



OFFICE OF THE CITY CLERK

AGENDA: AUGUST 9, 2021 CITY OF KENTWOOD COMMISSION MEETING

1. Call meeting to order at 7:00 P.M.
2. Pledge of Allegiance to the Flag (Artz).
3. Invocation by Rev. James Goins, New Emmanuel Missionary Baptist.
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. Receive and file minutes of the [Committee of the Whole](#) meeting held on July 20, 2021.
 - b. Approve ballot of recommended trustees to the [MML Workers Compensation Fund Board](#).
 - c. Notification of emergency [purchase of Chevy Tahoe](#) from Berger Chevrolet for Fire Department (information only).
 - d. Authorize [purchase of bulk road salt](#) from Compass Minerals America Inc.
 - e. Res. – 21 to Authorize a Special License Application for the sale of alcohol for on-site consumption for the [Food Truck Festival](#).
 - f. [City Payables](#).
8. Approve minutes of the regular [City Commission Meeting](#) held on July 20, 2021 as distributed. (voice vote)
9. Presentations and Proclamations.
10. Communications and Petitions.
 - a. Authorize approval of Act 425 [Conditional Land Transfer Agreement](#) with the City of Grand Rapids for Speedway LLC property. (voice vote)
 - b. Approve an Agreement to [Terminate Traffic Control Agreement](#) for the Ravines project PUD. (voice vote)

11. Public Hearings.
 - a. Cobblestone Phase 3 PUD
 - i. Approval of Major Change to a preliminary site plan dated July 2, 2021 subject to conditions 1-7 and basis points 1-5. (voice vote)
12. Reports of Ad Hoc Committees.
13. Bids.
 - a. Approve purchase of clock system from Industrial Electronic Service Ltd. (voice vote)
 - b. Authorize agreement with Mark of the Z Inc. for replacement of boilers for City Hall and Justice Center. (voice vote)
 - c. Authorize purchase of twelve ruggedized laptops from Dell Marketing LP for Fire and Police. (voice vote)
 - d. Approve purchase of two mobile speed display signs from All Traffic Solutions. (voice vote)
 - e. Authorize purchase of Chevy Equinox for the Inspections Dept. (voice vote)
14. Resolutions.
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. Closed Session.
 - a. Motion to enter closed session as permitted by Section 8(h) of the Open Meetings Act to discuss a written legal opinion which is exempt from discussion or disclosure by state statute. (roll call vote)
 - b. Reconvene from closed session.
 - c. Possible action to approve agreement as discussed in closed session. (voice vote)
21. Adjournment.

Becky L. Schultz
Deputy City Clerk

**PROPOSED MINUTES OF THE
COMMITTEE OF THE WHOLE**

July 20, 2021

Commission Chambers

5:30 P.M.

Present: Commissioners: Mayor Pro-Tem Robert Coughlin, Betsy Artz, Emily Bridson, Ron Draayer, Maurice Groce, Thomas McKelvey, and Mayor Stephen Kepley.

Staff present: Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, Interim DPW Director Jerry DeRuiter, , Deputy Fire Chief Mike Hipp, City Clerk Dan Kasunic, Fleet Manager Jamie King, Engineering & Inspections Director Jim Kirkwood, Fire Chief Brent Looman, Deputy Administrator Mark Rambo, Police Chief Richard Roberts, Parks and Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, and Sabo Representative Lisa Taylor.

HUMAN RESOURCES DEPARTMENT:

A. IDEA PROJECT UPDATE.

Shavon Doyle-Holton and Paul Doyle from Inclusive Performance Strategies, who gave a presentation on clarity of concept and a focus on pre-employment, active employment and post-employment, with the Commission asking follow up questions.

FINANCE DEPARTMENT:

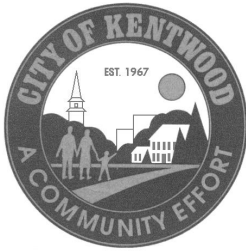
A. CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UPDATE.

Finance Director Chase and Deputy City Administrator Rambo provided an overview and background on what funds can be used for with additional and continuous updates of information from the Federal departments. Staff continues to identify and comply with those requirements. They spoke of the different fiscal years between the city and federal government and the challenge with two fiscal periods. They spoke of having community involvement on how the funding should be spent within the allowable programs and in obtaining input from the commission in the next few months.

The meeting was adjourned at 6:20 P.M.

Dan Kasunic
City Clerk

Robert Coughlin
Mayor Pro-Tem



FINANCE DEPARTMENT

Memorandum

TO: Honorable Mayor and City Commissioners
FROM: Thomas H. Chase, Finance Director
DATE: August 2, 2021
RE: Election of Michigan Municipal League Workers' Compensation Fund
(MMLWCF) Board of Trustees

Action Requested: It is requested that the City Commission approve the officials recommended by MMLWCF for election to the MMLWCF Board.

Background: Enclosed is a ballot, and related information, for the election of trustees to the MMLWCF Board. The officials nominated by MMLWCF are, as follows:

For five four-year terms beginning October 1, 2021

Lois Allen-Richardson, Brian Boggs, Maureen Donker, Scott Erickson and Susan Montenegro.

The MMLWCF ballot offers five candidates for the five board positions. Because the City of Kentwood has no write-in candidate(s) to offer, the choices are limited to the candidates printed on the ballot. Reliance is placed on the MMLWCF staff for screening of the candidates for these board positions.

Because of the technical nature of insurance operations and the training and experience necessary for a board member to be effective, it is appropriate that incumbent trustees are recommended by MMLWCF as candidates.

In this case, there are three incumbent candidates and two appointees who have already served a portion of a term. Both appointees are seeking their first full term.

Based on my review of the limited biographical information provided, I recommend that the City Commission cast a vote for the five trustees recommended by MMLWCF.

Enclosures

2963.docx

**Michigan Municipal League
Workers' Compensation Fund**

OFFICIAL BALLOT - 2021

Vote for five Trustees by marking the line to the left of the name for four (4) year terms beginning October 1, 2021.

- **Lois Allen-Richardson, Incumbent**
Mayor, City of Ypsilanti
- **Brian Boggs, Appointee**
City Council Member, City of Durand
- **Maureen Donker, Incumbent**
Mayor, City of Midland
- **Scott Erickson, Incumbent**
Manager, City of Ironwood
- **Susan Montenegro, Appointee**
Manager, City of Leslie

Write-in Candidate

I hereby certify that:

(Municipality/Agency)

by action of its governing body, has authorized its vote to be cast for the above persons to serve as Trustees of the Michigan Municipal League Workers' Compensation Fund.

Official Signature
Date:

**Ballot deadline:
August 13, 2021**

THE CANDIDATES

Four-year terms beginning October 1, 2021



Lois Allen-Richardson, Mayor, City of Ypsilanti

Lois has more than sixteen years of experience as a municipal official, currently serving as mayor of the City of Ypsilanti, having previously served as its councilmember and mayor pro tem. She is a founding member and the current president of Michigan Black Caucus of Local Elected Officials (MBC-LEO). Lois is also currently serving as president of the Elected Officials Academy Advisory Board, has previously served as a MML Board of Trustee member and is a past regional secretary with MML. Lois is also involved in several local civic organizations. Lois is seeking election to her second term.



Brian Boggs, City Council Member, City of Durand

Brian Boggs has more than 18 years' experience in local government and is currently the Shiawassee County Administrator and a longtime member of the Durand City Council. Brian is an Assistant Professor for the Hubert H. Humphrey Fellowship Programs in International Studies and Programs at Michigan State University. He has written extensively on educational organizational complexity, specifically as it affects urban schools and policy. He has most recently been published in Teacher's College Record at Columbia with a piece titled, "Conceptualizing Virtual Instructional Resource Enactment in an Era of Greater Centralization, Specification of Quality Instructional Practices, and Proliferation of Instructional Resources." Further, he has published book chapters in: Handbook of Urban Education Leadership; Handbook of Education Politics and Policy; School to Prison Pipeline; Emerging Issues and Trends in Education; Beyond Marginality; and Educational Policy Goes to School. He has also been published in the Journal of School Public Relations. Brian holds a Ph.D. in educational policy from Michigan State University and is currently finishing his J.D. from Mitchell Hamline School of Law. He holds an MA in Rhetoric and a BA in English from the University of Michigan. Brian is seeking election to his first term.



Maureen Donker, Mayor, City of Midland

Maureen has more than five years of experience as a municipal official, and has served as mayor of Midland since 2009. She has been the Executive Director of The Reece Endeavor of Midland, a community program providing homes for individuals with special needs, since 1998. Maureen is also active in the Midland community, serving on various local and regional civic organizations. Maureen is seeking re-election to her third term.



Scott Erickson, Manager, City of Ironwood

Scott has more than thirty years of experience as a municipal official, serving as city manager of Ironwood since 2005. He previously served with the city of Oshkosh, WI and Andover, MN. Scott was a Michigan Municipal League Board of Trustees member from 2011-2014 and received the MML Jim Sinclair Exceptional Service Award in 2016. He has previously served as the president of the Upper Peninsula City Managers Organization and is involved in several local civic organizations. Scott is seeking election to his second term.

THE CANDIDATES

Four-year terms beginning October 1, 2021



Susan Montenegro, Manager, City of Leslie

Susan Montenegro has more than eight years' experience in municipal government, having started her municipal career with the City of Owosso in 2013, where she first served as an intern and was then hired as assistant city manager and director of community development. In June of 2018, Susan was appointed city manager for the City of Leslie.

Susan is a member of the Michigan Municipal Executives, currently serving on its Board and its Early Career Outreach Committee, having previously served on its Professional Development Committee. Susan is a member of the 16/50 Work Group for the Michigan Municipal League's 16/50 Project. She is a member of the International City/County Management Association (ICMA) and previously served on its Welcome Ambassadors Committee.

Prior to her career in municipal government, Susan served as a pastor in the United Methodist Church for 10 years. Her move to local government was natural, with her extensive background working with volunteers and boards to promote growth, inclusiveness, and community spirit. Team building, outreach, and service have always been at the heart of everything Susan does.

Susan holds an Associate of Arts degree in Business from the University of Phoenix, a Bachelor of Science degree in Human Services Management from the University of Phoenix graduating with honors, and a Masters degree in Public Administration from the University of Michigan-Flint. Susan is seeking election to her first term.

To: Members of the MML Workers' Compensation Fund
From: Michael J. Forster, Fund Administrator
Date: June 25, 2021
Subject: Fund Trustee Election

Dear Fund Member:

Enclosed is your ballot for this year's Board of Trustees election. Three (3) incumbent Trustees have agreed to seek re-election and two (2) appointees are seeking election to their first term. You also may write in one or more candidates if you wish.

A brief biographical sketch of the candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 13. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Workers' Compensation Fund*; the link to the ballot form is in the yellow banner.

The MML Workers' Compensation Fund is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Fund, and for participating in the election of your governing board.

Sincerely,



Michael J. Forster
Fund Administrator
mforster@mml.org

We love where you live.





MEMORANDUM

TO: City Commission

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

SUBJECT: Emergency Purchase – Vehicle Order for new Fire Inspector position

DATE: August 9, 2021

ACTION REQUESTED: None. In accordance with the City of Kentwood Purchasing Policy, this is to report that a Chevrolet Tahoe was ordered from Berger Chevrolet at a cost of \$39,079, piggybacking on the State of Michigan MiDeal contract, using funds from the Fire Equipment Fund budget.

BACKGROUND: A Chevrolet Tahoe for the new Fire Inspector position is in the FY22 budget. The position is already filled.

Berger Chevrolet had some 2021 model-year Tahoe vehicles on order which were available and about to go into production. For the City to secure one, and have it built to the Fire Department's specifications, a purchase order was needed immediately.

Consideration at the next scheduled City Commission meeting would have been too late to make the necessary changes, including the deletion of police package spotlighting, etc. Berger advised that ordering a 2022 model-year vehicle would likely result in delivery after the first quarter of 2022.

It was determined that emergency approval by the Mayor Pro Tem would best serve the City and the vehicle has been ordered.

If you have any questions, please contact Chief Looman at 616-554-0801.

Thank you.

BUDGET INFORMATION	
FY22 Budget	\$ 60,000
This Request	<u>39,079</u>
Remaining	\$ 20,921



MEMORANDUM

TO: Honorable Mayor Kepley and City Commission
FROM: Gerald DeRuiter, Interim Public Works Director
Carla Kane, Purchasing Agent
DATE: August 9, 2021
TOPIC: Road Salt for Winter Season 2021-2022



ACTION REQUESTED: It is requested that the City Commission authorize the purchase of up to 3,250 tons of bulk road salt for the 2021-2022 winter season from Compass Minerals America, Inc., at a cost of up to \$221,130, with funds from the FY22 Major and Local Street Funds budgets.

BACKGROUND: The City regularly purchases road salt for winter road maintenance under a Kent County Road Commission ("KCRC") contract. This offers more attractive pricing (due to a larger purchase volume) than the City could obtain by bidding for itself.

The KCRC contract with Compass Minerals America affords the City the opportunity to purchase up to 3,250 tons at \$68.04 per ton (a 13.1% decrease in price from last winter season).



The City's salt shed is currently full and the City has a remaining commitment balance from the 2020-2021 season of 2,073 tons. Normally, storage fees would begin to accrue on September first for salt not taken. However, KCRC has negotiated that Compass Minerals waive these storage fees for all agencies purchasing under its contract. The remaining tonnage must be received by the City first (at last years' price of \$76.98 per ton) prior to taking delivery of the newly contracted salt.

Based upon a decrease in usage over the last couple of seasons, staff recommends a commitment of 2,500 tons. This commitment will allow the City to purchase as much as 130% (3,250 tons) or as little as 80% (2,000 tons) of the committed tonnage. The amount actually purchased will depend upon the character and severity of the coming winter.

If you have any questions, please call Jim Wolford at 656-5311 or Jerry DeRuiter at 554-0825.

Thank you for your consideration of this request.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. **It is strongly recommended that you submit the application as soon as you know the date of your event(s).** Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: City of Kentwood		
Applicant address: 4900 Breton Rd SE		
City: Kentwood		Zip Code: 49508
Contact name: Lori Gresnick	Phone: 616-656-5317	Email: gresnickl@kentwood.us
Alternate contact name: Val Romeo	Phone: 616-656-5275	Email: romeov@kentwood.us
1. Has the applicant organization previously received a Special License? <input checked="" type="radio"/> Yes <input type="radio"/> No		Leave Blank - MLCC Use Only
If No, the applicant organization must submit documentary proof of its non-profit status (e.g. charter, bylaws, IRS tax exemption, Articles of Incorporation, etc.)		
2. Has the applicant organization been established for one (1) year or longer? <input checked="" type="radio"/> Yes <input type="radio"/> No		
Date the applicant organization was established (month/day/year): 02/22/1967		
3. Is the applicant organization a municipality? <input checked="" type="radio"/> Yes <input type="radio"/> No		

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 4900 Breton Rd SE	
City, township, or village where event will be held: Kentwood	County: Kent
1. Will you submit your completed application at least ten (10) business days before your event? <i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i> <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) <input checked="" type="radio"/> Yes <input type="radio"/> No	
4. Is the event location within 500 feet of a church or school? If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) <input type="radio"/> Yes <input checked="" type="radio"/> No	
5. Is the event location outdoors or partially outdoors? <input checked="" type="radio"/> Yes <input type="radio"/> No If Yes, list the exact dimensions of the outdoor area: Submit a clear diagram of the outdoor service area with your application form. [] feet X [] feet = [] square feet Width Length Describe type and height of the barrier that will be used to enclose the outdoor area: There is natural barrier fence 6 feet tall 744 feet. and 4 foot event fence perimeter = 1378 feet	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: We have hired an outside security service to check ID's. There will be one at each entrance (three entrance), one will roam the fence in area, two will be checking ID's at the beer tent. There will be 6 security guards, plus police presence.	

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, attach a copy of your documentary proof of approval to use the state owned land.	
8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)	
9. Will the event(s) involve an auction of donated wine?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.	
10. Have you applied for or been issued a Temporary Marihuana Event License from the Marijuana Regulatory Agency (MRA) for the event(s)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
11. Is the event location in a Social District?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, you must obtain written confirmation from the local governmental unit that the Social District Permit holders will not sell or serve alcohol for consumption in the Social District during the time period of the event(s) pursuant to <u>MCL 436.1551(3)</u> . Submit the written confirmation with this application.	

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	09/11/21	Describe event being held: End Of Summer Food Truck Festival		
	Date			
	11 am 9pm			
	Start Time End Time	Special License will be used for: <input checked="" type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
		Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

2		Describe event being held:		
	Date			
	Start Time End Time			
	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction			
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

3		Describe event being held:		
	Date			
	Start Time End Time			
	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction			
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

4		Describe event being held:		
	Date			
	Start Time End Time			
	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction			
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

5		Describe event being held:		
	Date			
	Start Time End Time			
	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction			
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

6		Describe event being held:		
	Date			
	Start Time End Time			
	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction			
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No		

12. Special license date information Continued from Page 2.

7			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
			Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

8			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
			Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

9			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
			Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

10			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
			Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

11			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
			Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

12			Describe event being held:	
	Date			
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
			Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. **It is strongly recommended that you submit the application as soon as you know the date of your event(s).** Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>		If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses. Make checks payable to: State of Michigan	<i>Leave Blank - MLCC Use Only</i>
x Number of Special Licenses:			
= Special License Fees: <i>MLCC Fee Code: 4008</i>			
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>			
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>			
= TOTAL FEES DUE:			

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.


A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Print Name and <u>Phone Number</u> of President	Signature of President	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of ▼	Acting in the County of ▼	
My commission expires		

Print Name and <u>Phone Number</u> of Secretary	Signature of Secretary	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of ▼	Acting in the County of ▼	
My commission expires		

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: <i>Kentwood Police Department</i>	
Name & title of reviewing officer: <i>Richard Roberts - Chief of Police</i>	
Phone number of officer: <i>616-656-6504</i>	Email of officer: <i>roberts@kentwood.us</i>
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
<div style="display: flex; justify-content: space-between;"> <div>  Signature of Reviewing Officer </div> <div> <i>8/5/21</i> Date </div> </div>	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:	
Address of church or school:	
City:	Zip Code:
Phone number:	Email:
Name of clergy member or superintendent:	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
<div style="display: flex; justify-content: space-between;"> <div> Signature of Clergy Member or Superintendent </div> <div> Date </div> </div>	

***Please note: the Commission has the sole and only right to approve or deny this request for a Special License.**

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
<div style="display: flex; justify-content: space-between;"> <div> Signature of Authorized Signer for Licensee </div> <div> Date </div> </div>	



City of Kentwood Resolution - 21

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a ☒ Regular ☐ Special meeting of the ☐ Membership ☒ City Commission

called to order by Mayor Stephen Kepley on August 9, 2021 at 7:00 pm
(Date) (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from City of Kentwood
(Name of Organization)

for a Special License to serve alcohol on September 11, 2021
(Event Date or Dates)

to be located at Kentwood City Hall & Kentwood Library, 4900 - 4950 Breton Ave SE, Kentwood MI 49508
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be recommended for issuance.
(Recommended or Not Recommended)

Approval Vote Tally

Yeas: _____

Nays: _____

Absent: _____

Certification by Authorized Officer of Organization:

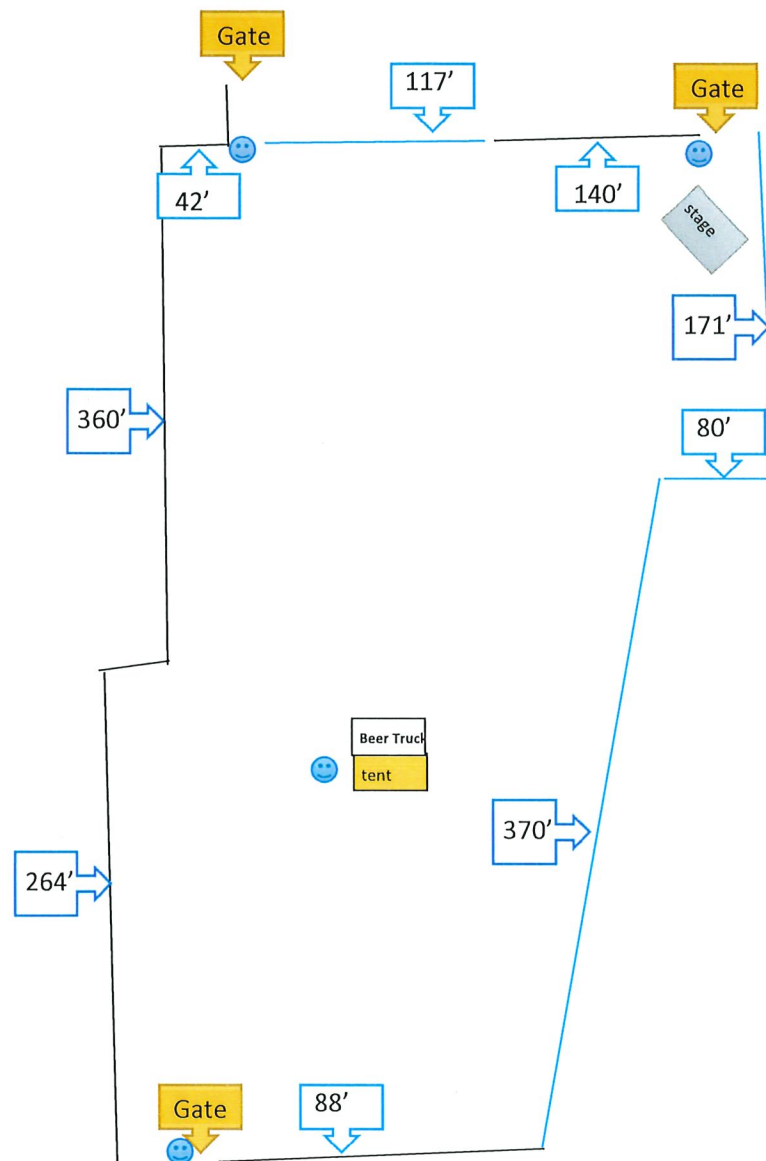
I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

☐ Membership ☒ City Commission at a ☒ Regular ☐ Special meeting held on August 9, 2021.
(Date)

Becky Schultz, Deputy City Clerk 08/09/2021

Print Name & Title of Authorized Officer Signature of Authorized Officer Date

Beer Garden July 3, 2021



Event fence perimeter = 894 feet

+ Natural barrier/existing fence perimeter = 738 feet

Total perimeter distance equals 1,632 feet

Total event area equals 155,280 square feet

The beer garden will be enclosed by a 4ft temporary fence existing 4ft fence. There are three entrances and exits to the enclosed area.

We will have ten hired security guards inside the beer garden. One (3) will be stationed at each of the gates, make sure no leaves or carries in. Three will roam the fence in area, two will be roaming the parking lot and two will be checking ID's and giving bracelets to patrons. They will also ensure no beverages are passed outside the permitted area. We will also have Kentwood Police patrolling the event area.

