



Agenda

City Commission Business Meeting

City of Kalamazoo

Monday, December 16, 2019

7:00 PM

City Commission Chambers – 241 West South Street

A. CALL TO ORDER/ROLL CALL

B. OPENING CEREMONY

1. Invocation
2. Pledge of Allegiance
3. Introduction of Guests
4. Proclamations

C. ADOPTION OF FORMAL AGENDA

D. COMMUNICATIONS

1. Calendar of Upcoming Meetings

E. PUBLIC HEARINGS

1. Public hearing to receive comments on a RESOLUTION amending and enlarging Industrial Development District #10 at 1421 North Pitcher Street.
(Action: Motion to adopt the resolution)

F. CONSENT AGENDA

(Action: Motion to approve items “1-9”, postpone item “10” until January 6, 2020, and authorize the City Manager to sign all documents on behalf of the City)

1. Approval of a contract with Pajay, Inc. for the 35th Street Water Main Extension Project in the amount of \$1,482,276.08.

2. Approval of the purchase of desktop computers, laptop computers, and peripherals from CDWG through the Michigan Master Computing-MiDEAL cooperative purchasing program in the amount of \$288,113.73.
3. Approval of a supplemental contract change order with Prein & Newhof for the Michigan Department of Environment, Great Lakes, and Energy Drinking Water Revolving Fund Water System Improvements, in the amount of \$326,100 and amend the Water Fund 2019 Capital Improvement Budget.
4. Adoption of a RESOLUTION setting a public hearing on January 6, 2020 for the Proposed FY 2020 Budget.
5. Adoption of a RESOLUTION approving 13 new Homestead Neighborhood Enterprise Zone applications.
6. Adoption of a RESOLUTION setting the schedule of regular City Commission meetings for the 2020 calendar year.
7. Adoption of a RESOLUTION consenting to the continued resettlement of refugees in the City of Kalamazoo.
8. Approval of a request from New Year's Fest of Kalamazoo to publicly display fireworks from the Epic Center Parking Structure on Tuesday, December 31, 2019 at midnight as part of the annual New Year's Fest event.
9. Approval of the Mayor's appointment of Brian Pittelko to the Planning Commission for a term expiring on March 31, 2023.
10. Approval of a purchase agreement with Texas Charter Township for property for the 6th Street South Elevated Water Storage Tank Project in the amount of \$27,500 and final paving of the park parking lot. *(Hold until January 6, 2020)*

G. REGULAR AGENDA

1. Acceptance of the 2018 Justice Assistance Grant award from the U.S. Department of Justice in the amount of \$92,200. **(Action: Motion to accept the grant and authorize the City Manager to sign all related documents)**
2. Acceptance of the 2019 Justice Assistance Grant award from the U.S. Department of Justice in the amount of \$91,036. **(Action: Motion to accept the grant and authorize the City Manager to sign all related documents)**

H. REPORTS AND LEGISLATION

1. City Manager's Report
2. City Clerk's Report

I. UNFINISHED BUSINESS

J. POLICY ITEMS

K. NEW BUSINESS

L. CITIZEN COMMENTS

M. COMMISSIONER COMMENTS

N. CLOSED SESSION

O. ADJOURNMENT

ADDITIONAL INFORMATION

Get news, information, and alerts from the City of Kalamazoo. Sign up at www.kalamazoocity.org/connect, follow @KalamazooCity on Twitter, and search for The City of Kalamazoo on Facebook.

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

Persons with disabilities who need accommodations to effectively participate in City Commission meetings should contact the City Clerk's Office at 337-8792 a week in advance to request mobility, visual, hearing or other assistance.

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.



Calendar of Upcoming Meetings

City of Kalamazoo

City Commission (next 30 days)

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

Monday, January 6th and Tuesday, January 21st

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

February 17th

Advisory Boards, Commissions and Committees (next two weeks)

The **Environmental Concerns Committee** will meet on Wednesday, December 18, 2019 at 4:30 p.m., in the Community Room at City Hall.

The **Economic Development Corporation** will meet on Thursday, December 19, 2019 at 7:30 a.m., in the Community Room at City Hall. The **Brownfield Redevelopment Authority** will meet immediately following.

The **Kalamazoo Municipal Golf Association** will meet on Thursday, December 19, 2019 at 12:00 p.m., in the clubhouse at Milham Park Golf Course, located at 4200 Lovers Lane.

The **Northside Cultural Business District Authority Board** will meet on Thursday, December 19, 2019 at 6:00 p.m., at the Northside Association for Community Development, located at 612 N. Park Street.

The **Shared Prosperity Kalamazoo Organizing Committee** will meet on Monday, January 6, 2020 at 12:30 p.m., in the Community Room at City Hall.



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **E.1.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: Rebekah Kik, Director of Community Planning and Economic Development
Prepared by: Antonio Mitchell, Development Project Coordinator

DATE: December 16, 2019

SUBJECT: Public Hearing re: the Expansion of Industrial Development District #10

RECOMMENDATION:

It is recommended that the City Commission adopt a RESOLUTION amending and enlarging Industrial Development District #10 at 1421 North Pitcher Street.

BACKGROUND:

Graphic Packaging International LLC plans to invest \$600 million into the north side Kalamazoo plant to install a new paperboard machine on a vacant brownfield site. Graphic Packaging (GP) specializes in coated and recycled cardboard paper production. The expansion project in Kalamazoo will allow GP to manufacture approximately 900,000 tons of coated recycled paperboard annually in Kalamazoo, representing 44 percent of North America production of the product.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Program Name and Description

Business Opportunities: Develop and support a diverse mix of businesses and industries by and with residents that meet the needs of the neighborhood and attract the local workforce to encourage economic growth and stability.

Economic Assistance: Use investments, incentives, and policies to reach community wide goals for affordable housing, increased public transportation, local business success, and to avoid involuntary displacement.

This program/project has a high degree of impact on the following Strategic Goal(s):



Economic Vitality - A supportive infrastructure for growing businesses and stabilizing the local economy for the benefit of all.

Discussion

Business Opportunities: Develop and support a diverse mix of businesses and industries by and with residents that meet the needs of the neighborhood and attract the local workforce to encourage economic growth and stability.

Economic Assistance: Use investments, incentives, and policies to reach community wide goals for affordable housing, increased public transportation, local business success, and to avoid involuntary displacement.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Consult (two-way conversation) – the community will have a chance to react to the project through two-way conversation.

Discussion:

Graphic Packaging International LLC staff engaged the local community at several public hearings in the City of Kalamazoo and in Kalamazoo County. The local community residents were provided the opportunity to provide community input on the expansion project.

Engagement/Communication Tools

Graphic Packaging International LLC participated in the following public hearings.

- Kalamazoo County Brownfield Redevelopment Authority
- City of Kalamazoo Brownfield Redevelopment Authority
- City of Kalamazoo Zoning Board of Appeals
- City of Kalamazoo City Commission

FISCAL IMPACT:

The City Assessor's staff will complete a fiscal impact analysis based upon the company's PA 198 tax exemption certification application once it is submitted to the city and brought forward for City Commission consideration. Subsequent memoranda and attachments from staff will contain this fiscal impact information.

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. _____

**A RESOLUTION AMENDING AND ENLARGING
INDUSTRIAL DEVELOPMENT DISTRICT NO. 10**

Minutes of a regular meeting of the City Commission of the City of Kalamazoo held on December 16, 2019, at or after 7:00 p.m., local time, at City Hall.

PRESENT, Commissioners:

ABSENT, Commissioners:

WHEREAS, the City Commission has met in public hearing as heretofore resolved and noticed for the purpose of reviewing the request of GRAPHIC PACKAGING INTERNATIONAL, INC. to amend and enlarge Industrial Development District No. 10; and

During said public hearing the City Commission heard all persons desiring to be heard, either orally or in writing, with respect to the amendment and enlargement of Industrial Development District No. 10;

NOW, THEREFORE, BE IT RESOLVED that the City of Kalamazoo hereby amends and enlarges Industrial Development District No. 10 described as follows:

Kalamazoo, Kalamazoo County, Michigan

PARCEL 1

Address: 511 E Paterson Street

Parcel Number: 06-10-495-001

Legal Description: Commencing at a point 33 feet North of the point where the west line of Harrison Street as extended north intersects the south line of Section 10, Town 2 South, Range 11 West; thence West 336.86 feet to the east line of the former Chicago, Kalamazoo & Saginaw Railroad (now Norfolk Southern Railway Company); thence North 273.77 feet along said east line to the north line of the former Indian Reserve Line; thence East 328.45 feet along the former Indian Reserve line; thence South 274.85 feet to place of beginning.

PARCEL 2

Address: 1807 N Pitcher Street

Parcel Number: 06-10-405-001

Legal Description: Part of the South 1/2 of Section 10, Town 2 South Range 11 West, commencing at a point in the east line of the Penn Railroad right-of-way 556.16ft South 01deg 14min East from the E & W 1/4 line of Section 10; thence North 01deg 14min West 219ft; thence 301.52ft at an angle to the right of 90deg 14min to the west line of North Pitcher Street; thence South 219ft along the west line of North Pitcher Street; thence West 303.33ft parallel with and 717ft North of the north line of East Prouty Street to the point of beginning.

PARCEL 3

Address: 1819 N Pitcher Street

Parcel Number: 06-10-400-001

Legal Description: Part of the S 1/2 of Section 10-2-11 Beginning at the center post of Section 10; thence East 280.5ft more-or-less along the E&W 1/4 line of Section 10 to the west line of North Pitcher Street; thence South 333.27ft along the west line of North Pitcher Street; thence West 297.24ft more-or-less at an angle of 90deg 53min to the west line of North Pitcher Street to the easterly right-of-way line of the Pennsylvania Railroad (formerly the Grand Rapids and Indiana Railway); thence North 01deg 14min West 337.16ft along the easterly right-of-way line of the Pennsylvania Railroad (formerly the Grand Rapids and Indiana Railway) to the E&W 1/4 line of Section 10; thence East 16.74ft more-or-less along the E&W 1/4 line of Section 10 to the center post of Section 10 and the point of beginning.

