



## AGENDA

### REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

June 2, 2025

7 P.M.

#### Parchment City Commission

Mayor Robert D. Britigan III

Vice Mayor Thomas Jordan

Commissioner Doug Fooy

Commissioner Robin Madaras

Commissioner Michael Conner

Commissioner Tammy Cooper

Commissioner Justin Mendoza

#### Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

**4. Approval of Minutes**

From the City Commission Meeting of May 19, 2025

**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 3 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 1543 – action
- ii. Kindleberger Park Reservation, Pavilion 1, Hollis Cookout 6-15-25 – action
- iii. Kindleberger Park Reservation, Pavilion 4, Johnson, Team Baseball Party 6-21-25 - action
- iv. Kindleberger Park Reservation, Sunken Garden/Gazebo, Winfrey Wedding 7-19-25 – action
- v. Planning Commission Meeting Minutes 4-23-2025 – receive
- vi. Kalamazoo Area Transit Study Meeting Minutes 4-30-2025 - receive
- vii. Kindleberger Arts Commission Meeting Minutes 4-12-2025 - receive

## **8. Unfinished Business**

## **9. New Business**

- A. Resolution to Establish the 2025 Millage Rate #2025-5 - action

## **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, MAY 19, 2025.**

**1. Call to order**

Mayor Britigan called the meeting to order at 7:00 p.m. then led everyone in the Pledge of Allegiance.

**2. Roll Call.**

Present: Commissioners Britigan, Cooper, Conner, Fooy, Jordan, Madaras, and Mendoza, City Manager Stoddard, City Treasurer/Clerk Stutz.

Absent: Attorney Soltis.

**3. Approval of Minutes**

Moved by Commissioner Madaras supported by Commissioner Mendoza to approve the minutes of the May 5, 2025 Regular meeting. **Motion Carried.**

**4. Additions or changes to the agenda.**

Remove item 8B, add Resolution 2025-4 Budget Resolution. Moved by Commissioner Conner, supported by Commissioner Fooy to approve the agenda as amended. **Motion Carried.**

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

None.

**6. Consent Agenda**

A. Questions by Commissioners were answered regarding specific items. Moved by Commissioner Mendoza, supported by Vice Mayor Jordan to approve the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

A. Budget Adoption – action. Moved by Commissioner Madaras, supported by Commissioner Fooy to approve the City's 2025-2026 Budget as presented. **Motion Carried.**

**8. New Business**

A. Police Report, Chief Bryan Ergang – receive. Chief Ergang said the city is a safe place to live, work, play and attend school, then gave the quarterly report. Six hundred calls for service which included 100 criminal cases, 83 citations, 10 parking violations. He mentioned there was an increase in traffic crashes, with 8 property damage and 3 personal injury. The Chief said the department continues to patrol the park, moving people along at night and their response times in the city are very good.

B. Appointment of Keely Novotny as a Kindleberger Arts Commission Citizen-at-Large – action. Commissioner Madaras, chair of the KAC, asked that Ms. Novotny be appointed as an at large member, stating that she has attended monthly meetings and that she moved into the city last year and wanted to be involved. This position ends 12/31/2026. Moved by Commissioner Conner, supported by Commissioner Mendoza to appoint Keely Novotny as KAC citizen-at-large member through 12/31/2026. **Motion Carried.**

C. Resolution 2025-4 Budget Resolution – action. Moved by Commissioner Madaras, supported by Vice Mayor Jordan, to approve Budget Resolution 2025-4 as follows.

WHEREAS, the City Manager did submit to the City Commission a proposed budget estimating revenues and expenditures for the 2025-2026 fiscal year on April 7, 2025 as required by Chapter VII, Section 7.4 of the City Charter; and

WHEREAS, the City Commission in accordance with Act 621 Michigan Public Acts of 1978, did hold a public hearing on May 5, 2025 at 7:00 P.M. to receive citizen comment on the proposed budget as presented herein. A copy of the affidavit of publication is on file with the City Clerk.

NOW THEREFORE BE IT RESOLVED THAT, the City Commission of the City of Parchment, does hereby adopt said budget as represented herein; and

BE IT FURTHER RESOLVED, that the City Treasurer be authorized and directed to make such transfers between the various funds in accordance with the adoption of the budget; and

BE IT FURTHER RESOLVED, that the City Manager be authorized to transfer up to \$ 5,000.00 from any function of this budget to any other function of the budget within the same fund without further approval.

#### General Fund

Revenues		Expenditures	
Taxes/Fees	\$944,796	Legislative	61,182
State Sales Tax	257,912	Administration	604,120
Solid Waste Collect'ns	147,000	Legal Services	16,000
Other Revenues	107,120	Police Services	453,224
Overhead fr Funds	145,000	Fire Department	177,830
State Grants	396,160	Public Works Department	442,550
		Water Plant Grant	3,200
		Parks, Recreation & Culture	181,800
<b>Total Revenues</b>	<b>\$1,997,988</b>	<b>Total Expenditures</b>	<b>\$1,939,906</b>

#### Major Street Fund

Revenues		Expenditures	
State Grants	\$193,650	Routine Maintenance	78,051
Transfers	0	Traffic Services	33,260
		Winter Maintenance	33,980
		Administration	38,795
		Capital/Construction	52,200
<b>Total Revenues</b>	<b>\$193,650</b>	<b>Total Expenditures</b>	<b>\$239,286</b>

#### Local Street Fund

Revenues		Expenditures	
State Grant/Interest	\$79,095	Routine Maintenance	40,715
Transfers	0	Traffic Services	26,960

		Winter Maintenance	38,485
		Administration	38,785
		Capital	0
Total Revenues	\$79,095	Total Expenditures	\$144,945

Brownfield Redevelopment Authority

Revenues		Expenditures	
Tax Revenue	\$685,541	Brownfield Debt Retirement	\$58,146
Federal Funding	550,000	Atty/Contractual Fees	20,000
		Reimb to local	435,000
		Administrative Overhead	32,500
		Professional/EPA Costs	550,000
Total Revenues	\$1,235,541	Total Expenditures	\$1,145,646
	Tree Fund		

Revenues		Expenditures	
Transfers	\$ 0	Professional/contractual	\$ 0
Miscellaneous	0	Miscellaneous	10,000
Total Revenues	\$0	Total Expenditures	\$ 10,000

Veteran's Memorial Fund

Revenues		Expenditures	
Contributions	\$500	Bricks/supplies	\$ 2,500
Transfers	0	Payroll	1,500
Total Revenues	\$ 500	Total Expenditures	\$ 4,000

Commissioner Madaras noted that this budget does put the city's general fund balance at 20%, meeting the commission target. Roll call vote was follows:

Ayes: Britigan, Cooper, Conner, Fooy, Jordan, Madaras, Mendoza.

