



Agenda

Regular Meeting of the City Commission

City of Kalamazoo

Monday, February 4, 2019

7:00 PM

City Commission Chambers at City Hall - 241 W. South Street

A. CALL TO ORDER/ROLL CALL

B. OPENING CEREMONY

1. Invocation: Bishop Dr. T.D. Lockett, Faith Temple Church of God
2. Pledge of Allegiance
3. Introduction of Guests
 - a. Presentation of the 2019 Social Justice Youth Awards
4. Proclamations
 - a. Curling Week, February 9th - 16th

C. ADOPTION OF FORMAL AGENDA

D. COMMUNICATIONS

1. Calendar of Upcoming Meetings

E. PUBLIC HEARINGS

F. CONSENT AGENDA

(Action: Motion to approve Items "1-8"; hold Items "9-10" until February 18, 2019; and authorize the City Manager to sign all documents on behalf of the City

1. Approval of a 3-year Professional Services Agreement and subsequent purchase order with Jones and Henry Engineers, Ltd. for construction consulting services for the Kalamazoo Water Reclamation Plant's Contract 74 Project in the amount of \$825,000.
2. Approval of a one-year contract extension with the Michigan Municipal Risk Management Authority through Ibex Insurance Agency, for property & casualty insurance annual premium and member loss fund deposit not to exceed \$944,681.
3. Approval of a Contract Supplemental and subsequent Purchase Order Change Order with Hoffman Brothers, Inc. for necessary additional Project construction needs in the amount of \$115,000.

4. Approval of a 16-month contract and subsequent purchase order with Elite Companies, LLC for the construction of the Laboratory Renovation Project in the amount of \$699,000.
5. Approval of a two-year contract extension with Rathco Safety Supply, Inc. for rental of temporary traffic control devices in the amount of \$400,000.
6. Adoption of a corrected RESOLUTION recommending approval of the application of DT Water Street, LLC (Water Street Coffee Joint) for a new Redevelopment Liquor License under Section 521a of PA 501 of 2006 to be located at 315 E Water Street within the Downtown Development District; and rescinding of Resolution 18-81 adopted on November 19, 2018.
7. Adoption of a RESOLUTION recognizing and accepting a one-block extension of Eleanor Street and the unnamed alley way between E. Water Street and E. Kalamazoo Avenue adjacent to the Arcadia Festival Site as dedicated roadways; and formally recognizing the alley by the name it has long been informally known, as Koopsen's Alley.
8. Approval of the sale of a City-owned vacant lot located at 318 Stockbridge to HML Real Estate, LLL for \$32,500.
9. Adoption of a resolution vacating the 209-foot-long segment of Cooley Street north of W. Kalamazoo Avenue with the condition that an easement be provided to the Public Services Department for access to the underground utilities for maintenance purposes. *(Hold action until February 18, 2019).*
10. Approval of the purchase 441 Reed Avenue from Kalamazoo County in the amount of \$3,765.69 to facilitate construction of the next segment of the Kalamazoo River Valley Trail. *(Hold until February 18, 2019)*

G. REGULAR AGENDA

1. Adoption of a RESOLUTION affirming the adoption of the Edison Neighborhood plan 2019 as a sub-plan to the City of Kalamazoo's Comprehensive Plan. **(Action: Motion to adopt the resolution)**
2. Adoption of an ORDINANCE to amend certain sections of chapter 38 of the Kalamazoo code to change the rates charged for water service. The proposed ordinance would increase water system

revenues, effective February 14, 2019. **(Action: Motion to adopt the ordinance)**

3. Adoption of an ORDINANCE to amend certain sections of chapter 28 of the Kalamazoo City Code to change the rates charged for wastewater service. The proposed ordinance would increase wastewater service system revenues, effective February 14, 2019. **(Action: Motion to adopt the ordinance)**

H. REPORTS AND LEGISLATION

1. City Manager's Report
2. HUD 2017 Consolidated Annual Performance Evaluation Report.

I. UNFINISHED BUSINESS

J. POLICY ITEMS

K. NEW BUSINESS

L. CITIZEN COMMENTS

M. MISCELLANEOUS COMMENTS BY COMMISSIONERS

N. CLOSED SESSION

O. ADJOURNMENT

ADDITIONAL INFORMATION

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Questions regarding agenda items may be answered prior to the meeting by contacting the City Manager's Office at 269.337.8047.

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Agendas for the regular meetings of the Kalamazoo City Commission are available on the Internet at: www.kalamazoocity.org

The Kalamazoo City Commission business meetings are held on the first and third Mondays at 7:00 p.m. and are shown live on the Public Media Network (channel 190 for Charter customers, channel 99 for U-Verse customers). Business meetings are also web streamed live on the City's YouTube channel at <https://goo.gl/Q6DW37>. Public Media Network rebroadcasts these meetings on Tuesdays at 8:00 a.m., Wednesdays, at 1:00 a.m., and Thursdays at 3:00 p.m. Recorded meetings are also available on-demand on the YouTube channel.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: Scott A. Borling, City Clerk

PREPARED BY: Shelby Moss, Deputy City Clerk

DATE: 1/29/2019

SUBJECT: Calendar of Upcoming Meetings

INFORMATIONAL ITEMS

Attached is the calendar of upcoming meetings of the City Commission's advisory boards, commissions, and committees.

ATTACHMENTS:

	Type	Description
▯	Meeting Schedule	20190204 Calendar of Meetings



Calendar of Upcoming Meetings

City of Kalamazoo

City Commission (next 30 days)

Regular Business Meetings – 7:00 p.m. in the City Commission Chambers

February 18th and March 4th

Regular Neighborhood Meetings – 6:00 p.m. in the Community Room at City Hall

February 18th

Advisory Boards, Commissions and Committees (next two weeks)

~~The **Tree Committee** will meet on Tuesday, February 5, 2019 at 2:00 p.m., in the Public Services Conference Room, located at 415 Stockbridge Avenue. Canceled~~

The **Parks and Recreation Advisory Board** will meet on Tuesday, February 5, 2019 at 5:20 p.m., in the Parks and Recreation Community Room at Mayors' Riverfront Park, located at 251 Mills Street.

The **Kalamazoo Historic Preservation Commission** will meet in special session on Tuesday, February 5, 2019 at 6:00 p.m., in the Community Room at City Hall.

The **Planning Commission** will meet on Thursday, February 7, 2019 at 7:00 p.m., in the City Commission Chambers at City Hall.

The **Citizen-Public Safety Review and Appeals Board** will meet on Tuesday, February 12, 2019 at 6:00 p.m., in the Parks and Recreation Community Room at Mayors' Riverfront Park, located at 251 Mills Street.

The **Kalamazoo Historic Preservation Commission** will meet on Tuesday, February 12, 2019 at 7:00 p.m., in the Community Room at City Hall.

The **Traffic Board** will meet on Thursday, February 14, 2019 at 2:00 p.m., in the Public Services Conference Room, located at 415 Stockbridge Avenue.

The **Zoning Board of Appeals** will meet on Thursday, February 14, 2019 at 7:00 p.m., in the City Commission Chambers at City Hall.

The **Shared Prosperity Kalamazoo Organizing Committee** will meet on Monday, February 18, 2019 at 12:30 p.m., in the Community Room at City Hall.

The **Downtown Development Authority Board** will meet on Monday, February 18, 2019 at 3:00 p.m., in the Community Room at City Hall. The **Downtown Economic Growth Authority Board** will meet immediately following.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: James J. Baker, PE Public Services Director and City Engineer

PREPARED BY: Ryan S. Stoughton, Asst. City Engineer - Wastewater

DATE: 12/3/2018

SUBJECT: Contract 74 – Water Reclamation Plant Improvements Construction Services Consulting
Contract Approval Bid Ref# 906-29-017/TJ

RECOMMENDATION

It is recommended that the City Commission approve a 3 year Professional Services Agreement and subsequent purchase order with Jones and Henry Engineers, Ltd. (J&H) a prequalified firm for construction consulting services for the Kalamazoo Water Reclamation Plant's (KWRP) Contract 74 Project in the amount of \$825,000.00.

BACKGROUND

Contract 74 encompasses several process area improvements at the KWRP. Improvements include, odor control remediation at point source generation locations, replacement of a failed influent bar screen used to protect downstream pumping equipment from catastrophic damage, replacement of failing sludge dewatering and dewatered sludge cake conveyance equipment, and new protective coating of failed existing protective equipment coating in a pump gallery.

Odor control remediation is of concern at the KWRP not only for providing a safe working atmosphere for City staff, but also to be a good neighbor by minimizing publically offensive odors beyond the KWRP site that are generated by the KWRP.

Bar screening equipment protects downstream pumping and treatment assets from catastrophic damage caused by large debris within the wastewater stream. Replacement of an existing failed bar screen unit will help reduce the number of existing bar screen equipment bypasses during peak flow events, minimizing the risk of catastrophic failure of downstream assets.

Existing sludge dewatering and dewatered sludge cake conveyance equipment has reached its useful life and has begun to show its age by increased required maintenance costs and decreased performance. A previous sludge dewatering study concluded that Centrifuge technology provides the KWRP the greatest overall efficiency. Dewatered sludge cake conveyance will be replaced with enclosed conveyance equipment reducing the quantity of offensive odors emitted within the building allowing for the installation of smaller HVAC and odor remediation units in comparison to conveyance alternatives.

The decision was made to remove the Lab Renovation line item from this Contract and bid this work scope as an independent Contract. This decision will provide the City and the Rate Payers the greatest value for our resources.

COMMUNITY RESOURCES CONSULTED

This recommendation did not require advisory board consultation or additional public input. However, a local neighborhood discussion was held during a regular schedule NACD meeting to inform the neighborhood of the positive neighborhood impacts this Project will have.

FISCAL IMPACT

Funding for the Construction phase of this Contract is available in the Adopted 2018 Budget, the Proposed 2019budget, and subject appropriation in the Estimated 2020, and Estimated 2021 FY CIP Project Budgets.

Funding
FY 2018 Approved Budget, FY 2019 Proposed Budget, FY 2020 Budget, and FY 2021 Budget

Expenses
Construction Services & Engineering.....\$825,000.00

ALTERNATIVES

Although not recommended at this time, the City could hire additional qualified FTE’s to self-perform or supplement the proposed work scope.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

PREPARED BY: Jerome Kisscorni, Assistant City Manager

DATE: 1/24/2019

SUBJECT: 2019 Property & Casualty Insurance Renewal Bid Ref # 962-47-004.15

RECOMMENDATION

It is recommended that the City Commission approve a one-year contract extension with the Michigan Municipal Risk Management Authority (MMRMA) through Ibex Insurance Agency, for property & casualty insurance annual premium and member loss fund deposit not to exceed \$944,681.

BACKGROUND

The coverage provided by this year's renewal includes \$10 million limits for general and auto liability, \$209,030,640 in "all-risk" replacement cost coverage for City-owned buildings and other property, loss of electronic data coverage, employee fidelity bonds, and other coverages. This year's premium is currently 6.7% higher than the 2018 premium which is due primarily to Police Professional Liability. MMRMA is also distributing a "return of net assets" of \$456,691 as a result of favorable investment return and loss experience in 2017 for the City of Kalamazoo and will be credited to our insurance fund which should offset some of the cost of the premium.

COMMUNITY RESOURCES CONSULTED

This recommendation did not require advisory board consultation or additional public input.

FISCAL IMPACT

Funds for this premium are included in the adopted 2019 budget.

ALTERNATIVES

The commercial insurance market is still quite unstable and purchase of this coverage from MMRMA remains the most cost-effective way to manage the City's risk of financial loss.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: James J. Baker, PE Public Services Director and City Engineer

PREPARED BY: Ryan S. Stoughton, Asst. City Engineer - Wastewater

DATE: 1/14/2019

SUBJECT: Dutton Place Public Utility Improvements Bid Ref. No #968-56-033.0

RECOMMENDATION

It is recommended the City Commission approve a Contract Supplemental and subsequent Purchase Order Change Order with Hoffman Brothers, Inc. for necessary additional Project construction needs in the amount of \$115,000.00.

BACKGROUND

Record documents used in the creation of the Project Bid documents did not accurately represent the existing utility infrastructure. Additional lead water services were uncovered during construction and replaced. Additional surface infrastructure items were removed and replaced and/or added to provide a complete streets project to the local impacted project stakeholders.

COMMUNITY RESOURCES CONSULTED

This recommendation did not require advisory board consultation or additional public input. However, continuous communications during the Project with the local impacted project stakeholders was conducted.

FISCAL IMPACT

Funding for the Supplemental and Change Order is available via 2018 FY CIP Project Budgets.

Funding

Water.....	\$ 14,000.00
Wastewater.....	\$101,000.00

Expenses

Contract Supplemental.....	\$115,000.00
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ALTERNATIVES

Although not recommended at this time, the City could choose to not pay the Contractor for products provided and services performed.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: James J. Baker, PE Public Services Director and City Engineer

PREPARED BY: Ryan S. Stoughton, Asst. City Engineer - Wastewater

DATE: 1/14/2019

SUBJECT: Laboratory Renovation Bid Ref. No #955-10-149.0

RECOMMENDATION

It is recommended the City Commission approve a 16 month Contract and subsequent Purchase Order with Elite Companies, LLC for the construction of the Laboratory Renovation Project in the amount of \$699,000.00.

BACKGROUND

The laboratory at the Kalamazoo Water Reclamation Plant (KWRP) has been in service for a number of years. The KWRP laboratory provides laboratory services to the Wastewater and Water Divisions of the Public Services Department. With constant exposure to the chemicals used, the flooring, cabinetry, mechanical, HVAC, and ancillary laboratory equipment has reached its end of service life.

COMMUNITY RESOURCES CONSULTED

This recommendation did not require advisory board consultation or additional public input.

FISCAL IMPACT

FY 2018 Carry Forward	\$ 299,000.00
FY 2019 CIP	<u>\$ 400,000.00</u>
	\$ 699,000.00

Expenses

Contract.....	\$699,000.00
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ALTERNATIVES

Although not recommended at this time, the City could choose to delay or postpone this project.

ATTACHMENTS:

	Type	Description
▢	Aerial Photo	Bid Results Summary

BID RESULTS SUMMARY

PROJECT: Water Reclamation Plant Lab Renovations

DATE: January 15, 2019

BIDDERS SOLICITED: 182

BIDDERS RESPONDED: 4

MBE/WBE BIDS SOLICITED: 20

MBE/WBE BIDDERS RESPONDED: 0

BID REFERENCE NO: 955-10-149.0

MBE/WBE AWARDED: No

ISSUE DATE: November 29, 2018

BID OPENING: January 3, 2019

APPROVAL REQUIRED: City Commission

FUNDED BY: City

<u>BIDDERS</u>	<u>PREVAILING WAGE AMOUNT BID</u>	<u>NO PREVAILING WAGE AMOUNT BID</u>	<u>LOCATION</u>
Elite Construction	\$699,000.00	\$685,000.00	Kalamazoo, MI
L.D. Docsa Associates	\$764,754.00	\$753,000.00	Kalamazoo, MI
Maxwell & Associates	\$779,000.00	\$747,000.00	Galesburg, MI
Kalleward Group	\$795,000.00	NO BID	Kalamazoo, MI

Purchasing procedures have been followed and City Attorney has reviewed as to form.



Melissa Fuller
*Deputy Director of Mgmt Services/
Purchasing Agent*



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: James J. Baker, PE Public Services Director and City Engineer

PREPARED BY: Orrin Dorr, Public Works Division Manager

DATE: 1/18/2019

SUBJECT: Traffic Control Devices Contract Extension – 550-96-007.3

RECOMMENDATION

It is recommended that the City Commission approve a two-year contract extension with Rathco Safety Supply, Inc. of Kalamazoo County, MI in the amount of \$400,000 for rental of temporary traffic control devices.

BACKGROUND

The City of Kalamazoo contracts for temporary traffic control devices for the various construction, maintenance, repair, and special events activities that occur throughout the year. These devices include signs, barricades, temporary fencing, and flashing arrow boards that are used by the Field Operations Division of the Public Services Department and special event sponsors.

In 2012 bids were solicited with Rathco Supply, Inc. being the low bidder. Public Services recommends the contract extension and has been pleased with their performance. Based on average annual quantities of traffic control devices used in the past, the estimated yearly cost of this contract is \$200,000. Actual contract costs will vary depending on usage.

COMMUNITY RESOURCES CONSULTED

This recommendation did not require advisory board consultation or additional public input.

FISCAL IMPACT

Funds are included in the Department of Public Services, Field Operations Budgets for traffic control device rental and services. Costs for special events are typically charged to the respective organizations.

ALTERNATIVES

The alternative to not approve the contract extension is not recommended as it is essential that the City have a means to maintain traffic safely on the City streets during construction, maintenance, and special event activities.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: Scott A. Borling, City Clerk

DATE: 2/1/2019

SUBJECT: Corrected Resolution Recommending Approval of a Redevelopment Liquor License at 315 E. Water Street

RECOMMENDATION

It is recommended that the City Commission Adopt a corrected resolution recommending approval of the application of DT Water Street, LLC (Water Street Coffee Joint) for a new Redevelopment Liquor License under Section 521a of PA 501 of 2006 to be located at 315 E Water Street within the Downtown Development District; and rescinding of Resolution 18-81 adopted on November 19, 2018.

BACKGROUND

In 2018 Water Street Coffee Joint submitted an application for a redevelopment liquor license for its downtown location at 315 E. Water Street. The application received a positive recommendation from the Downtown Development Authority and City staff, and on November 19, 2019 the City Commission adopted Resolution 18-81 which recommended approval of the liquor license by the Michigan Liquor Control Commission (MLCC). Subsequent to that City Commission action, Water Street Coffee Joint created a separate Limited Liability Corporation - DT Water Street, LLC - and submitted its application to the MLCC under this name. The MLCC requires that the "applicant" named in the local approval resolution match the applicant name on the MLCC application. As a result, Water Street Coffee Joint has requested that the "applicant" on the local approval resolution be changed to "DT Water Street, LLC". Because this is a substantive change, City Commission action is required. The City Clerk has confirmed with the Michigan Department of Licensing and Regulatory Affairs that DT Water Street, LLC and Water Street Coffee Joint, Inc. share the same ownership.

Copies of the agenda item from November 19, 2018 and Resolution 18-81 are attached for reference.

COMMUNITY RESOURCES CONSULTED

No community resources were consulted.

FISCAL IMPACT

There is no fiscal impact related to this recommendation.

ALTERNATIVES

The City Commission could choose not to adopt the corrected resolution. This would be a reversal of City Commission's action on November 19, 2018 and could prevent the Water Street Coffee Joint from obtaining a redevelopment liquor license from the MLCC.

ATTACHMENTS:

	Type	Description
▣	Resolution	Corrected Local Approval Resolution
▣	Background Material	Agenda Item from November 19, 2018
▣	Resolution	Resolution 18-81 Adopted on 11/19/2018



Local Government Approval

(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Kalamazoo City Commission _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ Feb 4, 2019 _____ at _____ 7:00 p.m.
(date) (time)
the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____ DT Water Street, LLC

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Redevelopment Liquor License under Section 521a(1)(b) of PA 501 of 2006 [MCL 436.1521a(1)(b)]

(list specific licenses requested)

to be located at: _____ 315 E. Water Street, Kalamazoo, MI 49007

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ recommends _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ City Commission
council/board at a _____ regular _____ meeting held on _____ Feb 4, 2019 _____
(regular or special) (date) (township, city, village)

Scott A. Borling

02/04/2019

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: Rebekah Kik, Community Planning and Economic Development Director

PREPARED BY: Joy Orr, Administrative Coordinator

DATE: 11/6/2018

SUBJECT: Resolution to recommend the application of Water Street Coffee Joint for a new Redevelopment Downtown Liquor License for use at 315 E Water Street

RECOMMENDATION

It is recommended that the City Commission adopt a resolution to recommend the application of Water Street Coffee Joint for a new Redevelopment Downtown District Liquor License under Section 521a of PA 501 of 2006. The project is located within the city's existing Downtown Development Authority, at 315 E Water Street.

BACKGROUND

Project Description: The requested Redevelopment Liquor License is a core element in the plan to promote the growth and expansion of Water Street Coffee Joint. Water Street Coffee Joint's humble beginnings date back to Kalamazoo, MI, in 1992, and now it employs over 100 people and serves more than 1,000 people daily at five cafe locations. The addition of beer, wine, and high quality craft cocktails will capture more evening business and create a unique and intimate social hub for Kalamazoo locals and guests.

Planned Investment: The total investment planned is \$56,700. An estimated \$9,200 will be for building improvements and furnishings, with another \$7,000 for bar, kitchen and other equipment. The balance, approximately \$40,500, will be for inventory, extensive training, marketing, and other expenses.

Planned Job Creation and Wages: 1 full-time and either 2 full-time or 5 part-time employees are expected to be employed.

Planned Involvement in Downtown Community: The owners are strongly motivated to create a positive and intimate dining experience among customers and future customers. They will continue to embrace their reputation for utilizing local ingredients, and hand crafting their cocktails with high-end spirits, seasonal ingredients, and mixers made from scratch.

Michigan legislation that governs this license requires at least \$75,000 be invested, allowing applicants to include investments from the previous five years, and that seating for at least 25 must be provided. Within the last five years, \$129,266 has been contributed to redevelopment of the 315 E Water Street location, and 30 seats are available for patrons. The Downtown Development Authority staff reviewed Water Street's application and determined that both of these obligations have been met.

COMMUNITY RESOURCES CONSULTED

The City of Kalamazoo Downtown Development Authority held a public hearing on this application at its regular monthly meeting on September 17, 2018. A copy of the minutes of that meeting are publicly available and reflect a unanimous approval of this liquor license application. Further, Economic Development staff of the private, non-profit group, Downtown Kalamazoo, Inc., supported this license application at their meeting on July 9, 2018. City staff believes the community resources consulted were appropriate and sufficient to satisfy this objective.

FISCAL IMPACT

The owner of Water Street Coffee Joint has a total private investment of \$572,500 in the business with the additional total new investment of \$56,700.00. Job creation is looking at 1 more full-time management position and 2 more full-time, or at least 5 part-time, server positions. With the employment levels and wages planned, an additional \$62,000 a year in new downtown payroll should be created annually by the new business.

ALTERNATIVES

- The City Commission could choose not to approve the resolution to recommend the application for a new Redevelopment Downtown District Class C Liquor License. Such action would substantially compromise the initial and on-going viability of this project.
- The City Commission could choose to approve the resolution, as recommended.

ATTACHMENTS:

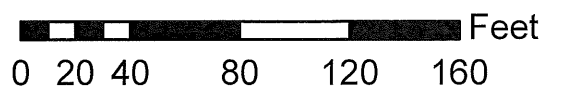
	Type	Description
▢	Map	Map of Redevelopment License Operating Location
▢	Minutes	DDA 09/17/2018 Public Hearing and Meeting Minutes
▢	Resolution	Local Governing Body Approval Resolution

WATER STREET COFFEE JOINT
315 E WATER STREET
06-15-410-001



Legend

-  315 E WATER STREET
-  RAILROAD
-  PARCELS



**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS REGULAR MEETING MINUTES
SEPTEMBER 17, 2018**

PRESENT: Jeff Breneman, Patti Owens, Carl Brown, Greg Taylor, Ryan Wieber, Susan Lindemann, Bob Miller, Grant Fletcher, Bjorn Green, Mayor Bobby Hopewell, Stephanie Hinman

ABSENT: None

STAFF: Deb Houseman, Andrew Haan, Meghan Behymer, Sue Huggett, Patrick Halpin, Jennifer Jelenek

OTHER: Andrew Vorbrich, Mark Smutek

I. CALL TO ORDER

DIRECTOR TAYLOR CALLED THE MEETING TO ORDER AT 3 P.M.

II. ROLL CALL

PRESENT: Jeff Breneman, Patti Owens, Carl Brown, Greg Taylor, Ryan Wieber, Susan Lindemann, Bob Miller, Grant Fletcher, Bjorn Green, Mayor Bobby Hopewell, Stephanie Hinman

ABSENT: None

III. ADOPTION OF AGENDA

DIRECTOR OWENS MOTIONED TO ADOPT THE SEPTEMBER 17, 2018 AGENDA. DIRECTOR HINMAN SECONDED. MOTION CARRIED.

IV. MINUTES – August 20, 2018

Director Taylor noted the date for the public hearing was incorrect. The date should be September 17, 2018.

DIRECTOR LINDEMANN MOTIONED TO APPROVE THE AUGUST 20, 2018 MINUTES WITH THE PUBLIC HEARING DATE CHANGE. DIRECTOR OWENS SECONDED. MOTION CARRIED.

V. FINANCIAL REPORT –

Deb Houseman provided an overview of the newly formatted financial report. She noted changes to the presentation of the financial report included the addition of the Monthly Budget, Monthly Variance, Year to Date Budget and YTD Variance columns.

Director Mayor Hopewell asked if there is an expected loss of revenue in parking

due to the construction. Leslie Hoffmann said that meter revenue is up right now due to many of the construction projects paying for meter spots. She noted that it may decrease the enforcement revenue.

DIRECTOR MAYOR HOPEWELL MOTIONED TO APPROVE THE 2 MILL AND TIF AUGUST 2018 FINANCIAL REPORT AND THE TPM JULY 2018 FINANCIAL REPORT. DIRECTOR OWENS SECONDED. MOTION CARRIED.

Director Owens thanked Deb Houseman for her efforts in creating the new format of the financial report.

VII. PUBLIC HEARING – DDA Redevelopment Liquor License Request for Water Street Coffee Joint, 315 E. Water Street

Mark Smutek, the owner of Water Street Coffee Joint, provided a brief overview of the request for a liquor license. He noted that his other locations have liquor licenses. With the liquor license, Water Street Coffee Joint wants to provide cocktails that will pair with their menu.

DIRECTOR TAYLOR OPENED THE PUBLIC HEARING AT 3:19 P.M.

No comments from the public were received.

DIRECTOR MAYOR HOPEWELL MOVED TO APPROVE THE WATER STREET COFFEE JOINT REQUEST FOR A LIQUOR LICENSE. DIRECTOR FLETCHER SECONDED. ROLL CALL VOTE 11-0. MOTION CARRIED.

ROLL CALL VOTE

YAY - Jeff Breneman, Patti Owens, Carl Brown, Greg Taylor, Ryan Wieber, Susan Lindemann, Bob Miller, Grant Fletcher, Bjorn Green, Mayor Bobby Hopewell, Stephanie Hinman

NAY – None

ABSTAIN - None

**VII. DISCUSSION ITEMS
A. Downtown Report**

Andrew Haan provided an overview of the proposed Downtown Economic Growth Authority to be voted on at the City Commission meeting on October 15, 2018. Public and partner outreach continues up until the vote. He noted that work is ongoing on developing a TIF plan for the proposed DEGA. DKI is coordinating with the City on board structure of the DEGA.

October 1 there will be an open call for the Citizen Coalitions along with the rebranding of Downtown Kalamazoo Incorporated.

Director Owens asked what happens to the DDA Board if the new DEGA is established. Andrew Haan said that more information on this is forthcoming at the next DDA Board meeting.

Andrew Haan asked all DDA Board members to attend the City Commission vote at the October 15 meeting. Director Taylor thanked Andrew for his work. Andrew thanked City staff for their work.

VIII. COMMITTEE REPORTS (Time Permitting)

A. Transportation, Parking, & Mobility

Andrew Haan noted that the parking plan process is still underway and will continue throughout the fall.

B. Capital Improvements – No report given.

C. Project Review - No report given.

D. Citizens Council - No report given.

E. Safety - No report given.

IX. DIRECTOR COMMENTS

Director Miller noted WMU Homecoming is Oct. 5-7. Students will be giving away flags to downtown businesses the week before. 20x25 foot flag on the Exchange building. Public input sessions on new buildings on Stadium – student housing, student village, restaurant, retail, potentially a hotel.

Director Hinman noted three shows this weekend. She noted with development projects coming into downtown, it is important to keep environmental impact at the forefront.

Director Mayor Hopewell noted that Davis Park skate park opens today.

Director Wieber noted the welcomed sight of development in downtown.

Director Owens said that following a BRA executive committee meeting, she sent an email to CEO of Consumers Energy regarding the construction in downtown Kalamazoo. She noted the lack of communication regarding construction in downtown. Andrew Haan noted the weekly construction newsletter sent out by DKI.

X. PUBLIC COMMENTS – No public comments

XI. ADJOURNMENT

DIRECTOR TAYLOR ADJOURNED THE MEETING AT 4:15 P.M.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Resolution 18-81

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Kalamazoo City Commission council/board
(regular or special) (township, city, village)
called to order by Vice Mayor Knott on Nov 19, 2018 at 7:00 p.m.
(date) (time)

the following resolution was offered:

Moved by Commissioner Cooney and supported by Commissioner Urban
that the application from Water Street Coffee Joint Inc.

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Redevelopment Liquor License under Section 521a of PA 501 of 2006
(list specific licenses requested)

to be located at: 315 E. Water Street, Kalamazoo, MI 49007

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it recommends this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: 5
Nays: 0
Absent: 2

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City Commission
council/board at a regular meeting held on Nov 19, 2018 (township, city, village)
(regular or special) (date)

Scott A. Borling

11/19/2018

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: Clyde J. Robinson, City Attorney

PREPARED BY: Clyde J. Robinson, City Attorney

DATE: 1/24/2019

SUBJECT: Dedication and Acceptance of Roadway by User

RECOMMENDATION

It is requested and recommended that the City Commission recognize and accept that a one-block extension of Eleanor Street and the unnamed alley way between E. Water Street and E. Kalamazoo Avenue adjacent to the Arcadia Festival Site, have been regularly and consistently used by the public so as to become dedicated roadways by user consistent with the requirements of statutory and common law, and to formally recognize the alley by the name it has long been informally known, as Koopsen's Alley.

BACKGROUND

In 2004 the City of Kalamazoo sold parking spaces to the Arcadia Condominium Association on a 14 year land contract. The Condominium Association made its last payment in December 2018 and the City needs to issue a warranty deed for the parking spaces that were sold. Those spaces lie on both sides of an alley that runs between E. Water St. and E. Kalamazoo Ave adjacent to the Arcadia Festival Site. In order to provide a deed to the parking spaces the title company doing the research has requires evidence from the City that the parking spaces are adjacent to a public roadway. In speaking with both the Traffic Engineer and Deputy City Assessor, while the alley has been publically used and the City has exercised control over it, including selling parking spaces to other owners of property adjacent to the alley, and authorizing its use it in conjunction with events at Arcadia Festival Site, evidence that the City has title to the alley way is less than clear.

However, because the public and the City has used the alley way as roadway over a consecutive period of 10 years in an "open and notorious" manner, the statutory and common law requirements for dedication of the alley as a "roadway by user" have been met, permitting the City Commission to take action accepting the alley as a public road. Taking this action will permit the City to provide the title company with the evidence it needs to be satisfied that the parking spaces sold by the City are accessible by the condominium association. It also removes the uncertainty regarding the legal status of the alley.

In the course of determining the legal status of what is informally referred to as Koopsen's Alley, City staff became aware that the one-block extension of Eleanor Street east of N. Burdick Street had never been formally dedicated and accepted as a public street. Like Koopsen's Alley, this one-block extension of Eleanor Street has also been continuously used and maintained as a public street for the required statutory period of 10 years so as to also qualify as a roadway by user.

COMMUNITY RESOURCES CONSULTED

None, although the Downtown Kalamazoo Partnership has been informed of the City’s intent to take the recommended action embodied by this Resolution, and has posed no objection.

FISCAL IMPACT

Insignificant

ALTERNATIVES

None. In the absence of recognizing the alley as publically used, the City could not provide evidence of a public road for those entities which have purchased parking spaces from the City adjacent to Koopsen’s Alley. This would likely lead to a lawsuit for breach of contract. It might also call into question the appropriateness of the public parking in this area, as well the expenditure of public resources on the upkeep of the alleyway. Finally, failure to recognize the existence of the continuous public use and control over the alley and the Elenaor Street extension might lead to their closure, creating access problems for adjacent property owners, access by Public Safety police and fire equipment, and use of the area in connection with events at the Arcadia Festival Place.