PARCEL 4

Address: 1401 Harrison Street

Parcel Number: 06-10-485-002

Legal Description: Part of Sect 10-2-11 Commencing at a point 308.3ft N and 1716.1ft E of S 1/4 post said Sect; thence W 493.42ft; thence NLY at an angle to the NE 89deg 7min 770.09ft; thence ELY at an angle to the SE 90deg 53min 481.55ft; thence SLY at a right angle 770ft to beg.

Also Sect 10-2-11 Com at the intersection of the NLY line of Paterson Street with the WLY line of Harrison Street as extended; thence N 1deg 43min W to a point 310.2ft N of S line Sect 10; thence E parallel with said S line 335.27ft; thence S

0deg 12min W 275.3ft to N line of Paterson Street; thence WLY along said N line 326.05ft to point of beginning.

Also, com at S 1/4 corner Sect 10-2-11; thence E along S line said Sect 1028.68ft to a point on center line of the main tracks of a railroad formerly of the Chicago, Kalamazoo & Saginaw Railway Company as located October 20, 1977; thence N 0deg 2min 0sec E along said center line 448.13ft; thence S 89deg 58min 0sec E 30ft to point of beginning of this description, said point being 30ft distant measured ELY & radially from the center line of the ELY most track of a railroad formerly of said Railway Company as located October 20, 1977; thence parallel with & 30ft distant from the center line said track, the following courses; thence on a curve to the NE, a distance of 74.6ft, said curve being concave to the SE (Radius = 781.5ft, Chord = 74.57ft bearing N 5deg 11min 0sec E); thence N 9deg 45min 50sec E 308.74ft; thence on a curve to the NE, a distance of 154.36ft, said curve being concave to the NW (Radius = 923.5ft, Chord = 154.18ft bearing N 4deg 42min 30sec E; thence N 0deg 43min 0sec E 451.61ft to a point distant 15ft measured SWLY & perpendicular to the center line of an industrial track of a railroad formerly of said Railway Company; thence parallel with & 15ft distant from the center line of said industrial track, the following courses; thence S 10deg 9min 20sec E 180.71ft; thence on a curve to the SE 85.5ft, said curve being concave to the NE (Radius = 461.42ft, Chord = 85.38ft bearing S 15deg 40min 20sec E); thence on a curve to the SE, a distance of 139.71ft, said curve being concave to the SW (Radius = 466.39ft, Chord = 139.19ft bearing S 12deg 4min 10sec E); thence S 0deg 9min 40sec E 727.85ft to a point distant 15ft measured WLY & perpendicular to SLY extension of the center line of said industrial track; thence S 89deg 49min 50sec W 151.44ft to a point distant 30ft measured ELY & radially from the center line said ELY most track; thence on a curve to the NW, parallel with & 30ft distant from the center line said track, a distance of 141.35ft, said curve being concave to the NE (Radius = 994.77ft, Chord = 141.23ft bearing N 4deg 53min 10sec W to point of beginning. Containing 110,284 square feet, m-or-l, or 2.532 Acres m-or-l. Entire parcel contains approximately 13.318 Acres

PARCEL 5

Address: 1500 E Paterson Street

Parcel Number: 06-10-452-001

Legal Description: Section 10-2-11 Com in ELY line Pitcher Street at its intersection with the E&W 1/4 line Sect 10; thence SLY along said ELY line 1002.73ft to center line Lucille Street, now vacated, for point of beginning; thence SLY along said ELY line to the N line of Elnora Street, vacated June 14, 1917; thence ELY along the N line of Elnora Street to the WLY r-o-w line Penn Central Railroad; thence NLY along said WLY line to a point 100ft N of the

center line of Lucille Street, now vacated; thence WLY at right angles to said r-o-w 467.12ft; thence NLY parallel to ELY line of Pitcher Street 40ft; thence WLY parallel to the center line of Lucille Street, now vacated, 173ft to the ELY line of Pitcher Street; thence SLY along the ELY line of Pitcher Street 140ft to the center line of Lucille Street, now vacated, and to the point of beginning. Parcel contains approximately 16.253 acres Also including the following: Section 10-2-11 NORTHSIDE ADDITIONS Lots 1 thru 16 and TROWBRIDGE PLACE DIVISION A Lots 1 thru 21 and vacated Trowbridge Street and vacated Elnora Street More particularly described as follows: Com at the intersection of the ELY line of North Pitcher Street and the N line on Elnora Street (vacated June 14, 1917), said point being 688.82ft m-or-l N of the N line of East Paterson Street; thence ELY along said N line to the WLY r-o-w line of Penn Central Railroad; thence SLY & along a curve to the right along said r-o-w line to the N line of East Paterson Street; thence WLY along the N line of East Paterson Street to the ELY line of North Pitcher Street as now relocated; thence NLY along the ELY line of North Pitcher Street to the N line of Elnora Street, now vacated, and point of beginning. Parcel contains approximately 8.801 acres. Entire parcel is 25.054 Acres

PARCEL 6

Address: 1810 N Pitcher Street

Parcel Number: 06-10-408-001

Legal Description: Com on ELY line Pitcher Street at its intersection with the E&W 1/4 line Sect 10-2-11; thence SLY along said ELY line 145ft for point of beginning; thence continuing SLY along said ELY line 717.73ft to a point 140ft NLY of center line Lucille Street, now vacated; thence ELY parallel to said center line of vacated street 173ft; thence SLY parallel to ELY line Pitcher Street 40ft; thence ELY parallel to center line said vacated street & 100ft NLY thereof 467.12ft to WLY r-o-w line of Penn Central RR--Formerly LS&MS RR - thence NLY thereon 901.24ft to said E&W 1/4 li; thence WLY along said 1/4 line 578.9ft to a point 75ft ELY of ELY line of Pitcher Street; thence SLY parallel to said Street line 145ft; thence WLY 75ft to point of beginning.

PARCEL 7

Address: 1421 N Pitcher Street

Parcel Number: 06-10-455-002

Legal Description: ADDITION OF DEWING & PARKER Lots 1-2-3-4-5-6, Block E. Also commencing at southwest corner of Lot 6, Block E; thence Southerly along the easterly right-of-way line of the Penn Railroad to a point 462ft northerly as measured along said right-of-way line from the north line of

Paterson Street; thence East 312.19ft more-or-less to the west line of Pitcher Street; thence North along said west line to the SE corner of Block E; thence West along the south line of Block E to point of beginning. Also commencing at the intersection of the east line of Penn Railroad right-of-way & the northerly line of Paterson Street; thence Northerly along said right-of-way 462ft; thence Easterly parallel to the north line of Paterson Street 19Rods more-or-less to the west line of Pitcher Street; thence Southerly on the west line of Pitcher Street 214ft; thence Southeasterly along the relocated west line of Pitcher Street 75.1ft to the west line of Lot 9 of NORTHSIDE ADDITION; thence continuing along the relocated west line of Pitcher Street 97.58ft; thence Southwesterly along the relocated west line of Pitcher Street 72ft more-or-less to the north line of Paterson Street; thence West on the north line of Paterson Street 289.96ft to point of beginning. Contains approx. 10.254 Acres

PARCEL 8

Address: 501 E Paterson Street

Parcel Number: 06-10-473-001

Legal Description: Section 10-2-11 Com at S 1/4 corner said Sect 10; thence N 33ft to a point on NLY r-o-w line of Paterson Street; thence E along said r-o-w line 903.32ft to a point distant 40ft measured SELY & radially from center line of main track of railroad formerly of Chicago, Kalamazoo & Saginaw Railway Company as located September 30, 1977, said point also being point of beginning of this description; thence on a curve to the NE parallel with & 40ft distant from center line said track, a distance of 270.78ft, said curve being concave to the NW (Radius = 1270.0ft, Chord = 270.27ft bearing N 22deg 28min 20sec E) to a point distant 25ft measured WLY & perpendicular to center line of another main track of railroad formerly of said Railway Company; thence S 00deg 40min 30sec W parallel with & 25ft distant from said track center line, a distance of 249.76ft to a point on said NLY r-o-w line of Paterson Street; thence W along said r-o-w line 100.37ft to point of beginning Containing: 11,233 square feet, m-or-l, or 0.258 acres, m-or-l.

The above resolution was offered by _____ and supported by _____.

AYES, Commissioners:

NAYS, Commissioners:

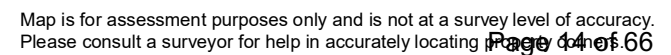
ABSTAIN, Commissioners:

