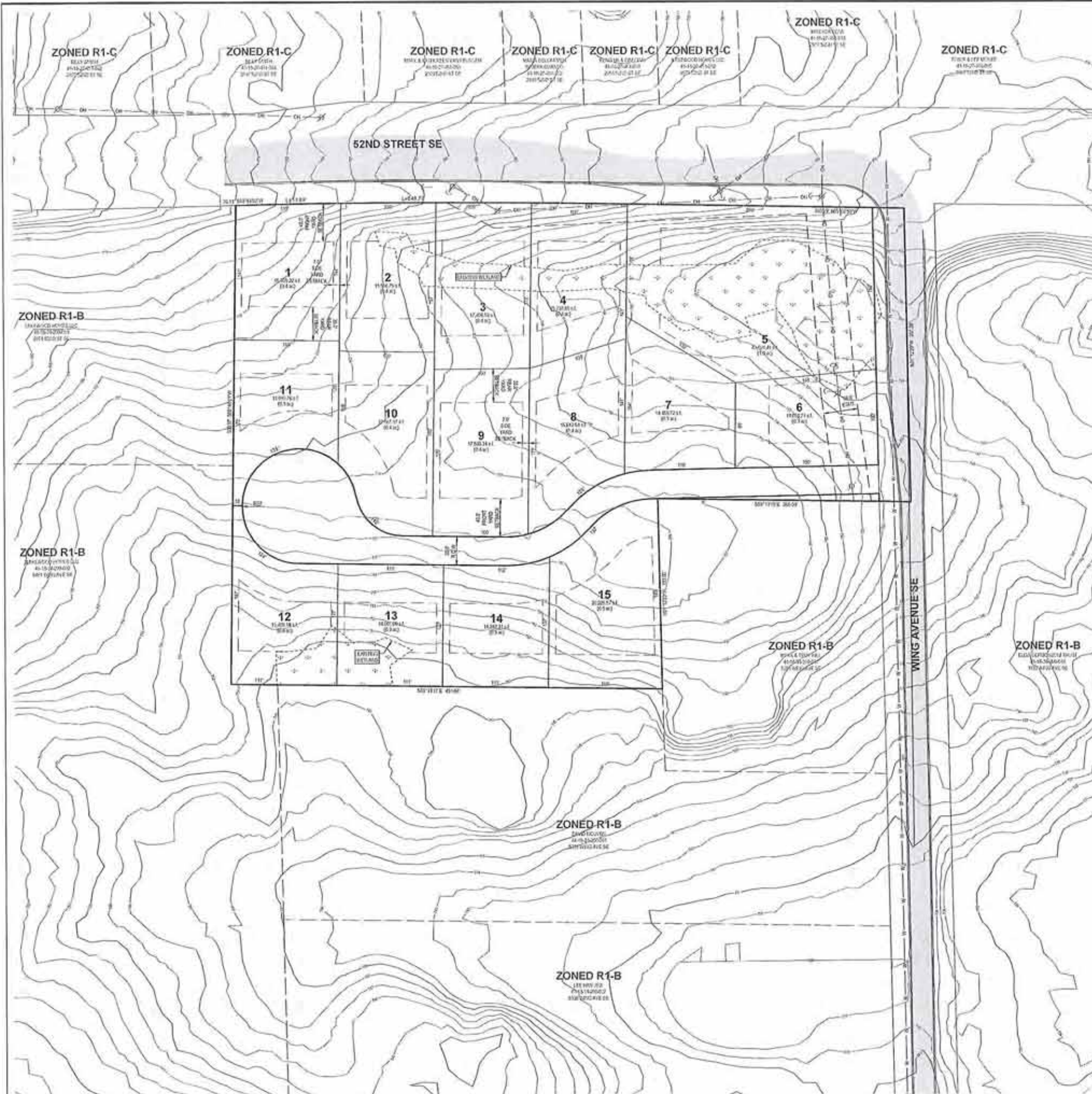
0 25 50 100
SCALE: 1" = 50'

LEGEND

- EXISTING PROPERTY
- EXISTING LOT LINES
- PROPOSED LOT LINES
- PROPOSED DRIVE
- PROPOSED DRIVE

GENERAL NOTES

1. CURRENT ZONING OF PROPERTY IS R1-C (LOCAL PARK RESIDENTIAL).
2. TOTAL AREA OF SITE IS 10.0 ACRES.
3. TOTAL LOT AREA IS 10.0 ACRES.
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LAKWOOD

Parallel Plan

2200 52ND ST. PART OF 2864 52ND, PART OF 5491 WING AVE, AND 5253 WING AVE
PART OF THE NW 1/4 OF SECTION 24, T1N, R11W,
COUNTY OF KENTWOOD, KENT COUNTY, MICHIGAN

STAMP:

PROJECT NO:
21400356

SHEET NO:
PP



MEMORANDUM

TO: Mayor Kepley and City Commission

FROM: Brent Looman, Fire Chief
Carla Kane, Purchasing Agent

DATE: July 20, 2021

TOPIC: Purchase of Automatic Chest Compression (CPR) Devices



ACTION REQUESTED: It is requested that the City Commission authorize the purchase of four automatic chest compression (CPR) devices, accessories, and preventive maintenance from Stryker Medical, in the amount of \$62,288, with funds from the Fire Equipment Fund.

