

AGENDA: JANUARY 17, 2012 CITY OF KENTWOOD COMMISSION MEETING

1. Call meeting to order at 7:00 P.M.
2. Invocation by
3. Pledge of Allegiance to the Flag (Coughlin).
4. Roll Call: Brinks, Brown, Clanton, Coughlin, Cummings and Mayor Root.
5. Approve agenda.
6. Acknowledge visitors and those wishing to speak to non-agenda items.
7. Consent agenda (roll call vote).
 - a. Res. -12 to revoke Industrial Facilities Exemption Certificate 2008-291 for [Team Industries, Inc.](#) located at 4580 Air West Dr., SE; under Act 198.
 - b. Receive and file minutes of the [Parks & Recreation Commission Meeting](#) held on January 9, 2012.
 - c. Res. -12 to approve the City of Kentwood application for Kent County Community Development Block ([CDBG](#)) Grant Funds. (Finance Comm.)
 - d. Re-authorize the purchase of a new JLG [platform lift](#) from Hertz Equipment Rental in the amount of \$15,100.00. The total dollar amount requested, including an allowance for decals and straps (\$400), is \$15,500.00, with funds from the FY 2012 DPW Equipment Fund. (Finance Comm.)
 - e. Authorize the purchase of nine (9) [Cisco switches](#) with “Power over Ethernet” capabilities, from UsedCisco.com, in the amount of \$30,471.00. The cost of these switches is budgeted in the FY 2012 Property and Building, Fire Equipment and Police Equipment Funds. (Finance Comm.)
 - f. [City Payables](#).
8. Approve minutes of the regular [City Commission Meeting](#) held on January 3, 2012 as distributed.
9. Presentations and Proclamations.
10. Communications and Petitions.

Agenda for January 17, 2012 City of Kentwood Commission Meeting

11. Public Hearings.
 - a. Res. -12 to approve the establishment of an Industrial Development District in the City of Kentwood for [Universal Sign, Inc.](#) located at 5001 Falconview Ave., SE; under Act 198. (roll call vote)

Res. -12 to approve an application for an Industrial Facilities Exemption Certificate in the City of Kentwood for [Universal Sign, Inc.](#) located at 5001 Falconview Ave., SE; under Act 198. (roll call vote)
12. Report of Standing Committees.
13. Other Committees.
14. Bids.
15. Resolutions.
16. Ordinances.
17. Appointments and Resignations.
18. Bills.
19. Comments of Commissioners and Mayor.
20. Adjournment.

Mary Bremer
Deputy City Clerk

RESOLUTION NO. _____

CITY OF KENTWOOD
KENT COUNTY, MICHIGAN

A RESOLUTION REQUESTING THE REVOCATION OF
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE NO.
2008-291 FOR
TEAM INDUSTRIES, INC.

WHEREAS, Act 198 of Public Acts of 1974, as amended, provides for the establishment of Industrial Development Districts and approve Industrial Facilities Exemption Certificates in the City of Kentwood; and

WHEREAS, pursuant to the provisions of said Act, the Michigan State Tax Commission issued Industrial Facilities Exemption Certificate No. 2008-291 to Team Industries, Inc., located at 4580 Air West Drive SE, City of Kentwood, Michigan on September 18, 2008; and

WHEREAS, the City has been advised that Team Industries, Inc. has discontinued its operation as of September 1, 2011; and

WHEREAS, Section 15(2) of said Act, provides for the request for the revocation of exemption certificates as a result of a failure of the holder to proceed in good faith with the operation of the facility in a manner consistent with the purposes of said Act;

NOW THEREFORE BE IT RESOLVED, that the City Commission for the City of Kentwood, Michigan, does hereby request the State Tax Commission to revoke the Industrial Facilities Exemption Certificate No. 2008-291 issued to Team Industries, Inc.; and

BE IT FURTHER RESOLVED that all resolutions of parts of resolutions inconsistent herewith are hereby rescinded.

EXHIBIT "A"

Part of Lot 12, Commerce Center Plat No. 2 (as recorded in Liber 78 of Plats, Pages 15 and 16, Kent County Records) and part of the Northeast one-quarter of Section 26, all Being located in Section 26, T6N, R11W, City of Kentwood, Kent County, Michigan, described as: Beginning on the South lot line at a point being South 89D 43' 26" East 70.07 feet from the Southwest corner of said Lot 12; thence North 00D 17' 14" East 120.78 feet; thence South 89D 42' 46" East 79.30 feet; thence N 00D 17' 14" East 40.00 feet; thence South 89D 42' 46" East 92.00 feet; South 00D 17' 14" West 40.00 feet; thence S 89D 42' 46" East 70.00 feet; thence South 00D 17' 14" West 100.70 feet; thence North 89D 42' 46" West 26.80 feet; thence South 00D 17' 14" West 280.50 feet; thence North 89D 42' 46" West 215 feet; thence North 00D 17' 14" East 200.00 feet; thence South 89D 42' 46" East .50 feet; thence North 00D 17' 14" East 60.42 feet to the place of beginning.