ATTACHMENTS:

Type	Description
▣ Resolution	Koopsen's Alley Resolution
▣ Map	Koopsen's Alley Site Map

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. _____

**A RESOLUTION DEDICATING AND ACCEPTING A ONE-BLOCK EXTENSION OF
ELEANOR STREET AND A PUBLIC ALLEY LOCATED BETWEEN EAST
KALAMAZOO AVENUE AND EAST WATER STREET, AS ROADWAYS BY USER**

Minutes of a regular meeting of the City Commission of the City of Kalamazoo held on February 4, 2019, at 7:00 o'clock p.m., local time at the City Hall.

PRESENT, Commissioners:

ABSENT, Commissioners:

Recitals:

The City of Kalamazoo is empowered with the authority to recognize roadways which have become publically dedicated by at least 10 years of open and continuous public use and which otherwise satisfy the conditions set forth by statute, MCL 221.20 and the common law.

The City Commission takes notice and recognizes that the one-block extension of Eleanor Street east of North Burdick Street, consists of a defined line, has been regularly, openly, and notoriously used by the public as a public street for more than 10 consecutive years, and the City of Kalamazoo has exercised dominion and exclusive control over the street, including expending public labor and materials toward its maintenance.

The City Commission takes further notice and recognizes that the unnamed alley located between East Water Street and East Kalamazoo Avenue, west of and adjacent to the Arcadia Festival Place, consist of a defined line, has been regularly, openly, and notoriously used by the public as an alleyway for more than 10 consecutive years, and the City of Kalamazoo has exercised dominion and exclusive control over the alley, including expending public labor and materials toward its maintenance.

THEREFORE, IT IS RESOLVED THAT:

1. The one-block extension of Eleanor Street east of North Burdick Street, as depicted on the attached map, is recognized as a public roadway dedicated by continuous public use and municipal control; and in conformity with applicable statutory and common law, is formally accepted as such by the City Commission, being more specifically described as:

A parcel of land located in Section 15, Town 2 South Range 11 West being part of Lot 291 of the Original Plat of the Town (now City) of Kalamazoo recorded in Liber

6 of Plats Page 8, Kalamazoo County Register of Deeds, more particularly described as follows:

Beginning at the intersection of the east line of North Kalamazoo Mall and the south line of Eleanor Street as extended east; thence East approximately 132 feet along the south line of Eleanor Street as extended east to the west line of an alley; thence North 66 feet parallel with the east line of North Burdick Street along the west line of an alley to the north line of Eleanor Street as extended east; thence West approximately 132 feet along the north line of Eleanor Street as extended east to the east line of North Burdick Street; thence South 66 feet along the east line of North Burdick Street to the point of beginning.

2. The alley, as depicted in the attached map, is recognized as a public roadway dedicated by continuous public use and municipal control; and in conformity with applicable statutory and common law, is formally accepted as such by the City Commission, and is to be known as Koopsen's Alley, being more specifically described as:

A parcel of land located in Section 15, Town 2 South Range 11 West being part of Lots 246, 248, 286, 289, 290, 291 and 292 of the Original Plat of the Town (now City) of Kalamazoo recorded in Liber 6 of Plats Page 8, Kalamazoo County Register of Deeds, more particularly described as follows:

Commencing at intersection of the east line of North Burdick Street (now called North Kalamazoo Mall) and the north line of East Water Street as shown in the PLAT OF THE TOWN (NOW CITY) OF KALAMAZOO, Liber 6 of Plats Page 8; thence East 113.0 feet along the north line of East Water Street; thence North 7.5 feet parallel with the east line of North Kalamazoo Mall; thence East 20.0 feet parallel with the first course to the point of beginning, said point being on the north line of East Water Street located at a point 132 feet East of the east line of North Kalamazoo Mall as measured perpendicular to said east line; thence North approximately 279 feet parallel with the east line of North Kalamazoo Mall to the south line of Eleanor Street as extended east; thence North 66 feet parallel with the east line of North Burdick Street to the north line of Eleanor Street as extended east; thence West along the north line of Eleanor Street as extended east to a point 100 feet East of the east line of North Burdick Street; thence North parallel with the east line of North Burdick Street to a point 177.88 feet South of the south line of Kalamazoo Avenue; thence East 31.37ft parallel with the north line of Eleanor Street as extended east; thence North parallel to the east line of North Burdick Street to the south line of Kalamazoo Avenue; thence East approximately 40 feet along the south line of Kalamazoo Avenue; thence South approximately 255 feet parallel with the east line of North Burdick Street; thence West approximately 21 feet parallel with the south line of Kalamazoo Avenue; thence South approximately 338 feet parallel with the east line of North Kalamazoo Mall to the north line of East Water Street; thence Southwesterly along the north line of East Water Street to the point of beginning.

3. The City Manager is authorized to sign any additional documents besides this resolution that are necessary to reflect this public roadway dedication and acceptance.

4. The City Clerk of the City of Kalamazoo shall record certified copies of this resolution with the Kalamazoo County Register of Deeds and the State Treasurer.

The above resolution was offered by Commissioner_____and supported by Commissioner_____.

AYES, Commissioners:

NAYS, Commissioners:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kalamazoo at a regular meeting held on February 4, 2019. Public notice was given and the meeting was conducted in full compliance with the Michigan Open Meetings Act (PA 267, 1976). Minutes of the meeting will be available as required by said Act.

Scott A. Borling, City Clerk



Kalamazoo Ave

E Kalamazoo Ave

E Kalamazoo Ave

Proposed extension
of Eleanor Street

Eleanor St

Proposed Alley

Arcadia
Festival
Site

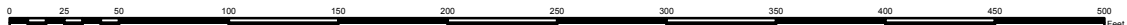
N Edwards St

E Water St

N Burdick St

N Kalamazoo

Kalamazoo Valley
Community College





Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

PREPARED BY: Dorla Bonner

DATE: 12/27/2018

SUBJECT: Sale of City-owned vacant lot located at 318 Stockbridge

RECOMMENDATION

It is recommended that the City Commission approve the sale of the city-owned vacant lot at 318 Stockbridge to HML Real Estate, LLL for \$32,500.

BACKGROUND

On July 7, 2009, the City acquired the parcel of real estate from the State of Michigan, identified as Parcel No. 06-22-384-002 with the address of 318 Stockbridge ("Property"). When the City purchased the Property it included a gas station, which was demolished in November 2010, due to its deteriorated condition. The City was able to demolish the deteriorated property with use of State funding which has resulted a vacant lot. The lot has been on the market for sale since March 2016. The Purchaser is an Illinois limited liability company that acquires and leases commercial properties and parking lots. HML is interested in acquiring the property for use as a parking lot.

The purchaser is paying the listed amount of \$32,500.

COMMUNITY RESOURCES CONSULTED

None.

FISCAL IMPACT

Vacant properties held by the City with no intended community purpose will result in a tax liability to the City.

The sale will be a net gain to the City of Kalamazoo.

ALTERNATIVES

The City Commission may elect to deny the request to sell 318 Stockbridge. This alternative is not recommended as the key outcome of acquiring this property was to eliminate the blight and allow property to be added back to the tax rolls of the City of Kalamazoo.

ATTACHMENTS:

Type Description

- ▢ Report Redevelopment and Purchase Agreement

REDEVELOPMENT AND PURCHASE AGREEMENT

This Agreement is entered into between HML REAL ESTATE, whose address is 215 Post Rd. Buchanan, MI 49107 ("Purchaser"), and the CITY OF KALAMAZOO, a Michigan municipal corporation, whose address is 241 West South Street, Kalamazoo, Michigan 49007 ("the City"), and

Recitals:

A. On July 7, 2009, the City acquired the parcel of real estate from the State of Michigan, identified as Parcel No. 06-22-384-002 with the address of 318 Stockbridge ("Property"). When the City purchased the Property it included a gas station, which was demolished November 2010, due to its deteriorated condition.

B. The City was able to demolish the deteriorated property with use of State funding which has resulted a vacant lot. The lot has been on the market for sale since March, 2016.

C. The Purchaser is an Illinois limited liability company that acquires and leases commercial properties and parking lots. HML is interested in acquiring the property for use as a parking lot.

D. The City believes that Purchaser's acquisition and redevelopment of the Property will benefit the neighborhood.

E. Purchaser and the City desire to enter into this Redevelopment and Purchase Agreement (the "Agreement") for the mutual benefit of both parties, subject to the following terms and conditions.

NOW, THEREFORE, the parties agree as follows:

1. DESCRIPTION OF THE PROPERTY. The Property is a vacant lot and presently unimproved parcel of land located at 318 Stockbridge in the City and County of Kalamazoo, State of Michigan, and is more fully described as follows:

A parcel of property situated in Section 22, Town 2, Range 11, commencing on the South line of Stockbridge Avenue at a point 50 feet East of the North-South 1/4 line of Section 22; running thence southerly parallel with said 1/4 line 115 feet; thence West parallel with the South line of Stockbridge Avenue 50 feet to said North-South 1/4 line; thence South along said 1/4 line 226.37 feet more or less to a point 859.75 feet North of the South line of Section 22; thence West parallel with the South line of Section 22 to a point 739.53 feet East of the East line of Burdick Street; thence Northerly 342 feet more or less to the South line of Stockbridge Avenue; thence East on the South line of Stockbridge Avenue

138.5 feet more or less to place of beginning. (approximately .83 acres)
Parcel ID: 06-22-384-002

2. CONSIDERATION. Purchaser agrees to purchase the Property from the City for the sum of thirty two thousand, five hundred (\$32,500) (the "Purchase Price"), and other good and valuable consideration as set forth in this Agreement. The City agrees to convey good and marketable title to the Property by warranty deed (subject only to the exceptions that are permitted by this Agreement) to Purchaser simultaneously upon receipt of the Purchase Price, subject to the following terms and conditions of this Agreement

3. TITLE INSURANCE. At the sole option and expense of Purchaser it may obtain a commitment to issue an owner's title insurance policy insuring Purchaser ("Title Commitment"). The Title Commitment must be acceptable to Purchaser in the reasonable exercise of Purchaser's sole discretion. The City shall provide any surveys, affidavits and certificates required by the title insurance company if Purchaser elects to have the title policy without exceptions or with additional endorsements. Purchaser is responsible for paying the premium for the title policy and any added premium charged for a policy without exceptions and any such additional endorsements.

If Purchaser has obtained a Title Commitment, it shall notify the City within twenty (20) days after Purchaser's receipt of the Title Commitment whether there are any unacceptable issues ("Defects") regarding title for which City is responsible. The City shall remove each Defect for which it is responsible at its expense on or before the closing date. If the City fails or refuses to remove any Defect, then Purchaser may: (i) proceed to closing, waiving the Defect at issue; or (ii) terminate this Agreement by a written notice to City, in which case the Deposit shall be promptly returned to Purchaser, and neither City nor Purchaser shall have any further liability to the other under this Agreement.

City agrees not to take any action between the time of execution of this Agreement and the closing that will cause any lien or encumbrance to the Property.

4. INSPECTION. Purchaser and its agents, consultants, and designees ("Purchaser's Agents") may from time to time inspect the Property prior to the closing, and may enter the Property to perform the inspections referenced in this Agreement. Promptly upon City's acceptance of this Offer, City shall provide to Purchaser, or make available for review by Purchaser and/or Purchaser's agents, copies of any prior environment assessments, title commitments or surveys for the Property.

5. CITY'S REPRESENTATIONS AND WARRANTIES. To the best of its knowledge, the City represents and warrants to Purchaser, which representations and warranties shall be true to the closing date, as follows:

A. There are no claims, legal proceedings or investigations by governmental entities relating to the Property, other than any lien against the Property for the

costs incurred by the City in acquiring or improving the Property, which will be waived at closing.

B. The Property is free and clear of all violations of applicable laws, ordinances, orders, codes, rules, regulations, building and use restrictions, and other legal requirements.

C. There are no agreements, contracts, or leases, written or oral, which affect the Property in any manner other than this Agreement;

D. There is no pending or proposed special assessment affecting or which may affect the whole or any part of the Property; and

E. All necessary action to approve, execute, deliver, and perform this Agreement has been taken by City, and this Agreement is the valid and binding obligation of City, enforceable against City in accordance with its terms.

6. CONTINGENCIES. The obligation of Purchaser to close the purchase of the Property is contingent upon:

A. Purchaser's reasonable satisfaction with the results of its inspections, environment assessments/reports or other due diligent activities regarding the Property;

B. All representations and warranties of the City set forth in this Agreement being true as of the closing date;

C. The City having timely performed its obligations by the date of closing.

If any contingency is not satisfied by the date of closing, including any extension permitted under Paragraph 12, then Purchaser may terminate this Agreement by written notice to City.

7. PURCHASER COMMITMENT. As further consideration for this Agreement, Purchaser will obtain a Building Permit and commence with construction of a single-family dwelling in compliance with applicable City zoning requirements on the Property within one year of the closing.

8. ENVIRONMENTAL ASSESSMENT. Within 30 days from the effective date of this Agreement, Purchaser shall, at its own expense and for its own benefit, conduct all appropriate inquiry within the meaning of Part 201 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended, (Act 451). If such inquiry identifies the Property as a facility, Purchaser shall complete and submit a Baseline Environmental Assessment ("BEA") to the Michigan Department of Environmental Quality ("MDEQ") as provided under Act 451 (collectively, Due Diligence Activities). Purchase shall also maintain on file a Due Care Plan.

After completion of the Due Diligence Activities, Purchaser shall have 5 days to give written notice to the City of its election to terminate the Agreement. If written notice is not timely given to the City Purchaser is considered to have accepted the Property in its "AS IS" condition. The closing shall then occur within the next 30 days (or within 60 days of the effective date of this Agreement), provided however, that all other contingencies under this Agreement have been met or completed. If the Purchaser notifies the City of its intent to terminate this Agreement in accordance with this Paragraph 8, neither party shall have any further rights or obligations under this Agreement.

9. CITY COMMITMENTS. The City agrees to complete the following:

A. Provide copies of all available environmental reports in its possession for the Property. If there are any facts or conditions contained in the reports which are unacceptable to Purchaser, Purchaser shall have the right to terminate this Agreement by giving written notice to the City as provided in Paragraph 8.

C. No official, board member, officer or employee of the City or the City is personally liable to Purchaser or its successor in interest upon a breach or default by the City for any amount payable to Purchaser or its successor or any obligation under this Agreement.

10. CLOSING. Subject to Paragraph 8, the closing shall occur on a date mutually agreed upon by the parties, but in no event later than 60 days from the effective date of this Agreement. Regardless of the preceding, Purchaser shall have the right to extend the closing date for up to an additional 30 days to complete necessary Due Diligence Activities or to attempt to satisfy contingencies. .

11. POSSESSION. Purchaser shall be entitled to sole and exclusive possession upon payment of the purchase price and receipt of the warranty deed to the Property.

12. TAXES. The Property is currently exempt from the payment of taxes. Beginning with December 31 of the year in which Purchaser acquired the Property, Purchaser shall be responsible for the taxes, if any, levied against the Property and the personal property located within the Property.

13. ENVIRONMENTAL CONCERNS. Purchaser, having the opportunity to conduct Due Diligence Activities regarding the Property, accepts the Property in "AS IS" condition. The City makes no representations regarding environmental hazards or liabilities on or relating to the Property. The City is under no obligation to perform any cleanup or other remedial action.

14. CITY APPROVAL. The approval by the City Commission for the City of Kalamazoo is required before this Agreement is effective and binding. If such approval

is not made within 60 days after Purchaser has signed this Agreement, it shall be deemed null and void and of no force and effect.

15. SURVEY. Purchaser, at its option and expense, may obtain an ALTA survey of the Property ("Survey"). If there are any facts or conditions related to the Survey that adversely impact the Project, Purchaser shall provide notice to the City within 10 days after receipt of the survey, identifying in detail any unacceptable facts or conditions that Purchaser requests the City to cure. If the City is unable or unwilling to cure these facts or conditions within 30 days after receipt of the notice from Purchaser, Purchaser shall have the option to either (i) waive such defects and proceed to closing; or (ii) terminate this Agreement.

16. TIME IS OF THE ESSENCE. The parties agree that in all matters relating to this Agreement, time is of the essence.

17. MAINTENANCE AND CLOSURE. In the event that Purchaser, or any affiliate or subsidiary, shall terminate business operations on the Property, Purchaser agrees to continue to maintain the property in an attractive manner. Furthermore, Purchaser agrees to comply with applicable law with respect to environmental releases for which it is responsible.

18. NOTICES. Any notice or other communication under this Agreement by one party to the other shall be in writing, signed by an authorized representative and delivered in person or by certified mail, postage prepaid with return receipt requested to the following:

Purchaser: HML Real Estate
215 Post St.
Buchanan, MI 49107

City: City of Kalamazoo
ATTN: City Manager
241 West South Street
Kalamazoo, MI 49007

w/copies to the City Attorney

Each party shall notify the other of any changes in the address for the receipt of notices.

19. Miscellaneous.

A. This Agreement shall bind and benefit the City, Purchaser and their respective successors or assigns.

B. This Agreement may not be amended, altered or modified unless done in writing and signed by representatives of the parties who are so authorized.

C. This Agreement may be signed in counterparts, which together shall comprise a single agreement.

D. This Agreement and the exhibits to this Agreement contain all of the representations and statements by the City and Purchaser to one another and express the entire understanding between them with respect to the Purchase. All prior and contemporaneous communications concerning the Purchase are merged in and replaced by this Agreement.

Dated: _____, 2019

City of Kalamazoo

By: _____

James K. Ritsema

Its: City Manager

Dated: _____, 2019

HML Real Estate

By: _____

Alexander M. Leoniwicz

Its: Vice-President



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: Christina Anderson, City Planner

PREPARED BY: Rob Bauckham, Senior Development Planner

DATE: 1/18/2019

SUBJECT: Vacate a segment of Cooley Street

RECOMMENDATION

Approve the vacation of the 209-foot-long segment of Cooley Street north of W. Kalamazoo Avenue with the condition that an easement be provided to the Public Services Department for access to the underground utilities for maintenance purposes.

BACKGROUND

This paved segment of Cooley Street is 60 feet wide and 209 feet long. It dead ends at the Michigan Central Railroad right-of-way. The Kalamazoo Community Mental Health and Substance Abuse Services owns the parcels abutting both sides of the street, and the parcels contain buildings and parking areas for the agency. The street segment only serves these two parcels. The railroad property is elevated; there are no plans by the City to connect this segment of Cooley Street with the north segment on the other side of the railroad property.

The applicant is asking for this segment of Cooley Street to be vacated in order to combine it with the agency's two adjacent parcels. It would become the main entrance to the applicant's facilities and would allow expansion of the parking facilities. If the street vacation is approved, the applicant will need to submit a site plan for the expanded parking lot.

POLICY CONSIDERATIONS

All street vacation requests are subject to the requirements of the City's Street Vacation Policy, which was adopted in 1992. The Planning Commission is required to hold a public hearing to review each request, and then provide a recommendation to the City Commission. The City Commission provides the final decision on all such requests. The City Commission is not required to hold a public hearing on the request. The applicant has submitted all necessary forms and supporting documents.

The Public Safety and Public Services Departments have both been contacted regarding this request. No objections were raised by staff from those offices. When most streets and alleys are vacated, the Public Services Department normally requests to be provided with an easement for any underground utilities in the property for maintenance purposes, and to make adjustments to the utilities as needed. Sanitary sewer and

storm sewer utilities exist in this portion of Cooley Street. The Public Services Department staff has requested an easement to access these utilities for maintenance purposes if the street is vacated.

For most street vacation requests, the applicant is required to pay to the City the fair market value of the land that is vacated, or another amount as directed by the City Commission. The City Assessor's office has calculated the fair market value of this street segment to be \$35,000. If it is vacated, that amount would need to be paid to the City in order to transfer the property. Typically, vacated streets are split down the middle and each half provided to the respective adjacent property owners. In this case, the applicant owns the property on both sides of the street and would be able to acquire all of it.

Staff at the Kalamazoo Downtown Partnership (formerly known as DKI) was contacted about the request. The Partnership does not object to the street segment vacation. No citizen comments have been received by City staff objecting to the street vacation.

The street segment is adjacent to property in the Downtown future land use category. This category is intended for a wide variety of retail, office, entertainment, and residential uses serving the general public.

COMMUNITY RESOURCES CONSULTED

Notices of the request and for the public hearing held by the Planning Commission were mailed to all property owners and occupants located within 300 feet of the street segment requested to be vacated, and a notice was published in the Kalamazoo Gazette. No comments were provided from the public during the hearing. The Planning Commission voted unanimously to recommend to the City Commission to approve the vacation request with the easement condition.

FISCAL IMPACT

The street segment is no longer needed by the City. The City receives a small amount of gas tax money for the street segment from the State of Michigan, which will be eliminated if the street is vacated. However, the City will no longer be required to plow and maintain the street. If vacated, the fair market value of the street segment will be paid to the City. The asset is fully depreciated in the governmental fixed assets, and any funds received will be a gain to the City.

ALTERNATIVES

The City Commission has the option of not approving the street vacation. Since the street segment is not needed by the City and the applicant desires to acquire it to improve their off-street parking facility, it is recommended that the City Commission approve the request.

ATTACHMENTS:

Type	Description
☐ Aerial Photo	Aerial photo
☐ Map – Existing Zoning	Existing zoning map
☐ Map - Existing Land Use	Existing land use map
☐ Map – Future Land Use	Future land use map
☐ Map	Map for Resolution
☐ Resolution	Resolution

▢ Minutes PC meeting minutes

P. C. #2018.24 - Street Vacation
Vacate Cooley Street between Kalamazoo Avenue
and the Amtrak Railroad property.



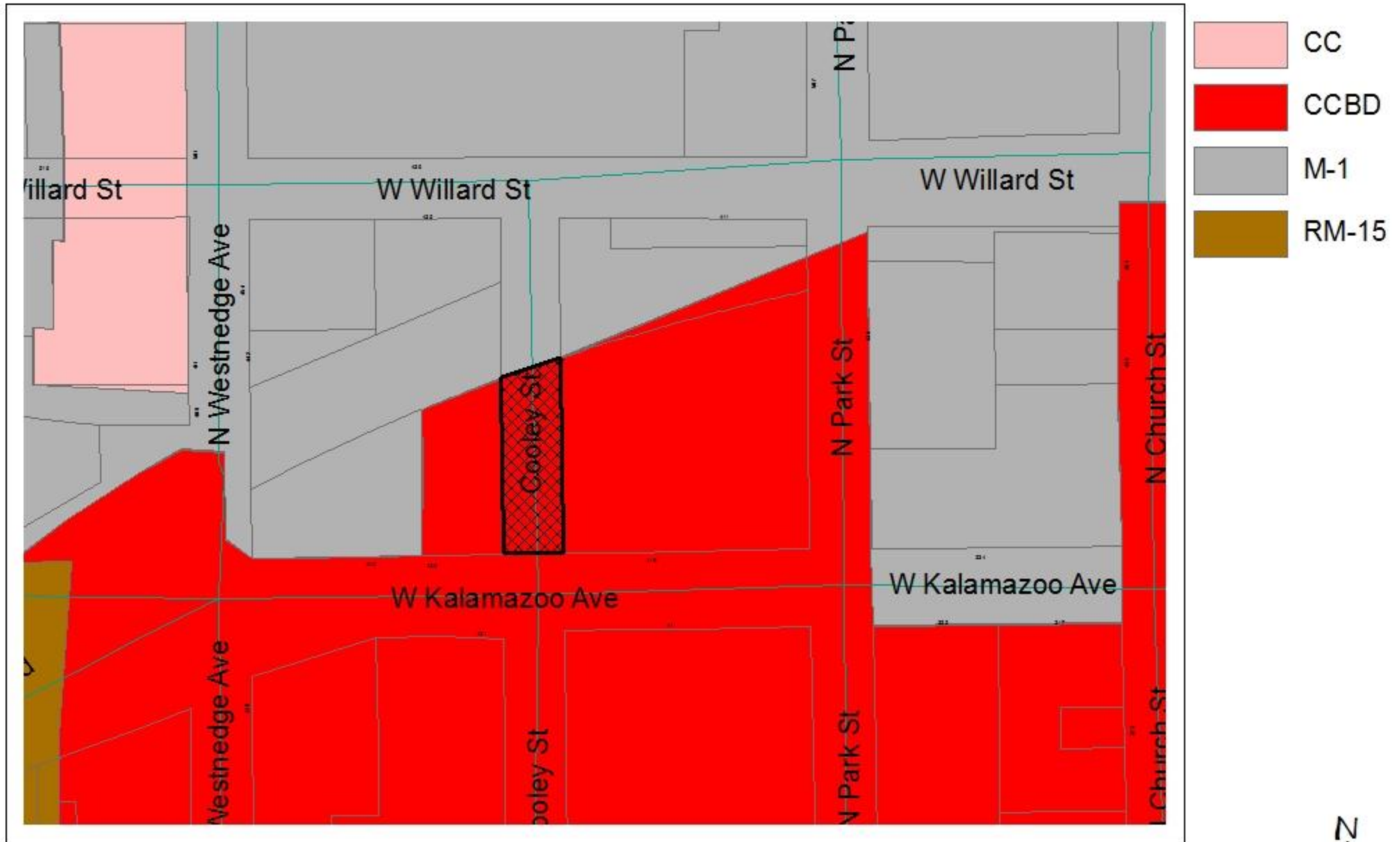
P. C. #2018.24 - Street Vacation
Vacate Cooley Street between Kalamazoo Avenue
and the Amtrak Railroad property.

