



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

December 6, 2021 – Virtual

7 P.M.

Parchment City Commission

Commissioner Robert D. Britigan III

Commissioner Thomas Jordan

Commissioner Holly Evans

Commissioner Tammy Cooper

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. Swearing in of New Commissioners

3. Roll Call

- A. Election of Mayor and Vice Mayor (Use the CHAT feature at the bottom of your screen – at TO: select SHANNON STUTZ instead of EVERYONE, then vote and press enter.

4. Approval of Minutes

From the City Commission Meeting of November 15, 2021

5. Additions/Changes to the Agenda - Approval

6. 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.*

7. 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. 1451 – action
- ii. Warrant No. 1452 – action
- iii. KATS Policy Committee Meeting Minutes, October 27, 2021 – receive
- iv. KATS Technical Committee Meeting Minutes, October 14 , 2021 – receive
- v. KABA Report, November – receive
- vi. Correspondence received - receive

8. Unfinished Business

9. New Business

- A. 2022 Schedule of Commission Meetings

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 TUESDAY NOVEMBER 15, 2021.

1. Call to order

Mayor Britigan called the meeting to order via Zoom (online due to COVID-19 pandemic) 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 (1150 Parchmount), Evans (221 Espanola), Fooy (415 E Glenguile), and Madaras (1441 Little Raven St, Denver, CO 80202), City Manager Stoddard, Treasurer/Clerk Stutz.
Absent: None.

3. Minutes

Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the minutes of the November 1, 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.

None. Moved by Commissioner Evans, supported by Commissioner Conner to approve the agenda as written. 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

None.

6. Consent Agenda

A. Questions by Commissioners were answered regarding specific items. Moved by Commissioner Conner, supported by Vice Mayor Jordan to receive the 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. Public Safety Committee Survey Results Memo - action. City Manager Stoddard reminded everyone that the survey was not professionally done, that questions were posed by the Public Safety Committee. The PSC has met and discussed how they wanted the information shared. Discussion ensued, and the Mayor thanked everyone for their efforts. Commissioner Conner noted that the PSC felt that since people took the time to make comments, that they should be made available for all to see. Moved by Commissioner Fooy, supported by Commissioner Conner to approve publishing the survey results with redactions for names and addresses on the City's website under the news section. 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

None.

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Conner noted that the traffic at the new Bigby has been good, and welcomed the business to the city.

Commissioner Fooy thanked the public safety committee for their hard work, then thanked Commissioner Bagley for his time on the Commission.

Vice Mayor Jordan echoed both sentiments.

Commissioner Bagley said it was a pleasure working with the Commission, he felt he got a lot done, adding he thought the Mayor and City Manager both have done a great job.

Mayor Britigan reported that the infrastructure bill that was passed did NOT include specific projects, which means that the 131 interchange was not a part of the bill. However, he said that the consultant design contract was approved which means the project will end up being “shovel ready” should funding become available. He reminded that next meeting is when new commissioners are sworn in. Then he thanked Commissioner Bagley, saying it was a pleasure to work with him, that he wishes him well in future endeavors and he is always welcome to stay involved.

11. City Manager Comments/Reports

City Manager Stoddard thanked Commissioner Bagley for his service to the commission, adding that she hopes he will continue to serve in other capacities, saying he is “an asset to the community”. She then invited anyone who has questions or concerns to call and discuss them with her.

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 7:18 p.m.

Shannon Stutz, City Clerk



City of Parchment
 Check Register Report
 Warrant 1451

Check #	Check Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
36707	11/15/2021	ANALYTICAL TESTING & CONSULTIN	Well House #3-Asbestos Bulk An	75.00
36708	11/15/2021	MOLLY ANDREWS	Election-November 2, 2021	135.00
36709	11/15/2021	SARA COLLISON	Election-November 2, 2021	135.00
36711	11/15/2021	CONSUMERS ENERGY	Citywide monthly energy use	4,845.41
36712	11/15/2021	DEYOUNG LANDSCAPE SERVICE	Treatment #6-Stage	167.00
36713	11/15/2021	JEANNE DRENTH	Election-November 2, 2021	135.00
36714	11/15/2021	FORD, KRIEKARD, SOLTIS & WISE	Gen'l & Police Matters - October	2,725.00
36715	11/15/2021	KAREN HEASLEY	Election-November 2, 2021	135.00
36716	11/15/2021	SCOT HENDERSON	Election - November 2, 2021	135.00
36717	11/15/2021	RALPH HERRICK	Election - November 2, 2021	135.00
36718	11/15/2021	KRISTINA JORDAN	Final Reimb for KSF Exp.	1,736.38
36719	11/15/2021	KAL CO HEALTH & COMMUNITY SERV	HHW - September	11.96
36720	11/15/2021	KALAMAZOO OIL CO.	Fuel Charges-10/16 to 10/31	270.39
36721	11/15/2021	KATS	KATS Dues-10/1/21-9/30/22	50.00
36722	11/15/2021	MICHIGAN MUNICIPAL LEAGUE	Training-Tammy Cooper	75.00
36723	11/15/2021	PREIN & NEWHOF	Commerce Lane Road Resurf.	3,398.80
36724	11/15/2021	REPUBLIC SERVICES #249	DPW-November	9,301.67
36725	11/15/2021	SBAM PLAN	Employee Ins-December 2021	9,962.17
36726	11/15/2021	SEVERANCE ELECTRIC CO INC	Traffic Signal Maint-October	240.00
36727	11/15/2021	SHEPHERD'S CENTER OF KALAMAZOO	Don Banner-5K Memory Donation	562.69
36728	11/15/2021	SIGNCRAFTERS	Map-Lewis Howard Bldg Added	110.00
36729	11/15/2021	NANCY STODDARD	Zoom-On Line Meeting Platform	15.89
36730	11/15/2021	ROSALIND STUTZ	Election-November 2, 2021	135.00