The foregoing resolution was proposed by Commissioner _____

and supported by Commissioner _____

AYES: Commissioners: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

Dan Kasunic
Kentwood City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kentwood, Kent County, Michigan at a regular meeting held on January 17, 2012, and that the public notices of said meeting were given pursuant to Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting notice of publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Dan Kasunic
Kentwood City Clerk

Kentwood Parks & Recreation Commission Meeting

January 9th, 2011 - 5:15 PM
Kentwood Activities Center

Roll Call: Mimi Madden, Darius Quinn, Steve Redmond, Bob Jones and Bob Coughlin.
Absent with Notification: Dale Potter. Absent: Carolyn Oliver, Laura Johnson and Kevin Small.

Staff: Charlie Ziesemer, Parks & Recreation Director; Kendall Klingelsmith, Deputy Director

Visitors: None

1) Schedule of Capital Improvements

Ziesemer reviewed the proposed schedule of capital improvements for the upcoming six years. This list is used as a guideline for future park improvements with the park millage as the City's main source of funding. The Park Millage will expire after 2013. The City Commission will be looking at this source of funding as well as the Parks & Recreation Department funding during their next retreat in February. The proposed schedule includes grant submittals for park improvements. Highlights of the schedule: Court resurfacing at Veterans and Burgis Parks; Trail enhancements and development; future park development of existing park properties; playground enhancements; school playground grants; and miscellaneous purchases.

Motion by Jones, second by Madden to submit to Planning and Finance Departments, the 2011 to 2016 Schedule of Capital Park Improvements.

MOTION CARRIED

2) Staff Report

Cost of Freedom Tribute was updated with a video presentation. Ziesemer visited with the chair of the Cadillac Tribute that was run last year. Many tips of does and don'ts were discussed. A organizational meeting of core personnel will be scheduled next week. The Commission was excited about the project and is looking forward to involvement.

"On the Border" kickoff fundraiser for the July Cost of Freedom Celebration is January 11. This year we are receiving 15% plus the kids eat free. Flyers were distributed with encouragement to invite your family, friends and co-workers.

New Family Night and Daddy Daughter Dance flyer was distributed. Awesome Dish (Super Bowl Sunday) event was discussed.

3) Commissioner's Report:

Redmond: Steve asked about the School Assistance grant timeline. It was decided that February would be the best month for teachers and staff to get involved with the grant program. Steve also asked about the status of the final Trail Plan that was worked on by the Trail Committee. Darius suggested that a large City Map with the trail plan be available for the Commission at future meetings.

Meeting adjourned at 6:10 PM.

MEMO TO: Kentwood City Commission
FROM: Lisa Golder, Economic Development Planner
RE: Community Development Block Grant Projects for 2012-2013
Fiscal Year
DATE: December 14, 2011

Overview

It is time to select projects for Community Development Block Grant funding. The deadline for submission is January 31, 2012 for the 2012-2013 fiscal year. The County has a new program administrator who is ensuring strict adherence to the rules governing the use of the CDBG funds. In the past the city has been able to informally re-allocate unspent funds from previous projects or “save up” money over several years in order to undertake larger project. Now the funds must be spent within three years, or formally re-allocated to a new project by resolution of the city (but still spent within 3 years). In addition, since the county must spend down its allocation within a certain timeframe, it is discouraging saving money over a several-year timeframe.

According to Kent County records, the city has \$53,229.04 of unspent funds from the 2009-2010 fiscal year. This is due in part to proposing a project (Activity Center Renovation) that was later rejected as ineligible. Also, the County made additional funds available to the city last year to undertake the Pfeiffer Woods Connector Project.

Attachment “A” details the projects that have been approved over the past several years.

Approved Projects

Last year, four sidewalk/trail projects were approved by the Commission, as described below:

Walma Connector:

A 10' wide non-motorized trail was recommended along the north side of 44th Street to connect the existing trail at Walma and 44th Street to the existing trail at Walnut Hills Drive and 44th Street. The cost included a push button control for 44th Street crossing. Project cost was estimated at \$31,900.

West side of East Beltline Sidewalks: This sidewalk project will establish a 5' concrete sidewalk on the west side of the East Beltline from Outer Drive to the existing sidewalk near the Residence Inn. A total of 750 feet of sidewalk would be constructed. Project cost was estimated at \$8,500.

