



OFFICE OF THE CITY CLERK

AGENDA: NOVEMBER 16, 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. Jay Jones, Pentecostals of Kentwood.
4. Roll Call: Artz, Coughlin, Draayer, Groce, Morgan, Tyson, 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. Adopt [Traffic Control Orders](#) 2021-501 through 2021-529 restricting parking on Kentwood roadways.
 - b. Notice of [plow truck repairs](#) by JX Peterbilt. (information only)
 - c. Approve application for [CESF grant](#) for electronic document management software.
 - d. [City Payables](#).
8. Approve minutes of the regular [City Commission Meeting](#) held on November 8, 2021 as distributed. (voice vote)
9. Presentations and Proclamations.
 - a. Kent District Library annual report presentation.
Links to the 2020 [Annual Report](#), 2020 [Impact Report](#), and [Strategic Plan](#)
 - b. [Police and Fire](#) Department monthly reports.
10. Communications and Petitions.
 - a. Authorize agreements with [Kent County Dispatch Authority](#) and MPSCS.
(voice vote)


11. Public Hearings.
 - a. Zoning Ordinance Text Amendments
 - i. Ord. – 21 to amend the Kentwood Zoning Ordinance relating to [Adult Foster Care Facilities](#) and description of RPUD Districts. (roll call vote)
 - ii. Ord. – 21 to amend the Kentwood Zoning Ordinance relating to [Subdivision Control Ordinance variance requests](#). (roll call vote)
12. Reports of Ad Hoc Committees.
13. Bids.
 - a. Authorize contract with Spalding DeDecker for a [pedestrian crossing improvement study](#). (voice vote)
14. Resolutions.
 - a. Resolution of Necessity for [East Paris Ave improvements](#) and repaving. (roll call vote)
15. Ordinances.
16. Appointments and Resignations.
 - a. Approve appointment of Aaron Johnson as an alternate to the [Zoning Board of Appeals](#). (voice vote)
17. Quarterly, Semi-Annual or Annual Scheduled Reviews.
18. Old Business/Future Agenda Review.
19. Comments of Commissioners and Mayor.
20. Adjournment.

Becky L. Schultz
Deputy City Clerk



MEMORANDUM

TO: Honorable Mayor and City Commission

FROM: Police Chief Richard Roberts 

DATE: November 16, 2021

TOPIC: Adoption of Traffic Control Orders

ACTION REQUESTED: It is requested that the City Commission adopt the included Traffic Control Orders restricting parking on the listed roadways in accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood Ordinance Chapter 66.

BACKGROUND: As the City is involved in roadway re-construction and design, the police department uses engineering and safety best practices based on roadway and engineering design, traffic volume, traffic speeds, and road usage to determine if any changes are recommended to restrict parking or movement on the street. The police department also routinely evaluates other roadways to determine if any changes or issuance of Traffic Control Orders is required. This includes an inventory of Traffic Control Orders compared to existing signage.

As a result of this review, the included updated Traffic Control Orders covering the noted roadways recommending restricting parking on one or both sides of the street. These Traffic Control Orders will supersede any previous Traffic Control Orders for the streets listed.

Thank you for your consideration of this request.

Location: _____
Section: 25,26,27,28,29,30,31,32,33,34,35,36
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-501

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed on **52nd St.**, both north and south sides of the street. The No Parking shall run from Division Ave (west city limits) to Patterson Ave (east city limits).

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police, Traffic Engineer

David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20__.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

Location: _____
Section: 30
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-502

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

48th Street, both sides of the street. The no parking shall run from Division Avenue (West City Limits) to Eastern Avenue.

Lyles Street, North side of the road from Heyboer Ave east to Eastern Ave.

Heyboer Ave., west side of the street from 52nd St. north to Andover St.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66 .

10/27/21

Date

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 270

MAP: 1
Section: 25,26,27,28,29,30,
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-503

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking, Stopping or Standing** signs be installed on **44th St.**, both north and south sides of the street. The No Stopping, Standing, or Parking shall run **from Division Ave (west city limits) to Patterson Ave (east city limits)**

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66, Sec. 66-65, .

10/27/21

Date

Richard Roberts
Chief of Police, Traffic Engineer

David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 270.

MAP: 1
Section: 30
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-504

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking, Stopping or Standing** signs be installed on **Potter Ave.** both east and west sides of the street. The No Stop, Standing, or Parking shall run **from 44th St. north to private property.**

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66, Sec. 66-65.

10/27/21

Date

10/27/21

Date

Richard Roberts
Chief of Police, Traffic Engineer

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 270

MAP: 7,11
Section: 15,14,
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-505

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along **29th St.**, both north and south sides of the street. The No Parking shall run from west city limits east to **Acquest Dr.**

That No Parking signs be installed along **Acquest Dr.**, both sides of the roadway. The No Parking shall run from **29th St. to 28th St.**
(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20__.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____

MAP: 7,7B,11
Section: 10,15,14,
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-506

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

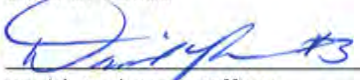
That **No Parking** signs be installed along **32nd St.**, both north and south sides of the street. The No Parking shall run **from west city limits east to East Paris Ave.**

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21
Date


Richard Roberts
Chief of Police

10/27/21
Date


David Bachman, Officer
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 11,12,18,19
Section: 14,23,13,24
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-507

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along **36th St.**, both north and south sides of the street. The No Parking shall run **from Shaffer Ave east to Patterson Ave, (east city limits)**.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21
Date

10/27/21
Date

[Signature]
Richard Roberts
Chief of Police

[Signature]
David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 20
Section: 25
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-508

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Stopping, Standing, or Parking** signs be installed along **50th St.**, both north and south sides of the street. The No Stopping, Standing, or Parking shall run **from Patterson Ave, (east city limits) west to the Teardrop (end of roadway)**.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66. The city has received numerous complaints of trucks unloading on roadway blocking mailboxes and fire hydrants. Efforts to resolve the issue have not been effective, and to allow for fire access and mail delivery, 50th St. shall be posted No Parking, Stopping or Standing its entire length.

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20__.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 1
Section: 30
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-510

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Farnham St. from Division Ave east to Madison Ave, along the north side of the roadway.

Ridgewood St. from Division Ave east to Madison Ave, along the north side of the roadway.

Montebello St. from Division Ave east to Madison Ave, along the north side of the roadway.

Harp St. from Jefferson Ave east to end of roadway. No parking along north or south side of roadway.

Jefferson Ave from 44th St. south to Harp St., along the west side of the roadway.

Madison Ave from 44th St. south to Montebello St., along the west side of the roadway.

Eastern Ave. from north city limits south to 60th St., (south city limits) No Parking along the east or west side of roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

10/27/21

Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 2
Section: 31
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-511

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,


I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:
Madison Ave from 52nd St. south to 60th St., along the west side of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/29/21
Date


Richard Roberts
Chief of Police


David Bachman
Traffic Engineering Officer

10/27/21
Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 3
Section: 29
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-512

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Burgis Ave., east and west sides of the roadway **along school property boundaries from 8am-5pm on school days.**

51st St., from Blaine Ave east to end of street on both sides from 05/15 – 07/15.

Brinks St., from Blaine Ave east to end of street on both sides from 05/15 – 07-15.

Southglow Ct. from 52nd St. to include the Cul-de-sac. No Parking on both sides of the roadway.

Blaine Ave., from 52nd St. north to 50th St. on west side of the roadway.

Andover Ct. from Eastern Ave east to Include the Cul-de-sac, No Parking on both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

10/27/21

Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 4
Section: 32
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-513

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Ridgebrook Dr., from 60th St. north to Brookcross Dr., along the east side of the roadway.

Ridgebrook Dr., from 5794 Ridgebrook south to Falling Brook Dr., on the west side of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

10/27/21

Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 5
Section: 28
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-514

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Bowen Blvd., from 44th St. south and east to Stauffer Ave. No Parking both sides of the roadway.

Crosswinds Dr. from Bowen Ave south approximately 140 ft. south on both sides of the roadway.

Kalamazoo Ave, from north city limits south to 60th St. No Parking along either side (east or west) of the roadway.

Andrew St. from Kalamazoo Ave east for 100ft, **No Parking, Stopping, or Standing** on both sides of the roadway.

That **FIRE LANE No Parking, Stopping, or Standing prohibited:**

Ross Pass from Crosswinds Dr., to Stauffer Ave.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21
Date

Richard Roberts
Chief of Police

10/27/21
Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 6
Section: 33
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-515

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Stauffer Ave, from 52nd St. south to Vicksburg Ct., No Parking on either side of Stauffer Ave (east or west).

Pembroke St. from Kalamazoo Ave east approximately 120 ft. along the south side of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 392

MAP: 7
Section: 15
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-516

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Breton Ave, from north city limits south to Whispering Meadows Ct., No Parking on either side of Breton Ave (east or west).

Shaffer Ave, from 28th St. south to 44th St. No Parking on either side of Shaffer Ave (east or west).

That **No Parking, Stopping, or Standing** signs be installed along the following roadways and enforced accordingly:

Radcliff Ave, from 28th St. south to end of street. No Parking, Stopping, or Standing permitted on either side of roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts

Chief of Police

10/27/21

Date

David Bachman

Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic

City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-517

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Ridgecroft Dr., from Mulford Dr. south to Swansea Dr., along the west side of the roadway.

Ridgemoor Dr. from 28th St. north to 2717 Ridgemoor Dr., posted along west side of Ridgemoor Dr.

Plaza Dr., from 28th St. north to Mall Service Dr., along both sides of the roadway.

That **No Parking, Stopping or Standing/Fire Lane** signs be installed along the following roadways and enforced accordingly:

Woodland Dr. from Lake Eastbrook Blvd. to 28th St., along both sides of the roadway.

Mall Service Dr., from west end of Woodland Dr. around south and east side to Woodland Dr., both sides of roadway.

Mall Dr., from Mall Service Dr. east to East Beltline Ave (M-378) along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66 .

10/27/21

Date

Richard Roberts
Chief of Police

10/27/21

Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20__.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 8
Section: 22
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-518

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Breton Ave from Whispering Meadows Ct. south to 44th St., along the east side of Breton Ave.

Pfeiffer Woods Dr. from Breton Ave east to Shaffer Ave, along both sides of the roadway.

Breton Ave from 44th St. south to 60th St., along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 9
Section: 27
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-519

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Walma Ave, from 44th St. south to Breton Ave, on both sides of the roadway.

Mapleview St. from Breton Ave west to Weatherstone Ln., on both sides of the roadway.

That **No Parking, Stopping or Standing- TOW AWAY ZONE** signs be installed along the following locations enforced accordingly:

Justice Center south drive from Walma Ave east to the security gate/fence along both sides of the drive.

Justice Center visitor drive from south drive north for 225 ft. along both sides of the drive.

Justice Center North drive from Walma Ave east to security gate/fence along both sides of the drive.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order, _____.

MAP: 10
Section: 34
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-520

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking, Stopping, or Standing** signs be installed along the following roadways and enforced accordingly:
Wing Ave. from 52nd St. south to 60th St. on along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66 .

10/27/21

Date

Richard Roberts
Chief of Police

10/27/21

Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 11,12,13
Section: 14,23,26
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-521

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

East Paris Ave from 28th St. south to Broadmoor Ave (M-37), along both sides of the roadway.

East Paris Ave, from 44th St. south to 60th St. along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

10/27/21

Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-522

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:


That **No Parking** signs be installed along the following roadways and enforced accordingly: There is No Parking within cul-de-sac.

Bailey's Grove Dr. from 52nd St. south to West Grove Dr., along both sides of the roadway.
South Grove Dr., from 60th St. north to roundabout and including roundabout along both sides of the roadway.
Elderberry Dr. from Bailey's Grove Dr. west to North Elderberry Ct. along the north side of the roadway.
North Elderberry Ct. from Elderberry Ct. through cul-de-sac along the east side of the roadway.
South Elderberry Ct. from Elderberry Ct. through cul-de-sac along the East and North sides of the roadway.
Mayberry Ct. from Bailey's Grove Dr. through cul-de-sac along the north side of the roadway.
West Grove Dr. from Bailey's Grove Dr. to 100ft. east of Lyn Haven Dr. along the north and west sides of the roadway.
West Grove Dr. from 5730 south to East Grove Dr. along the east then north side of roadway.
Heathwood Dr. from West Grove Dr. to West Heathwood Dr. along both sides of the roadway.
East Heathwood Dr. from Heathwood Dr. to West Heathwood Dr. along west side of roadway (inner side of block).
West Heathwood Dr. from East Heathwood Dr. to Heathwood Dr. along the east side of roadway (inner side of block).
Falling Leaf Dr. from West Grove Dr. to East Falling Leaf Dr. along north side of roadway.
East Falling Leaf Dr. from Falling Leaf Dr. to South Falling Leaf Dr. along west side of roadway.
South Falling Leaf Dr. from East Falling Leaf Dr. to West Falling Leaf Dr. along the north side of roadway.
West Falling Leaf Dr. from South Falling Leaf Dr. to Falling Leaf Dr. along the east side of roadway.
Meadowgrove Dr. from West Grove Dr. through cul-de-sac, along the north side of roadway.
East Meadowgrove Dr. from Meadowgrove Dr. to North Meadowgrove Dr. along the west side of roadway.
West Meadowgrove Dr. from North Meadowgrove to Meadowgrove Dr. along the west side of the roadway.
North Meadowgrove Dr. from East Meadowgrove Dr. through cul-de-sac along the north side of roadway.
Maple Hurst Dr. from West Grove Dr. through cul-de-sac along north curving to east side of roadway.
Birch Knoll Dr. from West Grove Dr. through cul-de-sac along east curving north side of the roadway.
Long Grove Dr. from West Grove Dr. through cul-de-sac along the north side of the roadway.
Running Brook Dr. from West Grove Dr. through cul-de-sac, along north side of roadway.
East Grove Dr. from South Grove Dr. to Bailey's Grove Dr. along north side of roadway as curves becomes west side.
Eagle Chase Dr. from South Grove Dr. to Cedar Landing Dr. along the west side of Roadway.
Cedar Landing Dr. / Autumn Crest Ln. from Timberlake Dr. through cul-de-sac along north and west sides of roadway.
Merrimont Ct. from Autumn Crest Ln. through cul-de-sac along north and west sides of roadway.
Timberlake Dr. from Timberlake Ct. through cul-de-sac along west side of roadway.
Timberlake Ct. from 60th St. through cul-de-sac and to Timberlake Dr. along west to south to north sides of roadway.
Deaver Dr. from 60th St. to Timberlake Dr. along both sides of the roadway.
Hickory Hill Ct. no parking along both sides of the roadway.
West DeBlaay Dr. from East Grove Dr. to West DeBlaay Ct. along west side of roadway.
West DeBlaay Ct. from East DeBlaay Dr. through cul-de-sac, along north east side of roadway.
SugarBerry Dr. from East Grove Dr. through cul-de-sac, along west side of roadway.
West SugarBerry Ct. from SugarBerry Dr. through cul-de-sac along north side of roadway.
East SugarBerry Ct. from SugarBerry Dr. through cul-de-sac along north side of roadway.

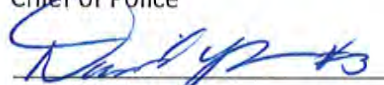
Boxwood Ct. from East Grove Dr. through cul-de-sac along west side of roadway.
Stone Briar Ct. from Bailey's Grove Dr. through cul-de-sac along east side of roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21
Date


Richard Roberts
Chief of Police

10/27/21
Date


David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 15,16,17
Section: 2,1,12
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-523

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Lake Dr. from west city limits to East Paris Ave along both sides of the roadway.
East Paris Ave from north city limits to Burton St. along both sides of the roadway.
East Paris Ave from Burton St. to 28th St. along the east side of the roadway.
Burton St. from west city limits to East Paris Ave along the north side of the roadway.
Burton St. from East Paris Ave along both sides of the roadway.

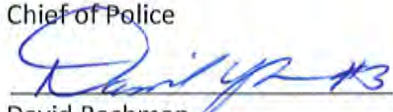
(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66 .

10/27/21

Date



Richard Roberts
Chief of Police



David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. _____.

MAP: 16
Section: 1
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-524

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Orchard Creek Dr. starting 30 Ft. east of Farnsworth Ave running east 90ft, along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66 .

10/27/21

Date

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 328

MAP: 17
Section: 12
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-525

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Forest Hill Ave from Burton St. to Sparks Dr., along both sides of the roadway.

Sparks Dr. from Forest Hill Ave to East Paris Ave, along both sides of the roadway.


That **No Parking, Stopping, or Standing** permitted, tow away zone.

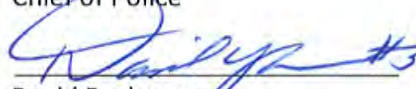
Embassy Dr. starting 30 Ft. west of 4148 Embassy Dr. to Somerset Point Dr., along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21
Date

10/27/21
Date


Richard Roberts
Chief of Police


David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 328

MAP: 18
Section: 13
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-526

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Slater Ave from Acquest Ave including cul-de-sac along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 328.

MAP: 19
Section: 24
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-527

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Brockton Dr. from 44th St. to 40th St. along both sides of the roadway.

Danvers Dr. from 44th St. to Danvers Ct. along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

10/27/21

Date

David Bachman
Traffic Engineering Officer

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 328

MAP: 20
Section: 25
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-528

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Barden Dr. from East Paris Ave to Broadmoor Ave (M-37) along both sides of the roadway.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66.

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 328

MAP: 17,18,19,20,21
Section: 12,13,24,25,36
Sign Type: No Parking

Traffic Control Order

City of Kentwood
County of Kent
State of Michigan



ORDER NO. 2021-529

Effective Date: _____

In accordance with the Uniform Traffic Code and Michigan Vehicle Code, as adopted by the City of Kentwood,

I HERBY DIRECT:

That **No Parking** signs be installed along the following roadways and enforced accordingly:

Patterson Ave from Burton St. to 60th St. for SB traffic along west side of Patterson Ave.

(Note: This No Parking order is established using engineering and safety best practices based on road & engineering design, traffic volume, traffic speeds, and road usage). This is in accordance with the City of Kentwood ordinance Chapter 66 .

10/27/21

Date

Richard Roberts
Chief of Police

David Bachman
Traffic Engineering Officer

10/27/21

Date

I, the undersigned, the duly qualified and acting City Clerk of the City of Kentwood, Kent County, Michigan, do hereby certify that the foregoing Traffic Control order was duly adopted by the City Commission of the city of Kentwood, Michigan, on _____.

IN WITNESS WHEREOF, I hereunto affix my official signature this _____ day of _____, 20____.

Dan Kasunic
City Clerk

Any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded by this order. 328.



MEMORANDUM

TO: Mayor Kepley and City Commission

FROM: Chad Griffin, Public Works Director
Jamie King, Fleet Services Supervisor
Carla Kane, Purchasing Agent

SUBJECT: Emergency Purchase – Repair of Plow Truck

DATE: November 10, 2021

ACTION REQUESTED: None. In accordance with the City of Kentwood Purchasing Policy, this is to report that repairs to a 2019 JX Peterbilt plow truck totaling \$12,960.43 were approved by the Mayor to be made by JX Peterbilt – Grand Rapids. Funding will come from the FY22 Public Works Department Operating repairs budget.

BACKGROUND: One of the City's plow trucks is in need of repair to its rear axle assembly. The City's Fleet Services Division is not equipped to perform the needed repairs, so the work was outsourced to the truck manufacturer, JX Peterbilt. The differential is now fully disassembled, and it would not be practical to request additional quotes from other repair shops. For this reason, competitive bids were not solicited¹.