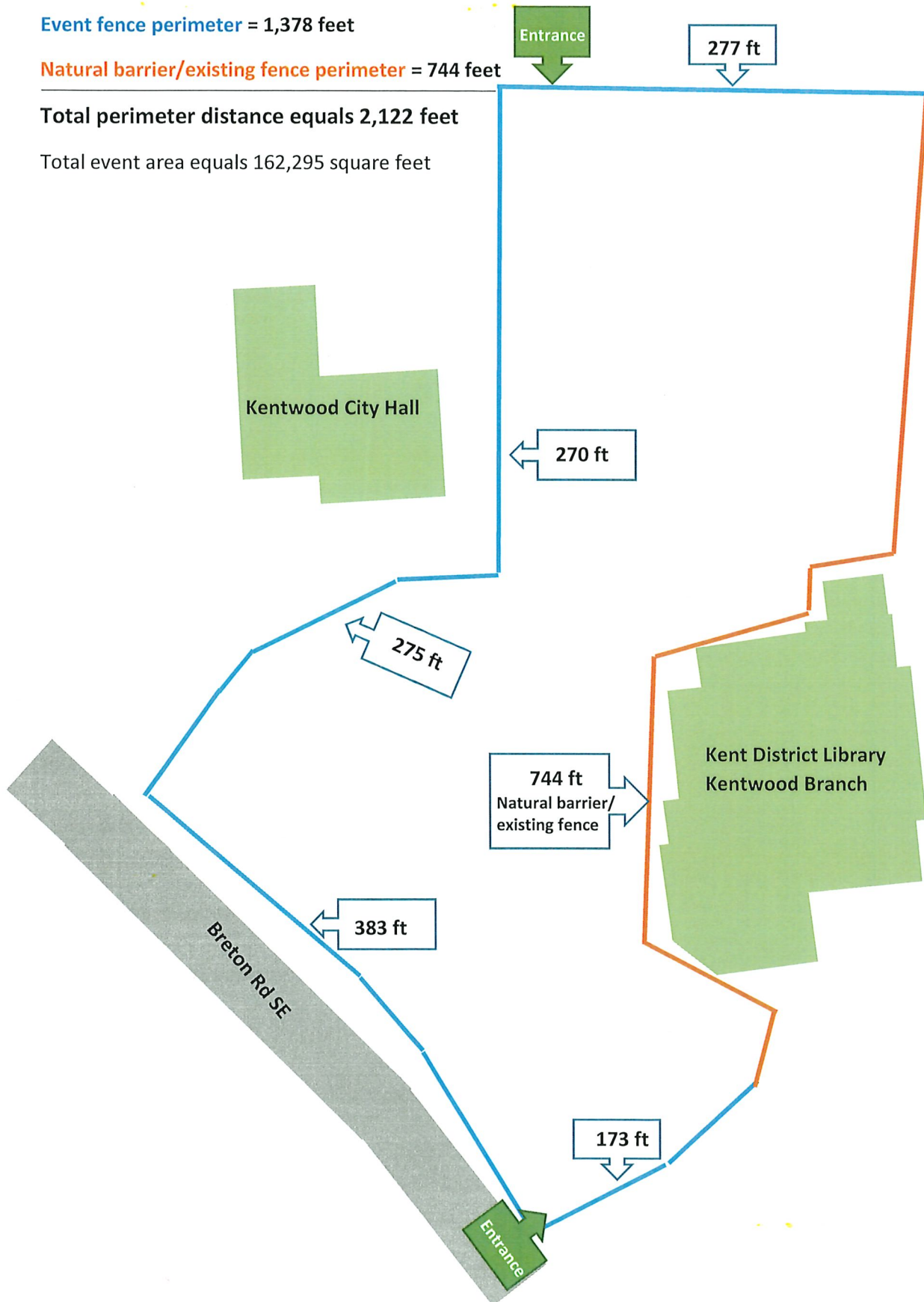
Kentwood Food Truck Festival – September 11, 11am-8pm

Event fence perimeter = 1,378 feet

Natural barrier/existing fence perimeter = 744 feet

Total perimeter distance equals 2,122 feet

Total event area equals 162,295 square feet



Total for fund 101 GENERAL FUND	644,831.34
Total for fund 202 MAJOR STREET	103,450.26
Total for fund 203 LOCAL STREET	6,433.70
Total for fund 205 POLICE & FIRE PROTECTION	605.57
Total for fund 213 DRAIN FUND	5,137.66
Total for fund 219 STREET LIGHTING	31.95
Total for fund 230 LANDFILL REMEDIATION FUND	2,062.89
Total for fund 271 LIBRARY FUND	33.83
Total for fund 401 PROPERTY BUILDING FUND	32,169.96
Total for fund 580 WATER FUND	48,414.16
Total for fund 590 SEWER FUND	10,981.66
Total for fund 630 SELF INSURANCE FUND	22,757.88
Total for fund 640 DPW EQUIPMENT FUND	10,061.12
Total for fund 703 TAX COLLECTION FUND	2,820,472.38
TOTAL - ALL FUNDS	3,707,444.36

08/05/2021 10:51 AM

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 1/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/22/2021	AP-MB	253681	ABC SUPPLY COMPANY, INC.	SUPPLIES	101-441-740.000	16.00
07/22/2021	AP-MB	253682	ACTION INDUSTRIAL SUPPLY	UNIFORM EXPENSE - N. KELLY	101-441-743.000	152.79
07/22/2021	AP-MB	253683	ALLIED ELECTRIC	SOFT STARTS FOR 75HP PUMPS (3) +	580-580-975.000	8,445.00
07/22/2021	AP-MB	253684	MIKE ANDERSON	VEHICLE MILEAGE - JAN-JUNE 2021	580-580-864.000	161.84
		253684		VEHICLE MILEAGE - JAN-JUNE 2021	590-590-864.000	161.84
						323.68
07/22/2021	AP-MB	253685	APOLLO FIRE EQUIPMENT	SUPPLIES	580-580-740.000	261.50
07/22/2021	AP-MB	253686	AT&T	SUPPLIES	101-301-740.000	125.00
07/22/2021	AP-MB	253687	BROADMOOR PRODUCTS INC	SUPPLIES	101-101-740.000	790.49
07/22/2021	AP-MB	253688	BYRON-GAINES UTILITY AUTHORITY	SEWER SERVICES PURCH - JUNE 2021	590-590-961.000	9,786.66
07/22/2021	AP-MB	253689	TOM CHASE	MAINT AGREEMENTS - 5/21-6/30/21	101-101-941.000	(1.16)
		253689		SUPPLIES - 5/21-6/30/21	101-201-740.000	(2.50)
		253689		TELEPHONE - JUNE 2021	101-201-850.000	45.00
		253689		VEHICLE MILEAGE - 5/21-6/30/21	101-201-864.000	10.36
						51.70
07/22/2021	AP-MB	253690	CONTROL LOGIC OF MICHIGAN	SETBACK PROGRAM CHANGES	401-401-975.000	250.00
		253690		HUMIDIFIER SEQUENCE CHANGES	401-401-975.000	350.00
		253690		SCHEDULE CHANGES FOR PUMPS 1 & 2	401-401-975.000	250.00
		253690		VARIABLE FREQUENCY DRIVES FOR PUMPS	401-401-975.000	5,150.00
						6,000.00
07/22/2021	AP-MB	253691	CRESCENT ELECTRIC SUPPLY CO	MAINTENANCE ROAD & STREET	202-202-778.001	718.81
07/22/2021	AP-MB	253692	GAIL DEWEY	TELEPHONE - 7/1/20-6/30/21	101-226-850.000	540.00
07/22/2021	AP-MB	253693	DUHADWAY,KENDALL & ASSOC, INC	CONTRACTUAL SERVICES - 2/7-2/13/21	101-101-801.000	759.36
07/22/2021	AP-MB	253694	DREW WIRELESS - ANDREW J FELDE	REPAIR	101-336-934.000	200.00
07/22/2021	AP-MB	253695	E3M SOLUTIONS	ENERGY AUDIT & CONSULTING SERVICES	401-401-975.000	16,924.00
07/22/2021	AP-MB	253696	ELEVATOR SERVICE LLC	REPAIR	101-738-934.000	131.60
07/22/2021	AP-MB	253697	EMERGENCY MEDICAL PRODUCTS	SUPPLIES	101-336-740.000	732.49
		253697		SUPPLIES - COVID	101-336-740.000	1,443.60
						2,176.09
07/22/2021	AP-MB	253698	ETNA SUPPLY	SETUP AND TRAINING	580-580-956.000	2,000.00
		253698		HANDHELD DEVICE SENSUS FL7502	580-580-975.000	16,000.00
		253698		AUTOGUN SENSUS AG6590	580-580-975.000	3,400.00
						21,400.00

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 2/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/22/2021	AP-MB	253699	GRAINGER INC	SUPPLIES	101-101-740.000	61.05
07/22/2021	AP-MB	253700	GRAND RAPIDS COMMUNITY COLLEGE	PILOT 2020	101-000-222.000	8,847.69
07/22/2021	AP-MB	253701	ALEX Hiestand	VEHICLE MILEAGE - JAN-JUNE 2021	580-580-864.000	27.72
		253701		VEHICLE MILEAGE - JAN-JUNE 2021	590-590-864.000	27.72
						55.44
07/22/2021	AP-MB	253702	INTERURBAN TRANSIT PARTNERSHIP	PILOT 2020	101-000-222.000	7,320.92
07/22/2021	AP-MB	253703	KELSO, STEVEN & CHRISTINE	Water RTS	580-000-040.000	40.03
		253703		Sewer	590-000-040.000	94.80
		253703		Sewer RTS	590-000-040.000	69.17
						204.00
07/22/2021	AP-MB	253704	KENDALL ELECTRIC INC	SUPPLIES	580-580-740.000	265.38
07/22/2021	AP-MB	253705	KENT COUNTY ROAD COMMISSION	MAINT ROAD & STREET-JUNE 2021	202-202-778.001	424.32
07/22/2021	AP-MB	253706	KENT COUNTY TREASURER	PILOT 2020	101-000-222.000	31,446.97
07/22/2021	AP-MB	253707	KENT COUNTY TREASURER	CSU REG HOURS - APRIL-JUNE 2021	101-301-801.000	6,800.00
		253707		CSU OVERTIME HOURS-APRIL-JUNE 2021	101-301-801.000	1,293.75
		253707		ADMIN FEE - APRIL-JUNE 2021	101-301-801.000	1,250.00
						9,343.75
07/22/2021	AP-MB	253708	KENT DISTRICT LIBRARY	PILOT 2020	101-000-222.000	6,370.92
07/22/2021	AP-MB	253709	KENT INTERMEDIATE SCHOOL DIST	PILOT 2020	101-000-222.000	28,197.96
07/22/2021	AP-MB	253710	KENTWOOD PUBLIC SCHOOLS	PILOT 2020	101-000-225.000	29,609.78
07/22/2021	AP-MB	253711	LOWES HOME IMPROVEMENT	SUPPLIES	101-101-740.000	98.35
		253711		SUPPLIES	101-738-740.000	54.45
		253711		SUPPLIES	580-580-740.000	23.72
						176.52
07/22/2021	AP-MB	253712	MED-1 BRETON	SUPPLIES	101-301-740.000	35.00
07/22/2021	AP-MB	253713	MED-1 LEONARD LLC	SUPPLIES	101-301-740.000	35.00
07/22/2021	AP-MB	253714	MENARDS-WYOMING	SUPPLIES	580-580-740.000	61.52
07/22/2021	AP-MB	253715	MICHIGAN MUNICIPAL LEAGUE	2ND QTR 2020 SUTA RETURN	101-000-244.000	113.89
07/22/2021	AP-MB	253716	NETWORK SERVICES COMPANY	SUPPLIES	101-101-740.000	138.40
		253716		SUPPLIES JC COURT	101-136-740.136	105.32
		253716		SUPPLIES JC POLICE	101-301-740.301	245.76
		253716		SUPPLIES	101-441-740.000	188.13
		253716		SUPPLIES	101-738-740.000	611.50
						1,289.11

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 3/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/22/2021	AP-MB	253717	PIG OUT ON THE FLY	REC FEES-COMMUNITY EVENT-FOOD TRUCK	101-000-612.693	175.00
07/22/2021	AP-MB	253718	MARK RAMBO	TELEPHONE - JULY 2020 - JUNE 2021	101-171-850.000	540.00
07/22/2021	AP-MB	253719	RATHCO	MAINTENANCE ROAD & STREET	202-202-778.001	36.00
07/22/2021	AP-MB	253720	RED WING BUSINESS ADVANTAGE	UNIFORM EXPENSE - RUESINK	101-441-743.000	169.99
07/22/2021	AP-MB	253721	SA MORMAN & CO	SUPPLIES	101-738-740.000	237.35
07/22/2021	AP-MB	253722	SECURALARM	REPAIR & MAIT-PARKS	101-441-934.208	320.00
07/22/2021	AP-MB	253723	SELECT FASTENERS FAST	SUPPLIES	101-441-740.000	74.60
07/22/2021	AP-MB	253724	SERVPRO	REPAIR - 6/28/21	101-101-934.000	879.76
07/22/2021	AP-MB	253725	SHELDON CLEANERS	UNIFORM EXPENSE- POLICE- JUNE 2021	101-301-743.000	1,057.14
07/22/2021	AP-MB	253726	SPARTAN STORES LLC	SUPPLIES	101-691-740.000	10.64
07/22/2021	AP-MB	253727	STATE OF MICHIGAN	PILOT 2020	101-000-225.000	164,684.90
07/22/2021	AP-MB	253728	SUNBELT RENTALS, INC	EQUIPMENT RENTAL	101-441-745.000	750.50
07/22/2021	AP-MB	253729	TRANE	SUPPLIES	101-101-740.000	9.46
07/22/2021	AP-MB	253730	UNITED STATES TREASURY	PCORI FEE - MED PLAN YR END 6/30/20	630-625-801.000	966.09
07/22/2021	AP-MB	253731	ROTH TRUCKING TRANSPORTATION	CONTRACTUAL SERVICES - JUNE 2021	101-101-801.000	189.50
07/22/2021	AP-MB	253732	AD-AMERICA MARKETING GROUP	SUPPLIES	101-691-740.000	378.00
07/22/2021	AP-MB	253733	AT&T	616 R01 5636 123 6 - JULY 2021	590-590-850.000	627.37
07/22/2021	AP-MB	253734	ATLAS RESTAURANT SUPPLY	SUPPLIES - LESS TAX \$.47	101-691-740.000	7.84
07/22/2021	AP-MB	253735	BLACKBURN MFG CO	SUPPLIES	580-580-740.000	291.30
		253735		SUPPLIES	590-590-740.000	201.78
						<hr/> 493.08
07/22/2021	AP-MB	253736	BRADLEY'S ACE HARDWARE	CASH DISCOUNTS	101-000-687.000	(1.72)
		253736		PARK MAINT SUPPLIES	101-441-740.208	85.68
						<hr/> 83.96
07/22/2021	AP-MB	253737	CASCADE CEMENT CONTRACTING INC	CONCRETE REPAIR AT 1025 GENTIAN	203-203-778.001	720.00
07/22/2021	AP-MB	253738	COMCAST	8529112770354536 - 7/14-8/13/21	101-336-740.000	181.71
		253738		8529112770344669 - 7/14-8/13/21	101-336-740.000	125.64
						<hr/> 307.35
07/22/2021	AP-MB	253739	MICHAEL P COMER, PH.D.	CONTRACTUAL SERVICES - 7/5/21	101-301-801.000	120.00
07/22/2021	AP-MB	253740	CONNECTWISE, INC	SAAS STANDARD USER (X4)-JULY 2021	101-258-801.000	260.00
07/22/2021	AP-MB	253741	DUHADWAY,KENDALL & ASSOC, INC	EVENT STAFF FOURTH OF JULY	101-693-801.000	1,435.65

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 4/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/22/2021	AP-MB	253742	EHIM	ADMIN FEE - FSA - JULY 2021	101-101-725.000	100.00
07/22/2021	AP-MB	253743	EJ USA, INC	MAINTENANCE ROAD & STREET	202-202-778.001	127.17
		253743		MAINT & REPAIR OTHER	580-580-784.000	775.47
						<hr/> 902.64
07/22/2021	AP-MB	253744	FEDEX	POSTAGE	101-101-728.000	32.32
07/22/2021	AP-MB	253745	FIFTH THIRD BANK	KENTWOOD PENSION PE 7/16/21	101-000-245.000	5,899.04
07/22/2021	AP-MB	253746	FIRST STOP HEALTH, LLC	CONTRACTUAL SERV - AUGUST 2021	630-625-801.000	970.10
07/22/2021	AP-MB	253747	FOUNDATION BUILDING MATERIALS	MAINTENANCE ROAD & STREET	202-202-778.001	467.20
07/22/2021	AP-MB	253748	FRICKE ASPHALT MAINTANCE LLC	ASPHALT PATCH @ 1025 GENTIAN	203-203-778.001	750.00
		253748		ASPHALT PATCH @ 1792 FOREST LAKE	203-203-778.001	1,000.00
		253748		ASPHALT PATCH @ 1787 FOREST LAKE	203-203-778.001	1,000.00
						<hr/> 2,750.00
07/22/2021	AP-MB	253749	FUEL MANAGEMENT SYSTEM	GASOLINE EXP 7079	101-301-862.000	6,118.43
		253749		GASOLINE EXP 7076	101-336-862.000	1,691.31
		253749		GASOLINE EXP 7078	101-371-862.000	116.29
		253749		GASOLINE EXP 7077	101-441-862.000	1,845.78
		253749		GASOLINE EXP 9639	101-449-862.000	67.36
		253749		GASOLINE EXP 7080	101-691-862.000	317.94
						<hr/> 10,157.11
07/22/2021	AP-MB	253750	GODWIN HARDWARE & PLUMBING,	SUPPLIES	580-580-740.000	484.26
07/22/2021	AP-MB	253751	GORDON FOOD SERVICE	SUPPLIES	101-691-740.000	122.98
07/22/2021	AP-MB	253752	ALEX Hiestand	VEHICLE MILEAGE - JULY 2021	580-580-864.000	12.32
		253752		VEHICLE MILEAGE - JULY 2021	590-590-864.000	12.32
						<hr/> 24.64
07/22/2021	AP-MB	253753	KENOWA MUN FED CREDIT UNION	UNION -SGTS 47629-001 PE 7/16/21	101-000-238.000	302.50
07/22/2021	AP-MB	253754	KENT RUBBER SUPPLY CO	SUPPLIES	580-580-740.000	416.45
07/22/2021	AP-MB	253755	LIQUID ACCESS WATERSKIS	SUPPLIES	101-691-740.000	138.55
07/22/2021	AP-MB	253756	MENARDS-WYOMING	SUPPLIES	101-441-740.000	21.90
07/22/2021	AP-MB	253757	MISDU	WITHLD FOC PE 7/16/21	101-000-231.000	1,785.74
07/22/2021	AP-MB	253758	DIEGO MORALES	SUMMER CONCERT SERIES - 7/22/21	101-693-801.000	600.00
07/22/2021	AP-MB	253759	NATIONAL INSURANCE SERVICES	BENEFIT CONSULTING - JULY-SEPT 2021	101-101-725.000	11,250.00
07/22/2021	AP-MB	253760	NETWORK SERVICES COMPANY	PARK MAINT SUPPLIES - COVENANT PARK	101-441-740.208	299.52
07/22/2021	AP-MB	253761	PLM LAKE & LAND MANAGEMENT	ALGAE TREATMENT OF LAKE	213-000-041.000	1,135.00

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 5/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/22/2021	AP-MB	253762	PLUMMERS DISPOSAL SERVICES	1088 GENTIAN - 7/7-8/3/21	101-441-740.208	165.00
		253762		JULY 4 EVENT - 4900 BRETON RD	101-693-740.000	1,065.00
		253762		CONCERT SERIES 2021 - 4900 BRETON	101-693-740.000	355.00
						<hr/> 1,585.00
07/22/2021	AP-MB	253763	PURCHASE POWER	POSTAGE-JUSTICE CNTR-8341	101-101-728.000	1,123.98
		253763		METER RENTAL - 7/1-9/30/21	101-101-728.000	180.00
						<hr/> 1,303.98
07/22/2021	AP-MB	253764	QUALITY AIR HEATING & COOLING	REPAIR	101-738-934.000	379.56
		253764		HEAT PUMP REPLACEMENT	401-401-975.000	8,285.00
						<hr/> 8,664.56
07/22/2021	AP-MB	253765	RAILTOWN BREWING CO	SUPPLIES - JULY 4TH	101-693-740.000	370.00
07/22/2021	AP-MB	253766	SMART BUSINESS SOURCE LLC	SUPPLIES	101-101-740.000	92.55
		253766		SUPPLIES	101-191-740.000	10.85
		253766		SUPPLIES	101-201-740.000	93.94
		253766		SUPPLIES	101-226-740.000	23.46
		253766		OFFICE SUPPLIES	101-301-727.000	951.45
						<hr/> 1,172.25
07/22/2021	AP-MB	253767	SPARTAN DISTRIBUTORS INC	MAINTENANCE ROAD & STREET	202-202-778.001	25.73
07/22/2021	AP-MB	253768	SUNBELT RENTALS, INC	SUPPLIES - JULY 4TH	101-693-740.000	600.00
07/22/2021	AP-MB	253769	TCF BANK	POLICE UNION DUES WHD PE 7/16/21	101-000-238.000	1,152.00
		253769		POLC & TBL DUES WHD PE 7/16/21	101-000-238.000	220.00
						<hr/> 1,372.00
07/22/2021	AP-MB	253770	TELNET WORLDWIDE INC	TELEPHONE - 7/8-8/7/21	101-101-850.000	754.04
07/22/2021	AP-MB	253771	TMDE CALIBRATION LABS, INC	REPAIR	101-301-934.000	180.32
07/22/2021	AP-MB	253772	USA BLUEBOOK	SUPPLIES	580-580-740.000	884.53
07/22/2021	AP-MB	253773	VERIZON WIRELESS	TELEPHONE - 7/11-8/10/21	101-101-850.000	0.42
		253773		TELEPHONE - 7/11-8/10/21	101-136-850.000	46.67
		253773		TELEPHONE - 7/11-8/10/21	101-137-850.000	23.51
		253773		TELEPHONE - 7/11-8/10/21	101-201-850.000	119.96
		253773		TELEPHONE - 7/11-8/10/21	101-253-850.000	47.94
		253773		TELEPHONE - 7/11-8/10/21	101-258-850.000	95.88
		253773		TELEPHONE - 7/11-8/10/21	101-371-850.000	94.61
		253773		TELEPHONE - 7/11-8/10/21	101-441-850.000	561.89
		253773		TELEPHONE - 7/11-8/10/21	101-691-850.000	132.57
		253773		TELEPHONE - 7/11-8/10/21	101-693-850.000	36.01
		253773		TELEPHONE - 7/11-8/10/21	580-580-850.000	131.39

