

**WORK SESSION AGENDA  
WYOMING CITY COUNCIL MEETING  
CITY COUNCIL CHAMBERS**

**Monday, February 14, 2022, 5:30 P.M.**

- 1) Call to Order**
- 2) Student Recognition**
- 3) Public Comment on Agenda Items (3 minute limit per person)**
- 4) Metro Pattern Crime Team (MPACT)**
- 5) ARPA Funding Survey Results**
- 6) PACE Program Amendment**
- 7) Liquor Licensing Ordinance Amendment**
- 8) Redistricting**
  - Overview**
  - Wards**
- 9) Board and Commission Appointment and Reappointment**
- 10) Budget Presentation**
- 11) Any Other Matters**
- 12) Acknowledgement of Visitors/Public Comment (3 minute limit per person)**

## STAFF REPORT

Date: February 9, 2022

Subject: Metro Pattern Crime Team (MPACT)

From: Captain Timothy Pols

Meeting Date: February 14, 2022

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### **RECOMMENDATION:**

It is recommended the City Council authorize the Mayor and City Clerk to sign the Metro Pattern Crime Team (MPACT) operating agreement.

### **COMMUNITY, SAFETY, STEWARDSHIP:**

The Metropolitan Pattern Crime Team (MPACT) is a newly established, multi-jurisdictional investigative team designed to create a cooperative effort between law enforcement agencies within Kent County for the purpose of investigating incidents relating to significant crime patterns occurring in each participating jurisdiction. The team will be made up of detectives from Wyoming, Kentwood, and Kent County. Because shootings, robberies, burglaries, and other violent crime often cross jurisdictional boundaries, combining our talent and resources with other agencies allows us to be more effective at locating, identifying, apprehending, and prosecuting those individuals who may be involved in these types of crimes in our city.

### **DISCUSSION:**

Violent crime has been on the increase over recent years and one of the goals for the Department of Public Safety is to reduce violent crime. We value our partnerships with other local law enforcement agencies, and we have been the supervisory agency on the Metro Fraud and Identity Theft Team (MFITT) for nearly two decades. The threats facing our communities have shifted since MFITT was established. Commanders from agencies involved with MFITT have been meeting and decided to shift the mission of our collaborative investigative efforts. Rather than investigating fraud and identity theft, the team will now focus on pattern crimes which cross jurisdictional boundaries. The crime patterns being investigated may shift based upon current crime trends and subject to the agreement of commanders from the participating agencies. Likely subjects of investigation by MPACT include, but are not limited to, shootings, robberies, burglaries, catalytic converter thefts, and other organized theft rings or criminal enterprises. Financial crimes and identity theft will be investigated by general case detectives and will no longer be the target of a task force.

Wyoming Police will house and supervise MPACT, contributing a detective sergeant and at least one detective to this effort. We have also been in discussions with the FBI supervisors. They have expressed interest in being involved on MPACT. They have agreed to federally deputize the local law enforcement members which would facilitate federal prosecutions when appropriate. The FBI's involvement would also open up some federally funded overtime funding opportunities. If this comes to fruition, it will be subject of a future staff report.

The attached MPACT agreement further identifies the specific responsibilities of the agencies involved.

**BUDGET IMPACT:**

Signing this agreement will have no budget impact and simply provides resource allocation options for the Public Safety Chief in this collaborative effort to combat violent crime.

## **Metropolitan Pattern Crime Team (MPACT) Operating Agreement**

THIS AGREEMENT is entered into by and between the police agencies of the following jurisdictions: City of Wyoming, City of Kentwood, and County of Kent.

The parties hereto agree as follows:

### **Section I Purpose:**

The Metropolitan Pattern Crime Team (MPACT) is established to create a cooperative effort among the above listed agencies for the purpose of investigating and preparing cases for prosecution relating to significant crime patterns occurring in each participating jurisdiction. The crime patterns being investigated may shift based upon current crime trends and subject to the agreement of commanders from the participating agencies.

### **Section II Responsibilities:**

All agencies acknowledge that MPACT is a joint operation, and each agency will act as a partner to accomplish its common purpose and delegated responsibilities.

The Wyoming Police Department (WYPD) shall provide for the following:

- A building where offices for MPACT can be operationalized.
- Supervisory accountability in the form of a sergeant and/or lieutenant. These supervisors are responsible for the daily operation of MPACT and the reporting of necessary information to participating agencies.
- One or more assigned MPACT detectives.
- Ancillary services including but not limited to the Forensic Science Unit evidence lockers and storage, available surveillance hardware, and electronic evidence collection and analysis through ICAC.
- A sworn crime analyst as an available resource to MPACT detectives.
- Additional detective personnel as available in the event of complex search warrants or other operational needs.

The Kent County Sheriff's Office (KCSO) and Kentwood Police Department (KPD) are responsible for the assignment of at least one detective each to MPACT. The detectives assigned to MPACT by those departments shall remain employees of their respective departments at all times and for all purposes.

Each agency agrees to assume the cost for its representatives, including salaries, cell phone, vehicle maintenance and operating costs, overtime and fringe benefits consistent with its policies. Each agency will also be responsible for the negligence or wrongful acts or omissions of its respective employees. Formal discipline will be the responsibility of the agency for which an employee works.

Each party shall indemnify and defend the other parties, their officials, offices, agents, employees and assigns, from and against all loss, damage or injury, and reasonable costs and

expenses, including attorney fees and costs of any suit related thereto, arising from bodily injury or death of any person, or property damage incurred, resulting from negligent acts or omissions or willful misconduct of the indemnifying parties, their subcontractors, or anyone directly or indirectly employed by them, associated with their performance hereunder.

**Section III Deputation:**

All police officers assigned to MPACT may be appointed as deputy sheriffs by the Kent County Sheriff after review by the Kent County Sheriff. Deputized members of MPACT shall possess all of the law enforcement power of a Deputy Sheriff for the term of their assignment

**Section IV News Releases:**

Formal media releases will be the responsibility of the WYPD. Department heads of the participating agencies will be notified of any pending news release and each agency shall be properly credited with participation. If a news release is area specific and would benefit a participating jurisdiction, the information will be forwarded upon request to that agency for initial release.

**Section V Informants:**

Informant procedures to be utilized by all MPACT personnel are listed in the WYPD Policy and Procedure Manual as identified in Section 400.I.2. Review of this document can be accessed by any participating agency upon request to the MPACT supervisor.

**Section VI Agencies Requesting Membership:**

Any law enforcement agency requesting membership in this agreement must minimally contribute one detective to MPACT. If any additional law enforcement agencies (other than WYPD, KCSO, and KPD) seek to participate in MPACT, this agreement shall be amended to address any relevant issues. Other agencies may collaborate with MPACT on a short-term basis with a specific purpose without requesting membership.

**Section VII Period of Agreement:**

This agreement will remain in effect unless amended in writing and signed by the participating agencies. Any participating agency may withdraw from MPACT at any time. Should this occur, it is recommended that a representative from the withdrawing agency provide written notice of their intent to withdraw to the command of the other participating agencies at least 30 days prior to removing their personnel.

**Section VIII Governmental Immunity:**

Governmental Immunity is not waived by any party to this agreement.

IN WITNESS WHEREOF, the parties hereto acknowledge our participation in the above stated AGREEMENT.

Agency

Signature

Date

City of Wyoming

\_\_\_\_\_  
Mayor Jack Poll

\_\_\_\_\_  
Clerk Kelli VandenBerg

City of Kentwood

\_\_\_\_\_  
Mayor Stephen Kepley

\_\_\_\_\_  
Clerk Dan Kasunic

Kent County Sheriff's Office

\_\_\_\_\_  
Sheriff Michelle LaJoye-Young

# MEMORANDUM

To: Curtis Holt, City Manager

From: Paul Smith, Analytics Project Specialist

Date: February 8, 2022

Subject: American Rescue Plan Act of 2021 Discussion

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## **Background:**

The American Rescue Plan Act of 2021 (“ARPA”) provides funding for state, local, and tribal governments to address the effects of covid on their communities. The City of Wyoming expects to receive \$13.1 million, and, during the October 2021 work session, City Council discussed how these funds might be spent. At that time, Council directed staff to conduct a survey of Wyoming residents to determine what their funding priorities might be.

In November, staff designed a short online survey to gather opinions about ARPA funds from Wyoming residents. The survey was released in December and promoted on City social media accounts. The survey received 55 responses during the 4 weeks that it was open. The results of the survey are attached to this memo.