The City's plow trucks are the most critical equipment to the City's winter snow removal and are being prepared for the upcoming winter season. Due to supply chain difficulties for parts, to minimize the down time of this essential equipment, immediate approval of this repair was necessary.

If you have any questions, please contact Jamie King at 616-554-0793.

Thank you.

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



AMANDA STERKENBURG
DISTRICT JUDGE
616-554-0711

MICHELE WHITE
COURT ADMINISTRATOR/MAGISTRATE
616-554-0715

SHARON R. BRINKS
ATTORNEY MAGISTRATE
616-554-0748

62-B District Court
4740 WALMA AVE SE
KENTWOOD MICHIGAN 49512
Phone (616) 698-9310/Fax (616) 698-8199
MONDAY - FRIDAY
8:00 AM - 5:00 PM

PROBATION SERVICES DIRECTOR
JIM BASTIAANSE
616-554-0719

PROBATION OFFICER
STEPHANIE KOPERSKI
616-554-0778

PROBATION OFFICER
MELISSA FRANKS
616-554-0746

PROBATION OFFICER
MATTHEW MAXWELL
616-554-0745

SOBRIETY COURT CASE
MANAGER
ANDREA ZUFELT, CADDC
616-554-0722

TO: Committee of the Whole
FROM: Honorable Amanda Sterkenburg; with
Michele White, Court Administrator and Magistrate
DATE: November 16, 2021
TOPIC: Coronavirus Emergency Supplemental Funding (CESF) reimbursement grant

ACTION REQUESTED: It is requested that the Committee of the Whole recommend to the City Commission that it approve the 62-B District Court to apply for a CESF grant which would be utilized for the acquisition of an electronic filing and document management software system for the Court.

BACKGROUND: The purpose of the CESF grant program is to provide emergency supplemental funding to Michigan circuit, district, and probate courts to respond to the coronavirus pandemic. The requested funding would be used to develop a user-friendly system which offers electronic court services 24 hours per day and 365 days per year. This would reduce customer wait-time, drive time, and direct physical contact with Court staff, thereby enhancing "Access to Justice."

Court Rules: MCR 2.107(G) and MCR 2.002(L) (effective July 26, 2021): Michigan's State Court Administrative Office (SCAO) has made e-filing and electronic document management a priority for courts, amending current court rules to include new provisions such as MCR 2.107(G), which reads, "...all service of process except for case initiation must be performed using electronic means (e-Filing where available, email, or fax, where available) to the greatest extent possible." And MCR 2.002(L), which reads, "...courts must enable a litigant who seeks a fee waiver to do so by an entirely electronic process."

LIMITATIONS ON FUNDING: The CESF grant is funded from the CARES Act and administered by the Michigan State Police/Grants and Community Services Division (MSP/GCSD). All awarded funds must be spent by the grantee by December 31, 2022. All reimbursement requests for eligible expenses, including supporting documentation, must be submitted to MSP/GCSD by close of business (COB) on January 20, 2023. If a grantee incurs expenses prior to December 31, 2022 but does not submit a reimbursement request for those expenses, including supporting documentation, by COB on January 20, 2023, the expenses will not be eligible for reimbursement.

The need for partial local funding is dependent on the grant award amount and the cost of the software system. More information regarding this will be provided later.

If you have any questions, please contact Michele White at 554-0715 or whitem@kentwood.us.
Thank you.

Total for fund 101 GENERAL FUND	72,453.93
Total for fund 202 MAJOR STREET	12,976.59
Total for fund 203 LOCAL STREET	8,287.58
Total for fund 219 STREET LIGHTING	35,033.26
Total for fund 401 PROPERTY BUILDING FUND	87,873.13
Total for fund 580 WATER FUND	12,268.57
Total for fund 590 SEWER FUND	1,390.88
TOTAL - ALL FUNDS	230,283.94

11/10/2021 10:49 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 11/05/2021 - 11/11/2021

Page 1/9

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/08/2021	AP-MB	255440	D&K ENGINEERED CONSTRUCTION	COURT ADDITION - MIDC GRANT	401-000-040.000	25,163.00
11/10/2021	AP-MB	255441	ACTION INDUSTRIAL SUPPLY	UNIFORM EXPENSE	101-441-743.000	44.44
11/10/2021	AP-MB	255442	JOSEPH AMANTE	OFFICIATING PAY P.E. - 10/15/21	101-691-801.000	60.00
11/10/2021	AP-MB	255443	AT&T	616 R01 5636 123 6 - 11/1-11/30/21	590-590-850.000	857.60
11/10/2021	AP-MB	255444	BRINK WOOD PRODUCTS	SUPPLIES	101-441-740.000	83.50
		255444		PARK MAINT SUPPLIES	101-441-740.208	110.00
						<hr/> 193.50
11/10/2021	AP-MB	255445	KATELYN BUSH	SUPPLIES REIMB	101-691-740.000	59.50
11/10/2021	AP-MB	255446	TOM CHASE	MAINT AGREEMENTS - OCT 2021	101-101-941.000	(1.06)
		255446		SUPPLIES - OCT 2021	101-201-740.000	(2.50)
		255446		TELEPHONE - OCT 2021	101-201-850.000	45.00
		255446		VEHICLE MILEAGE - OCT 2021	101-201-864.000	31.86
						<hr/> 73.30
11/10/2021	AP-MB	255447	COMCAST	8529112770344669 - 11/14-12/13/21	101-336-740.000	138.29
		255447		8529112770354536 - 11/14-12/13/21	101-336-740.000	194.36
		255447		8529112661406114 - 11/12-12/11/21	101-441-740.000	133.06
		255447		8529112770289716 - 11/10-12/9/21	101-691-740.000	130.27
						<hr/> 595.98
11/10/2021	AP-MB	255448	CONSUMERS ENERGY	100000216380	101-336-920.000	1,259.53
		255448		100054799323	101-441-920.000	31.45
		255448		100025691757	101-441-920.000	107.54
		255448		100000153831	101-441-920.000	78.01
		255448		100024532283	101-441-920.000	76.45
		255448		100047372600	202-202-778.001	31.02
		255448		100039587868	202-202-778.001	29.38
		255448		100000348225	202-202-778.002	1,700.96
		255448		100000348597	202-202-778.002	128.37
		255448		100000348019	219-219-920.000	28,678.84
		255448		100000378503	219-219-920.000	277.03
		255448		103009432222	219-219-920.000	6,077.39
		255448		100023227828	580-580-920.001	161.41
		255448		100024971614	590-590-920.000	123.81

11/10/2021 10:49 AM
User: nickelsa
DB: Kentwood

CHECK DISBURSEMENT REPORT FOR CITY OF KENTWOOD
CHECK DATE FROM 11/05/2021 - 11/11/2021

Page 2/9

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		255448		100023665316	590-590-920.000	43.30
						<hr/> 38,804.49
11/10/2021	AP-MB	255449	CTT - MTU	EDUCATION & TRAINING - B. BALE	101-449-956.000	100.00
11/10/2021	AP-MB	255450	DORNBOS SIGN INC	MAINTENANCE ROAD & STREET	202-202-778.001	308.69
		255450		MAINTENANCE ROAD & STREET	203-203-778.001	364.39
						<hr/> 673.08
11/10/2021	AP-MB	255451	DVT ELECTRIC INC	HOLD POLE - POINSETTIA AVE	580-580-934.000	515.00
11/10/2021	AP-MB	255452	EASTERN FLORAL	OTHER EMPLOYEE BENEFITS	101-101-725.000	99.95
11/10/2021	AP-MB	255453	EJ USA, INC	MAINTENANCE ROAD & STREET	203-203-778.001	1,322.40
		255453		MAINT & REPAIR OTHER	580-580-784.000	770.40
						<hr/> 2,092.80
11/10/2021	AP-MB	255454	ETNA SUPPLY	SUPPLIES	101-136-740.000	69.99
		255454		SUPPLIES	101-301-740.000	209.97
		255454		SUPPLIES	101-441-740.000	139.98
		255454		MAINTENANCE METERS WATER	580-580-782.000	900.00
		255454		MAINT & REPAIR SANITARY	590-590-784.002	297.00
						<hr/> 1,616.94
11/10/2021	AP-MB	255455	FIFTH THIRD BANK	KENTWOOD PENSION PE 11/5/21	101-000-245.000	5,929.67
11/10/2021	AP-MB	255456	FOUNDATION BUILDING MATERIALS	SUPPLIES	101-136-740.000	31.96
		255456		SUPPLIES	101-301-740.000	74.60
						<hr/> 106.56
11/10/2021	AP-MB	255457	FRICKE ASPHALT MAINTANCE LLC	ASPHALT WORK AT 1250 EDSEL	580-580-784.000	9,500.00
11/10/2021	AP-MB	255458	GILSON GRAPHICS	SUPPLIES	101-136-740.000	277.92
11/10/2021	AP-MB	255459	GODWIN HARDWARE & PLUMBING,	SUPPLIES	580-580-740.000	82.61
11/10/2021	AP-MB	255460	GRAINGER INC	SUPPLIES	101-441-740.000	174.71
11/10/2021	AP-MB	255461	GRAND RAPIDS CITY TREASURER	WS2038905 - 7/20-10/13/21	101-336-922.000	401.53
		255461		WS2038906 - 8/11-11/2/21	101-336-922.000	99.61
		255461		WS2038907 - 7/20-10/13/21	101-336-922.000	219.90
		255461		WS2049509 - 7/29-10/20/21	101-441-922.000	137.47

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		255461		WS2044911 - 8/2-10/21/21	101-441-922.000	78.09
		255461		WS2049479 - 7/30-10/20/21	101-441-922.000	98.49
		255461		WS2178506 - COVENANT - 8/11-11/2/21	101-441-922.000	56.11
		255461		WS2149062 - 7/27-10/19/21	202-202-922.000	1,929.57
		255461		WS2166396 - 8/2-10/20/21	202-202-922.000	175.79
						<hr/> 3,196.56
11/10/2021	AP-MB	255462	GRAND RAPIDS CITY TREASURER	1120 MONROE AVE NW	101-371-801.000	455.00
		255462		INTERGOVERNMENTAL ELECTRICAL INSP	101-371-801.000	1,690.00
		255462		4900 BRETON RD SE	101-371-801.000	455.00
						<hr/> 2,600.00
11/10/2021	AP-MB	255463	SEAN A ROBINSON	CONTRACTUAL SERVICES - MAY-OCT 2021	101-137-801.000	225.00
11/10/2021	AP-MB	255464	GRAND RAPIDS GRAPHIX	UNIFORM EXPENSE	101-441-743.000	304.00
11/10/2021	AP-MB	255465	GRAND VALLEY METRO COUNCIL	POLICE SERVICES - TRAFFIC COUNTS	101-000-630.000	589.73
11/10/2021	AP-MB	255466	GRAYBAR	SUPPLIES	101-738-740.000	42.06
11/10/2021	AP-MB	255467	LORI GRESNICK	VEHICLE MILEAGE - OCT 2021	101-691-864.000	66.08
		255467		VEH MILEAGE-TRUNK OR TREAT-OCT 2021	101-693-864.000	34.72
						<hr/> 100.80
11/10/2021	AP-MB	255468	HARDER & WARNER INC	MEMORIAL TREE @ VET'S PARK	101-101-963.000	330.00
		255468		SUPPLIES	101-441-740.000	380.85
						<hr/> 710.85
11/10/2021	AP-MB	255469	HARMON, JADAE	DEPOSIT REFUND	101-000-669.691	75.00
11/10/2021	AP-MB	255470	HOFFMAN LAWN CARE LLC	COVENANT PARK - OCTOBER 2021	101-441-801.000	200.00
		255470		PINE HILL - OCTOBER 2021	101-441-801.000	1,379.00
		255470		KENTWOOD 60TH MEDIAN - OCTOBER 2021	202-000-040.000	275.83
		255470		KENTWOOD MEDIANS - OCTOBER 2021	202-202-778.001	6,421.98
		255470		CLEAR VISION - OCTOBER 2021	202-202-778.001	1,975.00
						<hr/> 10,251.81
11/10/2021	AP-MB	255471	KENI HUDENKO	VEHICLE MILEAGE - OCTOBER 2021	101-691-864.000	47.04
11/10/2021	AP-MB	255472	HUNTINGTON BANK	POLICE UNION DUES WHD PE 11/5/21	101-000-238.000	1,200.00
		255472		POLC & TBL DUES WHD PE 11/5/21	101-000-238.000	220.00

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						<hr/> 1,420.00
11/10/2021	AP-MB	255473	J & L ELECTRIC INC	05a. General Branch Circuit	101-000-202.001	60.00
		255473		01h. Hazardous Locations	101-000-202.001	140.00
		255473		08a. Motor up to 5 HP/KVA	101-000-202.001	10.00
		255473		05b. Lighting Branch Circuit	101-000-202.001	20.00
						<hr/> 230.00
11/10/2021	AP-MB	255474	DAN KASUNIC	SUPPLIES/MEALS - ELECTION- 11/2/21	101-191-740.000	727.23
		255474		VEHICLE MILEAGE - ELECTION- 11/2/21	101-191-864.000	98.00
						<hr/> 825.23
11/10/2021	AP-MB	255475	KCCA	HOLIDAY CELEBRATION/MEETING	101-215-740.000	70.00
11/10/2021	AP-MB	255476	KATELIN JO KELLOGG	OFFICIATING PAY P.E. - 10/15/21	101-691-801.000	120.00
11/10/2021	AP-MB	255477	KENDALL ELECTRIC INC	SUPPLIES	101-441-740.000	46.55
11/10/2021	AP-MB	255478	KENOWA MUN FED CREDIT UNION	UNION -SGTS 47629-001 PE 11/5/21	101-000-238.000	330.00
11/10/2021	AP-MB	255479	KENT COMMUNICATIONS INC	EST POSTAGE - WINTER 2021 TAX BILLS	101-253-900.000	7,828.70
11/10/2021	AP-MB	255480	KENT COMMUNICATIONS INC	POSTAGE - OCT 2021	101-101-728.000	283.46
		255480		CONTRACTUAL SERVICES - OCT 2021	101-101-801.000	72.00
						<hr/> 355.46
11/10/2021	AP-MB	255481	KENT COUNTY HEALTH DEPT	DOG LICENSES - APRIL-JUNE 2021	101-000-453.001	225.80
11/10/2021	AP-MB	255482	KENT RUBBER SUPPLY CO	SUPPLIES	101-136-740.000	4.12
		255482		SUPPLIES	101-301-740.000	9.62
						<hr/> 13.74
11/10/2021	AP-MB	255483	ANDREW JOSEPH KOVAC	OFFICIATING PAY P.E. - 10/15/21	101-691-801.000	40.00
11/10/2021	AP-MB	255484	LANGUAGE LINE SERVICES	9020508015 - SEPT 2021	101-136-801.000	858.58
11/10/2021	AP-MB	255485	THE LIGHT BULB CO	MAINT & REPAIR OTHER	580-580-784.000	239.40
11/10/2021	AP-MB	255486	LOWES HOME IMPROVEMENT	SUPPLIES	101-136-740.000	13.36
		255486		SUPPLIES	101-441-740.000	52.74
						<hr/> 66.10

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11/10/2021	AP-MB	255487	MACALLISTER RENTALS	LIGHT TOWER RENTAL - SMALL, TOWABLE	101-441-740.208	1,200.00
		255487		ENVIRONMENTAL FEE	101-441-740.208	11.00
						<hr/> 1,211.00
11/10/2021	AP-MB	255488	MARJO CONSTRUCTION SERV INC	TRUCK TO LANDFILL - STREET	202-202-778.001	0.00
		255488		TRUCK TO LANDFILL - STREET	203-203-778.001	1,790.10
						<hr/> 1,790.10
11/10/2021	AP-MB	255489	MARK OF THE Z HEATING	BOILER REPLACEMENTS	401-401-975.000	62,710.13
11/10/2021	AP-MB	255490	MENARDS-WYOMING	SUPPLIES	101-136-740.000	30.98
		255490		SUPPLIES	101-441-740.000	207.13
		255490		PARK MAINT SUPPLIES	101-441-740.208	233.82
		255490		SUPPLIES	580-580-740.000	31.68
						<hr/> 503.61
11/10/2021	AP-MB	255491	MIDWEST AIR FILTER, INC.	SUPPLIES	101-101-740.000	177.65
11/10/2021	AP-MB	255492	MISDU	WITHLD FOC PE 11/5/21	101-000-231.000	1,706.43
11/10/2021	AP-MB	255493	MLIVE MEDIA GROUP	PRINTING & PUBLISHING - OCT 2021	101-101-900.000	840.00
		255493		PRINTING & PUBLISHING	101-101-900.000	718.12
		255493		EMPLOYMENT AD - MAINT. WORKER	101-441-740.000	444.02
						<hr/> 2,002.14
11/10/2021	AP-MB	255494	NETWORK SERVICES COMPANY	SUPPLIES	101-301-740.000	128.58
		255494		SUPPLIES	580-580-740.000	64.29
		255494		SUPPLIES	590-590-740.000	64.29
						<hr/> 257.16
11/10/2021	AP-MB	255495	CARRIE O'CONNOR	BABYSITTING CLASS	101-691-801.000	595.00
11/10/2021	AP-MB	255496	OPEN TEXT INC	BRAVA-2/1/22-1/31/23-LESS TAX \$5.03	101-301-941.000	83.86
11/10/2021	AP-MB	255497	OTTAWA COUNTY FARMS LANDFILL	STREET SWEEPINGS TO LANDFILL 2021	203-203-778.001	4,810.69
11/10/2021	AP-MB	255498	PITSCH COMPANIES	CONTRACTUAL SERVICES	101-441-801.000	1,298.00
11/10/2021	AP-MB	255499	PLUMMERS DISPOSAL SERVICES	BOWEN STATION PARK - 9/27-10/24/21	101-441-740.208	165.00
		255499		JC PARK - 9/29-10/5/21	101-441-740.208	41.25
		255499		TRUNK OR TREAT - 5068 BRETON RD	101-693-740.000	355.00
						<hr/>

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						561.25
11/10/2021	AP-MB	255500	QUILL CORPORATION	SUPPLIES	101-201-740.000	39.00
11/10/2021	AP-MB	255501	REPCOLITE PAINTS, INC	SUPPLIES	101-136-740.000	25.50
11/10/2021	AP-MB	255502	SA MORMAN & CO	SUPPLIES	101-136-740.000	270.45
11/10/2021	AP-MB	255503	SABO PR LLC	CONTRACTUAL SERVICES	101-101-801.000	7,578.35
11/10/2021	AP-MB	255504	SECURALARM	CONTRACTUAL SERVICES	101-136-801.000	65.00
11/10/2021	AP-MB	255505	SHERWIN-WILLIAMS	PARK MAINT SUPPLIES	101-441-740.208	138.46
11/10/2021	AP-MB	255506	SITEONE LANDSCAPE SUPPLY	SUPPLIES	101-441-740.000	111.39
11/10/2021	AP-MB	255507	SMART BUSINESS SOURCE LLC	SUPPLIES	101-101-740.000	153.80
		255507		SUPPLIES	101-191-740.000	142.78
		255507		SUPPLIES	101-371-740.000	58.32
		255507		SUPPLIES	101-441-740.000	19.80
						374.70
11/10/2021	AP-MB	255508	SPARTAN STORES LLC	SUPPLIES	101-691-740.000	43.72
11/10/2021	AP-MB	255509	AMANDA JANE STERKENBURG	STATE BAR OF MICH LICENSE RENEWAL	101-136-807.000	315.00
11/10/2021	AP-MB	255510	T. REX & THE RABBIT FOODS, LLC	SUPPLIES FOR CLASS	101-691-740.000	22.77
		255510		CONTRACTUAL SERVICES	101-691-801.000	150.00
						172.77
11/10/2021	AP-MB	255511	ANEL TABAK	TELEPHONE - MAY 2021	101-258-850.000	45.00
		255511		TELEPHONE - JUNE 2021	101-258-850.000	45.00
		255511		TELEPHONE - JULY 2021	101-258-850.000	45.00
		255511		TELEPHONE - AUGUST 2021	101-258-850.000	45.00
		255511		TELEPHONE - SEPT 2021	101-258-850.000	45.00
		255511		TELEPHONE - OCT 2021	101-258-850.000	45.00
		255511		VEHICLE MILEAGE - MAY 2021	101-258-864.000	1.34
		255511		VEHICLE MILEAGE - JULY 2021	101-258-864.000	20.38
		255511		VEHICLE MILEAGE - SEPT 2021	101-258-864.000	6.38
		255511		VEHICLE MILEAGE - OCT 2021	101-258-864.000	21.28
						319.38
11/10/2021	AP-MB	255512	TERRYBERRY	OTHER EMPLOYEE BENEFITS	101-101-725.000	209.15

