

AGENDA
Village of Kingsley
Village Council Meeting
July 9, 2024
6:00 P.M.

Village Hall, 207 South Brownson Ave, Kingsley, MI 49649- (231) 263-7778

Meeting called to order at ____ p.m. by _____

PLEDGE OF ALLEGIANCE

ROLL CALL:

President Lajko ____, Trustee McPherson ____, President Pro Tem Weger ____, Trustee G. Bogart ____ Trustee Wallace ____, Trustee Bott ____, Trustee Weber _____

Also Attending: Clerk Forro ____, Manager Aldrich ____, DPW Supervisor Fenton _____.

Motion by _____, seconded by _____, to accept the agenda as presented.

1. Any person wishing to address the Board shall state his or her name and address.
2. Public comment will only pertain to agenda items listed. Any comments will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

PUBLIC COMMENT:

ANNOUNCEMENTS:

1. Announcements from the Village Manager:

2. Announcements from the Village Clerk:

3. CPO Dustin Stickler:

4. County Commissioner Scott Sieffert:

5. GT County Road Commission:

6. Paradise Township:

7. Other:

CONSENT CALENDAR:

All matters listed under the consent calendar are considered to be routine by the Village Council and will be acted upon by voice vote -- no discussion. Council members and/or the public may remove any item and have it placed elsewhere on the agenda for discussion.

1. Consideration of approving the minutes of the June 11, 2024 Regular Meeting (Approval Recommended).

OLD BUSINESS:

NEW BUSINESS:

1. **Consideration of entering into a contract with Progressive AE for Redevelopment Ready Community Certification Planning Services in an amount not to exceed \$45,965.00 with half of the funds coming from the General Fund and the other half to be considered by the Downtown Development Authority at their next regularly scheduled meeting.**
2. **Consideration of hiring a contractor to upgrade 4 inch watermains in Kingsley utilizing the remaining funds from the Michigan Infrastructure Grant.**

REGULAR REPORTS:

1. **Financial Fund Balance Report:**
Motion by _____, seconded by _____, to accept the Financial Fund Balance Report as presented.
2. **Bills:**
Motion by _____, seconded by _____, to accept the bills and additions as presented.
3. **Planning Commission:**
4. **DDA:**
5. **Parks & Recreation:**
6. **Zoning Administrator:**
7. **Clerk:**
8. **DPW:**
9. **Treasurer:**
10. **WWTP:**
11. **Manager:**

PUBLIC COMMENT:

Any person wishing to address the Board shall state his or her name and address.

Public input is open to statements or concerns for all matters. Statements and concerns will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

1. Reserved.
2. General.
3. Mayor and Trustees.

ADJOURNMENT

Motion by _____, seconded by _____, to adjourn the meeting at _____ pm.

The Village will provide reasonable auxiliary aid and services for individuals with disabilities. Call 231-263-7778 at least three (3) days prior to a meeting.

MINUTES
Village of Kingsley
Village Council Meeting
June 11, 2024
6:00 P.M.

Village Hall, 207 South Brownson Ave, Kingsley, MI 49649- (231) 263-7778

Meeting called to order at 6:02 p.m. by President Lajko.

PLEDGE OF ALLEGIANCE

ROLL CALL:

President Lajko X , Trustee McPherson X , President Pro Tem Weger Ab , Trustee G. Bogart Ab
Trustee Wallace X Trustee Bott X . Trustee Weber X .
Also Attending: Clerk Forro Ab , Manager Aldrich X , DPW Supervisor Fenton Ab , Treasurer
Nickerson X .

Motion by Weber, seconded by McPherson, to accept the agenda as amended (Addition of Zoning Administrator to #1 - Announcements, addition of #5 - Tax Rate Request in New Business, #3, Draft DDA service agreement in New Business, remove #4- Kingsley Dance Co request for street closure to #4 New Business) CARRIED.

1. Any person wishing to address the Board shall state his or her name and address.
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PUBLIC COMMENT:

Amy Monette – Kingsley Branch Library (TADL Millage Request)

Traverse Area District Library has submitted a ballot proposal to request an operating millage rate increase from .9044 mills to the original millage of 1.1 mills.

ANNOUNCEMENTS:

1. Announcements from the Zoning Administrator
Tim Cypher introduced himself to Council. He has 40 year experience in Zoning matters. A new Land Use permit has been posted on the Village website.
2. Announcements from the Village Manager:
All Seasons Underground has completed the Lead Service Replacement project. There are 3 openings on the Kingsley Village Council, There is no update regarding the Brownson Park Project, but the Village will contact the Contractor for possible mobilization this week with a possible August start date.
3. Announcements from the Village Clerk: Absent
4. CPO Dustin Stickler:
Justin Hansen Memorial Run will be held July 21st, 2024 from 8:30 to 11:30am running from the Kingsley High School to Civic Center South.
5. County Commissioner Scott Sieffert: Absent

6. GT County Road Commission – Joe Underwood:
Moving ahead with their new building. The roundabout on Garfield is almost done.
7. Paradise Township: Absent
8. Other:

CONSENT CALENDAR:

All matters listed under the consent calendar are considered to be routine by the Village Council and will be acted upon by voice vote -- no discussion. Council members and/or the public may remove any item and have it placed elsewhere on the agenda for discussion.

1. Consideration of approving the minutes of the May 14, 2024 Regular Meeting (Approval Recommended).
2. Consideration of authorizing the Village Manager to execute the Integrated Payments Addendum and the Tax E-Delivery Consent related to payment processing services accessible through an integration with BS&A's platform, including a one-time equipment purchase not-to-exceed \$400.00 with funds available in the General, Water, and Sewer Funds at a cost share of 20/40/40.
3. Consideration of accepting the cleaning bid from L.A. Professional Cleaning at a rate of \$65.00 biweekly for the cleaning services outlined in the attached email dated June 6, 2024 with funds available in the General Fund (Buildings & Grounds).
4. ~~Consideration of approving Kingsley Dance Co's request to close Clark Street on June 20th from 6 p.m. to 8 p.m. for a grand re-opening celebration. Moved to New Business # 4.~~

Motion by Bott, supported by McPherson, to approve Consent Calendar items #1-#3.

Roll Call Vote:

Ayes: Lajko, McPherson, Wallace, Bott, Weber

Nays;

Absent: Weger, Bogart

Abstain:

Motion CARRIED.

OLD BUSINESS:

1. Wallick Communities PILOT discussion- **NO MOTION TOPIC.**
Discussion on a 8 acre Multi family residential homes with a Pilot Program, that might have an impact on the Kingsley School system. Wallick has not heard back from MSHDA yet. Wallick are interested in knowing if the Village would be receptive on not regarding this project. A Study Session might be a possibility for more information.
2. Consideration of authorizing Resolution 11-2024 to establish a request for funding for a Mill & Fill maintenance program for South Brownson Avenue funded by the Transportation Economic Development Fund Category B Program.

Motion by Bott, supported by McPherson, authorizing Resolution 11-2024 to establish a request for funding for a maintenance program for S. Brownson Ave funded by the Transportation Economic Development Fund Category B program. Motion CARRIED by all.

NEW BUSINESS:

1. Consideration of approving Harm Reduction Michigan's request to place a Naloxone Dispersal Box outside of the Kingsley Branch Library with HRM providing all maintenance and materials for free.
Offered a overview of what a Naloxone Dispersal Box is and how it is utilized. Office Stickler offered a description of the program. Amy Barrett also gave a response on what the Traverse City Library has done. The Council determined that the Village property might not be the best location, possibly the Fire Department.

Motion by Lajko, supported by Bott, to support the program of a disbursement box concept but is not in favor of it being on Village Property but not prohibiting this agency finding other community partners withing out jurisdictional boundary. Motion CARRIED by all.

2. Consideration of approving the Employee Handbook revised June 2024 as prepared by Parker Harvey PLC After reading the handbook, some changes were suggested. §4.8 General Evaluation, §5.4 Wage Evaluations, §7.0 Vacation time and pay upon termination and 2 added vacation days (total 12 days). §5.4 was suggested to be inserted in §4.8.

Motion by McPherson, supported by Weber, to approve the 2024 Employee Handbook with amendments to § 4.8 General Evaluations & § 7.0 Paid Vacation/Time off. Motion CARRIED by all.

3. Consider authorizing the Village Manager to draft a Service Agreement with the DDA related to accounting, staffing, and maintenance services. A clear Advisory role definition is needed. Chris Bott volunteered to be on an advisory board.

Motion by McPherson, supported by Wallace, to consider authorizing Village Manager to gather information to draft Service RFP for Administration/Maintenance agreement with the Kingsley Downtown Development Authority by the August Village Council meeting. Motion CARRIED.

4. Consideration of approving Kingsley Dance Co's request to close Clark Street on June 20th from 6 p.m. to 8 p.m. for a grand re-opening celebration. Village Manager will approach Kingsley Dance Co. to possibly changing the hours after consulting/approval with Cast Iron Kitchen.

Motion by Lajko, supported by McPherson, to approve the request from the Kingsley Dance Co. to close 100 feet of Clark St., from M113 to Cast Iron Kitchen's driveway, provided there is approval from Cast Iron Kitchen to allow for the closure. The Village DPW staff will provide the appropriate barricades & barrels to block off the street, and after the event, the Kingsley Dance Co. will be required to move the barricades and barrels from the street in a designated area. Motion CARRIED by all.

5. 2024 Village Tax Rate Request

Motion by Bott, supported by McPherson, to approve the 2024 Village Tax Rate Request. Motion CARRIED by all.

REGULAR REPORTS:

1. **Financial Fund Balance Report:**
Motion by McPherson , seconded by Wallace, to accept the Financial Fund Balance Report as presented.

2. **Bills:**
Motion by Weber, seconded by McPherson, to accept the bills and additions as presented. Motion Approved
Roll Call Vote
Yeas: Lajko, Bott, Wallace, McPherson, Weber
Nays:
Absent: Weger, Bogart
Abstain:

3. **Planning Commission:** Chris Bott – Report given
4. **DDA:** Mary Lajko - No additional report given
5. **Parks & Recreation:** Mary Lajko - Report given
6. **Zoning Administrator:** Tim Cypher – report given previously in meeting
7. **Clerk:** Report given
8. **DPW:** Report given
9. **Treasurer:** Report given
10. **WWTP:** Nothing to report
11. **Manager:** Kaitlyn Aldrich – report given

PUBLIC COMMENT:

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1. Reserved.

2. General.

3. Mayor and Trustees.

ADJOURNMENT

Motion by Lajko, seconded by Wallace, to adjourn the meeting at 8:25 pm. Motion CARRIED.

The Village will provide reasonable auxiliary aid and services for individuals with disabilities. Call 231-263-7778 at least three (3) days prior to a meeting.



207 S. Brownson Ave. P.O. Box 208 Kingsley, MI 49649

TO: Village Council
COPY:
FROM: Kaitlyn Aldrich, Village Manager
DATE: July 5, 2024
Subject: RRC Certification Technical Services | Progressive AE

The Village of Kingsley advertised an RFP for Redevelopment Ready Community Certification Planning Services on June 7, 2024. The RFP was advertised in the Record Eagle for two days and it was advertised on our website and through MML for three weeks. Proposals were due on June 28, 2024. We received one bid from Progressive AE and it is summarized below:

| <u>Consultant</u> | <u>Location</u> | <u>Cost</u> |
|-------------------|------------------|-------------|
| Progressive AE | Grand Rapids, MI | \$45,965 |

In the fall of 2023, the DDA and the Village agreed to split the cost of this expense 50/50 as the Village must become RRC Certified in the next two years to meet the requirements of the development agreement between the Grand Traverse County Landbank and the Kingsley Downtown Development Authority.

Personally, I have worked with Suzanne, Chris, and Progressive AE on several projects including the TART Trail Expansion, Mobility Action Plan, 2-Way State Street Conversion, and the East Front Street Redesign. I applaud their thorough engagement efforts, ability to work collaboratively, and their team’s capacity to meet fast-approaching deadlines when stakes are high. I’ve enjoyed working with Progressive AE and can see their team helping us get to the finish line while learning several things along the way.

Therefore, I recommend approving the June 28, 2024 proposal with Progressive AE and entering into the standard agreement dated June 28, 2024 in an amount not to exceed \$45,965, with half of the funds coming from the DDA, and the Village’s half (\$22,982.50) available in the general fund and to approve the related budget amendment to the general fund reserve in the amount of \$2,232.50.



Progressive AE, Inc.
1811 4 Mile Rd NE
Grand Rapids, MI 49525

Contact: Suzanne Schulz, FAICP
616.822.1020
sschulz@weareprogressive.com

REQUEST FOR PROPOSAL

Village of Kingsley

RRC Certification Planning Services
June 28 2024

**THE FUTURE DEPENDS ON
WHAT YOU DO TODAY.**

- MAHATMA GANDHI



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June 28, 2024

Kaitlyn Aldrich, Village Manager
207 S. Brownson Avenue
P.O. Box 208
Kingsley, MI 49649

Dear Ms. Aldrich,

The Progressive AE team is enthusiastic about the opportunity to work alongside the Village of Kingsley to cross the finish line and get RRC certified! The Redevelopment Ready Communities program is an incredible tool to get communities across Michigan the technical assistance needed to transform their approach to development. In our work with local jurisdictions across the state of Michigan, we've seen time and again how the RRC process can facilitate positive outcomes for transparency, investment, and strategic thinking. At the end of this process, the Village will be ready to redevelop key parcels in the downtown in partnership with the Grand Traverse County Community Landbank.

Simply put, our Practice gets projects implemented. We have a team comprised of former planning directors, housing developers, urban designers, zoning administrators and more, providing us with the practical experience necessary to manage the RRC certification process in a community like Kingsley.

