



## AGENDA

### REGULAR MEETING OF THE PARCHMENT CITY COMMISSION AND BUDGET WORK SESSION

May 3, 2021 - Virtual  
7 P.M.

#### Parchment City Commission

Mayor Robert D. Britigan III

Vice-Mayor Thomas Jordan

Commissioner Holly Evans

Commissioner Richard Bagley

Commissioner Robin Madaras

Commissioner Doug Fooy

Commissioner Michael Conner

#### Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

#### **1. Call to Order**

#### **2. Roll Call** (including location address of each Commission member)

#### **3. Approval of Minutes**

From the City Commission Virtual Meeting Minutes of April 19, 2021

#### **4. Additions/Changes to the Agenda - Approval**

#### **5. Citizen Comments – Items ON the Agenda**

*If you wish to comment regarding items ON the agenda, please follow the format below:*

- *State your name and address for the records*
- *You are allowed up to 5 minutes for your comments*
- *Please let us know if you require special accommodations by notifying the Clerk*

- *Reminder: You will be making a statement, without discussion from the Commission. You are always welcome to make an appointment with the City Manager to further discuss your comments.*

**6. Consent Agenda**

*Items on the consent agenda will be dealt with one vote by the City Commission unless a Commissioner requests an item be dealt with individually.*

Motion to RECEIVE OR APPROVE as indicated:

- i. Warrant No. 1437 – approve
- ii. Kindleberger Park Reservation Pavilion 4, Ray Open House – approve
- iii. Kindleberger Park Reservation Pavilions 4 & 5, Searles Memorial – approve
- iv. Kindleberger Park Reservation Stage, Jaime Wedding – approve
- v. Kindleberger Park Reservation Pavilion 3 – Adkins Memorial Service-approve
- vi. KATS Policy Minutes March 31, 2021 - receive

**7. Unfinished Business**

**8. New Business**

- A. Envisioning Our River Trail Presentation, Cheryl Lyon-Jenness and Sandy Bliesener
- B. Parchment High School Grad Bash Parade - approve

**9. Public Hearing for the 2021-2022 Proposed Budget**

**10. Citizen Comments – Items ON or OFF the Agenda**

*Persons wishing to comment on items that are on/off the agenda are instructed to please follow the same format as Citizen Comments for items on the agenda.*

**11. Mayor and Commissioner Comments**

**12. City Manager Comments**

**13. Adjournment**

# MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY APRIL 19, 2021.

## 1. Call to order

Mayor Britigan called the meeting to order via Zoom (online due to Coronavirus shutdown) at 7:00 p.m.

## 2. Roll Call.

Present: Mayor Britigan (at 5200 E Cork St.), Vice Mayor Jordan (at 904 Parchmount), Commissioners Bagley (at 1606 East G Ave), Conner (at 1150 Parchmount), Evans (at 221 Espanola), Fooy (at 415 E Glenguile), and Madaras (at 815 Parchmount). City Manager Stoddard, Clerk Stutz, Attorney Soltis, DPW Superintendent Phil Wolthuis.

Absent: None.

## 3. Minutes

Moved by Commissioner Conner, supported by Commissioner Evans to approve the minutes of the April 5, 2021 Regular Meeting. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

## 4. Additions or changes to the agenda.

Add 6.X. February Credit Card Statement. Moved by Commissioner Conner, supported by Commissioner Madaras to approve the agenda as changed. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

## 5. Citizen Comments – Items ON the Agenda

Cheryl Lyon-Jenness, 294 Glendale, wanted to note her support of allocating funds to the KVP Admin building for several reasons. 1) The building (not the annex) is a concrete link to the history of the town – linking a cherished past to a sustainable future. 2) The building was built to last. 3) The building is of real interest – designed by a local architect with possible ties and interesting similarities to Frank Lloyd Wright buildings.

Sandy Bliesener, 260 Parchmount, is also in favor of shoring up the admin building, especially for safety and security reasons. She believes it would be a show of support to Greg Terrell and all of the positive things he's doing with his property, not to mention getting the property ready for potential buyers.

Rhonda Steck, 295 Park, agreed with both previous comments, and is supportive of spending money on the admin building.