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11/10/2021	AP-MB	255513	TEVELDE, GAIL	RECREATION FEES REFUND	101-000-612.000	19.00
11/10/2021	AP-MB	255514	TCS HOLDINGS CO, LLC	CONTRACTUAL SERVICES - OCT 2021	101-137-801.000	331.00
11/10/2021	AP-MB	255515	VERIZON WIRELESS	TELEPHONE - 11/2-12/1/21	101-101-850.000	2.36
		255515		TELEPHONE - 11/2-12/1/21	101-136-850.000	(47.40)
		255515		TELEPHONE - 11/2-12/1/21	101-301-850.000	2,939.76
		255515		TELEPHONE - 11/2-12/1/21	101-302-850.000	81.13
		255515		TELEPHONE - 11/2-12/1/21	101-336-850.000	894.85
						<hr/> 3,870.70
11/10/2021	AP-MB	255516	VREDEVELD HAEFNER LLC	AUDIT FEES - PE 10/31/21	101-101-803.001	15,000.00
11/10/2021	AP-MB	255517	CITY OF WAYLAND	STAGE RENTAL - JULY 2021	101-693-740.000	1,123.82
		255517		STAGE RENTAL - AUGUST 2021	101-693-740.000	1,247.64
						<hr/> 2,371.46
11/10/2021	AP-MB	255518	DAVID WHITE	2021 GARNISHMENT FILINGS	101-136-801.000	165.12
11/10/2021	AP-MB	255519	WILSON, KEVIN	Water	580-000-040.000	3.45
		255519		Water RTS	580-000-040.000	0.33
		255519		Sewer RTS	590-000-040.000	0.29
		255519		Sewer	590-000-040.000	4.59
						<hr/> 8.66
11/10/2021	AP-MB	255520	WINAY ASSOCIATES LLC	CUSTOM FILE FOLDERS 2022	101-136-740.000	2,004.75
		255520		NO LABEL LETTER SIZE 11 PT MANILA	101-136-740.000	630.00
		255520		SHIPPING - CUSTOM FILE FOLDERS	101-136-740.000	9.95
						<hr/> 2,644.70
11/10/2021	AP-MB	255521	WINDEMULLER ELECTRIC INC	REPAIR & MAIT-PARKS	101-441-934.208	669.95
TOTAL - ALL FUNDS				TOTAL OF 82 CHECKS		230,283.94

--- GL TOTALS ---

101-000-202.001	DUE TO CUSTOMER	230.00
101-000-231.000	WITHHOLDING FOC/GARNISH	1,706.43
101-000-238.000	UNION DUES WHD -POLICE	1,750.00
101-000-245.000	PENSION WITHHOLDING	5,929.67
101-000-453.001	DOG LICENSES	225.80
101-000-612.000	RECREATION FEES	19.00
101-000-630.000	POLICE SERVICES	589.73

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-000-669.691			RENTAL INCOME - REC DEPT		75.00	
101-101-725.000			OTHER EMPLOYEE BENEFITS		309.10	
101-101-728.000			POSTAGE		283.46	
101-101-740.000			SUPPLIES		331.45	
101-101-801.000			CONTRACTUAL SERVICES		7,650.35	
101-101-803.001			AUDIT FEES		15,000.00	
101-101-850.000			TELEPHONE		2.36	
101-101-900.000			PRINTING & PUBLISHING		1,558.12	
101-101-941.000			MAINTENANCE AGREEMENTS		(1.06)	
101-101-963.000			OTHER EXPENSES		330.00	
101-136-740.000			SUPPLIES		3,368.98	
101-136-801.000			CONTRACTUAL SERVICES		1,088.70	
101-136-807.000			DUES & SUBSCRIPTIONS		315.00	
101-136-850.000			TELEPHONE		(47.40)	
101-137-801.000			CONTRACTUAL SERVICES		556.00	
101-191-740.000			SUPPLIES		870.01	
101-191-864.000			VEHICLE MILEAGE		98.00	
101-201-740.000			SUPPLIES		36.50	
101-201-850.000			TELEPHONE		45.00	
101-201-864.000			VEHICLE MILEAGE		31.86	
101-215-740.000			SUPPLIES		70.00	
101-253-900.000			PRINTING & PUBLISHING		7,828.70	
101-258-850.000			TELEPHONE		270.00	
101-258-864.000			VEHICLE MILEAGE		49.38	
101-301-740.000			SUPPLIES		422.77	
101-301-850.000			TELEPHONE		2,939.76	
101-301-941.000			MAINTENANCE AGREEMENTS		83.86	
101-302-850.000			TELEPHONE		81.13	
101-336-740.000			SUPPLIES		332.65	
101-336-850.000			TELEPHONE		894.85	
101-336-920.000			ELECTRIC		1,259.53	
101-336-922.000			WATER & SEWER EXPENSE		721.04	
101-371-740.000			SUPPLIES		58.32	
101-371-801.000			CONTRACTUAL SERVICES		2,600.00	
101-441-740.000			SUPPLIES		1,793.73	
101-441-740.208			PARK MAINT SUPPLIES		1,899.53	
101-441-743.000			UNIFORM EXPENSE		348.44	
101-441-801.000			CONTRACTUAL SERVICES		2,877.00	
101-441-920.000			ELECTRIC		293.45	
101-441-922.000			WATER & SEWER EXPENSE		370.16	
101-441-934.208			REPAIR & MAIT-PARKS		669.95	
101-449-956.000			EDUCATION & TRAINING		100.00	
101-691-740.000			SUPPLIES		256.26	
101-691-801.000			CONTRACTUAL SERVICES		965.00	
101-691-864.000			VEHICLE MILEAGE		113.12	
101-693-740.000			SUPPLIES		2,726.46	
101-693-864.000			VEHICLE MILEAGE		34.72	
101-738-740.000			SUPPLIES		42.06	

Check Date	Bank	Check #	Payee	Description	GL #	Amount
202-000-040.000				ACCOUNTS RECEIVABLE		275.83
202-202-778.001				MAINTENANCE ROAD & STREET		8,766.07
202-202-778.002				MAINTENACE TRAFFIC		1,829.33
202-202-922.000				WATER & SEWER EXPENSE		2,105.36
203-203-778.001				MAINTENANCE ROAD & STREET		8,287.58
219-219-920.000				ELECTRIC		35,033.26
401-000-040.000				ACCOUNTS RECEIVABLE		25,163.00
401-401-975.000				CAPITAL OUTLAY		62,710.13
580-000-040.000				ACCOUNTS RECEIVABLE		3.78
580-580-740.000				SUPPLIES		178.58
580-580-782.000				MAINTENANCE METERS WATER		900.00
580-580-784.000				MAINT & REPAIR OTHER		10,509.80
580-580-920.001				ELECTRIC-HP		161.41
580-580-934.000				REPAIR		515.00
590-000-040.000				ACCOUNTS RECEIVABLE		4.88
590-590-740.000				SUPPLIES		64.29
590-590-784.002				MAINT & REPAIR SANITARY		297.00
590-590-850.000				TELEPHONE		857.60
590-590-920.000				ELECTRIC		167.11
				TOTAL		230,283.94



OFFICE OF THE CITY CLERK
PROPOSED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD NOVEMBER 8, 2021
Commission Chambers

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

Commissioner Coughlin led the Pledge of Allegiance to the Flag.

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

City Clerk Kasunic administered Oath of Office to Mayor Stephen Kepley, City Treasurer Laurie Sheldon, Ward One City Commissioner Clarkston Morgan, Ward Two City Commissioner Jessica Ann Tyson.

Roll Call: Present: Commissioners: Robert Coughlin, Ron Draayer, Maurice Groce, Clarkston Morgan, Jessica Ann Tyson, and Mayor Stephen Kepley.

Motion by Coughlin, seconded by Groce, to excuse Commissioner Artz with prior notification.

Motion Carried.

Staff Present: Finance Director Tom Chase, Human Resources Director Gail Dewey, Public Works Director Chad Griffin, City Clerk Dan Kasunic, Deputy Police Chief Bryan Litwin, Fire Chief Brent Looman, Assistant Planner Joe Pung, Deputy Administrator Mark Rambo, Police Chief Richard Roberts, Parks and Recreation Director Val Romeo, City Treasurer Laurie Sheldon, Fire Department Administrative Assistant Nancy Shane, and Sabo representative Lisa Taylor.

Forty-four (44) citizens and members of the news media attended the meeting.

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

Motion Carried.

ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:

Margaret Orao, challenger for the democratic party who was stationed in the counting board spoke of the 18% turnout and wanted the city to move the election to even years to increase participation of registered voters.

County Commissioner Sparks reminded the commission that she is available to help with any issues.

Kyle White a Kentwood resident wanted to reach out to the commission to help to increase the voting in Kentwood.

City Commission Meeting
November 8, 2021.

Police Chief Roberts introduced Paige Filipski the new FOIA Coordinator for Police.

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 Groce, to approve the Consent Agenda as follows:

- A. Receive and file August 2021 Revenue and Expenditure report.
- B. Payables for the City totaling \$1,838,653.50.

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

Motion Carried.

Motion by Groce, seconded by Draayer, to **approve the minutes** of the October 19, 2021 City Commission Meeting.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

ADMINISTER OATH OF OFFICE TO POLICE SERGEANT TIM DYKGRAAF.

Police Chief Roberts introduced Police Sergeant DykGraaf. City Clerk Kasunic administered the Oath of Office to Police Sergeant DykGraaf. He introduced family who were present.

BIDS:

AUTHORIZE CONTRACT WITH PYROTECNICO FIREWORKS, INC. FOR JULY 4TH FIREWORKS FOR 2022-2024.

Parks & Recreation Director Romeo reviewed her memorandum dated November 8, 2021.

Motion by Draayer, seconded by Coughlin, to authorize the Mayor to sign a three-year contract with Pyrotecnico Fireworks (formerly Melrose Pyrotechnics, Inc.) for fireworks displays on the 4th of July, 2022-2023-2024, at a total costs not-to-exceed \$17,500.00, \$17,500.00 and \$18,500.00 with funds from the appropriate fiscal years General Fund (Parks& Recreation) Operating Budget, contingent upon the Commission's approval of funding for this purpose in each year's budget.

Motion Carried.

AUTHORIZE PURCHASE OF TWELVE KNOX KEY SECURITY BOXES.

Fire Chief Looman explained the function of the security boxes and noted the current boxes are obsolete.

Motion by Groce, seconded by Morgan, to authorize the purchase of twelve Knox® Key Secure security boxes and one year software license from Knox Co., at a total cost of

City Commission Meeting
November 8, 2021.

\$10,600.00, with funds from the Fire Department Equipment Fund. The purchase is requested under Special Circumstances as allowed under the Purchasing Rules.

Motion Carried.

AUTHORIZE PURCHASE OF FIRE STATION LADDER CABLING SYSTEMS.

Fire Chief Looman explained the reason for replacing the current systems which had recently failed.

Motion by Groce, seconded by Morgan, to authorize the purchase and installation of ladder fall protection cabling systems at each fire station by Agile Safety at a total cost not-to-exceed \$16,500.00 (including a 10% contingency), with funds from the Fire Equipment Fund.

Motion Carried.

AUTHORIZE AGREEMENT WITH PREIN & NEWHOF FOR ENGINEERING FOR GENERATOR SYSTEM REPLACEMENT.

DPW Director Griffin reviewed his memorandum dated November 8, 2021, regarding the need for replacement system.

Motion by Draayer, seconded by Groce, to authorize the Mayor to enter in an agreement with Prein & Newhof for engineering services related to the scheduled replacement of the standby generator system at Potter Avenue Pumping Station in an amount not-to-exceed \$40,260.00 (including a 10% contingency), with funds from the Water Fund.

Motion Carried.

APPOINTMENTS AND RESIGNATIONS:

CONFIRM THE ELECTION OF MAYOR PRO-TEM.

Mayor Kepley explained the Mayor Pro-Tem needed to be appointed every two years.

Motion by Groce, seconded by Tyson, to nominate/elect Commission Coughlin as Mayor-Pro-Tem.

Motion Carried.

COMMENTS OF COMMISSIONERS AND MAYOR:

The new commission looked forward to working with everyone.

Mayor Kepley –stated his intention to advance on items to be done, looking forward to ideas and visions. Wanting to partner with businesses and networking to give to the community. He informed the Commission the County is looking for an elected official to serve on the Local Emergency Planning Committee and request they contact him if interested.


City Commission Meeting
November 8, 2021.

Police Chief Roberts announced his decision to retire on December 10, 2021, at 5:00p.m.

The meeting was adjourned at 7:47 P.M.

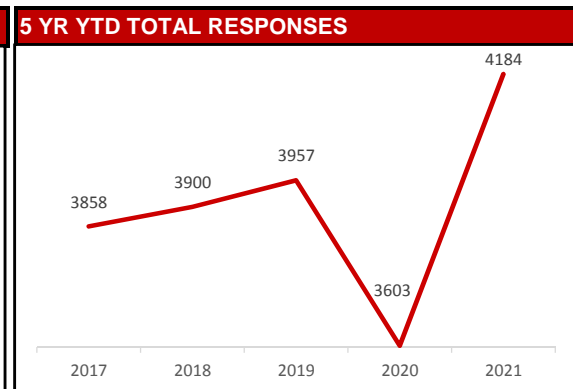
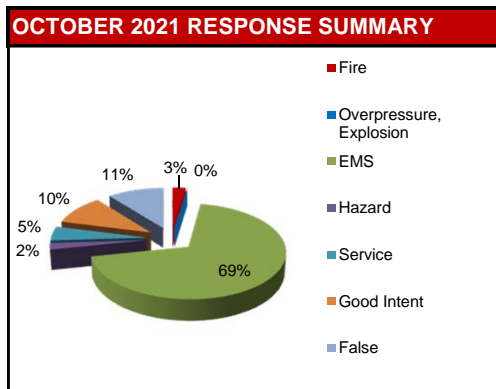


Dan Kasunic
City Clerk

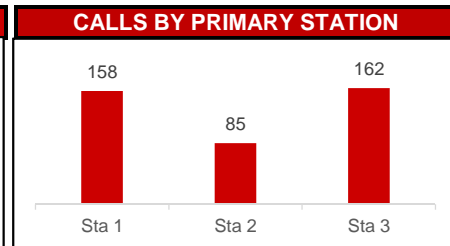
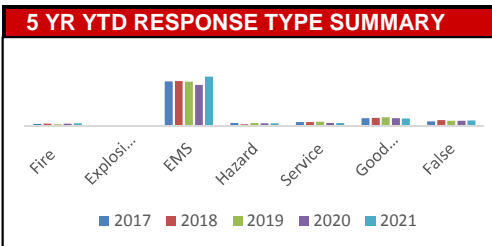


Stephen C.N. Kepley
Mayor

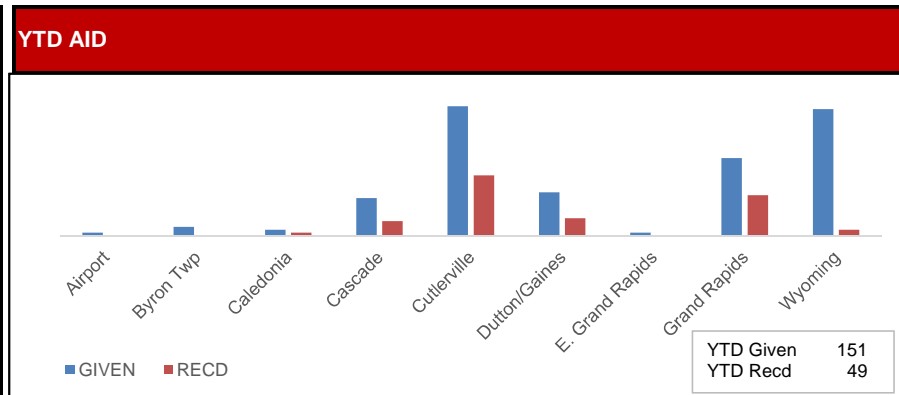
SUMMARY				
NFIRS INCIDENT TYPE SERIES	OCT 2021	2021 YTD	2020 YTD	YTD CHANGE
Fire	10	144	120	20.00%
Explosion, Excessive Heat	0	3	2	
EMS	280	2961	2452	20.76%
Hazardous Condition, Standby	9	151	140	7.86%
Service	20	168	155	8.39%
Good Intent	42	437	443	-1.35%
False	43	317	289	9.69%
Other	0	3	2	
TOTAL	404	4184	3603	16.13%



OCTOBER FIRES	
Building	East Beltline, Bellewood Ct., Jefferson
Cooking	Woodbridge, Pinebrook
Vehicle	Burton, 44th/Breton, I-96, 28th
Rubbish, Trash, Grass	
Other-Candle	Cobb



OCTOBER AID BY DEPARTMENT (Multiple departments may respond to single incident)				
DEPARTMENT	Given	Reason	Received	Reason
Airport				
Byron Twp.				
Caledonia	1	MVA		
Cascade				
Cutlerville	1	EMS	2	No incident found, Building
Dutton/Gaines	2	Candle, MVA		
Grand Rapids	1	Cancelled	1	Building
Wyoming	5	4 EMS, Cancelled		



OCTOBER REASON FOR EMS CALL (excluding Unknown, NA)							
Abdominal Pain	5	Chest Pain	21	Headache	1	Psych Prob/Suicide Attempt	10
Allergies	1	Choking		Heart Problems		Sick	14
Animal Bite		CO/Hazmat		Heat/Cold Exposure		Stab/Gunshot	2
Assault	3	Seizures	14	Hemorrhage/Laceration	3	Stroke/CVA	8
Back Pain	1	Diabetic Problem	6	Industrial Accident		Traffic Accident	35
Breathing Problem	69	Electrocution	1	Medical Alarm		Traumatic Injury	3
Burns		Eye Problem		Overdose/Ingestion	4	Unconscious/Fainting	14
Cardiac Arrest/Death	5	Falls	32	Pregnancy/Childbirth	3	Well Person Check	3

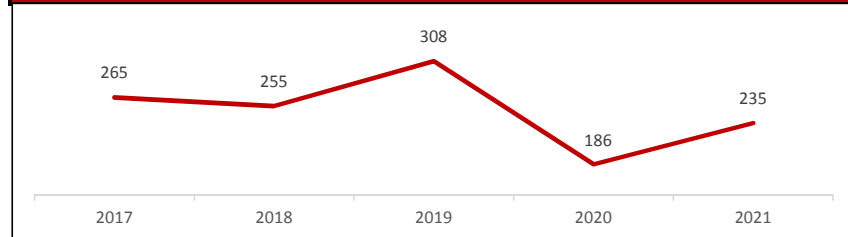
NARCAN USE	OCT 2021	2021 YTD	2020 YTD	YTD CHANGE
Times Administered	1	27	14	92.86%

CASUALTIES	OCT 2021	2021 YTD	2020 YTD
Fire Service Injuries	0	4	1
Civilian Injuries	0	5	3
Fire Service Deaths	0	0	0
Civilian Deaths	0	0	1

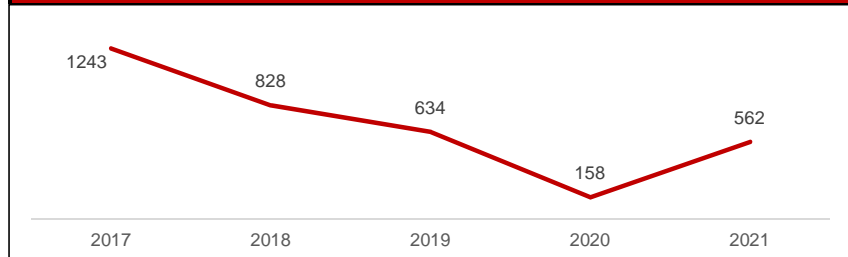
FIRE PREVENTION BUREAU				
ACTIVITIES	OCT 2021	2021 YTD	2020 YTD	YTD CHANGE
Construction Plan Review	22	235	186	26.34%
New Construction	0	19	6	
Remodel	12	91	46	
Sprinkler	5	49	39	
Site Plan	2	33	46	
Fire Alarm	3	36	36	
Demolition	0	1	6	
Addition	0	6	7	
Annual Business Inspections	61	562	158	255.70%
Annual Initial	44	380	112	
Reinspections	17	182	46	
Enforcement	0	0	0	
Self Inspections Returned	0	9	79	
Pre-Occupancy Inspections	0	5	6	
Certificate of Occupancy Insp.	0	41	44	
Not Ready	0	0	0	
Walk Through	0	14	12	
Tent Inspections	0	0	0	
Protection/Detection Systems	9	77	92	
Complaint Investigation	0	3	9	
Vacant/Closed Businesses	1	36	13	
Investigations	3	27	19	42.11%
Smoke Detector Installations	9	229	314	-27.07%
CO Alarm Installations	0	42	26	61.54%

CHEMICAL INVENTORY SURVEYS	OCT 2021	2021 YTD	2020 YTD	YTD CHANGE
Surveys returned	8	1228	1295	-5.17%

5 YR YTD TOTAL CONSTRUCTION PLAN REVIEWS



5 YR YTD TOTAL INSPECTIONS



PICTURE(S) OF THE MONTH

44th and Jefferson, October 26, 2021, 7:30 AM
Approaching the fire.

