



Agenda

City Commission Business Meeting

City of Kalamazoo

Monday, June 1, 2020

7:00 PM

Electronic Meeting

A. CALL TO ORDER/ROLL CALL

B. OPENING CEREMONY

1. Invocation: Bishop Daniel S. Cunningham, The Empowerment Center
2. Pledge of Allegiance
3. Introduction of Guests
4. Proclamations
 - a. Justice Against Bullying @ School Awareness Month
 - b. National Gun Violence Awareness Day

C. ADOPTION OF FORMAL AGENDA

D. COMMUNICATIONS

E. PUBLIC HEARINGS

F. PUBLIC COMMENTS

G. CONSENT AGENDA

(Action: Motion to approve items "1-8"; postpone Item "9" until June 15, 2020; and authorize the City Manager to sign all documents on behalf of the City)

1. Approval of the purchase of Microsoft Office 365 annual licenses from CDWG through the MiDeal cooperative purchasing program in the amount of \$142,507.95.
2. Approval of a Sole Source purchase with Ferguson Water Works for the installation of 12 Water Meter Gateway Collectors, in the amount of \$273,720.
3. Approval of a professional service agreement with Peerless Midwest, Inc. for Well 4-6A Completion in the amount of \$146,545.50.
4. Adoption of a RESOLUTION setting a public hearing on 2019-2023 Consolidated Plan and 2019 Action Plan Substantial Amendment and DRAFT 2020 Action Plan and Budget required by the U.S. Department of Housing and Urban Development.
5. Adoption of a RESOLUTION to authorize membership in the Michigan Water/Wastewater Agency Response Network.
6. Approval of an amendment to the recently adopted Social Equity Policy so as to be consistent with recent changes to the State's social equity program.
7. Authorization of the settlement of a claim from Icon Properties for a sewer backup that occurred in August 2019 at 1319 Lafayette Street in the amount of \$26,454.54.
8. Authorization for the City Manager to execute the proposed Extension of the Wastewater Agreement with the Village of Vicksburg.
9. Approval of the sale of a portion of Eastern Hills Golf Course to the State of Michigan in the amount of \$9,400. The property is needed for the construction of a roundabout located at Gull Road (M 343) and G Avenue. *(Postpone until June 15, 2020)*

H. REGULAR AGENDA

1. Adoption of a RESOLUTION affirming the adoption of the Winchell Neighborhood Plan 2020 as a sub-plan to the City of Kalamazoo's Comprehensive Plan. **(Action: Motion to adopt the resolution)**

2. Approval of the use of \$300,000 from the City of Kalamazoo Business Development Fund budget funded from the Foundation for Excellence Aspiration Fund to create the Kalamazoo Micro-Enterprise Grant Fund (KMEG); and approval of a budget amendment to allocate the same amount from fund balance. **(Action: Motion to approve)**

I. REPORTS AND LEGISLATION

1. City Manager's Report

J. UNFINISHED BUSINESS

K. POLICY ITEMS

L. NEW BUSINESS

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.



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.1.**

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

FROM: James K. Ritsema, ICMA-CM, City Manager
Reviewed by: Tim Dubois, Chief Information Officer
Prepared by: Joseph Ulery, Deputy Chief Information Officer

DATE: June 1, 2020

SUBJECT: Purchase of Microsoft Office 365 Licensing from CDWG through the MiDeal Cooperative Purchase Program (Bid Ref# 000-00-017.8)

RECOMMENDATION:

It is recommended that the City Commission approve the purchase of Microsoft Office 365 annual licenses from CDWG through the MiDeal cooperative purchasing program in the amount of \$142,507.95.

BACKGROUND:

Currently the City is utilizing Office 365, and this is the renewal of that software licensing for the next year. Funds for the Microsoft Office 365 annual licensing is included in the fiscal year 2020 budget.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

Strategic Goal Impact:

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Discussion:

Engagement/Communication Tools

FISCAL IMPACT:

Funds for the Microsoft Office 365 annual licensing is included in the fiscal year 2020 General Fund Information Technology adopted budget.



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.2.**

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

FROM: James K. Ritsema, ICMA-CM, City Manager
Reviewed by: James J. Baker, PE, Public Services Director & City Engineer
Prepared by: Stephen A. Skalski, PE, Assistant City Engineer – Water Resources

DATE: June 1, 2020

SUBJECT: Approval of a Sole Source purchase for the Installation of 12 Water Meter Gateway Collectors (Bid Ref# 00000-020.56)

RECOMMENDATION:

It is recommended that City Commission approve a sole source purchase with Ferguson Water Works for the installation of 12 Water Meter Gateway Collectors, in the amount of \$273,720.00.

BACKGROUND:

In 2018, the City of Kalamazoo initiated a “smart” meter replacement program, replacing older model meter with Neptune water meters system wide. The new meters would be able to provide near real time data, which can be used by the City of Kalamazoo as well as it’s customers for functions such as leak detection, water usage optimization, as well as many others. The water meters communicate through Gateway Collectors, transmitting reads back to the servers for analysis. Currently, the City has gateway collectors at all of the elevated storage towers, but additional collectors are needed to read meters across the system.

Ferguson Water Works is the sole source vendor for Neptune water meters for this area. Public Services has been satisfied with the products that Ferguson Water works has supplied, and recommends a purchase order in the amount of \$273,720.00 for the installation of 12 new Water Meter Gateway Collectors.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

Neptune Water Meters

Strategic Goal Impact:

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

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Internal

Discussion:

Engagement/Communication Tools

FISCAL IMPACT:

The Water Fund Adopted 2020 Capital Improvement Budget included project#wat0700008
Meter Improvement Program for the continued upgrade to the Smart Meter system.



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.3.**

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

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

DATE: June 1, 2020

SUBJECT: Approval of a Professional Service Agreement with Peerless Midwest, Inc. for Well 4-6A Completion (Bid Ref# 91216-001.0.2)

RECOMMENDATION:

It is recommended that the City Commission approve a professional service agreement with Peerless Midwest, Inc. in the amount of \$146,545.50 for the completion of well 4-6A. Peerless Midwest, Inc. is a prequalified well and pump contractor for the City.

BACKGROUND:

Water Pump Station 4, located at 2000 West Crosstown Parkway, is a peaking station that has the ability to pump to both the High Pressure District and the Low Pressure District. In 2019, Ohio Drilling drilled a replacement well number 4-6A Station 4. Initially, the plan was to have City crews make the water piping and electrical connections to the new well from the existing leads. However, it was found that there were challenges with pipe elevations and code upgrades where it was determined that the best course of action was a redesign to upgrade the site instead of re-using antiquated equipment with the new well. This change in scope includes the removal of an underground vault that houses the old well appurtenances and the installation of a 12'x16' precast concrete well condo building that moves the well appurtenances above grade for ease of maintenance and protects the artesian well from freezing in the winter while allowing the artesian flow to be controlled.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

Well Maintenance & Replacement Program – Oversight and implementation of well maintenance and replacement plan and assist Water Operations & Maintenance with plan

implementation through contract administration of related work and technical assistance.

Strategic Goal Impact:
Safe Community

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Discussion:
Internal

Engagement/Communication Tools

FISCAL IMPACT:

The Water Capital Improvement plan established project #wat0200062 Well 4-6 Replacement initially in the year 2015. The modified project will be funded by existing carry forward funds and transfers from excess 2020 budgeted operating capital funds.



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.4.**

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

FROM: James K. Ritsema, ICMA-CM, City Manager
Reviewed by: Rebekah Kik, Community Planning & Economic Development Director; Antonio Mitchell, Community Investment Manager
Prepared by: Venessa Collins-Smith, Community Development Coordinator

DATE: June 1, 2020

SUBJECT: Resolution Setting a Public Hearing on the 2019-2023 Consolidated Plan and 2019 Action Plan Substantial Amendment and DRAFT 2020 Action Plan

RECOMMENDATION:

It is recommended that the City Commission adopt a resolution setting a public hearing for June 15, 2020, to adopt the PY 2020 Action Plan, PY 2019 Substantial Amended Consolidated Plan and Action Plan, as required by U.S. Department of Housing and Urban Development (HUD).

BACKGROUND:

Every year, HUD requires communities who receive direct funding, like the City of Kalamazoo, to develop an Action Plan explaining how funds will be used.

This will be the final public hearing in the HUD public process, which included a 30-day public comment period and a public hearing that was held by the Community Development Advisory Committee (CDAAC) on May 28, 2020. At the conclusion of the City Commission public hearing, the approved 2020 Action Plan and Substantial Amendment 2019-2023 Consolidated Plan and Action Plan will be forwarded to HUD so the City may receive the 2020 annual allocation of funds. The draft PY2020 Action Plan is attached.

The following information addresses the areas of the PY2019-2023 ConPlan and Action Plan amended in response to the Coronavirus Pandemic (COVID-19):

In compliance with HUD Memo, issued April 9, 2020, amendments to the approved Consolidated Plan were limited to the following sections:

- **Citizen Participation section:** amended to reflect the emergency hearings and amendment of the Citizen Participation

Plan.

- **Needs Assessment narrative addition:** updated the needs assessment in anticipation that, due to the global pandemic of the coronavirus (COVID-19), basic needs are the upmost need in the community. At the time of the amendment to this plan, the most three prevalent needs were food, housing, and safety for our citizens. Agency needs are staffing, operating costs, and limited interaction with citizens due to lack of virtual platforms/access.
- **Priority Needs narrative addition:** added Economic Development as a Priority Need, in response to COVID-19, with a high priority level for Small Business Assistance throughout the city limits. Associated goals will be to ensure that small businesses of for-profit and non-profit microenterprises within city limits, are provided financial assistance to purchase supplies and materials that will assist their business in re-opening to the public and maintain clean/social distancing environments.
- **Anticipated Resources addition:** added CDBG-CV funds in the amount of \$958,737 with \$25,000 of uncommitted 2019 funds for a total of \$983,737 to be used in response to COVID-19.
- **Goals and Goal Description addition:** added, “Provide relief in response to COVID-19 Pandemic” to support 95 Small Businesses and benefiting 1,000 persons per with public services.

All grants will be evaluated using equity criteria to ensure hardest hit and underserved populations are prioritized.

Projects Additions:

Reprogrammed Funds - Local Initiatives Support Corporation (LISC) -\$ 20,000

The City is reprogramming \$20,000 of PY2019 prior year’s CDBG funding from Local Initiatives Support Corporation (LISC) to United Way of the Battle Creek and Kalamazoo Region for administrative support to the Continuum of Care. These funds may be used in response to the Coronavirus Pandemic (COVID-19).

Senior Services, Inc. – \$25,000- CDBG-CV

The City is programming \$25,000 of unallocated CDBG funding to respond to the COVID-19 pandemic by providing meals on wheels to quarantined individuals or individuals who need to maintain social distancing due to medical vulnerabilities. The purpose of the program is to deliver meals for City of Kalamazoo senior residents for up to three months. Funding will be made directly to the Senior Services, Inc., on behalf of the qualified resident. Eligible residents include those living in households with incomes at or below 80% AMI, who can provide documentation of need and the applicable impact of COVID-19. FY 2020-2021 CDBG funds already allocated to the Senior Services, will be used for home repairs.

Rental Assistance Program \$719,053 - CDBG-CV

The City of Kalamazoo will partner with United Way of Battle Creek and Kalamazoo Region and Housing Resources, Inc., to provide rental assistance funding that will complement the City's Eviction Diversion Program. The purpose of this funding is to assist qualified households that have been impacted by the COVID-19 pandemic according to United Way of Battle Creek and Kalamazoo Region, Housing Resources, Inc., HUD and the City of Kalamazoo agreed upon guidelines.

Small Business Assistance \$239,684 - CDBG-CV

The City of Kalamazoo will work with small businesses to purchase supplies and materials that will assist their business in re-opening to the public and maintaining clean, socially distant environments.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

PY 2020 funds will support all PBB programs assigned to the Community Development Division. A primary program supported with PY 2020 and CDBG-CV funds is:

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. Projects are carried out by CDBG and HOME subrecipients.

Funds will also support business development carried out by Community Planning and Economic Development.

Strategic Goal Impact:



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



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



Shared Prosperity - Abundant opportunities for all people to prosper

Discussion

Funds will be used to support homelessness prevention programs, small businesses that need to adapt to the circumstances of the pandemic, and to various programs that support vibrant neighborhoods throughout the city.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Collaborate (two-way conversation) - the community will have a chance to shape the project by providing feedback.

A community process was developed for both the 2019-2023 Consolidated Plan and the Assessment of Fair Housing 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 2020 Action Plan is aligned with the city's 2019-2023 Consolidated Plan.

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.

CDAAC was also responsible for the review of the grant applications that led to the draft funding recommendations for the 2020 Action Plan. CDAAC held a public hearing on May 28, 2020, to take additional public comments and make their final recommendations to the Commission.

FISCAL IMPACT:

The CDAAC recommendations provide a benefit to the City's general fund; allowing for support of City staff from CP&D, Public Safety and Parks and Recreation involved in HUD-funded activities. All recommendations utilize the annual federal allocation received by HUD or monies generated by that allocation. Through the award of these federal dollars in the manner recommended, the City of Kalamazoo's general fund is not required to address many of the community needs supported by the City and its outside nonprofit organizations.

The administration and monitoring of the projects will be conducted by CP&D.

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. _____

**A RESOLUTION SETTING A PUBLIC HEARING FOR THE 2019 ACTION
PLAN AND CONSOLIDATED PLAN SUBSTANTIAL AMENDMENT AND
PY2020 ANNUAL ACTION PLAN**

Minutes of a regular meeting of the City Commission of the City held on June 1, 2020, at or after 7:00 p.m., local time, and conducted electronically in conformity with Governor Whitmer's Executive Order No. 2020-75 (COVID-19).

PRESENT: Commissioners:

ABSENT: Commissioners:

WHEREAS, the City's Citizen Participation Plan, adopted March 21, 1998 and amended on May 19, 2014, pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974 as amended, provides for the holding of an Annual Action Plan Budget Public Hearing including a review of estimated expenditures and revenues; therefore

BE IT RESOLVED, that a public hearing be held on June 15, 2020 for the PY2020 Action Plan, and the PY2019 Substantial Amended Consolidated Plan and Action Plan as required by the City Commission at City Hall on or after 7:00 p.m. local time, on June 15, 2020.

BE IT FURTHER RESOLVED, that Community Planning and Development Department publish a notice of said public hearing once in the Kalamazoo Gazette fifteen (15) days prior to such hearing in substantially the following form:

**CITY OF KALAMAZOO
NOTICE OF PUBLIC HEARING
PY2020 ANNUAL ACTION PLAN and 2019 ACTION PLAN and
CONSOLIDATED PLAN SUBSTANTIAL AMENDMENT**

The City Commission will conduct a Public Hearing on June 15, 2020 in the City Commission Chambers, 241 West South Street, Kalamazoo, Michigan beginning at 7:00 pm. The purpose of the Public Hearing is to discuss the 2019 Action Plan and Consolidated Plan Substantial Amendment which delineates changes made due to 2019 project withdrawals, and the 2020 Annual Action Plan which delineates the programs that the City of Kalamazoo intends to undertake during the 2020 Program Year (PY), that runs from July 1, 2020 through June 30, 2021 Citizen comments are welcome.

The 2019 Action Plan Substantial Amendment and Consolidated Plan is required due to a increase in PY2019 projects in response to the COVID-19 pandemic. The 2020 Annual Action Plan is required by the U.S. Department of Housing and Urban Development (HUD) and will address programs under the Community Development Block Grant (CDBG), the Home Investment Partnerships (HOME), and the Emergency Solution Grant (ESG) programs.

HUD has not released the 2020 funding allocation amounts to address community needs as identified in the 2019-2023 Consolidated Plan. During PY2020, it is anticipated that the City of Kalamazoo will receive the following funds to address community needs as identified in the 2019-2023 Consolidated Plan. The City or its subrecipients will also be utilizing anticipated program income (funds expected to be generated during PY2020). See table below

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 June 1, 2020. Public notice was given and the meeting was conducted in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as temporarily modified by Governor Whitmer's Executive Order No. 2020-75 (COVID-19). Minutes of the meeting will be available as required by said Act.

Scott A. Borling, City Clerk

Disclaimer: This document is a draft and provided as a courtesy. This document is not to be considered the final FY 2020-2021 Annual Action Plan. Because it is a work in progress, there are meetings that are forthcoming, parts that may be revised, including page numbers and references. All information contained herein is subject to change upon further review.



Community Planning & Economic Development PY2020 Action Plan

Year Two of 2019-2023 Consolidated Plan

City of Kalamazoo

Community Development Block Grant Program

HOME Investment Partnerships Program

Adopted by the Kalamazoo City Commission on May __, 2020

Submitted to HUD on: May __, 2020

*Prepared by Staff of the City of Kalamazoo
Community Planning and Economic Development
Community Services Division
245 N. Rose Street, Kalamazoo, MI 49007
269-337-8044*

TABLE OF CONTENTS

Annual Action Plan

AP-15 Expected Resources	1
AP-20 Annual Goals and Objectives	8
AP-35 Projects	16
AP-50 Geographic Distribution	33
AP-55 Affordable Housing	35
AP-60 Public Housing	36
AP-65 Homeless and Other Special Needs Activities	37
AP-75 Barriers to Affordable Housing	41
AP-85 Other Actions	44
AP-90 Program Specific Requirements	48

Action Plan

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Each year the City of Kalamazoo is required to submit an Action Plan to HUD. The intent of the plan is to identify how federal grant funds received by the City will be utilized during that program year to address the priority needs acknowledged in the City's Consolidated Plan. Program Year (PY) 2020 Annual Action Plan (July 1, 2020 through June 30, 2021) represents the second program year in which to address the needs identified in the City of Kalamazoo's 2020 - 2023 Consolidated Plan, approved by the Kalamazoo City Commission on May 06, 2019.

The Action Plan constitutes the City's application to HUD for its Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) funding allocations, which are the primary resources for addressing Kalamazoo's housing and community development needs. The City expects to use approximately **\$2,466,268** in PY2020 funding through the **CDBG (\$1,615,035)** and **HOME (\$492,146)** federal entitlement grants. The City and its Subrecipients will also utilize approximately **\$120,680, in anticipated program income** in PY2020. The City has no unallocated prior year program funds. The complete available budget to include unallocated funds for **PY2020 totals \$2,466,268**.

The Community Planning and Economic Development Department will also report, to the extent possible, on other resources expected to be used in ways consistent with the Consolidated Plan. This includes both funds and resources of other organizations and agencies, local nonprofits, and for-profits which address the housing and community development needs of the City and its residents.

Decisions about the annual allocation of federal resources is based upon the 2020 - 2023 Consolidated Plan, which was developed after a thorough public participation process conducted both informally with community partners, stakeholders, neighborhood organizations and residents and formally via public hearings. The priorities, goals and objectives outlined in the Consolidated Plan were developed based on the feedback received during this public process, as well as the evaluation of housing, homeless, special needs population,

and other relevant community development data.

PY2020 Action Plan Draft Budget- Sources and Uses

SOURCES			
CDBG Allocation		\$	1,615,035
CDBG Prior Years Unallocated Funds		\$	114,587
CDBG Anticipated Program Income		\$	120,680
HOME Allocation		\$	492,146
HOME Prior Year un/allocated Funds		\$	123,820
TOTAL 2019 FUNDS AVAILABLE		\$	2,466,268
USES			
Agency	Activity Name	Funding	
CDBG ADMINISTRATION² (20% Cap)			
City of Kalamazoo	Administration	\$323,007	\$ 323,007
CDBG - GENERAL			
City of Kalamazoo	Code Administration	\$400,000	
City of Kalamazoo	Demolition	\$50,000	
Total		\$	450,000
CDBG PUBLIC SERVICE¹ (15% Cap)			
City of Kalamazoo Public Safety	Crime Prevention	\$150,000	
Local Initiatives Support Corp	Continuum of Care	\$20,000	
Fair Housing Ctr of SW Michigan	Fair Housing	\$20,000	

City of Kalamazoo	P&R Youth Development	\$11,500	
		Total	\$ 201,500

CDBG - AFFORDABLE HOUSING			
Agency	Activity Name	Funding	
Community Homeworks	Critical Home Repair	\$95,000	
Senior Services	Minor Hm Repair - Seniors	\$150,000	
KNHS	Down Payment Assistance	\$105,000	
City of Kalamazoo	Code Repair Program	\$125,000	
City of Kalamazoo	Lead Grant Match	\$94,541	
		Total	\$ 569,541
2020 Neighborhood Enhancement (NE)			
City of Kalamazoo	2019 Unallocated	\$123,576	
City of Kalamazoo	2020 Unallocated	\$61,998	
		Total	\$ 185,574

CDBG - UNALLOCATED PROGRAM FUNDS			
Agency	Activity Name	Funding	Total
City of Kalamazoo	2020 Unallocated	\$0	
Unallocated Prior Years Program Funds - Total			\$ -

TOTAL CDBG PROGRAM ALLOCATIONS	\$ 1,729,622
---------------------------------------	---------------------

ANTICIPATED PROGRAM INCOME

Agency	Activity Name	Funding Recom	Total
City of Kalamazoo CP&D	Small Business Revolving Loan	\$11,280	
Kzoo Neighborhood Housing Services	Minor/Emergency Roof Repair	\$95,000	
Community Homeworks	Critical Minor Home Repair	\$14,400	
Anticipated Program Income Total			\$ 120,680
Anticipated Program Income Total			

TOTAL CDBG FUNDING FOR PY2020	\$ 1,850,302
--------------------------------------	---------------------

HOME - 10% Adm, 15% CHDO

Agency	Activity Name	Funding	Total
City of Kalamazoo	City of Kalamazoo Adm	\$49,215	
KNHS	Lease Purchase (CHDO 73,822)	\$205,000	
Tardani, Rentals Sole Proprietor	Rental Rehab	\$90,500	
HOME CURRENT YEAR TOTAL HUD ALLOCATION			\$ 344,715

HOME - Affordable Housing Project
--

City of Kalamazoo	2020 Unallocated	\$147,431	
-------------------	------------------	-----------	--

City of Kalamazoo	2019 Unallocated	\$123,820	
HOME – TOTAL AFFORDABLE HOUSING FUNDS			\$ 271,251
TOTAL HOME FUNDING FOR PY2020			\$ 615,966
PROGRAM YEAR 2020 TOTAL			\$2,466,268

¹Public Services activities are subject to a 15% cap.

² CDBG Planning and Administrative services are subject to a 20% cap.

³HOME administration is subject to a 10% cap.

⁴HOME-CHDO is subject to a 15% cap.

⁵ESG administration is subject to a 7.5% cap.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public and Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,615,35	120,680	138,002	1,873,717	5,736,621	These funds will leverage City dollars through public infrastructure investment and other City services. In addition, other State and Federal funds will be leveraged by City subrecipients for housing activities.
HOME	Federal	Acquisition Homebuyer assistance Homeowner Lease Purchases Rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	492,146	0	123,820	615,966	1,476,438	HOME dollars will leverage additional HOME funds from MSHDA, as well as possible low income housing tax credits depending on the projects funded.

Table 1 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

Often, additional resources are leveraged by our subrecipients and partners to complete a project. These leverage funds often come 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.

Community Development Block Grant funds will leverage additional resources as follows:

- Public Infrastructure projects will be supported with additional City and State infrastructure dollars.
- Code enforcement, crime prevention and youth services will leverage additional City general fund dollars. Subrecipients of the City will leverage Michigan State Housing Development Authority and other State funds, as well as nongovernmental funding to expand the scope of rehabilitation assistance.

HOME Investment Partnership Funds will leverage additional public and private investment:

Homeownership investment will be supported by other agencies such as the Michigan State Housing Development Authority and community foundation grants.

- Rental projects may leverage additional funding from HUD; the Federal Home Loan Bank programs; the application of Low-Income Housing Tax Credits; private equity investment; private construction and acquisition financing; and other private sources.
- HOME match requirements will be achieved through the donation of property, labor and materials, as well as payments in lieu of taxes for affordable housing developments in the City.

Acceptable Sources of HOME Match

- Local or State general revenues
- Housing trust funds
- Foundations, donations
- Program income from HODAG, RRP or UDAG only after grant closeout
- Value of waived taxes, fees, or charges
- Appraisal value of land or real property not acquired with Federal Funds
- Difference between appraised value and acquisition cost, if property is acquired with Federal funds
- Grant equivalent of below market
- Interest rate loans to the project
- The cost of investments, not made with federal resources, in-, on- and off-site infrastructure that is directly required for the affordable housing assisted with HOME funds
- Federal Home Loan Bank grants
- Value of donated material or labor
- Direct cost of supportive services that facilitate independent living or as part of a self-sufficiency program
- Direct cost of homebuyer counseling for families that complete a HOME assisted purchase

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

No publicly owned land will be utilized.

Discussion

None.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2020	2023	Affordable Housing	City-wide low-income households CDBG-Eligible Census Tracts	Acquisition of Existing Units Administration of Programs Production of New Units Public Services, Rehabilitation of Existing Units Rental Assistance Down Payment Assistance	CDBG: \$569,541	Household Housing Units SS/CH-Homeowner Housing Rehabilitated: 123 Lead Reduction Units: 10 Code Enforcement: Program 15 Down Payment Assistance: 12 Demolition: 3 Code Enforcement: 1100

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2020	2023	Non-Housing Community Development	City-wide low-income households CDBG-Eligible Census Tracts	Public Services	CDBG: 150,000	Household Housing Unit Crime Prevention
							HOME: \$295,500	Rental Unit Added: 4 KNHS Affordable Housing – 3

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Homeless Assistance NO PY2020 ESG ALLOCATION ESG Services are based on award	2020	2020	Homelessness	City-wide low-income households	Homeless Emergency Shelters Homeless Prevention	CDBG: \$20,000	Public Service dollars to assist Continuum of Care (CoC) in the administration of ESG program

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Neighborhood Enhancement	2020	2020	Non-Homeless Community Development	Core Neighborhoods low-income households CDBG-Eligible Census Tracts	Neighborhood Improvement	CDBG: \$200,00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 28,884 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit:

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Youth Development	2020	2020	Non-Homeless Special Needs	City-wide low-income households CDBG-Eligible Census Tracts	Administration of Programs Public Services	CDBG: \$11,500	Public service activities other than Low/Moderate Income Housing Benefit: Anticipated Assistance to 340 Persons

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	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.
2	Goal Name	Create New Homeownership Opportunities - Down payment Goal
	Goal Description	Use HOME Program funds to assist first-time homebuyers to afford down payment expense.
3	Goal Name	Maintain Habitability for Elderly Homeowners
	Goal Description	Help the elderly maintain and retain their homes through the provision of home repairs.
4	Goal Name	Make the City More Livable for People with Disabilities
	Goal Description	Assist people with disabilities, landlords, and advocates in the areas of housing and housing rights; perform accessibility improvements in public facilities.
5	Goal Name	Promote Community Development through Planning
	Goal Description	Perform citywide comprehensive community development planning to help formulate long-term development and policy objectives for the City.

6	Goal Name	Demolition of Blighted Properties
	Goal Description	Improve neighborhood quality through the elimination or improvement of blighted properties.
7	Goal Name	Homeless Assistance
	Goal Description	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. This will be implemented through the Kalamazoo County Continuum of Care by providing services and support to the City's homeless population. Funds will be used to invest in proven strategies to reduce the number of homeless individuals on the streets. Agency funded activities will include canvassing for clients, engaging clients, accessing or providing emergency and crisis intervention services, assessing clients, crisis intervention counseling, case management, providing access to any available entitlements, benefits, housing or other resources, direct provision of and/or referrals and linkages to health and/or behavioral health services, and transportation of clients. The City will require funded agencies to specifically focus on chronically homeless individuals.
8	Goal Name	Neighborhood Enhancement
	Goal Description	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.
9	Goal Name	Youth Development
	Goal Description	Develop well-adjusted and productive youth through supporting youth programs and activities that provide recreational opportunities to low- and moderate-income people. This will be done by funding staff to coordinate and manage programs at park facilities and the creation/improvement of parks and playgrounds.

Table 3 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b).

Below are an estimated number of extremely low-income, low-income and moderate-income families the City will be assisting:

- 4 rental households at or below 80% of area median income with new affordable rental housing; 20% of these units will be further restricted to households at or below 50% of area median income.
- 12 households at or below 80% of area median income with homebuyer assistance.
- 3 households at or below 80% of area median income with new housing for ownership.
- 138 households at or below 80% of area median income with owner occupied rehabilitation.

AP-35 Projects – 91.220(d)

Introduction

The City of Kalamazoo continues to conduct meetings to address its goals and needs. Goals and needs to be addressed are either carried out by the City or through one of its subrecipient nonprofit partners. The following is PY2020 project listing:

#	Project Name	
1	CDBG Planning and Development	Administration
2	Code Enforcement	Code Compliance Program
3	Demolition	Blight Prevention Program
4	Fair Housing of SW Michigan	Fair Housing Program
5	Parks & Recreation - Youth Program	Summer and After-School Program
6	Public Safety	Neighborhood Safety Program
7	Community Homework - Critical Home Repair	Critical Home Repair Program
8	Senior Services - Home Repair for the Elderly	Elderly Home Repair Program
9	United Way - Continuum of Care - CDBG	Homeless Assistance Program
10	KNHS – DPA	Down Payment Assistance
11	Code Enforcement Repair	Code Violation Repair Program
12	Neighborhood Enhancement – Targeted Neighborhood – Edison Neighborhood	Revitalization Program
13	HOME Program Administration and Planning	Administration
15	KNHS – Lease Purchase/Homeownership	Lease Purchase – Home ownership Program
16	Tardani Rentals	Rental Rehab
17	Affordable Housing Program	HOME – Affordable Housing Project(s)

Table 4 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

The reasons for allocation priorities results from the City of Kalamazoo completing an extensive outreach process as part of the development of the 2020-2023 Consolidated Plan. This outreach was evaluation against the data collected for the plan; the realities that the City must consider when determining priorities like yearly budgets, staff capacity, etc.; and what other funders are doing in the community. Based on this evaluation, a set of priorities were established and these priorities were vetted by the Community Development Act Advisory Committee and adopted by the City Commission as part of the 2020-2023 Consolidated Plan.

Obstacles to addressing underserved needs are due to the reduction of financial resources. More innovative and creative partnerships and funding schemes will need to be considered as these obstacles, particularly funding, are

likely to continue.

The need for permanent affordable supportive housing continues to be a concern for persons experiencing homelessness and other special needs populations. The gap between the number of affordable units and those in need continues to be significant for the City and the region.

The development of new affordable housing, particularly with supportive services, is a goal of the Continuum of Care. Partnerships with the City of Kalamazoo, local nonprofit housing providers and Michigan State Housing Development Authority, are needed to develop an affordable housing strategy. The City will continue to invest in affordable housing through both the CDBG and HOME grant programs.

Providing services, particularly housing, to the chronically homeless continues to be a challenge in Kalamazoo. The small numbers of people with complex, unmet needs who experience homelessness are frequent users of shelters and emergency health care. They often have long histories of homelessness and untreated, or poorly managed, mental illnesses and addictions. Their frequent stays in county or city jails, shelters, hospitals, etc., result in extraordinarily high costs in multiple public systems, but fail to improve the outcomes for the individuals or their communities.

To have a more proactive approach to homeless prevention, the Continuum of Care developed the Systems of Care team that established work groups to address the needs/barriers of those who may become homeless. The team works to promote the adoption of evidence-based and promising program practices in support of a Housing First philosophy of care. They prioritize Continuous Quality Improvement in service delivery and educate and inform members on national and community best practices.

In general, the City, particularly the Department of Community Planning and Economic Development, continues to make an effort to strengthen its relationship with county partners. The Kalamazoo County Department of Health and Community Services houses the Kalamazoo County Community Action Agency, which provides programs and services to help low income households achieve greater economic self-sufficiency. Working towards intergovernmental cooperation could result in joint community development projects, data sharing and best practices.

Projects

Project Summary Information

Table 5 – Project Summary

1	Project Name	CDBG Planning and Development
	Target Area	City-wide low-income households
	Goals Supported	Affordable Housing Homeless Assistance Neighborhood Enhancement Youth Development
	Needs Addressed	Administration of Programs
	Funding	CDBG: \$323,007
	Description	The CPED Department will utilize the 20% percent cap available from the entitlement funding for management, monitoring and coordination of activities impacting low to moderate income residents. Funding also includes \$85,404 in anticipated program income.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	There is population of approximately 75,984 residing in the City of Kalamazoo of a non-low/mod and low-mod status will benefit from proposed activity.
	Location Description	245 N. Rose Street, Kalamazoo, MI 49007
	Planned Activities	Administration of the CDBG program for the 2020 program year to include monitoring, reporting technical assistance, etc.
2	Project Name	Code Enforcement
	Target Area	CDBG-Eligible Census Tracts

	Goals Supported	Affordable Housing
	Needs Addressed	Public Services
	Funding	CDBG: \$400,000
	Description	The CPED Department will fund Housing Inspectors and Anti-Blight staff who work in the CDBG-eligible Census Tracts to reduce slum and blight.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	For 2020, the program anticipates that it will issue Housing Code violations affecting an estimated 1000-1300 homeowner and rental housing units to address curb lawn trash, zoning violations, tall grass/weeds, graffiti, and general blight.
	Location Description	The activities will take place in the 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00 Census tracts.
	Planned Activities	The City's Code Enforcement and Anti-Blight Team will contribute to the quality of owner-occupied housing in the City through their enforcement efforts in the CDBG-eligible neighborhoods. The team will manage the following type of activities: abandoned residential structure cases; secure and board structures open to casual entry; condemn structures; work with the Building Board of Appeals; issue graffiti violations and general blight.
3	Project Name	Demolition
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Neighborhood Enhancement
	Needs Addressed	Public Services
	Funding	CDBG: \$50,000
	Description	Funding for the emergency demolition of imminently dangerous buildings and blight removal.

	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Three Buildings
	Location Description	The activities will take place in the 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00 Census tracts.
	Planned Activities	Will demolish three vacant, abandoned single-family residential structures.
4	Project Name	Public Services: COK Public Safety – Crime Prevention
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Neighborhood Enhancement
	Needs Addressed	Public Services
	Funding	CDBG: \$150,000
	Description	The City of Kalamazoo Public Safety Department will use CDBG funds toward the salaries of two public safety officers for crime awareness and prevention in the low- to moderate-income neighborhoods.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Families within the CDBG-eligible neighborhood will benefit from this activity as Community Police Officers will provide needed crime prevention activities. Partnerships will be established with the neighborhood associations to ensure outreach to the community.

	Location Description	The KDPS Community Policing Special Unit is intended to partner with the neighborhood associations to identify crime trends that negatively impact the quality of life within the CDBG-eligible neighborhoods, particularly Eastside, Edison and Vine. The Community Police Officers will maintain close relationships with neighborhood directors and associations to stay apprised of problems, “hot-spots,” and priorities of the neighborhoods. This will enable them to discuss prevention strategies and to develop a comprehensive prevention approach in a timely manner.
	Planned Activities	The role of the Community Policing is to prevent crime through identification of trends and the creation of action plans for resolution in partnership with neighborhood and community organizations. The KDPS Community Policing Special Unit is intended to partner with the neighborhood associations to identify crime trends that negatively impact the quality of life within the CDBG-eligible neighborhoods, particularly Eastside, Edison and Vine. The Community Police Officers will maintain close relationships with neighborhood directors and associations to stay apprised of problems, “hot-spots,” and priorities of the neighborhoods. This will enable them to discuss prevention strategies and to develop a comprehensive prevention approach in a timely manner. The Officers will attend monthly neighborhood association meetings and neighborhood watch meetings. They will give presentations within the neighborhoods on an array of topics, mostly geared toward crime prevention and personal safety awareness. The partnership between Public Safety and the citizens of the CDBG-eligible neighborhoods will assist in solving problems creatively to prevent crime.
5	Project Name	Public Services: United Way of the Battle Creek and Kalamazoo Region
	Target Area	City-wide low-income households
	Goals Supported	Homeless Assistance
	Needs Addressed	Homeless Emergency Shelters Homeless Prevention
	Funding	CDBG: \$20,000

	Description	United Way will provide technical assistance, capacity building training, and evaluation to approximately four housing and community development non-profit organizations, including CHDOs operating in the City of Kalamazoo, primarily in the eligible CDBG neighborhoods. United Way will also provide staff for the Affordable Housing Partnership.
	Target Date of Completion	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Homeless families will benefit from this proposed activity.
	Location Description	City-wide
	Planned Activities	Administration of the Continuum of Care.
6	Project Name	Public Services: Fair Housing of SW Michigan
	Target Area	City-wide low-income households
	Goals Supported	Neighborhood Enhancement
	Needs Addressed	Public Services
	Funding	CDBG: \$20,000
	Description	Public service funding will be provided to support City staff who will conduct fair housing activities to support the 2014 Assessment of Fair Housing Plan.
	Target Date of Completion	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	There is a population of approximately 75,548 residing in the City of Kalamazoo of a non-low/mod and low-mod status that will benefit from proposed activity. Families experiencing discrimination will benefit from this proposed activity.

	Location Description	City wide
	Planned Activities	Public service dollars will be utilized to address the action items from the 2014 Assessment of Fair Housing Plan. In addition, community outreach, provider testing, complaint investigation and technical assistance to the City and federally funded subrecipients will be provided.
7	Project Name	Public Services: Parks & Recreation - Youth Development
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Neighborhood Enhancement
	Needs Addressed	Public Services
	Funding	CDBG: \$11,500
	Description	Sponsor programs that are devoted to the mental well-being, discovery of self-worth and relationship development of children.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The Parks and Recreation Department will provide an after school and summer youth program from the Youth Development Center located in CDBG-eligible Census Tract, Edison Neighborhood. The Center draws from families primarily in the Eastside, Edison, and Vine neighborhoods which are CDBG-eligible. Approximately 68 percent of the households in these four neighborhoods have an income that is 80 percent or below the area median income. In addition, 72 percent of the students within the Kalamazoo Public School system in these neighborhoods are eligible for free and reduced lunch.
	Location Description	230 East Crosstown Parkway, Kalamazoo. Activity will primarily serve Census tracts 9.00, 16.00 and 13.00.
	Planned Activities	The Youth Development Center provides services that include meeting spaces for youth and youth organizations; youth and staff training; programs; a resource center with information and equipment available for use by youth; and collaborative programming that includes intergenerational youth programs, leisure, social/educational and entrepreneurial programs.