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 6/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						1,290.85
07/22/2021	AP-MB	253774	WASTE TRENDS	4568 TERRY DR SE	101-101-963.000	150.00
07/22/2021	AP-MB	253775	ALL4STAFF INC	CONTRACTUAL SERVICES - JULY 2021	101-226-801.000	337.50
07/29/2021	AP-MB	253776	AT&T MOBILITY	WI-FI VARIOUS-CHG ACCT#287303434683	101-101-850.000	556.40
		253776		ACCT#287290134314 - 6/7-7/6/21	101-301-850.000	18.12
		253776		ACCT#287290134314 - 6/7-7/6/21	101-449-850.000	18.12
						592.64
07/29/2021	AP-MB	253777	AVERTEST, LLC	DRUG COURT - JUNE 2021	101-137-801.000	87.80
		253777		SOBRIETY COURT - JUNE 2021	101-137-801.000	936.00
						1,023.80
07/29/2021	AP-MB	253778	BLDI, INC	CONTRACTUAL SERVICES- P.E. 6/30/21	101-336-801.000	180.40
07/29/2021	AP-MB	253779	BROADMOOR PRODUCTS INC	SUPPLIES	101-738-740.000	1,094.81
07/29/2021	AP-MB	253780	CDW GOVERNMENT	SUPPLIES	101-441-740.000	10.65
07/29/2021	AP-MB	253781	COURT COMPLIANCE CORPORATION	CONTRACTUAL SERVICES - JUNE 2021	101-136-801.000	5,796.10
07/29/2021	AP-MB	253782	COURTESY DODGE	INVENTORY MTR POOL PARTS	101-000-114.000	95.12
07/29/2021	AP-MB	253783	ETNA SUPPLY	PARK MAINT SUPPLIES	101-441-740.208	39.60
		253783		MAINT & REPAIR OTHER	580-580-784.000	1,023.50
						1,063.10
07/29/2021	AP-MB	253784	FD LAKE	PARK MAINT SUPPLIES	101-441-740.208	143.10
07/29/2021	AP-MB	253785	FLEIS & VANDENBRINK	DUE FROM CITIES - 5/30-6/26/21	202-000-071.000	95.00
		253785		ENGINEERING SERV - 5/30-6/26/21	202-202-810.000	95.00
						190.00
07/29/2021	AP-MB	253786	GRAINGER INC	SUPPLIES	101-336-740.000	89.68
		253786		PARK MAINT SUPPLIES	101-441-740.208	7.66
						97.34
07/29/2021	AP-MB	253787	GRAND RAPIDS CITY TREASURER	TRAFFIC SIGNAL MAINT- APRIL-JUNE	202-202-778.002	27,857.18
		253787		MAINTENACE TRAFFIC - E. PARIS AVE	202-202-778.002	2,093.23
						29,950.41
07/29/2021	AP-MB	253788	KENT COUNTY ROAD COMMISSION	MAINT ROAD & STREET - MAY 2021	202-202-778.001	166.07
07/29/2021	AP-MB	253789	KRONOS SAASHR INC	CONTRACTUAL SERVICES - JUNE 2021	101-226-801.000	1,496.04
07/29/2021	AP-MB	253790	LANGUAGE LINE SERVICES	9020508015 - JUNE 2021	101-136-801.000	804.97
07/29/2021	AP-MB	253791	LEXIS NEXIS - MATTHEW BENDER	SUPPLIES	101-136-740.000	497.61

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 7/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/29/2021	AP-MB	253792	LIAISON LINGUISTICS, LLC	CONTRACTUAL SERV - APRIL 2021	101-136-801.000	300.00
07/29/2021	AP-MB	253793	MARK'S BODY SHOP	INVENTORY MTR POOL PARTS	101-000-114.000	285.00
07/29/2021	AP-MB	253794	MED-1 BRETON	SUPPLIES	101-449-740.000	55.00
07/29/2021	AP-MB	253795	MICHIGAN MUNICIPAL LEAGUE	EMPLOYMENT AD - MAINT WORKER	101-441-740.000	40.32
		253795		EMPLOYMENT AD - DIR OF PUBLIC WORKS	101-441-740.000	42.12
						<hr/> 82.44
07/29/2021	AP-MB	253796	MILLER, JOHNSON, SNELL &	LEGAL FEES - JUNE 2021	101-101-804.000	12,237.50
07/29/2021	AP-MB	253797	MLIVE MEDIA GROUP	PRINTING & PUBLISHING - JUNE 2021	101-101-900.000	1,953.40
07/29/2021	AP-MB	253798	MOORE & BRUGGINK	BGR20-003 - PESC200003	101-000-202.001	18,037.16
		253798		BGR20-002 - PESC200002	101-000-202.001	15,364.99
		253798		ENGINEERING SERV - BURTON ST RECON	202-202-810.000	5,307.76
		253798		ENGINEERING SERV - E. PARIS RECON	202-202-810.000	9,826.33
						<hr/> 48,536.24
07/29/2021	AP-MB	253799	NAPA AUTO PARTS	INVENTORY MTR POOL PARTS	101-000-114.000	83.28
07/29/2021	AP-MB	253800	NETWORK SERVICES COMPANY	PARK MAINT SUPPLIES	101-441-740.208	59.42
07/29/2021	AP-MB	253801	REALITY COUNSELING SERVICES	CONTRACTUAL SERV- THOMAS- JUNE 2021	101-137-801.000	75.00
		253801		CONTRACTUAL SERV - ZACH - JUNE 2021	101-137-801.000	300.00
						<hr/> 375.00
07/29/2021	AP-MB	253802	REDWOOD TOXICOLOGY LABORATORY	SUPPLIES	101-136-740.000	29.18
07/29/2021	AP-MB	253803	RHD TIRE COMPANY	INVENTORY MTR POOL PARTS	101-000-114.000	371.40
07/29/2021	AP-MB	253804	SA MORMAN & CO	PARK MAINT SUPPLIES	101-441-740.208	522.72
07/29/2021	AP-MB	253805	SECURALARM	REPAIR	101-136-934.000	207.37
		253805		REPAIR	101-301-934.000	483.88
						<hr/> 691.25
07/29/2021	AP-MB	253806	SECURITY INC.	CONTRACTUAL SERV - JUNE 2021	101-136-801.000	304.20
		253806		CONTRACTUAL SERV - JUNE 2021	101-253-801.000	327.60
						<hr/> 631.80
07/29/2021	AP-MB	253807	SHERWIN-WILLIAMS	SPORTS FIELD SUPPLIES	101-441-740.691	25.99
07/29/2021	AP-MB	253808	SMART BUSINESS SOURCE LLC	SUPPLIES	101-136-740.000	139.80
07/29/2021	AP-MB	253809	SPALDING DEDECKER ASSOCIATES	BGR21-002 - PESC210002	101-000-202.001	1,309.50
		253809		MEETINGS & SITE VISIT	213-213-778.004	402.66
		253809		PERMITTING	213-213-778.004	3,600.00
						<hr/> 5,312.16

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 8/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/29/2021	AP-MB	253810	TIM SPARKS	UNIFORM EXPENSE - SPARKS	101-371-743.000	232.26
07/29/2021	AP-MB	253811	T. REX & THE RABBIT FOODS, LLC	CONTRACTUAL SERVICES	101-691-801.000	262.50
07/29/2021	AP-MB	253812	TELE-RAD INC	SUPPLIES	101-336-740.000	540.00
07/29/2021	AP-MB	253813	VERIZON CONNECT NWF INC	CONTRACTUAL SERVICES - JUNE 2021	101-441-801.000	755.55
07/29/2021	AP-MB	253814	ADN ADMINISTRATORS, INC.	CONTRACTUAL SERV-DENTAL-AUG 2021	630-630-801.000	1,133.00
		253814		CONTRACTUAL SERV-VISION-AUG 2021	630-635-801.000	205.00
						<hr/> 1,338.00
07/29/2021	AP-MB	253815	AIS CONSTRUCTION EQUIPMENT	SUPPLIES	101-449-740.000	46.20
07/29/2021	AP-MB	253816	AMERICAN PUBLIC WORKS ASSOC	APWA - J. BEKE - 9/1/21-8/31/22	101-449-807.000	240.00
07/29/2021	AP-MB	253817	JOSHUA ANDERSON	OFFICIATING PAY P.E. - 7/23/21	101-691-801.000	180.00
07/29/2021	AP-MB	253818	AT&T	616 656 3333 777 0 - 7/19-8/18/21	101-101-850.000	49.90
		253818		616 698 6580 556 3 - 7/19-8/18/21	101-101-850.000	365.43
		253818		831 001 0837 144	101-101-850.000	1,984.96
		253818		831 001 0836 727 - 7/7-8/6/21	101-101-850.000	1,343.20
		253818		616 698 6580 556 3 - 7/19-8/18/21	101-301-850.000	2,115.80
		253818		616 554 1233 256 7 - 7/19-8/18/21	101-738-850.000	49.90
						<hr/> 5,909.19
07/29/2021	AP-MB	253819	AT&T	TELEPHONE - ASE - 7/8-8/7/21	101-101-850.000	7,511.99
07/29/2021	AP-MB	253820	AULT LINDA CONKLIN	DUE TO CUSTOMER	101-000-202.001	266.12
		253820		DUE TO CUSTOMER	205-000-202.001	503.50
		253820		DUE TO CUSTOMER	271-000-202.001	28.13
		253820		DUE TO CUSTOMER	703-000-202.001	1,762.43
						<hr/> 2,560.18
07/29/2021	AP-MB	253821	B & B TRUCK EQUIPMENT	INVENTORY MTR POOL PARTS	101-000-114.000	222.31
07/29/2021	AP-MB	253822	BABCOCK, KAREN	DEPOSIT REFUND	101-000-669.691	75.00
07/29/2021	AP-MB	253823	BERGER CHEVROLET	INVENTORY MTR POOL PARTS	101-000-114.000	1,321.44
07/29/2021	AP-MB	253824	JAM BEST ONE FLEET SERVICE	VEHICLE REPAIR & MAINTENANCE	101-441-861.934	391.94
07/29/2021	AP-MB	253825	BIEREMA, DEBRA	RECREATION FEES REFUND	101-000-612.000	198.00
07/29/2021	AP-MB	253826	BOWDEN, SHERRI	RECREATION FEES REFUND	101-000-612.000	24.00
07/29/2021	AP-MB	253827	BRADLEY'S ACE HARDWARE	CASH DISCOUNTS	101-000-687.000	(2.82)
		253827		SUPPLIES	101-336-740.000	140.63
						<hr/> 137.81
07/29/2021	AP-MB	253828	BS & A SOFTWARE	ASSESSING SYS MAINT - 8/1/21-8/1/22	101-209-941.000	3,335.00
		253828		QTRLY PAS SERVICE FEE	101-371-941.000	922.00

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 9/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						<hr/> 4,257.00
07/29/2021	AP-MB	253829	CALEDONIA COMMUNITY SCHOOLS	TAX - S TAX 21	703-000-225.050	40,606.05
07/29/2021	AP-MB	253830	ALEX CAREY	GAS FOR CRUISER-GAS CARD NOT	101-301-862.000	56.67
07/29/2021	AP-MB	253831	CHERRY VALLEY STOVE & SAW	INVENTORY MTR POOL PARTS	101-000-114.000	9.42
07/29/2021	AP-MB	253832	COLONY HARDWARE CORPORATION	SUPPLIES	101-441-740.000	449.99
07/29/2021	AP-MB	253833	CONSUMERS ENERGY	100013677677	101-336-920.000	1,592.21
		253833		100011131024	101-441-920.000	69.19
		253833		100019448198	101-441-920.000	35.50
		253833		103037845452 - COVENANT PARK	101-441-920.000	1,061.16
		253833		100084342698	202-202-778.001	29.13
		253833		100014708596	202-202-778.002	29.13
						<hr/> 2,816.32
07/29/2021	AP-MB	253834	COUNTRYSIDE TOURS, INC.	TRIP - VAN GOGH	101-691-740.000	916.00
		253834		TRIP - THE BEST OF ME	101-691-740.000	556.00
						<hr/> 1,472.00
07/29/2021	AP-MB	253835	COURTESY DODGE	INVENTORY MTR POOL PARTS	101-000-114.000	1,595.88
07/29/2021	AP-MB	253836	DAVID GERALD ENTERPRISES	SUMMER CONCERT SERIES - 7/29/21	101-693-801.000	1,000.00
07/29/2021	AP-MB	253837	DEERE & COMPANY	JOHN DEERE LAWN TRACTOR/MOWER	640-640-975.000	10,061.12
07/29/2021	AP-MB	253838	DINGES FIRE COMPANY	UNIFORM EXPENSE	101-336-743.000	146.14
07/29/2021	AP-MB	253839	ELLIOT, PATRICIA	DEPOSIT REFUND	101-000-669.691	75.00
07/29/2021	AP-MB	253840	EXCEL OFFICE INTERIORS	CAPITAL OUTLAY	101-336-975.000	1,104.00
07/29/2021	AP-MB	253841	FOREST HILLS PUBLIC SCHOOLS	TAX - S TAX 21	703-000-225.110	108,301.70
07/29/2021	AP-MB	253842	FREDRICKSON SUPPLY LLC	INVENTORY MTR POOL PARTS	101-000-114.000	55.09
07/29/2021	AP-MB	253843	JOSE R GONZALEZ	OFFICIATING PAY P.E. - 7/23/21	101-691-801.000	300.00
07/29/2021	AP-MB	253844	GR CENTRAL IRON & STEEL	PARK MAINT SUPPLIES	101-441-740.208	60.00
07/29/2021	AP-MB	253845	GRAINGER INC	OFFICE SUPPLIES	101-441-727.000	49.44
		253845		PARK MAINT SUPPLIES	101-441-740.208	470.33
						<hr/> 519.77
07/29/2021	AP-MB	253846	GRAND RAPIDS CITY TREASURER	4480 44TH ST SE	101-371-801.000	120.00
		253846		3195 28TH SE SE - FYE	101-371-801.000	120.00
		253846		4171 40TH ST SE 103	101-371-801.000	120.00
		253846		4665 44TH ST SE A-160	101-371-801.000	120.00
		253846		3079 28TH ST SE C	101-371-801.000	120.00

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 10/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						600.00
07/29/2021	AP-MB	253847	GRAND RAPIDS COMMUNITY COLLEGE TAX - S TAX 21		703-000-224.001	193,566.57
07/29/2021	AP-MB	253848	GRAND VALLEY CONCRETE PRODUCTS MAINTENANCE ROAD & STREET		202-202-778.001	360.00
		253848		MAINTENANCE ROAD & STREET	203-203-778.001	360.00
						<hr/> 720.00
07/29/2021	AP-MB	253849	GROSTIC, KATIE	RECREATION FEES REFUND	101-000-612.000	125.00
07/29/2021	AP-MB	253850	HOFFMAN LAWN CARE LLC	COVENANT PARK - JULY 2021	101-441-801.000	200.00
		253850		PINE HILL - JULY 2021	101-441-801.000	1,379.00
		253850		60TH MEDIANS - JULY 2021	202-000-040.000	275.83
		253850		KENTWOOD MEDIANS - JULY 2021	202-202-778.001	6,421.98
		253850		CLEAR VISION - JULY 2021	202-202-778.001	1,580.00
						<hr/> 9,856.81
07/29/2021	AP-MB	253851	INTERURBAN TRANSIT PARTNERSHIP TAX - S TAX 21		703-000-223.001	160,023.62
07/29/2021	AP-MB	253852	KELLOGGSVILLE PUBLIC SCHOOLS TAX - S TAX 21		703-000-225.140	100,068.64
07/29/2021	AP-MB	253853	KENT COUNTY TREASURER TAX - S TAX 21		703-000-222.000	468,072.88
07/29/2021	AP-MB	253854	KENT COUNTY TREASURER SET - S TAX 21		703-000-228.000	669,673.51
07/29/2021	AP-MB	253855	KENT INTERMEDIATE SCHOOL DIST TAX - S TAX 21		703-000-224.000	616,907.63
07/29/2021	AP-MB	253856	CITY OF KENTWOOD - UTILITY	WATER & SEWER EXP - 630-0068-03-00	101-441-922.000	338.86
		253856		WATER & SEWER EXP - 628-0068-01-00	101-441-922.000	5,059.92
		253856		WATER & SEWER EXP - 630-0068-02-00	101-691-922.000	122.69
		253856		WATER & SEWER EXP - 630-0068-04-00	101-691-922.000	553.20
		253856		WATER & SEWER EXP - 631-5850-00-00	202-202-922.000	46.08
		253856		WATER & SEWER EXP - 631-5750-00-00	202-202-922.000	578.16
		253856		WATER & SEWER EXP - 632-5530-00-00	202-202-922.000	73.00
						<hr/> 6,771.91
07/29/2021	AP-MB	253857	KENTWOOD PUBLIC SCHOOLS TAX - S TAX 21		703-000-225.160	460,915.17
07/29/2021	AP-MB	253858	LANINGA APPLIANCE INC	CAPITAL OUTLAY - DRYER	101-336-975.000	670.00
07/29/2021	AP-MB	253859	LIFELOC TECHNOLOGIES	FC10MI PBT W/CASE BREATHALYZER	101-301-975.000	1,080.00
07/29/2021	AP-MB	253860	MED-1 BRETON	SUPPLIES	101-336-740.000	409.00
		253860		SUPPLIES	101-371-740.000	110.00
						<hr/> 519.00
07/29/2021	AP-MB	253861	MENARDS-WYOMING	PARK MAINT SUPPLIES	101-441-740.208	75.92
07/29/2021	AP-MB	253862	MICHIGAN MUNICIPAL LEAGUE	SUPPLIES	101-201-740.000	43.80
07/29/2021	AP-MB	253863	MIDWEST SAFETY PRODUCTS	SUPPLIES	101-336-740.000	286.56

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 11/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/29/2021	AP-MB	253864	NAPA AUTO PARTS	INVENTORY MTR POOL PARTS	101-000-114.000	854.85
		253864		AUTO SUPPLIES	101-336-861.000	37.47
		253864		SUPPLIES	101-441-740.000	148.32
						<hr/> 1,040.64
07/29/2021	AP-MB	253865	NEDERVELD ASSOCIATES	LAND SURVEYING SERVICES - 6/16-	101-101-801.000	1,655.50
07/29/2021	AP-MB	253866	JACOB NEWHOF	UNIFORM EXPENSE- NEWHOF	101-371-743.000	157.91
		253866		LARA RENEWAL - PLUMBING & REVIEWER	101-371-807.000	150.00
						<hr/> 307.91
07/29/2021	AP-MB	253867	NFPA	NFPA DUES - LOOMAN - THRU 9/30/22	101-336-807.000	175.00
07/29/2021	AP-MB	253868	NETWORK SERVICES COMPANY	PARK MAINT SUPPLIES	101-441-740.208	398.87
07/29/2021	AP-MB	253869	NYE UNIFORM	UNIFORM EXPENSE	101-301-743.000	3,096.00
		253869		UNIFORM EXPENSE	101-336-743.000	310.50
						<hr/> 3,406.50
07/29/2021	AP-MB	253870	OLAMETER, CORPORATION	DIST 4 RTE 14-18, DIST 5 RTE 19-25	580-580-801.000	1,453.34
07/29/2021	AP-MB	253871	ONE AUTOMOTIVE INDUSTRIES INC.	2020 JBOR BLL PROP TAX REFUND - S	101-000-405.000	5.71
		253871		2020 JBOR BLL PROP TAX REFUND - W	101-000-405.000	1.58
		253871		2020 JBOR BLL PROP TAX REFUND - S	101-000-407.000	48.81
		253871		2020 JBOR BLL PROP TAX REFUND - S	205-000-407.000	102.07
		253871		2020 JBOR BLL PROP TAX REFUND - S	271-000-407.000	5.70
		253871		2020 JBOR BLL PROP TAX REFUND - S	703-000-222.000	68.85
		253871		2020 JBOR BLL PROP TAX REFUND - W	703-000-222.000	32.34
		253871		2020 JBOR BLL PROP TAX REFUND - W	703-000-223.000	20.50
		253871		2020 JBOR BLL PROP TAX REFUND - S	703-000-223.001	23.56
		253871		2020 JBOR BLL PROP TAX REFUND - S	703-000-224.000	90.76
		253871		2020 JBOR BLL PROP TAX REFUND - S	703-000-224.001	28.47
		253871		2020 JBOR BLL PROP TAX REFUND - W	703-000-225.050	105.95
		253871		2020 JBOR BLL PROP TAX REFUND - S	703-000-225.050	105.95
		253871		2020 JBOR BLL PROP TAX REFUND - S	703-000-228.000	97.80
						<hr/> 738.05
07/29/2021	AP-MB	253872	PINE REST CHRISTIAN MENTAL	SUPPLIES	101-336-740.000	1,250.00
07/29/2021	AP-MB	253873	PITNEY BOWES INC	METER RENTAL - 5/1-7/31/21	101-101-728.000	226.98
07/29/2021	AP-MB	253874	RHD TIRE COMPANY	INVENTORY MTR POOL PARTS	101-000-114.000	212.00
07/29/2021	AP-MB	253875	RICHFIELD TRAILER SUPPLY-GR	INVENTORY MTR POOL PARTS	101-000-114.000	172.74
07/29/2021	AP-MB	253876	ROAD EQUIPMENT PARTS CENTER	INVENTORY MTR POOL PARTS	101-000-114.000	408.72
07/29/2021	AP-MB	253877	DALE SANBORN	OFFICIATING PAY P.E. - 7/23/21	101-691-801.000	210.00