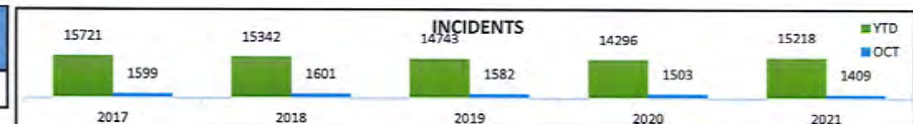


Garage was destroyed and there was some damage to the house. Cause remains unknown.

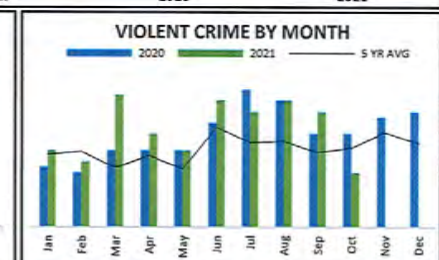
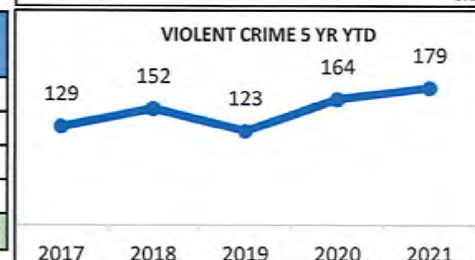
Kentwood Police Department Monthly Statistics

October 2021

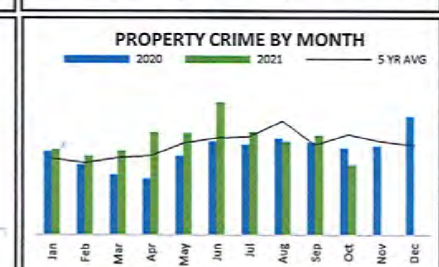
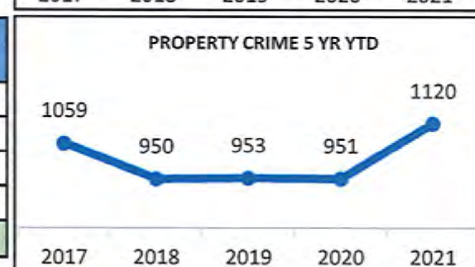
Incidents	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
	1,582	1,503	1,409	14,296	15,218	15,141.8



Violent Crime	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Homicide	0	0	0	4	1	1
Criminal Sexual Conduct	6	3	2	21	33	20.4
Robbery	3	2	0	22	19	23.6
Aggr. Assault	9	12	8	117	126	93.6
TOTAL VIOLENT	18	17	10	164	179	138.6

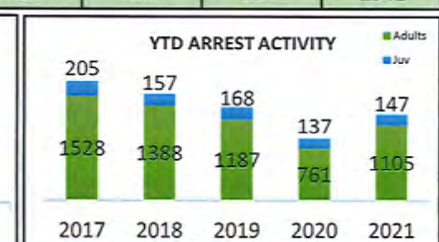


Property Crimes	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Arson	1	0	0	4	8	3.4
Burglary	17	11	10	141	130	156.6
Larceny	96	72	64	676	799	815.6
Motor Vehicle Theft	10	19	8	130	183	76.6
TOTAL PROPERTY	124	102	82	951	1120	1052.2



Non-Index	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Non-Aggravated Assault	45	87	62	549	691	468.2
Counterfeit & Forgery	3	0	0	17	12	26.8
Embezzlement	4	0	2	8	14	21.4
Fraud	26	24	24	230	222	230.4
Stolen Property	2	0	12	11	69	11.6
Weapons	5	9	6	78	94	49.4
Prostitution & Vice	1	0	0	1	1	1.8
Sex Offenses	1	3	4	9	16	11.4
VCSA	2	4	7	48	77	173.8
Family & Children	12	9	8	62	88	64.8
Operating While Intox.	9	17	17	86	125	92
Disorderly Conduct	13	13	13	90	128	109.4
Other Non-Index Crimes	29	26	34	332	367	312.6
TOTAL NON-INDEX	152	192	189	1521	1904	1573.6
MINOR CRIMES	197	137	128	1082	1580	1326.4
TOTAL OFFENSES	491	448	409	3718	4783	4090.8

ARREST	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Adult	139	103	101	761	1105	1355
Juvenile	28	8	15	137	147	187
TOTAL ARRESTS	167	111	116	898	1252	1542



WOODLAND MALL	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Incidents	43	24	39	280	344	339.6

Year	YTD	OCT
2017	364	34
2018	333	35
2019	344	43
2020	280	24
2021	344	39

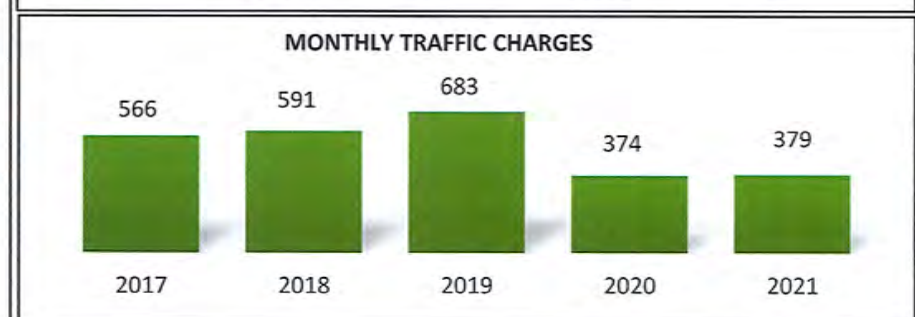
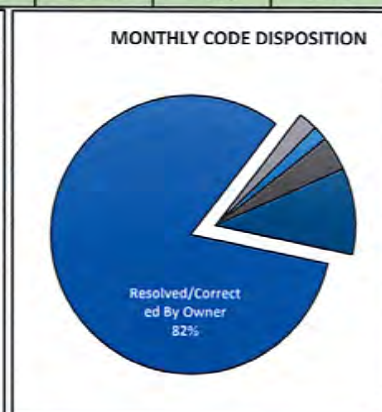
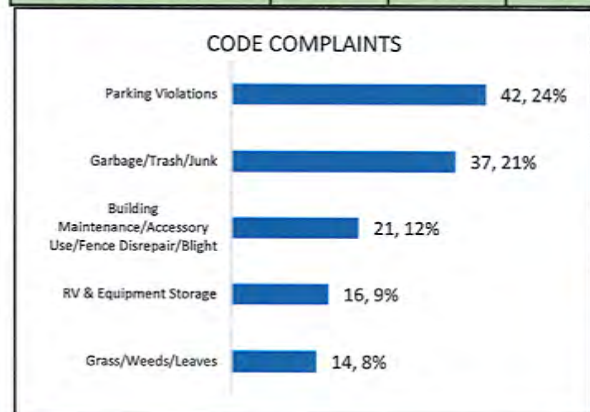
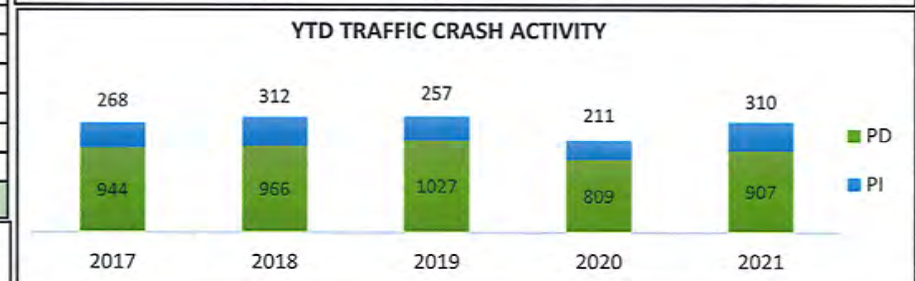
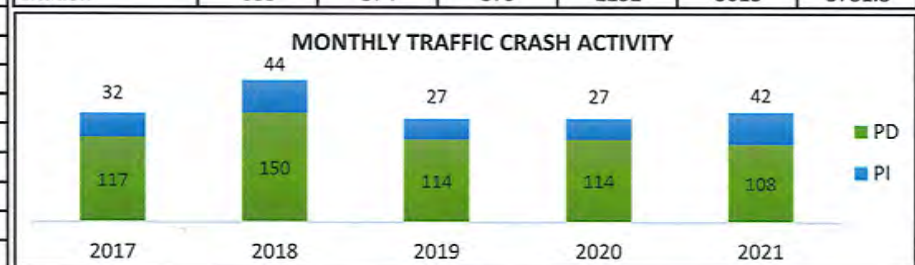
*DATA PRESENTED THROUGHOUT THE YEAR IS SUBJECT TO CHANGE PENDING END OF YEAR DATA COLLECTION.

Kentwood Police Department Monthly Statistics

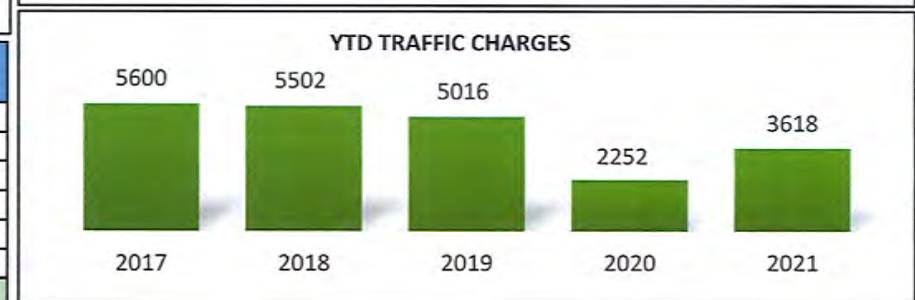
October 2021

Complaints	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Animal Nuisance	2	4	3	20	17	19
Auto Repair/Sales	5	10	2	40	35	27
Building Maintenance	14	6	21	80	105	57
Commercial Vehicle	1	7	0	27	22	16
Exterior Nuisance	10	16	10	126	124	98
Garbage/Trash/Junk	36	58	37	367	357	301
Junk/Unlicensed Veh	33	17	11	171	203	208
Parking Lot Hazards	0	0	0	1	2	2
Parking Violations	39	23	42	254	284	305
RV & Equipment Storage	9	13	16	120	109	128
Sidewalk Hazard	10	8	1	176	34	102
Sign Violation	4	5	10	37	48	49
Snow/Ice	0	0	0	180	346	186
Stagnant Water	2	2	1	9	8	8
Vision Obstruction	0	0	0	0	3	3
Grass/Weeds	23	21	14	473	374	559
Yard Waste & Debris	7	6	8	58	51	68
Other Minor Violations	1	0	2	10	11	22
Zoning	0	0	0	1	3	2
TOTAL COMPLAINTS	196	196	178	2150	2136	2161

Traffic	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Property Damage	114	114	108	809	907	936.6
Personal Injury	27	27	42	211	310	271
Total Accidents	141	141	150	1020	1217	1208
Citation	683	374	379	2252	3618	5781.8



Complaint Disposition	OCT '19	OCT '20	OCT '21	2020 YTD	2021 YTD	5 YR AVG
Resolved/Corr. By Owner	182	163	146	1956	1841	1890
Corrected By City	2	4	4	32	66	13.6
Not In Violation	2	1	3	34	30	82.4
In Process/Pending	0	0	0	0	0	30
Referred To Other Dpts.	3	7	7	55	77	67.6
Citations Issued	7	21	18	73	122	77
TOTAL DISPOSITION	196	196	178	2150	2136	2161





Kentwood PD Traffic Enforcement Log 2021



DATE	COMP.	LOCATION	REASON	TIME (S)	COMMENTS	Enforcement		Total	Hours	
						VW	Cites		Reg	OT
1/14/21	TC-1	Nancy St	Speed	0650-0715	Speed from Nancy to Division (0700-0730)	0	1	1	3.25	0
1/19/21	TC-2	Boxwood Ct	Speed	Evening	Cars speeding from 6 houses down from East Grove to Stop Sign. 2nd shift Supervisors advised. Due to time 2nd shift advised. Had no interest in RADAR group. Stat-Trak placed on 1/21/21 to 1/28/21. 85th % 24 MPH. Best time for enforcement is 0800-1000 and 1500-1700 (Mon-Fri). During non-directed enforcement 5446 Boxwood asked why KPD was on Boxwood, advised speed complaint and the resident stated there is no speed issue. Max speed was 26 MPH	0	0	0	12	4
2/23/21	TC-3	Kalamazoo North of 60th	Speed	Daily	Cars speeding as they enter the City NB. Says about 15 MPH over. Officers can use callers driveway for speed enforcement. TSB Officers advised.	4	3	7	3.25	0
3/10/21	SI	E. Grove/W. Grove	Inquiry	0800-1000 & 1700-2100	Stat-Traks placed on E/W Grove to gather speed data. East Grove 85th is 30 MPH and West Grove 85th is 32 MPH. Directed set for 3/24-3/26/21. Best times for enforcement 0800-1000 and 1700-2100	9	2	11	6	0
3/10/21	TC-4	Discovery	Speed	0730-0900 & 1700-2300.	On Discovery from Stauffer to Fawnwood. Discovery has received specific speed enforcement. Will place Stat-Traks on or about 3/24/21. 85th % 34 MPH. Directed 4/6-4/8/21 1400-1730	12	4	16	7.5	4
3/26/21	TC-5	4800 Block Stauffer	Speed	1530-1800	Report Speed issue. Can park in driveway of 4860/62 Stauffer. Speed trailer to be placed on 4/12/21. Stat-Traks place on 4/27/21 and removed on 4/29/21. Stauffer/SunnyCreek 85th% at 35 MPH, Stauffer/Embros 85th% at 34 MPH, Stauffer/Innwood 85th% at 34 MPH, and Stauffer/Bowen 85th% at 37 MPH. 85th% for Stauffer from 44th to 52nd should be considered 35 MPH. Directed set for June 1-3, 2021. 85th came at 37 MPH	6	14	20	7.5	3.5
3/29/21	TC-6	2700 Ridgemoor	Speed	Daily	Report of speed issue. No specific time. Stat-Traks 3/30-4/5/21. 85th % 33 MPH. Speed trailer placed 4/5/21.	8	11	19	7.75	3.75
4/19/21	TC-7	Montebello	Speed	Daily	Report of speeding vehicles daily. Speed monitor placed on 4/19/21. Stat-Trak placed 6/1/21 to 6/7/21. 2575 vehicles, 85th% was 31 MPH. 3 highest speeds were 48(2) and a 59. All between 2050 and 0400 hrs. Other were 23 between 40-45 MPH over a period of 4 days.	N/A	N/A	N/A	N/A	N/A
6/2/21	TC-8	5400 Christie	Speed	Daily	Complaint via Commissioner Bridson requesting the speed monitor. Speed monitor placed 6/21/21. Stat-Trak place 7/26-8/2/21 - 95th% speed is 36 MPH with an average speed of 30.52. This section of Christie had a speed study conducted and the proposed speed limit change is to increase from 25 MPH to 30 MPH as it is a collector street not a residential. 397 out of 13162 vehicles were over 40 MPH with varied times (3%)	N/A	N/A	N/A	N/A	N/A
6/2/21	TC-8	5800 Ridgebrook	Speed	Daily	Complaint via Commissioner Bridson requesting the speed monitor. Stat-Traks placed 6/22/21. 85th% was 32 MPH. Max speed was 53. 27 of 2393 vehicles were at 40 MPH or higher (0.01%). Times varied throughout the day.	N/A	N/A	N/A	N/A	N/A
6/7/21	TC-10	Wingate Hampton Downs area	Speed	1700-1900	Complaint of speed. Speed Trailer placed on Wingate, Stat-Trak placed on 6/7 and removed 6/9. 85th was 27MPH. 3413 vehicles, 2494 25 MPH or less, 895 at 26-34 MPH, 24 at 35-43 MPH - 3 high speed between 40-43 MPH (between 1600-1800 hrs).	N/A	N/A	N/A	N/A	N/A
6/9/21	TC-9	Potter	Speed	1500-1700	Speed between 48th and 44th. Can park in drive of 4639 for enforcement. Stat-Trak placed - 85th% is 40 MPH. Prev TCO to recommend speed to 35. Speeds varied as high as in the 70s. Will plan on enforcement to start then move to directed patrols. The times varied across the day.					
6/15/21	TC-11	60th (Eastern to Division)	Speed	Daily	Speed Complaint via Mayors Office	N/A	N/A	N/A	N/A	N/A
6/14/21		Applewood/Innwood	Speed	Daily	Speed Monitor Placed from 6/14-6/21/21	N/A	N/A	N/A	N/A	N/A
6/28/21		4500 Potter	Speed	Daily	Speed Monitor Placed 6/28-7/2/21	N/A	N/A	N/A	N/A	N/A
7/7/21		2500 Mapleview	Speed	Daily	Speed Monitor Placed 7/7-7/26/21	N/A	N/A	N/A	N/A	N/A
7/26/21		400 48th	Speed	Daily	Speed Monitor Placed 7/26-8/3/21	N/A	N/A	N/A	N/A	N/A
8/31/21	TC-8	5100 Thorncreek	Speed	Daily	Speed Monitor Placed 8/31-9/3/21	N/A	N/A	N/A	N/A	N/A
9/28/21	TC-12	4600 Springmont	Speed	Unk	Speed/ALPR placed 9/28-10/6/21 - No issue found	N/A	N/A	N/A	N/A	N/A
10/13/21	TC-13	Fuller/Fuller Ct	Speed	Daily	Concern of speed during school days, Req. Speed Sign. Speed sign was placed and removed. Due to the design (Curve) of the roadway this is causing the belief that speed is occurring.	N/A	N/A	N/A	N/A	N/A
11/5/21	ANON	44/Kalamazoo	General	Daily	Request additional patrol at 44/Kalamazoo Daily 153-1700 for red light violations and speed. E-mail with information sent to 1st and 2nd shift supervisors advising of the request.	N/A	N/A	N/A	N/A	N/A
						39	35	74	47.25	15.25



MEMORANDUM

TO: Honorable Mayor and City Commission

FROM: Police Chief Richard Roberts
Fire Chief Brent Looman

DATE: November 16, 2021

TOPIC: Kent County Dispatch Authority and Michigan Public Safety Communications System Agreements

ACTION REQUESTED: It is requested that the City Commission authorize the mayor to sign the agreements with the Kent County Dispatch Authority (KCDA) and Michigan Public Safety Communications System (MPSCS).