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0**

**9. Citizen Comments**

None.

**10. Mayor and Commissioner Comments**

Commissioner Mendoza wanted to put a plug in for the Kindleberger Arts Commission to say that they are in need of volunteers and they're working hard to find folks. He also wished his best to all given the recent tornado and bad weather.

Commissioner Cooper thanked Chief Ergang for his report and for coming in person, adding that she's excited about the new School Resource Officer and appreciates the selection of someone who is a good fit.

Commissioner Fooy told city staff "good job" on the budget.

Commissioner Madaras wanted to echo the thoughts on the budget and KAC volunteers, then wanted to add that the KAC does have a couple women who are stepping into the Bingo chair role.

Vice Mayor Jordan thanked Chief Ergang as well.

Mayor Britigan reported that the KAC reluctantly voted to not have a parade citing lack of volunteers. The group is hoping for more volunteers next year.

**11. City Manager Comments/Reports**

City Manager Stoddard wished everyone a safe Memorial Day weekend, and said that her door is always open and invited anyone with questions or concerns to contact her.

**12. Adjournment**

There being no further business to come before the Commission, it was moved by Commissioner Mendoza and supported by all to adjourn the meeting at 7:29 p.m.

Shannon Stutz, City Clerk



City of Parchment  
Check Register Report  
Warrant 1543

Check	Check Date	Vendor Name	Description	Amount
38690	05/23/2025	ASPHALT RESTORATION, INC	ASPHALT PATCHING	9,040.00
38691	05/23/2025	DEYOUNG LANDSCAPE SERVICE	TURF TREATMENT #1 - GARDEN - ACCT #5223	204.00
38692	05/23/2025	FRANCOTYP-POSTALIA, INC.	METER RENTAL - 5/1/25 TO 7/31/25 ACCT #5	96.00
38693	05/23/2025	HONIGMAN	ATTY SVCS BROWNFIELD	3,491.25
38694	05/23/2025	JAMES DUBY	4 TRUCK SIDE BOARDS	127.00
38695	05/23/2025	JESSICA GREAR	DEPOSIT REFUND FOR 05/16/25	100.00
38696	05/23/2025	KALAMAZOO CITY TREASURER	DQ WATER SEWER LIEN BALANCE	2,285.94
38697	05/23/2025	PREIN & NEWHOF	SANITARY INFRAST. IMP - USDA THRU 04/26/25	4,007.10
38698	05/23/2025	SOUTHWEST MICHIGAN PLANNING COMMISS	KALAMAZOO RIVER URBAN WILDLIFE CORRIDOR	4,265.99
38699	05/23/2025	THE FOUNTAINS	BINGO FOR BAGS - 03/21/2026 - DEPOSIT	800.00

## 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: Sarah Hollis Phone: (269) 262-8454

Address: 345 Haymac Dr. Parchment, MI 49004

Email: sarahhollis2017@gmail.com Alternate Phone: \_\_\_\_\_

Date of Event: June 15th 2025 Time: noon to 4 p.m.

Type of event: Cook out

Approximate number of attendees: 12

Will there be music as part of your event? No

Name of DJ, musical performer, sound technician: N/A

Decorations, rental chairs/tents/tables? Describe: N/A

Name & address for deposit return: N/A

Sarah Hollis  
Signature

05/21/25  
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: \_\_\_\_\_ Date: \_\_\_\_\_

Payment amount received: \_\_\_\_\_ Receipt # \_\_\_\_\_

Check # \_\_\_\_\_ 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) *VEPT*

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

Name: Grant Johnson Phone: 269-532-9849

Address: 3922 Mead St

Email: gmjohn@kalamazoo.org Alternate Phone: 586-322-8894

Date of Event: 6/21/25 Time: 12-4 PM

Type of event: Team Baseball Party

Approximate number of attendees: 20-30

Will there be music as part of your event? No

Name of DJ, musical performer, sound technician: \_\_\_\_\_

Decorations, rental chairs/tents/tables? Describe: \_\_\_\_\_

Name & address for deposit return: Grant Johnson

3922 Mead St



Signature

5/27/25

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: [Signature] Date: 5/28/25

Payment amount received: \$100- Receipt # 7662

Check # \_\_\_\_\_ 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: Ryan Winfrey Phone: 269-303-4912  
Address: 806 Ashley Dr. Kalamazoo MI 49048  
Email: winfreyr5@gmail.com Alternate Phone: 269-330-0473  
Date of Event: July 19, 2025 Time: 1pm - 4pm

Address: 806 Ashley Dr. Kalamazoo MI 49048

Email: winfreyr5@gmail.com

Alternate Phone: 269-330-0473

Date of Event: July 19, 2025

Time: 1 pm - 4 pm

Type of event: Wedding Ceremony

Approximate number of attendees: 60

Will there be music as part of your event? \_\_\_\_\_

Name of DJ, musical performer, sound technician: \_\_\_\_\_

Decorations, rental chairs/tents/tables? Describe: Chairs, tables, Tent

Name & address for deposit return: Ryan Winfrey  
806 Ashley Dr. Kalamazoo, MI 49048

Name & address for deposit return: Ryan Winfrey  
806 Ashley Dr. Kalamazoo, MI 49048

Signature \_\_\_\_\_

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: RS Date: 5-3-25

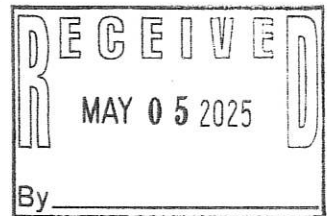
Payment amount received: \$350 Receipt #                     