0 70 140 280 Feet



P. C. #2018.24 - Street Vacation
Vacate Cooley Street between Kalamazoo Avenue
and the Amtrak Railroad property.

**Current
Zoning**

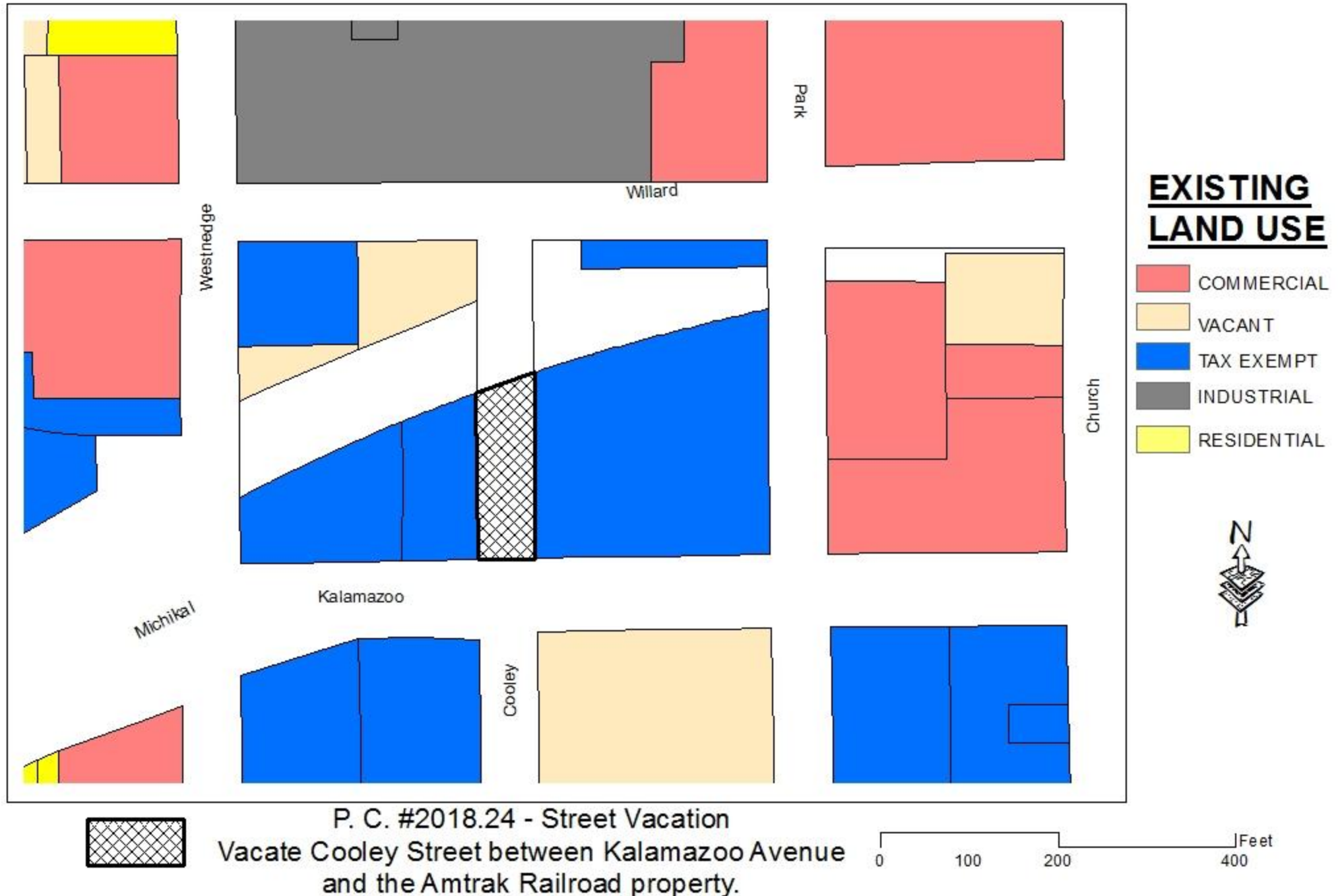


P. C. #2018.24 - Street Vacation
Vacate Cooley Street between Kalamazoo Avenue
and the Amtrak Railroad property.

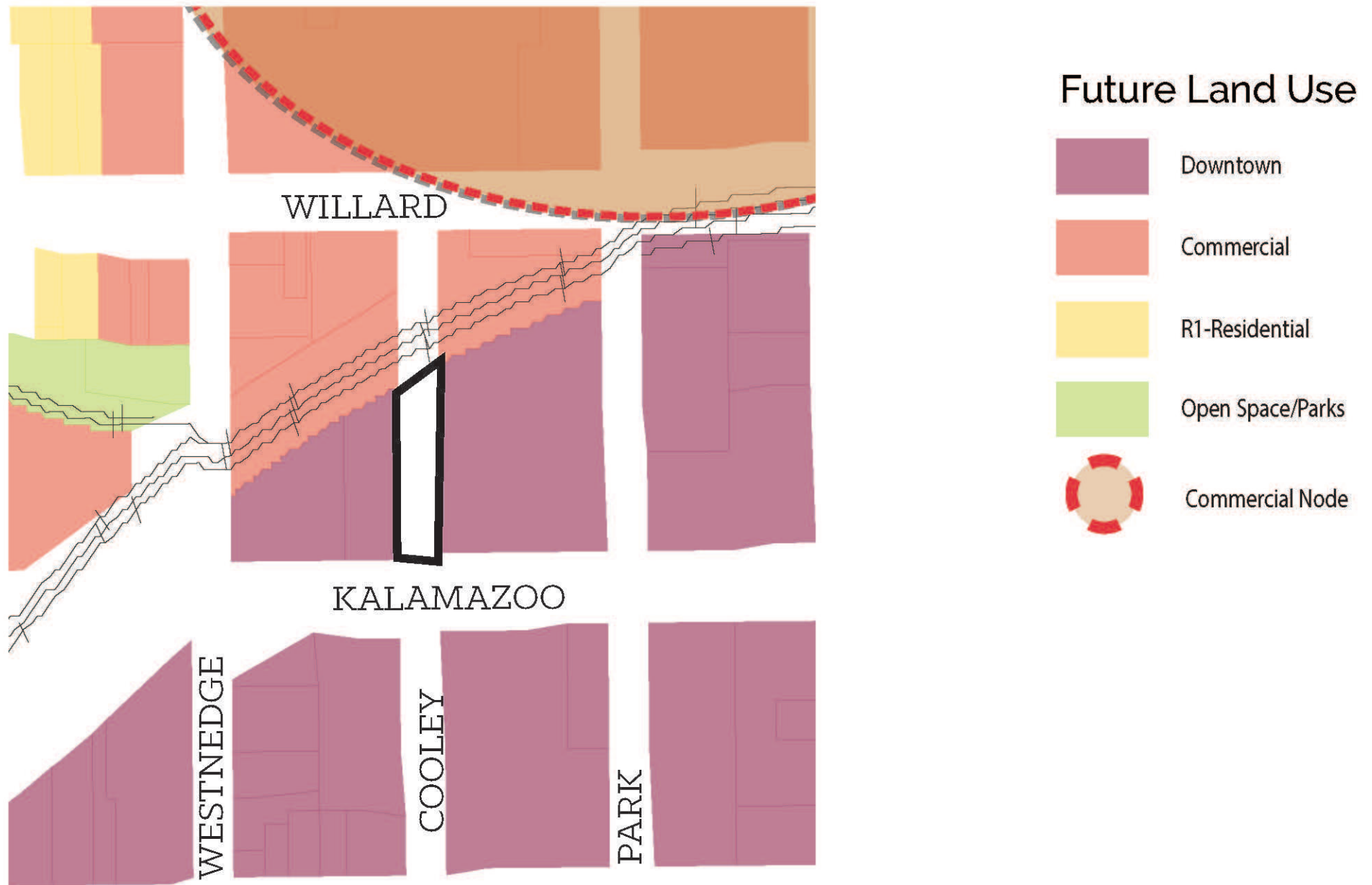
0 60 120 240 Feet



P. C. #2018.24 - Street Vacation
 Vacate Cooley Street between Kalamazoo Avenue
 and the Amtrak Railroad property.

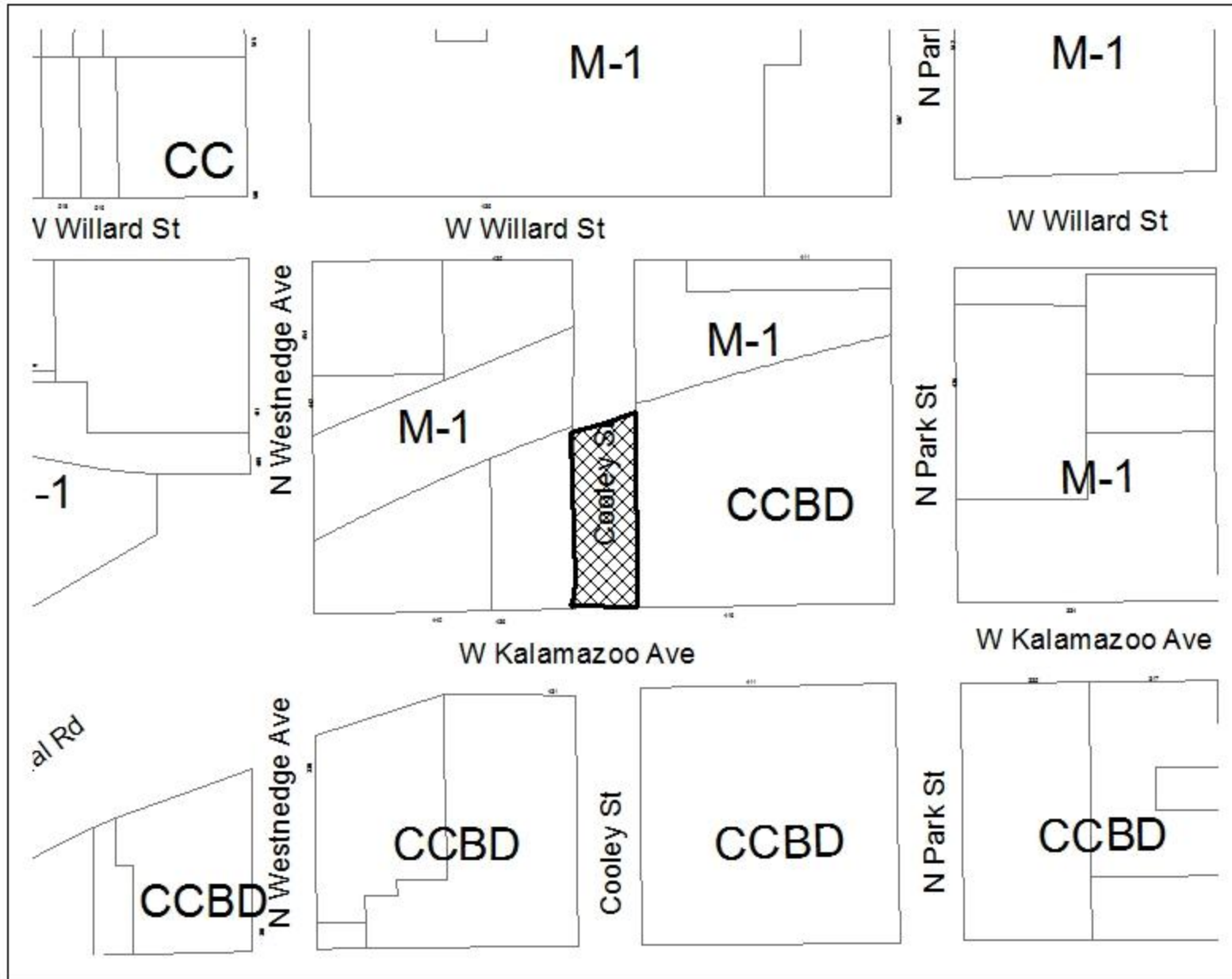


P.C. #2018.24 - Street Vacation
Vacate Cooley St. Between Kalamazoo Ave. and Amtrak Property



P.C. #2018.24 - Street Vacation
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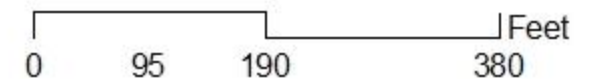


ZONING

- M2 - MANUFACTURING, GENERAL
- M1 - MANUFACTURING, LIMITED
- CCBD - COMMERCIAL, CENTRAL BUSINESS
- CBTR - COMMERCIAL, BUSINESS
- TECHNOLOGY AND RESEARCH
- CC - COMMERCIAL, COMMUNITY
- CNO - COMMERCIAL, NEIGHBORHOOD OFFICE
- CN-1 - COMMERCIAL (LOCAL) NEIGHBORHOOD
- CO - COMMERCIAL, OFFICE
- RM-36 - RESIDENTIAL, MULTI-DWELLING
- RM-15 - RESIDENTIAL, MULTI-DWELLING
- RM-15C - RESIDENTIAL, MULTI-DWELLING
- CAMPUS AREA
- RD-19 - RESIDENTIAL, DUPLEX
- RS-7 - RESIDENTIAL, SINGLE-DWELLING
- RS-5 - RESIDENTIAL, SINGLE-DWELLING



P. C. #2018.24 - Street Vacation
Vacate Cooley Street between Kalamazoo Avenue
and the Amtrak Railroad property.



CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO.

**A RESOLUTION VACATING A 209-FOOT-LONG SEGMENT OF COOLEY STREET
LOCATED BETWEEN WEST KALAMAZOO AVENUE AND THE MICHIGAN
CENTRAL RAILROAD RIGHT-OF-WAY IN THE CITY OF KALAMAZOO,
KALAMAZOO COUNTY, MICHIGAN**

Minutes of a regular meeting of the City Commission of the City of Kalamazoo held on _____, 2019, at 7:00 o'clock p.m., local time at the City Hall.

PRESENT, Commissioners:

ABSENT, Commissioners:

Recitals:

A. The City of Kalamazoo is empowered with the authority to vacate a street pursuant to City Charter Sections 150 and 171, the Constitution of the State of Michigan 1963, Article VII, Section 29, and the Land Division Act, MCL 560.256.

B. The City received a request from the Kalamazoo Community Mental Health and Substance Abuse Services to vacate the segment of Cooley Street located between West Kalamazoo Avenue and the Michigan Central Railroad right-of-way.

C. The street segment requested to be vacated is bordered on both sides by property owned by the Kalamazoo Community Mental Health and Substance Abuse Services and it is primarily utilized by the customers and employees of the agency.

D. The City provided Notice of the Public Hearing before the Planning Commission on vacating this street segment by: (i) publication in the Kalamazoo Gazette; and (ii) mailing the notice first class with postage pre-paid to all listed property owners and occupants of parcels of land abutting this section of the street segment and located within three hundred (300) feet from any point on the boundary line of the street segment.

E. A public hearing was held on January 3, 2019 by the Planning Commission where the public was able to provide testimony pertaining to the vacation of this section of the street.

F. The Planning Commission unanimously recommended that the City Commission vacate the street segment and that it be provided to the Kalamazoo Community Mental Health and Substance Abuse Services.

G. The City Commission finds that the Departments of Public Services and Public Safety no longer require that this street segment remain a public street.

H. The Department of Public Services has requested to be provided with an easement to access the underground utilities in the street segment for maintenance purposes.

I. Under City Commission policy, the Kalamazoo Community Mental Health and Substance Abuse Services have agreed to pay the \$35,000 fair market value of this vacated portion of the street, which was calculated by the Assessor's Office.

J. The City Commission determines that the best interest of the health, welfare, comfort and safety of the citizens of Kalamazoo are met by the vacation of the public street segment as set forth in this resolution.

THEREFORE, IT IS RESOLVED:

1. A certain public street segment, as depicted in the attached map is vacated and discontinued as a public street, and the land area is to be conveyed by quit claim deed to the Kalamazoo Community Mental Health and Substance Abuse Services and combined with 416 W. Kalamazoo Avenue. Said street segment being more specifically described as:

Beginning at the southwest corner of Lot 8 in Block 12 of the Original Plat of the Town (now City) of Kalamazoo, Liber 6 of Plats Page 8; thence North approximately 209 feet along the west line of Lot 8 in Block 12 of said Plat and the west line of Lot 1 in Block 12 of said Plat to the southerly line of the Michigan Central Railroad right-of-way; thence Southwesterly approximately 67 feet along the southerly line of the Michigan Central Railroad right-of-way to its intersection with the east line of Lot 3 in Block 11 of the Original Plat of the Town (now City) of Kalamazoo; thence Southerly approximately 188 feet along the east line of Lot 3 in Block 11 of said Plat and the east line of Lot 4 in Block 11 of said Plat to the Southeast corner of Lot 4 in Block 11 of said Plat, said point also being on the north line of West Kalamazoo Avenue; thence East 66 feet along the north line of West Kalamazoo Avenue to the southwest corner of Lot 8 in Block 12 of said Plat and the point of beginning.

2. An easement shall be provided by the Kalamazoo Community Mental Health and Substance Abuse Services to the City of Kalamazoo for access to the underground utilities in the Cooley Street segment for maintenance purposes.

3. The City Manager is authorized to sign any additional documents besides this resolution that are necessary to reflect this right-of-way vacation and transfer of interest.

4. Upon receipt of evidence that the easement condition set forth above is met, the City Clerk of the City of Kalamazoo shall record certified copies of this resolution with the Kalamazoo County Register of Deeds and the State Treasurer.

The above resolution was offered by Commissioner_____and supported by Commissioner

AYES, Commissioners:

NAYS, Commissioners:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kalamazoo at a regular meeting held on _____, 2019. Public notice was given and the meeting was conducted in full compliance with the Michigan Open Meetings Act (PA 267, 1976). Minutes of the meeting will be available as required by said Act.

Scott A. Borling, City Clerk

City of Kalamazoo
PLANNING COMMISSION
Minutes
January 3, 2019
DRAFT

Second Floor, City Hall
Commission Chambers
241W. South Street, Kalamazoo, MI 49007

Members Present: Rachel Hughes-Nilsson, Chair; Gregory Milliken, Vice Chair; Jack Baartman; Emily Greenman Wright; James Pitts; Charley Coss; Sakhi Vyas; Alfonso Espinosa

Members Excused: Derek Wissner

City Staff: Christina Anderson, City Planner; Robert Bauckham, Senior Development Planner; Beth Cheeseman, Code Administration Clerk/Cashier; Clyde Robinson, City Attorney; Jennifer Gutierrez, Community Investment Secretary; Katie Reilly, Neighborhood Activator

A. CALL TO ORDER

Commissioner Hughes-Nilsson called the meeting to order at 7:02 p.m.

B. ROLL CALL

Planner Anderson proceeded with roll call and determined that the aforementioned members were present.

C. ADOPTION OF FORMAL AGENDA

Planner Anderson informed Commissioners that P.C. # 2018.30, the Parks and Recreation Master Plan, will be postponed to the February Meeting.

Commissioner Greenman Wright, supported by Commissioner Vyas, moved approval of the January 3, 2019 Planning Commission agenda as amended. With a voice vote, the motion carried unanimously.

D. APPROVAL OF MINUTES

Commissioner Greenman Wright, supported by Commissioner Baartman, moved approval of the December 6, 2018 Planning Commission minutes. With a voice vote, the motion carried unanimously.

E. COMMUNICATIONS AND ANNOUNCEMENTS

None

F. PUBLIC HEARINGS

P.C. #2018.24: Request from the Kalamazoo Community Mental Health and Substance Abuse Services to vacate Cooley Street between W. Kalamazoo Avenue and the Amtrak Railroad property. (Postponed from the December 6, 2018 meeting.)

Planner Bauckham reported that this section of Cooley Street dead-ends at the Amtrak Railroad property. The applicant (KCMH) owns the property on both sides of this portion of Cooley Street. If this vacation is approved, they would pay fair market value and could receive all of the property. KCMH would then like the street to be combined with their properties on either side to serve as the main driveway entrance. Kalamazoo Downtown Partnership (formerly DKI), and staff from the Public Safety and Public Services Departments have reviewed the request and have no objections to it. Public Services staff have requested an easement to access the utilities under this street section for maintenance purposes. Planner Bauckham stated that notices were mailed to the neighbors, and no comments were received regarding the request. He went on to review maps and zoning for the area. Planner Bauckham shared the rationale for the City's approval: the street is not needed by the City; access to utilities would still be available for maintenance; this would help the applicant with parking needs. He said the request meets the requirements of the City's street vacation policy. Approval of the request was recommended with the condition of the easement provided for access to the utilities.

Mr. David Anderson, Director of facilities for KMCH and Substance Abuse Services, came forward to speak to the request. He shared that parking is a high priority in that area right now as the county had to give up a paved lot adjacent to the county administration building. This street vacation would help with the parking issue.

Commissioner Hughes-Nilsson opened the public comment portion of the hearing.

No one came forward.

Commissioner Coss, supported by Commissioner Pitts, moved to close the public comment portion of the hearing. A voice vote was taken and passed unanimously.

Commissioner Greenman Wright asked for information about the assessed fair market value of the property. Planner Bauckham stated that the City Assessor is working on it, but he did not have a value at that time.

Commissioner Milliken, supported by Commissioner Greenman Wright, moved to recommend approval of the vacation of this segment of Cooley Street between W. Kalamazoo Avenue and the railroad property with the condition that an easement be provided to the City for access to and maintenance of the underground utilities in this street segment.

A roll call vote was taken and the motion passed unanimously.

P.C. #2018.27: Request from the Lift Foundation to rezone 216, 220, 302, 302 (rear), 308, and 308 Lake Street (rear), and 205 and 209 E. Stockbridge Avenue from Zones M-1, CC, and CN-1 to Zone RM-36. **[Recommendation: recommend to the City Commission to approve the rezoning request.]**

Commissioner Milliken reported that he would abstain from this item due to his employer owning some of the property in and around the area for the rezoning.

Planner Bauckham stepped forward to do the staff report. He reported that all the parcels in the request area are vacant and undeveloped. The applicant would like to rezone the parcels from M-1, CC, and CN-1 to the RM-36 zone to allow an affordable housing complex to be built on them. Planner Bauckham said the applicant has options in place to purchase each of the parcels. The proposed housing complex would have approximately 90 units with 1-3 bedrooms in each of them. He said 80% of the units would be considered affordable for those with 30%, 50%, or 80% of AMI and 20% would be market rate. The applicant has also applied for a variance through the Zoning Board of Appeals to have a commercial daycare on the property. Planner Bauckham stated that the number, size, locations, and design of the buildings and facilities has not yet been finalized. The north portion of this site is in the flood plain for Portage Creek. The MDEQ and Public Services Department would need to approve any construction in the flood plain. The applicant would need to raise elevations on the site for the buildings that will be in the flood plain, and will then need to compensate for that loss of flood storage by reducing elevations in other areas of the site. They would need to demonstrate that this project would not increase flooding issues in the area or for neighboring homes. He shared that the applicant plans to apply to MSHDA for funding and to the City Commission for a PILOT (Payment in Lieu of Taxes).

Planner Bauckham shared that the applicant distributed fliers, went door to door, and attended a neighborhood meeting on the request. Residents of the neighborhood raised the following concerns: flooding increase; removal of trees; bright lighting and noise in the area; having an apartment complex adjacent to single family homes; the complex renting to criminals and sex offenders; a liquor store nearby; and what other sites were looked at for the project. Planner Bauckham reminded the Commission that there are ordinances regarding tree removal and re-landscaping, and light and noise levels for such projects. He also assured the Commission that the location of the buildings has not been determined, and set-backs would be needed between the new buildings and the property lines. The applicant said they will screen their tenants. Planner Bauckham stated that the project needs to be near the downtown area, on a bus route, and close to other services. He said for efficiency and economics, this is best choice. There are other properties available that are much more expensive.

Planner Bauckham reviewed maps and zoning for the area. He gave the rationale for City support of the request: the rezoning is supported by the Future Land Use plan; it supports the goals of Shared Prosperity, Complete Neighborhoods, Strength Through Diversity, and Economic Vitality in the Master Plan and Strategic Vision; the rezoning would prevent more intensive uses that are currently allowed in this area such as factories, bars, and dog kennels.

Commissioner Espinosa asked what percentage of this property is in the flood plain and how that would affect the project. Planner Bauckham responded that approximately 60% of the north portion is in flood plain. Depending on where they put the buildings, they would need to raise those areas up – resulting in lost flood storage. They have to create new flood storage space elsewhere on the site. If the zoning is approved, they would need to submit a site plan and would also need approval from the MDEQ. They would need to design the facility to assure no additional flooding occurs.

Commissioner Espinosa asked what would happen if the MDEQ not approve the project. Planner Bauckham said they would need to modify their plan. He said 40% of the site is not in flood plain, so the applicant could build in that area without the need for MDEQ approval.

Mr. David Anderson, Chair of the Lift Foundation, stepped up to speak about the about rezoning. He believes it makes sense for the property to be rezoned. Mr. Anderson gave some information about the Lift Foundation, saying their mission is to create, own, and maintain affordable housing. Mr. Anderson pointed out that this is consistent with the City's noted need for safe and affordable housing.

Mr. Anderson shared that they will be applying to MSHDA for low-income tax credits. Mr. Anderson indicated that to receive as many points as possible for the application, such projects need to be close to places to walk – like downtown, and also be adjacent to a large employer. He said that when you receive the tax credits, it is expected you will serve individuals who make up to 80% of AMI. Mr. Anderson stated that they are looking very carefully to see how many units they can have at this site. They are looking for an amenity rich piece of property that will allow walking paths, picnic areas, playgrounds, and a daycare on site. He said this project is intended to be a workforce housing project with a range of affordable units.

Commissioner Hughes-Nilsson opened the public comment portion of the hearing.

Mr. Richard Stewart, resident, spoke in opposition to the request. He stated that these parcels are the last natural watershed they have in a known flood area. He added that it is their only green space in the area with deer and owls. He reminded the Commissioners that if the zoning is changed to high-density residential, then it is permanent. Mr. Stuart said he is the organizer for the Southtown Neighborhood, and they are asking as a group for more time to get to the bottom of some of this. Mr. Stuart said the City has a moratorium on developing green space until July. He shared that the Southtown neighborhood plan is in process and they do not want high-density residential for this spot. They want to maintain the green space. He ended by saying they have a flooding problem in this area and planned improvements to the existing infrastructure has not been addressed.

Mr. David Greely, Ms. Vickie Vanas, Ms. Tina McClinton, Mr. Sean Salamun, Mr. Jacob Lamphere, Ms. Pamela Green, residents, all came forward in opposition to the rezoning and project. While they were in favor of additional low-income housing in Kalamazoo, they did not believe this is the right spot for the project. They cited their experiences in the area with flooding problems and sanitary sewer back-ups. They believe an apartment complex at this spot will add more stress to the problem and that the sewer issue would affect the new tenants as well. Mr. Greely noted that a 90-unit building will require a parking lot with 180 parking spots.

Mr. Mike Fleckenstein mentioned that the infrastructure is not capable of handling the flooding and sewage as it is. He doesn't believe it will be solved with this project.

Mr. Ben Wales, Mr. Matt Smith, and Mr. Brendan Molony came forward in support of the rezoning and housing project. Mr. Wales indicated there are checks and balances in place that will make the applicant work out the flooding issues. He believes this area could really use some development. Mr. Smith asked that the income band the applicant talked about for affordable housing be lowered to 20-60% AMI. Mr. Smith also reminded the Commissioners and the applicant that from an equity standpoint, they should be willing to rent to criminals. Mr. Molony indicated there are great benefits to having a more dense urban population. He stressed the need for transparency behind DEQ looking into the project.

Ms. Tobi Hanna-Davies came forward as a former co-chair of the Ann Arbor Affordable Housing Commission and the current co-chair of the Isaac Housing Taskforce. She emphasized that mixed-income housing has a record of being very good for property values and for the neighbors. Ms. Davies pointed out that Lift is a local non-profit that exists because it cares about this community. She encouraged the Commissioners to go to the Lift Foundation website, look at photos, and then go look at the properties to see how well they are maintained. She believes that Lift is very responsible to the community.

Mr. Andrew Chopana, housing specialist, came forward in support of Lift. He said they see the need for affordable housing every day and this project could help solve that issue. Mr. Chopana stated that he does have some concerns over the nature of the parcels, but believes the concept of allowing affordable housing should be considered. He said he supports the project with reservations.

Ms. Kathy Cooney, resident, came forward saying she is a very strong advocate for affordable housing in Kalamazoo County, but she is not sure this is the right property. She already had concerns about Kalamazoo tearing down more trees. Hearing the concerns about flooding and sewage has made her believe they need to do more research and consider other sites.

Mr. John Davis recounted the flooded basements he used to walk through on Lake Street as a meter reader. He asked why people with low-incomes can't live in the Exchange Building or 300 S. Rose? Why are they forced to live in a swamp? He cited other places in the City with vacant land that do not flood and encouraged the Commissioners to build up the City in those places with bus routes and businesses. Mr. Davis said he is in support of low-income housing, but he doesn't think this is the place for it.

Commissioner Coss, supported by Commissioner Vyas, moved to close the public comment portion of the hearing. A voice vote was taken and passed unanimously.

Planner Anderson clarified some things that were mentioned during the public comment portion of the hearing. She noted that the Natural Features Protection moratorium is through June 3. She said this property is not in the moratorium. Planner Anderson let the Commissioners know that funds have been allocated and released for the dredging of the Crosstown Ponds, which will help with future flooding. She clarified that on the City maps, this property technically falls in the Edison neighborhood. Planner Anderson said that the Edison Neighborhood Plan expresses a desire for a wider mix of housing with the understanding that it may increase density to allow for that mix. She also stated that the income band for affordable housing in this project will be discussed specifically with the PILOT resolution.

Commissioner Coss asked if the City could address concerns of capacity for the existing infrastructure. Planner Bauckham responded that engineering is concerned about the area flooding and that is why they are dredging Crosstown ponds. They are looking at capacities of storm water systems throughout the City and what can be done to improve them. Planner Bauckham stated that as far as a flood plain site, you can't infiltrate on the site. This project will go to the MDEQ and if they are not convinced the project will not increase flooding, then it will not be approved. Planner Bauckham reminded them that the rezoning and the housing project are two different issues. He stated that the rezoning meets the Master Plan and community wishes for the future. It is possible for them to approve the zoning request, and have the specific project denied or modified during the process. If the rezoning and the variance for the daycare

are approved, the applicant would still have to go through the site plan process and obtain approval through Public Services and MDEQ.

Commissioner Greenman Wright recalled that there has been a discussion of creating a greenway along the flood plain. She wondered how this project interacted with that plan. Planner Anderson explained that the City was looking at how to use FEMA funds to purchase properties and restore them to a natural state to provide a cushion for flooding. The City is working with FEMA and property owners on this. It is a voluntary program, and only certain properties are approved for it. Planner Anderson said she didn't know if these parcels qualify for the program, but none of these properties had been contacted regarding the program.

Commissioner Espinosa asked about the reason for rezoning to RM-36. Planner Anderson responded that the current zoning for these parcels would not allow residential on the ground floor. Multi-family would be permitted, but no new residential on the ground floor. In the manufacturing zone, no residential is permitted at all. Commissioner Espinosa asked for confirmation on where the flooding occurs. Planner Bauckham clarified that it is the north part of the site that floods – closest to Lake Street. Planner Anderson added that as the zoning exists now, a residential project such as this could not happen on the parcels. She also clarified that the City of Kalamazoo changed parking standards to 1-space per unit, so the proposed project would require closer to 90 spaces - not the 180 as stated.

Commissioner Greenman Wright asked about the difference in impervious surface allowed for commercial versus RM-36? Planner Anderson responded that 50% is the maximum impervious coverage allowed for apartment uses in RM-36, and 80% is the maximum allowed for uses in the CC and M-1 zones. The CN-1 zone allows up to 65% impervious surface.

Commissioner Greenman Wright asked if it is possible for the Lift Foundation to have property reviewed first by the MDEQ, and then go to the Planning Commission if a rezoning is needed. Planner Anderson stated that an MDEQ review is typically requested during the site plan process, and it would probably be difficult for them to give an answer before the site plan process is completed. Planner Bauckham added that MDEQ would not give a priority to a project that was only speculative. Planner Anderson shared that from a staff perspective, the rezoning is appropriate. The details of project would then be scrutinized via site plan review, and they would still have to go through MDEQ and be reviewed based on their rules.

Commissioner Coss, supported by Commissioner Vyas, moved to recommend to the City Commission to approve the rezoning request for P.C. #2018.27 from the Lift Foundation to rezone 216, 220, 302, 302 (rear), 308, and 308 Lake Street (rear), and 205 and 209 E. Stockbridge Avenue from Zones M-1, CC, and CN-1 to Zone RM-36.

Commissioner Coss stated that as much as he would like to weigh in on the issues of affordable housing as well as the concerns of the neighborhood, they are deciding on a zoning issue. He believed the flooding issues will be dealt with in the planning process and with the MDEQ. He indicated that more communication from the City throughout the process would be good. Commissioner Coss stated that he would be voting yes.

Commissioner Vyas stated that she will be voting yes because it is a rezoning request. She supports having the zoning changed from the Manufacturing district. She shared that the comment that stuck with

her was why low-income housing ends up at the bottom of the valley. Commissioner Vyas stated they need to think about why they put housing where it is and how to build more equity. She did encourage the Commissioners and the public to think about personal responsibility with environmental questions. She suggested doing what they could to help protect their own land and homes - like planting a rain garden.

Commissioner Espinosa stated that as a rezoning, the request makes sense. He said that for the project proposed and the unknowns in the process, it doesn't make a lot of sense. He indicated that none of them would like to deal with such flooding and sewage at their own homes, and this may add more problems to the area. Commissioner Espinosa stated that the flooding issues are well known, but he did not hear of a plan in place to address the flooding issues. He is in support of affordable housing, but he doesn't believe this is the right location for this project.

Commissioner Greenman Wright also expressed that she still has a lot of concerns. She was wondering if rezoning the area would make sure it gets the attention it needs. Commissioner Greenman Wright hoped the MDEQ would have wisdom to say whether this is a good land use. She was also struck by the notion that low-income families live in the flood areas, and that is something they really need to highlight. She believes they shouldn't put vulnerable families in the most vulnerable areas. Commissioner Greenman Wright stated she was inclined to vote yes just because she wants the MDEQ to pay attention to this area. She encouraged other Commissioners to share their thoughts.

Commissioner Hughes-Nilsson stated that this is a rezoning issue, but they have to look at the property itself and what it can bear. She stated that her concern is the density of zoning in this area. Commissioner Hughes-Nilsson said she doesn't think they can fit the desired number of units on this site because of the MDEQ requirements. She said the MDEQ has a voice in this, and can be part of the relief valve, but she believes they tend to look at the property itself without looking at the wider area. She wondered about groundwater storage with the issues of higher density, impervious cover, and the groundwater table right at the surface. Commissioner Hughes-Nilsson said she thinks it is less likely that anything will happen there if it remains in the current zoning. She believes there are other properties that would fit the need that would not have these issues. She stated she would vote no on the request.

Commissioner Pitts stated agreement with the need for low-income housing. However, he said he was looking at what the neighbors will have to endure and his own experiences of trying to get from one side of town to the other during a flood event. Commissioner Pitts did not feel the request makes a lot of common sense, so he would be voting no.

A roll call vote was taken with Commissioners Baartman, Greenman Wright, Hughes-Nilsson, Espinosa and Pitts voting no. Commissioners Coss and Vyas voted yes. The motion was denied.

P.C. #2018.28: Request from the Community Planning & Economic Development Department and the Edison Neighborhood Association to approve the Edison Neighborhood Plan 2019. **[Recommendation: motion to approve the Plan and recommend to the City Commission to confirm the approval of the Plan as an amendment to the 2025 Master Plan.]**

Ms. Katie Reilly, Neighborhood Activator, gave the staff report. She said the Edison Neighborhood Association included in this plan recurring topics/items from previous Neighborhood Plans. They created a survey and distributed it in their newsletter. On the annual flower day for the neighborhood, they required people to complete the survey to get flowers. Survey responses were also taken and confirmed at

the National Night Out event with the residents. The Neighborhood Association also had conversations with City departments and additional stakeholders on elements for the plan. A draft was created and given to residents at the Holiday in the Square Event, and fliers with links to the plan were posted throughout the commercial district. Ms. Reilly reviewed the top three goals of the Neighborhood Plan - promoting home ownership and rehabilitation; improving the Portage corridor with streetscaping and improving facades; and supporting youth in neighborhood.

Ms. Tammy Taylor, Executive Director of the Edison Neighborhood, came forward to answer questions.

Commissioner Vyas made the comment that she enjoyed reading the history of the Edison neighborhood and was glad it was in the plan. Commissioner Coss expressed appreciation for all involved in the process. He knows the effort takes a great deal of energy and time.

Commissioner Hughes-Nilsson opened the public comment portion of the hearing.

No one came forward.

Commissioner Baartman, supported by Commissioner Greenman Wright, moved to close the public comment portion of the hearing. A voice vote was taken and passed unanimously.

Commissioner Milliken stated there were a lot of great ideas, services, and visions identified in the Plan. He suggested some prioritization of items so that nothing gets lost. He also suggested that to create the market they desire, there may be a need for greater density. Commissioner Milliken encouraged them to take advantage of their two tremendous assets in the neighborhood - Portage Road, and a great existing fabric in the neighborhood.

Commissioner Coss, supported by Commissioner Pitts, moved to approve P.C. #2018.28 the Edison Neighborhood Plan 2019, and to recommend to the City Commission to confirm the approval of the Plan as an amendment to the 2025 Master Plan.

Commissioner Coss said it was great work and Commissioner Greenman Wright said she was really impressed with how unique and individualized the plan is to the neighborhood.

Commissioner Espinosa expressed a concern about having a cost associated with the projects. He wondered how they determine the cost, and if changes to the Plan come to the Commission. Planner Anderson stated any changes to the Plan would not need to come back to the Commission. A range of costs for the projects is estimated for information purposes. She said it is more of a tool to understand the intensity level.

A roll call vote was taken and the motion passed unanimously.

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

1. P.C. #2018.30: Parks and Recreation Master Plan/10-year Strategic Vision. [**Recommendation: offer support for the Strategic Vision.**]

This item was postponed to the next meeting.

2. **2019 Planning Commission meeting schedule**

Planner Anderson reviewed changes in the 2019 meeting schedule. No concerns were voiced.

A voice vote was taken and the meeting schedule was approved unanimously.

I. CITIZENS' COMMENTS (Regarding non-agenda items)

None

J. CITY COMMISSION LIAISON COMMENTS

None

K. CITY PLANNER'S REPORT

Planner Bauckham said in 2018 there were 60 projects that went through the site plan process compared to 54 for 2017. In the past year, they had a new process, new software, and a new pre-application stage for each project. Planner Bauckham stated they had 17 projects from 2018 which are still awaiting site plans. He also reported that the Planning Commission had 30 requests come before them in 2018 as compared to 20 in 2017.

Planner Anderson encouraged Commissioners to attend the City Commission meeting on January 7, 2019. She said the Complete Streets policy and Crosswalk ordinance would go before them that day. She also said there would be a budget discussion in which they may be interested.