8	Project Name	Community Homeworks - Critical Home Repair
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Affordable Housing
	Needs Addressed	Rehabilitation of Existing Units
	Funding	CDBG: \$95,000
	Description	Community Homeworks will use CDBG funding to complete approximately 60 emergency home repairs and will rehabilitate three homes for low- to moderate-income homeowners.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Sixty-three (63) low-income households will benefit from this proposed activity.
	Location Description	The activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
9	Planned Activities	Community Homeworks will provide loans for minor/critical home repair and moderate housing rehabilitation
	Project Name	Senior Services - Home Repair for the Elderly
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Affordable Housing
	Needs Addressed	Rehabilitation of Existing Units
	Funding	CDBG: \$150,000

	Description	Senior Services, Inc. will use CDBG funds to perform minor home repairs and barrier-free accessibility enhancements to approximately 60 housing units owned by senior citizens in CDBG-eligible Census tracts throughout the City of Kalamazoo.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Sixty (60) senior households will benefit from this proposed activity.
	Location Description	The activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
	Planned Activities	Minor/critical home repair and ADA accessibility improvements
10	Project Name	KNHS – Down Payment Assistance
	Target Area	Eligible Census Tracts
	Goals Supported	Affordable Housing
	Needs Addressed	Home Purchase - Down Payment Assistance
	Funding	CDBG: \$105,000
	Description	City of Kalamazoo will use CDBG funds to address the need for down payment assistance for 10 to 12 low/mod families.
	Target Date of Completion	06/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	City of Kalamazoo will use CDBG funds to address the need for down payment assistance for ten (10) to twelve (12) low/mod families. This program offers down payment assistance to first-time homebuyers. Eligible homebuyers can qualify for funding to use toward down payment and/or closing costs on a one- to four-family home purchased in one of the five neighborhoods. The amount of the assistance will be up to \$7500. Eligible borrowers must be first-time homebuyers with a maximum annual household income up to 80% of Area Median Income (AMI); purchase a one- to four-family home, or cooperative in one of the five core neighborhoods of the City of Kalamazoo; qualify for a mortgage loan from a participating lender; have their own savings to contribute toward down payment and closing costs; successfully complete a homebuyer education course with a HUD-approved counseling agency; and occupy the property as their primary residence for at least ten years.
	Location Description	The activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
	Planned Activities	City of Kalamazoo will use CDBG funds to assist twelve (12) low/mod families with down payment assistance
11	Project Name	Code Enforcement Repair Program
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Neighborhood Enhancement
	Needs Addressed	Funding will assist families with repairs resulting in code violations
	Funding	CDBG: \$125,000
	Description	City of Kalamazoo will utilize \$125,000 in CDBG funds to address 25 critical home repairs of low to moderate income families receiving code violations.
	Target Date of Completion	6/30/21
	Estimate the number and type of families that will benefit from the proposed activities	The City of Kalamazoo will use CDBG funds to assist approximately 25 families with home repairs who are financially stressed.

	Location Description	These activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
	Planned Activities	Funding will be used to address infrastructure improvements as needed.
12	Project Name	COK Lead-Based Paint Hazard Control Program
	Target Area	Eligible Census Tracts
	Goals Supported	Affordable Housing
	Needs Addressed	Stabilization of neighborhoods by mitigating and/or abating lead-based paint
	Funding	CDBG: \$94,541
	Description	The City of Kalamazoo, will use CDBG funds as match funding for LBPHRP grant that will mitigate and/or abate lead-based paint in 72 units within the City of Kalamazoo.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Seventy-two (72) Low to mod families' homes will be mitigated and or abated from PY2019 through 2022
	Location Description	The activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
	Planned Activities	The City of Kalamazoo, in partnership with Kalamazoo Neighborhood Housing Services, Inc. (KNHS) and Kalamazoo County Health Department, will use this match funding to mitigate and/or abate lead-based paint in 72 units within the City of Kalamazoo.

13	Project Name	Neighborhood Enhancement - Targeted Neighborhoods
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Neighborhood Improvement
	Needs Addressed	Addresses stabilization of neighborhoods by providing funding to address quality of life, façade improvement, infrastructure and beautification projects in targeted neighborhoods.
	Funding	HOME: \$200,000
	Description	City of Kalamazoo will use CDBG funds to address targeted neighborhood needs for low to moderate income communities.
	Target Date	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The City of Kalamazoo will use CDBG funds for targeted low/mod neighborhoods
	Location Description	The activities will take place in one to nine of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
	Planned Activities	The City of Kalamazoo will use CDBG funds to address quality of life, façade improvement, infrastructure and beautification projects in targeted neighborhoods. housing for low/mod income families.
14	Project Name	HOME Program Administration and Planning
	Target Area	City-wide low-income households
	Goals Supported	Affordable Housing
	Needs Addressed	Administration of Programs
	Funding	HOME: \$49,214

	Description	The CPED Department will utilize the 10% percent cap available from the entitlement funding for management, monitoring and coordination of HOME Activities.
	Target Date	06/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	There is population of approximately 75,548 residing in the City of Kalamazoo of a non-low/mod and low-mod status will benefit from proposed activity.
	Location Description	These activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
	Planned Activities	Administration of HOME Program.
15	Project Name	KNHS – LEASE PURCHASE/HOMEOWNERSHIP PROGRAM
	Target Area	HOME-Eligible Census Tracts
	Goals Supported	Affordable Housing
	Needs Addressed	Rehabilitation of Existing Homes lease purchase/home ownership
	Funding	HOME: \$205,000
	Description	The City of Kalamazoo will use HOME funds to rehab and lease purchase to three (3) low/mod families.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The City of Kalamazoo will use HOME funds to rehabilitate three (3) affordable housing units for low/mod income families
	Location Description	The activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00

	Planned Activities	The City of Kalamazoo will use HOME funds to acquire and rehabilitate three (3) affordable housing units for low/mod income families.
--	---------------------------	---

16	Project Name	Tardani Rental Properties
	Target Area	HOME-Eligible Census Tracts
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Rental Housing
	Funding	HOME: \$95,500
	Description	City of Kalamazoo will use HOME funds to rehab four (4) affordable rental units for low/mod families.
	Target Date of Completion	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	City of Kalamazoo will use HOME funds to rehab four (4) affordable rental units for low/mod families.
	Location Description	The activities will take place in one of following Census tracts: 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00
17	Planned Activities	The City of Kalamazoo will use HOME funds to rehabilitate, acquisition or construct affordable housing for low/mod income families.
	Project Name	Affordable Housing Program
	Target Area	CDBG-Eligible Census Tracts
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable housing
	Funding	HOME: \$271,251
	Description	City of Kalamazoo will use HOME funds as a grant or loan to fund multi-family Affordable Housing projects for the acquisition, rehabilitation or new construction that will house low to moderate income families

	Target Date	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	For 2020, the program anticipates providing housing for a minimum of four low to moderate income families
	Location Description	The activities will take place in the 1.00, 2.01, 2.02, 3.00, 5.00, 6.00, 9.00, 10.00 and 11.00 Census tracts.
	Planned Activities	The City will work with developers to rehab or build four affordable housing units.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Kalamazoo has chosen to focus CDBG funds where at least 51 percent of the residents are considered low and moderate income by HUD. These neighborhoods and Census tracts are:

67.9% Eastside – 1.00

67.9% Central Business District – 2.01

80.5% Northside – 2.02 and 3.00

68.7% Douglas/Stuart – 5.00

72.85% Vine – 6.00

68.5% Edison – 9.00, 10.00 and part of 11.00

55.5% Southside – 11.00

52.1% Oakwood – 16.03

HOME funds are intended to be used throughout the City.

Geographic Distribution

Target Area	Percentage of Funds
City-wide low-income households	44%
CDBG-Eligible Census Tracts	56%

Table 6 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The focus of CDBG funding in these areas was not only because of eligibility under HUD rules. Many of the core neighborhoods have additional socioeconomic reasons that warrant concentrating resources.

Approximately 56% percent of individuals residing in the City of Kalamazoo are living below the federal poverty level. This is almost double the rate of individuals living below the poverty level for the State of Michigan and Kalamazoo

County. While the City is experiencing higher rates of poverty, only three Census tracts meet HUD's definition of "racially or ethnically concentrated areas of poverty (R/ECAPs)." An area must have a non-White/Caucasian population of 50 percent or more and a poverty rate that exceeds 40 percent to be considered concentrated.

The three Census tracts are 1.00 (Eastside) and 2.02 and 3.00 (Northside). The Eastside Neighborhood has a poverty rate of 47.5 percent and 76.3 percent of the population is of minority status. The Northside Neighborhood (2.02 and 3.00) averages a poverty rate of 45.4 percent and a minority population of 92.1 percent.

The core neighborhoods also have much older housing stock. Approximately 90 percent of the homes were built prior to 1979, which raises the risk of lead based paint. Over 90 percent of the homes in Census tracts 2.02 (Northside), 6.00 (Vine), 9.00 (Edison), and 16.03 (Oakwood) were built before 1979. According to the 2012 American Community Survey, approximately 60 percent of the homes found in the CDBG eligible census tracts were built prior to 1939. The advanced age of the housing stock indicates a need for continued maintenance, lead-based paint removal, weatherization and energy efficiency upgrades.

It appears that neighborhood disparities in accessing community assets exist between the more affluent neighborhoods in the City and many of the core neighborhoods. The Edison and Northside Neighborhoods struggle with poor performing schools, have higher percentages of poverty and persons receiving public assistance. Not unexpectedly, these same neighborhoods tend to have lower participation in the labor market, lower percentage of persons employed and lower percentage of persons with either a high school or bachelor's degree. Access to employment centers may be more problematic because of difficulties accessing the transit system or limited financial means to own and maintain a car.

HOME funds are intended to be used throughout the City. HOME funds are predominately utilized to develop affordable housing. Dispersing affordable housing throughout the City helps to prevent concentrating low-income residents within one neighborhood. ESG funding was not a part of the City of Kalamazoo allocation for 2020. However, the City of Kalamazoo will use public services to fund ESG administrative efforts throughout the City of Kalamazoo. Many of the homeless shelters are located within downtown Kalamazoo or the core neighborhoods.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

As housing costs continue to rise, the City will utilize CDBG/HOME funding to develop safe, decent, affordable housing for low- and moderate-income households. CDBG/HOME funds will primarily be utilized for the development of single-family housing for ownership, multi-family housing for rental, rehabilitation of existing units and down payment/closing costs assistance for first time homebuyers.

For PY2020, the following goals are expected:

One Year Goals for the Number of Households to be Supported	
Homeless	125
Non-Homeless – Direct Financial Assistance	12
Special-Needs	2
Total	139

Table 7 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through:	
The Production of New Units	4
Repair of Existing Units	148
Acquisition of Existing Units	7
Total	159

Table 8 - One Year Goals for Affordable Housing by Support Type

Discussion

The table describes the one year goals for the CDBG/HOME Program as required by 91.220(g). It describes the term affordable housing to be defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership. This table does not reflect the 10 to 12 homes that will be supported through Down Payment Assistance (DPA).

AP-60 Public Housing – 91.220(h)

Introduction

Kalamazoo does not have public housing.

Actions planned during the next year to address the needs to public housing

N/A

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

N/A

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Kalamazoo continues to invest future federal funds to projects providing benefits to very low and low income persons who are homeless or have special needs. During the public outreach process, the City reconfirmed that homelessness is a major issue the community faces. For this reason, the city will allocate federal funds to the Continuum of Care and will give priority to affordable housing projects that provide housing units to homeless persons.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The goals and actions for reducing and ending homelessness, including reach out to organizations that reach out to the homeless and assess their individual needs are as follows:

Housing Resources, Inc. and Goodwill Industries sponsor a weekly Community Housing Information Hour.

Participating organizations include, but are not limited to, the Department of Health and Human Services and Kalamazoo Community Mental Health. The services include coordinated entry screening for households experiencing homelessness or at risk of experiencing homelessness, information and referral, and screening and assessment.

Kalamazoo Community Mental Health and Substance Abuse Services support a Housing Recovery Center, which assists individuals with finding and maintaining affordable housing. One of the services the Recovery Center offers is outreach to people living in emergency shelters and places not meant for human habitation. Ultimately, the outreach is to provide homeless individuals with the services they need and to help them find permanent and supportive housing.

Catholic Charities Dioceses of Kalamazoo utilizes a street outreach program grant from the U.S. Department of Health and Human Services. The grant has enabled Catholic Charities to meet homeless youth at their point of need. The street outreach program allowed Catholic Charities to build upon and expand their current drop-in center services to include having staff available on the street at designated times, seeking out youth who most need their services.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

To support outreach efforts to homeless persons, City of Kalamazoo staff and citizens are encouraged to participate in the annual point-in-time (PIT) count. Staff and residents have participated in the count in previous years.

Addressing the emergency shelter and transitional housing needs of homeless persons?

Gryphon Place 2-1-1 provides 24-hour information and referral services to residents in need of help through Kalamazoo Continuum of Care organizations. These individuals are then presented through a Community Housing Matching Process (CHaMP) within 5 business days and matched with available housing resources that best meets their needs and prioritizes our community's most vulnerable citizens.

Persons with greatest need are referred to Housing Resources, Inc., the Lead Agency/Housing Assessment and Resource Agency (HARA) for housing assessment and development of the Community Housing Assistance Plan (CHAP). Those with an urgent need are referred to area emergency shelters where the CHAP is developed in consultation with the HARA.

The HARA schedules the Housing Assessment visit within two days of initial contact. The HARA Housing Resource Specialist creates the CHAP utilizing the Homeless Management Information System (HMIS) and prioritizes strength-based case management principles. Resources are provided based on need and may include: case coordination, financial assistance, landlord/tenant education/engagement, linkage to community partner resources, and referrals to mainstream service providers.

Emergency shelter services, with the goal of rapid re-housing, are provided to homeless households. These services include a shelter diversion assessment, shelter entry with the goal of rapid exit, financial assistance in the form of rental subsidy, and tenant-landlord engagement. Emergency shelters with rapid re-housing services have the goal of achieving sustainable permanent affordable housing.

The City of Kalamazoo will continue to provide ESG funds through the Kalamazoo County Continuum of Care to support emergency shelter and transitional housing needs upon funding. Exact outcomes will not be known until an allocation is made from HUD.

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

Moving towards prevention, the Continuum of Care is currently utilizing over 1,100 vouchers to help in the fight to alleviate homelessness in the City of Kalamazoo. The Housing Assistance and Resource Agency (HRI) was given an increase in funding this year from MSHDA ESG monies to help more individuals stay in their housing to bring down the amount of people evicted or foreclosed upon in 2020.

The Continuum of Care funded agencies have also worked diligently in developing a standardized process of entry along the “no wrong door” premise. The new system will consolidate paperwork and essentially create a centralized bureaucracy that will eliminate confusion and remove multiple barriers to entry for those seeking housing in the City of Kalamazoo.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Kalamazoo County Multi-Purpose Collaborative Body passed a resolution to work cooperatively with the Kalamazoo Continuum of Care to ensure a discharge policy for persons leaving publicly funded institutions or systems of care.

There are strong "guidelines" about discharge from the State hospitals and from the mental health unit at Borgess Hospital. Kalamazoo Community Mental Health and Substance Abuse Services employ hospital liaisons to work with individuals prior to release to create a "person-centered plan" which includes next steps after discharge. Kalamazoo Community Mental Health and Substance Abuse Services also funds a jail liaison position to connect people in jail with appropriate mainstream, Medicaid funded mental health services.

The Continuum of Care Planning Policy regarding discharge follows:

Foster Care: Local foster care providers are required to adhere to Michigan's laws, policies, and procedures applicable to adult and child foster care placement and discharge. Young adults (ages 18-21) transitioning out of foster care to independent living are assisted in finding suitable and sustainable living arrangements. They may be provided first month's rent, security/utility deposit, and monies to purchase household goods, food, and supplies. Discharge is guided by a needs assessment and the information collected in an Individual Service Plan.

Health Care: Discharge planning assessment, planning, and follow-up procedures are managed by providing a multi-disciplinary team approach to patients with post-hospital needs. Discharge Planning is the vehicle which moves the patient to the proper level of post-hospital care and/or to the proper facility

The regional Veteran's Administration (VA) serves 14,000 veterans per year, half of whom are from the local area. The hospital follows a set of discharge criteria when releasing patients into the community. VA social workers and case managers assess and work with the patients who are homeless to find them appropriate shelter before their release.

Mental Health: The Kalamazoo County Mental Health and Substance Abuse Services agency follows the dictates of Section 330.1209b of the Mental Health Code which states that, "the community mental health services program will produce in writing a plan for community placement and aftercare services that is sufficient to meet the needs of the individual."

Veterans: The regional Veteran's Administration (VA) follows a set of discharge criteria when releasing patients into the community. VA social workers and case managers assess and work with the patients who are homeless to find them appropriate shelter before their release. The VA works with emergency shelters, other homeless housing, and

supportive service providers in the Continuum of Care to assure suitable placement is achieved after discharge.

The rental assistance through Housing Resources, Inc. and Catholic Family Services may support individuals leaving an institutional setting. In addition, the ESG funds allocated through the Continuum of Care will assist with rapid re-housing and homeless prevention.

Discussion

In addition, Kalamazoo county conducts a 24-hour count of those who are experiencing homelessness in our community annually. The Point-in-Time count is intended to provide a snapshot of Kalamazoo County’s homeless population. It is one way to collectively understand the scope and breadth of homelessness in our community. The count is an important effort that ensures the voices of people experiencing homelessness are heard and efforts are made to provide appropriate services. It also helps communities develop more effective plans and measure progress toward ending homelessness.

One-year goals for the number of households to be provided housing using HOPWA:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	
Tenant-based rental assistance	
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	
	Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Barriers to affordable housing are varied and complex. Possible barriers to the development or retention of affordable housing are public policies, particularly those of the City. Such policies include land use controls, zoning ordinances, building codes, and policies that affect the return on residential investment. In addition to public policies, larger social issues and outside forces impact the ability to access affordable housing. Social issues like poverty and lack of employment, and outside forces like reductions in Federal and State funding to develop new housing, present a barrier to affordable housing.

Actions planned 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

The following information reviews some of the barriers in Kalamazoo:

Land Use Controls

Most of the available land in the City has been developed. There are only a small number of large vacant tracts of land that remain, thereby limiting the future development of residential units. There are a number of smaller parcels that are vacant and suitable for infill construction of residential units. A number of vacant or underutilized commercial buildings are also prime locations for redevelopment, with residential use being at least a component of the use.

A barrier to the development and redevelopment of these infill sites is environmental contamination. In many of the lower income neighborhoods, many of the properties that are available for redevelopment are environmentally contaminated, primarily due to overuse of the site or an adjacent site. Clean-up of these sites can be very costly, thereby limiting the ability to attract new business and housing to these sites. It is much easier and cheaper to develop “green fields” in the unpolluted, outlying communities than it is to develop the “brownfields” in the City.

Zoning Ordinance and Subdivisions

Recognizing that Zoning can serve as a barrier to housing options and affordability, the City of Kalamazoo is undertaking a Zoning Code rewrite and an update to the Zoning Map. These changes are designed to increase the quantity and location of housing types throughout the City.

The City’s existing Zoning Ordinance permits multi-family housing in five of the eleven residential zoning districts. In addition, duplexes are permitted in two other districts in which multi-family residential is not permitted. The City of Kalamazoo Zoning Ordinance allows for multi-family development in several commercial districts to allow for mixed-use and to encourage walkability.

Housing and Building Codes

The City of Kalamazoo enforces the Michigan Building Code, which is standard among municipalities in the State.

Concerns have been raised that the rental certification program is a barrier to affordable housing because it adds an additional cost to the management of rental properties. However, in a city where over half of the residential units are rental, a program of this type is necessary to not only maintain the health, safety and welfare of those who rent in Kalamazoo, but to maintain or improve property values in City neighborhoods.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The City will utilize a variety of strategies and support from community partners to help address barriers to affordable housing. Generally, the City utilizes 50 percent or more of the total HUD grant award towards housing activities. These funds will help to increase the supply of affordable housing, as well as helping those in affordable units to remain housed. In addition, the City has encouraged, through the competitive application process, that housing providers form partnerships in the hopes of avoiding duplication of services that would allow assistance to larger numbers of low-income households. Most of these partners also provide needed social services that help households with long-term housing sustainability.

The City of Kalamazoo's code enforcement and anti-blight effort is funded with CDBG. One of the enforcement teams' main purposes is the identification and resolution of blighted housing units, which can be made available for low income households, thereby increasing the number of affordable housing units in the City.

The City of Kalamazoo has also provided CDBG funding to the Local Initiatives Support Corporation for capacity building and technical assistance of housing, Community Housing Development Organizations and/or neighborhood-based nonprofit organizations operating within Kalamazoo. The capacity and productivity of these organizations are important elements in addressing current barriers to the provision of affordable housing.

The Kalamazoo Brownfield Redevelopment Initiative has been a tremendous resource in addressing the issue of contaminated properties that may have the ability to be redeveloped. Using captured tax revenue, the Brownfield Initiative has purchased many contaminated properties throughout the City. They then prepare these sites for redevelopment by removing the contamination. The properties are put back on the market and resold without the environmental contamination.

Some additional actions planned over the five year period of the Consolidated Plan are:

- Focus CDBG funding on substandard housing and/or deferred maintenance of affordable housing units, particularly in the Eastside, Edison and Northside Neighborhoods.
- Pilot a housing repair program for low-income homeowners that receive code violations.
- Lead Hazard Removal. The City of Kalamazoo has been awarded a Lead Based Hazard Reduction grant. The purpose of this grant is to identify and control lead-based hazards. The focus is on homes with children under six year of age.

Discussion

Most of these partners also provide needed social services that help households with long-term housing sustainability. The nonprofit partners receiving funding to assist with affordable housing in PY2020 are:

- Community Homeworks
- Senior Services, Inc.
- Kalamazoo Neighborhood Housing Services

The Kalamazoo Brownfield Redevelopment Initiative has been a tremendous resource in addressing the issue of contaminated properties that may have the ability to be redeveloped. Using captured tax revenue, the Brownfield Initiative has purchased many contaminated properties throughout the City. They then prepare these sites for redevelopment by removing the contamination. The properties are put back on the market and resold without the environmental contamination.

The City of Kalamazoo will continue to support development for PY2020 as follows:

- Work with local nonprofit housing providers on the development of new and/or rehabilitated housing. Encourage variety in housing types like duplexes, townhomes, 4-unit apartments to provide a wider range of rents and mortgage costs.
- Improve financial options for Kalamazoo residents to increase homeownership and homeowner maintenance by working with local lending institutions and nonprofits to develop loan types and/or underwriting requirements that would allow for nontraditional home loans.
- Work with local nonprofit housing providers to provide homeowner subsidies to help low income families with down payment assistance.
- Improve access to quality rental housing in Kalamazoo through continued support of tenant based rental assistance programs.

In addition, consider the development of a program where vacant and/or tax foreclosed properties are sold to landlords who maintain exceptional rental properties and will rehabilitate the home for rental use. Work with local nonprofit housing providers on free and/or reduced-cost financial literacy for households from the Eastside, Edison or Northside Neighborhoods. Focus CDBG funding on substandard housing and/or deferred maintenance of affordable housing units, particularly in the Eastside, Edison and Northside Neighborhoods

AP-85 Other Actions – 91.220(k)

Introduction

The City of Kalamazoo recognizes that the needs of Kalamazoo residents extend beyond housing and infrastructure. These needs include reducing lead-based paint hazards, reducing poverty, developing institutional structures, and enhancing coordination between public and private social service agencies. The following is a list of actions that the City of Kalamazoo intends to implement over the next fiscal year to achieve success in addressing the housing and community development needs of low to moderate income residents.

Actions planned to address obstacles to meeting underserved needs

The City recognizes the significance of taking actions to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families and enhance the coordination between public and private housing and social service agencies. The paragraphs below address the actions being undertaken by the City.

Actions planned to foster and maintain affordable housing

In PY2020, the City will continue to place an emphasis on affordable housing as part of the competitive grant application process. A total of five nonprofit organizations will receive CDBG and HOME funding to expand new and maintain existing affordable housing. Approximately **\$770,500** (CDBG/HOME) of the total funds provided to the City will be used towards the improvement of affordable housing in the City.

Actions planned to reduce lead-based paint hazards

Lead-based paint hazards in the City of Kalamazoo remain a significant concern considering the City's desire to rehabilitate older housing stock to maintain affordable housing. According to the U.S. Census, 89 percent of the owner-occupied and 74 percent of the renter-occupied housing in the City was built prior to 1980, and of which, 26 percent of owner-occupied and 12 percent of renter-occupied have children present.

The City of Kalamazoo has been awarded a Lead Based Hazard Reduction grant. The purpose of this grant is to identify and control lead-based hazards. The focus is on homes with children under six year of age. The specifics of the grant are as follows:

- Grant period is 2020 – 2023
- Grant award is \$1,999,362. We were awarded full amount of request.
- Number of houses - 72 (60% homeowner/40% rental)
- Grant was written in collaboration with Kalamazoo Neighborhood Housing Services
- Grant uses approximately \$200,000 of future CDBG funding as a match.

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 three 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."

Two single-family homes will be completely rehabbed with PY2020 funds. The removal of lead-based paint, if found, will be a requirement of these rehabilitations. In addition, the City plans to utilize **\$100,000 to demolition** blighted residential structures in the City. It is likely that these homes may contain lead-based paint because they tend to be older structures where lead is more prevalent. The removal of approximately three structures will reduce the chances of a household living with lead-based paint contamination.

Actions planned to reduce the number of poverty-level families

For PY2020, the City of Kalamazoo will continue to work towards helping those in poverty access affordable housing. In addition, the City has developed a Section 3 preference policy to promote the procurement of Section 3 businesses. The intent is to improve the economic circumstances of local low income business owners and residents.

Approximately one-third of the City lives below the federal poverty level. That number increases beyond 50% in several of the core neighborhoods that also have the highest concentration of people of color. The City of Kalamazoo has initiated Shared Prosperity Kalamazoo (SPK) to address poverty. SPK is a bold and ambitious plan to transform our community into a place where every child and every adult thrives and prospers. In 2014, the City Commission voted to make the reduction of poverty, especially among children, one of its top priorities. This City Commission priority was substantiated by the community through the Imagine Kalamazoo 2025 engagement process and the resulting Strategic Vision and Master Plan. More than 3,500 community voices gave input on the opportunities and challenges they felt the City faced. As a result of those voices, the following goals were laid out in the Strategic Vision – Shared Prosperity, Connected City, Inviting Public Spaces, Environmental Responsibility, Safe Community, Youth Development, Complete Neighborhoods, Strength through Diversity, Economic Vitality and Good Governance. Shared Prosperity aligns most closely with the Strategic Goals of Shared Prosperity, Complete Neighborhoods, Youth Development, Strength through Diversity and Economic Vitality.

SPK is guided by a coalition made of an Organizing Committee and goal teams. The Organizing Committee is responsible for convening stakeholders for conversations and accountability around recommendations to meet the goals set forth in the plan. There are three teams each one focusing on a specific SPK goal. The members of the teams include both service providers and residents. These teams are intended to meet 4-6 times a year to share information, actions/programs to be presented to the Organizing Committee. SPK budget, plans and initiatives will have final approval by the City Commission before implementation.

SPK has three goals that work is being planned and implemented on simultaneously. They are: 1) Promote the health growth, development and learning of children; 2) Increase access to good jobs; and 3) Promote strong families. SPK also has four targeted populations. They are: 1) Families of color; 2) Families at or below poverty level and those not earning a living wage; 3) Families in neighborhoods of concentrated poverty; and 4) Individuals with criminal records.

The combination of aspirational goals and community engagement has led SPK to focus on three particular neighborhoods that encompass five census tracts within the City—Eastside, Edison, and Northside for targeted action projects.

The goals for this Affordable Housing Plan and SPK are closely aligned. Both plans address the following:

- Low to mod income residents
- Low to mod income and racially concentrated areas of the City/Census tracts
- Housing - Found in the Strong Families goal in SPK
- Youth development

The City of Kalamazoo is integrating HUD funding with private funding to address these shared goals.

In addition, the City has an approved Section 3 Preference Policy to support local low-income businesses and residents, improving their financial stability.

The City will also provide loans to for-profit organizations willing to partner with the City to address Affordable Housing.

Actions planned to develop institutional structure

The City of Kalamazoo has strengthened relationships in the past few years with local funders and nonprofit organizations. A more coordinated effort to project implementation is a priority discussed among the major stakeholders in the community. To that end, the Program Officers Network of Kalamazoo was organized. The Director of Community Planning and Economic Development will attend their meetings during the 2020 program year. The goal is to allow foundations like the Kalamazoo Community Foundation, the Gilmore Foundation and the Arcus Foundation to work together towards improving grant coordination and the local distribution of grant funds.

For PY2020 United Way of the Battle Creek and Kalamazoo Region has replaced the Local Initiatives Support Corporation (LISC). The Action plan will be updated to reflect this change along with efforts to coordinate housing and community development efforts through the Sustainable Communities Initiative.

The City will host bi-monthly meetings with the core CDBG-eligible neighborhoods during PY2020. 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 Economic Development. The meetings will 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.

The City, particularly the Department of Community Planning and Economic Development, could benefit from stronger relationships with our county partners. The Kalamazoo County Department of Health and

Community Services houses the Kalamazoo County Community Action Agency, which provides programs and services to help low-income households achieve greater economic self-sufficiency. The City will work towards more intergovernmental cooperation in PY2020 with joint community development projects, data sharing and best practices.

Actions Planned to Enhance Coordination between Public and Private Housing and Social Service Agencies

The City of Kalamazoo has indicated that the priorities that need to be addressed during the five-year period of this Plan are affordable housing, homeless assistance, neighborhood enhancement and youth development. The institutional structure for the neighborhood enhancement and youth development priorities is internal to the City and has no gaps to providing services. The affordable housing priority could benefit from a stronger relationship with the Southcentral Michigan Community Action Agency. Community Planning and Economic Development staff at the City plan to engage with the housing programs staff to review possible areas of partnership that will improve affordable housing outcomes.

The development of new affordable housing, particularly with supportive services, is also a goal of the Continuum of Care. Partnerships with the City of Kalamazoo, local nonprofit housing providers and the Michigan State Housing Development Authority will need to develop an affordable housing development strategy. The City will continue to invest in affordable housing through both the CDBG and HOME grant programs. The development of new units will continue to be considered based on successful financial statements and plans.

To have a more proactive approach to homeless prevention, the Continuum of Care developed the Systems of Care team. The Team works to promote the adoption of evidence-based and promising program practices in support of a Housing First philosophy of care. They prioritize Continuous Quality Improvement in service delivery and educate and inform members on national and community best practices.

The Continuum of Care Director has also empowered the Allocations and Accountability Team to be a much more vocal and essential team to the health and sanctity of the operation of the Continuum. This will come with voting members being able to directly inquire to the leadership of the funded agencies about operations and performance and then holding the agencies accountable for their actions. This is also the impartial team that decides how Continuum of Care funding received from HUD will be allocated to the funded agencies or any others applying for funding.

Discussion

As the City continues to develop public policy to address these needs, it will keep close communication with internal and external stakeholders, participate in conferences and staff development, and provide assistance to assure coordination among private and governmental health, mental health and service agencies.

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use and included in projects to be carried out

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use and included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$120,680
2. The amount of proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	\$120,680

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	76%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City does not plan any other forms of investments except for those identified in Section 92.205 of the HOME Investment Partnership Program Final Rule.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Per the requirements of 24 CFR 92.254, the City will require subrecipients and developers to recapture all, or a portion of, the HOME investment if the homeowner decides to sell the house within the affordability period at whatever price the market will bear. The homebuyer may sell the property to any willing buyer. However, the sale of the property during the affordability period triggers repayment of the HOME funds utilized when it was originally purchased.

- **Reduction during the Affordability Period (Forgiveness):**

The subrecipient or developer will forgive the direct HOME subsidy during the time of the affordability period. The total amount of the direct HOME subsidy will be equally divided among the years of the affordability period. For example, a \$40,000 direct HOME subsidy would be equally forgiven over the 10-year affordability period, reducing the amount by \$4,000 each year.

Forgiveness will only be given to the homebuyer for each year they occupy the home as their primary residence.

- **Amount of Repayment and Net Proceeds:**

Net proceeds are defined as the sale price minus superior non-HOME loan repayments and any closing costs. If there are no net proceeds or insufficient proceeds to recapture the full amount of HOME investment due, the amount subject to repayment must be limited to what is available from net proceeds.

- **Homebuyer Agreement**

Recapture of the HOME investment and forgiveness over time is required to be detailed in the Homebuyer Agreement signed by the homebuyer and recorded on a deed restriction with the County Clerk/Register of Deeds.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The period of affordability is detailed in either the subrecipient or developer agreement with the City of Kalamazoo. The agreement also requires the subrecipient or developer to ensure compliance with the affordability period by placing a covenant or deed restriction that runs with the property and is recorded with the County Clerk/Register Office. A copy of the recorded document is provided to the homeowner and the City of Kalamazoo.

Per the requirements of 24 CFR 92.254, the subrecipient or developer will recapture all or a portion of the HOME investment if the homeowner decides to sell the house within the affordability period at whatever price the market will bear. The homebuyer may sell the property to any willing buyer. However, the sale of the property

during the affordability period triggers repayment of the direct HOME subsidy provided to the homeowner when it was originally purchased.

- 4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

The City of Kalamazoo does not utilize HOME funds to secure existing debt for multi-family units.

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

1. **Include written standards for providing ESG assistance provided the City is funding at a later time during the year.**

HUD did not allocate funding for this program for PY2020. However, \$20,000 (CDBG) is to be awarded to CoC for administrative support for homeless assistance.

Source of Funding. All CoC programs are funded by the McKinney-Vento Homeless Assistance Act of 1987 and administered by HUD. Some ESG funds are passed through to the Michigan State Housing Development Authority (MSHDA). McKinney-Vento programs provide outreach, shelter, transitional housing, supportive services, rent subsidies, and permanent housing for people experiencing homelessness and/or at risk of homelessness.

- Additionally, in 2009, Congress passed the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act to consolidate HUD homelessness programs (Supportive Housing Program, Shelter Plus Care, and Moderate Rehabilitation/Single Room Occupancy). The HEARTH Act amended and reauthorized the McKinney-Vento Homelessness Assistance Act, and is intended to further assist people in regaining stable, permanent housing and supports a coordinated intake process, effective data collection, performance measurement and program evaluation systems.
- The dollar amount of available funding is determined competitively for the Continuum of Care Program Competition and by formula to each jurisdiction (State of Michigan, Kalamazoo City and County) for the Emergency Solutions Grants program. The CoC and the City of Kalamazoo combine their Emergency Solutions Grants, funded by MSHDA and HUD, respectively, into a single application process.
- Funding is subject to federal appropriations, state and local allocations and terms of the relevant Notice of Funding Availability (NOFA). *Funding is not guaranteed by the CoC, City of Kalamazoo, HUD or MSHDA until grant agreements are finalized and executed.*

Eligible Uses of Funding. CoC and/or ESG funding as available will be awarded for projects that provide:

- Homeless outreach, assessment, and prevention; Emergency shelter (ES); Transitional housing (TH); Permanent housing with supportive services (PSH); Permanent Housing-Rapid-Rehousing (PH-RR); Permanent housing only (PH); Supportive services only (SSO), and Planning, HMIS, and Grant Administration.

Ineligible Uses of Funding. Funds cannot be allocated to any organization that:

1. Does not comply with the nondiscrimination provisions of local, State and Federal civil rights laws (see CoC Fair Housing Policy); or
2. Requires participation in religious activities as a condition for receiving services; or
3. Does not comply with the Equal Access to Housing in HUD Programs – Regardless of Sexual Orientation or Gender Identity Final Rule (2012 Equal Access Rule).

CoC Collaborative Applicant - Information to be updated due to current transfer of CoC from LISC to United Way of the Battle Creek and Kalamazoo Region.

- 2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.**

The Continuum of Care formalized a “No Wrong Door” countywide Coordinated Community Assessment System in 2009. *Gryphon Place 2-1-1 provides 24-hour information and referral services to residents in need of help to Kalamazoo continuum of care organizations. These individuals are then presented through a Community Housing Matching Process (CHaMP) within 5 business days and matched with available housing resources that best meets their needs and prioritizes our community's most vulnerable citizens.*

Persons with greatest need are referred to Housing Resources, Inc., the Lead Agency/Housing Assessment and Resource Agency (HARA) for housing assessment and development of the Community Housing Assistance Plan (CHAP). Those with an urgent need are referred to area emergency shelters where the CHAP is developed in consultation with the HARA.

The HARA schedules the Housing Assessment visit within two days of initial contact. The HARA Housing Resource Specialist creates the CHAP utilizing the Homeless Management Information System (HMIS) and prioritizes strength-based case management principles. Resources are provided based on need and may include: case coordination, financial assistance, landlord/tenant education/engagement, linkage to community partner resources, and referrals to mainstream service providers.

- 3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

The City of Kalamazoo currently renews funding for nonprofit agencies carrying out ESG-funded emergency shelter activities, provided that the contractual obligations have been met and project outcomes have been successful. The City may choose to reduce or eliminate funding to an agency that does not meet contractual obligations, or that administers a project that fails to meet outcome goals. If an existing program does not fit with the City's objectives, the agency may be asked to change its program design. The City may also transition to a competitive RFP process. The City does not plan to initiate other large ongoing ESG-funded emergency shelter programs. The City of Kalamazoo currently subcontracts all ESG funding to Housing Resources, Inc., which administers the ESG Program.

- 4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.**

In order to meet the requirements under § 576.405(b), the City of Kalamazoo has partnered with the Local Initiatives Support Corporation (the local CoC Board). The local CoC Board and its multiple subcommittees each include participation by multiple people with lived experience of homelessness. One CoC Board subcommittee

(the Community Advisory Forum) specifically provides a solutions-driven forum for those with lived experience of homelessness and front-line service workers to listen and support each other. It also brings consumers, providers and interested community members together to share information, and identify emerging issues and trends. For PY2020 the City of Kalamazoo did not receive funding for ESG. However, the City provided funds to the Local Initiatives Support Corporation in the amount of \$20,000 through its CDBG allocation.

5. Describe performance standards for evaluating ESG.

ESG-funded projects in the City of Kalamazoo.

Through on-site and desk monitoring, the reviewer can determine whether the program participant's performance meets program requirements and improve program participant performance by providing guidance and making recommendations. The specific purposes of monitoring are to:

- Validate the accuracy of information presented by the program participants;
- Follow-up on problems identified during the monitoring visit;
- Determine compliance for those activities where there is sufficient information to make eligibility and/or national objective determinations;
- Evaluate the reasonableness of judgments made for those activities that necessarily involve high levels of program participant judgment;
- Ascertain the subrecipient's ability to ensure that activities carried out meet compliance requirements;
- Verify the accuracy of the program participant's records; and,
- Identify apparent causes of any problem(s) and offer recommendations for corrective actions.

Discussion

For program year 2020 the Department of Housing and Urban Development did not fund the Emergency Solutions Grant (ESG).