BACKGROUND: Following a bid and evaluation process for these devices in 2016, the Kentwood Fire Department purchased four Lucas version 2.2 automatic chest compression devices with funds from an Assistance to Firefighters Grant and 10% local match. These CPR devices have been very effective in saving the lives of Kentwood citizens suffering cardiac arrest.

BUDGET INFORMATION	
Budgeted FY22	\$68,000
This Request	<u>62,288</u>
Remaining	\$ 5,712

Budgeted FY22	\$68,000
This Request	<u>62,288</u>
Remaining	\$ 5,712

Four additional Lucas CPR devices (version 3.1) were budgeted so that this equipment will be available in all of the City's licensed medical response units. Updated technology in the newest Lucas devices allows wireless data transfer to ambulance and hospital personnel as well as post event data analysis.

The Lucas devices come with a one-year warranty. This request includes three years of additional onsite preventive maintenance for the devices and the accessories, including the batteries.

Standardizing on a single product is essential to employees' familiarity with the product and this is likely to lead to greater safety in its use. For this reason, the Stryker model is being requested to complete the City's inventory. It is requested that this be allowed under Special Circumstances ¹.

This purchase may be eligible for reimbursement through CARES Act or ARPA Act funding.

If you have any questions, please contact Chief Looman at 554-0801.

Thank you for your consideration of this request.

¹ "a. Special Circumstances. The City Commission, acting upon the advice of the Mayor, may by a 2/3 vote of the members present at a City Commission meeting, waive the purchasing rules where special circumstances dictate that the interests of the City and the public good are best served by such action. The basis for such special circumstances shall be defined in the record of the action of the City Commission."



MEMORANDUM

TO: City Commission
FROM: Jerry DeRuiter, Interim Public Works Director
Jamie King, Fleet Services Supervisor
Carla Kane, Purchasing Agent
DATE: July 20, 2021
TOPIC: Purchase of Lawn Mower



ACTION REQUESTED: It is requested that the City Commission approve the purchase of one Scag commercial grade riding lawn mower for the City's Public Works Department from Caledonia Rent-All in the amount of \$14,034, with funds from the FY22 DPW Equipment Fund budget.

BACKGROUND: For many years, the City has used primarily Toro/Exmark mowers in its fleet. Last season, staff determined that a heavier-duty, more commercial-type platform mower is more appropriate for the City's work. Similar mowers from five different mower manufacturers were demonstrated for and evaluated by staff. Mower brands Ferris and Scag received the best overall scores.

BUDGET INFORMATION

Proposed Expenditure:	\$14,034
FY22 Budgeted:	10,000
Over Budget:	(\$ 4,034)

A Ferris was purchased in 2020 and Scag was purchased in 2021 to determine future mowing fleet standardization. It has been determined Scag will be the standard main line mower.

This mower would be purchased from Scag Power Equipment's local dealer, Caledonia Rent-All, by piggybacking the National Cooperative Purchasing Alliance contract, a national government purchasing cooperative that meets the City's procurement requirements.

This request will replace a 2014 mower in the DPW fleet that was planned for replacement at five years of use. The old mower will be sent to public auction.

While the requested purchase is over budget, it does not include the planned auction sale of the old unit. Sufficient funds are available in the DPW Equipment Fund budget to accommodate this overage. Any necessary budget amendments will be made at year end.

If you have any questions, please contact Jamie King (554-0793).

Thank you for your consideration of this request.



MEMORANDUM

TO: City Commission
FROM: Matt Anderson, IT Director
Carla Kane, Purchasing Agent
DATE: July 20, 2021
TOPIC: Network Copier and Printer Replacements



ACTION REQUESTED: It is requested that the City Commission authorize the purchase of two multi-function copiers and a printer from Applied Imaging in the amount of \$20,406.27, with funds from the FY22 Property and Building Fund budget.

BACKGROUND: Three replacement Ricoh machines are needed by City departments to replace:

- a 2011 model, color digital multi-function (copy-print-fax-scan) machine for the Planning Department;
- a 2010 model, B&W multi-function machine that is having a number of service issues for the Inspections Department; and
- a 2015 model, heavy-duty network laser printer that is heavily used by the 62-B District Court.

FY22 BUDGET INFORMATION	
Amount Budgeted:	\$18,000
This Request:	<u>20,406</u>
Overage:	(\$2,406)

These Ricoh machines will be purchased by piggybacking on a City of Farmington Hills/Michigan Intergovernmental Trade Network (MITN) bid process that selected Applied Imaging as the vendor for Ricoh machines for purchase and service/maintenance.

The current machines, which have exceeded their useful lives, will be properly disposed of by the vendor. While the requested purchase is over the current budgeted amount, the Property and Building Fund budget includes a \$20,000 contingency for technology-related purchases. Any FY22 budget amendments needed will be determined near year-end.

If you have any questions, please contact Matt Anderson at 656-5324 or Carla Kane at 554-0772.

Thank you for your consideration of this request.



MEMORANDUM

TO: City Commission

FROM: Jim Kirkwood, Director of Engineering & Inspections
Val Romeo, Parks & Recreation Director
Carla Kane, Purchasing Agent

DATE: July 20, 2021

TOPIC: Professional Services for Park Improvements – Jaycee and Veterans Parks

ACTION REQUESTED: It is requested that the City Commission authorize the Mayor to amend the November 2016 Master Plan Development contract with MC Smith Associates (MCSA) to add design and construction oversight services for the construction of a restroom building and parking improvements at Jaycee Park and soccer field lighting at Veterans Park in an amount not to exceed \$85,000 (including a 10% contingency), with funds from the FY22 Property and Building Fund.