BACKGROUND: In early 2021 the entire county transitioned to a new 800 MHz radio system. This system was funded from a voter approved surcharge on communication service providers, to provide dedicated funding for an enhanced 9-1-1 dispatch system including technology upgrades including communication towers and new equipment for dispatch and existing police, fire, and public safety agencies.

The Kent County Dispatch Authority (KCDA) joined with the Michigan Public Safety Communications System (MPSCS) 800 MHz communication system in order to provide improved emergency communications capabilities throughout the state of Michigan.

These agreements authorize the City of Kentwood as a MPSCS member and outline the receipt of equipment and obligations of MPSCS members. The Kentwood City Attorney has reviewed these agreements.

Thank you for your consideration of this request.



Michigan's Public Safety Communications System (MPSCS)
Michigan Department of Information Technology
7150 Harris Drive
P.O. Box 30631
Lansing, Michigan 48909

Phone: (517) 284-4100

Fax: (517) 284-4066

Web: www.michigan.gov/mpscs

MICHIGAN'S PUBLIC SAFETY COMMUNICATIONS SYSTEM (MPSCS)

MEMBER SUBSCRIBER AGREEMENT

This Michigan's Public Safety Communications System Member Subscriber Agreement is between _____,

whose address is _____

(Member), and the State of Michigan, Department of Technology, Management and Budget (DTMB), for the Michigan's Public Safety Communications System, whose address is Michigan's Public Safety Communications System (MPSCS or System), 7150 Harris Drive, P.O. Box 30631, Lansing, Michigan 48909-8131, for membership in the Michigan's Public Safety Communications System.

I. DEFINITIONS

- A. **Agreement**—means this MPSCS Member Subscriber Agreement between the MPSCS, and the Member, setting forth the MPSCS services provided to the Member and the terms and conditions under which the services are provided and, includes its exhibits, attachments, and any renewals or amendments.
- B. **Disaster**—means any unplanned interruption of MPSCS operations, which materially affects the System's ability to provide communication services to MPSCS Members.
- C. **Data**—means any MPSCS Data Service offering.
- D. **Department of Technology, Management and Budget (DTMB)**—means the principal department of State government created as the Department of Management and Budget under Section 121 of The Management and Budget Act, 1984 PA 431, MCL 18.1121, and renamed under Executive Order 2009-55, MCL 18.441, and any successor.
- E. **Emergency Alert**—means the System feature, which allows eligible MPSCS Members to transmit emergency alerts.
- F. **Exhibits:**
 - 1. Exhibit A – Member's liaison officer, billing contact for member fee payment, and agencies primary dispatch center contact information.
- G. **Good Standing**— means the Member is in compliance with the MPSCS Member Subscriber Agreement's member obligations.
- H. **Michigan's Public Safety Communications System (MPSCS or System)**—means the Michigan's Public Safety Communications System, established under 1929 PA 152 for

public safety communications; and includes all the real and personal property, towers, equipment shelters, equipment and other related facilities and fixtures necessary for the operation and maintenance of the System and its management within DTMB.

- I. MPSCS Member (Member)**—means a public safety agency, including but not limited to, a government agency (State or local), its authorized employees, personnel (paid or volunteer), approved service providers and Member sponsored participants in an emergency response plan and their approved service providers, operating under a currently sanctioned government plan, using the System to implement the plan.
- J. Network Communications Center (NCC)**—means the MPSCS operation and Communications center, which manages the technical operation of the System on a 24/7 basis.
- K. Radio Equipment (Radio)**—means the Member's voice and data communications equipment, including control stations, consolettes, base stations, mobile or portable radios, or any other data or radio frequency interface, which has a unique MPSCS identification number.
- L. Radio Programming Unit (RPU)**—means the MPSCS unit responsible for assignment of identification numbers; Template programming and reprogramming; all database (fleetmapping) maintenance; and assignment of Talkgroups.
- M. Service Provider**—means the entity under contract with the Member to service and maintain Member's Radios.
- N. State of Michigan**—means the owner of MPSCS.
- O. System Management**—means the MPSCS's responsibilities in the administration of MPSCS operations and selection of the MPSCS services provided under this Agreement including, upgrades and enhancements.
- P. Talkgroup**—means a configurable, pre-programmed, voice pathway in the System by which properly programmed Radios can communicate with each other.
 - 1. **Non-Proprietary Talkgroup**—means a Talkgroup established by the MPSCS for the benefit and good of several Members. The MPSCS administration grants access to these talkgroups by proper request and with demonstrated need.
 - 2. **Proprietary Talkgroup**—means a Talkgroup assigned exclusively to a MPSCS Member for use during their duties. This Talkgroup may be shared between MPSCS Members with the written approval of the agency that established the Talkgroup.

3. **Proprietary Radio System**—means a non-MPSCS radio system that may be programmed into a MPSCS Member's radio for the purpose of interoperability. The MPSCS does support programming of non-MPSCS proprietary radio systems.
- Q. Template**—means the Radio software, which controls the Radio's Talkgroup functions and communication capabilities.
- R. Template Design Unit (TDU)**—means the MPSCS unit responsible for development of Templates that will be programmed into a Member's radio. This includes defining a Member's communications plan; the establishment or reuse of Talkgroups; providing direction for concurrence of Talkgroups between agencies, and documenting Templates for construction by the RPU section.
- S. Twenty-four/Seven (24/7)**—means 24 hours a day, 7 days a week.

II. MPSCS COMMUNICATIONS SERVICES

- A. Template Design**—If requested by the Member, TDU will work with and prepare a needs assessment for the Member, based on the Member's current and ongoing communication needs and priorities. Template programming by the RPU will commence once the Member approves the needs assessment. The RPU will prepare the primary Template for each Radio if requested by the Member. The RPU will correct any Template programming error(s) attributable to the RPU. A Member may request one primary Template change per year at no charge. The initial Template will be programmed into the Radio by one of two options. Either by MPSCS personnel or a serial specific file will be provided by the RPU to the Member's vendor. These options will be paid by Member. Refer to the MPSCS Fee Structure.
- B. System Management**—includes MPSCS' responsibility for the following:
 1. Assignment of Talkgroups' use priorities;
 2. Management of Talkgroups to assure appropriate use of the System;
 3. Enforcement of MPSCS guidelines, procedures, and protocols;
 4. Generate and use statistical data and reports concerning Members Talkgroups, call durations, call types, busy signals, and other data analyses and reports; and
 5. Grade of service (roaming).

- C. **Training**—Member's employees and other personnel must receive MPSCS approved Radio user training and/or "train the trainer" training.
- D. **NCC Services** —The NCC operates and manages the System on a 24/7 basis. The NCC provides Member with emergency or planned activation of special-event Talkgroups. The NCC, upon Member's request, provides radio checks for unresponsive Radios; inhibits lost or stolen Radios; and provides communications troubleshooting.
- E. **MPSCS Mobile Radios Performance**—MPSCS provides tested mobile radio communication coverage to the Member, subject to the Member's compliance with MPSCS recommended optimal performance standards for equipment, antenna installation, and maintenance. If the Member detects possible MPSCS network infrastructure malfunctions or radio communication coverage loss below the tested coverage, the Member should first contact its Subscriber Service Provider for an evaluation of the problem. If the Subscriber Service Provider determines the problem does not originate from the Member's Radios, equipment installation or maintenance, the Member should notify the NCC. The NCC will investigate and take appropriate corrective action to alleviate the coverage loss or network infrastructure malfunction, and report the corrective action to the Member.
- F. **MPSCS Portable Radio Coverage**—Portable radio coverage is not guaranteed and will vary from location to location. The Member is encouraged to conduct its own portable radio communications coverage test to determine the expected coverage level in Member's desired coverage areas.
- G. **Emergency Alerts Availability**—If Member has a 24 hour dispatch center capable of receiving control data associated with all its Talkgroups, and Member can verify to MPSCS that it has the capacity to monitor and supervise the Emergency Alerts feature, Member may have the Emergency Alerts feature activated at no additional charge during a template reprogram. When this feature is activated, the Member must keep their RCM logged in and respond to Emergency Alerts in a timely manner. Additionally, Member must obtain, at its own expense, a license to operate its Radio Control Manager (RCM) from its equipment vendor in order to have this feature activated. The NCC cannot serve as back-up for monitoring Emergency Alerts if the Member chooses this feature.
- H. **Private Calling Availability**—Private calling permits properly programmed Radios to engage in "one-on-one" conversations. Only the initiating and target Radios are able to communicate. Private calling can tie—up System resources. Member may choose to avail itself of Private Calling after a determination of the need and potential impact on the System.
- I. **Performance Standards; Monitoring; Electronic and Infrastructure Maintenance** — The System utilizes automated performance standards and automated diagnostics, which are

monitored 24/7 to ensure a timely reactive response to System component outages or other System deficiencies. MPSCS provides complete monitoring, inspection, and maintenance for all MPSCS tower sites and System infrastructure that meets or exceeds manufacturers' recommendations. The MPSCS also maintains a preventative maintenance system for all major components.

- J. MPSCS Emergency Management Plan**—The MPSCS maintains an Emergency Management Plan for the System. The Emergency Management Plan provides for an alternate source of electrical power for uninterrupted service, separate computer resources, and back-up equipment.
- K. MPSCS Infrastructure Upgrades and Enhancements**—"Upgrades" are changes made to the System's infrastructure to assure compliance, or to improve existing features and operations, of the MPSCS. "Enhancements" are modifications made to MPSCS services or systems that add functions or features not originally part of the MPSCS. Benefits of the Upgrades are currently provided to Members at no additional charge. However, for a Member to access the new features and or enhancements, it may be necessary for the Member to upgrade its Radios after the appropriate MPSCS system upgrade is completed.

III. MEMBER OBLIGATIONS

- A. Fees**—Fees are governed by MPSCS's policy on fee structure. Changes to fees are at the sole discretion of State of MI, MPSCS, upon 12 months prior written notice to MPSCS Members.
 - 1. Exhibit A – Member's liaison officer, billing contact for member fee payment, and agencies primary dispatch center contact information.
- B. Member's Radios**—Member may only use MPSCS-approved Radios, with authorized and validated serial numbers, Talkgroups and Radio ID's. A list of approved Radios is available from the TDU. This list will be updated periodically and will be made available to the Member from the MPSCS website. Before programming any Templates, the Member must provide the RPU a list of the Member's Radios, each identified by: vendor/Service Provider, manufacturer, model number, serial number and flash or operating version.
- C. Radios' Maintenance and Repair**—Member is responsible for maintenance and repair of its Radios in accordance with manufacturer's specifications.
- D. Template Modifications**—The Member may make Template modifications, through its Service Provider, if the modification does not adversely impact the operation and integrity of the System. Template modifications are not permitted for MPSCS radio

zones: E, F, G & H, and I. Template modifications must be made in strict compliance with RPU's standards and only upon 30 days advance written notice to the RPU. MPSCS reserves the right to audit the Member's Templates at any time to confirm compliance with these requirements. Failure to comply with MPSCS Template modification standards is cause for termination of this Agreement. The MPSCS is not responsible for the installation or reprogramming of a modified Template into a Radio. An archive file will be provided to the Member for reprogramming of the Radio when possible. Some models of Radios cannot be programmed in the field due to programming security limitations and those Radios must be reprogrammed by the MPSCS. All costs associated with the MPSCS programming of Radios with modified Templates will be the responsibility of the Member.

- E. System Prohibited Use**—No commercial, personal or non-public safety related business may be conducted through the System by the Member, its authorized users or Service Provider.
- F. Compliance with Federal and State Laws**—Member must comply with all Federal and Michigan laws, rules, and regulations.
- G. System Management**—Member must comply with MPSCS' System Management requirements.
- H. Trained Personnel**—Member must not permit any personnel to use Radios until they have received approved MPSCS Radio user training.
- I. Member Liaison Officer**—Member must appoint an employee as its Liaison Officer. The Liaison Officer will be responsible for authorization of Template modifications, coordination of new Radios onto the System, and providing fleetmapping data to the RPU for record keeping purposes. The Liaison Officer will also be the Member's representative for MPSCS billing purposes.

In order to protect the integrity of the MPSCS, the Member Liaison Officer shall notify the NCC within 24 hours of knowledge of any of the following status changes to radios:

- Lost
- Stolen
- Otherwise compromised

Member Liaison Officer will ensure they work with their radio vendor to blank, including the encryption module if applicable, any radios they are disabling, transferring, selling, trading in or otherwise disposing of.

Member Liaison Officer shall notify the MPSCS of any radio ID's that are no longer in use and of any changes in ownership of radios to update the point of contact by e-mailing MPSCS-Bus@michigan.gov.

J. Compliance with MPSCS Guidelines, Procedures, and Protocols:

1. Member must comply with all MPSCS guidelines, procedures, and protocols.
2. In order to protect the integrity, security, safety, and efficient operation of the System for all MPSCS Members, Member must take appropriate corrective action against any of its employees who violate MPSCS standards, guidelines, procedures and, protocols, or this Agreement.
3. Software, configurations and usage may be limited to ensure integrity of the network as required by MPSCS security and maintenance policies.
4. Violation of MPSCS standards, guidelines, procedures, protocols, or violation of this Agreement may result in termination of this Agreement.

IV. DURATION, CANCELLATION & TERMINATION

Membership in the MPSCS will remain in effect until canceled or terminated by MPSCS, upon 12 months prior written notice to Member as long as the Member stays in good standing. The Agreement may be terminated by MPSCS for violations of the terms and conditions of this Agreement upon 30 days written notice to the Member. Membership in the MPSCS will remain in effect until canceled or terminated by Member, upon 90 days prior written notice to MPSCS.

V. AUTHORITY TO CONTRACT

Member represents that it has the requisite power to enter into this Agreement and that the person signing the Agreement has the authority to bind Member to its obligations in the Agreement.

VI. MISCELLANEOUS

- A. Waiver**—The failure of a party to insist upon strict adherence to any term of this Agreement must not be considered a waiver or deprive the party of the right to later insist to the strict adherence to that term of the Agreement.
- B. Modification**—MPSCS general membership terms may be modified by the MPSCS upon 90 days advance written notice to MPSCS Members. Terms in this Agreement that are specific to Member may be modified by a written amendment signed by both parties.
- C. Governing Law**—This Agreement is governed by, and must be construed in accordance with the laws of the State of Michigan.

- D. Headings**—The headings given to the sections and paragraphs of this Agreement are for convenience and are not to be construed as part of this Agreement or as a limitation of the scope of the particular sections or paragraphs to which the heading refers.
- E. Independent Contractor Relationship**—The relationship between the parties is that of an independent contractor and client. No agent, employee, or servant of the MPSCS may be deemed to be an employee, agent, or servant of the Member. The Member will be solely responsible for its acts and the acts of its agents, employees, servants, subcontractors, and volunteers during the performance of this Agreement.
- F. Effective Date**—This Agreement is effective as of the date of the last signature.

VII. NOTICES

All notices given under this Agreement, except for emergency service requests, must be made in writing. All notices will be sent to the MPSCS and Member at the addresses provided in Exhibit B. An address change will be effective seven (7) business days after the notice of change is received.

SIGNATURE PAGES FOLLOW

MEMBER:

(Name of Agency)

(Signature of Contact)

By: _____
(Print/Type Name of Contact)

Its: _____
(Title of Contact)

Date: _____

STATE OF MICHIGAN

MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET:

Michigan's Public Safety Communications System

By: Bradley A. Stoddard

Its: MPSCS Director

Date: _____

Please send signed Member Subscriber Agreement to:

Department of Technology, Management and Budget
Michigan's Public Safety Communications System
7150 Harris Drive
Dimondale, MI 48821
Attention: MPSCS Director

Exhibit A

Member's Liaison Officer and Billing Contact for MPSCS's Invoice and Fee Payments (Please print or type clearly)

Member Liaison (See Section III. I. Page 5)

*Required fields:

*Name: _____

*Title: _____

*Address: _____

Cell: _____

*Ofc Phone: _____

*Email: _____

Primary Dispatch Center

Name: Kent County Sheriff's Office

24x7 Phone: 616-336-3113

Email: Eric.Hutchinson@KentCountyMI.gov

Activated **Emergency Alert** radios - **Receiving Radio Control Manager (RCM):**

Agency Name: _____

Serial No.: _____

Member Invoice Contact (*required if different name and address from Liaison):

*Name: _____

*Title: _____

*Address: _____

Cell: _____

*Ofc Phone: _____

*Email: _____



KENT CO.
DISPATCH AUTHORITY

Equipment DISTRIBUTION AGREEMENT

This Equipment Distribution Agreement is made as of _____, 2021 between the Kent County Dispatch Authority, a Michigan public body corporate the principal business address of which is 1155 28th Street, SW, PO Box 905, Wyoming, MI 49509 (the “**KCDA**”) and _____ (e.g., general law or charter township, city, village, or county) the principal business address of which is: _____, (the “**Recipient**”).

RECITALS

- A. The KCDA provides 9-1-1 dispatch services within Kent County (the “**County**”) via two Public Safety Answering Points (“**PSAPs**”), one of which is operated by the County (the “**County PSAP**”) and the other of which is operated by the City of Grand Rapids (the “**City PSAP**”).
- B. On November 8, 2016, County voters approved an increase in the surcharge on communication service suppliers’ billings to service users within the County to provide dedicated funding for an enhanced 9-1-1 dispatch system including technology upgrades (including communication towers and new equipment for dispatch and existing police, fire, and public safety agencies) and annual funding for fire dispatch as provided in the County 9-1-1 service plan.
- C. The KCDA is joining the Michigan Public Safety Communications System (“**MPSCS**”) 800 MHZ communications system in order to provide improved emergency communications capabilities.
- D. Recipient, which operates a police department, fire department, or other local public safety agency, desires to participate in the MPSCS.
- E. The County is issuing about \$26 million of capital improvement bonds (the “**County Bonds**”) to fund the acquisition and installation of the equipment and facilities needed operate on the MPSCS.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

- 1. **Equipment**. The Recipient acknowledges receipt and acceptance from the KCDA of the radios and other equipment listed on the attached Exhibit A (the “**Equipment**”).
- 2. **Obligations of Recipient**. The Recipient represents and warrants that the Recipient operates a police department, fire department, or other local public safety agency and that as a condition of receiving the Equipment, the Recipient shall:
 - A. Ensure the Equipment is used only by the Recipient’s police and fire personnel and, if installed in vehicles, is only installed in the Recipient’s police and fire vehicles.
 - B. Without cost to the County or the KCDA, maintain and repair the Equipment in accordance with the manufacturer’s recommendations and any warranty or other requirements.
 - C. Make any necessary replacements, improvements, and upgrades to the Equipment without cost to the KCDA.
 - D. Maintain an inventory of the Equipment that details the user(s) of the Equipment, including without limitation, the disposition of equipment no longer in Recipient’s service.
 - E. Annually certify in writing to the KCDA and the County, on a form acceptable to County Corporation Counsel, that none of the Equipment has been provided to any private person or entity, or to any other entity that is not a governmental unit.

