

AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, MAY 2, 2022, 7:00 P.M.

- 1) Call to Order**
- 2) Invocation** – Pastor Steve De Vries, Lee Street Christian Reformed Church
If you wish and are able, please stand for the invocation. The Pledge of Allegiance will immediately follow the invocation.
- 3) Pledge of Allegiance**
- 4) Roll Call**
- 5) Student Recognition**
- 6) Approval of Minutes**
From the April 18, 2022 Regular Meeting
- 7) Approval of Agenda**
- 8) Public Hearings**
If you wish to speak to an item during a public hearing you are welcome to do so. It is important to note this is not an opportunity for dialog or debate; this is an opportunity to provide comment to the City Council. Comments made during a public hearing may become part of the meeting’s permanent record. Upon approaching the podium, please begin by providing your name and address. There is a 3 minute limit per person.
7:01 p.m. Proposed City of Wyoming Budget for 2022-2023
- 9) Public Comment on Agenda Items**
This public comment period is reserved for comment on agenda items only. If you wish to speak about an item that is not on the agenda, please hold your comments until the acknowledgement of visitors at the end of the meeting. It is important to note this is not an opportunity for dialog or debate; this is an opportunity to provide comment to the City Council. Upon approaching the podium, please begin by providing your name and address. There is a 3 minute limit per person.
- 10) Presentations and Proclamations**
 - a) Presentations
 1. Tri-Unity Boys Varsity Basketball Team Division 4 State Champions
 - b) Proclamations
- 11) Petitions and Communications**
 - a) Petitions
 - b) Communications
- 12) Reports from City Officers**
 - a) From City Council
 - b) From City Manager
 - 22-07 Acceptance of an Easement for Sidewalk Purposes at 1234 – 36th Street SW
(Sherman and Angie Postma)
 - 22-08 Acceptance of an Easement for Sidewalk Purposes at 3718 Eastern Avenue SE
(Steven & Patricia Hirdes, LLC)
- 13) Budget Amendments**
 - a) Budget Amendment No. 75 – To Appropriate an Additional \$9,733 of Budgetary Authority to Provide Funding for Hiring a Replacement Property Examiner

- b) Budget Amendment No. 77 – To Appropriate \$112,000 of Additional Budgetary Authority to Provide Funding for the Mailings and Aerial Spray Services for the Spongy Moth Suppression Program

14) Consent Agenda

All items under this section are considered to be routine and will be enacted by one motion with no discussion. If discussion is desired by a Councilmember, that member may request removal from the Consent Agenda.

- a) To Authorize the Mayor and City Clerk to Execute Two Amendments to the Streetlighting Contract with Consumers Energy Company

15) Resolutions

- b) To Correct the Special Assessment Roll for the 56th Street Improvements from Haughey Avenue to Division Avenue, Special Assessment Roll 21-810
- c) To Authorize the Mayor to Sign the Submission of a Transportation Assistance Grant Proposal for Older Americans Act Funding and its Assurance of Compliance with the Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Drug Free Workplace Act of 1988; and to Further Authorize the City Manager to Execute any Future Proposals and Grant Applications

16) Award of Bids, Contracts, Purchases, and Renewal of Bids and Contracts

- d) To Authorize the Mayor and City Clerk to Execute an Agreement with the City of Grand Rapids for the Upgrading of Traffic Signals at the Intersection of Eastern Avenue and 40th Street (Budget Amendment No. 76)
- e) To Accept a Bid from Hillard Electric, Inc. for the Purchase and Installation of a Replacement Sound System at the Wyoming Senior Center (WSC) and to Authorize the Mayor and City Clerk to Execute the Contract

17) Ordinances

- 9-22 To Amend Chapter 90 of the Code of Ordinances by Amending Sections 90-424B and 90-425B in Article 4B and Section 90-508 in Article 5 (Final Reading)

18) Informational Material

19) Acknowledgment of Visitors

This public comment period is an opportunity to share concerns or present topics to the City Council that were not part of this meeting's agenda. This is not an opportunity for dialog with Council, but Council may make referrals or request staff to follow up. Please provide your name and address when approaching the podium. There is a 3 minute limit per person.

20) Closed Session (as necessary)

21) Adjournment

PROCLAMATION OF CONGRATULATIONS

**TRI UNITY CHRISTIAN BOYS' VARSITY BASKETBALL TEAM
DIVISION FOUR STATE CHAMPIONSHIP - 2022**

WHEREAS, the Tri Unity Christian Varsity Basketball team deserve special recognition for their 2022 basketball season, and

WHEREAS, the Tri Unity Christian Boys Varsity Basketball Team displayed their exceptional abilities by averaging 63.5 points per game with 73.33% free-throw shooting.

WHEREAS, this championship victory represents the fifth state championship for Tri Unity Christian, 13th final four appearance, 17th regional championship and 24th district championship.

NOW, THEREFORE, I, JACK A. POLL, Mayor of the City of Wyoming, Michigan on behalf of the City Council do hereby express sincere congratulations and recognition to the Tri Unity Christian Basketball Team for their outstanding achievement during the 2022 basketball season.

JACK A. POLL, MAYOR
City of Wyoming, Michigan

May 2, 2022

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 22-07

Subject: Acceptance of an Easement for sidewalk purposes at 1234 – 36th St., SW
(Sherman and Angie Postma)

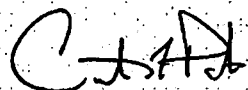
Councilmembers:

Sherman and Angie Postma, owners of 1234 – 36th Street, SW, have submitted the following described Easement for the construction of sidewalk along 36th Street. The Easement conveys permanent access rights to the City of Wyoming for the sidewalk improvements. The Easement area is shown on Exhibit A. The acquisition is necessary as part of the 36th Street Federal Resurfacing project in 2022.

Grantor:	Sherman and Angie Postma
Parcels:	41-17-23-130-032
Right-of-way Size	20 sf – Easement
Consideration:	\$200.00

It is recommended that the City Council accept the attached Easement, which has been approved as to form by the City Attorney.

Respectfully submitted,



Curtis L. Holt
City Manager

Attachments: Easement
Estimate of Just Compensation

community • safety • stewardship

CITY COUNCIL

Sheldon DeKryger John Fitzgerald Kent Vanderwood Marissa Postler Robert Postema Sam Bolt
Jack A. Poll, Mayor

**CITY OF WYOMING
EASEMENT
Parcel No. 41-17-23-130-032**

The Grantor, **Sherman D. Postma and his successors as Trustee of the Sherman D. Postma Trust Agreement u/a/d August 23, 2000 and Angie Postma and her successors as Trustee of the Angie Postma Trust Agreement u/a/d August 23, 2000**, whose address is 1234 36th Street, SW, Wyoming, MI 49509

DOES HEREBY GRANT AND CONVEY TO:

CITY OF WYOMING, a Michigan Municipal corporation, whose address is 1155 28th Street, SW, Wyoming, Michigan 49509, (the "City" herein) an Easement for Highway, Public and Private Utility, Sidewalk, and Vegetation Management purposes in, under, over, across, through and upon property located in the City of Wyoming, County of Kent, State of Michigan, as follows:

See Exhibit attached hereto for the Easement Area, Easement Legal Description, and Property Legal Description (A portion of Parcel No. 41-17-23-130-032)

For the full consideration of Two Hundred Dollars and No Cents (\$200.00).

The Easement and the rights relating to it that are granted herein are for the City, and for any individual, company or entity (including contractors and subcontractors) authorized by the City to use the Easement. Each reference to the City herein includes by definition "each additional representative".

Grantors shall not construct, install, or place any buildings, permanent structures, or obstructions in the Easement Area which would inhibit the intended use of the Easement.

Grantors shall not grant an easement to any other party within the Easement Area without the prior written consent of the City of Wyoming.

DATED: _____

Approved as a form:

Attorney for the City of Wyoming

EXHIBIT A

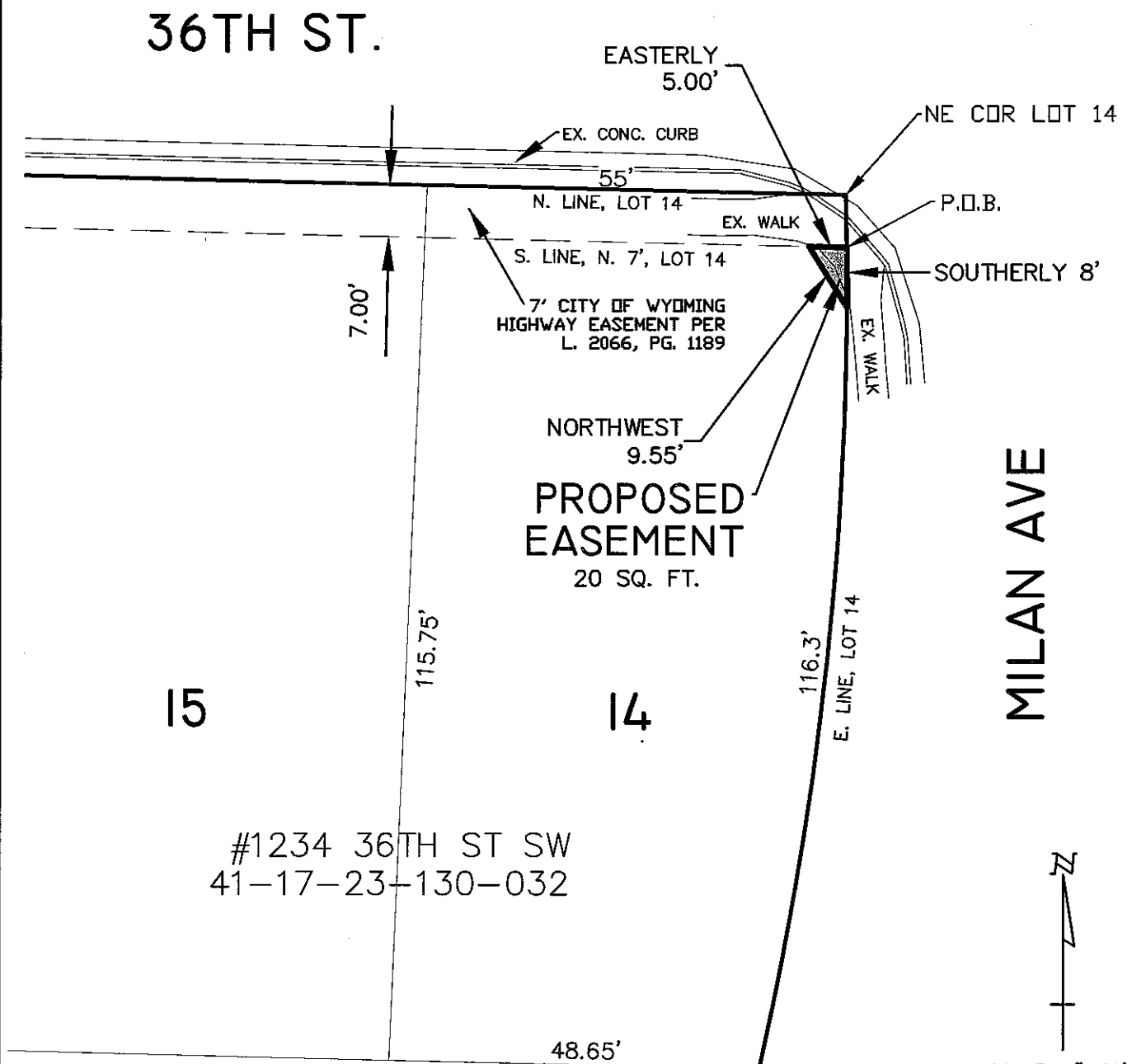
FOR: CITY OF WYOMING

DATE: 3-8-22

PROJECT NO: 20016 SIDEWALK ESMT

RE: #1234 36TH ST SW

PROPOSED EASEMENT DESCRIPTION: THAT PART OF LOT 14, BLOCK 2, SUNSET GARDENS, SECTION 23, WYOMING TOWNSHIP, KENT COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING AT THE POINT OF INTERSECTION OF THE EAST LINE OF SAID LOT AND THE SOUTH LINE OF THE NORTH 7 FEET OF SAID LOT; THENCE SOUTHERLY 8 FEET ALONG THE EAST LINE OF SAID LOT; THENCE NORTHWEST 9.55 FEET TO A POINT BEING 7 FEET SOUTH OF THE NORTH LINE OF SAID LOT AND 5 FEET WESTERLY OF THE EAST LINE OF SAID LOT; THENCE EASTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 5 FEET TO THE POINT OF BEGINNING.



THIS DRAWING WAS MADE FROM THE LEGAL DESCRIPTION SHOWN HEREON, THE DESCRIPTION SHOULD BE COMPARED WITH THE ABSTRACT OF TITLE OR TITLE POLICY FOR ACCURACY, EASEMENTS, AND EXCEPTIONS.

<p>Meyers, Bueche & Nies, Inc. Civil Engineers/Surveyors 1750 3 Mile Road NW Grand Rapids, MI 49544 616-457-5030 www.mbnse.com</p>	<p style="text-align: center; font-weight: bold;">LEGEND</p> <ul style="list-style-type: none"> WOOD STAKE (SET) IRON STAKE (SET) IRON STAKE (FOUND) FENCE M = MEASURED P = PLATTED
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CITY OF WYOMING ESTIMATE OF JUST COMPENSATION

PROJECT: 36th Street Improvements

SITE DATA:	Permanent Parcel No.: 41-17-23-130-032
Parcel: Sherman D. Postma Trust Agreement and Angie Postma Trust Agreement	Land Use: Commercial - Improved Size: 0.982 Ac (total)
Address: 1234 36 th Street, SW	Zoning: 201

<p>ACQUISITION DESCRIPTION:</p> <p>Value obtained from a Limited Land Value Study</p> <p>Summary of Costs:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><u>Easement:</u> A triangular piece of property adjacent to 36th Street and Milan Ave.</p> <p>Area: 20 sft</p> </div>	<p>SKETCH:</p> <p style="text-align: right;">North ↑</p>
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COMPUTATION OF VALUE:	
LAND ACQUISITION, EASEMENT	
Easement – 20 sft x \$4.00 / sft = \$80.00 ~ Minimum offer = \$200.00	\$ 200.00

REMARKS:

\$ 200.00

Signed:

Land Matters, llc
Deborah S. Poeder

for information call 616.791.9805

Agreed to by:

Sherman D. Postma

Angie Postma

May 2, 2022

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 22-08

Subject: Acceptance of an Easement for sidewalk purposes at 3718 Eastern Avenue, SE
(Steven & Patricia Hirdes, LLC)

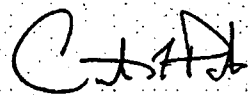
Councilmembers:

Steven & Patricia Hirdes, LLC, owner of 3718 Eastern Avenue, SE, has submitted the following described Easement for the construction of sidewalk along Eastern Avenue. The Easement conveys permanent access rights to the City of Wyoming for the sidewalk improvements. The Easement area is shown on the Easement. The acquisition is necessary as part of the Eastern Avenue Sidewalk Improvements project, led by the City of Grand Rapids for construction in 2022.