BACKGROUND: Kent County Community Development (County) has awarded the City a \$529,890 Community Development Block Grant (CDBG) for 2022 Jaycee Park improvements based on the 2018 City Parks Master Plan that was created by MCSA. The CDBG funds are intended to fulfill a portion of the Master Plan in the northeast corner of Jaycee Park (see Phasing Plan below). Considering MCSA's preliminary design work and existing knowledge gained while creating the Master Plan, it is recommended they be awarded the design and construction oversight services for this high priority project.

BUDGET INFORMATION JAYCEE PARK

Total Budgeted FY22	\$110,000
CDBG Funding	529,890
Total Available	<u>639,890</u>
This Request	<u>58,170</u>
Remaining	\$581,720

Jaycee Park is currently undergoing renovations that include new playground equipment with poured in place surfacing, new basketball court with fencing, and associated walkways, etc. The next requested phase, to be constructed in 2022, will include the addition of a restroom building and parking lot improvements.

The next phase for improvements at Veterans Park includes the installation of four sports lights for the north soccer field (see Phasing Plan below). This project is identified in the Schedule of Capital Improvements for FY23, but an earlier availability of CDBG funding has accelerated the schedule. There are resources in the Property and Building Fund sufficient to allow this earlier construction.

BUDGET INFORMATION VETERANS PARK

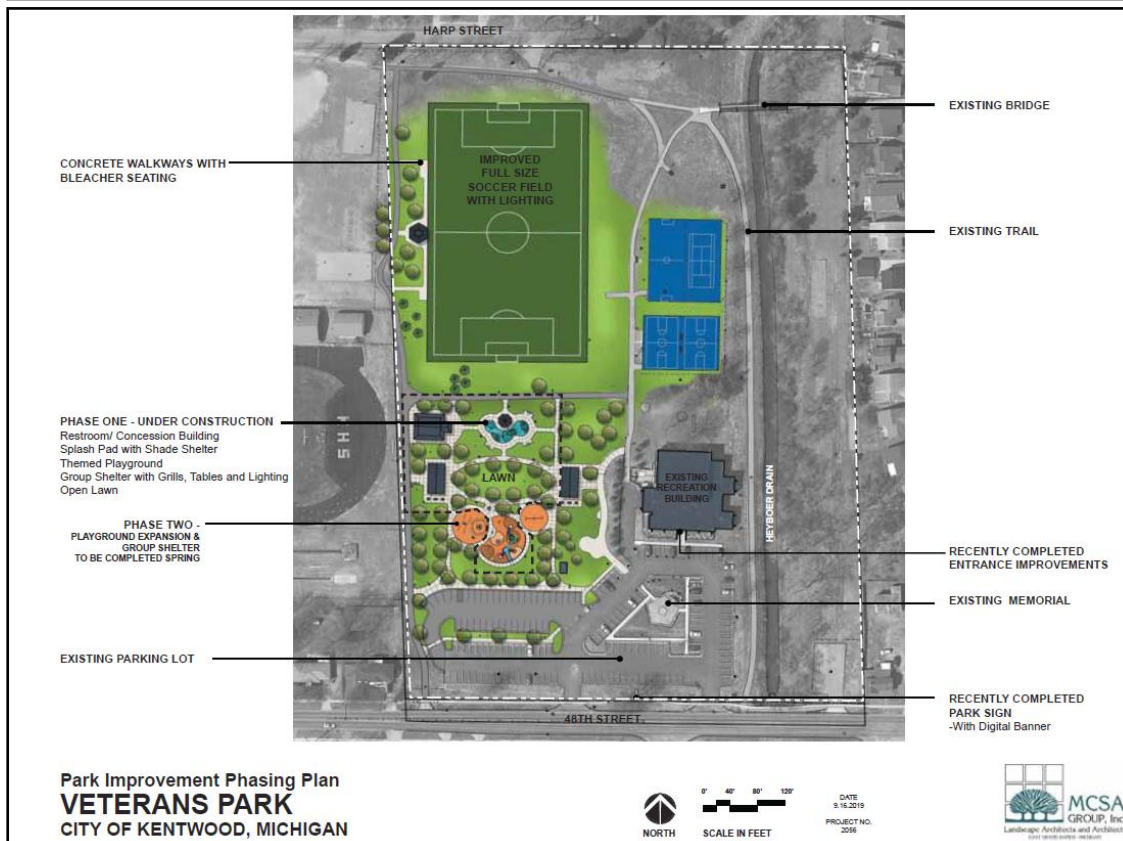
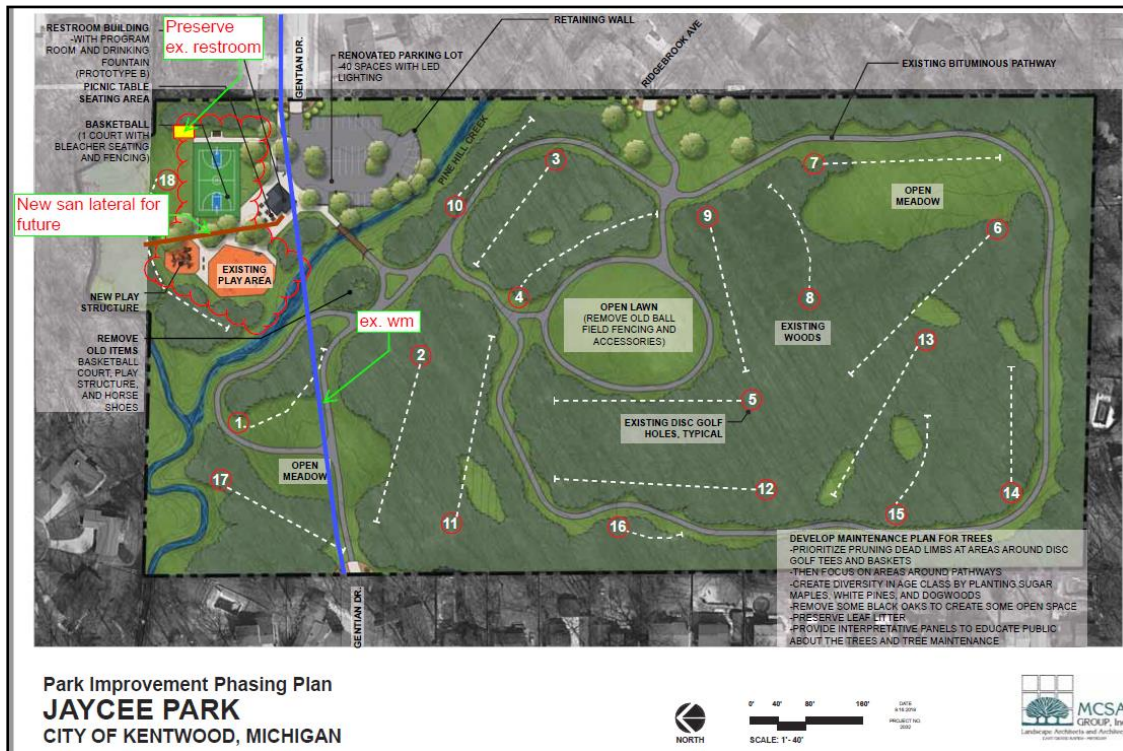
Total Budgeted FY23	\$ 50,000
CDBG Funding	<u>202,413</u>
Total Available	252,413
This Request	<u>19,050</u>
Remaining	\$233,363