Planner Anderson asked the Commissioners to complete and share the Downtown parking survey she sent to them. She also said she sent them an article about affordable housing and placement.

L. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS

Commissioner Greenman Wright stated she thought this was one of the better discussions they had and she enjoyed hearing from everyone.

M. ADJOURNMENT

Commissioner Greenman Wright, supported by Commissioner Espinosa, moved to adjourn the meeting. A voice vote was taken and passed unanimously. The meeting was adjourned at 9:05 pm.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

PREPARED BY: Sean Fletcher, CPRP, Parks and Recreation Director

SUBJECT: Authorize the purchase of 441 Reed Avenue from Kalamazoo County

RECOMMENDATION

It is recommended that the City of Kalamazoo purchase 441 Reed Avenue from Kalamazoo County in the amount of \$3,765.69 to facilitate construction of the next segment of the Kalamazoo River Valley Trail and authorize the City Manager or designee to sign all related documents.

BACKGROUND

441 Reed Avenue is located at the corner of Reed Avenue and Reed Court. The lot is currently vacant and is needed to provide access for Kalamazoo River Valley Trail users.

The next segment of the KRVV will run south from Lake Street to Reed Avenue.

COMMUNITY RESOURCES CONSULTED

Public Services and Community Planning & Economic Development staff have been involved in planning this segment of trail. A number of meetings have been held with a variety of stakeholders regarding this segment of trail. Kalamazoo County & County Parks/KRVV Staff, and representatives from the Kalamazoo Nature Center were involved in stakeholder meetings.

Several comments were made during the Imagine Kalamazoo 2025 planning process that indicated a desire for a trail leading south from Upjohn Park toward Portage. This segment of trail will satisfy that request.

FISCAL IMPACT

The lot is available for \$3,765.69, which is the amount of back taxes due to the County Treasurer.

ALTERNATIVES

There is the alternative to not approve the purchase of this property, but that is not being recommended.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: Christina Anderson, City Planner

PREPARED BY: Katie Reilly, Neighborhood Activator

SUBJECT: Confirmation of approval of the *Edison Neighborhood Plan 2019* sub plan as an amendment to Master Plan

RECOMMENDATION

It is recommended that the City Commission confirm the approval of the Master Plan amendment known as the Edison Neighborhood Plan 2019.

BACKGROUND

The Edison Neighborhood Plan is a review and confirmation of priorities that have been set in previous plans that were never addressed. After an extensive review of past plans and Imagine Kalamazoo engagement, Edison Neighborhood Association was able to present the neighborhood with nine key projects that have continued to be priorities for residents. These priorities include an improved and thriving commercial corridor, supporting homeownership and housing rehabilitation, and providing services to the community such as affordable daycare and healthcare access.

To address the goals set forth in the Edison Neighborhood Plan, the plan leverages partnerships with existing service providers such as Kalamazoo Neighborhood Housing Services, the Family Health Center, and SCORE. This approach helps to ensure that the goals set forth are achievable and that projects can be achieved more quickly. Some of the actions in the plan include improving Portage Street to be accessible and comfortable for all users, promoting programs to increase homeownership, and supporting development in Washington Square through programs such as façade grants.

Planning Commission approved the sub plan and recommended its confirmation January 3, 2019.

POLICY CONSIDERATIONS

Imagine Kalamazoo 2025 calls for the creation of neighborhood plans through a collaborative effort between the Neighborhood, City, and other stakeholders. City staff has worked with Edison Neighborhood Association to engage residents and partners to understand if the goals from previous plans were still relevant and how to achieve them. The Edison Neighborhood Plan has goals and actions that align with the following Strategic Vision goals: Shared Prosperity, Connected City, Inviting Public Places, Safe Community, Youth Development, Complete Neighborhoods, Strength through Diversity, Environmental Responsibility, and Economic Vitality.

COMMUNITY RESOURCES CONSULTED

Community engagement started with a survey. The survey asked residents to prioritize goals from past plans from most important to least important. The Edison Neighborhood Association distributed this survey to residents, businesses, and other stakeholders in the neighborhood. Surveys were also collected at community events including a spring Art Hop and during Flower Day, a yearly event where the Edison Neighborhood Association provides free flowers to residents. This year, residents had to take the survey before picking up flowers. The survey was also translated into Spanish. There were over 500 responses to the survey.

The Edison Neighborhood Association presented the survey results at National Night Out. Throughout the year, the plan was presented and talked about at board meetings which are open to the public, with the schedule available on the Association's website.

On December 7, 2018, the neighborhood hosted an event to celebrate exciting projects that happened in Washington Square. At this event, drafts of the plan were handed out as well as flyers with links to the plan online. Events were advertised through the neighborhood's newsletter and online using Imagine Kalamazoo, Edison Neighborhood Association, and partner's Facebook pages.

FISCAL IMPACT

The plan will not have a direct or immediate fiscal impact, but the plan will be considered as part of future decisions on how resources are spent in the Edison Neighborhood.

ALTERNATIVES

The City Commission may choose to not confirm the approval of the Edison Neighborhood Plan; however, due to the work put in by the neighborhood and staff it is recommend that the plan be confirmed.

ATTACHMENTS:

Type	Description
❑ Master Plan	Edison Neighborhood Plan 2019
❑ Resolution	Resolution



Imagine the Possibilities



Neighborhood Plan 2019



imagine kalamazoo 2025

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Chapter 1. Executive Summary

The Edison Neighborhood Association Plan is the result of an extensive collaborative effort between neighborhood residents, businesses and property owners with the support of city staff. The plan contains broad goals and objectives, as well as particular actions, to achieve those goals. This executive summary briefly describes the Edison Neighborhood Association, the neighborhood planning process and the goals of the Edison Neighborhood Association Plan.

The Edison Neighborhood

The Edison Neighborhood is located adjacent to downtown in southeast Kalamazoo, Michigan. The neighborhood is a stable, mixed-use area characterized by strong family values and a culturally diverse history. The neighborhood planning area boundaries include Michigan Avenue on the North, Miller Road on the South, City limits on the East, and Burdick Street on the West. The dominant land use in the Edison Neighborhood is residential. The majority of the residential area is located south of Vine Street and is made up of homes of historical age. The neighborhood has one principal commercial corridor, on Portage Street.

The Edison Neighborhood Association believes it is possible to build a strong, healthy, clean and safe neighborhood with a strong sense of its culture and history where its families can continue to grow and prosper. The neighborhood wants to remain a place where people sit on their front porches and wave to their neighbors or lend a helping hand, and where working people, the elderly and young families can afford to live. To be a neighborhood that nourishes and supports all types of people, from artists to day laborers, from the elderly to the newborn. The goal of the Plan is to guide future development, protect the existing neighborhood residents and businesses and to provide opportunities to improve the quality of life for everyone in the neighborhood.

Neighborhood Planning Process

The Edison Neighborhood Association Plan followed a process first outlined by the Neighborhood Leadership Committee in early 2018. The committee agreed that, as a neighborhood that has several plans already, we should look at all of the past plans to identify what was incomplete.

The Neighborhood Leadership Committee, which includes homeowners, renters, businesses and non-profit organizations, held regular monthly meetings that were advertised and open to the entire neighborhood. They also instituted a comprehensive community outreach plan that attempted to involve everyone with an interest in the neighborhood.

During the planning process the Neighborhood Leadership Committee, assisted by the City's Community Planning and Development staff, gathered information and solicited input through a variety of means. Community outreach involved distributing a neighborhood newsletter; surveying the neighborhood residents, businesses and property owners; holding community meetings to solicit additional ideas and providing an opportunity for the neighborhood to vote on the plan.

Final plan recommendations were the result of the neighborhood's input through the survey, community meetings, committee meetings and voting.

Neighborhood Plan Goals

The Edison Neighborhood Association Plan includes the following goals:

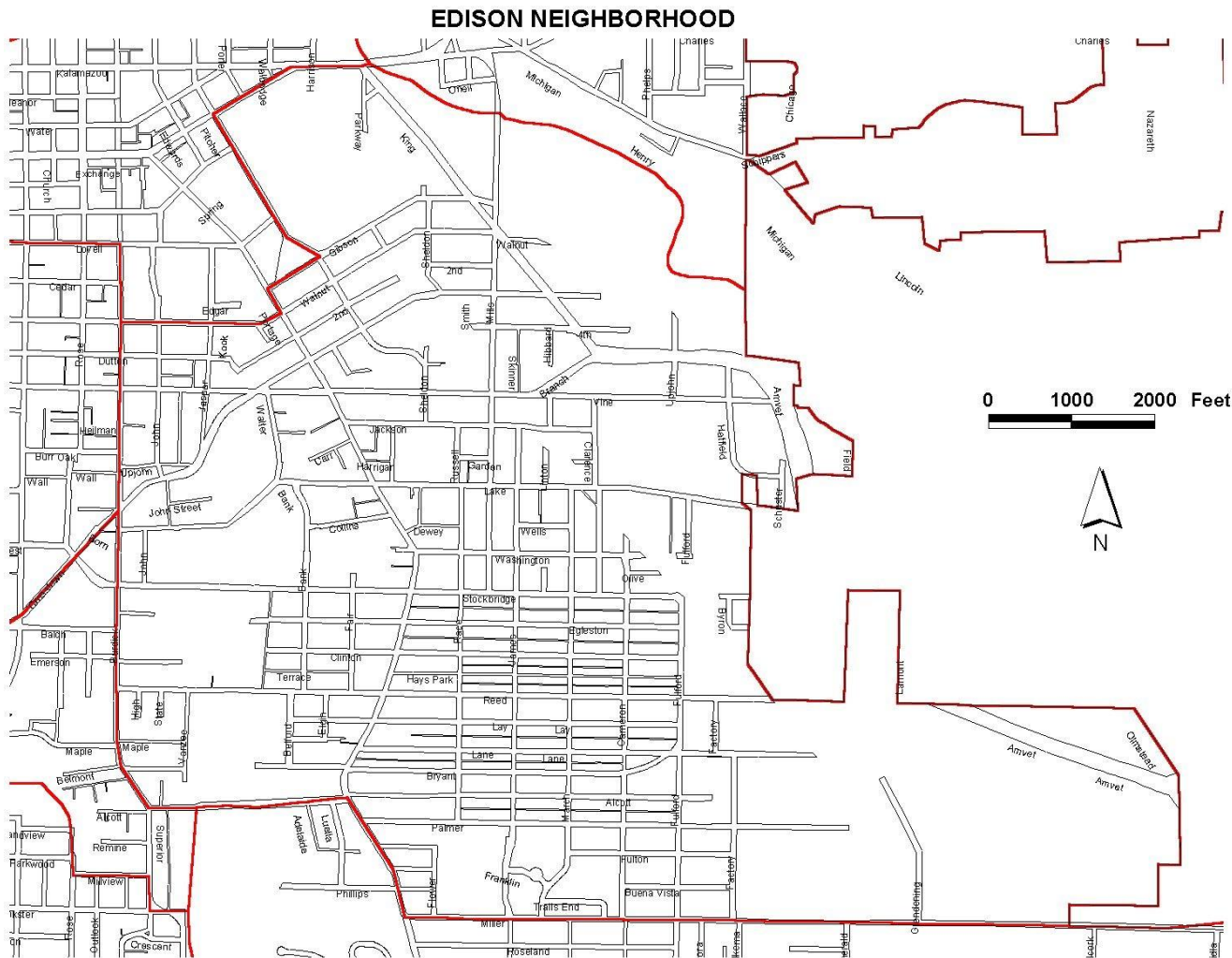
1. Promote programs to preserve and rehabilitate existing housing and increase the number of homeowners in the neighborhood.
2. Reconstruct Portage Street to include ADA sidewalks, cross walks, bike lanes, historic light posts, landscaping, trees, and art and improve the visual appearance of the storefronts.
3. Increase safety for youth with licensed daycare centers, safe routes to school, organized summer activities and after-school activities.
4. Install free Wi-Fi for the entire neighborhood so that everyone has equal opportunities for jobs, education and entertainment.
5. Increase family friendly retail shopping options in the neighborhood, such as: a pharmacy, bank, sit-down restaurants with healthy meals, bakery/bagel/coffee shop, book store, department store, health food store, ice-cream/soda/candy shop, laundromat/dry cleaner, music/video/arcade store, fast food place and hardware store.
Where possible, put retail shopping on lower and residential on upper levels of buildings.
6. Increase educational opportunities for neighborhood residents: home-ownership classes, landlord/tenant responsibilities, bike safety classes, healthy living (access to nutritious food, affordable medical treatment, exercise classes, etc.), financial opportunities and education, flood education and evacuation plans.
7. Construct gateway signage and brighter lighting into the neighborhood at and around Miller Rd. /Portage St., Michigan Ave. /King Highway, Lake St/BL-94, Mills Street/Mayor's Riverfront Park and Burdick/Stockbridge.
8. Make all trails, parks and the Kalamazoo Farmers Market ADA accessible.
Create complete streets that can safely take residents to Mayor's Riverfront Park and the Kalamazoo County Fairgrounds.
9. Expand the Kalamazoo Valley River Trail to connect residents to downtown Kalamazoo, the City of Portage and other trail systems (Linear, Kal-Haven, Bicentennial, etc.).

The Neighborhood Plan details the objectives that support these general goals and specific action items to implement them. The successful adoption and implementation of this plan will help ensure that the Edison Neighborhood is a strong neighborhood that provides a variety of housing and employment opportunities where its families can grow and prosper and where its rich culture and history can be celebrated.

Chapter 2. Introduction

The Edison Neighborhood

The Edison Neighborhood is located adjacent to downtown in southeast Kalamazoo, Michigan. The neighborhood is a stable, mixed-use area characterized by strong family values, diversity and a rich Hispanic population. The neighborhood planning area boundaries include Michigan Avenue on the North, Miller Road on the South, City limits on the East, and Burdick Street on the West.



Neighborhood Demographics - 2010 Census Tracts 9 and 10, and blocks 11.1, 18.01-1003, 18.03-1095

DESCRIPTOR	TOTAL	TOTAL %
POPULATION	8,717	
WHITE	4,263	49%
BLACK	2,934	33%
OTHER	1,520	17%
HISPANIC	1,525	17%
DISABILITIES	1,780	20%
SENIOR, 55 + OLDER	1,259	14%
UNDER 18	2,850	33%
SINGLE MOTHER HEAD	770	9%
SINGLE FATHER HEAD	214	3%
SINGLE PARENT	984	11%
AVERAGE FAMILY SIZE	3.56	
MEDIAN INCOME	\$23,297	
HOUSING UNITS	3,532	
HOUSEHOLDS	2,996	
OWNER OCCUPIED	1,539	51%
RENTER OCCUPIED	1,487	49%

The dominant land use in the Edison Neighborhood is single-family residential. The neighborhood has one principal commercial corridor. Important landmarks of the neighborhood are Bronson Hospital, Edison Environmental Science Academy, Family Health Center, Family Independence Agency, Kalamazoo County Sheriff's Department, Kalamazoo Department of Public Safety Headquarters, Kalamazoo Farmers Market, Kalamazoo Public Library Washington Square Branch, Kalamazoo Valley Community College Culinary/Allied Health Building, Kalamazoo Valley Food Innovation Center, Mayor's Riverfront Park, Michigan Works, Red Arrow Golf Course, United States Postal Service, Upjohn Park, Washington Writers' Academy, and Western Michigan University Homer Stryker M.D. School of Medicine – W.E. Upjohn M.D. Campus.

Critical Development Issues

In 2018, the Neighborhood Leadership Committee was established for the purpose of developing a neighborhood plan.

1. The need for more decent affordable housing and increased ownership by residents.

There is a very real need to create, renovate and maintain decent affordable housing for people with limited resources and increase the number of residents who own their own homes (including the children and grandchildren of long-time residents).

2. Major developments are proposed, underway or complete that represents the potential for significant change. A number of projects, including the Family Health Center, Kalamazoo County Building, Kalamazoo Farmers Market, Kalamazoo Valley Food Innovation Center, and Western Michigan University's Homer Stryker M.D. School of Medicine – W.E. Upjohn M.D. Campus threaten to change the character of the neighborhood. Increases in traffic and property taxes are of major concern to the neighborhood.

3. Zoning and land use issues. Zoning in the area often does not reflect the actual use of the property. In some locations, property zoned commercial or light industrial is actually occupied by single-family residents. Lack of zoning protection encourages the razing of these houses. In other cases, zoning restrictions have prevented current residents from expanding or rebuilding their homes because they were located on commercial or industrial zoned property. The neighborhood would like to see a shift from industrial and commercial uses that are incompatible with residential uses.

4. Crime and safety concerns. The neighborhood recognizes efforts by the Kalamazoo Department of Public Safety to address crime and safety concerns. The residents want to continue to address the problems of crime: arson, curfew violations, drugs, violence, and other crime.

Guiding Principles

As we worked to identify common goals and neighborhood priorities, the Neighborhood Leadership Committee and community members identified key elements shared across all sections of the Plan. The following elements were identified as principals that express the values and goals of the Edison Neighborhood and guide its plans for the future:

Access	Diversity of Land Use	Infrastructure	Quality of Life
Accessibility	Economic Vitality	Interdependence	Recycling & Reuse
Affordability	Education	Justice	Rehabilitation
Awareness	Environmental Sustainability	Mixed Uses	Respect
Beautification	Friendly to Bicycles	Opportunity	Safety
Collaboration & Partnership	Friendly to Pedestrians	Outreach	Sense of History
Compatibility	Handicapped Accessibility	Ownership	Unique Character
Conservation	Health	Participation	Vibrant Activity
Cultural Integrity	Housing	Preserve & Protect Neighborhood	

Top Nine Neighborhood Planning Priorities

Although the neighborhood would like to see all parts of the Plan carried out, certain issues are of critical and immediate importance. In order to ensure that the neighborhood's true priorities are represented in the Plan, the Neighborhood Leadership Committee identified the issues with the highest priority according to feedback obtained in community surveys. The following elements of the Plan are priorities that the neighborhood would like to begin working on immediately:

- 1. Promote programs to preserve and rehabilitate existing housing and increase the number of homeowners in the neighborhood.**
- 2. Reconstruct Portage Street to include ADA sidewalks, cross walks, bike lanes, historic light posts, landscaping, trees, art and improve the visual appearance of the storefronts.**
- 3. Increase safety for youth with licensed daycare centers, safe routes to school and organized summer and after-school activities.**
- 4. Install free Wi-Fi for the entire neighborhood so that everyone has equal opportunities for jobs, education and entertainment.**
- 5. Increase family friendly retail shopping options in the neighborhood, such as: a pharmacy, bank, sit-down restaurants with healthy meals, bakery/bagel/coffee shop, book store, department store, health food store, ice-cream/soda/candy shop, laundry mat/dry cleaner, music/video/arcade store, fast food place, building materials store.**
Where possible, put retail shopping on lower and residential on upper levels of buildings.
- 6. Increase educational opportunities for neighborhood residents: home-ownership classes, landlord/tenant responsibilities, bike safety classes, healthy living (access to nutritious food, affordable medical treatment, exercise classes, etc.), financial opportunities and education, flood education and evacuation plans.**
- 7. Construct gateway signage and brighter lighting into the neighborhood at and around Miller Rd./Portage St., Michigan Ave./King Highway, Lake St/BL-94, Mills Street/Mayor's Riverfront Park and Burdick/Stockbridge.**
- 8. Make all trails, parks and the Kalamazoo Farmers Market ADA accessible.**
Create complete streets that can safely take residents to Mayor's Riverfront Park and the Kalamazoo County Fairgrounds.

9. Expand the Kalamazoo Valley River Trail to connect residents to downtown Kalamazoo, the City of Portage and other trail systems (Linear, Kal-Haven, Bicentennial, etc.).

Vision for the Neighborhood

The neighborhood believes it is possible to build a strong, healthy, clean and safe neighborhood with a strong sense of its history, culture, and the physical beauty of its homes, gardens and trees, where its families can continue to grow and prosper. It wants to remain a place where people sit on their front porches and wave to their neighbors or lend a helping hand, and where working people, the elderly and young families can afford to live. It hopes to be a neighborhood that nourishes and supports all types of people, from artists to day laborers, from the elderly to the newborn.

The neighborhood would like to see more housing available for its families, especially its elderly and young families. It is willing to absorb some increase in density to accommodate these needs, as long as the neighborhood keeps its character. It would like to see infill in vacant lots to increase housing. It wants to remain a traditional neighborhood with small stores, within walking distance, that serve the neighborhood. It would like to increase safety and security, especially in alleys and other dark areas.

The neighborhood envisions a thriving family friendly commercial corridor that is safe and pedestrian-friendly. The corridor will include mixed-use residential, commercial and civic elements that are compatible with the neighborhood, are economically and environmentally sustainable and are conducive to a blend of vibrant economic activity and quality of life.

They envision a Farmers Market connecting customers and market businesses through honest relationships that support the community and local economies with a thriving market culture. A market accessible year-round, with increased parking and picnic areas, reconstruction of Bank Street and sidewalk improvements that encourage people to walk, drive or bike to our Washington Square Business District.

The neighborhood values the health and well-being of its residents, young and old. It hopes to improve resident access to health and human services, many of which are already available, but are unknown to residents who qualify for them. The neighborhood would like to work toward reducing the incidence of diseases that reduce our quality of life, such as diabetes, cancer and heart disease, which are epidemic. Neighbors would like to see more preventive programs that offer opportunities for individual growth, family development and healthy living. Such programs could help redirect youth and others who might be drawn toward alcohol, drugs and gangs.

Edison neighbors would like to have opportunities to increase their quality and enjoyment of life through learning, recreation and cultural arts. They would like to see diverse programs that provide opportunities for adults, youth and children to build skills, learn about culture, develop creativity, gather with neighbors, enjoy nature, relax and play. The natural resources of the Edison Neighborhood should be protected and preserved in ways that assure public health and safety and reaffirm our connection with the Earth. The neighborhood hopes to provide safe transportation options for pedestrians, cyclists, motorists and mass transit users. While encouraging mobility in the neighborhood, it would like to discourage the use of neighborhood streets as “cut-through” short-cuts and thoroughfares. It would like to exclude trucks from its residential streets and see that this prohibition is enforced.

The neighborhood envisions becoming more economically self-sufficient, which can happen if businesses and residents work together to create jobs and make services available that keep our assets working within the community. Its goal is to create a community where people can gain work that supports them and makes the best use of their individual skills and talents. The neighborhood envisions economic development that will include and benefit neighborhood residents, such as projects that offer space and support for locally owned small businesses.

Chapter 3. Neighborhood History and Culture

Neighborhood History

The Edison neighborhood grew from north to south. In the nineteenth century the area around the Edison School was devoted to a mill and further south were productive agricultural areas growing truck produce and a lot of celery. The National Driving Park filled the area east of Portage from Washington to Lay Boulevard until the end of the nineteenth century and hosted horse races and many other outdoor events.

The city built a Fire Station on Portage Street to serve the needs of the growing neighborhood in 1904. Charles Hays, one of Kalamazoo's most active developers from 1880 to 1940, developed the land around his home at the corner of Reed and Portage. He was instrumental in organizing the Bryant Paper Mill, which began operation in 1896 and employed many people living in the area.

A streetcar line ran through the heart of the neighborhood on Portage Street as far as Bryant Street, making the downtown business district accessible to affluent families on Lay Boulevard and the factories accessible to workers from other parts of the city.

In 1921, Charles Hays Kalamazoo Land Company began construction for a groundbreaking new concept in housing developments. To help meet the desperate need for post war housing, the Company built fifty-six houses on four square blocks, on a plat called Linden Park, between Reed and Bryant. The development offered homes for ten percent down, much less than the standard thirty to fifty percent most banks required. The goal was to make moderate cost homes available to working families in order to make workers more satisfied as homeowners and less likely to "flock to the red banner" of socialism or unionism.

Culture of the Neighborhood

The Edison Neighborhood has a culture all its own; one that its residents fight fiercely to preserve. Mornings on some blocks are greeted by the crows of roosters. Many of the families have owned their houses for a half-century or more and have cousins, aunts and grandparents either living with them or only a few blocks away. Many have added elements to their houses to remind them of their heritage, such as handmade stonework, decorative wrought iron and bright colors.

Residents of the Edison Neighborhood, like its earliest residents, are hard-working citizens. The neighborhood provides some of the labor force that has built Kalamazoo – both its buildings and its thriving economy. Many work for the state or the university. Some take on two or three jobs just to pay for a new roof or help raise a new grandchild. Many homes are swelling and bursting with children and grandchildren who cannot find affordable places to live.

The neighborhood has a "live and let live" attitude - petty regulations, which do not endanger anyone's health or safety, are seldom reported or enforced and many different lifestyles are tolerated. Some residents have backyard workshops or small businesses, and a sprinkling of artists have moved into the neighborhood. Most residents enjoy the murals, art and unusual construction.

Chapter 4. The Neighborhood Plan

The Edison Neighborhood Plan was written by the neighborhood for the neighborhood. The Plan is the result of an extensive collaborative effort between neighborhood residents, businesses and property owners with the support of City of Kalamazoo Staff. Everyone that lived, worked, or owned property or a business in the neighborhood was invited to participate. Hundreds of neighborhood residents, businesses and property owners participated in the process by filling out surveys, serving on committees, attending community meetings or voting on the plan.

The purpose of the Neighborhood Plan is to provide direction for future development and for City programs and projects that affect the neighborhood. The Plan provides a clear vision of the neighborhood's priorities and needs as well as agreement on things that need to be accomplished. The Plan also advises businesses of what services are needed and what development will be encouraged.

The Neighborhood vision for each topic is expressed in objectives. These objectives are broken down into particular goals, which in turn, are supported by specific, measurable and achievable action items and action implementers.

Neighborhood Vision

The neighborhood envisions a commercial corridor that is safe and pedestrian-friendly. The corridor should be mixed-use residential/commercial and include civic elements. Mixed residential and retail uses, such as stores with residences above, are encouraged. Development should be compatible with the existing neighborhood, economically and environmentally sustainable and conducive to a blend of vibrant economic activity and quality of life. The neighborhood envisions a market place that contributes to friendly street activity. Compatible development is desired to preserve the beauty of the neighborhood and should accommodate existing families. The neighborhood will work to retain its history, culture and diversity and provide visual landmarks to highlight the history and cultural heritage.



2025 City Goal Identifiers

 Shared Prosperity	 Connected City	 Inviting Public Places	 Environmental Responsibility	 Safe Community
 Youth Development	 Complete Neighborhoods	 Strength through Diversity	 Economic Vitality	 Good Governance

Strategic Vision Goal	Shared Prosperity	Connected City	Inviting Public Places	Environmental Responsibility	Safe Community	Youth Development	Complete Neighborhoods	Strength Through Diversity	Economic Vitality	Good Governance
Housing										
Promote programs to preserve and rehabilitate existing housing	•				•		•	•		
Increase the number of homeowners in the neighborhood	•						•	•		
Community										
Install free Wi-Fi for the entire neighborhood so that everyone has equal opportunities for jobs, education and entertainment	•	•				•	•	•	•	
Homeownership classes	•				•		•	•	•	
Landlord/tenant responsibilities classes	•				•		•	•		
Bike safety classes		•			•	•	•			
Access to healthy food	•					•	•			
Access to affordable medical treatment	•				•	•	•			
Exercise classes	•					•	•			
Financial opportunities and education	•					•	•	•	•	
Flood education and evacuation plan	•			•	•					
Licensed daycare center	•				•	•	•		•	
Organized summer and after-school activities for youth	•				•	•	•			
Connectivity										
Reconstruct Portage Street to include ADA sidewalks, cross walks, bike lanes, historic light posts, landscaping, trees and art.		•	•		•		•		•	
Construct gateway signage at/around Miller Rd./Portage St., Michigan Ave./King Highway, Lake St/BL-94, Mills St./Mayors Riverfront Park area and Burdick St./Stockbridge Ave.		•	•		•		•		•	
Increase lighting at/around Miller Rd./Portage St., Michigan Ave./King Highway, Lake St/BL-94, Mills St./Mayors' Riverfront Park area, and Burdick St/Stockbridge Ave.		•	•		•		•			
Make all trails, parks and the Kalamazoo Farmers Market ADA accessible.		•	•		•		•			
Create right-of-ways that safely take all users to Mayor's Riverfront Park and the Kalamazoo County Fairgrounds.		•	•		•	•	•			
Ensure safe and comfortable access to schools Edison youth attend		•	•		•	•	•			
Create connections from Edison to the Kalamazoo Valley River Trail. Create trail connections to downtown, the City of Portage and other trail systems (Linear, Kal-Haven, Bicentennial, etc.)		•	•		•		•			
Commercial										
Increase family-friendly retail shopping options in the neighborhood such as: a pharmacy, bank, sit-down restaurants with healthy meals, bakery/bagel/coffee shop, book store, department store, health food store, ice-cream/soda/candy shop, laundry mat/dry cleaner, music/video/arcade store, fast food place, building materials store.	•						•	•	•	
Where possible, put retail shopping on the lower and residential on upper levels of buildings.							•		•	
Improve the visual appearance of the storefronts in Edison.	•						•		•	

Housing



ACTION	EDISON NEIGHBORHOOD ASSOCIATION	PARTNER	CITY	TIMELINE	COST
Promote programs to preserve and rehabilitate existing housing	<i>Work with Partners to promote programs</i>	CHW, KNHS, Habitat, Building Blocks, KCLBA	Zoning – Allow for mixed use development along the Portage Rd. corridor. Ensure zoning allows for development on existing lot sizes and removes barriers for housing development. Housing- Continue to invest dollars in building and repairing homes. Work to identify properties in need of repairs and establish program(s) to support homeowners and/or landlords to bring property up to code	Zoning – short Housing - ongoing	
Increase the number of homeowners in the neighborhood	• <i>Work to attract more residents through increased or improved neighborhood branding and marketing,</i> • <i>Assist with targeting potential home buyers,</i> • <i>Help organize neighborhood housing tours,</i> • <i>Identify current homeowners to champion the neighborhood</i>	KNHS, Habitat, LISC, Community Promise CU, other financial institutions, local realtors, resident homeowners	Zoning - Ensure zoning allows for a variety of housing to support affordability Housing - Continue to promote and assist down payment assistance programs Development -Provide access to trainings for residents to become small scale developers to meet neighborhood housing needs and increase local wealth	Zoning – short Housing – ongoing Development -Short	

Community



ACTION	EDISON NEIGHBORHOOD ASSOCIATION	PARTNER	CITY	TIMELINE	COST
Install free Wi-Fi for the entire neighborhood so that everyone has equal opportunities for jobs, education and entertainment	<i>Work with partners to determine existing free Wi-Fi access. Explore establishing internet café or similar business. Explore creating computer lab at ENA.</i>	WMU, Boys and Girls Club, KPL, KPS, Edison Businesses, Charter	Parks - Join conversation to explore potential of putting Wi-Fi in parks	Long	
Homeownership classes	<i>Work with partners to host and promote classes in the neighborhood</i>	KNHS	SPK - Committee will work with neighborhood to understand needs and support class development	Short/ Mid	
Landlord/tenant responsibilities classes	<i>Work with partners to establish a tenant council</i> <i>Strengthen landlord association</i>	Fair Housing	Housing -Provide information on City programs such as Registered Rentals, how to report issues, and other resources. Explore partnerships to offer classes. SPK - Provide technical assistance in class/ program development	Housing – Short SPK - Mid	
Bike safety classes	<i>Work with partners to host and promote classes in the neighborhood</i>		Public Safety - Partner with neighborhood to provide bicycle safety training	Short	
Access to healthy food	<i>Work with partners to explore different programs such as commercial scale urban farm, providing fresh options in corner stores, or other program</i>	Family Health Center	Parks - Partner to provide space in parks for community gardens, plant edible trees/bushes in parks SPK - Committees will work with the neighborhood to determine best program options to address need and support implementation	Parks – Short SPK – Mid/Long	
Access to affordable medical treatment	<i>Work with partners to promote existing services</i>	Family Health Center	SPK - Committees will work to understand how healthcare access impacts target population	Short	