City of Parchment
Check Register Report
Warrant 1452

Check #	Vendor Name	Check Description	Amount
MERCANTILE Checks			
36737 11/29/2021	COMPANION LIFE	Life & AD&D Ins-December	57.00
36738 11/29/2021	PETE DIMARTINO	Credit-406 Parkdale Blvd-Dup pmt	70.00
36739 11/29/2021	ENGINEERED PROTECTION SYSTEMS	Maint Bldg-12/1/21-2/28/22	175.50
36740 11/29/2021	FORD, KRIEKARD, SOLTIS & WISE	Gen'l & Police Matters - October	2,725.00
36741 11/29/2021	FRANCOTYP-POSTALIA, INC.	Rental-Meter,Scale, Resets	78.00
36742 11/29/2021	KALAMAZOO CO. ROAD COMMISSION	Sig Maint & Energy-Aug-Oct	80.58
36743 11/29/2021	KALAMAZOO COUNTY HAZ-MAT	2022 Annual Memb. Dues	1,400.00
36744 11/29/2021	MICHIGAN MUNICIPAL WC FUND	Payroll Audit-7/1/20-7/1/21	425.00
36745 11/29/2021	PUBLIC MEDIA NETWORK	Charter-July-Sept-PEG Fees	3,124.81
36746 11/29/2021	VANGEMERT & SONS EXCAVATING	Remove Stump & Light Pole	1,690.00

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE

Minutes of the October 27, 2021 Meeting

CALL TO ORDER

The October 27, 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 they are 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	City of Kalamazoo
Rob Britigan	City of Parchment	Comstock Township
Carol Daly	Village of Mattawan	Village of Mattawan
Marsha Drouin, Treasurer	Richland Township	Richland Township
Jeff Franklin	Michigan Department of Transportation, Planning	Owosso, MI
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township	US-131 Various Locations
Jeff Heppler	Village of Augusta	Village of Augusta
Adam Herringa	City of Portage	City of Portage
Lisa Imus	Village of Lawton	Village of Lawton
Martin Janssen	Kalamazoo County Transportation Authority	Cooper Township
Sarah Joshi	City of Galesburg	City of Galesburg
Greg Kinney	Van Buren County Road Commission	Village of Decatur
Judy Lemon	City of Galesburg	City of Galesburg
Tracy Locey	Brady Township	Brady Township
Sherine Miller	Kalamazoo Township	Kalamazoo Township
Ryan Minkus	Road Commission of Kalamazoo County	City of Kalamazoo
Dennis Olson	Village of Vicksburg	Village of Vicksburg
Pete Pfeiffer	Michigan Department of Transportation, TSC	Otsego Township
Chris Praedel	City of Kalamazoo	City of Kalamazoo
Jeff Sorensen	Cooper Township	Cooper Township
Paul Sotherland	KATS Citizens Advisory Committee	Kalamazoo Township
Randy Thompson, Chair	Comstock Township	Comstock Township
Jerry VanderRoest	Charleston Township	Charleston Township

MEMBERS ABSENT

John Gisler	<u>Agency</u> Kalamazoo County
Nick Loeks	Texas Township
Roman Plaszczak	Village of Paw Paw
Don Ulsh	Schoolcraft Township

OTHERS PARTICIPATING

	<u>Agency</u>
Megan Mickelson	Kalamazoo Area Transportation Study
Elizabeth Rumick	Kalamazoo Area Transportation Study
Paul Selden	Bike Friendly Kalamazoo
Steve Stepek	Kalamazoo Area Transportation Study
Ali Townsend	Kalamazoo Area Transportation Study
Craig Williams	KATS Citizens Advisory Committee

CHANGES OR ADDITIONS TO THE AGENDA

No changes or additions to the agenda were requested.

APPROVAL OF THE AGENDA

MOTION by Sorensen, SECOND by Drouin, ***“to approve the agenda of the October 27, 2021 Policy Committee Meeting.”*** MOTION APPROVED.

PUBLIC COMMENTS

Selden of Bike Friendly Kalamazoo reported the Fall Bike Celebration hosted by the Village of Vicksburg recently concluded. Close to \$2,000 in prizes was awarded for a Bike Art Competition to create banners to display on light poles. Jurisdictions can consider displaying the banners during Bike Week in May 2022. Painted murals to be placed on sides of buildings will be judged for future contests. Contact Selden if your municipality has a potential building site for a mural.

CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (OCTOBER 14, 2021)
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE SEPTEMBER 29, 2021 MEETING

MOTION by Britigan, SECOND by Aardema, ***“to accept and approve the items on the Consent Agenda.”*** MOTION APPROVED.

FISCAL YEAR 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Steppek referred to the Transportation Improvement Program (TIP) Amendments included in the meeting packet. Three of the six amendments have an increase in local cost. The Central County Transportation Authority project is a reprogramming of a prior programmed job to align with the

grant application. Budget costs significantly decreased on the I-94 project in Van Buren County. Britigan asked for clarification on what Traffic Signal Interconnect means on the Mosel Avenue project. Minkus answered, it is a traffic signal modernization project to interconnect all signals to a hub where control and troubleshooting can be performed remotely within an overall network. KATS Staff and the Technical Committee recommend approval of the amendments as presented.

MOTION by Heppler, SECOND by Sorensen, ***“to approve the Fiscal Year 2020-2023 Transportation Improvement Program Amendments.”*** MOTION APPROVED.

FY 22 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT SCHEDULE

Referring to the schedule included in the meeting packet, Stepek explained we adopt the schedule every year to alert agencies of amendment deadlines. Although this schedule continues the standard every other month deadline, it should be noted that since this is a Transportation Improvement Program development year, the last opportunity to amend FY 2023 projects is January 28, 2022 until the lockdown ends on October 1, 2022. Heppler inquired what impact the potential federal \$1-trillion-dollar Infrastructure Improvement Package would have on this funding. Stepek responded the current Fixing America’s Surface Transportation (FAST) Act Funding Continuing Resolution only goes through the end of October, so another Continuing Resolution will be required. Kalamazoo Area Transportation Study (KATS) funding may actually increase so there will not be much impact on the amendments. Plus, KATS maintains a robust illustrative project list so more projects are available should more funding be granted.

MOTION by Sorensen, SECOND by Heppler, ***“to approve the 2020-2023 Transportation Improvement Program Amendment Schedule.”*** MOTION APPROVED.

CALENDAR YEAR 2022 MEETING SCHEDULE

Referring to the meeting schedule included in the packet, Chair Thompson explained Stepek mentioned the possibility of moving the April meeting one week earlier to avoid the Michigan Township Association conference conflict. Stepek concurred and added the proposed calendar year 2022 meeting schedule is a continuation of the current meeting schedule of monthly meetings the last Wednesday of the month at 9:00 a.m. Sorensen asked if meetings would be back to in-person. Stepek stated meetings will most likely return to in-person beginning in January 2022 since the current State of Emergency Order expires December 31, 2021.