Grantor:	Steven & Patricia Hirdes, LLC
Parcels:	41-18-20-151-004
Right-of-way Size	1,088 sf – Easement
Consideration:	\$3,600.00

It is recommended that the City Council accept the attached Easement, which has been approved as to form by the City Attorney.

Respectfully submitted,



Curtis L. Holt
City Manager

Attachments: Easement
Estimate of Just Compensation

community • safety • stewardship

CITY COUNCIL

Sheldon DeKryger John Fitzgerald Kent Vanderwood Marissa Postler Robert Postema Sam Bolt
Jack A. Poll, Mayor

**CITY OF WYOMING
EASEMENT
Parcel No. 41-18-20-151-004**

The Grantor, **Steven & Patricia Hirdes, LLC**, a Michigan limited liability company, whose address is 616 70th Street SE, Grand Rapids, MI 49548

DOES HEREBY GRANT AND CONVEY TO:

CITY OF WYOMING, a Michigan Municipal corporation, whose address is 1155 28th Street, SW, Wyoming, Michigan 49509, (the "City" herein) an Easement for Highway, Public and Private Utility, Sidewalk, and Vegetation Management purposes in, under, over, across, through and upon property located in the City of Wyoming, County of Kent, State of Michigan, as follows:

See Exhibit attached hereto for the Easement Area, Easement Legal Description, and Property Legal Description (A portion of Parcel No. 41-18-20-151-004)

For the full consideration of Three Thousand Six Hundred Dollars and No Cents (\$3,600.00).

The Easement and the rights relating to it that are granted herein are for the City, and for any individual, company or entity (including contractors and subcontractors) authorized by the City to use the Easement. Each reference to the City herein includes by definition "each additional representative".

Grantors shall not construct, install, or place any buildings, permanent structures, or obstructions in the Easement Area which would inhibit the intended use of the Easement.

Grantors shall not grant an easement to any other party within the Easement Area without the prior written consent of the City of Wyoming.

DATED: _____

Approved as a form:

Attorney for the City of Wyoming

GRANTOR:
Steven & Patricia Hirdes, LLC

Steven Hirdes
By: Steven Hirdes
Its: Owner

STATE OF MICHIGAN)
 SS
COUNTY OF Ottawa)
 Kent

The foregoing instrument was acknowledged before me in Kent County, Michigan on this 25 day of April, 2022 by Steven Hirdes, Owner of Steven & Patricia Hirdes, LLC.

Michelle DeVries, Notary Public
Ottawa County, Michigan
Acting in Kent County, Michigan
My Commission Expires: July 20, 2022

Michelle DeVries
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OTTAWA
My Commission Expires July 20, 2022
Acting in the County of Kent

Prepared by and after recording return to:
Deborah S. Poeder
Land Matters, LLC
11230 Tallmadge Woods Drive
Grand Rapids, Michigan 49534

Legal Description prepared by:
Curtis Raymond Zack, PS
Williams & Works
549 Ottawa Ave., NW
Grand Rapids, Michigan 49503

Map of Survey for: City of Wyoming
 Date: 12/1/2021 No. 220142

17' RIGHT-OF-WAY EASEMENT

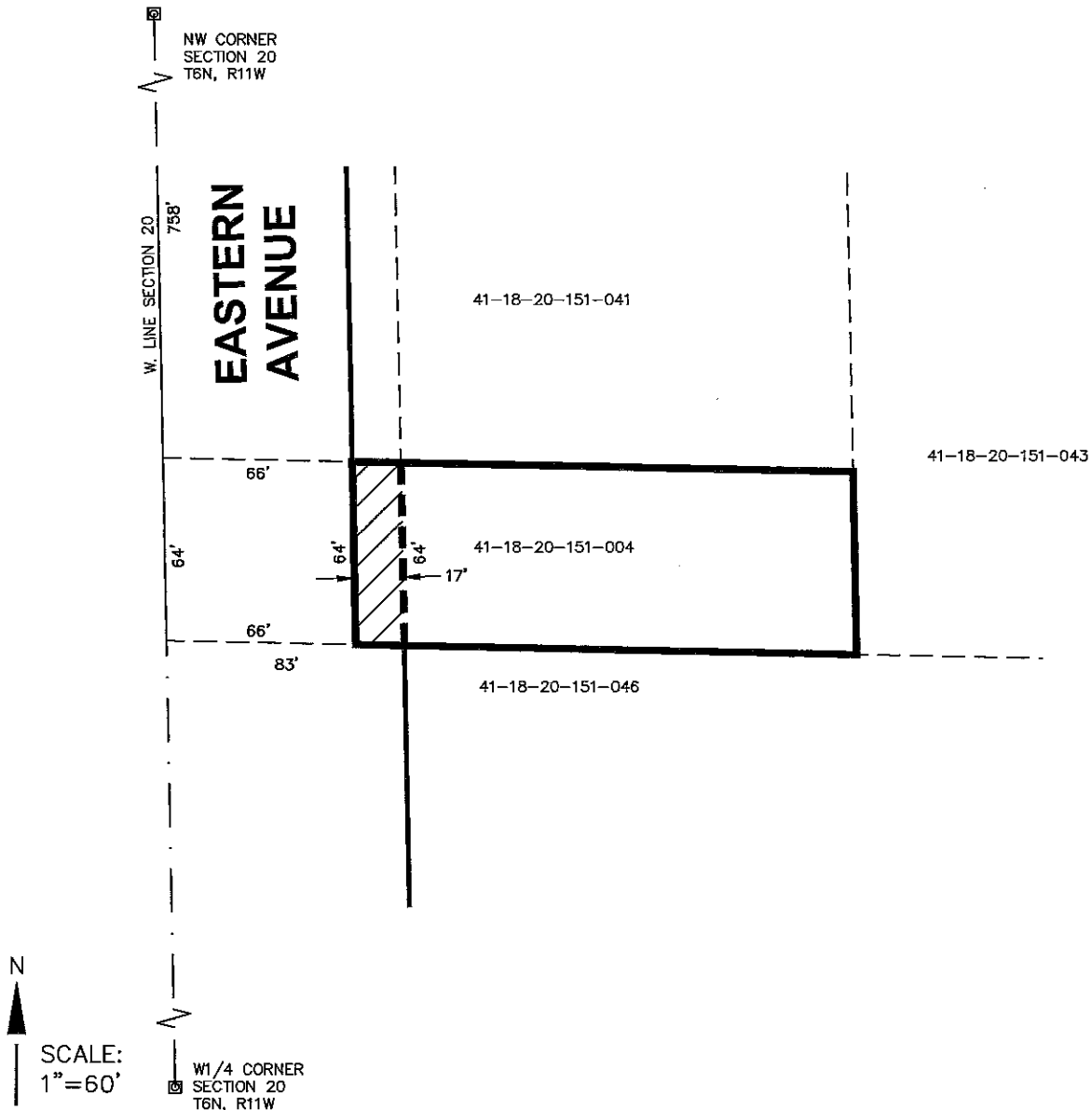
DESCRIPTION: (PARCEL #41-18-20-151-004)

W 241 FT OF FOL DESC - PART NW 1/4 COM 758 FT S OF NW COR OF SEC TH ELY 879 FT TO WLY LINE OF NYC RR R/W /50 FT WIDE/ AT A PT 750.7 FT S OF N LINE OF SEC TH SELY ALONG SD R/W 89.55 FT TH WLY 938.85 FT TO W LINE OF SEC AT A PT 64 FT S OF BEG TH N TO BEG * SEC 20 T6N R11W 0.35 A.

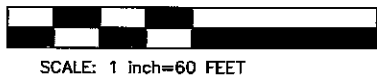
DESCRIPTION: (PROPOSED 17' RIGHT-OF-WAY EASEMENT)

An easement for right-of-way purposes over that part of the Northwest 1/4 of Section 20, Township 6 North, Range 11 West, Kent County, Michigan, described as:



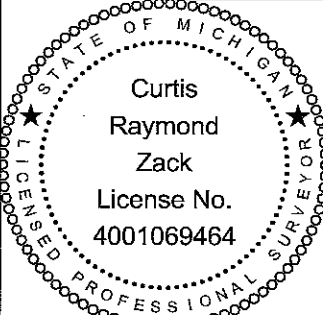

The East 17 feet of the West 83 feet of the South 64 feet of the North 822 feet of said Section 20.
 Contains 1,088 square feet (0.02 acres), more or less.



Sheet 4 of 4



SCALE: 1 inch=60 FEET

<p>LEGEND</p> <ul style="list-style-type: none"> ☐ MONUMENT  PROPOSED EASEMENT  GRANTOR'S PROPERTY 	<p>This survey was made from the above legal description which was given to us as a complete description of the property. Both map and description should be compared with the abstract Title or Title Policy for any exceptions, easements or differences in description.</p>		<p>williams&works engineers surveyors planners 616.224.1500 phone . 616.224.1501 facsimile 549 Ottawa Ave NW . Grand Rapids, MI 49503</p> <p>By  PROFESSIONAL SURVEYOR</p>
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**CITY OF WYOMING
ESTIMATE OF JUST COMPENSATION**

PROJECT: Eastern Avenue Improvements

SITE DATA:

Permanent Parcel No.: 41-18-20-151-004

Parcel: Steven & Patricia Hirdes, LLC

Land Use: Commercial - Improved *Size:* 0.26 Ac (total)

Address: 3718 Eastern Avenue, SE

Zoning: 201

<p>ACQUISITION DESCRIPTION:</p> <p>Value obtained from an Appraisal by Integra Realty Resources – Grand Rapids. Review Appraisal by R.S. Thomas & Associates, Inc.</p> <p>Summary of Costs:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><u>Easement:</u> A rectangular piece of property located adjacent to Eastern Avenue as shown on sketch.</p> <p>Area: 0.02 Ac (1,088 sft)</p> </div>	<p>SKETCH:</p> <p align="right">North ↑</p>
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COMPUTATION OF VALUE:	
LAND ACQUISITION, EASEMENT	
Easement - Appraisal	\$ 3,600.00

REMARKS:

\$ 3,600.00

Signed:

for information call 616.791.9805

Land Matters, llc
Deborah S. Poeder

Agreed to by:

Steven & Patricia Hirdes, LLC

By: Steven Hirdes

Its: Owner

CITY OF WYOMING BUDGET AMENDMENT

Date: May 2, 2022

Budget Amendment No. 075

To the Wyoming City Council:

A budget amendment is requested to appropriate an additional \$9,733 of budgetary authority to provide funding for hiring a replacement property examiner.

<u>Description/Account Code</u>	<u>Current</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<u>General Fund</u>				
Assessor - Salaries				
101-209-20900-706.000	445,619.00	6,282.00		451,901.00
Assessor - FICA				
101-209-20900-715.000	35,446.00	481.00		35,927.00
Assessor - Hospitalization Insurance				
101-209-20900-716.000	93,556.00	2,079.00		95,635.00
Assessor - Life Insurance				
101-209-20900-717.000	511.00	8.00		519.00
Assessor - Pension DC Plan				
101-209-20900-718.100	30,250.00	503.00		30,753.00
Assessor - Pension - Retiree Health DC				
101-209-20900-718.200	12,592.00	252.00		12,844.00
Assessor - Workers Comp. Insurance				
101-209-20900-719.000	5,369.00	8.00		5,377.00
Assessor - Insurance Liability				
101-209-20900-910.000	8,659.00	120.00		8,779.00
Fund Balance/Working Capital (Fund 101)		<u>0.00</u>	<u>9,733.00</u>	

Recommended: Jodi Yenchar Finance Director C. J. P. B. City Manager

Motion by Councilmember _____, seconded by Councilmember _____ that the General Appropriations Act for Fiscal Year 2021-2022 be amended by adoption of the

Motion carried: Yes _____, No _____

I hereby certify that at a _____ meeting of the Wyoming City Council duly held on

City Clerk

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK
TO EXECUTE TWO AMENDMENTS TO THE STREETLIGHTING
CONTRACT WITH CONSUMERS ENERGY COMPANY

WHEREAS:

1. The City has had a contract with Consumers Energy Company (CE) for CE owned streetlights throughout the City for many years.
2. The City desires to have Consumers Energy Company remove two (2) streetlights and install three (3) 70-watt LED streetlights on 54th Street, SW, between US-131 and Clyde Park Avenue as part of the 54th Street Meijer Access Drive project.
3. Consumers Energy will remove and replace these streetlights and necessary appurtenances at a cost of \$10,494.
4. Consumers Energy has submitted the attached modification to the streetlighting contract to address the removal and addition of streetlights.
5. Sufficient funds are available in the Major Streets Fund Account No. 202-441-46300-972.502.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Mayor and City Clerk are hereby authorized to execute the attached two Authorization for Change in Standard Streetlighting Contracts and the accompanying Consumers Energy Resolutions.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on May 2, 2022.

Kelli A. Vandenberg, Wyoming City Clerk

ATTACHMENTS:

Authorization for Change in Standard Lighting Contracts
Consumers Energy Resolutions
Vicinity Map

Resolution No. _____



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 100000339505

Consumers Energy Company is authorized as of _____, by the City _____ of Wyoming, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City _____ of Wyoming, dated 12/1/2012.

Lighting Type:

General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge

Notification Number(s):

1060917414

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 12/1/2012 shall remain in full force and effect.

City _____ of Wyoming

By:

(Signature)

(Printed)

Its

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of Wyoming, dated 12/1/2012, in accordance with the Authorization for Change in Standard Lighting Contract dated _____, heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the City

STATE OF MICHIGAN

COUNTY OF Kent

I, _____, Clerk of the City of Wyoming, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on _____.

Dated: _____

Municipal Customer Type: City

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

Number of Luminaires	Nominal Watts	Luminaire Type	Fixture Type	Fixture Style	Install Remove	Location
1	250	HPS	Cobrahead	Non-Cutoff	Remove	Clyde Park Ave SW & 54Th St SW
1	150	HPS	Center Suspensor	NA	Remove	east of Clyde Park Ave SW & 54Th St SW



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 103016902985

Consumers Energy Company is authorized as of _____, by the City of Wyoming, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of Wyoming, dated 2/1/2013.