Exercise classes	<i>Work with partners to advertise classes</i>	Family Health Center	Parks - Partner to promote existing programming and provide space when appropriate	Short	
Financial opportunities and education	• <i>Assist in gathering resident cohort for trainings</i> • <i>Help to identify resident champions to disseminate information</i>	Credit Unions and other financial institutions, Community Reinvestment Act (CRA) banks, KYDNet (market to parents or guardians connected to youth in programming), El Concilio, Goodwill, Family Health Center, Loaves & Fishes, Junior Achievement, LISC, KVCC, KNHS	SPK - Committee will work with neighborhood to understand needs for families and youth, develop programming, and support implementation Economic Development – support job growth and entrepreneurship within the neighborhood. Work with partners to determine ways to increase job access through trainings, transportation, or other programming	SPK- Mid Economic Development – Mid/Long	
Flood education and evacuation plan	<i>Work with partners to promote education around flood or emergency preparedness</i>	Gryphon Place	Public Services/Housing/Planning - Participate in and incorporate plan Gryphon Place is working on into emergency response, partner to support and promote flood education	Short/Mid	
Licensed daycare center	<i>Assist in gathering resident focus groups</i>	Potentially the YWCA; they will be piloting an afterhours childcare in Edison. Area businesses and manufacturers to gauge interest in supporting families	SPK, Economic Development - Explore providing the technical assistance to develop a neighborhood childcare cooperative, childcare certifications, job training	Mid/Long	
Organized summer and after-school activities for youth	<i>Partner to better advertise programming to residents</i>	KNC, KYD Net	Parks - Partner to better advertise programming to residents	Short	

Connectivity



ACTION	EDISON NEIGHBORHOOD ASSOCIATION	PARTNER	CITY	TIMELINE	COST
Reconstruct Portage Street to include ADA sidewalks, cross walks, bike lanes, historic light posts, landscaping, trees and art.	• <i>Work with partners to install murals/art and landscaping</i> • <i>Partner to encourage participation in design or feedback meetings</i>	Edison Businesses, KIA, WMU	Public Services - Redesign Portage to include bike lanes. Improve crosswalks for visibility and safety in the commercial area and connecting to schools. Plant street trees along the entire street, in the commercial area include additional streetscaping including decorative light posts : <i>See Appendix 2</i>	2019 Design + Bid 2020 Construction	
Construct gateway signage at/around Miller Rd./Portage St., Michigan Ave./King Highway, Lake St/BL-94, Mills St./Mayors Riverfront Park area and Burdick St./Stockbridge Ave.	<i>Provide guidance on sign design</i>		Public Services/ Planning - Assist in siting the signs and aligning with any regulations (depends on the style of sign pursued) : <i>See Appendix 4</i>	2019	Consider using quick win funds
Increase lighting at/around Miller Rd./Portage St., Michigan Ave./King Highway, Lake St/BL-94, Mills St./Mayors' Riverfront Park area, and Burdick St/Stockbridge Ave.	<i>Promote reporting process with residents so City is aware of lights in need of repair</i>		Public Services Work to install lighting in these areas: <i>See Appendix 4</i>	Mid/Long	

Make all trails, parks and the Kalamazoo Farmers Market ADA accessible.		PFC/ Farmers Market	Public Services, Parks - Improve signage and safety for users of the Portage Creek Trail particularly at Lake where is currently ends : See Appendix 3	Short	
Create right-of-ways that safely take residents to Mayor's Riverfront Park and the Kalamazoo County Fairgrounds.		MDOT, Township (for Fair Grounds)	Public Services/ Planning – Work to design streets to meet needs of all users including sidewalk and bike infrastructure along Mills and Lake. Work with MDOT to site sidewalks, lighting, and, if possible, bike infrastructure on northern section of Kings See Appendix 4	Mid/Long	
Create connections from Edison to the Kalamazoo Valley River Trail. Create trail connections to downtown, the City of Portage and other trail systems (Linear, Kal-Haven, Bicentennial, etc.)	<i>Assist in promoting any meeting related to the work</i>		Public Services/ Parks - Design trail expansion. Where appropriate engage residents in the project See Appendix 3	Portage Creek expansion – design 2019	
Increase safe routes to schools in Edison	<i>Work with Partners to develop program to address safety concerns when walking to school (examples include walking school bus, crossing guards, or other program) Encourage participation in meetings</i>	Washington Writers' Academy, Edison Environmental Science Academy, Milwood Middle, school PTOs	Planning/ Public Services - Study SRTS for Edison schools (Washington Writers' Academy, Edison Environmental Science Academy, Milwood Middle) , Install improved crossing on Portage at Washington Writers Academy See Appendix 3	Short/ Mid	

Commercial



ACTION	EDISON NEIGHBORHOOD ASSOCIATION	PARTNER	CITY	TIMELINE	COST
Increase family-friendly retail shopping options (see Appendix 1 for list)	<i>Work with partners to connect neighborhood entrepreneurs to resources</i>	SBDC, SCORE, Edison Business Association, KCLBA (as owner of many Washington Square Buildings), LISC	Zoning - Update zoning permitted list of uses to support a wide range of uses. Economic Development - Create entrepreneur support center help Edison residents establish businesses that meet these needs through education and access to financial resources	Zoning – Short Economic Development - Long	
Where possible, put retail shopping on the lower and residential on upper levels of buildings.	<i>Work with partners to create move in ready commercial spaces and promote to neighborhood entrepreneurs</i>	KCLBA, LISC	Zoning - Update zoning to support neighborhood scale mixed use development as also outlined in the 2025 Master Plan. Change zoning to allow for mixed use, walkable development in the commercial node Economic Development – Explore partnerships or programs to increase the amount of move-in ready spaces in the commercial node	Zoning – Short Economic Development - Mid	
Improve the visual appearance of the storefronts in Edison.	<i>Help promote program and support applications</i>	Edison Business Association, Local/neighborhood artists	Economic Development - Promote City façade improvement grants See Appendix 2	Short	

Chapter 5. Planning Process

The Edison Neighborhood Plan follows a process first outlined by the Edison Neighborhood Association's Board of Trustees in 2017. This process mandated representation of all the stakeholders in the neighborhood and required active public outreach. During the planning process the Edison Neighborhood Association, assisted by City staff, gathered information and solicited input through a variety of means including distributing a neighborhood newsletter, surveying the neighborhood residents, businesses and property owners, holding community meetings to solicit additional ideas and providing an opportunity for the neighborhood to vote on the plan. The planning process had several major components detailed below:

- Edison Neighborhood Leadership Committee
- Community Outreach
- Edison Neighborhood Association Board of Trustees Approval of Plan
- Neighborhood Review and Approval of the Plan
- City Review
- City Commission Adoption

Edison Neighborhood Leadership Committee

The Edison Neighborhood has a diverse Neighborhood Leadership Committee that includes homeowners, renters, businesses and non-profit organizations. The Neighborhood Leadership Committee held regular monthly meetings that were advertised and open to the entire neighborhood. They also instituted a comprehensive community outreach plan that attempted to involve everyone with an interest in the neighborhood.

Neighborhood Outreach

The Neighborhood Leadership Committee's first order of business was to establish a community outreach plan. The goal was to provide opportunities for everyone with an interest in the neighborhood, to be involved in the Neighborhood Planning Process. The Neighborhood Outreach Plan included:

- 1. Neighborhood Newsletters:** Bi-monthly newsletters were emailed and delivered to local businesses in the neighborhood. The newsletters encouraged community involvement in the process and kept the neighborhood informed on the status of the plan and upcoming events.
- 2. Neighborhood Survey:** A brief survey was distributed in the neighborhood. The purpose of the survey was to identify an initial set of neighborhood issues and to recruit volunteers to help in the neighborhood planning process.
- 3. Neighborhood Community Meetings:** The Neighborhood Leadership Committee held ten community-wide meetings to encourage participation and obtain neighborhood input. The meetings held were as follows:

- 🌈 October 26, 2017: Edison Neighborhood Association Board of Trustees meeting.
- 🌈 October-February: Staff compiles all the unaccomplished items in our stack of plans.
- 🌈 February 22, 2018: Second Neighborhood Leadership Committee meeting.
- 🌈 March 2, 2018: Introduction to Community Connections for feedback.
- 🌈 March 22, 2018: Neighborhood Leadership Committee meeting for feedback.
- 🌈 April 4, 2018: Present to Community Connections for feedback.
- 🌈 April 26, 2018: Neighborhood Leadership Committee meeting to discuss Community Connections findings.
- 🌈 May 1, 2018: Present to neighborhood via paper surveys and Survey Monkey (email list ENA, EBA and Facebook list.)
- 🌈 May 8, 2018: Identify who is missing from survey.
- 🌈 May 24, 2018: Neighborhood Leadership Committee meeting.
- 🌈 June 5, 2018: Edison Blossoms collect more surveys.
- 🌈 July 26, 2018: Last Neighborhood Leadership Committee meeting and vote on plan.
- 🌈 August 7, 2018: National Night Out and community vote on new plan.
- 🌈 August 8, 2018: Staff compiles information for Plan 2019.
- 🌈 November 20, 2018: ENA Board of Trustees vote to adopt the plan.
- 🌈 October 1, 2018: Schedule to have Plan 2019 reviewed and voted on by the City of Kalamazoo Planning Commission and City Commission for Adoption into the City of Kalamazoo Master Plan.

Neighborhood Plan Review and Approval Process

- 🌈 October 26, 2017: ENA Board of Trustees meeting. The board felt that we had several great plans already and wanted to get a list of all the things in those plans that had not yet been completed.
- 🌈 October-March: Staff compiles all the unaccomplished items, from our stack of plans, into a 9 item list.
- 🌈 March 2, 2018: The planning process was introduced to Community Connections meeting attendees and it was explained that at next month's meeting we would be looking for feedback.
- 🌈 March 22, 2018: The ENA Board of Trustees and the Neighborhood Leadership Committee, meeting for feedback.
- 🌈 April 4, 2018: Present to Community Connections for feedback and decisions.
- 🌈 April 26, 2018: Leadership meeting to discuss Community Connections findings and get group approval on the survey questions to be disseminated to the neighborhood.
- 🌈 May 1, 2018: Present to neighborhood via paper surveys and Survey Monkey (email list ENA, EBA, Facebook and telephone survey for folks without computers).
- 🌈 May 8, 2018: Identify who has responded and identify who is missing.
- 🌈 May 24, 2018: Fourth Neighborhood Leadership Committee meeting.
- 🌈 June 5, 2018: Edison Blossoms collect more surveys.
- 🌈 August 7, 2018: National Night Out Neighborhood Plan Review!!

City Review and Adoption

Leadership Committee Review: The draft of the Edison Neighborhood Plan was presented to the City Planning Commission. A Planning Commission Public Hearing was held on January 3rd, 2019 and ultimately the Plan was recommended by the City Commission for approval.

Chapter 6. Implementation

By adopting the Plan, the City Commission will demonstrate the City's commitment to the implementation of the Plan. However, every action item listed in this Plan will require separate and specific implementation. Adoption of the Plan does not begin the implementation of any item. Approval of the Plan does not legally obligate the City to implement any particular action item. The implementation will require specific actions by the neighborhood, the City and by other agencies. The Neighborhood Plan will be supported and implemented by:

- City Boards, Commissions and Staff
- City Departmental Budgets
- Capital Improvement Projects
- Other Agencies and Organizations
- Direct Neighborhood Action

City Boards, Commissions and Staff

The numerous boards and commissions of the City will look to the Edison Neighborhood Plan when they need guidance about the neighborhood. The Parks and Recreation Advisory Board will have a guide available stating the neighborhood's priorities for parks and open space. The City Planning Commission will already know if a proposed zoning change in Edison would be appropriate and supported by the residents and businesses of the neighborhood. Additionally, City staff will use the plan as a guidance document for review of projects and programs.

Department Budgets

Each year every City department puts together a budget that states the department's priorities for the coming year. By bringing the strengths and desires of the neighborhood to the attention of City departments, the Edison Neighborhood Plan will help them prioritize those projects that help safeguard the neighborhood's assets while addressing its needs.

Other Agencies and Organizations

Other agencies and organizations outside city government will play a key role in the implementation of the Edison Neighborhood Plan. As these agencies look for public input, the Edison Neighborhood Plan will be available as a clearly articulated vision of the direction the neighborhood desires to go.

Direct Neighborhood Action

Some of the elements of the Edison Neighborhood Plan will be implemented by direct neighborhood action, possibly with some City support. Neighborhood clean-ups, graffiti abatement and citizen's Hot-Spot sheets are a few examples of projects that might best be accomplished by the Neighborhood Association.

Implementation Schedule and Tracking

The implementation of the Edison Neighborhood Plan will be monitored. Some items are expected to be completed quickly. For others, especially those items that need additional funding, it may be harder to schedule a firm completion date. Nevertheless, the status of every item proposed in the Edison Neighborhood Plan will be tracked. The Edison Neighborhood Plan Implementation Tracking Chart provides an easy way to check the status of the implementation of the plan. For each action proposed in the plan, the chart lists the contact, the current status and comments that include the next needed action. A check date, if not a completion date, will be set for each item. This tracking chart will be updated regularly as more information becomes available and as the status of projects change. An update report is scheduled for January of 2020 to summarize the overall implementation status of the Plan's recommendations. The Tracking Chart will be available upon request from the City of Kalamazoo Community Planning and Development staff.

Updating the Edison Neighborhood Plan

Neighborhoods are dynamic. To be effective, a neighborhood plan must be periodically updated to reflect changes in the neighborhood. The Edison Neighborhood Plan will undergo regular review every 6 months. The Neighborhood Leadership Committee will conduct this review, updating the status of the action items and considering additions and amendments. The Neighborhood Leadership Committee may also designate subcommittees to assist in this review. However, just as the full Neighborhood Leadership Committee represents the diverse interests of the neighborhood, the updating subcommittee should include representatives of homeowners, renters, businesses and non-resident property owners.

Over time, a neighborhood plan may need more changes to stay current than would be appropriate for a small subcommittee to make. How often this will be necessary depends on how much conditions have changed in the neighborhood. Overall, it seems that a neighborhood plan, with any needed changes, should be re-approved and re-adopted every 10 years.

Appendix

Appendix 1: List of Desired Retail

- Pharmacy
- Bank
- Sit-down restaurants with healthy meals
- Bakery/Bagel/Coffee shop
- Book store
- Department store
- Health food store
- Ice-cream/Soda/Candy shop
- Laundry Mat/Dry Cleaner
- Music/Video/Arcade store
- Fast Food restaurant
- Building materials store

Appendix 2: Portage Corridor



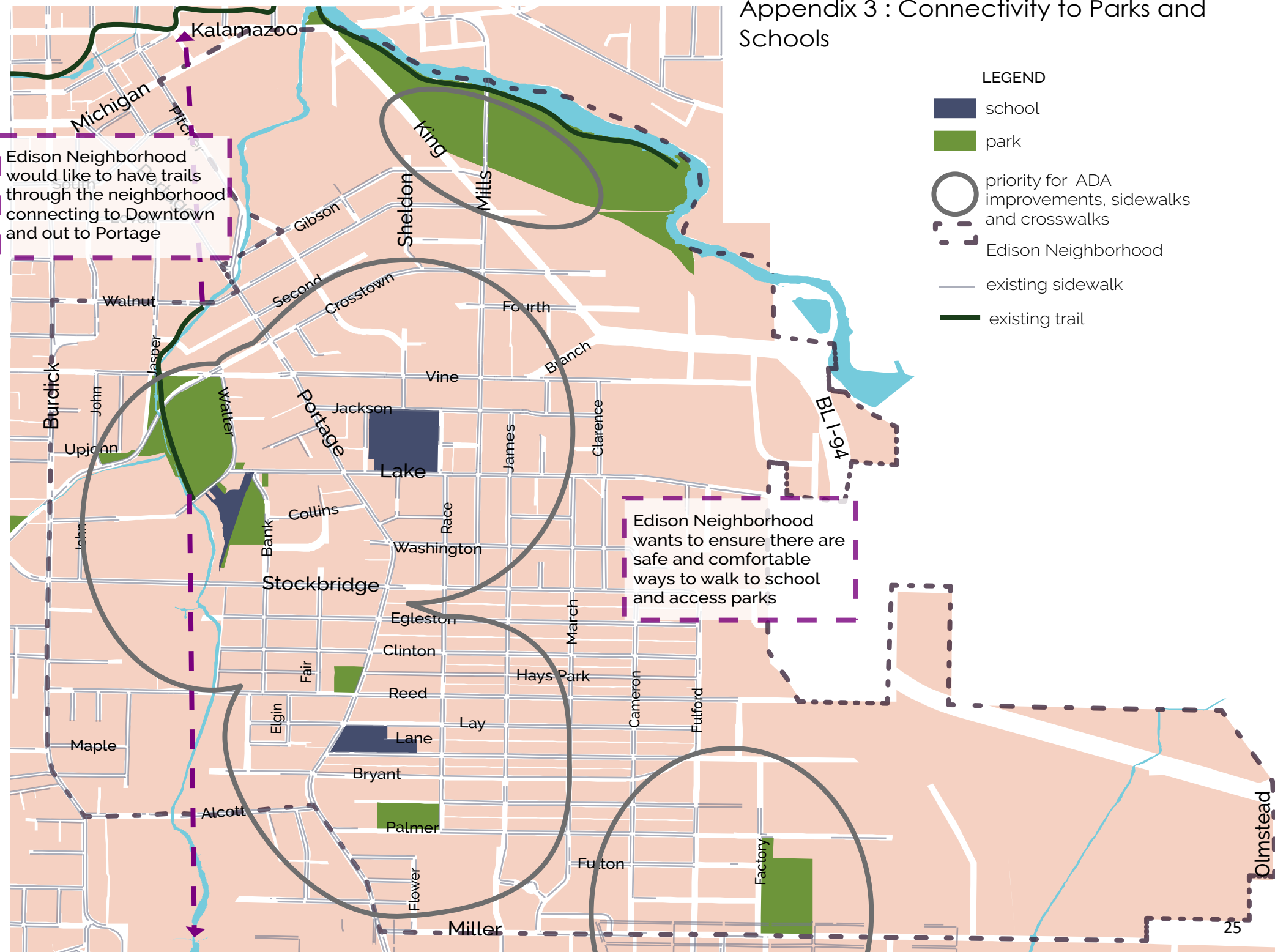
Appendix 3 : Connectivity to Parks and Schools

LEGEND

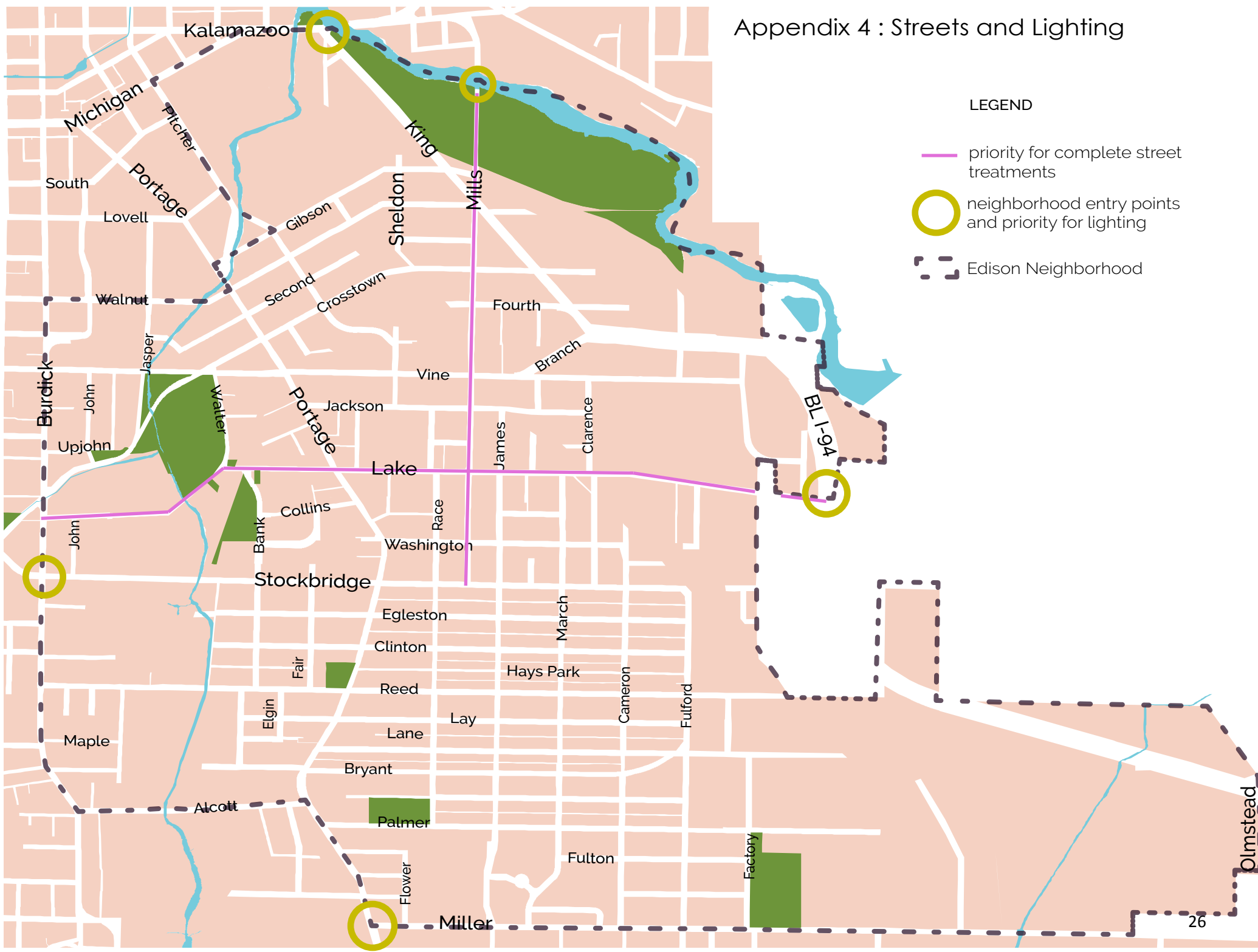
- school
- park
- priority for ADA improvements, sidewalks and crosswalks
- Edison Neighborhood
- existing sidewalk
- existing trail

Edison Neighborhood would like to have trails through the neighborhood connecting to Downtown and out to Portage

Edison Neighborhood wants to ensure there are safe and comfortable ways to walk to school and access parks



Appendix 4 : Streets and Lighting



CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. XX-XX

**A RESOLUTION AFFIRMING THE ADOPTION OF A SUB-PLAN TO
THE CITY OF KALAMAZOO'S COMPREHENSIVE PLAN
(THE EDISON NEIGHBORHOOD PLAN 2019)**

Minutes of a regular meeting of the City Commission of the City held on Date, at time., local time, at the City Hall.

PRESENT, Commissioners:

ABSENT, Commissioners:

WHEREAS, the Comprehensive Plan is a living document intended to be amended and updated with changing conditions; and

WHEREAS, the Edison Neighborhood Plan 2019 has been reviewed by neighboring townships and jurisdictions, as well as the Kalamazoo County Metropolitan Planning Commission, and was received favorably by those jurisdictions; and

WHEREAS, pursuant to Michigan Planning Enabling Act (PA 33 of 2008) the Kalamazoo City Planning Commission held a public hearing on October 4th, 2018, and recommended unanimously to the City Commission to confirm the approval of the sub plan

WHEREAS, the Edison Neighborhood Plan 2019 constitutes a public purpose, and:

- a. The sub plan is consistent with the Imagine Kalamazoo Strategic Vision and Imagine Kalamazoo 2025 Comprehensive Plan. Elements of the plan seek to promote economic vitality, create complete neighborhoods, and create inviting public places which are stated goals of the Comprehensive Plan; and
- b. This sub plan was created with a large amount of public input from those who live, work, and own property in the area; and
- c. The Edison Neighborhood of Kalamazoo is a geographic area less than the entire planning jurisdiction, and has unique physical characteristics that necessitate a more intensive planning process;

NOW, THEREFORE, BE IT RESOLVED:

The Edison Neighborhood Plan 2019 sub-plan to the City of Kalamazoo's 2025 Comprehensive Plan, as recommended by the Planning Commission and City Administration, is hereby approved.

The above resolution was offered by XXX and seconded by XXX.

AYES: Commissioners

NAYS: None

ABSTAIN: None

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kalamazoo at a regular meeting held on date. Public notice was given and the meeting was conducted in full compliance with the Michigan Open Meetings Act (PA 267, 1976). Minutes of the meeting will be available as required by the Act.

Scott A. Borling
Acting City Clerk



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: James J. Baker, PE Public Services Director and City Engineer

PREPARED BY: James J. Baker, PE Public Services Director and City Engineer

DATE: 1/7/2019

SUBJECT: Adoption of an ordinance to amend certain sections of chapter 38 of the Kalamazoo code to change the rates charged for drinking water

RECOMMENDATION

It is recommended that the City Commission adopt an ordinance to amend certain sections of chapter 38 of the Kalamazoo code to change the rates charged for water service. The ordinance amends Chapter 38 of the Kalamazoo Code of Ordinances to increase water system revenues, effective February 14, 2019.

BACKGROUND

As part of the 2019 water system budget, the City Administration recommended an overall system revenue increase of 4% for water. Approval and implementation of this increase will allow the Utilities to continue to operate and maintain the system and make capital improvements as outlined in the 2019 budget. Also, the new rates will work to improve reserve funds, debt coverage ratios and allow for the continued stabilization of the Utility's financial position. Continued annual rate increases are needed to continue to support system wide capital needs and financial health over the next several years.

The Foster Group was commissioned to complete an analysis of overall 2019 revenue requirements and detailed rate charges within customer classes. The system requirements of a 4% increase in water rates are broken out into customer classes resulting in recommendations for an increase to Inside City Water rates of 8.7%, and an increase to Township Water rates of 0.2%. The detailed rate increases by customer classes vary due to contractual obligations, specifics regarding capital asset location and use and the projected capital investments.

The 2019 recommended utility rate increases will result in an increase to a typical Inside City customer's quarterly bill by \$3.92 (\$1.96 monthly) for water and an increase to a typical Outside City customer's quarterly bill by \$0.01 (\$0.005 monthly) for water services.

COMMUNITY RESOURCES CONSULTED

An infrastructure needs and proposed Utility rates presentation was held on December 10, 2018 during the budget work session. This budget work session was open to the public and provided an opportunity for public comment.

FISCAL IMPACT

The 2019 water operational budgets and capital improvement plans were developed with the revenue increases of the proposed rate increases included.

ALTERNATIVES

The City Commission may deny or delay this request. However, if the increases are delayed or not approved, a budget adjustment equal to the loss in revenues would be required. Delaying or denying this request is not recommended.

ATTACHMENTS:

Type	Description
▣	Ordinances Water and Wastewater Rate Ordinance Memo
▣	Ordinances Water Rate Ordinance

TFG
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MEMORANDUM

2019 Water and Wastewater Rates

January 7, 2019

To: James Baker

From: Bart Foster

This memorandum is intended to summarize the proposed Water and Wastewater rates for 2019. At your request, we have reviewed and prepared suggested ordinances for consideration, submitted under separate cover. We are diligently working on reports to set forth additional detail on the rate proposals, and hope to have those complete by the end of this week. Herewith a brief introduction of the proposed rates.

Water Rates

The proposed water rates were designed to generate an overall revenue increase of four percent compared to the rates currently in effect. However, the impact on individual customers and customer classes varies.

The proposed water rates have been prepared in a manner that reflects implementation of a “glide path” towards equalized rates for City customers and Township customers, as envisioned by recent negotiations towards a new service contract. The specifics of the new contract remain under development, and as such the “equalization” concept being discussed is not contractually required. However, in consultation with City executives we have proceeded to develop water rate schedules that align with the equalization concept.

The proposed water rates for 2019 represent the second year of an overall five-year “glide path” towards equalized City and Township rates. If adopted, and if future rates continue to reflect the proposed concept, water rates to City customers and Township customers would be identical starting in 2022. Future rate increases would then also be identical for both customer classes. The process outlined below summarizes our efforts to develop the “glide path” strategy, and the proposed water rates for 2019.

- We prepared a financial forecast for the Water utility through 2023.
 - *This forecast assumes annual increase in revenues from rates of four percent. These “system rate increases” refer to the overall revenue impact, and are not indicative of impacts on individual customers or customer classes.*

- We conducted a cost of service study for a “test year” of 2022 – the targeted end of the glide path and the beginning of equalized water rates.
 - *This cost of service study was prepared in a manner that does not distinguish differential characteristics between City customers and Township customers.*
- We prepared preliminary projected 2022 water rate schedules to equitably recover the allocated 2022 costs of service from each customer class (Residential, Commercial, Seasonal, etc.).
 - *This “equalized” water rate schedule becomes the targeted end state for developing the “glide path”.*
- We determined step-wise annual changes in each individual element of the water rate schedule for both City customers and Township customers, designed to arrive equalized rates in 2022 by taking four equal annual adjustments.
 - *This is more complex than just uniformly adjusting each component of the City rate schedule by a uniform percentage, and similarly adjusting each component of the Township rate schedule by a different uniform percentage. This is due to the fact that the equalized water rate structure will result in different percentage changes in service charge portion of the rate schedule compared with the commodity rate portion. Having said that . . .*
- The average “glide path” annual adjustment for City water rates is **8.7%**.
- The average “glide path” annual adjustment for Township water rates is **0.2%**
- The proposed 2019 water rates produce impacts on individual City / Township customers that are consistent with those metrics.
 - *The average quarterly water bill for a typical City residential customer will increase by \$3.92, or approximately nine percent.*
 - *The average quarterly water bill for a typical Township residential customer (using the same amount of water) will increase by \$0.01.*

The specifics of our analyses will be documented in more detail in our subsequent Water Rate Report.

Wastewater Rates

The proposed wastewater rates were designed to generate an overall revenue increase of five percent¹ compared to the rates currently in effect. However, the impact on individual customers and customer classes varies based on cost of service analyses.

The existing wastewater rates were developed via a strategy established with the 2018 cost of service study, completed in December 2017. The strategy encompassing those rates was designed to phase in results of the 2018 cost of service study, and the True-Up adjustments for 2013, 2014, 2015, and 2016 in three equal annual installments through 2020.

¹ This metric is complicated by the inclusion of “True-Up” adjustments in the revenue base.

Our preliminary review of the 2019 wastewater revenue requirements and wastewater system usage characteristics indicates a strong alignment with the conditions indicated in our 2018 cost of service study. Our proposed 2019 wastewater rates therefore simply represent a continuation of the strategy established for the 2018 wastewater rates. The proposed 2019 wastewater rate schedule reflects increases of:

- 5.75% for Inside City *retail* wastewater rates;
- 7.40% for Outside City *retail* wastewater rates;
- 4.25% for Municipality *wholesale* wastewater rates;
- No change in wastewater rates to Pfizer and Graphics packaging.

We believe that continuation of the original strategy is sound, particularly given that True-Up analyses have not yet been completed for 2017, and that another True-Up study is scheduled to start soon for 2018. Further, recent rate methodology investigations have been entirely focused on water rates. We believe that material changes in wastewater rate structures should be held in abeyance until the water rate developments are finalized.

The specifics of our analyses will be documented in more detail in our subsequent Wastewater Rate Report.

We are prepared to discuss this matter at your convenience.