MOTION by Sorensen, SECOND by Daly, ***“to approve the Calendar Year 2022 Meeting Schedule as amended by moving the April 27, 2022 meeting to April 20, 2022.”*** MOTION APPROVED.

CONGESTION MANAGEMENT PROCESS DRAFT

Stepek reported both the Congestion Management Process (CMP) Draft and the 2050 Metropolitan Transportation Plan (MTP) Draft are too large to be included in the packet, so links to the documents are alternatively part of the meeting materials. For both this agenda item and the next, the 2050 Metropolitan Transportation Plan, Stepek reiterated the last day for comments and feedback on the drafts is today October 27, 2021. Both drafts have been out a couple months, lots of feedback has been received, and is very much appreciated. Both drafts will be presented for adoption at the November Policy Committee meeting. Drouin pointed out the correction needed to change the date of adoption from November 24, 2021 to November 17, 2021.

2050 METROPOLITAN TRANSPORTATION PLAN DRAFT

As previously noted, discussion on this 2050 Metropolitan Transportation Plan Draft was incorporated into the Congestion Management Process Draft agenda item.

PUBLIC TRANSPORTATION UPDATES

Janssen reiterated the proposed millage for Kalamazoo County Transportation Authority (KCTA) will be on the upcoming November 2, 2021 ballot. Outreach was performed in many municipalities. KCTA recently began inviting the Metro Connect Contractor to meetings in appreciation of the hard work they've done over the past year-and-a-half in the pandemic environment.

Aardema elaborated the proposed millage is to support the county-wide, on-demand Metro Connect van and medium-duty bus service. Contact Aardema or McBride for further outreach requests.

Metro's Comprehensive Operations Analysis led by an outside consultant has started. The analysis will review the overall Metro system and include many opportunities to provide feedback and ideas.

There have been no issues from changing security services at the downtown Kalamazoo Transit

Center from the Kalamazoo County Sheriff to a private security group. New bus stop signs and bus stop shelters have been installed throughout the region.

EXECUTIVE DIRECTOR'S REPORT

In addition to the Informational Memo included in the packet, Stepek stated that Kalamazoo Area Transportation Study (KATS) recently received the audit engagement letter. The audit is scheduled to begin November 15, 2021. The Transportation Improvement Program (TIP) Subcommittee met earlier this week and will meet again in a couple weeks. A key factor considered in the prioritization scoring process is traffic volume. Since traffic volume was unusually and temporarily lower in 2020 and 2021 due to the pandemic, the committee will look consider using 2017 through 2019 traffic volume data. Over 60 projects were received including lots of large-scale projects. KATS, in agreement with the City of Kalamazoo, City of Portage, and the Road Commission of Kalamazoo County hires a consultant to perform traffic counts for cost sharing and saving. Since the contract with the current consultant expires December 31, 2021, KATS issued a Request for Proposals (RFP) for new bids. The only bid received was from the current consultant. While the cost has gone up significantly from the previous contract, it is still lower than the second highest bid KATS received in 2018 when the last RFP was issued. The three agencies have signed a new Memorandum of Understanding agreement with KATS. The contract will be presented for approval at the November meeting. KATS continues to monitor two bills in the State Senate Subcommittee which offer a state buy-out of federal aid. KATS as a Metropolitan Planning Organization would select and program the job in the TIP but local agencies would then have the option of getting bought out by the Michigan Department of Transportation (MDOT) for \$0.90 on every \$1.00. Stepek provided information on the advantages and disadvantages of the bills pointing out that they could impact how projects are selected. Heppler asked if the Village of Augusta and other smaller agencies would be able to continue to work with KATS for PASER Ratings every three to four years at no cost. Stepek responded the service can continue as it has been done in the past. Email Stepek or Nagler to schedule local road ratings for the upcoming season. Heppler asked if that service includes traffic counts as well. Stepek responded traffic counts can be scheduled and performed by the KATS consultant for a nominal fee. Trunkline counts are still performed by MDOT with data available through them. Janssen asked if both Senate bill 465 and 466 were related. Stepek responded they are companion bills with one being the actual writing and one being the amendment. Minkus pointed out that since 2016, the Rural Task Force (RTF) has practiced a similar program to the proposed federal buyback program where road commissions can purchase from other road commissions. Stepek stated that

while the RTF program is a good example, one major difference is that it is still local funds transferred to local funds whereas the Senate bills propose transferring local funds to the state.

NEW BUSINESS

Heppler thanked the Michigan Department of Transportation for new road out of the Village of Augusta toward Battle Creek.

PUBLIC COMMENTS

Selden of Bike Friendly Kalamazoo gave a shout-out to the Michigan Department of Transportation for sponsoring and putting on the Training Wheels program sessions throughout the year, while recommending everyone attend a future session. Selden thanked the Policy Committee, KATS Staff, and agencies for non-motorized development and progress in the area and on the 2050 Plan.

MEMBER COMMENTS

Praedel reported the City of Kalamazoo Portage Road project is delayed and will not be complete by the October 31, 2021 target. Pavement base course and leveling is expected to be complete by November 15, 2021 with final resurfacing to be done next spring. The Parkview contract was awarded in September. Consumers Energy is laying gas lines for the project so work will begin in spring of 2022. Praedel reminded attendees to vote next Tuesday.

Britigan reported the City of Parchment Glendale watermain project is complete. Britigan echoed the reminder to vote November 2, 2021.

VanderRoest asked if Stepek had any insight into the local news that construction projects must be halted due lack of supplies and gas and what impact that would have on our projects. Stepek does not have additional insight or information.

Heiny-Cogswell from Oshtemo Township stated the Green Meadow sidewalk is complete. There are two other sidewalk projects in progress that are expected to be complete by the end of this construction season. Next year Oshtemo plans to construct a sidewalk on the south side of Stadium Drive, a twin to what was built on the north-side of Stadium Drive this year. In mid-November the township plans to request bids for Phase 1 of the USDA Sanitary Sewer project. It was determined that an insufficient number of signatures were obtained on the petition against the project.

Heppler explained the Village of Augusta completed gathering information for a grant to repave Augusta Drive next year. The Village continues to review its five-year rolling road project plan. Heppler recommended motorists use extra caution this time of year with increasing darkness limiting visibility of pedestrians and bicyclists, especially with trick-or-treaters for the upcoming Halloween holiday. The Village enforces speed limits and all other traffic laws.