Check # 203 Cash \_\_\_\_\_ Credit \_\_\_\_\_

APPROVAL

Signature \_\_\_\_\_

Date \_\_\_\_\_



Planning Commission Meeting Minutes  
April 23, 2025

1. **Call to Order at 6:00 pm**
2. **Roll Call – Chairperson DeBoer, Commissioners Bliesener, Lyon-Jenness, Brooks, ZA Harvey and CM Stoddard**
  - Motion to excuse Dean by Chairperson DeBoer, supported by Bliesener. All: Ayes
3. **Approval of Minutes – March 26, 2025**
  - Motion to accept the minutes as written by Bliesener and supported by Lyon-Jenness. All: Ayes
4. **Additions/Changes to the Agenda – None**
  - None
5. **Citizen Comments**
  - No comments
6. **Old Business**
  - A. Draft Text - Creating a Downtown Form Based Code District (FBC) – review
    - ZA Harvey reviewed the previous meeting’s discussion regarding the expansion of the overlay district, the need to overlay both R-T (residential transition) and C-1 (commercial business) with the Form Base Code (FBC). The PC liked Option 2 without rezoning and had asked the ZA how that could be done. ZA Harvey reminded the PC that this has nothing to do with the use of the property. The overlay has to do with the form standards and applied to the look of the area. The PC will look at the building form, not use, with a Form Based Code. The elements may be regulated simply or with difficulty depending on what the PC wants. (i.e., instead of using a front yard in the commercial area, the PC would want a business to build to the sidewalk.) There are a number of FBC’s proposed, but the PC can choose what they want.  
(i.e., Commercial properties - façade, facing the street, abutting a parking lot, certain treatments on the walls, transparency (40% for windows/doors), elimination of blank walls, no walls on street side that have the absence of windows/doors or blocked windows, awnings allowed, door facing the street. It’s about how the buildings interact with pedestrians in the street front.
    - The FBC will not be retroactive. New structures will have to follow the FBC or if they change something, such as use. Façade remodel will have to follow FBC. FBC’s are zoning based on form, not use. What triggers a rezoning? Changing a title of a zoning district.

- ZA Harvey said that there will be no rezoning. She worked with the R-T and C-1 district as she didn't want to insert FBC into zoning. Should the PC want to associate it with the downtown, by inserting a pathway, they would go through the Master Plan. An ordinance has to be the tool that is in the zoning plan. Zoning ordinances speak back to the Master Plan (MP). Currently, they do not match so we want to achieve the plan between the R-T and C-1, by fixing the future land use map as the zoning map. Chapter 5 (MP) explains all the classifications of the Future Land Use Map (FLUM). The R-T is defined, but not on the map. Amending the MP is needed to update the Future Land Use Map so it reflects the way that you want things identified, described, no commercial plan – just use zoning ordinances.
- ZA Harvey stated that the PC will be going into the R-T and C-1 districts to rewrite what the PC would like, such as draw pathways and corridors so they are connected. Amendments do not need mailing or Public Hearings. The City Commission would approve through a resolution.
- ZA Harvey mentioned that the 5 year review of the Master Plan is required. The PC could do the work now if it wanted or look at it next year for the review. The overlay does not need to be a part of the MP review. A couple of pages of the MP will change and resolve the FLUM. FLUM is a zoning map.
- ZA Harvey studied the existing land use. R-T Downtown Neighborhood and C-1 commercial changed to Downtown Core in the amended Master Plan.
- ZA Harvey explained that the FLUM changes show intent. Rezoning is a legislative set of laws. The MP does not have legal weight. The PC and City Commission have to agree – due process.
- ZA Harvey spoke to the zoning perspective. An idea/premise of Option 2 is the core neighborhoods. It speaks to how they serve each other in the Master Plan by taking two zones and adding Form Based Code to them. The R-T – the statement of intent will have to be rewritten (Chapter 5 of the MP) with new language being added. (i.e., this district intends to do these things and reference the FLUM). She suggests cleaner language. The principle use with conditions and special conditions may be kept the same. The PC is not looking for more multi-family units in the downtown area. Residential uses are only allowed in existing structures, although they may be converted to other uses. Currently, new building construction does not include residential use.
- In all districts, there are size and area requirements which will have to be clearly stated in Article 17, removing any standards that are conflicting with the district form based standards in the new section. ZA Harvey said that the PC will look at the chart, based on existing conditions (low, medium, high) they will use existing conditions that are there.
  - Build to property line – can do in FBC
  - Side/Rear are not as important and can remain the same
  - Building height – General standards, 1-2 stories

- Building size – the PC will need to pick a maximum size by looking at the footprint.
- Building orientation – Front of house/business to face the street
- Facade could have architectural differences from residential properties.
- Non- residential items need to be looked at by the PC.
- Streetscape Standards for R-T and C-1 – ZA Harvey stated that it is good to be in a review process so it communicates to the residents.
  - No front yard parking in residential areas
  - Sidewalks are maintained with different requirements.
  - Street trees – the PC may want to add particular standards to this section.
  - Bicycles – Similar to C-1 standards
- Persons entering the community can tell that they are in the downtown by virtue of the standards.
- ZA Harvey said that the Master Plan can be changed without rezoning.
- Brooks stated that he liked it and asked how soon they would be able to create the context of the Master Plan with the R-T and C-1 standards.
- ZA Harvey stated that it could be as soon as the May meeting.
- Bliesener confirmed that a building in the downtown would have to maintain the existing structure if you have the same use.
- ZA Harvey understands that an owner will not be tearing down a house to build a diner instead. Yet there are options for people that may maintain their home but have a salon in it.
- Bliesener said if people want to put a business in their home, they may not want to spend a lot to change it to a business in R-T.
- ZA Harvey said that they can have some multi housing in the overlay and just a couple of businesses.
- DeBoer said that this overlay will give the option to use the existing building to put in a little family bookstore or other small business.
- Lyon-Jenness said that they don't have to tear down a building to meet FBC standards.
- Bliesener said that that the FBC standards apply if the building is new. Is this helping to not limit businesses?
- ZA Harvey stated that if removed, the PC would have to look at the standards. Can they meet the FBC standards by making it look like a home?
- Brooks said that a business does not have to look like a home.
- Bliesener asked if it would make the downtown look bigger.
- Lyon-Jenness wondered what the people would think of their neighborhood if a business if built next door to them.
- Bliesener asked what if a commercial building wants to go up by a multi-plex?
- ZA Harvey said that it may be safer to stay with R-T standards for businesses that move into the community. Keeping a look with flexibility.
- Lyon-Jenness asked if Parchment has any empty lots in this corridor.