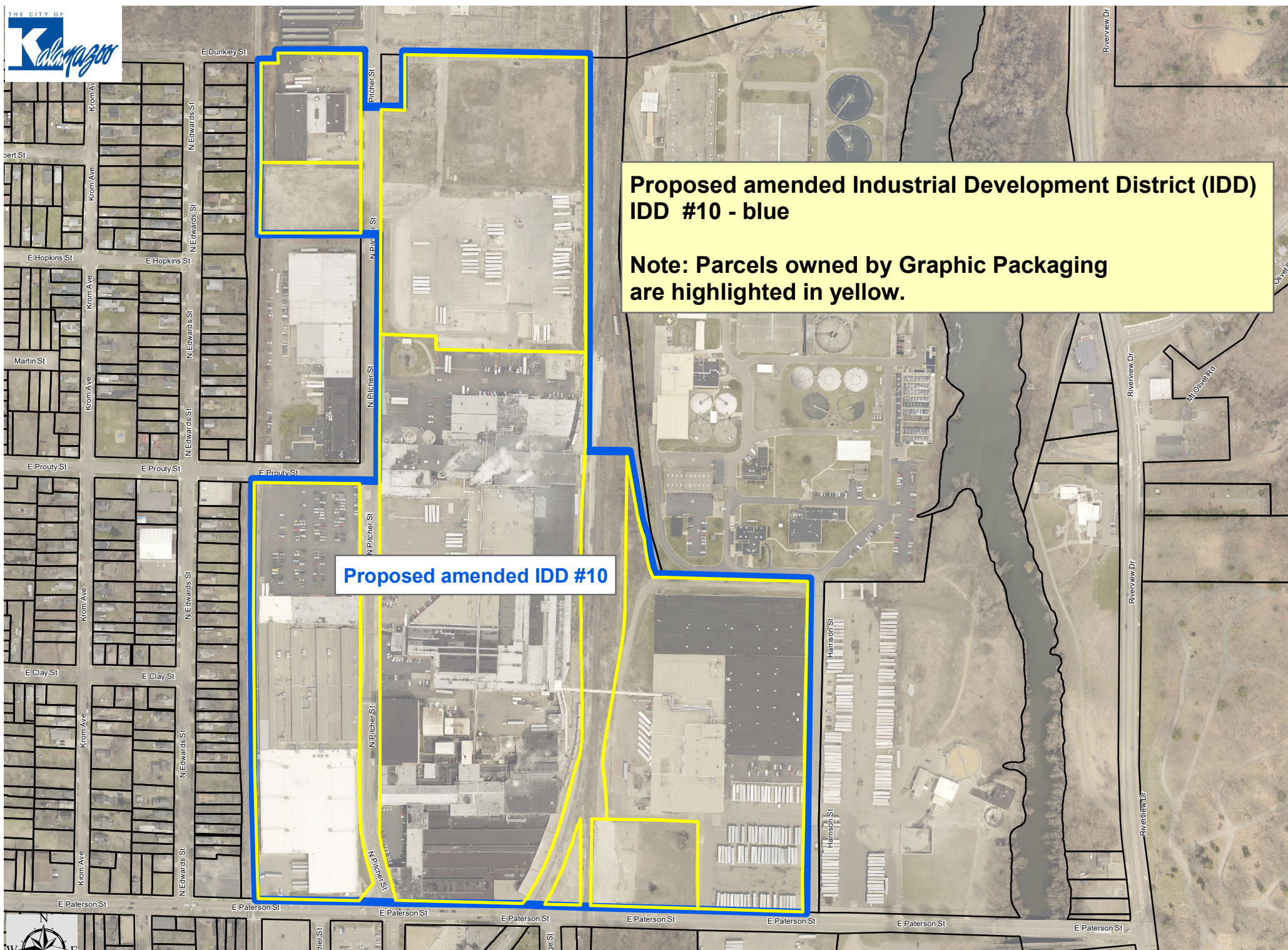
RESOLUTION DECLARED ADOPTED.

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 December 16, 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





Proposed amended Industrial Development District (IDD) #10 - blue

Note: Parcels owned by Graphic Packaging are highlighted in yellow.

Proposed amended IDD #10





City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.1.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: James J. Baker, PE, Public Services Director & City Engineer
Prepared by: Eric T. Sajtar, PE, Senior Civil Engineer - Water Resources

DATE: December 16, 2019

SUBJECT: Approval of a Contract with Payjay Inc. for the 35th Street Water Main Extension Project - Bid Ref. 91244-004.0.

RECOMMENDATION:

It is recommended that City Commission approve a contract with Pajay, Inc. for the 35th Street Water Main Extension Project, in the amount of \$1,482,276.08.

BACKGROUND:

The City of Kalamazoo identified the 35th Street Water Main Project as a priority for the 2019 construction season. Currently, some residences in the project area are provided water via residential potable wells that have been impacted by perfluorinated chemicals (PFAS) at concentrations greater than the Michigan Department of Environment, Great Lakes and Energy (EGLE) Health Advisory Level. This project will involve providing residents in the project area with safe municipal drinking water by installing new water main and service connections in the impacted area.

Bids were opened for the project on December 11, 2019. Seven bids were received with Pajay, Inc. being the low bidder. Public Services recommends the approval of this contract.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Program Name

New Water Distribution Construction Services

Program Description

This program/project has a high degree of impact on the following Strategic Goal(s):



Safe Community- Creating a safe environment for living, working, and playing

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Inform

Engagement/Communication Tools

Water Resources has been working with EGLE and Richland Township on this project. Customers will be notified prior to construction via public meetings.

FISCAL IMPACT:

The funding for the project is available in the City's 2019 Water Capital Improvement Budgets. Project funding and estimated costs are as follows:

Funding:

Wat0500322	\$1,709,900.00
	\$1,709,900.00

Costs:

Construction	\$1,489,773.08
	\$1,489,773.08

BID RESULTS SUMMARY

PROJECT: 35th Street Water Main Extension

DATE: December 11, 2019

BIDDERS SOLICITED: 134

BIDDERS RESPONDED: 7

MBE/WBE BIDS SOLICITED: 18

MBE/WBE BIDDERS RESPONDED: 0

BID REFERENCE NO: 91244-004.0

MBE/WBE AWARDED: No

ISSUE DATE: November 14, 2019

BID OPENING: December 11, 2019

APPROVAL REQUIRED: City Commission

FUNDED BY: EGLE PFAS Remediation Grant

<u>BIDDERS</u>	<u>AMOUNT BID</u>	<u>LOCATION</u>
Payjay, Inc.	¹ \$1,482,276.08 ² \$1,402,976.08	New Buffalo, MI
Hoffman Bros., Inc	¹ \$1,546,258.08 ² \$1,546,258.08	Kalamazoo, MI
Peters Construction Company	¹ \$1,684,164.49 ² \$1,684,164.49	Kalamazoo, MI
Balkema Excavating Inc.	¹ \$1,713,754.00 ² \$1,634,238.00	Kalamazoo, MI
Lounsbury Excavating	¹ \$1,813,000.00 ² \$1,717,515.00	Paw Paw, MI
Kamminga & Roodvoets, Inc.	¹ \$1,977,187.50 ² \$1,933,618.00	Grand Rapids, MI
Dunigan Bros., Inc.	¹ \$2,452,820.70 ² \$2,452,820.70	Jackson, MI

¹WITH Prevailing Wages Bid

²WITHOUT Prevailing Wages Bid

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



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



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.2.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: Tim Dubois, CIO
Prepared by: Joe Ulery, Deputy CIO

DATE: December 16, 2019

SUBJECT: Purchase of Desktops, Laptops and Peripherals from CDWG through MiDEAL (071B6600110) Bid Ref #000-00-017.8

RECOMMENDATION:

It is recommended that the City Commission approve the purchase of desktop computers, laptop computers, and peripherals from CDWG through the Michigan Master Computing-MiDEAL cooperative purchasing program in the amount of \$288,113.73 (Bid Ref# 000-00-017.8).

BACKGROUND:

The majority of the computer equipment at KDPS (Kalamazoo Department of Public Safety) is end of life and end of support. With Microsoft no longer supporting Windows 7 effective January 14th, 2020, we need to upgrade or replace the equipment at KDPS in order to remain CJIS (Criminal Justice Information Services) compliant. This project will modernize their environment and enable them to be compliant with this change.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Program Name

Program Description

This program/project has a high degree of impact on the following Strategic Goal(s):

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Discussion:

Engagement/Communication Tools

FISCAL IMPACT:

Funds for this project is included in Fiscal Year 2019 General Fund Budget from excess budget over projected expenditures.

QUOTE CONFIRMATION



DEAR JOE ULERY,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LCKB264	12/9/2019	LCKB264	1070075	\$288,113.73

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HP SB ProDesk 600 G4 SFF Core i5-8500 16GB RAM 256GB Win 10 Pro Mfg. Part#: 4HM36UT#ABA UNSPSC: 43211508 Contract: Michigan Master Computing-MiDEAL (071B6600110)	90	5143661	\$895.50	\$80,595.00
Acer V246HQL - LED monitor - Full HD (1080p) - 23.6" Mfg. Part#: UM.UV6AA.002 UNSPSC: 43211902 Contract: Michigan Master Computing-MiDEAL (071B6600110)	360	5567906	\$88.12	\$31,723.20
Logitech MK235 - keyboard and mouse set Mfg. Part#: 920-007897 UNSPSC: 43211706 Contract: Michigan Master Computing-MiDEAL (071B6600110)	220	4071903	\$22.00	\$4,840.00
Targus Universal 2k Docking Station - docking station - DVI, HDMI, DP Mfg. Part#: DOCK120USZ UNSPSC: 43211602 Contract: Michigan Master Computing-MiDEAL (071B6600110)	90	3903452	\$80.00	\$7,200.00
Tripp Lite High Speed HDMI Cable w/ Audio UHD 4Kx2K M/M 6' EXCLUSIVE PRICE Mfg. Part#: P568-006 UNSPSC: 26121604 Contract: Michigan Master Computing-MiDEAL (071B6600110)	180	755135	\$9.47	\$1,704.60
Belkin DisplayPort to HDMI Cable, 6ft/2M, DP to HDMI, Supports 4K @ 30Hz Mfg. Part#: F2CD001B06-E UNSPSC: 26121628 Contract: Michigan Master Computing-MiDEAL (071B6600110)	180	1614051	\$25.99	\$4,678.20
HP ProBook 450 G6 - 15.6" - Core i5 8265U - 8 GB RAM - 256 GB SSD - US Mfg. Part#: 5VC14UT#ABA UNSPSC: 43211503 Contract: Michigan Master Computing-MiDEAL (071B6600110)	87	5375335	\$799.79	\$69,581.73
NEW ITEMS DO NOT PICK THIS LINE Mfg. Part#: NEW-ITEM Dell Latitude 5400 8th Gen Intel Core i5-8250U Processor	40	NEW-ITEM	\$1,749.00	\$69,960.00

QUOTE DETAILS (CONT.)

