

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

**Monday, January 9, 2023, 5:30 P.M.**

- 1) Call to Order**
- 2) Student Recognition**
- 3) Public Comment on Agenda Items (3 minute limit per person)**
- 4) City Council Retreat Follow-up**
- 5) Odd and Even Parking Ordinance Amendment**
- 6) Any Other Matters**
- 7) Acknowledgement of Visitors/Public Comment (3 minute limit per person)**

City Council Retreat

# Draft Final Report



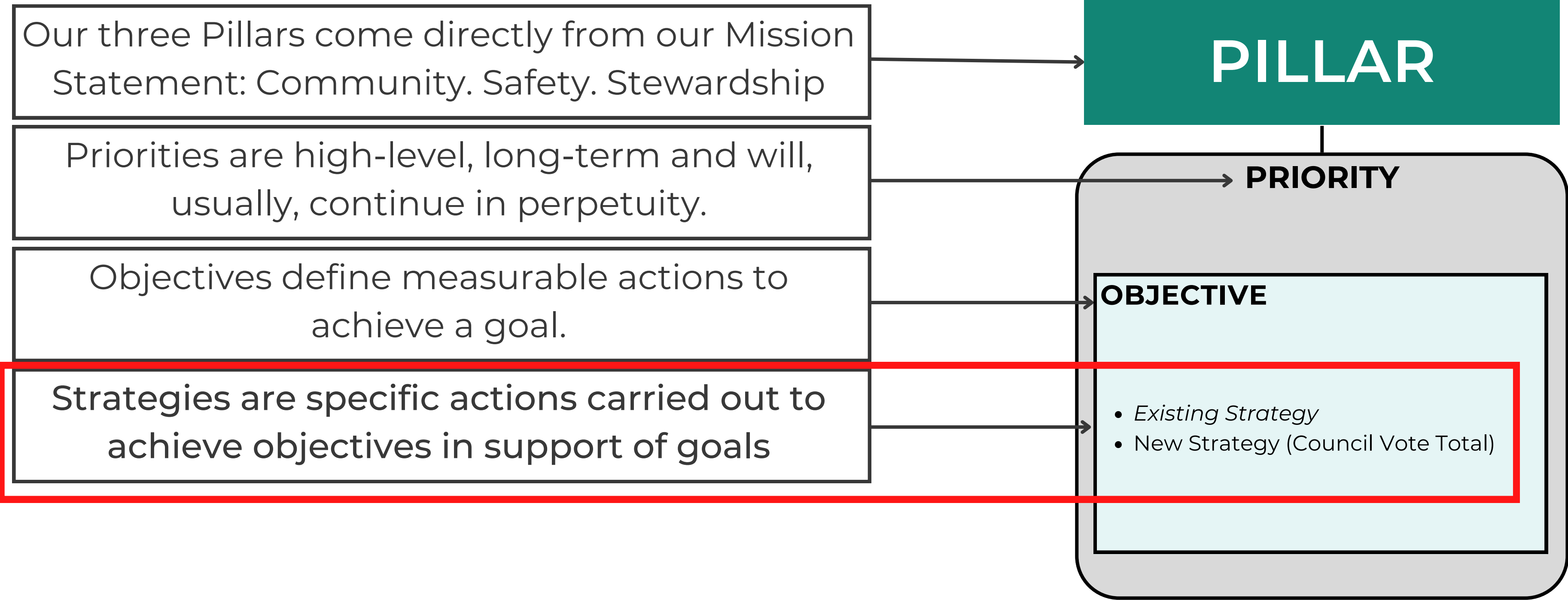


# Introduction

The purpose of this document is to report back on the results of the December 2022 City Council Retreat.

At the Retreat, City Council established and prioritized a set of strategies to support the City's mission: Community, Safety, Stewardship.