28th Street Sidewalk

This sidewalk project would establish a 5' concrete sidewalk on the north and south sides of 28th Street from Broadmoor to the west City limits. While approximately 2,400 lineal feet of sidewalk is already in place within the described project limits, another approximately 5,000 lineal feet of sidewalk would be constructed. Original project cost was estimated at \$85,000.

East/West Trail Connector, Stauffer to Breton:

This project involves the construction of the segment of the East-West Trail between Stauffer and Breton Avenue. The cost of the trail extension includes widening the existing sidewalk on Stauffer from 52nd Street to the Consumers Energy right of way. The initial CBDG funding estimate was \$105,600, although the original cost of the project was estimated at \$233,632.

The 2011-2012 description of this project included the widening of Breton Avenue from the Consumers Energy Right of Way north to Walma Avenue. However, this construction will now likely occur with the planned road improvements along Breton Avenue.

Revised Project Cost Estimates

After studying the projects in greater detail and including both design and construction engineering costs in the estimate, **it has been determined that the project costs for the four projects approved in 2011-2012 were underestimated.** The new estimates are as follows:

Walma Connector:	\$73,264	<i>(\$41,364 more than original estimate)</i>
East Beltline Sidewalks:	\$19,231	<i>(\$10,731 more than original estimate)</i>
28 th Street Sidewalks:	\$255,779	<i>(\$170,779 more than original estimate)</i>
East West Trail:	\$217,604	<i>(\$112,304 more than original estimate)*</i>

*cost is \$112,304 more than the original estimate of the project, but originally the city only allocated a portion of the CBDG monies (\$105,300) for the project.

Available Funds

Currently the city has \$269,229.04 available, plus an estimated \$117,000 for the 2012-2013 fiscal year, or a total of \$386,229. It is anticipated that the projects would be completed according to the timeframe below:

<u>Project</u>	<u>Cost</u>	<u>Est. Completion date</u>
Walma Connector	\$73,264	7/1/12
East West Trail	\$217,604	7/1/13
28 th Street Sidewalk	\$255,779	7/1/14
East Beltline Sidewalk	<u>\$19,231</u>	7/1/14

Total \$565,878

The East Beltline and 28th Street projects would be supplemented with funds anticipated from 2013-2014 CDBG allocations.

Recommendation

Staff recommends that the CDBG allocation for the 2012-2013 fiscal year is used to supplement funds for four sidewalk and trail projects approved originally in 2011-2012.

Please contact me if you have additional questions.

ATTACHMENT "A"

PAST ALLOCATIONS OF CBDG FUNDS

2005-2006; 2006-2007

East-West Bike Path 2	Completed	\$377,290
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2007-2008

Walnut Hills Sidewalks	Completed	\$50,000
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Home Acres Park	Completed	\$75,000
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Improvements

2008-2009

Veteran's Park Improvements	Completed	
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Veteran's Park Pathway	Completed	\$52,901
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Veteran's Park Entry	Completed	\$125,765
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2009-2010

Activities Center Improvements	Rejected by County	\$130,000
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2010-2011

Home Acres Park – Skate ramp	Rejected by County	\$63,000
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Pfeiffer Woods Connector	Completed	\$64,000
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2011-2012

Walma Connector	Approved	\$31,900
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East West Trail	Approved	\$105,600
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28 th Street Sidewalk	Approved	\$85,000
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East Beltline Sidewalk	Approved	\$8,500
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RESOLUTION NO. _____

CITY OF KENTWOOD
KENT COUNTY, MICHIGAN

A RESOLUTION TO APPROVE THE CITY OF KENTWOOD
APPLICATION FOR KENT COUNTY COMMUNITY DEVELOPMENT BLOCK
GRANT FUNDS

WHEREAS, The County of Kent receives funds through the Community Development Block Grant (CDBG) Program under the Urban County Designation, and;

WHEREAS, the County of Kent allocates these federal monies to the qualifying localities within its jurisdiction, and;

WHEREAS, the City of Kentwood wishes to utilize the monies for eligible activities for the benefit of its citizens; and

WHEREAS, the City of Kentwood had held a public hearing on the activities proposed to be undertaken with the CDBG program for the 2012-2013 fiscal year and has described the activities and funds allocated from those activities in the attached Exhibit "A"; and

NOW THEREFORE, BE IT RESOLVED that the Kentwood City Commission does hereby approve the Kentwood application for the Kent County Community Development Block Grant Funds for the 2012-2013 fiscal year.