Win 10 Pro 64 English
Intel UHD 620 Graphics with
Displayport over Type-C for Intel
8th Gen KBL-R
Core i5-8250U
16GB, 1x16GB, DDR4 Non-ECC
2.5" 500GB 7200RPM SATA Hard Drive
14" FHD WVA(1920x1080) Anti-Glare w/
Embedded Touch, IR
Cam & Mic, WLAN/WWAN Capable, Privacy
Shutter
Dual Pointing Backlit US English
Keyboard
Wireless Driver, Intel 8265AC
wireless card for WW
Intel Dual Band Wireless AC 8265
(802.11ac) 2x2
3 Cell 51Whr ExpressCharge Capable
Battery
90W AC Power Adapter - 3-pin 7.4mm
Barrel
Dual Pointing, Touch Fingerprint
Reader, Contacted SmartCard
Reader, Displayport over Type-C
Dell(TM) Digital Delivery Cirrus
Client
Dell Client System Update (Updates
latest Dell Recommended
BIOS, Drivers, Firmware and Apps)
Waves Maxx Audio
Dell Developed Recovery Environment
Dell Power Manager
Dell Latitude 5400 SRV
No Anti-Virus Software
No Removable CD/DVD Drive
No Resource DVD / USB
OS-Windows Media Not Included
Latitude 5400 Quick Start Guide
US Power Cord
BTO Standard Shipment (VS)
Latitude 5400 bottom door
Safety/Environment and Regulatory
Guide (English/French
Multi-language)
Dell Limited Hardware Warranty
Extended Year(s)
Dell Limited Hardware Warranty
Onsite/In-Home Service After Remote
Diagnosis, 1 Year
Onsite/In-Home Service After Remote
Diagnosis, 4 Year
Extended
Accidental Damage Service, 5 Years
Contract: MARKET

HP - DDR4 - 8 GB - SO-DIMM 260-pin - unbuffered	87	5284551	\$120.00	\$10,440.00
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Mfg. Part#: 4VN06UT#ABA
UNSPSC: 32101602
Contract: Michigan Master Computing-MiDEAL (071B6600110)

Planar Dual Monitor - stand	100	1394264	\$73.91	\$7,391.00
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Mfg. Part#: 997-5253-00
UNSPSC: 56101501
Contract: Michigan Master Computing-MiDEAL (071B6600110)

PURCHASER BILLING INFO		SUBTOTAL	\$288,113.73
Billing Address: CITY OF KALAMAZOO ACCOUNTING/BUDGET DEPT 241 W SOUTH ST KALAMAZOO, MI 49007-4796 Phone: (269) 337-8537 Payment Terms: Net 30 Days-Govt State/Local	SHIPPING		\$0.00
	SALES TAX		\$0.00
	GRAND TOTAL		\$288,113.73
	Please remit payments to:		
DELIVER TO			

Shipping Address:
CITY OF KALAMAZOO
ACCOUNTING/BUDGET DEPT
241 W SOUTH ST
KALAMAZOO, MI 49007-4796
Phone: (269) 337-8537
Shipping Method: UPS Ground (1- 2 day)

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

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John Bautista

(877) 810-5987

johnbau@cdwg.com

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<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
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City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.3.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: James J. Baker, PE, Public Services Director & City Engineer
Prepared by: Anna Crandall, EIT, Senior Civil Engineer - Water Resources

DATE: December 16, 2019

SUBJECT: Change Order with Prein & Newhof for the 2020 EGLE Drinking Water Revolving Fund Water System Improvements Design

RECOMMENDATION:

It is recommended that the City Commission approve a supplemental contract change order with Prein & Newhof for the Michigan Department of Environment, Great Lakes, and Energy Drinking Water Revolving Fund (EGLE DWRF) Water System Improvements, in the amount of \$326,100.00 and amend the Water Fund 2019 Capital Improvement Budget. Bid Ref# 906-29-017.1.3

BACKGROUND:

The City of Kalamazoo Water Resources Division of the Department of Public Services has been working with Prein&Newhof on the 2020 EGLE DWRF application. The process has progressed to the point where the design of the projects is needed to continue moving forward. Four projects have been identified as 2020 DWRF projects:

1. Approximately 1,300 Lead service replacements in the City of Kalamazoo and Kalamazoo Township
2. 9,200 feet of water main extensions in Richland Township on D Avenue, M089, and DE Avenue (wat0500379)
3. 43,000 feet of water main extensions in Cooper Township north of G Avenue (wat0500342)
4. 2,600 feet of water main in the City of Parchment on Glendale Boulevard (wat0500343)

Water Resources reached out to Prein & Newhof to provide a quote for professional services related to the design of projects 2-4 listed above. Prein & Newhof provided a quote of \$326,100

for these three projects. Water Resources finds this quote acceptable and recommends the approval of this change order.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

<u>Program Name</u>	<u>Program Description</u>
New Water Distribution, Supply, and Treatment Construction Engineering	Reviews plans for water system expansion. Designs and oversees the construction of new water distribution system

This program/project has a high degree of impact on the following Strategic Goal(s):
Safe Community

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Water Resources has been working with EGLE, Richland Township, Cooper Township, and the City of Parchment on these projects.

Discussion:

Engagement/Communication Tools

Customers will be notified prior to construction via public meetings.

FISCAL IMPACT:

The funding for this project will be available in the 2020 State of Michigan Department of Environment, Great Lakes, and Energy (EGLE)'s Drinking Water State Revolving Loan Program (DWSRF). Once awarded, the City will be able to draw the cost of planning and engineering services. The City's projects are currently listed on the DWSRF Intended Use Plan for 2020.

A budget adjustment is required for design costs for this project to be performed in 2019 in order to meet project submission deadlines. The projects listed below are included in the Proposed 2020 Water Fund Capital Improvement Program.

Estimated costs by project and 2019 budget adjustment requested are as follows:

wat0500379 Richland Water Main	\$ 58,698.00
wat0500342 Cooper Township Water Main	\$254,358.00
<u>wat0500343 Glendale Blvd Water Main</u>	<u>\$ 13,044.00</u>
	\$326,100.00

Sent via email: sskalski@kalamazoocity.org

November 11, 2019
2190551

Mr. Steve Skalski
City of Kalamazoo
1415 N. Harrison St.
Kalamazoo, MI 49007

RE: Fiscal Year 2020 DWRP Water Main Project
Richland, Cooper, Parchment

Dear Steve:

We have assisted the City with the Fiscal Year 2020 application for the State of Michigan Drinking Water Revolving Fund (DWRP). The project includes the following water system improvements:

1. 1,341 Lead service replacements in the City of Kalamazoo and Kalamazoo Township
2. 9,200 feet of water main extensions in Richland Township on D Avenue, M089, and DE Avenue
3. 43,000 feet of water main extensions in Cooper Township north of G Avenue
4. 2,600 feet of water main in the City of Parchment on Glendale Boulevard

In anticipation of the proposed project areas last fall, we had several of project areas in Parchment, Cooper, and Richland flown for aerial mapping to reduce the overall topographic acquisition costs. The City of Kalamazoo has already approved a budget of \$60,300 under Purchase Order P-030858 which covered the DWRP finding application and the aerial survey/mapping that was done. After the aerial flights were completed, additional PFAS/lead sampling revealed the need to place water main in DE Avenue in Richland Township and in Glendale Avenue in the City of Parchment. To accommodate these new segments, additional survey work is required. Also, it is our understanding that the City of Kalamazoo will directly manage the lead service line replacement work noted in item 1 above. Given that, we propose the following scope of services for items 2-4 above:

- Provide final topographic survey for areas outside of the aerial flight mapping
- Perform geotechnical investigation to determine soil composition and groundwater elevations (55 borings)
- Prepare design plans and technical specifications for bidding documents for 54,700 feet of proposed water main (approx. 60 sheets of drawings)
- Prepare and submit the required State of Michigan permit for Water System Construction
- Prepare and submit the required permit to the Road Commission of Kalamazoo County
- Prepare and submit the plans and specifications to the State of Michigan DWRP program in accordance with the program requirements
- Assist the City with evaluation of received bids

Based on the scope of work already performed and the scope proposed for design of the estimated \$22,000,000 of water system improvements, we offer the following service fee breakdown:

Supplemental Survey: \$18,100
Geotechnical Borings: \$25,200
Design, Permitting, Construction Documents: \$282,800

Total Proposed Budget of \$326,100

Because the project is funded through the DWRF Loan Program, we understand that the project submittals will be in accordance with the EGLE DWRF Project Milestone Schedule for 4th Quarter Financing in Fiscal Year 2020 with an anticipated Loan Losing on August 28, 2020. The EGLE Milestone Schedule is attached for your reference.

Please let me know if you have any questions or require additional information.

Sincerely,

Prein&Newhof



Brian G. Vilmont, P.E.

BGV/bv

cc: James Baker, P.E., City of Kalamazoo (via email)

**Michigan Department of Environment, Great Lakes, and Energy (EGLE)
Drinking Water Revolving Fund (DWRF) Project Milestone Schedule
for 4th Quarter Financing in Fiscal Year 2020
Anticipated Loan Closing on August 28, 2020**

Applicant Name: City of Kalamazoo
Project Number: 7482-01
Project Description: Watermain and Lead Service Line Replacement

<u>Milestone</u>	<u>By No Later Than</u>
EGLE Comments on Project Plan Submittal	02/28/2020
Submittal of Answers to EGLE Comments	03/27/2020
Correction of All Remaining Planning Deficiencies (including submittal of EA distribution list)	03/27/2020
Publication of Environmental Assessment (EA)	04/29/2020
Public Notice Clearance	05/29/2020
EGLE Approval of Project Plan	05/29/2020
Submittal of Draft Rate Methodology and Legal Documents	01/24/2020
EGLE Comments on Draft Rate Methodology and Legal Documents	02/24/2020
Submittal of Final Rate Methodology and Legal Documents	03/23/2020
EGLE Approval of Rate Methodology and Legal Documents	04/24/2020
Submittal of Draft Plans & Specifications	02/07/2020
EGLE Comments on Draft Plans & Specifications	03/13/2020
Submittal of Final Plans & Specifications	04/13/2020
Issuance of Construction Permit	05/22/2020
EGLE Approval of Plans & Specifications	05/29/2020
Submittal of DWRF Application Part I	05/18/2020
Submittal of DWRF Application Part II	05/18/2020
Submittal of DWRF Application Part III (including Resolution of Tentative Contract Award)	07/08/2020
Publication of Bid Advertisement	05/29/2020
Opening of Bids	06/29/2020
Resolution of Tentative Contract Award by Governing Body	07/08/2020
EGLE Order of Approval	08/07/2020

As the authorized representative for this project, I understand that failure to adhere to this schedule may result in the bypass of this project and the assignment of funds reserved for it to other projects on Michigan's Project Priority List in accordance with the provisions of Section 5406 of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

Accepted on _____ By: _____
Applicant's Authorized Representative

Accepted on _____ By: _____
Project Manager, Finance Division
Water Infrastructure Financing Section

Approved on _____ By: _____
Acting Manager, Finance Division
Water Infrastructure Financing Section



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.4.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Prepared by: Stephen Vicenzi, CFO/Director of Management Services

DATE: December 16, 2019

SUBJECT: Resolution Setting a Public Hearing for the Proposed FY 2020 Budget

RECOMMENDATION:

It is recommended that the City Commission adopt the attached resolution setting a public hearing to consider the proposed Fiscal Year 2020 Budget for the City of Kalamazoo. This resolution provides notice of a public hearing to be held on January 6, 2020 regarding the proposed City of Kalamazoo FY 2020 Budget.