## 6. Consent Agenda

A. Moved by Vice Mayor Jordan, supported by Commissioner Conner to receive the amended consent agenda items.

Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

## 7. Unfinished Business

A. Amendment of Conditional Rezoning to the Zoning Ordinance, no. 219 – Second Reading, Adoption. Per Attorney Soltis, this allows for the city to grant a condition where current zoning would be changed, and the approval would run with the use of the property, not the land or the owner. Revocation would be on commission action. The rezoning would have to be initiated by the property owner, and once changed would be recorded at the Register of Deeds. Moved by Commissioner Fooy, supported by Commissioner Madaras to approve the Second Reading of the Amendment of Conditional Rezoning to the Zoning Ordinance, no. 219 as presented. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.

Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

Mayor Britigan noted this was a great opportunity for the city to generate flexibility within the current ordinances.

Moved by Commissioner Bagley, supported by Commissioner Evans to adopt the Amendment of Conditional Rezoning to the Zoning Ordinance, no. 219 as presented. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.  
Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

**8. New Business**

A. Recommendation of Rate Committee, Sewer Surcharge rate– approve. Vice Mayor Jordan reported that even without the needed improvements to the sewer infrastructure as cited in the SAW grant work and CIP an increase in the rate would be necessary just to cover current costs. He noted the average Parchment customer would see an increase of about \$0.60 per day or \$53 per quarter increase. Discussion took place. Moved by Commissioner Evans, supported by Commissioner Madaras to approve an increase of the City of Parchment’s sewer surcharge to 155% to be put on the City of Kalamazoo’s October 1, 2021 quarterly water/sewer bill (July usage). Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.  
Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

B. Recommendation of the Compensation Committee, Mayor/Commissioner Compensation – approve. The compensation committee noted that it’s been over 20 years since the rate was increased. City Manager Stoddard explained that the increase would relate to regularly scheduled commission meetings, not committee meetings. Commissioner Bagley asked that the Vice Mayor be paid at the Mayoral rate if tasked to run the meeting in the Mayor’s absence. Moved by Commissioner Bagley, supported by Commissioner Conner, to approve paying commissioners \$50 per meeting and the mayor (and vice mayor if necessary) \$75 per meeting. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.  
Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

C. Admin Building, Securing Structure - approve. Mayor Britigan described the building as being in a state of disrepair, unsafe, and the city wanting to mitigate any further damage. City Manager Stoddard said that vandals had done considerable damage to the property, and the quote given by Van Dam and Krusinga is to properly board up the building in a manner and with materials that would make it very difficult for vandals to enter. DPW Superintendent Phil Wolthuis noted that ¾” untreated plywood would be used on the bottom windows, and ½” on the others. He said we were still waiting for estimates on the roof. Commissioner Madaras asked about other bids, City Manager Stoddard noted that bids were sought from multiple vendors, but only this one was received. Discussion regarding lumber pricing, vagrants in the mill, and the roof took place. Moved by Commissioner Bagley, supported by Commissioner Madaras to approve securing the low level windows (including the two eastern windows) by Van Dam & Krusinga for \$3600 and have DPW do roof repairs and authorize the City Manager to execute all documents related to this action. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Jordan, and Madaras.  
Nays: Conner, Fooy.  
Absent: None.  
Abstain: None.

**Motion Carried 5-2.**

D. Stenberg Wedding, request for food truck and dance floor - approve. Per City Manager Stoddard, the wedding in question is scheduled in the gazebo for June 27. The bride asked to put a dance floor onto the grass and also to have a food

truck (from the Fountains) park nearby – basically where food trucks park during the festival. Discussion regarding damage to grass and the number of other events booked all summer long. Moved by Commissioner Bagley, supported by Commissioner Evans to approve the food truck use, but deny the dance floor in the park. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

**9. Citizen Comments**

Cheryl Lyon- Jenness, 294 Glendale, said she was hoping people noticed the good news regarding approval of grant proposals. She said 80 were submitted, 14 were awarded, with 2 being for Parchment. One is for the trestle, the other is building an urban wildlife corridor to D Avenue.

Rhonda Steck, 295 Park, asked where she could find the city's ordinances. (online at [www.parchment.org](http://www.parchment.org))

**10. Mayor and Commissioner Comments**

Commissioner Madaras asked when the bulk trash date is. (August 17)

Commissioner Conner asked if the bulk trash date could be moved back to the spring.

Commissioner Evans also wanted bulk trash to be in the spring.

Commissioner Bagley thanked DPW for keeping the mill fence in repair.

Vice Mayor Jordan thanked DPW Superintendent and Cheryl Lyon- Jenness for their information tonight.

**11. City Manager Comments/Reports**

City Manager Stoddard invited all to the Riverbank cleanup on Commerce Lane on May 1, and then said anyone who has questions or concerns to call and discuss them with her. She is happy to meet via zoom or in person with 6 feet of distance.