CITY OF KALAMAZOO, MICHIGAN

ORDINANCE NO. 1944

**AN ORDINANCE TO AMEND SECTION 38-32 OF THE KALAMAZOO CITY CODE
TO CHANGE THE RATES CHARGED FOR WATER SERVICE**

THE CITY OF KALAMAZOO ORDAINS:

1. Section 1. Sec. 38-32 of the Kalamazoo Code is hereby amended to read as follows:

“Sec. 38-32. **Rate schedules established.**

The charge for water service furnished by the city shall be the sum of the service charge, dependent upon the size of the meter, plus the commodity charge, dependent upon the amount of water used, and the applicable customer class schedules as set forth below:

(1) SCHEDULE A (Quarterly)

Service Charge (per quarter)

<u>Size of Meter</u> (inches)	<u>City</u>	<u>Outside City</u>
5/8-3/4	\$27.03	30.82
1	36.03	41.55
1-1/2	45.06	52.29
2	69.82	81.82

(2) SCHEDULE B (Monthly)

Service Charge (per month)

<u>Size of Meter</u> (inches)	<u>City</u>	<u>Outside City</u>
5/8-3/4	11.99	12.93
1	15.00	16.51
1-1/2	18.00	20.09
2	26.27	29.93
3	87.09	102.40
4	109.63	129.23
6	162.19	191.85
8	222.24	263.42

(3) **COMMODITY CHARGES, RATES SCHEDULES A & B**

Rate Per Cubic Meter (on all water used)

<u>Customer Class</u>	<u>City</u>	<u>Outside City</u>
Single Family	0.393	0.604
Multi Family	0.337	0.414
Commercial	0.376	0.464

(4) **FIRE PROTECTION, RATE SCHEDULE C (Monthly)**

Demand Charge (monthly)

<u>Size of Detector Check (inches)</u>	<u>City</u>	<u>Outside City</u>
4	29.73	37.50
6	36.67	45.52
8	50.56	61.43
10	106.48	123.73

Demand Charge (quarterly)

<u>Size of Detector Check (inches)</u>	<u>City</u>	<u>Outside City</u>
4	42.83	59.12
6	49.15	78.44
8	66.97	117.77
10	200.36	295.48

Commodity Charge (per month) Per Cubic Meter

	<u>City</u>	<u>Outside City</u>
First 15 m ³ /mo.	0.370	0.459
Over 15 m ³ /mo.	1.110	1.377

Fire hydrants: \$40.00 per year on each private fire hydrant maintained in service inside the City.

Fire hydrants: \$40.00 per year on each private fire hydrant maintained in service outside the City.

(5) **LAWN SPRINKLING & SEASONAL USE, SCHEDULE D**

Commodity Charge. Rate per cubic meter on all water used.

Outside City	\$0.941 per cubic meter
--------------	-------------------------

rendered on or after _____, 2019.

REPEALER

All former ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, said portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

CERTIFICATE

The foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Kalamazoo at a regular meeting held on _____. Public notice was given and the meeting was conducted in full compliance with the Open Meetings Act, (PA 267,1976). Minutes of the meeting will be available as required by the Act, and the ordinance was duly recorded, posted, and authenticated by the Mayor and City Clerk as required by the Charter of said City.

Bobby J. Hopewell, Mayor

Scott A. Borling, City Clerk



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: James J. Baker, PE Public Services Director and City Engineer

PREPARED BY: James J. Baker, PE Public Services Director and City Engineer

DATE: 1/7/2019

SUBJECT: Adoption of an ordinance to amend certain sections of chapter 28 of the Kalamazoo code to change the rates charged for wastewater services.

RECOMMENDATION

It is recommended that the City Commission adopt an ordinance to amend certain sections of chapter 28 of the Kalamazoo code to change the rates charged for wastewater service. The ordinance amends Chapter 28 of the Kalamazoo Code of Ordinances to increase wastewater service system revenues, effective February 14, 2019.

BACKGROUND

As part of the 2019 wastewater system budget, the City Administration recommended an overall system revenue increase of 5% for wastewater. Approval and implementation of this increase will allow the Utilities to continue to operate and maintain the system and make capital improvements as outlined in the 2019 budget. Also, the new rates will work to improve reserve funds, debt coverage ratios and allow for the continued stabilization of the Utility's financial position. Continued annual rate increases are needed to continue to support system wide capital needs and financial health over the next several years.

The Foster Group was commissioned to complete an analysis of overall 2019 revenue requirements and detailed rate charges within customer classes. The system requirements of a 5% increase in wastewater rates are broken out into customer classes resulting in recommendations for an increase to Inside City Retail Wastewater rates of 5.75%, an increase to Outside City Retail Wastewater rates of 7.40%, no change in the wastewater rates for Pfizer, no change in the wastewater rates for Graphics Packaging and an increase in the Municipal Wastewater rate of 4.25%. The detailed rate increases by customer classes vary due to contractual obligations, specifics regarding capital asset location and use and the projected capital investments.

COMMUNITY RESOURCES CONSULTED

An infrastructure needs and proposed Utility rates presentation was held on December 10, 2018 during the budget work session. This budget work session was open to the public and provided an opportunity for public comment.

FISCAL IMPACT

The 2019 wastewater operational budgets and capital improvement plans were developed with the revenue increases of the proposed rate increases included.

ALTERNATIVES

The City Commission may deny or delay this request. However, if the increases are delayed or not approved, a budget adjustment equal to the loss in revenues would be required. Delaying or denying this request is not recommended.

ATTACHMENTS:

Type	Description
▣	Ordinances Wastewater Rate Ordinance
▣	Ordinances Water and Wastewater Rate Ordinance Memo

CITY OF KALAMAZOO, MICHIGAN

ORDINANCE NO. 1921

**AN ORDINANCE TO AMEND SECTION 28-73 OF THE KALAMAZOO CITY CODE TO
CHANGE THE RATES CHARGED FOR WASTEWATER SERVICE**

THE CITY OF KALAMAZOO ORDAINS:

1. **Section 1.** Sec. 28-73 of the Kalamazoo Code is hereby amended to read as follows:

“Sec. 28-73. **Rate schedules established.**

- (1) Each user of the treatment works shall pay charges equal to the sum of those set out in subsections (a) and (b) below, according to the service charge (meter reading, billing expense, and allocated infiltration/inflow costs) in (a) and the commodity charge (quantity of wastewater at average domestic strength and septic haulers at higher strengths as indicated) in (b). For nonmaster metered municipal (wholesale) customers (City of Galesburg and a portion of the City of Portage), the commodity charge has been increased above the master metered municipal (wholesale) customer class to account for infiltration and inflow.

Commercial or industrial users whose wastewater strengths are monitored and tested by city technical services staff shall pay quantity/quality charges (quantity, BOD, SS and NH3) in (c) below. Any commercial or industrial user who is not monitored by city technical services staff, and who believes that their wastewater strengths are below average domestic wastewater strengths (BOD – 239 mg/l, SS- 259 mg/l, NH3 – 18.3 mg/l) may document their wastewater strengths to the satisfaction of the director (or pay the cost of sampling and testing by city technical services staff) and shall be allowed to pay quantity/quality rates in (c) below.

Septage haulers whose wastewater strengths are below the amounts in (2) below may document their wastewater strengths to the satisfaction of the director (or pay the cost of sampling and testing by city technical services staff) and shall be allowed to pay quantity/quality rates in (c) below.

- (a) **Service Charges.** The following service charges shall apply to all users connected or required to be connected regardless of quantity of wastewater discharged. The service charge is a user charge, and it contains billing and inflow and infiltration charges for retail customers. For municipal (wholesale) customers with a master meter, the service charge contains billing costs only since inflow and infiltration are included in their metered flow.

Service Charges (minimum charges per billing period):

Inside City Quarterly

Size of meter (inches)	OM&R (\$/bill)	Capital (\$/bill)	Total (\$/bill)
5/8	8.85	(0.56)	8.29
3/4	9.10	(0.65)	8.45
1	9.89	(0.91)	8.98
1 1/2	10.94	(1.26)	9.68
2	13.83	(2.27)	11.56
3	35.15	(9.63)	25.52
4	43.04	(12.34)	30.70
6	61.45	(18.68)	42.77
Flat Rate	54.43	(6.69)	47.74

Outside City Quarterly

Size of meter (inches)	OM&R (\$/bill)	Capital (\$/bill)	Total (\$/bill)
5/8	8.85	3.33	12.18
3/4	9.10	3.67	12.77
1	9.89	4.64	14.53
1 1/2	10.94	5.95	16.89
2	13.83	9.55	23.38
3	35.15	35.99	71.14
4	43.04	45.80	88.84
6	61.45	68.68	130.13
Flat Rate	54.43	31.10	85.53

Inside City Monthly

Size of meter (inches)	OM&R (\$/bill)	Capital (\$/bill)	Total (\$/bill)
5/8	7.09	0.05	7.14
3/4	7.18	0.01	7.19
1	7.43	(0.06)	7.37
1-1/2	7.78	(0.18)	7.60
2	8.75	(0.52)	8.23
3	15.85	(2.97)	12.88
4	18.48	(3.88)	14.60
6	24.62	(5.99)	18.63
Dewatering	6.21	(0.03)	6.18

Outside City Monthly

Size of meter (inches)	OM&R (\$/bill)	Capital (\$/bill)	Total (\$/bill)
5/8	7.09	1.17	8.26
3/4	7.18	1.26	8.44
1	7.43	1.61	9.04
1-1/2	7.78	2.05	9.83
2	8.75	3.24	11.99
3	15.85	12.05	27.90
4	18.48	15.33	33.81
6	24.62	22.95	47.57
Municipalities	6.21	(0.22)	5.99
Dewatering	6.21	0.16	6.37
Septage Haulers	6.21	0.16	6.37

b) Commodity Charges

Inside City

	OM&R (\$/m3)	Capital (\$/m3)	Total (\$/m3)
Residential (*)	0.536	(0.071)	0.465
Commercial	0.536	(0.071)	0.465
Industrial	0.536	(0.071)	0.465
Dewatering	0.536	(0.071)	0.465

Outside City

	OM&R (\$/m3)	Capital (\$/m3)	Total (\$/m3)
Residential (*)	0.536	0.334	0.870
Commercial	0.536	0.334	0.870
Industrial	0.536	0.334	0.870
Dewatering	0.536	0.334	0.870
Municipalities: Mastered-Metered	0.414	0.118	0.532
Municipalities: Non-Master Metered	0.445	0.149	0.594

M3 = Cubic Meters

(*) Summer water consumption used in calculation of wastewater bills shall not exceed 120% of winter quarter consumption for quarterly users whose winter quarter water consumption is less than two hundred (200) cubic meters and monthly users whose winter quarter water does not exceed sixty-six (66) cubic meters per month.

c) Quality/Quantity Charges

Commodity Charge

	OM&R (\$/m3)	Capital (\$/m3)	Total (\$/m3)
<u>Monitored Customers</u>			
Pfizer	0.104	0.066	0.170
Graphic Packaging	0.092	(0.022)	0.070
Dewatering:			
Inside City	0.221	(0.084)	0.137
Outside City	0.221	0.285	0.505
Industrial-Inside City	0.221	(0.073)	0.148
Industrial–Outside City	0.221	0.273	0.494

BOD Strength Charge

	OM&R (\$/Kg)	Capital (\$/Kg)	Total (\$/Kg)
<u>Monitored Customers</u>			
Pfizer	0.512	(0.002)	0.510
Graphic Packaging	0.512	(0.042)	0.470
Dewatering:			
Inside City	0.512	(0.015)	0.497
Outside City	0.512	0.111	0.623
Industrial-Inside City	0.512	0.006	0.518
Industrial –Outside City	0.512	0.100	0.612

SS Strength Charge

	OM&R (\$/Kg)	Capital (\$/Kg)	Total (\$/Kg)
Monitored Customers			
Pfizer	0.541	0.029	0.570
Graphic Packaging	0.541	(0.031)	0.510
Dewatering:			
Inside City	0.541	(0.012)	0.529
Outside City	0.541	0.136	0.677
Industrial-Inside City	0.541	0.030	0.571
Industrial –Outside City	0.541	0.125	0.666

NH3-N Strength Charge

	OM&R (\$/Kg)	Capital (\$/Kg)	Total (\$/Kg)
Monitored Customers			
Pfizer	2.755	(0.145)	2.610
Graphic Packaging	2.755	(0.235)	2.520
Dewatering:			
Inside City	2.755	(0.111)	2.644
Outside City	2.755	0.413	3.168
Industrial-Inside City	2.755	0.058	2.813
Industrial –Outside City	2.755	0.381	3.136

Kg= Kilogram

- 2) In addition to the above charges, each user shall pay the charges for miscellaneous service and monitoring, as determined by the Director. The charges may be revised by the Director whenever, in her/his opinion, it is deemed appropriate. All charges shall be paid to the Department of Public Services, and all funds received as result of the miscellaneous charges will be credited to the wastewater system receiving account.
- (3) Any person or entity who is responsible for discharging prohibited material shall be charged the actual expense incurred by the city for handling, treatment and/or removal of said material in the wastewater system.
- (4) Any user who is responsible for damage to the wastewater system shall be charged the full cost of repair of damage to the wastewater system. The cost shall include, but is not limited to, labor, equipment, materials, and administrative expense, interest on borrowed funds, engineering, legal, or other professional fees or expenses charged to the city by other utilities or departments and any and all fines, costs, penalties, or damages imposed upon the city by the United States, the State of Michigan, or any court or administrative agency.

- (5) Users will be notified at least once per year how much they are being charged for their proportional operation, maintenance, and replacement costs, as required by United States Environmental Protection Agency regulations. (Ord. No. 1649, &1, 3-9-98).

The rates established by this ordinance amendment shall go into effect for wastewater bills rendered on or after , 2019.

REPEALER

All former ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, said portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

CERTIFICATE

The foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Kalamazoo at a regular meeting held on _____. Public notice was given and the meeting was conducted in full compliance with the Open Meetings Act, (PA 267,1976). Minutes of the meeting will be available as required by the Act, and the ordinance was duly recorded, posted, and authenticated by the Mayor and City Clerk as required by the Charter of said City.

Bobby J. Hopewell, Mayor

Scott A. Borling, City Clerk

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MEMORANDUM

2019 Water and Wastewater Rates

January 7, 2019

To: James Baker

From: Bart Foster

This memorandum is intended to summarize the proposed Water and Wastewater rates for 2019. At your request, we have reviewed and prepared suggested ordinances for consideration, submitted under separate cover. We are diligently working on reports to set forth additional detail on the rate proposals, and hope to have those complete by the end of this week. Herewith a brief introduction of the proposed rates.

Water Rates

The proposed water rates were designed to generate an overall revenue increase of four percent compared to the rates currently in effect. However, the impact on individual customers and customer classes varies.

The proposed water rates have been prepared in a manner that reflects implementation of a “glide path” towards equalized rates for City customers and Township customers, as envisioned by recent negotiations towards a new service contract. The specifics of the new contract remain under development, and as such the “equalization” concept being discussed is not contractually required. However, in consultation with City executives we have proceeded to develop water rate schedules that align with the equalization concept.

The proposed water rates for 2019 represent the second year of an overall five-year “glide path” towards equalized City and Township rates. If adopted, and if future rates continue to reflect the proposed concept, water rates to City customers and Township customers would be identical starting in 2022. Future rate increases would then also be identical for both customer classes. The process outlined below summarizes our efforts to develop the “glide path” strategy, and the proposed water rates for 2019.

- We prepared a financial forecast for the Water utility through 2023.
 - *This forecast assumes annual increase in revenues from rates of four percent. These “system rate increases” refer to the overall revenue impact, and are not indicative of impacts on individual customers or customer classes.*

- We conducted a cost of service study for a “test year” of 2022 – the targeted end of the glide path and the beginning of equalized water rates.
 - *This cost of service study was prepared in a manner that does not distinguish differential characteristics between City customers and Township customers.*
- We prepared preliminary projected 2022 water rate schedules to equitably recover the allocated 2022 costs of service from each customer class (Residential, Commercial, Seasonal, etc.).
 - *This “equalized” water rate schedule becomes the targeted end state for developing the “glide path”.*
- We determined step-wise annual changes in each individual element of the water rate schedule for both City customers and Township customers, designed to arrive equalized rates in 2022 by taking four equal annual adjustments.
 - *This is more complex than just uniformly adjusting each component of the City rate schedule by a uniform percentage, and similarly adjusting each component of the Township rate schedule by a different uniform percentage. This is due to the fact that the equalized water rate structure will result in different percentage changes in service charge portion of the rate schedule compared with the commodity rate portion. Having said that . . .*
- The average “glide path” annual adjustment for City water rates is **8.7%**.
- The average “glide path” annual adjustment for Township water rates is **0.2%**
- The proposed 2019 water rates produce impacts on individual City / Township customers that are consistent with those metrics.
 - *The average quarterly water bill for a typical City residential customer will increase by \$3.92, or approximately nine percent.*
 - *The average quarterly water bill for a typical Township residential customer (using the same amount of water) will increase by \$0.01.*

The specifics of our analyses will be documented in more detail in our subsequent Water Rate Report.

Wastewater Rates

The proposed wastewater rates were designed to generate an overall revenue increase of five percent¹ compared to the rates currently in effect. However, the impact on individual customers and customer classes varies based on cost of service analyses.

The existing wastewater rates were developed via a strategy established with the 2018 cost of service study, completed in December 2017. The strategy encompassing those rates was designed to phase in results of the 2018 cost of service study, and the True-Up adjustments for 2013, 2014, 2015, and 2016 in three equal annual installments through 2020.

¹ This metric is complicated by the inclusion of “True-Up” adjustments in the revenue base.

Our preliminary review of the 2019 wastewater revenue requirements and wastewater system usage characteristics indicates a strong alignment with the conditions indicated in our 2018 cost of service study. Our proposed 2019 wastewater rates therefore simply represent a continuation of the strategy established for the 2018 wastewater rates. The proposed 2019 wastewater rate schedule reflects increases of:

- 5.75% for Inside City *retail* wastewater rates;
- 7.40% for Outside City *retail* wastewater rates;
- 4.25% for Municipality *wholesale* wastewater rates;
- No change in wastewater rates to Pfizer and Graphics packaging.

We believe that continuation of the original strategy is sound, particularly given that True-Up analyses have not yet been completed for 2017, and that another True-Up study is scheduled to start soon for 2018. Further, recent rate methodology investigations have been entirely focused on water rates. We believe that material changes in wastewater rate structures should be held in abeyance until the water rate developments are finalized.

The specifics of our analyses will be documented in more detail in our subsequent Wastewater Rate Report.

We are prepared to discuss this matter at your convenience.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Knott, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: Rebekah Kik, Community Planning and Economic Development Director

PREPARED BY: Dorla Bonner, Community Investment Manager

DATE: 12/27/2018

SUBJECT: The U.S. Department of Housing and Urban Development (HUD) 2017 Consolidated Annual Performance Evaluation Report

RECOMMENDATION

This is a presentation and update on 2017 HUD-funded activities. The report was submitted to HUD in September and has subsequently been approved. No action is needed from the Commission.

BACKGROUND

Every year, HUD requires communities who receive direct funding, like the City of Kalamazoo, to report on the process made in carrying out its strategic plan and its action plan. The Consolidated Annual Performance Evaluation Report (CAPER) is the HUD required document/process used to report progress. We received notice on November 13, 2018, that HUD approved our CAPER as making satisfactory progress toward our goals.

This report highlights accomplishments and progress toward the Consolidated Plan goals in the prior year. The following overarching goals adopted in the 2014-2018 Consolidated Plan guided the City of Kalamazoo in assigning the annual community priorities:

- Affordable Housing - Improve the amount of decent and affordable housing in the City of Kalamazoo by supporting the maintenance, rehabilitation and development of accessible owner- and renter-occupied housing.
- Homeless Assistance - Work towards ending homelessness within Kalamazoo County by supporting the U.S. Department of Housing and Urban Development's Strategic Plan to Prevent and End Homelessness, implemented through the Kalamazoo County Continuum of Care, by providing services and support to the City's homeless population.
- Neighborhood Enhancement - Advance the sustainability of the Community Development Block Grant neighborhoods identified in the Consolidated Plan through the continuation of City services and redevelopment of key neighborhood improvements.
- Youth Development - Develop well-adjusted and productive adults through supporting youth programs and

activities that provide positive experiences and opportunities to enhance interests, skills and abilities into adulthood

Accomplishment highlights include:

- 55 households received tenant-based rental assistance and rapid rehousing support.
- 191 persons received homeless overnight shelter and/or homelessness prevention aid.
- 115 homeowner rehabilitation projects were completed.
- 2 new homeowners were added.
- 1 new homeowner received direct financial support through down payment assistance.

COMMUNITY RESOURCES CONSULTED

A community process was developed for both the 2014-2018 Consolidated Plan. Over 38 organizations were consulted either through one-on-one meetings or larger stakeholder events. In addition, CP&D staff met with the core neighborhood associations, typically at their annual meeting, to garner resident input. Finally, surveys were developed to reach residents, clients of service providers and their organization members. The information gathered was evaluated against the data collected, city realities and community resources to develop a final set of draft priorities, goals and objectives. The focus of the activities for the 2017 Action Plan is aligned with the Consolidated Plan.

The Community Development Act Advisory Committee (CDAAC) was an instrumental part of the community outreach process. A subcommittee was initially convened to help CP&D staff develop the community outreach process. The subcommittee members attended many of the neighborhood meetings and provided support in reaching out to residents to complete surveys.

FISCAL IMPACT

The ability to successfully reach and exceed the planned goals of the 2017 Action Plan ensures that the City will continue to receive federal funding. The funding provides a benefit to the City's general fund; allowing for support of City staff from CPED, Public Safety and Parks and Recreation involved in HUD-funded activities. Through the use of these federal dollars the City of Kalamazoo's general fund is not required to address many of the community needs supported by the City and by outside nonprofit organizations. The administration and monitoring of the projects are conducted by CPED to ensure compliance and the outcomes set are successfully obtained.

ATTACHMENTS:

Type	Description
------	-------------

- | | |
|---|---|
| □ | Report HUD 2017 Consolidated Annual Performance Evaluation Report |
|---|---|



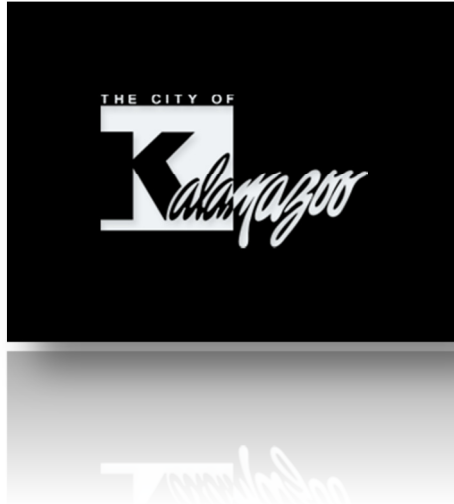
PY2017 Consolidated Annual Performance Evaluation Report

Fourth Year of the 2014-2018 Consolidated
Plan

Prepared by:
City of Kalamazoo
Community Planning and Development Department

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CITY OF KALAMAZOO

JULY 2017 – JUNE 2018

Consolidated Annual Performance Evaluation Report

City Commissioners

Mayor Bobby J. Hopewell

Vice Mayor – Erin Knott

David Anderson

Don Cooney

Eric Cunningham

Shannon Sykes

Jack Urban

Community Planning & Development

Rebekah Kik, Director

Dorla Bonner, Community Development Manager

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)
This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Consolidated Plan is designed to help local jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the three federal Community Planning and Development (CPD) formula block grant programs with service the City of Kalamazoo: the Community Development Block Grant (CDBG), the HOME Investment Partnership (HOME), and the Emergency Solutions Grant (ESG) program. In the Consolidated Annual Performance and Evaluation Report (CAPER), grantees report on accomplishments and progress toward Consolidated Plan goals in the prior year. The following overarching goals adopted in the 2014-2018 Consolidated Plan guided the City of Kalamazoo in assigning annual community priorities:

Affordable Housing - Improve the amount of decent and affordable housing in the City of Kalamazoo by supporting the maintenance, rehabilitation and development of accessible owner and renter occupied housing.

Homeless Assistance - Work towards ending homelessness within Kalamazoo County by supporting the U.S. Department of Housing and Urban Development's Strategic Plan to Prevent and End Homelessness implemented through the Kalamazoo County Continuum of Care by providing services and support to the City's homeless population.

Neighborhood Enhancement - Advance the sustainability of the Community Development Block Grant neighborhoods identified in the Consolidated Plan through the continuation of City services and redevelopment of key neighborhood improvements.

Youth Development - Develop well-adjusted and productive adults through supporting youth programs and activities that provide positive experiences and opportunities to enhance interests, skills and abilities into adulthood

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal/Catgory	Funding		Subrecipient	Outcome					2017		
Affordable Housing	Source	Amount		Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
	CDBG	20,000	FH	Public service activities for Low/Moderate Income Housing Benefit	HsehlDs Asst	250	172	69%	28884	28884	100%
	HOME	0	N/A - PR2016	Rental units constructed	Hsing Units	12	2	17%	2	0	0%
	HOME	192,683	FH(1)/KNHS(2)	Rental units rehabilitated	Hsing Units	40	7	18%	3	3	100%
	CDBG	(86,730)	KNHS(2015)	Homeowner Housing Added	Hsing Units	20	12	60%	3	2	
	CDBG	275,000	SS32, CH80, KNHS11 (Rev Loan)	Homeowner Housing Rehabilitated	Hsing Units	25	284	1136%	112	115	103%
	CDBG	(7,000)	KNHS(2015)	Direct Financial Assistance to Homebuyers	HsehlDs Asst	20	2	10%	1	2	200%
	CDBG	56,375	HRI	Tenant-based rental assistance / Rapid Rehousing	HsehlDs Asst	250	185	74%	55	55	100%
Homeless Assistance	Source	Amount		Indicator	Unit of Measure	Expected	Actual	Percent Complete	Expected	Actual	Percent Complete
	HOME	75,200	HRI	Tenant-based rental assistance / Rapid Rehousing	Hs ehlds Asst	250	185	74%	55	55	100%
	ESG	211,770	HRI/Catholic C HRI	Homeless Person Overnight Shelter	Persons	800	447	56%	149	191	128%
				Homelessness Prevention	Persons	50	414	828%	126	107	85%

Neighborhood Enhancement	Source	Amount		Indicator	Unit of Measure	Expected	Actual	Percent Complete	Expected	Actual	Percent Complete
	CDBG										
		184,329	COK - Target Neighborhood	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing (Bus Stops - Extension)	Persons	28884	28884	100%	28025	28025	0%
	CDBG	150,000	Public S,	Public service activities other than Low/Moderate Income Housing Benefit	Persons	28884	28884	100%	76041	73845	97.11%
	CDBG	43,000	Demolition	Buildings Demolished	Blds	25	6	24%	5	3	60%
	CDBG	400,000	Code Enforcement-cw	Housing Code Enforcement/Foreclosed Property Care	Hsing Units	28884	28884	100%	1109	1068	96%
Youth Development	Source	Amount		Indicator	Unit of Measure	Expected	Actual	Percent Complete	Expected	Actual	Percent Complete
	CDBG										
	CDBG	25,907	Youth Programming	Public service activities other than Low/Moderate Income Housing Benefit	Persons	1000	2731	273%	1000	1936	193%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

During the 2017 program year, year four of the 5-year plan, the City of Kalamazoo effectively used its Community Development Block Grant (CDBG), HOME, and Emergency Solutions Grant (ESG) funds to undertake a variety of programs, projects and activities designed to address housing and community development needs throughout the City of Kalamazoo. High priority initiatives included owner-occupied housing rehabilitation, homebuyer assistance, slum/blight clearance, provision of public safety services, and technical assistance. The accomplishments of the City of Kalamazoo was consistent with the consolidated Plan’s high-priority community development and housing objectives, and are presented in this report within the 2017 program year.

Due to the late release of PY2017 funding, subrecipients that have not completed expected units will be reported on PY2018 CAPER.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME	ESG
White	42	19	36
Black or African American	46	35	157
Asian	0	0	0
American Indian or American Native	2	1	1
Native Hawaiian or Other Pacific Islander	0	0	0
Mixed	17	1	24
2Unspecified		0	0
Total	115	56	218
Hispanic	2	7	0
Not Hispanic	113	56	218

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Generally the CDBG, HOME and ESG programs serve the entire City of Kalamazoo in accordance with the program requirements of each grant because there is a need for services throughout the City's 22 neighborhoods. However, the listed ethnic and racial populations assisted with these funds represent the at-risk population served in Edison, Northside, Oakwood, Southside, Douglas. Eastside, Stuart, Vine and the Central Business District.

Due to the late release of PY2017 funding, subrecipients that have not completed expected units will be reported on PY2018 CAPER.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available - Updated

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public - Federal	2,176,992.37	1,615,579.71
HOME	Public - Federal	630,708	122,421
ESG	Public - Federal	211,770	101,133

Table 3 - Resources Made Available

Narrative

The table above outlines the Consolidated Plan awarded funding received between July 1, 2017 and June 30, 2018. This table includes only new funds received during the program year and does not account for either unspent prior year funds or funds from prior years spent during the 2017 program year. Source of drawn funds is from **PR26 (IDIS Run Date:09/21/2018)**.

CDBG assistance was provided in low- and moderate-income communities as a result of City Commission's approval. The boundaries of these areas make up nine at-risk districts (Edison, Northside, Oakwood, Southside, Douglas, Eastside, Stuart, Vine and the Central Business District). Per IDIS report **PR26 – CDBG Financial Summary Report (IDIS run date: 09/21/2018)**.

- Low/Mod benefit this reporting period –71.60%
- Public Service Cap –10.68%
- Planning and Administration Cap –19.98%

Most activities undertaken utilize CDBG, HOME and ESG funds to prevent homelessness, reduce persons in poverty and improve the quality of life for Kalamazoo residents; either directly or indirectly. Programs that directly influence the poverty level: homelessness. Projects that indirectly affect poverty include those that upgrade the community and provide affordable housing. Programs that prevent homelessness and improve quality of life include tenant base rental assistance (housing assistance) and supportive services. CDBG, HOME and ESG funds are used to prevent homelessness and reduce the number of poverty level families.

Funds expended during the program year include reprogrammed prior year funds and funds awarded to activities in prior years that were not spent until the 2017-18 program year. Finally several large construction projects will span the course of several program years with expenditures occurring over multiple years. As a result, funds expended do not equal funds received.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG-Eligible Census Tracts	56	51	51
City-wide low-income households	44	49	49

Table 4 – Identify the geographic distribution and location of investments

Narrative

Although, the City of Kalamazoo targets at-risk neighborhoods (Edison, Northside, Oakwood, Southside, Douglas. Eastside, Stuart, Vine and the Central Business District) funding is not allocated by census tract, but allocated to programs that services these neighborhoods. City program planning is focused toward the number of persons that can be helped, and identifying projects that will produce the best benefit for the investment.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City participates in two HUD programs that require matching funds, the CDBG and HOME Investment Partnerships program. The City required that all of the subrecipients involved in these programs meet a 25% match.

Sometimes subrecipients and partners leveraged funds to complete a project. Leveraged funds are often from the State of Michigan through the Michigan State Housing Development Authority or through foundations like the Kalamazoo Community Foundation. However, these funds are not known until the Subrecipient submits an application through the City's competitive application process.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	66,970
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	66,970
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Housing Services, Inc.	11/07/2017	\$18,800	0	0	0	0	0	\$18,800
Fair Housing S.W. Michigan	12/20/2017	\$17,639	0	0	0	0	0	\$17,639
Kalamazoo Neighborhood Housing Services	12/15/2017	\$30,511	0	0	0	0	0	\$30,511

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	

Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0

Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	Women Business Enterprises	Male
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Contracts			
Dollar Amount	0	0	0
Number	0	0	0

Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

Table 8 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0

Dollar Amount	0	0	0	0	0	0
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Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

	Number	Cost
Parcels Acquired	0	0
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	452	316
Number of Non-Homeless households to be provided affordable housing units	153	43
Number of Special-Needs households to be provided affordable housing units	3	29
Total	608	388

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	55	42
Number of households supported through The Production of New Units	0	2
Number of households supported through Rehab of Existing Units	112	115
Number of households supported through Acquisition of Existing Units (FH-1, KNHS-2)	0	5
Total	208	165

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Affordable housing continues to be a priority for the City of Kalamazoo. The City's goal of improving the amount of decent and affordable housing in the City of Kalamazoo by supporting the maintenance, rehabilitation and development of accessible owner and renter occupied housing is intended to contribute to the overall affordable housing goals established in the 2014 – 2018 Consolidated Plan.

Activities related to affordable housing fell short this year due to the late release of funding. In addition, Subrecipient reported that it was increasingly hard to find skilled labor. The shortage of skilled labor is currently being discussed with two year colleges in area.

A barrier the City continues to encounter is the existence of more households in need of affordable housing than units available. In addition to the construction and rehabilitation of affordable housing and the rental and homeowners assistance programs completed in PY2017, the City continues to take the following actions to eliminate barriers to affordable housing:

1. The City of Kalamazoo's Code Enforcement and Anti-Blight efforts, funded with CDBG, have as their main objective the redevelopment of a suitable living environment through the identification and resolution of non-compliant and/or blighted housing units to be made available for low- and moderate-income households. The City's Code Enforcement and Anti-Blight efforts also include referrals to Subrecipients for families who are not financially able to make the necessary repairs. This strategy increases the number of decent, code-compliant, affordable housing units in the City.
2. To eliminate the barrier of a lack of capacity and technical assistance required to provide affordable housing, the City of Kalamazoo provided general fund dollars for the Local Initiatives Support Corporation to

provide capacity building and technical assistance to housing, CHDO, and nonprofit organizations operating within Kalamazoo. The capacity and productivity of these organizations is an important element in addressing current barriers to the provision of affordable housing.