The Department of Treasury released the “Final Rule” specifying how ARPA funds may be spent by municipalities in early January. This updated guidance provided a safe harbor provision of up to \$10.0 million for municipalities that provides more spending flexibility. In choosing this safe harbor, the City of Wyoming has a balance of approximately \$3.1 million that must be allocated to one of the four eligible uses for ARPA funds: public health; negative economic impact; water, sewer, or broadband infrastructure; or premium pay for frontline workers.

## **Discussion:**

At the February 14<sup>th</sup> Works Session, staff would like to review the results of the survey and seek direction from Council on what priorities they would like staff to focus on going forward.

The survey was composed of three questions. Two of the questions used a list of potential priorities. This list of potential priorities was intended to summarize the much longer list of proposals that was presented to Council in October. This list appeared in a random order for each respondent to minimize biases that list order might introduce.

- Equipping first responders
- Improvements to water and sewer systems
- Community clean-up program
- Improvements to city facilities to address public health
- Assistance with home repairs
- Support for construction of affordable housing
- Improvements to parks
- Grants for improvements to businesses
- Mobile parks and recreation programs

The first question asked respondents to rate these priorities from “Critically Important” to “Not Important.” This question allows Council to see the breadth of support from Wyoming residents for each priority. Equipping first responders received the strongest support with more than 69% of respondents categorizing it as critically important. Improvements to water and sewer systems also saw strong support with more than 47% of respondents classifying it as critically important. With the exception of mobile parks and recreation programs, all priorities listed received broad support with more than 50% of respondents rating them as critically important or somewhat important.

The second question asked respondents to rank these priorities. While the first question showed broad support for most of the priority list, this question forced respondents to prioritize. This allows Council to see that while equipping first responders and improvements to water and sewer systems are still the top priorities for most

people, support for construction of affordable housing and a community clean-up program are the top priorities amongst the other broadly supported options.

The final question was open-ended and asked: “What other concerns or programs would you like your city council to consider for these funds?” Most of the responses to this question reiterated priorities that were already listed. Some responses also suggested that some public engagement might be helpful on a few topics: the City’s work to replace lead water service lines, the operation of the Wyoming Clean Water plant, and the use of ARPA funds in lieu of an income tax.

The full results of the survey have been attached to this memo for reference.

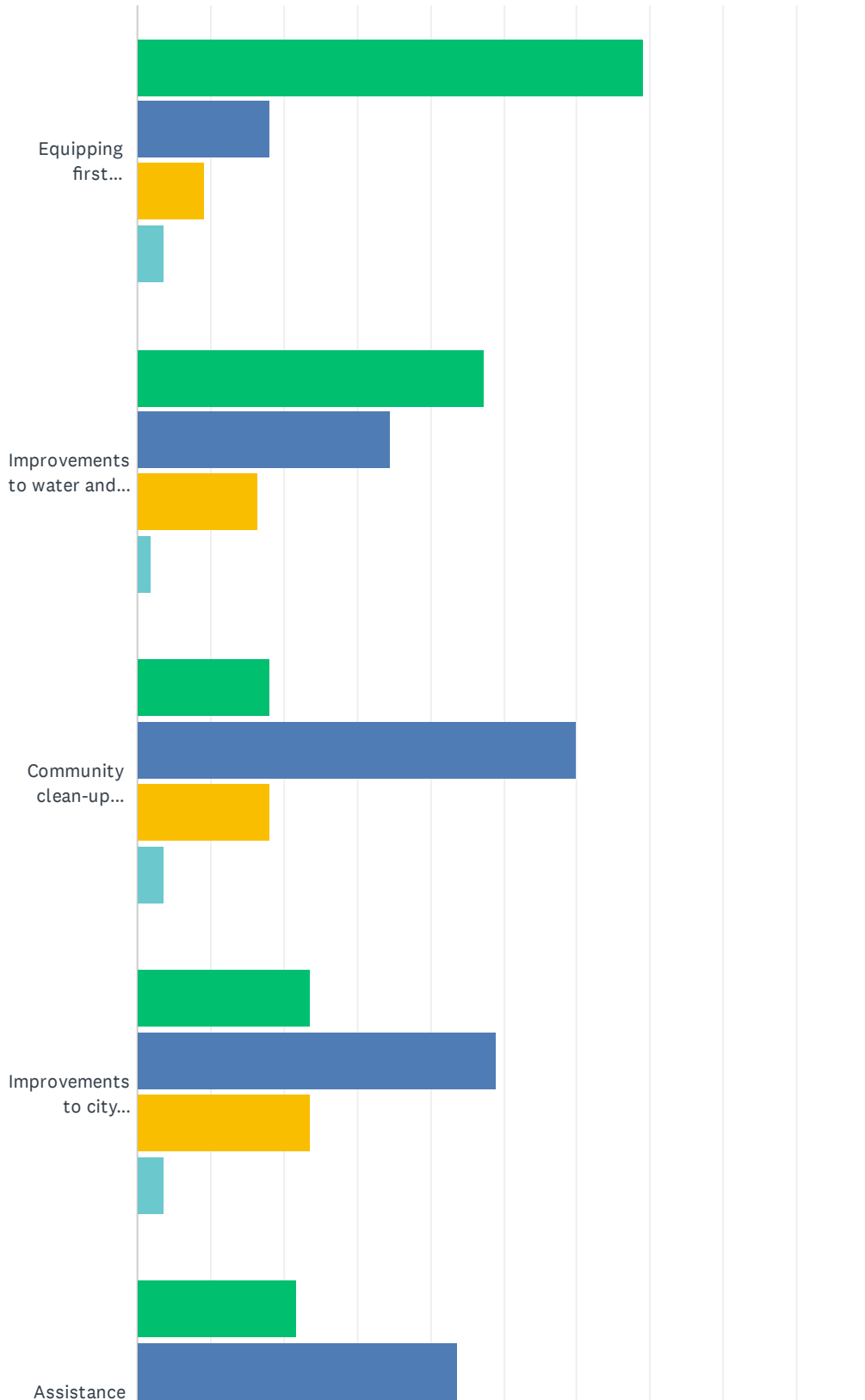
As discussed in the Background section, the City needs to determine the appropriate use of \$3.1 million in ARPA funds that must be dedicated to specific purposes. Of that \$3.1 million, \$143,280 has been spent on the Treasurer’s Office drive-through, Court Building upgrades, City Hall kiosk, Police Flock cameras, and Police desk officer reporting system; and a further \$294,200 is obligated for the Treasurer’s Office drive-through, the Court Building upgrades, and the City Hall kiosk. This leaves a balance of approximately \$2.7 million.