BE IT FURTHER RESOLVED that the City of Kentwood City Commission does hereby authorize the Mayor of the City of Kentwood to submit Project Proposals in behalf of the City of Kentwood to Kent County Community Development.

The foregoing resolution was proposed by Commissioner _____

and supported by Commissioner _____

AYES: Commissioners: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

Dan Kasunic
Kentwood City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kentwood, Kent County, Michigan at a regular meeting held on January 17, 2012, and that the public notices of said meeting were given pursuant to Act No 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting notice of publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Dan Kasunic
Kentwood City Clerk

EXHIBIT "A"

**PROPOSED USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
2012-2013**

PROJECT	CDBG FUNDS ALLOCATED (TO DATE)	ADDITIONAL CDBG FUNDS (PROPOSED)	TOTAL PROJECT COST (ESTIMATED)
Walma Connector	\$ 31,900	\$ 41,364	\$ 73,264
East/West Trail	\$ 105,300	\$ 112,304	\$ 217,604
Broadmoor Sidewalks*	\$ 8,500	\$ 10,731	\$ 19,231
28th Street Sidewalks*	\$ 85,000	\$ 170,779	\$ 255,779
	\$ 230,700	\$ 335,178	\$ 565,878

*Completion estimated by 7/1/14, assuming use of FY 2013-2014 CDBG allocations



MEMORANDUM

TO: Finance Committee
FROM: Ron Woods, Director of Public Works; with
Carla Kane, Buyer
DATE: January 11, 2012
TOPIC: Purchase of replacement man lift for Public Works

ACTION REQUESTED: It is requested that the Finance Committee recommend to the City Commission that it re-authorize the purchase of a new JLG platform lift from Hertz Equipment Rental in the amount of \$15,100. The total dollar amount requested, including an allowance for decals and straps (\$400), is \$15,500, with funds from the FY 2012 DPW Equipment Fund.

BACKGROUND: This request is for approval to purchase the 26 foot electric scissor lift at a cost increase of \$447 over the amount previously requested in a November 7, 2011 memo to the Finance Committee; this is due to a manufacturer's price increase (representing an increase in the cost of steel) that went into effect on December 1, 2011. The quote from the low bidder stated a November expiration date which was realized upon creation of the purchase order to the vendor.

Four new quotes were obtained for the JLG 2630 ES model:

Hertz Equipment Rental	\$15,100
NES Rentals	\$16,110
Titan Equipment	\$16,700
Anderson & Associates	\$20,485

<u>BUDGET INFORMATION</u>	
Amount Budgeted:	\$ 40,000
Proposed Expenditure:	<u>\$ 15,500</u>
Remaining:	\$ 24,500

Staff again recommends award of the lift purchase to the low bidder, Hertz Equipment Rental.

Thank you for considering this request.

If you need additional information, please contact Ron Woods at 485-8606, or Carla Kane at 554-0772.



MEMORANDUM

TO: Finance Committee

FROM: William Dudgeon Jr. Information Systems Manager;
Thomas H. Chase, Finance Director;
Lorna Nenciarini, Assistant Finance Director

DATE: January 12, 2012

TOPIC: Purchase of 9 used network switches

ACTION REQUESTED: It is requested that the Finance Committee recommend to the City Commission that it authorize the purchase of 9 Cisco switches with “Power over Ethernet” capabilities, from UsedCisco.com, in the amount of \$30,471.00. The cost of these switches is budgeted in the FY2012 Property & Building, Fire Equipment, and Police Equipment Funds.

BACKGROUND: The desk phones for the City’s current telephone system receive power through their phone cable. These cables are not powerful enough to run the next generation of phone system, regardless of which final system is chosen. The nine switches proposed for purchase will allow the desk phones to be powered through the network cable. This is a needed background step for the telephone system project.

FISCAL SUMMARY	
Budgeted	\$282,800
Previously approved	<u>\$5,295</u>
Remaining funds	\$ 277,505
This request	<u>\$ 30,471</u>

The switches that staff is recommending for purchase are used. There is a large and robust market for used IT equipment. The switches are fully warrantied, and eligible for coverage under Cisco maintenance agreements. Cisco expects them to be viable for at least the next 5 years. They are fully capable to provide the City with the level of service that is needed for at least that amount of time, and possible beyond.

Three quotes were obtained for the four “48 port” switches and the five “24 port” switches that are needed to power a new City system. Staff recommends award of the switch purchase to the low bidder, UsedCisco.com, in the amount of \$30,471.00.