BACKGROUND:

Each year a resolution must be adopted to provide notice of a public hearing to be held prior to adoption of the budget. The hearing must take place prior to adoption of the budget and publication of a notice of said hearing must be published at least six (6) days prior to the hearing.

The attached resolution regarding the budget hearing provides for the hearing to take place at or after 7 p.m., local time, on January 6, 2020. The final budget actions by the City Commission are scheduled for January 20, 2020 and include the adoption of a General Appropriation Resolution for the Year of 2020 setting property tax millage rates, the final appropriations to be adopted by the City Commission for each fund and operation within the City, and other related actions such as resolutions regarding fee increases.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Program Name



Good Governance- Ensuring the City organization has the capacity and resources to effectively implement the community's Strategic Vision in a way that is sustainable over the long term.

Program
Descrip

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Inform (one-way conversation) – no feasible alternatives available due to legal/regulatory restrictions, standards and best practices, or resource limitations; the community will be made aware of the project.

Discussion: Public input will be sought during the public hearing on January 6, 2020.

FISCAL IMPACT:

None

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. 19-

**A RESOLUTION SETTING A PUBLIC HEARING TO CONSIDER THE PROPOSED
FISCAL YEAR 2020 BUDGET FOR THE CITY OF KALAMAZOO**

Minutes of a regular meeting of the City Commission of the City held on December 16, 2019, at 7:00 o'clock p.m., local time, at the City Hall.

PRESENT, Commissioners:

ABSENT, Commissioners:

WHEREAS, Article 7, Section 32 of the 1963 Constitution of the State of Michigan requires the holding of a hearing on any budget of local units empowered to prepare budgets of estimated expenditures and revenues; and

WHEREAS, MCL 141.412 requires that a notice of such hearing be given by publication in a newspaper of general circulation at least six (6) days prior to such hearing; and

WHEREAS, Public Act #40 of 1995 provides that in order to avoid the necessity of holding a truth in taxation hearing, that a municipality must include a statement in its budget hearing notice that the property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that a hearing will be held on the proposed 2020 Budget for the City of Kalamazoo by the City Commission in the City Commission Chambers, Second Floor of City Hall, 241 West South Street, Kalamazoo, Michigan, on or after 7:00 p.m., local time, on January 6, 2020, and notice of said hearing shall be published at least six (6) days prior to said hearing in the following form:

CITY OF KALAMAZOO, MICHIGAN
NOTICE OF BUDGET HEARING

Notice is hereby given that the City Commission of the City of Kalamazoo will conduct a public hearing on the proposed 2020 Budget of said city in the City Commission Chambers, Second Floor of City Hall, 241 West South Street, Kalamazoo, Michigan, on January 6, 2020 on or after 7 p.m., local time, and that a copy of the said budget is available for inspection at the office of the City Clerk and on the City of Kalamazoo's website, www.kalamazoocity.org. The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.

The above resolution was offered by _____ and supported by _____.

AYES, Commissioners:

NAYS, Commissioners:

ABSTAIN, Commissioners:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The forgoing 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 December 16, 2019. Public notice was given and the meeting was conducted in full compliant with the Michigan Open Meetings Act (PA 267,1976). Minutes of the meeting will be available as required by the Act.

Scott A. Borling, City Clerk



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.5.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: Rebekah Kik, Director of C.P. & E.D.
Prepared by: Pete Eldridge, Assistant City Planner

DATE: December 16, 2019

SUBJECT: New Homestead Neighborhood Enterprise Zone (NEZ) Application Requests

RECOMMENDATION:

It is recommended that the City Commission adopt a RESOLUTION approving 13 new Neighborhood Enterprise Zone (NEZ) Homestead Application requests.

BACKGROUND:

On September 29, 2008, the Kalamazoo City Commission created two Neighborhood Enterprise Zones (NEZs): one homestead NEZ in the Vine neighborhood, and one new construction NEZ in the Edison neighborhood. The Vine NEZs are for new owner/occupants of existing homes, and the Edison NEZs are for owners/occupants of new homes. The purpose of the NEZ program is to provide tax incentives for citizens to own and occupy homes in the designated neighborhoods, and it requires a financial investment by the owner toward improving the property. Successful NEZ applicants receive a reduction in their city property taxes of fifty-percent.

Within each zone, homeowners or builders are required to apply for a certificate for each property in order to obtain the tax benefits. All the applications received by the City must be approved by the City Commission. The approval takes effect in the following tax year. For example, the applications that are received and approved this year (2019) will take effect on January 1, 2020. Applicants that receive approval can participate in the program for up to ten years.

The City Clerk has received thirteen applications for new homestead NEZ certificates in the Vine neighborhood. The thirteen new NEZ applications are as follows:

1. 519 Axtell Street – Melinda Kershner Bagnall
2. 730 Axtell Street – Sara Buchanan
3. 1116 Merrill Street – Larry and Vickie Hampton
4. 1115 Newell Place – Tobin Sarle
5. 1007 Osborne Street – Eric Moore
6. 1140 S. Park Street – Rachael Barstow and Timothy Barstow

7. 616 Pioneer Street - Joseph Trupp
8. 408 W. Vine Street – Lauren V. Smith
9. 519 Village Street – Mark Thompson
10. 832 Village Court – Derek and Precious Miller
11. 526 W. Walnut Street – Andrew Diep
12. 1008 S. Westnedge Avenue – Lauren Crossman
13. 1216 S. Westnedge Avenue – Chelsea Viere

There are also four Revocations of NEZ Homestead Certificates to be acknowledge due to the fact these properties are no longer occupied as the principal residence (homestead):

- 522 W. Dutton Street - Certificate 2015-003
- 917 Oak Street - Certificate 2017-004
- 1006 S Park Street - Certificate 2016-003
- 613 Wheaton Avenue - Certificate 2012-002

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

<u>Program Name</u>	<u>Program Description</u>
---------------------	----------------------------

Neighborhood Enhancement	Advance sustainability of neighborhoods through redevelopment, infrastructure improvements and sustained private investment.
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This program/project has a high degree of impact on the following Strategic Goal(s):



Complete Neighborhoods - residential areas that support the full range of people's daily needs

Discussion

Action: Determine affordable housing financing strategies that can meet the needs of Kalamazoo residents.

COMMUNITY ENGAGEMENT:

Community Engagement: As part of the creation of the NEZ program for Kalamazoo in 2008, staff met with a work group that included members of the Historic District Commission, the Planning Commission, the Dangerous Buildings Board, and the Community Development Act Advisory Committee. This group discussed the feasibility and benefits of implementing the NEZ program in the City, and provided its support for it. In addition, staff had conversations with the neighborhoods that were slated to be impacted by the NEZ program and provided several formal presentations to the neighborhood boards. The two neighborhoods (Vine and Edison) were in support of the program. The City Treasurer, Assessor, and other relevant City staff were included in the planning activities and were part of the final decision-making process on the scope of the program for Kalamazoo. The City Commission also held a public hearing to discuss

the creation of the NEZ.

FISCAL IMPACT:

For new homestead NEZ certificates, the certificate is in effect for 10 years and represents a reduction of 50% of the city taxes for the home. Assuming static housing values and the city millage rate, the city would forego these amounts for the next ten years if the NEZ certificates are approved:

- \$159.11 each year for 519 Axtell Street
- \$218.14 each year for 730 Axtell Street
- \$269.93 each year for 1116 Merrill Street
- \$201.23 each year for 1115 Newell Place
- \$186.85 each year for 1007 Osborne Street
- \$148.58 each year for 1140 S. Park Street
- \$146.78 each year for 616 Pioneer Street
- \$168.54 each year for 408 W. Vine Street
- \$197.03 each year for 519 Village Street
- \$142.64 each year for 832 Village Court
- \$290.10 each year for 526 W. Walnut Street
- \$215.06 each year for 1008 S. Westnedge Avenue
- \$325.48 each year for 1216 S. Westnedge Avenue

The total tax reduction for all thirteen properties would be \$2,669.47 per year. The benefit of the program is increasing home ownership in the neighborhoods. Homeowners tend to invest in improvements and maintain their homes more than renters. This has a positive impact on the neighborhood.

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. ____

**A RESOLUTION APPROVING THIRTEEN NEW APPLICATIONS FOR
HOMESTEAD NEIGHBORHOOD ENTERPRISE ZONE CERTIFICATES
PURSUANT TO PUBLIC ACT 147 OF 1992**

Minutes of a regular meeting of the City Commission of the City of Kalamazoo on December 16, 2019 at 7:00 o'clock p.m., local time at the City Hall.

PRESENT, Commissioners:

ABSENT, Commissioners:

Recitals:

A. The Kalamazoo City Commission adopted the Vine Neighborhood Homestead Neighborhood Enterprise Zone on September 29, 2008 so that residents of the City of Kalamazoo would have the potential to take advantage of residential tax abatements while also providing incentives to encourage neighborhood revitalization; and

B. The City of Kalamazoo is in receipt of thirteen applications for Homestead Neighborhood Enterprise Zone Certificates for 519 Axtell Street (Melinda Kershner Bagnall), 730 Axtell Street (Sara Buchanan), 1116 Merrill Street (Larry and Vickie Hampton), 1115 Newell Place (Tobin Sarle), 1007 Osborne Street (Eric Moore), 1140 S. Park Street (Rachael and Timothy Barstow), 616 Pioneer Street (Joseph Trupp), 408 W. Vine Street (Lauren V. Smith), 519 Village Street (Mark Thompson), 832 Village Court (Derek and Precious Miller), 526 W. Walnut Street (Andrew Diep), 1008 S. Westnedge Avenue (Lauren Crossmen) and 1216 S. Westnedge Avenue (Chelsea Viere) who purchased the respective homes in the Vine Neighborhood Enterprise Zone after September 29, 2008 and are living at the above-listed addresses as their principal residences; and

C. The applicants have indicated that they will invest at least \$500 in property upgrades for their respective homes within the first three years of their residence in the homestead properties.