If awarded these projects, MCSA will create detailed plans and bid specifications for the County to bid out the construction of the projects.

The City is required to provide a 25% match. A separate request will come to City Commission after the County bids the construction work and recommends award to contractors.

Because MCSA was awarded the overall parks Master Plan based upon previous competitive bid processes, and through completing this work MCSA has obtained a substantial and unique related body of knowledge, it is requested that this purchase be approved under Special Circumstances ¹.

If you have any questions about this project, please feel free to contact Jim Kirkwood (554-0739) or Val Romeo (656-5275). Thank you.



¹ “a. Special Circumstances. The City Commission, acting upon the advice of the Mayor, may by a 2/3 vote of the members present at a City Commission meeting, waive the purchasing rules where special circumstances dictate that the interests of the City and the public good are best served by such action. The basis for such special circumstances shall be defined in the record of the action of the City Commission.”



MEMORANDUM

TO: Honorable Mayor and City Commission
FROM: Judge Amanda Sterkenburg
Michele White, Court Administrator/Magistrate
Carla Kane, Purchasing Agent
DATE: July 20, 2021
TOPIC: Attorney Office Space Addition

ACTION REQUESTED: It is requested that the City Commission authorize the Mayor to enter into a contract with D&K Engineered Construction, Inc. (D&K) for design/build services to add office space at the 62-B District Court for a cost not-to-exceed \$46,000 (including professional fee and a 10% contingency), with \$25,000 in funds from a Michigan Indigent Defense Commission (MIDC) grant and up to \$21,000 from the Property and Building Fund.

BACKGROUND: The 62-B District Court (Court) has received a grant from the MIDC for the purpose of adding a second confidential meeting room/workspace for defense attorneys to engage with their clients. This office space would be retrofitted into a portion of the Court's lobby and public waiting area outside the courtrooms and directly across from a conference room currently used for this purpose (see drawing). The work includes the addition of two walls with sound proofing, carpeting,



ing, wallpaper and paint, re-plumbing to accommodate heating and cooling for the individual space, addition of data drops, relocation of lights, speakers and fire protection, replacement of acoustical grid ceiling tiles and some finish carpentry work to match the current space.

In April, a design/build bid process was undertaken for the project. Of four contractors participating in a pre-bid meeting, one general contractor proposal was received, from D&K. Other local government references confirmed that D&K was a good fit and their price to design the space, complete a competitive bid process for the construction, and perform construction management and oversight was well within the Mayor's purchasing approval authority. D&K's proposed professional fee for the construction services is ten percent.

On July 7th, bids were received for nine categories pertaining to the construction of the office addition. At least one quote was received for every category and D&K's bid/award process complied with City purchasing requirements. D&K has confirmed bids will be awarded to the low bidder in each category.

The FY22 Property and Building Fund has \$40,000 budgeted for this project.

If you have any questions, please contact Michele White at 554-0715, or Carla Kane at 554-0772.

Thank you for your consideration of this request.



DEPARTMENT OF ENGINEERING & INSPECTIONS

MEMORANDUM

TO: Honorable Mayor and City Commissioners
FROM: James E. Kirkwood, Director of Engineering & Inspections
DATE: July 20, 2021
RE: Resolution for Designation of Street Administrator

ACTION REQUESTED:

It is requested that the City Commission adopt the attached Resolution for Designation of Street Administrator to designate James E. Kirkwood as Street Administrator for the City of Kentwood.

