



CITY OF ROOSEVELT PARK CITY COUNCIL MEETING

AGENDA

August 7, 2023

6:15 p.m.

1. Council Work Session
2. Call to Order and Roll Call
3. Pledge of Allegiance
4. Invocation by Councilmember Cruz
5. Public Comment on Agenda Items
6. Approval of Consent Agenda
 - a. Regular Agenda
 - b. Minutes July 17, 2023, Regular City Council Meeting
 - c. List of Bills
7. Unfinished Business
8. New Business
 - a. Glenside Engineering Contract Amendment - Prein and Newhof
 - b. Set Roosevelt Park Day Committee Meeting
 - c. MML Convention-Election of Voting Delegate
 - d. 2023 Consumers Energy Tree Grant-Agreement Authorization
 - e. Protecting MI Pension Grant- Council Acceptance
9. Public Comment

Please state your name and home address
Please limit comments to 3 minutes per individual presentation
(City Council Rules of Procedure: 10/7/2011)
10. Comments from the Mayor and City Council
11. Reports from City Manager, City Attorney & Department Heads
12. Adjournment

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City of Roosevelt Park

A Proud Community

To: Honorable Mayor and City Council
From: Jared Olson, City Manager
Date: August 3rd, 2023
Subject: **Monday, August 7, 2023**– CITY COUNCIL MEETING

The following is information pertaining to items on the agenda for your meeting:

COUNCIL WORK SESSION:

a. Active Agenda Items

COUNCIL MEETING:

- a. **Glenside Engineering Contract Amendment-Prein and Newhof-** As the Glenside Project kicks off, a formal revision to the engineering contract is needed to reflect the additions of onsite inspection as required by our MDOT contract.
- b. **Set Roosevelt Park Day Committee Meeting-** The next meeting date and time is needed for the Roosevelt Park Day Committee.
- c. **MML Convention-Election of Voting Delegate-** As annually requested, the City Council is asked to appoint a voting delegate for the upcoming MML Convention in October.
- d. **2023 Consumers Energy Tree Grant-Agreement Authorization-** The City of Roosevelt Park Public Works Superintendent identified locations for new trees, completed the application packet, and submitted a full grant request. We have been informed that we were awarded \$2,600 from the CE Tree Grant and a formal contract authorization is needed to finalize the grant.
- e. **Protecting MI Pension Grant- Council Acceptance-** The City of Roosevelt Parks Treasurer identified and completed the grant application for the 2023 Protecting MI Pension grant in which the maximum qualifying amount of \$476,138 was requested. The grant was submitted the day that application submittals were allowed, and we have been informed that we were awarded the entire requested amount. This will be nearly a 6% increase in overall pension funding.

If you have questions, please contact me.



**CITY OF ROOSEVELT PARK
CITY COUNCIL
MEETING MINUTES
July 17, 2023**

This meeting was called to order by Mayor Langlois at 6:15 p.m.

PRESENT: **Council Members:** Mayor Pro Tem Sutton, Greg Neiser, Stacey Burmeister, Diane Goodman, Noah Crossno

STAFF: City Manager Jared Olson, City Attorney John Schrier, City Clerk Ann Wisniewski, Chief Shawn Bride

ABSENT: Fawn Cruz

WORK SESSION

Council discussed Agenda Items:

- Fiscal Year 2024-Set Budget Hearing – Set Time and Date
- Public Act 152 Hard Cap Authorization – Fiscal Year 2024
- List of Bills (none as they were all listed in last Mondays Meeting)

Special Guests:

- None

Mayor Pro Tem Sutton called the Council meeting to order at 6:20 p.m.

2023-123 **ROLL CALL**
City Clerk Ann Wisniewski called roll call.

2023-124 **INVOCATION**
Mayor Pro Tem Sutton provided the Invocation.

2023-125 **PUBLIC COMMENT ON AGENDA ITEMS**
None

2023-126 **CONSENT AGENDA**
Council Member Crossno moved to approve the consent agenda. This motion was supported by Council Member Burmeister.
Roll Call: 6 Ayes, 0 Nays, 1 Absent (Cruz)

2023-127 **UNFINISHED BUSINESS**
None

2023-128

NEW BUSINESS

8A. Fiscal Year 2024 set Budget Hearing – Time and Date

Council Member Goodman moved to set the 2024 Budget Meeting Hearing for Tuesday September 5, 2023. This motion was supported by Mayor Pro Tem Sutton. Roll Call: 6 Ayes, 0 Nays, 1 Absent (Cruz) Motion Passes

8B. Public Act 152 Hard Cap Authorization – Fiscal Year 2024

Council Member Burmeister moved to adopt the resolution for the Hard Cap set forth by the State Treasury in compliance with Public Act 152 of 2011 for FY 2024. This motion was supported by Council Member Crossno. Roll Call: 6 Ayes, 0 Nays, 1 Absent (Cruz) Motion Passes

2023-129

COUNCIL COMMENTS

Council Members shared comments.