As Practice Leader, I have a demonstrated track record of successfully managing ambitious planning processes that resulted in significant systems change during my 20-year tenure with the City of Grand Rapids. I also understand how to find opportunities through relationships with the development community, philanthropy, and key stakeholders at the State level; having formerly served as the Chair of the Michigan Association of Planning's Board of Directors, Chair of Michigan's Complete Streets Advisory Council, and on the Michigan Economic Development Corporation's Redevelopment Ready Communities Advisory Committee.

Your project manager will be Julie Tschirhart, Planner. Julie has had a wide-ranging planning career with nearly a decade of experience working in communities across the Michigan. She has been on both sides of the development equation - working as a municipal planner tasked with reviewing development proposals and as part of development teams seeking local approval. Julie understands first-hand what makes projects successful for cities, developers, and residents alike, and is eager to leverage that experience for the Village of Kingsley. Also on your team is Jason Ball, Senior Planner. Jason has worked with multiple small to mid sized communities to achieve and maintain RRC certification and will be a valuable resource in getting Kingsley certified.

The Progressive AE team has thought hard about the work ahead. In our proposal, you will find a team that provides a deep understanding of mixed-use infill design, zoning regulations, community engagement, and the nuts and bolts of development approvals. Our goal is to add energy and capacity to the existing team at the Village of Kingsley, lending our expertise to usher in the next chapter of investment in Kingsley.

We would very much enjoy this opportunity to work with the Village of Kingsley and look forward to discussing our proposal details with you. Should you have any questions on this proposal or need any additional information, please do not hesitate to contact me at 616.822.1020 or sschulz@weareprogressive.com.

Sincerely,



Suzanne Schulz, FAICP
Project Executive, Urban Design & Planning Practice Leader

Authorized by: Jeffrey Roman, PE
Director of Engineering

Company Background

Firm Overview

As a national architectural, engineering, and consulting firm, Progressive AE is a leader in performance based, universal design. Our holistic, multidisciplinary approach is informed by a range of perspectives - from project goals and organizational drivers to how people use and experience the space, along with its impact on the environment.

Let's leverage our firm's 60-year history to envision a better future, together.



Full Service Expertise

One thing we know is each client faces unique needs that must be met, while keeping the future in mind. This is exciting to us. No challenge is too great, thanks to our comprehensive range of services. Whatever discipline is required, we have subject matter experts on hand to find the right solution.

Areas of Expertise:

- Architecture
- Community Planning
- Design-build
- Engineering
- Landscape Architecture
- Interior Design
- Program Delivery
- Universal Design
- Sustainable Design
- Water Resources

Our Goal: Driving Performance

We seek purposeful solutions to drive your organization's performance. To this end, we work in a wide range of industries — from industrial plants to retail stores. Each is home to a dedicated, multi-disciplinary team whose talents are marked by fresh design, technical precision and productive spaces. Having experts who specialize in your industry brings you a tremendous experiential advantage and a deep knowledge base of what you do, current trends and critical elements of success.

Where We Work:

- Civic
- Health and Wellnes
- Higher Education
- Infrastructure
- Mixed-Use
- Science, Industry, and Technology
- Urban Design and Planning
- Workplace

Urban Design & Planning Expertise

Progressive AE's Urban Design and Planning Practice is a comprehensive and experienced team specializing in all facets of planning and development. With a dedicated focus on project implementation, our practice leverages a wealth of expertise to create sustainable, innovative, and community-focused solutions for diverse projects.

By blending creativity, sustainability, and community engagement, Progressive AE's Urban Design and Planning Practice stands out as a versatile and accomplished entity in the realm of community planning, contributing to the creation of vibrant, livable, and resilient communities.

Our Approach

Holistic Planning

We adopt a holistic approach to planning, considering social, economic, environmental, and cultural factors in the development process.

Sustainability Focus

Sustainability is a core principle, with a commitment to integrating eco-friendly practices and green infrastructure into projects.

Collaborative Process

Our practice emphasizes collaborative engagement with clients, stakeholders, and communities throughout the planning process, ensuring diverse perspectives across classes, races, and backgrounds.

Technical Proficiency

Our practice possesses strong technical capabilities, utilizing the latest technologies and design tools to bring concepts to life, including GIS, SketchUp, ESRI analytics, and more.

Community-Centric Design

Community input is a cornerstone of their approach, involving residents and local stakeholders in the planning process to ensure that projects align with community needs and aspirations.

Adaptability to Varied Scales

The practice is adept at working on projects of various scales, from smaller community initiatives to large-scale urban developments.

Regulatory Expertise

The team is well-versed in navigating regulatory frameworks, zoning codes, and planning regulations, ensuring compliance while optimizing project outcomes.

Range of Services

- Comprehensive master plans
- Corridor plans
- Housing policies and implementation
- Economic development
- Placemaking and public spaces
- Bike, mobility and parking management plans
- Zoning ordinances
- Design manuals
- Main Streets
- Historic Preservation
- Entitlement support



Commitment to Community Engagement

To ensure clarity throughout the planning process, we work closely with you, key stakeholders and your community. Adherence to our meticulous discovery process enables our team to gather feedback and make informed, creative decisions. Community engagement sessions provide an opportunity for two-way discussion and active engagement in the planning process. Through the use of discussion panels, focus groups, design charrettes, games that are a “meeting in a box”, pop-up events, kids activities, virtual presentations, social media, surveys, and other techniques, our team develops an inspirational vision that will lead to new investment. We have a passion for community based projects and have utilized engagement sessions and meetings on many projects for a variety of clients including:

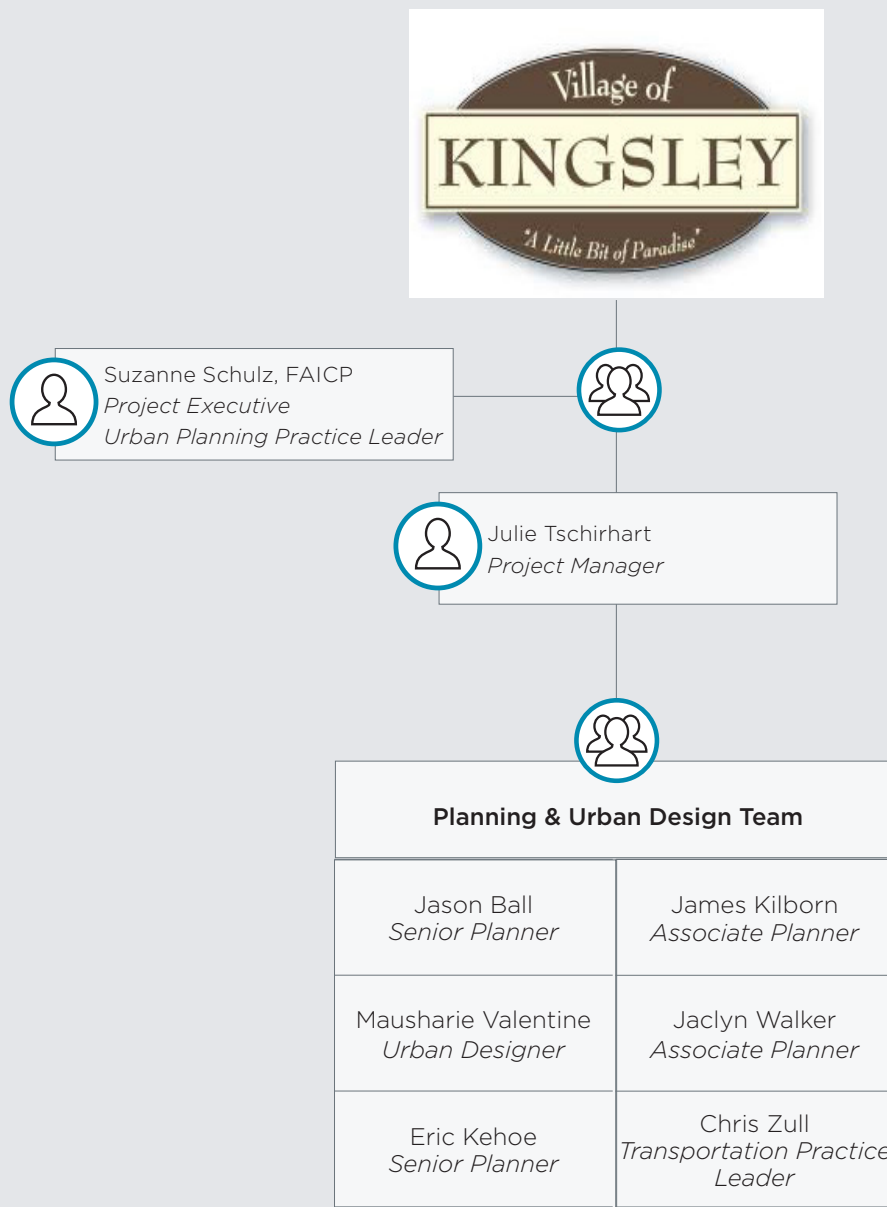
- City of Grand Rapids, Oxford Trails Improvements - 2024 (ongoing)
- City of Dearborn, Housing Study - 2024 (ongoing)
- City of Danville, Comprehensive Plan - 2023 (ongoing)
- Plainfield Charter Township, Community Master Plan - 2023 (ongoing)
- Oshtemo Township, Master Plan, Nonmotorized Plan, Zoning Ordinance Update - 2023 (ongoing)
- City of Houghton Placemaking Strategies for Businesses - 2023 (ongoing)
- Traverse City TART Trails Expansion - 2023
- Ada Township, Master Plan Update - 2022
- City of North Muskegon, Master Plan and Zoning Ordinance Update - 2022 (ongoing)
- City of Kalamazoo, 2-Way Street Conversion - 2022 (ongoing)
- City of Traverse City, Mobility Action Plan - 2022 (ongoing)
- City of Traverse City 2-Way Street Conversion - 2022
- Village of Lawton, Community Master Plan - 2022
- City of Grand Haven, Master Plan Update - 2022
- City of Kentwood, Housing Policy - 2022
- Downtown Grand Rapids, Inc. Wayfinding Project - 2021 (ongoing)
- Plainfield Charter Township, Zoning Revisions - 2021
- Dwelling Place Community Land Trust - 2021
- City of Traverse City, East Front Street Redesign - 2021
- Delta Township, Corridor Improvement Authority - 2021
- Village of Lawton, Downtown Streetscape and Master Plan - 2020
- East Grand Rapids, Mobility-Bike Action Plan - 2020
- Ada Township, Connect Ada Plan - 2019
- Village of Ada, Envision Ada Master Plan - 2013





Project Team

Progressive AE's Urban Design and Planning Practice has a demonstrated track record of successfully managing ambitious planning processes for communities experiencing growth and change, while preserving their unique character. Working with local and appointed leaders, city staff, residents, business owners, and other stakeholders, we create high-quality, well-planned, and actionable community visions. We are excited to collaborate with you to do what it takes to get the Village of Kingsley RRC certified.





Suzanne Schulz, FAICP

Urban Design & Planning Practice Leader

schulzs@progressiveae.com
616.988.4809

Suzanne brings more than 30 years of experience and an extensive background specializing in urban planning, zoning, transportation planning and policy development. In her role with the City of Grand Rapids, Suzanne served as the Managing Director of Design and Development and the City's Director of Planning. She was extensively involved in project management for community-led processes, including Plan Grand Rapids (comprehensive master plan), Green Grand Rapids, and the Vital Streets Plan. She was the principal author of the City's ground-breaking 2007 Zoning Ordinance (Zone Grand Rapids), Transformation Advisors Report, Sustainable Streets Task Force Report, and the Michigan Street Corridor Plan. In addition, during her two-decade tenure, she oversaw the implementation phases of every project and leveraged billions of dollars of investment.

Education

Michigan State University
Bachelor of Science, Urban Planning

Michigan Association of Planning Zoning Reform Toolkit for Housing Supply

A ground-breaking document to encourage Michigan communities to think differently about how zoning affects housing supply. The toolkit focuses on talking points for public officials and various zoning approaches to meet a community's housing needs. This work has been nationally recognized by the American Planning Association.

Plainfield Township Reimagine Plainfield Corridor Plan and Zoning Ordinance

Developed the plan to evaluate existing conditions and the redevelopment potential of land along Plainfield Avenue in Plainfield Charter Township. A design charrette and concept sketches were used to engage community leaders in visioning how the corridor could be different than it is today. Authored zoning ordinance text amendments to implement the plan's vision. Currently working on behalf of the Township on implementation projects.

Plan Danville!

Leading the community engagement and implementation efforts for the City of Danville, VA comprehensive plan. Danville is a city of 40,000 people and was the last capital of the Confederacy. The plan's focus is on health, equity, education, environment, empowerment, housing, and transportation.

Village of Lawton Road Map

Project Manager for community engagement, planning, and report to create a literal "road map" for the Village of Lawton, MI.

Green Grand Rapids, Grand Rapids, Michigan

Clear outcomes were defined for parks and greenspaces, urban tree canopy, stormwater, local food, the Grand River, and bike facilities. This work resulted in zoning amendments to protect steep slopes and wetlands, increase tree canopy, and manage stormwater.

City of Grand Rapids Zoning Ordinance, Zone Grand Rapids

A community pattern workbook was created to facilitate neighborhood and business district discussions about context. A cutting-edge hybrid code was then drafted that reflected community voice, allowed for administrative approvals, and facilitated the development of more than 8,000 housing units. Subsequent amendments to the ordinance included updated provisions as a result of new community plans, case law, or new laws that affected topics such as stormwater management, tree canopy, mobility, short term rentals, housing, signs, and marijuana



Julie Tschirhart

Project Manager

tschirhartj@progressiveae.com
Phone: 616.323.2617

Julie has had a wide-ranging planning career with nearly a decade of experience working in communities across the country. Starting her career in Boston doing community development, Julie has worked as a municipal planner in Ann Arbor, Grand Rapids, and Royal Oak, Michigan. Julie served as Vice President on the Transportation Riders United Board of Directors from 2017- 20. She has also been an active member of the Michigan Association of Planning. Julie was awarded the AICP Outstanding Student Award upon graduation from the Master of Urban Planning Program at the University of Michigan in 2017.