# Our Strategic Framework



# COMMUNITY

## BRANDING & IDENTITY

### PLACEMAKING

- *Site 36*
- *City Center*
- *Division Ave Transit Oriented Development Plan (5)*
- *Reactivate DDA (5)*
- *Public Attractions / Destinations (5)*
- *Burton Street (4)*
- *Public Art (3)*

### REBRANDING

- *Brand Approval*
- *Brand Implementation*
- *Ongoing Investment*
- *Promote Brand Through Local Business (3)*
- *Why Wyoming Value Proposition (5)*

## COMMUNITY ENGAGEMENT

### DIVERSITY, EQUITY & INCLUSION

- *DEI Task Force Recommendations*
- *School Service Days w/ Staff (5)*
- *Youth Focus (4)*
- *Partnerships with Churches (4)*

### COMMUNITY FOCUSED EVENTS

- *Special Events Ordinance*
- *Food Truck Ordinance*
- *Event Partnerships*
- *Support Brand with Events (5)*
- *Celebrate Wyoming/Community Event (5)*
- *Cultural Events (3)*
- *Expand Volunteer Network (3)*

### COMMUNITY SPACES

- *Parks Asset Management Plan*
- *Senior Center*
- *Outdoor Space for Performances (6)*
- *Community Center (4)*

## LAND USE & DEVELOPMENT

### MAJOR DEVELOPMENT

- *Infill & Redevelopment*
- *Development in the Panhandle*
- *Corridor Revitalization & Transit-Oriented Development*
- *Roger's Department Store (5)*
- *Roger's Plaza (5)*

### POLICY DEVELOPMENT

- *PILOT Policy*
- *Church Property Retrofit*
- *Duplexes in R2*
- *Accessory Dwelling Units*
- *Sustainable Economic Development (5)*

# SAFETY

## COMMUNITY AESTHETICS

### BUILT ENVIRONMENT

- Proactive Enforcement Along Commercial Corridors
- Bury Powerlines along major corridors (5)

### CDBG

- Refocus Under New Leadership

## SAFE INFRASTRUCTURE

### INFORMATION TECHNOLOGY

- Continued Cybersecurity Diligence
- Investments in Upgrades
- App for Residents (6)
- Digital Self-service in Multiple Languages (6)
- Clean & Drinking Water Plants (3)

## PUBLIC SAFETY FUNDING

### MILLAGE

- 2023 Millage Communications Campaign
- Fundraise for Specific Purposes (4)
- Consolidate Some Millages (3)

## COMMUNITY WELLBEING

### CRIME PREVENTION

- 2023 Millage Communications Campaign
- Increase Drug Enforcement (3)

### FIRE SERVICES

- 2023 Millage Communications Campaign

### OPIOIDS & MENTAL HEALTH

- Opioid Settlement
- Behavioral Health Crisis Center
- Partnerships w/ Network 180 & Others (5)

### AFFORDABLE HOUSING & HOMELESSNESS

- Transitional Housing
- Retrofit of Churches
- Partnerships (5)
- Reuse of Buildings & Tiny Homes (5)
- Reuse of Buildings & Tiny Homes (5)
- Accessory Dwelling Units (4)
- CDBG (4)
- Reuse of Buildings & Tiny Homes (5)

# STEWARDSHIP

### SUSTAINABLE FUNDING

#### FINANCIAL PRACTICES

- May 2023 Millage Election
- Permanent Funding for Police, Fire, and Parks Capital
- Utility Rate Increases
- Increase Efficiency & Productivity (4)

### RESILIENT INFRASTRUCTURE

#### PUBLIC WORKS

- 3rd Transmission Main
- 2nd Lake Michigan Intake
- Aeration Improvements
- Space Needs Study
- Annual Preventative Maintenance & Asset Management (4)

### BUILD & MAINTAIN RELATIONSHIPS

#### INTER-GOVERNMENTAL

- New State & Federal Representation
- State Police/Fire Funding (5)
- Court Financing Reform (5)
- Kent County Jail Fees (3)

### EFFECTIVE WORKFORCE

#### RECRUITMENT & RETENTION

- Union Negotiations
- City Manager Recruitment
- Community & School Outreach
- Competitive Compensation through Increases to Pay & Benefits (6)
- Referral Bonuses (4)
- Mentorship Program (4)
- Hiring Bonuses (3)

#### DEVELOPMENT & SUCCESSION

- Stay Interviews
- Continued Investment in People
- Succession Planning & Growing Talent from Within (4)
- Provide Growth Opportunities (4)
- Sustainable Staffing (4)



# Next Steps

This report will be presented to City Council at the January 9th City Council Work Session.

An updated Strategic Framework (slides 4-6) will be brought back to City Council at the first meeting in February for adoption by resolution.