May 2020
City of Kalamazoo
Department of Economic & Community Development
Community Development Division
PY2019 Consolidate Plan and Action Plan Substantial Amendment Summary
In Response to COVID-19

The following information addresses the areas of the PY2019-2023 ConPlan and Action Plan amended in response to the Coronavirus Pandemic (COVID-19):

In compliance with HUD Memo, issued April 9, 2020, amendments to the approved Consolidated Plan were limited to the following sections:

- **Citizen Participation section:** amended to reflect the emergency hearings and amendment of the Citizen Participation Plan.
- **Needs Assessment narrative addition:** updated the needs assessment in anticipation that, due to the global pandemic of the coronavirus (COVID-19), basic needs are the upmost need in the community. At the time of the amendment to this plan, the most three prevalent needs were food, housing, and safety for our citizens. Agency needs are staffing, operating costs, and limited interaction with citizens due to lack of virtual platforms/access.
- **Priority Needs narrative addition:** added Economic Development as a Priority Need, in response to COVID-19, with a high priority level for Small Business Assistance throughout the city limits. Associated goals will be to ensure that small businesses of for-profit and non-profit microenterprises within city limits, are provided financial assistance to purchase supplies and materials that will assist their business in re-opening to the public and maintain clean/social distancing environments.
- **Anticipated Resources addition:** added CDBG-CV funds in the amount of \$958,737 with \$25,000 of uncommitted 2019 funds for a total of \$983,737 to be used in response to COVID-19.
- **Goals and Goal Description addition:** added, "Provide relief in response to COVID-19 Pandemic" to support 95 Small Businesses and benefiting 1,000 persons per with public services.

All grants will be evaluated using equity criteria to ensure hardest hit and underserved populations are prioritized.

Projects Additions:

Reprogrammed Funds - Local Initiatives Support Corporation (LISC) -\$ 20,000

The City is reprogramming \$20,000 of PY2019 prior year's CDBG funding from Local Initiatives Support Corporation (LISC) to United Way of the Battle Creek and Kalamazoo Region for administrative support to the Continuum of Care. These funds may be used in response to the Coronavirus Pandemic (COVID-19).

Senior Services, Inc. – \$25,000- CDBG-CV

The City is programming \$25,000 of unallocated CDBG funding to respond to the COVID-19 pandemic by providing meals on wheels to quarantined individuals or individuals who need to maintain social distancing due to medical vulnerabilities. The purpose of the program is to deliver meals for City of Kalamazoo senior residents for up to three months. Funding will be made directly to the Senior Services, Inc., on behalf of the qualified resident. Eligible residents include those living in households with incomes at or below 80% AMI, who can provide documentation of need and the applicable impact of COVID-19. FY 2020-2021 CDBG funds already allocated to the Senior Services, will be used for home repairs.

Rental Assistance Program \$719,053 - CDBG-CV

The City of Kalamazoo will partner with United Way of Battle Creek and Kalamazoo Region and Housing Resources, Inc., to provide rental assistance funding that will complement the City's Eviction Diversion Program. The purpose of this funding is to assist qualified households that have been impacted by the COVID-19 pandemic according to United Way of Battle Creek and Kalamazoo Region, Housing Resources, Inc., HUD and the City of Kalamazoo agreed upon guidelines.

Small Business Assistance (25%) \$239,684 – CDBG-CV

The City of Kalamazoo will work with small businesses to purchase supplies and materials that will assist their business in re-opening to the public and maintaining clean, socially distant environments.



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.5.**

TO: Mayor Anderson, Vice Mayor Griffin, 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: Teresa T. Johnson, Public Services Deputy Director

DATE: June 1, 2020

SUBJECT: Authorization for Membership in the Michigan Water/Wastewater Agency Response Network (MIWARN)

RECOMMENDATION:

It is recommended that the City Commission approve and adopt a resolution to authorize membership in the Michigan Water/Wastewater Agency Response Network (MIWARN) and authorize the City Manager to sign related documents.

BACKGROUND:

The mutual aid and assistance agreement, facilitated through MiWARN, provides mutual assistance in the form of supplies, equipment, and personnel when requested by another member community as a result of a natural or man-made emergency that disrupts a member's utility operations or facilities. A member has complete discretion in deciding whether to provide resources in response to a request for assistance. In addition, any costs for assistance provided under this agreement are reimbursable through the community receiving assistance.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

Water Management

Wastewater Management

Strategic Goal Impact:

Safe Community

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Internal

Discussion:

Public Services is one of many larger systems that would work with several other local governments on this contract which has promoted intergovernmental cooperation to obtain efficiencies and service enhancements.

Each participating agency has received approval through their respective governing bodies for approval of the MIWarn agreement.

Engagement/Communication Tools

FISCAL IMPACT:

There are no direct costs associated with joining the agreement, however costs may be incurred and reimbursed if services are needed by participating agencies.

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING MEMBERSHIP IN THE
“MICHIGAN WATER/WASTEWATER AGENCY RESPONSE NETWORK”**

Minutes of a regular meeting of the City Commission of the City held on June 1, 2020, at or after 7:00 p.m., local time, and conducted electronically in conformity with Governor Whitmer’s Executive Order No. 2020-75 (COVID-19).

PRESENT: Commissioners:

ABSENT: Commissioners:

WHEREAS, certain Michigan water, wastewater and public works agencies have formed the “Michigan Water/Wastewater Agency Response Network,” (MiWARN), to share resources and to assist each other in the form of personnel, equipment, material and supplies in the event of emergencies that disrupt utility services, and

WHEREAS, the Urban Cooperative Act of 1967, (MCL 124.501 et seq.) authorizes public bodies and private entities to work together to provide mutual aid and assistance to both public and private water and wastewater utilities and public works agencies in need of emergency assistance caused by natural or man-made disasters, and

WHEREAS, the features of the proposed **Mutual Aid and Assistance Agreement** under consideration gives sole discretion to Members whether or not to respond to a request for assistance, or to what extent to respond to a request for assistance from a requesting Member, and provides for cost re-imburement by the requesting Member to the responding Member, and

WHEREAS, the City of Kalamazoo will retain complete discretion and authority to withdraw some or all of its resources furnished to a requesting Member at any time, and may withdraw from **MiWARN**, for any reason, upon seven (7) days notice to the Steering Committee, and

WHEREAS, legal counsel for the City of Kalamazoo has reviewed the draft Mutual Aid and Assistance Agreement, in conjunction with the Director of the City of Kalamazoo and recommend the proposed Agreement, and

WHEREAS, the Members have agreed to enter into this “Michigan Water/Wastewater Agency Response Network Mutual Aid Agreement,” to describe the terms and conditions under which emergency assistance may be requested and provided, and

WHEREAS, by executing the Agreement, the Parties express their intent to participate in a program of Mutual Aid and Assistance within the State of Michigan.

NOW THEREFORE BE IT RESOLVED, that the City of Kalamazoo does hereby authorize entering into the Mutual Aid and Assistance Agreement with the Michigan Water/Wastewater Agency Response Network, and the authorizes the execution of the Agreement by the Kalamazoo City Manager.

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 June 1, 2020. Public notice was given and the meeting was conducted in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as temporarily modified by Governor Whitmer’s Executive Order No. 2020-75 (COVID-19). Minutes of the meeting will be available as required by said Act.

Scott A. Borling, City Clerk

MICHIGAN WATER/WASTEWATER AGENCY RESPONSE NETWORK

Mutual Aid and Assistance Agreement

RECITALS

WHEREAS, certain Michigan water, wastewater and public works agencies (the “Members”), have formed the “Michigan Water/Wastewater Agency Response Network,” (Michigan WARN or MiWARN), to share resources and to assist each other in the form of personnel, equipment, materials and supplies in the event of emergencies that disrupt utility services; and

WHEREAS, the Urban Cooperation Act of 1967, being MCL 124.501 et seq. (the “Act”) permits a public bodies and private entities to work together to provide mutual aid and assistance to both public and private water and wastewater utilities in need of emergency assistance caused by natural or man-made disasters.

WHEREAS, the Members have agreed to enter into this “Michigan Water/Wastewater Agency Response Network Mutual Aid and Assistance Agreement,” (“Agreement”), to describe the terms and conditions under which emergency assistance may be requested and provided; and

WHEREAS, by executing the Agreement, the Parties express their intent to participate in a program of mutual aid and assistance within the State of Michigan.

NOW, THEREFORE, in consideration of the promises and the mutual undertakings contained in this Agreement, the Members of the Michigan WARN, as agreed upon, and authorized by, their respective legislative authorities mutually agree as follows:

AGREEMENT

This Agreement is made and entered into by public and private Water and Wastewater Utilities and Public Works Agencies that have, by executing this Agreement, manifested their intent to participate in an Intrastate Program for Mutual Aid and Assistance.

ARTICLE I. PURPOSE

The water/wastewater mutual aid program was established to provide a method whereby water/wastewater utilities together with public works agencies sustaining physical damage from natural or manmade disasters may obtain emergency assistance, in the form of personnel, equipment, and materials and other associated services necessary, from other water/wastewater utilities and public works agencies. This Agreement hereby establishes within the State of Michigan an intrastate program for mutual aid and assistance. Through the Michigan WARN Program, Members shall coordinate voluntary response activities and shall share voluntary resources during emergencies and other events, as described in this Agreement.

ARTICLE II. DEFINITIONS

A. Agreement - The Michigan Water/Wastewater Agency Response Network Mutual Aid and Assistance Agreement.

B. Authorized Official - An employee, agent, or official of a Member who is authorized by the Member's governing board or management to request assistance and/or offer assistance under this agreement.

C. Emergency - A natural or manmade event that is, or is likely to be, beyond the control of the available services, personnel, equipment, and facilities of a mutual aid and assistance program member. The request for aid does not require an official declaration of an emergency by the local or state agencies, and the aid may be provided during the emergency response or recovery phases.

D. Member - Any public body or political subdivision or private water and/or wastewater utility and/or public works agency or its principals that execute this Agreement.

E. Requesting Member - A Member who requests assistance in accordance with the terms and conditions of this Agreement and the mutual aid and assistance program.

F. Responding Member - A Member that responds to a request for assistance under the Mutual Aid and Assistance Program.

G. National Incident Management System (NIMS) – A national, standardized approach to incident management and response created by the federal Department of Homeland Security that sets uniform processes and procedures for emergency response operations to prepare for, protect against, respond to and recover from emergency events.

H. Period of Assistance - A specified period of time during which a Responding Member assists a Requesting Member. The period commences when personnel, equipment, or supplies depart from a Responding Member's facility and ends when the resources are returned to its facility (portal to portal). All protections identified in the Agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an emergency, as previously defined.

I. Steering Committee – A committee consisting of representatives from Members and other agencies that may have a role to play in the mutual aid and assistance program (e.g., MIAWWA, APWA-Mi, MDEQ, MWEA, RCAP,

MRWA, WEF, MSPEMHSD, public health, water and wastewater utility organizations), that shall administer the MiWARN program for the State of Michigan.

K. Work or Work Related Period - Any Period of time in which either the personnel or equipment of the Responding Member are being used by the Requesting Member to provide assistance. Specifically included within such period of time are rest breaks when the personnel of the Responding Member will return to active work within a reasonable time. Also, included is mutually agreed-upon rotation of personnel and equipment.

ARTICLE III. ADMINISTRATION

The mutual aid and assistance program shall be administered through Regional Committee and, as needed, a Steering Committee. The purpose of the Regional Committee is to provide local coordination of the mutual aid and assistance program, before, during and after an emergency event. The purpose of a Steering Committee is to provide coordination on a statewide basis of the mutual aid and assistance program before, during and after an emergency. The Steering Committee, under the leadership of an elected Chair, shall meet at least annually to address mutual aid and assistance program issues and to review emergency preparedness and response procedures. Under the leadership of the Chair, the Steering Committee members shall plan and coordinate emergency response planning and response activities for the mutual aid and assistance program.

The Steering Committee, upon being formed and authorized, shall adopt by-laws to govern the administration of the Steering and Regional Committees, and the implementation of this Agreement. The by-laws for the Regional Committees shall be uniform and subject to changes or amendments only by the Steering Committee.

ARTICLE IV. PROCEDURES

The Steering Committee shall develop operational and planning procedures for the MI WARN Program. These procedures shall be reviewed at least annually and updated as needed.

It is the responsibility of each Member to develop its own operational and planning procedures in accordance and consistent with the procedures adopted by the Steering Committee, to identify the critical components of its own infrastructure and its emergency response resources.

ARTICLE V. REQUESTS FOR ASSISTANCE

A. Member Responsibility – Within forty-eight (48) hours after execution of this Agreement, Members shall identify an Authorized Official and alternates; provide contact information, including 24-hour access; and maintain resource information made available for mutual aid and assistance response.

In the event of an Emergency, a Member's Authorized Official may request mutual aid and assistance from a Member. Requests for assistance can be made orally or in writing via the website. When made orally, the request for assistance shall be prepared in writing as soon as practicable after the oral request. Requests for assistance shall be directed to the Authorized Official of a Member. Specific protocols for requesting aid are set forth in the operational and planning procedures referenced in Article IV, above.

B. Response to a Request for Assistance – After a Member receives a request for assistance, the Authorized Official shall evaluate whether resources are available to respond to the request for assistance. As soon as possible after completing the evaluation, the Authorized Official shall inform the Requesting Member whether it has the resources to respond. If the Member is willing and able to provide assistance, the Member shall inform the Requesting Member about the type of available resources and the approximate arrival time of such assistance.

C. Discretion of Responding Member's Authorized Official – Each Member recognizes and agrees that execution of this Agreement does not create any duty to respond to a request for assistance. When a Member receives a request for assistance, the Authorized Official shall have absolute discretion as to the ability of that Member to respond to a request for assistance. An Authorized Official's decisions on the availability of resources shall be final.

ARTICLE VI. RESPONDING MEMBER PERSONNEL

A. National Incident Management System (NIMS) - When providing assistance under this Agreement, the Requesting Member and Responding Member shall be organized and shall function under NIMS.

NIMS provides a consistent nationwide approach that allows federal, state, local and tribal governments as well as private sector and nongovernmental organizations to work together to manage incidents and disasters of all kinds. To be eligible for federal emergency management assistance, water and wastewater mutual aid and assistance programs must meet NIMS standards for emergency preparedness and response.

B. Control - Personnel sent by a Responding Member shall remain under the direct supervision and control of the Responding Member. The Requesting Member's Authorized Official shall coordinate response activities with the designated supervisor(s) of the Responding Members(s). Whenever practical, Responding Member's personnel must be self-sufficient for up to 72 hours.

C. Food and Shelter - The Requesting Member shall supply reasonable food and shelter for the Responding Member's personnel. If the Requesting Member fails to provide food and shelter for Responding Member's personnel, the Responding Member's designated supervisor is authorized to secure the resources necessary to meet the needs of its personnel. The cost for such resources must not exceed the per diem rates established

by the State of Michigan for that area. The Requesting Member remains responsible for reimbursing Responding Member for all costs associated with providing food and shelter, if such resources are not provided.

D. Communication - The Requesting Member shall provide Responding Member's personnel with radio equipment as available, or radio frequency information to facilitate communications with local responders and utility personnel.

E. Status - Unless otherwise provided by law, the Responding Member's officers and employees retain the same privileges, immunities, rights, duties and benefits as provided in their respective jurisdictions.

F. Licenses & Permits - To the extent permitted by law, the Responding Member's personnel who hold licenses, certifications or permits issued by the State of Michigan evidencing professional, mechanical or other skills and when such assistance is sought by the Requesting Member, shall be allowed to carry out activities and tasks relevant to their respective credentials during the specified Period of Assistance.

G. Right to Withdraw - The Responding Member's Authorized Official retains the right to withdraw some or all of its resources at any time. Notice of intention to withdraw must be communicated to the Requesting Member's Authorized Official as soon as possible. Notice of withdrawal can be made orally or in writing and is within the complete discretion of the Responding Member. When made orally, the notice of withdrawal shall be prepared and submitted in writing as soon as practicable after the oral notice.

H. No Waiver of Governmental Immunity – All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules which apply to the activity of officers, agents and employees of public bodies, including, but not limited to counties, cities, townships, and villages, shall apply to the same degree and extent to the performance of such functions and duties of Members extraterritorially under the provision of this Agreement. No provision of this Agreement is intended to, nor shall any provision of the Agreement be construed as a waiver by any governmental entity, its agents, employees or officials, of any governmental immunity as provided by Public Act 170 of 1964, the "Governmental Immunity Act," as set forth in MCL 691. 1401, et seq.

I. Independent Contractor - The Members agree that at all times and for all purposes under the terms of this Agreement each Member's relationship to any other Member shall be that of an independent contractor. No liability, right or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to any Member as a result of this Agreement. Personnel dispatched to aid a Member are entitled to receive benefits and/or compensation to which they are otherwise entitled under the Michigan Workers' Disability Compensation Act of 1969, any pension law, or any act of Congress.

Members, as independent contractors are not authorized to enter into or sign any agreements on behalf of other Members or to make any representations to third parties that are binding upon other Members.

J. Liability. Each Member will be solely responsible for the acts of its own employees, agents, and subcontractors, the costs associated with those acts and the defense of those acts. The Members shall not be responsible for any liability or costs associated with those acts and the defense of those acts for Members outside of their political jurisdictions. It is agreed that none of the Members shall be liable for failure to respond for any reason to any request for assistance or for leaving the scene of an Emergency with proper notice after responding to a Request for Assistance.

K. Insurance. Each Member shall be responsible for insuring its activities as they relate to MiWARN. MiWARN may choose to require each Member to provide Certificates of Insurance or Self-Insurance demonstrating the Member's proper coverage and limits. In the event any Member has a lapse in proper insurance coverage, as determined by the Steering Committee, the Member may be suspended from participation in MiWARN.

L. Confidential Information. To the extent permitted by law, Members shall maintain the strictest confidence and shall take all reasonable steps necessary to prevent the disclosure of any confidential information relating to the ongoing security measures of a public body, capabilities and plans for responding to a violation of the Michigan anti-terrorism act, chapter LXXXIII-A of the Michigan penal code, 1931 PA 328, MCL 750.543a to 750.543z, emergency response plans, risk planning documents, threat assessments, and domestic preparedness strategies, including but not limited to confidential information relating to the plans, specifications and location of water and wastewater facilities provided to it by another Member pursuant to this Agreement. If any Member or third party requests or demands by subpoena or otherwise, that Member shall immediately notify the owner of the confidential information and shall take all reasonable steps necessary to prevent the disclosure of any confidential information by asserting all applicable rights and privileges with respect to such information and shall cooperate fully in any judicial or administrative proceeding related thereto.

ARTICLE VII. COST REIMBURSEMENT

Unless otherwise mutually agreed in whole or in part, the Requesting Member shall reimburse the Responding Member for each of the following categories of costs incurred while providing aid and assistance during the specified Period of Assistance.

A. Personnel - Responding Member's personnel are to be paid for work completed during a specified Period of Assistance according to the terms provided in their employment contracts or other conditions of employment. The Responding Member's designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance. Re-requesting Member reimbursement to the Responding

Member must consider all personnel costs, including salaries or hourly wages, costs for fringe benefits, and indirect but necessary costs.

B. Equipment - The Requesting Member shall reimburse the Responding Member for the use of equipment during a specified Period of Assistance. At a minimum, rates for equipment use must be based on the FEMA Schedule of Equipment Rates. If a Responding Member uses rates different from those in the FEMA Schedule of Equipment Rates, The Responding Member must provide such rates in writing to the Requesting Member's Authorized Official prior to supplying resources. Mutual agreement on which rates are used must be reached in writing prior to dispatch of the equipment. Reimbursement for equipment not referenced on the FEMA Schedule of Equipment Rates must be developed based on actual recovery of costs. In the event the Responding Member's equipment is damaged during the Period of Recovery that is not caused by carelessness, negligence or operator error on the part of the Responding Member, the Requesting Member shall reimburse the Responding Member for the repair or replacement of the damaged equipment. Damage must be reasonably attributed to the specific response and taking into consideration normal wear and tear.

C. Materials and Supplies - The Responding Member shall be reimbursed for all materials and supplies furnished by it and used or damaged during the Period of Assistance, unless such damage is caused by negligence of the Responding Member or their utility personnel. The Requesting Member must reimburse the Responding Member in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies. Handling charges shall be as set forth in the by-laws or resolution of the Steering Committee. The Responding Member must not charge direct fees or rental charges to the Requesting Member for other supplies and reusable items that are returned as soon as practicable to the Responding Member in clean, damage-free condition. Reusable supplies that are returned to the Responding Member with damage must be treated as expendable supplies for the purposes of cost reimbursement. Requesting Members shall be given the option of providing the supplies need or used by the Responding Member.

D. Incidental Costs - Other reasonably related incidental costs that are accrued by the Responding Member during the specified Period of Assistance shall be paid by the Requesting Member. Incidental costs include travel costs to deploy personnel to the Requesting Member's location, shipping costs to transport equipment, etc.

E. Payment Period - The Responding Member must provide an itemized bill to the Requesting Member, listing the services provided, the dates services were provided, and the amount of payment due for all expenses it

incurred as a result of providing assistance under this Agreement. The Responding Member shall send the itemized bill not later than ninety (90) days following the end of the Period of Assistance. The requesting Member must pay the bill in full on or before the sixtieth (60th) day following the billing date. The Requesting Member shall return any invalid or incomplete invoice to the Responding Member within thirty (30) days after the Requesting Member receives the invoice. An explanation will accompany the invoice that states the reason for the return and any information needed to correct the invoice. Unpaid bills become delinquent upon the sixty-first (61st) day following the billing date unless alternate payment agreement between parties can be reached. Once a bill is determined to be delinquent, it shall accrue interest at the rate of prime plus two percent (2%) per annum as reported by the Wall Street Journal.

F. Disputed Billings - Those undisputed portions of a bill shall be paid under the payment plan specified above. Only the disputed portions should be sent to arbitration under Article VIII.

ARTICLE VIII. DISPUTE RESOLUTION

If any controversy or claim arises out of or relates to the Agreement, including but not limited to an alleged breach of the Agreement, the disputing Member may agree in writing, if authorized by the Member's governing body, to arbitration of the matter in accordance with the rules of the American Arbitration Association. This provision does not waive any right of any party to file the claim in appropriate court having jurisdiction.

ARTICLE IX. SIGNATORY INDEMNIFICATION

In the event of a liability, claim demand, action or proceeding of whatever kind or nature arising out of a specified event of Assistance, the Requesting and Responding Members who receive and provide assistance shall indemnify and hold harmless those non-responding Members whose involvement in the transaction or occurrence that is the subject of such claim, demand, or other proceeding is limited to execution of this Agreement.

In the event of a claim for property damage or bodily injury by a non-party hereto, arising from an event of assistance neither the Responding Member nor the Requesting Member will be deemed to indemnify, defend or hold harmless the other from any act or omission of the other Member's officers, employees, agents, contractors or volunteers acting under this Agreement.

ARTICLE X. WORKER'S COMPENSATION CLAIMS

Each Member is responsible for providing worker's compensation benefits and administering worker's compensation for its own personnel as it would in the normal course of business.

ARTICLE XI. NOTICE

A Member who becomes aware of a claim or suit that in any way, directly or indirectly contingently or otherwise, affects or might affect other Members of this Agreement shall provide prompt and timely notice to the Members who may be affected by the suit or claim. Each Member reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

ARTICLE XII. EFFECTIVE DATE

This Agreement shall be effective on the date of full execution of the Agreement. The date of full execution of this Agreement shall be the last date on which this agreement has been signed by a party to this Agreement. The Steering Committee shall maintain a list of all Members.

ARTICLE XIII. DURATION, WITHDRAWAL, AND TERMINATION OF AGREEMENT

A. **Duration.** This Agreement shall commence on the Effective Date and continues until terminated in accordance with Section C, below.

B. **Withdrawal by a Member.** Any Member may withdraw, at any time, from this Agreement for any reason, or for no reason at all, upon seven (7) days written notice to the Steering Committee. The withdrawal of any Member shall not terminate or have any effect upon the provisions of this Agreement so long as MiWARN remains composed of at least two (2) Members.

C. **Termination.** The MiWARN shall continue until terminated by the first to occur of the following:

- (a) MiWARN consists of less than two (2) Members; or
- (b) A unanimous vote of termination by the total membership of MiWARN.

ARTICLE XIV. MODIFICATION

No provision in this Agreement may be modified, altered, or rescinded by individual parties to the Agreement. Modification to this Agreement may be due to programmatic operational changes to support the Agreement. Modifications require a simple majority vote of Members. The Chair of the Steering Committee must provide written notice to all Members of approved modifications to this Agreement. Approved modifications take effect 60 days after the date upon which notice is sent to the Members.

ARTICLE XV. ASSIGNMENT OF RIGHTS/DUTIES

Assignments of benefits and delegations of duties created by this Agreement are prohibited and must be without effect.

ARTICLE XVI. PRIOR AGREEMENTS

Nothing within this Agreement shall prohibit a Member from participating in other mutual aid agreements and this Agreement shall not supersede prior Agreements between Members unless the prior Agreement is terminated.

ARTICLE XVII. PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES

This Agreement is for the sole benefit of the Members and no person or entity may have any rights under this Agreement as a third-Member beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and must be without effect. Any Member may be removed from participation in this Mutual Aid Agreement by majority vote of the Members of the applicable Regional Committee, or Steering Committee, with adequate notice and a right to be heard at a regular or special meeting.

ARTICLE XVIII. INTRASTATE & INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS

To the extent practicable, Members of MiWARN shall participate in Mutual Aid and Assistance activities conducted under the State of Michigan Intrastate Mutual Aid and Assistance Program and Interstate Emergency Management Assistance Compact (EMAC). Members may voluntarily agree to participate in an interstate Mutual Aid and Assistance Program for water and wastewater utilities and public works agencies through this Agreement if such a Program were established.

ARTICLE XIX. RECORDS, DOCUMENTS AND SENSITIVE INFORMATION

All records, documents, writings or other information produced or used by the parties to this Agreement, which, under the laws of the State of Michigan, are classified as public or privileged, will be treated as such by the other parties to this Agreement. The parties to this Agreement shall not use any information, systems or records made available to them for any purpose other than to fulfill their contractual duties specified in this Agreement. Both Requesting and Responding Members acknowledge that they will have access to sensitive information of others that may be considered sensitive or protected under the laws of the State of Michigan. If a Member receives a request to provide information of another Member or a third party, the Member receiving such request shall notify the other Member and they shall jointly agree upon what documentation is to be released, subject to applicable laws, ordinances and regulations.

ARTICLE XX. MISCELLANEOUS

A. This Agreement sets forth the entire agreement between the parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Member. The parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement.

B. **Severability of Provisions.** If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.

C. **Governing Law/Consent to Jurisdiction and Venue.** This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan.

D. **Captions.** The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.

E. **Terminology.** All terms and words used in this Agreement, regardless of the numbers or gender in which they are used, are deemed to include any other number and any other gender as the context may require.

F. **Recitals.** The Recitals shall be considered an integral part of this Agreement.

G. **Amendment.** The Agreement may be amended or an alternative form of the Agreement adopted only upon written agreement and approval of the governing bodies of all parties, except an amendment to remove a Member shall not require agreement or approval of the governing body of the Member being removed. Upon an Amendment to this Agreement being adopted, a copy, certified by the secretary of the Steering Committee, shall be furnished to all Members.

H. **Compliance with Law.** MiWARN shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.

I. **No Third Party Beneficiaries.** Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any party's rights in this Agreement, or any other right of any kind in favor of any individual or legal entity

J. **Counterpart Signatures.** This Agreement may be signed in counterpart. The counterparts taken together shall constitute one (1) agreement.

K. Permits and Licenses. Each Member shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees/and/or agents necessary to perform all its obligations under this Agreement. Upon request, a Member shall furnish copies of any permit, license, certificate or governmental authorization to the requesting Member.

L. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by any party shall subsequently affect its right to require strict performance of this Agreement.

NOW, THEREFORE, in consideration of the covenants and obligations contained herein, the participating utilities listed here, as a Participating Member duly executes this Water/Wastewater Mutual Aid Agreement this ____ day of _____, 20__.

Water/Wastewater Utility or Public Works Agency Authorized Official(s):

By: _____

By: _____

Title: _____

Title: _____

Name of Participating Member: _____

(Please note: Attach a copy of your MiWARN resolution to this document when you submit it. Thank You.



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.6.**

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

FROM: Clyde J. Robinson, City Attorney

DATE: June 1, 2020

SUBJECT: Marihuana Social Equity Policy Amendment

RECOMMENDATION:

It is recommended that the City Commission amend the recently adopted Social Equity Policy so as to be consistent with recent changes to the State's social equity program.

BACKGROUND:

At its May 18, 2020 meeting the City Commission adopted a local Social Equity Policy to promote and encourage participation in the marihuana industry by people from communities that have been disproportionately impacted by marihuana enforcement. The next day, May 19, 2020 the State Marijuana Regulatory Agency announced changes in its social equity program in an effort to expand its impact and participation.

The most important change and the one that impacts the City's Social Equity Policy is a 40% fee reduction in licensing fees for a marijuana felony conviction. The attached draft reflects this change.

For your information the other changes made by the State in its social equity program, but which do not impact the City Policy are:

- Inclusion of communities with 20% of more of the population at the federal poverty level, which resulted in a jump from 41 eligible communities to 184.
- Applicants no longer must live in a disproportionately impacted community to claim the conviction reduction or caregiver reduction.
- Qualification for the 25% Residency reduction amended to require residency in a disproportionately impacted community for 5 of the past 10 years.

- Qualifying social equity applicants no longer need to locate their business in a disproportionately impacted community, but the fee reductions expire after 2 years; while the fee reduction benefits for locating in a disproportionately impacted community continue as long as the business remains eligible.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

As indicated when the City Commission acted on May 18, 2020 in adopting the Social Equity Policy, the proposed change further support the Shared Prosperity and Economic Vitality goals.

Strategic Goal Impact:



Shared Prosperity - Abundant opportunities for all people to prosper



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

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

None, as the requested change increases the waiver for a felony conviction and is consistent with the goals of the Social Equity Plan.

FISCAL IMPACT:

Negligible; the increase from 25% to 40% for a felony conviction reduces the City permit fee by \$750 for a qualifying applicant.

Subject: Marihuana Social Equity Policy**Date:** May 18, 2020 **No.** 30.9**Page:** 1 of: 3**PURPOSE:**

This goal of this policy is to promote and encourage participation in the marihuana industry by people from communities that have been disproportionately impacted by marihuana prohibition and enforcement and to positively impact communities. This policy applies to all marihuana licenses. Current license holders will be required to abide by this policy upon renewal including the requirement to submit a social equity plan.

SCOPE:

This policy seeks to:

- Allow targeted focus on disproportionately impacted individuals and neighborhoods
- Reduce barriers to entering the marihuana industry specific to Kalamazoo residents
- Provide funding for the development and activities that support the Kalamazoo community in alignment with Shared Prosperity in Kalamazoo (SPK)

POLICY:**A. Fee reductions**

The City marihuana business permit fee required of qualifying individuals and business entities is reduced as follows:

1) A 25% reduction in the City permit fee for a sole proprietor who is a resident, or a business entity composed of majority (51% or more) ownership by one or more persons who are residents, of City Census Tracts 1 (Eastside), 9, 10, (Edison), and/or 2.02, 3 (Northside) for 3 years prior to applying for a marihuana business permit.

2) A reduction in the City permit fee for one, but not both, of the following:

- A 25% reduction in the City permit fee for a City resident or group of City residents with a marihuana-related misdemeanor conviction that does not involve distribution of a controlled substance to a minor, who have 51% or more ownership interest in the business. and who has or have resided in the City for 3 years prior to applying for a marihuana business permit.
- A 40% reduction in the City permit fee for a City resident or group of City residents with a marihuana-related felony conviction that does not involve distribution of a controlled substance to a minor, who have 51% or more ownership interest in the business. and who has or have resided in the City for 3 years prior to applying for a marihuana business permit.

Subject: Marihuana Social Equity Policy**Date:** May 18, 2020 **No.** 30.9**Page:** 2 of: 3

3) An additional 10% reduction in the City permit fee if a sole proprietor or a member of the business entity holding at least a 10% ownership interest in the business has been a registered primary caregiver for at least 2 years between 2008 and 2017.

B. Zoning Code Exceptions

1) A business entity operating as a marihuana retailer may locate 500 feet from another retailer in conformity with the City zoning code if:

- An applicant, or a majority (51% or more) of the applicant-owners is a City resident within City Census Tracts 1 (Eastside), 9, 10 (Edison), and/or 2.02, 3 (Northside) for the 3 years prior to applying for a marihuana business permit; or
- A City resident or group of City residents with a marihuana-related misdemeanor or felony conviction that does not involve delivery or distribution of a controlled substance to a minor and who has 51% or more ownership interest in the business

2) A business entity operating as a marihuana microbusiness may locate 250 feet from another microbusiness in conformity with the City zoning code if:

- An applicant, or a majority (51% or more) of the applicant-owners is a City resident within City Census Tracts 1 (Eastside), 9, 10 (Edison), and/or 2.02, 3 (Northside) for the past 3 years; or
- A City resident or group of City residents with a marihuana-related misdemeanor or felony conviction that does not involve delivery or distribution of a controlled substance to a minor and who has 51% or more ownership interest in the business

C. Community Impact

1) At least 25% of marihuana business fee and tax revenue received by the City will be set aside and used to support the following programs/initiatives:

- a. Training to help educate people of color to prepare for ownership/operations of future marihuana establishments.
- b. Provide community outreach and education on topics such as use of marihuana by pregnant women, the difference between state and federal laws concerning marihuana and adult use of marihuana in general.
- c. Support Shared Prosperity Kalamazoo priorities
 - i. Strong Youth
 - ii. Strong Families
 - iii. Good jobs

Subject: Marihuana Social Equity Policy**Date:** May 18, 2020 **No.** 30.9**Page:** 3 of: 3

d. Blight Elimination

2) The City requires that all marihuana businesses make a good faith effort to hire employees with prior marihuana convictions (excepting a conviction for delivery or distribution to a minor) or that live in Census Tracts 1 (Eastside); 9,10 (Edison) and/or 2.02, 3 (Northside).

D. Compliance with Social Equity Plan

1) Individuals or entities that have received fee reductions and/or reduced separation opportunities based on this social equity policy must provide proof of continued eligibility at time of City permit renewal.

a. If eligible, they will receive fee deductions when renewing.

b. If no longer eligible

i. They will not receive fee deductions

ii. If the individual or entity took advantage of reduced separation opportunities, they would no longer be eligible to operate the business at that location.

2) Existing businesses may submit documentation to apply for social equity fee reductions during the license renewal process.

EFFECTIVE DATE: ~~May 18~~June 1, 2020

David Anderson, Mayor

HISTORY:

This policy was initially adopted on May 18, 2020 by the City Commission in conjunction with zoning and licensing ordinances authorizing the establishment of adult-use marihuana businesses. The following day, the Michigan Marijuana Regulatory Agency announced changes to its Social Equity Program effective June 1, 2020. On June 1, 2020 the City Commission amended this policy to incorporate a 40% reduction in permit fees for a marihuana felony conviction not involving delivery or distribution to a minor.



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.7.**

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

FROM: Clyde J. Robinson, City Attorney
Prepared by: Marcia Jones, Assistant City Attorney

DATE: June 1, 2020

SUBJECT: Settlement of Sewer Backup Claim

RECOMMENDATION:

It is recommended that the City Commission authorize the settlement of a claim from Icon Properties for a sewer backup that occurred in August 2019 at 1319 Lafayette Street in the amount of \$26,454.54.

BACKGROUND:

In August, 2019 property located at 1319 Lafayette St. in the City of Kalamazoo experienced a sewer backup resulting from a blockage in the sewer main. The City of Kalamazoo has traditionally taken the responsibility to keep the main line clear of obstructions. In this case there was a build up resulting in sewage backing up into the residence. The backup resulted in significant interior damage to the property. The ASU group investigated the incident and, along with City staff, determined roots were clogging the main preventing a constant flow and resulting in a backup of sewage into the property.

Under Michigan law, the City has accepted liability for the backup. However, since the amount of the claim exceeds the \$25,000 limit settlement authority of the City Attorney, City Commission approval to resolve this matter is required.

STRATEGIC VISION ALIGNMENT:

Strategic Goal Impact:



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.

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.

FISCAL IMPACT:

The amount of the claim will be paid from the Sewer Fund.

April 10, 2020

City of Kalamazoo
241 W South Street
Kalamazoo MI 49007-4707

REPORT #6

RE:	Company Claim #:	K-067-19
	Insured:	City of Kalamazoo
	Claimant:	The Annex
	Date of Loss:	08/08/2019
	ASU File #:	008-19-38693
	Loss Location:	1319 Lafayette, Kalamazoo, MI
	Claimed Amount:	\$29,434.69

REVISION TO REPORT 4:

The following is a breakdown of the invoices that were sent in report 4, after talking to Jennifer from Bailtek Carpet and Cleaning there was a misunderstanding on what we consider contents and what they consider contents on their invoice.

Under the contents billing of their invoice they consider contents as pad, carpet, trim and material.

Bailtek Carpet Cleaning - \$24,755.79

Reimbursement to renters for hotel and food: - \$2,950.15
(Maddie, Ashley, Morgan, Jordan, Summer, Stephanie)

Greg Wood (replacement of washer/dryer) - \$450.00

Dr. Drain for repairs to plumbing - \$525.00

Icon Properties for maintenance call – \$753.75

Total for all: \$29,434.69

Please reconsider the new amount of the claim, should you have any questions and/or concerns please feel free to contact our office and we will be happy to assist you.



DIARY DATE:

June 10, 2020

Respectfully,

Shelby Velasquez

Shelby Velasquez

Claims Specialist

800-820-8006 Ext 7720

License #: 0214685

svelasquez@asugroup.com



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.8.**

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

FROM: Clyde J. Robinson, City Attorney

DATE: June 1, 2020

SUBJECT: Extension of Wastewater Agreement with Village of Vicksburg

RECOMMENDATION:

It is recommended that the City Commission authorize the City Manager to execute the proposed Extension of the Wastewater Agreement with the Village of Vicksburg.

BACKGROUND:

This extension of the existing wastewater agreement with the Village of Vicksburg is requested because the Village has secured a federal loan to make improvements to its municipal wastewater system which is served by the City's wastewater treatment plant. Due to the length of the loan, the U.S. Department of Agriculture's Rural Utilities Service requires that the Wastewater Agreement with the City be extended to cover the life of the loan.

STRATEGIC VISION ALIGNMENT:

This agreement with a local municipality serves the goals of: Environmental Responsibility, Good Governance, and Community Partnership

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

None as this is inter-governmental agreement.

FISCAL IMPACT:

This extension of the current wastewater agreement between the City and Village imposes no new or additional costs or expenses on the City.