Education

Middlebury College
Bachelor of Arts, Sociology and Anthropology

University of Michigan
Master of Urban Planning, Transportation Planning

Zoning Reform Toolkit – Michigan Association of Planning

Collaborated to create guidebook for municipal planners and community leaders, providing a set of regulatory solutions to expand housing supply and choice. Julie conducted research into best practices, wrote sections of the toolkit, and managed the organization of data and resources for the team. The Zoning Reform Toolkit received the American Planning Association’s Karen B. Smith Chapter Award for Outstanding Achievement in 2022.

Grand Rapids Amphitheater and Soccer Stadium Community Engagement and Entitlement – Grand Action 2.0

Led public engagement efforts and coordinated entitlement process for two transformational downtown developments in the City of Grand Rapids - the Acrisure Amphitheater and Soccer Stadium, valued at \$369 million.

Downtown Vision Plan – Village of Baldwin, Michigan

Project manager for planning process to revitalize downtown Baldwin, Michigan, a small community in west Michigan. In this effort, Julie designed engagement activities, performed community outreach, synthesized public input, and managed project deadlines.

Downtown Development and Off-Premises Signage Zoning Ordinance Amendments – City of Grand Rapids

Working for two distinct clients, Julie worked to develop zoning language to 1) facilitate the creation of public access to and along the Grand River and 2) upgrade the billboard exchange program to allow for off-premises signage relocation and the conversion to digital in the city of Grand Rapids, Michigan. This effort involved research, writing, and coordination meetings with the client, City of Grand Rapids, and other key stakeholders.

Reimagine Plainfield Zoning Ordinance Amendments – Plainfield Township

Working closely with Township staff, Julie helped to revise the Plainfield Township Zoning Ordinance to align with the policy recommendations of the Reimagine Plainfield corridor master plan. The project included multiple work sessions with Township staff and presentations to the Planning Commission.

Development and TIF Plan for the Saginaw Highway Corridor Improvement Authority – Delta Township

To address decline in the commercial corridor, Julie worked with a team to establish the Saginaw Highway Corridor Improvement Authority (CIA). Researching best practices and state enabling legislation, she helped to craft the Development and Tax Increment Finance Plan for the CIA.



Jason Ball, AICP

Senior Planner

ballj@progressiveae.com

Phone: 970.531.7435

Jason is an experienced consultant, facilitator, and leader who has worked in large organizations and in small consulting settings. He has filled multiple roles as a consultant, but what most motivates him is integrating the vision of a community or leader into a plan of action and supporting implementation of that plan. Since starting as a consultant in 2010, he has led major multi-stakeholder projects and supervised teams of colleagues and collaborators while being responsible for successful delivery of a wide range of work products and projects, including community plans, ordinance updates, economic development strategies, strategic plans, reports and white papers, grant applications, and training programs.

Education

Grand Valley State University
Bachelor of Arts, Political Science

Michigan State University
Masters of Urban and Regional Planning

Master Plan and DDA Plan Updates

Comprehensive updates to Master Plans and DDA Development and Tax Increment Financing Plans for a range of small and medium sized communities in Mid-Michigan, including a range of community engagement approaches, with an emphasis on planning for implementation of clear and concise action strategies. Communities include the cities of Caro, Corunna, Flushing, and Ithaca, the Village of Millington, and Kenockee Township.

Zoning Ordinance Updates

Completed major zoning ordinance amendments and full-scale ordinance re-writes for a variety of communities in Mid-Michigan, including Mundy Township and Buena Vista Township, as well as the cities of Gladwin, Lapeer, Flint, Auburn, and Flushing and the Villages of St. Charles and Merrill. Amendments included topics like providing for electric vehicle charging infrastructure, overlay districts for large new industrial developments, streamlining approval and review processes, and enabling development of higher-density housing.

Northeast Flint Choice Neighborhoods

As the local subconsultant for Northeast Flint Community Plan, which is part of a U.S. Housing and Urban Development (HUD)-funded 24-month planning process awarded to the Flint Housing Commission (FHC), in partnership with the City of Flint. The Plan is centered on the FHC's River Park Apartments, which includes 180 units of low-income housing. The Plan seeks to replace 100% of those housing units within the neighborhood, or in other areas of opportunity as part of new mixed-income developments along with associated programs to develop neighborhood assets and programs. As a subconsultant, responsible for engaging grassroots community partners, developing strategies for neighborhood improvements, and facilitating public outreach events to a wide range of audiences, including youth, block clubs, and elected officials.

Eaton County Master Plan Update

The county's first Master Plan update since 2013, which included a comprehensive land use change analysis for over 45,000 parcels along with community engagement and development of township-specific future land use maps for 11 townships under the county's zoning jurisdiction. The Plan emphasizes a more focused strategy for future growth, directing new development to city and village centers and areas with access to utilities, while providing flexibility for development of rural small businesses and innovative agricultural operations.

Funding for Implementation

Successful funding applications for over \$30 million in funding from a wide range of sources, including the Michigan Department of Natural Resources, Michigan Economic Development Corporation, U.S. Housing and Urban Development, U.S. Economic Development Administration, U.S. Small Business Administration, and a wide range of foundations and philanthropic organizations.



Eric Kehoe

Senior Planner

kehoe@progressiveae.com

Phone: 616.447.3332

Eric has 12 years of experience in housing development. His expertise includes housing finance and incentives; zoning and entitlements; historic preservation; grant writing and policy analysis.

Prior to his work at Progressive AE, Eric served as Real Estate Development Manager with Michigan Community Capital. In that role, he developed mixed-use workforce housing across the state of Michigan, managing \$100 million in award-winning projects both in pre-development and construction.

Eric has served as Executive Director of the City of Ewart Downtown Development Authority and Main Street program, as well as President of Preservation Detroit, the city's oldest and largest historic preservation organization. His writing on planning and development has appeared in the Detroit Free Press.

Education

Grand Valley State University
Bachelor of Arts

Wayne State University
Master of Urban Planning

Strategic Housing Plans and Technical Assistance

City of Dearborn, in process

Wexford and Missaukee Counties, in process

City of Flint, in process

Broadway Lofts: 410 W Broadway, Mt. Pleasant, MI

Total Project Cost: \$18.1M

Project Type: New Markets Tax Credit, New Construction, Mixed Use, Brownfield, Grocery Store, Urban Infill, Downtown, Tax Abatements, MEDC

2023 ULI Americas Jack Kemp Attainable Housing Award Winner

2023 Excellence in Economic Development Awards: Innovative Project Financing

Lofts on Rowe: 810 N Rowe, Ludington, MI

Total Project Cost: \$14.1M

Project Type: Historic Tax Credit, Brownfield, Mixed Use, MEDC

2022 Michigan Historic Preservation Network Historic Tax Credit Award

Temple Lofts, Lansing, MI

Total Project Cost: \$12M

Project Type: Adaptive Reuse, Brownfield, Mixed Use, Downtown, MEDC

Robinson Landing: 1800-1829 Robinson Street, Grand Haven, MI

Project Type: New Construction, Single Family, Neighborhood, Mixed-Income, Community Land Trust

Total Project Cost: \$2M

Cadillac Lofts: 207 S Mitchell Street, Cadillac, MI

Total Project Cost: \$9M

Project Type: New Construction, Brownfield, Mixed-Use, Urban Infill, Downtown, MEDC

Sawmill Lofts: 101 Michigan, Grayling, MI

Total Project Cost: \$14M

Project Type: New- Construction, Brownfield, Mixed-Use, Urban Infill, Downtown, MEDC

Carriage Town Infill Housing - 412 2nd Ave, Flint, MI

Total Project Cost: \$2M

Project Type: New construction, brownfield, infill housing, multifamily

Detroit Free Press

Author of two op-eds published in the Detroit Free Press: "Why Detroit Shouldn't Have to Tackle Blight Alone," and "Imagine a Detroit Built for People, Not for Parking Cars."



Mausharie Valentine, AIA, NCARB, CDT

Architect + Urban Designer

valentinem@progressiveae.com

Phone: 616.447.3426

Mausharie is a urban planner committed to designing imaginative, holistic environments that bring each client's unique project goals to life. Mausharie's express desire is to create equitable and inclusive places that emphasize achieving beautiful, well-loved places through empathy, continual market research, collaborative team effort, and visionary thought leadership in problem solving.

Education

Andrews University
Bachelor of Science, Architecture

Andrews University
Masters of Architecture

TART Trails Expansion: Grandview Parkway from Division to Garfield

Critical team member in the conceptual layout for the expansion of the TART Trail system along Grandview Parkway/E. Front Street, spanning 2 miles. She facilitated improved neighborhood connections, wayfinding, and connectivity to downtown, fostering collaboration between TART Trails, Inc., the City of Traverse City, and MDOT.

City of Grand Rapids Oxford Trails Improvements

Mausharie was pivotal in driving community engagement for the City of Grand Rapids Oxford Trails Improvements. She facilitated meaningful interactions, empowering community members to shape the project. Through ongoing dialogue and diverse voices, she ensured the trails reflected shared values and aspirations.

Plan Danville

Assisting the community engagement and implementation efforts for the City of Danville, VA comprehensive plan. Danville is a city of 40,000 people and was the last capital of the Confederacy. The plan's focus is on health, equity, education, environment, empowerment, housing, and transportation.

City of Kentwood Housing Study

Leading the City of Kentwood's Planning Commission and City Commission to establish consistent language and expectations for future Zoning Ordinance text amendments and potentially revised approval processes. The engagement process that highlights sticking points between the two commissions to construct a successful path forward.

DGRI Lyon Square Redevelopment

Design Architect for a flexible, four seasons space that will be used to bring people together in the heart of Downtown Grand Rapids. This unique space will establish a memorable destination that promotes a culture of engagement and inclusion.

Epicurean Village

Design Architect for a 28,000 square foot mixed use space in the heart of the historic Village of Spring Lake, Epicurean Village was designed



James Kilborn

Planner

kilbornj@progressiveae.com
616.361.0643

James brings more than three years of experience in municipal, county, and private planning environments. He carries a technical and creative skillset that includes research and document drafting, GIS mapping, development plan review, graphic and content design, and data analysis. In previous positions he revised city ordinances, developed master plan and parks and recreation plan updates, and developed policy papers for a variety of regional land use and transportation challenges. His role as Associate Planner allows him to apply these experiences and elevate the important work currently occurring in Progressive AE's partner communities.

Education

Grand Valley State University
Bachelor of Science, Geography and Sustainable Planning

Grand Valley State University
Masters of Public Administration

Ada Township Master Plan Update

Participated in public engagement sessions, accumulated data, performed research and created analytical maps, and drafted and formatted the Township's first Master Plan Update since 2016.

City of North Muskegon Master Plan and Zoning Ordinance

Helped facilitate open house planning events and sub-area planning charrettes, developed analytical maps and graphics for inclusion in the City's Master Plan.

Traverse City Mobility Action Plan

Developed engagement materials for community events, synthesized public feedback, created maps and graphics for inclusion in the City's first-ever non-motorized transportation plan.

City of Coopersville Tree Ordinance Revision

Updated City's Tree Ordinance to provide clarity on permitted tree plantings, developed graphics for ease of interpretation and enforcement.

City of Three Rivers Parks and Recreation Plan

Project Manager for Parks and Recreation Plan development, involved parks and inventory analysis, map creation, observation of MDNR requirements, and final distribution for adoption by City Council.

City of Benton Harbor Master Plan

Developed analytical maps for Benton Harbor planning process, including existing land use maps, vacant parcels map, environmental sensitivity map, and tax productivity maps.

Ottawa County Metropolitan Planning Organization Report

Developed policy document on metropolitan planning organizations (MPOs), outlining their structure, enabling legislation, powers and responsibilities, and opportunities for greater regional collaboration.



Christopher Zull, PE

Transportation Practice Leader

zullc@progressiveae.com

Phone: 616.365.2664

Chris has over 18 years of experience as a transportation engineer, spending the last 15 years working for the City of Grand Rapids, most recently as the Traffic Safety Manager. In this role, Chris managed the Lighting, Signals and Signs Department which provides off-hours and emergency services.

Chris has been responsible for the oversight of staff and consultants for the conversion of over 40 miles of road diet from 4-lanes to 3-lanes in Grand Rapids. Key project components included review and update of roadway geometrics, pavement marking layout, parking management with local business owners and invested stakeholders, bicycle lane design and connectivity, appropriate signing and signal head alignment updates, in depth public engagement and educations, crash analysis, traffic volume data collection and analysis for both before and after conditions.

Education

Michigan State University
Master of Science in Civil Engineering

Michigan State University
Bachelor of Science in Civil Engineering

City of East Grand Rapids Mobility/Bike Action Plan

Worked closely with the City to evaluate street networks and infrastructure to add and improve cycling facilities to enhance and promote cycling activities and best practices for safety. Developing a comprehensive plan with mapping through public engagement, stakeholder meetings and community surveys to identify near and long term infrastructure needs as well as identifying policies needed for all users to feel safe and comfortable.

City of Grand Rapids Driving Change Bicycle Safety Education Program

The City of Grand Rapids partnered with the Michigan Department of Transportation on this bicycle safety education campaign, recognizing an increase in the use of bicycles for transportation, recreation, and health; and a need for addressing an increase in crashes. This project was designed to establish a template for a broad education campaign.