- ZA Harvey stated that there were no vacant R-T lots. She will look at the language for conversion. Duplexes and multi-plexes are allowed in the R-T as non-conforming.
- Bliesener pointed out that there is no front or street parking at the multi-plexes.
- ZA Harvey said that it must be an existing structure. The structure may be divided into two apartments, but it would have to rezone to do that.
- Bliesener said that she would vote to keep it the way it is.
- ZA Harvey said that they would be removing subsection F, letters j., k., and l., so they don't have to rezone.
- Brooks asked if the other PC members were ok with the update and the others agreed that they were.
- ZA Harvey stated that now with more clarity of design, merit would be given to the Planned Unit Development because of the overlay. There may be a couple of areas that the PC may want to be more specific. ZA will bring back suggestions to the May meeting.

## **7. New Business**

- A. Aesthetic Criteria for newly Constructed Commercial Buildings in PUD – discussion
- Discussion blended in with the Form Based Code conversation.

### **B. Comments from Planning Commissioners**

- Lyon-Jenness mentioned that a Consumers Energy 2025 Planet Grant was awarded to the City of Parchment in the amount of \$150,000.00 to be used for Riverfront Park. She thanked Bliesener for drawing up the plans for it. It will be a low maintenance, recreational area that will bring people back to the river. Native trees, bushes, plants, picnic tables, and waste containers will be added to the park through the grant funding.
- Chairperson DeBoer expressed his gratitude to ZA Harvey for all her guidance during the PC meetings and also to CM Stoddard for her note taking.

### **C. Next Meeting – Wednesday, May 28 at 6pm.**

- D. **Adjournment** – Motion by Lyon-Jenness, supported by Bliesener. All: Ayes.  
Meeting ended at 7:05pm.

## KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE

Minutes of the April 30, 2025 Meeting

### CALL TO ORDER

The April 30, 2025 Policy Committee Meeting was called to order at 9:00 a.m. at Metro, in Kalamazoo, by Chairperson Aardema.

### INTRODUCTIONS

Introductions were made by all present.

### ROLL CALL

Meeting attendance was recorded on the sign-in sheet.

### MEMBERS PARTICIPATING

Curt Aardema, Chair	Central County Transportation Authority
David Anderson	City of Kalamazoo
Nicole Beauchamp	Comstock Township
Jill Bland	Southwest Michigan First
Cheri Bell	Oshtemo Township
Rob Britigan	City of Parchment
Heather Bowden	Michigan Department of Transportation, Planning
Kerry DenBraber	Michigan Department of Transportation, TSC
Marsha Drouin	Richland Township
John Gisler	Kalamazoo County
Todd Hackenberg	Village of Lawton
Robert Henderson	Van Buren Public Transit
Jeff Heppler	Village of Augusta
Sherine Miller	Kalamazoo Township
Bryan Myrkle	Village of Paw Paw
Aditya Rama	Kalamazoo County Transportation Authority
Randy Smith	Brady Township
Jeff Sorensen	Cooper Township
Paul Sotherland	KATS Citizens' Advisory Committee
Cheng Kidd Sun	Western Michigan University
Don Ulsh	Schoolcraft Township
Jerry VanderRoest	Charleston Township
Bret Witkowski	Van Buren County Road Commission
Mark Worden	Road Commission of Kalamazoo County

### MEMBERS ABSENT

Tim Frisbie	Village of Vicksburg
Pat McGinnis	City of Portage
Lisa McNees	City of Galesburg



## OTHERS PARTICIPATING

Megan Mickelson	Kalamazoo Area Transportation Study
Elizabeth Rumick	Kalamazoo Area Transportation Study
Jon Start	Citizen
Steve Stepek	Kalamazoo Area Transportation Study
Ali Townsend	Kalamazoo Area Transportation Study

## CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda.

## APPROVAL OF THE AGENDA

Sorensen moved, and it was duly seconded by Heppler, **“to approve the agenda of the April 30, 2025 Policy Committee Meeting.”** MOTION CARRIED.

## PUBLIC COMMENTS

No public comments were made.

## CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE MARCH 26, 2025 MEETING

Anderson moved, and it was duly seconded by Smith, **“to accept and approve the items on the Consent Agenda.”** MOTION CARRIED.

## DRAFT 2026-2029 TRANSPORTATION IMPROVEMENT PROGRAM

A link to the full project list on the Kalamazoo Area Transportation Study (KATS) webpage was included in the meeting packet. Stepek explained that the document represents six months of development and represents over \$120 million dollars in transportation investment over the next 4 years. All comments received over the public engagement period have been incorporated into the document. Stepek distributed a resolution from the appendix. KATS Staff and the Technical Committee recommend the approval of the document and for the Chair to sign the resolution on the Committee’s behalf. In response to Britigan’s inquiry, Stepek responded that illustrative projects are amended into the program if additional funding is received. Aardema added members of the public showed up for the engagement open houses.

Sorensen moved, and it was duly seconded by Heppler, **“to approve the 2026-2029 Transportation Improvement Program and for the Chair to sign on the Committee’s behalf.”** MOTION CARRIED.

## TRANSPORTATION CONFORMITY REPORT FOR THE 2026-2029 TRANSPORTATION IMPROVEMENT PROGRAM

A link to the Conformity Report was included in the meeting materials. Stepek explained that this Conformity Report is the Air Quality portion of the 2026-2029 Transportation Improvement Program. It includes any comments received from the Inter Agency Work Group and the public. Kalamazoo Area Transportation Study Staff recommends approval of the document.