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 12/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/29/2021	AP-MB	253878	SCHAAF, MICKI	RECREATION FEES REFUND	101-000-612.000	24.00
07/29/2021	AP-MB	253879	SHI INTERNATIONAL CORP.	CREATOR SFTWRE LIC-7/20/21-7/19/22	101-301-941.000	840.00
07/29/2021	AP-MB	253880	SIGNWORKS OF MICHIGAN INC	UNIFORM EXPENSE	101-301-743.000	168.00
07/29/2021	AP-MB	253881	SMART BUSINESS SOURCE LLC	SUPPLIES	101-101-740.000	55.53
		253881		SUPPLIES	101-136-740.000	661.98
		253881		SUPPLIES	101-215-740.000	23.37
		253881		OFFICE SUPPLIES	101-301-727.000	325.67
		253881		SUPPLIES	101-336-740.000	33.50
		253881		SUPPLIES	101-371-740.000	109.42
		253881		SUPPLIES	101-400-740.000	11.00
		253881		OFFICE SUPPLIES	101-441-727.000	95.06
						<hr/> 1,315.53
07/29/2021	AP-MB	253882	SNAP-ON TOOLS	TOOL ALLOWANCE - C. MCCARTHY	101-441-740.000	125.00
07/29/2021	AP-MB	253883	TIM SPARKS	UNIFORM EXPENSE - T. SPARKS	101-371-743.000	132.50
07/29/2021	AP-MB	253884	SPARTAN STORES LLC	SUPPLIES	101-691-740.000	84.94
07/29/2021	AP-MB	253885	AMANDA JANE STERKENBURG	SUPPLIES	101-136-740.000	10.99
07/29/2021	AP-MB	253886	ANNA SYRACUSE	OFFICIATING PAY P.E. - 7/23/21	101-691-801.000	75.00
07/29/2021	AP-MB	253887	T. REX & THE RABBIT FOODS, LLC	ADULT INDIAN CUISINE	101-691-801.000	75.00
07/29/2021	AP-MB	253888	TERMINAL SUPPLY	INVENTORY MTR POOL PARTS	101-000-114.000	248.46
07/29/2021	AP-MB	253889	TODD WENZEL BUICK GMC	VEHICLE REPAIR & MAINTENANCE	101-441-861.934	539.46
07/29/2021	AP-MB	253890	TYLER TECHNOLOGIES, INC	NEW WORLD SYS MAINT-8/1/21-7/31/22	101-301-941.000	57,097.17
07/29/2021	AP-MB	253891	US GOLF CARS, INC.	CLAIMS - JULY 4TH	101-693-964.000	563.22
07/29/2021	AP-MB	253892	VAN MANEN PETROLEUM GROUP	GASOLINE EXPENSE	101-441-862.000	822.09
07/29/2021	AP-MB	253893	ASHLEY WARDEN	CDL RENEWAL - A. WARDEN	101-441-956.000	65.00
07/29/2021	AP-MB	253894	WASTE TRENDS	4375 28TH STREET SE	101-000-695.400	530.00
		253894		3140 44TH STREET SE	101-000-695.400	195.00
		253894		4316 SPARKS STREET SE	101-000-695.400	150.00
						<hr/> 875.00
07/29/2021	AP-MB	253895	WOLF KUBOTA	INVENTORY MTR POOL PARTS	101-000-114.000	98.80
08/05/2021	AP-MB	253896	ABC SUPPLY COMPANY, INC.	SUPPLIES	101-336-740.000	685.75
08/05/2021	AP-MB	253897	BRADLEY'S ACE HARDWARE	SUPPLIES	101-691-740.000	15.98
08/05/2021	AP-MB	253898	KRISTINA COLBY	SUPPLIES REIMB	101-691-740.000	66.80
08/05/2021	AP-MB	253899	COURTESY DODGE	VEHICLE REPAIR & MAINTENANCE	101-301-861.934	299.71

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 13/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/05/2021	AP-MB	253900	CUSTER	SUPPLIES	101-136-740.000	357.32
08/05/2021	AP-MB	253901	KENT COUNTY TREASURER	HOUSING - JUNE 2021	101-301-808.000	3,917.83
08/05/2021	AP-MB	253902	KENT COUNTY TREASURER	ARREST PROCESSING - JUNE 2021	101-301-808.000	1,369.06
08/05/2021	AP-MB	253903	LOWES HOME IMPROVEMENT	SUPPLIES	101-336-740.000	747.77
		253903		SUPPLIES	101-441-740.000	31.69
		253903		PARK MAINT SUPPLIES	101-441-740.208	81.67
		253903		MAINTENANCE ROAD & STREET	203-203-778.001	54.38
						915.51
08/05/2021	AP-MB	253904	MED-1 BRETON	SUPPLIES	101-301-740.000	20.00
08/05/2021	AP-MB	253905	MICHIGAN MUNICIPAL LEAGUE	EMPLOYMENT AD - AUDIO/VIDEO RECORDS	101-301-740.000	72.60
		253905		EMPLOYMENT AD - TRAINING SPECIALIST	101-301-740.000	73.68
						146.28
08/05/2021	AP-MB	253906	NAPA AUTO PARTS	SUPPLIES	101-441-740.000	250.56
08/05/2021	AP-MB	253907	PLUMMERS DISPOSAL SERVICES	CONCERT SERIES 2021 - 4900 BRETON	101-693-740.000	355.00
08/05/2021	AP-MB	253908	PREIN & NEWHOF PC	CONSTRUCTION ENG SVCS NOT TO EXCEED	202-202-810.000	42,594.08
08/05/2021	AP-MB	253909	RHD TIRE COMPANY	INVENTORY MTR POOL PARTS	101-000-114.000	1,813.34
08/05/2021	AP-MB	253910	ROTARY CLUB OF KENTWOOD	FY 2021 QTRLY DUES	101-171-807.000	600.00
08/05/2021	AP-MB	253911	SHERWIN-WILLIAMS	SUPPLIES	101-336-740.000	68.89
08/05/2021	AP-MB	253912	SIGNWORKS OF MICHIGAN INC	SUPPLIES	101-441-740.000	100.00
08/05/2021	AP-MB	253913	CITY OF WAYLAND	FOOD TRUCK	101-693-740.000	623.82
		253913		SUMMER CONCERT SERIES	101-693-740.000	500.00
						1,123.82
08/05/2021	AP-MB	253914	WKTV	QTR TSFR - CEG (AT&T) Q.E. 6/30/21	101-101-808.452	7,062.32
		253914		QTR TSFR - CAS (AT&T) Q.E. 6/30/21	101-101-808.452	8,710.19
						15,772.51
08/05/2021	AP-MB	253915	CITY OF WYOMING	GROUND WATER DISCHARGE - QE 6/30/21	101-336-922.000	5,012.11
08/05/2021	AP-MB	253916	ACME INSULATIONS INC	SUPPLIES	101-336-740.000	55.52
08/05/2021	AP-MB	253917	ADN ADMINISTRATORS, INC.	CLAIMS - DENTAL - JULY 2021	630-630-964.720	17,924.69
		253917		CLAIMS-VISION - JULY 2021	630-635-964.722	1,559.00
						19,483.69
08/05/2021	AP-MB	253918	APOLLO FIRE EQUIPMENT	UNIFORM EXPENSE	101-336-743.000	122.52
08/05/2021	AP-MB	253919	AT&T	616 534 7117 767 3 - 7/22-8/21/21	101-336-850.000	355.01

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 14/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		253919		616 532 7915 212 8 - 7/28-8/27/21	101-441-850.000	50.88
						<hr/> 405.89
08/05/2021	AP-MB	253920	AXON ENTERPRISE, INC.	SUPPLIES	101-301-740.000	167.00
08/05/2021	AP-MB	253921	BRADLEY'S ACE HARDWARE	CASH DISCOUNTS	101-000-687.000	(0.78)
		253921		PARK MAINT SUPPLIES	101-441-740.208	38.97
						<hr/> 38.19
08/05/2021	AP-MB	253922	BROADMOOR PRODUCTS INC	SUPPLIES	101-101-740.000	368.40
		253922		SUPPLIES	101-738-740.000	368.40
						<hr/> 736.80
08/05/2021	AP-MB	253923	TOM CHASE	MAINT AGREEMENTS - JULY 2021	101-101-941.000	(1.01)
		253923		SUPPLIES - JULY 2021	101-201-740.000	(2.50)
		253923		TELEPHONE - JULY 2021	101-201-850.000	45.00
		253923		VEHICLE MILEAGE - JULY 2021	101-201-864.000	4.59
						<hr/> 46.08
08/05/2021	AP-MB	253924	KRISTINA COLBY	SUPPLIES REIMB	101-691-740.000	88.21
08/05/2021	AP-MB	253925	COMCAST	8529112770344651-TV - 8/2-9/1/21	101-101-740.000	249.69
08/05/2021	AP-MB	253926	CONSUMERS ENERGY	100000185502	101-101-920.000	6,965.22
		253926		100000185502	101-136-920.000	3,619.79
		253926		100000185502	101-301-920.000	8,446.19
		253926		100000185247	101-336-920.000	1,927.22
		253926		100086447073	101-441-920.000	62.13
		253926		100023427170	101-441-920.000	5,760.96
		253926		100040306902	101-441-920.000	32.83
		253926		100020363220	101-441-920.000	31.95
		253926		100025391192	101-691-920.000	1,641.10
		253926		100000185601	101-738-920.000	6,264.63
		253926		MAINTENANCE ROAD & STREET	202-202-778.001	31.61
		253926		100079875348	202-202-778.001	31.92
		253926		100040623397	219-219-920.000	31.95
		253926		100000185601	230-000-040.000	2,062.89
		253926		100000188035	580-580-920.000	10,739.11
		253926		100021705742	580-580-920.000	222.28
		253926		100000185601	580-580-920.001	1,165.78
						<hr/> 49,037.56
08/05/2021	AP-MB	253927	COURTESY DODGE	CLAIMS	101-441-964.000	1,526.10
08/05/2021	AP-MB	253928	CUSTER	BENCH, COMPOSIUM, SINGLE SEAT	401-401-975.000	736.23
		253928		CHAIR, COMPOSIUM, SHARP SEATING,	401-401-975.000	224.73
						<hr/>

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 15/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						960.96
08/05/2021	AP-MB	253929	DEAF & HARD OF HEARING SERVICE	EDUCATION & TRAINING	101-336-956.000	50.00
08/05/2021	AP-MB	253930	DTE ENERGY	910021332135	101-101-921.000	163.48
		253930		910021269030	101-136-921.000	615.80
		253930		910021269030	101-301-921.000	1,436.87
		253930		910020310231	101-336-921.000	81.17
		253930		910020347175	101-336-921.000	78.49
		253930		910021319710	101-336-921.000	75.80
		253930		910021332317	101-441-921.000	469.79
		253930		910022508998	101-441-921.000	34.99
		253930		920019163954 - COVENANT PARK	101-441-921.000	39.93
		253930		910020324950	101-691-921.000	97.24
		253930		910021269162	101-738-921.000	97.24
		253930		910021319520	580-580-921.000	34.99
		253930		920014979081	580-580-921.000	34.99
		253930		910021319942	580-580-921.001	34.99
						3,295.77
08/05/2021	AP-MB	253931	FIFTH THIRD BANK	KENTWOOD PENSION PE 7/30/21	101-000-245.000	5,761.86
08/05/2021	AP-MB	253932	CHARLES FILICE	VISITING JUDGE - 7/29/21	101-136-801.000	470.56
08/05/2021	AP-MB	253933	FIRE FIGHTER SALES & SERVICE	REPAIR	101-336-934.000	1,100.30
08/05/2021	AP-MB	253934	FOUNDATION BUILDING MATERIALS	SUPPLIES	101-101-740.000	410.40
08/05/2021	AP-MB	253935	FRICKE ASPHALT MAINTANCE LLC	ASPHALT PATCH @ KNOLL & BURTON	202-202-778.001	1,000.00
		253935		ASPHALT PATCH @ LK DRIVE & EAST	202-202-778.001	1,000.00
		253935		ASPHALT PATCH @ 4111 BURTON	202-202-778.001	1,000.00
		253935		ASPHALT PATCH @ 4110 BURTON	202-202-778.001	1,000.00
		253935		ASPHALT PATCH @ 5154 MARLOWE	203-203-778.001	2,500.00
						6,500.00
08/05/2021	AP-MB	253936	FUEL MANAGEMENT SYSTEM	GASOLINE EXP 7079	101-301-862.000	6,658.71
		253936		GASOLINE EXP 7076	101-336-862.000	1,684.25
		253936		GASOLINE EXP 7078	101-371-862.000	48.69
		253936		GASOLINE EXP 7077	101-441-862.000	2,281.07
		253936		GASOLINE EXP 9639	101-449-862.000	169.80
		253936		GASOLINE EXP 7080	101-691-862.000	346.82
						11,189.34
08/05/2021	AP-MB	253937	GILSON GRAPHICS	SUPPLIES	101-136-740.000	250.77
		253937		SUPPLIES	101-301-740.000	348.20
						598.97
08/05/2021	AP-MB	253938	DEB GINEBAUGH	NOTARY RENEWAL FEE	101-301-740.000	10.00

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 16/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/05/2021	AP-MB	253939	GORDON FOOD SERVICE	SUPPLIES	101-691-740.000	477.77
		253939		SUPPLIES - JULY 4TH	101-693-740.000	317.71
						<hr/> 795.48
08/05/2021	AP-MB	253940	GRAINGER INC	SUPPLIES	101-441-740.000	45.64
08/05/2021	AP-MB	253941	GRAND RAPIDS CITY TREASURER	4915 EASTERN AVE SE	101-371-801.000	120.00
08/05/2021	AP-MB	253942	NICHOLAS HARKES	ATHLETIC SHOE REIMB - N. HARKES	101-336-743.000	75.00
08/05/2021	AP-MB	253943	KENDALL ELECTRIC INC	SUPPLIES	101-101-740.000	85.96
08/05/2021	AP-MB	253944	KENOWA MUN FED CREDIT UNION	UNION -SGTS 47629-001 PE 7/30/21	101-000-238.000	302.50
08/05/2021	AP-MB	253945	RAYMOND KOSTRZEWA	VISITING JUDGE - 7/28/21	101-136-801.000	67.83
08/05/2021	AP-MB	253946	LENO, GREGORY	MAILBOX & POST DAMAGE REIMB	203-203-778.003	41.57
08/05/2021	AP-MB	253947	LOWES HOME IMPROVEMENT	INVENTORY MTR POOL PARTS	101-000-114.000	202.08
		253947		SUPPLIES	101-336-740.000	13.30
		253947		SUPPLIES	101-441-740.000	106.36
		253947		PARK MAINT SUPPLIES - COVENANT	101-441-740.208	35.10
		253947		SUPPLIES - JULY 4TH	101-693-740.000	102.14
		253947		SUPPLIES	101-738-740.000	120.17
		253947		MAINTENANCE ROAD & STREET	202-202-778.001	159.54
		253947		MAINTENANCE ROAD & STREET	203-203-778.001	7.75
		253947		SUPPLIES	580-580-740.000	22.75
						<hr/> 769.19
08/05/2021	AP-MB	253948	LYNN PEAVEY CO	SUPPLIES	101-301-740.000	336.00
08/05/2021	AP-MB	253949	MADISON NATIONAL LIFE	PREPAID LIFE INSURANCE-AUGUST 2021	101-000-123.717	2,324.26
		253949		PREPD LONGTERM DISAB INS-AUGUST	101-000-123.721	4,470.16
		253949		SHORT TERM DISABILITY INS- AUG 2021	101-000-229.000	1,251.65
		253949		EE VOL LIFE INS - AUGUST 2021	101-000-229.001	485.06
						<hr/> 8,531.13
08/05/2021	AP-MB	253950	MARK'S BODY SHOP	CLAIMS	101-301-964.000	255.00
08/05/2021	AP-MB	253951	MED-1 BRETON	SUPPLIES	101-336-740.000	419.00
08/05/2021	AP-MB	253952	MED-1 LEONARD LLC	SUPPLIES	101-301-740.000	35.00
08/05/2021	AP-MB	253953	MISDU	WITHLD FOC PE 7/30/21	101-000-231.000	1,785.74
08/05/2021	AP-MB	253954	NAPA AUTO PARTS	AUTO SUPPLIES	101-336-861.000	62.45
08/05/2021	AP-MB	253955	62-B DISTRICT COURT - PETTY	WITNESS FEES & JURY FEES - 7/28/21	101-136-806.000	468.00
08/05/2021	AP-MB	253956	62-B DISTRICT COURT - PETTY	WITNESS FEES & JURY FEES	101-136-806.000	194.20
08/05/2021	AP-MB	253957	PINE REST CHRISTIAN MENTAL	SUPPLIES	101-336-740.000	1,250.00

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 17/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/05/2021	AP-MB	253958	PLUMMERS DISPOSAL SERVICES	CONCERT SERIES 2021 - 4900 BRETON	101-693-740.000	355.00
08/05/2021	AP-MB	253959	ANN PRZYBYSZ	SUPPLIES REIMB - JULY 4TH	101-693-740.000	7.99
08/05/2021	AP-MB	253960	PURCHASE POWER	POSTAGE-3947	101-101-728.000	5,507.00
08/05/2021	AP-MB	253961	RED CREEK WASTE SERVICES, INC.	CONTRACTUAL SERV - AUG 2021	101-101-801.000	185.15
		253961		CONTRACTUAL SRV JC COURT-AUG 2021	101-136-801.136	185.15
		253961		CONTRACTUAL SRV JC POLICE-AUG 2021	101-301-801.301	185.15
		253961		CONTRACTUAL SERVICES - AUG 2021	101-336-801.000	208.42
		253961		CONTRACTUAL SERVICES - AUG 2021	101-441-801.000	703.81
		253961		CONTRACTUAL SERVICES - AUG 2021	101-691-801.000	186.10
		253961		CONTRACTUAL SERVICES - AUG 2021	101-738-801.000	185.15
						<hr/> 1,838.93
08/05/2021	AP-MB	253962	SAVYKAT TOURING LLC	SUMMER CONCERT SERIES - 8/5/21	101-693-801.000	3,000.00
08/05/2021	AP-MB	253963	SMART BUSINESS SOURCE LLC	SUPPLIES	101-101-740.000	7.77
		253963		SUPPLIES	101-136-740.000	410.55
		253963		SUPPLIES	101-215-740.000	18.57
		253963		OFFICE SUPPLIES	101-301-727.000	583.13
		253963		SUPPLIES	101-336-740.000	8.17
		253963		SUPPLIES	101-371-740.000	4.92
		253963		SUPPLIES	101-400-740.000	25.89
		253963		SUPPLIES	101-441-740.000	40.76
						<hr/> 1,099.76
08/05/2021	AP-MB	253964	SHMG OCCUPATIONAL HEALTH	CONTRACTUAL SERVICES	101-441-801.000	128.00
08/05/2021	AP-MB	253965	SPOK, INC.	TELEPHONE - AUGUST 2021	101-301-850.000	26.50
08/05/2021	AP-MB	253966	SUNBELT RENTALS, INC	SUPPLIES - JULY 4TH	101-693-740.000	14.15
08/05/2021	AP-MB	253967	TCF BANK	POLICE UNION DUES WHD PE 7/30/21	101-000-238.000	1,152.00
		253967		POLC & TBL DUES WHD PE 7/30/21	101-000-238.000	220.00
						<hr/> 1,372.00
08/05/2021	AP-MB	253968	TELE-RAD INC	SUPPLIES	101-336-740.000	290.10
08/05/2021	AP-MB	253969	TRANS UNION RISK AND	SUPPLIES - JULY 2021	101-302-740.000	107.50
08/05/2021	AP-MB	253970	SAMUEL VANDERBENT	SUPPLIES REIMB	101-301-740.000	9.98
08/05/2021	AP-MB	253971	CITY OF WAYLAND	SUPPLIES - JULY 4TH	101-693-740.000	500.00
		253971		SUPPLIES - SUMMER CONCERT SERIES	101-693-740.000	1,123.82
						<hr/> 1,623.82
08/05/2021	AP-MB	253972	WEST MI TACTICAL OFFICER ASSOC	SNIPER COMPETITION - 8/11/21	101-301-956.000	30.00
08/05/2021	AP-MB	253973	ALL4STAFF INC	CONTRACTUAL SERVICES - JULY 2021	101-226-801.000	337.50

08/05/2021 10:51 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 18/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
TOTAL - ALL FUNDS			TOTAL OF 293 CHECKS			3,707,444.36
--- GL TOTALS ---						
101-000-114.000			INVENTORY MTR POOL PARTS		8,049.93	
101-000-123.717			PREPAID LIFE INSURANCE		2,324.26	
101-000-123.721			PREPD LONGTERM DISAB INS		4,470.16	
101-000-202.001			DUE TO CUSTOMER		34,977.77	
101-000-222.000			DUE TO COUNTY		82,184.46	
101-000-225.000			DUE TO SCHOOLS		194,294.68	
101-000-229.000			ACCIDENT/DISABILITY INS		1,251.65	
101-000-229.001			EE VOL LIFE INS		485.06	
101-000-231.000			WITHHOLDING FOC/GARNISH		3,571.48	
101-000-238.000			UNION DUES WHD -POLICE		3,349.00	
101-000-244.000			SUTA PAYABLE		113.89	
101-000-245.000			PENSION WITHHOLDING		11,660.90	
101-000-405.000			ADMINISTRATIVE FEES		7.29	
101-000-407.000			DELINQUENT PROPERTY TAX		48.81	
101-000-612.000			RECREATION FEES		371.00	
101-000-612.693			REC FEES-COMMUNITY EVENTS		175.00	
101-000-669.691			RENTAL INCOME - REC DEPT		150.00	
101-000-687.000			CASH DISCOUNTS		(5.32)	
101-000-695.400			OTHER REVENUE - PLANNING		875.00	
101-101-725.000			OTHER EMPLOYEE BENEFITS		11,350.00	
101-101-728.000			POSTAGE		7,070.28	
101-101-740.000			SUPPLIES		2,368.05	
101-101-801.000			CONTRACTUAL SERVICES		2,789.51	
101-101-804.000			LEGAL FEES		12,237.50	
101-101-808.452			CABLE TV FRANCHISE COSTS		15,772.51	
101-101-850.000			TELEPHONE		12,566.34	
101-101-900.000			PRINTING & PUBLISHING		1,953.40	
101-101-920.000			ELECTRIC		6,965.22	
101-101-921.000			HEAT		163.48	
101-101-934.000			REPAIR		879.76	
101-101-941.000			MAINTENANCE AGREEMENTS		(2.17)	
101-101-963.000			OTHER EXPENSES		150.00	
101-136-740.000			SUPPLIES		2,358.20	
101-136-740.136			SUPPLIES JC COURT		105.32	
101-136-801.000			CONTRACTUAL SERVICES		7,743.66	
101-136-801.136			CONTRACTUAL SRV JC COURT		185.15	
101-136-806.000			WITNESS FEES & JURY FEES		662.20	
101-136-850.000			TELEPHONE		46.67	
101-136-920.000			ELECTRIC		3,619.79	
101-136-921.000			HEAT		615.80	
101-136-934.000			REPAIR		207.37	