**12. Adjournment**

There being no further business to come before the Commission, it was moved by Commissioner Conner and supported by all to adjourn the meeting at 8:53 p.m.

Shannon Stutz, City Clerk



City of Parchment  
Check Register Report  
Warrant 1437

| Check #                  | Date       | Vendor Name                    | Check Description                 | Amount |
|--------------------------|------------|--------------------------------|-----------------------------------|--------|
| <b>MERCANTILE Checks</b> |            |                                |                                   |        |
| 36363                    | 04/26/2021 | ENGINEERED PROTECTION SYSTEMS  | Water Bldg-5/1 to 7/31/21         | 181.41 |
| 36364                    | 04/26/2021 | KAL CO HEALTH & COMMUNITY SERV | HHW-1st 1/4 2021                  | 156.01 |
| 36365                    | 04/26/2021 | KALAMAZOO CITY TREASURER       | Park water usage 12/18/20-3/19/21 | 424.59 |
| 36366                    | 04/26/2021 | KALAMAZOO OIL CO.              | Fuel Charges-3/16 to 3/31/21      | 87.36  |
| 36367                    | 04/26/2021 | MLIVE MEDIA GROUP              | Public Hearing Notices            | 428.87 |
| 36368                    | 04/26/2021 | PURITY CYLINDER GASES, INC.    | 1/4'ly Cylinder Rental            | 47.35  |
| 36369                    | 04/26/2021 | SEVERANCE ELECTRIC CO INC      | Traffic Signal Maint-March        | 120.00 |
| 36370                    | 04/26/2021 | SHANNON STUTZ                  | Mileage-Jan, Feb, March 2021      | 75.76  |

# Kindleberger Park Reservation Form

**Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)  
\$100 deposit required

**Stage** (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

**Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)

**Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)

**Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)

**Picnic Pavilion 4** (\$100 non-resident, \$50 resident) (4 hour block)

**Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Name: Maenesia Ray Phone: 269-348-2650

Address: 5636 meadowstone dr Apt: H

Email: Maenesia11@gmail.com Alternate Phone: \_\_\_\_\_

Date of Event: 6/26/2021 Time: 3pm

Type of event: Open House

Approximate number of attendees: 20-30 ppl

Will there be music as part of your event? no

Name of DJ, musical performer, sound technician: no

Decorations, rental chairs/tents/tables? Describe: yes tabel clothes and balloons Backdrop

Name & address for deposit return: Maenesia Ray  
5636 meadowstone Dr Apt: H Kalamazoo, MI 49018

Maenesia Ray  
Signature

4/15/2021  
Date

This reservation form is your receipt, confirming your reserved area.  
Should you experience any problem during your event, please contact the  
Kalamazoo Township Police Department at 269-488-8911.

## FOR INTERNAL OFFICE USE:

Application received by: LS Date: 4-16-21

Payment amount received: \$100.00 Receipt # 12107

Check # \_\_\_\_\_ Cash \_\_\_\_\_ Credit \_\_\_\_\_

APPROVAL

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Kindleberger Park Reservation Form

Area of park to be reserved:

- Sunken Gardens/Gazebo (\$200 non-resident/\$100 resident)(3-hour block)  
(\$100 deposit required)  
 Stage (\$300 non-resident/\$150 resident)(3-hour block)(\$100 deposit required)  
 Lower Softball Field (\$25 non-resident, \$10 resident)(only available after 7/31)  
 Tennis Court 1 (\$25 non-resident, \$10 resident)(1-hour period)  
 Tennis Court 2 (\$25 non-resident, \$10 resident)(1-hour period)  
 Picnic Pavilion 1 (\$100 non-resident/\$50 resident for 4-hour block)  
 Picnic Pavilion 2 (\$100 non-resident/\$50 resident for 4-hour block)  
 Picnic Pavilion 3 (\$100 non-resident/\$50 resident for 4-hour block)  
 Picnic Pavilion 4 (\$100 non-resident/\$50 resident for 4-hour block)  
 Picnic Pavilion 5 (\$100 non-resident/\$50 resident for 4-hour block)

Name: Jason Searles Phone: (249) 808-9282  
Full Address: 203 W. Highway St Apt A2 Vicksburg, MI. 49097  
Email: J.Searles41879@yahoo.com Alt. Phone: (249) 808-9939  
Date of Event: 5/1/21 Time: 1pm - 5pm