Sorensen moved, and it was duly seconded by Hackenberg, ***“to approve the Transportation Conformity Report for the 2026-2029 Transportation Improvement Program.”*** MOTION CARRIED.

#### **TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS**

Steppek reiterated that the 2026 Transportation Improvement Program (TIP) is locked down until October. Referring to the TIP Amendments in the meeting packet, Stepek explained that these three TIP Amendments are for 2025. All three are for transit. Two are for Metro and one is for the Michivan program which is administered by the state and assigned to the Metropolitan Planning Organizations. The Michivan service provides long distance carpooling and is subsidized by the state. Kalamazoo Area Transportation Study Staff and the Technical Committee recommend approval of the amendments.

Britigan moved, and it was duly seconded by Smith, ***“to approve the Transportation Improvement Program Amendments.”*** MOTION CARRIED.

#### **FISCAL YEAR 2026 UNIFIED PLANNING WORK PROGRAM DRAFT**

A link to the Fiscal Year 2026 Unified Planning Work Program (UPWP) Draft was included in the meeting materials. The UPWP is also available on the Kalamazoo Area Transportation Study (KATS) website KATSMPO.org. Stepek provided the information that the document represents the proposed budget and work activities for KATS for fiscal year 2026, starting October 1, 2025. Let KATS know of any questions or comments you have. Comments will be incorporated into the document. The UPWP will be brought back next month for adoption.

#### **FISCAL YEAR TO DATE CONTRIBUTED SERVICE**

Referring to the fiscal year-to-date March 2025 contributed service report included in the meeting materials, Stepek explained we are meeting the required program match. Stepek reminded attendees to continue to turn in timesheets.

#### **PUBLIC TRANSPORTATION UPDATES**

Rama reported that the Central County Transportation Authority (CCTA)/Kalamazoo County Transportation Authority (KCTA) Board heard proposals for \$200,000 worth of Americans with Disabilities Act (ADA) compliance improvements for the Kalamazoo Transportation Center (KTC). Improvements would include refitting of restrooms and brickwork. The Employee Handbook has been updated. Aardema provided further detail that the CCTA/KCTA Board approved the recommended 1.1 millage request planned for November. The Metro Link pilot program continues to evolve. Service is well utilized by Western Michigan University students. Further details of Metro Link and student use of the service were discussed. Related to ADA upgrades planned for the KTC, Gisler pointed out that this Metro conference room is not ADA compliant for people with hearing aids.

#### **EXECUTIVE DIRECTOR'S REPORT**

As stated in the memo included in the meeting packet, Stepek reminded attendees to let Kalamazoo Area Transportation Study (KATS) Staff know of any local PASER ratings you would like completed this summer, as well as pedestrian count locations. Toward the end of summer KATS will begin working on the next Metropolitan Transportation Plan (MTP). In response to Anderson's inquiry, Stepek responded that KATS monitors all transportation and road funding legislation, and tracks updates, including developments on funding uncertainty. Witkowski stressed the importance of engaging with state representatives and senators to advocate for bipartisan transportation funding support. On the federal level, progress has

started advancing. Bowden added that there will be delays due to large staff cuts at the Federal Highway Administration (FHWA) and Region offices.

#### **NEW BUSINESS**

No new business was brought forth.

#### **PUBLIC COMMENTS**

No public comments were made.

#### **MEMBER'S COMMENTS**

Bowden from the Michigan Department of Transportation encouraged all attendees to remain patient amid significant staff shortages at the national level as noted earlier in the meeting.

Worden reported that road construction projects are underway at the Road Commission of Kalamazoo County (RCKC). Worden urged attendees to exercise patience driving in road construction zones to ensure the safety of workers. A recent crash in a Sprinkle Road construction zone was discussed. RCKC's Safe Streets For All (SS4A) federal grant project is moving forward.

Sorensen reminded attendees of the invitation to the Kalamazoo Chapter of the Michigan Township Association annual golf outing. It is scheduled for June 27, 2025 at Crestview Golf Club in Cooper Township. Sorensen highlighted the golf outing provides a way to build connections, develop relationships, and fosters a collaborative work environment across agencies. Sorensen provided further details about the outing. A flyer will be available next week. The final coat of asphalt was recently completed on the new Cooper Township building. With the exception of minor punch-list items, the project is complete. It came in approximately \$300 thousand dollars over budget.

Britigan cited the water main installation project as an excellent example of successful collaboration between agencies including the City of Kalamazoo and the City of Parchment.

Witkowski provided the Van Buren County Road Commission (VBCRC) report. PASER Ratings are underway. Several county road improvement projects are underway. The Palisades Nuclear Power Plant is scheduled to restart in October. Owner Holtec International plans to build two small modular reactors. There are currently no small modular reactors operational in the United States. In cooperation with Antwerp Township, VBCRC will be building a satellite branch there to improve equipment access. VBCRC received three awards at the annual County Road Association conference.

Gisler invited attendees to his monthly citizen's group meetings. A representative from the Palisades Nuclear Power Plant spoke at the April meeting. The small modular reactors are expected to take four to five years to get up and running and will significantly increase power output. There is no anticipated decrease in the cost of electricity since coal plants continue to be shut down. Gisler's May meeting will be held May 12, 2025. Contact Gisler for further information. The June meeting scheduled for June 9, 2025 will feature a retired military intelligence agent.

Heppler reported paving will begin today to finish the Washington Street bridge project in the Village of Augusta. Reopening will occur in the near future. Everyone will be invited to the ribbon cutting ceremony to be held at a later date. The Village of Augusta was awarded additional road funding from the Transportation Economic Development Fund (TEDF) Category B grant funding. Engineering has begun for this. Heppler expressed appreciation for the partnerships between agencies that has led to about half of the Village's roads being redone.

VanderRoest reported that tree clearing and rumble strip work has begun on the M-96 and G Avenue improvement project in Charleston Township. On 38<sup>th</sup> Street, a new experimental process was implemented, involving the application of 4 inches of material on top of old asphalt. The condition of the base will then be evaluated.