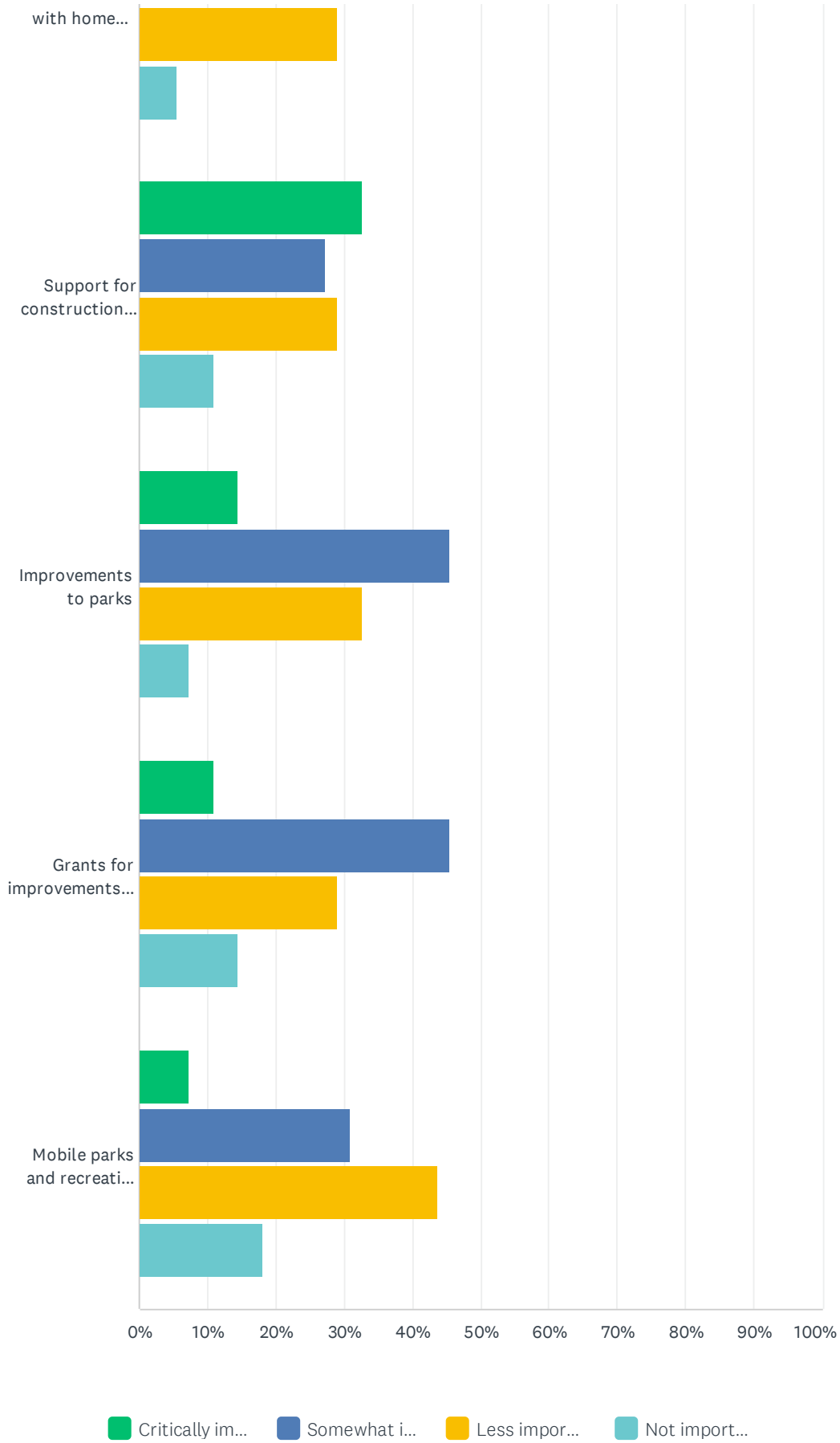
**Recommendation:**

The next step for City staff is to get cost estimates for each of these proposals and look for either public or private partners, where appropriate. City staff would like Council to outline some broad priorities, so that staff can return with a shorter list of more detailed proposals in a future work session.

# Q1 As a resident of Wyoming, how important are the following concerns or programs to you?

Answered: 55 Skipped: 0

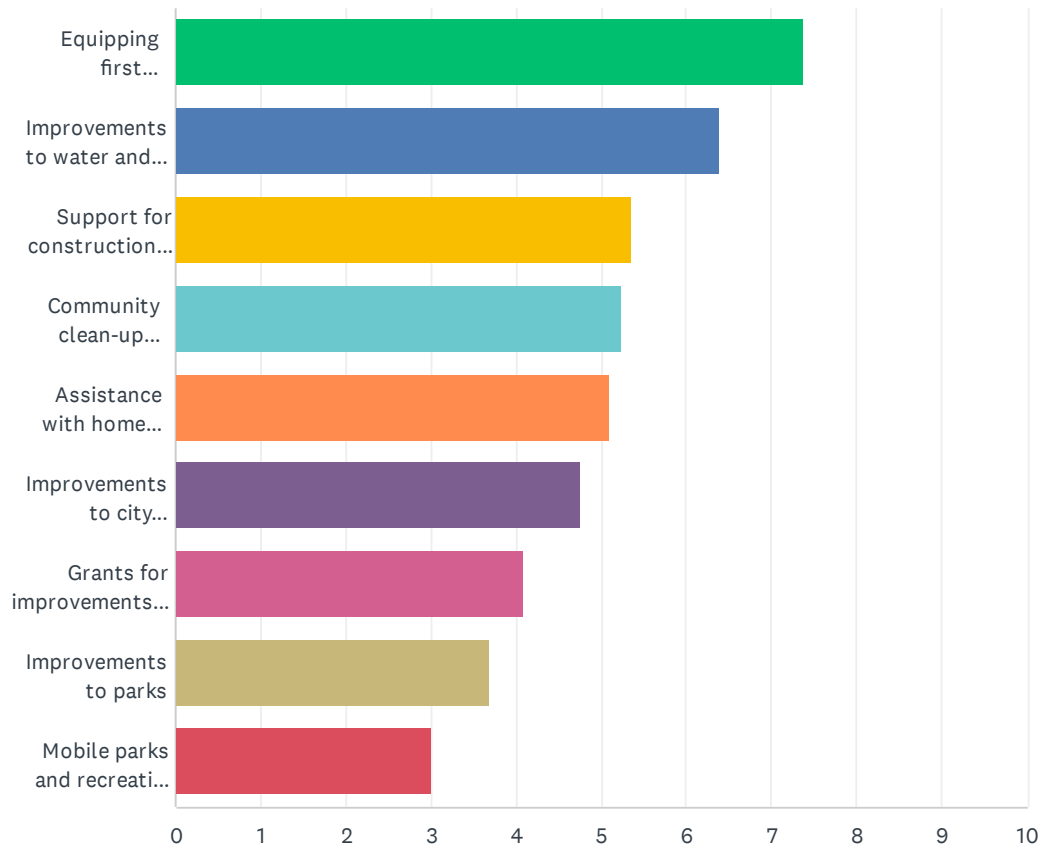




	CRITICALLY IMPORTANT	SOMEWHAT IMPORTANT	LESS IMPORTANT	NOT IMPORTANT	TOTAL	WEIGHTED AVERAGE
Equipping first responders	69.09% 38	18.18% 10	9.09% 5	3.64% 2	55	1.47
Improvements to water and sewer systems	47.27% 26	34.55% 19	16.36% 9	1.82% 1	55	1.73
Community clean-up program	18.18% 10	60.00% 33	18.18% 10	3.64% 2	55	2.07
Improvements to city facilities to address public health	23.64% 13	49.09% 27	23.64% 13	3.64% 2	55	2.07
Assistance with home repairs	21.82% 12	43.64% 24	29.09% 16	5.45% 3	55	2.18
Support for construction of affordable housing	32.73% 18	27.27% 15	29.09% 16	10.91% 6	55	2.18
Improvements to parks	14.55% 8	45.45% 25	32.73% 18	7.27% 4	55	2.33
Grants for improvements to businesses	10.91% 6	45.45% 25	29.09% 16	14.55% 8	55	2.47
Mobile parks and recreation programs	7.27% 4	30.91% 17	43.64% 24	18.18% 10	55	2.73

## Q2 Which programs or concerns are your highest priorities?

Answered: 55 Skipped: 0



	1	2	3	4	5	6	7	8	9	TOTAL	SCORE
Equipping first responders	43.64% 24	25.45% 14	10.91% 6	3.64% 2	5.45% 3	0.00% 0	0.00% 0	5.45% 3	5.45% 3	55	7.38
Improvements to water and sewer systems	18.18% 10	23.64% 13	12.73% 7	10.91% 6	9.09% 5	12.73% 7	10.91% 6	1.82% 1	0.00% 0	55	6.40
Support for construction of affordable housing	20.00% 11	9.09% 5	12.73% 7	9.09% 5	7.27% 4	7.27% 4	14.55% 8	10.91% 6	9.09% 5	55	5.36
Community clean-up program	5.45% 3	9.09% 5	12.73% 7	20.00% 11	18.18% 10	10.91% 6	14.55% 8	5.45% 3	3.64% 2	55	5.24
Assistance with home repairs	3.64% 2	9.09% 5	27.27% 15	10.91% 6	12.73% 7	9.09% 5	3.64% 2	12.73% 7	10.91% 6	55	5.09
Improvements to city facilities to address public health	3.64% 2	3.64% 2	12.73% 7	14.55% 8	23.64% 13	16.36% 9	10.91% 6	5.45% 3	9.09% 5	55	4.75
Grants for improvements to businesses	3.64% 2	12.73% 7	5.45% 3	7.27% 4	12.73% 7	10.91% 6	10.91% 6	16.36% 9	20.00% 11	55	4.09
Improvements to parks	1.82% 1	1.82% 1	3.64% 2	16.36% 9	10.91% 6	16.36% 9	12.73% 7	20.00% 11	16.36% 9	55	3.69
Mobile parks and recreation programs	0.00% 0	5.45% 3	1.82% 1	7.27% 4	0.00% 0	16.36% 9	21.82% 12	21.82% 12	25.45% 14	55	3.00