How many attendees do you anticipate at your event? 100+

Will there be music as part of your event? only from a computer

Name of DJ, Musical Performer, Sound Technician: none

Will there be decorations, rental chairs/tents/tables: Decorations

*\*See park rules on reverse side*

Signature 

Date 4/19/21

**FOR INTERNAL OFFICE USE:**

Application received by: \_\_\_\_\_

Date: \_\_\_\_\_

Payment Received: \_\_\_\_\_

Receipt # \_\_\_\_\_

**APPROVAL**

Signature \_\_\_\_\_

Date \_\_\_\_\_



# Kindleberger Park Reservation Form

Sunken Garden/Gazebo (\$250 non-resident/\$150 resident) (3 hour block)  
\$100 deposit required

Stage (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

Picnic Pavilion 1 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 2 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 3 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 (\$100 non-resident, \$50 resident) (4 hour block)

Name: Carlos Jaime Phone: (269) 245-9109

Address: 543 Wentworth Ave, Battle Creek, MI, 49015

Email: TheCarlosJaime@gmail.com Alternate Phone: (269) 601-5869

Date of Event: 08/06/2021 Time: 2:00 PM

Type of event: Wedding

Approximate number of attendees: 40-50

Will there be music as part of your event? Most Likely

Name of DJ, musical performer, sound technician: Not chosen yet

Decorations, rental chairs/tents/tables? Describe: Around 45 chairs, wedding decorations  
Flowers, curtains, ribbons, arch, 9 tables with food

Name & address for deposit return: Carlos Jaime, 543 Wentworth Ave, Battle Creek, MI, 49015



Signature

04/23/2021

Date

*This reservation form is your receipt, confirming your reserved area.  
Should you experience any problem during your event, please contact the  
Kalamazoo Township Police Department at 269-488-8911.*

## FOR INTERNAL OFFICE USE:

Application received by: KS Date: 4-27-21

Payment amount received: \$450.00 Receipt # 12112

Check # 6010 Cash  Credit

APPROVAL

Signature

Date

# Kindleberger Park Reservation Form

\_\_\_\_\_ **Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)  
\$100 deposit required

\_\_\_\_\_ **Stage** (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

\_\_\_\_\_ **Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)

\_\_\_\_\_ **Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)

**Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)

\_\_\_\_\_ **Picnic Pavilion 4** (\$100 non-resident, \$50 resident) (4 hour block)

\_\_\_\_\_ **Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Name: Matt Adkins Phone: 267-1643

Address: 504 Elmhurst

Email: kzoo.madkins@gmail.com Alternate Phone: \_\_\_\_\_

Date of Event: May 8, 2021 Time: 12-4pm

Type of event: Memorial service

Approximate number of attendees: 50

Will there be music as part of your event? No

Name of DJ, musical performer, sound technician: None

Decorations, rental chairs/tents/tables? Describe: None

Name & address for deposit return: \_\_\_\_\_

on phone  
Signature

4-29-21  
Date

*This reservation form is your receipt, confirming your reserved area.  
Should you experience any problem during your event, please contact the  
Kalamazoo Township Police Department at 269-488-8911.*

## FOR INTERNAL OFFICE USE:

Application received by: KS Date: 4-29-21

Payment amount received: \$50 Receipt # 1213

Check # \_\_\_\_\_ Cash \_\_\_\_\_ Credit

APPROVAL

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE**  
DRAFT Minutes of the March 31, 2021 Meeting

**CALL TO ORDER**

The March 31, 2021 Policy Committee Meeting was called to order remotely in accordance with Kalamazoo County State of Emergency Declaration, by Chair Randy Thompson at 9:00 a.m.

**INTRODUCTIONS**

Participants in the meeting stated name and location from which he/she is attending the meeting remotely.

**ROLL CALL**

Remote meeting attendance was recorded on the sign-in sheet.