Sun thanked attendees for their support of the Western Michigan University Broncos first-ever NCAA Division 1 men's ice hockey national championship. Sun also thanked attendees for their support of the Western Michigan University dance team Division 1 women's Jazz National Championship.

Sotherland commended the Michigan Department of Transportation for their excellent work on the Berkley Street and West Main traffic signal project. Sotherland announced that Bikes in the Zoo will be Saturday, May 10, 2025 on the Kalamazoo Mall. Kalamazoo Area Transportation Study Staff will have a table at the event. Sotherland encouraged attendees to stop by. Sotherland stated that Ezra Klein's novel *Abundance* argues how American progress get vetoed because of regulations and required processes.

Bell thanked attendees, especially the Road Commission of Kalamazoo County (RCKC) , involved in the Drake Road traffic calming improvements near the Green Meadow neighborhood. Oshtemo Township will be funding the improvements. In June, Oshtemo Township will sign bonds for its sewer expansion project. A conditional award has been made. Construction is underway on M-43 and West Main. The Oshtemo Township Planning Commission approved its first rezoning for a 40-acre parcel next to the old Westside Medical Center. Oshtemo Township is collaborating with Kalamazoo Township and the City of Kalamazoo on West Main Street development. Progress on a pedestrian path over railroad tracks on Drake Road have been delayed due to coordination challenges with Amtrak. Further discussion ensued regarding the project, long delays, and contacts. Oshtemo is partnering with the RCKC for improvements to Erie and Atlantic intersections along 9<sup>th</sup> Street.

DenBraber had to leave the meeting early but she provided the following Michigan Department of Transportation (MDOT) update for the minutes. US-131 BR tree removals are completed along with the jack and bore culvert (18" and 36") work. MDOT is working on the abutments for the structure over US-131 BR. The M-43 West Main Oshtemo Township tree clearing is complete. Watermain work is ongoing. Portions of the lane, curb, and sidewalk (north side) have been removed. Both abutment slope walls are completed on the US-131 over KL Avenue/Amtrak project. Setting of the northbound bridge beams are planned this week. Signing from US-131 to Rambling Road starts August 8, 2025 for the I-94 BL/Stadium Drive project.

## **ADJOURNMENT**

There being no further business, Chairperson Aardema adjourned the meeting at 9:53 a.m.

*The next meeting of the Kalamazoo Area Transportation Study Policy Committee will be held on Wednesday, May 28, 2025 at 9:00 a.m.*

*Approved 5/28/25 (er)*

# Kindleberger ARTS Commission 4-14-2025

1. Call to Order
2. Roll Call:
  - a. Present: Robin Madaras, Nancy Stoddard, Rob Britigan, Caroline Garber, Alex Vader, Izzy Weir
  - b. Absent: Holly Evans - motion to excuse by Rob, seconded by Nancy
3. Approval of Minutes
  - a. Nancy motions to approve minute, seconded by Alex. Motion carries.
4. Old Business:
  - a. Vacant Chair Position for Citizen-at-Large: Caroline discussed with Keely Novotny, she wants to attend a meeting and will come in May. Deanna Phillips may be interested.
5. New Business
  - a. Festival Directors Report ●  
Communications
    - Website - all major edits have been made, if you see typos, or incorrect info, please send an email.
      - I have a massive list of edits I will be completing over the next couple of weeks including updates to each theatre page, updates with images from 2024, and updates to the Home page design
      - Theater - shows announced
      - Concerts - currently working on formatting the schedule to announce
    - Socials - save the date and shows announced, craft show sign-ups announced
    - This week - announce audition dates and sign-ups
      - Bio updated as requested
      - Announcements this month - audition info, cast info ●  
Printed Materials
    - Patron letter, sent after the last meeting
    - Summertime Live Brochure - info sent 3/28, ordered 250
    - Mailer - design in process, and will be finalized by the May meeting ● Additional:
      - Website flagged food truck vendor form and sponsorship form
      -  
● Theater - Rights for the shows were \$2735 for both shows. ●  
Guys and Dolls
    - The director, Choreographer, Music Director, Costume Designer, and Stage Manager are identified. Ken is working with each of them to coordinate auditions. They have agreed to the same payment structures as 2024, and contracts for all are being drafted and will be shared.
      - KHolda contract draft  
Rob made a motion to approve the contract for Ken Holda.

Alex seconded. Motion carries.

■ Other contracts will be ready for approval next month.

- Auditions are scheduled for May 12 and 13, call-backs will occur May 14th, St. Ambrose Church, 7-10 pm, ages 16+ ○

Rehearsals are scheduled from May 19 to the festival, St.

Ambrose Church, 6:30-9:30pm

- Costumes with Guys & Dolls are pretty involved - interested in doing a costume swap with Center Stage in Comstock. The commission will discuss and make a plan for agreement to this.

- Annie Kids

- Youth Show Director, Sarah Aiello!
- Received all materials and will begin coordinating audition and rehearsal info after we meet this week 4/15
- Hoping for auditions from 4-6 on May 12-13
- Sarah's doing all rolls for the youth show (directing, costumes, choreo) and offering \$1,600. She's comfortable she can use the rest of her allotted budget then for that. She will utilize volunteers as needed ●

Fundraising

- Sponsor letter and patron letter finalized
- Any updates on sponsors from the City/Robin?
- I received info from Advia (via personal contact) and logos from St. Ambrose
- Izzy will make calls to follow up. Rob will assist in a few follow ups.
- Concerts
- All entertainers are booked and will sign and return contracts this week - Will finalize the deposits and coordinate with Shannon to send
- Total concert spend: \$17,200, including \$4,200 for sound (~1,800 under budget)
- Sound board invoice came in. Verbal commitment from Derek and Matt for sounds. ● Other Items
- Ballet Arts - sent performance options to Gretchen, will update the commission once she responds
- Parade - St. Ambrose is completely booked for Saturday, July 12th, and is unavailable for the parade. We have to adjust the parade route, so we need to discuss additional options for the parade. We could stage at the High School. We also have to figure out the route with public safety.
- Chairpersons Meeting - April 28, 6-7pm, lower Park
- Bingo - Knights of Columbus were paid for the bingo license. Deanna is interested in running bingo for next year, Caroline is also open to helping. Izzy will email Julie and connect her with Caroline and Deanna. They will reach out to

b. March Budget Activity

- i. Confirm Car Show budget has \$750.
  - ii. All grants are out
- 6. Public Comment
  - a. Mike - would like car show flyers by end of April. Car show logistics are in progress and Mike will confirm with Izzy at the chairperson's. Food vendor is GMC.
- 7. Member Comments
- 8. Next Meeting - May 12, 2025
- 9. Adjournment - Motion made by Rob, seconded by Nancy