Lighting Type:
General Unmetered Light Emitting Diode Lighting Rate GU-LED

Notification Number(s):
1060917414

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 2/1/2013 shall remain in full force and effect.

City of Wyoming

By:

(Signature)

(Printed)

Its

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of Wyoming, dated 2/1/2013, in accordance with the Authorization for Change in Standard Lighting Contract dated _____, heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the City

STATE OF MICHIGAN
 COUNTY OF Kent

I, _____, Clerk of the City of Wyoming, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on _____.

Dated: _____

Municipal Customer Type: City

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

Number of Luminaires	Nominal Watts	Luminaire Type	Fixture Type	Fixture Style	Install Remove	Location
3	70	LED	Cobrahead	Cutoff	Install	54th st SW in-between Clyde Park Ave SW & US 131 S/B off

CLYDE PARK AVE SW

CHILLI'S

EXISTING DRIVE

PROPOSED RD END
PROPOSED SIDEWALK

PROPOSED DRIVE

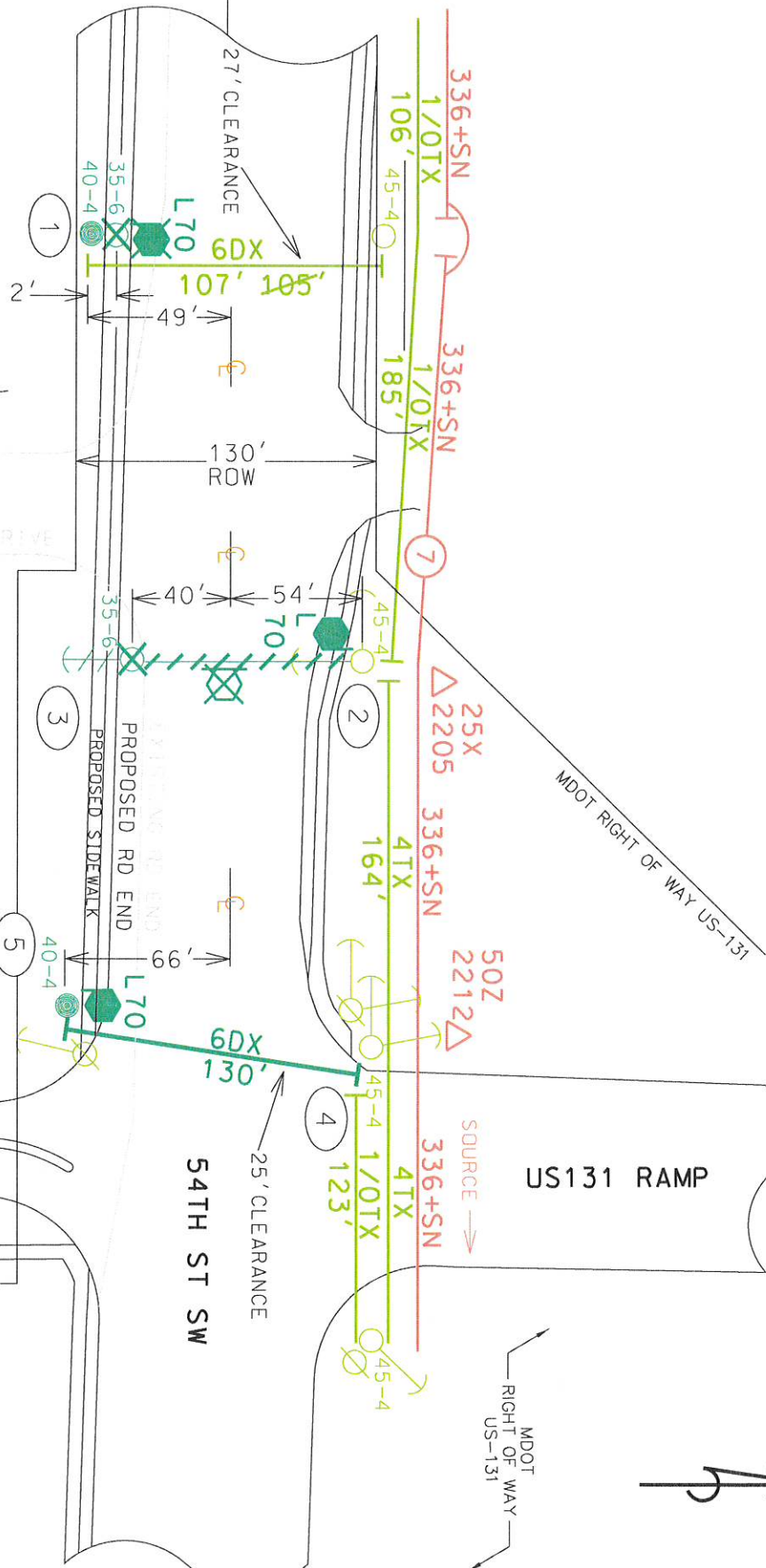
MDOT RIGHT OF WAY US-131

CHICK-FIL-A
36-151-021
#700

54TH ST SW

US131 RAMP

MDOT
RIGHT OF WAY
US-131



RESOLUTION NO. _____

RESOLUTION TO CORRECT THE SPECIAL ASSESSMENT ROLL FOR THE 56TH
STREET IMPROVEMENTS FROM HAUGHEY AVENUE TO DIVISION AVENUE,
SPECIAL ASSESSMENT ROLL 21-810

WHEREAS:

1. The Special Assessment Roll 21-810 for constructing the 56th Street Improvements from Haughey Avenue to Division Avenue was confirmed on August 16, 2021.
2. During construction of the improvements, it was discovered that the property located at 177 - 56th Street had an existing, properly connected, sanitary sewer lateral that was not known when the roll was prepared.
3. It is necessary to remove the assessment for a new sanitary sewer lateral from the roll.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council hereby approves the changes to the 56th Street Special Assessment Roll 21-810 in the amount of \$2,270 for the deletion of the assessment for a sanitary sewer lateral levied against 177 - 56th Street PPN 41-17-36-276-005.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on May 2, 2022.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENT:

Special Assessment Roll

Resolution No. _____

SPECIAL ASSESSMENT ROLL
21-810 56th Street
Haughey Ave. to Division Ave.

STREET IMPROVEMENTS
 (Cost / LF - Includes Storm Sewer)

RESIDENTIAL: \$85.60
 COMMERCIAL / IND: \$108.10
 RURAL X-SECTION \$53.10

SANITARY SEWER MAIN

RESIDENTIAL (Cost / LF): \$35.00
 COM / IND (Cost / LF): \$51.40

SANITARY LATERALS

6-INCH DIA (Each): \$2,270.00
 8-INCH DIA (Each): \$3,330.00

WATERMAIN (Cost / LF)

RESIDENTIAL: \$21.60
 COM / IND: \$25.90

WATER SERVICES

1-INCH DIA (Each): \$1,300.00
 1.5-INCH DIA(Each): \$1,300.00
 2-INCH DIA (Each): \$1,520.00
 6-INCH DIA (Each): \$3,740.00
 8-INCH DIA (Each): \$4,550.00

STORM LATERALS

12-INCH DIA (Each): \$1,310.00
 15-INCH DIA (Each): \$1,570.00
 18-INCH DIA (Each): \$1,720.00

SIDEWALK (Cost / LF)

4-INCH (RES): \$16.70
 6-INCH (COM): \$23.30
 8-INCH (IND): \$27.30

DRIVE APPROACHES

4-INCH CONCRETE (SqYard): \$27.70
 6-INCH CONCRETE (SqYard): \$39.40
 8-INCH CONCRETE (SqYard): \$48.60

CURB RETURNS (Each)

STANDARD RADIUS: \$2,650.00
 TAPERED (DECEL LANE): \$4,740.00

NECESSITY HEARING DATE: 2-Aug-21
CONFIRMATION HEARING DATE: 16-Aug-21

ANNUAL PAYMENT INSTALLMENTS: 15
INTEREST RATE: 2.90%

DATE OF INITIAL INSTALLMENT: SEPT 1, 2021
FIRST INSTALLMENT DUE: OCT 1, 2021
PAYABLE WITHOUT INTEREST: SEPT 30, 2021
INTEREST BEGINS: OCT 1, 2021

Sanitary Sewer and Lateral assessments deferred until hookup for developed parcels with house setback of 200' or greater from the sanitary sewer in street.

PARCEL ADDRESS & NUMBER PARCEL OWNER & ADDRESS	STREET IMPROVEMENTS			SANITARY SEWER MAIN			SANITARY LATERAL			STORM LATERAL			WATERMAIN			WATER SERVICE			SIDEWALK			DRIVEWAY				TOTAL COST IMPROVEMENTS	
	Zone	Feet	Cost	Zone	Feet	Cost	No.	Size	Cost	No.	Size	Cost	Zone	Feet	Cost	No.	Size	Cost	Size	Feet	Cost	Width	Tk/No	Sq Yd	Cost		
Street Address 177 56TH STREET Parcel Number 41-17-36-276-005 Owner Names LARABEL, RONALD & SANDY Owner Address 177 56TH STREET Owner Address WYOMING, MI 49548	Street Frontage: 120	120		RES	92.5	\$3,237.50	0	6"	\$0.00	12"	\$0.00	RES		\$0.00	1"	\$0.00	1.5"	\$0.00	4"	92.5	\$1,544.75	20.0	4"	31.9	\$883.63	\$13,583.88	
				RESIDENTIAL	92.5	\$7,918.00				15"	\$0.00				2"	\$0.00	6"	\$0.00	6"		\$0.00		6"		\$0.00		
				COM / IND		\$0.00		8"	\$0.00	18"	\$0.00	C / IND		\$0.00	6"	\$0.00	8"	\$0.00	8"		\$0.00				\$0.00		
															8"	\$0.00									\$0.00		

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN THE SUBMISSION OF A TRANSPORTATION ASSISTANCE GRANT PROPOSAL FOR OLDER AMERICANS ACT FUNDING AND ITS ASSURANCE OF COMPLIANCE WITH THE TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, AND THE DRUG FREE WORKPLACE ACT OF 1988; AND TO FURTHER AUTHORIZE THE CITY MANAGER TO EXECUTE ANY FUTURE PROPOSALS AND GRANT APPLICATIONS

WHEREAS:

1. The City of Wyoming and Area Agency on Aging of Western Michigan (AAAWM) have an established mission to serve and support senior citizens.
2. The City of Wyoming and AAAWM have for over 30 years entered into grant agreements to provide transportation assistance services for disabled, socially isolated older adults with funding provided by Older Americans Act resources.
3. Every three years the City of Wyoming must submit a grant proposal to provide these transportation services. The grant proposal requires the Chairperson of the Policy Board, in this case the Mayor, to sign the submission of the grant proposal as well as to sign an assurance of the city's compliance with various laws.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council authorizes the Mayor to sign the submission of the transportation assistance grant proposal for the Area Agency on Aging of Western Michigan Inc.
2. The City Council authorizes the Mayor to sign the Assurance of Compliance with the Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Drug Free Workplace Act of 1988.
3. The City Council further authorizes the City Manager to act as the city's duly authorized person to execute any future proposals and grant applications pertaining to providing transportation assistance services under the Older Americans Act as administered by the Area Agency on Aging of Western Michigan, Inc.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on May 2, 2022.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Staff Report

City of Wyoming Transportation FY 2023-2025 OAA Proposal

Resolution No. _____

STAFF REPORT

Date: April 26, 2022

Subject: Wyoming Senior Center Go! Bus Transportation Assistance Program

From: Chad Boprie, Recreation Programmer II

CC: Rebecca Rynbrandt, Director of Community Services

Meeting Date: May 2, 2022

RECOMMENDATION:

It is recommended the City Council authorize the Mayor to sign the submission of the City of Wyoming grant proposal application for funding under the FY 2023-2025 Older Americans Act (OAA) for the Wyoming Senior Center's Go! Bus Transportation Assistance Program and to further authorize the Mayor to sign the application's Assurance of Compliance with the Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Drug Free Workplace Act of 1988. The grant is administered by the Area Agency on Aging of Western Michigan (AAAWM) and the amount requested is \$11,000.00 per fiscal year.

COMMUNITY. SAFETY. STEWARDSHIP:

The City is committed to providing leisure and recreation opportunities by developing and maintaining green spaces, facilities, and programs to enrich the quality of life for residents. Providing access to transportation services for disabled older adults supports a community in which residents have the opportunity to thrive.

DISCUSSION:

The City of Wyoming has been awarded OAA transportation assistance grant funds for over 30 years allowing the WSC to provide Go Bus! Tickets at a discounted rate to older adults in our community and surrounding areas. This grant serves approximately 80 individuals each year and allows them greater access to their community, medical appointments, and activities which improve their quality of life. Eligible grant participants historically have paid the recommended donation amount allowing us the ability to purchase additional Go Bus! Tickets to further extend the program.

BUDGET IMPACT:

If the grant is awarded, a contract agreement will be presented to the City Council for approval and will increase the City's budget by \$11,000.

ATTACHMENTS:

City of Wyoming Grant Application, 2023-2025 Grant Proposal, Transportation Service Application

PROPOSING AGENCY NAME: _____

2023-2025 PROPOSAL

To Provide Services Under The OLDER AMERICANS ACT

Administered by:

The Area Agency on Aging of Western Michigan, Inc.
Region 8

DEADLINE FOR SUBMISSION

Is 12:00 PM (Noon) on:

Wednesday, May 4, 2022

Via Email to: proposal@aaawm.org

As you prepare to complete this FY 2023-2025 proposal, keep in mind that funding decisions are based on the proposal document, the oral presentation scheduled for June 20 and 22, 2022 at AAAM or June 21, 2022 in Big Rapids, and the service priorities set by the Proposal Review Committee and AAAM staff.

Proposal Workshop
Wednesday, April 13, 2022 at 1:00 p.m.

Zoom Meeting

<https://us06web.zoom.us/j/85332922638>

Meeting ID: 853 3292 2638
+13126266799,,85332922638# US (Chicago)

Questions submitted to proposal@aaawm.org prior to the Proposal Workshop will be answered at that meeting.