THEREFORE, IT IS RESOLVED, that 519 Axtell Street (Parcel #06-21-439-033 for Melinda Kershner Bagnall), 730 Axtell Street (Parcel #06-21-430-014 for Sara Buchanan), 1116 Merrill Street (Parcel #06-21-409-003 for Larry and Vickie Hampton), 1115 Newell Place (Parcel #06-22-306-004 for Tobin Sarle), 1007 Osborne Street (Parcel #06-22-171-009 for Eric Moore), 1140 S. Park Street (Parcel #06-22-311-010 for Rachael and Timothy Barstow), 616 Pioneer Street (Parcel #06-21-477-001 for Joseph Trupp), 408 W. Vine Street (Parcel #06-22-156-009 for Lauren V. Smith), 519 Village Street (Parcel #06-21-293-002 for Mark Thompson), 832 Village Court

(Parcel #06-21-264-002 for Derek and Precious Miller), 526 W. Walnut Street (Parcel #06-21-243-008 for Andrew Diep), 1008 S. Westnedge Avenue (Parcel #06-21-299-001 for Lauren Crossmen) and 1216 S. Westnedge Avenue (Parcel #06-21-444-036 for Chelsea Viere) will each be awarded a Certificate of Neighborhood Enterprise Zone for ten (10) years (2020 to 2030), allowing each of them to pay the reduced “Neighborhood Enterprise Zone Tax” until such time as:

1. The applicant no longer lives in the above listed address as his/her principal residence; or
2. The applicant is not current in payment of the Neighborhood Enterprise Zone Tax; or
3. Ten (10) years has elapsed from the time of the issuance of the certificate.

BE IT FURTHER RESOLVED, that the previously approved Neighborhood Enterprise Zone Certificates 2015-003 for 522 W. Dutton Street (parcel number #06-21-248-008), 2017-004 for 917 Oak Street (Parcel #06-21-292-010), 2016-003 for 1006 S. Park Street (Parcel #0-22-171-008), 2012-002 for 613 Wheaton Avenue (Parcel #06-21-432-115) are hereby revoked due to no longer occupying the residence as their principal residence (homestead).

The above resolution was offered by _____ and supported by _____/

AYES, Commissioners:

NAYS, Commissioners:

ABSTAIN, 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 December 16, 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 Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.6.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: Scott A. Borling, City Clerk

DATE: December 16, 2019

SUBJECT: Adoption of the 2020 City Commission Regular Meeting Schedule

RECOMMENDATION:

It is recommended that the City Commission adopt a resolution setting the schedule of regular City Commission meetings for the 2020 calendar year.

BACKGROUND:

The proposed 2020 schedule of regular City Commission meetings was designed with following parameters in mind:

- both the Open Meetings Act (OMA) and City Commission Rule #1 require the Commission to establish a schedule of its regular meetings for the calendar year.
- City Commission Rule #1 specifies the Commission will hold its Regular Business Meetings on the first and third Mondays of the month, except as specified in the annual schedule of meetings.
- Section 8(a) of the City Charter requires that the City Commission meet “not less than twice each month.”
- if a City-observed holiday falls on the first or third Monday of the month, the Commission meeting has been moved to the next business day.

In addition to Business Meetings, the proposed 2020 schedule also includes Neighborhood Meetings on the third Monday of every month from February through November.

The recommendation to adopt a regular meeting schedule does not interfere with the ability of the City Commission to hold special Business Meetings, Committee of the Whole Meetings, or Work Sessions when necessary.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Program Name and Description

Legislative Support - Activities that fulfill the City Clerk's role as the "Clerk of the City Commission (City Charter, Section 47). These activities include preparing City Commission meeting agendas and agenda packets; creating City Commission meeting minutes; processing documents for signature and transmittal following City Commission actions; organizing and indexing City Commission documents; and performing legislative research for Commissioners, staff, and citizens.

This program/project has a high degree of impact on the following Strategic Goal(s):



Good Governance- Ensuring the City organization has the capacity and resources to effectively implement the community's Strategic Vision in a way that is sustainable over the long term.

Discussion

Preparing the annual schedule of regular City Commission meetings most directly addresses the Communication and Outreach subgoal under Good Governance.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement Inform

Engagement/Communication Tools

Once adopted, the City Commission's regular meeting schedule for 2020 will be physically posted at City Hall, posted electronically on the City's website and social media, and emailed to the people who have subscribed to receive notice when City Commission agendas and agenda packets have been published.

FISCAL IMPACT:

There is no fiscal impact associated with this recommendation.

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. 19-

A RESOLUTION APPROVING AND ESTABLISHING THE SCHEDULE OF REGULAR CITY COMMISSION MEETINGS FOR THE 2020 CALENDAR YEAR

Minutes of a regular meeting of the City Commission of the City held on December 16, 2019, at or after 7:00 p.m., local time, at City Hall.

PRESENT: Commissioners:

ABSENT: Commissioners:

WHEREAS, MCL 15.265(2) requires that a public body post notice of the dates, times and places of its regular meetings within 10 days of its first meeting in a calendar year; and

WHEREAS, City Commission Rule #1 states the City Commission shall establish and publish a schedule of regular meetings that are to be held throughout the calendar year prior to January 1st of each year.

NOW, THEREFORE, BE IT RESOLVED, that the Kalamazoo City Commission hereby approves and establishes the attached schedule of meetings as its Regular Meeting Schedule for the 2020 calendar year; and

BE IT FURTHER RESOLVED, that the City Clerk is directed to post the Regular Meeting Schedule in compliance with the provisions of MCL 15.264-265; and

BE IT FURTHER RESOLVED, that the City Commission reserves the right to modify its Regular Meeting Schedule at any time, subject to the noticing requirements specified in MCL 15.265(3).

The above resolution was offered by _____ and supported by _____.

AYES: Commissioners:

NAYS: Commissioners:

ABSTAIN: Commissioners:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The forgoing 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 December 16, 2019. Public notice was given and the meeting was conducted in full compliant with the Michigan Open Meetings Act (PA 267,1976). Minutes of the meeting will be available as required by the Act.

Scott A. Borling, City Clerk

Kalamazoo City Commission DRAFT 2020 Meeting Schedule

January

6 Business Meeting
21 Business Meeting*

February

3 Business Meeting
17 Neighborhood Meeting
17 Business Meeting

March

2 Business Meeting
16 Neighborhood Meeting
16 Business Meeting

April

6 Business Meeting
20 Neighborhood Meeting
20 Business Meeting

May

4 Business Meeting
18 Neighborhood Meeting
18 Business Meeting

June

1 Business Meeting
15 Neighborhood Meeting
15 Business Meeting

July

6 Business Meeting
20 Neighborhood Meeting
20 Business Meeting

August

3 Business Meeting
17 Neighborhood Meeting
17 Business Meeting

September

8 Business Meeting*
21 Neighborhood Meeting
21 Business Meeting

October

5 Business Meeting
19 Neighborhood Meeting
19 Business Meeting

November

2 Business Meeting
16 Neighborhood Meeting
16 Business Meeting

December

7 Business Meeting
21 Business Meeting

Times and Locations

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

Neighborhood Meetings - 6:00 p.m. in the City Hall Community Room

*These meetings will take place on Tuesday rather than Monday due to the observance of national holidays



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.7.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: Scott A. Borling, City Clerk

DATE: December 16, 2019

SUBJECT: Letter Consenting to Refugee Resettlement

RECOMMENDATION:

It is recommended that the City Commission adopt a RESOLUTION consenting to the continued resettlement of refugees in the City of Kalamazoo.

BACKGROUND:

On September 26, 2019 President Donald Trump signed Executive Order (EO) 13888, which requires the formal consent of local municipalities for continued resettlement of refugees within their jurisdictions. The State Refugee Coordinator has requested a letter of consent from the Mayor so that this work can continue in the City of Kalamazoo. The attached resolution affirms the continued resettlement of refugees within the City limits and authorizes the Mayor to consent to initial refugee resettlement according to the terms of EO 13888.

STRATEGIC VISION ALIGNMENT:

This program/project has a high degree of impact on the following Strategic Goal(s):



Strength Through Diversity- an inclusive city where everyone feels at home

Discussion

Consenting to the continued resettlement of refugees in the City of Kalamazoo supports the "Opportunity for All" and "Acceptance" subgoals under the Strength Through Diversity strategic goal.

The language in the attached resolution is aligned with and supports previous policy statements approved by the City Commission, including a proclamation issued on March 21, 2016, which declares the City of Kalamazoo to be a *Welcoming and Respectful Community*; and Resolution 18-48, which prohibits City resources from being used to assist with the separation of families at the U.S. border.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement
Inform

FISCAL IMPACT:

There is no direct fiscal impact associated with this action.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
LANSING

JEFF DONOFRIO
DIRECTOR

Dear Mayor Hopewell:

We write to you today about the future of the refugee resettlement program in Michigan and to seek your written consent to continue our partnership, as is now required under a new Executive Order. On September 26, 2019, President Trump issued Executive Order (EO) 13888¹, which requires your formal consent for continued refugee resettlement in Kalamazoo. Given the life-saving nature of this program, we ask that you provide written consent by December 13, 2019.

This year, President Trump has set refugee admissions at 18,000 refugees. As you know, the refugee resettlement program has had a long history here in Michigan thanks to widespread community support. Refugee resettlement has both economically and culturally enriched our community, and has brought substantial value through a public-private partnership.