**MEMBERS PARTICIPATING**

|                                  | <u>Agency</u>                                    | <u>Call-In Location</u>  |
|----------------------------------|--|--------------------------|
| Curtis Aardema                   | Central County Transportation Authority and KCTA | City of Kalamazoo        |
| Rob Britigan                     | City of Parchment                                | Comstock Township        |
| Carol Daly                       | Village of Mattawan                              | Mattawan                 |
| Marsha Drouin, Treasurer         | Richland Township                                | Richland Township        |
| Jeff Franklin                    | Michigan Department of Transportation, Planning  | Drummond Island Township |
| Jason Gatlin                     | Wakeshma Township                                | Wakeshma Township        |
| John Gisler                      | Kalamazoo County                                 | Pavilion Township        |
| Libby Heiny-Cogswell, Vice Chair | Oshtemo Township                                 | Davenport, IA            |
| Joanna Johnson                   | Road Commission of Kalamazoo County              | City of Kalamazoo        |
| Greg Kinney                      | Van Buren County Road Commission                 | Village of Decatur       |
| Tracy Locey                      | Brady Township                                   | Brady Township           |
| Don Mayle                        | Michigan Department of Transportation, Planning  | Livingston County        |
| Sherine Miller                   | Kalamazoo Township                               | Kalamazoo Township       |
| Sarah Moyer-Cale                 | Village of Paw Paw                               | Village of Paw Paw       |
| Pete Pfeiffer                    | Michigan Department of Transportation, TSC       | Otsego Township          |
| Chris Praedel                    | City of Kalamazoo                                | City of Kalamazoo        |
| Josh Ranes                       | City of Galesburg                                | City of Galesburg        |
| Paul Sotherland                  | KATS Citizens Advisory Committee                 | Kalamazoo Township       |
| Randy Thompson, Chair            | Comstock Township                                | Kalamazoo                |
| Jerry VanderRoest                | Charleston Township                              | Charleston Township      |

**MEMBERS ABSENT**

|              | <u>Agency</u>      |
|--------------|--------------------|
| Jeff Heppler | Village of Augusta |
| Lisa Imus    | Village of Lawton  |

Steppek stated the Citizens Advisory Committee (CAC) has two members ready to be reappointed. Marc Irwin and Brandan Molony have agreed to serve another 2-year term. Linda MacDonald has decided not to seek reappointment. Kalamazoo Area Transportation Study appreciates MacDonald's time and over 15 years of service. There are currently four CAC Subcommittee members but KATS bi-laws require a minimum of five members, so KATS is recruiting. Contact Steppek for an application. Thompson inquired if more members are allowed. Steppek responded that up to nine members are allowable.

MOTION by Praedel, SECOND by Britigan, ***"to approve the Reappointment of the CAC members Irwin and Molony for another 2-year term."*** MOTION APPROVED.

#### **RESOLUTIONS OF SUPPORT FOR FY 2024 LOCAL BRIDGE PROGRAM APPLICATIONS FROM THE ROAD COMMISSION OF KALAMAZOO COUNTY**

Steppek reported these are annual local bridge resolutions of support from RCKC. KATS Staff recommends adoption of the RCKC Local Bridge Resolutions and authorizing the Chair to sign the Resolutions on the Committee's behalf.

MOTION by Heiny-Cogswell, SECOND by Drouin, ***"to approve the Resolutions of Support for FY 2024 Local Bridge Program Applications from the Road Commission of Kalamazoo County."*** MOTION APPROVED.

#### **FY 2021 UNIFIED PLANNING WORK PROGRAM AMENDMENT**

Steppek referred to the Kalamazoo Area Transportation Study (KATS) FY 2021 Unified Planning Work Program Amendment included in the meeting materials. Around the halfway point of the fiscal year, Kalamazoo Area Transportation Study (KATS) amends its budget to better reflect actual costs for the year. The recommended amendments do not add any additional revenue to KATS, they only redistribute costs. KATS Staff reviewed the amendment with Marsha Drouin, KATS Treasurer, on March 16, 2021. Changes are highlighted with red text and strikethroughs within the document. Key points for this amendment:

- No additional revenue, only a redistribution of funds
- Adjusts estimated Third Party In-Kind Budget, including the cancellation of the \$157,000 Pictometry flight for Kalamazoo County
- Adjusts fringe expenses and fringe rate

Drouin asked why the Pictometry flight was cancelled since lots of people use the mapping system and were looking forward to updated information. Steppek will find out.

MOTION by Aardema, SECOND by Drouin, ***"to approve the FY 2021 Unified Planning Work Program Amendment."*** MOTION APPROVED.

#### **FY 2022 UNIFIED PLANNING WORK PROGRAM**

Steppek reported the FY 2022 Draft Unified Planning Work Program (UPWP) represents the budget and work activities for the Kalamazoo Area Transportation Study for Fiscal Year 2022. The draft UPWP is also posted on the KATS website for public comment. Please provide any feedback or comments to Steppek or Rumick. This will be an action item for the April agenda.

#### **FREEDOM OF INFORMATION PROCEDURES AND DOCUMENTS**

Included in your packet are the Kalamazoo Area Transportation Study (KATS) Freedom of Information Procedures and Documents. Steppek stated KATS Staff sent the draft document to

projects you would like KATS to submit if you are not already talking to senators and congress people.