BACKGROUND:

Under Public Act 51 of 1951, the City of Kentwood must designate a Street Administrator to represent the City in transactions with the Michigan Department of Transportation. Stephen C.N. Kepley served as the City's Street Administrator from 2005 to 2013; Tim Bradshaw served from 2013 to 2020 when he left City employment; and Brad Boomstra has served as interim administrator since December 2020. It is recommended that the City Commission designate Director of Engineering & Inspections James E. Kirkwood as Street Administrator for the City of Kentwood.

If you have any questions, please contact Jim Kirkwood at 554-0739 or kirkwoodj@kentwood.us. Thank you for your consideration of this request.

CITY OF KENTWOOD RESOLUTION - 21

**RESOLUTION FOR DESIGNATION
OF STREET ADMINISTRATOR**

*This information is required by Act 51, P.A. 1951 as amended. Failure
to supply this information will result in funds being withheld.*

MAIL TO: Michigan Department of Transportation, Financial Operations
Division, P.O. Box 30050, Lansing, MI 48909.
or Fax to: (517) 335-1828

NOTE: Indicate, if possible, where Street Administrator can usually be reached during normal
working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner _____
offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate _____ James E. Kirkwood, P.E., Director of Engineering
_____ as the single Street Administrator for the City or Village of
_____ Kentwood _____ in all transactions with the State Transportation Department
as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner _____

Yeas _____

Nays _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting
of the governing body of this municipality on the 20th _____ day of
July, 2021

CITY OR VILLAGE CLERK (SIGNATURE)	E-MAIL ADDRESS	DATE
	kasunicd@kentwood.us	
STREET ADMINISTRATOR (SIGNATURE)	E-MAIL ADDRESS	DATE
	kirkwoodj@kentwood.us	
ADDRESS OF CITY OR VILLAGE OFFICE		P.O. BOX
4900 Breton Avenue, SE		8848
CITY OR VILLAGE	ZIP CODE	PHONE NUMBER
Kentwood, MI	49518	(616) 698-9610



Memorandum

TO: Honorable Mayor and City Commissioners
FROM: Thomas H. Chase, Finance Director
DATE: July 14, 2021
RE: Formation of Kent County Indigent Defense Authority (KCIDA)

Action Requested: It is requested that the City Commission adopt the attached RESOLUTION APPROVING, AND AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO SIGN, THE KENT COUNTY INDIGENT DEFENSE AUTHORITY CONTRACT, AND ALSO APPOINTING TWO MEMBERS OF THE KCIDA BOARD.

Background: Since enactment of the Michigan Indigent Defense Commission Act (Michigan Public Act 93 of 2013), City and 62B District Court staff have been working to comply with the Act. Most recently, a framework was established for collaboration by the funding units and courts, Cities of Grandville and Walker (59th District Court), Wyoming (62A District Court) and Kentwood (62B District Court).

With the recent submission to and rejection by MIDC of the FY 2022 combined Compliance Plan and Cost Analysis, it has been determined that the framework is not sufficiently independent of the Cities and Courts to be compliant with the Act, and that certain functions must be performed by an attorney.

Attached, along with the proposed Resolution and Contract, is a memorandum from Wyoming City Attorney Scott Smith about the proposed formation of Kent County Indigent Defense Authority.

If you have any questions, please call me at 554-0766.

MEMORANDUM

City Attorney | 1155 28th St SW, Wyoming, MI 49509
616.530.3194 | Fax 616.261.7103 | wyomingmi.gov

To: Grandville City Council, Kentwood City Commission, Walker City Commission, and Wyoming City Council

From: Scott Smith, Wyoming City Attorney

Date: July 13, 2021

Subject: Proposed formation of Kent County Indigent Defense Authority

The Michigan Indigent Defense Commission Act, 2013 PA 93 (MIDC Act), was enacted to better provide indigent persons charged with crimes representation by competent criminal defense attorneys. Thanks to then Representative Rob VerHeulen (once Walker's mayor), the MIDC Act provides that local court funding units, including the our 4 cities, contribute only the same amounts they were expending for indigent criminal defense before MIDC Act enactment (the "local shares") and funding for increased indigent criminal defense services would be by Michigan Indigent Defense Commission (MIDC) grants.

Like all grants, details in grant terms and administration affect grant fund usage. The MIDC proposed 8 indigent criminal defense standards, 5 of which have been approved by its supervising agency, the Department of Licensing and Regulatory Affairs (LARA). Among those standards is that the selection and oversight of indigent criminal defense counsel be performed by an attorney who is wholly independent from courts and any prosecutor's office. Grant terms also generally prohibit reimbursements to local governments for time expended in grant administration by existing city staff such as finance directors, clerical staff, city attorneys and others. To minimize costs and unreimbursed staff time expended in annual grant applications, quarterly reporting, contracting with criminal defense attorneys, addressing concerns those attorneys have about the courts in which they are working (such as the lack of needed rooms for confidentially meeting with their clients), concerns expressed from time-to-time by MIDC staff, concerns raised by prosecutors, etc., our cities collaborated on a single grant for indigent criminal defense services in the 3 courts and with combined contracts with attorneys to provide those services.

While that collaboration reduced unreimbursed time, it has not sufficiently reduced it. Moreover, because some tasks need to be performed by an attorney, I was performing some of them and, when those tasks more directly involved cases in the Wyoming District Court, Kentwood's city attorney was prepared to perform them. However, the MIDC now says that arrangement is insufficiently separated from the prosecution staffs. The MIDC therefore rejected our proposed FY 2022 plan and budget (along with 70% of those submitted).