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-137-801.000			CONTRACTUAL SERVICES			1,398.80
101-137-850.000			TELEPHONE			23.51
101-171-807.000			DUES & SUBSCRIPTIONS			600.00
101-171-850.000			TELEPHONE			540.00
101-191-740.000			SUPPLIES			10.85
101-201-740.000			SUPPLIES			132.74
101-201-850.000			TELEPHONE			209.96
101-201-864.000			VEHICLE MILEAGE			14.95
101-209-941.000			MAINTENANCE AGREEMENTS			3,335.00
101-215-740.000			SUPPLIES			41.94
101-226-740.000			SUPPLIES			23.46
101-226-801.000			CONTRACTUAL SERVICES			2,171.04
101-226-850.000			TELEPHONE			540.00
101-253-801.000			CONTRACTUAL SERVICES			327.60
101-253-850.000			TELEPHONE			47.94
101-258-801.000			CONTRACTUAL SERVICES			260.00
101-258-850.000			TELEPHONE			95.88
101-301-727.000			OFFICE SUPPLIES			1,860.25
101-301-740.000			SUPPLIES			1,267.46
101-301-740.301			SUPPLIES JC POLICE			245.76
101-301-743.000			UNIFORM EXPENSE			4,321.14
101-301-801.000			CONTRACTUAL SERVICES			9,463.75
101-301-801.301			CONTRACTUAL SRV JC POLICE			185.15
101-301-808.000			JAIL PER DIEM/ARREST PROCESSING FEES			5,286.89
101-301-850.000			TELEPHONE			2,160.42
101-301-861.934			VEHICLE REPAIR & MAINTENANCE			299.71
101-301-862.000			GASOLINE EXPENSE			12,833.81
101-301-920.000			ELECTRIC			8,446.19
101-301-921.000			HEAT			1,436.87
101-301-934.000			REPAIR			664.20
101-301-941.000			MAINTENANCE AGREEMENTS			57,937.17
101-301-956.000			EDUCATION & TRAINING			30.00
101-301-964.000			CLAIMS			255.00
101-301-975.000			CAPITAL OUTLAY			1,080.00
101-302-740.000			SUPPLIES			107.50
101-336-740.000			SUPPLIES			8,771.31
101-336-743.000			UNIFORM EXPENSE			654.16
101-336-801.000			CONTRACTUAL SERVICES			388.82
101-336-807.000			DUES & SUBSCRIPTIONS			175.00
101-336-850.000			TELEPHONE			355.01
101-336-861.000			AUTO SUPPLIES			99.92
101-336-862.000			GASOLINE EXPENSE			3,375.56
101-336-920.000			ELECTRIC			3,519.43
101-336-921.000			HEAT			235.46
101-336-922.000			WATER & SEWER EXPENSE			5,012.11

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-336-934.000			REPAIR			1,300.30
101-336-956.000			EDUCATION & TRAINING			50.00
101-336-975.000			CAPITAL OUTLAY			1,774.00
101-371-740.000			SUPPLIES			224.34
101-371-743.000			UNIFORM EXPENSE			522.67
101-371-801.000			CONTRACTUAL SERVICES			720.00
101-371-807.000			DUES & SUBSCRIPTIONS			150.00
101-371-850.000			TELEPHONE			94.61
101-371-862.000			GASOLINE EXPENSE			164.98
101-371-941.000			MAINTENANCE AGREEMENTS			922.00
101-400-740.000			SUPPLIES			36.89
101-441-727.000			OFFICE SUPPLIES			144.50
101-441-740.000			SUPPLIES			1,692.04
101-441-740.208			PARK MAINT SUPPLIES			2,483.56
101-441-740.691			SPORTS FIELD SUPPLIES			25.99
101-441-743.000			UNIFORM EXPENSE			322.78
101-441-745.000			EQUIPMENT RENTAL			750.50
101-441-801.000			CONTRACTUAL SERVICES			3,166.36
101-441-850.000			TELEPHONE			612.77
101-441-861.934			VEHICLE REPAIR & MAINTENANCE			931.40
101-441-862.000			GASOLINE EXPENSE			4,948.94
101-441-920.000			ELECTRIC			7,053.72
101-441-921.000			HEAT			544.71
101-441-922.000			WATER & SEWER EXPENSE			5,398.78
101-441-934.208			REPAIR & MAIT-PARKS			320.00
101-441-956.000			EDUCATION & TRAINING			65.00
101-441-964.000			CLAIMS			1,526.10
101-449-740.000			SUPPLIES			101.20
101-449-807.000			DUES & SUBSCRIPTIONS			240.00
101-449-850.000			TELEPHONE			18.12
101-449-862.000			GASOLINE EXPENSE			237.16
101-691-740.000			SUPPLIES			2,863.71
101-691-801.000			CONTRACTUAL SERVICES			1,288.60
101-691-850.000			TELEPHONE			132.57
101-691-862.000			GASOLINE EXPENSE			664.76
101-691-920.000			ELECTRIC			1,641.10
101-691-921.000			HEAT			97.24
101-691-922.000			WATER & SEWER EXPENSE			675.89
101-693-740.000			SUPPLIES			6,289.63
101-693-801.000			CONTRACTUAL SERVICES			6,035.65
101-693-850.000			TELEPHONE			36.01
101-693-964.000			CLAIMS			563.22
101-738-740.000			SUPPLIES			2,486.68
101-738-801.000			CONTRACTUAL SERVICES			185.15
101-738-850.000			TELEPHONE			49.90

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-738-920.000			ELECTRIC		6,264.63	
101-738-921.000			HEAT		97.24	
101-738-934.000			REPAIR		511.16	
202-000-040.000			ACCOUNTS RECEIVABLE		275.83	
202-000-071.000			DUE FROM CITIES		95.00	
202-202-778.001			MAINTENANCE ROAD & STREET		14,579.48	
202-202-778.002			MAINTENACE TRAFFIC		29,979.54	
202-202-810.000			ENGINEERING SERVICES		57,823.17	
202-202-922.000			WATER & SEWER EXPENSE		697.24	
203-203-778.001			MAINTENANCE ROAD & STREET		6,392.13	
203-203-778.003			MAINTENANCE WINTER		41.57	
205-000-202.001			DUE TO CUSTOMER		503.50	
205-000-407.000			DELINQUENT PROPERTY TAX		102.07	
213-000-041.000			ACCTS REC-SCENIC LAKE		1,135.00	
213-213-778.004			MAINTENANCE DRAINS		4,002.66	
219-219-920.000			ELECTRIC		31.95	
230-000-040.000			ACCOUNTS RECEIVABLE		2,062.89	
271-000-202.001			DUE TO CUSTOMER		28.13	
271-000-407.000			DELINQUENT PROPERTY TAX		5.70	
401-401-975.000			CAPITAL OUTLAY		32,169.96	
580-000-040.000			ACCOUNTS RECEIVABLE		40.03	
580-580-740.000			SUPPLIES		2,711.41	
580-580-784.000			MAINT & REPAIR OTHER		1,798.97	
580-580-801.000			CONTRACTUAL SERVICES		1,453.34	
580-580-850.000			TELEPHONE		131.39	
580-580-864.000			VEHICLE MILEAGE		201.88	
580-580-920.000			ELECTRIC		10,961.39	
580-580-920.001			ELECTRIC-HP		1,165.78	
580-580-921.000			HEAT		69.98	
580-580-921.001			HEAT-HP		34.99	
580-580-956.000			EDUCATION & TRAINING		2,000.00	
580-580-975.000			CAPITAL OUTLAY		27,845.00	
590-000-040.000			ACCOUNTS RECEIVABLE		163.97	
590-590-740.000			SUPPLIES		201.78	
590-590-850.000			TELEPHONE		627.37	
590-590-864.000			VEHICLE MILEAGE		201.88	
590-590-961.000			SEWER SERVICES PURCHASED		9,786.66	
630-625-801.000			CONTRACTUAL SERVICES		1,936.19	
630-630-801.000			CONTRACTUAL SERVICES		1,133.00	
630-630-964.720			CLAIMS - DENTAL		17,924.69	
630-635-801.000			CONTRACTUAL SERVICES		205.00	
630-635-964.722			CLAIMS-VISION		1,559.00	
640-640-975.000			CAPITAL OUTLAY		10,061.12	
703-000-202.001			DUE TO CUSTOMER		1,762.43	
703-000-222.000			DUE TO COUNTY		468,174.07	

08/05/2021 10:51 AM

User: nickelsa

DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD

CHECK DATE FROM 07/16/2021 - 08/05/2021

Page 22/22

Check Date	Bank	Check #	Payee	Description	GL #	Amount
703-000-223.000				DUE TO DISTRICT LIBRARY		20.50
703-000-223.001				DUE TO INTERURBAN TRANSIT PARTNERSHIP		160,047.18
703-000-224.000				DUE TO INTERMEDIATE SCHOOL DISTRICT		616,998.39
703-000-224.001				DUE TO COMMUNITY COLLEGE		193,595.04
703-000-225.050				DUE TO CALEDONIA PUBLIC SHCOOLS		40,817.95
703-000-225.110				DUE TO FOREST HILLS PUBLIC SCHOOLS		108,301.70
703-000-225.140				DUE TO KELLOGGSVILLE PUBLIC SCHOOLS		100,068.64
703-000-225.160				DUE TO KENTWOOD PUBLIC SCHOOLS		460,915.17
703-000-228.000				DUE TO SET		669,771.31
				TOTAL		3,707,444.36

**PROPOSED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD JULY 20, 2021
Commission Chambers**

Mayor Stephen Kepley called the meeting to order at 7:00 P.M.

Commissioner Groce led the Pledge of Allegiance to the Flag.

City Chaplain Jerry DeRuiter gave the invocation.

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

Staff Present: I.T. Director Matt Anderson, Deputy Finance Director Bhama Cairns, Interim DPW Director Jerry DeRuiter, Economic Development Planner Lisa Golder, Deputy Fire Chief Mike Hipp, City Clerk Dan Kasunic, Fleet Manager Jamie King, Engineering & Inspections Director Jim Kirkwood, Fire Chief Brent Looman, Deputy Administrator Mark Rambo, Police Chief Richard Roberts, Parks and Recreation Director Val Romeo, Community Development Director Terry Schweitzer, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, Sabo representative Lisa Taylor and Court Administrator Michele White.

Thirty (30) citizens and members of the news media attended the meeting.

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

Motion Carried.

ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:

Resident Scott Urbanowski provided his thoughts on what should be spent with the funds from the Coronavirus Local Fiscal Recovery Funds and spoke of the redistricting public hearings.

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

- A. Authorize purchase of replacement water meters from Etna Supply at a total cost up to \$80,000.00, with funds from the Water Fund.
- B. Payables for the City totaling \$1,363,349.31

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

Motion Carried

City Commission Meeting
July 20, 2021.

Motion by McKelvey, seconded by Artz, to **approve the minutes** of the July 6, 2021, City Commission Meeting as distributed.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

ADMINISTER OATH OF OFFICE TO FIRE INSPECTOR MARC OLIVER.

Fire Chief Looman introduced Fire Inspector Oliver. City Clerk Kasunic administered the Oath of Office and Fire Inspector Oliver introduced his family who were in attendance and thanked his other firefighters for their support.

CONSUMERS ENERGY UPDATE-COMMUNITY AFFAIRS MANAGER FOR KENT COUNTY MEGAN RYDECKI.

Megan Rydecki provided information regarding the direction of Consumers Energy and thier goal of using alternate energy.

COMMUNICATIONS AND PETITIONS:

APPROVE ONE YEAR EXTENSION OF PRELIMINARY SITE PLAN APPROVAL FOR CLOVERLEAF SITE CONDOMINIUMS.

Economic Development Planner Golder reviewed her memorandum dated July 12, 2021, regarding the proposed extension.

Motion by Coughlin, seconded by Bridson, to approve a one-year extension of Preliminary Site Plan approval for Cloverleaf Site Condominiums located at 4390 Woodside Oaks Drive.

Motion Carried.

POLICE AND FIRE DEPARTMENT MONTHLY REPORTS.

Fire Chief Looman reviewed the June 2021 Monthly Report. He spoke of the new extraction tool the City had purchased and showed pictures of the tool at work. Chief Looman informed the Commission of the testing for engine operator with three new firefighters in the hiring process with an upcoming retirement of the Battalion Chief.

Police Chief Roberts reviewed the June 2021 Monthly Report. Chief Roberts spoke of the junior police academy beginning next week and National Night Out will be August 3rd.

Motion by McKelvey, seconded by Bridson, to receive and file the Police and Fire Departments Monthly Reports for June 2021.

Motion Carried.

City Commission Meeting
July 20, 2021.

PUBLIC HEARING:

New Home Rezoning.

Mayor Kepley opened the public hearing to rezone 0.75 acres of land from C-2 to R1-C for case 14-21, subject to basis points 1-4.

Following a brief presentation by Community Development Director Schweitzer:

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

Motion Carried.

ADOPT ORDINANCE 5-21 TO REZONE 0.75 ACRES OF LAND FROM C-2 COMMUNITY COMMERCIAL TO R1-C SINGLE FAMILY RESIDENTIAL FOR DZUNG TRAN NEW HOME SITE, CASE 14-21.

Motion by Coughlin, seconded by Groce, to adopt Ordinance 5-21 to rezone 0.75 acres of land from C-2 Community Commercial to R-1C Single Family Residential for Dzung Tran New Home Site, Case 14-21, subject to basis points 1-4 located at 1569-52nd Street.

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

Ordinance Adopted.

Windy West Preliminary Plat.

Mayor Kepley opened the public hearing for 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.

Following a brief presentation by Economic Development Planner Golder

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

Motion Carried.

CONDITIONAL APPROVAL OF THE PRELIMINARY PLAT FOR WINDY WEST, CASE 16-21.

Motion by Draayer, seconded by Artz, to approve 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.

Motion Carried.

Lakewood Rezoning and Preliminary PUD.

Mayor Kepley opened the public hearing to adopt an ordinance to conditionally rezone 6.8 acres of land from R1-B to RPUD-2 and preliminary site plan, Case 17-21.

Following a brief presentation by Economic Development Planner Golder:

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

Motion Carried.

ADOPT ORDINANCE 6 –21 TO CONDITIONALLY REZONE 6.8 ACRES OF LAND FROM R1-B TO RPUD SINGLE FAMILY RESIDENTIAL PUD AND APPROVE THE PRELIMINARY SITE PLAN FOR LAKEWOOD RAVINES.

Motion by Groce, seconded by Artz, to adopt Ordinance 6–21 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 PUD, Case 17-21 subject to conditions 1-8 and basis points 1-4.

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

Ordinance Adopted.

BIDS:

APPROVE PURCHASE OF FOUR AUTOMATIC CHEST COMPRESSION DEVICES FROM STRYKER MEDICAL.

Fire Chief Looman explained the device is more consistent than humans.

Motion by Groce, seconded by McKelvey, to authorize the purchase of four automatic chest compression devices, accessories, and preventive maintenance from Stryker Medical, in amount of \$62,288.00 with funds from Fire Equipment Fund.

Motion Carried.

APPROVE PURCHASE OF COMMERCIAL GRADE LAWN MOWER.

Fleet Manager King explained this item is over budget because the city no longer does trade-ins because the equipment goes to auction.

Motion by Artz, seconded by Groce, approve purchase of commercial grade lawn mower from Caledonia Rent-All in the amount of \$14,034.00, with funds from the FY 2021-22 DPW Equipment Fund budget.

Motion Carried.

AUTHORIZE PURCHASE OF TWO MULTI-FUNCTION COPIERS AND PRINTER FROM APPLIED IMAGING.

I.T. Director Anderson reviewed his memorandum dated July 20, 2021 regarding the purchase.

Motion by Draayer, seconded by Bridson, to 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 FY 2021-22 Property and Building Fund budget.

Motion Carried.

**AUTHORIZE CONTRACT AMENDMENT WITH MC SMITH ASSOCIATES
FOR PROFESSIONAL SERVICES FOR VETERANS AND JAYCEE PARKS
IMPROVEMENTS.**

Engineering and Inspections Director Kirkwood reviewed his memorandum dated July 20, 2021, regarding the proposed services.

Motion by McKelvey, seconded by Groce, to authorize the Mayor to amend the November 2016 Master Plan Development contract with MC Smith Associates to add design and construction oversight services for the construction of restroom building and parking improvements at Jaycee Park and soccer field lighting at Veterans Park in an amount not to exceed \$85,000.00 (including a 10% contingency), with funds from the FY 2021-22 Property and Building Fund.

Motion Carried.

**AUTHORIZE CONTRACT FOR OFFICE SPACE ADDITION FOR 62-B
DISTRICT COURT WITH D&K ENGINEERED CONSTRUCTION.**

Court Administrator White explained the need and requirement for additional office space.

Motion by Artz, seconded by Coughlin, to authorize the Mayor to enter into a contract with D&K Engineering Construction, Inc. for design/build services to add office space at the 62-B District Court for a cost not-to-exceed \$46,000.00 (including professional fee and a 10% contingency), with \$25,000.00 in funds from a Michigan Indigent Defense Commission (MIDC) grant and up to \$21,000.00 from the Property and Building Fund.

Motion Carried.

RESOLUTIONS:

**ADOPT RESOLUTION 35–21 TO DESIGNATE THE STREET ADMINISTRATOR
FOR THE CITY OF KENTWOOD.**

Motion by Artz, seconded by Groce, to adopt Resolution 35–21 to designate James E. Kirkwood as Street Administrator for the City of Kentwood.

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

Resolution Adopted.

**ADOPT RESOLUTION 36–21 TO APPROVE THE KENT COUNTY INDIGENT
DEFENSE AUTHORITY CONTRACT AND APPOINT TWO MEMBERS TO
THE KCIDA BOARD.**

Finance Director Chase reviewed the on-going process and continued changes for reimbursement and this action is part of the needed requirements.

City Commission Meeting
July 20, 2021.

Motion by McKelvey, seconded by Groce, to adopt Resolution 36–21 to approve the Kent County Indigent Defense Authority contract and appoint Finance Director Tom Chase and Deputy City Administrator Mark Rambo to the KCIDA Board.

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

Resolution Adopted.

COMMENTS OF COMMISSIONERS AND MAYOR:

Mayor Kepley because he had missed the last meeting wanted to thank everyone for their participation in the July 4th celebration.

The meeting was adjourned at 8:49 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor



MEMORANDUM

TO: Kentwood City Commission

FROM: Lisa Golder, Economic Development Planner
Mark Rambo, Deputy City Administrator

DATE: July 21, 2021

TOPIC: PA 425 Agreement related to the Conditional Land Transfer for Speedway, located at the Northeast corner of Kalamazoo Avenue and 44th Street

Background:

Speedway is currently located at the Northeast corner of 44th Street and Kalamazoo Avenue. The building in which the Speedway convenience store is located also includes a Tuffy Auto Service Center tenant. The convenience store, gas pumps and auto center are located on three parcels of land. Two of these parcels are located in the City of Kentwood, and one is located within the City of Grand Rapids. Each municipality has retained jurisdiction of the property and buildings within its municipal boundaries. The City of Grand Rapids charges income tax for those individuals working in the Grand Rapids portion of the building.

Now, Speedway would like to expand its facilities at this location by purchasing the parcel to the north, and the redeveloping the entire four-parcel property. With the redevelopment, Tuffy Auto Center will no longer operate at the site.

With the proposed expansion, two of the parcels would be within Kentwood and two would be in Grand Rapids. The proposed convenience store and gas pumps would be bisected by the municipal boundary lines. Due to the concerns regarding jurisdiction for planning, inspection, assessing, income tax review, and other services, Grand Rapids and Kentwood are seeking a conditional land transfer under the provisions of Public Act 425 of 1984 ("Act 425").

Conditional Transfer of Property:

Act 425 permits the conditional transfer of property by contract between local units of government. In this case, the Speedway property currently located in Grand Rapids is anticipated to be transferred to the City of Kentwood for a period of 50 years, unless Grand Rapids and Kentwood agree to an extension of time. As currently proposed, the property would receive all municipal services from the City of Kentwood, including, but not limited to: zoning administration and jurisdiction; building, electrical, plumbing, mechanical, and other inspection services; ordinance enforcement; special assessments; fire/rescue services; property tax assessing, tax collection and voting.

Tax Collection:

The Speedway facility would be subject to Kentwood's ad valorem tax millage, which would be administered and collected by Kentwood. Speedway would also be subject Grand Rapids income tax for business and employment which would be administered and collected by Grand Rapids.

Planning and Zoning Review:

If the 425 Agreement is approved, Kentwood would have planning and zoning jurisdiction over the proposed gas station expansion. The proposed Speedway expansion would be subject to Special Land Use and Site Plan Review by the Kentwood Planning Commission. However, the proposed 425 Agreement requires Kentwood to consult with and receive a recommendation from the Grand Rapids Police Department (relative to site security issues), as well as to incorporate Grand Rapids required zoning elements into the review.

Public hearing requirement:

A public hearing regarding the land transfer was held in both communities on June 15, 2021. Since that time, the cities have been working toward the approval of the 425 Agreement. The Grand Rapids City Commission has approved the attached agreement at their July 13, 2021 meeting. Speedway has indicated that they are comfortable with the language regarding circumstances that would lead to the termination of the Agreement.

425 Agreement Review:

The 425 Agreement approved by the City of Grand Rapids is attached. It contains changes to the earlier version presented to the City Commission. The highlights of the agreement are as follows:

- Term of the Agreement is 50 years unless Grand Rapids and Kentwood agree to an extension. Agreement may be terminated earlier by either party with 60 days' notice or a material breach which may cause earlier termination. The Agreement will also automatically terminate if the development is not completed or is no longer being used by Speedway LLC, its parent corporation, its subsidiaries, or affiliates, for a fueling station. (Thus, if the property is acquired by another company, the Agreement will terminate.) If the Agreement is terminated, the Grand Rapids properties will revert back to Grand Rapids' jurisdiction. It is made clear in the Agreement that it is not the intent of the City of Grand Rapids to permanently transfer jurisdiction of the Grand Rapids parcel to Kentwood. If the City of Kentwood or the City of Grand Rapids choose not to extend the Agreement (or terminate the terms of the Agreement), the development parcel would be re-divided between Kentwood and Grand Rapids as they exist today.
- The Agreement lists the services provided by Kentwood, which are noted above. The Agreement indicates that Kentwood is responsible for the administration and collection of real and personal ad valorem property taxes. This includes the assessment, preparation of property tax rolls, and hearings by the Board of Review of any appeals and claims for exemption.
- The Agreement indicates that Grand Rapids shall assess income tax for business and employment tax purposes.

- The Speedway property shall be subject to Kentwood Planning and Zoning review. The review will take into account certain concerns of the City of Grand Rapids regarding site security issues and zoning elements. These concerns, along with certain Kentwood requirements, are listed in Exhibit B of the Agreement.
- There is no longer any provision subjecting the property to the Grand Rapids marihuana regulations.
- Finally, the document addresses the adjudication of disputes or controversies rising out of or in connection with the Agreement and what happens in the event of a default, neglect, or violation of the Agreement.

If you have any questions about this project or process, please feel free to contact Lisa Golder (616-554-0709) or Mark Rambo (616-554-0770).

Current Speedway Configuration and Proposed Expansion



ACT 425 CONDITIONAL LAND TRANSFER AGREEMENT

City of Grand Rapids/City of Kentwood

Speedway Property

This Agreement is entered into this _____ day of _____, 2021, by and between the City of Grand Rapids, of Kent County, Michigan ("Grand Rapids"), and the City of Kentwood, of Kent County, Michigan ("Kentwood").