### Q3 What other concerns or programs would you like your city council to consider for these funds?

Answered: 25 Skipped: 30

#	RESPONSES	DATE
1	<b>Equipping 1st Responders</b> K9 bullet proof vests	12/29/2021 2:56 PM
2	<b>Code Enforcement</b> <b>Equipping 1st Responders</b> <b>Home Repairs</b> More police patrols and enforcement Godfrey Lee improvement and housing inspection	12/27/2021 6:36 PM
3	<b>Road Maintenance</b> Fixing roads.	12/27/2021 2:33 PM
4	<b>Road Maintenance</b> Road repairs.	12/27/2021 10:03 AM
5	<b>Increase GF Balance</b> Divert these funds to fund programs to free up money so we don't have our taxes raised in form of income tax	12/24/2021 9:32 PM
6	<b>Equipping 1st Responders</b> <b>Green Initiatives</b> Gang and crime problems / environmentally friendly things for thr city	12/23/2021 1:55 AM
7	<b>Equipping 1st Responders</b> More patrols means more police officers	12/22/2021 4:10 PM
8	<b>CWP Improvements</b> The water treatment plant on Chicago Drive smells like sewage all summer from OVER A MILE AWAY. Smells strongest in the early morning and after about 10pm. Intoxicating. 2 years ago they supposedly replaced a filter and the smell went away for a single summer. A water treatment plant should not smell at all - let alone from such far distances.	12/22/2021 3:42 AM
9	<b>School Funding</b> Our schools and the issue of bullying	12/22/2021 12:42 AM
10	<b>Unknown</b> Not sure	12/21/2021 9:41 PM
11	<b>Affordable Housing</b> Housing Housing Housing.	12/21/2021 9:16 PM
12	<b>Affordable Housing</b> We need more housing especially affordable housing	12/21/2021 9:07 PM
13	<b>Road Maintenance</b> Fixing roads & improving city services.	12/21/2021 8:12 PM
14	<b>Business Grants</b> Attracting new and diverse business that want to open in Wyoming to fill our vacancies. This will also help bring jobs and clean up vacant spots.	12/21/2021 7:51 PM
15	<b>Unknown</b> N/a	12/21/2021 5:14 PM
16	<b>Programs for LMI Areas</b> I'd like to see a focus on the areas of Wyoming that are residential and lower-income. The panhandle area, Chateau Village, and other areas in South Wyoming quite frankly don't need these funds and programs nearly as much as the Lee, Godwin Heights, and other neighborhoods with similar income levels and demographics.	12/21/2021 5:04 PM
17	<b>Broadband Internet</b> City wide internet access	12/21/2021 10:06 AM
18	<b>Economic Dev</b> Developing site 36 and 28 west	12/21/2021 9:58 AM
19	<b>Unknown</b> Na	12/21/2021 9:25 AM
20	<b>Community Events</b> <b>Equipping 1st Responders</b> Keeping our first responders facilities and equipment up-to-date. Programs and events to promote community interaction and unity	12/16/2021 12:06 PM
21	<b>Economic Dev</b> Road repairs, use of empty buildings and lots	12/15/2021 10:47 PM
22	<b>Community Clean-Up</b> I know we hold a community home/yard clean up every year but I think it would be beneficial if we brought back the curbside home clean up. I believe it would improve the overall look of neighborhoods and assist people who cannot transport their items.	12/15/2021 8:08 PM
23	<b>Equipping 1st Responders</b> Ensuring the city can properly equip and staff the Public Safety Department to be able to adequately respond to the needs of the city while also ensuring the	12/15/2021 1:58 PM

safety and well-being of the Public Safety Department personnel.

24	<span style="background-color: #00b050; color: white; padding: 2px;">Equipping 1st Responders</span> Hire more police/fire dept staff	12/15/2021 1:11 PM
25	<span style="background-color: #00b050; color: white; padding: 2px;">Replace Pb Service Lines</span> Eliminate all Lead Pipes needs to be the absolutely most important. We should not wait for a crisis.	12/15/2021 10:09 AM

## STAFF REPORT

Date: February 9, 2022  
Subject: PACE Program Amendment  
From: Scott Smith, City Attorney  
Meeting Date: February 14, 2022 Work Session

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In May 2017, the Council approved a PACE program under the property assessed clean energy act, 2010 PA 270, MCL 460.931 *et seq.* Essentially, a PACE program allows a property owner to seek a private loan for a clean energy project and the lender can enter into an agreement with the property owner and the city to specially assess the amount of the loan against the property on which the improvements are being made. The only involvement the city has is to levy the assessment unless there is a default and then the special assessment is turned over on the delinquent tax roll just as other special assessments. No public funds are involved. PACE energy improvements include projects like the following:

- i. Insulation in walls, roofs, floors, foundations, or heating and cooling distribution systems.
- ii. Storm windows and doors; multi-glazed windows and doors; heat-absorbing or heat-reflective glazed and coated window and door systems; and additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption.
- iii. Automated energy control systems.
- iv. Heating, ventilating, or air-conditioning and distribution system modifications or replacements.
- v. Caulking, weather-stripping, and air sealing.
- vi. Replacement or modification of lighting fixtures to reduce the energy use of the lighting system.
- vii. Energy recovery systems.
- viii. Day lighting systems.
- ix. Installation or upgrade of electrical wiring or outlets to charge a motor vehicle that is fully or partially powered by electricity.
- x. Measures to reduce the usage of water or increases the efficiency of water usage.
- xi. Any other installation or modification of equipment, devices, or materials approved as a utility cost-savings measure by the City Council.

A local government that implements a PACE program must have a PACE program report that sets out that local government's program requirements consistent with Act 270. Wyoming's program includes two requirements that are proving difficult for the Granger Group as it seeks PACE program funding for the Flats at the Reserve.

One requirement is that the term of the special assessment not exceed the lesser useful life of the improvements or 25 years. Granger's project has an average useful life and an aggregate useful life exceeding 25 years but some of its improvements have useful lives shorter than 25 years. Granger has asked for a change in our program to be more consistent with those in other communities that allow for use of the aggregate useful life of the improvements getting PACE financing.

The second requires that the total amount of the assessment not exceed 50% of the property's assessed value, essentially 25% of its market value. While that may work for renovation projects, that can be a difficult requirement for new construction. Granger is seeking a modification to allow the total loan amount to not exceed 50% of the property assessed value of the time the project is completed.

Assuming the Council has continued interest in a PACE program, these are not unreasonable modifications. If the Council find the concepts to be acceptable, a program amendment and a special assessment agreement consistent with it will be brought to the Council for its consideration.

## STAFF REPORT

Date: February 8, 2022  
Subject: Liquor Licenses  
From: Scott Smith, City Attorney  
Kelli VandenBerg, City Clerk  
Nicole Hofert, Planning and Economic Development Director  
Meeting Date: February 14, 2022 Work Session

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### **RECOMMENDATION:**

Adopt the Ordinance to Amend Chapter 14, Article IV, of the Code of Ordinances, City of Wyoming Michigan, Addressing Licensing of Alcoholic Liquor Businesses.

### **COMMUNITY, SAFETY, STEWARDSHIP:**

Community – This will provide for the issuance of new quota liquor licenses in a manner to further the city center development effort.

Safety – Liquor licenses will continue to be issued and policed in a manner consistent with state law that focuses on safe and responsible business management.

Stewardship – Issuance of new quota liquor licenses to those making significant investments in the city center area may incentivize investment in that area thereby increasing employment opportunities, tax base, and workforce housing units, as well as catalyzing other economic development in the area.

### **BUDGET IMPACT:**

The proposed amendments will not impact the budget.

### **DISCUSSION:**

The most significant change in this article is to establish criteria for issuance of the new quota licenses for establishments selling alcoholic liquor for on-premises consumption that will limit their issuance to those making significant investments in the area of community lying along 28<sup>th</sup> St SW between Clyde Park Ave SW and Burlingame Ave SW.

ORDINANCE NO. \_\_-22

ORDINANCE TO AMEND CHAPTER 14, ARTICLE IV, OF THE CODE OF ORDINANCES,  
ADDRESSING LICENSING OF ALCOHOLIC LIQUOR BUSINESSES

THE CITY OF WYOMING ORDAINS:

Section 1. That Chapter 14, Article IV of the Code of Ordinances, City of Wyoming, Michigan, entitled "Alcoholic Liquor Businesses," is amended in its entirety to read as stated in Exhibit A which is incorporated by reference.

Section 2. That this ordinance shall take effect on \_\_\_\_\_, 2022.

Section 3. That MuniCode shall incorporate this ordinance into the Code of Ordinances, City of Wyoming, Michigan in exactly the format provided without changing any section numbering or other provisions.

Kelli A. Vandenberg  
Wyoming City Clerk

Ordinance No. \_\_-22

## Exhibit A

### **ARTICLE IV. ALCOHOLIC LIQUOR BUSINESSES**

#### **Sec. 14-41. Purpose and interpretation.**

(a) The city recognizes that many persons enjoy the consumption of alcoholic liquor and wish to patronize establishments where alcoholic liquor is sold for on-premises or off-premises consumption. Consequently, many persons seek licenses issued by the state that allow sales of alcoholic liquor for on-premises and/or for off-premises consumption. Once issued, those licenses can have significant value to licensees. The availability of those licenses can be important to those in certain businesses such as those focused on hospitality or certain retail sales. While some licenses can be acquired out of escrow or otherwise transferred, obtaining a liquor license in that manner can be costly. Therefore, new quota licenses for the sale of alcoholic liquor for on-premises consumption that become available in the city due to increases in its population as measured in the decennial United States Census, are especially attractive to those seeking a license for the sale of alcoholic liquor for on-premises consumption.