BID TAB	48 Port Switch	24 Port Switch			
	4 needed,	5 needed,	Shipping	Total Price	
Company	price per switch	price per switch			
CXTEC	\$ 5,950.00	\$ 3,100.00	\$ 338.33	\$ 39,638.33	
UsedCisco.com	\$ 4,378.00	\$ 2,522.00	\$ 349.00	\$ 30,471.00	low bid
Vology	\$ 5,195.00	\$ 2,895.00	\$ -	\$ 35,255.00	

As the new switches are added to the system, nine switches (with less capability) that are currently in use will be taken out of service. These switches have value in the resale market; their sale may potentially return \$6,000 to \$10,000. Because the resale market is fluid, bids will be solicited when the old switches are ready for shipment, rather than accepting bids with a future delivery date.

If you have any questions, please contact Bill Dudgeon at 443-3874.

Thank you for considering this request.

Total for fund 101 GENERAL FUND	214,491.86
Total for fund 202 MAJOR STREET	1,426.00
Total for fund 203 LOCAL STREET	296.47
Total for fund 208 PARK & RECREATION FUND	4,196.00
Total for fund 213 DRAIN FUND	744.80
Total for fund 219 STREET LIGHTING	42,295.81
Total for fund 230 LANDFILL REMEDIATION FUND	2,171.33
Total for fund 285 ECONOMIC DEVELOPMENT	29.99
Total for fund 296 HOUSING COMMISSION	150.00
Total for fund 401 PROPERTY BUILDING FUND	3,002.91
Total for fund 580 WATER FUND	137,752.56
Total for fund 590 SEWER FUND	193,681.67
Total for fund 641 FIRE CAPITAL ESCROW	1,506.00
Total for fund 642 POLICE CAPITAL ESCROW	2,196.25
Total for fund 703 TAX COLLECTION FUND	2,971,768.47
Total for fund 736 POST EMPLOYMENT BENEFITS TRUST	4,940.00
TOTAL - ALL FUNDS	3,580,650.12

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Total for fund 641 FIRE CAPITAL ESCROW	1,506.00
Total for fund 642 POLICE CAPITAL ESCROW	2,196.25
Total for fund 703 TAX COLLECTION FUND	2,971,768.47
Total for fund 736 POST EMPLOYMENT BENEFITS TRUST	4,940.00
TOTAL - ALL FUNDS	3,580,650.12

**PROPOSED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD JANUARY 3, 2012
Commission Chambers**

Mayor Richard L. Root called the meeting to order at 7:00 P.M.

Mayor Root gave the invocation.

Commissioner Clanton led the Pledge of Allegiance to the Flag.

Roll Call: Present: Commissioners: Sharon R. Brinks, Michael W. Brown, Robert Coughlin, Richard Clanton, Frank Cummings, Raymond VerWys and Mayor Richard L. Root.

Staff Present: Assistant City Engineer Tim Bradshaw, Economic Development Planner Lisa Golder, City Treasurer Jan Hollinrake, Deputy Administrator Rich Houtteman, City Clerk Dan Kasunic, Deputy Park & Recreation Director Kendall Klingelsmith, Engineering & Inspections Director Steve Kepley, Fire Chief Brent Looman, Police Chief Rick Mattice, Assistant Finance Director Lorna Nenciarini, Fire Department Administrative Assistant Nancy Shane, Human Resource Director Lisa Sonogo, City Attorneys Jeffrey Sluggett & Terry Tobias, Public Works Director Ron Woods and Recreation Director Charlie Ziesemer.

Forty-five (45) citizens and members of the news media attended the meeting.

Motion by Clanton, supported by Coughlin, to **approve the agenda** with the following addenda: move 14(a) **bids** to 9(a).

Motion Carried.

CONSENT AGENDA:

Motion by Cummings, supported by VerWys, to approve the Consent Agenda as follows:

- A. Receive and file minutes of the Finance Committee Meeting held on December 20, 2011.
- B. Receive and file minutes of the Safety Committee Meeting held on December 20, 2011.
- C. Resolution 1-12 to set a February 7, 2012 public hearing date for the transfer of Industrial Facilities Exemption Certificate No. 2009-141 issued to Roskam Baking Company to Hearthside Food Solutions LLC located at 3225-32nd Street, SE; under Act 198.
- D. Payables for the City totaling \$846,835.14.

Roll Call Vote: Yeas: All. Nays: None. Absent: None.

Motion Carried.
Resolution Adopted.

City Commission Meeting
January 3, 2012.

Motion by Coughlin, supported by VerWys, to **approve the minutes** of the December 20, 2011 City Commission Meeting.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

AUTHORIZE THE MAYOR TO CONTRACT WITH WASTE CONTROL OF GRAND RAPIDS FOR A THREE CALENDAR YEAR PERIOD (2012-2014) FOR CITY-WIDE TRASH/RECYCLING REMOVAL SERVICES.