Recitals

WHEREAS, Grand Rapids and Kentwood are both home rule cities, duly organized and acting under the laws and statutes of the State of Michigan; and

WHEREAS, Act 425 of the Public Acts of 1984, as amended ("Act 425"), MCL 124.21, *et seq.*, permits the conditional transfer of property by contract between local units of government; and

WHEREAS, a development has been proposed on the east side of Kalamazoo Avenue, north of 44th Street, on property which is in both Kentwood and Grand Rapids (the "Development Property"), and involves a plan to expand operations of Speedway, LLC of 40600 Ann Arbor Rd. E. Suite 201, Plymouth, Michigan 48170 (the "Development"); and

WHEREAS, the Development Property is comprised of four separate parcels, two of which are in Kentwood and two in Grand Rapids, all individually and separately owned as follows: Speedway LLC (formerly known as Speedway SuperAmerica, LLC), Parcel 41-18-21-352-022 in Grand Rapids; Underground Building Maintenance LLC, Parcel 41-18-21-352-030 in Grand Rapids; and Mountain Ventures, Parcels 41-18-21-352-006 and 41-18-21-352-011 in Kentwood.

WHEREAS, Speedway, LLC ("Developer") will acquire all four parcels comprising the Development Property; and

WHEREAS, the Development Property is considered "eligible property" and meets the definition of an "economic development project" under Act 425; and

WHEREAS, by entering into this Agreement under Act 425, and pursuant to authority granted to them by MCL 117.1 *et seq.* and the city charters of both cities, Grand Rapids and Kentwood will be able to promote the likelihood of the Development being constructed, and thus cooperate in enhancing the economic growth of Grand Rapids and Kentwood; and

WHEREAS, the Development will be substantially enhanced by this Agreement and the conditional transfer of certain Development Property between Grand Rapids and Kentwood under appropriate conditions with respect to the jurisdiction transferred; and

WHEREAS, Grand Rapids and Kentwood have considered and analyzed the factors set forth in Section 3 of Act 425 (MCL 124.23), including but not limited to the respective populations; population density; land area and land uses; assessed valuation; topography, natural boundaries, and drainage basins; past and probable future growth; comparative data from the Development Property proposed to be transferred and the remainder of Grand Rapids and Kentwood thereafter; the need for organized community services; the present cost and adequacy of governmental services; the probable future needs for services; the practicality of supplying such services; the probable effects of the proposed transfer and of alternate courses of action; the probable change in taxes and tax rates in relation to the benefits expected to accrue; the financial ability of Grand Rapids and Kentwood to provide and maintain such services; and the general effect upon both Grand Rapids and Kentwood after the transfers, as well as the relationship to the proposed transfers to existing land uses; and

WHEREAS, Grand Rapids, Kentwood, and the Developer do not anticipate that any funds of the State of Michigan will be allocated to carry out this Agreement, in whole or in part, relating to the Development; and

WHEREAS, Grand Rapids and Kentwood have held the requisite public hearings and have given notice as required by Section 4 of Act 425; and

WHEREAS, the City Commissions of each city decided, by majority vote of the members elected and serving on each body, to enter into this Agreement on July 13, 2021 (Grand Rapids) and _____, 2021 (Kentwood).

WHEREAS, the statutory referendum for transfer pursuant to Section 5 of Act 425 has expired, without a petition filed or a resolution calling for a referendum on the conditional transfer being adopted; and

WHEREAS, more than 30 days have elapsed since the public hearing(s) were held in both Grand Rapids and Kentwood regarding this Agreement,

NOW, THEREFORE, for and in consideration of the mutual promises contained in this Agreement and pursuant to the authority granted pursuant to Act 425, Grand Rapids and Kentwood agree as follows.

1. Property Subject to 425 Agreement. Grand Rapids and Kentwood agree that the area subject to this Agreement shall be the Development Property, legally described on the attached Exhibit A and delineated on the map on the attached Exhibit B. The Development Property shall be transferred to or remain in Kentwood and/or Grand Rapids as set forth in this Agreement.

2. Term of Agreement. Unless otherwise terminated consistent with the provisions set forth herein, the term of this Agreement shall commence on the Effective Date (defined below), and shall be completed upon the expiration of 50 years, unless Grand Rapids and Kentwood agree

to an extension, not to exceed 50 years upon approval of each legislative body of the affected local units. This Agreement may be terminated earlier by either Party upon 60 days written Notice for cause, with exception to a material breach which may call for an earlier termination in accordance with paragraphs 7 and 8 below. This Agreement shall automatically terminate if the Development is not completed and/or is no longer being used by Speedway, LLC, its Parent Corporation, one of its subsidiaries, or affiliates, for a fueling station. If the Agreement is terminated, the entirety of the parcels under Grand Rapids' jurisdiction prior to entering into this Agreement (Parcels 41-18-21-352-022 and 41-18-21-352-030) shall revert back to Grand Rapids' Jurisdiction for all purposes under law. A contract entered into under the Act may be renewed for additional periods of not-to-exceed 50 years upon approval of each legislative body of the affected local units. Grand Rapids does not intend to permanently transfer jurisdiction of any portion of the parcel by entering into this Agreement. This Agreement is being entered into to help facilitate the Development Project.

3. Services to be Performed by Grand Rapids and Kentwood.

A. Upon the Effective Date and while this Agreement is in effect, the Development Property shall be transferred to or remain in Kentwood and shall receive all municipal services from Kentwood, as permitted by law, except as otherwise provided in this Agreement. Subject to the terms of this Agreement, the municipal services to be provided by Kentwood to the Development Property include, but are not limited to, zoning administration and jurisdiction; building, electrical, plumbing; mechanical, and other inspection services; water and sanitary sewer services; street and road administration and maintenance; ordinance adoption and enforcement; purchasing and contracts administration, collection of fees and issuing of permits, special assessments; fire/rescue services; public safety; property tax assessing; tax collection (other than income tax); and voting. Grand Rapids shall not be responsible to provide any of these services for the Development Property after the Effective Date.

B. Upon the Effective Date, the Development Property shall be:

- i) Within the jurisdictional limits of Kentwood for purposes of real and personal property taxes and subject to the application of Kentwood's ad valorem tax millage for personal and real property taxes, which shall be administered, collected, and enforced by Kentwood. Kentwood shall assess the Development Property and prepare that portion of the real and personal (including any industrial facilities or similar) property tax rolls, and the Kentwood Board of Review will hear any appeals of the assessed and taxable valuations, claims for exemption, or other matters over which a board of review has jurisdiction. The parties acknowledge and agree that Kentwood's standard administrative fee, if any, shall be applied to the Development Property as shall interest and penalties, if any, consistent with state law and as applied by Kentwood.

ii) Within the jurisdictional limits of Grand Rapids for purposes of income taxation and be subject to the application of Grand Rapids' income tax for business and employment tax purposes, which shall be administered, collected, and enforced by Grand Rapids. Non-Grand Rapids' residents working within the Development Property will be treated as non-residents of Grand Rapids and Grand Rapids' residents working within the Development Property will be treated as residents of Grand Rapids for income tax purposes.

iii) Subject, as noted above, to Kentwood's planning and zoning jurisdiction provided, however, that no formal review or approval of the Development may occur unless and until Kentwood has: (a) consulted with and received a recommendation from the Grand Rapids' Police Department (relative to site security issues), which recommendation shall not be unreasonably withheld and (b) received confirmation from the Grand Rapids' Planning Department that Grand Rapids' required zoning elements, as set forth in notes distributed by Kentwood to the Developer dated December 28, 2020 (attached as Exhibit B), have been incorporated into the special land use and site plan submitted by the Developer to Kentwood, which confirmation shall not be unreasonably withheld. Without limiting the foregoing, the parties agree that the Development Property shall be zoned C-2, Community Commercial, in accordance with Kentwood's Zoning Ordinance.

C. Any municipal service not provided for in Paragraph 3.A. or 3.B. shall remain subject to and under the authority of Kentwood.

D. There will be no change in school districts for the Conditionally Transferred Development Property as a result of this Agreement.

E. For purposes of state and federal grants, the Conditionally Transferred Development Property shall be considered as primarily in the jurisdiction of Kentwood. However, Grand Rapids shall, to the extent legally necessary to qualify for or to obtain any grant, sign and be a party to any grant applications and agreements for which that is needed. However, Grand Rapids shall not be responsible for any local match except to the extent the project costs paid from tax increment revenues.

F. Utilities. See Section 3A above.

4. Zoning Administration and Jurisdiction on Development Property. Subject to the foregoing, for purposes of this Agreement, zoning administration and jurisdiction shall include, but shall not be limited to, the administration of the Master Plan and the Zoning Ordinance of Kentwood; the public hearing process to review zoning requests, whether administrative or

legislative in nature; the granting of rezonings, special land uses, conditional uses, planned unit development approvals, site plan and development plan approvals, variances, and interpretations of the Master Plan and the Zoning Ordinance; and such other express and implied powers and rights to a city under the Michigan Zoning Enabling Act, Act 110 of the Public Acts of 2006, as amended, and under the Michigan Planning Enabling Act, Act 33 of 2008, as amended. Zoning jurisdiction shall be interpreted to also include building inspection, plan review, construction code compliance, and all other functions necessary to issue required permits and approvals in the review and approval of the Development.

5. Public Documents – Transferred Property. Upon the transfer of jurisdiction of the Development Property from Grand Rapids to Kentwood for various purposes, and from Kentwood to Grand Rapids for other purposes, all as described in this Agreement, Grand Rapids and Kentwood shall share all documents pertaining to the Development Property, in order to fully implement the purposes of this Agreement.

6. Effective Date/Conditions Precedent. As of the date and year first above written, and upon satisfaction of all the following conditions, this Agreement shall be deemed effective (the “Effective Date”):

- A. The Agreement has been duly approved by the legislative bodies of Grand Rapids and Kentwood, and by the Developer, and duly executed by the authorized representatives of Grand Rapids, Kentwood, and the Developer after the required public hearings under Act 425; and
- B. This Agreement has been approved by a majority of the voters within Kentwood and/or Grand Rapids voting at a special referendum, in the event such is required by Section 5 of Act 425, unless the statutory referendum period has expired pursuant to Act 425; and
- C. A fully executed and approved copy of this Agreement has or will be filed with the County Clerk for the County of Kent, the Register of Deeds for the County of Kent, and the Secretary of State for the State of Michigan.

7. Adjudication of Disputes.

- A. To the extent allowed by each City’s Litigation Authority & Procedure policies, in the event of a dispute, controversy, or claim arising out of or in connection with or relating to this Agreement, the dispute, controversy, or claim may, prior to the institution of any legal action for adjudication, at the request of either Grand Rapids or Kentwood, be referred to mediation for purposes of review and recommendation with respect to the dispute, controversy, or claim. If mediation is selected, the mediation shall be conducted by a single person selected by Kentwood and Grand Rapids. If Kentwood and Grand Rapids fail to agree on a single mediator, the mediation shall be conducted by a mediation panel. The mediation panel shall consist of three individuals, one selected by Grand Rapids as Grand Rapids

mediator, a second selected by Kentwood as Kentwood mediator, and a third selected by mutual agreement of Grand Rapids mediator and Kentwood mediator. If Grand Rapids and Kentwood mediators are unable to agree on a third mediator, the mediation requirement will be deemed to have been satisfied.

- B. The request for referral of any dispute, controversy, or claim to mediation shall be made in writing in accordance with notice provisions of Paragraph 9. Within 10 days after the date of mailing the request, Grand Rapids and Kentwood shall agree on a single mediator or shall each furnish the other with written notice of the name and address of its designated mediator. Within 10 days thereafter, Grand Rapids and Kentwood mediators shall select the third member of the panel. The mediation panel shall meet and commence its proceedings in connection with the dispute, controversy, or claim. The mediation shall be governed and conducted in accordance with the procedures of the American Arbitration Association. Grand Rapids and Kentwood shall cooperate in all respects with the mediation panel and shall expeditiously provide the panel with all reasonable and necessary records and other information requested by the panel. Within 30 days from the commencement of its proceedings, the mediation panel shall provide Grand Rapids and Kentwood with a written copy of its proposed recommendations concerning the dispute, controversy, or claim. Grand Rapids and Kentwood shall have 10 days thereafter within which to provide any additional information to the mediation panel or written notice of any exceptions either one takes to the proposed recommendations. The mediation panel shall then have 10 days within which to consider any additional information or written exceptions and issue its final report and recommendation. In the event the final report and recommendation is rejected by either Grand Rapids or Kentwood within 30 days of its receipt, either party may then pursue any other legal remedies available to it under law for purposes of resolving or adjudicating the dispute, controversy, or claim. Each Party will pay its own attorneys' fees and costs. Reasonable attorney's fees and costs shall be awarded to the prevailing party in any litigation filed after mediation.

8. Default/Remedies. If Kentwood or Grand Rapids refuses or neglects to perform one of the duties or promises that are set forth in this Agreement, and this refusal or neglect substantially violates the Agreement, the refusal or neglect shall constitute a material breach of this Agreement. In the event of a material breach or an alleged material breach of this Agreement, including but not limited to the failure of Kentwood or Grand Rapids to comply with the terms, conditions, and agreements relating to the Development Property, the aggrieved party may send written notification of the alleged breach; if there is no resolution of the alleged breach within 30 days after the notification, then the aggrieved party may seek equitable relief in the Kent County Circuit Court. Grand Rapids and Kentwood acknowledge that there is no adequate remedy at law for a material breach of this Agreement, and Grand Rapids and Kentwood agree that equitable relief may be issued in accordance with the decision and discretion of the Kent County Circuit Court. Equitable relief shall include but shall not be limited to mandamus, *quo warranto*, specific performance, and injunctive relief. A material breach may result in early termination of this Agreement. Each Party will pay its own attorneys' fees and costs.

9. Indemnification. Each party agrees to hold harmless and indemnify the other party, its officers, employees, and agents from any and all claims, liability, demands, losses, damages, expenses and costs (including attorney's fees) based on (a) each party's own negligent or wanton and willful acts or omissions, (b) the indemnifying party's breach of this Agreement, or (c) lawsuits and claims that existed with relation to the land being transferred prior to the effective date/recording of the transfer. The intent of this provision is that each party be responsible for claims and liable for its own acts or omissions, including that of its respective officers, employees, and agents. However, neither party waives any defenses it may have available at law or in equity.

10. Notices. All notices required or desired to be given under or pursuant to this Agreement shall be sent by certified or registered mail, return receipt requested, to the following designated individuals on behalf of their respective parties.

For the City of Grand Rapids:

City of Grand Rapids
ATTENTION: City Manager
City Hall
300 Monroe Ave. NW
Grand Rapids, MI 49503

For the City of Kentwood

City of Kentwood
ATTENTION: Mayor
City Hall
4900 Breton Ave. SE
Kentwood, MI 49508

For the Developer:

Speedway, LLC
40600 Ann Arbor Rd. E. Suite 201
Plymouth, Michigan 48170

All notices shall be deemed given five (5) days subsequent to the date of mailing. Grand Rapids or Kentwood may change its address for the receipt of notices pursuant to this Paragraph at any time by giving notice of the change to the other party as provided in this Paragraph. Any notice given by a party under this Paragraph must be signed by an authorized representative of that party. The Parties may later agree, in writing, to alternative means of delivering Notices, including sending the same via electronic transmission.

11. Amendments. No amendment, including any extension or modification or alteration of this Agreement, shall be effective unless in writing and duly approved and executed by Grand Rapids and Kentwood; provided, however, that before an amendment of this Agreement may take effect, the Developer shall be provided with 30 days written notice of the parties intention to amend this Agreement. An amendment shall make specific reference to this Agreement and to the specific provision or provisions which are amended; all effective amendments shall be attached to this Agreement.

12. No Waivers. The failure of either Grand Rapids or Kentwood to insist upon strict performance of any obligation set forth in this Agreement shall not be a waiver of that party's right to demand strict compliance in the future.

13. No Third-Party Beneficiary Status. Nothing contained in this Agreement shall create a third-party beneficiary relationship or status for any person or entity. Grand Rapids and Kentwood acknowledge that this Agreement was not intended to confer any such rights, duties, and privileges, and that the provisions of this Agreement relate solely to the named parties. However, the Developers are signatories to this Agreement and confirm that they agree with the terms of this Agreement; this agreement by the Developers shall be binding upon all successors and assigns of the Developers.

14. Assignment. Neither party may assign any of its rights, duties, or obligations under this Agreement without the prior written consent of the other party.

15. Joint Drafting of Agreement. Grand Rapids and Kentwood acknowledge that they each have legal counsel participating in the review, preparation, and drafting of this Agreement, and no interpretation, presumption, or construction of this Agreement shall be based upon any party drafting this Agreement. Kentwood and Grand Rapids acknowledge joint and mutual drafting of this Agreement.

16. Captions. Titles or captions of Paragraphs contained in this Agreement are inserted only as a matter of convenience and for reference; they do not define, limit, extend, or describe the scope of this Agreement or the intent of any of its provisions. The parties acknowledge and agree, however, that the Recitals set forth above shall be construed to be an integral part of the Agreement.

17. Entire Agreement. This Agreement, including the attached Exhibits, which are incorporated into and made a part of this Agreement, contains the entire agreement between Grand Rapids and Kentwood with respect to the Development Property. All prior agreements and understandings, whether written or oral, are superseded by and merged into this Agreement. Neither Grand Rapids nor Kentwood has made any representations except those expressly set forth in this Agreement, and no rights or remedies are or shall be acquired by either Grand Rapids or Kentwood by implication or otherwise unless expressly set forth in this Agreement.

18. Interpretation and Severability. In the event that any provision of this Agreement shall be determined by a court or administrative tribunal with appropriate jurisdiction to be contrary to the provisions of any statute or to be unenforceable for any reason, then, to the extent necessary and possible to render the remainder of this Agreement enforceable, such provision may be modified or severed by the court or administrative tribunal having jurisdiction over this Agreement and its interpretation, or by the parties, so as to, as nearly as possible, carry out the intention of Grand Rapids and Kentwood considering the purposes of this Agreement and such provision in *pari materia*.

19. Execution in Counterparts. This Agreement may be executed in any number of counterparts. All such counterparts shall be deemed originals, and together they shall constitute one and the same instrument.

20. Filing. In accordance with Act 425, following the parties' execution of this Agreement, a duplicate original of the Agreement shall be filed with the Kent County Clerk and with the Michigan Secretary of State. This Agreement, as certified by such County Clerk or Secretary of State, shall be prima facie evidence of the conditional transfer of the property pursuant to this Agreement.

(Remainder of page left intentionally blank.)

IN WITNESS WHEREOF, Grand Rapids and Kentwood, by and through their duly authorized representatives, have executed this Agreement as of the day and date first above written.

In the Presence of:

CITY OF GRAND RAPIDS, a Michigan
home rule city of Kent County

By: _____
Rosalynn Bliss, Mayor

By: _____
Joel Hondorp, City Clerk

In the Presence of:

CITY OF KENTWOOD, a Michigan home
rule city of Kent County

By: _____
Stephen C.N. Kepley, Mayor

By: _____
Dan Kasunic, Clerk

In the Presence of:

SPEEDWAY, LLC,
a Michigan limited liability company

By: _____
Carl Schaefer, Authorized Agent

EXHIBIT A

[Insert Legal Description of Development Property - all four parcels]

EXHIBIT B

City of Kentwood requirements—Special Land Use and C-2 Commercial Setbacks

- FY setback is 35'; required FY must be landscaped
- Side yard on residential side is 20' setback
- Corner setback is 30'
- Rear yard building setback is 50' when abutting a residential use

Other Requirements

- Maximum lot coverage is 75% (includes all areas that are not landscaped)
- 30' building height when abutting a residential use
- Building materials requirements apply
- Parking requirements: 2 per service stall, plus 2 for each service area, plus one per employee

SLU Requirements

Gas stations are Special Land Uses, covered by Section 15.04 D

- Fuel Station building and accessory uses/buildings shall be located 50' from any right of way lines or from any rear or side lot line abutting a residential district
- Buffer Zone B required when abutting a residential district. PC may require a solid wall or fence along the lot line having a maximum height of 6 feet.
- Minimum frontage is 150, and min lot area is 1 acre
- Accessory uses such as car washes have to receive a separate approval.
- No more than one driveway from each street
- All storage of merchandise must be within building

Access

Kalamazoo Avenue in Grand Rapids is not a truck route, and the turnaround north of the proposed driveway does not accommodate trucks. Circulation for the trucks would therefore need to go back to 44th Street.

Lighting and landscaping requirements

See Chapters 19 and 20 of the Zoning Ordinance for requirements

- Border zone is required between Commercial and residential property. Additional setbacks are required for parking lots adjacent to residentially zoned or used property
- Ave/Min uniformity ratio 4:1, minimum footcandle reading of between 1-5, plus parking lot standards apply. Maximum height of parking lot fixtures limited to 20' when adjacent to residential uses.

Liquor license

City of Kentwood does not require a formal hearing/review for alcohol sales within gas stations buildings.

Grand Rapids Requirements

- Location of Equipment and Structures. Fuel pumps, pump islands, detached canopies, compressed air connections, and similar equipment shall be set back at least fifteen (15) feet from a street right-of-way and twenty (20) feet from all lot lines adjacent to a residential use or Zone District.
- Cash Register Viewing Window. The cash register shall be clearly visible from the street. The viewing window shall have a contiguous area of at least fifteen (15) square feet of clear glass and maintain an unobstructed view into the building.
- Height. A canopy shall have a minimum ground clearance of eight (8) feet over public sidewalks and a minimum ground clearance of fourteen (14) feet over any vehicular driveway or parking area. A canopy shall not exceed the height of the main building.
- Canopy Lighting.
 - o All lighting on the underside of a canopy shall be fully recessed.
 - o No portion of any canopy may be externally illuminated.
 - o Fuel station canopy. A maximum of twenty-five (25) percent of a fuel station canopy visible from a public street may be internally illuminated.
 - o Intensity - Vehicle Fuel or Outdoor Sales Areas.
 - ☐ In areas where lighting levels from existing, similar vehicle fuel stations or outdoor vehicle sales areas or other illuminated areas are on both sides of the lot and across the street, up to eighty (80) percent of the existing light levels may be used.
 - ☐ For vehicle fuel station canopies and outdoor vehicle sales areas that do not meet the location requirement in Subsection C.3.a. above, an Administrative Departure may be granted for a maximum of twenty (20) footcandles within the site.
- Building transparency (measured between 2 and 8 feet): 30% (facing Kalamazoo)
- Parking/vehicle lanes be screened from Kalamazoo using one of the following methods:
 - o Parking and Loading Area Landscape Requirements
 - ☐ Type IV - Landscape Hedge Buffer:
 - A minimum five-foot wide landscape buffer, consisting of ornamental grasses, hedges, shrubbery, or other planted materials shall be provided.
 - The buffer shall be at least three (3) feet high when planted and shall be maintained to form a minimum visual screen of a maximum of four (4) feet high with eighty (80) percent summer opacity within two (2) years after planting.
 - Planting boxes or raised planters, constructed of materials acceptable under Type I Architectural Screens in C.1. above may be used, provided the height and opacity of such elements meet the criteria established within this Subsection.
 - ☐ Type V - Intermittent Landscape Buffer.
 - A minimum five (5) foot wide landscape buffer between the right-of-way and the parking area shall be provided.
 - The buffer shall be planted with a minimum of one (1) canopy tree and ten (10) shrubs per thirty-five (35) linear feet of lot frontage, or fraction thereof.
 - The landscape buffer shall cover a minimum of sixty-five (65) percent of the total distance of any one (1) lot line.
 - Streetscape Trees. At least one (1) small tree shall be planted for each twenty-five (25) feet of lot frontage or any fraction over twenty-five (25) feet. As an alternative, one (1) medium or large tree may be planted for each forty (40) feet of lot frontage or for any fraction of forty (40)

feet. Clustering of ornamental, medium, or large trees is permitted when utility conflicts or required clear vision areas prevent compliance with minimum spacing requirements.