Proposal Content

- I. Introduction
- II. Proposal
 - A. Agency Overview
 - B. Organization Summary
 - C. Agency Budget
 - D. Service Design and Description (complete once for each service)
 - E. Service Budget (complete once for each service)
 - F. Additional Questions for Proposers of Disease Prevention/Health Promotion Services
 - G. Additional Questions for Proposers of Caregiver Support Services
 - H. Additional Questions for Proposers of Senior Center Staffing
 - I. General Nutrition Program Questions for Congregate Meals and/or Home Delivered Meal Proposers
 - J. Additional Questions for Proposers of Congregate Meals
 - K. Additional Questions for Proposers of Home Delivered Meals
 - L. Additional Questions for Proposers of Elder Abuse Prevention Education

III. Attachments:

Items A and B: Attach to Proposal Packet.

New Proposers Only:

(Those agencies that are not currently contracted to provide OAA services)

- A. Collaboration Letters – three (3) letters are required as part of the proposal packet*
- B. Third Party Assessments as part of the proposal packet

Items C through E: Do Not attach to proposal.

New Proposers Only:

(Those agencies that are not currently contracted to provide OAA services)

- C. Single Audit or Financial Audit - submit two (2) copies separately

All Proposers submit **only** one (1) copy:

- D. Proposing Agency Agreement
- E. Assurances/Certification of Compliance

***Five (5) collaboration letters are required if a third-party assessment is not available.**

Fundable Services

You can only propose for a service from the following list:

- | | |
|---|--------------------------------------|
| Adult Day Services | Home Delivered Meals |
| Assistive Devices and Technologies (PERS) | Home Injury Control |
| Caregiver Education/Support/Training Programs | Homemaker (outside Kent County) |
| Caregiver Focal Point | Legal Assistance |
| Congregate Meals | Long Term Care Ombudsman |
| Counseling | Medication Management |
| Disease Prevention/Health Promotion Programs | Nutrition Counseling |
| Elder Abuse Prevention Education | Nutrition Education |
| Grandparent Education/Support/Training Programs | Outreach and Assistance |
| | All Respite (outside Kent County) |
| | Senior Center Staffing |
| | Transportation – Assisted and Public |

Note: Answer all questions. If you believe a question does not apply, indicate N/A and explain why.

Part III: New Proposers are required to submit Sections A, B, and C. **All Proposers** submit one copy of Sections D and E.

DEADLINE FOR SUBMISSION
Is 12:00 PM (Noon) on:
Wednesday, May 4, 2022
Via Email to: proposal@aaawm.org

Final funding decisions will be made by the end of July 2022.

Services will begin October 1, 2022.

I. INTRODUCTION

The Area Agency on Aging of Western Michigan (AAAWM) is the administrator of the Older Americans Act and Older Michigianians Act for a nine (9) county area called Region 8. Those counties are Allegan, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Newaygo and Osceola. Proposed services must be provided within this nine-county region.

Established in April 1974, the AAWM exists to help older adults and persons with disabilities live in their community with independence and dignity. AAWM and their partner agencies provide older persons, including those with the greatest social and economic needs, with an array of human services.

Services proposed for funding in this document are based on need, service partner availability, past experience providing services, and the use of approved service definitions, components and standards. The variety of services must address the needs of older adults aged 60 years or older. This proposal encompasses hands-on care in the home, nutritional needs, healthy aging initiatives, volunteer, and community services.

Having created a partner network, with quality service for over 45 years, we are seeking proposers who will continue to bring expertise and experience to communities in West Michigan. We are seeking partners who are actively involved with innovative older adult programs as well as traditional services.

II. PROPOSAL

AUTHORIZED SIGNATURE PAGE

I certify that all information contained in this Proposal is accurate and complete to the best of my knowledge.

Key agency staff has read the policies and procedures contained within the *AAAWM Policies and Procedures Manual, as amended.*

On behalf of my applying organization, I agree, if chosen as a grantee, to follow all terms and conditions contained within the *AAAWM Policies and Procedures Manual, as amended.* I also agree to have appropriate staff attend an orientation training tentatively planned for August, 2022.

Signature

Date

Printed Name

Title

Must be signature of person authorized to sign contracts

*The AAWM Policies and Procedures Manual can be found on our website: www.aaawm.org

II - A. AGENCY OVERVIEW

Proposing Agency Name:		Phone:	
Website (if applicable):		Fax:	
		E-mail:	
Address:			
Executive Director Name:		Phone:	E-mail:
Proposal Contact Name:		Phone:	E-mail:
Program Contact Name:		Phone:	E-mail:
Finance Contact Name:		Phone:	E-mail:
Proposing Agency Board Chair Name: ¹		Board Chair Mailing Address:	
Phone:		City, State, Zip:	
Email:			
Board Chair's term expires:			
Tax ID #:	Year Incorporated:	Is Proposing Agency a minority agency? ²	
		Yes: <input type="checkbox"/> No: <input type="checkbox"/>	
Legal Status of Proposing Agency: <input type="checkbox"/> Public Agency <input type="checkbox"/> Private Non-Profit Agency <input type="checkbox"/> For-Profit Agency <input type="checkbox"/> Other (Describe):			

¹ A for-profit agency should list contact information for Company President.

² Definition is found in the Proposal General Information packet.

Proposed Services and Funding Requested Summary:

Proposed Service ³	2023 Funding Request (Whole Dollars)	2022 Funding (if applicable)	Is this a new service for the Agency? (Yes or No)	Geographic Area Service Will Be Provided ⁴
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	

³ See list of approved services on Proposal Content page.

⁴ Geographic Area could be a county, part of a county or more than one county within Region 8.

END OF AGENCY OVERVIEW

Fund Development

List and explain additional funding opportunities your agency has pursued in the past 12 months. Include all grants written and/or agencies who were contacted, the amount of funding requested, reason for the request and the results of your efforts in your response. Be specific.

Funding Agency or Fundraising Effort(s)	Funding Request	Reason for Request (be concise)	Results *	Funding Cycle Dates**

* Results can be answered as yes, no or denied, pending, etc. If yes, specify amount of funding in the results column.

** Funding Cycle Dates are to include the length of the grant or to be used in a specific fiscal year. e.g. 10/1/2022 – 09/30/2023.

END OF ORGANIZATION SUMMARY

II - B. ORGANIZATION SUMMARY

Attach each of the items listed below to your proposal.

- **Organizational Chart**
- **List of Board of Directors with their affiliations**
- **Agency or Service Brochures (if available)**
- **Annual Report (if available)**

Older Americans Act FY 23-25 Proposal and Instructions Agency Mission

1. Describe your agency's mission.

2. List all of your organization's current professional accreditations, certifications, awards and memberships in associations.

Targeting

1. How does your agency ensure that minority and low-income older adults are aware of and able to access services?

2. Does your agency employ bilingual staff? If yes, please describe what language(s) and their role in reaching clients with language barriers. Describe how you ensure services are provided to limited English speaking clients.

3. Are agency brochures and/or service information printed in any language besides English?

Yes No

If yes, what language(s)?

4. Describe how clients and/or service frequency will be prioritized if all requests for service cannot be filled (attach copy of prioritization form used):

Volunteer Use (This applies to the entire agency, not just to the proposed service(s).)

Were volunteers utilized in your agency last year? Yes No If none, why?

II - C. AGENCY BUDGET

- **Fill in the information below. This budget should reflect all revenue and expenses for all programs of the agency for the current budget year.**
- **If your organization does not provide service to older adults (age 60+) as its primary function, please use information from the senior services department of your agency.**

Dates of Agency budget year: _____ to _____

This is a: Full Agency Budget or Senior Department Budget? (check only one)

EXAMPLE

Line Item Description	Percent of Total Budget
Total Revenues:	\$
Older Americans Act	%
Medicaid Waiver	%
United Way	%
Community Foundations	%
Agency Fundraisers	%
Other Government Sources	%
Local Senior Millage	%
Program Income/Client Donation	%
Cost Sharing	%
Private Pay	%
Other:	%
Total Expenditures:	\$
Administration	%
Direct Service Cost	%
Equipment	%
Other:	%

Line Item Description	% of Total Budget
Total Revenues:	\$1,000,000
Older Americans Act	30%
Medicaid Waiver	5%
United Way	5%
Community Foundations	1%
Agency Fundraisers	25%
Other Government Sources	2%
Local Senior Millage	12%
Program Income/Client Donation	5%
Cost Sharing	0%
Private Pay	5%
Other:	0%
Total Expenditures:	\$1,000,000
Administration	6.5%
Direct Service Cost	90%
Equipment	3.5%
Other:	0%

1. Describe the methods to be used to encourage client donations (program income) for all services.

2. Describe any changes to the revenue sources in the Agency Budget that are anticipated for your agency's next budget year.

AGENCY BUDGET DETAIL

REVENUES:

Program Income:

Program income includes all contributions made toward the cost of service by or on behalf of a client for a service. See AAAMW Policies and Procedures Manual* for a complete definition.

Cost Sharing:

Cost Sharing is defined as all income received from established cost sharing. Cost sharing is required for Adult Day Services and all Respite Services. See AAAMW Policies and Procedures Manual* for a more complete definition.

Private Pay:

All income received as a result of clients paying the entire cost of their service.

EXPENDITURES:

Administration:

Expenses may include but are not limited to: wages of administrative staff such as supervision, financial, data entry and administrative support, which contribute to the delivery of a typical unit of service. Expenses for activities such as coordinating with the AAAMW, budgeting, scheduling staff, grant writing, collaboration with other agencies, legislative advocacy, staff recruitment, collection of cost sharing (if applicable) and client contributions, quality assurance and accountability are also allowable.

Direct Service Cost:

Expenses included in the cost of directly providing the service(s). This may include wages of direct service staff, direct staff training, direct service supplies, direct service mileage reimbursement, general intake, client assessment, re-assessment and service plan development. No program administration activities are allowable in this section.

Equipment:

Equipment is defined as an item with an acquisition cost of \$1,000 or more. For nutrition services only, equipment is defined as an item with a usable life of one (1) year or more regardless of acquisition cost.

Other:

Program costs that cannot be attributed to any other line item.

*The AAAMW Policies and Procedures Manual can be found on our website: www.aaawm.org

END OF AGENCY BUDGET

III. ATTACHMENTS

NEW PROPOSERS SUBMIT:

III-A. Three (3) Collaboration Letters

Use the Instructions for Composing a Collaboration Letter of Support to request supportive information from three agencies with which your organization collaborates. If these collaborating agencies have any questions, they should contact you, not AAAWM.

Do not submit more than the required collaboration letters.

III-B. Third Party Assessments

Attach the most recent third-party (professional and/or governmental agency) program assessment of the Proposing Agency to each copy of the proposal. Third-party program assessments are official reports from a monitoring agency, which cover program operations. A third-party assessment is preferred.

If program assessments are not available, provide TWO (2) ADDITIONAL collaboration letters (for a total of five [5]).

III-C. Single or Financial Audit

Submit the Proposing Agency's most recent Single Audit or Financial Audit.

ALL PROPOSERS:

III-D. Proposing Agency Agreement

III-E. Assurances/Certificate of Compliance

FY 2023-2025 Older Americans Act Proposal

Instructions for Composing a Collaboration Letter of Support

(Three (3) letters from different agencies must be submitted by new proposers only.)

Instructions: Ask three (3) agencies to submit a “collaboration” letter to you on their letterhead. The letters must be incorporated into your proposal. The letters will not be accepted separately by the AAAWM.

Each letter should contain the following information:

- Name of proposing agency
- Name of supporting agency
- Address of supporting agency (including city and zip code)
- Contact Person and their phone number and email address (of supporting agency)
- Services that the supporting agency provides to older adults.
- Collaboration between the proposer and the supporting agency and how the supporting agency views that collaboration.
- Communication between the proposer and the supporting agency and how the supporting agency views that communication.
- Comment on the Proposer staff members (as viewed by the supporting agency)
- Proposer’s services evaluated by the supporting agency.

The letters should be signed by the Supporting Agency Director.

If the supporting agency has questions about completing the collaboration letter, they should contact the Proposing Agency.

III - D. PROPOSING AGENCY AGREEMENT (All Proposers Complete Once)

AGREEMENT BETWEEN PROPOSING AGENCY AND AREA AGENCY ON AGING OF WESTERN MICHIGAN, INC. UPON SUBMISSION OF A FY 2023-2025 PROPOSAL FOR FUNDING

(Proposing Agency's Legal Name)

understands and agrees that the following provisions are part of its official proposal and as such become binding on it subsequent to the award of any funds by the Area Agency on Aging of Western Michigan, Inc. (AAAWM).

Proposing Agency:

AUTHORITY

1. Warrants that it possesses legal authority to apply for funding; has officially adopted or passed a resolution, motion or similar action, authorizing completion of the proposal including all understandings and assurances and authorizing its official representative to act in connection with submitting the proposal and providing any additional information required.
2. Agrees to submit to AAWM all information requested about names of persons with an ownership or control interest in the Proposing Agency, any actual or potential conflict of interest, past business transactions, current or pending legal action against the Proposing Agency, and certain other disclosing entities. Further, agrees to disclose whether any persons with an ownership or controlling interest in the Proposing Agency have been convicted of a criminal offense related to their involvement in any programs under Titles III, XVIII, XIX, or XX of the Social Security Act since the inception of these programs. The AAWM may refuse to consider the proposal of any Proposing Agency that does not comply. Subsequently, AAWM may immediately terminate a contract granted if a Proposing Agency does not comply with any future requests.
3. Upon award of funds, if a non-governmental Proposing Agency, agrees to submit copies of its Articles of Incorporation and Bylaws prior to signing a contract.

COMPLIANCE WITH LOCAL, STATE AND FEDERAL LAWS/REGULATIONS

4. Agrees that services will be carried out according to the regulations, policies, procedures, terms and conditions of its proposal as approved by AAWM in making an award of funds.
5. Agrees to comply with all applicable laws, regulations, policies, minimum standards and procedures established by AAWM, Aging and Adult Services Agency (AASA), and the United States Administration on Aging (AOA) in the execution of a contract award, including the "Code of Ethics" adopted by AAWM.
6. Agrees to operate in full compliance with all applicable state and local standards including fire, health, safety and sanitation standards, prescribed in laws or regulations.