WASTEWATER SERVICE AGREEMENT

THIS WASTEWATER SERVICE AGREEMENT (the "Agreement") is made and entered into as of _____, 2020, by and between the City of Kalamazoo, (hereinafter referred to as "KALAMAZOO") and the Village of Vicksburg (hereinafter referred to as the "MUNICIPALITY")

WITNESSETH:

WHEREAS, KALAMAZOO and the MUNICIPALITY are parties to the Wastewater Service Agreement City of Kalamazoo – Municipality of Vicksburg dated April 22, 1985 (the "Current Wastewater Service Agreement") pursuant to the terms of which KALAMAZOO agreed to accept, convey and treat wastewater generated by customers in the MUNICIPALITY; and

WHEREAS, the MUNICIPALITY plans to make capital improvements (the "Project") to its public sewer system that transports wastewaters to the KALAMAZOO POTW and has received a loan from the U.S. Department of Agriculture's Rural Utilities Service ("RUS") to finance a portion of the cost of the Project; and

WHEREAS, the Federal regulations associated with the RUS loan to the MUNICIPALITY for this Project require KALAMAZOO and the MUNICIPALITY to enter into this Wastewater Service Agreement (the "Agreement");

NOW, THEREFORE, in consideration of the mutual promises and undertakings of the parties under this agreement and other good and valuable consideration, IT IS AGREED AS FOLLOWS:

1. This Agreement replaces all previous Agreements between these units of government relating to transportation and treatment of wastewaters, and any said previous agreements are rescinded.

2. DEFINITIONS:

"Wastewater" means the liquid and water-carried industrial or domestic waste from residential dwellings, commercial buildings, industrial facilities, and institutions (including, without limitation, contaminated groundwater, landfill leachate, and liquid industrial byproducts), whether treated or untreated, that is contributed, introduced or discharged into the POTW. The term includes any water that has in any way been used and degraded or physically or chemically altered.

"Sewer" means any pipe, tile, tube, drain, conduit, or conveyance that carries, transports, or conveys wastewater or drainage water. Other terms used in this Agreement related to sewers are defined as follows:

"Collector Sewer" means a component of a public sewer system that commonly connects the Sewer Main to an Interceptor Sewer.

“Interceptor Sewer” means a component of a public sewer system that receives flow from a Collector Sewer, Sewer Main, and/or a Private Sewer and conveys such flow to a point for treatment or disposal.

“Private Sewer” means any sewer service line, equipment, or facilities for the disposal of wastewater installed or located on any premises that transport wastewater from the premises to the public sewer system and is neither owned nor maintained by governmental agency.

“Public Sewer System” means a that is controlled by a governmental agency, public utility, or other public entity which carries wastewater or drainage water.

“Sanitary Sewer” means a sewer intended to carry liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions, and to which storm, surface and ground waters are not intentionally admitted, and which may include pumping stations, metering stations, and other appurtenances.

“Sewer Main” means a publicly owned and maintained sewer located under the street or within the public right-of-way or public easement and that collects sewage from a particular property for transfer to a Collector Sewer, an Interceptor Sewer, or to the KWRP.

“Industrial User” means any Nondomestic User that, by any means, contributes, causes or permits the contribution, introduction or discharge of wastewater or pollutants into the POTW, whether intentional or unintentional, and whether directly or indirectly. Other terms used related to industrial users are defined as follows:

“Nondomestic User” means any user other than a Domestic User.

“Domestic User” means a user that discharges only segregated normal strength domestic waste into the POTW.

“Domestic Waste” or “Domestic Wastewater” means wastewater (or water- or liquid-carried waste) of human origin generated by personal activities from toilet, kitchen, laundry, or bathing facilities, or by other similar facilities used for household or residential dwelling purposes. Domestic waste does not include any waste resulting from industrial or commercial processes, including, without limitation, any hazardous or toxic pollutants. Wastes that emanate from sources other than residential dwelling units may be considered domestic wastes only if they are of the same nature and strength and have the same flow rate characteristics as wastes that emanate from residential dwelling units.

“POTW” (Publicly Owned Treatment Works). The complete sewage disposal, transportation and treatment system of KALAMAZOO, including the KWRP, and any devices, processes and systems used in the storage, treatment, recycling or reclamation of wastewater, sewage or sludge, as well as all sewers, pipes and other conveyances used to collect or convey wastewater or sewage to the KWRP (including temporary connections, if any, approved by the Director), as now or hereafter added to, extended or improved. The term “POTW” shall also include any wastewater collection facilities or sewers outside the City that convey wastewaters to the POTW from persons who are, by contract or agreement with the City, users of the POTW.

“KWRP” or “Kalamazoo Water Reclamation Plant” means the portion of the POTW that is designed to provide treatment, including recycling or reclamation, of wastewater, and that is commonly referred to as a POTW wastewater treatment plant (“WWTP”).

3. CONVEYANCE OF WASTEWATERS: MUNICIPALITY agrees to convey the wastewaters from its public sewer system to the KALAMAZOO POTW at points established in accordance with a Part 41 permit for the Kalamazoo Metropolitan Area. Under this Agreement, MUNICIPALITY has the right to convey, and KALAMAZOO agrees to accept, the existing capacity of and future Part 41 permitted expansions to, MUNICIPALITY's public sewer system.

4. ACCEPTANCE & TREATMENT: KALAMAZOO agrees to accept wastewater to the best of its ability, in accordance with its NPDES permit, from the MUNICIPALITY's existing public sewer system and future Part 41 permitted public sewer system expansions into its POTW, and to provide for the treatment and disposal thereof.

5. WASTEWATER CONTROL: As long as the wastewater of MUNICIPALITY is treated by KALAMAZOO, MUNICIPALITY shall have in effect a plumbing code and such other ordinances, rules, and regulations as may be necessary to maintain standards for the construction, maintenance, repair, and use of its public sewer system at least as equal to those then in effect in KALAMAZOO, and shall provide for the strict enforcement thereof.

At the request of KALAMAZOO, MUNICIPALITY shall immediately terminate sewer service to any Domestic User or Nondomestic User premises which fails to comply with said ordinances, rules, and regulations. KALAMAZOO shall have the right to inspect the MUNICIPALITY public sewer system and premises connected thereto for purposes of enforcement of this Agreement.

The above ordinances, rules, and regulations governing construction, maintenance, repair, and use shall be at least as stringent as those of the City of Kalamazoo, including but not limited to the pertinent provisions of Chapter 28 of the Kalamazoo City Code, as that Code exists at present or as may be amended from time to time. Any changes in Federal or State law or regulations or in the Kalamazoo City Code which set stricter standards shall automatically become part of this contract. In addition, so long as there is an outstanding balance on any loan made by the United States Department of Agriculture's RUS to MUNICIPALITY, this Agreement shall be subject to all present and any future RUS regulations.

The MUNICIPALITY public sewer system shall be used for only such wastewaters as are permitted under such laws, ordinances, rules and regulations as are in effect at the time of the given use.

6. MUNICIPAL PUBLIC SEWER SYSTEM: It is understood that the sewers and appurtenances which are part of the s MUNICIPALITY public sewer system, except such facilities as have been, are, or will be constructed at KALAMAZOO expense, are the property and responsibility of MUNICIPALITY.

7. PUBLIC SEWER SYSTEM CONSTRUCTION: MUNICIPALITY agrees to construct and maintain, at its expense, its public sewer system. Any MUNICIPALITY public sewer system construction and improvements (new sewers, reconstruction of existing sewers, etc.) shall be designed by a Registered Professional Engineer and the design, plans, and specifications therefor shall be subject to prior review and approval by KALAMAZOO acting through its Director of Public Services, and shall equal or exceed KALAMAZOO standards for

materials and construction. Any construction of the MUNICIPALITY public sewer system shall be inspected by qualified personnel under the supervision of the Professional Engineer.

Detailed records of public sewer system additions or modifications shall be maintained by MUNICIPALITY, and copies of as-built drawings and records pertaining to service connections and property leads shall be furnished to KALAMAZOO. No system extensions beyond the MUNICIPALITY corporate limits or the area being served shall be made without prior written approval from KALAMAZOO.

8. COMPENSATION FOR TREATMENT: MUNICIPALITY agrees to compensate KALAMAZOO for the transportation and treatment of wastewater from MUNICIPALITY public sewer system through the KALAMAZOO POTW and KWRP on the basis of the measured wastewater flow it delivers to the City of Portage Interceptor Sewer and does not include any compensation MUNICIPALITY may be required to pay to the City of Portage for use of the Interceptor Sewer. Measurement of the wastewater flow shall be by a wastewater meter, which shall be constructed, operated and maintained by KALAMAZOO. KALAMAZOO also agrees to provide professional calibration of the meter to manufacturer's standards to verify that it is performing accurately. Such professional calibrations shall be on a minimum semiannual schedule. MUNICIPALITY shall be informed of such calibration tests in order that they may witness the testing procedure.

A schedule of user charges applicable to the wastewater flow from MUNICIPALITY shall be as set forth in Chapter 28 of the KALAMAZOO City Code of Ordinances, and as amended from time to time.

User charges for operation, maintenance and replacement of the POTW and KWRP shall conform with guidelines established by the U.S. Environmental Protection Agency or other regulatory agencies, as may be amended from time to time. Such charges shall generate sufficient revenue to pay all cost of operation, maintenance and replacement, which are the responsibility of KALAMAZOO. The schedule of user charges shall be reviewed at least once every two years and revised as required. Such charges shall insure that every user and user class pays its proportionate share of the operation, maintenance, and replacement costs.

The system of capital charges shall be reviewed at least once every two years and revised as required to ensure that every user and user class pays its proportionate share of such charges.

The parties may use a rate expert selected by KALAMAZOO to assist them in reviewing the charges, and the cost of such expert shall be charged to the wastewater system.

All bills for services rendered by KALAMAZOO shall be due and payable by MUNICIPALITY within thirty (30) days following the date of such billings. A charge of five (5%) percent of the amount of the bill plus a one (1%) percent per month interest shall be added to overdue billings.

MUNICIPALITY agrees to charge rates to its customers that are sufficient to cover the costs charged by the City pursuant to this contract as well as to cover the capital, operating, and maintenance costs of MUNICIPALITY'S public sewer system.

9. INDUSTRY: MUNICIPALITY agrees to establish charges against industrial users of the MUNICIPALITY sewer System, to require pretreatment of industrial wastes when such is deemed necessary by the Kalamazoo Director of Public Services and to execute contracts with industrial users as may be required to comply with Federal regulations established as a

condition of approval of Federal grants for KALAMAZOO or MUNICIPALITY. All charges collected by MUNICIPALITY for industrial treatment surcharges or industrial cost recovery for projects attributable to KALAMAZOO'S construction shall be turned over to KALAMAZOO to be used in accordance with applicable Federal regulations.

10. INDUSTRIAL CONNECTION: Any industrial user desiring to use the public sewer system of the MUNICIPALITY within the service area, described in Paragraph 4, above, for industrial wastes, shall apply in writing to Kalamazoo's Director of Public Services and the appropriate official of the MUNICIPALITY for permission to connect to the public sewer system of the MUNICIPALITY and no discharge of any such industrial wastes into that sewer system in the service area shall be permitted unless and until all of KALAMAZOO'S lawful requirements shall first have been met, including, where required, the pretreatment of such industrial wastes as approved by KALAMAZOO.

11. MAINTENANCE: All maintenance, construction, reconstruction, and/or repair of the MUNICIPALITY public sewer system or any part thereof shall be the responsibility of the MUNICIPALITY.

12. CONNECTION TO MUNICIPALITY'S SYSTEM: It is mutually understood and agreed that the MUNICIPALITY public sewer system may be utilized to serve areas of other communities. In the event that another political entity desires sewer service from or connection with the MUNICIPALITY public sewer system, such service shall be rendered, or such connection made only with the written approval of KALAMAZOO. No connection will be made that is not in accordance with accepted wastewater system collection practices. If the connection or service results in use of the public sewer system by any other political entity, MUNICIPALITY shall be entitled to compensation from that entity proportionate to such use. Such charges shall not exceed charges which are levied against users of the MUNICIPALITY'S public sewer system within the MUNICIPALITY for similar types of service.

13. HOLD HARMLESS: MUNICIPALITY agrees to pay on behalf of KALAMAZOO its departments, agents, officials, and employees, any liability, claim, fine, cost, or penalty of whatever form or kind, including but not limited to personal injury or property damage caused by the negligent or willful act or omission of the MUNICIPALITY or one or more of its officers, agents, employees, or departments, or of any customer or recipient of sewer services therein.

KALAMAZOO agrees to pay on behalf of the MUNICIPALITY, its departments, agents, officials, and employees any liability, claim, fine, cost, or penalty of whatever form or kind, including but not limited to personal injury or property damage to the extent caused by the negligent or willful act or omission of KALAMAZOO or one or more of its officers, agents, employees, or departments, or of any customer or recipient of sewer services therein.

MUNICIPALITY and KALAMAZOO agree that the MUNICIPALITY is the sole owner and operator of its public sewer system and that KALAMAZOO shall have no liability pursuant to Public Act 222 of 2001 for any claim of property damage or personal injury arising from a sewage disposal system event involving MUNICIPALITY'S public sewer system.

14. HOLD HARMLESS: MUNICIPALITY agrees to pay on behalf of KALAMAZOO its departments, agents, officials, and employees any liability, claim, fine, cost, or penalty of whatever form or kind, including but not limited to fines, costs, fees, or penalties imposed upon KALAMAZOO by any court or administrative agency, including but not limited to the United States Environmental Protection Agency or the Michigan Department of

Environment, Great Lakes, and Energy or its successor, because of any act or omission of the MUNICIPALITY or one or more of its officers, agents, employees, or departments, or of any customer or recipient of services therein, if the act or omission constitutes a violation of or places KALAMAZOO in violation of any environmental statute, ordinance, rule, or regulation.

15. EXTRA WORK BY KALAMAZOO: If KALAMAZOO provides or performs maintenance, construction, or repair which is not required of KALAMAZOO under this Agreement the charges therefor will be the cost of labor (including fringes) and materials plus such other charges as its Director of Public Services deems appropriate.

16. OPERATING AGREEMENT: KALAMAZOO will use reasonable diligence but does not guarantee uninterrupted service and shall not be liable for injuries or damages caused by such interruptions whether caused by defects in original construction, cave-ins, accidents, repairs, or other causes, nor shall KALAMAZOO be liable to MUNICIPALITY or any customer or other person, firm, or corporation for injuries or damages of any nature caused by the use of the POTW of KALAMAZOO or the MUNICIPALITY public sewer system or by interruptions therein. In the event that it is necessary for KALAMAZOO to restrict service to customers of the KALAMAZOO POTW system, including MUNICIPALITY and other contractual community customers, all of such customers of KALAMAZOO shall share proportionally in such restriction of service; provided, however, that the foregoing shall not restrict KALAMAZOO's authority to either (a) discontinue service to a customer within the MUNICIPALITY if such customer discharges waste that is harmful to KALAMAZOO's POTW system or KWRP treatment facility, or (b) terminate service to MUNICIPALITY for MUNICIPALITY's breach of this Agreement pursuant to Paragraph 17. This paragraph does not modify Paragraph 13.

17. TERMINATION: This Agreement shall remain in full force and effect for an indefinite period of time, but for at least a period equal to the repayment term for any loan from RUS to MUNICIPALITY for improvements to and extension of the MUNICIPALITY'S public sewer system, or 30 years, whichever is longer, unless sooner terminated by consent of the parties hereto or by either party because of a breach by the other party of a material provision or undertaking herein or failure to make a payment required hereunder; provided, however, that no termination shall be made because of such a breach until after the expiration of six months following a written notice of such breach to the offending party by the other party hereto, which notice shall specify how in the opinion of the non-offending party the breach can be corrected. After the expiration of the term, either party may terminate the agreement upon one-year's written notice to the other party.

18. ASSIGNMENT: KALAMAZOO shall at all times have the right and may at any time exercise that right to assign all of its rights, obligations, and liabilities to a wastewater authority created for the KALAMAZOO area.

19. SAVING CLAUSE: Should any part of this Agreement be held by a court of competent jurisdiction to be illegal or unenforceable, such event shall not be deemed to automatically affect the validity of any other portion hereof, but if the ruling deprives a part of one or more rights under this Agreement, this Agreement may be suspended upon then (10) days written notice to the other party. The parties would then negotiate for the purpose of revising the contract.

20. That in the event of any occurrence resulting in the MUNICIPALITY being unable to perform under this Agreement, any successor of MUNICIPALITY, whether the result of legal process, assignment, or otherwise (including, but not limited to, any pledge by MUNICIPALITY of this Agreement as security for its loan with RUS), shall succeed to the rights of the MUNICIPALITY under this Agreement.

WHEREOF, the parties have caused this Agreement to be executed and delivered, by their respective duly authorized officers, all as of the day and year first above written.

CITY:

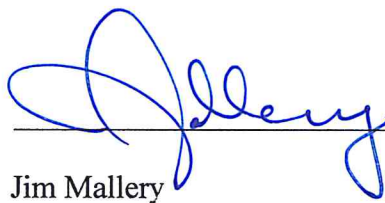
MUNICIPALITY:

CITY OF KALAMAZOO

VILLAGE OF VICKSBURG

By: _____
[PRINTED NAME],

Its: City Manager

By:  _____
Jim Mallery

Its: Village Manager.

By: _____
[PRINTED NAME],

Its: Clerk

By:  _____
Bill Adams,

Its: President



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **G.9.**

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

FROM: James K. Ritsema, ICMA-CM, City Manager
Prepared by: Sean R. Fletcher, CPRP

DATE: June 1, 2020

SUBJECT: Approve the sale of a portion of Eastern Hills Golf Course to the State of Michigan in the amount of \$9,400.

RECOMMENDATION:

It is recommended that the City Commission approve the sale of a portion of Eastern Hills Golf Course to the State of Michigan in the amount of \$9,400.00, which is the value set by an independent appraiser. The property is needed for the construction of a roundabout located at Gull Road (M-343) and G Avenue.

BACKGROUND:

The Michigan Department of Transportation (MDOT) will be constructing a roundabout at Gull Road (M-343) and G Avenue in 2021. In order to construct the roundabout a portion of Eastern Hills Golf Course will need to be purchased by the State of Michigan.

MDOT has indicated a need to acquire permanent rights to a portion of City property located at 6075 E. G Avenue, Parcel #280, of approximately 58,279 square feet. Also, temporary rights of 15,043 square feet are needed for a temporary Consent to Grade.

Representatives from MDOT, DM Golf (Golf Course Operator), Public Services, and Parks and Recreation met on-site to review the area of the golf course property that would be impacted. All parties agreed that the planned construction would minimally impact the golf course. MDOT will replace a portion of existing fencing and add landscaping to the area being purchased to make it more visually appealing.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

9011 - Real Estate, Agreements and Deeds (City Attorney's Office)

Strategic Goal Impact:



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: This sale of property falls within the sub-goal of organizational resources, which is to protect City resources with a sale of land, not required to meet goals and objectives, at the appraised value.



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

Discussion: While not adjacent to other City property, this sale promotes the greater community's ability for safety and growth while meeting the City's subgoals for asset management and property management.



Inviting Public Places - Vibrant streets, exceptional parks, and welcoming activities.

Discussion: The sale of this land, and the additional landscaping provided by the State in this area, meets the subgoal target of community partnership.

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.

FISCAL IMPACT:

The State of Michigan would pay the City of Kalamazoo \$9,400.00 for the portion of property along the southeastern edge of Eastern Hills Golf Course. This is the appraised value of the land.

The underlying land is included in the City's governmental capital assets, from acquisitions in 1957 and 1966. The book value of the property sold is approximately \$747. Therefore, the City will gain \$8,653 from the partial disposal.

ADDENDUM TO GOOD FAITH WRITTEN OFFER

This information required by P.A. 286 of 1964

Page 1 of 2

+	NAME	NATURE OF INTEREST
	The City of Kalamazoo, a Municipal Corporation	Fee Owner
-	ADDRESS	TELEPHONE NUMBERS
	241 W. South Street, Kalamazoo, MI 49007	(269) 337-8047, (269) 337-8039

☐ SEE ATTACHED LIST FOR ADDITIONAL OWNERS

Price	A	The owner(s) agree to sell the following described property to the Michigan Department of Transportation for the sum of <u>Nine Thousand, Four Hundred Dollars (\$9,400.00)</u> and to deliver to the Michigan Department of Transportation a warranty deed clear of all encumbrances subject only to easements and restrictions of record.
Title	B	The owner(s) agree not to sell, convey, mortgage, or otherwise encumber the title to the land or any part thereof, or to permit any act or deed to diminish the value of the following described land.
Taxes	C	The owner(s) agree to pay all real estate taxes due and payable at the time of closing. The owner(s) also agrees to pay any special assessment levied at the time of closing. The owner(s) also agrees to pay any personal property taxes due and payable at the time of closing including all jeopardy assessments filed at the time of closing. Ad-valorem real taxes will be prorated in accordance with the provisions of Act 288, P.A. 1966.
Improvements	D	This sale includes all buildings, structures, trees and other improvements on the property.
Occupancy	E	The Michigan Department of Transportation will become the owner of the property upon payment of the price listed above. The owner(s) shall have the right to occupy the improvements on the property for a period of <u>30 Days</u> days after the closing. However, if the buildings become vacant subsequent to the acceptance of the Good Faith Offer, they will not be reoccupied.
Escrow Agent	F	The owners(s) agree that <u>Devon Title</u> will act as escrow agent in closing this sale. The escrow agent will deduct from the proceeds all sums necessary to satisfy and discharge all liens, encumbrances and taxes and secure and record the instruments sufficient to vest an unencumbered title in the name of the Michigan Department of Transportation, subject only to easements and restrictions of record.
Commitment	G	20003324
Delayed Payment	H	The owner(s) agree to await a later refund of prorated prepaid ad-valorem taxes.
Minerals	I	Fluid Mineral and Gas rights are ☒ included ☐ not included.
Special Provisions	J	Additional compensation for Temporary Grading Consent = \$195.00

Any personal property or fixtures that have not been removed by the date of a Notice to Quit to be issued by MDOT will become the property of MDOT and will be removed by MDOT, its contractors, or its agents. This does not apply to hazardous material.

MDOT reserves its rights to bring federal or state cost recovery actions against the present owners, and any other potentially responsible parties, arising out of release of hazardous substances on the property.

PROPERTY TAX CODE 3903-32-300-010, 3903-31-426-010

CONTROL SECTION 39082	JOB NUMBER 129068	PARCEL 280	NAME City of Kalamazoo
--------------------------	----------------------	---------------	---------------------------

LEGAL DESCRIPTION

Lands located in the City/Township of: Richland County of: Kalamazoo described as:

See attached Legal Description.

INSTRUCTIONS TO ESCROW AGENT

FEE	\$9,400.00	Consent to grade	\$195.00
PA 367 & 439		OTHER	
RELEASE OF DAMAGES		OTHER	

PROPERTY TAX CODE 3903-32-300-010, 3903-31-426-010

CONTROL SECTION 39082	JOB NUMBER 129068	PARCEL 280	NAME City of Kalamazoo
--------------------------	----------------------	---------------	---------------------------

Fee Acquisition

Lands located in the Township of Richland, County of Kalamazoo described as:

PARCEL 1:

ALL THAT PART OF THE FOLLOWING DESCRIBED TRACT "A" WHICH LIES WITHIN A PARCEL DESCRIBED AS: **COMMENCING** AT THE SOUTH 1/4 CORNER OF SECTION 32, TOWN 1 NORTH, RANGE 10 WEST, RICHLAND TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN; THENCE NORTH 89° 04' 46" WEST ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION A DISTANCE OF 342.00 FEET TO THE **POINT OF BEGINNING**; THENCE CONTINUING NORTH 89° 04' 46" WEST ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION A DISTANCE OF 449.27 FEET; THENCE NORTH 00° 55' 14" EAST PERPENDICULAR TO THE SOUTH LINE OF SOUTHWEST 1/4 OF SAID SECTION A DISTANCE OF 33.00 FEET TO A POINT ON THE EXISTING NORTHERLY RIGHT-OF-WAY LINE OF "G" AVENUE; THENCE NORTH 80° 32' 44" EAST A DISTANCE OF 200.00 FEET; THENCE NORTH 74° 14' 37" EAST A DISTANCE OF 150.00 FEET; THENCE NORTH 66° 41' 43" EAST A DISTANCE OF 150.00 FEET; THENCE NORTH 59° 01' 03" EAST A DISTANCE OF 150.00 FEET; THENCE NORTH 68° 50' 59" EAST A DISTANCE OF 169.16 FEET TO A POINT ON A CLEAR VISION RIGHT-OF-WAY LINE; THENCE SOUTH 32° 26' 49" WEST ALONG SAID CLEAR VISION RIGHT -OF-WAY LINE A DISTANCE OF 216.41 FEET; THENCE NORTH 89° 04' 46" WEST 201.18 FEET; THENCE SOUTH 00° 04' 28" EAST 132.00 FEET TO THE **POINT OF BEGINNING**.

PARCEL 2:

ALL THAT PART OF THE FOLLOWING DESCRIBED TRACT "A" WHICH LIES WITHIN A PARCEL DESCRIBED AS: **COMMENCING** AT THE SOUTH 1/4 CORNER OF SECTION 32, TOWN 1 NORTH, RANGE 10 WEST, RICHLAND TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN; THENCE NORTH 00° 04' 28" WEST ALONG EAST LINE OF SAID SOUTHWEST QUARTER OF SAID SECTION A DISTANCE OF 405.44 FEET TO THE **POINT OF BEGINNING**; THENCE NORTH 85° 21' 25" WEST A DISTANCE OF 33.11 FEET; THENCE NORTH 00° 04' 28" WEST 33.00 FEET WESTERLY AND PARALLEL TO THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 335.89 FEET; THENCE SOUTH 43° 06' 59" EAST A DISTANCE OF 48.35 FEET TO A POINT ON SAID EAST LINE OF SAID SOUTHWEST QUARTER OF SAID SECTION 32; THENCE SOUTH 00° 04' 28" EAST ALONG SAID EAST LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 303.28 FEET TO THE **POINT OF BEGINNING**.

STATE PLANE GRID AND DISTANCES WITH A COMBINED SCALE FACTOR OF 0.999914449, STATE PLANE DISTANCE / 0.999914449 = GROUND DISTANCE.

THE LANDS DESCRIBED ABOVE IN FEE CONTAIN 73,139 SQUARE FEET (1.679

ACRES), MORE OR LESS, OF WHICH, 14,860 SQUARE FEET (0.341 ACRES), MORE OR LESS, LIES WITHIN AN EXISTING RIGHT-OF-WAY EASEMENT.

Tract "A": LAND SITUATED IN THE TOWNSHIP OF RICHLAND, COUNTY OF KALAMAZOO, STATE OF MI DESCRIBED AS FOLLOWS:

PARCEL 1

BEGINNING AT A POINT IN THE NORTH AND SOUTH 1/4 LINE OF SECTION 32, TOWN 1 SOUTH, RANGE 10 WEST, 355.13 FEET NORTH OF THE SOUTH 1/4 POST OF SAID SECTION (SAID POINT ALSO BEING 200 FEET NORTH OF THE INTERSECTION OF THE CENTER LINE OF SAID HIGHWAY M-43 WITH THE NORTH AND SOUTH 1/4 LINE OF SAID SECTION), AND RUNNING THENCE NORTH ALONG THE NORTH AND SOUTH 1/4 LINE OF SAID SECTION, 2293.47 FEET TO THE CENTER 1/4 POST OF SAID SECTION; THENCE WEST ALONG THE EAST AND WEST 1/4 LINE OF SAID SECTION, 2656.43 FEET TO THE WEST 1/4 POST OF SAID SECTION ;THENCE SOUTH ALONG THE WEST LINE OF SAID SECTION, 2659.36 FEET TO THE SOUTHWEST CORNER OF SAID SECTION; THENCE EAST ALONG THE SOUTH LINE OF SAID SECTION 2321.6 FEET TO A POINT 342 FEET WEST OF THE SOUTH 1/4 POST OF SAID SECTION; THENCE NORTH PARALLEL TO THE NORTH AND SOUTH 1/4 LINE OF SAID SECTION 132 FEET; THENCE EAST PARALLEL TO THE SOUTH LINE OF SAID SECTION, 201.18 FEET TO A POINT IN A VISION WING OF STATE HIGHWAY M-43; THENCE NORTHEASTERLY ALONG SAID VISION WING 261.69 FEET TO THE PLACE OF BEGINNING. RESERVING, HOWEVER, THE SOUTH 33 FEET AND THE EAST 33 FEET FOR HIGHWAY PURPOSES.

PARCEL 2

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 31, TOWN 1 SOUTH, RANGE 10 WEST, AND RUNNING THENCE NORTH ALONG THE EAST LINE OF SAID SECTION 31, 359.62 FEET FOR THE PLACE OF BEGINNING OF THE LAND HEREINAFTER DESCRIBED; THENCE CONTINUING NORTH ALONG THE EAST LINE OF SAID SECTION 31, 2299.74 FEET TO THE EAST 1/4 POST OF SAID SECTION 31; THENCE WESTERLY ALONG THE EAST AND WEST 1/4 POST OF SAID SECTION 31; THENCE WESTERLY ALONG THE EAST AND WEST 1/4 LINE OF SECTION 31, 1329.6 FEET TO THE NORTHWEST CORNER OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31; THENCE SOUTHERLY ALONG THE WEST LINE OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 31, 2300.28 FEET; THENCE EASTERLY PARALLEL TO THE SOUTH LINE FO SAID SECTION 31, 1332.6 FEET TO THE PLACE OF BEGINNING.

Grading Consent

Lands located in the Township of Richland, County of Kalamazoo described as:

ALL THAT PART OF THE FOLLOWING DESCRIBED TRACT "A" WHICH LIES WITHIN A PARCEL DESCRIBED AS: **COMMENCING** AT THE SOUTH 1/4 CORNER OF SECTION 32, TOWN 1 NORTH, RANGE 10 WEST, RICHLAND TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN; THENCE NORTH 89° 04' 46" WEST ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION A DISTANCE OF 819.03 FEET; THENCE NORTH 00° 55' 14" EAST PERPENDICULAR TO THE SOUTH LINE OF SOUTHWEST 1/4 OF SAID SECTION A DISTANCE OF 33.00 FEET TO A POINT ON THE EXISTING NORTHERLY RIGHT-OF-WAY LINE OF "G" AVENUE AND THE **POINT OF BEGINNING**; THENCE NORTH 89° 04' 46" WEST ALONG SAID EXISTING NORTHERLY RIGHT-OF-WAY LINE A DISTANCE OF 254.85 FEET; THENCE NORTH 00° 55' 14" EAST PERPENDICULAR TO SAID EXISTING NORTHERLY RIGHT-OF-WAY LINE A DISTANCE OF 30.00 FEET; THENCE SOUTH 89° 04' 46" EAST PARALLEL WITH SAID EXISTING NORTHERLY RIGHT-OF-WAY LINE A DISTANCE OF 254.85 FEET; THENCE SOUTH 00° 55' 14" WEST PERPENDICULAR TO SAID EXISTING NORTHERLY RIGHT-OF-WAY LINE A DISTANCE OF 30.00 FEET TO POINT ON THE EXISTING NORTHERLY RIGHT OF WAY LINE OF "G" AVENUE; THENCE NORTH 80° 32' 44" EAST A DISTANCE OF 227.03 FEET; THENCE NORTH 74° 14' 37" EAST A DISTANCE OF 18.99 FEET; THENCE NORTH 15° 45' 23" WEST A DISTANCE OF 17.00 FEET; THENCE NORTH 74° 14' 37" EAST A DISTANCE OF 129.29 FEET; THENCE NORTH 66° 41' 43" EAST A DISTANCE OF 62.37 FEET; THENCE SOUTH 23° 18' 17" EAST A DISTANCE OF 17.00 FEET; THENCE NORTH 66° 41' 43" EAST A DISTANCE OF 85.84 FEET; THENCE NORTH 59° 01' 03" EAST A DISTANCE OF 150.09 FEET; THENCE NORTH 68° 50' 59" EAST A DISTANCE OF 162.36 FEET TO A POINT ON THE EXISTING WESTERLY RIGHT-OF-WAY LINE OF 27TH STREET; THENCE SOUTH 00° 04' 28" EAST ALONG SAID EXISTING WESTERLY RIGHT-OF-WAY LINE A DISTANCE OF 5.36 FEET; THENCE SOUTH 68° 50' 59" WEST A DISTANCE OF 160.00 FEET; THENCE SOUTH 59° 01' 03" WEST A DISTANCE OF 150.00 FEET; THENCE SOUTH 66° 41' 43" WEST A DISTANCE OF 150.00 FEET; THENCE SOUTH 74° 14' 37" WEST A DISTANCE OF 150.00 FEET; THENCE SOUTH 80° 32' 44" WEST A DISTANCE OF 200.00 FEET TO A POINT ON THE EXISTING NORTHERLY RIGHT-OF-WAY LINE OF "G" AVENUE; THENCE NORTH 89° 04' 46" WEST ALONG SAID EXISTING NORTH RIGHT-OF-WAY LINE A DISTANCE OF 27.76 FEET TO THE **POINT OF BEGINNING**.

STATE PLANE GRID AND DISTANCES WITH A COMBINED SCALE FACTOR OF 0.999914449, STATE PLANE DISTANCE / 0.999914449 = GROUND DISTANCE.

THE LANDS DESCRIBED ABOVE FOR GRADING PURPOSES CONTAIN 15,043 SQUARE FEET (0.345 ACRES), MORE OR LESS.

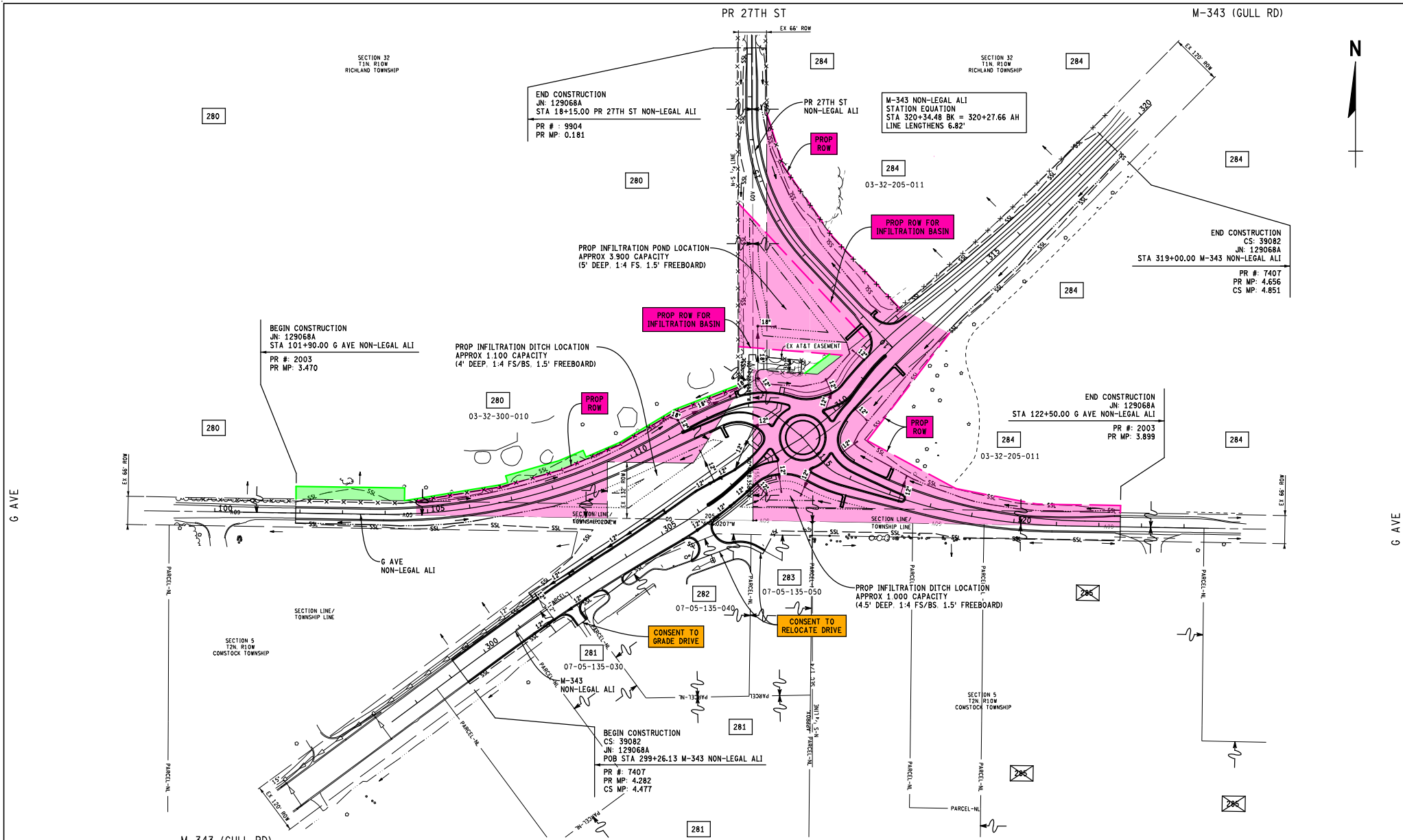
Tract "A": LAND SITUATED IN THE TOWNSHIP OF RICHLAND, COUNTY OF KALAMAZOO, STATE OF MI DESCRIBED AS FOLLOWS:

PARCEL 1

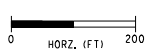
BEGINNING AT A POINT IN THE NORTH AND SOUTH 1/4 LINE OF SECTION 32, TOWN 1 SOUTH, RANGE 10 WEST, 355.13 FEET NORTH OF THE SOUTH 1/4 POST OF SAID SECTION (SAID POINT ALSO BEING 200 FEET NORTH OF THE INTERSECTION OF THE CENTER LINE OF SAID HIGHWAY M-43 WITH THE NORTH AND SOUTH 1/4 LINE OF SAID SECTION, AND RUNNING THENCE NORTH ALONG THE NORTH AND SOUTH 1/4 LINE OF SAID SECTION, 2293.47 FEET TO THE CENTER 1/4 POST OF SAID SECTION; THENCE WEST ALONG THE EAST AND WEST 1/4 LINE OF SAID SECTION, 2656.43 FEET TO THE WEST 1/4 POST OF SAID SECTION ;THENCE SOUTH ALONG THE WEST LINE OF SAID SECTION, 2659.36 FEET TO THE SOUTHWEST CORNER OF SAID SECTION; THENCE EAST ALONG THE SOUTH LINE OF SAID SECTION 2321.6 FEET TO A POINT 342 FEET WEST OF THE SOUTH 1/4 POST OF SAID SECTION; THENCE NORTH PARALLEL TO THE NORTH AND SOUTH 1/4 LINE OF SAID SECTION 132 FEET; THENCE EAST PARALLEL TO THE SOUTH LINE OF SAID SECTION, 201.18 FEET TO A POINT IN A VISION WING OF STATE HIGHWAY M-43; THENCE NORTHEASTERLY ALONG SAID VISION WING 261.69 FEET TO THE PLACE OF BEGINNING. RESERVING, HOWEVER, THE SOUTH 33 FEET AND THE EAST 33 FEET FOR HIGHWAY PURPOSES.