- Provide a Crime Prevention Through Environmental Design plan (if alcohol is served)
- Limit floor area dedicated to alcohol sales – attached is the template showing the pattern of decision making by the City of Grand Rapids Planning Commission. We would request that an approval of alcohol sales be in line with the attached.



MEMORANDUM

TO: Kentwood City Commission

FROM: Terry Schweitzer, Community Development Department
Jeff Sluggett, City Attorney's Office

DATE: August 2, 2021

TOPIC: Termination of Traffic Control Agreement

Action Requested:

Consideration of a motion to approve the Agreement to Terminate Traffic Control Agreement presented at this evening's meeting (attached), and to authorize the Mayor and Clerk to execute the same on behalf of the City.

Background:

When the Planned Unit Development for the Ravines project (north of 44th between Shaffer and Breton)(the "PUD) was approved in 2004, a condition of that approval was that the developers and City enter into a Traffic Control Agreement (the "Agreement") authorizing the City to enforce traffic rules and regulations (the Uniform Traffic Code; "UTC") for the private roads making up the PUD. Under the terms of the Agreement, the developers and their successors were to provide the City with easements for the installation of traffic control devices and the City would enforce the UTC. The requirement for the Agreement was unusual (we are only aware of one other like it in the City's history).

As the City Commission is aware, the PUD's development was significantly impacted by the 2008-2009 recession. That development which has occurred resulted in inquiries last year to the City regarding whether it intended to enforce traffic restrictions within the PUD. As a result of these inquiries, the City began a series of conversations with representatives of the successors to the original developers. Those successors have expressed a desire to terminate the Agreement. The City was amenable to the request in an effort to conserve resources and has been active in working on a method to terminate the Agreement.

The result is the proposed Agreement to Terminate, a copy of which is attached ("Termination"). The Termination sets out in the recitals the background for the development and affirmatively terminates for all purposes the Agreement with regard to the entirety of the original PUD (both Holland Home's portions and the Ravines' portion). The Termination further contains an indemnification provision by which the current developers agree to indemnify the City from any

claims arising out of based on the design, construction, or use of the private drives within their respective portions of the PUD. All of the successors to the original developers have agreed to approve the Termination and the parties are currently in the process of gathering signatures.

If you have any questions about this project or process, please feel free to contact Jeff Sluggett (616-965-9341) or Terry Schweitzer (616-554-0710).

AGREEMENT TO TERMINATE TRAFFIC CONTROL AGREEMENT

This Agreement to Terminate Traffic Control Agreement ("Termination") is entered into between the City of Kentwood, a Michigan municipal corporation, the address of which is 4900 Breton Avenue SE, Kentwood, Michigan 49518 (the "City"), with Redstone Land Development, LLC, a Michigan limited liability company, the business address of which is at 3330 Grand Ridge Drive NE, Grand Rapids, Michigan 49525 ("Redstone"), the Cobblestone at the Ravines Master Association, a Michigan non-profit corporation, the business address of which is 3330 Grand Ridge Drive NE, Grand Rapids, Michigan 49525 (the "Association"), with 3637 Shaffer LLC, a Michigan limited liability company, the business address of which is 201 Cottage Grove Street, SE Grand Rapids, MI 49507 ("3637"), with Ravines North Condo Association, a Michigan non-profit corporation, the business address of which is PO Box 888617, Kentwood, Michigan 49588 (the "Ravines"), with West Michigan Property Developers, LLC, a Michigan limited liability company, the business address of which is at PO Box 751, Jenison, Michigan 49429 (the "Developers"), with Petersen Financial, LLC, a Michigan limited liability company, the business address of which is 2480 44th Street SE, Suite 150, Kentwood, Michigan ("Petersen"), with Holland Home, a Michigan non-profit corporation, the business address of which is at 2100 Raybrook Street SE, Suite 300, Grand Rapids, Michigan 49546 ("Holland"), and Darshan Singh Somal, an individual, whose address is at 16251 Riley Street, Holland, Michigan 49424 ("Somal").

RECITALS

- A. On March 18, 2004, a Traffic Control Agreement ("TCA") was executed between the City and Ravines Capital Management, LLC, a Michigan limited liability company based at the time in Holland, Michigan along with 44th/Shaffer Avenue, LLC, a Michigan limited liability company based in Troy, Michigan, (together, these businesses are herein referred to as the "Original Developers"). A copy of the TCA is attached as Exhibit A.
- B. The Original Developers owned an approximately 300 acre site within the City located on the northwest corner of 44th Street and Shaffer Avenue and as more fully described on the attached Exhibit A (the "Development Property"). Collectively, the Current Developers (defined below) have jurisdiction and authority over the private streets and spaces which are the objects of the TCA and are the lawful successors to the Original Developers for all purposes of the TCA only.
- C. The initial plans by the Original Developers called for building in excess of 1,000 homes on the Development Property. Because of the number of homes and the resultant potential for significant vehicular traffic therein, the Original Developers and the City executed the TCA which, among other things, authorized the City to design and install traffic control devices and subsequently enforce the provisions of the Uniform Traffic Code, Act 62 of 1956, as amended, on private streets within the Development Property. The design and installation of traffic control devices was to be paid for by the Original Developers who were also responsible to provide the easements in gross to permit the City to perform its obligations under the TCA.
- D. Subsequent to the execution of the TCA, the Original Developers encountered significant financial challenges, which greatly restricted their development plans. Hence, there was never a call for the City to implement any of the provisions of the TCA and, therefore, none were implemented.
- E. Recognizing that significant changes have occurred which will impact the Development Property's long-term operations, the City and the Current Developers desire to terminate the TCA in its entirety and all associated obligations, rights, and duties.
- F. Redstone, Association, 3637, Ravines, Developers, Petersen, Holland and Somal are jointly referred to in this Termination as the "Current Developers." The Current Developers own or have controlling interests over all private roads and streets within the Development Property.

Now, therefore, for good and valuable consideration in and referred to herein, the sufficiency of which is acknowledged by the parties, the parties agree as follows:

1. **Affirmation.** The parties affirm that the Recitals set forth above are accurate and adopt the same as an integral part of this Termination.
2. **Termination.** The parties hereby terminate the TCA in its entirety including, without limitation, and any all obligations, duties, or liabilities to: provide easements; enforce traffic control laws; provide traffic control devices; obtain and maintain insurance coverages of any nature; name other parties as additional insureds; and, indemnify other parties from claims arising out of any provision of the TCA. From and after the effective date no party shall hereafter be bound in any manner by the obligations, duties, or liabilities set forth in the TCA.
3. **Indemnification.** Without waiving the City's entitlement to rely on governmental immunity, the Current Developers agree to indemnify and hold harmless the City for third-party claims arising out of the design, use, or operation of private streets as to each Current Developer's respectively owned portion of the Development Property only within the Development Property from and after the effective date of this Termination.
4. **Effective Date.** This Termination shall become effective upon the last date of execution set forth below.
5. **No Third-Party Beneficiary Status.** Nothing contained in this Termination shall create a third-party beneficiary relationship or status for any person or entity. The parties acknowledge that this Termination was not intended to confer any such rights, duties, and privileges, and that the provisions of this Termination relate solely to the named parties. However, the parties acknowledge that this Termination shall be binding upon their successors and assigns.
6. **Entire Agreement.** This Termination, contains the entire agreement between the parties with respect to traffic control matters on the Development Property. All prior agreements and understandings, whether written or oral, are superseded by and merged into this Termination. None of the parties have made any representations except those expressly set forth in this Termination, and no rights or remedies are or shall be acquired by any party hereto by implication or otherwise unless expressly set forth in this Termination.
7. **Reasonable Cooperation.** The parties will take all actions reasonably necessary to effectuate this Termination.
8. **Counterparts.** This Termination may be executed simultaneously in multiple counterparts, each of which will be deemed an original and all of which together constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.
9. **Governing Law.** This Termination is to be governed by, and construed in accordance with, the law of the State of Michigan.
10. **Authorization.** The signatories to this Termination affirm that they are authorized to bind their respective parties.

11. Non-Assumption of Liability. The parties acknowledge and agree that in executing this Agreement the Current Developers do not succeed to any, and assume no, liability, obligation, or duty for or on behalf of the Original Developers and that the single purpose of this Agreement is to terminate the TCA. Further, and except as expressly set forth herein, this Termination shall not be interpreted or construed as imposing any liability, obligation, or duty of any kind on any one or more of the Current Developers.

The parties have executed this Termination on the dates set forth below.

CITY OF KENTWOOD

Date: _____

Stephen C.N. Kepley, Mayor

Dan Kasunic, Clerk

Date: _____

REDSTONE LAND DEVELOPMENT, LLC

By: Gary D. Hensch
Its: President; Redstone Group Management, Inc.;
Managing Member

Date: _____

**COBBLESTONE AT THE RAVINES MASTER
ASSOCIATION**

By: Randall J. Hekman
Its: President

Date: _____

RAVINES NORTH CONDOMINIUM ASSOCIATION

By: Tim Becker
Its: President

Date: _____

3637 SHAFFER, LLC

By: James D. Azzar
Its: Managing Member

Date: _____

WEST MICHIGAN PROPERTY DEVELOPERS, LLC

By: Karla Wagner
Its: Member

Date: _____

PETERSEN FINANCIAL, LLC

By: Donovan J. Visser
Its: Member

Date: _____

HOLLAND HOME

By: Hermina Breuker
Its: Member

Date: _____

DARSHAN SINGH SOMAL

By: Darshan Singh Somal

EXHIBIT A
Legal Description of Development Property

Part of the NE 1/4 and part of the SE 1/4, Section 22, T6N, R11W, City of Kentwood, Kent County, Michigan, described as: BEGINNING at the NE corner of Section 22; thence S03°35'29"E 395.00 feet along the East line of said NE 1/4; thence S89°42'31"W 258.00 feet; thence S03°35'29"E 120 feet; then N89°42'31"E 258 feet; thence S03°35'29"E 705.38 feet along the East line of said NE 1/4; thence N54°47'03"W 395.85 feet; thence S 89°45'47"W 308.00 feet; thence S03°35'29"E 330.00 feet; thence N89°45'47"E 424.00 feet along the South line of the N 1/2 of the NE 1/4 of Section 22; thence S03°35'29"E 153.00 feet; thence N89°45'47"E 193 feet; thence S03°35'29"E 273.18 feet along the East line of said NE 1/4; thence S86°24'31"W 40.00 feet; thence S03°35'29"E 891.81 feet along the West line of Schaffer Avenue to the South line of said NE 1/4; thence S03°10'02"E 1324.40 feet along the West line of Shaffer Avenue; thence S89°54'32"W 629.94 feet along the North line of the S 1/2 of the SE 1/4 of Section 22; thence S03°10'02"E 550.00 feet; thence N89°54'32"E 629.94 feet; thence S03°10'02"E 325.92 feet along the West line of Shaffer Avenue; thence S82°24'32"W 10.03 feet; thence S03°10'02"E 372.08 feet along said West line; thence S43°24'59"W 34.36 feet; thence S90°00'00"W 1908.53 feet along the North line of 44th Street; thence N03°04'04"W 40.00 feet and S90°00'00"W 180 feet and S03°04'04"E 40.00 feet and S90°00'00"W 481.20 feet along said North line; thence N03°02'05"W 2590.11 feet along the West line of the SE 1/4 of Section 22 to the center of said Section; thence N03°29'48"W 2635.49 feet along the West line of the NE 1/4 of Section 22 to the N 1/4 corner of said Section; thence 89°42'31"E 2633.71 feet along the North line of said NE 1/4 to the place of beginning. This parcel contains 299.85 acres.



**CITY OF KENTWOOD
APPROVED
FINDINGS OF FACT
JULY 24, 2021**

Golder 7/7/21

PROJECT: Cobblestone 3

APPLICATION: 18-21

REQUEST: Major Change of an Approved PUD Phase

LOCATION: North of 44th Street, Stratton Boulevard extended

HEARING DATE: July 13, 2021

MOTION: **Motion by Benoit, supported by Pemberton, to recommend to the City Commission approval of the Major Change to a Preliminary Site Plan dated July 2, 2021 as described in Case No. 18-21. Approval is conditioned upon conditions 1 -7 removing condition 3 and basis points 1-5 as described in Golder's memo dated July 7, 2021.**

- Motion Carried (6-2) –
- Jones, Holtrop - Opposed
- Poyner absent -

CONDITIONS:

1. Review and approval of the site plan by the Kentwood City Engineer and Fire Marshal.
2. The Master Deed and Bylaws for the development and condominium association must be approved by the Kentwood City Attorney and City staff.
3. Condition deleted
4. Planning and City Commission approval of the waiver for rear yard setback for Buildings 1 and 2. Applicant shall amend the site plan to reflect the correct building setbacks for the RPUD-1 zone.

5. Applicant shall provide a grading and access easement, in a form to be approved by the City Attorney, to allow for the future construction of Stratton Boulevard to serve the property north of Cobblestone 3.
6. Staff review and approval of building elevations.
7. Staff approval of the landscaping and lighting plan for the site.

BASIS:

1. The PUD is part of the overall Ravines development and subject to any applicable conditions of the original approval and conditions.
2. Item deleted
3. Buildings 1 and 2 have a setback of 20 feet; 30 is required per Section 12.03 C 3 c of the Zoning Ordinance. The site plan must be amended to reflect the correct setback requirements.
4. Stratton Boulevard was approved to extend north into the B-2 Neighborhood of the Ravines development. The road stops short of the common property line, since grading easements on the B-2 property would be required to continue the road to the north property line. The requirement for grading and access easements will allow a future developer to construct the connection to Stratton Boulevard, as required by the Preliminary PUD Plan.
5. Discussion during the work session and public hearing.

STAFF REPORT: June 14, 2021
PREPARED FOR: Kentwood Planning Commission
PREPARED BY: Lisa Golder
CASE NO.: 18-21 Cobblestone 3

GENERAL INFORMATION

APPLICANT: Cobblestone Partners LLC rep. by: David Stebbins
3570 Scenic River Dr. SW 3570 Scenic River Dr. SW
Wyoming MI 49418

STATUS OF
APPLICANT: Owner and Developer

REQUESTED ACTION: Applicant is requesting Major Change of an approved PUD Phase

EXISTING ZONING OF
SUBJECT PARCEL: RPUD-1 High Density Residential Planned Unit Development

GENERAL LOCATION: North of 44th Street, Stratton Boulevard

PARCEL SIZE: 22.44 acres

EXISTING LAND USE
ON THE PARCEL: Vacant

ADJACENT AREA
LAND USES: N: vacant
S: Cobblestone at the Ravines
W: Hidden Lakes Apartments
E: Detention area

ZONING ON ADJOINING
PARCELS: N, S, E: RPUD-1 High Density Residential Planned Unit
Development
W: R-4 High Density Residential

Compatibility With Master Plan

The Master Plan recommends low density residential use for this property. The overall PUD development for the Ravines was found to be consistent with the Master Plan.

Relevant Zoning Ordinance Sections

Section 12.03 of the Zoning Ordinance describes the purpose, permitted uses, and other requirements of the RPUD-1 High Density Residential District. Site Plan Review Standards are found in Section 14.05 of the Zoning Ordinance.

Zoning History

The site was rezoned to RPUD-1 in 2004. A preliminary PUD plan was reviewed and approved at that time. For this portion of the Cobblestone development, the original plan included 85 units, including the following housing mix:

<u>Original Plan</u>	<u>Proposed Plan</u>
1 - 6 unit building	7 - 6 unit buildings
12 - 4 unit buildings	8 - 4 unit buildings
5 - 3 unit	2 - 2 unit buildings
1 - 2 unit	9 - 1 unit building
14 - 1 unit	
Total: 85 units	Total: 87 Units

SITE INFORMATION

Street and Traffic

Access to this development is from the extension of a private road (Stratton Boulevard) that extends to the from 44th Street. Stratton is proposed to be stubbed on the north side of the development. Eventually it will connect to the property to the north that is currently owned by Holland Home. No immediate plans for development are anticipated.

In the previously approved plan, Stratton Boulevard continued as a boulevard design north of the clock tower area. Now, Stratton Boulevard is no longer proposed as a boulevard.

Site Information

The site is wooded and varies greatly in elevation across the development. A wetland area exists on the east side of the site. Proposed grading has not been portrayed on the site.

Staff Review

Major Change to an Approved PUD Site Plan:

1. The original plan for Cobblestone at the Ravines was approved in 2004 with the overall plan for the Ravines Planned Unit Development. The original Phase 3 of Cobblestone included the following mix of housing:

Original Plan

- 1 - 6 unit building or 6 units
- 12 - 4 unit buildings or 48 units

5 - 3 unit or 15 units
1 - 2 unit or 2 units
14 - 1 unit or 1 unit

Total: 85 units

The proposed plan includes the following proposed housing mix:

Proposed Plan:

7 – 6 unit buildings or 42 units
8 – 4 unit buildings or 32 units
2 – 2 unit buildings or 4 units
9 – 1 unit buildings or 9 units

Total: 87 units

Since the number of units proposed in the development is more than the original development, a Major Change to the original site plan must be approved by the Planning and City Commissions.

2. The previously approved plan show no units exiting onto Stratton Boulevard; rather, they were served by alleys. The applicant should provide alley access to the 6 unit building. In fact, the original plan showed all but a few of the homes within Phase 3 served from alleys. All of the homes in the proposed Phase 3 are served from the private roads, rather than from alleys. The applicant should describe this change to the nature of the development in Phase 3.
3. The original Ravines PUD promoted pedestrian access, with sidewalk connections on both sides of the street, particularly within the Cobblestone portion of the development. The original plan for Phase 3 provides two side of sidewalk along the private driveways. The proposed plan has sidewalk on only one side of the street in most locations. Staff recommends requiring two sides of sidewalk within the development.
4. Stratton Boulevard should be extended to the north property line. In addition, sidewalk should be extended to the development's north property line along Stratton.
5. The proposed 6-unit buildings include a good deal of pavement in the front yard to accommodate driveways. Again, the nature of much of the rest of Cobblestone is to have condominiums accessed from an alley. If these are allowed to remain, the front yard area must be improved with plantings or other amenities.
6. The applicant shall provide color renderings of the building elevations proposed for the development.
7. The applicant must provide landscaping plans, lighting plans, information on dumpsters and screening.

Staff Report

Case No. 18-21 Major Change-Cobblestone 3

Page 4

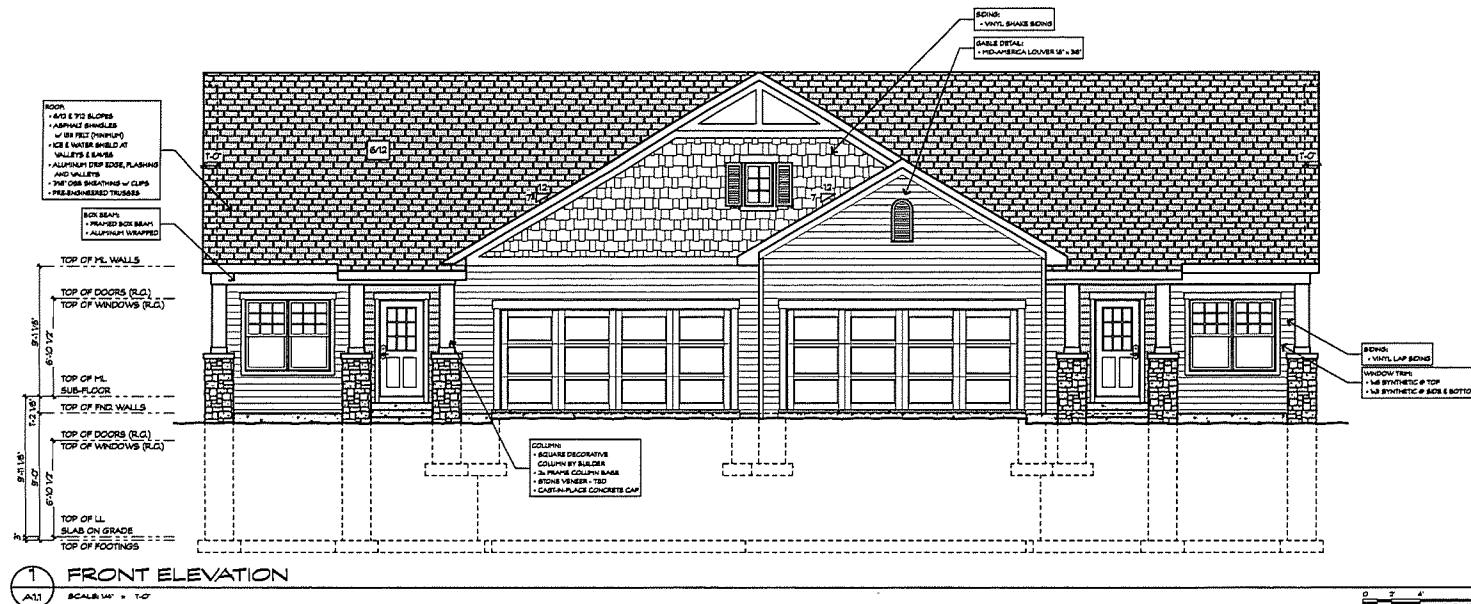
8. The applicant shall indicate whether any of the units are planned to be rented by the developer.

Attributes:

- Continuation of Cobblestone at the Ravines
- Provides a mixture of housing types
- Provide more open space than the previous plan

Issues:

- Two sides of sidewalk should be provided on all streets, as per the original Cobblestone development
- The 6 unit condominium on Stratton Boulevard should be served by an alley. None of the proposed condominiums are served by alleys within the development
- More detail on units and landscaping
- Too much pavement in driveways for 6 unit buildings



VISBEEN
architects

www.visbeen.com
616-285-9901
© VISBEEN ARCHITECTS, INC.