(b) The city has undertaken significant efforts to reimagine and revitalize its downtown, centered around its city hall complex at the intersection of Michael/DeHoop and 28<sup>th</sup> Street SW and that includes an area roughly bracketed by Clyde Park Ave SW on the east and Burlingame Ave SW on the west, that extends north along DeHoop to Pinery Park, the Wyoming Senior Center, and the Wyoming police building, and extends south along Michael to the Wyoming Branch of the Kent District Library on Michael Ave SW. Those efforts included, for example, investments in city buildings, construction of 28 West Place, tax exemptions to encourage private redevelopment, planning for further redevelopment and infrastructure improvements such as reconfiguring the 28<sup>th</sup> Street SW cross-section and adding pedestrian/bicycling bridges spanning 28<sup>th</sup> Street SW, acquiring property for redevelopment, and plans to connect the area to local and regional trail networks. Beginning in about 2019, private developers have invested over \$60 million in this area.

(c) Accordingly, the city wishes to ensure the new quota licenses for the sale of alcoholic liquor for on-premises consumption that become available in the city due to increases in its population as measured in the decennial United States Census are used to further the city's vision as described in subsection (b) by limiting their issuance to those developments that meet the criteria stated in subsection 14-42(c).

(d) This article shall be interpreted in accordance with applicable federal and state laws, rules, and regulations. Accordingly, if a provision or requirement of this article conflicts with or is determined by a court or governmental agency of competent jurisdiction to violate any federal or state law, rule, or regulation, the conflicting provision of this article is to be interpreted in a manner to avoid that conflict.

#### **Sec. 14-42. Requirements for on-premises consumption licenses.**

(a) Subject to subsection 14-41(d), city approvals required or allowed for issuance or transfer of a license for the sale of alcoholic liquor for on-premises consumption shall be in accordance with this article.

(b) Issuance of licenses for the sale of alcoholic liquor for on-premises consumption shall be in accordance with the numbers allowed by state laws, rules, and regulations, and in accordance with this article.

(c) To the extent the city has the authority to limit their issuance for such reasons, additional quota licenses for the sale of alcoholic liquor for on-premises consumption available to the city due to the 2020 United States Census shall be issued only as follows:

- (1) The premises must be located within an area described by the following boundaries:
  - (i) The eastern boundary is 300 feet east of the east right-of-way line of Clyde Park Ave SW;
  - (ii) The southern boundary is the north right-of-way line of Prairie Parkway SW and Colrain SW;
  - (iii) The western boundary is the east right-of-way line of Burlingame Ave SW; and
  - (iv) The northern boundary is 500 feet north of the north right-of-way line of 28<sup>th</sup> Street SW.

- (2) At least \$1,000,000 has been invested in redevelopment of the premises since 2019.
- (3) The premises is part of a mixed-use redevelopment comprised partly of residential dwelling units or includes extensive renovation of an existing building.
- (4) The licensee will provide seating (indoors only or indoors combined with outdoor seating) for at least 100 patrons.
- (5) The premises complies with the form-based zoning code even if it is in an existing premises that otherwise would not have to meet the form-based code requirements.
- (6) The licensee will sell meals for on-premises consumption, not just “bar-food” or snack items.

(d) To the extent the city has the authority to limit their issuance for such reasons, licenses for the sale of alcoholic liquor for on-premises consumption shall not be issued for any location that meets any of the following criteria. However, the council may waive any of the limitations of this subsection if the council deems it to be in the best interest of the city to do so. The limitations in subsections (d)(1), (2), (3), and (4) do not apply to a premises within the area described in subsection (c)(1).

(1) Within 500 feet of a school unless the school consents or does not object when notice of the application is provided to the school. That distance shall be measured from the nearest point of the school building to the nearest point of the building in which the business is to be conducted.

(2) Within 500 feet of a public park, unless the city or other public entity owning the public park consents or, if it is an entity other than the city, does not object when notice of the application is given to that entity. That distance shall be measured from the nearest point of the public park to the nearest point of the building in which the business is to be conducted.

(3) Within 500 feet of a church, unless the church consents or does not object when notice of the application is provided to the church. That distance shall be measured from the nearest point of the church building to the nearest point of the building in which the business is to be conducted.

(4) Except when the residences are part of a mixed-use development including commercial and residential uses, any property that is in (i) a residentially zoned district under chapter 90 of this Code, or (ii) a zoning district in which residences are permitted and existing under chapter 90 of this Code.

(5) Within 500 feet of any property that is in a residentially zoned district under chapter 90 of this Code unless one or more of the following conditions apply:

(i) The application is accompanied by the written consent of the owners (including all owners of property jointly owned or owned as tenants in the entirety) of a majority of all residentially zoned parcels of property within 500 feet of the proposed location.

(ii) The proposed location is located on a recognized commercial street where at least three-fourths of the frontage within 500 feet on both sides of the street is devoted to some commercial use.

(6) On a street where, by virtue of density of traffic or other conditions, the proposed use could, in the judgment of the council after a recommendation from the city engineer, constitute a traffic hazard.

(7) At any place where, in the judgment of the council following a recommendation by the city manager or public safety director, by reason of insufficient lighting, a lack of police patrol, or other conditions, the proposed use could constitute a nuisance.

(e) Except for those licenses addressed in subsections (c), (f), or (g), the general requirements for licenses for sales of alcoholic liquor for on-premises consumption are:

(1) All licenses must be operated in conjunction with a restaurant as a unit. The same person must be the licensee and the owner of the restaurant business. The primary business must be that of the restaurant, so that more than 50 percent of the gross income must be derived from the restaurant business, exclusive of alcohol sales. A licensee who as of January 1, 1980, did not have a restaurant business in conjunction with the license is exempted from this requirement.

(2) The dining area must have an interior seating capacity to serve at least 50 individuals calculated using 15 square feet per individual.

(3) Counter space or bar space for the dispensing of alcoholic beverages must not exceed 20 percent of the seating capacity for all dining areas.

(4) The combined kitchen and food storage facilities must have square footage equal to at least 50 percent of the square footage for all dining areas.

(5) An architectural or engineered scaled floor plan verifying the above must be provided with the request for a liquor license.

(f) Motels and hotels selling alcoholic liquor for consumption on the premises with either a class A-hotel or a class B-hotel license must have 60 or more guestrooms and a lounge serving at least 25 persons calculated at 15 square feet per person.

(g) Nail salons, day spas, hair salons, and barber shops serving alcohol by the glass to patrons during the performance of services by business personnel or while the patrons are waiting their turn for such services. Hours for serving alcohol in any premises described in this subsection must not begin before 10:00 a.m. on any day and must end before 9:00 p.m. on any day.

#### **Sec. 14-43. Conduct of liquor licensed business.**

All liquor licensees in the city shall comply with the following:

(a) The business personnel of a liquor licensee are responsible for the conduct of its patrons and other occupants.

(b) No disorderly, loud, or boisterous conduct shall be permitted.

(c) There shall be no booths that are (i) completely enclosed, (ii) capable of being either permanently or temporarily completely enclosed or locked, or (iii) with partitions higher than 4-feet from the floor.

(d) A liquor licensee shall not be a nuisance business or meet any of the criteria to be a nuisance business.

#### **Sec. 14-44. Liquor license application and procedure.**

(a) An applicant seeking a state liquor license must file a general business license application as provided in article II of this chapter accompanied by the additional information required by this article and by any information or documentation required under state liquor control laws, rules, or regulations.

(b) Upon receipt of the application, in addition to processing the application as provided in section 14-5, the clerk shall:

(i) Ascertain whether any of the limitations in subsection 14-42(d) might apply to the application to note in communications about the application to city staff and the city council.

(ii) If the application is for a new quota license for the sale of alcoholic liquor for on-premises consumption available to the city due to the 2020 United States Census, ascertain whether the application meets the criteria in subsection 14-42(c).

(iii) Transmit the application to the city's development review team for review and recommendation to the clerk. The development review team's recommendation to the clerk may consider the requirements for a general business license and shall also focus on the character of the neighborhood of the proposed licensed premises, type of license, the type of restaurant or other business, the type of activities, hours of operation, available public safety resources, and possible secondary effects of the proposed liquor licensed business.