PARCEL 2

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 31, TOWN 1 SOUTH, RANGE 10 WEST, AND RUNNING THENCE NORTH ALONG THE EAST LINE OF SAID SECTION 31, 359.62 FEET FOR THE PLACE OF BEGINNING OF THE LAND HEREINAFTER DESCRIBED; THENCE CONTINUING NORTH ALONG THE EAST LINE OF SAID SECTION 31, 2299.74 FEET TO THE EAST 1/4 POST OF SAID SECTION 31; THENCE WESTERLY ALONG THE EAST AND WEST 1/4 POST OF SAID SECTION 31; THENCE WESTERLY ALONG THE EAST AND WEST 1/4 LINE OF SECTION 31, 1329.6 FEET TO THE NORTHWEST CORNER OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31; THENCE SOUTHERLY ALONG THE WEST LINE OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 31, 2300.28 FEET; THENCE EASTERLY PARALLEL TO THE SOUTH LINE FO SAID SECTION 31, 1332.6 FEET TO THE PLACE OF BEGINNING.



FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:				VICINITY AND DRAINAGE MAP				DRAWING SHEET	
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION	M-343 (GULL RD), G AVE, & PR 27TH ST				M343 VICORN 001	SECT 1 6

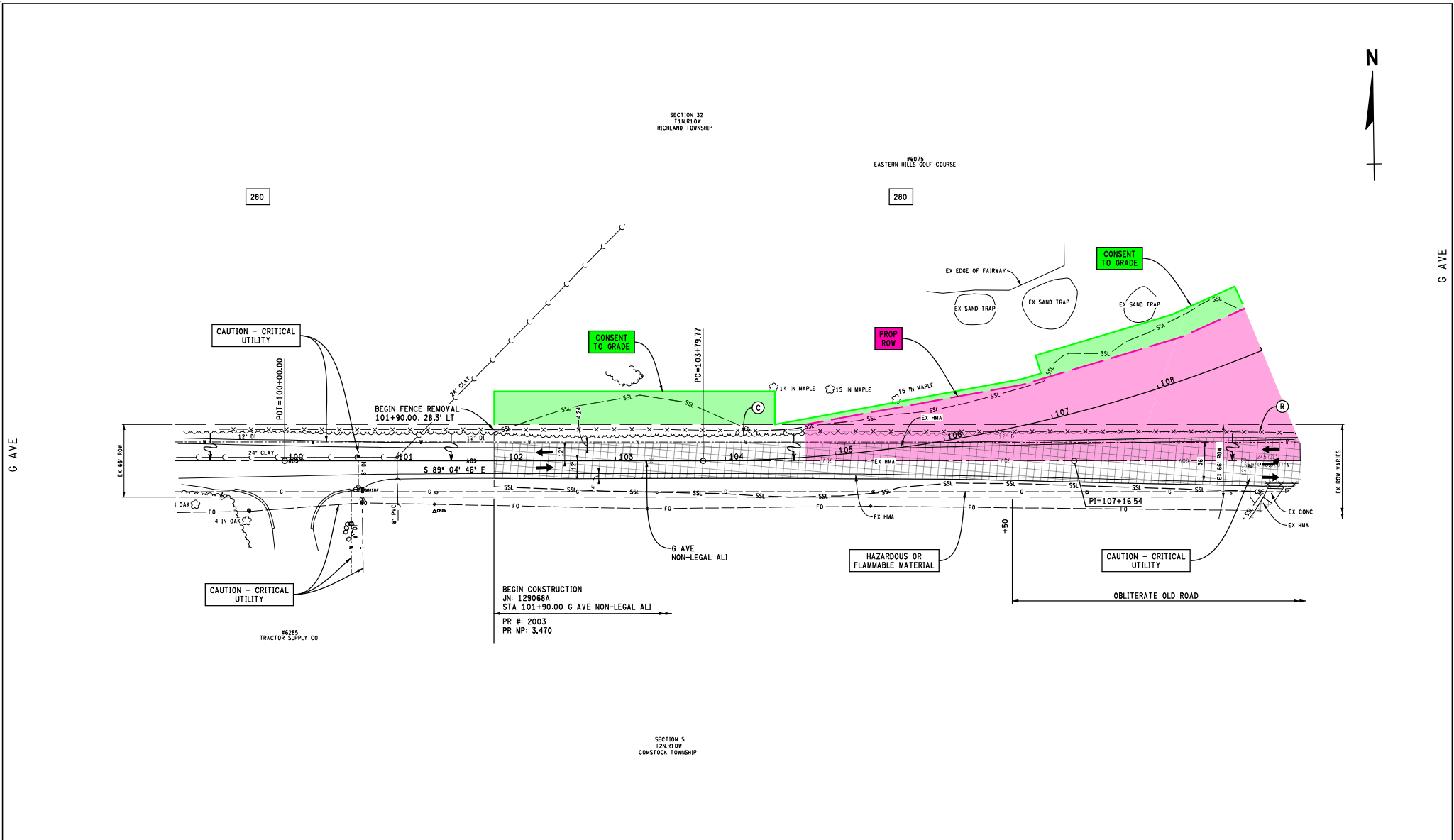


FILE: 129068_M343_VICORN_001.dgn

DATE: \$DATE
DESIGN UNIT: \$DU

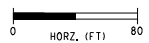
CS: \$CS
JN: \$JN1
\$JN2

TSC: \$TSC



NOTES:
1. SEE PERMANENT SIGNING PLANS FOR PERMANENT SIGNING REMOVALS.

FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:								REMOVAL SHEET				DRAWING		SHEET	
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION												



FILE: 129068_GAVE_REM_001.dgn

DATE: \$DATE
DESIGN UNIT: \$DU

CS: \$CS
JN: \$JN1
\$JN2

G AVE STA 101+90 TO STA 109+00

DRAWING
G AVE
REM
001

SHEET
SECT 1
45



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **H.1.**

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

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

DATE: June 1, 2020

SUBJECT: Approval of the Master Plan amendment known as the Winchell Neighborhood Plan 2020

RECOMMENDATION:

It is recommended that the City Commission confirm the approval of the Master Plan amendment known as the Winchell Neighborhood Plan 2020.

BACKGROUND:

The Winchell Neighborhood Plan was created in partnership between the Oakland Winchell Neighborhood Association and planning staff. The planning process started in with a kick-off meeting in February of 2018. Based on community input five committees were created; Land Use, Complete Neighborhood, Quality of Life, Environmental Responsibility, and Good Governance. These committees were led by residents from the neighborhood and were charged with developing the goals and actions for their topic. The Winchell Neighborhood Plan is comprehensive and includes goals such as a future land use vision, traffic calming, and safer pedestrian connections from the neighborhood to nearby amenities.

To address the goals set forth in the Winchell Neighborhood Plan, the plan proposes potential partners to engage for each action. Partners that were engaged during the creation of the plan include Oakwood Neighborhood Association, Oakwood Business Association, Woods Lake Association, and Winchell Elementary School. This helped the neighborhood identify shared goals with partners and establish relationships that will help achieve the neighborhood vision. Since starting the planning process some of the neighborhood's goals have been addressed including a flashing speed limit sign on Winchell Ave, the creation of a Safe Routes to School plan, and a new crosswalk and pedestrian island on Oakland Drive that will be installed as part of the road project currently underway.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

Neighborhood Planning

Strategic Goal Impact:

Imagine Kalamazoo 2025 calls for the creation of neighborhood plans through a collaborative effort between the Neighborhood, City, and other stakeholders. City staff have worked with Oakland Drive Winchell Neighborhood Association to engage residents and partners to understand the neighborhood's goals and how to achieve them. The Winchell Neighborhood Plan has goals and actions that align with the following Strategic Vision goals: Connected City, Inviting Public Places, Safe Community, Youth Development, Complete Neighborhoods, Environmental Responsibility, and Economic Vitality, and Good Governance.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

This project was co-designed with residents from the neighborhood.

Discussion:

In order to create a neighborhood plan that accurately captures and reflects the neighborhood vision and goals this project was co-lead by the neighborhood association. Resident leaders were empowered to drive the process with support and technical expertise provided by City staff.

Engagement/Communication Tools

Tools used for engagement include community meetings, newsletter, website, facebook, surveys, and focus groups.

FISCAL IMPACT:

The neighborhood plan can be used to inform investment decisions.



IMAGINE WINCHELL

OAKLAND DRIVE/WINCHELL NEIGHBORHOOD PLAN 2020



OAKLAND DRIVE/WINCHELL
NEIGHBORHOOD ASSOCIATION



THE CITY OF KALAMAZOO

CONTENTS

Acknowledgments	3
Introduction	4
Neighborhood Future Land Use Vision	14
Connected City	24
Connected Neighborhood	32
Environmental Responsibility	42
Quality of Life	50
Good Governance	55



ACKNOWLEDGMENTS

Many people throughout Kalamazoo volunteered their time and expertise to help with the creation of this plan.

Oakland Drive/Winchell Planning Committees

Future Land Use Vision

Peter Kushner - Chair
Chris Bovid
John Hilgart
Josh Hilgart
Mark Hoffman

Complete Neighborhood

Peter Kushner - Chair
Eric Boersma
Shannon Duff-Moore
Troy Root
Richard Voorman

Environmental Responsibility

Paul Scott - Co-Chair
Diana Morton-Thompson - Co-Chair
Joyce Cialdella
Steven Clark
Sherry Sims
Tom Small
Michael Tenenbaum

Quality of Life

Gary Hetrick - Co-Chair

Jenny Hetrick - Co-Chair
Shannon Duff-Moore
Dr. Claus Globig
Sharon Oswalt
Dick Wheeler
Pat Wheeler

Good Governance

Diana Morton-Thompson - Co-Chair
Chris Shook - Co-Chair
Chris Bovid
Jenn Gorman

Oakland Drive/Winchell Neighborhood Association

Peter Kushner - President
Chris Shook - Vice President
Kathy Shook - Treasurer
Chris Bovid - Secretary
Eric Boersma - At Large Member
Diana Morton-Thompson - At Large Member
Paul Scott - At Large Member

Special Thanks

Dr. David Brose
Carolyn Hilgart

City of Kalamazoo Staff

Kathleen Reilly, CPED
Amanda Cockroft, Communications
Neal Conway, Communications
Christina Anderson, CPED
Rebekah Kik, CPED
Pete Eldridge, CPED
Rachel Luscomb, CPED
Yvonne Wright, CPED
Asst. Chief Vernon Coakley, Public Safety
Todd Pyror, Public Services
James Baker, Public Services
Anthony Ladd, Public Services
Eric Arnsman, Public Services
Luis Pena, CPED
Anna Crandall, Public Services
Jean Tallanda, Public Services
Jamie McCarthy, CPED
Officer Aaron Jackson, Public Safety

Oakland Drive/Winchell Residents

Thank you to all of the residents who helped shape this plan!

This page intentionally left blank

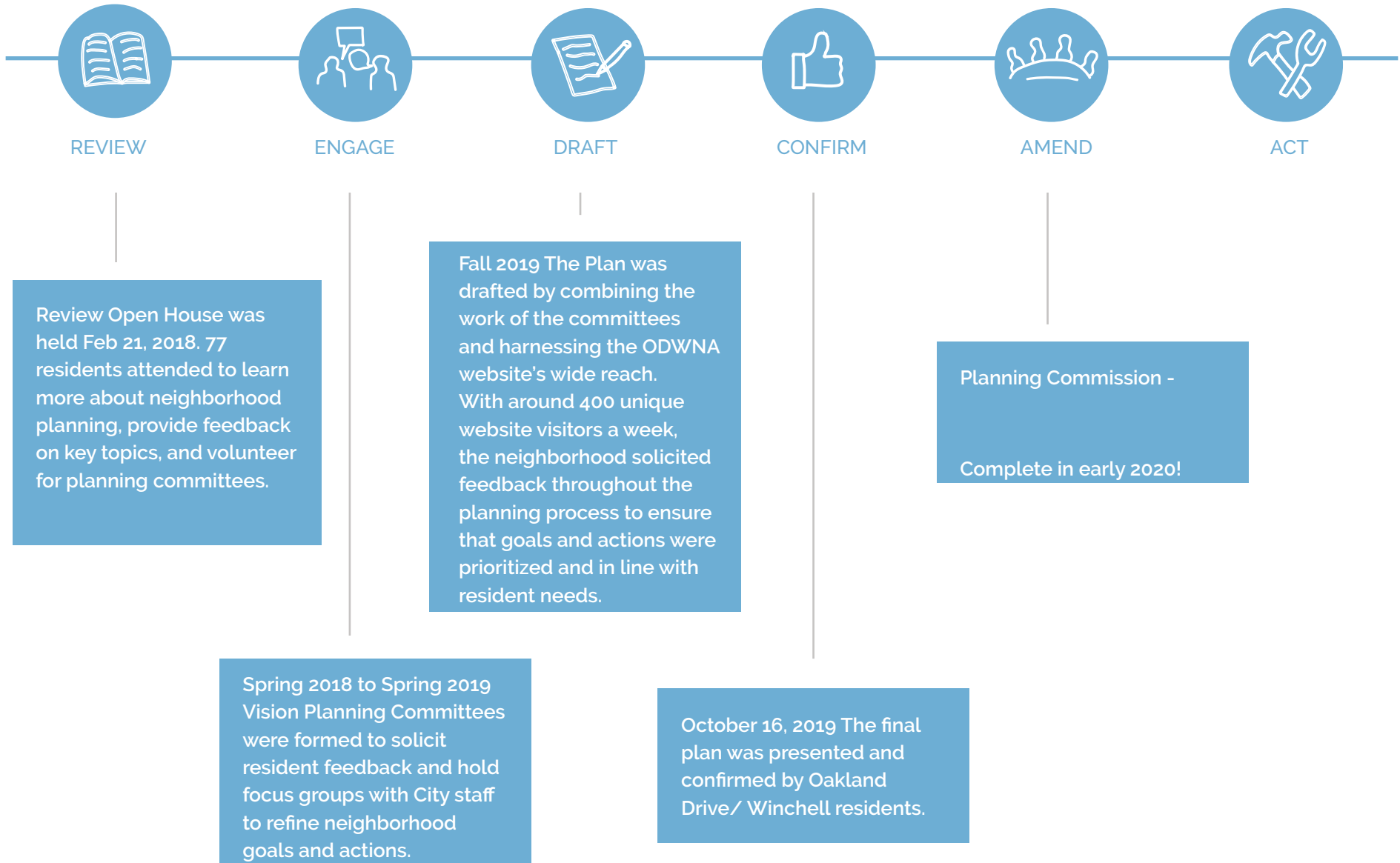
Introduction

Plan Goals and Actions



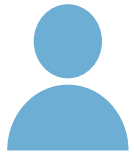
Strategic Vision Goal	SP	CC	IPP	ER	SC	YD	CN	SD	EV	GG
Shared Prosperity										
Connected City										
Inviting Public Places										
Environmental Responsibility										
Safe Community										
Youth Development										
Complete Neighborhoods										
Strength Through Diversity										
Economic Vitality										
Good Governance										
Imagine Winchell Neighborhood Plan Goals										
Neighborhood Future Land Use Vision										
Sustainable Development				•			•		•	
Stadium Drive and Howard Street Development		•	•				•		•	
Vibrant Commercial Node		•	•				•		•	
Connected City										
Stadium Drive		•	•		•		•			
Oakland Drive & Parkview Avenue		•	•		•		•			
Whites Road		•	•		•		•		•	
Connected Neighborhood										
Increase Traffic Safety		•			•		•			
Increase Intersection Safety and Navigability		•			•					
Improve Non-motorized Connectivity and Safety		•			•		•		•	
Implement Safe Routes to School		•			•	•	•			
Repair and Maintain Infrastructure		•								
Environmental Responsibility										
Address Neighborhood Flooding and Stormwater				•	•					
Identify and Protect Neighborhood Natural Assets				•						
Increase Access to Green Space and Parks				•		•	•			
Quality of Life										
Promote Crime Prevention Strategies					•					
Encourage Regular Property Maintenance					•		•			
Utilize Existing City Resources					•					•
Maintain Deer Population at a Safe Level				•	•					
Good Governance										
Improve Intra- and Inter- Neighborhood Communications and Relationships										•
Improve Neighborhood Communications and Relationship with Elected Officials and City Staff										•
Support Neighborhood Businesses							•		•	•

Neighborhood Planning Process



Neighborhood Demographics

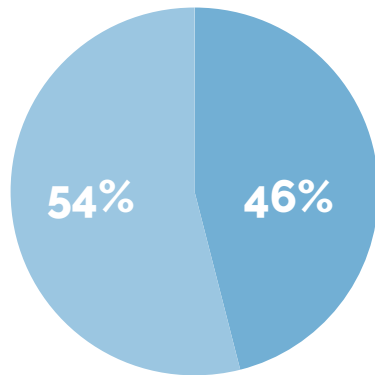
Source: 2010 Census Approx.



3,284 TOTAL POPULATION

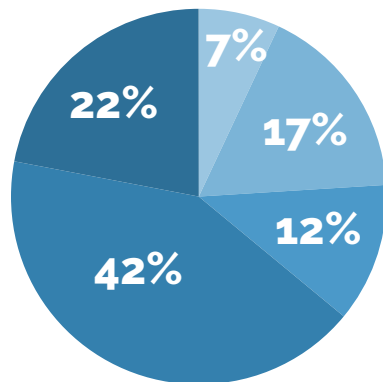
GENDER

- Female
- Male



AGE

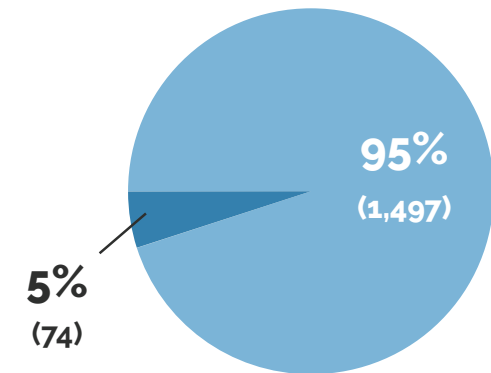
- Under 5
- 5-19
- 20-29
- 30-61
- 62+



1,571 TOTAL HOUSING UNITS

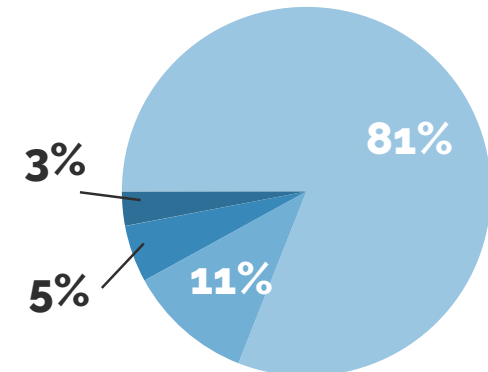
HOUSING TYPES

- Occupied
- Vacant



RACIAL MAKE-UP

- White
- Black
- Other
- Hispanic/Latino

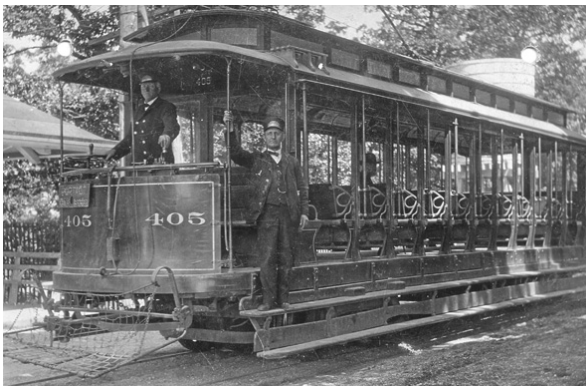


Neighborhood History

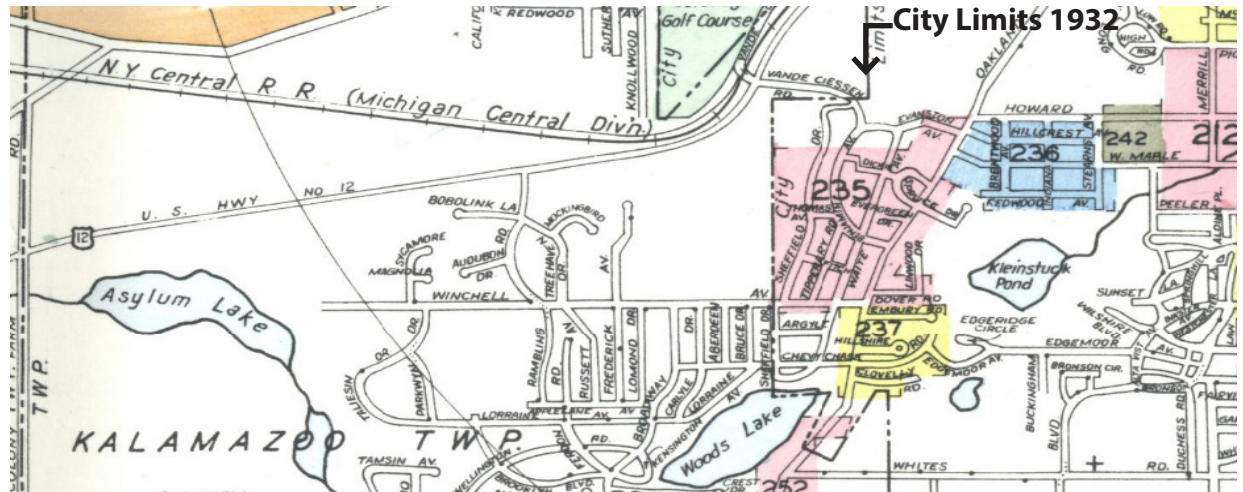
A Brief History of the Oakland Drive/Winchell Neighborhood

Pre-1828: Early History

For hundreds of years, the Oakland Drive/Winchell Neighborhood (ODWN) was part of the traditional hunting and fishing grounds of various Native American tribes. By the 1700s, the dominant tribe in the area was the Pottawatomi. In an 1821 treaty, the Pottawatomi relinquished their lands in Lower Michigan to the U.S. government. However, much of the neighborhood remained part of a larger reservation for the Match-E-Be-Nash-She-Wish Band of the Pottawatomi. The southwest corner of this nine square mile reservation was located near the intersection of Parkview Avenue and Wellington Road, with the south boundary of



A Kalamazoo Streetcar. Asylum Road (now Oakland Drive) was a streetcar route that connected City residents to the Oakwood Amusement Park located at Woods Lake. This also enabled growth of what would become the Oakland Drive/Winchell Neighborhood.



1932 Sanborn Insurance Map shows Township and City boundaries. Only a small portion of the neighborhood was part of the City by 1932.

the reservation located along Parkview Avenue and Whites Road, and the reservation extending northward through the neighborhood. In 1827, the Michigan Territorial Governor rescinded the treaty, effectively displacing the Pottawatomi and opening the reservation to incoming settlers.

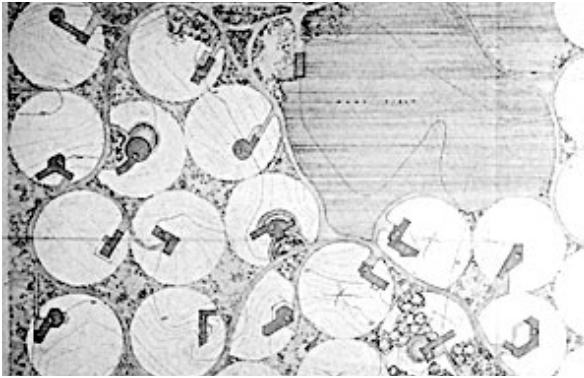
1828 - early 1900s: Rural Development and Recreational Experiments

Once opened to non-native settlement in the early 1800s, the neighborhood, then part of Kalamazoo Township, attracted commercial nursery and orchard farmers, whose names were given to roads like Waite Avenue and natural features such as Woods Lake. By the

late 1800s, farmsteads rapidly gave way to rural homes, attracting those wanting to leave the hustle and bustle of the city. This residential development, along with the original land uses, led to a "rural" design influence that created the winding roads and larger lot sizes found in the neighborhood today. Other land uses included



Oakwood Amusement Park - 1907 The park would operate until 1925. By 1927, the land was subdivided and sold as Parkdale.



Frank Lloyd Wright's Original Plan for Parkwyn. The unusual circular lots needed to be re-platted so they could acquire FHA loans. (parkwynvillage.com)

the acquisition of what is now known as the Asylum Lake Preserve by the Michigan Asylum for the Insane for a "recreation experiment" to help improve patient health, and the opening of Woods Lake Park for public recreation in 1893.

1900 – 1950s: Streetcars, Carnivals, and Parkwyn Village

New growth came with the extension of the city streetcar line to Woods Lake. During this time, the neighborhood saw an amusement park built at Woods Lake in the 1920s, the construction of Stadium Drive during the World War II period, and the development of Parkwyn Village in the 1950s. Parkwyn Village was a small area of homes designed by architect Frank Lloyd Wright. Together they constitute one of the largest single group of Wright homes in the country.

1950s – Present: Architectural Diversity

In time, the neighborhood was slowly annexed

by the City of Kalamazoo and was gradually developed with a wide range of home sizes and architectural styles. Designs included everything from Tudor to pre-fab bungalows, to ranch and mid-century modern styles. This resulted in parts of the neighborhood also having more localized identities such as the Hillcrest, Woods Lake, and Parkwyn Village areas.

Origins of the ODWNA

The Oakland Drive/Winchell Avenue Neighborhood Association (ODWNA) was founded in 1973 in response to the City's proposal to widen Oakland Drive, which would have required the removal of many trees. Because the neighborhood came together and voiced its opposition, the trees were preserved, and its rural ambience was protected.

Since its inception, the ODWNA has provided

many services including: maintaining a website with links to current information, sending out a monthly e-newsletter to keep residents informed of City and neighborhood news, hosting educational and recreational events (such as a monthly Speaker Series, Annual Car Show, and the Winchell Luminary Project, started by the Rizzola family in 1985), and is active in representing neighborhood interests in City projects and initiatives.

The gradual growth of the neighborhood and the distinctive characteristics of some areas have led to the creation of numerous interest groups throughout the neighborhood. These include the Hillcrest neighborhood, Woods Lake Association, Parkwyn Village Association, Stewards of Kleinstuck, and the Asylum Lake Preservation Association. The map below highlights these groups.

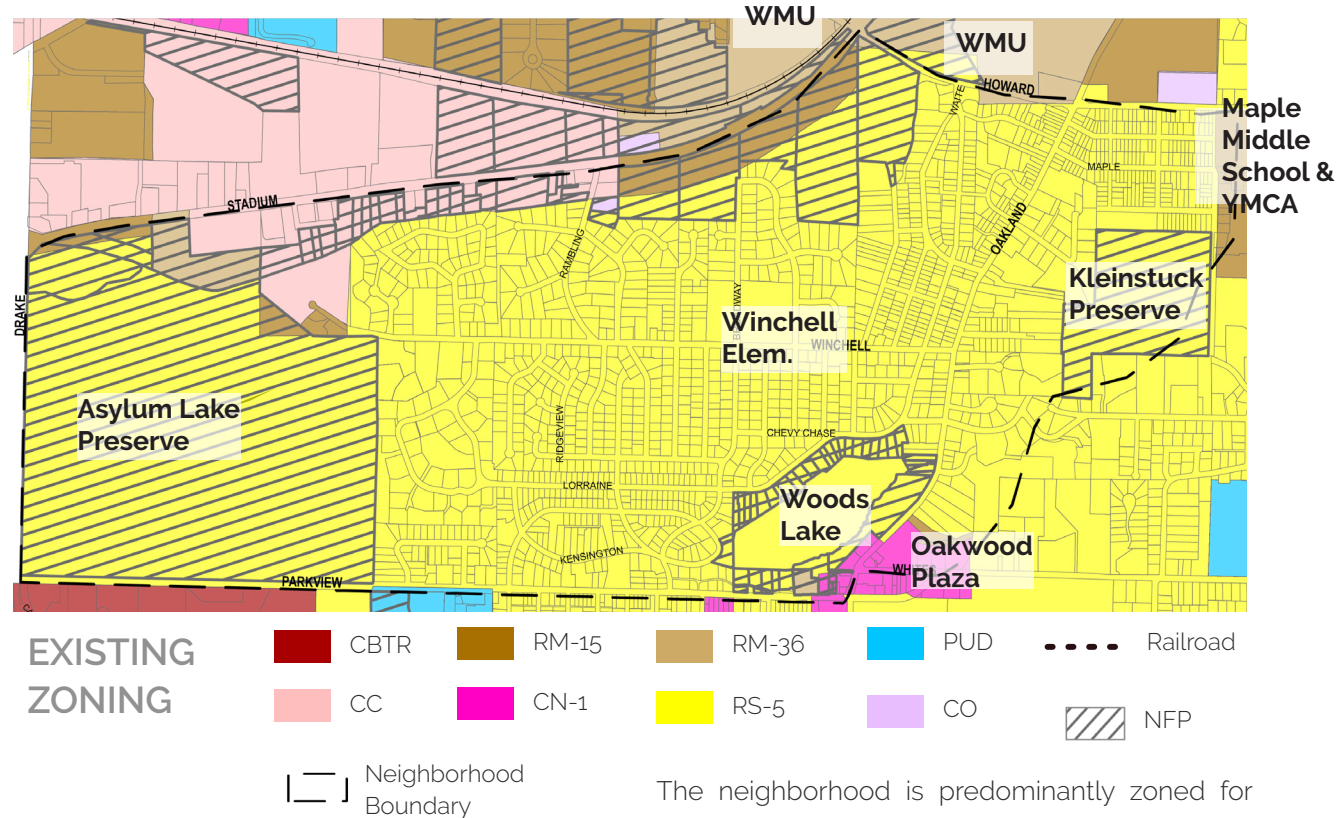


Existing Conditions

Land Use

The ODWN is bounded by Stadium Drive to the north, just east of Oakland Drive - extending to include the Hillcrest Neighborhood (boundaries include Kleinstuck Preserve, parts of the Maple Street YMCA, and Maple Street Magnet School), Parkview Avenue and Whites Road to the south, and Drake Road to the west. The Oakwood Plaza, located at the southeast corner of the neighborhood, attracts patrons from across the City.

The neighborhood is adjacent to Western Michigan University, and is close to downtown. Land uses along Stadium Drive contain a mix of retail, office, residential, and institutional development. As the neighborhood's northern perimeter, development along this thoroughfare has presented conflicts with abutting residential properties.



Zoning Overlay

A Zoning Overlay is a set of zoning standards applied to a property in addition to the zoning standards from the base or underlying zoning district. For properties within the NFP Overlay, the standards of today's zoning district apply in addition to those of the NFP Overlay. In cases of conflict, the NFP Overlay standards apply.



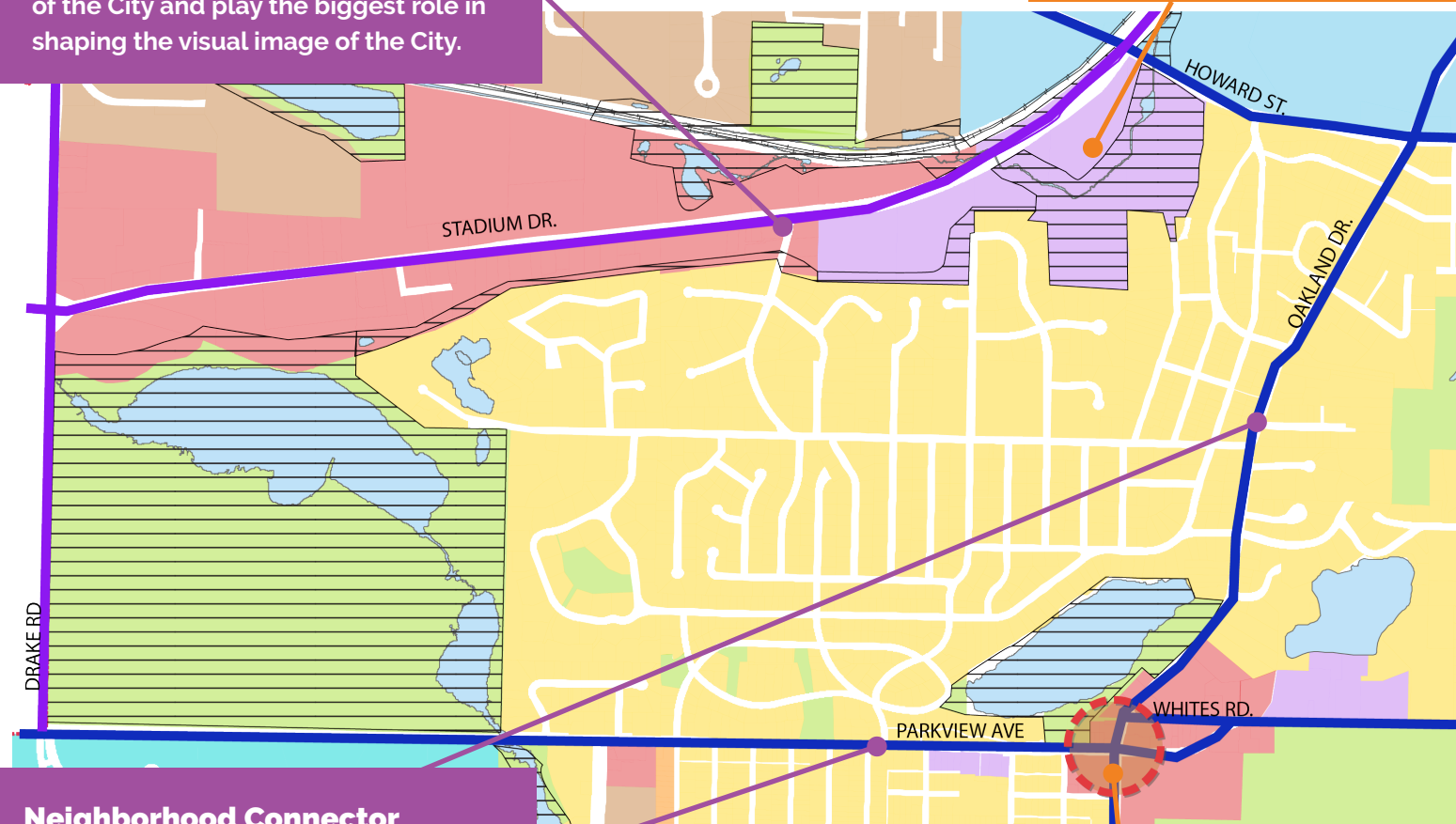
The neighborhood is predominantly zoned for residential uses. Large areas are also mapped with Natural Feature Protection Overlay (NFP). In 2019, the NFP Overlay was created based on the Future Land Development Plan in the Imagine Kalamazoo Master Plan. The NFP Overlay is designed to protect important Natural Features in the City like water resources, woodlands, rare species, and slopes. The NFP Overlay Ordinance creates additional development standards that require thoughtful design and preservation of natural features when properties are developed or redeveloped.

Future Land Development Map - 2025 Master Plan

Sub-Urban Corridor

Stadium Drive is classified in the Master Plan as a Sub-Urban Corridor. Sub-Urban Corridors bring traffic in and out of the City and play the biggest role in shaping the visual image of the City.

The southern corner of Stadium Drive and Howard Street is designated Neighborhood Edge in IK 2025's Future Development map. This is defined as allowing a mix of zoning districts to respond to multiple contexts. Land-uses contain small-scale neighborhood development including single to medium density residential, and commercial, offices or restaurants.



IK 2025 FUTURE LAND USE TYPES (adopted 2017)

- Commercial
- Neighborhood Edge
- R2 - Residential
- R1 - Residential
- Open Space/Park
- Campus
- Campus/Private
- Industrial
- NFP
- Commercial Node
- Sub-Urban Corridor
- Neighborhood Connector
- Railroad

Neighborhood Connector

Oakland Drive and Parkview Avenue are classified in the Master Plan as a Neighborhood Connector. Neighborhood Connectors provide cross-city access and connection to commercial and neighborhood nodes.

IK 2025 designates this area as a Commercial Node. This is defined as a walkable mixed-use area designed to provide a wide range of commercial uses, focused on meeting daily needs, and scaled to serve multiple neighborhoods

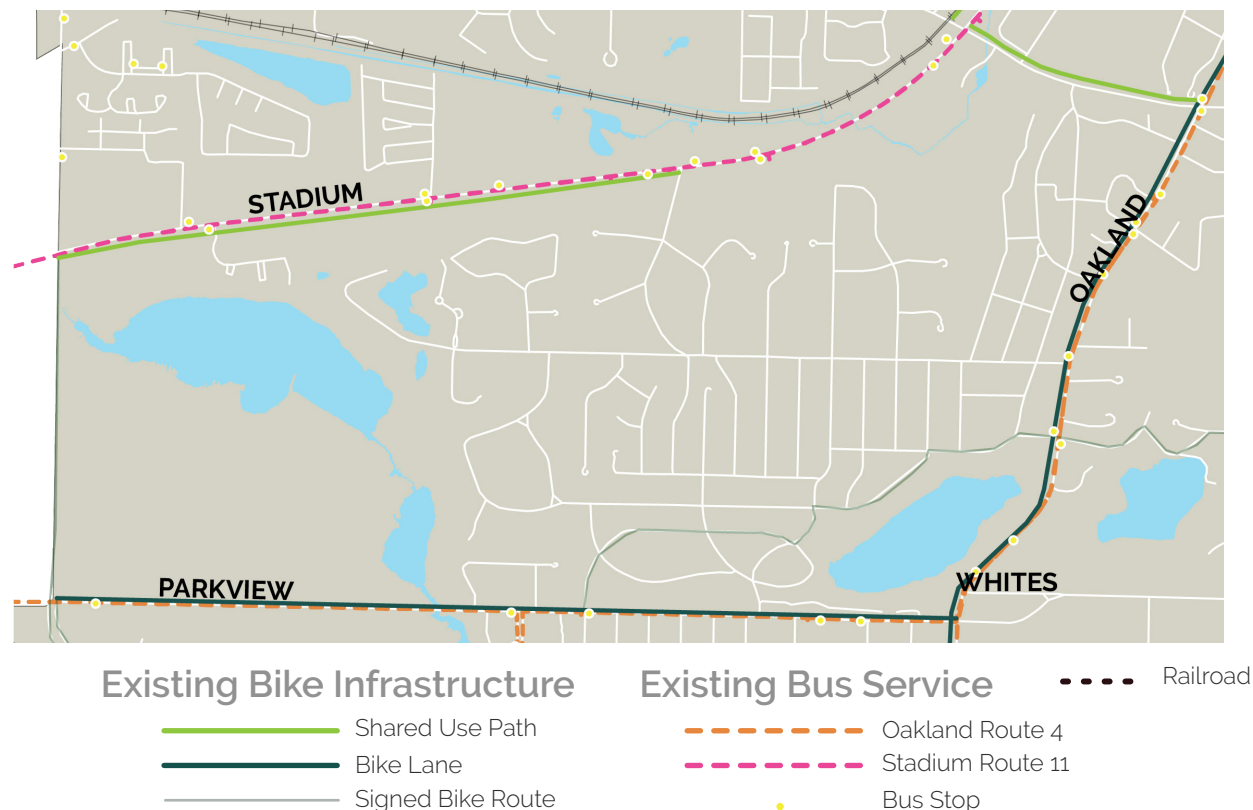
Transportation

The streets that bound and traverse the ODWN; Parkview Avenue, Stadium Drive, Oakland Drive, and Drake Road; all serve as connectors in and out of the City for the neighborhood and other residents of Kalamazoo. These streets link residents and visitors to downtown Kalamazoo, Western Michigan University, Kalamazoo College, Asylum Lake Preserve, as well as out to the nearby municipalities of Portage and Oshtemo. This means they have higher traffic counts and often higher speed limits.