Discuss how these outcomes will impact future annual action plans.

The City of Kalamazoo developed its 2014 – 2018 Consolidated Plan based on the outcomes from needs analysis, community surveys and market analysis, which determined the future action plans and related goals, objectives and programs.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	24	34
Low-income	21	8
Moderate-income	16	1
Total	61	43

Table 13 – Number of Persons Served

Narrative Information

City of Kalamazoo makes housing options available to all qualified individuals regardless of race, color, religion, sex, familial status, disability, national origin, sexual orientation, and gender identity. The city continue to concentrate on providing decent affordable housing and a stable neighborhood environment for low- to moderate-income people. With a number of housing assistance programs, the City of Kalamazoo strives to help people in a variety of circumstances find decent, affordable housing – whether their need is for small repair grants, rehab/repair, homebuyer counseling on credit, how to work with a realtor and obtain a mortgage, down payment assistance or mortgage subsidies for existing or new houses.

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

The CoC seeks to find and engage unsheltered persons by utilizing three outreach teams and local Public Safety Departments. Catholic Charities provides Street Outreach services for runaway and homeless youth, Community Mental Health's Outreach staff and peer supports focus on individuals and Housing Resources Inc. provides general and family outreach. Eight local public safety departments in the County participate the PIT and are surveyed annually for knowledge about homeless encampments. Outreach efforts include centralized intake with assessment at area shelters, outreach satellite locations, and the public school's homeless liaisons. Outreach locations include Health & Human Services, Goodwill, Michigan Works and the Gospel Mission. Additionally, community partners offer a weekly Community Housing Hour; residents can access five - ten community agencies offering housing information. The local drop-in center, open daily, provides meals, phones and coordinated access referrals. The CoC distributes cards with all emergency contact information to churches, shelters and drop-in facilities. A local 24-hour HELP-Line is available to anyone in crisis. An accurate assessment is critical in determining long term success; Housing Resources, Inc., serving as the CoC's Coordinated Entry agency, uses a standardized tool for assessing needs, insures referrals for services are completed; and monitors referral status in HMIS. The Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT), provides an evidence-informed assessment that measures acuity of participants. Based on the VI-SPDAT scores, clients are prioritized with those most vulnerable placed as the top priority for available housing resources. The CoC area is experiencing a severe housing shortage and high occupancy rate; the CoC is working to establish stronger relationship with local landlords and developers to find housing units..

Addressing the emergency shelter and transitional housing needs of homeless persons

Three agencies have outreach teams in Kalamazoo. Housing Resources Inc. (HRI), works primarily with families and domestic violence survivors and the Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) service singles and disabled; both visit the overnight and day shelters on a weekly basis. The ARK Youth Services, run by Catholic Charities Diocese of Kalamazoo have a systematic outreach schedule to unaccompanied youth, ages 10-17. And the CoC's co-location of HRI, and the Goodwill Human Services campus provides easy access to housing supports at one address located on the public transportation route. The CoC agencies understand that to transition a family from the street or a shelter setting to permanent housing involves the leveraging of a complex array of community resources to meet interwoven housing and non-housing needs. Case Management is essential in helping families navigate the "system" to find resources that help increase their income and ability to sustain positive housing options. Our CoC Navigators from partner agencies work together to address systems imposed issues/barriers. The 2-1-1 Advisors have after-hour contacts for local housing agencies and shelters, the Access Center (Community Mental Health), Mobile Crisis Response (Youth), and public safety (welfare check, adult/child protective services). The local YWCA (Domestic Violence) and the ARK Youth Shelter maintain a 24- hour Hotlines; (269) 385.3587 and (800) 873-8336, respectively.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Housing referrals are accepted directly from shelters, street outreach, drop-in centers, and other parts of crisis response system. Individuals and families may present or be referred for assessment at any emergency shelter facility, Community Housing Hour, 2-1-1, courts, hospitals, outreach locations and by directly contacting a provider agency. The CoC relies on individual HUD funded programs to incorporate state mandated policies and protocols that ensure persons are not routinely discharged into homelessness from publicly funded institutions or systems of care and adopted a formal CoC Discharge Planning policy. The assessment/discharge planning process seeks to identify and coordinate individualized

supports and services needed to live successfully in the community for any Kalamazoo County citizen with a disability, condition, or problem related to any life transition. The two regional hospitals serving the CoC have multi-disciplinary teams with comprehensive protocols that consider the need for housing with an individualized discharge plan. Community Mental Health and Substance Abuse Services. Mental Health outreach workers provide on call emergency evaluation and program placement. The Sheriff's Department assistance on supports to sustain housing is made available at discharge, if requested by the inmate. The CoC provides a single assessment and referral point of entry for all housing related emergencies in partnership with 2-1-1 staffed with Housing Resource Specialists who provide access to resources and mainstream service providers including information about applying for SSI and SSDI.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

To improve the housing stability of participants the CoC focuses on assessment of individual and family needs, removal of systems barriers and Housing First Policy/model and analysis of HMIS data. An accurate assessment is critical in determining long term success; Housing Resources, Inc., serving as the CoC's Coordinated Entry agency, uses a standardized tool for assessing needs, insures referrals for services are completed; and monitors referral status in HMIS. Assessment is completed for anyone homelessness or at risk of homelessness to determine the best housing and services intervention for individuals and families. Assessment includes the identification, evaluation, and scoring of individual client needs using the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) and SPDAT to determine service needs and refer to appropriate support services. A list of clients/scores is generated weekly to review of status and referred to housing services and supports. No one is denied services and remain on the prioritization list until their housing crisis is resolved. The CoC area is experiencing a severe housing shortage and high occupancy rate; the CoC is working to establish stronger relationship with local landlords and developers to find housing units "Navigators," members of the Systems of Care Committee, identify client barriers to stabilization and make decisions on behalf of their agency and are responsible for developing strategies/policies to enable participants to retain housing.

Additionally, providers of youth services work closely with the resources of the Coordinated Assessment and Referral Agency, to find housing programs funded outside of CoC resources if /when they are available. The YWCA has a 64 bed shelter, counseling, referral and advocacy services for residential and non-residential clients, two intensive post-shelter programs and other collaborative programming with numerous community organizations. Non-residential clients or other individuals are referred to the CoC coordinated access and assessment agency that maintains a hot-line and family shelter. The Housing Choice Vouchers (HCV) stabilize people living in homelessness, allowing them to cope with and conquer addictions, re-gain physical and mental health, find employment and complete educational or other goals. The coordinated assessment agency maintains a list of homeless people insures that HCVs go to the people most in need of housing. To keep the HCV placement list populated the CoC works with and engages on-site at the local shelters so that chronically homeless people are entered on the waiting list and work with the HCV Agent to know when/where turnover is occurring and they help to locate persons and identify housing. The Housing Assessment and Resource Agency (HARA) serves all populations and works with all providers and their outreach teams who serve special populations.

Actions taken to address the needs of public housing

In March 2002, Kalamazoo County created a public housing commission primarily for the purpose of administering the Section 8 housing voucher program for the area. The Commission does not oversee any public housing facilities. The City of Kalamazoo continues to be supportive of the Public Housing Commission expansion of services, and views a partnership with the Commission as an important step in addressing the local issue of "fair share housing," that is, ensuring that affordable housing is available throughout the County, and not just within the City of Kalamazoo.

The City continues to support housing financed through HUD and the Michigan State Housing Development Authority through the Payment in Lieu of Taxes (PILOT) program. In PY2017, the City amended two pilots (LIFT Foundation at 2500 Heatherdowns Lane & Hope Network/VOK apartments) because the terms changed. The City that extended their ability to pay a portion of their rents to the City instead of annual property taxes, assisting them in maintaining affordable rents for their tenants.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City of Kalamazoo does not have public housing.

Actions taken to provide assistance to troubled PHAs

N/A

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Kalamazoo Community Development (CD) continues to be cognizant of ensuring the affordability for housing activities receiving support from CD and other sources. Community Development works with its housing partners to create affordable housing opportunities in the City of Kalamazoo.

Community Development, along with non-profit developers, will continue to assess the feasibility of the conversion vacant residential structures to affordable housing units throughout the six identified census tracts.

Community Development will continue to work with non-profit developers to offer an affordable financing incentive to property owners to make repairs to their properties and add new units to City

In addition to the rehabilitation of affordable housing and the rental and homeowners assistance programs completed in 2017, the City continued to take the following actions to eliminate barriers to affordable housing:

1. The City of Kalamazoo's Code Enforcement and Anti-Blight efforts, funded with CDBG, have as their main objective the redevelopment of a suitable living environment through the identification and resolution of non-compliant and/or blighted housing units to be made available for low- and moderate-income households. This strategy increases the number of decent, code-compliant, affordable housing units in the City.

2. To eliminate the barrier of a lack of capacity and technical assistance required to provide affordable housing, the City of Kalamazoo utilized general fund dollars for the Local Initiatives Support Corporation to provide capacity building and technical assistance to housing, CHDO, and nonprofit organizations operating within Kalamazoo. The capacity and productivity of these organizations is an important element in addressing current barriers to the provision of affordable housing.

3. Staff concentrated on project and program delivery by researching the availability of funding resources and used proactive approaches towards applications for federal and state leverage funds; this assisted CP&D to strategically place future activities in line to address obstacles.

4. Finally, CP&D staff responded to increased programmatic and administrative demands by creating greater internal efficiencies and realigning program and services delivery internally and within its provider network. CP&D staff worked collaboratively with City officials, as well as the Parks, Transportation, Public Safety, Public Services, and Economic Development to identify projects that met federal community development program eligibility and meet timely draw down requirements.

CP&D staff in 2017 continued to fine-tune this approach to help ensure projects are ready to go and project funding are spent in a timely and efficient manner.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Kalamazoo continues to support non-profit agencies, homeless providers, and special needs groups in their goal to meet the underserved persons of the community. The City communicates with these groups as their needs change or the demand dramatically increases in order to provide the appropriate assistance as needed. The City often provides technical assistance to providers in their pursuit of other federal, state, or private funding sources.

The primary obstacle to meeting underserved needs of low- and moderate-income populations continues to be the availability of funds. Organizations serving these populations continue to experience significant reductions in funding from both governmental and private sources. Like many entitlement communities, Kalamazoo's CDBG funding continues to experience a reduction in funding. Reductions in State aid to the City of Kalamazoo and the local budget have prohibited the City from being able to cover funding gaps, leaving many worthy and valuable programs unfunded or under-funded. This challenge is beyond the capacity of the local jurisdiction to satisfactorily address. Where practical the City has strongly encouraged organizations to consider collaborating in the provision of services to low-income residents in an effort to improve efficiency, strengthen capacity, and best meet the needs of the underserved.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Reduction in poverty continues to be a priority for the Kalamazoo City Commission as they take a leadership role in fostering collective action to reduce poverty in the City, especially for children.

In 2017, the City of Kalamazoo continued partnering with non-profit agencies whose primary goal was to work towards helping those in poverty access affordable housing and resource to clothing and food. In addition, the City Section 3 preference policy continues to promote the procurement of Section 3 businesses. Although, the levels continue to climb as resources are cut, the continue its efforts to improve the economic circumstances of local low income business owners and residents.

Poverty Statistics: City of Kalamazoo	2016
Residents income below the poverty level	39.6%
Residents income below 50% of the poverty level	14.4%
Disable Males	25.7%
Disabled Females	28.2%

Based on City-Data.com

Median household income (2016)	2016
Median household income	\$49,693
Per capita income	\$27,370
Persons in poverty (Estimates are not comparable to other geographic levels due to methodology differences that may exist between different data sources.)	16.6%

U.S.Census Bureau

Per the U.S. Census Bureau “some estimates presented come from sample data, and thus have sampling errors that may render some apparent differences between geographies statistically indistinguishable”.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The public institutions that play a part in the implementation of the City’s Consolidated Plan include the City of Kalamazoo, Kalamazoo County, the surrounding jurisdictions (including the Charter Township of Kalamazoo and the City of Portage), the Michigan State Housing Development Authority, Western Michigan University, Downtown Development Authority, Downtown Kalamazoo, Incorporated, and Downtown Tomorrow, Incorporated. The City’s Community Planning and Development Department will continue as a clearinghouse and potential funder for any relevant housing or public service related activity within its jurisdiction.

Local Initiatives Support Corporation has been assisting in the coordination of housing development efforts on a county-wide basis since 2006. They have a coordinator that works effectively with all of the key partners and jurisdictions to encourage such concepts as inclusionary zoning and fair share housing. In addition, the Continuum of Care managed by Local Initiatives Support Corporation is a collaboration of nonprofit, business, governmental, education, health, human service, advocacy entities, and constituent groups formed to develop a comprehensive and integrated approach to addressing homelessness and building permanent housing for low-income people.

The Kalamazoo Public Library provides ONEplace @ kpl, Opportunities for Nonprofit Excellence. ONEplace @ kpl is a management support center for nonprofit organizations in Kalamazoo County. “ONE” stands for Opportunities for Nonprofit Excellence, which is why the center exists. ONEplace gathers local nonprofit leaders and peer-groups to learn from each other and to draw upon the thinking of nationally-recognized researchers and practitioners. This offers local organizations an ongoing, larger examination of best practices. ONEplace supports staff, board, and volunteers working in and with area nonprofits through:

- Individual and small group assessments
- Technical assistance
- Referrals to targeted resources including dedicated computer access to databases
- Workshops on capacity building
- Peer learning opportunities to help build networks and skills

The City also hosts bi-monthly meetings with the core CDBG-eligible neighborhoods. The executive directors of each neighborhood organization attend the meetings along with representatives from City departments like Public Safety, Public Services, Parks and Recreation, and Community Planning and Development. The meetings focus on neighborhood issues, the coordination of services, updates on City improvements, etc. The intent is to provide an open forum for neighborhood leaders to work cooperatively with the City on addressing neighborhood needs.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Annually, CP&D prepares the One-Year Action Plan on behalf of the City of Kalamazoo. The Action Plan serves as an update to the 2014-18 Consolidated Plan. To enhance coordination between the public, private housing, health, and social service agencies during the Action Plan development process, CP&D coordinated with a variety of nonprofit organizations, including Kalamazoo Neighborhood Housing Services, LISC, and Community Homeworks to revitalize low-income communities utilizing CDBG, HOME, ESG,. In addition, CP&D staff maintains working partnerships with the Kalamazoo Transit District, financial institutions, school districts, community businesses, and public agencies and nonprofits. To better link services to targeted populations, CP&D staff also maintains relationships with various organizations, and local, state and federal agencies including but not limited to, the County Departments of Health and Human Services (DHHS), and HUD.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City of Kalamazoo has established affirmative marketing policies and procedures for affordable housing. The goal of the affirmative marketing procedures and outreach efforts are to ensure that all persons – regardless of their race, color, national origin, age, religion, sex, gender identity, disability, familial status or English proficiency – are aware of the affordable housing opportunities generated by federal HOME funds, the City funded housing activities, and any other program activities, in accordance with 24 CFR 108.1. The City uses the following methods for informing the public, owners, and potential tenants about fair housing:

1. The City of Kalamazoo Community Planning and Development Department shall be responsible for implementing the City's Affirmative Marketing Policies and Procedures.
2. Recipients of CDBG, HOME and/or City funds shall be informed of the City's Affirmative Marketing policies by having this policy referenced in the agreement as an attachment with the City for the receipt of funds and by making compliance with this policy a requirement for the duration of the agreement.
3. The City shall continue to support outside agencies to provide fair housing information/ referral and case investigation services and tenant/landlord information/referral and mediation services.
4. The City collaborates with the County of Kalamazoo and the Fair Housing Center of Southwest Michigan to reduce discrimination in housing regionally.
5. The City shall carry out outreach and provide tenants and rental property owners with copies of the State of Michigan handbook on tenant and landlord rights and responsibilities, fair housing brochures as well as the City's Housing website and Affirmative Marketing Policies and Procedures.
6. The City provides information about fair housing, fair housing services providers and links on the City's website.
7. The City shall ensure that owners of CDBG and/or HOME funded rental/homebuyer housing provide information during monitoring visits on how their actions have complied with the City's Affirmative Marketing Policies and Procedures.
8. The City shall periodically post flyers and brochures which describe fair housing laws and services, in the City Hall Center Lobby, which is open to the public.
9. Housing project owners shall instruct all employees and agents in writing and orally in the policy of nondiscrimination and fair housing.

Actions taken to reduce lead-based paint hazards. 91.320(j)

The Department of Health and Human Services and CP&D have taken actions to reduce lead-based paint (LBP) hazards in accordance with HUD regulations. When lead-based paint is identified action is taken immediately to address in order to ensure the safety of the family.

The Michigan Department of Community Health, in partnership with Michigan State University and Michigan Department of Energy, Labor and Economic Growth, in 2012 produced a report on blood lead levels among children in fourteen target communities which included the City of Kalamazoo. Based on their findings, the City of Kalamazoo was in the top seven highest for confirmed elevated blood lead levels in children. As a

result of this finding lead based paint became a significant concern especially in light of the City's desire to rehabilitate older housing stock and to maintain affordable housing. According to the U.S. Census, 84 percent of the housing stock in the City was built prior to 1979 and tend to be concentrated in the lower income neighborhoods.

To help resolve the issues of lead based paint, the City has maintains an aggressive Housing Code Enforcement program. This program mandates repair of defective paint surfaces inside and outside of individual dwelling units, thus reducing potential exposure to lead based hazards. The exteriors of owner-occupied dwellings are inspected on an inspector-initiated or complaint basis while their interiors are inspected on a complaint response. The City also continues to include lead hazard reduction strategies into repairs on rental properties inspected under the City Housing Code. The City inspects all rental properties at least once every two years. When potential or existing problems are located, inspectors require appropriate remedial action. In addition to the lead-based paint disclosure rule of 1996, the City of Kalamazoo requires its Subrecipients to comply with the September 15, 2000 regulation, "Requirements for Notification, Evaluation and Reduction of Lead Based Paint Hazards in Federally-Owned Residential Property and Housing Receiving Federal Assistance."

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Kalamazoo Community Development Department ensures compliance with federal CDBG regulations through a comprehensive monitoring process. Community Development monitors sub-recipients and monitors completed CDBG funded projects for compliance with related federal requirements and beneficiary eligibility. Monitoring takes the form of desk and on-site review, with an on-site review required annually.

Mandatory “Pre-Award Training” are required for all sub-recipients. The department review programs and record keeping requirements with the entity receiving federal funding. A written agreement that outlines the scope of the activities, performance criteria and length of funding period is required. Payment requests must be submitted with supporting documentation which may include time sheets, certified payroll records, affordable housing restrictions, income documentation, and corresponding bills and/or cash receipts.

To implement effective federal entitlement funded activities are monitored, or technical assistance is provided, on a consistent basis. These visits are prioritized by determining if any organizations are considered high-risk. High-risk sub-recipients include: new (first-year) sub-recipients; those with high staff turnover; sub-recipients with previous compliance or performance problems; sub-recipients executing complex activities for the first time. Sub-recipients' files are reviewed for compliance with all regulations governing its administrative, financial, procurement and programmatic operations. Sub-recipients are also monitor in respect to their performance objectives.

Monitoring visits assist in determining if the subrecipient is carrying out its program and activities within the timeline denoted in the subrecipient agreement. It also ensures that the required records are maintained to demonstrate compliance with applicable regulations. CP&D regularly monitors HOME-assisted properties to confirm that residents qualify for HOME designated units and borrowers comply with regulatory requirements as outlined in property agreements. CP&D's CDBG administrative staff conduct monitoring reviews of each subrecipient every one to two years to ensure program compliance with HUD regulations. Technical assistance was conducted throughout PY2017 to various Subrecipients including City of Kalamazoo staff for various projects. In 2017, CP&D staff provided technical assistance to the Subrecipients. CP&D staff monitored ESG contracts monthly for compliance, financial management systems and programmatic activity. LISC administered the ESG program and funds for 2017. Additionally, staff continues to be committed to providing accurate non-duplicative demographic information in IDIS to comply with HUD's reporting requirements.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Kalamazoo encourages residents and other interested parties to participate in the CDBG process by attending public meetings and submitting comments if unable to attend. Residents are given a minimum of 15 days to comment on the CAPER before it is submitted to HUD for approval. Any comments received are included in the final submission to HUD with a response. In recent years we included acceptance of email submissions to make it even easier for residents to participate in the process.

To get the word out, the City of Kalamazoo issues press releases to notify the public of upcoming meetings, fund availability, and how to submit comments. These ensure a multi-medial approach of notifications including local newspapers, newsletters, City website posting, social media networks such as Facebook, and local cable television.

Following the approved Citizen Participation Plan, the 2017 CAPER was made available to the public on August 30, 2017 . A public notice was published in the Kalamazoo Gazette and posted on the CP&D's website.

On August 30, 2017, a notice in the Kalamazoo Gazette announced the time and place of public hearing to take place on September 20, 2017 and that the 15-day public comment period for the CAPER would begin on Monday September 3, 2017 and end on September 18, 2018. All Kalamazoo residents were invited to attend. The City of Kalamazoo received no citizen comments on its CAPER.

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes were made to programs or to program objectives in 2017. The City of Kalamazoo followed the 2017 Annual Action Plan as submitted and approved by HUD.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No
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[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

On-Site Inspections

	Project Address	Inspection Date	Issues Discovered and Corrective Actions Taken	Passed Inspection Date	Certificate Expiration
1	1336-1348 Portage Rd – 7 OF 16 UNITS	7/10/18	[] N/A Correction notice sent 7/10/18 regarding following violations: Extinguisher location, repair toilet fixtures, repair closet doors, replace window trim, replace identified smoke alarms, replace electrical panel,	4/9/20	HOLD
2	2233 Flower St. – 7 OF 56 UNITS	08/21/17	[X] N/A	8/21/17	08/30/19

	Project Address	Inspection Date	Issues Discovered and Corrective Actions Taken	Passed Inspection Date	Certificate Expiration
3	3840 S. Burdick – 10 OF 12 UNITS	02/16/18	Correction notice sent 2/16/18 regarding following violations: SMOKE ALARMS REPLACED, DECAYED WOOD REPAIRED. REMOVE RUBBISH AND GARBAGE.	04/13/18	04/13/20
4	1801 N. Westnedge – 3 OF 41 UNITS	2/13/17	ling vent fan "excessive noise", o inspect/repair. Freezer nce needs to be plugged directly ounded outlet, need to remove ion cord, GFCI outlet missing tive cover. Bathroom- Ceiling n needs to be cleaned of all irt. Bathroom- Vanity drawer hissing. Repair bathroom peeling eds to be scraped and painted ch. Interior-Smoke detector g, need to repair. 1731 Kitchen- the wall(s) needs to be patched inted to match. Seal ceiling gs need to be sealed properly.	4/10/17	03/30/19
5	345 N. Burdick – 16 OF 59 UNITS	04/05/17	[] N/A Correction notice sent 02/13/17 regarding following violations: Relocate the fire extinguishers from cabinet location to along path of egress between kitchen and exit, preferably out of the kitchen, mounted on wall. FOR ALL UNITS. Mechanical vent fan has buildup of dust/lint. Clean to prevent motor strain and fire hazard. : Unit kitchen sink faucet is not working properly.	06/14/07	08/09/20

On-Site Inspections

	Project Address	Inspection Date	Issues Discovered and Corrective Actions Taken	Passed Inspection Date	Certificate Expiration
6	4774 Horton Drive - part of 3939 S. 12th Street 11 of 68 Units	04/26/17	[X] N/A	04/26/17	08/30/20
7	3939 S. 12th Street (legal) – 1 Unit	04/26/17	[X] N/A	04/26/17	08/30/20
8	727 Mabel - 1 UNIT	01/26/18	[] N/A Correction notice sent _____ regarding following violations: TOILET LOOSE AT BASE. SECURE,-SINK STOPPER MISSING AT SINK REPAIR,SHOWER CAULK NEEDS REPAIR/ATTENTION, MISSING SECTION OF WALL/SIDING AT FRONT PORCH. REPAIR. LOOSE AND DAMAGED SECTION OF SIDING AT FRONT AND WEST SIDE OF HOME. REPAIR/REPLACE ALL NECESSARY SECTIONS OF SIDING MATERIALS	04/23/18	03/13/20

	Project Address	Inspection Date	Issues Discovered and Corrective Actions Taken	Passed Inspection Date	Certificate Expiration
9	1526 Charles - 1 UNIT (KNHS)	08/17/18 6/4/18 4/2/18 1/31/18	[] N/A Correction notice sent 8/17/18 regarding following violations: INOPERABLE VEHICLES 302.8(A): INOPERABLE OR UNLICENSED MOTOR VEHICLES SHALL NOT BE PARKED, KEPT OR STORED ON ANY PREMISES. INSPECTOR COMMENTS: UNLICENSED OR INOPERABLE VEHICLES MAY NOT BE STORED IN THE OPEN. INSPECTOR COMMENTS: THE CARPET IS DAMAGED OR STAINED. CLEAN OR REPLACE. INSPECTOR COMMENTS: GAS PIPING TO WATER HEATER MAY NOT BE FLEX TUBING. HARD PIPE TO WATER HEATER. ~NEW FURNACE INSTALLED WITHOUT PERMIT. LICENSED CONTRACTOR REQUIRED. ~THERE MUST BE A 3 FOOT WIDE CLEAR AREA AROUND FURNACES/WATER HEATERS AND OTHER GAS FIRED MECHANICAL EQUIPMENT. INSPECTOR COMMENTS: NEW WATER HEATER INSTALLED WITHOUT PERMIT. LICENSED CONTRACTOR REQUIRED. TENANT REQUIRED TO MAINTAIN PATH OF EGRESS THROUGHOUT UNIT.	HOLD	HOLD
10	1619 Krom - 1 UNIT	8/20/18	[] N/A Correction notice sent 8/20/18 regarding following violations: Conditions due by: 9/20/2018 OVERGROWN VEGETATION 17-48B3C: VEGETATION GROWING SUCH THAT IT IS CAUSING DETERIORATION OF THE BUILDING OR CREATING CHANNELS FOR WATER SEEPAGE SHALL BE REMOVED.	Conditional 8/20/18	5/30/20

	Project Address	Inspection Date	Issues Discovered and Corrective Actions Taken	Passed Inspection Date	Certificate Expiration
17	1111 Mason - 1 UNIT	05/06/16	[X] N/A	06/21/16	10/21/18
18	332 Hutchinson - 1 UNIT	06/27/17	[X] N/A	06/27/17	08/10/19
19	926 Albert - 1 UNIT (OPEN DOORS)	01/10/17	[X] N/A	05/26/17	09/27/20
20	106 Ridgewood - 1 UNIT	11/01/17	[X] N/A	02/13/18	07/03/22
21	105 E Michigan - 24 UNITS	9/12/18	[X] N/A	09/12/18	07/30/20
22	217 W. North - 4 UNIT	9/5/18	Correction notice sent 9/5/18 regarding following violations: PAINT IS PEELING. SCRAPE AND PAINT ALL AREAS OF PEELING PAINT ON THE BUILDING. REMOVE AND REPLACE ALL DETERIORATING/ROTTEN WOOD ON THE BUILDING. SMOKE DETECTOR NOT TESTING. REPAIR/REPLACE WITHIN 5 DAYS. PROVIDE JUNCTION BOX AND COVER PLATE FOR ALL INSTANCES OF SPLICED WIRING. ELECTRICAL RECEPTACLES AND SWITCHES MAY NOT BE PAINTED. REPLACEMENT REQUIRED. WINDOWS MUST STAY OPEN ON THEIR OWN. SINK IS LOOSE FROM VANITY. SECURE. DOOR IS NOT CLOSING AND/OR LATCHING PROPERLY. REPAIR. SMOKE DETECTOR NOT TESTING. REPAIR/REPLACE WITHIN 5 DAYS. ELECTRICAL RECEPTACLES AND SWITCHES MAY NOT BE PAINTED. REPLACEMENT REQUIRED.	HOLD	HOLD

			TENANT REQUIRED TO MAINTAIN PATH OF EGRESS THROUGHOUT UNIT. WEATHERSTRIPPING IS MISSING OR DAMAGED. REPAIR/REPLACE. DAMAGE NOTED AT THE WALL. SCRAPE/PAINT TO MATCH SURROUNDING SURFACES. FIRE EXTINGUISHER IS OUT OF DATE. REPLACE. THE FLOORING IS DAMAGED. FIX OR REPLACE. COUNTER TOPS HAVE RAW EXPOSED WOOD. PAINT OR SEAL. SWITCH OR PLUG LOOSE IN BOX. TIGHTEN. REPLACEMENT REQUIRED.		
24	309 W. North – 2 Of 6 UNITS (A-D)	08/01/16	[X] N/A	08/01/16	4/21/2020
25	303 & 305 & 307 W. North	08/01/16	[X] N/A	08/01/16	4/21/2020
26	701 N. Pitcher St (duplex) - 12 UNITS	08/28/18	Correction notice sent 06/27/18 regarding following violations: Mechanical vent fan has buildup of dust/lint. Clean to prevent motor strain and fire hazard. Door is damaged. Repair/replace. Tub faucet is broken. REPAIR/REPLACE. ~Lav faucet aerator is plugged. REPAIR/REPLACE. ~Sink plunger is missing. REPAIR. Door is damaged. Repair/replace. Door is not closing and/or latching properly. Repair. Strike plate missing or broken. Repair/replace. GFCI next to stove, not working. REPAIR/REPLACE. Vent not connected properly.	HOLD	HOLD
27	PVM Kalamazoo Senior 214 S. Sage St. – 2 of 38 UNITS	06/28/16	[x] N/A	06/28/16	12/30/19

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

All Consolidated Plan programs follow HUD's requirements for affirmatively marketing. For HOME programs, developers and real estate agencies reach out to the broad community to rent and sell HOME housing units.

The City requires an accounting of sales and outreach including details on open houses held; Multiple Listing Service (MLS) listings published; electronic outreach completed (Facebook, Twitter, emails, etc.); and formal advertising online or in the newspaper. Additionally, the City contracts with Housing Opportunities Made Equal (H.O.M.E.) for fair housing services. H.O.M.E. specifically advertises in media outlets which reach minority audiences.

Data on the amount and use of program income for projects, including the number of projects and owner and tenant characteristics.

No HOME program income was received during 2017.

Other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The following activities helped to foster and maintain quality affordable housing in the City of Kalamazoo:

- Community Development Advisory Action Committee
- City of Kalamazoo, CPD – Code Enforcement
- City of Kalamazoo, CPD – Emergency Housing Repair
- City of Kalamazoo, CPD – Lease Purchase Program
- City of Kalamazoo, CPD – HOME Housing Repair
- Housing Resource Incorporated
- Energy Efficiency: In order to foster housing affordability and assist households to maintain quality energy efficient housing, the City adopted HUD's policy requiring energy star specifications for new construction and substantial rehabilitation projects.