City of Grand Rapids Vital Streets Plan and Design Guidelines

Vital Streets is a combination of Complete Streets and Green Infrastructure that creates the brand of infrastructure unique to Grand Rapids. The Vital Streets Design Guidelines provide detailed information regarding street design considerations that promotes self-enforcing principals to enable users to naturally and intuitively comply with speed and other operating expectations. Design controls are utilized to reflect the context and character of land uses and transportation needs with a clear perspective on operational and maintenance requirements.

City of Grand Rapids, Michigan Street Corridor Plan

A regional corridor of significance that has experienced over \$1 billion of development over the last 10 years. The road needed a transportation plan to accommodate its growing future. Recommendations related to traffic included a 20 year plan with a target to shift 40% of traffic to transit or other non-motorized modes, bike routing through neighborhoods rather than on Michigan Street, on-street parking management where appropriate, planning for future transit only lanes, improving the pedestrian and bike environment. The overall study included placemaking, accommodating a wide variety of land uses, quality of life, community health, public art, climate resiliency, and promote organized economic investment and job growth.

Implementation Plan



The Progressive team is an interdisciplinary group of experts in land use, urban design, economic development, zoning, housing development, and technical analysis. As demonstrated in our work samples, and by our references, our team is committed to delivering exceptional work products to our clients that drive positive change in communities. Through our work in partnership with local jurisdictions, we have found that a more flexible approach is most effective. This scope provides an overview of our approach and confirms our commitment to execute the tasks as defined in the request for proposals. We look forward to detailing a project plan and scope of work in collaboration with the Kingsley team if we are selected.

Best Practice 1: Plans & Engagement

The first area of best practices focus on guiding policy documents for the Village of Kingsley. Our work would be grouped into three areas:

Master Plan Coordination: Progressive will work with the Networks Northwest team to ensure that the ongoing master plan update incorporates the requirements for Best Practice 1. This includes preparing a detailed implementation plan for the master plan, specifying the action items, responsible parties, and timelines. The Zoning Plan is another crucial element of the master plan update. The Zoning Plan analyzes how the current zoning ordinance relates to the future land use map and goals of the master plan, identifying amendments needed to achieve the future state for Kingsley. Progressive will ensure that the zoning plan element of the plan is consistent with the work done under Best Practice 2.

Capital Improvement Plan: Our team will work with the Planning Commission and Village staff to complete an update to the Capital Improvement Plan (CIP). The CIP is a rolling 6-year list of proposed capital improvements and funding sources necessary to support those improvements. The Progressive team will meet with Kingsley staff to develop a list of proposed capital improvements and cost estimates. If necessary, we will engage our civil engineering staff at Progressive to support cost estimating and project feasibility evaluation. The final CIP will be a relatively brief document that identifies projects, costs, and funding resources for a 6-year cycle. Progressive will provide Village staff with a Microsoft Excel spreadsheet that can be easily manipulated for annual CIP updates going forward.

Public Participation Plan: This plan will be a compendium for the range of engagement opportunities and requirements for planning processes in Kingsley and will guide public participation in decision making related to land use and development actions in Kingsley. The development of this plan will go hand in hand with the

development of other processes related to development review. The end result will be a clear handbook on how, when, and who needs to be engaged for various decisions in Kingsley, providing guidance to city staff, public agencies, businesses and developers, and village residents.

Best Practice 2: Zoning

Progressive will work with Village staff to complete a targeted update of the Village's Zoning Ordinance. This update will use the RRC strategies as a guide, while identifying areas for future amendments to ensure implementation of the Master Plan. The Zoning Ordinance revision will include the following activities:

Zoning Ordinance Audit: The Progressive team will complete a zoning ordinance audit that identifies necessary changes to gain RRC certification. Working from the RRC Baseline Report, this includes evaluation of the ordinance for legal issues based on recent court decisions and alignment with the master plan. We will target the areas of historic preservation, downtown development, non-motorized transportation, housing choice, and parking, leveraging our staff's expertise in administering dozens of zoning ordinances in a variety of Michigan communities.

Recommendations: We will then craft recommendations to update the Ordinance based on the audit and review those recommendations with staff or the Planning Commission. The final recommendations will be presented to the Planning Commission before the ordinance update proceeds.

Drafting and Adopting Amendments: Lastly, we will complete an update of the Zoning Ordinance and Map according to the recommendations approved by staff and/or Planning Commission. This update will emphasize keeping the code user-friendly and easy to administer. We will provide support as needed in the formal adoption process, ensuring the newly adopted ordinance addresses all requirements of the Michigan Zoning Enabling Act.

During the zoning ordinance review process, if additional updates are identified that are not within the RRC scope of work, Progressive is able to complete a more comprehensive update to the ordinance for an additional fee.

Best Practice 3: Development Review

Our goal is to make development applications and review easier for staff and applicants. To that end, we will do the following:

Systematize the Review Process and Data: We will hold focus groups with Village staff, developers, and residents to get a sense of current data tracking processes and the key challenges in the development review process as it functions now. We will assess the technological capabilities of those involved in these processes and provide options based on the level of ease and cost.

Joint Site Plan Review Team: The creation of a multidisciplinary design review team will be instrumental in facilitating high quality development in Kingsley. Convening relevant departments with applicants before submission to Planning Commission can head off costly or unexpected issues and cultivate an environment of collaboration.

Development Guide: One deliverable from the audit of review processes and the streamlining of those processes will be a development guide. This will be a comprehensive handbook, hosted online, that will provide step by step instructions to the development review process in Kingsley, from pre-application meeting to scheduling inspections. The guide will have helpful links to all application forms, meeting agendas and filing deadlines, and explanations of the departments and entities involved in the application process.

Best Practice 4: Boards & Commissions

Orientation: Working with the Village Manager, we will survey the members of existing boards to get a sense of how they came to serve at their current appointment. We will explore ways they felt prepared or unprepared for their role and what information or training would have been useful to them prior to joining. A comprehensive orientation packet will be developed, with clear instructions on maintenance so information does not become out of date.

Training: We will develop a method to track training, creating a calendar for each board and a list of knowledge areas. Having crafted and led trainings for the Michigan Association of Planning, our team is confident we can create a training schedule and tracking system that will meet the needs of Kingsley's boards and commissions.

Best Practice 5: Economic Development & Marketing

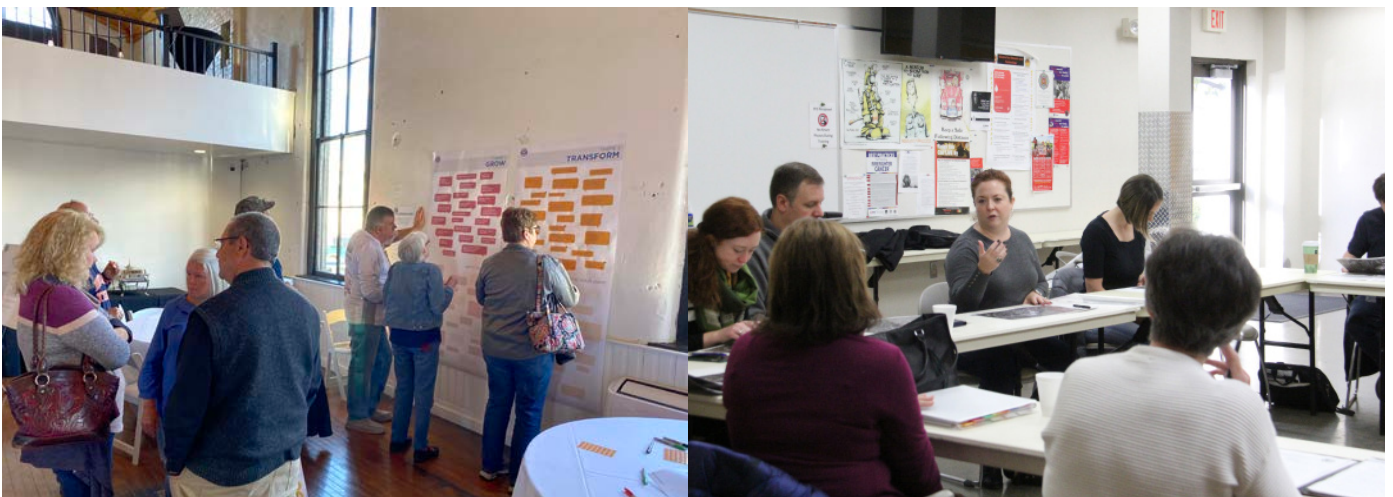
Our approach to economic development and marketing is deeply rooted in implementation and in adherence to Redevelopment Ready Communities Best Practices around economic development and marketing strategies. The following items are designed to assist Kingsley in updating its economic development and marketing plan with actionable strategies that, once employed, will leverage the assets of the community and region as a whole to increase economic vitality and opportunity for Kingsley's citizens and businesses.

Existing Conditions and Plans Analysis: The Progressive AE team will review existing documents pertaining to economic development in Kingsley, most importantly the 2013 Economic Development Action Plan developed in partnership with the Traverse Bay Economic Development Corporation. Additionally, Progressive AE will assess the existing organizational capacity of the Village. Our aim is to establish an understanding and context for the vision, goals, issues, opportunities, and challenges in economic and business development in Kingsley, gauging both current and future capacity of the Village for strategic initiatives. We will also examine findings from any ongoing engagement related to the current master plan update process.

Demographic and Economic Base Analysis: Utilizing tools such as ESRI Business Analyst and the U.S. Census data, we will craft a demographic and economic profile of the Village. This profile will include existing and projected trends in population, income, households, median age, race, and ethnicity. We will also gather data on labor market size, commuter trends, educational attainment, and unemployment. A survey may be used to collect data from current residents and stakeholders on perceptions of economic activity and opportunity.

Stakeholder Interviews: The most effective way to pinpoint specific economic strengths and opportunities involves integrating data analysis with insights obtained through discussions and interviews with key stakeholders. This hands-on perspective uncovers the intricate relationships among firms, service providers, and other stakeholders in the local and regional economy, revealing investment opportunities that may not be evident through data analysis alone.

Marketing Plan: The update to the Economic Development Plan will include a comprehensive marketing plan. Data from stakeholder interviews, focus groups, and understanding organizational capacity will shape the efforts to market the Village of Kingsley to residents and prospective businesses owners and developers. Understanding the design decisions made in the creation of the Village's new website will be helpful in informing the development of a marketing strategy.



Best Practice 6: Priority Redevelopment Sites

We understand that RRC Certification is necessary for the partnership between the Village of Kingsley DDA and Grand Traverse Land Bank Authority to begin. Priority redevelopment sites have already been identified. The next step is to develop a vision for these sites, identify financial or other incentives to attract developers, and to market these sites accordingly.

The Progressive AE bench offers practitioners with experience as real estate developers and urban designers. We can produce test fits, identify financial incentives, and work to achieve the investment desired by the Village of Kingsley. Since these redevelopment sites should be included as a part of the Master Plan, Progressive will work with Networks Northwest to ensure the information produced for the sites easily integrates into the overall planning process and final document.

Final redevelopment site evaluation will include evaluation of redevelopment scenarios based on Kingsley's land use plan, along with assessment of feasibility and available resources and incentives to encourage development on each site that aligns with Kingsley's vision for the future.



Timeline

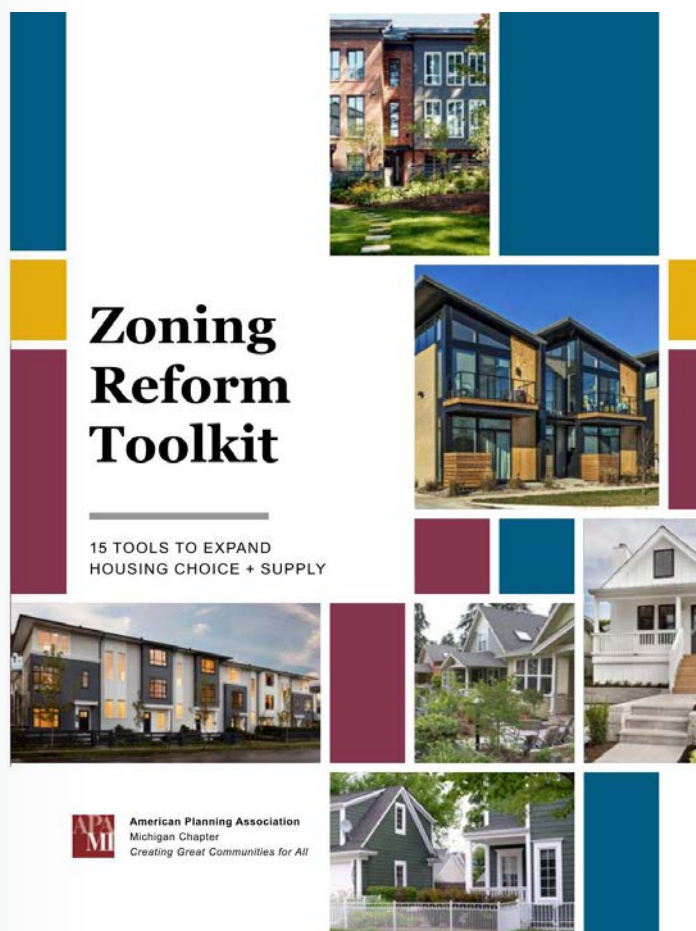
A rough timeline for the process to achieve RRC certification is shown below. The timeline projects completion of this process in approximately nine months.

| Item | 2024 | | | | | 2025 | | | | | |
|---|------|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|
| | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
| Initiation Contract awarded, kick off meeting w/ staff, RRC planner, other stakeholders | | | | | | | | | | | |
| Engagement Develop public participation plan | | | | | | | | | | | |
| Redevelopment Ready Sites Preparation and marketing of sites | | | | | | | | | | | |
| Master Plan Coordinate w/ Networks Northwest to ensure Master Plan update meets RRC standards | | | | | | | | | | | |
| Boards and Commissions Update orientation packets, create training schedule and tracking mechanism | | | | | | | | | | | |
| Systems and Process Development Joint site plan review, application tracker, feedback mechanisms, development guide | | | | | | | | | | | |
| Economic Development and Marketing Update to Economic Development Plan, creation of Marketing Plan | | | | | | | | | | | |
| Zoning Develop updates in line with Master Plan recommendations and other target areas | | | | | | | | | | | |
| Capital Improvement Plan Lead staff and Planning Commission through CIP update process | | | | | | | | | | | |
| Certification Process Guide Village through formal certification process | | | | | | | | | | | |

References

Zoning Reform Toolkit

Michigan Association of Planning



Michigan's housing shortage is affecting affordability, community livability, economic growth and prosperity, and quality of life. Cities, townships, and villages are struggling to find solutions that allow people to age in place, for employees to find attainable housing, and for young people the opportunity to move back home.