DPW Director Woods reviewed the bids for City-wide trash/recycling removal.

Motion by Brinks, supported by Cummings, to authorize the Mayor to contract with Waste Control of Grand Rapids, d.b.a. Rosendall Disposal, for a three calendar year period (2012-2014) for City-wide trash/recycling removal services, at rates as described in the attachment, with funds from the General Fund Operating budgets for each fiscal year of this contract.

Motion Carried.

PUBLIC HEARING:

HEARING ON PETITION REGARDING COMMISSIONER VERWYS'S ELIGIBILITY FOR ELECTIVE OFFICE IN THE CITY OF KENTWOOD.

Mayor Root opened the hearing to consider the charge with respect to the eligibility of Commissioner VerWys to serve as an elected official in the City of Kentwood and directed City Attorneys Sluggett and Tobias to address the charge and process of review. During the process Commissioner VerWys recused himself of voting on this matter. City Attorney Sluggett presented evidence to support the charge and process utilized. Commissioner VerWys addressed the Commission on the reasons he should complete his term. The floor was opened to public comment; with several speaking of Commissioner VerWys to retain his seat and a few speaking on his removal from elected office. The Commission asked questions of legal counsel and of Commissioner VerWys. Commissioner VerWys re-stated his view. City Attorney Sluggett provided two different resolutions (depending on the motion) that could be used in making a motion.

Motion by Cummings, supported by Root, to declare an elective City office vacant and ordering the removal of Commissioner VerWys.

Roll Call Vote: Yeas: Brinks, Cummings and Root. Nays: Brown, Clanton and Coughlin. Absent: None.

3-3 Motion dies.

Mayor Root noted that a decision on the Charter requirements needs to be made.

City Commission Meeting
January 3, 2012.

Motion by Brinks, supported by Cummings to table the issue until later in the meeting after the completion of regular agenda items.

Motion Carried.

Allied Finishing, Inc.

Mayor Root opened the public hearing to adopt a resolution to consider an application for an Industrial Facilities Exemption Certificate for Allied Finishing, Inc. located at 4100 Broadmoor Ave., SE; under Act 198.

Following a brief presentation by Economic Development Planner Golder:

Motion by Brinks, supported by Brown, to close the public hearing.

Motion Carried.

ADOPT RESOLUTION 2-12 TO APPROVE AN APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE IN THE CITY OF KENTWOOD FOR ALLIED FINISHING, INC.

Motion by Brinks, supported by Coughlin, to adopt Resolution 2-12 to approve an application for an Industrial Facilities Exemption Certificate in the City of Kentwood for Allied Finishing, Inc. located at 4100 Broadmoor Ave., SE; under At 198.

Roll Call Vote: Yeas: Brinks, Brown, Clanton, Coughlin, Cummings and Root.
Nays: VerWys. Absent: None.

Resolution Adopted.

Laminin Medical Products, Inc.

Mayor Root opened the public hearing to consider the establishment of an Industrial Development District in the City of Kentwood and to set a February 7, 2012 public hearing date to consider an application for an Industrial Facilities Exemption Certificate in the City of Kentwood for Laminin Medical Products, Inc. located at 3839 East Paris Ave., SE; under Act 198.

Following a brief presentation by Economic Development Planner Golder:

Motion by Coughlin, supported by Brown, to close the public hearing.

Motion Carried.

ADOPT RESOLUTION 3-12 TO CONSIDER THE ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT DISTRICT AND ADOPT RESOLUTION 4-12 TO SET A FEBRUARY 7, 2012 PUBLIC HEARING TO CONSIDER AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR LAMININ MEDICAL PRODUCTS, INC.

City Commission Meeting
January 3, 2012.

Motion by Brinks, supported by Clanton, adopt Resolution 3–12 to consider the establishment of an Industrial Development District in the City of Kentwood and adopt Resolution 4–12 to set a February 7, 2012 public hearing date to consider an application for an Industrial Facilities Exemption Certificate in the City of Kentwood for Laminin Medical Products, Inc. located at 3839 East Paris Ave., SE; under Act 198.

Roll Call Vote: Yeas: Brinks, Brown, Clanton, Coughlin, Cummings and Root.
Nays: VerWys. Absent: None.

Resolutions Adopted.

RESOLUTIONS:

ADOPT RESOLUTION 5–12 TO SET 2012 MEETING DATES FOR THE BOARD OF REVIEW.

Motion by Brinks, supported by Clanton, to adopt Resolution 5–12 to set 2012 meeting dates for the Board of Review.

Roll Call Vote: Yeas: All. Nays: None. Absent: None.