2023-130

DEPARTMENT HEAD REPORTS

Department Heads shared comments.

2023-131

PUBLIC COMMENTS

None

2023-132

ADJOURNMENT

Mayor Langlois moved to adjourn the meeting at 6:49 p.m. This motion was supported by Mayor Pro Tem Sutton and carried unanimously.

Ann Wisniewski, City Clerk



CITY OF ROOSEVELT PARK

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900 OAK RIDGE ROAD
ROOSEVELT PARK, MI 49441
(231) 755-3721

COUNCIL LIST

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
3871 (E)	ACCIDENT FUND	WORKERS COMP INSURANCE - AUGUST	1000478105	1,043.70
			Check Total	1,043.70
3872 (E)	ADVANCE AUTO PARTS	SIDE BY SIDE MIRROR	538231792556	15.88
		OIL	538231942854	9.05
		BATTERY - TRUCK 1	538232022890	200.96
			Check Total	225.89
3873 (E)	BANK OF AMERICA BUSINESS CARD	MOVIES IN THE PARK - SING	2079924	305.00
		OFFICE SUPPLIES	112243954519	28.05
		REPLACEMENT CASH REGISTER DRAWER INSERT	112922497420	41.60
		TRAFFIC CONTROL SUPPLIES, SIDE BY SIDE M	111925120372	47.28
		MS OFFICE SUBSCRIPTION - JULY	E040001QNM	52.47
		DRUG TEST KITS	FS9711	66.17
		PD PAINT	072623PD	204.80
		TAX REFUND	070523REFUND	(15.42)
			Check Total	729.95
3875 (E)	BANK OF AMERICA BUSINESS CARD	MML CONFERENCE - OLSON	63735	300.00
		CITY MANAGERS CONFERENCE HOTEL 2ND HALF	13N7LI	120.19
			Check Total	420.19
3876 (E)	BANK OF AMERICA BUSINESS CARD	MEMBERS EDUCATION DAY - CLERK	08302023	50.00
			Check Total	50.00
3877 (E)	BLUE CARE NETWORK OF MI	RETIREE HEALTH CARE	231880009918	1,641.36
			Check Total	1,641.36
3878 (E)	BLUE CROSS BLUE SHIELD OF MICH	RETIREE HEALTH CARE	165621169	1,952.78
			Check Total	1,952.78
3879 (E)	CITY OF MUSKEGON-WATER DEPT	WATER USE - ACCT # 199340001	071123	25,263.49
		WATER USE - ACCT # 199340201	072423	58,091.04
		SEWER ACCT # 199342601	072423	888.50
		SEWER ACCT # 199342801	072423	109.44
			Check Total	84,352.47
3880 (E)	CONSUMERS ENERGY	1000 0015 1900 2848 ASHLAND	207147179992	2.26
			Check Total	2.26
3881 (E)	CONSUMERS ENERGY	1000 0015 2536 - 896 W BROADWAY	207147180004	39.71
			Check Total	39.71
3882 (E)	CONSUMERS ENERGY	1000 0460 5042 3105 ROOSEVELT	203766723992	51.91
			Check Total	51.91
3883 (E)	CONSUMERS ENERGY	1000 0460 5166 3106 ROOSEVELT	203766723993	177.40
			Check Total	177.40
3884 (E)	CONSUMERS ENERGY	1000 0597 2995 1168 CORNELL	203588764794	31.10
			Check Total	31.10
3885 (E)	CONSUMERS ENERGY	1000 0616 4881 1580 GARRISON	203410792046	328.53