PROJECT NO.:
14.3.16

STAFF CREDITS:
DRAWN BY:
Jason Weethouse
PROJECT MANAGEMENT:
Jeff Segard

STRUCTURAL ENGINEER



MEMBER OF THE NATIONAL ASSOCIATION OF ARCHITECTS
(NAA) 7/1/15
Professional Seal of a Structural Engineer

BUILDER:

RedstoneHomes

PROJECT:
**Cobblestone
2 DUPLEX**

WALKOUT

MICHIGAN

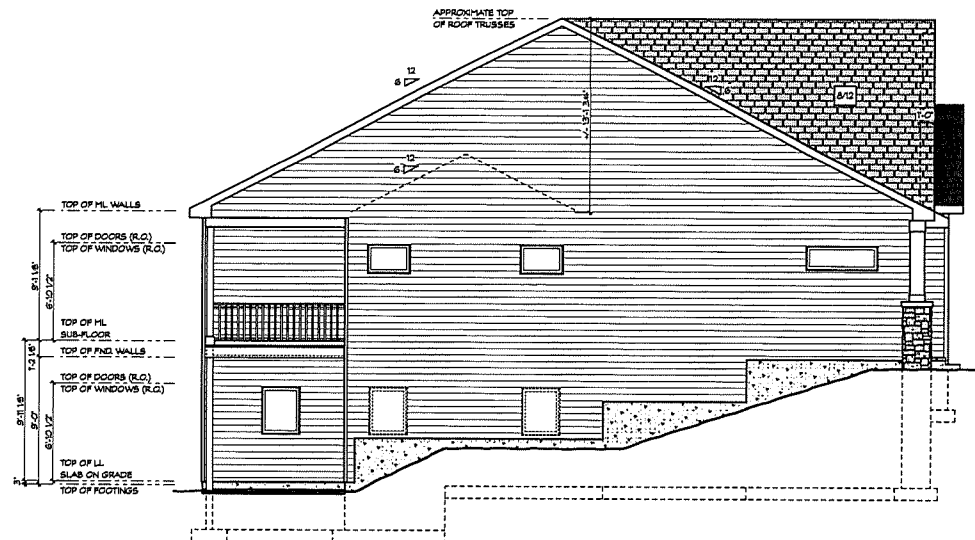
SHEET TITLE:

**FRONT &
REAR
Elevations**

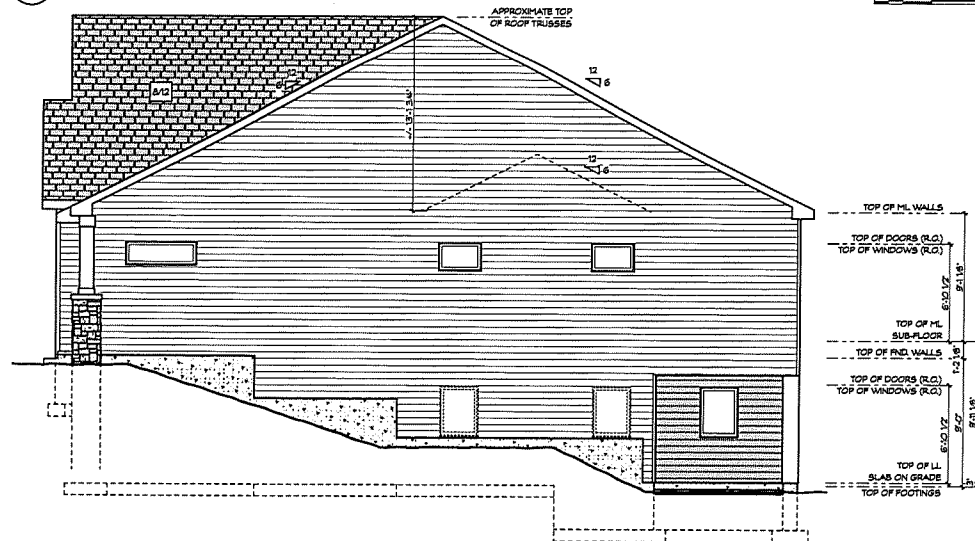
DATE:
3/18/20

ISSUE DESCRIPTION:
**CONSTRUCTION
DOCUMENTS**

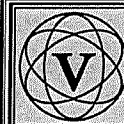
SHEET NO.:
A1.1



1 LEFT ELEVATION - UNIT "D"
SCALE: 1/4" = 1'-0"



2 RIGHT ELEVATION - UNIT "D"
SCALE: 1/4" = 1'-0"



VISBEEN
architects

www.visbeen.com
616-285-9901
© VISBEEN ARCHITECTS, INC.

PROJECT No.:
14.3.16

STAFF CREDITS:
DRAWN BY:
Jason Westhouse
PROJECT MANAGEMENT:
Jeff Segard

STRUCTURAL ENGINEER



4400 N. H. 27 Hwy, Suite C-1, Minneapolis, MN 55422
(612) 796-8453
northernstructuralinc.com

BUILDER:

RedstoneHomes

PROJECT:

**Cobblestone
2 DUPLEX**

WALKOUT

MICHIGAN

SHEET TITLE:

**LEFT &
RIGHT
Elevations**

DATE:

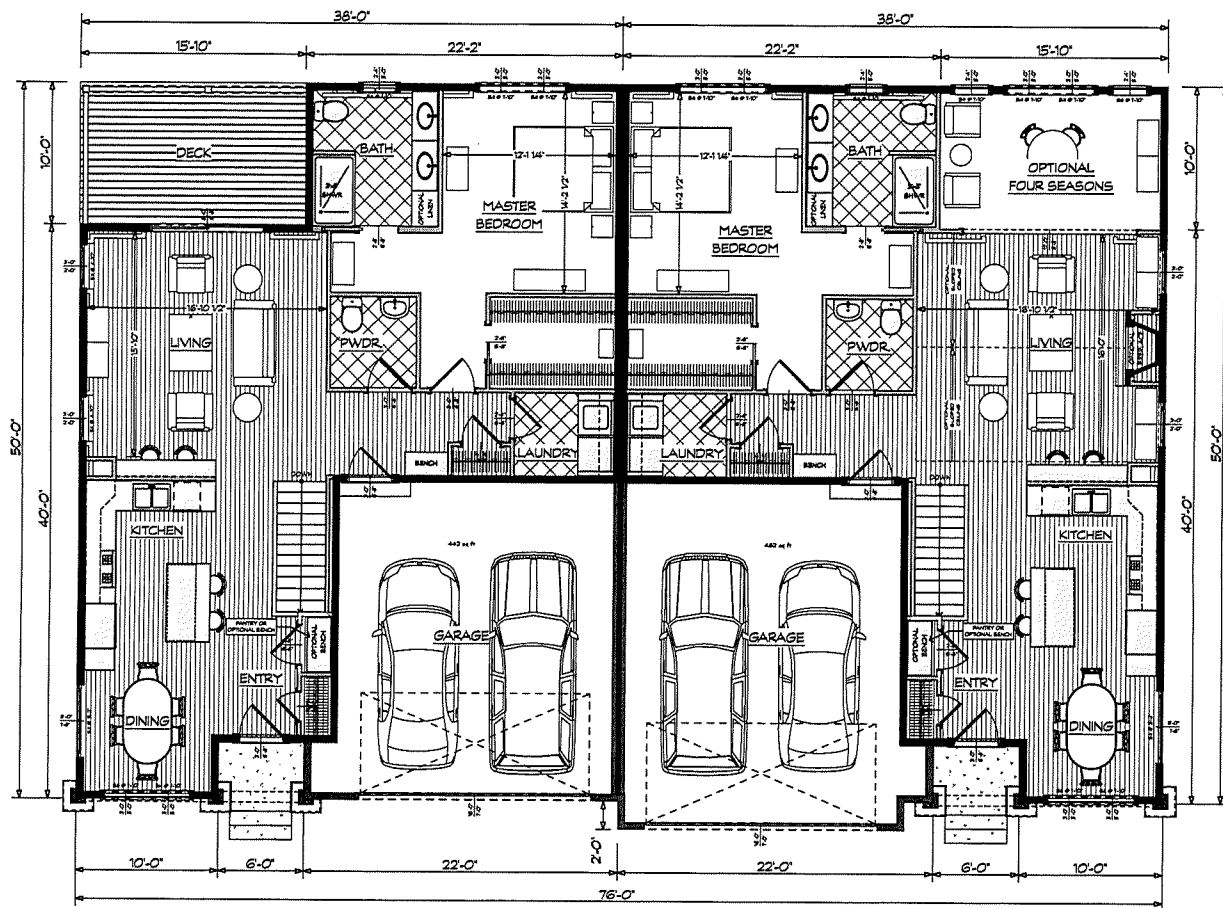
3/18/20

ISSUE DESCRIPTION:

**CONSTRUCTION
DOCUMENTS**

SHEET NO.:

A1.2

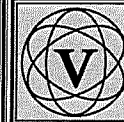


SUNSTONE 1,268 sq ft

SUNSTONE + 1,428 sq ft

1
A2.1
MAIN LEVEL DESIGN FLOOR PLAN
SCALE 1/4" = 1'-0"

0 2 4 6



VISBEEN
architects

www.visbeen.com
616-285-9901
© VISBEEN ARCHITECTS, INC.

PROJECT NO.
14.3.16

STAFF CREDITS:
DRAWN BY
Jason Westhouse
PROJECT MANAGEMENT
Jeff Segard

STRUCTURAL ENGINEER



400 N. 11th St., Suite 200, Grand Rapids, MI 49503
(616) 796-4455
northwest@nsstructural.com

BUILDER:

RedstoneHomes

PROJECT:

**Cobblestone
2 DUPLEX**

WALKOUT

MICHIGAN

SHEET TITLE:

**MAIN
LEVEL
DESIGN
FLOOR
PLAN**

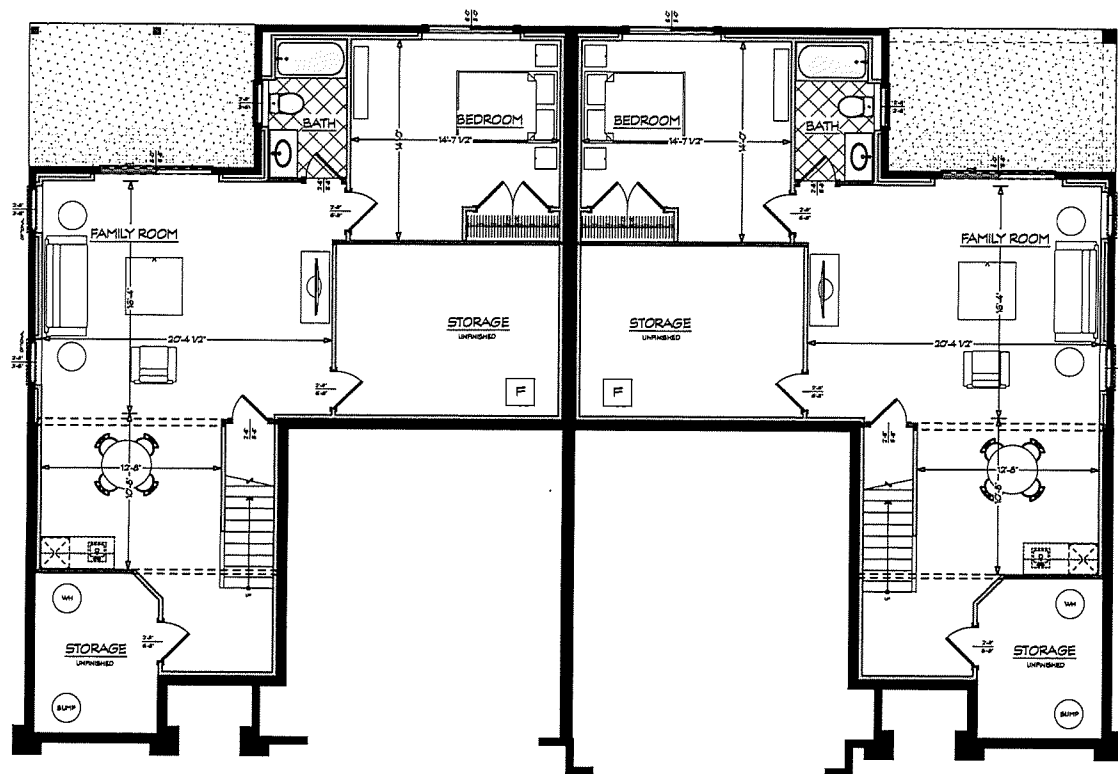
DATE:

3/18/20

ISSUE DESCRIPTION:
**CONSTRUCTION
DOCUMENTS**

SHEET NO.:

A2.1



SUNSTONE 889 sq ft

SUNSTONE + 889 sq ft

1 LOWER LEVEL DESIGN FLOOR PLAN
A2.2 SCALE 1/4" = 1'-0"

0 1 2 3 4 5 6 7 8 9 10



VISBEEN
architects

www.visbeen.com
616-285-9901
© VISBEEN ARCHITECTS, INC.

PROJECT NO.:
14-3-16

STAFF CREDITS:
DRAWN BY:
Jason Westhouse
PROJECT MANAGER:
Jeff Segard

STRUCTURAL ENGINEER



NS Structural Inc.
1000 N. 14th St., Suite 200, Grand Rapids, MI 49503
(616) 796-4400
www.nsstructural.com

BUILDER:

RedstoneHomes

PROJECT:

**Cobblestone
2 DUPLEX**

WALKOUT

MICHIGAN

SHEET TITLE:

**LOWER
LEVEL
DESIGN
FLOOR
PLAN**

DATE:

3/18/20

ISSUE DESCRIPTION:

**CONSTRUCTION
DOCUMENTS**

SHEET NO.:

A2.2









Actual home/land may differ from rendering - Copyright Redstone Homes 2021









MEMORANDUM

TO: Honorable Mayor and City Commission

FROM: Police Chief Richard Roberts
Judge Amanda Sterkenburg
Chad Griffin, Building Maintenance Manager
Carla Kane, Purchasing Agent

DATE: August 9, 2021

TOPIC: Purchase of GPS Atomic Synchronized Clock System at Justice Center

ACTION REQUESTED: It is requested that the City Commission approve the purchase of an atomic synchronized clock system for the Justice Center from Industrial Electronic Service, Ltd., in the amount not to exceed \$16,000, with funds from the FY22 Property & Building Fund budget.

BACKGROUND: The Justice Center synchronized clock system is original to the building and replacement clocks were purchased in 2015. They are currently set-up on a Master Clock that requires manual management of time accuracy, day light savings, etc. These clocks continue to fail at an alarming rate.

The Synchronized Clock System of DC Digital from Electronic Service, Ltd., installed at the City's DPW building in 2004, has been top functioning with superior service support. City employees are experienced and trained on the DC Digital System. Installation of an identical system at the Justice Center would be favorable.

BUDGET INFORMATION	
BUDGETED FY22	\$15,000
THIS PURCHASE	16,000
OVERAGE	(\$1,000)

The requested system will also allow the Justice Center to be linked to the US government satellite for consistent time accuracy and future FEMA and/or federal regulation compliance requests. The clocks are LED digital with the ability to show either 12hr or 24hr time, allowing departments to utilize the display most suited to them. The clocks have a lifetime warranty and in-house installation is planned to reduce the City's cost.

While this request is over budget, the FY22 Property and Building Fund Budget includes miscellaneous and contingency of \$50,000. Any FY22 budget amendments needed will be determined near year-end.

Due to the functional fit, superior quality, and efficiencies to be realized in maintaining one type of clock system at two buildings, a competitive bid process was not undertaken and this purchase is requested under Special Circumstances¹. Industrial Electronic Service, Ltd. is the sole provider for the requested system.

If you have any questions, please call Chad Griffin at 656-5268.

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, DPW Interim Director
Chad Griffin, Building Maintenance Manager
Carla Kane, Purchasing Agent

SUBJECT: Boiler Replacements at City Hall and Kentwood Justice Center

DATE: August 9, 2021

ACTION REQUESTED: It is requested that the City Commission authorize the Mayor to enter into an agreement with Mark of the Z, Inc. for the replacement of four boilers at City Hall and the Justice Center at a total cost of \$185,000, including a ten percent contingency, with funds from the Property & Building Fund.

BACKGROUND: E3M Solutions (E3M), the City's energy auditing firm, confirmed through their investigations that the boilers at two City facilities are due for replacement. Hot water boilers are the sole heating source for the Justice Center (JC) and City Hall buildings, providing heat to them year-round. They also supply the exterior walkway snow melt systems during the winter months.

All four boilers are original to the buildings (JC in 2001; City Hall in 2004) and all have reached the end of their useful lives. Costly repairs, unexpected downtime, low reliability, and the availability of new high-efficiency, environmentally-minded boilers are all reasons for replacement. E3M provided the City with complete design prints and bid specifications that were used in a recent bid process. The City received five proposals (see Bid Tabulation) and staff recommends award to Mark of the Z, Inc., the low bidder.

The existing boilers will be replaced with Lochinvar high-efficiency, fully condensing commercial boilers. The new boilers are highly recommended by E3M and the City has had success with Lochinvar boilers at the Richard L. Root Library.

Energy rebates are anticipated from DTE Energy, the City's natural gas provider, which will help to offset the cost of the project. Rebates are also being sought from Consumer's Energy, the City's electric energy provider.

Boiler replacements are included in the FY22 Property and Building Fund Budget. The scope of replacements needed are over the budgeted amount, but the Property and Building Fund has sufficient resources to cover the additional cost.

Any budget amendments needed will be determined near year-end.

If you have any questions, please contact Chad Griffin at 656-5268 or griffinc@kentwood.us.

BUDGET INFORMATION

FY22 Budget	\$ 96,000
This Request	<u>185,000</u>
Overage	(\$ 89,000)

BID TABULATION

BIDDER NAME	GRAND TOTAL PRICE FOR PROJECT
Mark of the Z Heating & Boilers	\$168,305
Alternative Mechanical, LLC	\$197,750
Hurst Mechanical	\$214,929
Vans Mechanical Contractors	\$229,450
B&V Mechanical, Inc.	\$235,000



MEMORANDUM



TO: Mayor Kepley and City Commission
FROM: Matt Anderson, Information Technology Director
Carla Kane, Purchasing Agent
DATE: August 9, 2021
TOPIC: Purchase of Ruggedized Laptops for Police and Fire vehicles

ACTION REQUESTED: It is requested that the City Commission authorize the purchase of twelve (8 Fire & 4 Police) ruggedized laptop replacements for Police and Fire vehicles from Dell Marketing, LP at a cost of \$31,268, with funds from the FY22 Police and Fire Equipment Funds budgets.

BACKGROUND: The City routinely purchases groups of desktop and laptop PCs to ensure that all the units in daily use are functioning properly and are under warranty. Groups of ruggedized laptops are replaced in Police and Fire vehicles annually or semi-annually on a rotating basis.

The requested laptops are designed to withstand shock and vibration for rugged use in City vehicles used by First Responders. They can be operated in a wide range of temperatures, and are dust and watertight. Staff uses each machine through the life of the purchased warranty.

These laptops are mission critical to police officers and fire fighters. Downtime must be kept at a minimum. As they are heavily utilized, it is important to replace them when they are out of warranty. Some of the retired machines will be inventoried and may be re-deployed in emergencies or to other City departments if needed.

This purchase is on the state cooperative MiDeal contract with the direct manufacturer, Dell Marketing, LP.

While the Fire laptops are over budget by \$1,645, the Fire Capital Fund budget includes miscellaneous and contingency budget amounts for technology of \$12,500. Any FY22 budget amendments needed will be determined near year-end.

If you have any questions, please contact Matt Anderson at 656-5324, or send an email to andersonmm@kentwood.us.

Thank you for your consideration of this request.

FY22 BUDGET INFORMATION WORKSTATION REPLACEMENTS

Fire Capital Outlay	\$19,200
Police Capital Outlay	<u>27,000</u>
Total Budgeted	46,200
This Request	<u>31,268</u>
Remaining	\$14,932



KENTWOOD POLICE DEPARTMENT

4742 WALMA AVE SE | KENTWOOD, MICHIGAN | 49512

MEMORANDUM

TO: Mayor Kepley and City Commissioners
FROM: Police Chief Richard Roberts
Carla Kane, Purchasing Agent
DATE: August 9, 2021
SUBJECT: Purchase of two mobile speed display signs

ACTION REQUESTED: It is requested that the City Commission approve the purchase of two mobile speed display signs from All Traffic Solutions at a total cost of \$9,380, with funds from the FY22 Police Equipment Fund.

BACKGROUND: On November 23, 2020, the City Commission received an overview of speed and traffic complaints in the City and, on February 2, 2021, interest was expressed in moving forward with additional technology and equipment. In March 2021, a trailer device was purchased as part of improving City traffic speed awareness technology.

BUDGET INFORMATION

FY22 Budget	\$9,400
This Request	<u>9,380</u>
FY22 Remaining	\$ 20

The requested speed display sign units are pole-mounted in a mobile system that does not require a trailer to move it around the City. They can be mounted on any power pole or city sign pole and they will have wireless connectivity with the Kentwood Police Department's (KPD) Traffic Cloud software. This purchase, to be used in conjunction with the KPD's speed trailer, will allow for greater deployment of speed awareness technology City-wide.

This additional equipment will assist in addressing community concerns and will also improve the KPD's ability to conduct site-specific analysis regarding the scope of speed.

Results of police staff-solicited quotes are shown on the Bid Tabulation. All Traffic Solutions, the low bidder, is recommended for award.

BID TABULATION

Bidder	Total Cost
All Traffic Solutions	\$9,380
Altitude Signal	\$9,740
Robco Supply	\$10,505

If you have any questions, please contact Police Chief Richard Roberts (656-6504) or robertsr@kentwood.us.

Thank you for your consideration of this request.



MEMORANDUM

TO: City Commission
FROM: James Kirkwood, PE - Director of Engineering and Inspections
Jamie King - Fleet Services Supervisor
Corinne Derengowski – Purchasing Assistant
DATE: August 9, 2021
TOPIC: Purchase of Vehicle for New Rental Inspector

ACTION REQUESTED: It is requested that the City Commission authorize the purchase of one Chevrolet Equinox vehicle for the Inspections Department, from Berger Chevrolet of Grand Rapids, in the amount not to exceed \$24,000, which includes \$500 for decals and accessories, with funds from FY22 Property & Building Fund Budget.

BACKGROUND: In 2018, the Chevy Equinox was the model chosen for the Inspections fleet. It provides inspectors with improved sight lines, and the requested all-wheel drive function provides additional safety and mobility for winter travel and at muddy job sites.



Each Inspection fleet vehicle will be driven seven to ten thousand miles per year. Utilizing significant discounts realized by the public bidding process, Fleet Services recommends replacement of these vehicles every five years to maximize trade-in value and minimize cost of ownership going forward.

The vehicle would be purchased from Berger Chevrolet, utilizing the Oakland County bid contract.

To accumulate funds for the future replacement of this vehicle, the Inspections Department budget will include a transfer to the Property & Building Fund, of \$6,000, payable annually over a four-year period

If you have any questions, please call James Kirkwood 616-554-0739 or Jamie King 616-554-0793.

Thank you for your consideration of this request.

BUDGET INFORMATION

FY22 Budget	\$24,000
<u>Requested</u>	<u>\$24,000</u>
FY22 Remaining	\$0