Current zoning practices by and large discourage housing types other than stand-alone single-family homes even though most households are not families. Nearly three-quarters of Michigan's housing units are detached single-family homes yet 67% of households in Michigan are comprised of just 1 or 2 people.

While communities can't control labor and lumber prices, the laws that are passed at the local level do affect how much development can occur on a parcel of land and how that land will be used. The Zoning Reform Toolkit: 15 Tools to Expand Housing Choice and Supply provides local regulatory remedies to increase housing supply and shares communications strategies to overcome resistance to new development regulations. The Toolkit is designed to help municipal leaders implement zoning reform to expand housing choice and supply and, in the process, combat the housing affordability crisis.

Recipient of the 2022 Karen B. Smith Chapter Award for Outstanding Achievement. Each year, the APA Chapter President's Council recognizes individual APA chapters that have demonstrated outstanding performance in public outreach, service to members, professional development, and overall chapter achievement.

Reference: Andrea Brown, AICP, Executive Director, Michigan Chapter, American Planning Association, abrown@planningmi.org, 734.646.5702

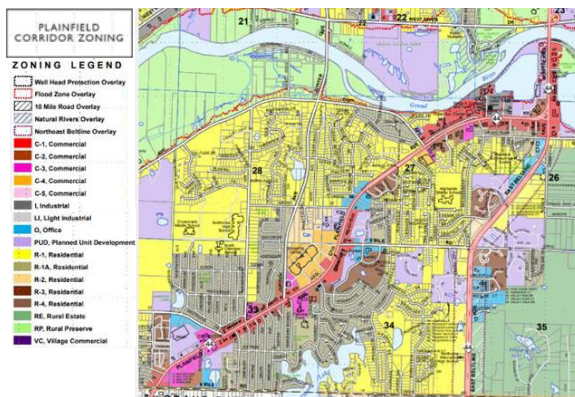
Plainfield Charter Township Reimagine Plainfield Corridor Plan and Zoning Amendments



Grand Rapids, MI



Plainfield Charter Township hired Progressive AE to assist in the creation of a corridor plan. Plainfield Avenue, also known as M-44, carries nearly 36,000 cars per day. Once dubbed the “Motor Mile” this post-World War II corridor has many buildings and parcels that are tired - with one that has been vacant for more than two decades. The North Kent Mall has since been modified and a former K-Mart was recently converted into a self-storage facility. Commercial property tax receipts in the corridor have remained flat for the past decade. Where there has been investment, it has been largely for the expansion of existing auto dealers and repurposing of some existing buildings for fast-food related operations.



The Reimagine Plainfield project began with a steering committee appointed by the Township Board. The Committee spent the first 9 months in a pre-planning process to listen and learn about factors that affect the corridor and the people around it. In conjunction with Disability Advocates of Kent County (DAKC), Committee members were able to experience the corridor from the perspective of someone who is restricted to a wheelchair or is sight impaired. DAKC’s “test pilots” - persons with a physical disability - were present to lead the group and share their personal reflections. Other experiences included speaking with the real estate and development community; meeting with MDOT, County Road Commission and the Rapid (transit authority); seeing a presentation from the Lower Grand River Organization of Watersheds (LGROW) to discuss stormwater; and interacting with Planning staff on the development approval process. Community input was solicited through a series of surveys during Covid. This past fall, a charrette was held with Progressive AE using the opportunity as a “day of learning” to have multiple disciplines contributing to the discussion.



A series of development scenarios were developed for key locations. The scenarios informed recommended modifications to the Township’s Zoning Ordinance and the zoning plan. The Reimagine Plainfield Plan was adopted on May 24, 2021. The zoning amendments were adopted on November 22, 2021. Zoning amendments include a new mixed-use zone district that allows by-right development to create pedestrian-oriented mixed-use areas, design and landscape standards, and provisions that allow the corridor to transition over time through the use of flexible non-conforming standards and administrative departures.

Size: 4 miles

Completion: 2021 (anticipated)

Services: Planning, traffic engineering, urban design, landscape architecture

Reference: Jennifer M. DeHaan, MPA,
Assistant Township Manager/Superintendent,
Plainfield Township, 616.262.1343

North Muskegon Master Plan + Zoning Ordinance

North Muskegon, MI

As a residential community located on a peninsula, North Muskegon partnered with Progressive AE to create a new Master Plan and Zoning Ordinance to shift the city's image away from being a sleepy bedroom community by accommodating greater varieties of retail and housing development. The Planning Team created specially-branded sunglasses and drink koozies and hosted numerous "pop-up" events across town to hear from residents and stakeholders, asking them to envision the future of their community. Through this process, residents cited the city's access to water, small-town charm, and walkability as key assets to emphasize and build upon.

The planning process also includes sub-area planning through design charrettes. This entails a multi-disciplinary team of architects, traffic engineers, and planners from Progressive AE to spend multiple days in three parts of the city, identifying opportunities for change and methods for improving the built environment in these select areas. As a community intent on encouraging new retail, restaurant, and housing opportunities, these sub-area plans focus on rebuilding the city's once-vibrant business districts.



Reference: Sam Janson, City Manager, City of North Muskegon, sjanson@northmuskegon.org, 231.744.1621

Envision
NORTH MUSKEGON

Welcome!

North Muskegon Community Event

- Thursday, December 15, 2022
- Walker Community Center
- 5:30 p.m. - 7:30 p.m.

Help us plan the future of our community!

Bear Lake
Muskegon Lake

CITY OF
NORTH MUSKEGON

progressive|ae

Services: Stakeholder engagement, public participation, master planning, civil engineering, landscape architecture, traffic engineering and analysis, non-motorized land planning, mechanical engineering, electrical engineering, interior design

Village of Lawton RRC Certification

Lawton, MI



Reference: Lisa Imus Ransler, former Village Manager,
Village of Lawton, imusl@lawtonmi.org, 269.624.6407

Progressive AE joined the Village of Lawton in their journey to help shape the future of the Village by developing a Comprehensive Master Plan in 2021. The Village has a special small town charm and is home to passionate residents who take pride in their community's resources.

The Planning Team worked closely with a steering committee of local stakeholders and the residents of the Village to comprise five different themes as points of focus throughout the master planning process. Their ideas were captured through engaging workshops and open house events with the public. The five themes are carried throughout the new Master Plan and corresponding action items are included to encourage the achievement of the Plan's goals.

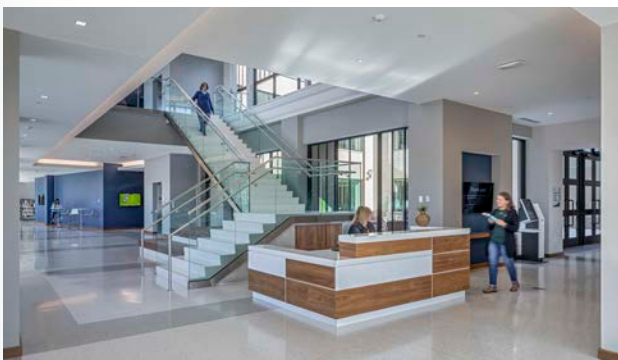
The new and enlivened Master Plan created for the Village encompass the priorities and desires of the residents of Lawton while maintaining a cadence unique to the Village and its people.

In our work with Lawton, we were able to secure MEDC approval to also include a full revision of the Village's Zoning Ordinance as part of the grant through the Redevelopment Ready Communities Program. Revisions to the zoning code were completed as part of their MEDC RRC certification process in 2024.

Services: Community and stakeholder engagement, master planning, zoning, meeting facilitation.

Ada Township Envision Ada Master Plan and Implementation Projects

Ada, MI



Reference: John Said, Planning Director,
Ada Township, jsaid@adatowwnshipmi.com, 616.920.7313

- Master planning process completed over a six-month period engaging diverse stakeholder groups, including the Township, local business owners, property owners and involved community members using community forums, as well as social media tools
- Creation of a sustainable plan which allows the natural feature of the river to be fully realized as a community asset; includes green street design standards, storm water management
- Solutions provide increased accessibility for pedestrian traffic, increased availability of residential properties within the village, and creation of community green spaces as gathering places
- Existing and future conditions modeling of roadway network
- Signal warrant analysis and signal design at the M-21 (Fulton Street) / Headley Street intersection
- Development of alternatives for the Headley Street re-alignment
- Streetscape design including median islands, bulb-outs, sidewalks, ornamental lighting, street trees, and site furnishings such as bike racks and benches
- Subsequent master plan implementation projects that Progressive AE has partnered with Ada Township and other stakeholder to complete include Legacy Park and the Amy Van Andel Library and Community Center

Services: Stakeholder engagement, public participation, master planning, civil engineering, landscape architecture, traffic engineering and analysis, non-motorized land planning, mechanical engineering, electrical engineering, interior design.

Contract Terms & Conditions

Standard Agreement Provisions Planning Services

The parties to this Agreement, Progressive AE, Inc., Grand Rapids, Michigan, USA, hereinafter called the PLANNER and Village of Kingsley, Kingsley, Michigan, USA, hereinafter called the OWNER, hereby agree to the following conditions:

1. Limit of Scope: The services provided by the PLANNER shall be limited to those described in the proposal dated June 28, 2024. The parties agree that the terms of the proposal are incorporated herein by reference, and are part of this agreement as if fully set forth herein. If any terms set forth in the proposal are expressly in conflict with the terms hereof, the terms of the proposal shall govern.
2. Changed Conditions: If, during the term of this Agreement, the PLANNER becomes aware of any circumstances or conditions that were not originally contemplated by or known to the PLANNER, then to the extent that they affect the scope of services, compensations, schedule, allocation of risks or other material terms of this Agreement, the PLANNER may call for re-negotiation of appropriate portions of the Agreement. The PLANNER shall notify the OWNER of the changed conditions necessitating re-negotiation, and the PLANNER and the OWNER shall promptly and in good faith enter into re-negotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement.
3. Delays: The OWNER agrees that the PLANNER is not responsible for any damages arising directly or indirectly from any delays for causes beyond the PLANNER's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions, epidemics, pandemics or other natural disasters or acts of God; fires, riots, war or other emergencies; failure of any government agency to act in a timely manner; failure of performance by OWNER or the OWNER's contractors or consultants; or discovery of any hazardous substance or differing site conditions.
In addition, if the delays resulting from any such causes increase the cost or time required by the PLANNER to perform its services in an orderly and efficient manner, the PLANNER shall be entitled to a reasonable adjustment in schedule and compensation.
4. Additional Services: Additional services not specifically identified in the Scope of Services shall be paid for by the OWNER in addition to the fees previously stated, provided the OWNER authorizes such additional services in writing. Special services will be billed monthly as work progresses and invoices are due upon receipt. If services covered by this agreement have not been completed within 6 months of the date of this agreement, through no fault of the PLANNER, extension of the PLANNER'S services beyond that time shall be compensated as additional services.
5. Code of Ethics and Professional Conduct: Professional Services provided by the PLANNER will be conducted in a manner consistent with ordinarily and normally exercised by licensed PLANNERS practicing in the State where the Project resides. The OWNER and PLANNER agree that a contingency in the amount of three percent (3%) of the cost of the work be established, as required, for changes that may be required because of possible omissions, ambiguities, or inconsistencies in plans and specifications.
6. Value-Added/Betterment: If, due to the PLANNER's error, any required item or component of the project is omitted from the PLANNER's Construction documents, the PLANNER shall not be responsible for paying the cost to add such item or components to the extent that such item or component would have otherwise been necessary to the project or otherwise adds value or betterment to the project. In no event will the PLANNER be responsible for any cost or expenses that provides value, upgrade, or enhancement of the project.