Aardema asked if a large 3-4 trillion-dollar range infrastructure package is approved, whether there is a list of projects for the substantial funds. Is it recommended that agencies be prepared with a list of long-term visionary projects. Stepek responded we should be prepared and are prepared as that is one of the purposes of the Prioritization Subcommittee. It is important to note that this trillion-dollar package is a multiple year package of maybe 10 years, so would be a few hundred billion dollars per year. This package also includes infrastructure outside of transportation such as water, sewer, and broadband.

## **NEW BUSINESS**

As referred to under the Changes or Additions to the Agenda above, Stepek reported Kalamazoo Area Transportation Study (KATS) received correspondence yesterday from Western Michigan University (WMU). A response is due prior to the next meeting. WMU is applying for federal transportation dollars for research into autonomous vehicles. This project includes chip pavement markers and other roadside amenities. For the application process, WMU is seeking support from KATS as its Metropolitan Planning Organization. Support does not require funding. The WMU packet received by KATS was emailed to Policy Committee contacts. KATS recommends authorizing Stepek or the Chair to sign the letter of support on behalf of the Policy Committee.

**MOTION by Drouin, SECOND by Miller, "to approve the Letter of Support for Western Michigan University FOA-2420 Autonomous Vehicle Operation Project." MOTION APPROVED.**

## **PUBLIC COMMENTS**

Selden of Bike Friendly Kalamazoo (BFK) announced BFK is offering Bike-Booster Mini-Grants of between \$200 and \$2,000 to fund many types of bike friendly efforts such as bike light giveaways. The short application, due April 2, 2021, is available on the BikeFriendlyKalamazoo.org website under the About Tab/ Bike-Booster Mini Grants. BFK is selling bike-themed banners to beautify municipality light/street poles or lamp posts along roads, trails, or in parking lots. A small portion of the proceeds come back to BFK. Kalamazoo County Silent Observer offers a 3-thousand-dollar reward leading to the apprehension of a bicyclist hit-and-run suspect. After establishment of this fund, there have been no hit-and-runs or they have been drastically reduced.

## **MEMBER COMMENTS**

Praedel reported the City of Kalamazoo Portage Street water main and roadway resurfacing project begins April 5, 2021 with expected completion October 31, 2021. The project will be from Stockbridge Avenue north to East Michigan Avenue. Expect delays in the area. The Howard Street pedestrian pathway project is underway with expected completion Labor Day Weekend. The Oakland Drive storm water replacement project will run from April 21, 2021 through Mid-May 2021. Traffic will be reduced to one lane from Angling Road to Parkview Ave. Expect Delays.

Heiny-Cogswell stated Oshtemo Township is working on design for sidewalks including Green Meadow Road and Stadium Drive from 8<sup>th</sup> Street to Venture Park area. Oshtemo is starting KL Avenue non-motorized path design.

Chair Thompson adjourned the March 31, 2021 Policy Committee Meeting at 9:56 a.m.

**Next Meeting: Wednesday, April 28, 2021 - 9:00 a.m.**

DRAFT



April 28th, 2021

To the City of Parchment:


I am writing to you today on behalf of the Parchment Grad Bash committee. We would like to request permission to hold a parade for the Parchment graduating Class of 2021 on Thursday, June 3, 2021, at 6:30pm. Graduating class this year is 101 students, and we would love the opportunity to do something fun for them to end their high school journey. We understand it would have to be cleared with the Kalamazoo Township Police Department as well and there may be a cost involved.

For the parade route:

We would start at the lower level of Kindleberger Park entering on to Riverview from Park Dr (next to the library), then we would go north on Riverview to Thomas, turn east on to Thomas, and take Thomas to Orient, turn south on to Orient, take Orient to Park, turn west onto Park and end at the lower park where we started behind the library. From what I can tell on the Kalamazoo Public Works page, the water work on Glendale will stretch from Riverview to Orient. If the intersection of Glendale and Orient is closed, we would reroute to avoid that intersection. The route would then adjust to turning East on to Parchmount from Orient, taking Parchmount to Clarnin, going south on Clarnin to Glendale, west on Glendale to Courtlandt, south on Courtlandt to Park, then west on Park and ending at the lower part of the park where we began.

Please reach out if you need any further details or have any questions.

Thank you for your consideration,

  
Suzan Dean  
Grad Bash President  
269-341-1788  
[suzan0602@gmail.com](mailto:suzan0602@gmail.com)