- F. Prevent any use of the radios and other equipment by any other person or entity and refrain from taking any other actions that would result in the interest on the County Bonds becoming taxable or that would result in any other event of default on the County Bonds.
- G. Indemnify the KCDA and the County any costs, fines, penalties, settlements or other amounts either the KCDA or the County incurs due to the interest on the County Bonds becoming taxable or due to a default on the County Bonds caused by the Recipient's actions or inactions.
- H. Secure the Equipment in a secure, safe, dry storage area within the Recipient's direct control.
- I. Refrain from charging the batteries for the Equipment until instructed to do so by the KCDA.
- J. Refrain from using any of the Equipment, including but not limited to turning on any of it, until instructed to do so by the KCDA.
- K. If necessary, return all of the Equipment to the KCDA for programming of the radios when scheduled by KCDA at the time and place indicated by KCDA.
- L. If necessary, provide vehicles that require installation of mobile radios and the mobile radios to be installed to KCDA for installation and programming when scheduled by KCDA at the time and place indicated by KCDA.
- M. Participate fully in the testing and evaluation of the system in accordance with testing procedures established by the KCDA.
- N. Comply with all terms of use of the MPSCS as set by the MPSCS, the County, the KCDA or the PSAPs.
- O. Not dispose of any of the Equipment except when it is replaced as provided herein.

3. Term. This Agreement shall remain in effect until the County Bonds, including any refunding of the County Bonds, are paid in full or until December 31, 2037, whichever is later.

4. Miscellaneous.

- A. This Agreement may only be amended or modified in writing signed by both parties after approval of the KCDA's Administrative Policy Board.
- B. The captions are for reference only and shall not affect its interpretation. However, recitals are an integral part of this Agreement.
- C. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns. Neither party may assign any of its rights or delegate any of its duties under this Agreement without the prior written consent of the other party. There are no intended third party beneficiaries to this Agreement.
- E. If there is any conflict between this Agreement and any other agreement between the parties, the terms of this Agreement shall control.

The parties have signed this Agreement as of the date first written above.

KCDA

RECIPIENT

By: Mark A. Herald
 Mark Herald, Chairman
 Administrative Policy Board

By: _____
 _____, _____

Date signed: September 1, 2021

Date signed: _____, 2021

CITY OF KENTWOOD
ORDINANCE NO. -21

AN ORDINANCE TO AMEND THE CITY OF KENTWOOD ZONING ORDINANCE BEING APPENDIX A OF THE CITY OF KENTWOOD CODE OF ORDINANCES, AS AMENDED, **Adult Foster Care Facilities; Description of RPUD Districts**

THE CITY OF KENTWOOD ORDAINS:

SECTION 1

Amend Section 1.08 to read as follows:

Section 1.08 DISTRICTS ESTABLISHED

For the purposes of this ordinance, the City of Kentwood is divided into the following Zoning Districts:

Zoning District		Chapter
F-1	Floodplain	4
R1-A, B	Very Low Density Residential	5
R1-C, D	Low Density Residential	5
R-2,	Two Family Residential	6
R-3	Medium/High Density Residential	6
R-4	High Density Residential	6
R-5	Manufactured Housing	7
C-2	Community Commercial	8
C-3	Regional Commercial	8
C-4	Office/Business	8
C-5	Neighborhood Corridor Commercial	9
I-1	Light Industrial	10
I-2	General Industrial	10
OS	Open Space, Public, Semi-Public	11
RPUD-1	Attached Residential PUD	12
RPUD-2	Detached Residential PUD	12
CPUD	Commercial PUD	12
MPUD	Mixed Use PUD	12
IPUD	Industrial PUD	12
OPUD	Office PUD	12
FBC	Form Based Code	23

SECTION 2

Amend Section 2.02 Definition of Adult Care Facilities to read as follows:

Adult Care Facilities: A facility for the care of adults, over eighteen (18) years of age, as licensed and regulated by the State under Michigan Public Act 218 of 1979, as amended, and rules promulgated by the State Department of Consumer and Industry Services. The organizations shall be defined as follows:

1. Adult foster care facility: A governmental or non-governmental establishment that provides foster care to adults. It includes facilities and foster care homes for adults who are aged, mentally ill, developmentally disabled, or physically handicapped who require supervision on an ongoing basis but who do not require continuous nursing care. An adult foster care facility does not include nursing homes, homes for the aged, hospitals, alcohol or substance abuse rehabilitation center, or a residential center for persons released from or assigned to a correctional facility.
2. Adult foster care small group home: A adult foster care facility with the approved capacity to receive six (6) or fewer adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
3. Adult foster care medium group home: A adult foster care facility with the approved capacity to receive seven (7) to twelve (12) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
4. Adult foster care large group home: A adult foster care facility with the approved capacity to receive thirteen (13) to twenty (20) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
5. Adult foster care family home: A private home with the approved capacity to receive six (6) or fewer adults to be provided with foster care for five (5) or more days a week and for two (2) or more consecutive weeks. The adult foster care family home licensee must be a member of the household and an occupant of the residence.

SECTION 3

Amend Section 3.20 to read as follows:

Section 3.20 Residential Child and Adult Care Facilities

As defined in Chapter 2 Definitions, the following uses are allowed only as provided for in the following Table of Facilities and Zoning Districts. Refer to Chapter 15 Approval Standards for Special Land Uses for applicable conditions.

P: Land and/or buildings may be used for the purposes listed by right.

SLU: Land and/or buildings may be permitted by obtaining Special Land Use approval when

all applicable standards as cited in Chapter 15 and elsewhere are met.

SLU as accessory: Land and/or buildings may only be allowed as an accessory to an approved use, such as a church, school, recreation facility, office or other similar use upon review and approval of a Special Land Use approval, in accordance with general and specific standards.

Type of Facility per District	R1-A, B, C, D	R-2, 3, 4, 5	C-2, 3, 4	OS	Form Based Code (FBC)	I-1, I-2
Adult foster care family home	P	P	--	--	P	--
Adult foster care small group home	P	P	--	--	P	--
Adult foster care medium group home	SLU	P			P	
Adult foster care large group home		SLU			SLU	
Adult day care facility	--	SLU	SLU	--	SLU	--
Foster family home	P	P	--	--	P	--
Foster family group home	SLU	P	--	--	SLU	--
Family child day care home	P	P	--	--	P	--
Group child day care home	P	P	--	--	SLU	--
Child Care Center	SLU	SLU	P	--	SLU	SLU as accessory and freestanding
Child Caring Institution	--	SLU	--	--	SLU	--
Adult Caring Institution	--	SLU	--	--	--	--

A. Requirements Pertaining to Group Child Day Care Homes

1. There shall be sufficient on-site outdoor play area to meet state regulations. All required outdoor play areas shall be fenced with a minimum of four (4) foot tall fence, provided that no such fence shall be located in the front yard.
2. Ingress and egress shall be provided as far as possible from two (2) intersecting streets and shall be at least one hundred (100) feet from two through streets.
3. A group child day care shall not be located within a twelve hundred (1,200) foot radius of any other group child day care.

4. For the purpose of this Section, the measurement of a radius shall be measured in a straight line from the actual location of the use to the nearest property line of the other group day care home.
5. An on-site drive shall be provided for drop offs/loading. This drive shall be arranged to allow maneuvers without creating a hazard to traffic flow on the public street.

SECTION 4

Amend Section 12.02.C to read as follows:

- C. The following minimum project sizes shall apply
1. RPUD-1 Attached Residential: Five (5) acres
 2. RPUD-2 Detached Residential: Five (5) acres
 3. Commercial PUD: Five (5) acres
 4. Mix Use PUD: Five (5) acres
 5. Office PUD: Five (5) acres
 6. Industrial PUD: Ten (10) acres

SECTION 5

Amend Section 12.03 to read as follows:

Section 12.03 RPUD-1 ATTACHED RESIDENTIAL PUD

Residential development under this category shall promote the high-quality character of the community and contribute to the variety of housing options for City residents. To ensure RPUD-1 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

SECTION 6

Amend Section 12.04 to read as follows:

Section 12.04 RPUD-2 DETACHED RESIDENTIAL PUD

Residential development under this category shall promote the high-quality character of the community and contribute to the variety of detached housing options for City residents. To ensure RPUD-2 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

SECTION 7

Amend Section 15.03.A to read as follows:

A. Adult Care. Adult foster care medium and large group homes.

SECTION 8

Amend Section 15.04.A to read as follows:

Section 15.04.A: Adult foster care medium and large group homes.

1. Non-residential parking setback and screening provisions shall apply.
2. The building shall have an appearance that is non-intrusive and consistent in color, materials, roofline, and architecture with the District and neighborhood in which it is located.

SECTION 9

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

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

YEAS:

NAYS:

ABSTAIN:

ABSENT:

Dan Kasunic
City Clerk

I hereby certify the foregoing to be a true copy of an ordinance adopted at a regular meeting of the Kentwood City Commission held November 16, 2021

Dan Kasunic
City Clerk



**CITY OF KENTWOOD
PLANNING COMMISSION
APPROVED
FINDINGS OF FACT
NOVEMBER 9, 2021**

Pung 10/21/21

PROJECT: Zoning Ordinance Text Amendments

APPLICATION: 30-21

HEARING DATE: October 26, 2021

REVIEW TYPE: Zoning Ordinance Amendments Relating to Adult Foster Care Facilities

MOTION: **Motion by Holtrop, supported by Benoit, to recommend to the City Commission to amend the Kentwood Zoning Ordinance No. 9-02 relating to Definition of Adult Care Facilities**

- Motion Carried (7-0) –
- Brainerd and Quinn absent -

Amend Section 2.02 Definition of Adult Care Facilities to read as follows:

Adult Care Facilities: A facility for the care of adults, over eighteen (18) years of age, as licensed and regulated by the State under Michigan Public Act 218 of 1979, as amended, and rules promulgated by the State Department of Consumer and Industry Services. The organizations shall be defined as follows:

1. Adult foster care facility: A governmental or non-governmental establishment that provides foster care to adults. It includes facilities and foster care homes for adults who are aged, mentally ill, developmentally disabled, or physically handicapped who require supervision on an ongoing basis but who do not require continuous nursing care. An adult foster care facility does not include nursing homes, homes for the aged, hospitals, alcohol or substance abuse rehabilitation center, or a residential center for persons released from or assigned to a correctional facility.
2. Adult foster care small group home: A adult foster care facility with the approved capacity to receive six (6) or fewer adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
3. Adult foster care medium group home: A adult foster care facility with the approved capacity to receive seven (7) to twelve (12) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.

4. Adult foster care large group home: A adult foster care facility with the approved capacity to receive thirteen (13) to twenty (20) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
5. Adult foster care family home: A private home with the approved capacity to receive six (6) or fewer adults to be provided with foster care for five (5) or more days a week and for two (2) or more consecutive weeks. The adult foster care family home licensee must be a member of the household and an occupant of the residence.

(The proposed amendments modify the definition of small group home and add definitions for medium and large adult foster care group homes consistent with the State of Michigan classifications.)

Amend Section 3.20 to read as follows:

Section 3.20 Residential Child and Adult Care Facilities

As defined in Chapter 2 Definitions, the following uses are allowed only as provided for in the following Table of Facilities and Zoning Districts. Refer to Chapter 15 Approval Standards for Special Land Uses for applicable conditions.

P: Land and/or buildings may be used for the purposes listed by right.

SLU: Land and/or buildings may be permitted by obtaining Special Land Use approval when all applicable standards as cited in Chapter 15 and elsewhere are met:

SLU as accessory: Land and/or buildings may only be allowed as an accessory to an approved use, such as a church, school, recreation facility, office or other similar use upon review and approval of a Special Land Use approval, in accordance with general and specific standards.

Type of Facility per District	R1-A, B, C, D	R-2, 3, 4, 5	C-2, 3, 4	OS	Form Based Code (FBC)	I-1, I-2
Adult foster care family home	P	P	--	--	P	--
Adult foster care small group home	P	P	--	--	P	--
Adult foster care medium group home	SLU	P			P	
Adult foster care large group home		SLU			SLU	
Adult day care facility	--	SLU	SLU	--	SLU	--
Foster family home	P	P	--	--	P	--
Foster family group home	SLU	P	--	--	SLU	--

Family child day care home	P	P	--	--	P	--
Group child day care home	P	P	--	--	SLU	--
Child Care Center	SLU	SLU	P	--	SLU	SLU as accessory and freestanding
Child Caring Institution	--	SLU	--	--	SLU	--
Adult Caring Institution	--	SLU	--	--	--	--

A. Requirements Pertaining to Group Child Day Care Homes

1. There shall be sufficient on-site outdoor play area to meet state regulations. All required outdoor play areas shall be fenced with a minimum of four (4) foot tall fence, provided that no such fence shall be located in the front yard.
2. Ingress and egress shall be provided as far as possible from two (2) intersecting streets and shall be at least one hundred (100) feet from two through streets.
3. A group child day care shall not be located within a twelve hundred (1,200) foot radius of any other group child day care.
4. For the purpose of this Section, the measurement of a radius shall be measured in a straight line from the actual location of the use to the nearest property line of the other group day care home.
5. An on-site drive shall be provided for drop offs/loading. This drive shall be arranged to allow maneuvers without creating a hazard to traffic flow on the public street.

(The proposed amendments make adult foster care small group homes a permitted use in all residential districts and the Form Based Code district. Classifications for medium and large adult foster care group homes have been added with medium group homes a special land use in R1 residential districts and a permitted use in all other residential districts and the Form Based Code district and large group homes not permitted in R1 residential districts and a special land use in all other residential districts and the Form Based Code district. Section 2.06 (1) of the Michigan Zoning Enabling Act states: Except as otherwise provided in subsection (2), a state licensed residential facility shall be considered a residential use of property for the purposes of zoning and a permitted use in all residential zones and is not subject to a special use or conditional use permit or procedure different from those required for other dwellings of similar density in the same zone.)

Amend Section 15.03.A to read as follows:

A. Adult Care. Adult foster care medium and large group homes.

Amend Section 15.04.A to read as follows:

1. Non-residential parking setback and screening provisions shall apply.
2. The building shall have an appearance that is non-intrusive and consistent in color, materials, roofline, and architecture with the District and neighborhood in which it is located.

(Proposed amendments would only require use specific design criteria for medium and large group homes and remove two current requirements. The city has not enforced the requirement for continual documentation of a valid license nor documentation of compliance with the State Building and Fire Codes.)

Redline Versions

Section 2.02

Adult Care Facilities: A facility for the care of adults, over eighteen (18) years of age, as licensed and regulated by the State under Michigan Public Act 218 of 1979, as amended, and rules promulgated by the State Department of Consumer and Industry Services. The organizations shall be defined as follows:

1. Adult foster care facility: A governmental or non-governmental establishment that provides foster care to adults. It includes facilities and foster care homes for adults who are aged, mentally ill, developmentally disabled, or physically handicapped who require supervision on an ongoing basis but who do not require continuous nursing care. An adult foster care facility does not include nursing homes, homes for the aged, hospitals, alcohol or substance abuse rehabilitation center, or a residential center for persons released from or assigned to a correctional facility.
2. Adult foster care small group home: A ~~adult foster care facility~~ ~~private home~~ with the approved capacity to receive ~~twelve (12)~~ ~~six (6)~~ or fewer adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
3. ~~Adult foster care medium group home: A adult foster care facility with the approved capacity to receive seven (7) to twelve (12) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.~~
4. ~~Adult foster care large group home: A adult foster care facility with the approved capacity to receive thirteen (13) to twenty (20) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.~~
5. Adult foster care family home: A private home with the approved capacity to receive six (6) or fewer adults to be provided with foster care for five (5) or more days a week

and for two (2) or more consecutive weeks. The adult foster care family home licensee must be a member of the household and an occupant of the residence.

Section 3.20

Section 3.20 Residential Child and Adult Care Facilities

As defined in Chapter 2 Definitions, the following uses are allowed only as provided for in the following Table of Facilities and Zoning Districts. Refer to Chapter 15 Approval Standards for Special Land Uses for applicable conditions.

- P: Land and/or buildings may be used for the purposes listed by right.
- SLU: Land and/or buildings may be permitted by obtaining Special Land Use approval when all applicable standards as cited in Chapter 15 and elsewhere are met:
- SLU as accessory: Land and/or buildings may only be allowed as an accessory to an approved use, such as a church, school, recreation facility, office or other similar use upon review and approval of a Special Land Use approval, in accordance with general and specific standards.

Type of Facility per District	R1-A, B, C, D	R-2, 3, 4, 5	C-2, 3, 4	OS	Form Based Code (FBC)	I-1, I-2
Adult foster care family home	P	P	--	--	P	--
Adult foster care small group home	SLU P	SLU P	--	--	SLU P	--
Adult foster care medium group home	SLU	P			P	
Adult foster care large group home		SLU			SLU	
Adult day care facility	--	SLU	SLU	--	SLU	--
Foster family home	P	P	--	--	P	--
Foster family group home	SLU	P	--	--	SLU	--
Family child day care home	P	P	--	--	P	--
Group child day care home	P	P	--	--	SLU	--
Child Care Center	SLU	SLU	P	--	SLU	SLU as accessory and freestanding
Child Caring Institution	--	SLU	--	--	SLU	--

Adult Caring Institution	--	SLU	--	--	--	--
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A. Requirements Pertaining to Group Child Day Care Homes

1. There shall be sufficient on-site outdoor play area to meet state regulations. All required outdoor play areas shall be fenced with a minimum of four (4) foot tall fence, provided that no such fence shall be located in the front yard.
2. Ingress and egress shall be provided as far as possible from two (2) intersecting streets and shall be at least one hundred (100) feet from two through streets.
3. A group child day care shall not be located within a twelve hundred (1,200) foot radius of any other group child day care.
4. For the purpose of this Section, the measurement of a radius shall be measured in a straight line from the actual location of the use to the nearest property line of the other group day care home.
5. An on-site drive shall be provided for drop offs/loading. This drive shall be arranged to allow maneuvers without creating a hazard to traffic flow on the public street.

Section 15.03.A

A. Adult Care. Adult foster care ~~small group home~~ medium and large group homes.

Section 15.04.A

Section 15.04.A: Adult foster care ~~small~~ medium and large group homes

- ~~1. The use shall be registered with the City and shall continually have on file with the City documentation of a valid license as required by the State.~~
- ~~2. The applicant shall submit documentation of compliance with State Building and Fire Codes.~~
- ~~3.~~ 1. Non-residential parking setback and screening provisions shall apply.
- ~~4.~~ 2. The building shall have an appearance that is non-intrusive and consistent in color, materials, roofline, and architecture with the District and neighborhood in which it is located.