(iv) Provide a recommendation to the council that includes the clerk's opinion as to whether the applicant and the business premises comply with this article.

(c) The council may decide to hold a public hearing on the application in which case written notice of the public hearing shall be provided (i) to the applicant, (ii) to all property owners of record of property within

300 feet of the proposed licensed premises, and (iii) occupants of buildings within 300 feet of the proposed licensed premises, at least 15 days prior to the public hearing.

(d) The city council may deny an application or recommend denial if the applicant, the premises, or the application fails to comply with the requirements of this chapter.

(e) Any decision to deny an application under this article may be appealed as provided in section 1-29 of this Code.

#### **Sec. 14-45. Revocation or nonrenewal of license.**

(a) The city manager, clerk, public safety director, city planner, city attorney, or city building official may recommend to the city council that it recommend to the state liquor control commission the denial of any renewal of or the revocation of a liquor license issued to a business in the city for any of the following reasons:

(1) The licensee is a nuisance business or meets the criteria to be a nuisance business.

(2) The licensee failed to comply with a provision of this chapter.

(3) The licensee failed to comply with any state liquor control requirements.

(4) The licensee failed to comply with any other applicable requirement of this Code.

(5) The licensee failed to comply with an applicable law, rule, or regulation.

(6) The licensee failed to adequately provide for the safety and security of its patrons or their property.

(7) The licensee is delinquent in the payment of (i) real or personal property taxes levied against the licensed premises or personal property within it, i(ii) special assessments levied against the licensed premises,(iii) fees or charges for city water or sanitary sewer services provided the licensed premises.

(8) The licensee is otherwise in default to the city.

(9) The licensee's business personnel were found guilty or pled guilty or no contest to criminal charges for activities at the licensed premises that injured or endangered patrons, public officials, the public, or other licensee business personnel, or that resulted in damage to any of their property.

(10) Statements in any documents or information the licensee provided the city under this article were false or inaccurate, or any document or information the licensee provided the city failed to include or fully disclose required information.

(b) Any recommendation under subsection (a) shall be in writing and accompanied by a copy of a written notice to the licensee informing the licensee of the recommendation, the reasons for the recommendation, and the licensee's rights to appeal as provided in section 1-29 of this Code.

(c) If the licensee appeals the recommendation and seeks a hearing, before the council acts on the recommendation made under subsections (a) and (b), the council shall hold a public hearing as provided in section 1-29 of this Code.

(d) After any hearing held as provided in subsection (c) the council may, by resolution, recommend such action be taken by the liquor control commission as the council may deem appropriate. The clerk shall transmit a certified copy of that resolution, together with supporting documents, to the liquor control commission.

#### **Sec. 14-45. Violations.**

(a) A violation of this article is a misdemeanor punishable as provided in section 1-26 of this Code.

(b) The city clerk may issue a notice to any person violating or otherwise failing to comply with any provision of this article a notice to cease and desist its business operations. Any recipient of such a notice shall immediately comply with it.

**Secs. 14-46—14-50. Reserved.**

## MEMORANDUM

Date: February 9, 2022  
Subject: Redistricting – Ward and Precinct Changes  
From: Kelli Vandenberg, City Clerk

Meeting Date: City Council Work Sessions and Regular Meetings in February and March 2022

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For the last year, the Michigan Independent Citizen's Redistricting Commission (MICRC) has been working to develop new district lines for Michigan's Congress and State Senate and House. A similar effort has also occurred in Kent County as it relates to county commission districts. Despite some of these maps still being challenged, it is now time to consider local redistricting needs on the ward and precinct level. State law establishes the timeline for reporting ward and precinct changes and this year, that date is April 4, 2022, or 120 days before the August primary election. Given the delays in the process thus far and the actions required of the Wyoming Election Commission and the City Council, we will have to be aggressive in maintaining our timeline.

Below is a summary of the proposed plans of the MICRC and the Kent County redistricting effort, as well as some of the considerations I will be using to adjust Wyoming's ward and precinct boundaries.

### Federal and State Changes

Wyoming is proposed to change from the 2<sup>nd</sup> Congressional District to the 3<sup>rd</sup> Congressional District. This change encompasses the entire city and as such does not have major implications as it relates to ward and precinct changes.

Similarly, Wyoming's State Senate District will change from 28 to 29. This change also encompasses the entire city and has no major implications for our redistricting efforts.

Finally, Wyoming's State House District will change from 77 to 82 and 83. Wyoming's Precinct 1 falls within State House District 82 and Precincts 2 through 30 fall within State House District 83. While unfortunate that Wyoming could not be kept whole within one house district, for the purposes of redistricting and election processes, this split is more of an administrative nuisance than anything.

### Kent County Commission Changes

Based on the changes proposed by the Kent County redistricting effort, Wyoming will now have five county commission districts instead of four. Only one of the five districts lies entirely within Wyoming. Unfortunately, when these new county commission districts were drawn, they

followed existing precinct lines. This will limit our ability to change ward and precinct boundaries unless we are willing to purposely create splits over county commission districts.

### School Districts

While there are no changes to school district boundaries in the redistricting process, school district boundaries must be considered when drawing new precinct lines in order to minimize splits within precincts. There are seven school districts within the City of Wyoming and currently, there are five precincts that have a school district split (see table).

Precinct	School Districts and # of Voters
5	Godwin Heights (1311) and Kelloggsville (942)
7	Kelloggsville (466) and Wyoming (1654)
8	Kelloggsville (1107), Kentwood (292) and Wyoming (3)
9	Godwin Heights (592) and Wyoming (1979)
19	Godwin Heights (996) and Wyoming (1080)

In these situations, voters within one precinct vote on different school proposals and school board members. When this happens, more than one ballot style must be prepared for the precinct and Clerk's Office staff or election workers must differentiate which ballot style each voter should receive. Obviously, this has been done successfully for many years and many elections, but it is always our goal to minimize splits because they create a ripe environment for error and create additional duties and costs in election administration, not to mention confusion for voters.

### Wards

State law and the city charter provide guidance on ward boundaries; both express wards should be fairly balanced by population. Census data will be considered in the review of ward boundaries, but I will also be working with internal departments to better understand how current and pending housing developments may influence population changes, especially as it relates to Ward 3. I anticipate many of our northern and central areas will see modest population changes given that they are mostly built out, where Ward 3 has opportunity for notable population growth based on current and future housing development.

Changes to ward boundaries must be approved by City Council resolution.

### Precincts

The City of Wyoming currently hosts 30 precincts in 22 locations on Election Day. By state law, a precinct can have no more than 2,999 voters. All of our existing precincts comply with this requirement, as our precincts range in size from roughly 1,000 – 2,500. There is a significant cost

to running a precinct on Election Day and consideration needs to be given to the availability of facilities willing to host elections (which is also regulated by state law), election equipment needs, and the ability to recruit and train election workers. During the last several years, we have seen a marked increase in the use of absentee voting options, which in turn decreased the number of in-precinct voters. This, too, is something I will consider when reviewing precinct sizes.

While I do not want to increase the number of precincts, decreasing the number of precincts is not a priority either, as I am not sure there is adequate evidence yet to reduce the number of precincts. My goal in reviewing precincts will be balancing those that have seen higher growth with those that have not and ensuring those in high growth areas of the city can accommodate additional voters through the next decade. If this process suggests a reduction in the number of precincts is appropriate, it will be an added bonus.

As with wards, state law and the city charter speak to the approval process of precincts. State law indicates the local Election Commission will approve precinct boundaries unless a local charter dictates otherwise. The city charter states the City Council will “from time to time” establish convenient election precincts. To acknowledge these requirements, I will consult with the Election Commission and seek Council’s approval of the proposed precincts.

#### Process and Timeline

I have been working with both the Information Technology Department and REGIS to begin our process of reviewing the initial data. We have only been able to begin our process recently due to the availability of information and the delays that occurred early in the redistricting process. I have a weekly meeting scheduled for the next month with the team at REGIS to ensure this project stays on track. As appropriate, I will consult with other city departments for additional information. I hope to generate maps as the project develops in order to keep Council and staff informed as we progress from the redistricting of wards to the redistricting of precincts.

It is my hope to bring materials to the Election Commission and City Council beginning in February, with finalization in March. Once the necessary approvals are complete, we will begin the process of conveying changes to Kent County and the Secretary of State. Following the May election and hopefully the full implementation of our changes, the Clerk’s Office will begin the voter notification process, which will include mailing new voter identification cards to all 55,000+ voters before the August 2022 election. Quotes were obtained for the cost of printing and mailing new voter ID cards and a supplemental budget request was included in the FY 2021-2022 budget.