7. Agrees to conform to applicable provisions of the Older Americans Act, and Title 45 of the Code of Federal Regulations, Part 74 "Administration of Grants", August 2, 1978, (Subpart O – Property), as amended, in the acquisition, transfer, replacement, or disposition of real property, equipment, or supplies.
8. Agrees to not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual orientation, height, weight, or marital status pursuant to P.A. 453 of 1976, Section 209. The Proposing Agency shall also comply with the provisions of the Michigan Persons With Disabilities Civil Rights Act, P.A. 220 of 1976, and Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat. 394 which states that no employee or client or otherwise qualified disabled individual shall, solely by reason of his or her disability, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The Proposing Agency shall comply with the Americans with Disabilities Act of 1990 (ADA), P.L. 101-336, 104 Stat. 328 (as amended by the ADA Amendment's Act of 2008 P.L. 110-325), which prohibits discrimination against individuals with disabilities and provides enforcement standards. Further, the Proposing Agency shall comply with all other Federal, State or local laws, regulations and standards, and any amendments thereto, as they may apply to the performance of this Agreement.
9. Agrees to obtain and maintain public liability insurance in amounts necessary to cover all claims which may arise out of the Proposing Agency's operations under the terms of the contract and provide proof of such insurance coverage to AAAWM prior to the effective date of the contract. Unemployment compensation coverage and workers compensation insurance shall be maintained in accordance with applicable federal and state laws and regulations.
10. Certification: Service Partner certifies that it has not been suspended or debarred by the U.S. government from receiving federal dollars.

COOPERATION WITH THE AGING NETWORK

11. Agrees to not make any statement attributable to or on behalf of AAAWM without prior written approval from AAAWM.
12. Agrees to engage in service activity promotion through the various news and public media; and agrees to acknowledge the sponsorship of AAAWM and Older Americans Act on all announcements and public information materials.
13. Agrees to cooperate with AAAWM in its efforts toward developing a comprehensive and coordinated system of services by participating in joint planning efforts and referral networks, and other activities to meet this goal.
14. Agrees to facilitate referrals by giving other service agencies minimum eligibility criteria for each service.
15. Agrees to establish linkages with other area service partners, including volunteer organizations for continuity of services especially in order to address the comprehensive range of needs any recipient may present.

FUND USE, AUDITS, ASSESSMENTS

16. Agrees to seek other sources of funding for the services and to demonstrate effective planning for progressive project maintenance through its own resources.
17. Agrees to not use local matching funds, for this proposal, which match other state or federal grants of other contracts. Proposing Agency also agrees that federal cash or in-kind resources acquired during current or prior years may not be used to match funds provided under this proposal unless otherwise specifically authorized by state and/or federal statute.
18. Agrees that state and/or federal funds made available will in no event supplant existing state, local, and/or federal funds already in use by the Proposing Agency and which are supporting services.
19. Agrees to submit a copy of the single audit, if they are required to have one by the "Single Audit Act of 1984" as it applies (see O.M.B. circular A-128 & A-133). A "single audit" is required from an organization receiving at least \$500,000 a year in Federal (and related State) awards from all grantors (not just AAAWM). If an organization is not subject to the "single audit act", then only a financial audit will be required. A copy of the "single audit" report or the financial audit report (as it applies) shall be forwarded to AAAWM within nine (9) months of the end of the period audited. Audits shall usually be performed annually but not less frequently than every two years.
20. Agrees to cooperate and assist in efforts taken by the AAAWM, AASA, AOA, or any other agency or organization duly authorized by any of the preceding to evaluate the effectiveness, feasibility, and cost of the proposed service.
21. Agrees to maintain such books, accounts, vouchers, and all other documentation necessary to permit expeditious determination and disposition of all monies received from AAAWM as well as the nature and amount of all charges claimed against such funds.
22. Agrees that AAAWM, AASA, Michigan Department of Community Health, AOA, Department of Health and Human Services (HHS), or any of their authorized representatives shall have the right of access to any books, documents, papers, or other records of the Proposing Agency, in order to make audits, examinations, excerpts, and transcripts, so long as such is in conformity with the Privacy Act of 1974. Proposing Agency agrees to retain all books, records, and other documents relevant to this contract for a period of three (3) years. The retention period starts on the day the Proposing Agency submits to AAAWM its last expenditure report for the proposed service.
23. Agrees to comply with all program and fiscal reporting established in its contract and the AAAWM Policies and Procedures Manual, and to cooperate with AAAWM assessment of proposed service performance.

CLIENT SERVICES

24. Agrees that all persons 60 years of age or older, who meet the criteria established for contracted services, shall be eligible for any or all services, with preference given to providing services to older individuals with the greatest economic needs, with particular attention to frail/disabled elderly and to individuals with dementia.
25. Agrees that a standard client intake procedure for all services will be established and maintained at the Proposing Agency level. The intake procedure must enable the Proposing Agency to report required information to AAAWM.
26. Agrees that the confidentiality will be protected at all times in conformance with AAAWM policies and any applicable laws.
27. Agrees that: (a) cost sharing determination shall be included in the eligibility of an older person for specified services; (b) cost sharing requirements must be tracked and billed; and (c) all client contributions and cost share income (where applicable) received by the proposing agency will be utilized on a monthly basis to expand the service by providing additional units.
28. Agrees to: (a) afford all individuals, not required to cost share, the opportunity to freely and voluntarily contribute to all or part of the cost of the services provided; (b) protect the privacy of each older person with respect to his/her contribution; (c) establish procedures to safeguard and account for all contributions; and (d) use client contributions for each respective service to expand services.
29. Agrees to establish and follow procedures for obtaining the views of service recipients about the services they receive.
30. Agrees to have a grievance procedure in place to address complaints by individual recipients and to make that procedure known to the recipients.

PROPOSING AGENCY MANAGEMENT

31. Agrees to allow designated AAAWM staff to attend advisory councils, community groups and committees created for, and specifically relating to, the proposed service, and further agrees to provide AAAWM with advance notice of such meetings.
32. Agrees to provide for training, as necessary, to enable paid and volunteer personnel to perform effectively in their positions.
33. Agrees to establish safeguards to prohibit employees from using their positions for any purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others and, further, to abide by the "Code of Ethics" adopted by AAAWM.

34. Agrees not to assign the contract or enter into subcontracts without obtaining prior written approval of AAAWM. When subcontracts are proposed, agrees to use bidding procedures that conform to the Federal Procurement Standards as outlined in Title 45 of the Code of Federal Regulations, Part 74 "Administration of Grants". Assignees or subcontractors shall be subject to all conditions and provisions of the contract. The Proposing Agency shall be responsible for the performance of all assignees or subcontractors. The AAAWM shall annually monitor and assess the performance of subcontractors. The Proposing Agency shall submit copies of subcontracts to AAAWM, for review and approval. Following approval a copy of the signed contract must be sent to AAAWM before service begins.

SPECIFIC CONTRACT TERMS

35. Agrees that the conditions, under which AAAWM would place the Proposing Agency on probation, suspension, or termination, shall be specified in the contract language. Actions to be undertaken by AAAWM and the Proposing Agency in these circumstances shall also be specified in the contract language.
36. Agrees that the method of amending the contract shall be specified in the contract language. The circumstances under which funds may be reprogrammed and redistributed by AAAWM will also be specified in the contract language.
37. Agrees, when providing services, to give priority to AAAWM Care Management clients, as long as the requirements of paragraph #24 are met.

Signature of Policy Board Chairperson or duly authorized person. Attach Policy Board Resolution.

Signature

Date

Typed Name

Title

III - E. ASSURANCES/CERTIFICATION OF COMPLIANCE (All Proposers Complete Once)

Assurance of Compliance
With
Title VI of The Civil Rights Act of 1964
Section 504 of the Rehabilitation Act of 1973
And
The Drug Free Workplace Act of 1988

(Proposing Agency's Legal Name)

Agrees that it will comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all requirements and regulations of the Department of Health and Human Services issued pursuant to such laws. The Proposing Agency assures that no person shall on the grounds of race, color, religion, sex, age, national origin, marital status, height, weight, or handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any project or activity for which the Proposing Agency receives financial assistance from the Area Agency on Aging of Western Michigan, Inc.; and agrees that it will immediately take any measures necessary to effectuate this assurance.

Certifies that it will comply with the Drug Free Workplace Act of 1988 and provide a drug free workplace by carrying out the requirements of the Act.

The Drug Free Workplace Act of 1988 requirements include:

- (A) publish a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the workplace and specify the actions that will be taken against employees for violations of such prohibition;
- (B) establish a drug-free awareness program to inform employees about -
 - (i) the dangers of drug abuse in the workplace;
 - (ii) the policy of maintaining a drug-free workplace;
 - (iii) any available drug counseling, rehabilitation, and employee assistance programs; and
 - (iv) the penalties that may be imposed upon employees for drug abuse violations;
- (C) require that each employee, to be engaged in the performance of the contract, be given a copy of the statement required by subparagraph (A);
- (D) notify employees in the statement required by subparagraph (A), that, as a condition of employment on the contract, the employees will -
 - (i) abide by the terms of the statement; and
 - (ii) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction;

- (E) notify AAAWM within 10 days after receiving notice under subparagraph (D)(ii) from an employee or otherwise receiving actual notice of such conviction;
- (F) impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted; and
- (G) make a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (A), (B), (C), (D), (E), and (F).

The Proposing Agency recognizes and agrees that if a contract be extended, it will be in reliance on the representations and agreements made in these assurances/certification, and that the Area Agency on Aging of Western Michigan, Inc., the Aging and Adult Services Agency (AASA), or the United States Government, shall have the right to seek judicial enforcement of these assurances/certification. These assurances/certification are binding on the Proposing Agency, its successors, transferees, and assignees.

Project Director's Signature

Chairperson of Policy Board's Signature
(Or duly authorized person - attach Policy Board resolution)

Project Director - Typed Name

Chairperson of Policy Board - Typed Name

Date

Date

II - D. SERVICE DESIGN AND DESCRIPTION

- Complete this section separately for **EACH** service proposed. (Duplicate this attachment II-D for each service.)

Proposed Service:		
Total Funding Requested: \$ (Service \$ + Start-up \$ = Total Funding)	Service Funding: \$	Start-up Funding: \$
Proposed # of Units:	Proposed # of Clients:	Unit Rate:
Estimated Program Income:	Estimated Cost Share (if applicable):	
<i>Cost Share is required for Adult Day Services & All Respite Services.</i>		
Define Unit (See Service Standards). One unit =		
<p>Could this service be provided in a reduced capacity if not funded at the above request?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No Explain.</p>		

1. Describe how this service is delivered, using a real **client example**:

At a minimum, incorporate the following in your response:

- How the client will find out about and access the service

- Intake process

- How the service will be delivered

- Frequency of the service

- Termination from the service, if applicable

- Other

2. Does your agency currently provide this service: Yes No
If yes, provide the following information:

- List outcomes achieved for the most recent year data is available. Include the timeframe of the outcomes.

- Describe the tool or form that was used to measure the outcomes.

- How were/are the results used?

3. List the outcome measurements planned for FY 2023 for this service.

4. Describe any other quality measures your agency will use for this service.

5. Describe any changes in this service over the past three (3) years and any planned changes for this service that will affect its frequency, quality or delivery.

6. Will any part of the proposed service be sub-contracted? Yes No

If yes, please explain.

7. Start-up for a new service is expected to begin by October 1, 2022. If the requested funding for this service includes start-up costs, please address the following with timeframes and the title of the staff person responsible for each task. Start-up costs are to be included in the total funds requested.

Will you need start-up funds? Yes No

If yes, provide the following information:

- Staffing needs (address hiring and training)

II - E. SERVICE BUDGET

Service: _____

- Complete this section separately for **EACH** service proposed, except for nutrition services. (Duplicate this attachment II-E for each service.)
- We expect all services to request client donations and cost share when applicable.
- The Consumer Price Index and Inflation rates will be considered when looking at any increase in unit rates.

1. Unit Rate Service Budget for October 1, 2022 - September 30, 2023.

1. Service Funding Requested: (Do not include start-up funding.)		\$
2. Units To Be Provided:		
Explain each Expense Line		
A. Administration & Fundraising Expenses		\$
B. Direct Service Cost		\$
C. Equipment & Supplies		\$
D. Other (occupancy, communication, etc.)		\$
Proposed Unit Rate*		\$

Line 1 divided by Line 2 = Proposed Unit Rate

A+B+C+D=Proposed Unit Rate

*The Unit Rate will be the rate at which the program will be reimbursed per unit of service.

2. If you are a current service partner, explain any changes in this unit rate from the FY 2022 unit rate.

UNIT RATE SERVICE BUDGET DETAIL

REVENUES:

Total Funds Requested:

Funds listed here should equal the amount requested in Section II-A.

For Nutrition budget only:

NSIP is Nutrition Services Incentive Program reimbursement provided by the Federal government based on meals served in the previous fiscal year. The final award is based on a formula calculated by AAAWM.

Match:

All funds requested are required to have a 10% match. Match can either be in-kind or cash, however, cash cannot be other Federal funds.

Program Income:

Program income includes all contributions made toward the cost of service by or on behalf of a client for a service. See AAAWM Policies and Procedures Manual for a complete definition. *

EXPENDITURES:

Administration & Fundraising Expenses:

Expenses may include but are not limited to: wages of administrative staff such as supervision, financial, data entry and administrative support, which contribute to the delivery of a typical unit of service. Expenses for activities such as coordinating with the AAAWM, budgeting, scheduling staff, grant writing, collaboration with other agencies, legislative advocacy, staff recruitment, collection of cost sharing (if applicable) and client contributions, quality assurance and accountability are also allowable.

Direct Service Cost:

Expenses included in the cost of directly providing the service(s). This may include wages of direct service staff, direct staff training, direct service supplies, direct service mileage reimbursement, general intake, client assessment, re-assessment and service plan development. No program administration activities are allowable in this section.

Equipment & Supplies:

Equipment is defined as an item with an acquisition cost of \$1,000 or more. For nutrition services only, equipment is defined as an item with a usable life of one (1) year or more regardless of acquisition cost.

Other:

Program costs that cannot be attributed to any other line item.

Proposed Unit Rate:

The Unit Rate will be the funding amount at which the program will be reimbursed per unit of service provided. This unit rate may be negotiated prior to the finalization of the contract.

*The AAAWM Policies and Procedures Manual can be found on our website: www.aaawm.org

END OF SERVICE BUDGET

II – M. Transportation Services

Answer the following questions **ONLY** if you are proposing for this transportation services. Refer to the AAAMM Policies and Procedures Manual and Proposal General Information packet for allowable services.

1. Are your drivers appropriately licensed and vehicles inspected annually?
 Yes No
2. Do you operate on a fixed route?
3. How many clients do you plan to serve?
4. How many vehicles are in your fleet?
5. Do you use volunteer drivers? If yes, will they be providing transportation in their own vehicles?
6. In which counties will you be providing transportation?