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CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
			Check Total	328.53
3886 (E)	CONSUMERS ENERGY	1000 0616 6274 3064 GLENSIDE	203410792047	28.81
			Check Total	28.81
3887 (E)	CONSUMERS ENERGY	1000 0622 0758 1344 GREENWICH RD	203410792048	28.81
			Check Total	28.81
3888 (E)	CONSUMERS ENERGY	1000 0628 6080 1502 HAVERHILL	202342889752	35.54
			Check Total	35.54
3889 (E)	CONSUMERS ENERGY	1000 0678 0280 898 W BROADWAY	204033707042	63.09
			Check Total	63.09
3890 (E)	CONSUMERS ENERGY	1000 0777 1684 880 OAKRIDGE	201097097287	753.10
			Check Total	753.10
3891 (E)	CONSUMERS ENERGY	1000 0832 5373 3278 GERMAINE	201186063654	33.85
			Check Total	33.85
3892 (E)	CONSUMERS ENERGY	1000 0864 3968 1267 LAMBERT	201186063655	36.77
			Check Total	36.77
3893 (E)	CONSUMERS ENERGY	1000 0849 1167 3163 MAPLE GROVE	201630945365	28.81
			Check Total	28.81
3894 (E)	CONSUMERS ENERGY	1000 0864 2272 1140 SHERWOOD	201630945366	29.11
			Check Total	29.11
3895 (E)	DTE ENERGY	GAS 900 OAKRIDGE RD	09132023	60.29
			Check Total	60.29
3896 (E)	DTE ENERGY	GAS 1572 GARRISON	07132023	50.79
			Check Total	50.79
3897 (E)	DTE ENERGY	GAS 3106 ROOSEVELT RD	07132023	52.98
			Check Total	52.98
3898 (E)	ETNA SUPPLY COMPANY	WATER SERVICE SUPPLIES	S105206552.0	76.50
		WATER SERVICE SUPPLIES	S105181028.0	1,212.00
		WATER SERVICE SUPPLIES - COPPER TUBING 1	S105181028.0	8,077.65
		WATER SERVICE SUPPLIES	S105204759.0	106.50
		WATER SERVICE SUPPLIES	S105209729.0	164.00
		WATER SERVICE SUPPLIES	S105181028.0	168.00
		WATER SERVICE SUPPLIES	S105204759.0	1,198.07
		WATER SERVICE SUPPLIES	S105206882.0	791.00
		WATER SERVICE SUPPLIES	S105206882.0	675.00
			Check Total	12,468.72
3900 (E)	HOME DEPOT CREDIT SERVICES	WATER, LITTER PICKING, TREES, TOOLS	07132023	315.88
			Check Total	315.88
3901 (E)	LINDE GAS & EQUIPMENT	ACETYLENE	37250703	52.01



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CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
			Check Total	52.01
3902 (E)	PRINTING SYSTEMS	AV RETURN ENVELOPES	227737	325.21
			Check Total	325.21
3903 (A)	APPLIED INNOVATION	COPY MACHINE USAGE	2263517	319.87
			Check Total	319.87
3904 (A)	ASPHALT PAVING, INC.	13A TOP	API-0002221	41.34
			Check Total	41.34
3905 (A)	BIESIADA, ROBERT	DENTAL REIMBURSEMENT	DENTAL0723	82.80
			Check Total	82.80
3906 (A)	BURNIPS EQUIPMENT CO.	MOWER REPAIRS	CC81695	296.10
			Check Total	296.10
3907 (A)	CIVIC PLUS LLC	ONLINE CODE HOSTING	262345	400.00
			Check Total	400.00
3908 (A)	CORE & MAIN	WATER SERVICE SUPPLIES	T142959	260.59
			Check Total	260.59
3909 (A)	DORNBOS SIGN	FREIGHT	INV70207	42.67
			Check Total	42.67
3910 (A)	EMERGENCY SERVICES LLC	VEHICLE MAINTENANCE - SEPT	20304	800.00
			Check Total	800.00
3911 (A)	FLEX ADMINISTRATORS, INC.	FLEXIBLE SPENDING ADMINISTRATION	789735	35.00
			Check Total	35.00
3912 (A)	KERKSTRA PORTABLE RESTROOMS	PORTABLE RESTROOM	227017	210.00
		PORTABLE RESTROOM	228914	210.00
			Check Total	420.00
3913 (A)	MBK CORPORATE PROMOTIONS	DPW TSHIRTS, RP DAY TSHIRT SAMPLES	52857	138.00
			Check Total	138.00
3914 (A)	MUSKEGON CENTRAL DISPATCH 911	IT SUPPORT	2300001615	447.43
		CENTRAL DISPATCH FEES - AUGUST	2300001627	3,786.33
			Check Total	4,233.76
3915 (A)	MUSKEGON CHARTER TOWNSHIP	CODE ENFORCEMENT - JUNE	2300015169	915.66
			Check Total	915.66
3916 (A)	MUSKEGON CNTY TREASURER	WASTE WATER/BOND PMTS	WWUB063023	32,900.00
		DOG LICENSE - JUNE	0000197790	144.00
		ASSESSING SERVICES	0000197847	8,411.00
			Check Total	41,455.00
3917 (A)	PARMENTER LAW	PROSECUTIONS	274033	614.00
		LABOR	274034	270.00