The ability of these roadways to connect to many large attractors makes them ideal for transit. Currently, Metro Routes 11 and 4 traverse Stadium Drive, Oakland Drive and Parkview Avenue. These connections also make these roadways important non-motorized connections enabling other users to access these same amenities. Existing non-motorized infrastructure includes a shared path that extends from Rambling Road to the west along the south side of Stadium Drive. There are bike lanes on Oakland Drive and Parkview Avenue, though users have expressed concern about condition and width of these lanes.

Average Daily Traffic (ADT)

Stadium Drive - 25,540 ADT (2003, KATS)



Stadium Drive

Stadium Drive serves many functions. It is one of the common entry points into the City of Kalamazoo, bringing visitors from US-131 into Downtown, and serving as one of our City's first impressions. It is the northern boundary of ODWN and connects residents and visitors to popular commercial locations within the City. It also serves as WMU's "front door".

Stadium Drive & Howard Street Intersection

The intersection of Howard Street and Stadium Drive is of particular importance. At this intersection, two major streets intersect. It is also a dominant access point to WMU's main campus. This makes for a busy intersection with all users competing to use the space. Design of this intersection is challenging due to the Amtrak rail line that runs parallel to Stadium Drive, north of the intersection.

Oakland Drive & Parkview Avenue

Oakland Drive and Parkview Avenue connect residents from across the City to the Oakwood Plaza Commercial Node. They are also frequently used to access other nearby municipalities. These two streets were designed with bike lanes and bus stops. Residents have noted that the bike lanes feel narrow and are not always a safe option to use.



Crosswalks by Oakwood Plaza

Oakland Drive & Parkview Avenue Intersection

The intersection of Parkview Avenue and Oakland Drive is contained within the Oakwood Plaza Commercial Node. Woods Lake Elementary School is located on the southeast corner of the intersection. The intersection design is unique, with left turns not permitted onto Parkview Avenue from southbound Oakland Drive. There is a short fourth lane that extends south of the intersection to allow drivers to turn into the D&W grocery store at the southwest corner. Residents have said that this intersection can be confusing to navigate as a motorist and is unwelcoming to pedestrians and cyclists.

Average Daily Traffic (ADT)

Oakland Drive - 19,900 ADT (2012 KATS)



Existing Push Button Crossing at Oakland Dr. and Winchell Ave.



Bicyclist on Oakland Drive

Whites Road

Whites Road runs parallel to Parkview Avenue east of Oakland Drive. Along these sections of the roadways, Parkview Avenue angles northeast and terminates at a "Y" intersection with Whites Road, where Whites Road continues on to the east. The short segment of Whites Road west of this intersection up to Oakland Drive has been designated to be the only route in this area for vehicles to travel east from southbound Oakland Drive. This section of Whites Road has commercial uses on both sides. It has limited visibility making turning movements in either direction from westbound Whites Road onto Oakland Drive difficult. Pedestrians crossing this intersection are particularly vulnerable to motorists who are focused on oncoming traffic. Both drivers and pedestrians have expressed concern about being able to safely navigate the intersection.



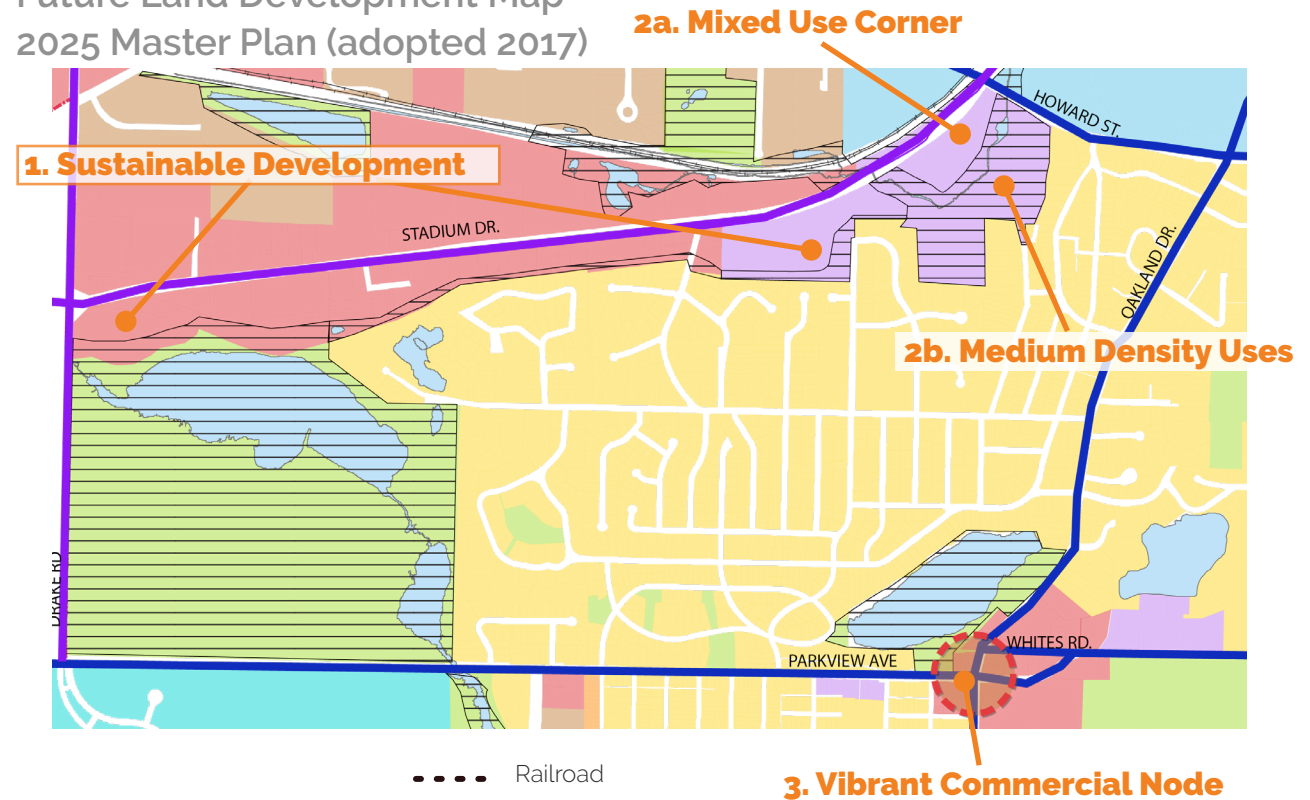
Whites Road

NEIGHBORHOOD FUTURE LAND USE VISION

The Oakland Drive/Winchell Neighborhood Land Use Vision is meant to set forth recommendations to inform future development:

- ✓ Creates a vision for neighborhood development that aligns with both the city-wide Future Land Use Plan and neighborhood priorities.
- ✓ Acknowledges Natural Feature Protection zoning designation.
- ✓ Considers context including Stadium Drive, natural features, and the existing residential core of the neighborhood.
- ✓ Provides opportunities for residents to meet their daily needs closer to home.

Future Land Development Map - 2025 Master Plan (adopted 2017)



How to Use This Chapter

The Master Plan takes a high-level view of the entire City to shape a community-wide vision and the future development map. This Land Use Vision supplements the Future Land Development map with a zoomed in view of the neighborhood and on-the-ground knowledge. As an addition to the Master Plan, this document will be used to inform rezoning requests, as well as the any city-wide rezoning efforts.

1. Sustainable Development

Natural Features Protection (NFP)

Embracing and protecting the large natural amenities located in the ODWN is a key principle of this land use vision. The NFP Overlay currently captures many of the neighborhood's natural features.

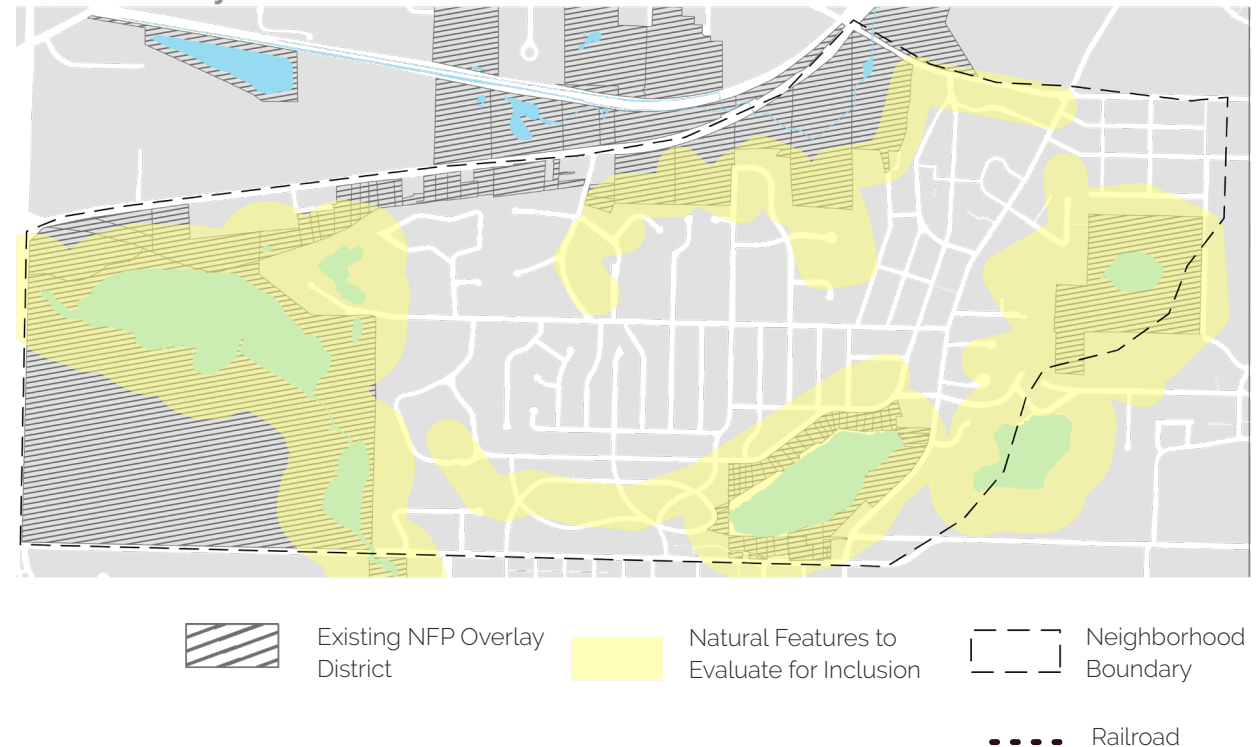
The map to the right shows important natural features identified by neighborhood residents. These include surface water bodies, slopes, and tree stands. The parcels in the highlighted area should be evaluated for their natural features and applicability for NFP inclusion.

The next phase of NFP implementation will be community engagement and site analysis to identify eligible natural features for inclusion in the overlay. Parcels suggested for inclusion in NFP will need to be evaluated to ensure that they align with the principles of NFP.

Low Impact Development and Uses

Development along the Stadium Drive corridor should be guided by the natural features of the land. Here, businesses that do not require high visibility to attract customers, such as professional offices, appointment-only services or similar, are ideal to better blend into the surroundings so buildings can be setback as needed to respect the natural setting. Shared driveway access, parking, and other amenities

NFP Overlay District



will minimize the impact of development. Uses should not generate excessive traffic, noxious odors, or noise. Nighttime lighting should be minimal and security-oriented.

This type of development is appropriate at Drake Road and Rambling Road as bookends to the heavier commercial uses found along Stadium Drive. Especially at the southern end of the intersection at Drake Road and Stadium Drive, where important natural amenities, namely the

Asylum Lake Preserve, are located just south of the parcels fronting these streets. The intensity of the development at these sites should be more neighborhood oriented in scale, supporting a transition from high intensity commercial to residential areas. Development at these sites should be done in a way that balances the needs of development with the community priority to be environmentally responsible.

Low Impact Use Areas



Low impact uses recommended



Development designed around existing features of the site

View from the street is mostly natural with trees preserved

Amenities such as parking are shared to limit impervious surface and keep development footprint small

The development along Moorsbridge Road north of Centre Street in Portage is a local example of low impact uses. Along Moorsbridge Road, development is designed around existing natural features such as water bodies and tree stands. This development pattern also creates a view from the street that is lined with trees and masks the development behind.

Moorsbridge Road Portage, MI Aerial

Sustainable Development

The neighborhood plan envisions future development that embraces sustainable development principles whether in the NFP or not.

Green Buildings Promote the design of buildings and use of materials that are more energy efficient. A resource currently available to commercial property owners to help make buildings more energy and water efficient is Property Assessed Clean Energy (PACE). PACE is a state enabled funding mechanism that allows property owners to make payment installtions through their tax bills for improvements such as green stormwater infrastructure, solar panels, and HVAC. (Property Assessed Clean Energy Act, Act 270 of 2010)

Stormwater Run-off Design sites and roadways to direct run-off into green or gray infrastructure to prevent it from going directly into surface water bodies and eroding slopes.

Native Plantings Promote landscaping with native plants to help provide habitat for native wildlife, clean the air, preserve soil, and mitigate flooding. The NFP Overlay offers standards for landscaping and lists of invasive species, and appropriate trees for the City.



Light Pollution Lighting standards that are thoughtful of adjacent properties; especially the preserves and wildlife.



Shared Access and Parking Shared parking and access cuts down on a site's impervious surface coverage. This will also leave more space for landscaping or areas left natural and untouched by development.



Shared Amenities The design of future developments should be comprehensive and strive to create shared spaces for employees. These spaces can not only provide additional opportunity for natural feature preservation or enhancement, but they also improve the work environment and encourage more creativity and productivity. These types of amenities create excellent office, co-working, or professional work environments.

Refer to the Environmental Responsibility chapter of this plan starting on p. 41 for more goals related to becoming a sustainable neighborhood.

2. Stadium Drive and Howard Street Development

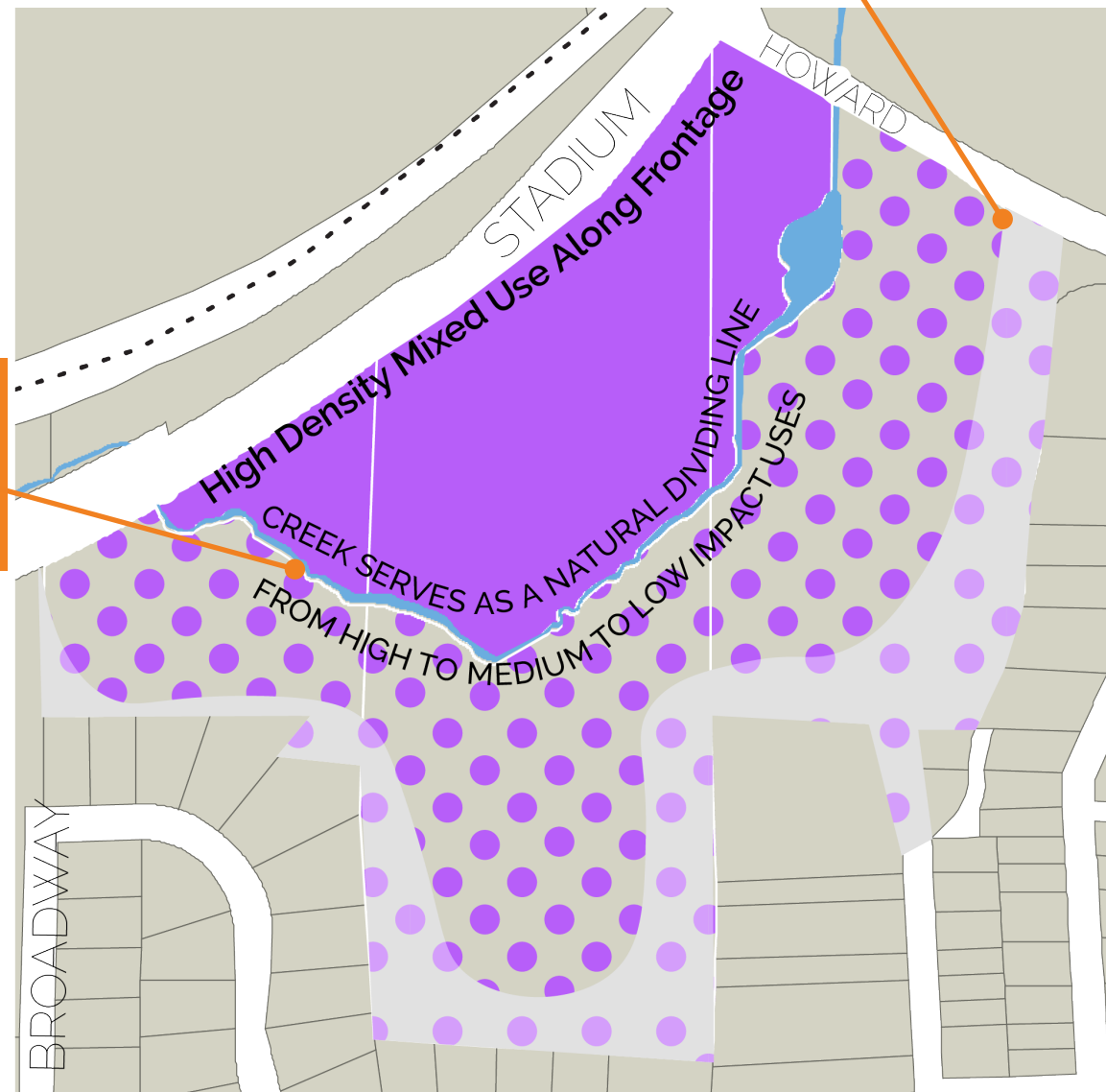
Development along Stadium Drive from Howard Street to Rambling Road should match both the commercial context of the street and the existing neighborhood character. Any future development will need to incorporate natural buffers and transition from denser uses at the edges that will blend into the existing single-family character of the core neighborhood. Sites should incorporate green development practices in addition to the NFP Overlay requirements.

Arcadia Creek serves as a natural dividing line. To the north of the creek, higher density mixed-use development is appropriate. To the south, less intense development such as office and medium density housing is appropriate.

Note that these parcels are currently zoned with the NFP Overlay. Any future development of the site will need to align with NFP standards and go through the NFP review process.

..... Railroad

Stadium Drive and Howard Street Vision



As you approach the natural slope (shaded white), lower impact uses are appropriate.

2a. Stadium Drive and Howard Street Development: Mixed Use Corner

Development at the corner of Stadium Drive and Howard Street should promote an active and vibrant area in both form and scale. It should offer a mix of uses with commercial on lower levels and residential above. This southwest corner has the potential to become a walkable neighborhood commercial area that serves residents, those working downtown, and those working at Western Michigan University.

Residential/office uses on upper floors



Building built up to street frontage

Active commercial
uses on ground floor

Sidewalk Cafe
or Public Space

Streetscaping



Multiple stories allow
for a mix of uses

Upper floor transparency

High transparency on ground floor



2b. Stadium Drive and Howard Street Development: Medium and Low Impact

As the site transitions into the core neighborhood to the south, development should lessen in intensity. The transition in intensity, combined with the existing wooded slope, will provide a buffer between the active commercial corner and existing homes.

Live-work space, office uses blend seamlessly with housing or can serve as garden apartment units



Reflects existing neighborhood character

Front door on porch or stoop

Parking in rear or on street



Low rise multi-family building

First floor units raised slightly above sidewalk for privacy

Porch or stoop



3. Vibrant Commercial Node

Residents envision the existing Oakwood Plaza Commercial Node being more connected to the neighborhood and redevelopment with landscaping and improvements to enhance travel by foot and bike.

Investment in placemaking, connectivity, and infill development will further enhance the existing Commercial Node. There should be walkable development patterns with businesses that will continue to serve various residents' needs and draw visitors from throughout the City with a focus on infill along Whites Road and Oakland Drive. New buildings should be focused on the street frontage with transparency on ground floors.

All modes of travel should be considered in site design. There is a particular need to enhance pedestrian and bicycle access to Oakwood Plaza from the street. Currently, there is not a clear connection from the sidewalk on Oakland Drive to the sidewalk on the west side along the businesses within the Plaza.

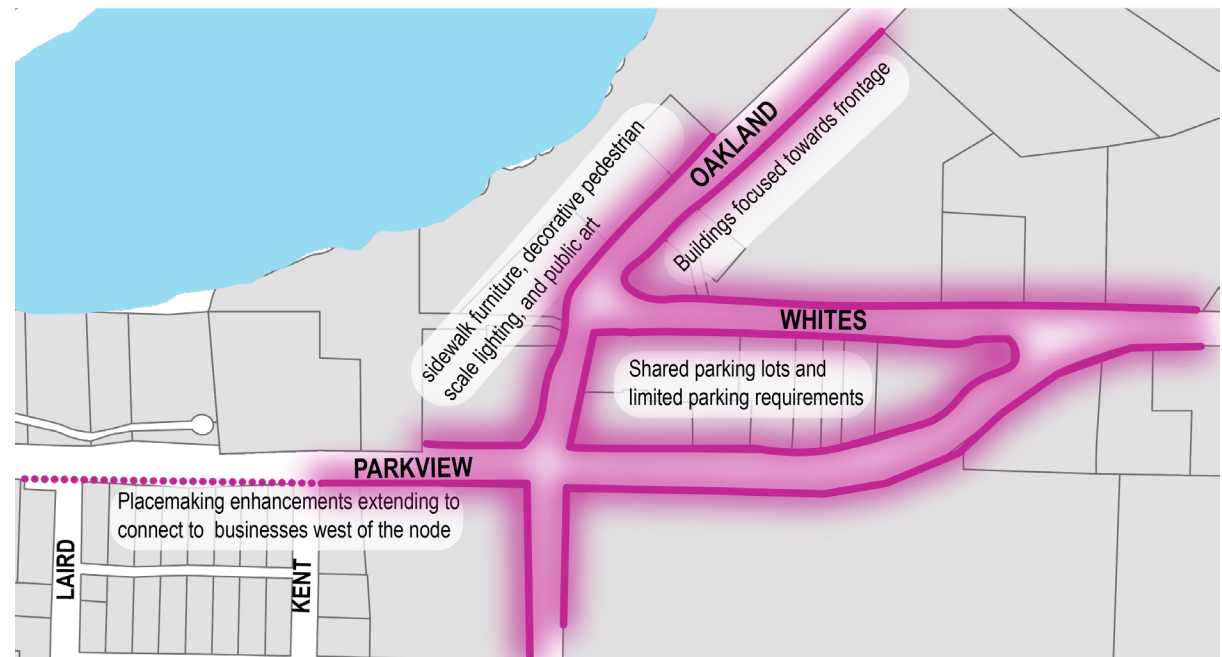
In addition to how pedestrians can safely connect to businesses from the sidewalk through the parking lot, consideration should be made for how bus stops connect to sidewalks, and safe pedestrian crossings throughout the Node.

Investment in placemaking elements such as public art, pedestrian scale lighting, pedestrian street furniture, and bike racks will help to make the area more desirable and help to create a sense of identity for the Node. Placemaking will also help create a welcoming environment for pedestrians and transit users.



Oakwood Plaza

Oakwood Plaza Commercial Node





Public art can help define the pedestrian space and make the walk more enjoyable

Unique street furniture both help make the space feel special and provide a place to sit

Ordinary objects can be made into something that reflects the community

Example of infill commercial in a parking lot. This is a single-story structure with three uses

Outdoor seating/public space

Pedestrian scaled lighting

Shared Parking in the rear



Landscaping at the edge of the parking lot and a decorative fence help to keep parked vehicles off the sidewalk

Breaks in the fence to allow pedestrian access

Clear connection through the parking lot to access amenities

ACTION	ODWNA	CITY	TIMELINE	COSTS
Sustainable Development				
Update NFP to include distinctively natural features in the neighborhood	• Continue to be active in NFP discussion • Provide input on features that need to be evaluated for inclusion	Continue with Phase 2 of NFP and evaluate the parcels to determine eligibility for NFP overlay	2019-2020 Phase 2 of NFP; evaluating parcels to include in the overlay	\$
Update zoning of the Stadium Drive parcels to align with neighborhood vision	• Participate in engagement for zoning updates • Attend Planning Commission meetings to support zoning changes	Evaluate and update zoning code to align with neighborhood vision	2020-2021 Update Zoning	Time
Create an easy way to access and utilize PACE funding		• Work with contractors and commercial property owners to create an easy way to access and utilize PACE funding • Attend business association meetings to begin talking about the resource	2021-2022	Time
Stadium Drive and Howard Street Development				
Update zoning of the parcels at the Stadium and Howard intersection to allow for development that aligns with the neighborhood vision	• Participate in engagement for zoning updates • Attend Planning Commission meetings to support zoning changes	Evaluate and update zoning code to align with neighborhood vision	2020-2021 Update Zoning	Time
Vibrant Commercial Node				
Update zoning of the parcels in the Commercial Node to allow for development that aligns with the neighborhood vision	• Participate in engagement for zoning updates • Attend Planning Commission meetings to support zoning changes	Evaluate and update zoning code to align with neighborhood vision	2020-2021 Update Zoning	Time

CONNECTED CITY

This chapter was developed by the Land Use and Connected Neighborhood Committees. It focuses on roadways found along the ODWN boundaries.

1. Stadium Drive

Given Stadium Drive's gateway status, residents recommend investment to create a unique and welcoming character along the corridor. This should be paired with enhancements so that all modes of transportation can safely use the roadway. Especially at the intersection of Stadium Drive and Howard Street.

Grand Entrance to the City

Investment in unique streetscaping and branding to make Stadium Drive a welcoming corridor and to highlight the ODWN, Western Michigan University, and downtown Kalamazoo. This can be accomplished through signage and special native plantings.

Transit

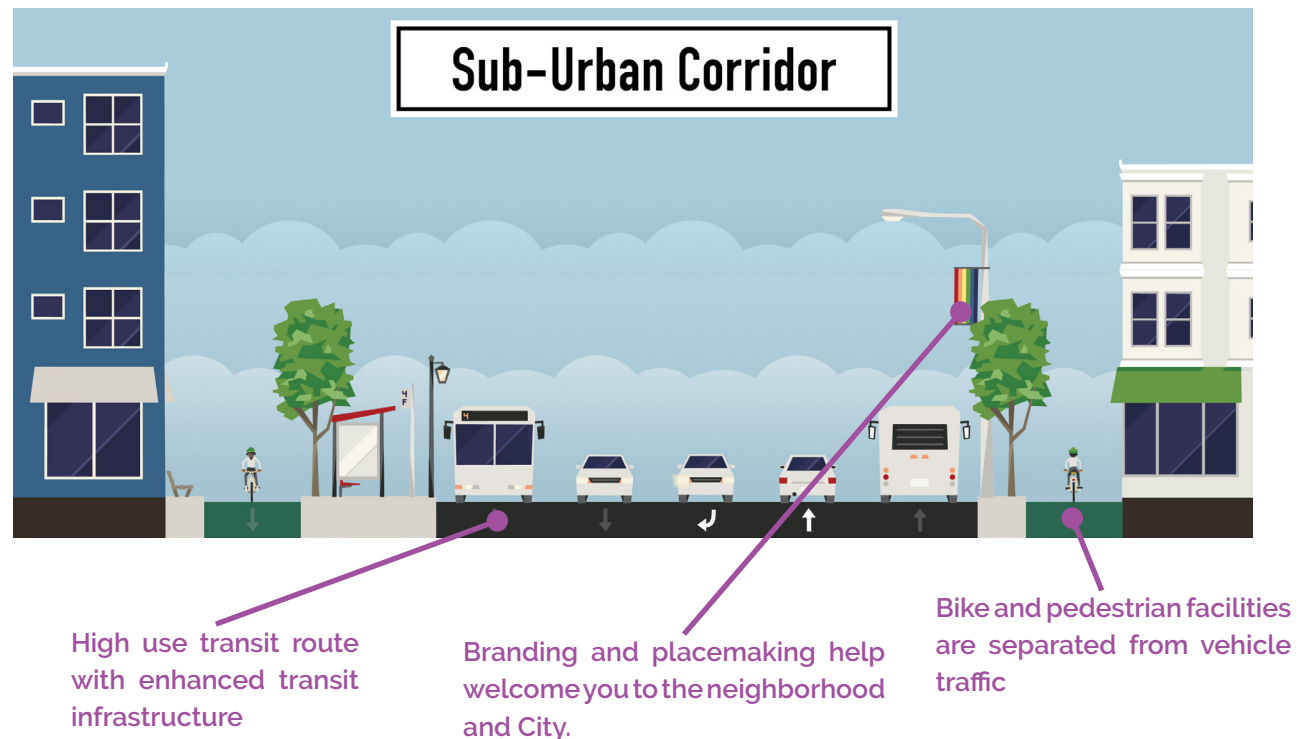
Because this corridor connects so many different amenities, this plan also envisions investment in transit infrastructure that will enhance services such as a bus lane or limited stop service. Due to the high traffic volume and speeds on Stadium Drive, pedestrian and bike infrastructure should be separate but adjacent to the street. This plan further envisions completing and enhancing the existing shared use path along the entire Stadium Drive Corridor while creating safe crossings to either side of the roadway.

Stadium Drive - Howard Street Intersection

Due to the intersection's role in connecting Oakland Drive/ Winchell neighborhood and WMU, there should be clear pedestrian spaces and amenities to shorten the crossing distance, using tools such as curb bump-outs and/or pedestrian islands. Due to the amenities at this intersection, investment in transit infrastructure to enhance service should also be considered. This could include a queue jump lane (seen on the next page), or light priority, which shortens

the wait time at the intersection when a bus is present.

The intersection also can provide a unique opportunity for additional streetscaping and placemaking that help define the area as a welcoming entry point. The roadway can be highlighted with unique mast heads, special welcome signage, or the addition of street furniture.



Crosswalks are painted with a pattern that enhances visibility, increasing pedestrian safety

A Queue Jump Lane shown here allows a bus to re-enter the travel lane in front of traffic at a light, making service faster and more reliable



Protective elements help increase the safety of pedestrians crossing high volume, high speed roadways



Pedestrian refuge shortens crossing distances and creates safe waiting places while crossing wide high volume roadways

Investment in signage, banners, and streetscaping help welcome you into the City

Native plantings can help highlight and celebrate the City. They are also environmentally friendly, and often require less maintenance



2. Oakland Drive & Parkview Avenue

Both Oakland Drive and Parkview Avenue play an important role in connecting neighborhood residents to the Oakwood Plaza Commercial Node and amenities throughout the City. It is important to residents that these streets serve all users, especially cyclists and pedestrians.

Non-Motorized Users

Pedestrian and bicycle infrastructure should exist along both roads. As space allows, bike lanes should be widened or, ideally, buffered. Leading into the Commercial Node, there should be a sidewalk on both sides of the roadway to

complete the network and have all amenities easily accessible to non-motorized users. Pedestrian crossings should be safe and highly visible. Investment in elements that shorten crossing distances, like curb extensions, or that create safe spaces mid-crossing, like pedestrian refuges, should be added where possible.

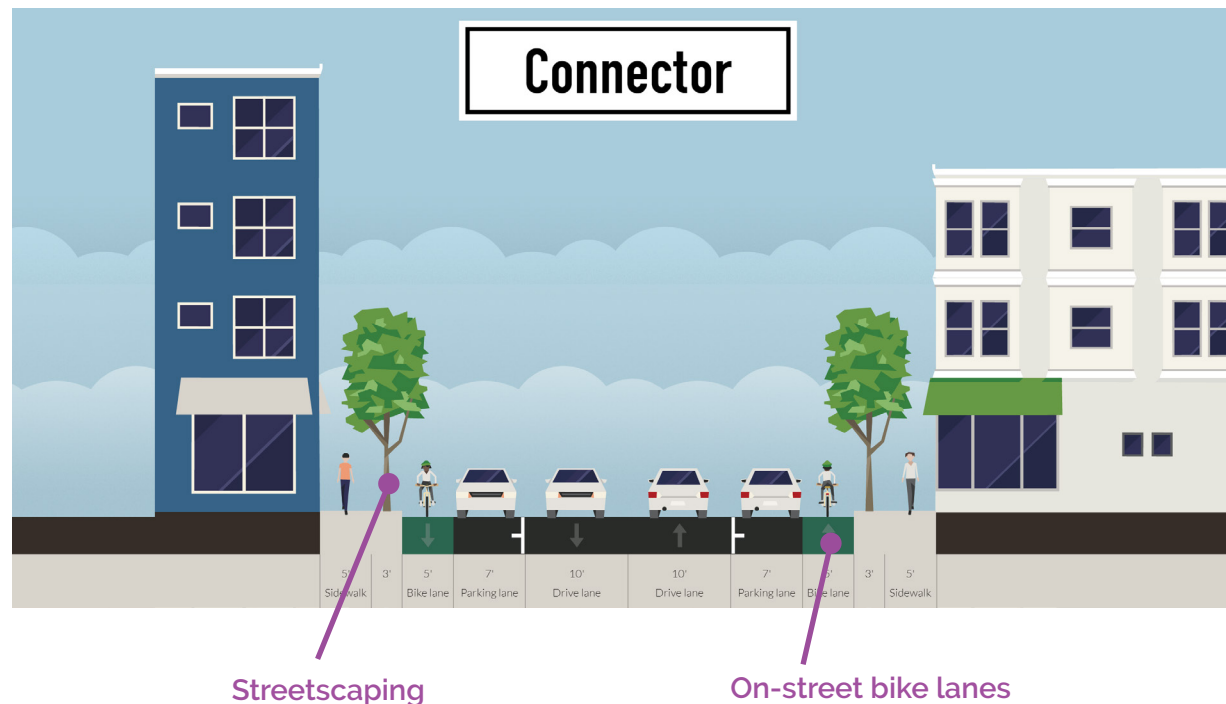
Streetscaping and Placemaking

In areas with commercial uses, there should be pedestrian scale lighting with decorative elements like those existing downtown. Streetscaping and lighting provide opportunities for branding and building the identity of the area through banners, landscaping, and

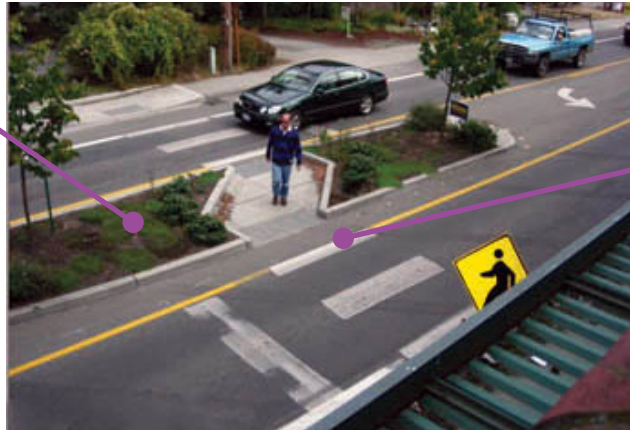
signage. These investments will create a more pedestrian friendly destination while highlighting and supporting the Commercial Node through placemaking.

Oakland Drive & Parkview Avenue Intersection

This plan envisions an intersection that supports safe movement for all users. Intersection design should consider how pedestrians can safely cross the street as well as evaluate traffic and bicycle movement. Elements such as pedestrian islands, curb bump-outs, and bike boxes should be considered to help make this intersection more welcoming to all users.



Medians allow for streetscaping and branding opportunities for the area



Medians also create safe spaces for pedestrians while crossing the roadway and shorten crossing distances

Street elements should consider sustainability and environmental goals with items such as downward facing LED lighting



Decorative lighting helps to make the area feel like a destination and provides an opportunity to place banners

Streetscaping unique to the area

Bike lanes

Intersection design should consider all users. Elements like the bike box shown allow cyclists to queue in front of traffic, increasing their visibility and safety



Whites Road

Main Street

Whites Road is classified as a Neighborhood Connector in the Master Plan. Though this is accurate for most of the street, the portion of Whites Road between Oakland Drive and Parkview Avenue is more of a Main Street. This section of Whites Road is surrounded by retail, commercial, and entertainment uses and could be transformed into a welcoming roadway that better balances the needs of all users. To become more friendly for all users, the traffic lane width should be reduced. Ideally the roadway would become a one-way heading east with limited driveway access. The crosswalk at Whites Road

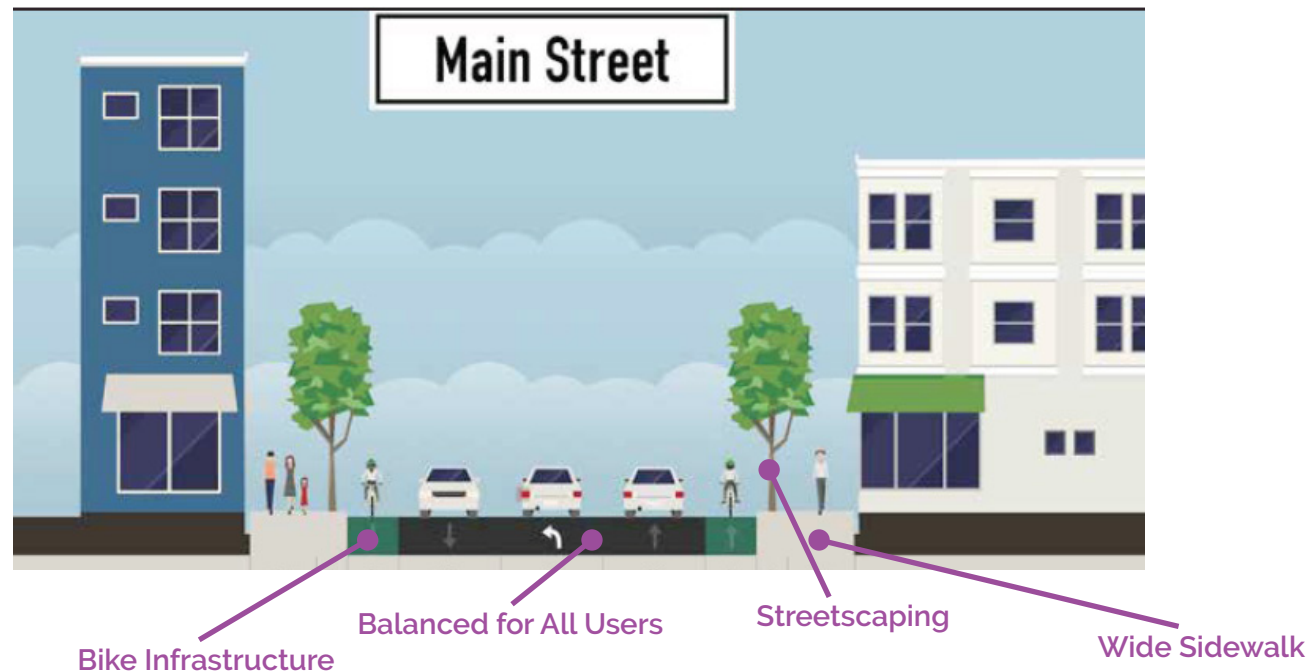
and Oakland Drive should be enhanced to further balance user needs and promote pedestrian safety.