Attached is sample consent language. We hope you will issue consent as soon as possible, so as not to leave people in harm's way or impact existing services in our community. We have also included additional background information on refugee resettlement and the EO.

If you have any questions about the content of this letter, please do not hesitate to reach out to our State Refugee Coordinator. We would all be happy to schedule a meeting to discuss further. Additionally, if you have specific questions about the EO, we recommend that you contact the Department of State.

Respectfully submitted,

Ben Cabanaw
State Refugee Coordinator
Department of Labor & Economic Opportunity
Office of Global Michigan
517.512.5668

Kristine Van Noord
Bethany Christian Services of Michigan
Program Director, Refugee Adult & Family
Programs

Chris Cavanaugh
Samaritas
Program Manager- New Americans

¹ Although we are communicating with you about the implementation of the EO, communication about, or participation in, the implementation of Executive Order 13888 is not in any way an endorsement of the legality of the EO.

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. _____

**A RESOLUTION CONSENTING TO CONTINUED RESETTLEMENT OF REFUGEES
IN THE CITY OF KALAMAZOO, MICHIGAN**

Minutes of a regular meeting of the City Commission of the City held on December 16, 2019, at 7:00 o'clock p.m., local time, at City Hall, 241 W. South St, Kalamazoo, MI

PRESENT, Commissioners:

ABSENT, Commissioners:

WHEREAS, the City of Kalamazoo has long welcomed refugees facing religious, ethnic and political persecution; and,

WHEREAS, the world is currently facing one of the worst humanitarian crises in human history; and,

WHEREAS, by definition, refugees are individuals who have been forced to flee their home country due to persecution based on their race, religion, ethnicity, political opinion, or social group; and,

WHEREAS, resettlement is the last resort for refugees who cannot return to their home country and cannot rebuild their lives where they first fled; and,

WHEREAS, the United States has the most extensive refugee vetting in the world; and,

WHEREAS, Kalamazoo is currently the home of resettled refugees who will likely be joined by family members in the upcoming year; and,

WHEREAS, local churches and families have supported the arrival and integration of refugee families for several years; and,

WHEREAS, several local businesses depend on refugees to meet labor demands; therefore;

BE IT RESOLVED, that the Kalamazoo City Commission affirms the continued resettlement of refugees within city limits and shall expressly confirm so in writing to the US Department of State, Bureau of Population, Refugees, and Migration upon passing of this resolution;

BE IT FURTHER RESOLVED, that the Kalamazoo City Commission authorizes the Mayor of Kalamazoo to consent to initial refugee resettlement per the terms of Executive Order 13888; and

BE IT FURTHER RESOLVED, that a copy of this resolution will be transmitted to United States Department of State, 2201 C Street NW, Washington DC, 20520 and the Office of Global Michigan, 105 W. Allegan Street, Lansing, MI 48933

The above resolution was offered by _____
and supported by _____.

AYES, Commissioners:

NAYS, Commissioners:

ABSTAIN, 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 the Act.

Scott Borling, City Clerk



The City of Kalamazoo, Michigan
Office of the Mayor

December 10, 2019

The Honorable Michael R. Pompeo
Secretary of State
United States Department of State
2201 C Street NW
Washington DC, 20520

RE: Executive Order 13888 - On Enhancing State and Local Involvement in Refugee Resettlement

Secretary Pompeo,

This letter is in reference to Executive Order 13888, On Enhancing State and Local Involvement in Refugee Resettlement.

As Mayor of the City of Kalamazoo Michigan, I consent to initial refugee resettlement in Kalamazoo. I understand my written consent will be publicly released by the Department of State.

Sincerely,

David F. Anderson
Mayor, City of Kalamazoo

cc:

Carol T. O'Connell, Principal Deputy Assistant Secretary, Bureau of Population, Refugees, and Migration, US Department of State

cc via email:

Ben Cabanaw, State Refugee Coordinator, Office of Global Michigan

Kristine Van Noord, Program Director, Refugee Adult & Family Programs, Bethany Christian Services of Michigan

Joel T. Bell, Branch Director, Southwest Michigan, Bethany Christian Services of Michigan

Chris Cavanaugh, Program Manager West Michigan, Samaritas



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.8.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: Scott A. Borling, City Clerk

DATE: December 16, 2019

SUBJECT: New Year's Fest Fireworks Permit

RECOMMENDATION:

It is recommended that the City Commission approve a request from New Year's Fest of Kalamazoo to publicly display fireworks from the Epic Center Parking Structure on Tuesday, December 31, 2019 at midnight as part of the annual New Year's Fest event.

BACKGROUND:

Pursuant to state law, the New Year's Fest of Kalamazoo has applied for a permit to publicly display fireworks at the Epic Center Parking Structure. The Department of Public Safety has reviewed the request, and Fire Marshal Jim Williams has endorsed the application. The City's Building Authority, as the owner of the Epic Center Parking Ramp, has granted permission for the ramp to be used as the launch site. Finally, New Year's Fest of Kalamazoo has provided the required proof of insurance from the pyrotechnic operator.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Program Name and Description

Licenses and Permits - The City Clerk's Office issues 13 miscellaneous permits that regulate specific businesses. This program also includes the issuance of permits to non-profit organizations for hanging banners on the South Westnedge Avenue pedestrian overpass.

This program/project has a high degree of impact on the following Strategic Goal(s):



Safe Community- Creating a safe environment for living, working, and playing

Discussion

Event sponsors must receive City approval for public displays of fireworks. This requirement ensures that the displays are conducted by licensed and trained pyrotechnic operators, and the execution of the show adheres to state and local fire safety regulations.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement
Inform

FISCAL IMPACT:

There is no fiscal impact associated with this request.



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.9.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: Scott A. Borling, City Clerk

DATE: December 16, 2019

SUBJECT: Appointment to the Planning Commission

RECOMMENDATION:

It is requested that the City Commission approve the Mayor's appointment of Brian Pittelko to the Planning Commission for a term expiring on March 31, 2023.

BACKGROUND:

City ordinance and state law establish that the Mayor appoints members to the Planning Commission. After reviewing the Nomination Report for Brian Pittelko, the Mayor has appointed him to the Planning Commission. He is now requesting City Commission approval of this appointment as required by ordinance. The attached Nomination Report describes Mr. Pittelko's qualifications.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Board and Commission Support - The City Clerk's Office maintains the official meeting minutes, organizational documents, and membership records of the citizen boards, committees and commissions established by the City Commission. the Clerk's Office coordinates the process for appointing members to these boards.

This program/project has a high degree of impact on the following Strategic Goal(s):



Good Governance- Ensuring the City organization has the capacity and resources to effectively implement the community's Strategic Vision in a way that is sustainable over the long term.

Discussion

Ensuring that City boards and commissions have qualified members who are duly appointed has a significant impact on the "Insights and Analysis" and "Organizational Principles" subgoals under the Good Governance strategic goal.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Consult (two-way conversation) – the community will have a chance to react to the project/recommendation through two-way conversation.

Discussion: applicants for appointment to City boards and commissions are nominated by the respective boards and commissions, with the approval of those nominations taking place at open meetings where the public has a chance to give input.

FISCAL IMPACT:

There is no fiscal impact associated with this appointment.



Advisory Boards and Commissions Appointee Nomination Report

City of Kalamazoo

RECOMMENDATION

The Planning Commission is submitting one candidate to the Mayor for consideration to fill a current vacancy on the Commission. The candidate is **Brian Pittelko**.

SPECIAL REQUIREMENTS FOR THIS POSITION

Planning Commission members must be residents of the City of Kalamazoo and should have knowledge of the city as well as some familiarity with the current zoning ordinance and master plan, and knowledge of the current issues in the community.

SELECTION PROCESS

Applicants Considered

The applicant was interviewed by the Nominating Committee of the Planning Commission for the current process on December 4, 2019. Three other candidates were also interviewed to fill the seat vacated by Commission Charlie Coss at the end of the summer.

NOMINEE QUALIFICATIONS

Dual Board Memberships

The candidate is not serving on any other city boards or commissions at this time.

Residency

Mr. Pittelko resides in the Oakland Winchell neighborhood.

Term Limits

The appointment would be filling a partial term on the Planning Commission. The candidate would be eligible to serve two additional terms.

Training, Experience, Education and Skills

Mr. Pittelko has worked at the W.E. Upjohn Institute for Employment Research in a range of analyst capacities. His current role is the Kalamazoo Promise Research Coordinator. Mr. Pittelko is very familiar with the City of Kalamazoo through the demographic and economic research conducted for his work; his efforts with the Urban Growth Initiative with Downtown Kalamazoo Partnership; and his participation in Imagine Kalamazoo.

He has reviewed past Planning Commission meeting minutes and understands the type of applications that come before the Commission. Mr. Pittelko expressed that he is very interested in serving the community in this capacity.

Contribution to Diversity

Mr. Pittelko is a data analyst which is a skill set that is not represented on the Planning Commission currently. The Planning Commission Nominations Committee focused on skill sets as part of their consideration, as the Board make up is currently very diverse in gender, race, and neighborhood representation.

NOMINATION RATIONALE

Of the candidates interviewed, the Nominations Committee strongly felt Brian Pittelko was the top candidate. Mr. Pittelko has familiarity with the duties of the Planning Commission and recent actions. He is a data analyst, which is not a skill set represented on the Planning Commission, with a strong knowledge of the City and its neighborhoods.

The candidate was presented to the Planning Commission, who affirmed support for his nomination at the December 5, 2019 meeting. The Planning Commission unanimously voted to recommend Brian Pittelko to the Mayor for consideration by the City Commission.

CITY CLERK'S CERTIFICATION

The nominee's qualifications regarding dual board membership, residency, and term limits have been reviewed and verified by the City Clerk's Office.

Scott A. Borling, City Clerk



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **F.10.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: James J. Baker, PE, Public Services Director & City Engineer
Prepared by: Anna Crandall, EIT - Senior Civil Engineer - Water Resources

DATE: December 16, 2019

SUBJECT: Approval of a Purchase Agreement with Texas Charter Township for Property for the 6th Street South Elevated Water Storage Tank Project

RECOMMENDATION:

It is recommended that the City Commission approve a purchase agreement with Texas Charter Township in the amount of \$27,500 and final paving of the Park parking lot; and authorize the City Manager, or his designee, to sign all required documents to complete the purchase.