7. Hazardous Materials: The PLANNER shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form on any project sites. The OWNER shall furnish tests, inspections and reports required by law or the Contract Documents, such as traffic, environmental impact reports or assessments and chemical tests, tests for air and water pollution, and tests for hazardous materials.
8. Opinions of Probable Construction Cost: In providing opinions of probable construction cost, the OWNER understands that the PLANNER has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the PLANNER's opinions of probable construction costs are made on the basis of the PLANNER's professional judgment and experience. The PLANNER makes no warranty, express or implied that the bids or the negotiated cost of the Work will not vary from the PLANNER's opinion of probable construction cost.
9. Schedule for Rendering Services: The PLANNER shall prepare and submit for OWNER approval a schedule for the performance of the PLANNER's services. This schedule shall include reasonable allowances for review and approval times required by the OWNER, performance of services by the OWNER's consultants, and review and approval times required by public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in scope, character or size of the project requested by the OWNER, or for delays or other causes beyond the PLANNER's reasonable control.
10. Ownership of Reports, Drawings and Other Materials: The OWNER agrees that all reports, drawings, letters, worksheets, plans, preliminary material tables, supportive data, documents and other materials produced by the PLANNER in the course of and for the purpose of meeting this contract are the property of the PLANNER, shall remain in the possession of the PLANNER and the PLANNER has and retains all copyrights in such material. Upon execution of this Agreement, the PLANNER grants to the OWNER a nonexclusive license to reproduce the PLANNER's Instrument of Service solely for the purposes of constructing, using and maintaining the Project provided that the OWNER shall comply with all obligations including the prompt payment of all sums when due, under this Agreement.
11. Payment Terms: Invoices will be submitted by the PLANNER monthly, are due upon presentation and shall be considered past due if not paid within thirty (30) calendar days of the date of invoice. Invoices past due shall accrue interest at one percent (1%) per month from the original invoice date. If past due invoices cause the PLANNER to proceed with legal action or collection services, the OWNER agrees to pay all of the PLANNER's collection expenses including reasonable attorney fees.
12. Disputed Invoices: If the OWNER objects to any portion of an invoice, the OWNER shall so notify the PLANNER in writing within ten (10) calendar days of receipt of the invoice. The OWNER shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after presentation of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest at one percent (1%) per month shall be paid by the OWNER on all disputed invoice amounts that are subsequently resolved in the PLANNER's favor and shall be calculated on the unpaid balance from the due date of the invoice.
13. Abandonment of Work: If any work is abandoned or suspended, the PLANNER shall be paid for services performed prior to receipt of written notice from the OWNER of abandonment or suspension.

14. Professional Liability Insurance and Limitation of Liability: The PLANNER maintains professional liability insurance as part of its normal business practice. The OWNER agrees to limit the PLANNER's liability to the OWNER and to all Consultants on the project due to the PLANNER's negligent acts, errors, or omissions, such that the total aggregate liability of the PLANNER to all those named shall not exceed the amount of the PLANNER's compensation for the Project.
15. Indemnification: Subject to the limitation in paragraph 14 above, the PLANNER agrees to the fullest extent permitted by law, to indemnify and hold harmless the OWNER against damages, liabilities and costs arising from the negligent acts of the PLANNER in the performance of professional services under this Agreement, to the extent that the PLANNER is responsible for such damages, liabilities and costs. The PLANNER shall not be obligated to indemnify the OWNER for the OWNER's own negligence.
16. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the PLANNER, their respective officers, directors, partners, employees, contractors or sub-consultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of incidental, indirect and consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the OWNER and the PLANNER shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.
17. Dispute Resolution: In an effort to resolve any conflict, the duly authorized representatives of each party will meet together in good faith in an attempt to resolve the conflict. If this attempted resolution fails to resolve the claim or dispute, the parties agree that all claims, disputes, and other matters in question between the parties arising out of or relating to this Agreement or breach thereof first shall be submitted for non-binding mediation to any one of the following, as agreed to by the parties: American Arbitration Association, American Intermediation Service, Americord, Dispute Resolution, Inc., Endispute, or Judicate. The parties hereto agree to fully cooperate and participate in good faith to resolve the dispute(s). The cost of mediation shall be shared equally by the parties hereto. Any time expended in mediation shall not be included in calculating the time for filing arbitration.

If mediation fails to resolve the claim or dispute, the matter shall be submitted to arbitration with the American Arbitration Association under the Construction Industry rules, unless the parties agree otherwise or unless a plaintiff not a party hereto institutes litigation in a court of competent jurisdiction and said court takes personal jurisdiction over one of the parties hereto regarding the same subject matter as in dispute between the parties hereto.

No arbitration arising out of or relating to this Agreement shall include, by consolidation, joinder, or in any other manner, any additional person not a party to this Agreement except by written consent of the parties and such consent to arbitration involving an additional person(s) shall not constitute consent to arbitration of any dispute not described therein. This Agreement to arbitrate and any agreement to arbitrate with an additional person(s) shall be specifically enforceable under the prevailing arbitration law.

The demand for arbitration shall be made within one (1) year of the date the claimant knew or should have known of the existence of the claim, dispute, or other matter but in no event later than 3 years after the date of substantial completion of the project. If the demand for arbitration is not effectuated within such times, the claim, dispute, or other matter shall be forever barred.

The decision rendered by the arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. In the event either party makes a claim or brings an arbitration action or lawsuit against the other party for any act arising out of the performance of the services hereunder, and the claimant fails to prove such claim or action, then the claimant shall pay all legal and other costs (including attorneys' fees) incurred by the other party in defense of such claim or action.

18. Hiring of Personnel: OWNER may not directly hire any employee of the PLANNER. OWNER agrees that it shall not, directly or indirectly solicit any employee of the PLANNER from accepting employment with OWNER, affiliate companies, or competitors of PLANNER.

Cost Quotations

Progressive AE proposes to do the work outlined in the Request for Proposal and described in our proposed approach for a total of \$45,965 (forty five thousand nine hundred sixty five dollars).

| Task | Cost |
|--|----------|
| Initiation | \$2,070 |
| Develop public participation plan | \$1,495 |
| Preparation and marketing of Redevelopment Ready Sites | \$8,600 |
| Master Plan tasks | \$2,850 |
| Boards and Commissions tasks | \$4,240 |
| Systems and process development tasks | \$4,390 |
| Economic development and marketing tasks | \$8,420 |
| Zoning ordinance amendments and adoption | \$8,350 |
| Capital Improvement Plan | \$3,750 |
| Certification process | \$1,800 |
| Total | \$45,965 |

We would very much enjoy this opportunity to work with the Village of Kingsley and look forward to discussing our proposal details with you. Should you have any questions or need additional information, please do not hesitate to contact our office.

Sincerely,
Progressive AE



Suzanne M. Schulz, FAICP
Urban Planning Practice Leader

Jeffrey Roman, PE
Director of Engineering

ACCEPTED BY : _____

PRINTED NAME : Kaitlyn Aldrich, Village Manager DATE : July 16, 2024

Progressive AE has prepared this proposal for the Village of Kingsley and we request that it be treated as confidential and not copied or distributed for any reason other than evaluation for hire.

CONTACT : Suzanne M. Schulz, FAICP
Urban Design & Planning Practice Leader
616.822.1020
schulzs@progressiveae.com

progressive|ae

Contact Us

Michigan Offices

Phone: 616.361.2664

Read Our Blog

progressiveae.com/strategic-insights

Watch Our Testimonials

progressiveae.com/testimonials

VILLAGE OF KINGSLEY BALANCE SHEET

PREPARED FOR COUNCIL MEETING July 9th, 2024

ALL ACCOUNTS:

GENERAL FUND

| | | |
|------------------------------|----|------------|
| GENERAL CHECKING | \$ | 311,701.64 |
| CHRISTMAS ACCT | \$ | 2,784.08 |
| GEN. CENSUS/FUND BALANCE | \$ | 185,467.71 |
| ROADS CAPITAL IMPROVEMENT | \$ | 18,353.25 |
| ** CREDIT CARD TRANSFER ACCT | \$ | 18,189.80 |
| ** ESCROW ACCOUNT | \$ | 20,061.20 |
| ** FARMERS MARKET | \$ | 15,947.19 |

TOTAL GENER **\$572,504.87**

WATER

| | | |
|---------------------------------|--|--------------|
| RECEIVING OPER. & MAINT | | \$106,756.20 |
| ** 2014 PROJECT ACCOUNT | | \$11,568.61 |
| WATER TOWER MONEY MKT. | | \$199,207.61 |
| ** 2014 BOND & INTEREST | | \$17,967.70 |
| CAPITAL IMPROVEMENT | | \$29,622.51 |
| ** 2014 BOND RESERVE (CD) | | \$24,437.58 |
| ** REPLACE/REPAIR/IMPROVE (RRI) | | \$95,147.61 |

TOTAL WATER **\$484,707.82**

SANITARY SEWER

| | | |
|---------------------------------|--|--------------|
| OPER. & MAINT. CHECKING | | \$19,738.89 |
| RECEIVING CHECKING | | \$25,037.15 |
| ** IMP/REPAIR MONEY MKT. | | \$166,315.41 |
| CAPITAL IMPROVEMENT | | \$27,442.20 |
| ** 2010 BOND RESERVE A (CD) | | \$46,267.18 |
| ** 2010 BOND RESERVE B (CD) | | \$38,403.17 |
| ** 2010 SEWER BOND & INTEREST A | | \$52,716.77 |
| ** 2010 SEWER BOND & INTEREST B | | \$31,069.64 |

TOTAL SEWER **\$406,990.41**

EQUIPMENT

| | | |
|---------------------|--|-------------|
| EQUIPMENT CHECKING | | \$31,476.64 |
| CAPITAL IMPROVEMENT | | \$37,654.02 |

TOTAL EQUIPN **\$69,130.66**

MAJOR STREET **\$259,479.39**

LOCAL STREET **\$169,364.20**

LIBRARY/OFFICE

** L/O USRDA B&I **\$6,205.13**

OIL & GAS TRUST FUND **TOTAL OIL & G** **\$1,032,314.84**

** ASSETS & PRINCIPLE \$998,096.90

INCOME CASH \$34,217.94

TOTAL ALL ACCOUNTS **\$3,000,697.32**

** **RESTRICTED FUNDS** **\$1,542,393.89**

TOTAL AVAILABLE FUNDS **\$1,458,303.43**

| | | Bills presented for approval and payment | | | |
|----------------|-----------------------|---|-----------------|--|---------------------|
| | | July 9, 2024 | | | |
| GENERAL | | | | | |
| | Carter Consulting | Brownson Park consulting | \$ 6,240.00 | | |
| | Affinity | 2 laptop computers/support | \$ 2,259.08 | | |
| | Dave Bieganowski | General/Zoning Matters | \$ 1,200.00 | | |
| | UHY Advisors | Consulting/general ledger assist | \$ 2,052.00 | | |
| | | | TOTAL | | \$ 11,751.08 |
| WATER | | | | | |
| | Michigan Rural Water | Annual dues | \$ 825.00 | | |
| | Elhorn Engineering | Chemicals | \$ 865.00 | | |
| | Mika Meyer | Water Extension to Paradise Twp. | \$ 126.00 | | |
| | Wade Trim | General services | \$ 164.90 | | |
| | | | TOTAL | | \$ 1,980.90 |
| SEWER | | | | | |
| | Operation Services | June Maintenance Agreement | \$ 9,674.26 | | |
| | Mike Meyers | Sewer Extension to Paradise Twp. | \$ 126.00 | | |
| | Michigan Pipe & Valve | Repair of Vets Park Storm Drain | \$ 190.00 | | |
| | | | TOTAL | | \$ 9,990.26 |
| EQUIP | | | | | |
| | Voyager | Gasoline/Diesel | \$ 822.34 | | |
| | Thirlby Auto | Nylon Ties | \$ 49.98 | | |
| | | | TOTAL | | \$ 872.32 |
| MAJOR | | | | | |
| | Wade Trim | S. Brownson irrigation | \$ 494.71 | | |
| | Wade Trim | Cat. B Grant | \$ 659.61 | | |
| | Wade Trim | Light pole angling baskets | \$ 329.81 | | |
| | | | TOTAL | | \$ 1,484.13 |
| LOCAL | | | | | |
| | | | TOTAL | | \$ - |
| | | | | | |
| | | | GR TOTAL | | \$ 26,078.69 |

Credit Card Transactions
For Council July 9th, 2024

| Elan (VISA) | Company | Bill to | Item | Price |
|--------------------|-----------------|--------------------|------------------------------|--------------------|
| | Post Office | G | Village Taxes/Water bills | \$ 680.00 |
| | EGLE | W | Training Certification (NF) | \$ 245.00 |
| | Hampton Inn | W | 2 day stay for training (NF) | \$ 427.57 |
| | Carousel Checks | G/CCS | Check for General Fund/CCS | \$ 250.51 |
| | Indeed | G | DPW Help Wanted Ad | \$ 75.08 |
| | Shirtspace | FM | Shirts/totes | \$ 708.30 |
| | 4Imprint | FM | Printing | \$ 100.17 |
| | Action Supply | | | \$ 239.13 |
| Total | | | | \$ 2,725.76 |
| | | | | \$ 2,725.76 |

| Menards | Bill to | Item | Price |
|----------------|--------------------|-------------------------------|-----------------|
| Menards | | Repair of park restroom | \$ 40.11 |
| Menards | | Bolts/screws for street signs | \$ 59.83 |
| | | | \$ 99.94 |

June monthly

Norm Fenton <nfenton@villageofkingsley.com>

Fri 7/5/2024 11:36 AM

To:Kaitlyn Aldrich <kvmanager@villageofkingsley.com>

Continued irrigation work,113 hill system working again

Put up Summer banners

Monthly WQP's and Bacti sampling for water done for state

Mowing and Whipping

Street sweeping

Well 3 has new motor for pump, installed by peerless, all covered by peerless

In process of getting lift station pump sent to Kerr from peerless

Water training classes(Norm)

Miss digs continue to be completed

Carrie has done a very nice job on Vet's park

Mulched Vet's park and around the office flower beds

Service equipment as needed

I'm sure there is some things i am forgetting but this is what i could come up with

Monthly Client Report for Kingsley Wastewater Treatment Plant June 2024

To provide the Village of Kingsleys' Council with a summary of our activities for the month of June, Operations Services has prepared this report for your use. We welcome any suggestions to improve the information contained in these reports. Please contact us if you believe this report contains errors, or if you have any questions about it.