Daly reported the Village of Mattawan finished the culvert replacement project on Main Street coming into town.

Olson stated the Village of Vicksburg sewer project is on-going and going well. The village mourns the passing of former village Chief of Police and Kalamazoo County Sheriff Deputy Eric West. The Vicksburg High School football coach Tom Marchese was named the 2021 High School Football Coach of the Week by the Detroit Lions.

Joshi reported the City of Galesburg crews are surveying and planning for spending the Category B grant funds, with expected construction to begin in April of 2022. A sidewalk project on Grant Street will be complete in time for trick-or-treating.

Janssen announced the Kalamazoo County Transportation Authority (KCTA) has made some progress hiring drivers but still has a shortage and as a result has had to scale back service. KCTA appreciates the work between partnering agencies to complete the new bus stops.

Minkus reported most Road Commission of Kalamazoo County (RCKC) projects are complete for the year. The Nichols Road project is expected to wrap-up in a couple weeks. The board reviewed the draft budget which is planned to be presented for public hearing on November 9, 2021. The Road Commission is meeting with Township partners to plan estimates for next year projects. RCKC is hiring both full-time and seasonal drivers.

Sotherland echoed Selden's praise of the Non-motorized chapter of the KATS 2050 Metropolitan Transportation Plan (MTP) as it sets up work on the non-motorized plans in the Kalamazoo region and will make drafting the 2055 MTP easier.

Thompson added condolences to Eric West's family and the Kalamazoo County Sheriff on his unexpected passing.

ADJOURNMENT

Following a motion by Sorensen and a second by Heppler, Chair Thompson adjourned the October 27, 2021 Policy Committee Meeting at 9:48 a.m.

Next Meeting: Wednesday, November 17, 2021 - 9:00 a.m.

KALAMAZOO AREA TRANSPORTATION STUDY

TECHNICAL COMMITTEE MEETING MINUTES OCTOBER 14, 2021 - 9:30 A.M.

CALL TO ORDER

The October 14, 2021 Technical Committee Meeting was called to order via a Zoom conference call in accordance with Kalamazoo County State of Emergency Declaration, at 9:30 a.m. by Chair Kathy Schultz.

INTRODUCTIONS

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

ROLL CALL

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

MEMBERS PRESENT

	<u>Agency</u>	<u>Call-in Location</u>
Mickey Bittner	Village of Paw Paw	Allegan, MI
Kerry DenBraber	Michigan Department of Transportation, Statewide Planning	Village of Martin
Eric Feldt	City of Portage	Portage, MI
Jeff Franklin	Michigan Department of Transportation, Statewide Planning	Owosso, MI
Ryan Gladding	Michigan Department of Transportation, Statewide Urban Travel Analysis	Lansing, MI
Rachael Grover	Kalamazoo County	Kalamazoo, MI
Kendra Gwin	City of Portage	Portage, MI
Robert Henderson	Van Buren Public Transit	Bangor, MI
Jeff Heppler	Village of Augusta	Augusta, MI
Joel Hoort	Van Buren County Road Commission	Lawrence, MI
Anna Horner	Oshtemo Township	Oshtemo Township
Robert Maffeo	Michigan Department of Transportation, Statewide Urban Travel Analysis	Meridian Township
Ryan Minkus, Vice-Chair	Road Commission of Kalamazoo County	Acme Township
Sherman Potter	City of Portage	Portage, MI
Dennis Randolph	City of Kalamazoo	Kalamazoo, MI
Ryan Russell	Village of Schoolcraft	Kalamazoo, MI
Brian Sanada	Michigan Department of Transportation, Region	Antwerp Township
Kathy Schultz, Chair	Central County Transportation Authority	Kalamazoo, MI
Jodi Stefforia	Comstock Township	Comstock Township
Nancy Stoddard	City of Parchment	Wayland, MI
Greg Vlietstra	Kalamazoo County Transportation Authority	Kalamazoo, MI
George Waring	City of Kalamazoo	Kalamazoo, MI
Tim Woodhams	Village of Mattawan	Mattawan, MI
Mark Worden	Road Commission of Kalamazoo County	Ludington, MI

OTHERS PRESENT

	<u>Agency</u>
Phil Doorlag	Wightman & Associates
Bart Franklin	Hubbell, Roth and Clark

Larry Hummel
Megan Mickelson
Elizabeth Rumick
Hailey Savola
Paul Selden
Paul Sotherland
Steve Stepek, AICP
Ali Townsend

Hubbell, Roth and Clark
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
ROWE
Bike Friendly Kalamazoo
KATS Citizens Advisory Committee
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study

CHANGES OR ADDITIONS TO THE AGENDA

Stepek stated there are some additions to the agenda he will discuss during the New Business section of the meeting including the Non-Motorized Subcommittee, current Senate bills, and the Traffic Count Data Collection Contract.

APPROVAL OF THE AGENDA

MOTION by Minkus, SECOND by Heppler, ***“to approve the October 14, 2021 Technical Committee Agenda.”*** MOTION APPROVED.

MINUTES FROM THE SEPTEMBER 9, 2021 MEETING

Stepek reported Feldt noted in the Land Use/Planning and Zoning Updates for the City of Portage, *Lakeside* District Plan should be changed to *Lake Center* District Plan.

MOTION by Heppler, SECOND by Minkus, ***“to approve the minutes from the September 9, 2021 Technical Committee Meeting, with the correction above.”*** MOTION APPROVED.

POLICY COMMITTEE REPORT

Stepek reported the last Kalamazoo Area Transportation Study (KATS) Policy Committee meeting held in September included updates and discussion on the 2050 Metropolitan Transportation Plan.

PUBLIC COMMENTS

Selden representing the Kalamazoo Region Bike Route Committee, announced the committee will be meeting by WebEx Tuesday, October 19, 2021 at 11:00 a.m. to discuss regional bike routes, some of which may connect to municipalities outside the KATS area.

FISCAL YEAR 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Chair Schultz stated the Transportation Improvement Program (TIP) Amendment schedule is included in the meeting packet. Stepek stated one amendment is a Central County Transportation Authority addition, while the other amendments are budget changes. Minkus clarified the Kalamazoo County Douglas Avenue project is shortening the limits. Stepek concurred.

MOTION by Minkus, SECOND by Stoddard, ***“to approve the 2020-2023 Transportation Improvement Program Amendments.”*** MOTION APPROVED.