BASIS:

1. The proposed amendments bring the Zoning ordinance in alignment with the State of Michigan classifications and definitions for adult foster care group homes.
2. Existing facilities in Kentwood which are currently legal non-conforming uses would become allowed uses in their respective zoning district.
3. Discussion at the work session and public hearing.



Memorandum

To: Planning Commission

CC:

From: Joe Pung
(616)554-0810
pungj@kentwood.us

Date: October 6, 2021

Re: Zoning Ordinance Update (Adult Foster Care Facilities)

Over the past year, the Land Use and Zoning (LUZ) Subcommittee has met with two (2) applicants looking at developing adult foster care large group homes.

The State of Michigan defines Adult Foster Care (AFC) homes as licensed residential settings that provide 24-hour personal care, protection, and supervision for individuals who are developmentally disabled, mentally ill, physically handicapped or aged who cannot live alone but who do not need continuous nursing care.

AFC Homes are restricted to providing care to no more than 20 adults.

The State of Michigan currently identifies five (5) types of adult foster care homes:

- Adult Foster Care Family Home (Licensed for 3-6 residents/licensee must live in the home)
- Adult Foster Care Small Group Home (Licensed for 3-6)
- Adult Medium Group Home (Licensed for 7-12 residents)
- Adult Large Group Home (Licensed for 13-20 residents)
- Adult Congregate Facility (Capacity >20/per Public Act 218 the licensure of new AFC's for more than 20 persons is prohibited)

The Kentwood Zoning Ordinance currently makes allowance for adult foster care family homes and adult foster care small group homes, the ordinance does not currently make allowance for adult foster care medium and large group homes. The recommendation out of the Zoning Ordinance Subcommittee is to expand the use allowances to permit medium and large adult foster care group homes.

Based on information on the Michigan Department of Licensing and Regulatory Affairs website, there are eleven (11) licensed adult large group homes (as defined by the State) in Kentwood with all but one located in the same building with at least one other large group home.

In addition to the eleven (11) licensed adult large foster care group homes, there are three (3) licensed adult medium group homes (as defined by the State), twenty-five (25) licensed adult small foster care group homes (as defined by the State), and four (4) adult family foster care homes (as defined by the State) in Kentwood.

Current Ordinance Language Relating to Adult Foster Care:

Section 2.02 Definitions

Adult Care Facilities: A facility for the care of adults, over eighteen (18) years of age, as licensed and regulated by the State under Michigan Public Act 218 of 1979, as amended, and rules promulgated by the State Department of Consumer and Industry Services. The organizations shall be defined as follows:

1. **Adult foster care facility:** A governmental or non-governmental establishment that provides foster care to adults. It includes facilities and foster care homes for adults who are aged, mentally ill, developmentally disabled, or physically handicapped who require supervision on an ongoing basis but who do not require continuous nursing care. An adult foster care facility does not include nursing homes, homes for the aged, hospitals, alcohol or substance abuse rehabilitation center, or a residential center for persons released from or assigned to a correctional facility.
2. **Adult foster care small group home:** A private home with the approved capacity to receive twelve (12) or fewer adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
3. **Adult foster care family home:** A private home with the approved capacity to receive six (6) or fewer adults to be provided with foster care for five (5) or more days a week and for two (2) or more consecutive weeks. The adult foster care family home licensee must be a member of the household and an occupant of the residence.

Adult caring institution. A state licensed adult residential facility which provides care and supervision on a 24-hour basis for the treatment of mental health, alcohol or substance abuse or other long-term illness or rehabilitation program. The terms "institutions for mentally handicapped," "drug or alcohol patients," "correctional institutions" or "mental health facilities" shall mean the same, with regard to persons 18 years of age or older.

Section 3.20 Residential Child and Adult Care Facilities

As defined in Chapter 2 Definitions, the following uses are allowed only as provided for in the following Table of Facilities and Zoning Districts. Refer to Chapter 15 Approval Standards for Special Land Uses for applicable conditions.

P: Land and/or buildings may be used for the purposes listed by right.

SLU: Land and/or buildings may be permitted by obtaining Special Land Use approval when all applicable standards as cited in Chapter 15 and elsewhere are met:

SLU as accessory: Land and/or buildings may only be allowed as an accessory to an approved use, such as a church, school, recreation facility, office or other similar use upon review and approval of a Special Land Use approval, in accordance with general and specific standards.

Type of Facility per District	R1-A, B, C, D	R-2, 3, 4, 5	C-2, 3, 4	OS	Form Based Code (FBC)	I-1, I-2
Adult foster care family home	P	P	--	--	P	--
Adult foster care small group home	SLU	SLU	--	--	SLU	--
Adult day care facility	--	SLU	SLU	--	SLU	--
Foster family home	P	P	--	--	P	--
Foster family group home	SLU	P	--	--	SLU	--
Family child day care home	P	P	--	--	P	--
Group child day care home	P	P	--	--	SLU	--
Child Care Center	SLU	SLU	P	--	SLU	SLU as accessory and freestanding
Child Caring Institution	--	SLU	--	--	SLU	--
Adult Caring Institution	--	SLU	--	--	--	--

A. Requirements Pertaining to Group Child Day Care Homes

1. There shall be sufficient on-site outdoor play area to meet state regulations. All required outdoor play areas shall be fenced with a minimum of four (4) foot tall fence, provided that no such fence shall be located in the front yard.
2. Ingress and egress shall be provided as far as possible from two (2) intersecting streets and shall be at least one hundred (100) feet from two through streets.
3. A group child day care shall not be located within a twelve hundred (1,200) foot radius of any other group child day care.
4. For the purpose of this Section, the measurement of a radius shall be measured in a straight line from the actual location of the use to the nearest property line of the other group day care home.

5. An on-site drive shall be provided for drop offs/loading. This drive shall be arranged to allow maneuvers without creating a hazard to traffic flow on the public street.

Section 15.04.A: Adult foster care small group home

1. The use shall be registered with the City and shall continually have on file with the City documentation of a valid license as required by the State.
2. The applicant shall submit documentation of compliance with State Building and Fire Codes.
3. Non-residential parking setback and screening provisions shall apply.
4. The building shall have an appearance that is non-intrusive and consistent in color, materials, roofline, and architecture with the District and neighborhood in which it is located.

Proposed Ordinance Language:

Section 2.02 Definitions

Adult Care Facilities: A facility for the care of adults, over eighteen (18) years of age, as licensed and regulated by the State under Michigan Public Act 218 of 1979, as amended, and rules promulgated by the State Department of Consumer and Industry Services. The organizations shall be defined as follows:

1. Adult foster care facility: A governmental or non-governmental establishment that provides foster care to adults. It includes facilities and foster care homes for adults who are aged, mentally ill, developmentally disabled, or physically handicapped who require supervision on an ongoing basis but who do not require continuous nursing care. An adult foster care facility does not include nursing homes, homes for the aged, hospitals, alcohol or substance abuse rehabilitation center, or a residential center for persons released from or assigned to a correctional facility.
2. Adult foster care small group home: A **adult foster care facility** private home with the approved capacity to receive ~~twelve (12)~~ **six (6)** or fewer adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.
3. **Adult foster care medium group home: A adult foster care facility with the approved capacity to receive seven (7) to twelve (12) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.**
4. **Adult foster care large group home: A adult foster care facility with the approved capacity to receive thirteen (13) to twenty (20) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks for compensation.**
5. Adult foster care family home: A private home with the approved capacity to receive six (6) or fewer adults to be provided with foster care for five (5) or more days a week and for two (2) or more consecutive weeks. The adult foster care family home licensee must be a member of the household and an occupant of the residence.

(The proposed amendments modify the definition of small group home and add definitions for medium and large adult foster care group homes consistent with the State of Michigan classifications.)

Section 3.20 Residential Child and Adult Care Facilities

As defined in Chapter 2 Definitions, the following uses are allowed only as provided for in the following Table of Facilities and Zoning Districts. Refer to Chapter 15 Approval Standards for Special Land Uses for applicable conditions.

P: Land and/or buildings may be used for the purposes listed by right.

SLU: Land and/or buildings may be permitted by obtaining Special Land Use approval when all applicable standards as cited in Chapter 15 and elsewhere are met:

SLU as accessory: Land and/or buildings may only be allowed as an accessory to an approved use, such as a church, school, recreation facility, office or other similar use upon review and approval of a Special Land Use approval, in accordance with general and specific standards.

Type of Facility per District	R1-A, B, C, D	R-2, 3, 4, 5	C-2, 3, 4	OS	Form Based Code (FBC)	I-1, I-2
Adult foster care family home	P	P	--	--	P	--
Adult foster care small group home	SLU P	SLU P	--	--	SLU P	--
Adult foster care medium group home	SLU	P			P	
Adult foster care large group home		SLU			SLU	
Adult day care facility	--	SLU	SLU	--	SLU	--
Foster family home	P	P	--	--	P	--
Foster family group home	SLU	P	--	--	SLU	--
Family child day care home	P	P	--	--	P	--
Group child day care home	P	P	--	--	SLU	--
Child Care Center	SLU	SLU	P	--	SLU	SLU as accessory and freestanding

October 6, 2021

Child Caring Institution	--	SLU	--	--	SLU	--
Adult Caring Institution	--	SLU	--	--	--	--

A. Requirements Pertaining to Group Child Day Care Homes

1. There shall be sufficient on-site outdoor play area to meet state regulations. All required outdoor play areas shall be fenced with a minimum of four (4) foot tall fence, provided that no such fence shall be located in the front yard.
2. Ingress and egress shall be provided as far as possible from two (2) intersecting streets and shall be at least one hundred (100) feet from two through streets.
3. A group child day care shall not be located within a twelve hundred (1,200) foot radius of any other group child day care.
4. For the purpose of this Section, the measurement of a radius shall be measured in a straight line from the actual location of the use to the nearest property line of the other group day care home.
5. An on-site drive shall be provided for drop offs/loading. This drive shall be arranged to allow maneuvers without creating a hazard to traffic flow on the public street.

(The proposed amendments make adult foster care small group homes a permitted use in all residential districts and the Form Based Code district. Classifications for medium and large adult foster care group homes have been added with medium group homes a special land use in R1 residential districts and a permitted use in all other residential districts and the Form Based Code district and large group homes not permitted in R1 residential districts and a special land use in all other residential districts and the Form Based Code district. Section 2.06 (1) of the Michigan Zoning Enabling Act states: Except as otherwise provided in subsection (2), a state licensed residential facility shall be considered a residential use of property for the purposes of zoning and a permitted use in all residential zones and is not subject to a special use or conditional use permit or procedure different from those required for other dwellings of similar density in the same zone.)

Section 15.04.A: Adult foster care small **medium and large** group homes

- ~~1. The use shall be registered with the City and shall continually have on file with the City documentation of a valid license as required by the State.~~
- ~~2. The applicant shall submit documentation of compliance with State Building and Fire Codes.~~
 1. Non-residential parking setback and screening provisions shall apply.
 2. The building shall have an appearance that is non-intrusive and consistent in color, materials, roofline, and architecture with the District and neighborhood in which it is located.

(Proposed amendments would only require use specific design criteria for medium and large group homes and remove requirements number one and number two. The city has not enforced the requirement for continual documentation of a valid license nor documentation of compliance with the State Building and Fire Codes.)

Comments:

- 1) In researching and drafting the proposed language, staff did reach out to the existing adult foster care large group home in Kentwood for perspective and comments. Below is a comment received from one of the providers:

I would lobby to NOT require a separation between large group home facilities. I am not sure what the intent would be to do so?

I would also lobby TO allow multiple facilities within the same building - and allowing utilization of shared spaces. What is the intent to prohibit this?

Allowing this would give facilities access to more flexible staffing and resources. Health Care everywhere is short on staffing, and it is projected to get worse as the population ages and there are less bodies coming up to fill the holes needed in the workforce to care for the elderly. It would be nice to have shared spaces such as dining, beauty/salon services/fitness centers etc. - it would decrease the cost for facilities by having only ONE of these areas for multiple AFC's versus having to pay to put one in EACH AFC. It is so expensive to build that when the cost gets high, facilities are going to cut these "amenities" - which can have a negative impact on the quality of life for the residents in AFC.

In the original information sent to the providers, it was noted that some possible restriction/requirements could be limiting the number of facilities within a single building and requiring a separation between facilities. The current draft language does not include either of these requirements.



**CITY OF KENTWOOD
PLANNING COMMISSION
APPROVED
FINDINGS OF FACT
NOVEMBER 9, 2021**

Pung 10/21/21

PROJECT: Zoning Ordinance Text Amendments

APPLICATION: 30-21

HEARING DATE: October 26, 2021

REVIEW TYPE: Zoning Ordinance Amendment Relating to Description of RPUD Districts

MOTION: **Motion by Holtrop, supported by Poyner, to recommend to the City Commission approval of the Zoning Ordinance No. 9-02 relating to Description of RPUD Districts**

- Motion Carried (7-0) –
- Brainerd and Quinn absent -

Amend Section 1.08 to read as follows:

Section 1.08 DISTRICTS ESTABLISHED

For the purposes of this ordinance, the City of Kentwood is divided into the following Zoning Districts:

Zoning District		Chapter
F-1	Floodplain	4
R1-A, B	Very Low Density Residential	5
R1-C, D	Low Density Residential	5
R-2,	Two Family Residential	6
R-3	Medium/High Density Residential	6
R-4	High Density Residential	6
R-5	Manufactured Housing	7
C-2	Community Commercial	8
C-3	Regional Commercial	8
C-4	Office/Business	8
C-5	Neighborhood Corridor Commercial	9

I-1	Light Industrial	10
I-2	General Industrial	10
OS	Open Space, Public, Semi-Public	11
RPUD-1	Attached Residential PUD	12
RPUD-2	Detached Residential PUD	12
CPUD	Commercial PUD	12
MPUD	Mixed Use PUD	12
IPUD	Industrial PUD	12
OPUD	Office PUD	12
FBC	Form Based Code	23

Amend Section 12.02.C to read as follows:

C. The following minimum project sizes shall apply

1. RPUD-1 Attached Residential: Five (5) acres
2. RPUD-2 Detached Residential: Five (5) acres
3. Commercial PUD: Five (5) acres
4. Mix Use PUD: Five (5) acres
5. Office PUD: Five (5) acres
6. Industrial PUD: Ten (10) acres

Amend Section 12.03 to read as follows:

Section 12.03 RPUD-1 ATTACHED RESIDENTIAL PUD

Residential development under this category shall promote the high-quality character of the community and contribute to the variety of housing option for City residents. To ensure RPUD-1 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

Amend Section 12.04 to read as follows:

Section 12.04 RPUD-2 DETACHED RESIDENTIAL PUD

Residential development under this category shall promote the high-quality character of the community and contribute to the variety of detached housing option for City residents. To ensure RPUD-2 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

Redline Versions

Section 1.08

Section 1.08 DISTRICTS ESTABLISHED

For the purposes of this ordinance, the City of Kentwood is divided into the following Zoning Districts:

Zoning District		Chapter
F-1	Floodplain	4
R1-A, B	Very Low Density Residential	5
R1-C, D	Low Density Residential	5
R-2,	Two Family Residential	6
R-3	Medium/High Density Residential	6
R-4	High Density Residential	6
R-5	Manufactured Housing	7
C-2	Community Commercial	8
C-3	Regional Commercial	8
C-4	Office/Business	8
C-5	Neighborhood Corridor Commercial	9
I-1	Light Industrial	10
I-2	General Industrial	10
OS	Open Space, Public, Semi-Public	11
RPUD-1	High Density Residential PUD Attached Residential PUD	12
RPUD-2	Low Density Residential PUD Detached Residential PUD	12
CPUD	Commercial PUD	12
MPUD	Mixed Use PUD	12
IPUD	Industrial PUD	12
OPUD	Office PUD	12
FBC	Form Based Code	23

Section 12.02.C

C. The following minimum project sizes shall apply

1. RPUD-1 **High Density Attached** Residential: Five (5) acres
2. RPUD-2 **Single Family Detached** Residential: Five (5) acres
3. Commercial PUD: Five (5) acres

4. Mix Use PUD: Five (5) acres
5. Office PUD: Five (5) acres
6. Industrial PUD: Ten (10) acres

Section 12.03

Section 12.03 RPUD-1 ~~HIGH-DENSITY ATTACHED~~ RESIDENTIAL PUD— ~~SPECIFIC REGULATIONS~~

~~High-density~~ Residential development under this category shall promote the high-quality character of the community and contribute to the variety of housing option for City residents. To ensure RPUD-1 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

Section 12.04

Section 12.04 RPUD-2 ~~SINGLE-FAMILY DETACHED~~ RESIDENTIAL PUD

~~Low-density~~ Residential development under this category shall promote the high-quality character of the community and contribute to the variety of detached housing option for City residents. To ensure RPUD-2 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

BASIS:

1. The proposed change would more accurately describe the type of housing intended for each RPUD district. Under the current RPUD-1 district title there is often the misunderstanding that apartments and other high-density development is intended/proposed. Although apartments are allowed under the RPUD-1 district, the primary intent has been to allow for attached condominium developments which are not permitted under the RPUD-2 district nor the R1 single family residential districts.
2. Discussion at the work session and public hearing.



Memorandum

To: Planning Commission

CC:

From: Joe Pung
(616)554-0810
pungj@kentwood.us

Date: September 28, 2021

Re: Case 30-21 Zoning Ordinance Update (RPUD-1 & RPUD-2 Descriptions)

The current residential planned unit development districts in Kentwood are:

- RPUD -1 High Density Residential
- RPUD-2 Single Family Residential.