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CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
	GENERAL LEGAL		274036	864.00
			Check Total	1,748.00
3918 (A)	PLANTENGA'S CLEANERS			
		PD UNIFORM CLEANING - JUNE	06302023	11.70
		PD UNIFORM CLEANING - JULY	07312023	6.70
			Check Total	18.40
3919 (A)	PREIN & NEWHOF, P.C			
		GLENSIDE ENGINEERING	75805	14,191.05
		GLENSIDE ENGINEERING	73917	506.50
		WATER RELIABILITY STUDY ENGINEERING	75809	954.00
		MAPLE GROVE ENGINEERING	73922	4,492.00
		MAPLE GROVE ENGINEERING	74933	370.00
		EASTLAND/ROYAL OAK CAT B GRANT ENGINEERI	74940	863.50
		EASTLAND/ROYAL OAK CAT B GRANT ENGINEERI	75823	246.20
			Check Total	21,623.25
3920 (A)	STRONG INDUSTRIAL SUPPLY			
		WATER SUPPLIES	1499084	9.04
			Check Total	9.04
3921 (A)	WEST MICHIGAN DOCUMENT SHREDDING			
		SHREDDING SERVICES	131865	42.00
			Check Total	42.00
3922 (A)	WEST MICHIGAN LOCK & DOOR			
		CITY HALL DOOR CLOSER REPLACEMENT	5066	503.00
			Check Total	503.00
3923 (A)	WEST MICHIGAN UNIFORM			
		DPW UNIFORM CLEANING	5743415	50.00
		DPW UNIFORM CLEANING	5745222	50.00
		DPW UNIFORM CLEANING	5747051	50.00
		DPW UNIFORM CLEANING	5748874	50.00
			Check Total	200.00
3925 (A)	WINDEMULLER			
		TRAFFIC SIGNAL MAINTENANCE	229427	300.00
			Check Total	300.00
3926 (A)	WISNIEWSKI, ANN			
		DENTAL REIMBURSEMENT	DENTAL0723	400.00
			Check Total	400.00
38109	ASHLEY LOUDERMILL			
		COMMUNITY CENTER REFUND	COMMCENTER	250.00
			Check Total	250.00
38110	AUTO VALUE MUSKEGON			
		SIDE BY SIDE MINI BAR LED	180-488406	90.89
			Check Total	90.89
38111	BAIRD, KATHLEEN			
		UB refund for account: COLO-001562-0000-	07/31/2023	50.52
			Check Total	50.52
38112	BS&A SOFTWARE			
		BS&A SOFTWARE ANNUAL SERVICE - BUILDING/	148960	1,849.00
			Check Total	1,849.00
38113	CAROL ROSS			
		COMMUNITY CENTER REFUND	COMMCCEN7923	250.00
			Check Total	250.00
38114	CITY SEWER AND DRAIN			
		SEWER COMMUNITY CENTER	6616267497	325.00
			Check Total	325.00