Council Retreat Summary  
December 15, 2022

**DEFINING OUR ASPIRATIONS:**

1. What defines Wyoming as aspirational?
  - a. Water Plant & Partners
  - b. Services
    - i. Best snow plowing
  - c. DEI
    - i. Know to work on it
    - ii. The fact that we want to unite
    - iii. Focus on strategy
  
2. What aspirational projects do you have underway?
  - a. City Center project
    - i. Identity → Lift Off
    - ii. Brand
  - b. Master Plan
    - i. (Re) Imagined
  - c. City Branding
  - d. Public Safety Funding
  - e. Park Asset Management
    - i. Communications about projects
  - f. Youth focus
    - i. Park planning
    - ii. Shop with a cop
    - iii. Wyoming Gives Back
    - iv. Scholarships for youth rec
    - v. Kids Closet
  - g. Site 36
    - i. Market
  
3. Who are your partners that can help the City achieve its aspirations?
  - a. Kent County
  - b. State of Michigan
  - c. Private developers
  - d. The Right Place
  - e. Local business owners
  - f. Resident support
  - g. Neighboring communities
  - h. Nonprofits

- i. Churches
- 4. How are those aspirational interests connected?
  - a. Metro 6 (Kent County)
    - 1. Dispatch
    - 2. Solid Waste
    - ii. Affordable housing
    - iii. Housing Next
    - iv. Private Sector
  - b. City Center
    - i. Legislature
    - ii. State → Other projects
    - iii. Federal
  - c. County Commission
    - i. ARPA, etc...
  - d. GVBRA

# City Council Retreat Dot Voting Summary

## COMMUNITY

<u>Objectives</u>	<u>Strategies</u>	<u>Council</u>	<u>Staff</u>
<b>Placemaking</b>	<i>City Center</i>		
	<i>Site 36</i>		
	Division Ave TOD Plan	5	8
	Burton St	4	5
	Public Art	3	8
	Public Attraction/Destination (City Center, Comm Market)	5	12
	Re-activate the DDA	5	8
<b>Rebranding</b>	<i>Brand Approval</i>	1	4
	<i>Brand Implementation</i>	0	1
	<i>Ongoing Investment in New Brand</i>	0	0
	Copy Right of the Brand	2	3
	Communication to Partners	1	1
	Promote Through Local Businesses	3	2
	Promote Through Schools	0	1
	Why Wyoming (Civic Brand)	5	5
	Partner With Other Entities	2	3
<b>Comm Focused Events</b>	<i>Special Events Ordinance</i>		
	<i>Food Truck Ordinance</i>	0	3
	<i>Event Partnerships</i>	0	1
	Expand Cultural Events	3	5
	Expand Volunteer Network	3	4
	Support/Promote Brand with Events	5	6
	Celebrate Wyoming/Community Event	5	4
<b>Community Spaces</b>	<i>Parks Assets Mgmt Plan</i>		
	<i>Senior Center Updates</i>		
	Community Center	4	8
	Expand Offerings for Recreation	0	2
	Outdoor Recreation Performance Space	8	10

# City Council Retreat Dot Voting Summary

## COMMUNITY

<b>DEI</b>	<i>DEI Task Force Recommendations</i>	
	Diversity with City Boards & Commissions	2      7
	Proactive Communication Strategy	2      0
	Involve High School Kids	2      4
	School Service Days with City Staff	5      3
	Youth Focus	4      8
	Partnership with Churches to Determine Needs	4      4
	Grow Minority Owned Businesses	2      5
<b>Major Developments</b>	<i>Infill &amp; Redevelopment</i>	
	<i>Development in the Panhandle</i>	0      2
	<i>Corridor Revitalization &amp; Transit Oriented Dev</i>	0      0
	Roger's Department Store	0      1
	Roger's Plaza	5      12
	Roger's Plaza	5      12
	Sewer Infrastructure on Division Ave	2      6
	Kmart Site Division & Buchanan	1      4
	Maple Hill Golf Course	2      3
	Kelvinator	0      2
<b>Policy Development</b>	<i>Pilot Policy</i>	
	<i>Church Property Retrofits</i>	0      2
	<i>Church Property Retrofits</i>	0      0
	<i>Duplexes in R2 Districts</i>	0      1
	<i>Accessory Dwelling Units</i>	0      1
	Blended/Sustainable Development (Smart Policy)	5      10
	Infill Tools (Form Based Code)	2      6
	Vacancy Tax	2      5