City of Parchment  
2025-2026

Resolution to Establish the 2025 Millage Rate #2025-5

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 2, 2025 the following millage resolution was offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

WHEREAS, the City of Parchment Board of Review has completed its review and correction of the Assessment Roll for 2025; and

WHEREAS, said Assessment Roll shows the taxable value of all real and personal property in the City of Parchment subject to general Ad Valorem taxation to be as follows:

REAL PROPERTY	59,815,223
PERSONAL PROPERTY	3,547,200
TOTAL ASSESSMENT ROLLS	\$63,362,423

WHEREAS, the City Commission has adopted a budget for the 2025-2026 fiscal year which will require the levy of 15.9893 mills in order to adequately fund the operations of the City of Parchment; and

WHEREAS, the City Commission has complete authority to establish that 15.9893 mills be levied in 2025 for operating purposes; and

WHEREAS, the City Commission of the City of Parchment did hold a public hearing Monday, June 2, 2025 at which time the property tax millage rate proposed to be levied to support the proposed budgets was a subject of that hearing.

NOW THEREFORE BE IT RESOLVED, that by the authority granted by the City Charter, Chapter IX, Section 9.1, the millage rate for 2025 is hereby set at 15.9893 mills to be levied against each dollar of Taxable Value of Real and Personal Property within the City of Parchment for general operating purposes.

BE IT FURTHER RESOLVED, pursuant to the authority of Parchment City Charter, Chapter IX, Section 9.6 the City Clerk is hereby directed to certify to the Assessor the total amount of \$944,796 to be raised by taxes.

FURTHER, when extensions have been made by the Assessor, that the City Assessor, pursuant to City Charter, Chapter IX, Section 9.8, shall execute the necessary warrant directing the City Treasurer to collect the tax set forth in said warrant, and that same when collected be credited to 2025-2026 GENERAL OPERATIONS in the amount of \$944,796.

The roll call vote was as follows:

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

Resolution declared adopted this 2nd day of June, 2025.

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Shannon Stutz  
Treasurer/Clerk



**2025 TAX RATE REQUEST (This form must be completed and submitted on or before September 30, 2025.)**COPY TO: Equalization Department(s)  
COPY TO: Each Township or City Clerk**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

This form is issued under MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

**Carefully read the instructions on page 2.**

County	KALAMAZOO	2025 Taxable Value of All Properties in the unit as of 5/27/2025	62,873,500
Local Government Unit	PARCHMENT CITY	For LOCAL School Districts: Current Year Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.	

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.  
The following tax rates have been authorized for levy on the 2025 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Original Millage Authorized by Election, Charter, etc.	2024 Millage Rate Permanently Reduced by MCL 211.34d	2025 Millage Rate Current Year Reduction Fraction	2025 Millage Rate Permanently Reduced by MCL 211.34d	Sec. 211.34 Truth in Assessing or Equalization Rollback Fraction	Maximum Allowable Millage Rate*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
Allocated	Operating	5/2001	17.0000	16.2049	0.9867	15.9893	1.0000	15.9893	15.9893		Unlimited

Prepared by	Mathew Hansen	Telephone Number	(269) 383-8960	Title of Preparer	Equalization Director	Date	April 23, 2025
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.121(13).

<input type="checkbox"/> Clerk	Signature	Print or Type Name	Date
<input type="checkbox"/> Secretary	Signature	Print or Type Name	Date
<input type="checkbox"/> Chairperson	Signature	Print or Type Name	Date
<input type="checkbox"/> President	Signature	Print or Type Name	Date

\*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**\*\* IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Uses Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2025 for instructions on completing this section.	
Total School District Operating Rates to be levied (HH/Supp and NH Oper ONLY)	
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal.	
For Commercial Personal	
For All Other	



2025 MILLAGE REDUCTION FRACTION CALCULATIONS WORKSHEET

L-4034

INCLUDING MILLAGE REDUCTION FRACTION CALCULATIONS NOT SPECIFICALLY ASSIGNED TO THE COUNTY EQUALIZATION DIRECTOR BY LAW

KALAMAZOO COUNTY

TAXING JURISDICTION:

PARCHMENT CITY

2024 Unit Total Taxable Value	(Prior TV)	59,639,389
2025 Losses to prior Taxable Value (MCL 211.34d)	(Losses TV)	120,652
2025 Additions (MCL211.34d)	(Additions TV)	680,400
2025 Unit Total Final Taxable Value (based on S.E.V.)	(Current TV)	62,873,500
2025 Unit Total Taxable Value based on Assessed Valuation	(AV based TV)	62,873,500
2025 Unit Total Taxable Value based on C.E.V.	(CEV based TV)	62,873,500
2024 Inflation Rate (for 2025 Calculations)	(2024 CPI)	1.031

1. Section 211.34d, M.C.L., "Headlee" (for each unit of local government)

See STC Bulletins 3 of 1995, 3 of 1997 and 19 of 2002 regarding the calculation of additions and losses.

$$\begin{array}{rcl}
 (2024 \text{ Total T.V.} - 2025 \text{ Losses}) \times \text{CPI} & & \\
 (59,639,389 - 120,652) \times 1.031 & = & 61,363,818 \\
 (62,873,500 - 680,400) & & 62,193,100 \\
 (2025 \text{ Total T.V.} - 2025 \text{ Additions}) & & \\
 \text{ACTUAL} & 0.9867 & \text{2025 Millage Reduction Fraction (Headlee)}
 \end{array}$$

Round to 4 decimal places in the conventional manner.