## MEMORANDUM

Date: February 9, 2022  
Subject: Redistricting of Wards  
From: Kelli VandenBerg, City Clerk

Meeting Date: City Council Work Sessions and Regular Meetings in February and March 2022

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Our first step in redistricting is evaluation of wards. Overall population is the data point considered in this evaluation and the 2020 Census data is the source of this information.

- The Home Rule City Act provides guidance on the apportionment of wards, calling for local units to “...*provide for wards which are as nearly of equal population as is practicable and contiguous and compact.*”
- The City Charter is a bit ambiguous about apportionment of existing wards, but does encourage this process to “...*take into account not only the population but the various economic, school, political and social interest of the respective areas of the City.*”, when newly annexed areas are added to the city.

Using the above guidance, I have proposed two scenarios for the redistricting of wards. In the first scenario, I rely heavily on the concept of balancing wards by equal population. As they currently exist, our wards are remarkably well balanced, especially given the time that has passed since the last redistricting effort and the development that has occurred during that time. In this case, I propose no change to ward boundaries.

My second proposal relies more heavily on the concept of the factors identified in the City Charter, including economic, school, political and social interests. While the charter attributes these factors to newly annexed properties, it still seems prudent to consider them as it relates to our existing community and ward boundaries. The most significant factor I have taken into consideration is the tremendous amount of residential development occurring in our community and especially in Ward 3.

While several housing developments have reached completion and are occupied, several of these may not be captured in the 2020 Census data. Still many other developments are in-process and are yet to be filled. It is reasonable to assume once this housing is filled, the wards with the greatest amount of ongoing development will see the greatest amount of population growth. With this in mind, this second scenario enlarges Ward 1 by moving (current) Precincts 26 and 27 from Ward 3 to Ward 1. This adjustment increases the initial population of Ward 1 which has limited opportunity for future residential growth. This adjustment also reduces the initial population of Ward 3, which has the greatest opportunity for residential growth. Ward 2 would remain as is. This scenario creates a population imbalance initially but would theoretically come into balance as these residential developments are completed and filled in the next couple of years.

During this initial review of ward boundaries, I am interested in understanding Council's concerns and questions about this process and possible outcomes. While I have reviewed these scenarios and considered many factors, neither is without risk. The first scenario changes nothing and runs the risk of supporting severely imbalanced wards in a short period of time and through the remainder of this decade. The second scenario creates an initial population imbalance and assumes a certain amount of growth will occur to correct that imbalance. And it is possible there are other scenarios that we might wish to explore. I look forward to discussing this with you at the City Council Session on Monday, February 14, 2022.

ATTACHMENTS: Proposed Ward Boundaries – No Change

Proposed Ward Boundaries – Move Pcts. 26 and 27 to Ward 1

# Wyoming Current Wards

## Councilmember Addresses

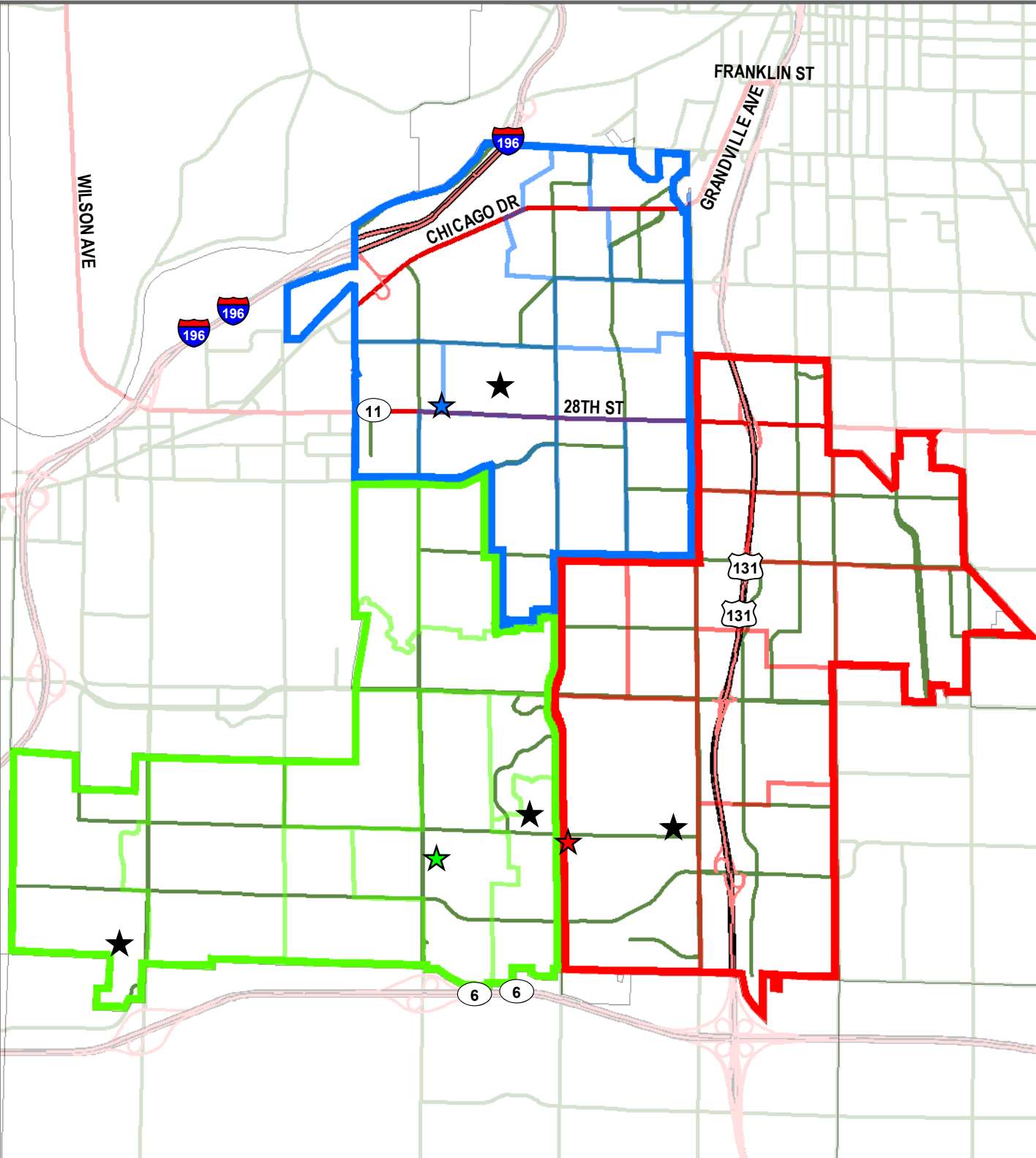
- ★ At-Large
- ★ Ward 1
- ★ Ward 2
- ★ Ward 3

## Wards / Precincts

- 1
- 2
- 3

Total Population		76501	
Ward	Precinct	Total Population	Percent of total Population
1	1	2896	0.0379
1	2	1967	0.0257
1	3	3489	0.0456
1	4	2858	0.0374
1	5	3030	0.0396
1	6	2420	0.0316
1	7	2747	0.0359
1	8	1885	0.0246
1	9	3611	0.0472
<b>Total Ward 1</b>		<b>24903</b>	<b>0.3255</b>
2	10	2989	0.0391
2	11	2741	0.0358
2	12	2191	0.0286
2	13	2368	0.0310
2	14	1810	0.0237
2	15	1637	0.0214
2	16	1791	0.0234
2	17	3310	0.0433
2	18	1957	0.0256
2	19	2644	0.0346
2	20	2341	0.0306
<b>Total Ward 2</b>		<b>25779</b>	<b>0.3370</b>
3	21	4095	0.0535
3	22	1846	0.0241
3	23	2772	0.0362
3	24	3425	0.0448
3	25	2251	0.0294
3	26	1589	0.0208
3	27	1654	0.0216
3	28	2840	0.0371
3	29	2142	0.0280
3	30	3205	0.0419
<b>Total Ward 3</b>		<b>25819</b>	<b>0.3375</b>