Using the Space Differently

By reclaiming space for pedestrians, the road will help create safe connections between the Plaza and other commercial uses in the area. Changing how space is used on Whites Road will also allow for the creation of seating, parking, or other amenities that will support the growth and vibrancy of the Commercial Node.

Placemaking

This road cuts through the middle of the Commercial Node. Public art, street furniture, and streetscaping can support a strong identity for the area and help promote growth. These types of investments also help to make the area more walkable and inviting for pedestrians.



Raised crosswalks increase pedestrian visibility and create a speed hump that slows vehicles



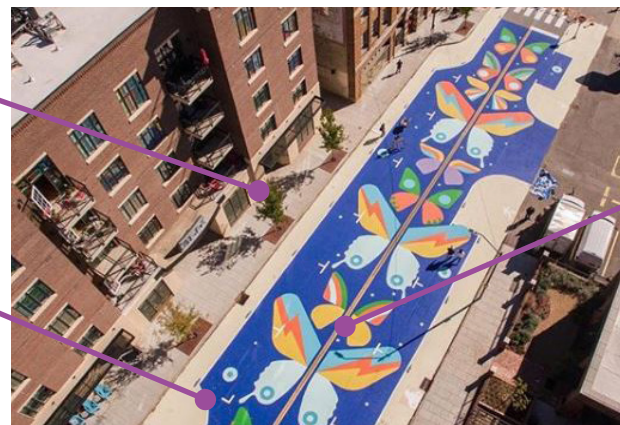
Infrastructure to enhance pedestrian visibility and prioritize pedestrian movement

Utilize native plants in any streetscaping or beautification



Using the right-of-way differently allows for enhancements such as parklets that create seating, separate pedestrians from vehicle traffic, and make the commercial area more appealing to patrons

Street trees



On street parking to increase parking capacity for the commercial node

Public art to support placemaking and walkability of the commercial node

ACTION	ODWNA	CITY	TIMELINE	COSTS
Sub-Urban Corridor				
Update Stadium Drive with welcome signs and improved streetscaping to make it more of an entrance into the City	Participate in opportunities to discuss the design of the roadway	Update the streetscaping to include native plantings, signage, and other enhancements that make Stadium Drive a welcoming corridor	Long	\$\$\$\$
Enhance and connect the shared use path along Stadium Drive	Participate in opportunities to discuss the design of the roadway	Work with MDOT to improve and create a joint plan for improving the path. Work to connect sidewalk along the north side of Stadium and to increase the amount of safe crossings.	Long	\$\$\$
Invest in transit infrastructure that will allow for faster and reliable service	Participate in opportunities to discuss the design of the roadway	Work with Metro to determine potential service enhancements and the infrastructure needed	Long	\$\$\$
Neighborhood Connector				
Improve Bike Lanes on Oakland Dr and Parkview Ave	Support outreach and communication to the neighborhood as projects are studied and constructed	Study Oakland Dr and Parkview Ave to evaluate widening or buffering the existing bike lanes	2020 - Oakland Dr is up for construction work 2021 - Parkview Ave is up for construction work	Included in larger project budget
Evaluate crossings on Oakland Dr and Parkview Ave for increased pedestrian safety	Support outreach and communication to the neighborhood as projects are studied and constructed	Study streets to determine where there is a need and the ability to install elements that shorten the crossing distances on Oakland Dr and Parkview Ave	2020 - Oakland Dr is up for construction work 2021 - Parkview Ave is up for construction work	\$\$\$ - May be able to use some SRTS funding for key crossing
Invest in streetscaping and placemaking elements along roads, particularly in the Commercial Node		Work to include streetscaping, pedestrian oriented lighting, and other design elements that increase the walkability of the streets	2020 - Oakland Dr is up for construction work 2021 - Parkview Ave is up for construction work	\$\$\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Main Street				
Treat the section of Whites Rd between Oakland Dr and Parkview Ave as a Priority Street		Evaluate street to determine ways to shrink lanes, increase pedestrian space, and connect the north and south sections of the Commercial Node	Mid	\$\$\$\$
Explore ways to use the right-of-way and infrastructure for public art and placemaking	Work with local talent to develop designs that represent the community	Determine process for installing public art in the right-of-way (curb lawns, sidewalks, utility boxes, etc.)	Short	Time

CONNECTED NEIGHBORHOOD

This chapter was developed by the ODWNA Complete Neighborhood Committee. The committee realized that the neighborhood already had many of the amenities of a complete neighborhood as defined in IK 2025 but lacked the ability to safely walk or bike to them. This chapter focuses on how residents can safely connect to the existing amenities in the neighborhood.

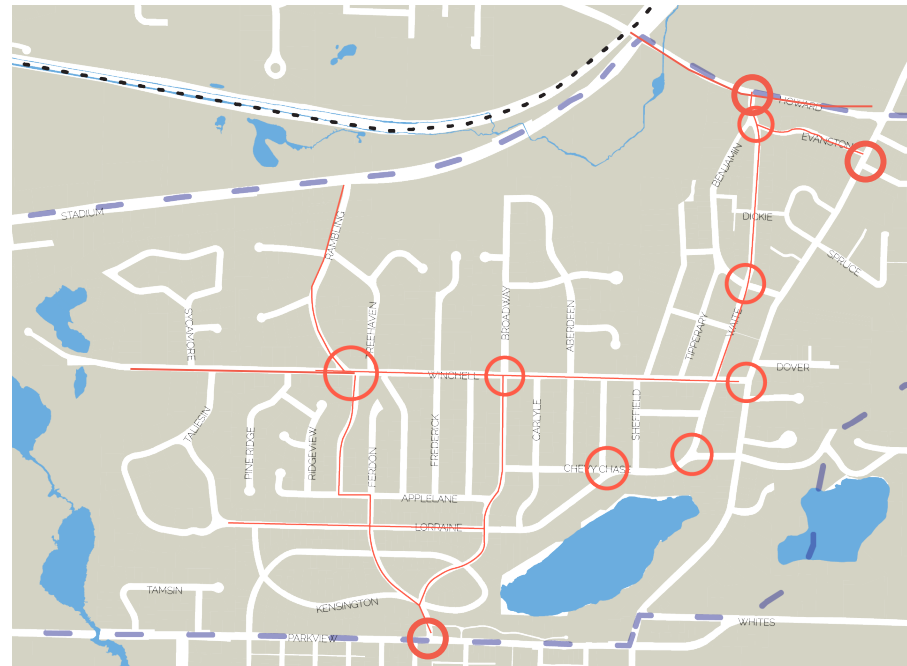
1. Increase Traffic Safety

Due to the neighborhood's proximity to key areas within the City, several neighborhood streets are used as cut-throughs. This amplifies the amount of unsafe driving behaviors experienced in the neighborhood including speeding, failure to comply with traffic signs, and distracted driving.

In addition, much of the southern half of the neighborhood is without sidewalks, leading cars, pedestrians, and cyclists to share the roadway in often unsafe situations. To help promote safer driving, the neighborhood has prioritized looking at street design for quick and cost efficient ways to slow traffic, making the streets safer for all.

2. Increase Intersection Safety and Navigability

Most of the neighborhood was developed with winding roads that often meet at unusual angles. Almost all of the neighborhood's roads funnel into Winchell Avenue. These conditions create key intersections that are highly trafficked for a neighborhood road, and many are difficult to navigate.



Traffic Safety Priorities

- Priority Street for Traffic Calming
- Priority Intersection for Traffic Safety (Navigability, Visibility, and Traffic Control)
- Neighborhood Boundary
- Railroad

South Bend Traffic Calming

South Bend, Indiana's traffic engineers work with neighborhoods to solve traffic issues. First, by piloting a project as seen in this photo. After the implementation proves safe and that it works, a permanent installation is done.

Full presentation at https://southbend.in.gov/wp-content/uploads/2019/02/Safe_Streets_Academy.pdf



3. Improve Non-Motorized Connectivity and Safety

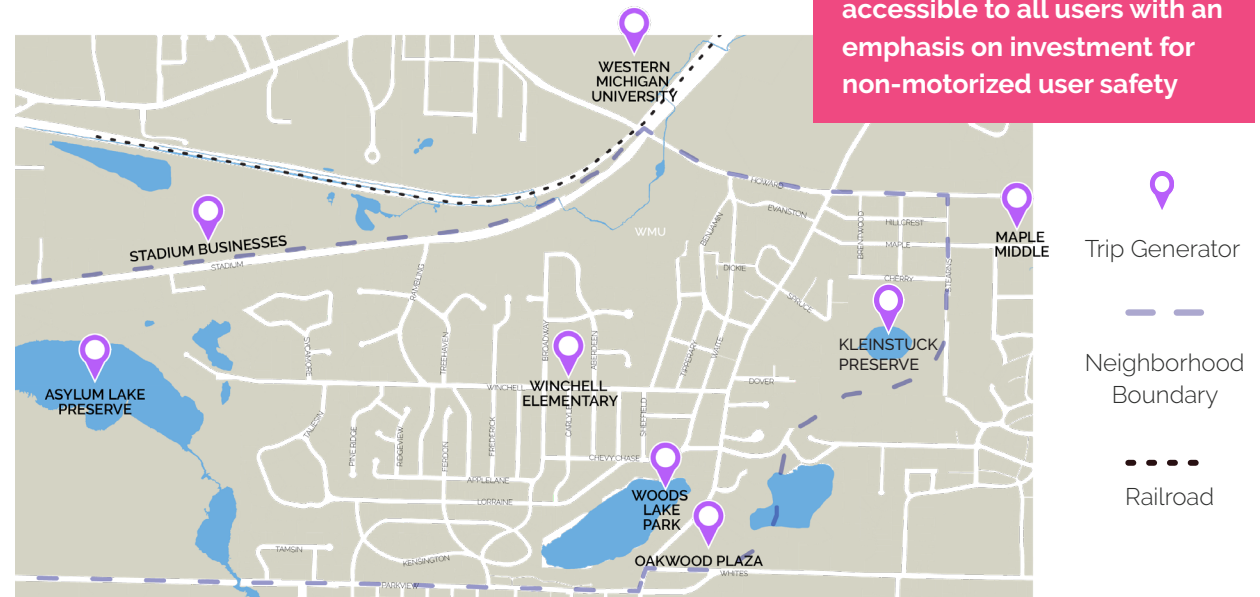
There are many amenities that are a walkable or bikeable distance for residents in the neighborhood. Some of these include Oakwood Plaza, Western Michigan University, and Woods Lake Park. Though these amenities are nearby, a lack of pedestrian and bicycle infrastructure make walking and biking hazardous and unappealing at times. To help improve non-motorized users access and safety, residents have prioritized key connections for sidewalk, bike lanes, and/or multi-use paths.

4. Inter-Neighborhood Connectivity

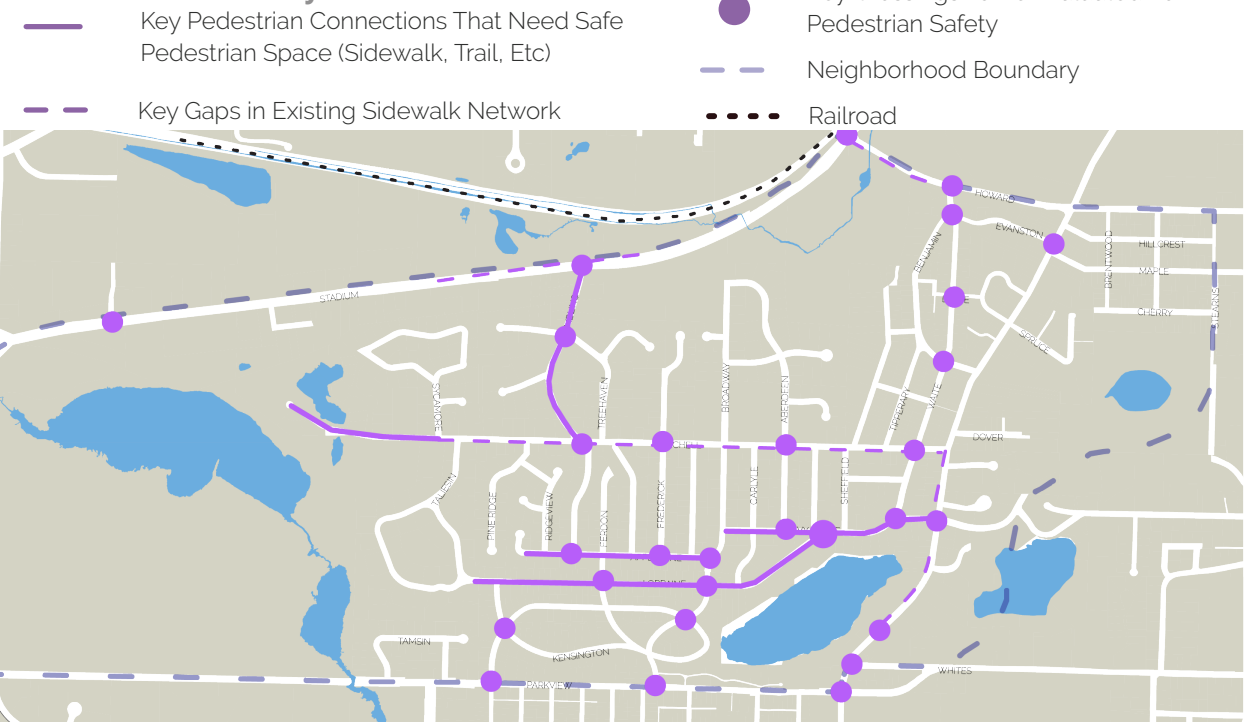
In addition to internal connectivity, better connections to adjacent neighborhoods is critical. The Waite Ave and Howard St and Broadway Ave and Parkview Ave intersections are critical points at the edge of the neighborhood that need improvement.

Waite Ave and Howard St is the closest intersection to WMU and Stadium Drive. It lacks any pedestrian or bicycle infrastructure to make travel by these modes out of the neighborhood safe. Broadway and Parkview links the neighborhood to Oakwood and Parkview Hills neighborhoods and is a common walking path for residents. Grade changes, retaining walls, and narrow shoulders on Parkview Avenue also make it feel unsafe to pedestrians and cyclists. The alternative intersections for travel are on Oakland Drive, forcing travelers to go significantly out of their way.

Common Trip Generators



Pedestrian Safety Priorities



5. Implement Safe Routes to School

Most students in the neighborhood live within walking distance to Winchell Elementary. Yet, many parents still choose to drop-off and pick-up their students in their personal vehicles. Through the planning engagement process, residents identified key priorities to make getting to school easier and safer, whether a student is walking, biking or being driven. The City partnered with the neighborhood association to apply for a Safe Routes to School (SRTS) grant to improve the infrastructure surrounding Winchell Elementary and Maple Middle Schools. The process kicked off with walking audits and will be completed in 2020.



SRTS Walking Audit for Winchell Elementary in Spring 2019

Bike Boulevards

Bike Boulevards are streets that give bicycle travel the priority. These streets have low traffic volumes and speeds (usually local, neighborhood streets meet the appropriate characteristics) and often include design elements that help maintain those characteristics.



Photo Source: <https://ruraldesignguide.com/mixed-traffic/bicycle-boulevard>

SRTS CONSIDERS THE SIX “E’S”



EQUITY

Equity is a consideration for all SRTS activities, ensuring that everyone has access to and can take advantage of the resources provided through the program.



EDUCATION

Informs families about transportation choices, teaches walking and biking safety skills, and promotes driver safety campaigns near schools.



ENGINEERING

Addresses the physical environment around schools to create safe and accessible places for walking, biking, and skating.



ENCOURAGEMENT

Uses events and activities to making walking, biking, and skating easy and fun.



ENFORCEMENT

Reminds everyone to follow traffic laws near schools.



EVALUATION

Monitors program outcomes to improve activities in the future.

Photo Source: <https://www.oregonmetro.gov/sites/default/files/2017/06/01/Safe-Routes-to-School-Framework-201610.pdf>

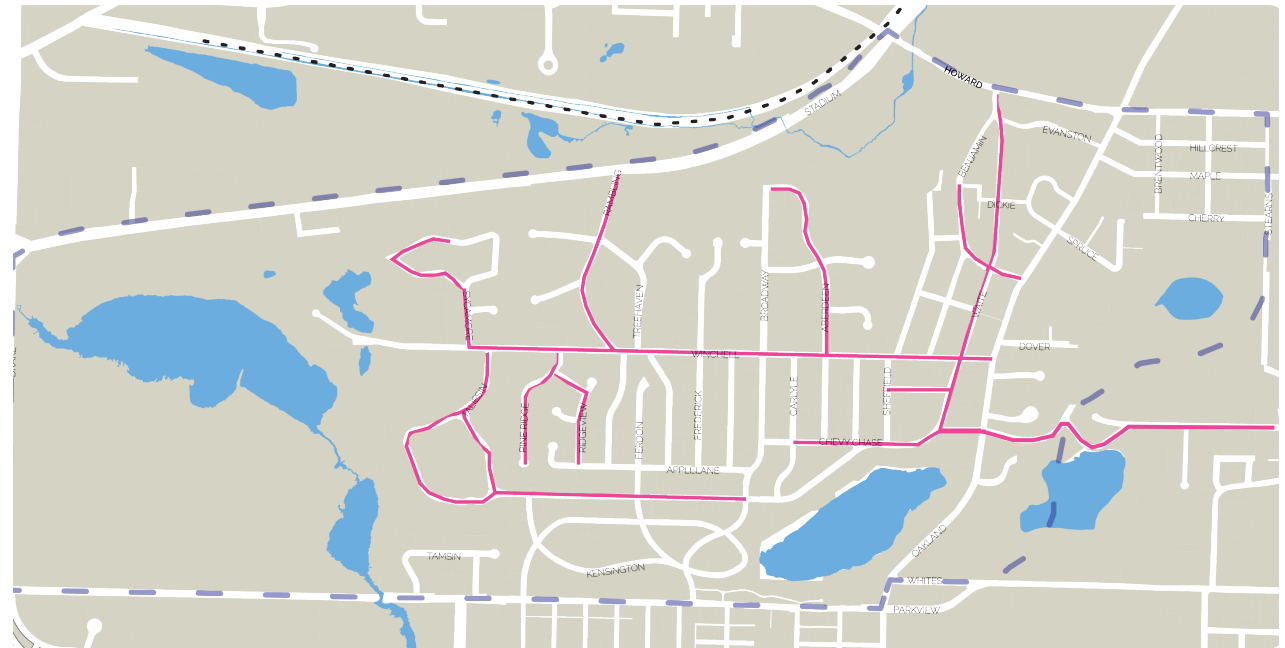
6. Repair Infrastructure

Maintaining the current infrastructure is an important part of keeping the motorized and non-motorized networks functioning. The neighborhood would like to see roads and sidewalks repaired and maintained to continue to keep the existing connections working and to avoid other corollary issues.

While neighborhood streets receive regular maintenance, there is also an opportunity to consider adding additional infrastructure that will help accomplish neighborhood goals. One opportunity is to develop bike boulevards that will help connect non-motorized users safely in and out of the neighborhood.

Repaving Priorities

— Priority Streets for Repaving - - - Railroad - - - Neighborhood Boundary



Goals & Actions

ACTION	ODWNA	CITY	TIMELINE	COSTS
Increase Traffic Safety				
Calm Traffic And Reduce Unsafe Driving Behaviors Such As Speeding and Running Stop Signs on Key Streets. KeyStreets (numbered in order of priority): - Winchell Ave - Rambling Rd - Broadway Ave - Lorraine Ave - Ferdon Rd - Waite Ave - Evanston Ave - Howard St	- Continue to communicate with Public Safety and Public Services about unsafe traffic behavior in the neighborhood and neighborhood priorities - Work with City staff to prioritize implementations when appropriate - Work with Winchell Elementary staff and PTO to educate parents about driver and pedestrian safety and rules especially during drop off and pick up	- Study the Priority Streets to develop strategy to calm traffic starting with the top priority - Work to create a formal process to pilot traffic calming on neighborhood streets and formalize implementations that are effective - Observe and collect data on traffic behavior in the neighborhood during 2019 and 2020 construction work	2019 - Safe Routes to School (SRTS) action plan process will evaluate some of the streets listed 2019 - Public Services will begin study of streets on the east side of the neighborhood 2021 - Work with WMU to have senior project create a pilot design plan and research additional funding opportunities 2021-2022 - Use SRTS Grant to implement pieces of the action plan	\$\$\$
Increase Intersection Safety and Navigability				
Ensure Key Intersections Are Designed for Safe Vehicle, Pedestrian, and Bicycle Movement. Key Intersections (numbered in order of priority): - Broadway Ave & Winchell Ave - Winchell Ave & Rambling Rd - Chevy Chase Blvd & Waite Ave - Chevy Chase Blvd, Lorraine Ave & Bruce Dr - Oakland Dr & Maple St - Oakland Dr & Winchell Ave - Benjamin Ave & Waite Ave - Waite Ave & Howard - Broadway & Parkview Avenue	- Continue to communicate with Public Safety and Public Services about unsafe traffic behavior in the neighborhood and neighborhood priorities - Work with City staff to prioritize implementations when appropriate	- Evaluate the design and visibility Key Intersections for needed changes to increase the safety of all users, improve navigability, discourage running stop signs - Determine process and guidelines for public art in the right of way, especially crosswalks, to raise awareness of the neighborhood and school	2019 - Safe Routes to School (SRTS) action plan process will evaluate some of the streets listed 2019 - Public Services will begin study of streets on the east side of the neighborhood 2021 - Work with WMU to have senior project create a pilot design plan and research additional funding opportunities 2021-2022 - Use SRTS Grant to implement pieces of the action plan	\$\$- \$\$\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Improve Non-Motorized Safety and Connectivity				
Increase Pedestrian Safety, Visibility and Navigability of Major Crosswalks, especially those used to connect to the Commercial Node		- Assess crosswalks and commonly used crossing locations for needed improvements such as ladder or continental painting and constructing new crosswalks where there are gaps in the pedestrian network - Ensure mid block crossings are highly visible, consider installing Rapid Response Flashing Beacons - Support ODWNA efforts to complete the network	2019 - New Crosswalk Ordinance in effect with new signage installed at mid-block crossings 2019- Community meeting to discuss Oakland Dr. Design 2020 - Oakland Dr construction will include upgrades to crosswalks to ensure ADA compliance, Based on neighborhood meeting other enhancements may be included such as an additional crosswalk and new crosswalk striping pattern	\$\$\$
On Busier Streets, Work To Create Crossings That Are Safe For Pedestrians Regardless Of Physical Ability		- Install Audible crossing at Winchell Ave and Oakland Dr - Install ped.refuge on Oakland Dr. at Maple St	Completed 2018 - Audible crossing was installed Scheduled 2020 - Ped. Refuge	\$\$\$
Create Safe Non-motorized Space Such As Sidewalks Or Buffered Multi-Use Path In The Right-Of-Way On Key Streets To Create A Comprehensive Pedestrian Network Key Streets (numbered in order of priority): 1. Rambling Rd 2. Chevy Chase Blvd. 3. Lorraine Ave 4. Applelane Ave 5. Winchell Ave (toward Asylum Lake)	Work to build support among adjacent property owners	- Study Streets to determine safe ways to create dedicated pedestrian and bicycle spaces - Determine the process and guidelines for considering street space for a mixed use path - Create a bike boulevard plan to make a network of streets that give equal or more priority to non-motorized users - Support ODWNA efforts to complete the network	2019 - Safe Routes to School action plan for Winchell Elementary will look at pedestrian safety on Rambling, Lorraine, Chevy Chase, Apple Lane, and Winchell 2021-2022 - should have access to SRTS infrastructure grant to address action plan recommendations	\$\$\$\$
Create safe Pedestrian Crossings throughout the neighborhood on key east-west and north-south crossing points. E/W : Wellington Rd, Lorraine Ave, Applelane Ave N/S : Rambling Rd, Frederick ave, Waite Ave Aberdeen Dr	Provide comprehensive list of crosswalks that need repainted	- Evaluate key crossings painting needs including repainting and painting an enhanced visibility pattern - Study key connections for need to create additional crosswalks	2019 -2021 Safe Routes to School Planning and Implementation 2020 - Neighborhood provides list of crosswalks that need repainting to be evaluated for incorporation into paint contract	\$\$\$\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Improve Non-Motorized Safety and Connectivity (Continued)				
Create Safe Pedestrian Network To Access the following key locations; Stadium Dr Businesses, Metro Bus Stops, and Western Michigan University Campus	Work with partners to advocate for connected pedestrian space on Stadium Dr, especially on the north side heading east of Rambling	Partner with MDOT to study Stadium Dr. to determine: • Siting for sidewalks, focusing on completing the connection to Bigby and Autozone • A safe way to get pedestrians across Stadium Dr. (See Land Use Chapter for additional priorities for Stadium Street Design)	Approximately 2022 - The section of Stadium Dr under City control is tentatively scheduled for design and construction. This will be a chance to evaluate the street for enhancement or new construction	\$\$\$\$
Ensure a safe and convenient network for nonmotorized users to access Western Michigan University, with a priority consideration for the Howard & Waite intersection	• Advocate for safe non-motorized network to connect to WMU's Main and Engineering Campuses • Support outreach to homeowners to discuss on-street parking vs. bike lanes	• Study major streets and neighborhood streets to create a connected non-motorized network. Consider bike lanes, and shared-use paths. • <i>Evaluate potential for bike boulevard implementations on side streets to create comfortable, connected bicycle network to large trip generators</i>	See above, major road work is tentatively scheduled for 2022. Note that this may change as budgets and other factors impact project timing	\$\$\$\$
Improve Bike Lanes on Oakland Dr and Parkview Ave	Support outreach and communication to the neighborhood as projects are studied and constructed	Study Oakland Dr and Parkview Ave to evaluate widening or buffering the existing bike lanes	2020 - Oakland Dr is up for construction work 2021 - Parkview Ave is up for construction work	Included in larger project budget
Keep Bike Lanes Clear Of Debris (Glass, Sticks, Trash)	Provide information to residents on how to self-report issues	Evaluate the cost of having streets with bike lanes swept more frequently, particularly on major streets such as Oakland Dr and Parkview Ave	Mid - Study current street sweeping system, alternative schedules to give extra attention to streets with bike lanes, and funding options	\$\$\$\$
Promote Safety Awareness And Education For Bicyclists And Motorists	• Approach potential partners to create educational material, offer helmets and bike lights, & create a safety training event • Coordinate with KDPS to provide educational bike safety training	Work with neighborhoods to provide bike safety training.	Short - Neighborhood coordinate with KDPS to provide a bike safety training 2019 - SRTS action plan will have suggestions for bike safety education	\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Improve Non-Motorized Safety and Connectivity (Continued)				
Complete pedestrian network to access Oakwood Plaza and Commercial Node	• Participate in design feedback for Oakland 2020 • Work with Plaza to create clear and safe pedestrian access from sidewalk through parking lot to store fronts • Participate in Whites 2021/2022 design meetings - Work to build support among adjacent property owners	• Study Oakland Drive to evaluate feasibility of completing sidewalk along the W. side of Oakland from Winchell to Chevy Chase, and in front of Woods Lake Park • If sidewalk is not feasible due to expense evaluate alternative options such as sidewalk along woods lake park upper parking lot or additional crossing at Chevy Chase to cross Oakland • Evaluate existing crossings for safety and visibility • Study Whites Road to construct new sidewalk or to reconfigure use of the right-of-way (see Land Use Chapter for neighborhood vision)	2020 - Oakland Drive construction 2021/2022 - Whites Road Construction	\$\$\$\$
Develop safe, efficient access between the Oakland Winchell and Oakwood Neighborhoods	Participate in design feedback for Parkview 2021	Study Parkview to site safe pedestrian crossing between Green Leaf and Oakland	2021 - Parkview is scheduled for construction work	\$\$\$\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Implement Safe Routes to School				
Pursue Safe Routes to School for Maple Middle School and Winchell Elementary	Participate in SRTS activities including: planning, engagement, and implementation	• Create Safe Routes to School Action Plans and apply for grant • Implement Safe Routes to School Action Plans pro-actively and as opportunities arise	2019 - City has partnered with MSU and MI Fitness Foundation to create action plans for each school 2020 - Oakland Drive work will include elements of action plan that are feasible. 2021/2022 - Likely have access to SRTS grant	\$\$\$\$
Place safe, visible Crosswalks on Oakland Dr and Howard St to allow for easy and safe access to Maple Middle School	As above	As above	As Above 2019 - New Crosswalk Ordinance in effect and new signage installed	\$\$-\$\$\$
Address school pick-up and drop off related issues at Winchell Elementary	• Promote coordination between school (Staff and PTO) and Churches to address parking issues • Work with school staff and PTO to address more efficient/safer pickup and dropoff traffic flow	As Above	As Above 2019 - Winchell Elementary updated striping in pull through to address some of the issues that arise during pick-up	\$
Strengthen enforcement of traffic and parking violations surrounding the school	Work with KDPS and KPS to support stronger enforcement	• With neighborhood support, pursue stronger enforcement of no parking and other traffic violations • Following Action Planning process determine options to adjust street design in front of Winchell Elementary	As Above 2019 - KDPS started enforcing traffic and parking violations	\$\$\$\$
Slow traffic near Maple Middle School	Participate in SRTS activities including: planning, engagement, and implementation	• Create Safe Routes to School Action Plans and apply for grant • Implement Safe Routes to School Action Plans pro-actively and as opportunities arise	As Above	\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Repair Infrastructure				
Repave neighborhood streets	Provide information for residents to self-report condition issues	Use list provided to inform mill and fill work in the neighborhood	Incorporate list into 5 year plans for local street work	\$\$\$
1. Winchell Ave: Oakland Dr - Aberdeen				
2. Winchell Ave: Rambling Rd. - Sycamore Ln.				
3. Chevy Chase Blvd: Edgemoor Ave - Carlyle Dr				
4. Waite Ave: Howard St - Chevy Chase Blvd				
5. Rambling Rd: Winchell Ave - Stadium Dr				
6. Benjamin Ave : Oakland Dr - Dickie Dr				
7. Ridgeview Dr: Applelane Ave - Larry Ln				
8. Applelane Ave: Ferdon Rd - Ridgeview Dr				
9. Lorraine Dr: Broadway Ave - Parkwyn Dr				
10. Aberdeen Dr: Winchell Ave - Broadway Ave				
11. Argyle Ave: Waite Ave - Sheffield Dr				
12. Larry Ln: Pine Ridge Rd - Ridgeview Dr				
13. Pine Ridge Rd				
14. Sycamore Ln: Winchell Ave - Pine Grove Ln				
15. Taliesin Dr : Winchell Ave- Lorraine Ave				
16. Pine Grove Ln : Fair Oaks Dr - Sycamore Ln				

ENVIRONMENTAL RESPONSIBILITY

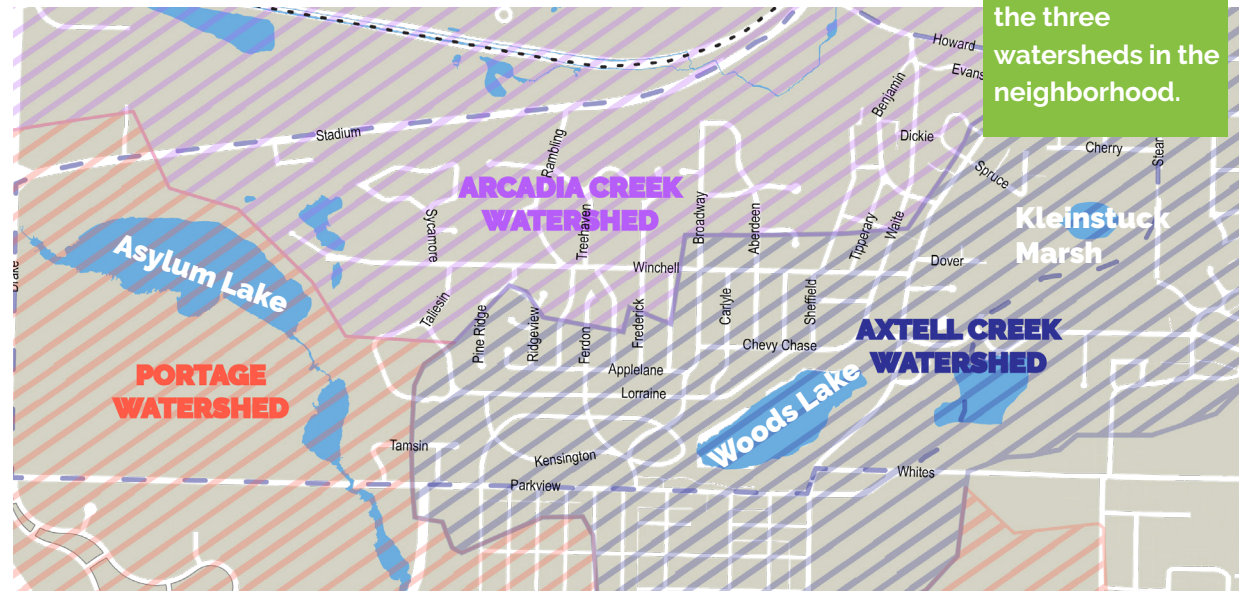
This chapter was developed by the ODWNA Environmental Responsibility Committee. This chapter focuses on ways to promote the enjoyment and sustainable management of existing neighborhood natural systems, recognizes them as important assets, and proposes ways to protect them.

1. Address Neighborhood Flooding and Stormwater

The neighborhood is home to many of the large surface water bodies in Kalamazoo; Asylum Lake, Little Asylum Lake, Woods Lake, Arcadia Creek, and Kleinstuck Marsh. It is a priority to residents that investment is made to mitigate adverse stormwater impacts on these water systems. This includes investing in ways to comprehensively reduce and thoughtfully manage stormwater runoff.

Because of the amount of surface waterbodies, residents also need to be good stewards of stormwater runoff by promoting a knowledge-based, neighborhood-wide culture of environmental stewardship and sustainability. This can include things like rain gardens, rain barrels, and limiting or not using chemicals in personal yards.

Watersheds



This map shows the three watersheds in the neighborhood.

--- Neighborhood Boundary Railroad

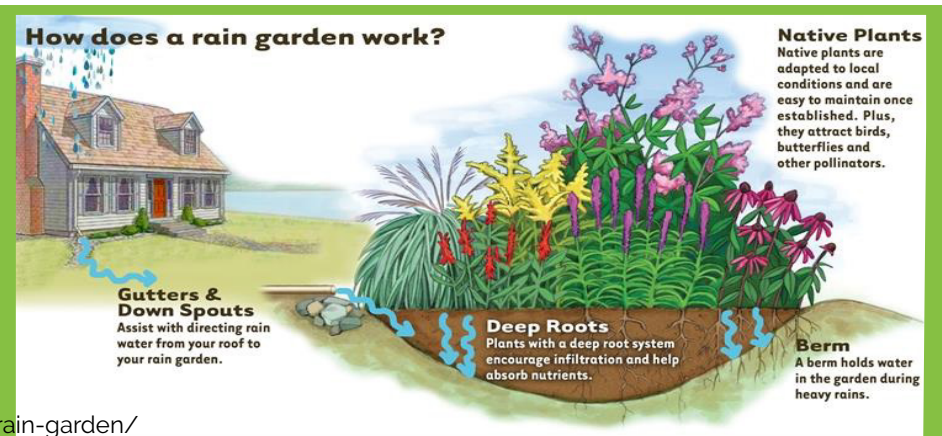
Rain Barrels & Gardens

Rain Barrels & Gardens divert stormwater from entering the City's system and can be paired with downspouts. Water collected from a Rain Barrel can be used to water your garden. Rain Gardens often use native plant species and can provide habitat for wildlife and pollinators.

Learn more about rain gardens : <https://kalamazooriver.org/act/residents/rain-gardens/>

Rain Barrels: <https://kalamazooriver.org/act/residents/rain-barrels/>

Photo Source: www.stormwaterhawaii.com/latest-news/tips/how-to-build-a-rain-garden/



2. Identify and Protect Neighborhood Natural Assets

The neighborhood enjoys a number of natural assets that benefit all of Kalamazoo; Asylum Lake Preserve, Woods Lake Park, and Kleinstuck Preserve. The integrity and beauty of the neighborhood's natural features must be sustainably managed. This requires identifying, protecting, and enhancing the integrity of natural features and promoting a knowledge-based, neighborhood-wide culture of environmental stewardship and sustainability. This includes increasing awareness and education on what individuals can do as well as City investment. The neighborhood will be active in Phase 3 of NFP Overlay which will focus on good stewardship education for individual property owners.

How to Create a Pollinator Playground

Source: beecityusa.org/create-habitat.html

- Plant native plants
- Avoid pesticides
- Provide flowers from spring to fall
- Plant larval host plants for butterflies and moths
- Leave undisturbed areas for nesting
- Provide a clean water source

Did You Know?

1 lb of phosphorous fertilizer can grow up to 500lbs of algae in a lake.

Source: *University of Minnesota*

However, the best option is to avoid fertilizing.

Buying Fertilizer?



Department of
Environmental
Conservation

LOOK FOR
THE ZERO
Protect Your Waters



"0"
in the
middle means
environmentally
friendly,
phosphorus-free
fertilizer.



Kayaking on Woods Lake. Photo by Peter Blicke



Asylum Lake. Photo by Susan Andress

3. Increase Access to Green Space and Parks

The 2025 Master Plan indicates most Oakland Drive/Winchell neighborhood residents are not within a quarter mile of a park or greenspace. There currently are a series of City-owned natural areas located throughout the southern half of the neighborhood. These could serve as an opportunity to increase access.

The map shows the many public and privately owned green spaces in the southern part of the neighborhood. To increase the access and enjoyment of these spaces residents would like to see these spaces made more user-friendly and connected. This could be done via signed routes along the streets or with native landscaping in yards between the spaces.