2a. Section 211.34, M.C.L., "Truth in Assessing" (for cities and townships if S.E.V. exceeds A.V. f 2025 only)

$$\begin{array}{rcl}
 \frac{2025 \text{ Unit Total Taxable Value based on AV}}{2025 \text{ Unit Total Final Taxable Value (based on S.E.V.)}} & = & \frac{62,873,500}{62,873,500} = 1.0000 \\
 \text{ACTUAL} & 1.0000 & \text{2025 Rollback Fraction (Truth in Assessing)}
 \end{array}$$

Round to 4 decimal places in the conventional manner.

See STC Bulletin No. 2 of 2025 for more information regarding this calculation.

2b. Section 211.34, M.C.L., "Truth in County Equalization" (for villages, counties and authorities if S.E.V. exceeds C.E.V. for 2025 only)

$$\begin{array}{rcl}
 \frac{2025 \text{ Unit Total Taxable Value based on C.E.V.}}{2025 \text{ Unit Total Final Taxable Value (based on S.E.V.)}} & = & \frac{62,873,500}{62,873,500} = 1.0000 \\
 \text{ACTUAL} & 1.0000 & \text{2025 Rollback Fraction (Truth in County Equalization)}
 \end{array}$$

Round to 4 decimal places in the conventional manner.

See STC Bulletin No. 2 of 2025 for more information regarding this calculation.

3. Section 211.24e, M.C.L., "Truth in Taxation" (for each taxing jurisdiction that levied more than 1 mill for operating purposes in 2024 only)

$$\begin{array}{rcl}
 (2024 \text{ Total T.V.} - 2025 \text{ Losses}) & & \\
 (59,639,389 - 120,652) & = & 59,518,737 \\
 (62,873,500 - 680,400) & & 62,193,100 \\
 (2025 \text{ Total T.V.} - 2025 \text{ Additions}) & & \\
 \text{ACTUAL} & 0.9570 & \text{2025 Base Tax Rate Fraction (Truth in Taxation)}
 \end{array}$$

Round to 4 decimal places in the conventional manner.

Use the same amounts for additions and losses as were used for the 211.34d ("Headlee") rollback.

NOTE: The truth in taxation BTRF is independent from the cumulative millage reductions provided by MCL sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X last year's Operating Rate levied.

COUNTY KALAMAZOO  
UNIT: PARCHMENT CITY  
YEAR: 2025

Unit Total TV 2024 59,639,389  
Unit Total TV 2025 62,873,500

## HEADLEE & MCL 211.34 ROLLBACK COMPUTATIONS

SOURCE AND PURPOSE OF OPERATING ONLY MILLAGE	PRIOR YEAR'S PERM REDUCED or REDUCED NEWLY VOTED MILLAGE see MCL 211.34d(9)	CURRENT MILLAGE REDUCTION FRACTION	CURRENT PERM. REDUCED MILLAGE *	TRUTH IN ASSESSING or TRUTH IN EQUALIZATION FRACTION	CURRENT MAXIMUM ALLOWABLE MILLAGE RATE
Post debt & specials to L-4029.	Last year's L-4029	L-4029 col. (6)	L-4029 col. (7)	L-4029 col. (8)	L-4029 col. (9)
	col. (7)				
Allocated Operating 16.2049	x	0.9867	=	15.9893	x 1.0000 = 15.9893
was the above millage approved since this April 30? Y = YES		0.9867	=	0.0000	x 1.0000 = 0.0000
was the above millage approved since this April 30? Y = YES		0.9867	=	0.0000	x 1.0000 = 0.0000
was the above millage approved since this April 30? Y = YES		0.9867	=	0.0000	x 1.0000 = 0.0000
was the above millage approved since this April 30? Y = YES		0.9867	=	0.0000	x 1.0000 = 0.0000
was the above millage approved since this April 30? Y = YES		0.9867	=	0.0000	x 1.0000 = 0.0000
was the above millage approved since this April 30? Y = YES		0.9867	=	0.0000	x 1.0000 = 0.0000
Total of newly voted & last year's perm reduced millage.	16.2049		15.9893		
			2025 MAXIMUM ALLOWABLE OPERATING MILLAGE UNDER HEADLEE & MCL 211.34 = 15.9893		

NOTE: The only way to levy more than your maximum millage due to the Headlee rollback is to have voters approve additional millage.

If you plan to levy the Base Tax Rate or less, you do **not** need to hold a Truth in Taxation Hearing.

## TRUTH IN TAXATION COMPUTATIONS

2025 BASE TAX RATE FRACTION:	(from L-4034)	0.9570	(1)
2024 OPERATING MILLAGE RATE:	(actually levied)	16.2049	(2)
2025 BASE TAX RATE:	(w/out hearing)	15.5080	(1) x (2) = (3)
2025 MAX. ALLOWABLE OPERATING MILLAGE RATE:		15.9893	(from above) = (4)
MINUS 2025 BASE TAX RATE:	(B.T.R.)	15.5080	(3) = (5)
MILLAGE INCREASE:	(with a hearing)	0.4813	(4) - (5) = (6) or
If you plan to levy more than the B.T.R. but less than the Max. Allowable, enter the amount here.			(7) - (5) = (6)

MILLAGE INCREASE 0.4813  
2025 BASE TAX RATE 15.5080 = 3.10%  
MILLAGE INCREASE FROM HEARING\*

2025 TV x .001 x MILLAGE INCREASE = \$ 30,261  
REVENUE INCREASE FROM HEARING

( 2025 TV x 2025 BASE RATE) -1 975,042  
( 2024 TV x 2024 ACTUAL OPER RATE) = 966,450 = 0.89%  
2025 REVENUE INCREASE WITHOUT HEARING

\*Must be published in notice of public hearing on increasing property taxes. Your current year's millage cannot exceed your maximum under Truth in Taxation unless authorized by the governing body at the hearing. Your current year's millage cannot exceed your Headlee maximum without a millage election.