We are therefore proposing formation of the Kent County Indigent Defense Authority (KCIDA) to apply for and administer MIDC grants and oversee indigent criminal defense services for the 4 cities in the 3 courts. As an independent public body corporate, the KCIDA would hire or retain an attorney to (i) apply for and administer MIDC grants, (ii) submit quarterly reports, (iii) interface with the courts, (iv) retain, assign and oversee criminal defense attorneys, and (v) otherwise provide services needed under the MIDC Act and MIDC program. The 4 cities would continue to contribute only their local shares.

The KCIDA would be formed by a contract approved by the governing bodies of the member local governments under the municipal partnership act, 2011 PA 258, which does not require a public hearing or public notices. Each member governing body would appoint two KCIDA board members. The board would hire or retain an attorney to oversee MIDC-related activities, thus removing that unreimbursed cost from the cities. It would also contract for any other needed services. Due to its independence from the courts and cities, the KCIDA would avoid MIDC conflict of interest concerns.

If there are any questions about the proposed resolution to form the KCIDA, please contact me.

community • safety • stewardship

CITY COUNCIL

Sheldon DeKryger

John Fitzgerald

Kent Vanderwood

Marissa Postler

Robert Postema

Sam Bolt

Jack A. Poll, Mayor

CITY OF KENTWOOD
RESOLUTION __ - 21

RESOLUTION APPROVING, AND AUTHORIZING AND DIRECTING THE MAYOR AND
CITY CLERK TO SIGN, THE KENT COUNTY INDIGENT DEFENSE AUTHORITY
CONTRACT, AND ALSO APPOINTING TWO MEMBERS OF THE KCIDA BOARD

WHEREAS:

1. Wyoming as the court funding unit for the 62-A District Court, Walker and Grandville as the court funding units for the 59th District Court, and Kentwood as the court funding unit for the 62-B District Court collaboratively worked to address their respective obligations under the Michigan indigent defense commission act, 2013 PA 93, MCL 780.981 *et seq.* ("PA 93"), securing a single grant from the Michigan Indigent Defense Commission ("MIDC") to fund indigent defense attorney services in those courts and to jointly administer that grant and related indigent defense attorney services contracts; and
2. Due to MIDC positions on some issues, staff of the four cities are recommending formation of an authority to serve as the single MIDC grantee, to administer the grant and comply with grant requirements, to contract with indigent defense counsel, and to otherwise fulfill the cities' respective obligations under PA 93.

NOW, THEREFORE, BE IT RESOLVED:

1. The Kent County Indigent Defense Authority ("KCIDA") Contract (the "KCIDA Contract") is approved in substantially the form attached as Exhibit A, subject to changes approved by the Mayor and City Attorney, and the Mayor and City Clerk are authorized and directed to sign the KCIDA Contract for the City.
2. Pursuant to the KCIDA Contract, Finance Director **Thomas H. Chase** is appointed to serve a term on the KCIDA Board ending on the earlier of June 30, 2023¹ or until that person is no longer serving as the City's Finance Director. Also pursuant to the KCIDA Contract, **Mark E. Rambo**, as the City's **Deputy City Administrator**, is appointed to serve a term on the KCIDA Board ending on the earlier of June 30, 2025² or until that person is no longer serving as an officer or Employee of the City.
3. All resolutions and parts of resolutions are, to the extent any conflict with this resolution, rescinded.

Moved by Councilmember/Commissioner:

Seconded by Councilmember/Commissioner:

Motion Carried Yes
 No

CERTIFICATION

I certify that this resolution was adopted by the City **Commission** for the City of **Kentwood**, Michigan at a regular meeting held on July 20, 2021.

Date: _____, 2021

Dan Kasunic, Kentwood City Clerk

¹ For Grandville and Kentwood, this is 2023. For Walker and Wyoming, this is 2025.

² For Walker and Wyoming, this is 2023. For Grandville and Kentwood, this is 2025.

Exhibit A
KENT COUNTY INDIGENT DEFENSE AUTHORITY CONTRACT

This Kent County Indigent Defense Authority Contract is made as of August 1, 2021 among the City of Grandville, 3195 Wilson Ave SW, Grandville, MI 49418 (**Grandville**) and the City of Walker, 4243 Remembrance Rd NW, Walker, MI 49534 (**Walker**), as the court funding units for the 59th District Court, the City of Wyoming, 1155 28th St SW, PO Box 509, Wyoming, MI 49509-0905 (**Wyoming**), as the court funding unit for the 62-A District Court, and the City of Kentwood, 4900 Breton Ave SE, PO Box 8848, Kentwood, MI 49518 (**Kentwood**), as the court funding unit for the 62-B District Court (together the "**Cities**").