# City Council Retreat Dot Voting Summary

## SAFETY

<u>Objectives</u>	<u>Strategies</u>	<u>Council</u>	<u>Staff</u>
<b>Targeted Code Enforcement</b>	<i>Proactive Code Enforcement Along Commercial Corridors</i>		
	Bury Power Lines on 28th Street & Other Corridors	5	8
	Street Infrastructure	0	3
	Flowers	0	1
	Panhandlers/Trash	2	0
<b>Comm Development Block Grant</b>	<i>Refocus with New Leadership</i>		
	Business Façade Grants in Corridors	2	3
<b>Information Technology</b>	<i>Continued Cybersecurity Diligence</i>		
	<i>Investment in Cybersecurity System Upgrades</i>		
	Clean Water & Drinking Water Plants	3	2
	Useable City Apps for Residents	7	8
	Digital Self Service in Multiple Languages	6	17
<b>Public Safety Funding</b>	<i>2023 Millage Communications Campaign</i>		
	Long Term: Consolidation of Some Millages	3	3
	Lead in Community/Partners/Proxy Advocates	2	6
	Fund Raising for Dedicated Purposed (Police & Fire)	4	2
<b>Crime Prevention</b>	<i>2023 Millage Communications Campaign</i>		
	Increase Drug Enforcement (4 officers with Sgt to collaborate with or other alternatives)	3	3
	Tools for Forensic Team	2	1
<b>Fire Services</b>	<i>2023 Millage Communications Campaign</i>		
	Open the Other Two Fire Stations - Full Service	0	0
	Reduce Response Time	0	0
	Improve Safety	0	0
	Alternate Response Models	0	0
<b>Opioids &amp; Mental Health</b>	<i>Partnerships (Network 180 &amp; Guiding Light)</i>	5	5
	<i>Opioid Settlement</i>	0	0
	<i>Behavioral Health Crisis Center (At St Mary's)</i>	2	3
<b>Affordable Housing &amp; Homelessness</b>	<i>Partnerships (Family Promise &amp; Others)</i>	5	1
	<i>Retrofits of Church Properties (Reuse of buildings and Property. Tiny Homes)</i>	5	5
	ADU	4	10
	City-owned Lot Sales/CDBG	4	7

# City Council Retreat Dot Voting Summary

## STEWARDSHIP

<u>Objectives</u>	<u>Strategies</u>	<u>Council</u>	<u>Staff</u>
<b>Strong Financial Practices</b>	<i>May 2023 Millage Election</i>		
	<i>Permanent Funding for Police, Fire &amp; Parks Capital</i>		
	Utility Rate Increases	0	0
	Work to Increase Efficiency & Productivity	4	1
<b>Intergovernmental Relationships</b>	<i>New State &amp; Federal Relationships</i>		
	New State Senator		1
	New Congresswoman		1
	State Police/Fire Funding	5	5
	Court Financing Reform	5	6
	Address Kent County Jail Fee Structure	3	2
	Sustainable Business Park Waste to Energy	2	4
<b>Recruitment &amp; Retention</b>	<i>Union Negotiations</i>		
	<i>City Manager Recruitment</i>		
	<i>Community &amp; School Outreach</i>		
	Develop Broader Stay Pay (DROP Plan)	0	0
	Increasing Longevity Pay	1	2
	Hiring Bonuses	3	3
	Referral Bonuses	4	0
	Contract Mentors/Referrals	4	1
	Compensation/Competition with Increase Pay & Benefits	6	8
	<b>Development &amp; Succession</b>	<i>Stay Interviews</i>	
<i>Continued Investment in People</i>			
Succession Planning (Grow Your Own)		4	8
Provide Youth Opportunity in Fire		4	5
Sustainable Staffing		4	6
<b>Public Works &amp; Utilities</b>	<i>WTP 3rd Transmission Main</i>		
	<i>WTP 2nd Lake Michigan Intak</i>		
	<i>CWP Aeration Improvements</i>		
	<i>PW Space Needs Study</i>		
	Annual PM & Asset Mgmt	4	6

ORDINANCE NO. \_\_-23

ORDINANCE TO AMEND SECTION 70-77 OF THE CODE OF ORDINANCES TO  
CLARIFY ODD-EVEN PARKING ON STREETS WITH NO PARKING SIGNS