FY 22 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT SCHEDULE

Chair Schultz mentioned the TIP Schedule is an enclosure in the meeting materials. Stepek elaborated the schedule is issued annually to assist agencies with amendment deadlines. Stepek highlighted the last opportunity to amend fiscal year 2023 projects until October 1, 2022 is January 28, 2022. Sanada noted one of the deadlines listed as November 26, 2021 is a state holiday due to Thanksgiving and suggested changing the deadline to either Monday, November 29, 2021 or Wednesday, November 24, 2021. Stepek responded KATS is open to changing that date but has some leeway with the deadlines and would accept amendments through the following Monday.

Regarding the November 26, 2021 deadline, Minkus clarified the state would not process the amendment until the following Monday, although KATS would still have Jobnet updated. Stepek concurred and elaborated the deadlines are the Friday before the Thursday of the following week, when the Technical Committee Packet is distributed. Minkus elaborated the Road Commission of Kalamazoo County has been attempting to get fiscal year 2022 projects into the October letting but has been advised by the Michigan Department of Transportation (MDOT) Local Agency Program (LAP) engineers that it is impossible because allocation is not available. December may be the earliest available possibility. MDOT also now requires a full deposit or full payment up-front, on any advanced construct projects. Stepek added the current Fixing America's Surface Transportation (FAST) Act Funding Continuing Resolution only goes through October, so another Continuing Resolution will be required through November, and recommended attendees contact their Congress representatives. Schultz questioned why the schedule was an action item. Stepek answered to document all agencies have been made aware of, and agree with, the deadlines.

MOTION by Minkus, SECOND by Heppler, "to approve the 2020-2023 Transportation Improvement Program Amendment Schedule." MOTION APPROVED.

CALENDAR YEAR 2022 MEETING SCHEDULE

Referring to the meeting schedule included in the packet, Stepek stated the proposed calendar year 2022 meeting schedule is essentially a continuation of the current meeting schedule of monthly meetings the second Thursday of the month.

MOTION by Vlietstra, SECOND by Minkus, "to approve the Calendar Year 2022 Meeting Schedule." MOTION APPROVED.

CONGESTION MANAGEMENT PROCESS DRAFT

Stepek reported both the Congestion Management Process (CMP) Draft and the 2050 Metropolitan Transportation Plan (MTP) Draft are too large to be included in the packet, so links to the documents are alternatively part of the meeting materials. For both this agenda item and the next, the 2050 Metropolitan Transportation Plan, Stepek repeated the request for comments and feedback on the drafts by October 27, 2021. KATS appreciates those people that have already submitted comments. Both drafts will be presented for adoption at the November Technical and Policy Committee meetings. Minkus asked how the travel time reliability performance measure is calculated on both Interstate and Non-Interstate NHS. Stepek responded this required federal performance measure is possibly the worst one to try to explain to the public. Travel time reliability measures the chances of reliability and states the road is reliable at what the road congestion level normally is. If a road is always congested, it is reliable that a back-up will be present. Maffeo of Michigan Department of Transportation agreed with Stepek that travel time reliability is difficult to explain and that it is a federal required performance measure. Some of the maps in the CMP are based on travel demand forecasting results which are totally different than reliability results. Maffeo and Stepek offered to send Minkus additional information on how indices and metrics are calculated. Minkus agreed to follow-up with them. Maffeo stated the performance measures are state-wide level targets whereas the results in the CMP are specific for the KATS region. Lastly, Minkus pointed out that the general properties of the documents should be reviewed because the title coming up on the webpage is different.

2050 METROPOLITAN TRANSPORTATION PLAN DRAFT

In addition to comments on the MTP under the previous agenda item, Stepek reported there was a good turnout for yesterday's virtual public engagement sessions and invited attendees to one of the two remaining virtual public engagement sessions today at 1:00 p.m. and 6:00 p.m. Links to the Zoom sessions are posted on the katsmpo.org website. Minkus asked how turnout at the remote public participation sessions compared to previous in-person session turnout. Stepek responded that since the draft was out longer than normal, there were many more written comments received than in the past. However, attendance at the virtual sessions has been very similar to previous open house sessions, with a handful of people attending each.

TECHNICAL COMMITTEE OFFICER DISCUSSION

Steppek reported elections are coming up since the current officer 2-year terms expire December 31, 2021. As requested last month, enclosed in the meeting packet is a history of past Technical Committee Officers. Traditionally, the Vice-Chair moves up to Chair and a new Vice-Chair is elected at the same time. There is generally rotation between planning and engineering representatives. Anyone is eligible to volunteer or serve. If there are no volunteers by December, someone will be nominated or selected. Minkus suggested establishing a Sub-Committee to recruit a volunteer at the November meeting if no one comes forward. Stefforia volunteered to serve as the next Vice-Chair. Chair Schultz thanked Stefforia and stated the November meeting will include an action item to approve Minkus and Stefforia as the next Chair and Vice-Chair, respectively noting others still have time to volunteer.

PUBLIC TRANSPORTATION UPDATES

Henderson reported Van Buren Public Transit continues to look for drivers and also a trainer. All job postings are available on the website.

Schultz echoed Metro is similarly down 30 drivers and is actively bringing in new recruits. A class of four has started with other new employees starting in November. Central County Transportation Authority plans to add more service hours in November. Data is being collected for the Comprehensive Operations Analysis which began about 2 weeks ago. Meetings with stakeholders and public outreach will follow. Metro appreciates communication of road and lane closures affecting bus routes but looks forward to November and snow so busses are no longer detoured during construction season. Schultz recently made a presentation on Metro bus stop and shelter updates and thought it may be beneficial to spend five-to-ten minutes during the November meeting for the presentation, highlighting the large number of improvements made in the Transit System over the past two years. In 2014, 7 percent of bus stops were ADA compliant whereas now 35 percent are ADA compliant. A millage election will be on the November 2, 2021 ballot for the Metro Connect system. This service supports the county-wide system for demand response and is available to all Kalamazoo County residents but is primarily used by seniors and those with disabilities.

STATUS REPORTS

ROADS-

Heppler reported the Village of Augusta continues to prepare for winter. Heppler thanked KATS for assistance with the Augusta Drive project grant this year and looks forward to the Washington Street project next year while continuing to look at the 5-year rolling road project plan.