Recitals

- A. Pursuant to the Michigan indigent defense commission act, 2013 PA 93, MCL 780.981 *et seq.*, the Michigan Indigent Defense Commission (**MIDC**), under the aegis of the Michigan Department of Licensing and Regulatory Affairs (**LARA**), promulgated minimum standards for indigent criminal defense (**MIDC Standards**) and provides grants to court funding units for funds exceeding amounts each court funding unit historically provided for indigent criminal defense (commonly known as "**local shares**") that are needed to implement those standards (**MIDC grants**).
- B. For the state's 2019 and 2020 fiscal years each of the Cities received separate MIDC grants to fund the respective indigent criminal defense services in the 59th, 62-A and 62-B District Courts (**Courts**) and contracted separately with one or more indigent criminal defense service providers for those services.
- C. In 2020, the parties, along with each of the courts they funded, signed a Memorandum of Collaboration for Indigent Defense Services to provide for a joint MIDC grant to fund indigent criminal defense services for defendants appearing in the Courts.
- D. For various reasons, pursuant to the municipal partnership act, 2011 PA 258, MCL 124.111 *et seq.*, the parties now wish to form an authority, *i.e.*, a separate public body corporate, that will undertake all of their respective duties and obligations and to exercise all of their respective authority with respect to MIDC grants and providing indigent criminal defense services in the Courts.

Terms and Conditions

1. **Authority Created.** By signing this Contract following the approval of their respective city councils and city commissions, the parties have formed the Kent County Indigent Defense Authority (**KCIDA**), as a separate public body corporate, to provide indigent criminal defense attorney services in the Courts. The KCIDA shall function without need for any further approvals of the parties. The KCIDA shall:
- A. Enjoy and exercise all powers and authority the parties have individually to provide indigent criminal defense attorney services in the Courts.
- B. Perform all tasks, duties, and obligations the parties have individually to provide indigent criminal defense attorney services in the Courts.
- C. Exercise all its authority and perform all its tasks, duties and obligations within the funding provided pursuant to this Contract.
- D. Without limiting any of the full powers, authority, tasks, duties, and obligations provided in subsections 1.A and 1.B, the Authority shall have the following specific powers:
1. Obtain a separate employer identification number (**EIN**) and undertake such other acts as are necessary to operate as an independent entity under applicable law.
 2. Employ or otherwise engage such personnel as the KCIDA Board deems necessary or prudent under terms and conditions as approved by the KCIDA Board.
 3. Apply for, obtain, use, account for, report regarding, and comply with the requirements of MIDC grants. Prepare, file, amend, and comply with MIDC compliance plans and costs analyses.
 4. Procure such furniture, fixtures, materials, equipment and supplies under terms and conditions approved by the KCIDA Board.

5. Under terms and conditions approved by the KCIDA Board, engage and assign attorneys, law firms or other entities to serve in the Courts as assigned indigent defense attorneys to cases in which assigned indigent defense counsel is to be provided, all in a manner consistent with MIDC Standards and MIDC grant requirements. Upon the effective date of the KCIDA's formation, Wyoming will, as the authorized representative of the parties under the Memorandum of Collaboration for Indigent Defense Services assign to the KCIDA all of the parties' rights, duties and obligations under existing contracts with the Kent County Office of the Defender and the other attorneys and law firms currently providing indigent legal defense services in the Courts.
 6. Obtain under terms and conditions approved by the KCIDA Board, office space for KCIDA personnel.
 7. Enter into contracts with any of the parties and/or Courts to fund or partially fund improvements to buildings, additions of equipment, or other upgrades as may be needed to provide indigent defense attorney services meeting MIDC Standards in accordance with approved MIDC compliance plans and cost analyses.
 8. Adopt budgets, account for funds, and provide and file audits in accordance with applicable law, including, for example and not for limitation, the Uniform Budgeting and Accounting Act, 1968 PA 2, MCL 141.421 *et seq.*, generally accepted governmental accounting standards, and MIDC requirements. The KCIDA Board may also engage persons or entities to provide such accounting services as it deems necessary and appropriate.
 9. Enter into intergovernmental agreements with other local governments, one or more of the parties, the Courts, other courts, or other governmental agencies or entities as are in the determination of the KCIDA Board necessary or appropriate to provide or improve indigent defense attorney services in the Courts.
 10. Engage in any other acts, enter into other arrangements, and undertake other efforts may be in the determination of the KCIDA Board necessary or appropriate to provide or improve indigent defense services in the Courts.
2. Funding and Finances. The KCIDA shall be funded solely by the local shares, by MIDC grants and by other funding as may be made available to the KCIDA to fund indigent criminal defense services in the Courts and accepted by action of the KCIDA Board.
- A. No later than the latter of (i) 10 days after the start of the state's fiscal year (currently, that would be October 10 of each year) or (ii) 10 days after the KCIDA and MIDC have fully signed the MIDC grant agreement providing funds for that state fiscal year, each of the parties shall transmit to the KCIDA their respective local share. This is the only funding commitment any of the parties is making under this Contract. However, this does not preclude any of the parties from providing additional funding should it be authorized by that party's governing body.
 - B. All other funding for the KCIDA shall be by MIDC grants or other funds.
 - C. Within 10 days of the effective date of the KCIDA's formation, Wyoming will convey all funds it is holding in its indigent defense fund on behalf of the parties under the Memorandum of Collaboration for Indigent Defense Services. The KCIDA shall use and account for those funds in accordance with MIDC requirements, applicable law and generally accepted governmental accounting standards.
 - D. Upon the effective date of the KCIDA's formation, Wyoming will, as the authorized representative of the parties under the Memorandum of Collaboration for Indigent Defense Services assign to the KCIDA all of the parties' rights, duties and obligations under the Memorandum of Collaboration for Indigent Defense Services and under the current MIDC grant agreement.
 - E. The KCIDA fiscal year shall be from October 1 to September 30 to coincide with the state of Michigan's fiscal year.

3. KCIDA Governance.

A. The KCIDA shall be governed by an 8-member board consisting of 2 members from each of the parties appointed by its mayor and approved by its governing body. All terms of KCIDA Board members shall terminate on June 30.