THE CITY OF WYOMING ORDAINS:

Section 1. That section 70-77 of the Code of Ordinances, City of Wyoming, Michigan, is amended to read as follows:

**Sec. 70-77. Odd and even parking for winter and snow emergencies.**

- (a) During the months of December, January, February, March and, at other times during any declared snow emergency:
  - (1) A motor vehicle or a licensed trailer or equipment shall be parked only on that side of the street having even-numbered street addresses on even-numbered calendar days and on that side of the road having odd-numbered street addresses on odd-numbered calendar days between the hours of 12:00 midnight and 7:00 p.m. of the same day.
  - (2) On cul-de-sacs on-street parking of a motor vehicle or a licensed trailer or equipment is permitted between the hours of 12:00 midnight and 7:00 p.m. of the same day only on even-numbered calendar days.
- (b) The city manager may declare a snow emergency when the city manager determines that because of current or anticipated winter weather conditions it is prudent to declare such an emergency in order to clear and maintain the streets of the city so as to allow normal and safe vehicular traffic, parking and access, or to open catch basins to improve street drainage.
  - (1) A declared snow emergency shall continue in effect until such time that the city manager declares the emergency to be ended.
  - (2) The city manager shall use reasonable means commensurate with the time and the weather conditions to notify the citizens by website, by publication, by media releases, or by other means a snow emergency declaration.
- (c) This section does not allow on-street parking on any street or part of a street on which "no parking" signs are posted. "No parking signs" are always in effect. For example, if the even-numbered side of Street A is posted with "no parking" signs, no one may park on the even side of Street A. During the enforcement of odd-even parking under this section, no parking is allowed on either side of Street A on odd-numbered days.

Section 2. This ordinance shall take immediate effect, having been declared by a 2/3 vote of the City Council to be an emergency in order to ensure the clearing of snow from public streets to provide for the safe travel over and other uses of them.

I certify that this ordinance was adopted by the City of Wyoming at a regular session of the City Council held on \_\_\_\_\_, 2023.

\_\_\_\_\_  
Kelli A. Vandenberg  
Wyoming City Clerk

## STAFF REPORT

Date: January 4, 2023  
Subject: Section 70-77 Odd and Even Parking for Winter and Snow Emergencies  
From: Heather Chapman, Assistant City Attorney  
Scott Smith, City Attorney  
Meeting Date: January 9, 2023 Work Session

---

### RECOMMENDATIONS:

Adopt Ordinance to Amend City Code Section 70-77 to Clarify Odd-Even Parking on Streets with No Parking Signs.

### COMMUNITY, SAFETY, STEWARDSHIP:

Community – Enhancing ordinance clarity enhances community understanding.

Safety – Safety is advanced by ensuring streets can be cleared of snow.

Stewardship – Ensuring roadway snow removal is unhindered by parked vehicles reduces numbers of snowplowing runs and provides for improved snow clearance thereby reducing accidents and property damage.

### BUDGET IMPACT:

The proposed amendment will not impact the budget.

### DISCUSSION:

There are various interpretations and applications of the current language in City Code subsection 70-77(c). This has resulted in confusion among city hall, police, public works, other city staff, and the general public. An amendment is proposed to clarify the provision by including an example:

This section does not allow on-street parking on any street or part of a street on which "no parking" signs are posted. "No parking signs" are always in effect. For example, if the even-numbered side of Street A is posted with "no parking" signs, no one may park on the even side of Street A. During the enforcement of odd-even parking under this section, no parking is allowed on either side of Street A on odd-numbered days.

While some streets are posted with "no parking" signs on one side of the street because they may be too narrow to provide safe vehicle use with parking on both sides that is not the only reasons there may be no parking zones on only one side of the street. Often one-side of the street is posted to prohibit parking to (i) ensure access to schools, churches, businesses, etc., (ii) to accommodate deceleration or acceleration lanes, (iii) to provide for clear vision, (iv) to accommodate turning radii, or (v) for other reasons. Those reasons don't change just because snow has fallen.

While this may be inconvenient for some property occupants, it is important to safely and efficiently clear snow before its continued accumulation narrows or other increases hazards of traveling on roadways. Many communities (Grandville, for example) prohibit all overnight street parking during winter months.