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK TO
EXECUTE AN AGREEMENT WITH THE CITY OF GRAND RAPIDS FOR THE
UPGRADING OF TRAFFIC SIGNALS AT THE INTERSECTION OF
EASTERN AVENUE AND 40TH STREET

WHEREAS:

1. The City of Grand Rapids, in cooperation with the Michigan Department of Transportation (MDOT), proposes to reconstruct and upgrade the traffic signals at the intersection of Eastern Avenue and 40th Street.
2. Eastern Avenue is a borderline street between the City of Grand Rapids and the City of Wyoming where the cities share responsibilities equally.
3. The City of Grand Rapids has submitted the attached City-City Agreement outlining the rights and obligations for the parties for the associated project.
4. The anticipated cost for Wyoming's share, based upon the engineer's estimate, is approximately \$33,000, which can be financed out of the Major Streets Fund Account No. 202-441-46300-972.502, but a budget amendment is necessary.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the Mayor and City Clerk to execute the attached Agreement with the City of Grand Rapids for the reconstruction and upgrade of traffic signals at Eastern Avenue and 40th Street.
2. The City Council does hereby approve the attached budget amendment.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on May 2, 2022.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:
Budget Amendment
Staff Report
Agreement

Resolution No. _____

CITY OF WYOMING BUDGET AMENDMENT

Date: May 2, 2022

Budget Amendment No. 076

To the Wyoming City Council:

A budget amendment is requested to appropriate \$33,000 of additional budgetary authority to provide the necessary funds for Eastern Avenue traffic signal improvements at the Eastern and 40th Avenue intersection per the Grand Rapids cost sharing agreement.

<u>Description/Account Code</u>	<u>Current</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<u>Major Streets Fund</u>				
Public Works - Street Maintenance - Capital Outlay Major Street Construction				
202-441-46300-972.502	1,494,429.98	33,000.00		1,527,429.98
Fund Balance/Working Capital (Fund 202)		<u>0.00</u>	<u>33,000.00</u>	

Recommended: Jodi Yonchar
Finance Director

CAFB
City Manager

Motion by Councilmember _____, seconded by Councilmember _____
that the General Appropriations Act for Fiscal Year 2021-2022 be amended by adoption of the
foregoing budget amendment.

Motion carried: Yes _____, No _____

I hereby certify that at a _____ meeting of the Wyoming City Council duly held on
_____ the foregoing budget amendment was approved.

City Clerk

STAFF REPORT

Date: April 20, 2022

Subject: Eastern Avenue Signals Upgrade – City/City Agreement

From: Russ Henckel, Assistant Director of Public Works - Engineering

Date of Meeting: May 2, 2022

RECOMMENDATION:

It is recommended City Council authorize the Mayor and Clerk execute an agreement with the City of Grand Rapids outlining the rights and obligations of each party for the reconstruction and upgrade of traffic signals at the Eastern Avenue and 40th Street intersection in Wyoming. The City of Wyoming's estimated share of the project is \$33,000.

COMMUNITY, SAFETY, STEWARDSHIP:

Wyoming continually maintains streets to promote safe and efficient vehicular travel for the residents of Wyoming. Traffic signals play an important role in maintaining efficient and safe travel throughout Wyoming. The City of Grand Rapids was fortunate to receive funding from MDOT to upgrade traffic signals along Eastern Avenue which is a borderline street adjoining Grand Rapids and Wyoming. The project includes upgrading the traffic signals along Eastern Avenue from 40th Street to Andover Street in Kentwood. The 40th Street intersection is the only signal of this phase located in Wyoming.

DISCUSSION:

Attached is a City–City Agreement between the City of Wyoming and the City of Grand Rapids outlining the rights and obligations associated with the reconstruction and upgrade of traffic signals along Eastern Avenue in Wyoming. The agreement is based upon anticipated costs from the engineer's estimate and participating amounts of the project. Wyoming's share of the \$104,000 project is \$33,000 plus other engineering costs to administer the project.

BUDGET IMPACT:

Funds can be financed out of the Major Streets Fund Account No. 202-441-46300-972.502, but a budget amendment is necessary.

FINANCING AGREEMENT

Eastern Avenue and 40th Street Traffic Signal Upgrades

THIS AGREEMENT is made _____, 2022 between the City of Grand Rapids, a Michigan municipal corporation, 300 Monroe Avenue NW, Grand Rapids, Michigan 49503 (“Grand Rapids”), and the City of Wyoming, a Michigan municipal corporation, 1155 28th Street SW, Wyoming, Michigan 49509 (“Wyoming”).

WITNESSETH

WHEREAS, Grand Rapids and Wyoming desire to upgrade the traffic signals at the intersection of Eastern Avenue with 40th Street in 2022 (the “Project”); and

WHEREAS, the Project will be financed in part by federal funds and Grand Rapids will be designated the requesting party pursuant to agreements between Grand Rapids and the Michigan Department of Transportation (MDOT) in connection with the Project; and

WHEREAS, Eastern Avenue and its intersection with 40th Street are border streets between the cities of Wyoming and Grand Rapids, and it is now necessary for the parties to agree to the cost sharing of the construction and construction engineering, as set forth below.

NOW, THEREFORE, in consideration of the respective covenants contained herein and the aforesaid MDOT agreement, the parties agree as follows:

1. Grand Rapids, on behalf of Wyoming and Grand Rapids, has provided the design engineering services for the Project.

2. Grand Rapids, on behalf of Wyoming and Grand Rapids, will provide the construction engineering and inspection services, construction administration, and staking services for the Project.
3. The total cost and cost sharing for the Project is estimated as shown in Exhibit A. Each party's share of the cost will be based on the actual construction and construction related costs prorated for each category in the manner shown in Exhibit A.
4. Grand Rapids will invoice Wyoming for its portion of the costs for the project design, construction costs and construction inspection fee, estimated to be \$32,484.00 and Wyoming hereby agrees to promptly pay within 30 days actual costs upon receipt of invoices and supporting calculations for the same.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year above first written.

City of Grand Rapids
a Michigan municipal corporation

By. _____
Rosalynn Bliss, Mayor

Attest. _____
Joel H. Hondorp, City Clerk

City of Wyoming
a Michigan municipal corporation

By. _____
Signee

Attest. _____
Signee

EXHIBIT A

	Estimated Total Cost	Estimated Federal Share	Estimated Grand Rapids Share	Estimated Wyoming Share
Construction (Participating)	\$86,210.50	\$71,829.50	-	\$14,381.00
Design Engineering	\$6,583.00	-	-	\$6,583.00
Construction Engin- eering & Admin. (8%)	\$11,520.00	-	-	\$11,520.00
Estimated TOTAL, Construction Phase	\$104,313.50	\$71,829.50	-	\$32,484.00

RESOLUTION NO. _____

RESOLUTION TO ACCEPT A BID FROM HILLARD ELECTRIC, INC.
FOR THE PURCHASE AND INSTALLATION OF A REPLACEMENT SOUND SYSTEM
AT THE WYOMING SENIOR CENTER (WSC) AND TO AUTHORIZE THE
MAYOR AND CITY CLERK TO EXECUTE THE CONTRACT

WHEREAS:

1. As detailed in the attached staff report, the current sound system is operating poorly and impacts our ability to provide quality audio-visual programming to older adults.
2. It is recommended City Council accept the bid for the purchase and installation of the replacement sound system from the bidder, Hillard Electric, Inc., with contract pricing in the total amount of \$9,761.00.
3. Funds for the purchase are available in account number 208-752-75800-973.153.
4. The Wyoming Senior Fellowship Club will be donating funds in the amount of \$5,350.50 to the City of Wyoming to support the expense of this project.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept the bid from Hillard Electric, Inc for the purchase and installation of a replacement sound system at the Wyoming Senior Center in the total amount of \$9,761.00.
2. The City Council does hereby authorize the Mayor and City Clerk to execute the contract.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on May 2, 2022.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Staff Report
Contract

Resolution No. _____

STAFF REPORT

Date: April 20, 2022

Subject: Wyoming Senior Center Sound System Replacement

From: Chad Boprie, Recreation Programmer II

CC: Rebecca Rynbrandt, Director of Community Services

Meeting Date: May 2, 2022

RECOMMENDATION:

It is recommended that the City Council authorize the purchase and installation of a replacement sound system at the Wyoming Senior Center (WSC) in the amount of \$9,761.00 per the bid by Hillard Electric, Inc.

COMMUNITY. SAFETY. STEWARDSHIP:

Well-maintained Park and Recreation facilities directly impact property values, community aesthetics and the economic vitality of the City. The City is committed to providing leisure and recreation opportunities by developing and maintaining green spaces, facilities, and programs to enrich the quality of life for residents.

DISCUSSION:

The existing sound system functions poorly due to the age and placement of the speakers. These factors impact our ability to provide quality audio-visual programming to older adults in the Wyoming community. The proposed system would integrate with our current microphones and projectors for displaying video.

Request for bids for the Wyoming Senior Center sound system replacement were directly solicited to 27 companies. One (1) bid was received from the 15 registered bidders who downloaded the document.

The vendor notified the Wyoming Senior Center that the original equipment quoted in the bid is currently backordered due to supply chain issues. Comparable equipment has been identified and the bid amount has remained the same.

BUDGET IMPACT:

Funds for this project were budgeted for in the capital account number 208-752-75800-973.153.

The Wyoming Senior Fellowship Club will be donating \$5,350.50 to the City of Wyoming to support the expense of this project.

Attached: Contract

Furnish and Install Audio System for the Wyoming Senior Center Community Room

CONTRACT

This Contract is made as of the Effective Date between the City of Wyoming, a Michigan municipal corporation, of 1155 28th Street SW, PO Box 905, Wyoming, MI 49509-0905 ("City") and the Contractor identified below.

Recitals

City requested bids/proposals for the Furnish and Install Audio System for the Wyoming Senior Center Community Room contract (the "Request for Bids/Proposals" that included the bid/proposal requirements, city contract standard terms and conditions, risk allocation and insurance provisions, bonds and lien provisions, specific requirements, bid/proposal form, plans, and project or technical bid specifications) and Contractor submitted the bid/proposal by the required date of April 12, 2022 and related required materials (the "Bid") that was selected by City

"Contract Documents" means this contract, the Bid, the Request for Bids/Proposals including all materials that are part of it, the approving City Council resolution, insurance information meeting contract requirements (including any requested policies, endorsements and certificates), and any required bonds.

"Contractor" means: Hillard Electric, Inc. LEGAL NAME OF COMPANY
BUSINESS NAME / D.B.A., IF DIFFERENT FROM ABOVE
Corporation, MI FORM OF BUSINESS AND STATE IN WHICH FORMED - e.g. partnership, corporation, limited liability company, or professional corporation and the state in which it was formed.
11855 White Creek Ave. STREET ADDRESS
Cedar Springs MI 49319 CITY STATE ZIP CODE

"Effective Date" means the day after the date that (I) the Contract is approved by the City Council and (II) the City receives all bonds, insurance documents, and other documents required from Contractor.

Terms and Conditions

In exchange for the consideration in and referred by this Contract, the parties agree:

- 1. Contractor will provide the materials and services in accordance with the Contract Documents.
2. City will pay the Contractor in accordance with the Contract Documents.
3. This is the only agreement between the parties regarding its subject matter. There are no other agreements, representations or warranties. No terms and conditions apply other than those expressly and fully stated in the Contract Documents. This contract can be amended only in writing signed by both City and Contractor.

City and Contractor have signed this Contract as of the Effective Date.

City of Wyoming

Contractor

By: Jack A. Poll, Mayor

By: Gary Hoffman Signature for Contractor

By: Kelli A. Vandenberg, City Clerk

Gary Hoffman, Communications Manager Printed Name & Title of Person Signing

Date signed:

Date signed: 4/10/2020

Approved as to form:

[Signature]

Scott G. Smith, City Attorney

ORDINANCE NO. 9-22

ORDINANCE TO AMEND CHAPTER 90 OF THE CODE OF ORDINANCES BY AMENDING
SECTIONS 90-424B AND 90-425B IN ARTICLE 4B AND SECTION 90-508 IN ARTICLE 5

THE CITY OF WYOMING ORDAINS:

Section 1. That Chapter 90, Article 4B, Section 90-424B and 90-425B of the Code of Ordinances, City of Wyoming, Michigan is amended to read as follows:

Sec. 90-424B PERMITTED USES

The following uses are permitted in the I-1 light industrial district within an enclosed building:

- (1) The wholesaling, or warehousing of any item except for the sale or leasing of motor vehicles.
- (2) Industrial establishments as follows:
 - (a) The assembly, fabrication, manufacture, packaging or treatment of such products as food products (excluding butchering and animal slaughtering), candy, beverage alcohol production (without accessory dining), drugs, cosmetics and toiletries, musical instruments, optical goods, toys, novelties, electrical instruments and appliances, radios and phonographs; pottery and figurines or other ceramic products using only previously pulverized clay.
 - (b) The assembly, fabrication, manufacture or treatment of such products from the following previously prepared materials: Bone, canvas, cellophane, cloth, cork, felt, fibre, glass, leather, paper, plastics, precious or semiprecious metals or stones, sheet metal (excluding large stampings such as automobile fenders or bodies), shell, textiles, wax, wire, wood (excluding saw and planing mills) and yarns.
 - (c) Tool and die shops; metal-working machine shops involving the use of grinding or cutting tools, manufacturing of tools, dies, jigs and fixtures; publishing, printing or forming of box, carton and cardboard products.
 - (d) Laboratories, research or testing.
 - (e) Central dry cleaning plants and laundries.
- (3) Public utility buildings, telephone exchange buildings and electric transformers.
- (4) Accessory buildings and uses customarily incidental to the above uses.
- (5) Off-street parking.
- (6) Office type uses.
- (7) Billboards, when abutting a freeway or major thoroughfare.
- (8) Municipal buildings and uses.
- (9) Building and construction contractors with no outside storage.
- (10) Distribution Centers

Sec. 90-425B PERMITTED USES AFTER SPECIAL APPROVAL

The following uses may be permitted in the I-1 light industrial district subject to the approval of the planning commission.

- (1) Truck terminals.
- (2) Trucks exceeding 5,500 pounds in vehicle weight and truck trailer sales and display, rental and repair.
- (3) Recreational vehicle storage yards.
- (4) Mineral extraction, borrow pit or topsoil removal.
- (5) Radio, television, microwave or wireless communication towers.
- (6) Service stations, including accessory restaurant uses within the building. Drive-through window

- access may be permitted.
- (7) Athletic training facility.
 - (8) Beverage alcohol production with accessory dining, including breweries, distilleries, and wineries.