The Kingsley Wastewater Treatment Plant maintained compliance with TIN levels this past month. We have been producing quality effluent.

| INFLUENT | EFFLUENT |
|-------------------|-------------------|
| 2,861,858 GALLONS | 3,899,979 GALLONS |

TOTAL INORGANIC NITROGEN (TIN) CHART LIMIT 5 MG/L

| Date | TIN mg/l | Ammonia mg/L | Nitrate mg/L | Nitrite mg/L |
|--------|----------|--------------|--------------|--------------|
| 6/3/24 | 0.432 | 0.185 | <0.23 | 0.017 |
| 6/4 | 0.634 | 0.255 | 0.346 | 0.033 |
| 6/10 | 0.849 | 0.204 | 0.621 | 0.024 |
| 6/11 | 1.77 | 0.161 | 1.54 | 0.07 |
| 6/17 | 0.956 | 0.138 | 0.797 | 0.021 |
| 6/18 | 0.989 | 0.137 | 0.824 | 0.028 |
| 6/26 | 0.527 | 0.282 | <0.23 | <0.015 |
| 6/27 | 3.28 | 2.97 | <0.23 | 0.08 |

MAINTENANCE AND MAJOR EVENTS

- Blowers were greased and rotated.
- The permit required DMR was submitted to Miwaters.
- Monthly QAQC was completed on the lab equipment.
- DO probes were cleaned as needed.
- The headworks was cleaned as needed.
- Monitoring wells were sampled and analyzed.

- We have been having our seasonal power issues. On 6/18 we had both blowers trip out due to a phase loss. We didn't get any alarms when this happened. We found the plant idle when we arrived on the 6/19. I immediately reached out AerMod and had them investigate why we weren't getting alarm notifications. It was an issue on their end it was resolved. The power issue has been a constant battle since then. We have been running the generator at times and we do not have any issues when that is running. We have almost used 350 gallons in fuel running the generator to keep the plant alive. I contacted consumers and they came out and there are no issues on their end. Topline said everything is fine on our end. I called consumers back and advised them they needed to investigate further. The power issue is only with the blowers or high voltage. They were out on Monday July 1st again. If somebody has connections with consumers power, I would greatly appreciate some assistance. It seems they are reluctant to help. Topline says the next step on our end is to install some recording equipment to monitor source power.
- Sludge pumping has been performed and we are filling the drying bed.

CONSIDERATIONS

None currently.

OTHER NOTEWORTHY EVENTS OR ACTIVITIES

We will start to take down a train as time permits and once we get our power issue resolved. I want to see how much grit we have in the selector tanks and the rag presence in the tanks. We will keep pumping sludge and communicate with DPW staff on its removal when needed.

If you have any questions regarding this report, please feel free to contact me at (231) 709-3593.



Joshua Hall
Vice President
Operations Services Inc.

KIN7534-24y



MONTHLY OPERATION REPORT

Village of Kingsley

WSSN: 3650

207 South Brownson Ave.

Kingsley, MI 49649

Prepared by Josh Hall, Operations Services Inc.

10281 Old US Highway 27 South Gaylord, MI 49735

jhall@operationservices.com



Month & Year: **JUNE 2024**

County: **Grand Traverse**

Josh Hall
Certified Operator/Vice President of Operations

S-2, D2
Classification:

07/03/24
Date Submitted:

Signature of appropriate official

Josh Hall
Vice President

Remarks:

Empty box for Remarks.

Report Includes:

- Bacteriological Summary and Analyses
- Well Pumpage
- Chlorination
- Phosphate
-
-

| | |
|--|--------|
| Total Pumpage in Million Gallons: | 30.975 |
| Distribution System Free Chlorine (mg/l): | 0.13 |
| Distribution System Total Chlorine (mg/l): | 0.20 |

Were the bacteriological sampling requirement met during the month? Yes: No:
Failure to complete this form is a violation of Act 399, P.A. 1976 and is subject to penalties as outlined in the Act.

Bacteriological Summary of Distribution System Samples

Sample Period: **06/01/24** to **06/30/24**
Date Date

Laboratory Used: **SOS**
Analysis Method: **P/A**

| | |
|------------------------------------|---|
| Number of Routine Samples Required | 2 |
| Number of Routine Samples Taken | 2 |
| Number of Routine Samples Positive | 0 |
| Number of Check Samples Taken | 0 |
| Number of Check Samples Positive | 0 |

Mail To: **EGLE Environment, Great Lakes and Energy**
Office of Drinking Water and Environmental Health
Cadillac District Office
120 West Chaplin Street
Cadillac, MI 49601

EGLE Contacts:
Zach Prause, Environmental Analyst
Jamie Wade, P.E., District Supervisor, (231) 878-8592
Amy Vail, District Engineer, (231)-876-4481

Or E-mail To: EGLE-DWEH-Cadillac@michigan.gov

Village of Kingsley Water Distribution System
WSSN 3650



DISTRIBUTION SAMPLING AND ANALYSIS

| Date | Source Monitoring Station | Cl. Res. mg/l Free | Cl. Res. mg/l Total | Total Coliform P / A |
|----------|---------------------------|--------------------|---------------------|----------------------|
| 06/10/24 | 311 CLARK | 0.10 | 0.19 | ABSENT |
| 06/10/24 | 207 SOUTH BROWNSON | 0.15 | 0.2 | ABSENT |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Maximum Residual Disinfectant Level (MRDL) Compliance

| Date | Source or Monitoring Station (No.) | Cl ₂ (Free) mg/L | Cl ₂ (Total) mg/L | T. Coliform P / A |
|----------|------------------------------------|-----------------------------|------------------------------|-------------------|
| 06/10/24 | 311 CLARK | 0.10 | 0.19 | ABSENT |
| 06/10/24 | 207 SOUTH BROWNSON | 0.15 | 0.2 | ABSENT |
| | | | | |
| | | | | |
| | | | | |

Positive Routine Distribution System Check Samples

| | | | | |
|--|--|--|--|--|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| | | | |
|---|-----|----|--|
| | Yes | No | |
| Did the average chlorine residual exceed the MRDL of 4.0 mg/l? | | X | |

2024 KINGSLEY WATER SUPPLY/CHEMICAL ANA...



Village of Kingsley Water System Pumpage and Chemical Analysis WSSN:3650

| OPERATOR INITIALS | DAY / DATE | WELL 1 TOTAL FLOW (MGD) | WELL 1 TOTAL FLOW (LBS) | WELL 1 CHLORINE TOTAL USED (LBS) 12.50% | WELL 1 CHLORINE ACTUAL APPLIED (LBS) | WELL 1 CHLORINE DOSE (MGL) | WELL 1 ORTHO P TOTAL USED (LBS) 31% | WELL 1 ORTHO P ACTUAL APPLIED (LBS) | WELL 1 ORTHO P DOSE (MGL) | WELL #2 TOTAL FLOW (MGD) | WELL #2 TOTAL FLOW (MLBS) | WELL #2 CHLORINE TOTAL POUNDS USED 12.50% | WELL #2 CHLORINE ACTUAL APPLIED (LBS) | WELL #2 CHLORINE DOSE (MGL) | WELL #2 ORTHO P TOTAL USED (LBS) | WELL #2 ORTHO P ACTUAL APPLIED (LBS) 31% | WELL #2 ORTHO P DOSE (MGL) | WELL #3 TOTAL FLOW (MGD) | WELL #3 TOTAL FLOW (MLBS) | WELL #3 CHLORINE TOTAL POUNDS USED 12.50% | WELL #3 CHLORINE ACTUAL APPLIED (LBS) | WELL #3 CHLORINE DOSE (MGL) | WELL #3 ORTHO P TOTAL USED (LBS) 31% | WELL #3 ORTHO P ACTUAL APPLIED (LBS) | WELL #3 ORTHO P DOSE (MGL) | WELLS 1, 2, 3 TOTAL FLOW (MGD) | WELLS 1, 2, 3 Chlorine Pounds Applied 12.50% | WELLS 1, 2, 3 Ortho P Pounds Applied 31% |
|-------------------|----------------|-------------------------|-------------------------|---|--------------------------------------|----------------------------|-------------------------------------|-------------------------------------|---------------------------|--------------------------|---------------------------|---|---------------------------------------|-----------------------------|----------------------------------|--|----------------------------|--------------------------|---------------------------|---|---------------------------------------|-----------------------------|--------------------------------------|--------------------------------------|----------------------------|--------------------------------|--|--|
| | Sat 06/10/2024 | | | | | | | | | 0.859 | 7.167 | 8.40 | 1.05 | 0.15 | 32.7 | 10.14 | 1.41 | 0.167 | 1.393 | 8.83 | 1.10 | 0.79 | 59.2 | 18.35 | 13.18 | 1.026 | 17.23 | 91.87 |
| | Sun 06/09/2024 | | | | | | | | | 0.859 | 7.167 | 8.40 | 1.05 | 0.15 | 32.7 | 10.14 | 1.41 | 0.167 | 1.393 | 8.83 | 1.10 | 0.79 | 59.2 | 18.35 | 13.18 | 1.026 | 17.23 | 91.90 |
| NF | Mon 06/03/2024 | 0.194 | 1.618 | 20.40 | 2.55 | 1.58 | | | | 0.903 | 7.531 | 3.40 | 0.43 | 0.06 | 33.2 | 10.29 | 1.37 | | | | | 0.00 | | | | 0.742 | 20.20 | 68.00 |
| NF | Tue 06/04/2024 | 0.143 | 1.193 | 17.20 | 2.15 | 1.80 | 45.20 | 14.01 | 12.54 | 0.599 | 4.996 | 3.00 | 0.38 | 0.08 | 22.8 | 7.07 | 1.41 | | | | | 0.00 | | | | 0.945 | 24.00 | 79.40 |
| NF | Wed 06/05/2024 | 0.155 | 1.293 | 20.00 | 2.50 | 1.93 | 50.20 | 15.56 | 13.92 | 0.790 | 6.589 | 4.00 | 0.50 | 0.08 | 29.2 | 9.05 | 1.37 | | | | | 0.00 | | | | | | |
| NF | Thu 06/06/2024 | 0.152 | 1.268 | 18.40 | 2.30 | 1.81 | 47.60 | 14.76 | 11.64 | 0.708 | 5.905 | 3.80 | 0.45 | 0.08 | 27.6 | 8.56 | 1.45 | | | | | 0.00 | | | | 0.860 | 22.00 | 75.20 |
| NF | Fri 06/07/2024 | 0.141 | 1.179 | 18.27 | 2.28 | 1.94 | 44.93 | 13.93 | 11.82 | 0.720 | 6.005 | 3.80 | 0.48 | 0.08 | 25.4 | 7.87 | 1.31 | | | | | 0.00 | | | | 0.861 | 22.07 | 70.33 |
| NF | Sat 06/08/2024 | 0.141 | 1.176 | 18.27 | 2.28 | 1.94 | 44.93 | 13.93 | 11.84 | 0.720 | 6.005 | 3.80 | 0.48 | 0.08 | 25.4 | 7.87 | 1.31 | | | | | 0.00 | | | | 0.861 | 22.07 | 70.33 |
| NF | Sun 06/09/2024 | 0.141 | 1.176 | 18.27 | 2.28 | 1.94 | 44.93 | 13.93 | 11.85 | 0.720 | 6.008 | 3.80 | 0.48 | 0.08 | 25.4 | 7.87 | 1.31 | | | | | 0.00 | | | | 0.861 | 22.07 | 70.33 |
| NF | Mon 06/10/2024 | | | | | | | | | 0.736 | 6.138 | 3.40 | 0.43 | 0.07 | 28.0 | 8.68 | 1.41 | 0.170 | 1.418 | 8.50 | 1.06 | 0.75 | 62.5 | 19.38 | 13.67 | 0.906 | 11.90 | 80.50 |
| NF | Tue 06/11/2024 | | | | | | | | | 0.956 | 7.973 | 3.20 | 0.40 | 0.05 | 35.4 | 10.97 | 1.38 | 0.192 | 1.601 | 9.50 | 1.19 | 0.74 | 67.6 | 20.96 | 13.09 | 1.148 | 12.70 | 103.00 |
| NF | Wed 06/12/2024 | | | | | | | | | 0.947 | 7.898 | 1.00 | 0.13 | 0.02 | 34.2 | 10.60 | 1.34 | 0.187 | 1.560 | 9.50 | 1.19 | 0.76 | 66.6 | 20.65 | 13.24 | 1.134 | 10.50 | 100.80 |
| NF | Thu 06/13/2024 | | | | | | | | | 0.834 | 6.956 | 4.40 | 0.55 | 0.08 | 27.8 | 8.62 | 1.24 | 0.160 | 1.334 | 9.00 | 1.13 | 0.84 | 57.2 | 17.73 | 13.29 | 0.994 | 13.40 | 85.00 |
| NF | Fri 06/14/2024 | | | | | | | | | 0.946 | 7.890 | 5.00 | 0.63 | 0.08 | 32.7 | 10.14 | 1.28 | 0.177 | 1.476 | 9.00 | 1.13 | 0.78 | 63.1 | 19.56 | 13.25 | 1.123 | 14.00 | 95.80 |
| NF | Sat 06/15/2024 | | | | | | | | | 0.946 | 7.890 | 5.00 | 0.63 | 0.08 | 32.7 | 10.14 | 1.28 | 0.177 | 1.476 | 9.00 | 1.13 | 0.76 | 63.1 | 19.56 | 13.25 | 1.123 | 14.00 | 95.80 |
| NF | Sun 06/16/2024 | | | | | | | | | 0.946 | 7.887 | 5.00 | 0.63 | 0.08 | 32.7 | 10.15 | 1.29 | 0.177 | 1.479 | 9.00 | 1.13 | 0.76 | 63.1 | 19.55 | 13.22 | 1.123 | 14.00 | 95.80 |
| NF | Mon 06/17/2024 | 0.349 | 2.911 | 41.20 | 5.15 | 1.77 | 111.80 | 34.60 | 11.89 | 1.334 | 11.126 | 6.20 | 0.78 | 0.07 | 38.0 | 11.78 | 1.06 | | | | | 0.00 | 82.2 | 25.48 | | 1.683 | 47.40 | 231.80 |
| NF | Tue 06/18/2024 | 0.256 | 2.135 | 32.60 | 4.08 | 1.91 | 83.00 | 25.73 | 12.05 | 1.159 | 9.666 | 6.00 | 0.75 | 0.08 | 37.8 | 11.72 | 1.21 | | | | | 0.00 | | | | 1.415 | 36.60 | 120.80 |
| NF | Wed 06/19/2024 | 0.178 | 1.485 | 10.80 | 1.35 | 0.91 | 57.00 | 17.67 | 11.90 | 1.067 | 8.899 | 5.60 | 0.70 | 0.08 | 25.8 | 7.94 | 0.89 | | | | | 0.00 | | | | 1.245 | 16.40 | 82.60 |
| NF | Thu 06/20/2024 | 0.206 | 1.718 | 26.20 | 3.28 | 1.91 | 66.20 | 20.52 | 11.95 | 0.922 | 7.689 | 4.40 | 0.55 | 0.07 | 31.8 | 9.86 | 1.28 | | | | | 0.00 | | | | 1.128 | 30.60 | 98.00 |
| NF | Fri 06/21/2024 | 0.180 | 1.334 | 20.53 | 2.57 | 1.92 | 51.80 | 16.06 | 12.03 | 0.764 | 6.372 | 3.53 | 0.44 | 0.07 | 25.3 | 7.84 | 1.23 | | | | | 0.00 | | | | 0.924 | 24.06 | 77.10 |
| NF | Sat 06/22/2024 | 0.180 | 1.334 | 20.53 | 2.57 | 1.92 | 51.80 | 16.06 | 12.03 | 0.764 | 6.372 | 3.53 | 0.44 | 0.07 | 25.3 | 7.84 | 1.23 | | | | | 0.00 | | | | 0.924 | 24.06 | 77.10 |
| NF | Sun 06/23/2024 | 0.180 | 1.332 | 20.53 | 2.57 | 1.93 | 51.80 | 16.06 | 12.06 | 0.764 | 6.369 | 3.53 | 0.44 | 0.07 | 25.3 | 7.85 | 1.23 | | | | | 0.00 | | | | 0.923 | 24.07 | 77.13 |
| NF | Mon 06/24/2024 | | | | | | | | | 0.909 | 7.581 | 4.00 | 0.50 | 0.07 | 23.4 | 7.25 | 0.96 | 0.184 | 1.535 | 9.30 | 1.16 | 0.76 | 65.2 | 20.21 | 13.17 | 1.090 | 13.30 | 88.60 |
| NF | Tue 06/25/2024 | | | | | | | | | 0.698 | 5.821 | 3.00 | 0.38 | 0.06 | 22.8 | 7.07 | 1.21 | 0.139 | 1.159 | 6.70 | 0.84 | 0.72 | 50.2 | 15.56 | 13.42 | 0.837 | 9.70 | 73.00 |
| NF | Wed 06/26/2024 | | | | | | | | | 0.927 | 7.731 | 5.00 | 0.63 | 0.08 | 31.6 | 9.80 | 1.27 | 0.198 | 1.651 | 11.00 | 1.38 | 0.83 | 70.4 | 21.82 | 13.22 | 1.125 | 16.00 | 102.00 |
| NF | Thu 06/27/2024 | | | | | | | | | 0.839 | 6.997 | 3.40 | 0.43 | 0.06 | 27.6 | 8.56 | 1.22 | 0.155 | 1.293 | 7.00 | 0.88 | 0.88 | 54.6 | 16.93 | 13.09 | 0.994 | 10.40 | 82.20 |
| NF | Fri 06/28/2024 | | | | | | | | | 0.798 | 6.655 | 3.67 | 0.46 | 0.07 | 26.7 | 8.27 | 1.24 | 0.153 | 1.276 | 7.83 | 0.98 | 0.77 | 53.3 | 16.52 | 12.95 | 0.951 | 11.50 | 79.97 |
| NF | Sat 06/29/2024 | | | | | | | | | 0.798 | 6.655 | 3.67 | 0.46 | 0.07 | 26.7 | 8.28 | 1.24 | 0.153 | 1.276 | 7.83 | 0.98 | 0.77 | 53.3 | 16.52 | 12.95 | 0.951 | 11.50 | 80.00 |
| NF | Sun 06/30/2024 | | | | | | | | | 0.798 | 6.653 | 3.67 | 0.46 | 0.07 | 26.7 | 8.28 | 1.24 | 0.153 | 1.276 | 7.83 | 0.98 | 0.77 | 53.3 | 16.51 | 12.94 | 0.951 | 11.50 | 79.97 |
| TOTAL | | 2.536 | 21.150 | 303.20 | 37.90 | | 750.99 | 232.81 | | 25.729 | 214.589 | 128.40 | 16.05 | | 872.53 | 270.49 | | 2.709 | 22.596 | 138.65 | 17.33 | | 1044.03 | 323.65 | | 30.975 | 570.3 | 2667.5 |
| AVERAGE | | 0.18 | 1.51 | 21.66 | 2.71 | 1.80 | 57.77 | 17.91 | 12.12 | 0.858 | 7.153 | 4.28 | 0.54 | 0.07 | 29.08 | 9.02 | 1.27 | 0.17 | 1.41 | 8.67 | 1.08 | 0.77 | 61.41 | 19.04 | 13.19 | 1.03 | 10.01 | 88.92 |
| MAXIMUM | | 0.349 | 2.911 | 41.20 | 5.15 | 1.94 | 111.60 | 34.60 | 13.92 | 1.334 | 11.126 | 6.40 | 0.78 | 0.08 | 38.00 | 11.78 | 1.45 | 0.198 | 1.651 | 11.00 | 1.38 | 0.84 | 82.20 | 25.48 | 13.67 | 1.68 | 47.40 | 231.80 |
| MINIMUM | | 0.141 | 1.176 | 10.80 | 1.35 | 0.91 | 44.93 | 13.93 | 11.64 | 0.599 | 4.996 | 1.00 | 0.13 | 0.02 | 22.80 | 7.07 | 0.89 | 0.139 | 1.159 | 6.70 | 0.84 | 0.68 | 50.20 | 15.56 | 12.94 | 0.74 | 9.70 | 33.20 |