ESG Supplement to the CAPER in *e-snaps*
For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	KALAMAZOO
Organizational DUNS Number	079283214
EIN/TIN Number	386004627
Identify the Field Office	DETROIT
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Portage/Kalamazoo City & County CoC

ESG Contact Name

Prefix	Ms
First Name	Dorla
Middle Name	0
Last Name	Bonner
Suffix	0
Title	CP&D Manager

ESG Contact Address

Street Address 1	415 Stockbridge Ave.
Street Address 2	0
City	Kalamazoo
State	MI
ZIP Code	49001-
Phone Number	2693378339
Extension	0
Fax Number	0
Email Address	bonnerd@kalamazoocity.org

ESG Secondary Contact	
Prefix	Ms
First Name	Venessa
Last Name	Collins-Smith
Suffix	0
Title	Code Compliance Specialist
Phone Number	2693378210
Extension	0
Email Address	collins-smithv@kalamazoocity.org

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2017
Program Year End Date	06/30/2018

3a. Subrecipient Form – Complete one form for each subrecipient
Subrecipient or Contractor Name: KALAMAZOO

City: KALAMAZOO
State: MI
Zip Code: 49007,
DUNS Number: 079283214
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 1236410

eCART**Q5. HMIS DQ & Participation****5a. HMIS or Comparable Database Data Quality****4a. Complete for Homelessness Prevention Activities**

Number of Persons in Households	Total
Adults	41
Children	40
Don't Know/Refused/Other	0
Missing Information	0
Total	81

4b. Complete for Rapid Re-housing Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	33
Children	68
Don't Know/Refused/Other	0
Missing Information	0
Total	101

4d. Street Outreach:

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

4e. Totals for all Persons Served with ESG:

Number of Persons in Households	Total
Adults	74
Children	98
Don't Know/Refused/Other	0
Missing Information	0
Total	172

5. Gender – Complete for All Activities

	Total
Adults	77
Children	105
Don't Know/Refused/Other	0
Missing Information	0
Total	182

6. Age – Complete for All Activities

Number of Persons in Households	Total
Adults	108
Children	10
Don't Know/Refused/Other	64
Missing Information	0
Total	182

7. Special Population Served – Complete for All Activities

Subpopulation	Total
Veterans	5
Victims of Domestic Violence	56
Elderly	0
HIV/AIDS	0
Chronically Homeless	11
Persons with Disabilities:	
Severely Mentally Ill	20
Chronic Substance Abuse	0
Other Disability	11
Total (Unduplicated if possible)	103

8. Shelter Utilization

	2017
Number of Beds- Rehabbed	0
Number of Beds - Conversion	0
Total Number of bed-nights available	5424
Total Number of bed-nights provided	4187
Capacity Utilization	77%

9. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s):

Project outcomes are in compliance with performance standards developed by the Portage/Kalamazoo City and County Continuum of Care.

Expenditures

11a. ESG Expenditures for Homelessness Prevention			
	Dollar Amount of Expenditures in Program Year		
	FY 2015	FY 2016	FY 2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homelessness Prevention under Emergency Shelter Grants Program	76151	73987	31874
Subtotal Homelessness Prevention	76151	73987	31874

11b. ESG Expenditures for Rapid Re-Housing			
	Dollar Amount of Expenditures in Program Year		
	FY 2015	FY 2016	FY 2017
Expenditures for	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homelessness Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

11c. ESG Expenditures for Emergency Shelter			
	Dollar Amount of Expenditures in Program Year		
	FY 2015	FY 2016	FY 2017
Essential Services	0	0	0
Operations	50000	50000	50000
Renovation	0	0	0
Major Rehab	0	0	0
conversion	0	0	0
Subtotal	\$ 50,000	\$ 50,000	\$ 50,000

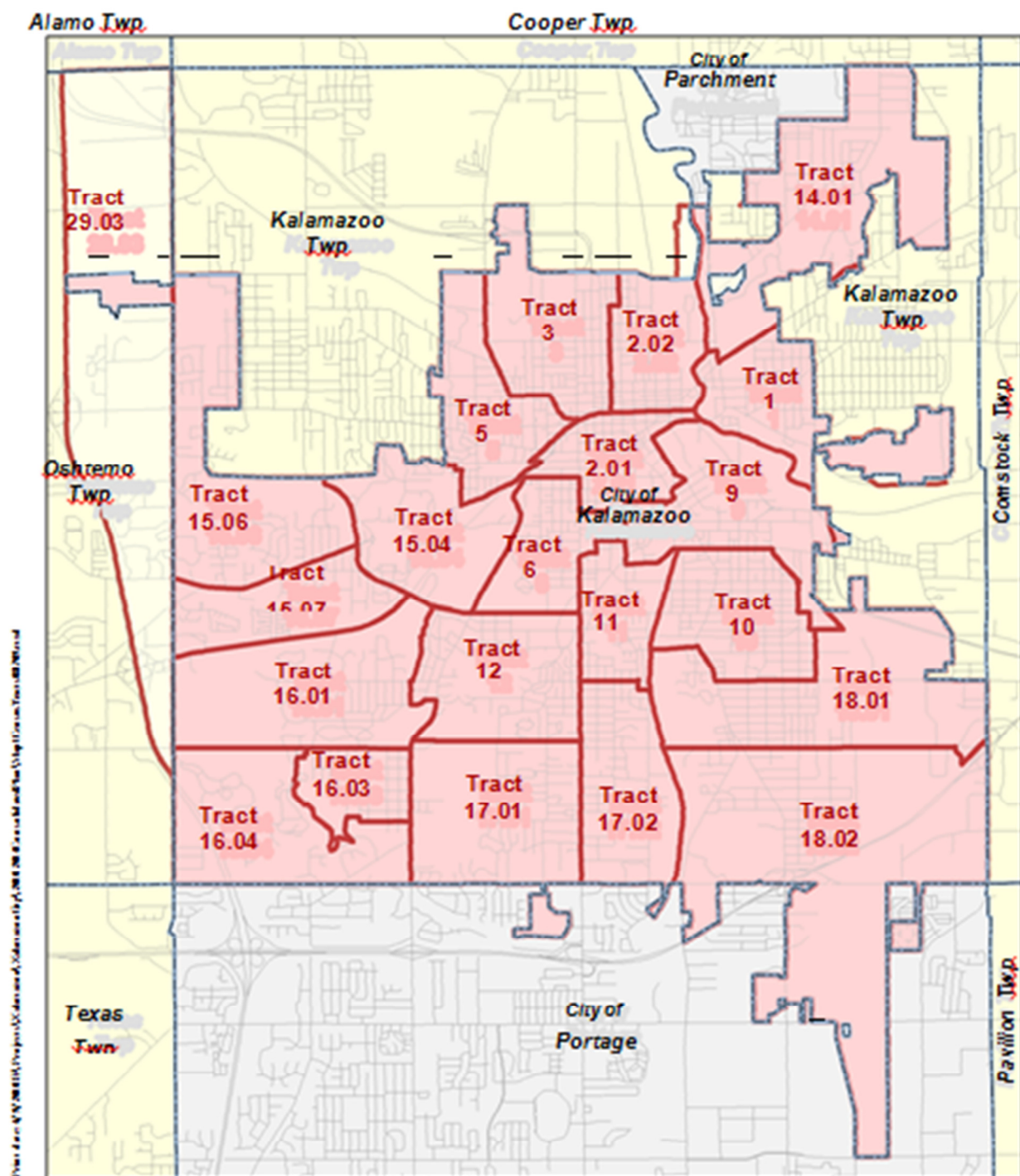
11d. Other Grant Expenditures			
	Dollar Amount of Expenditures in Program Year		
	FY 2015	FY 2016	FY 2017
Street Outreach	0	0	0
HMIS	3988	3988	7180
Administration	10,551	10,376.48	0

11e. Total ESG Grant Funds			
	Dollar Amount of Expenditures in Program Year		
	FY 2015	FY 2016	FY 2017
Total ESG Funds Expended	140,390	138,351.48	100,613.89

11f. Match Source			
	Dollar Amount of Expenditures in Program Year		
	FY 2015	FY 2016	FY 2017
other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	
Local Government	0	0	0
Private Funds	0	0	0
Other	325,347.5	319,937.5	40,142
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	325,347.5	319,937.5	40,142

11g. Total			
	FY 2015	FY 2016	FY 2017
Total Amount of Funds Expended on ESG Activities	339,416.5	436,499.8	141,755

Appendix I ***Neighborhood Maps***



Map 1: Census Tracts
City of Kalamazoo, Michigan

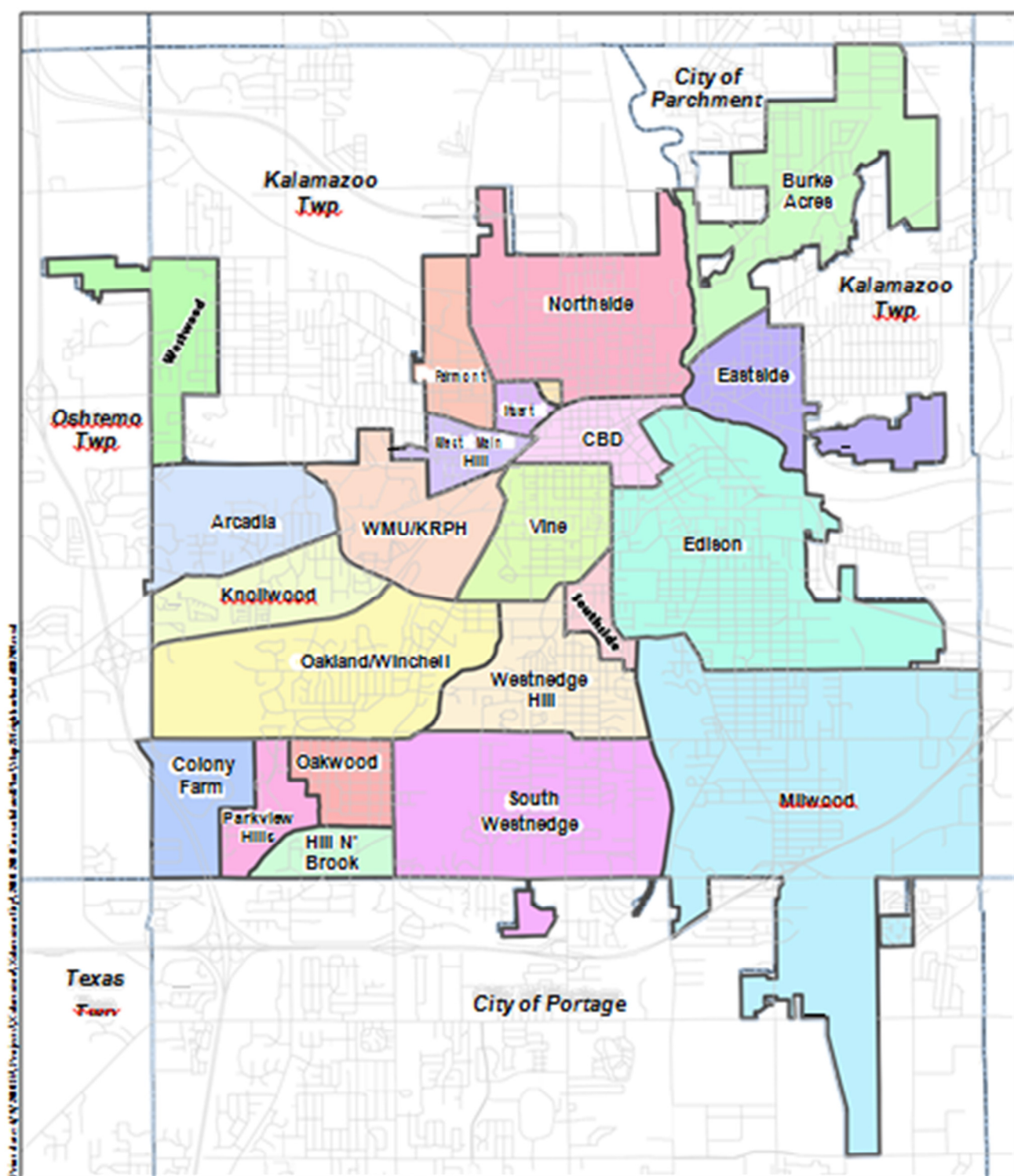
 Municipal Boundaries
 Census Tract Boundaries

Doc Source: 10/2011 v1.0

0 0.5 1 1.5
Miles

McKenna
INCORPORATION

04/09/10



Map 2: Neighborhoods

City of Kalamazoo, Michigan

 Municipal Boundaries

Scale: 1:25,000

0 0.5 1 1.5 Miles

McKenna

04/09/10

Appendix II

Section 3 Report

Economic Opportunities for Low – and Very Low-Income Persons

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office:

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip) City of Kalamazoo 415 Stockbridge Ave Kalamazoo, Mi 49001	2. Federal Identification: (grant no.) B-13-MC-26-0022	3. Total Amount of Award: \$1,493,264
	4. Contact Person Rebekah Kik	5. Phone: (Include area code) 269-337-8044
	6. Length of Grant: 12 months	7. Reporting Period: July 1, 2017 – June 30, 2018
8. Date Report Submitted: 08/28/17	9. Program Code: (Use separate sheet for each program code)	10. Program Name: CDBG Entitlement

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List Trade)	0	0	0	0	0
Trade					
Trade					
Trade					
Trade					
Other (List)					
Total	0	0	0	0	0

8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$275,000
B. Total dollar amount of contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$56,375
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- ☒ Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- ☐ Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- ☐ Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- ☐ Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- ☐ Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Economic Opportunities for Low – and Very Low-Income Persons

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office:

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip) City of Kalamazoo 415 Stockbridge Ave Kalamazoo, Mi 49001	2. Federal Identification: (grant no.) B-13-MC-26-0022	3. Total Amount of Award: \$388,900
	4. Contact Person Rebekah Kik	5. Phone: (Include area code) 269-337-8044
	6. Length of Grant: 12 months	7. Reporting Period: July 1, 2017 – June 30, 2018
8. Date Report Submitted: 09/29/18	9. Program Code: (Use separate sheet for each program code)	10. Program Name: HOME Entitlement

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List Trade)	0	0	0	0	0
Trade					
Trade					
Trade					
Trade					
Other (List)					
Total	0	0	0	0	0

8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$204,172
B. Total dollar amount of contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- ☒ Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- ☐ Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- ☐ Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- ☐ Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- ☐ Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

CITY OF KALAMAZOO (38-6004627)

Expected Reports:

Start	Period	Program Area	Amount
No expected reports.			



[Start other report](#)



In Progress Reports:

Resume	Report ID	Period	Program Area	Amount	Last User	Delete
No reports currently in progress.						

Section 3 Program Areas with unreported disbursements

Program	SPEARS Report Year	Amount
Community Devel Block Grants (CDB1)	2013	\$1,969,837.66
Emergency Shelter Grants (EMRG)	2013	\$167,740.92
HOME Program (HOME)	2013	\$358,433.84

Submitted Reports:

Show entries

Report ID	Period	Type	Coverage	Amount	Submitted	Goals	Unlock/Delete
38577	07/01/2017-06/30/2018	PA	Community Devel Block Grants (CDB1)	\$1,294,458.33	09/28/2018	---	
38576	07/01/2017-06/30/2018	PA	HOME Program (HOME)	\$101,133.10	09/28/2018	---	
38575	07/01/2017-06/30/2018	PA	Emergency Shelter Grants (EMRG)	\$122,420.69	09/28/2018	---	

Appendix III Citizen Participation

STATE OF MICHIGAN)
County of Kalamazoo

ss

Shun Sittorp

Being duly sworn deposes and say he/she is Principal Clerk of



THE KALAMAZOO GAZETTE DAILY EDITION

a newspaper published and circulated in the County of Kalamazoo and otherwise qualified according to Supreme Court Rule; and that the annexed notice, taken from said paper, has been duly published in said paper on the following day(days)

August 30 A.D. 20 *18*

Sworn to and subscribed before me this *30th* day of *August* 20 *18*

Janice M. DeGraaf
JANICE M. DEGRAAF
NOTARY PUBLIC, STATE OF MI
COUNTY OF KENT
MY COMMISSION EXPIRES Oct 3, 2020
ACTING IN COUNTY OF *Kent*

CITY OF KALAMAZOO
NOTICE OF AVAILABILITY
2017
CONSOLIDATED ANNUAL
PERFORMANCE
EVALUATION REPORT
AND PUBLIC HEARING

The City of Kalamazoo is announcing the public availability of its evaluation report concerning the use of federal resources provided by the U.S. Department of Housing and Urban Development for public comment. Each year, the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) to report on activities funded by the Community Development Block Grant (CDBG), the Home Investment Partnerships (HOME) Program, and the Emergency Shelter and the Emergency Shelter Grant (ESG) Program. The report, which covers the period of July 1, 2017 - June 30, 2018, is due to HUD by September 30, 2018.

All interested parties are invited to a public hearing held during a regular meeting of the Community Development Act Advisory Committee (CDAAAC) to present the Program Year 2017 CAPER. The public hearing will be held Thursday, September 20, 2018 at 6:30 P.M. in the Community Room, 2nd Floor, City Hall, 241 West South Street, Kalamazoo, Michigan 49007. A draft version of the CAPER will be available for public review and comment in the offices of Community Planning and Development, 415 Stockbridge Avenue, Kalamazoo, MI 49001 from 8:00 A.M. Sept 3, 2018 through September 18, 2018. Written comments concerning the report will be received by Community Planning and Development at the above address through September 18, 2018.

For further information, please contact Vanessa Collins-Smith at the Community Planning and Development Department at (269) 337-8210.

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)

September 20, 2018

Draft Minutes

Community Room, City Hall
241 West South Street
Kalamazoo, MI 49007

Members Present: Jennette Tarver, Amina Shakir, Bill Wells, Dana Underwood, Tami Rey, Margaret Wilson, Candice Howell, Ken Nichols

Members Absent: Annie Sprague

City Staff: Venessa Collins-Smith, Compliance Specialist; Beth Cheeseman, Code Administration Clerk/Cashier

Commissioners:

CALL TO ORDER

The Chair was late to arrive and the Vice Chair was absent, so it was noted that a temporary chair needed to be elected for the 9/20/18 meeting.

Ms. Dana Underwood, with support from Ms. Candace Howell, nominated Ms. Margaret Wilson as the temporary Chair. A voice vote was taken and the motion passed.

Ms. Wilson called the meeting to order at approximately 6:30pm.

ROLL CALL

Ms. Cheeseman conducted roll call of CDAAC members and determined quorum existed.

APPROVAL OF AGENDA

Ms. Wilson stated and was supported by other Committee members that there was not a vote taken regarding the 2019 applications as stated in the July 2018 minutes. She suggested they add a discussion of the 2019 application process to Old Business.

Ms. Dana Underwood, supported by Mr. Bill Wells, moved to accept the September 20, 2018 agenda as amended. A voice vote was taken and the motion passed.

APPROVAL OF MINUTES

Ms. Margaret Wilson stated that there was never a vote taken regarding the following paragraph in the July 2018 Minutes.

Members agreed that we could forgo the application process this year to the 2019 Action Plan, to devote time to the development of the Consolidated Plan and Analysis to Impediments. Staff will bring projects to the committee for their approval in the fall.

Ms. Wilson requested that paragraph be redacted. Committee members agreed to discuss the issue under Old Business.

No motion was made to approve the July 2018 Minutes.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

None

OLD BUSINESS

Discussion of the 2019 application process

Ms. Wilson asked about the process of reviewing the 2019 applications. Ms. Collins-Smith said that the Committee could vote to extend or continue the applications from 2017-2018. Ms. Wilson clarified that the same providers would receive the same amount and percentage as the last application period.

Ms. Underwood asked if some of the applicants had dropped out or down-sized their programs. Ms. Collins-Smith stated the Coop had dropped out and is being looked at for FFE dollars. She was not familiar with anyone reducing units. Ms. Underwood asked if the money set aside for the Coop was reallocated. It was agreed that the Coop money was never awarded to them and was reallocated.

Ms. Wilson clarified that they will not be doing applications this fall. She also verified with Ms. Collins-Smith the same amounts of money will be awarded to the 2018 applicants for the 2019-2020 period. The City will contact current recipients and see if they accept. Ms. Collins-Smith confirmed they will still have to do a contract for the 2019-2020 period and provide the same units of service.

Mr. Bill Woods, supported by Ms. Jennette Tarver, moved to extend the applications into a 2-year application period. A voice vote was taken and the motion passed.

NEW BUSINESS

Public Hearing for 2017 Consolidated Annual Performance Evaluation Report

Ms. Wilson opened the Public Hearing for the 2017 Consolidated Annual Performance Evaluation Report. Ms. Collins-Smith asked the Committee members if they had questions regarding the report.

Ms. Underwood noted that she has been reading information on homelessness and housing. She said the report has some interesting numbers in it. Ms. Underwood indicated she thinks they need to do a better job explaining the discrepancy in numbers between accomplishments and goals. She believes background information needs to be written in very clear language. Ms. Underwood stated that even if no one applies, they need to state that - the public will want an explanation.

Ms. Wilson reminded the group that in the past they didn't have numbers for homelessness because the funds come from other sources.

Ms. Collins-Smith reminded Committee members that information will continue to come in. She had not received all the information from HRI at the time of the draft report. Ms. Howell asked if the number would have been substantially higher if they had that information. Ms. Collins-Smith agreed that it would have been a higher number.

Mr. Underwood noted the report says there is a partnership with county. Ms. Collins-Smith stated that the City has no say about what the County does with their funds.

In discussing the issues, Ms. Collins-Smith stated that every year KNHS and Community Homeworks get extensions because they are not able to find skilled labor to meet their goals. She said the extensions takes the current money and push it back. Because of this, when report is done, it will not reflect what they did that year.

Ms. Howell expressed dissatisfaction with people walking in, knowing their limitations and asking for more than they can use during the year. Ms. Underwood clarified that they need the extensions because the Government doesn't release money until late. Ms. Howell asked if the agencies are automatically rolled over. Ms. Collins-Smith stated that as long as they follow the procedure of requesting an extension and turning in their paperwork, then it will be extended.

Ms. Collins-Smith stated that she will send the packet back out to committee members before it is finalized.

Mr. Wells, supported by Ms. Howell, made a motion to send the report to HUD with updated information. A voice vote was taken and the motion passed.

COMMUNICATIONS/MEMBERS' REPORTS/STAFF UPDATES

None

CITIZEN COMMENTS

None

ADJOURNMENT

Mr. Wells, supported by Ms. Underwood moved to adjourn the meeting. A voice vote was taken and passed. The meeting adjourned at 7:40pm.

Submitted by: _____
(Recording Secretary)

Dated: _____

Reviewed by: _____
(Staff Liaison)

Dated: _____

Approved by: _____
(CDAAC Chair/Vice Chair)

Dated: _____

Appendix IV

Financials Reports

[illegible]



PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	553,272.65
02 ENTITLEMENT GRANT	1,493,264.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	130,455.72
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,176,992.37

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,291,220.63
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,291,220.63
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	324,359.08
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,615,579.71
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	561,412.66

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	924,482.15
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	924,482.15
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	71.60%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	184,403.40
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	184,403.40
32 ENTITLEMENT GRANT	1,493,264.00
33 PRIOR YEAR PROGRAM INCOME	233,163.55
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,726,427.55
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	10.68%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	324,359.08
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	324,359.08
42 ENTITLEMENT GRANT	1,493,264.00
43 CURRENT YEAR PROGRAM INCOME	130,455.72
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,623,719.72
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.98%



LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	18	1019	6084247	GPM the Synergy Center - Renovate Building	03E	LMA	\$1,180.77
					03E	Matrix Code	\$1,180.77
2016	5	1034	6102232	Parks and Recreation Improvements & Infrastructure	03F	LMA	\$25,907.00
					03F	Matrix Code	\$25,907.00
2015	8	1006	6101577	Public Services - Portage Streetscape Project	03K	LMA	\$7,670.92
					03K	Matrix Code	\$7,670.92
2014	8	968	6101577	Infrastructure Improvements	03Z	LMA	\$7,445.92
					03Z	Matrix Code	\$7,445.92
2016	6	1033	6084247	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$35,736.59
2016	6	1033	6101592	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$11,879.89
2016	6	1033	6101627	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$38,585.30
2016	6	1033	6102232	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$20,992.24
2016	6	1033	6150126	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$17,655.28
					05I	Matrix Code	\$124,849.30
2014	4	964	6132061	Fair Housing	05J	LMC	\$584.09
2014	4	964	6132078	Fair Housing	05J	LMC	\$348.32
2014	4	964	6150568	Fair Housing	05J	LMC	\$261.24
2014	4	964	6191691	Fair Housing	05J	LMC	\$38.59
2014	4	985	6140183	TBD Fair Housing Activities	05J	LMA	\$219.08
2016	4	1037	6171163	Fair Housing Activities	05J	LMC	\$1,379.65
					05J	Matrix Code	\$2,830.97
2015	22	1014	6165817	City Neighborhood Enhancement	05Z	LMA	\$398.73
2016	10	1039	6084247	LISC - CoC Adm/CDBG	05Z	LMA	\$2,175.74
2016	10	1039	6101595	LISC - CoC Adm/CDBG	05Z	LMA	\$772.04
2016	10	1039	6101627	LISC - CoC Adm/CDBG	05Z	LMA	\$3,368.88
2016	10	1039	6102232	LISC - CoC Adm/CDBG	05Z	LMA	\$327.53
2016	10	1039	6131723	LISC - CoC Adm/CDBG	05Z	LMA	\$10,059.85
2016	17	1023	6104108	City Neighborhood Support	05Z	LMC	\$907.15
2016	17	1023	6132078	City Neighborhood Support	05Z	LMC	\$995.25
2016	17	1023	6150568	City Neighborhood Support	05Z	LMC	\$217.69
2016	17	1041	6150126	City of Kalamazoo - Public Services	05Z	LMA	\$37,500.27
					05Z	Matrix Code	\$56,723.13
2015	11	1008	6110433	KNHS Minor/Critical Roof/Exterior Repairs	14A	LMH	\$63,379.18
2015	11	1008	6110455	KNHS Minor/Critical Roof/Exterior Repairs	14A	LMH	\$7,660.95
2015	11	1008	6129109	KNHS Minor/Critical Roof/Exterior Repairs	14A	LMH	\$24,448.36
2015	11	1008	6147392	KNHS Minor/Critical Roof/Exterior Repairs	14A	LMH	\$2,456.85
2015	11	1008	6147395	KNHS Minor/Critical Roof/Exterior Repairs	14A	LMH	\$4,034.40
2015	11	1008	6156578	KNHS Minor/Critical Roof/Exterior Repairs	14A	LMH	\$4,353.68
2016	8	1038	6084247	Community Homeworks	14A	LMH	\$14,535.25
2016	8	1038	6101592	Community Homeworks	14A	LMH	\$13,691.55
2016	8	1038	6101595	Community Homeworks	14A	LMH	\$4,690.84
2016	8	1038	6101614	Community Homeworks	14A	LMH	\$4,227.48
2016	8	1038	6101627	Community Homeworks	14A	LMH	\$11,357.96
2016	8	1038	6102232	Community Homeworks	14A	LMH	\$32,606.00
2016	8	1038	6131723	Community Homeworks	14A	LMH	\$41,138.79
2016	8	1038	6150126	Community Homeworks	14A	LMH	\$41,849.83
2016	9	1036	6084247	Home Repair for the Elderly	14A	LMH	\$5,318.94



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	9	1036	6101592	Home Repair for the Elderly	14A	LMH	\$6,749.26
2016	9	1036	6101595	Home Repair for the Elderly	14A	LMH	\$9,498.99
2016	9	1036	6101614	Home Repair for the Elderly	14A	LMH	\$4,137.01
2016	9	1036	6101627	Home Repair for the Elderly	14A	LMH	\$5,292.59
2016	9	1036	6102232	Home Repair for the Elderly	14A	LMH	\$8,119.47
2016	9	1036	6131723	Home Repair for the Elderly	14A	LMH	\$14,738.45
2016	9	1036	6150126	Home Repair for the Elderly	14A	LMH	\$2,554.62
2017	7	1042	6150021	Community Homeworks	14A	LMH	\$1,345.96
2017	7	1042	6156578	Community Homeworks	14A	LMH	\$900.00
2017	7	1042	6171158	Community Homeworks	14A	LMH	\$1,906.00
2017	7	1042	6171163	Community Homeworks	14A	LMH	\$75,695.05
2017	9	1058	6150021	Home Repair for the Elderly	14A	LMH	\$5,794.68
2017	9	1058	6171163	Home Repair for the Elderly	14A	LMH	\$15,605.01
					14A	Matrix Code	\$428,077.15
2016	15	1035	6084247	HRI - CDBG TBRA Administration	14J	LMH	\$2,976.30
2016	15	1035	6101592	HRI - CDBG TBRA Administration	14J	LMH	\$3,028.69
2016	15	1035	6101595	HRI - CDBG TBRA Administration	14J	LMH	\$3,423.13
2016	15	1035	6101614	HRI - CDBG TBRA Administration	14J	LMH	\$2,139.17
2016	15	1035	6101627	HRI - CDBG TBRA Administration	14J	LMH	\$2,553.15
2016	15	1035	6102232	HRI - CDBG TBRA Administration	14J	LMH	\$5,255.36
2016	15	1035	6131723	HRI - CDBG TBRA Administration	14J	LMH	\$12,085.21
2016	15	1035	6171163	HRI - CDBG TBRA Administration	14J	LMH	\$4,094.92
2017	8	1057	6150126	HRI - CDBG TBRA Administration	14J	LMH	\$3,136.12
2017	8	1057	6171163	HRI - CDBG TBRA Administration	14J	LMH	\$14,532.82
					14J	Matrix Code	\$53,224.87
2016	2	1021	6095890	City - CDBG Code Enforcement	15	LMA	\$24,609.91
2016	2	1021	6095933	City - CDBG Code Enforcement	15	LMA	\$24,566.78
2016	2	1021	6098668	City - CDBG Code Enforcement	15	LMA	\$30,704.18
2016	2	1021	6100328	City - CDBG Code Enforcement	15	LMA	\$22,594.22
2016	2	1021	6101198	City - CDBG Code Enforcement	15	LMA	\$31,368.62
2016	2	1021	6132057	City - CDBG Code Enforcement	15	LMA	\$54,177.41
2016	2	1021	6132078	City - CDBG Code Enforcement	15	LMA	\$28,561.00
					15	Matrix Code	\$216,572.12
Total							\$924,482.15

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	6	1033	6084247	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$35,738.59
2016	6	1033	6101592	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$11,879.89
2016	6	1033	6101627	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$38,585.30
2016	6	1033	6102232	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$20,992.24
2016	6	1033	6150126	Public Safety - Neighborhood Officers - CDBG	05I	LMC	\$17,655.28
					05I	Matrix Code	\$124,849.30
2014	4	964	6132061	Fair Housing	05J	LMC	\$664.09
2014	4	964	6132078	Fair Housing	05J	LMC	\$348.32
2014	4	964	6150568	Fair Housing	05J	LMC	\$261.24
2014	4	964	6191691	Fair Housing	05J	LMC	\$38.59
2014	4	985	6140183	TBD Fair Housing Activities	05J	LMA	\$219.08
2016	4	1037	6171163	Fair Housing Activities	05J	LMC	\$1,379.65
					05J	Matrix Code	\$2,830.97
2015	22	1014	6165817	City Neighborhood Enhancement	05Z	LMA	\$398.73
2016	10	1039	6084247	LISC - CoC Admin/CDBG	05Z	LMA	\$2,175.74
2016	10	1039	6101595	LISC - CoC Admin/CDBG	05Z	LMA	\$772.04
2016	10	1039	6101627	LISC - CoC Admin/CDBG	05Z	LMA	\$3,368.88



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	10	1039	6102232	LISC - CoC Admin/CDBG	052	LMA	\$327.53
2016	10	1039	6131723	LISC - CoC Admin/CDBG	052	LMA	\$10,059.85
2016	17	1023	6104108	City Neighborhood Support	052	LMC	\$907.15
2016	17	1023	6132078	City Neighborhood Support	052	LMC	\$995.25
2016	17	1023	6150568	City Neighborhood Support	052	LMC	\$217.69
2016	17	1041	6150126	City of Kalamazoo - Public Services	052	LMA	\$37,500.27
Total					052	Matrix Code	\$56,723.13
							\$184,403.40

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	1	1020	6095890	City CDBG Administration	21A		\$24,343.76
2016	1	1020	6095933	City CDBG Administration	21A		\$24,150.40
2016	1	1020	6099868	City CDBG Administration	21A		\$14,274.08
2017	1	1043	6099868	City CDBG Administration	21A		\$27,862.03
2017	1	1043	6100328	City CDBG Administration	21A		\$20,555.32
2017	1	1043	6101198	City CDBG Administration	21A		\$23,891.46
2017	1	1043	6132057	City CDBG Administration	21A		\$50,420.56
2017	1	1043	6132078	City CDBG Administration	21A		\$32,801.25
2017	1	1043	6150526	City CDBG Administration	21A		\$159.12
2017	1	1043	6150568	City CDBG Administration	21A		\$89,967.42
2017	1	1043	6191687	City CDBG Administration	21A		\$35,930.68
Total					21A	Matrix Code	\$324,359.08
							\$324,359.08