Section 2. That Chapter 90, Article 5, Section 90-508 of the Code of Ordinances, City of Wyoming, Michigan is amended to read as follows:

Sec. 90-508 REQUIREMENTS FOR PERMITTED USES AFTER SPECIAL APPROVAL

The following conditions shall be met for all special use approvals granted by the planning commission:

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Adult business	B-2	—	—	—	Not permitted in locations within 500 feet of a church, synagogue or other regular place of religious worship, public or private elementary, preschool or secondary school, public park, childcare center, entertainment business that is oriented primarily toward children or family entertainment; boundary of any residentially zoned district or any legal residential use not located within a residentially zoned district. Not permitted within 1,000 feet of any other adult business. The distance shall be measured from the location of the building or structure housing the adult business to the nearest point of the other building, structure or use or from the nearest lot line of properties in a residentially zoned district or residentially used property.
Amusement machine parlors and pool parlors	B-2	—	—	—	Not permitted within 500 feet of any church.
Automobile car wash establishments	B-2	—	Minimum front yard setback of 40 feet for all structures.	—	Required off-street storage space for at least 4 automobiles per stall for manual or self-service establishments, 10 automobiles per stall for unattended and automatically attended establishments.
Automobile service stations	B-2	14,000 square feet	Minimum lot width of 140 feet	—	Site must be a corner lot abutting at least one major thoroughfare. No drive or curb opening may be located nearer than 20 feet to any interior lot line.

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Breweries, distilleries, canning and chemical plants	I-1, I-2	—	—	—	Special consideration of accessory dining and potential odor or pollution nuisances.
Cemeteries	R-1, R-2, R-3, ER, R-7	40 acres	All structures to be minimum of 100 feet from any lot line.	—	
Cocktail lounges, night clubs, taverns	B-2, B-3	—	—	—	Not permitted within 500 feet of any church or school.
Commercial greenhouses exceeding 1,000 square feet (see “Commercial greenhouses” & “of less than 1000 sq. ft.”)	R-1, R-2, R-3, ER, R-7, B-2, B-3	1 acre	All structures to be minimum of 40 feet from all lot lines.	—	—
Community centers	ER, R-1, R-2, R-3, R-4, R-7, B-2, B-3	—	—	—	Must be located on a major thoroughfare or collector street.
Kennels	I-2	5 acres	—	—	All outdoor runs or breeding areas to be enclosed on all sides by an obscuring wall or fence not less than 4 feet in height and located at least 50 feet from any property line.
Mineral extraction, borrow pit, topsoil removal	I-2	—	All structures to be minimum of 100 feet from all property lines.	Submission of screening plan required except for topsoil.	—

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Motor vehicles sales and rental, outdoors	B-2	15,000 square feet	Minimum 7 feet wide greenbelt in front and secondary front yards in Instances where existing buildings on the same lot are devoted to the business and are not expanded. Bumper blocks must be positioned in the adjoining vehicle display area so as to allow no more than 2 feet of vehicle overhang into the greenbelt.	—	—
Nursery schools, day nurseries and child care centers	R-1, R-2, R-3, ER, R-7, B-3, PUD-1	15,000 square feet	Outdoor play of 100 square feet per child for which the facility is designed to care for with a minimum yard area of 1,500 square feet.	Fence at least 4 feet in height to enclose the rear yard.	Lot must front upon a major thoroughfare with drive access directly thereto.
Open air business uses	B-2	10,000 square feet	—	—	—
Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Pawnshops	B-2	—	—	—	Not permitted in locations within 500 feet of an existing pawnshop or secondhand dealer, as measured between property lines.
Private parks, country clubs, golf courses, and golf driving ranges	R-1, R-2, R-3, ER, R-7, PUD-1	5 acres	All structures to be minimum of 100 feet from any lot lines of adjacent residentially zoned districts.	—	—
Public, parochial or private elementary,	R-1, R-2, R-3, R-7, ER	5 acres elementary or K-8, 10 acres	Structure to be minimum of 50 feet from all property lines	—	Site must abut and have all ingress and egress directly to major thoroughfares. Student drop off areas required away

intermediate or high schools		intermediate or high schools	except for additions to existing school buildings having a setback of less than 50 feet, the existing building may be extended along the current setback line		from street right-of-way. Site location sizing and design to minimize impact on adjacent residential uses to degree feasible.
Public utility buildings, telephone exchange buildings, former stations electric trans- and sub-stations, gas regulator stations	All districts	—	—	—	Application must provide evidence of necessity of proposed location.
Radio, television, microwave or wireless communication towers	B-1, B-2, B-3, I-1, I-2 and I-3	—	See sections 90-304 and 90-329	See sections 90-304 and 90-329	See sections 90-304 and 90-329

Section 3. This ordinance shall take effect on _____, 2022.

I certify that this ordinance was adopted by the City of Wyoming at a regular session of the City Council held on _____, 2022.

Kelli A. Vandenberg
Wyoming City Clerk

Ordinance No. 9-22

March 28, 2022

Ms. Kelli A. VandenBerg
City Clerk
Wyoming, MI

Subject: Request to amend Zoning Code Sections 90-424B (Permitted Uses), 90-425B (I-1 Permitted Uses After Special Use Approval), and 90-508 (Requirements for Permitted Uses After Special Use Approval) (Wyoming Planning)

Recommendation: To approve the subject Zoning Ordinance amendments.

Dear Ms. VandenBerg,

The above referenced request was reviewed by the Wyoming Planning Commission at its regular meeting on March 15, 2022. A motion was made by DeLange, supported by Hegyi, to recommend to the City Council adoption of the proposed Section 90-424B, 90-425B and 90-508 text amendments. The motion passed unanimously.

A detailed review of the request is available in the attached Planning Commission minutes and supportive materials. Following please find some general information.

The City of Wyoming restricts where breweries are permitted in the city. Currently, breweries and distilleries are permitted as a special use in the City's I-2 General Industrial district. Staff gets frequent requests to permit breweries in I-1 districts. Upon further research, consideration, and discussion, staff has found that breweries and distilleries may also be compatible for permitted usage within the City's I-1 Light Industrial zoning district and that wineries might also be permitted if breweries and distilleries were recategorized as beverage alcohol production.

I-1 dimensional requirements mirror those of the I-2 zoning district, where beverage alcohol production is already permitted as a special use, so it is expected that these facilities would be able to operate within the district's current dimensional framework. I-1 beverage alcohol production with accessory dining would also share the I-2 requirements for permitted special uses, making it compatible with adjacent residential districts. The requirements for permitted uses after special approval would allow staff to consider accessory dining needs and odor and pollution nuisances that might be unique to beverage alcohol production.

This text amendment would permit beverage alcohol distribution in the I-1 district as a permitted use without accessory dining and as a special use approval when accompanied with accessory dining.

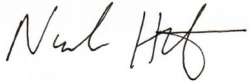
community • safety • stewardship

CITY COUNCIL

Sheldon DeKryger John Fitzgerald Kent Vanderwood Marissa Postler Robert Postema Sam Bolt
Jack A. Poll, Mayor

During the public hearing no members of the public spoke on the proposed ordinance.
The proposed zoning code text amendment is attached.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Nicole Hofert". The signature is fluid and cursive, with a long horizontal stroke extending from the end.

Nicole Hofert, Director
Department of Planning and Economic Development

Cc: Curtis Holt, City Manager

Meagher stated that there is a shared agreement with the lot to the North of the property. The Developer is working with the City Engineer to meet the standards.

Goodheart asked about the extension of the sanitary sewer to the existing building.

John Casserly, Nederveld, 217 Grandville Ave SW, Grand Rapids, MI 49503, introduced himself as the Engineer and said that the existing building in the rear does not have sanitary, the building currently has a septic tank. New sanitary lateral will be connected to the existing building as well as the new building. The existing building does have domestic water and a new fire service will be installed.

Goodheart noted the City Engineer's comments regarding the storm water basin and asked if the conditions can be met.

Casserly said and that they have already submitted new plans to the City Engineering Department meeting the conditions. Casserly spoke about how the parcel to the South drains onto this property, so they are working on a deed restriction with the property to the North and South to allow for grading, storm water discharge, and access encroachment. Casserly noted that the gravel area on the North side of the property is intended as extra room for trucks to turn.

Goodheart asked if the gravel area is for the tractor part of the truck.

Casserly stated that this repair facility is only for the servicing of the cab part of truck and not the trailer.

Micole asked if they sell the truck cabs on the site.

Casserly stated that he did not believe they did, but he would need to check on that since he is not for certain.

A vote on the motion carried unanimously.

AGENDA ITEM NO. 4

Request to amend Zoning Code Sections 90-424B (Permitted Uses), 90-425B (I-1 Permitted Uses After Special Approval), and 90-508 (Requirements for Permitted Uses After Special Use Approval) (Wyoming Planning Staff)

Smith explained that The Wyoming [re]Imagined Master Plan was adopted by the City in March of 2021. Since its adoption, staff has been working to better align the City's Zoning Code with the vision set forth in this comprehensive plan. Through this review process, staff has identified that beverage alcohol production (including breweries, distilleries, and wineries) may be compatible

with the I-1 zoning district as a permitted special use.

Smith explained that in the past, staff has received inquiries from potential business owners regarding the permitted zoning districts for establishing breweries in the City. Currently, breweries and distilleries are permitted as a special use in the City's I-2 General Industrial district. Upon further research, consideration, and discussion, staff has found that breweries and distilleries may also be compatible for permitted usage within the City's I-1 Light Industrial zoning district and that wineries might also be permitted if breweries and distilleries were recategorized as beverage alcohol production.

Smith explained that the I-1 dimensional requirements mirror those of the I-2 zoning district, where beverage alcohol production is already permitted as a special use, so it is expected that these facilities would be able to operate within the district's current dimensional framework. I-1 beverage alcohol production with accessory dining would also share the I-2 requirements for permitted special uses, making it compatible with adjacent residential districts. The requirements for permitted uses after special approval would allow staff to consider accessory dining needs and odor and pollution nuisances that might be unique to beverage alcohol production.

Smith said that the I-1 zoning district also already allows food, candy, and drug production as permitted uses. Upon further research, consideration, and discussion, staff has found that beverage alcohol production without accessory dining may be appropriate as a permitted use.

Smith shared that in reference to the Master Plan's Future Land Use Map, a majority of the City's I-1 districts are classified as business parks. Beverage alcohol production would align with this future land use designation. Permitting this usage in business parks may also help achieve the Master Plan's theme of equity and inclusion by promoting the growth of stable employment centers.

Smith said that the Development Review Team recommends that Planning Commission adopt the recommended text amendment to Zoning Code *Sections 90-424B, 90-425B and 90-508* and recommends the same to City Council.

Micele opened the public hearing at 8:32 PM. There was no public comment and the public hearing was closed.

A motion was made by DeLange, supported by Hegyi, to adopt the recommended text amendment to Zoning Code *Sections 90-424B, 90-425B and 90-508* and recommends the same to City Council.

A vote on the motion carried unanimously.

I-1 Light Industrial District

Sec. 90-424B PERMITTED USES

The following uses are permitted in the I-1 light industrial district within an enclosed building:

- (1) The wholesaling or warehousing of any item except for the sale or leasing of motor vehicles.
- (2) Industrial establishments as follows:
 - (a) The assembly, fabrication, manufacture, packaging or treatment of such products as food products (excluding butchering and animal slaughtering), candy, **beverage alcohol production (without accessory dining)**, drugs, cosmetics and toiletries, musical instruments, optical goods, toys, novelties, electrical instruments and appliances, radios and phonographs; pottery and figurines or other ceramic products using only previously pulverized clay.
 - (b) The assembly, fabrication, manufacture or treatment of such products from the following previously prepared materials: Bone, canvas, cellophane, cloth, cork, felt, fibre, glass, leather, paper, plastics, precious or semiprecious metals or stones, sheet metal (excluding large stampings such as automobile fenders or bodies), shell, textiles, wax, wire, wood (excluding saw and planing mills) and yarns.
 - (c) Tool and die shops; metal-working machine shops involving the use of grinding or cutting tools, manufacturing of tools, dies, jigs and fixtures; publishing, printing or forming of box, carton and cardboard products.
 - (d) Laboratories, research or testing.
 - (e) Central dry cleaning plants and laundries.
- (3) Public utility buildings, telephone exchange buildings and electric transformers.
- (4) Accessory buildings and uses customarily incidental to the above uses.
- (5) Off-street parking.
- (6) Office type uses.
- (7) Billboards, when abutting a freeway or major thoroughfare.
- (8) Municipal buildings and uses.
- (9) Building and construction contractors with no outside storage.

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs 	
6. Off-street Parking	7. Signs	8. Alternative & Renewable Energies	9. Nonconformities	10. Appeals and Administration	11. Form Based Code
Use Table	Zoning Map				

Article 4B – I-1 Zoning District
CITY OF WYOMING ZONING ORDINANCE

(Code 1983, § 60.60; Ord. No. 2-96, § 2, 2-20-96; Ord. No. 06-06, § 1, 2-6-06; Ord. No. 03-07, § 3, 2-5-07)

Sec. 90-425B PERMITTED USES AFTER SPECIAL APPROVAL

The following uses may be permitted in the I-1 light industrial district subject to the approval of the planning commission.

- (1) Truck terminals.
- (2) Trucks exceeding 5,500 pounds in vehicle weight and truck trailer sales and display, rental and repair.
- (3) Recreational vehicle storage yards.
- (4) Mineral extraction, borrow pit or topsoil removal.
- (5) Radio, television, microwave or wireless communication towers.
- (6) Service stations, including accessory restaurant uses within the building. Drive-through window access may be permitted.
- (7) Athletic training facility.
- (8) Beverage alcohol production with accessory dining, including breweries, distilleries, and wineries.

(Code 1983, § 60.61; Ord. No. 21-98, § 6, 10-5-98; Ord. No. 8-12, § 1, 7-2-12; Ord. No. 12-13, § 2, 9-3-13)

Sec. 90-426B OPEN STORAGE

All manufacturing activities in the I-1 light industrial district shall be conducted within an enclosed building, except that external storage of materials shall be permitted, provided that the storage area shall be visibly screened from all streets and adjoining commercial and residential properties with a noncombustible fence or wall, or with a non-deciduous planted screen, at least five feet in height and at least 80 percent solid, and of such design and constructed of such material and maintained in such a manner as shall be in keeping with the character of the area. In instances where the building inspector determines that any wall required by this chapter will satisfy any portion of this open storage screening requirement, the building inspector may waive such applicable portion of this open storage screening requirement.