To describe the intent and purpose of the districts more accurately, the proposed change is to rename them as follows:

- RPUD-1 Attached Residential
- RPUD-2 Detached Residential

Current Ordinance Language

Section 1.08 DISTRICTS ESTABLISHED

For the purposes of this ordinance, the City of Kentwood is divided into the following Zoning Districts:

Zoning District		Chapter
F-1	Floodplain	4
R1-A, B	Very Low Density Residential	5
R1-C, D	Low Density Residential	5
R-2,	Two Family Residential	6
R-3	Medium/High Density Residential	6
R-4	High Density Residential	6

R-5	Manufactured Housing	7
C-2	Community Commercial	8
C-3	Regional Commercial	8
C-4	Office/Business	8
C-5	Neighborhood Corridor Commercial	9
I-1	Light Industrial	10
I-2	General Industrial	10
OS	Open Space, Public, Semi-Public	11
RPUD-1	High Density Residential PUD	12
RPUD-2	Low Density Residential PUD	12
CPUD	Commercial PUD	12
MPUD	Mixed Use PUD	12
IPUD	Industrial PUD	12
OPUD	Office PUD	12
FBC	Form Based Code	23

Proposed Ordinance Language

Section 1.08 DISTRICTS ESTABLISHED

For the purposes of this ordinance, the City of Kentwood is divided into the following Zoning Districts:

Zoning District		Chapter
F-1	Floodplain	4
R1-A, B	Very Low Density Residential	5
R1-C, D	Low Density Residential	5
R-2,	Two Family Residential	6
R-3	Medium/High Density Residential	6
R-4	High Density Residential	6
R-5	Manufactured Housing	7
C-2	Community Commercial	8
C-3	Regional Commercial	8
C-4	Office/Business	8
C-5	Neighborhood Corridor Commercial	9
I-1	Light Industrial	10
I-2	General Industrial	10

OS	Open Space, Public, Semi-Public	11
RPUD-1	High Density Residential PUD Attached Residential PUD	12
RPUD-2	Low Density Residential PUD Detached Residential PUD	12
CPUD	Commercial PUD	12
MPUD	Mixed Use PUD	12
IPUD	Industrial PUD	12
OPUD	Office PUD	12
FBC	Form Based Code	23

Current Ordinance Language

Section 12.02.C DISTRICTS ESTABLISHED

- C. The following minimum project sizes shall apply
1. RPUD-1 High Density Residential: Five (5) acres
 2. RPUD-2 Single Family Residential: Five (5) acres
 3. Commercial PUD: Five (5) acres
 4. Mix Use PUD: Five (5) acres
 5. Office PUD: Five (5) acres
 6. Industrial PUD: Ten (10) acres

Proposed Ordinance Language

- C. The following minimum project sizes shall apply
1. RPUD-1 ~~High Density~~ **Attached** Residential: Five (5) acres
 2. RPUD-2 ~~Single Family~~ **Detached** Residential: Five (5) acres
 3. Commercial PUD: Five (5) acres
 4. Mix Use PUD: Five (5) acres
 5. Office PUD: Five (5) acres
 6. Industrial PUD: Ten (10) acres

Current Ordinance Language

Section 12.03 RPUD-1 HIGH DENSITY RESIDENTIAL PUD – SPECIFIC REGULATIONS

High density residential development under this category shall promote the high quality character of the community and contribute to the variety of housing option for City residents. To ensure

RPUD-1 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

Proposed Ordinance Language

Section 12.03 RPUD-1 ~~HIGH DENSITY~~ DETACHED RESIDENTIAL PUD—SPECIFIC REGULATIONS

~~High-density~~ ~~Residential~~ development under this category shall promote the high-quality character of the community and contribute to the variety of housing option for City residents. To ensure RPUD-1 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

Current Ordinance Language

Section 12.04 RPUD-2 SINGLE FAMILY RESIDENTIAL

Low density residential development under this category shall promote the high quality character of the community and contribute to the variety of detached housing option for City residents. To ensure RPUD-2 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

Proposed Ordinance Language

Section 12.04 RPUD-2 SINGLE FAMILY DETACHED RESIDENTIAL PUD

~~Low-density~~ ~~Residential~~ development under this category shall promote the high-quality character of the community and contribute to the variety of detached housing option for City residents. To ensure RPUD-2 projects meet this intent and the described intent of the PUD designation, the following design requirements shall apply in addition to all other regulations set forth in this Ordinance.

Comments

- 1) The proposed change would more accurately describe the type of housing intended for each RPUD district. Under the current RPUD-1 district title there is often the misunderstanding that apartments and other high-density development is intended/proposed. Although apartments are allowed under the RPUD-1 district, the primary intent has been to allow for attached condominium developments which are not permitted under the RPUD-2 district nor the R1 single family residential districts.

, 2021

CITY OF KENTWOOD
ORDINANCE NO. -21

AN ORDINANCE TO AMEND THE CITY OF KENTWOOD ZONING ORDINANCE BEING APPENDIX A OF THE CITY OF KENTWOOD CODE OF ORDINANCES, AS AMENDED, **Variance Request Provision of the Subdivision Control Ordinance**

THE CITY OF KENTWOOD ORDAINS:

SECTION 1.

Amend Section 90-38 (b) to read as follows:

Section 90-38 (b)

(b) *Other subdivisions.*

- (1) *Demonstration of need.* If the proprietor can clearly demonstrate that literal enforcement of the terms of this article is impractical because of peculiar conditions pertaining to their land, the zoning board of appeals may at its discretion, permit such variances it finds reasonable and within the general policy and purpose of this article. No variance shall be granted unless the zoning board of appeals finds that
 - a. There are special circumstances or conditions affecting the property such that the strict application of the provisions of this article would deprive the proprietor of the reasonable use of his land.
 - b. The variance is necessary for the preservation and enjoyment of a substantial property right of the proprietor.
 - c. The granting of the variance will not be detrimental to the public welfare or be injurious to property in the area in which the property is situated.
- (2) *Conditions.* The zoning board of appeals, in granting approval of variances, may require such conditions as will secure substantially the objectives of the requirement varied or modified.
- (3) *Application.* An application for any such variance shall be submitted to the zoning board of appeal. The application shall fully state the grounds for such a variance.

SECTION 2.

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

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

Ordinance No. -21 Subdivision Ord
November 16, 2021
Page 2

YEAS:
NAYS:
ABSTAIN:
ABSENT:

Dan Kasunic
City Clerk

I hereby certify the foregoing to be a true copy of an ordinance adopted at a regular meeting of the Kentwood City Commission held November 16, 2021.

Dan Kasunic
City Clerk



**CITY OF KENTWOOD
PLANNING COMMISSION
APPROVED
FINDINGS OF FACT
NOVEMBER 9, 2021**

Pung 10/21/21

PROJECT: Zoning Ordinance Text Amendments

APPLICATION: 30-21

HEARING DATE: October 26, 2021

REVIEW TYPE: Zoning Ordinance Amendment Relating to Variances Under the Subdivision Control Ordinance

MOTION: **Motion by Holtrop, supported by Benoit, to recommend to the City Commission approval of the Subdivision Control Ordinance relating to Zoning Ordinance Update (Subdivision Control Ordinance Variance Requests)**

- Motion Carried (7-0) –
- Brainerd and Quinn absent -

Amend Section 90-38 (b) to read as follows:

Section 90-38 (b)

(b) *Other subdivisions.*

- (1) *Demonstration of need.* If the proprietor can clearly demonstrate that literal enforcement of the terms of this article is impractical because of peculiar conditions pertaining to their land, the zoning board of appeals may at its discretion, permit such variances it finds reasonable and within the general policy and purpose of this article. No variance shall be granted unless the zoning board of appeals finds that
 - a. There are special circumstances or conditions affecting the property such that the strict application of the provisions of this article would deprive the proprietor of the reasonable use of his land.
 - b. The variance is necessary for the preservation and enjoyment of a substantial property right of the proprietor.
 - c. The granting of the variance will not be detrimental to the public welfare or be injurious to property in the area in which the property is situated.

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- (2) *Conditions.* The zoning board of appeals, in granting approval of variances, may require such conditions as will secure substantially the objectives of the requirement varied or modified.
- (3) *Application.* An application for any such variance shall be submitted to the zoning board of appeal. The application shall fully state the grounds for such a variance.

Redline Version

(b) *Other subdivisions.*

- (1) *Demonstration of need.* If the proprietor can clearly demonstrate that literal enforcement of the terms of this article is impractical ~~or will impose undue hardship in the use of his land~~ because of peculiar conditions pertaining to ~~his~~ *their* land, the zoning board of appeals may at its discretion, permit such variances it finds reasonable and within the general policy and purpose of this article. No variance shall be granted unless the zoning board of appeals finds that
 - a. There are special circumstances or conditions affecting the property such that the strict application of the provisions of this article would deprive the proprietor of the reasonable use of his land.
 - b. The variance is necessary for the preservation and enjoyment of a substantial property right of the proprietor.
 - c. The granting of the variance will not be detrimental to the public welfare or be injurious to property in the area in which the property is situated.
- (2) *Conditions.* The zoning board of appeals, in granting approval of variances, may require such conditions as will secure substantially the objectives of the requirement varied or modified.
- (3) *Application.* An application for any such variance shall be submitted to the zoning board of ~~at the time the preliminary plat is filed with the community development department~~. The application shall fully state the grounds for such a variance.

BASIS:

1. The proposed changes will clarify the standards for granting a variance and remove the restriction that any variances to the subdivision control ordinance must be filed at the same time as the preliminary plat application is filed.
2. Discussion at the work session and public hearing.



Memorandum

To: Planning Commission

CC:

From: Joe Pung
(616)554-0810
pungj@kentwood.us

Date: September 29, 2021

Re: Case 30-21 Zoning Ordinance Update (Subdivision Control Ordinance Variance Requests)

The City Attorney has recommended that the following amendments be made to the subdivision control ordinance.

Current Ordinance Language

Section 90-38 Variances

(b) *Other subdivisions.*

(1) *Demonstration of need.* If the proprietor can clearly demonstrate that literal enforcement of the terms of this article is impractical or will impose undue hardship in the use of his land because of peculiar conditions pertaining to his land, the zoning board of appeals may at its discretion, permit such variances it finds reasonable and within the general policy and purpose of this article. No variance shall be granted unless the zoning board of appeals finds that:

- a. There are special circumstances or conditions affecting the property such that the strict application of the provisions of this article would deprive the proprietor of the reasonable use of his land.
- b. The variance is necessary for the preservation and enjoyment of a substantial property right of the proprietor.
- c. The granting of the variance will not be detrimental to the public welfare or be injurious to property in the area in which the property is situated.

(2) *Conditions.* The zoning board of appeals, in granting approval of variances, may require such conditions as will secure substantially the objectives of the requirement varied or modified.

- (3) *Application.* An application for any such variance shall be submitted to the zoning board of appeals at the time the preliminary plat is filed with the community development department. The application shall fully state the grounds for such a variance.

Proposed Ordinance Language

Section 90-38 Variances

(b) *Other subdivisions.*

- (1) *Demonstration of need.* If the proprietor can clearly demonstrate that literal enforcement of the terms of this article is impractical ~~or will impose undue hardship in the use of his land~~ because of peculiar conditions pertaining to his land, the zoning board of appeals may at its discretion, permit such variances it finds reasonable and within the general policy and purpose of this article. No variance shall be granted unless the zoning board of appeals finds that
- a. There are special circumstances or conditions affecting the property such that the strict application of the provisions of this article would deprive the proprietor of the reasonable use of his land.
 - b. The variance is necessary for the preservation and enjoyment of a substantial property right of the proprietor.
 - c. The granting of the variance will not be detrimental to the public welfare or be injurious to property in the area in which the property is situated.
- (2) *Conditions.* The zoning board of appeals, in granting approval of variances, may require such conditions as will secure substantially the objectives of the requirement varied or modified.
- (3) *Application.* An application for any such variance shall be submitted to the zoning board of appeals ~~at the time the preliminary plat is filed with the community development department~~. The application shall fully state the grounds for such a variance.

Comments

- 1) The proposed changes will clarify the standards for granting a variance and remove the restriction that any variances to the subdivision control ordinance must be filed at the same time as the preliminary plat application is filed.



MEMORANDUM

TO: City Commission

FROM: Jim Kirkwood, P.E., Director of Engineering and Inspections
Terry Schweitzer, Community Development Director
Carla Kane, Purchasing Agent

DATE: November 16, 2021

TOPIC: Pedestrian Crossing Improvement Study

ACTION REQUESTED: It is requested that the City Commission authorize the Mayor to execute a contract with Spalding DeDecker for a pedestrian crossing improvement study in an amount up to \$30,000 (including approximately 8.7% contingency), with funds from the FY22 General Fund (Contractual Services) budget.

BACKGROUND: A pedestrian crossing study by a qualified traffic engineering firm is needed to assess a representative sample of existing intersection crosswalks for compliance with Michigan laws and Kentwood standards. The study will be comprised of up to 18 crosswalks around the City including but not limited to, those within subdivisions, local streets, collector streets, and existing mid-block crossings. These crosswalks will be physically inventoried (location, pavement markings and signage, condition of the ramps, etc.) safety reviewed (for sight distance, existing signage including condition and visibility, etc.), and have data collected for average daily traffic volumes and crash data. The assessment will include obtaining public and key stakeholder input and will provide a prioritized list of recommended design modifications for existing facilities as well as recommendations for future facility design. The engineering firm will be tasked with developing a methodology that will allow the City to self-evaluate pedestrian facilities in the future.

A Request for Proposals was sent to five local engineering firms that have specialized traffic engineering departments and three proposals were obtained (see Tabulation).

Tabulation		
Consultant Name	Total Not to Exceed Price for 15 Crossings	Price per Each Crossing over initial 15
Spalding DeDecker	\$22,800	\$1,600.00
Progressive AE	\$28,000	\$1,500.00
Fishbeck	\$88,250	\$5,883.33

The number of hours estimated to perform the study were nearly equal for Spalding DeDecker and Progressive AE, with both firms having competent and experienced personnel assigned to this project. Spalding DeDecker, with the lowest quoted fee and average hourly rate, is recommended for award. The firm offers an added-value, macro-level data review of *all* City crossings which will be easily maintained by City staff into the future. Contracting with Spalding DeDecker will enable the City to have as many as eighteen pedestrian crossings evaluated, rather than the originally requested fifteen crossings, as this consulting work has been budgeted for \$30,000 in the FY22 General Fund (Contractual Services) budget. For these and other reasons, City staff found Spalding DeDecker's proposal to be the best value for the City.

If you have any questions, please contact Jim Kirkwood at 554-0739 or Terry Schweitzer at 554-0710.

Thank you for your consideration of this request.

CITY COMMISSION
CITY OF KENTWOOD
RESOLUTION NO. – 21

RESOLUTION OF NECESSITY

In Re: East Paris Avenue Improvements & repaving from 28th Street to 36th Street, including the installation, relocation and addition of utilities and further undetermined improvements if any.

At a meeting of the City Commission of the City of Kentwood, Kent County, Michigan, held in the City of Kentwood Commission Chambers, 4900 Breton Avenue SE, in said City, on Tuesday, November 16, 2021 at 7:00 PM.

PRESENT: Commissioners:

ABSENT: Commissioners:

The following preamble and resolution were offered by Commissioner and supported by Commissioner :

WHEREAS, according to population and traffic studies, analyses of geographic distribution of the population, facilities and needs in Kentwood, studies of development trends in Kentwood, and various other surveys, reports and studies, the public would benefit from the improvement of East Paris Avenue from 28th Street to 36th Street, (the “Project”) in the City of Kentwood; and

WHEREAS, it is first necessary to acquire certain property interests for the Project that are described on the attached Exhibit A-1 (the “Property Interests”); and

WHEREAS, the City of Kentwood is a public corporation possessing the authority and power, pursuant to applicable State laws and the City Charter, to acquire the Property Interests by eminent domain; and

WHEREAS, the Uniform Condemnation Procedures Act, Act No. 87 of the Public Acts of Michigan of 1980, as amended (the “Act”), MCL 213.51 et seq., establishes certain procedures for the taking of property by eminent domain.

WHEREAS, Part 201 of Michigan’s Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, MCL 324.20101 et seq. (“NREPA”) establishes certain requirements for those acquiring interests in real property who wish to avoid liability for any pre-existing environmental contamination of the property.

NOW THEREFORE, this City Commission does resolve, find and declare as follows:

1. The acquisition and construction of the Project in the City of Kentwood, Michigan is necessary to protect and enhance the public health, safety and welfare and is within the scope of the powers of the City of Kentwood.
2. In order to construct the Project, it is necessary to acquire the Property Interests described in the attached exhibits.
3. The Director of Engineering & Inspections, the City Engineering staff, the Mayor, the City Assessor and the City's legal counsel, Bloom Sluggett, PC, are authorized and directed to take any and all action necessary to acquire the Property Interests by negotiation or by eminent domain including, without limitation, modifying the Project so as to limit the size and scope of the taking; the making of good faith written offers; the execution, completion, filing and recording on behalf of the City a declaration of taking; waiving or reserving federal or state cost recovery actions for the release of hazardous substances; the filing of a complaint; engaging appraisers and other experts who, in the opinion of staff or the attorneys, may be needed for the acquisitions with or without further approval; undertaking any necessary litigation; negotiating and consummating a compromise or settlement of the litigation or for the purchase of the Property Interests and any other reasonably necessary actions.
4. The City reserves its right to bring federal or state cost recovery actions against the present owners of the properties described herein arising out of the release or threat of release of hazardous substances.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dan Kasunic
Kentwood City Clerk

CERTIFICATION

The foregoing resolution was certified at a regular meeting of the Kentwood City Commission held on November 16, 2021.

Dan Kasunic
Kentwood City Clerk

Exhibit A-1

Nature and Description of the Interest in Property Acquired by the City of Kentwood.

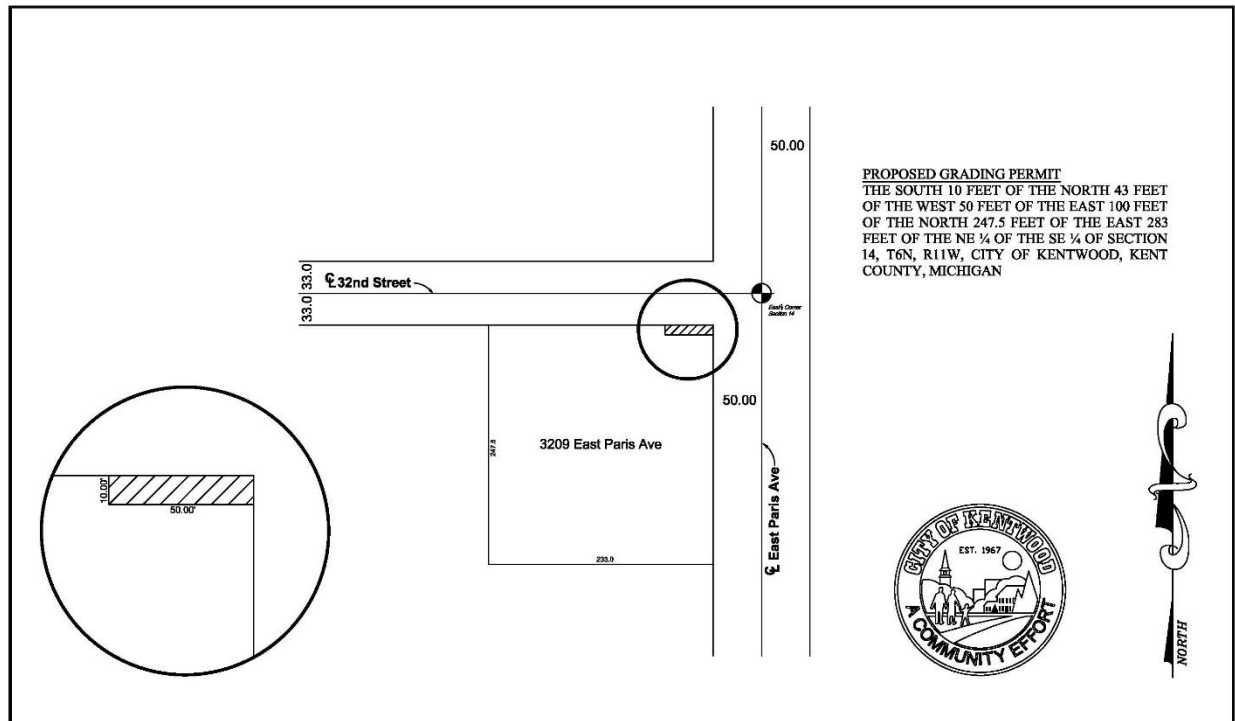
Parent Parcel:

Tax Parcel # 41-18-14-426-076 (*commonly known as 3209 East Paris Avenue SE*)

The North 247.5 feet of the West 233 feet of the east 283 feet of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 14, T6N, R11W, City of Kentwood, Kent County Michigan.

Nature of Interest:

A temporary construction and grading permit described as the South 10 feet of the North 43ft of the West 50 feet of the above described property and as indicated below:



Containing 500sqft (0.01acres)

To the extent reasonably possible, the City of Kentwood will preserve the existing trees and minimize disturbance of the property.



MEMORANDUM

TO: City Commissioners

FROM: Mayor Stephen C.N. Kepley

DATE: November 16, 2021

TOPIC: Appointment to the Zoning Board of Appeals

I am requesting confirmation of the appointment of Aaron Johnson as an alternate to the Zoning Board of Appeals (ZBA) to complete a term ending 1/25.

I find Mr. Johnson qualified and glad for the opportunity to serve. His application is attached for your review.

Thank you for your consideration.