2024 KINGSLEY WATER SUPPLY RESIDUALS



WSSN:3650 Village of Kingsley Water System Residuals

| OPERATOR INITIALS | DAY / DATE | WELL 1 FREE CHLORINE (MG/L) | WELL 1 TOTAL CHLORINE (MG/L) | WELL 1 ORTHO P RESIDUAL (MG/L) | WELL 2 FREE CHLORINE MG/L | WELL 2 TOTAL CHLORINE MG/L | WELL 2 ORTHO P RESIDUAL (MG/L) | WELL #3 FREE CHLORINE (MG/L) | WELL #3 TOTAL CHLORINE (MG/L) | WELL #3 ORTHO P RESIDUAL (MG/L) | DISTRIBUTION (207 SOUTH BROWNSON) FREE MG/L | DISTRIBUTION (207 SOUTH BROWNSON) TOTAL MG/L | DISTRIBUTION (207 SOUTH BROWNSON) ORTHO P MG/L | DISTRIBUTION (311 CLARK) FREE CHLORINE (MG/L) | DISTRIBUTION (311 CLARK) TOTAL CHLORINE (MG/L) | DISTRIBUTION (311 CLARK) ORTHO P MG/L |
|-------------------|----------------|-----------------------------|------------------------------|--------------------------------|---------------------------|----------------------------|--------------------------------|------------------------------|-------------------------------|---------------------------------|---|--|--|---|--|---------------------------------------|
| | Sat 06/01/2024 | | | | | | | | | | | | | | | |
| | Sun 06/02/2024 | | | | | | | | | | | | | | | |
| NF | Mon 06/03/2024 | | | | 0.23 | 0.29 | 1.35 | 0.45 | 0.46 | 1.68 | 0.38 | 0.4 | 1.54 | 0.38 | 0.51 | 1.60 |
| NF | Tue 06/04/2024 | 0.26 | 0.37 | 1.45 | 0.28 | 0.35 | 1.43 | | | | 0.24 | 0.31 | 1.51 | 0.13 | 0.19 | 1.53 |
| NF | Wed 06/05/2024 | 0.43 | 0.49 | 1.43 | 0.37 | 0.46 | 1.42 | | | | 0.26 | 0.35 | 1.48 | 0.02 | 0.06 | 1.42 |
| NF | Thu 06/06/2024 | 0.20 | 0.40 | 1.27 | 0.34 | 0.46 | 1.45 | | | | 0.12 | 0.23 | 1.36 | 0.10 | 0.24 | 1.39 |
| NF | Fri 06/07/2024 | 0.26 | 0.35 | 1.44 | 0.32 | 0.43 | 1.50 | | | | 0.27 | 0.36 | 1.49 | 0.10 | 0.18 | 1.58 |
| | Sat 06/08/2024 | | | | | | | | | | | | | | | |
| | Sun 06/09/2024 | | | | | | | | | | | | | | | |
| NF | Mon 06/10/2024 | 0.20 | 0.34 | 1.45 | 0.38 | 0.49 | 1.39 | | | | 0.15 | 0.2 | 1.39 | 0.10 | 0.19 | 1.63 |
| NF | Tue 06/11/2024 | | | | 0.43 | 0.47 | 1.34 | 0.50 | 0.57 | 1.55 | 0.22 | 0.29 | 1.51 | 0.34 | 0.42 | 1.53 |
| NF | Wed 06/12/2024 | | | | 0.33 | 0.43 | 1.36 | 0.50 | 0.54 | 1.50 | 0.30 | 0.38 | 1.54 | 0.32 | 0.38 | 1.48 |
| NF | Thu 06/13/2024 | | | | 0.60 | 0.66 | 1.41 | 0.53 | 0.62 | 1.53 | 0.33 | 0.43 | 1.50 | 0.16 | 0.27 | 1.52 |
| NF | Fri 06/14/2024 | | | | 0.32 | 0.42 | 1.34 | 0.51 | 0.51 | 1.55 | 0.34 | 0.35 | 1.42 | 0.29 | 0.31 | 1.46 |
| | Sat 06/15/2024 | | | | | | | | | | | | | | | |
| | Sun 06/16/2024 | | | | | | | | | | | | | | | |
| NF | Mon 06/17/2024 | | | | 0.30 | 0.33 | 1.33 | 0.80 | 0.88 | 1.57 | 0.11 | 0.17 | 1.47 | 0.11 | 0.53 | 1.45 |
| NF | Tue 06/18/2024 | 0.32 | 0.45 | 1.58 | 0.54 | 0.72 | 1.40 | | | | 0.12 | 0.14 | 1.38 | 0.11 | 0.15 | 1.46 |
| NF | Wed 06/19/2024 | 0.46 | 0.53 | 1.40 | 0.37 | 0.43 | 1.34 | | | | 0.12 | 0.15 | 1.44 | 0.10 | 0.11 | 1.41 |
| NF | Thu 06/20/2024 | 0.45 | 0.46 | 1.31 | 0.50 | 0.79 | 1.93 | | | | 0.23 | 0.31 | 1.30 | 0.11 | 0.18 | 1.48 |
| NF | Fri 06/21/2024 | 0.36 | 0.40 | 1.40 | 0.34 | 0.36 | 1.40 | | | | 0.19 | 0.23 | 1.40 | 0.10 | 0.12 | 1.39 |
| | Sat 06/22/2024 | | | | | | | | | | | | | | | |
| | Sun 06/23/2024 | | | | | | | | | | | | | | | |
| NF | Mon 06/24/2024 | 0.20 | 0.37 | 1.42 | 0.33 | 0.36 | 1.40 | | | | 0.14 | 0.16 | 1.41 | 0.18 | 0.60 | 1.70 |
| NF | Tue 06/25/2024 | | | | 0.22 | 0.27 | 1.25 | 0.48 | 0.55 | 1.63 | 0.28 | 0.3 | 1.52 | 0.14 | 0.17 | 1.38 |
| NF | Wed 06/26/2024 | | | | 0.25 | 0.3 | 1.36 | 0.37 | 0.40 | 1.52 | 0.36 | 0.37 | 1.48 | 0.15 | 0.22 | 1.54 |
| NF | Thu 06/27/2024 | | | | 0.47 | 0.54 | 1.38 | 0.54 | 0.59 | 1.46 | 0.41 | 0.42 | 1.53 | 0.30 | 0.35 | 1.44 |
| NF | Fri 06/28/2024 | | | | 0.21 | 0.27 | 1.48 | 0.68 | 0.70 | 1.67 | 0.21 | 0.23 | 1.34 | 0.32 | 0.35 | 1.60 |
| | Sat 06/29/2024 | | | | | | | | | | | | | | | |
| | Sun 06/30/2024 | | | | | | | | | | | | | | | |
| TOTAL | | | | | | | | | | | | | | | | |
| AVERAGE | | 0.31 | 0.42 | 1.42 | 0.36 | 0.44 | 1.41 | 0.54 | 0.58 | 1.57 | 0.24 | 0.29 | 1.45 | 0.18 | 0.28 | 1.50 |
| MAXIMUM | | 0.46 | 0.53 | 1.58 | 0.60 | 0.79 | 1.93 | 0.80 | 0.88 | 1.68 | 0.41 | 0.43 | 1.54 | 0.38 | 0.60 | 1.70 |
| MINIMUM | | 0.20 | 0.34 | 1.27 | 0.21 | 0.27 | 1.25 | 0.37 | 0.40 | 1.46 | 0.11 | 0.14 | 1.30 | 0.02 | 0.06 | 1.38 |