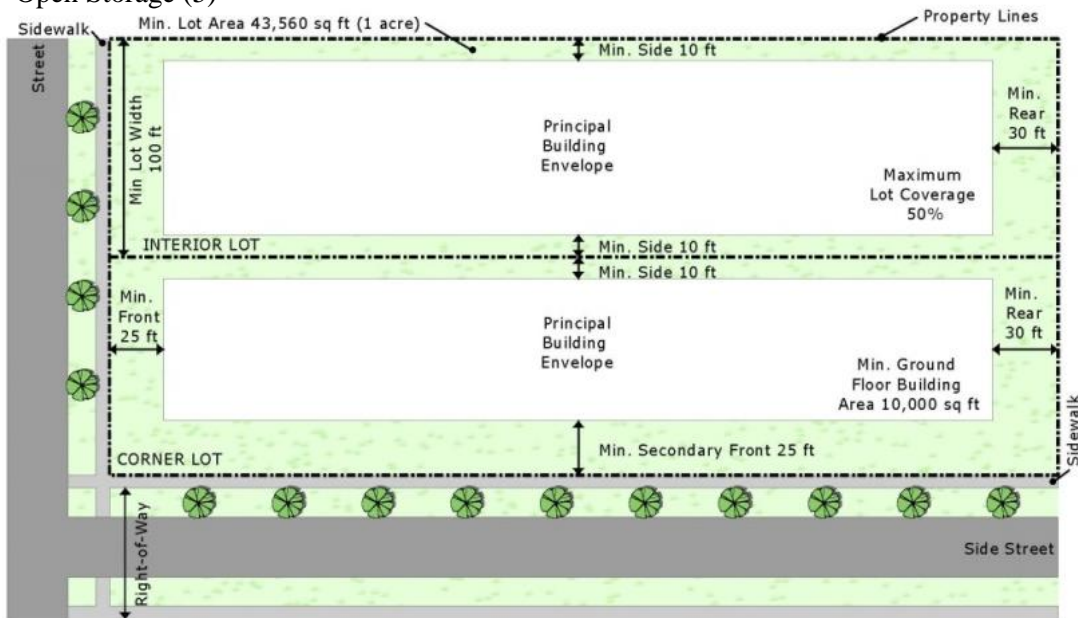
(Code 1983, § 60.62)

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review	<ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs
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Use Table	Zoning Map				

Sec. 90-427B DEVELOPMENT STANDARDS

Minimum Lot Area	43,560 sq ft
Minimum Lot Width (3)	100 ft
Minimum Front Yard (1)(3)	25 ft
Minimum Rear Yard (4)	30 ft
Minimum Side Yard (2)(4)	10 ft

Minimum Ground Floor Building Area	10,000 sq ft
Maximum Building Height	45 ft
Maximum Lot Coverage	50%
Open Storage (5)	



Sec. 90-428B SPECIFIC REQUIREMENTS

- (1)
 - (a) For the secondary front yard, there shall be a minimum setback of 25 feet.
 - (b) Parking shall not be permitted in the required front yard and secondary front yard setbacks, except that parking may be permitted in conjunction with site plan approval in that portion of the required front yard located more than 25 feet from the street right-of-way of property which abuts 28th Street.
 - (c) A landscaped greenbelt, as described in Section 90-328, shall be provided in the required front yard and secondary front yard unless parking is otherwise permitted as noted above.

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review	<ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs
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Use Table	Zoning Map				

Article 4B – I-1 Zoning District
CITY OF WYOMING ZONING ORDINANCE

- (2) For the side yard property which abuts a residentially zoned district, the minimum side yard setback shall be 25 feet of which a minimum of ten feet shall be landscaped.
- (3) For all properties which border 28th Street, the front lot line shall be deemed as bordering 28th Street, the minimum front yard shall be 50 feet, the minimum lot width shall be 100 feet and the minimum lot depth shall be 200 feet.
- (4) Where an I-1 light industrial district borders a residentially zoned district, excepting where there is a public street or alley located between the districts, there shall be provided along the lot line bordering the residentially zoned district a solid fence or ornamental wall six feet in height above grade constructed of wood, concrete block, brick or comparable material on which there shall be no advertising. However, such fencing shall be reduced to a height of three feet for the nearest 20 feet in length that is perpendicular to a public street right-of-way. Where a public alley is located between the I-1 light industrial district and the residentially zoned district, no fence or wall is required in those locations where a building housing a permitted use is located adjoining the alley or where driveway access is provided to the public alley. Where a public street is located between the I-1 light industrial district and the residentially zoned district, no fence is required.
- (5) All manufacturing activities in the I-1 light industrial district shall be conducted within an enclosed building, except that external storage of materials shall be permitted, provided that the storage area shall be visibly screened from all streets and adjoining commercial and residential properties with a noncombustible fence or wall, or with a non-deciduous planted screen, at least five feet in height and at least 80 percent solid, and of such design and constructed of such material and maintained in such a manner as shall be in keeping with the character of the area. In instances where the building inspector determines that any wall required by this chapter will satisfy any portion of this open storage screening requirement, the building inspector may waive such applicable portion of this open storage screening requirement.

Sec. 90-429B ADDITIONAL REGULATIONS

(1) General Requirements

- (a) Façade Standards. Section 90-322
- (b) Accessory Buildings. Section 90-311
- (c) Fence Regulations. Section 90-312
- (d) Landscaping for non-residential uses. Section 90-328
- (e) Projections into yards. Section 90-306
- (f) Screening of roof top equipment. Section 90-318
- (g) Signs. Article 7
- (h) Off-street parking. Article 6
- (i) Mechanical Appurtenances. Section 90-310
- (j) Dwellings in non-residential zones. See Section 90-319
- (k) Refuse disposal. Section 90-321

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review	<ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs
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Article 4B – I-1 Zoning District
CITY OF WYOMING ZONING ORDINANCE

- (2) Development Procedures**
 - (a) Special land uses. Section 90-507
 - (b) Site Plan. Section 90-500
 - (c) Site Condominiums. Section 90-509

- (3) Administration and Enforcement**
 - (a) Board of Zoning Appeals. Article 10
 - (b) Permits. Section 90-1008
 - (c) Non-conforming lot and uses. Article 9

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none">• Site Plans• Special Land Uses• Condominiums• PUDs	
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Article 5 – Development Review
CITY OF WYOMING ZONING ORDINANCE

- (a) The possible substantial and permanent adverse effect on neighboring property.
 - (b) The consistency with the spirit, purpose and intent of this chapter.
 - (c) The possible adverse effect upon traffic as related to the streets, churches, schools and any buildings within the immediate area.
 - (d) The tendency of the proposed use to create any type of blight within the immediate area.
 - (e) The economic feasibility for the area.
 - (f) Any other factor as may relate to the public health, safety and welfare for persons and property.
 - (g) That all other provisions of this chapter are met for the proposed use.
- (4) Prior to granting approval for or denying a special use application, the planning commission shall make findings of fact as to the above standards. If the planning commission fails to make findings of fact as required by this section, the special use shall be null and void and no building or occupancy permit shall be issued.
- (5) If any property functioning under a special use approval status ceases to be utilized for said special use for a continuous period of more than one year, then said special use status shall automatically be voided. Any application to reintroduce said special use must be processed in the same manner as a new special use, as required in this section.

Sec. 90-508 REQUIREMENTS FOR PERMITTED USES AFTER SPECIAL APPROVAL

The following conditions shall be met for all special use approvals granted by the planning commission:

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs 	
6. Off-street Parking	7. Signs	8. Alternative & Renewable Energies	9. Nonconformities	10. Appeals and Administration	11. Form Based Code
Use Table	Zoning Map				

Article 5 – Development Review
CITY OF WYOMING ZONING ORDINANCE

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Adult business	B-2	—	—	—	Not permitted in locations within 500 feet of a church, synagogue or other regular place of religious worship, public or private elementary, preschool or secondary school, public park, childcare center, entertainment business that is oriented primarily toward children or family entertainment; boundary of any residentially zoned district or any legal residential use not located within a residentially zoned district. Not permitted within 1,000 feet of any other adult business. The distance shall be measured from the location of the building or structure housing the adult business to the nearest point of the other building, structure or use or from the nearest lot line of properties in a residentially zoned district or residentially used property.
Amusement machine parlors and pool parlors	B-2	—	—	—	Not permitted within 500 feet of any church.
Automobile car wash establishments	B-2	—	Minimum front yard setback of 40 feet for all structures.	—	Required off-street storage space for at least 4 automobiles per stall for manual or self-service establishments, 10 automobiles per stall for unattended and automatically attended establishments.
Automobile service stations	B-2	14,000 square feet	Minimum lot width of 140 feet	—	Site must be a corner lot abutting at least one major thoroughfare. No drive or curb opening may be located nearer than 20 feet to any interior lot line.

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs 	
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Use Table	Zoning Map				

**Article 5 – Development Review
CITY OF WYOMING ZONING ORDINANCE**

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Breweries, distilleries, canning and chemical plants	I-1, I-2	—	—	—	Special consideration of accessory dining and potential odor or pollution nuisances.
Cemeteries	R-1, R-2, R-3, ER, R-7	40 acres	All structures to be minimum of 100 feet from any lot line.	—	
Cocktail lounges, night clubs, taverns	B-2, B-3	—	—	—	Not permitted within 500 feet of any church or school.
Commercial greenhouses exceeding 1,000 square feet (see “Commercial greenhouses” & “of less than 1000 sq. ft.”)	R-1, R-2, R-3, ER, R-7, B-2, B-3	1 acre	All structures to be minimum of 40 feet from all lot lines.	—	—
Community centers	ER, R-1, R-2, R-3, R-4, R-7, B-2, B-3	—	—	—	Must be located on a major thoroughfare or collector street.
Kennels	I-2	5 acres	—	—	All outdoor runs or breeding areas to be enclosed on all sides by an obscuring wall or fence not less than 4 feet in height and located at least 50 feet from any property line.
Mineral extraction, borrow pit, topsoil removal	I-2	—	All structures to be minimum of 100 feet from all property lines.	Submission of screening plan required except for topsoil.	—

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs 	
6. Off-street Parking	7. Signs	8. Alternative & Renewable Energies	9. Nonconformities	10. Appeals and Administration	11. Form Based Code
Use Table	Zoning Map				

Article 5 – Development Review
CITY OF WYOMING ZONING ORDINANCE

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Motor vehicles sales and rental, outdoors	B-2	15,000 square feet	Minimum 7 feet wide greenbelt in front and secondary front yards in Instances where existing buildings on the same lot are devoted to the business and are not expanded. Bumper blocks must be positioned in the adjoining vehicle display area so as to allow no more than 2 feet of vehicle overhang into the greenbelt.	—	—
Nursery schools, day nurseries and child care centers	R-1, R-2, R-3, ER, R-7, B-3, PUD-1	15,000 square feet	Outdoor play of 100 square feet per child for which the facility is designed to care for with a minimum yard area of 1,500 square feet.	Fence at least 4 feet in height to enclose the rear yard.	Lot must front upon a major thoroughfare with drive access directly thereto.
Open air business uses	B-2	10,000 square feet	—	—	—

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs 	
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**Article 5 – Development Review
CITY OF WYOMING ZONING ORDINANCE**

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Pawnshops	B-2	—	—	—	Not permitted in locations within 500 feet of an existing pawnshop or secondhand dealer, as measured between property lines.
Private parks, country clubs, golf courses, and golf driving ranges	R-1, R-2, R-3, ER, R-7, PUD-1	5 acres	All structures to be minimum of 100 feet from any lot lines of adjacent residentially zoned districts.	—	—
Public, parochial or private elementary, intermediate or high schools	R-1, R-2, R-3, R-7, ER	5 acres elementary or K-8, 10 acres intermediate or high schools	Structure to be minimum of 50 feet from all property lines except for additions to existing school buildings having a setback of less than 50 feet, the existing building may be extended along the current setback line	—	Site must abut and have all ingress and egress directly to major thoroughfares. Student drop off areas required away from street right-of-way. Site location sizing and design to minimize impact on adjacent residential uses to degree feasible.
Public utility buildings, telephone exchange buildings, former stations electric trans-and sub-stations, gas regulator stations	All districts	—	—	—	Application must provide evidence of necessity of proposed location.
Radio, television, microwave or wireless communication towers	B-1, B-2, B-3, I-1, I-2 and I-3	—	See sections 90-304 and 90-329	See sections 90-304 and 90-329	See sections 90-304 and 90-329

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs 	
6. Off-street Parking	7. Signs	8. Alternative & Renewable Energies	9. Nonconformities	10. Appeals and Administration	11. Form Based Code
Use Table	Zoning Map				

Article 5 – Development Review
CITY OF WYOMING ZONING ORDINANCE

Use	Zoning Districts Permitted	Minimum Lot Area	Special Minimum Yard Special Requirements	Special Screening Requirements	Other Requirements
Recreation vehicle storage	I-1	5 acres	—	—	Storage area to be enclosed by a solid fence 5 feet in height. Additional height may be permitted for barbed wire cardling.
Secondhand dealers	B-1, B-2, B-3, PUD-1, PUD-2, PUD-3	—	—	—	Business location must be a minimum of 250 feet from another use in this category.
Sanitary landfill sites	I-2	30 acres	—	Submission of screening plan required.	—

Note—The requirements noted in this section are in addition to, or, where in conflict, supersede those general requirements for each zoning district. For all permitted uses after special approval, the planning commission shall conduct a public hearing. Following such hearing, the planning commission may grant approval for such application, provided it shall find the proposal is essential and desirable.

The planning commission may impose such requirements and conditions as may be necessary to protect neighboring property, promote public convenience, health, safety and welfare, or make the use conform more closely with the spirit, purpose and intent of this chapter. In determining other requirements and whether the proposed use is essential and desirable the following information shall be considered by the planning commission:

- (1) The possible substantial and permanent effect on neighboring property.
- (2) The consistency with the spirit, purpose and intent of this chapter.
- (3) The possible effect upon traffic as related to the streets, churches, schools and any buildings within the immediate area.
- (4) The tendency of the proposed use to create any type of blight within the immediate area.
- (5) The economic feasibility for the area.
- (6) Any other factor as may relate to the public health, safety and welfare for persons and property.

(Code 1983, § 60.75; Ord. No. 15-97, §§ 10, 11, 14, 6-16-97; Ord. No. 18-98, § 2, 8-17-98; Ord. No. 21-98, § 9, 10-5-98; Ord. No. 11-99, § 1, 7-6-99; Ord. No. 15-99, § 4, 11-15-99; Ord. No. 12-00, § 3, 7-17-

1. Purpose, Validity, and Scope	2. Definitions	3. General Requirements	4. Zoning Districts	5. Development Review <ul style="list-style-type: none"> • Site Plans • Special Land Uses • Condominiums • PUDs 	
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