Minkus representing the Road Commission of Kalamazoo County (RCKC) congratulated Schultz on Metro's American Disabilities Act efforts. The Kalamazoo River Valley Trail Extension Six out of Galesburg to 37th Street has been turned in to the Michigan Department of Transportation. Applications for funding have been turned in for the non-motorized KL Avenue project with Oshtemo. Sprinkle Road paving is wrapping up this week, which will be followed by pavement marking. The entire project is expected to be complete by the end of the month. The Nichols/Solon project should be wrapping up mid-November weather permitting. 2022 projects including Sprinkle Road East Main to G and S from 29th to 34th will be turned in for December letting. Barney Road and Mosel Avenue projects will be turned in for January letting. RCKC is working on the 2022 – 2026 Capital Improvement Plan. The plan will be out for public comment later this month. There is a good chance RCKC will have funding for 2022 rubber chip seal trials and is looking to partner with townships for local roads. In preparation for snow, RCKC has begun converting the fleet from summer to winter operation and expects to be ready for any snow by Thanksgiving.

Sanada from the Michigan Department of Transportation reported \$3 million dollars of the US-131 BL project funding is from the approved state budget. An additional \$15 million dollars is from the federal budget which has not yet been approved. The remaining 10 percent of the project will be funded by

local agencies. The Pedestrian and Bicycle Committee meeting originally scheduled for today has been moved to a Microsoft Teams meeting on November 18, 2021 at 1:30 p.m. DenBraber added the US-131 Business Spur project funding explained by Sanada was for project construction. Project design funding is available through economic development funds and has started. The project entails ramp interchange work at US-131 and the US-131 Business Spur. Kilgore Service Road is expected to open to two-way traffic next week. Work is ongoing over the two railroad bridges at I-94 and Portage Road but should be wrapping up in November. Bridge work at Portage Road was delayed due to design revisions. Heppler asked for confirmation that MDOT resurfacing work on M-96 in Augusta from the Kalamazoo River to Armstrong Road will begin next week. DenBraber will check on it and follow-up with Heppler.

Gwin updated the City of Portage East Milham Avenue landscaping is underway with estimated completion in two weeks. The Lovers Lanes Project – East Milham Avenue to East Kilgore Road is on schedule for January, 2022 bid letting. South Westnedge Avenue – Mall Drive to Trade Center Way is awaiting grade inspection. Romence Road – Angling Road to Oakland Drive design is underway with construction scheduled for 2022. Traffic Signal Installation at Portage Road and Forest Drive design is underway. Shaver Road – south city limits to Vanderbilt Avenue design is underway with construction scheduled for 2023. Portage Road – East Centre Avenue to Romence Road Parkway design underway with construction scheduled for 2023.

Waring reported the City of Kalamazoo Miller Road to Emerald Drive project was completed last month. Milling on East Main started today from Charles to Wallace. The Portage Street project is ongoing. The Sun Valley local project is near completion. There will be a late season mill and fill paving project on Angling from Oakland to Sun Valley which may temporarily impact south-bound traffic on Oakland. There is some signal and utility work on-going. The city is planning 2022 projects including a Parkview water main and resurfacing project and a Kilgore resurfacing project from Oakland to Westnedge. Sotherland asked when Angling will be resurfaced from Oakland to Sun Valley, whether or not there are plans for a bike lane. Waring responded there are no plans this year to add a bike lane. In 2022, culvert work will be done on Angling and it can be discussed if non-motorized bike lanes would fit. Sotherland added how beneficial it would be to continue the bike lane from the City of Portage on Angling Road through the City of Kalamazoo to avoid treacherous bike travel on Oakland. Waring thanked Sotherland for input and will ensure this is discussed as a project possibility.

LAND USE/PLANNING AND ZONING-

Stoddard updated the City of Parchment Parks and Recreation Master Plan public input session last month had a good turnout with a diverse age group and good input.

NEW BUSINESS

Steppek reported the Kalamazoo Area Transportation Study (KATS) Traffic Data Collection Request for Proposals was issued. Only one bid was received, and it was from the current consultant. While there was a significant increase in the cost of the guaranteed counts, the cost of add-on counts did not rise significantly. The bid is still less than the second highest bid from 2018. The three agencies agreed to the cost of the bid. Agreements with the agencies will be forthcoming with the contract presented for approval at the November Policy Committee meeting.

Steppek shared Michigan Senate Bills 465 and 466 in the meeting chat and made attendees aware of the proposed Federal Aid Buy-out of local agency projects. The Bills have several issues from a Metropolitan Planning Organization (MPO) perspective. The buyout is offered at a rate of \$0.90 on the \$1.00, so agencies stand to lose \$0.10 per dollar and money is shifted to the Michigan Department of Transportation (MDOT). Secondly, the system maintained the federal prevailing wage rate. Additionally, agencies would lose control over project prioritization and selection. Minkus echoed the Rural Task Force has been practicing this for four or five years although it was other Act 51 agencies and not MDOT buying. Steppek agreed and elaborated the KATS MPO runs a capped program where KATS does not use more money than what was planned or programmed. Other

MPOs in the state do not use a capped program. KATS will monitor the Bills as they move forward in the legislature.