BACKGROUND:

The Water Resources Division of Public Services identified a deficiency of approximately 1.0 to 1.5 million gallons of elevated storage in the Super High Pressure District of the City of Kalamazoo's Water System to meet the recommended 25% of the Maximum Day Demand. In addition to increasing the storage capacity of the Super High Pressure District, a tank located south of I-94 would be able to assist with stabilization of pressure fluctuations due to pumps turning off and on in the district. Public Services identified property for this project that is currently owned by Texas Charter Township which they are currently developing as a park. Public Services reached out to Texas Charter Township about the possibility of purchasing a portion of the park property for an elevated water storage tank. Texas Charter Township was in favor of the project so design commenced to determine the amount of property that would be needed. The execution of the Purchase Agreement will allow for construction of the elevated water storage tank to begin in 2020.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

Program Name

Program Description

Safe Community

This program/project has a high degree of impact on the following Strategic Goal(s):

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement
Inform

Discussion:

This project has been presented at multiple Township meeting and the Purchase Agreement been approved by the Township Board.

Engagement/Communication Tools

FISCAL IMPACT:

The funding for the project is available in the City's 2019 Water Capital Improvement Budgets. Project funding and estimated costs are as follows:

Funding:

wat0200080 \$27,500.00
\$27,500.00

Costs:

Purchase Price \$27,500.00
\$27,500.00



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **G.1.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: Karianne Thomas, Public Safety Chief
Prepared by: Ryan Tibbets, Assistant Chief

DATE: December 16, 2019

SUBJECT: 2018 Justice Assistance Grant Award Acceptance

RECOMMENDATION:

It is recommended that the City Commission accepts the 2018 Justice Assistance Grant (JAG) award in the amount of \$92,200 from the U.S. Department of Justice and authorize the City Manager to sign the Grant Award and Special Conditions Documents.

BACKGROUND:

Public Safety and the Kalamazoo County Sheriff's Department submitted a joint 2018 JAG application to purchase equipment to support local law enforcement. Public Safety will serve as the fiduciary of this award.

The grant award will be split by the two law enforcement agencies in the following manner: Kalamazoo Public Safety will utilize \$71,884 and the Kalamazoo County Sheriff's Department will utilize \$20,316 of the grant funds.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

<u>Program Name</u>	<u>Program Description</u>
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This program/project has a high degree of impact on the following Strategic Goal(s): Safe Community

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

The Kalamazoo Department of Public Safety worked with the Kalamazoo County Sheriff's Office on this award.

Discussion:

Engagement/Communication Tools

FISCAL IMPACT:

The 2018 JAG award does not require a local match. The grant will provide \$71,884 of resources to support Public Safety that were not included in the City's adopted budget.



City Commission Agenda Report

City of Kalamazoo

Date: **12/16/2019**

Item: **G.2.**

TO: Mayor Anderson, Vice Mayor Griffin, and City Commissioners

FROM: James K. Ritsema, City Manager
Reviewed by: Karianne Thomas, Public Safety Chief
Prepared by: Ryan Tibbets, Assistant Chief

DATE: December 16, 2019

SUBJECT: 2019 Justice Assistance Grant Award Acceptance

RECOMMENDATION:

It is recommended that the City Commission accepts the 2019 Justice Assistance Grant (JAG) award in the amount of \$91,036 from the U.S. Department of Justice and authorize the City Manager to sign the Grant Award and Special Conditions Documents.

BACKGROUND:

Public Safety and the Kalamazoo County Sheriff's Department submitted a joint 2019 JAG application to purchase equipment to support local law enforcement. Public Safety will serve as the fiduciary of this award.

The grant award will be split by the two law enforcement agencies in the following manner: Kalamazoo Public Safety will utilize \$70,128 and the Kalamazoo County Sheriff's Department will utilize \$20,908 of the grant funds.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program:

<u>Program Name</u>	<u>Program Description</u>
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This program/project has a high degree of impact on the following Strategic Goal(s): Safe Community

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

The Kalamazoo Department of Public Safety worked with the Kalamazoo County Sheriff's Office.

Discussion:

Engagement/Communication Tools

FISCAL IMPACT:

The 2019 JAG award does not require a local match. The grant will provide \$70,128 of resources to support Public Safety that was not included in the City's adopted budget.

LOCAL OFFICERS' COMPENSATION COMMISSION

REPORT OF DETERMINATION

DECEMBER, 2019

The Local Officers' Compensation Commission (LOCC) has determined that the compensation for the Mayor, Vice Mayor, and City Commissioners of the City of Kalamazoo shall be increased to the following levels: Mayor—\$10,537 per year; Vice Mayor—\$8,872.40 per year; and City Commissioners—\$7,764.38 per year.

In making this determination, the LOCC took into account four factors:

- the philosophical basis for the compensation of elected officials in Kalamazoo
- the cost of living since the end of 2017, when current compensation levels were established
- the general state of the economy and the City's improved short and mid-term fiscal outlook
- the level of compensation for elected officials in the City of Kalamazoo as compared to other cities in Michigan

First, the LOCC reaffirmed its position on the philosophical basis for compensating elected officials in the City of Kalamazoo. The LOCC views the compensation for Kalamazoo officials as a stipend or a gratuity designed to defray the expense associated with the responsibilities of being an elected official.

Second, the LOCC considered Consumer Price Index (CPI) data from the U.S. Department of Labor for the Midwest Region. The LOCC continues to be concerned about maintaining the purchasing power of elected official's compensation due to the history of erosion of that compensation by inflation. The summary *Kalamazoo City Commission Compensation Rates December 2017—October 2019 Compared to CPI* is included in this report by reference.

Third, the current levels of compensation for elected officials in Kalamazoo are relatively comparable to the compensation for elected officials in other Michigan cities of similar size. The chart *Compensation Rates for Various Michigan Municipalities, December, 2019* is included in this report by reference.

In closing, it is the unanimous opinion of the LOCC that the dedication and service of the Mayor, Vice Mayor, and City Commissioners of the City of Kalamazoo are highly valued and greatly appreciated.

Kalamazoo City Commission
Compensation Rates December 2017 – October 2019
Compared to CPI

Current Compensation Rates

Mayor

\$10,280.00/year

Vice Mayor

\$8,656.00/year

City Commissioners

\$7,575.00/year

Compensation Rates in Light of the CPI¹
(what salaries would need to be in December 2019 in order to have the
same buying power as in December, 2017)

Mayor

\$10,659.33/year

- difference from current level: +\$379.33 (+3.69%)

Vice Mayor

\$8,975.41/year

- difference from current level: +\$319.41 (+3.69%)

City Commissioners

\$7,854.52/year

- difference from current level: +\$279.52 (+3.69%)

¹ This figure is based on the Consumer Price Index for the period December, 2017 – October, 2019 for Midwest cities with a population under 2.5 million.

Compensation Rates for Various Michigan Municipalities, December 2019

CITY	POPULATION	MAYOR	VICE MAYOR/MAYOR PRO TEM/PRESIDENT	COMMISSIONER
Ann Arbor 734-794-6161	121,477	\$44,236.98 Part-time	\$16,588.86 Part-time	\$16,588.86 Part-time
Battle Creek 269-966-3378	52,347	\$7,800.00 Part-time (\$200/mtg. + \$250/mo)	\$5,700.00 Part-time (\$200/mtg. + \$75.00/mo.)	\$4,800.00 Part-time (\$200.00/mtg.)
Jackson 517-788-4035	33,534	\$14,750.00 Part-time *2020 increase \$700	\$10,100.00 Part-time *2020 Increase \$500	\$7,850.00 Part-time
Grand Rapids 616-456-3000	188,040	\$43,321.00 Part-time *\$44,188 as of 7/1/2021		\$24,899.00 Part-time *\$25,397 as of 7/1/2021
Holland 616-355-1310	33,481	\$12,240.00 Part-time	\$6,720.00 Part-time Mayor Pro Team	\$6,120.00 Part-time
Kalamazoo 269-337-8792	74,262	\$10,280.00 Part-time	\$8,656.00 Part-time	\$7,575.00 Part-time
Lansing 517-483-4141	116,986	\$134,058.25 Full-time COO +car+health insurance	\$28,370.23 Pres. Part-time	\$26,772.81 V.P. Part-time \$25,814.35 Comm. Part-time
Portage 269-329-4511	46,292	\$8,500.00 Part-time *In 2017 both Mayor and Council salaries were increased by \$1,000 per year.	\$6,000.00 Part-time	\$6,000.00 Part-time
East Lansing 517-319-6920	48,844	\$9,634.00 Part-time	\$8,172.00 Part-time	\$8,172.00 Part-time
Royal Oak 248-246-3200	57,236	\$2,000.00 Part-time *Max amount; \$40 per meeting	\$1,200.00 Part-time *Max amount; \$20 per meeting	\$1,200.00 Part-time *Max amount; \$20 per meeting
Saginaw 989-759-1401	48,677	\$2,880.00 Part-time	\$5,400.00 Part-time	\$4,800.00 Part-time

Compensation Rates for Various Michigan Municipalities, December 2019

CITY	POPULATION	MAYOR	VICE MAYOR/MAYOR PRO TEM/PRESIDENT	COMMISSIONER
St. Clair Shores 586-445-5200	59,715	\$10,272.00 Part-time	N/A	\$8,094.00 Part-time
Southfield 248-796-5100	73,208	\$49,000.00 Full-time *2020 \$50,000	\$19,500.00 Council President	\$18,000.00 Part-time
Troy 248-524-3300	83,813	\$2,100.00 Part-time \$175.00 per mo	\$2,100.00 Part-time \$175.00 per mo	\$2,100.00 Part-time \$175.00 per mo
Wyoming 616-530-7272	72,125	\$14,114.00 Part-time	\$10,753.00 Part-time Pro Team	\$9,614.00 Part-time
County Commission	254,580	\$16,547.00 Chairman Part-time	\$14,890.00 Part-time	\$13,233.00 Part-time