76501 total check



# Wyoming Proposed Ward Redraw

## Councilmember Addresses

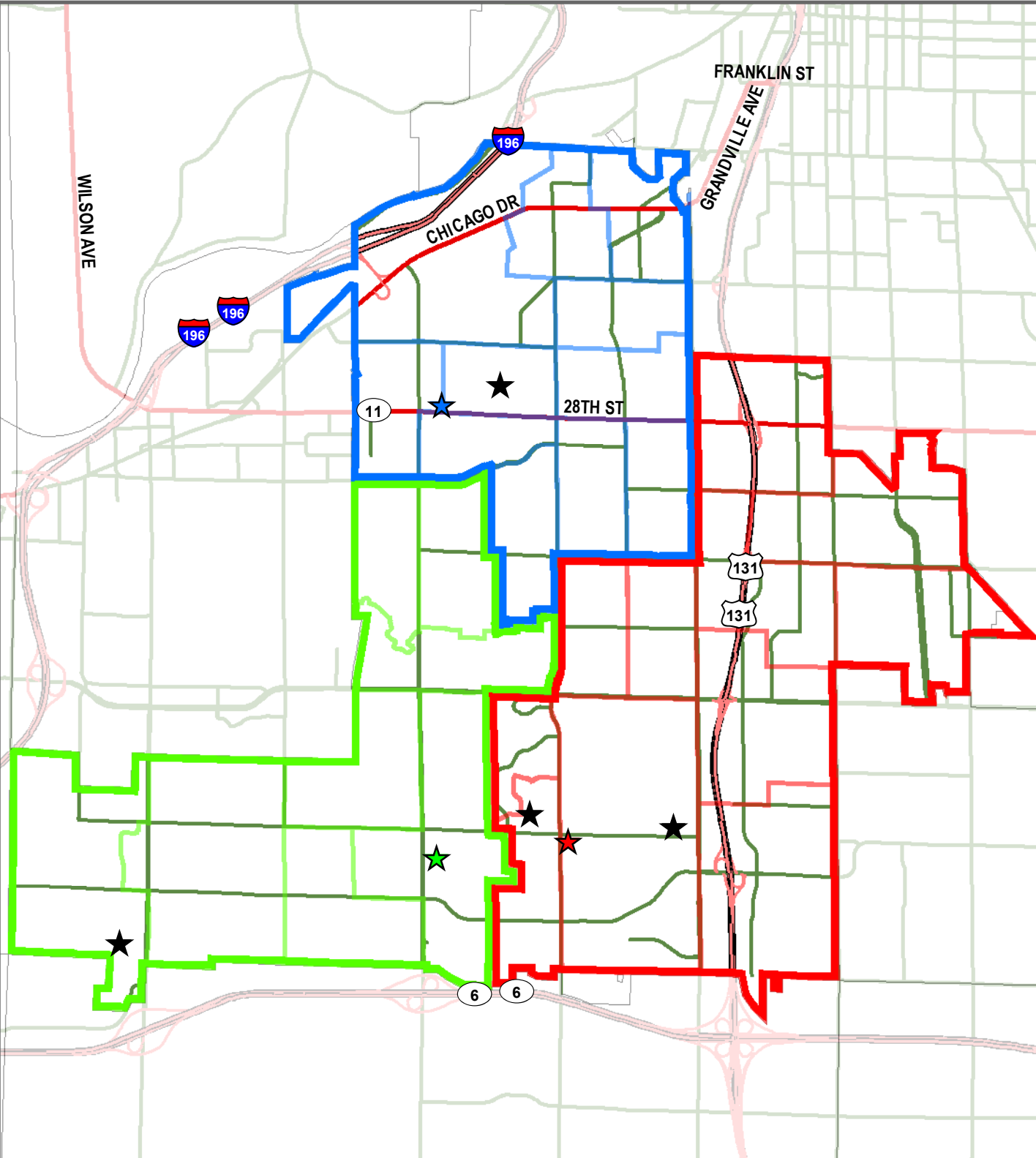
- ★ At-Large
- ★ Ward 1
- ★ Ward 2
- ★ Ward 3

## Wards / Precincts

- 1
- 2
- 3

Total Population		76501	
Ward	Precinct	Total Population	Percent of total Population
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1	4	2858	0.0374
1	5	3030	0.0396
1	6	2420	0.0316
1	7	2747	0.0359
1	8	1885	0.0246
1	9	3611	0.0472
1	26	1589	0.0208
1	27	1654	0.0216
<b>Total Ward 1</b>		<b>28146</b>	<b>0.3679</b>
2	10	2989	0.0391
2	11	2741	0.0358
2	12	2191	0.0286
2	13	2368	0.0310
2	14	1810	0.0237
2	15	1637	0.0214
2	16	1791	0.0234
2	17	3310	0.0433
2	18	1957	0.0256
2	19	2644	0.0346
2	20	2622	0.0343
<b>Total Ward 2</b>		<b>26060</b>	<b>0.3406</b>
3	21	3702	0.0484
3	22	1846	0.0241
3	23	2884	0.0377
3	24	3425	0.0448
3	25	2251	0.0294
3	28	2840	0.0371
3	29	2142	0.0280
3	30	3205	0.0419
<b>Total Ward 3</b>		<b>22295</b>	<b>0.2914</b>

76501 total check



## STAFF REPORT

Date: February 9, 2022  
Subject: Board and Commission Appointment and Reappointment  
From: Kelli Vandenberg, City Clerk  
Meeting Date: February 14 and February 21, 2022

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**BACKGROUND:**

City Council Policy requires all board and commission appointments and reappointments to be reviewed at a work session prior to the City Council acting on those appointments and reappointments.

**RECOMMENDATION:**

It is recommended the City Council appoint and reappoint members presented for positions on boards and commissions and recognize those who have served whose terms have concluded.

**COMMUNITY, SAFETY, STEWARDSHIP:**

Community – Community is served when (i) community members serve on city boards and commissions, (ii) when board and commission members have needed qualifications and desired abilities and characteristics, and (iii) when boards and commissions broadly reflect the community.

Safety – These actions will not affect safety.

Stewardship – These actions will not affect stewardship issues.

**DISCUSSION:**

The following board member has an expiring term and he has been recommended for reappointment:

Board/Commission	Appt'd by:	Member	Term Ends
Economic Development/Brownfield Authority	Mayor	Barrett Walquist	02/13/2022

The Mayor and staff supporting this board supports the reappointment of this expiring member and Mr. Walquist has indicated interest in continuing to serve. Mr. Walquist was initially appointed on June 17, 2019 to an unexpired term. With this reappointment, he will be appointed to a regular term ending February 13, 2026. Unless council directs otherwise, a resolution supporting this reappointment will be presented at the next regular council meeting.

The following board has a vacancy and based on the evaluation of applicants, the following appointment is being recommended by staff:

Board/Commission	Appt'd by:	Member	Term Ends
Parks and Recreation Commission	Council	Robert Kilgo	06/30/2024

Unless council directs otherwise, a resolution supporting this appointment will be presented at the next regular council meeting.

I look forward to discussing these with you at the City Council Work Session on Monday, February 14 and addressing any questions or concerns that you might have. If Council supports moving these reappointments forward, they will be presented for consideration at the February 21 City Council meeting.

# City of **Wyoming** Michigan

## BOARD/COMMISSION APPLICATION

### Board(s) or Commission(s) applying for:

Parks and Recreation Commission

Name: Robert Patrick Kilgo Home phone: [REDACTED] Cell phone: \_\_\_\_\_

Home Address: [REDACTED]

Email Address: [REDACTED]

Business/Occupation: Library Services Position: Assistant Librarian

Business Address: 1011 Aldon St. SW Wyoming, MI 49509

Business Phone: [REDACTED]

Name of Immediate Supervisor: [REDACTED]

### Work Experience:

- Campaign Manager, Tommy Brann for State Senate, March 2021-August 2021.
- Assistant Librarian, Grace Christian University, August 2021-Present.

### Volunteer Experience and Involvement:

At-risk youth mentor, West Godwin Elementary School, September 2016-May 2017.

### Educational Background:

Bachelors of Science Degree in Criminal Justice, Grace Christian University (completed in 2021).

Associates of Arts Degree in General Ministry, Grace Christian University (completed in 2018).



### Reason(s) for wanting to serve on this board or commission:

I have lived and worked in Wyoming for over five years now, and my calling to public service is something that I take seriously. I think it is the responsibility of every citizen to be engaged in government (especially at the local level) and I have always felt a calling to help those in my community. Thanks to my previous job working for our state representative, I have been to almost every neighborhood in this city and have a good understanding of the residents and their concerns. I wish to continue assisting the city in any way, but particularly through this board.

Are you able to take time off from your business/occupation to attend a meeting or meetings of a City Board or Commission if it is scheduled during your regular working hours (Y/N)? Yes

Are you a registered voter in the City of Wyoming (Y/N)? Yes

I have resided continuously in the City of Wyoming since: 08/30/2016

What school district do you reside in? Wyoming Public Schools

I agree my application will be reviewed against City records for dues owed and I may be ineligible? YES

Signature: Robert Patrick Kilgo Date: 08/11/2021

***This application will be active for no more than two (2) years. Any applicant wishing to be considered for appointment beyond this time must complete a new application.***