Beach at Woods Lake City Park.. Photo by Chris Bovid



Nature Walk in Kleinstuck Preserve. Photo by Andrea Zinkus

Connected Spaces



- Park or Green Space
- Proposed Trail Route
- Neighborhood Boundary
- Railroad
- Existing Signed Bike Route
- Planned Signed Bike Route
- Bike Infrastructure Planned in Imagine Winchell

Goals & Actions

ACTION	ODWNA	CITY	TIMELINE	COSTS
Address Neighborhood Flooding and Stormwater				
Monitor, evaluate, and repair or upgrade infrastructure to prevent flooding and protect lakes, streams, rivers, and wetlands	• Provide the City with timely information on problem storm drains, catch basins, and street maintenance issues so that problem areas can be prioritized and addressed • Work to implement crowd sourced data tool to collect information on problem areas • Work with City Public Services to establish a plan to collect data to evaluate and alleviate existing flooding, and pro-actively prevent future flooding • Work with Public Services and Partners to routinely collect post-project data to help evaluate effectiveness of infrastructure changes • Develop partnerships to identify, map, and prioritize problem storm drains and storm drains whose locations are less than optimal	• Use data reported by ODWN and larger neighborhood data collection efforts to prioritize infrastructure maintenance efforts • Work with ODWN to implement new infrastructure design and/or infrastructure modification as needed • Provide ODWN with baseline data of the system design • Establish a process so that reported infrastructure issues can be quickly evaluated and corrected • Work with ODWNA to gather data to identify and prioritize storm drain issues for future City budget consideration • Consider establishment of stewardship program to empower residents to safely care for the stormwater system • Identify beneficial locations for curb lawn rain gardens to alleviate pressure on the stormwater system	Ongoing - reporting Short - Mapping/ Study Mid/Long - Infra-structure	\$\$\$
Keep infrastructure clean and clear of debris to help prevent flooding, and help preserve surface water bodies	• Determine Neighborhood priorities and communicate that information to the City • Communicate information on City maintenance schedules (street sweeping, catch basin cleaning) to residents • Provide timely information on problem drains or streets	• Provide schedule information to ODWN, understanding that emergencies may result in delays • Use reporting and priorities provided by the Neighborhood to evaluate street sweeping schedule and explore options for targeted sweeping	Mid - Cleaning Long - changes to street sweeping	\$\$\$\$
Following the city master Public Educational Plan For Stormwater And Groundwater, create an education program for neighborhood residents/ workers to learn about the stormwater systems and how to be good stormwater stewards	Work with Partners to develop educational materials and resources to support ODWN's efforts. For example: • How to report flooding and storm drain backups to the City • The importance of storm drain maintenance. • How residents/businesses play a role in the process	Provide information and support on: • The stormwater system, including catchment areas and anticipated maintenance schedules. • Ways property/business owners can assist in keeping these systems functioning • Develop an event, or week of events around stormwater education	Mid	\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Address Neighborhood Flooding and Stormwater (Continued)				
Create and install informational signage at stormwater drains to: - Show where storm-drain water is discharged (e.g., Woods Lake, Arcadia Creek, Asylum Lake, etc.) - Encourage environmental stewardship	• Work with Partners to gather research on stormwater system and the overall water systems in Kalamazoo • Evaluate and prioritize storm drains for standard plaque placement • Engage residents to test, and determine most effective enhanced signage options and placement to promote knowledge of stormwater system • Conduct educational outreach to explain and publicize sign installation	• Work with ODWN to provide: system information (which drains go where), any sign design or placement requirements, and assistance with any required permitting • Work with ODWN to have all stormwater drains appropriately signed as indicating the drain discharges to a nearby stream or lake. • Explore grant opportunities to support education/sign installation efforts • Partner with ODWN to install signs	Mid - Cleaning Long - changes to street sweeping	\$\$\$\$
Make this area of the City (Oakland Drive/Winchell, Parkview Hills, and Oakwood) a Zero RunOff Community	• Work with surrounding neighborhoods and other Partners to develop a Zero RunOff Plan within the framework of the City's Chapter 29 (Ordinance 1776) for Stormwater Systems • Integrate Portage and Arcadia Creek Watershed Mgt. Plans into the Neighborhood Zero Run-Off Plan as appropriate • With Partners design and implement a Neighborhood-oriented Zero Run-Off Plan educational program • Work with partners to install example installations that help minimize stormwater runoff (e.g. rain gardens, rain barrels, appropriate landscaping, pervious/permeable pavement and hardscapes, etc.)	• Participate in strategy development • Assist in acquiring grants to support planning effort and subsequent Zero Run-Off strategy implementation	Mid	Staff Time/ \$ for consultant to create the plan
Identify and Protect Neighborhood Natural Assets				
Evaluate neighborhood parcels to be added to the Natural Features Protection (NFP) Overlay District	• Identify defining natural characteristics/features in the Neighborhood for the City to evaluate for inclusion in the NFP Overlay District • Initiate educational outreach to property owners, operators, and residents	• Use the defining natural characteristics to evaluate ODWN parcels for inclusion in the NFP Overlay District • Engage community in NFP amendment and seek input on changes to the NFP Overlay District map • Promote public education on good stewardship of our natural features and how individuals can help preserve and protect our natural assets	2020/2021 - NFP Phase 2	Time

ACTION	ODWNA	CITY	TIMELINE	COSTS
Identify and Protect Neighborhood Natural Assets (Continued)				
Support the long-term preservation of the Asylum Lake and Kleinstuck Preserves for passive, public outdoor recreation	• Build partnerships to address a long-term strategy for preservation and management of the Preserves • Notify residents about opportunities to participate in efforts to routinely maintain and/or improve the Preserves	Support ODWN efforts to maintain the preserves for public open-space used for passive recreation through public outreach	Short - Resident Involvement Ongoing - Partnership and Monitoring	Time
Conduct neighborhood outreach and education to promote environmental stewardship and sustainability	• Participate in NFP Phase 3 - Work with Partners to: • Create and publicize educational materials • Hold ODWNA meeting(s) dedicated to environmental stewardship, community education, and resources • Implement the City-wide Sustainability Plan at the Neighborhood level as appropriate • Explore opportunities for good environmental stewardship recognition or incentives, including using Neighborhood for pilot projects	• Provide ODWN with information about Phase 3 events, include neighborhood representatives in development of educational materials • Provide information on existing regulations and opportunities the City has available to support environmental stewardship, including educational materials • Keep ODWN regularly updated on City educational plans and plan development related to environmental issues • Work with ODWN to create neighborhood appropriate actions in line with the City-wide Sustainability Plan • Identify opportunities for environmental stewardship and/or sustainability pilot projects that would be suitable for ODWN	Short - NFP Phase 3 will be the beginning of a City wide effort	Time - \$
Preserve and enhance the existing tree canopy and plant for the next generation of tree canopy	Work with Partners to: • Publicize the importance of tree canopy • Create a viable 30-year tree inventory Educate the Neighborhood on: • Proper tree maintenance • Reporting damaged trees in public right-of-ways • Sustainable tree planting • Planting of appropriate tree species	• Monitor the tree canopies with aerial images on Public Property including the right-of-way • Update city-wide tree inventory regularly • Partner to comprehensively evaluate tree canopy on an incremental basis • Continuously plant and replace diseased or sub-optimal trees on public property	Ongoing	\$/\$\$ for an increase in tree planting or larger monitoring efforts
Prevent the spread of, and/or reduce and eliminate, invasive plants and diseases	Publicize and educate Neighborhood on: • How to identify undesirable/desirable plants. • The signs and symptoms of diseases and how to stop their spread. • What not to plant; encourage removal of invasive species • Support educational volunteer day(s) to remove invasive species from public land.	• Work to eliminate invasive plants and diseases from City-owned property • Support the organization of volunteer training days on public land to remove invasive species • Partner to create a City-wide initiative to inventory plant species	Mid	\$\$ - \$\$\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Identify and Protect Neighborhood Natural Assets (Continued)				
Promote biosustainability and biodiversity landscaping strategies	Work with Partners to publicize the issue and educate Neighborhood to encourage maintaining and planting of: • bio-diverse plant species • animal-friendly plant species • native perennials that promote water retention and carbon sequestration in the soil • plant species that will be more tolerant of predicted climate change. Help promote integrated site design (American Society of Landscape Architects) and biophilic design concepts into all new projects in the Neighborhood	Ensure wide distribution and availability of appropriate educational materials	Short	\$
Study road salt alternatives and determine cost-effective ways to implement these alternatives in the neighborhood	• Publicize the impacts of road salt • Target areas in Neighborhood where a reduction in salt use would be most beneficial Work with Partners to: • Evaluate ways to reduce or eliminate salt use in winter • Educate Neighborhood on salt impacts and non-salt alternatives • Participate in a pilot program trying non-salt alternatives • Develop planted areas using salt tolerant trees and vegetation to reduce salt impact to Neighborhood lakes, streams, and groundwater	• Partner to study alternatives to traditional road salt and initiate a pilot program(s) using ideal alternative(s) that are cost effective and environmentally friendly • Explore grant or other funding opportunities to pilot an alternative to salt project	Long	\$\$-\$\$\$\$
Increase Access to Green Space and Parks				
Connect parks and natural spaces via an interconnected system of trails, sidewalks, and combination bike and pedestrian paths (see map on pg 43)	• Seek input to create various nature routes, starting with at least one route that begins at Kleinstuck Preserve, and ends at Asylum Lake Preserve, connecting Woods Lake Park; Kensington Park; Glen Park; Canyon Park; and Hillside Park • Design wayfinding and other branded markers to delineate the route(s) • Publicize the route(s)	• Work to build sidewalks or street paths to safely connect the parks and natural spaces • Install branded wayfinding and other branding markers to delineate the route(s) • Identify and help Neighborhood obtain grant funds for wayfinding signage	Short - Wayfinding Mid/Long - construction	\$ - Signs (consider using Quick Win Funds) \$\$-\$\$\$\$ - Sidewalk/ Path creation
Link neighborhood nature routes with Those In Adjacent neighborhoods as feasible	• Work with Partners to design these routes • Support the creation of a comprehensive, Citywide map of all parks, trails, nature routes, and natural areas in the City, including privately-owned spaces that are open to the public • Publicize nature routes and map information	• Work to expand connections utilizing existing infrastructure as feasible • Place wayfinding markers in surrounding area to help draw attention to the route • Provide support to neighborhood association for digital copies of the nature routes	After initial route is completed	\$ - \$\$\$\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Increase Access to Green Space and Parks (Continued)				
Promote the enhancement of parks and green-space buffer zone.	• Use existing reporting tools to report maintenance issues to the City • Work with City to develop ways to incentivize and promote neighborhood stewardship of parks in the Neighborhood • Seek input and identify locations needing vegetative enhancement to act as buffers to traffic and noise	• Use Neighborhood feedback to address maintenance issues • Work with Neighborhood to incentivize and promote resident stewardship of park spaces • Determine available budget and guideline for locating vegetative buffers to mitigate noise; work with Neighborhood to prioritize areas needing work	Short	\$\$
Create additional neighborhood parks, and passive recreational green-spaces so all residents are within a 1/4 mile distance	• Engage in long term planning for the expansion and creation of parks, and passive recreational green-spaces • Monitor property sales and advise City if a parcel of interest becomes available • Encourage willing property owners to allow for natural areas to be used as natural spaces, wildlife corridors, and/or passive-recreation park-like spaces	• Study the Neighborhood, evaluate financing options, and monitor Neighborhood for property sales, particularly in underserved areas • Work to make existing parks and passive recreational green-spaces more accessible	Long	\$\$\$\$ - to create a new park (demo property, make enhancements, make accessible, etc.) \$ - Utilize existing space/ make existing space welcoming
Support the creation of a city-wide greenway and blueway plan that includes consideration of wildlife corridors	• Participate in efforts to create the Plan • Assist in collecting data needed for Plan creation, for example observing animal or insect movements in the Neighborhood • Encourage the planting of species that support native wildlife and insects, for example bee or butterfly gardens in the Neighborhood • Work with the City to identify and prioritize areas in the Neighborhood for Plan pilot projects and Plan implementation	• Work to create a Citywide Greenway and Blueway Plan • Explore creating or implementing special district or area designations for animal habitat • Apply for research grants to support the implementation of special gardens or habitat restoration as appropriate	Long	Time

Quality of Life

This chapter was developed by the ODWNA Quality of Life Committee. This chapter focuses on safety in the neighborhood and how individual property owners can have a positive impact the neighborhood's quality of life.

1. Promote Crime Prevention Strategies

Residents seek to improve safety and the feeling of security in the neighborhood. In order to do this, the neighborhood will work with existing resources to establish programs like Neighborhood Watch and regular communication with Public Safety Officers.

2. Encourage Regular Property Maintenance

Residents have expressed concerns about the appearance of some properties in the neighborhood, particularly commercial buildings along Stadium Drive. To address these goals, the neighborhood and City will explore ways to encourage maintenance including recognition awards and the creation of tools to support business owners.

3. Utilize Existing City Resources

There are a number of resources already available to residents to learn about City programs and report issues. Through this process, it was identified that many residents do not know about these resources or how to use them. The neighborhood will promote education about these tools, like Recycle Coach, with residents so all know how to use them.

Recycle Coach

Recycle Coach provides customized collection schedules and service alerts, and can also be used to find out the best way to dispose of an item or report a missed collection.

Learn more at kalamazoocity.org/recycling

4. Maintain Deer Population at a Safe Level

In recent years the neighborhood has seen an increase in the deer population. Through engagement, it was discovered that this is a problem that goes beyond the neighborhood and even City boundaries. There are growing concerns about safety, health, and property damage in the neighborhood. To start to tackle this issue, the neighborhood will work with the City to track the impacts of the increased deer population and seek ways to control the externalities from the higher population. A larger, regional approach will need to be taken to have a long term solution to the increase in the deer population.

Goals & Actions

ACTION	ODWNA	CITY	TIMELINE	COSTS
Promote Crime Prevention Strategies				
Improve resident's knowledge of crime prevention strategies	Provide KDPS with neighborhood meeting schedule so they can attend meetings to hear concerns and provide updates	KDPS attend ODWNA meetings to present and supply information and resources for residents to use to help keep the neighborhood safe	Short	Time
Improve resident's knowledge of KDPS safety resources, and how to access these resources	Include KDPS emergency and non-emergency numbers, crime mapping information, and reporting information in each eNews, permanently on the website and on the Winchell Neighborhood FB page	Provide Neighborhood with information about resources; update information as needed	Short	Time
Develop a Virtual Neighborhood Watch utilizing modern technology	• Encourage purchase and active use of Neighbors by Ring to create a virtual Neighborhood Watch • Assist residents in creating and promoting a Neighborhood Watch	• Provide any information the City has on the benefits of neighborhood watch and how to organize and run one • Provide contact information for existing Neighborhood Watches in City	Short	Time - \$ - There may be grants available to support Watches (radios, vests, etc.)
Hold regular KDPS representation at ODWNA meetings to promote crime prevention activities, importance of reporting, and city resources available	Provide KDPS with meeting schedule so they can attend meetings to hear concerns and provide updates	KDPS attend ODWNA meetings to provide information and resources for residents to use to help keep the neighborhood safe	Short	Time
Work with Winchell Elementary to provide safety information to students, parents, and teachers	Work with school to coordinate having a KDPS representative present to PTO, students, and teachers on how to stay safe on the way to/from and at school	• Pursue SRTS to create action plans that will include educational components. • Attend meetings to present information to students, parents, and teachers	2019 - Safe Routes to School	Time -\$

ACTION	ODWNA	CITY	TIMELINE	COSTS
Encourage Regular Property Maintenance				
Identify desired neighborhood property standards; i.e. mitigate fences falling down, houses covered in mildew	Communicate neighborhood vision to fellow residents, provide information on how to report violations of City standards through Report it and Recycle Coach	For actionable items provide information on how to report violations to the City	Short	Time
Promote ordinance education and enforcement within neighborhood. Major Issues Include: • Yard sign placement/removal • Junk autos • Front yard parking • Violations of no parking ordinance • Parking lot loitering and noise violations • Sidewalk clearing • Backyard burning	• Provide direction to reporting forms (both anonymous and not) on City website via Association meetings, eNews, website and Winchell Neighborhood FB page • Distribute educational materials to residents	• Provide direction to reporting forms (both anonymous and not) on City website • Create information and educational material for the neighborhood to utilize to spread information and promote communication options	Ongoing - Systematic approach to creating ed. materials can begin in 2019 with snow clearing	Time
Improve the appearance of businesses along Stadium Dr. and Oakland Dr. to make them welcoming city gateways	• Contact business owners to communicate benefits of a business association and set an initial meeting. • Coordinate with City staff to create educational material about business associations and benefits to being organized. • Coordinate with the Oakwood Neighborhood Association and participate in Oakwood Plaza Business Association meetings on an as needed, or as invited basis. • Contact other neighborhood associations with active neighborhood-based business associations to learn from their experiences, and share those ideas with the Oakland Dr. - Winchell Neighborhood businesses.	• Provide contact information for businesses and property owners along Stadium Dr (completed in 2018) • Provide Neighborhood Association with information on benefits of business associations and being organized, and opportunities that open up when organized. • Attend kick-off meeting and be available if businesses choose to stay organized • Evaluate potential benefit of creating Citywide Economic Development Corp	Long	Time

ACTION	ODWNA	CITY	TIMELINE	COSTS
Encourage Regular Property Maintenance (Continued)				
Review and evaluate existing residential and commercial city ordinances/codes to determine if they support identified neighborhood standards.	Suggest ordinance amendments for City to evaluate for impact City-wide	Evaluate suggestion for City-wide impact and need. Make adjustments as necessary.	Mid	Time
Work with Consumers Energy (CE) to have trees and brush removed after trimmings, as well as remove/grind stumps and re-seed damaged lawns	Assist in outreach with City for City workers remove trimmings	Establish partnership with CE so that City staff remove tree trimmings	Short	Time
Invite City inspector(s) to attend neighborhood meetings regularly to discuss codes and note concerns	• Determine frequency of attendance and provide meeting schedule to Zoning, Building, and Rental Inspectors • Update residents via eNews, website and Winchell Neighborhood FB page	Attend neighborhood meetings to provide updates and hear concerns from residents	Short	Time
Create a "Good Neighbor" Award	Make living in the Winchell neighborhood more enjoyable but to also increase safety and security. The focus of this initiative would be to encourage yard beautification/maintenance, know your neighbors, watch noise levels, party smartly, improve exterior lighting, and encourage responsibility with pets.	N/A	Short	Time-\$ depending on the award

ACTION	ODWNA	CITY	TIMELINE	COSTS
Utilize Existing City Resources				
Educate residents on how to report issues to the City including 311 and online	• Provide direction to reporting forms (both anonymous and not) on City website via Association meetings, eNews, website and Winchell Neighborhood FB page • Invite 311 city staff to discuss the process at neighborhood meetings, what City followup to expect, and walk through the reporting form	• Attend ODWNA meeting to describe process for filing a complaint and what City followup to expect • Provide direction to reporting forms (both anonymous and not) on City website • Create material the neighborhood can utilize to spread information and promote communication options	Short	Time
Promote "Recycle Coach" as an easy way to get information from, and report issues to, the City	Promote the app in eNews, website and Facebook	• Provide more complete information to the public on what the app has to offer residents beyond "recycling" information including how to report different issues • Promote using "Other" category to report issues outside of the listed categories	Short	Time
Maintain Deer Population at Safe Levels				
Assist residents in removal of dead deer from private property	Gather information from residents on the number of dead deer on private property. Provide that information to the City so we can evaluate the needed budget to contract the services	Evaluate the need (# of dead deer on private property in a year) and determine needed budget to contract to provide the service to the community	2019-2020 : neighborhood collect information 2021-2022 : City study and determine budget needed to address deer removal	\$\$ - depends on demand for the service
Initiate community conversation about deer	• Bring resident leaders together to begin discussions about deer in Kalamazoo • Start conversations with the community to determine public opinions about the impact of deer	• Support conversations through connecting to relevant State departments and other resources such as student researchers • Use Sustainability Strategy as opportunity to start conversations about good wild life stewardship with partners and surrounding communities	Conversations are Ongoing. 2020 : Sustainability Strategy	Time
Pursue an area-wide approach to maintaining the deer population	• Participate and help advocate for regional effort to address this issue on a regional level and develop plan for herd maintenance	• Advocate for a regional effort to develop method for maintaining healthy deer population recognizing that a localized solution will not have lasting results	Long: Establish a Regional Deer maintenance plan	Costs will be set in the plan

Good Governance

This chapter was developed by the ODWNA Good Governance Committee. The committee focused on the partnerships and communication systems that can help facilitate the implementation of the Neighborhood Plan.

1. Improve Intra- and Inter-Neighborhood Communications and Relationships

The Oakland Drive/ Winchell neighborhood is made up of many smaller neighborhood areas, each with defining characteristics but all sharing the same common amenities, public spaces, and neighborhood goals. There are also numerous specific interest groups that work in the neighborhood, especially those concerned with traffic safety, infrastructure, and the environment. Residents would like to see more communication between these groups and stronger relationships both within the neighborhood's boundaries and with surrounding neighborhoods. The neighborhood is committed to working with the City as well as other neighborhood associations to find ways to collaborate; particularly in regard to shared infrastructure, public spaces, businesses, and natural features.

2. Improve Neighborhood Communications and Relationship with Elected Officials and City Staff

To fully achieve the goals in the neighborhood plan, residents and City staff need to work

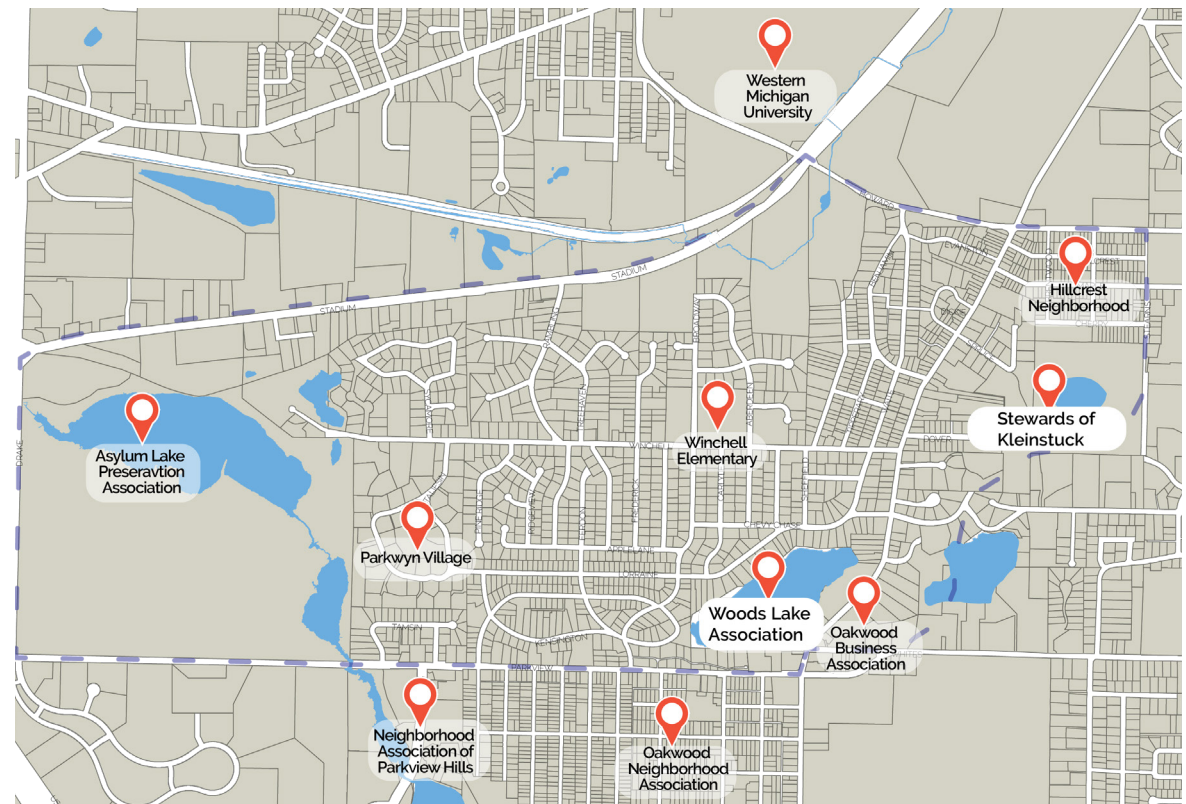
together to build a strong working relationship. Residents would also like to see more interaction and two-way communication with their elected officials.

3. Support Neighborhood Businesses

One of the numerous benefits of living in the neighborhood is its close proximity to many

local businesses. The neighborhood seeks to build stronger relationships with local business owners and business associations in order to work toward the mutual goals of a thriving Commercial Node.

Major Inter- and Intra-Neighborhood Organizations



Goals & Actions

ACTION	ODWNA	CITY	TIMELINE	COSTS
Improve Intra- and Inter-Neighborhood Communications and Relationships				
Identify and communicate with: 1. residential-based groups within neighborhood boundaries 2. non-residential groups within neighborhood boundaries or whose mission is primarily related to an issue that is specific to the neighborhood 3. other neighborhood associations within the City	Work with Partners to identify group leaders and collect contact information	Provide Neighborhood with contact information for existing groups and keep Neighborhood updated with information on applicable new groups	Ongoing	Time
Develop and implement a Communication Plan to ensure regular contact is established and maintained	Update contact list as new contact information is obtained Maintain regular contact via: • Personal contact. • Winchell Neighborhood Facebook page. • Continue to hold monthly (September – May) ODWNA meetings	N/A	Ongoing	Time
Improve Neighborhood Communications and Relationships with City Staff and Elected Officials				
Have at least one annual Neighborhood Town Hall Meeting with City Staff to: • Discuss neighborhood concerns • Answer neighborhood questions • Provide Information on City Projects and available resources to help implement the neighborhood plan	• Set the location, format, and timing of the annual Neighborhood Town Hall Meeting with City Staff • Work with City Staff to set the Meeting agenda and schedule • Promote the Neighborhood Annual Town Hall Meeting with City Staff • Disseminate information discussed at the Meeting. • Follow-up on topics that need to be further addressed	Once ODWN has set meeting location and time, work with ODWN to have appropriate staff present to answer questions and/or make presentations on upcoming or ongoing projects	Short	Time

ACTION	ODWNA	CITY	TIMELINE	COSTS
Improve Neighborhood Communications and Relationships with City Staff and Elected Officials (Continued)				
Have at least one annual Neighborhood Town Hall Meeting with Elected City Officials to: • Discuss neighborhood-based issues (current and emerging) • Discuss City-wide issues that impact the neighborhood • Obtain Answers to neighborhood questions	• Work with Elected City Officials and City Staff to set the location, format, and timing of the annual Neighborhood Town Hall Meeting(s) with Elected City Officials • Work with Elected City Officials and City Staff to set the annual Neighborhood Town Hall Meeting agenda and schedule • Promote the annual Neighborhood Town Hall Meeting with Elected City Officials. • Disseminate information discussed at the Meeting. • Follow-up on topics that need to be further addressed • Attend Neighborhood City Commission Meetings to talk about neighborhood projects and concerns with elected officials	• Provide Neighborhood with contact information for elected officials • City Attorney to provide information to Neighborhood on what triggers the Open Meetings Act requirements • Work with Neighborhood to help promote the annual Neighborhood Town Hall Meeting(s) with Elected City Officials	Short	Time
Meet with City Staff and Elected City Officials on an as needed basis to address specific issues that impact the neighborhood	• Work with Elected City Officials and City Staff to establish open lines of communication for informal meetings • Work with Elected City Officials and City Staff to set the informal meeting(s) agenda and schedule • Promote these meetings to neighborhood members and partners	• Continue to host Quarterly All Neighborhood Meeting • City Staff continue to participate in ODWNA Neighborhood meetings as requested	Ongoing	Time

For actions related to supporting neighborhood businesses please refer to "Improve The Appearance Of Stadium Dr. And Oakland Dr. To Make Them Welcoming City Gateways" on p. 51

Potential Partner List

We anticipate working with many Partners to assist us in accomplishing our goals in all areas:

Arcadia Neighborhood Association

Area Condo and Apartment Associations

Area Houses of Worship

Area Private Schools

Asylum Lake Policy and Management Council

Asylum Lake Preservation Association

Boy and Girl Scouts

City of Kalamazoo

City of Portage

Consumers Energy

Disability Network

Douglas Neighborhood Association

Eastside Neighborhood Association

Edison Neighborhood Association

Kalamazoo Area Transportation Study

Kalamazoo County

Kalamazoo Department of Public Safety

Kalamazoo Downtown Partnership

Kalamazoo Nature Center

Kalamazoo Public Schools

- Administration
- Staff
- Students

Kalamazoo Township

Kalamazoo Valley Community College

Kalamazoo Watershed Council

Lakeside Academy

Maple Street Middle School & Winchell Elementary

- Administration
- Staff
- Students
- Parent Teacher Organizations

Michigan Department Environment, Great Lakes & Energy

Michigan Department of Natural Resources

Michigan Fitness Foundation

Michigan State University - Master Gardener Program

Milwood Neighborhood Watch Association (Milwood Neighborhood Association)

Neighborhood Association of Parkview Hills

Northside Association for Community Development

Oakwood Neighborhood Association

Oakwood Plaza Business Association

ODWN Residents

Osthemo Township

Parkwyn Village Association

Sierra Club

Southwest Michigan Land Conservancy

Stadium Drive Businesses

State of Michigan

Stewards of Kleinstuck

Stuart Area Restoration Association

Texas Township

Woods Lake Association

Vine Neighborhood Association

Western Michigan University

West Mail Hill Neighborhood Association

Westwood Neighborhood Association

Wild Ones

Woods Lake Association

YMCA

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 WINCHELL NEIGHBORHOOD PLAN 2020)**

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 Winchell Neighborhood Plan 2020 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 June 1st, 2020, and recommended unanimously to the City Commission to confirm the approval of the sub plan

WHEREAS, the Winchell Neighborhood Plan 2020 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 Oakland/Winchell 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 Winchell Neighborhood Plan 2020 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



City Commission Agenda Report

City of Kalamazoo

Date: **6/1/2020**

Item: **H.2.**

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

FROM: James K. Ritsema, ICMA-CM, City Manager
Reviewed by: Rebekah Kik
Prepared by: Antonio Mitchell

DATE: June 1, 2020

SUBJECT: Creation of the Kalamazoo Micro-Enterprise Grant Fund (KMEG)

RECOMMENDATION:

It is recommended the City Commission:

1. Approve use of \$300,000 from the Foundation for Excellence (FFE) Aspirational Projects Fund allocation to the City of Kalamazoo Business Development Fund (BDF) to provide funds to the United Way for the creation of the Kalamazoo Micro-Enterprise Grant Fund (KMEG);
2. Authorize the City Manager to sign all documents related to the implementation of the program.

BACKGROUND:

The City of Kalamazoo and the United Way of the Battle Creek and Kalamazoo Region (UWBDKR) have collaborated to develop the Kalamazoo Micro-Enterprise Grant Fund with support by the Foundation for Excellence and Consumer Energy Foundation, will provide timely financial assistance to small businesses to limit economic hardship. The Kalamazoo Micro-Enterprise Grant Fund (KMEG) is intended to provide local businesses immediate relief. This in turn preserves these engines of our City economy while supporting the people directly affected at this critical time.

The City of Kalamazoo is partnering with businesses and their employees year-round to tackle our community's toughest issues, including how we best support our growing ALICE population (Asset Limited, Income Constrained, Employed). Shared Prosperity Kalamazoo (SPK) is a campaign to transform the culture of the city so that it truly becomes the City of Promise for everyone. Its fundamental purpose is to create more broadly shared prosperity and eliminate generational poverty in Kalamazoo.

The Consumer Energy Foundation is the charitable arm of Consumer Energy, Michigan's largest energy provider. The foundation donated \$200,000 to the United Way of the Battle Creek and Kalamazoo Region (UWBCKR) to be matching funds to assist female and minority-owned businesses in the City of Kalamazoo. These funds will be matched with the City's \$300,000 to make available \$500,000 to the business community in the Kalamazoo Micro-Enterprise Grant Fund (KMEG).

Guiding Principles of the KMEG include:

- **Equity.** The Grant Fund is intended to support community members living below the ALICE threshold, with a focus on providing support to BIPOC (black, indigenous, people of color) owned and women, owned businesses where there have been disproportionate effects from the COVID-19 pandemic.
- **Collaboration.** Whenever possible, dollars from the Grant Fund will be used to leverage federal, state and other local resources.
- **Short-Term Use.** The Grant Fund is designed to provide immediate, short-term resources for businesses experiencing negative effects from COVID-19.
- **Flexibility.** The Grant Fund is designed to be flexible in terms of how the resources are spent to meet the most critical needs of businesses and their employees.

STRATEGIC VISION ALIGNMENT:

Relevant Priority Based Budgeting Program (program name and description):

Business Development Fund (formerly Economic Opportunity Fund): Incentive program to offer capital for facade improvement, streetscape improvements, capital improvements (e.g., fire suppression, elevators, ADA compliance), and sustainability efforts (e.g., solar, efficiency upgrades) to businesses in Kalamazoo



Shared Prosperity - Abundant opportunities for all people to prosper



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



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



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

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

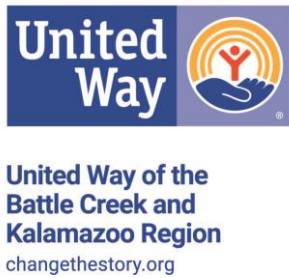
Collaborate (two-way conversation) - the community will have a chance to shape the project by providing feedback.

Discussion:

City staff and the UWBCKR consulted with several community partners including the W.E. Upjohn Institute, Kalamazoo Downtown Partnership, Southwest Michigan First, and the Small Business Development Center.

FISCAL IMPACT:

The KMEG program would utilize \$300,000 of the Foundation for Excellence Aspirational Project Fund budget (FFE) allocated to the City of Kalamazoo Business Development Fund (BDF). These funds were granted to the City of Kalamazoo for aspirational projects as a part of the FFE Memorandum of Understanding and can be allocated by the City Commission. These dollars are currently allocated for direct assistance to small businesses through grants and loans, but reallocating funds to the new KMEG managed by the United Way will allow the funds to continue helping small businesses without needing to allocate more city staff time to administer the program.



The Kalamazoo Micro-Enterprise Grant Fund (KMEG)

Background

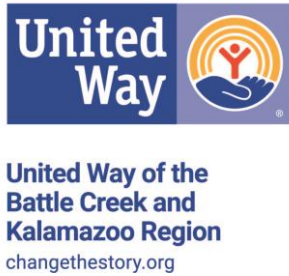
United Way of the Battle Creek and Kalamazoo Region (UWBCKR) has long invested in critical basic needs services and infrastructure across the region. This includes raising and deploying funds effectively in times of emergency. We partner with businesses and their employees year-round to tackle our community's toughest issues, including how we best support our growing ALICE population (Asset Limited, Income Constrained, Employed). Shared Prosperity Kalamazoo (SPK) is a campaign to transform the culture of the city so that it truly becomes the City of Promise for everyone. Its fundamental purpose is to create more broadly shared prosperity and eliminate generational poverty in Kalamazoo. More information about Shared Prosperity Kalamazoo at <https://www.kalamazoocity.org/spk>.

Micro-Enterprise Grant Fund Summary

The Kalamazoo Micro-Enterprise Grant Fund (KMEG) established in partnership with the City of Kalamazoo and supported by the Foundation for Excellence and Consumers Energy Foundation, will provide timely financial assistance to small businesses to limit economic hardship. The Kalamazoo Micro-Enterprise Grant Fund (KMEG) is intended to provide local businesses immediate relief. This in turn preserves these engines of our local economy while supporting the people directly affected at this critical time.

Guiding Principles of the KMEG include:

- **Equity.** The Grant Fund is intended to support community members living below the ALICE threshold, with a focus on providing support to BIPOC (black, indigenous, people of color)-owned and women-owned businesses where there has been disproportionate effects from the COVID-19 pandemic.
- **Collaboration.** Whenever possible, dollars from the Grant Fund will be used to leverage federal, state and other local resources.
- **Short-Term Use.** The Grant Fund is designed to provide immediate, short-term resources for businesses experiencing negative effects from COVID-19.
- **Flexibility.** The Grant Fund is designed to be flexible in terms of how the resources are spent to meet the most critical needs of businesses and their employees.

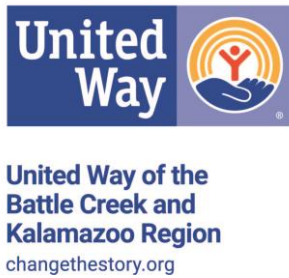


The Kalamazoo Micro-Enterprise Grant Fund (KMEG)

- Goal:** Provide immediate grant support for businesses hardest hit by COVID-19 in the City of Kalamazoo.
- Funding:** The Kalamazoo Micro-Enterprise Grant Fund (KMEG)
- Funding Amount:** \$5,000 grants
- Application Period:** May 13, 2020 – May 27, 2020
- Eligible Businesses:** An “Eligible Business” means a for-profit company in an industry outlined in Executive Order 2020-21, or any previous and subsequent Executive Order of similar intent (“EO”), or demonstrates it is otherwise affected by the COVID-19 outbreak, that meets the following:
- Is located in the City of Kalamazoo;
 - Has 10 employees or less;
 - Has annual revenue of \$1.0 million or less;
 - Has been in operation for at least 1 year;
 - Needs working capital to support payroll expenses, rent, mortgage payments, utility expenses, or other similar expenses that occur in the ordinary course of business or that demonstrate an effort to support public health; and
 - Is able to demonstrate an income loss as a result of the EO, or the COVID-19 outbreak.

Priority consideration will be given to women-owned and/or BIPOC-owned businesses with secondary consideration being given to businesses located within the Shared Prosperity Kalamazoo neighborhoods (Edison, Northside, and Eastside) with a focus on equity and intersectionality.

- Eligible Uses:** Grant fund usage includes, but is not limited to:
- Operational costs including rent, mortgage, utilities, and other ordinary business expenses
 - Payroll and benefit costs for employees
 - Financial impacts as a result of the COVID-19 pandemic and executive orders
 - Costs incurred to support public health as businesses re-open



The Kalamazoo Micro-Enterprise Grant Fund (KMEG)

Application Process

Applicants must submit:

- Incorporation documents that provide business start date
- Document(s) that detail current business location and number of employees
- Annual Business Tax Returns and/or Profit & Loss Statements from the past year
- Summary of COVID-19's impact on business
- Planned use for the grant

Decision Making Process

All KMEG expenditures will be decided by an advisory committee made up of diverse representatives from various sectors of the local Kalamazoo community. UWBCR is committed to partnership and the leveraging of federal, state, and local resources to ensure that KMEG dollars are deployed effectively. Receipt of other funding sources does not disqualify a business from applying, but may be taken into consideration if funds become limited.

Grant Terms

Grantees will be required to expend funds within 6 months of receipt and agree to report back to UWBCR on how funds were utilized.

Additional Information can be found online at changethestory.org/micro-enterprise-grant-fund/