Resolution Adopted.

APPOINTMENTS AND RESIGNATIONS:

CONFIRM APPOINTMENT OF JENNIFER DENNIS TO THE HISTORIC COMMISSION.

Motion by Brinks, supported by Clanton, to confirm the appointment of Jennifer Dennis to the Historic Commission.

Motion Carried.

The Commission took a 15 minute recess prior to continued action regarding the Charter requirement.

CONTINUED HEARING ON PETITION REGARDING COMMISSIONER VERWYS'S ELIGIBILITY FOR ELECTIVE OFFICE IN THE CITY OF KENTWOOD AND ADOPTING RESOLUTION 6–12.

Motion by Brinks, supported by Cummings to remove the topic from the table.

Motion Carried.

The Commission discussed at length their reasoning with respect to the charge presented and their interpretation of the City Charter.

Motion by Cummings, supported by Brinks, to adopt Resolution 6–12 to declare Commissioner VerWys's elective City office vacant and ordering his removal from the City Commission for the reasons set forth in that resolution.

City Commission Meeting
January 3, 2012.

Roll Call Vote: Yeas: Brinks, Coughlin, Cummings and Root. Nays: Brown and Clanton. Absent: None.

Resolution Adopted.

Mayor Root informed everyone applications, for the now vacant Ward Two City Commissioner seat, will be available until January 24th.

The meeting was adjourned at 9:19 P.M.

Dan Kasunic
City Clerk

Richard L. Root
Mayor

January 5, 2012

MEMO TO: Mayor Root and the Kentwood City Commission
FROM: Lisa Golder, Planner
RE: Application for Tax Abatement by Universal Sign, Inc.

Attached please find a proposed resolution to consider the approval of an Industrial Development District and an Industrial Facilities Exemption Certificate for Universal Sign, Inc. located at 5001 Falconview Avenue SE.

Company Information:

Universal Sign, Inc. is a manufacturer of architectural signs that was founded in 1996. The company produces interior and exterior signs for the medical, education, health care, and retail industries. The manufacture of the signs takes place at the 5001 Falconview facility.

Project:

Universal is proposing a 12,000 square foot expansion of their existing 21,000 square foot building and the purchase of \$150,000 of additional machinery and equipment. Total project cost is estimated at \$600,000. The company is starting a new product line for a route display sign for the public transportation industry. A patent is pending on this product. Universal would be one of only two companies in the United States to produce this type of product.

Job Creation

Universal Sign Inc. has 14 employees with the following wages:

<u>JOB TYPE</u>	<u>NUMBER</u>	<u>WAGE RANGE</u>	<u>BENEFITS</u>
Supervisory	5	\$30,000-\$45,000/yr	Full
Skilled	7	\$30,000-\$35,000/yr	Full
Unskilled	1	\$18,000-\$21,000/yr	Full
Clerical	1	\$17,000-\$20,000/yr	Full

The employees will be retained as a result of the project, with the potential for an additional 1-2 jobs anticipated.

Taxes forgone:

It is estimated that the city would forgo \$1,415 in the first year as a result of this project. The city would also collect the same amount in the first year.

Company Representative:

The company representative is Larry McDonough, Operations Manager of Universal Sign, Inc. He or another company representative will be available at the public hearing to answer your questions regarding the application.

RESOLUTION NO. _____

CITY OF KENTWOOD
KENT COUNTY, MICHIGAN

A RESOLUTION TO APPROVE THE
ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT
DISTRICT IN THE CITY OF KENTWOOD FOR
UNIVERSAL SIGN, INC.

WHEREAS, Act 198 of Public Acts of 1974, as amended, provides for the establishment of an Industrial Development District in local governmental units and also provides in the districts exemption of certain taxes as an incentive to industries to build new facilities in the city; and

WHEREAS, pursuant to this purpose the City wishes to encourage investment in capital which will result in the retention of existing jobs and/or increase jobs in the area; and

WHEREAS, the City of Kentwood levies an ad valorem tax at a rate which together with other taxing units in the City exceeds \$30.00 for each \$1,000.00 of State Equalized Value; and

WHEREAS, written notice has been given by certified mail to the owners of all real property within the proposed Industrial Development District setting the date of January 17, 2012 at 7:00 P.M. in the City Commission Chambers at a regular City Commission

meeting, as the time and place at which these owners and any other residents or taxpayers of the City were given an opportunity for a hearing on the establishment of an Industrial Development District;

NOW THEREFORE BE IT RESOLVED, that the City Commission of the City of Kentwood, Michigan does resolve that, pursuant to the authority granted by Act No. 198 of the Michigan Public Acts of 1974, as amended, there is hereby established an Industrial Development District in the City of Kentwood, encompassing property owned by Penkevich Land Co. LLC, and described on the attached Exhibit "A", incorporated herein.