Stepek stated the last item of new business is discussing the Non-Motorized Subcommittee. An agency approached KATS and suggested continuing the Subcommittee meetings regularly, possibly quarterly. This may assist with non-motorized related updates and be beneficial to the KATS long-range plan planning. Members would need to decide how formal the meetings would be. The current ad-hoc Subcommittee is not subject to the Open Meetings Act requirements which would apply with a standing committee. Stepek asked attendees to voice thoughts and questions on the Non-Motorized Subcommittee. Schultz inquired whether the meetings would be for dealing with issues or if there would always be agenda items to discuss. Additionally, would representatives be from the Cities and Townships and MDOT to keep the committee a manageable size. Stepek responded it is the Technical Committee's call. Minkus pointed out it would be an opportunity for more conversation and coordination between agencies competing for Transportation Alternative Program funding. Schultz agreed there may be a benefit to meeting on a regular basis such as semi-annually or quarterly but unsure of how formal the committee should be and whether the project prioritization process would be brought into the nonmotorized process. Sotherland said the final decision on the subcommittee should be made by the Technical Committee members. The discussion earlier with Waring from the City of Kalamazoo on nonmotorized development along Angling Road proves that there is a good reason to have people regularly addressing nonmotorized issues, making connections between agencies, and being responsible for the implementation of the KATS Non-Motorized plan. Schultz agrees but still wonders if creating a formal Subcommittee subject to the Open Meetings Act is necessary or having a committee made up of agency representatives and bicycle enthusiasts meet on a regular basis that still make recommendations to the Technical Committee which then makes recommendations to the Policy Committees. Sotherland added he would be interested in the best way to continue making nonmotorized development a priority. Minkus questioned that if nonmotorized is such a priority, should the requirement to comply with the Open Meetings Act be a reason not to formalize the committee. The requirements of the Open Meetings Act should be reviewed. Stepek added, complying with the Open Meetings Act may not necessarily be a hurdle. Traditionally, all KATS Subcommittees have operated as ad hoc committees. If this Subcommittee wants to assign representation and pick a Chair, bylaws and other formalities will be required. Stepek prefers not to go that route noting that other MPO standing subcommittees are operated like the KATS Citizens Advisory Committee. Selden pointed out that the current ad hoc Non-Motorized Subcommittee has been very effective and made tremendous progress without being a formal committee. Selden is in favor of continuing the Non-Motorized Subcommittee work while keeping it as informal as possible. Schultz summarized the discussion by saying Non-Motorized Subcommittee updates will be added to Technical Committee meeting agendas. Stepek concurred.

Minkus asked if there was any update on the urbanized area boundary definition discussed at last month's meeting. Stepek responded he is expecting an update in mid-2022. Franklin with the Michigan Department of Transportation reported the Census Bureau is expecting to release data for the urban area files in May 2022. System monitoring and reporting staff will conduct local agency meetings for approximately one year. The Federal Highway Administration is expected to get data by June 2023. Boundaries are expected to be finalized in October 2023 with MPO boundaries set in fiscal 2025 at the earliest.

Minkus asked for an update on the Inter-Agency Work Group Air Quality Meeting. Stepek answered KATS had the long-range plan Inter-Agency Work Group meeting with Randolph of the City of Kalamazoo where the process for air quality was planned. Since KATS is in a Limited Orphan Maintenance Area (LOMA), KATS goes through the process but is not required to perform air quality conformity modeling.

PUBLIC COMMENTS

Selden of Bike Friendly Kalamazoo gave a shout-out to KATS staff, and committee members of the Citizens Advisory and Non-Motorized Subcommittees for the work and progress on nonmotorized

development including buffered and protected bike lanes. Selden applauded MDOT for successful Training Wheels sessions over the last year with hopes they will continue next year.

ADJOURNMENT

Following a motion by Heppler and a second by Vlietstra, Chair Schultz adjourned the October 14, 2021 Technical Committee Meeting at 10:44 a.m.

The next meeting of the Kalamazoo Area Transportation Study Technical Committee will be held on Thursday, November 4, 2021 at 9:30 a.m.



2021 MONTHLY PERMITS BY JURISDICTION

MONTH OF NOVEMBER 2021

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	11	\$ 1,623
COMSTOCK	ELECTRICAL	22	\$ 3,926
COMSTOCK	MECHANICAL	18	\$ 2,894
COMSTOCK	PLUMBING	11	\$ 2,015
COMSTOCK	SPECIAL - JURISDICTION	2	\$ 200
COMSTOCK	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL COMSTOCK		66	\$ 10,768
KALAMAZOO	BUILDING	13	\$ 2,955
KALAMAZOO	ELECTRICAL	16	\$ 6,302
KALAMAZOO	MECHANICAL	27	\$ 4,042
KALAMAZOO	PLUMBING	12	\$ 1,536
KALAMAZOO	SPECIAL - JURISDICTION	6	\$ 600
KALAMAZOO	SPECIAL - HOMEOWNER	-	\$ -
TOTAL KALAMAZOO		74	\$ 15,435
PARCHMENT	BUILDING	1	\$ 100
PARCHMENT	ELECTRICAL	1	\$ 141
PARCHMENT	MECHANICAL	1	\$ 236
PARCHMENT	PLUMBING	1	\$ 100
PARCHMENT	SPECIAL - JURISDICTION	2	\$ 200
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		6	\$ 777
PINE GROVE	BUILDING	2	\$ 270
PINE GROVE	ELECTRICAL	6	\$ 1,050
PINE GROVE	MECHANICAL	4	\$ 490
PINE GROVE	PLUMBING	1	\$ 200
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PINE GROVE		14	\$ 2,065
RICHLAND	BUILDING	11	\$ 8,264
RICHLAND	ELECTRICAL	10	\$ 1,608
RICHLAND	MECHANICAL	15	\$ 2,605
RICHLAND	PLUMBING	2	\$ 526
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND		39	\$ 13,058
RICHLAND VILLAGE	BUILDING	1	\$ 170
RICHLAND VILLAGE	ELECTRICAL	-	\$ -
RICHLAND VILLAGE	MECHANICAL	3	\$ 455
RICHLAND VILLAGE	PLUMBING	-	\$ -
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND VILLAGE		4	\$ 625
TOTAL		203	\$ 42,728