1. One member from each of the parties shall be its finance director or treasurer. The Grandville and Kentwood appointees under this subsection shall initially serve a 2-year term. The Walker and Wyoming appointees under this subsection shall initially serve a 4-year term. In addition, the term of any person appointed under this provision shall terminate when that person is no longer an officer or employee of the appointing city.

2. The other member from each of the parties may be any other city officer or employee except no KCIDA Board member shall be any of the persons listed in subsections 2.A.2.a through 2.A.2.e. The Walker and Wyoming appointees under this subsection shall initially serve a 2-year term. The Grandville and Kentwood appointees under this subsection shall initially serve a 4-year term. In addition, the term of any person appointed under this provision shall terminate when that person is no longer an officer or employee of the appointing city.

a. A judge or staff of any of the Courts or another Kent County court.

b. The city attorney or city prosecutor of any party or any staff in those attorneys' offices.

c. Any Kent County Prosecutor's office personnel.

d. A police or other law enforcement officer or person employed by a police department or law enforcement agency.

e. An attorney providing indigent legal defense services in Kent County or any person employed by an attorney, law firm or other entity providing indigent legal defense services in Kent County.

3. The governing body of an appointing city may remove a KCIDA Board member it appointed due to misfeasance, malfeasance, or nonfeasance in office, after providing the KCIDA Board member whose removal will be considered written notice of and an opportunity to first address that governing body a meeting at which removal will be considered.

C. A majority of the KCIDA Board members shall constitute a quorum of the Board. All actions may be taken by a vote of a majority of those KCIDA Board members attending a Board meeting at which a quorum of the Board is present. If there is a tie vote, the Board members may reconsider the question to determine if any board member changes a vote so that a majority votes for or against the issue. Otherwise, in case of a tie vote, the motion fails.

D. The KCIDA Board shall meet not less than 2 times per year and, upon the approval of the Board more frequently. Meeting shall be held so the Board can timely review and approve the annual grant application (*i.e.*, compliance plan and cost analysis), grant contract, compliance issues, attorney contracts, and other items. Special meetings shall be held at the request of the Board chair or any 2 Board members.

E. The KCIDA shall comply with the Freedom of Information Act, 1976 PA 442, MCL 15.231 *et seq.*, and the KCIDA Board shall comply with the Open Meetings Act, 1976 PA 267, MCL 15.261 *et seq.*

F. At its first meeting after July 1 of each year, the KCIDA Board shall select a chair, vice chair, and secretary who shall serve until their successors are selected the following year.

G. The KCIDA Board may, with the consent of the affected party, obtain legal services from the city attorney for any of the parties. However, none of the city attorneys for any of the parties may participate in the selection of attorneys to provide indigent defense services.

4. Withdrawal or Dissolution.

A. Any party may withdraw from the KCIDA effective at the end of a state fiscal year (currently, September 30) by providing notice not later than March 15 of that year. Upon withdrawal, the KCIDA will no longer provide indigent defense services for, apply for MIDC grants for, or undertake other services, duties or obligations under this Contract related to the one of the Courts for which the withdrawing party is the court funding unit. Because Grandville and Walker are both court funding units for the 59th District Court, the

withdrawal of either of them will serve as the withdrawal of both of them even if the other wishes to remain a party.

B. The KCIDA may be dissolved by the withdrawal in accordance with subsection 4.A by the parties that are the court funding units for any 2 of the Courts or, if parties are added, for all but one of the courts for which the KCIDA is providing for indigent defense services.

C. Upon withdrawal or dissolution, assets of the KCIDA, including any remaining funds, shall be disposed of, or disbursed in a manner acceptable to the MIDC.

5. Addition of Parties. Court funding units that wish to join the KCIDA may do so with the consent of the KCIDA Board and the governing bodies of the then current KCIDA parties. The effective date of their addition shall be the March 15 that falls next after the approvals given in the previous sentence and services will be provided to the courts for which the added parties are funding units at the beginning of the next state fiscal year (currently, the ensuing October 1).

6. General Provisions.

A. Each party had input in drafting of this contract, so it is to be construed as mutually drafted.

B. Only the Cities and Courts are intended to benefit from this contract. It is not intended to benefit or to give rights to any other party.

C. No lawsuit may be brought pursuant to or to enforce this contract unless the Cities have first expressed their respective positions in writing and met to resolve any dispute.

D. By signing this contract, the parties authorize the Wyoming city attorney and/or Wyoming Finance Director to sign documents assigning current contracts to the KCIDA and, with the MIDC's consent, to transfer funds in the indigent defense services account(s) to the KCIDA.

The Cities have signed this contract as of the date first written above.

City of Grandville

By: _____
Steve Maas, Mayor

By: _____
Marc Poley-Kwiatkowski, City Clerk

Date signed: _____, 2021

Approved by City Council on _____, 2021.

City of Wyoming

By: _____
Jack A. Poll, Mayor

By: _____
Kelli A. VandenBerg, City Clerk

Date signed: _____, 2021

Approved by City Council on _____, 2021

City of Walker

By: _____
Gary Carey, Jr., Mayor

By: _____
Sarah Bydalek, City Clerk

Date signed: _____, 2021

Approved by City Commission on _____, 2021

City of Kentwood

By: _____
Stephen C. N. Kepley, Mayor

By: _____
Dan Kasunic, City Clerk

Date signed: _____, 2021

Approved by City Commission on _____, 2021