BE IT FURTHER RESOLVED that said District shall be known as Universal Sign, Inc. Industrial Development District; and

BE IT FURTHER RESOLVED that all resolutions of parts of resolutions inconsistent herewith are hereby rescinded.

EXHIBIT "A"

Lot 4, Falconview Industrial Park

The foregoing resolution was proposed by Commissioner _____

and supported by Commissioner _____

AYES: Commissioners: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

Dan Kasunic
Kentwood City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kentwood, Kent County, Michigan at a regular meeting held on January 17, 2012, and that the public notices of said meeting were given pursuant to Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting notice of publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Dan Kasunic
Kentwood City Clerk

RESOLUTION NO. _____

CITY OF KENTWOOD
KENT COUNTY, MICHIGAN

A RESOLUTION TO APPROVE AN APPLICATION FOR
AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
IN THE CITY OF KENTWOOD FOR
UNIVERSAL SIGN, INC.

WHEREAS, Universal Sign, Inc. pursuant to provisions of Act 198 of Public Acts of 1974, as amended, made application for an Industrial Development District for property located in the City of Kentwood, the legal description is attached as Exhibit "A"; and the City of Kentwood, having found that the requirements of Section 4 of said Act were existing and duly met, created the Universal Sign Inc. Industrial Development District by Resolution No. _____ dated January 17, 2012; and

WHEREAS, said Universal Sign Inc., submitted an application for a facility at 5001 Falconview Avenue SE, in the City of Kentwood, County of Kent, on January 17, 2012, (the legal description is the same as described in Exhibit "A"); and the City of Kentwood now makes the following findings of fact: THAT

- 1) Upon receipt of the application for the Industrial Facilities Exemption Certificate, each local unit affected by said application was duly notified of its filing, and that a public hearing was held on January 17, 2012 with respect to

said application, at which said units of government, the assessor, and the applicant were granted a hearing.

- 2) The commencement of construction of the facility occurred no sooner than six months before the filing of the application for the Industrial Facilities Exemption Certificate, with the proposed facility located within an industrial development district established by the City of Kentwood under Act 198 of Public Acts of 1974, as amended.
- 3) The request to establish an Industrial Development District was filed with the City of Kentwood prior to the construction of the facility.
- 4) Completion of the facility will occur in the City of Kentwood and has the reasonable likelihood of retaining employment or will provide new employment in the City of Kentwood.
- 5) The application of Universal Sign, Inc. constitutes a new facility under P.A. 198 of the Public Acts of 1974 as amended, and is situated within Universal Sign, Inc. Industrial Development District, duly established by this Commission.

WHEREAS, applicant having requested an exemption in the State Equalized Value in the amount of \$225,000 relating to real property; and \$75,000 relating to machinery, equipment, furniture and fixtures; if the State Equalized Value of which when added to

the sum of the aggregate State Equalized Value of real and personal property exempt from ad valorem taxes under this Act in the City of Kentwood exceeds five percent (5%) of the total SEV of the City of Kentwood, it is hereby determined that the granting of the full exemption amount does not have the effect of substantially impeding the operating of the City of Kentwood or any other unit of government, and will not impair the financial soundness of said units;

NOW THEREFORE BE IT RESOLVED that the application for an Industrial Facilities Exemption Certificate be approved as follows:

- A) State Equalized Value of \$225,000 for real property and State Equalized Value of \$75,000 relating to machinery, equipment, furniture and fixtures is exempt. Expenditures in excess of the amount stated for 2012, 2013 and 2014 and for all years after 2014 shall not be exempt under this application.
- B) The completion of the facility shall be December 30, 2014 and in accordance with Act 198 of the Public Acts of 1974, as amended, the Industrial Facilities Exemption Certificate is hereby granted for a period of eight years for personal property with said period ending on December 30, 2020, and for a period of twelve years for real property, with said period ending on December 30, 2024.

BE IT FURTHER RESOLVED that all resolutions or parts of resolutions inconsistent herewith are hereby rescinded.

EXHIBIT "A"

LEGAL DESCRIPTION

Lot 4, Falconview Industrial Park

The foregoing resolution was proposed by Commissioner _____

and supported by Commissioner _____

AYES: Commissioners: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

Dan Kasunic
Kentwood City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kentwood, Kent County, Michigan at a regular meeting held on January 17, 2012, and that the public notices of said meeting were given pursuant to Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting notice of publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Dan Kasunic
Kentwood City Clerk