REVENUE	REVENUE
NOVEMBER 2020	% PREV YEAR MONTH
\$ 63,031	67.8%

PERMITS	PERMITS
NOVEMBER 2020	% 2020 - YTD
201	101%



2021 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: NOVEMBER 2021

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	161	\$ 101,638
COMSTOCK	ELECTRICAL	180	\$ 33,030
COMSTOCK	MECHANICAL	168	\$ 29,561
COMSTOCK	PLUMBING	95	\$ 16,543
COMSTOCK	SPECIAL - JURISDICTION	21	\$ 1,335
COMSTOCK	SPECIAL - HOMEOWNER	11	\$ 605
TOTAL COMSTOCK		636	\$ 182,712
KALAMAZOO	BUILDING	173	\$ 34,799
KALAMAZOO	ELECTRICAL	165	\$ 29,159
KALAMAZOO	MECHANICAL	256	\$ 41,878
KALAMAZOO	PLUMBING	99	\$ 12,326
KALAMAZOO	SPECIAL - JURISDICTION	57	\$ 3,730
KALAMAZOO	SPECIAL - HOMEOWNER	12	\$ 660
TOTAL KALAMAZOO		762	\$ 122,552
PARCHMENT	BUILDING	15	\$ 5,233
PARCHMENT	ELECTRICAL	22	\$ 3,567
PARCHMENT	MECHANICAL	20	\$ 8,535
PARCHMENT	PLUMBING	9	\$ 1,562
PARCHMENT	SPECIAL - JURISDICTION	9	\$ 630
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PARCHMENT		75	\$ 19,527
PINE GROVE	BUILDING	49	\$ 27,446
PINE GROVE	ELECTRICAL	53	\$ 9,268
PINE GROVE	MECHANICAL	56	\$ 8,871
PINE GROVE	PLUMBING	26	\$ 5,335
PINE GROVE	SPECIAL - JURISDICTION	3	\$ 165
PINE GROVE	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL PINE GROVE		190	\$ 51,250
RICHLAND	BUILDING	123	\$ 125,058
RICHLAND	ELECTRICAL	129	\$ 27,824
RICHLAND	MECHANICAL	174	\$ 33,200
RICHLAND	PLUMBING	68	\$ 14,376
RICHLAND	SPECIAL - JURISDICTION	2	\$ 110
RICHLAND	SPECIAL - HOMEOWNER	4	\$ 220
TOTAL RICHLAND		500	\$ 200,788
RICHLAND VILLAGE	BUILDING	9	\$ 2,782
RICHLAND VILLAGE	ELECTRICAL	12	\$ 1,937
RICHLAND VILLAGE	MECHANICAL	28	\$ 4,655
RICHLAND VILLAGE	PLUMBING	9	\$ 1,318
RICHLAND VILLAGE	SPECIAL - JURISDICTION	0	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL RICHLAND VILLAGE		58	\$ 10,692
TOTAL KABA	YTD	2221	587,521

REVENUE	REVENUE
YTD - NOVEMBER 2020	% 2020 - YTD
\$ 527,655	111.3%

REVENUE
% 2021 YTD BUDGET
96.5%

PERMITS	PERMITS
YTD - NOVEMBER 2020	% 2020 - YTD
1842	120.6%

2021 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
185	\$ 91,435		JAN
157	\$ 41,412		FEB
201	\$ 73,173		MAR
227	\$ 51,524		APRIL
188	\$ 52,360		MAY
179	\$ 37,231		JUNE
256	\$ 57,046		JULY
214	\$ 44,937		AUG
209	\$ 44,877		SEPT
202	\$ 50,799		OCT
203	\$ 42,728		NOV
-	\$ -		DEC
2,221	\$ 587,521		2021

Permit List

12/01/2021

Building

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB21-18-369	206 ESPANOLA	06-02-320-050	FIALKOFF AMY M	PMB Custom Homes	11/04/2021	\$100.00	\$0

Work Description: Enlarge existing basement window opening to accommodate egress window.

NOTE: WINDOW, LADDER, WINDOW WELL AND WINDOW WELL DRAINAGE TO BE IN ACCORDANCE WITH SEC. R310 2015 MRC

Total Permits For Type: 1
Total Fees For Type: \$100.00
Total Const. Value For Type: \$0

Report Summary

Population: All Records
Permit.DateIssued Between
11/1/2021 12:00:00 AM AND
11/30/2021 11:59:59 PM AND
Permit.PermitType = Building
AND
Permit.BasicUsage = Residential
AND
GovernmentUnitList.UnitCode =
18

Grand Total Fees: \$100.00

Grand Total Permits: 1

Grand Total Const. Value: \$0

Property Maintenance Inspections

12/01/2021

Parchment

Special Permit

Permit #	Job Address	Parcel Number	Owner	Contractor	Date Entere	Fee Total Due
PS21-18-110	415 GLENDALE BLVD	06-02-180-680	RAPACZ STANLEY & M		11/15/2021	100.00
Work Description: Property Maintenance request from Parchment						
Property Maintenance Inspectio Completed: 11/17/2021						
PS21-18-112	507 N RIVERVIEW Apt 2	06-02-110-081	R & J EQUITIES LLC		11/15/2021	100.00
Work Description: Property Maintenance request from Parchment						
Property Maintenance Inspectio Completed: 11/17/2021						

Total Permits: 2

Total Fees Due: \$200.00

Population: All Records

Permit.Type = Special

Permit AND

Permit.Status = HOLD (FEE)

AND

Permit.Category = Jurisdiction

Request AND

GovernmentUnitList.UnitCode =

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Letter to Parchment City Commission

November 28, 2021

Dear Commission Members:

On Monday, November 1st, I received a letter from the City of Parchment accusing me of violating a Parchment City Ordinance Sec 42-43. The violation accused me of "Scattering Garbage, Litter Rubbish, Etc on Private Property; the ordinance reading: "It shall be unlawful for any person to scatter or deposit any paper, garbage, litter, filth or rubbish on any private premises in the city."

To be clear, placing a small wooden rocking chair out on the curb for another neighbor or passer-by to claim for their own does not fit into this ordinance. If the item is not claimed, it is retrieved from the curb, thus not causing any problem to anyone, or "blight" as the letter indicated I had incurred.

If the commission wishes to find another ordinance that they think I have violated by this action please let me know what that is, otherwise, please issue me a retraction and apology for this threatening letter, which again, does not fit into the confines of the quoted ordinance.

There are many other things this town could use the resources devoted to a "Code Violation Officer" for, rather than picking out issues that do not fit current ordinance violations.

Sincerely yours,

Roann Bonney
222 Glendale Blvd
Parchment, MI 49004

2022 Schedule of Meetings

January 3, 2022	Commission Meeting
January 17, 2022	Commission Meeting
February 7, 2022	Commission Meeting Work Session/Goals Objectives Following meeting
February 21, 2022	Commission Meeting
March 7, 2022	Commission Meeting
March 21, 2022	Commission Meeting
April 4, 2022	Commission Meeting Budget Presentation
April 18, 2022	Commission Meeting Work Session after Meeting
May 2, 2022	Commission Meeting Public Hearing - Budget
May 16, 2022	Commission Meeting Vote on Budget
June 6, 2022	Commission Meeting
June 20, 2022	Commission Meeting
July 18, 2022	Commission Meeting
August 1, 2022	Commission Meeting
August 15, 2022	Commission Meeting
September 6, 2022	Commission Meeting – Tuesday
September 19, 2022	Commission Meeting
October 3, 2022	Commission Meeting
October 17, 2022	Commission Meeting
November 7, 2022	Commission Meeting
November 21, 2022	Commission Meeting
December 5, 2022	Commission Meeting
December 19, 2022	Commission Meeting