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CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
38115	D & J SEWER CLEANERS			
		SERVICE LINE REPLACEMENT 2814 DAWES	8056	1,600.00
		SERVICE LINE REPLACEMENT 1205 W BROADWAY	8057	1,600.00
		SERVICE LINE REPLACEMENT 1162 W BROADWAY	8058	1,300.00
		SERVICE LINE REPLACEMENT 1223 W BROADWAY	8059	1,600.00
		Check Total		6,100.00
38116	MET LIFE			
		LIFE INSURANCE - AUGUST	080123	321.97
		Check Total		321.97
38117	MUSKEGON AREA TRAINING COUNCIL			
		2023 ANNUAL DUES - COPS BOARD	2023-ANFEE	60.00
		Check Total		60.00
38118	ON DUTY GEAR, LLC			
		PD VEST CARRIER	30944	297.50
		PD - HOLSTERS	30975	345.00
		Check Total		642.50
38119	P.M. BLOUGH, INC.			
		SPARKS GRANT CONSULTING - JUNE	063023	500.00
		Check Total		500.00
38120	PETTY CASH			
		MAY ELECTION - TEXAS ROADHOUSE TIP	ELECTIONS	20.00
		Check Total		20.00
38121	PORTER STEEL & WELDING CO.			
		CLOCK TOWER FENCING	29707	1,075.00
		Check Total		1,075.00
38122	PRO CLEAN SOLUTIONS			
		BUILDING CLEANING - JUNE	ROO070123	300.00
		Check Total		300.00
38123	RYERSON BROTHERS EXCAVATING			
		WATER SERVICE REPLACEMENTS	2472	9,375.00
		Check Total		9,375.00
38124	SITEONE LANDSCAPE SUPPLY, LLC			
		IRRIGATION SUPPLIES	132157466-	243.71
		Check Total		243.71
38125	SWORDS, KALEIGH			
		GAZEBO REFUND	071323	75.00
		Check Total		75.00
38126	W.M.C.J.T.C. ATTN: LORI BOEVE			
		TASER INSTRUCTOR COURSE	5356	20.00
		Check Total		20.00
		Report Total		201,244.09



CITY OF ROOSEVELT PARK CITY COUNCIL MEETING August 7, 2023

Engineering Proposal Amendment-Glenside Street Project	Date: August 7, 2023
<p>The 2022 and 2023 City budget included the complete reconstruction of Glenside from Sherman Boulevard through the Broadway intersection. The actual construction of this project started in July of this year and includes storm sewer addition, street work, DDA Streetscape amenities, a trailway addition, and other installations items. As such, over \$750,000 in outside grant funding has been allocated this project along with at least \$511,000 from the DDA for the streetscape.</p>	
<p>Since the original design contract in February of 2022, this has morphed from a traditional road reconstruction project to a full-blown streetscape and entryway creation. This will be a truly transformational project.</p>	
<p>The design work was completed per the original February of 2022 contract however the official onsite engineering amendment is needed to cover the upcoming costs of project completion. As outlined in the amendment, nearly a third of the entire cost is shared by the DDA as it involves the expanded streetscape scope and thus, the projected cost of \$102,900 is similar to past projects of this scope and appears to be in the normal construction oversite cost of other municipal projects in the area. Several of these costs and line items are mandated per our MDOT construction contract.</p>	
<p>Barbara Marczak will attend the council meeting to not only cover the contract amendment but will also give a brief update on the Maple Grove project and Roosevelt Park Water reliability study which were previously reviewed and approved by the City Council.</p>	
<p>Financial Impact: \$102,900 from the Major Street fund portion of work and \$51,400 allocated to the DDA portion of the project which were budgeted within the 2023 Fiscal Year.</p>	
<p>Recommendation: To approve the service agreement amendment with Prein and Newhof for engineering services as presented for the upcoming Glenside Boulevard Reconstruction project and authorize the City Manager to sign the attached proposal.</p>	
Signature:	Title: City Manager

Jared D. Olson

From: Barbara Marczak
Sent: Tuesday, July 25, 2023 2:23 PM
To: Jared D. Olson
Cc: Ben S. VanHoeven; Dan Sorek
Subject: Glenside Blvd project - Amendment to Professional Services Agreement
Attachments: prp 2023-07-21 glenside construction phase services.pdf; PSA Amendment 1 Glenside 2023-07-21.pdf

Hi Jared:

As we discussed at our last meeting, we have prepared an amendment to our Professional Services Agreement for the additional design of the streetscape elements, environmental testing, and the construction phase of the project. If this is acceptable, please sign and return a copy to me. If you have any questions, we would be happy to review with you.

Additionally, if you have any tracking you need us to do on the invoicing for the streetscape part, let us know.

Thank you again for letting us be part of this project!

Barbara E. Marczak, P.E.

Prein&Newhof

t. 231-798-0101, ext. 1201 f. 231-798-0337

[Website](#) | [Blog](#) | [LinkedIn](#)

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

July 21, 2023

Mr. Jared Olson, City Manager
City of Roosevelt Park
900 Oak Ridge Road
Roosevelt Park, MI 49441

Re: Professional Engineering Services – Glenside Boulevard Reconstruction
Additional Design and Construction Phase Services

Dear Mr. Olson:

The following proposal outlines our proposal for professional engineering services for additional design and for the construction phase of the Glenside Reconstruction project.

The project consists of:

- Removing approximately 1,200 ft of existing HMA and aggregate and replacing with new HMA and aggregate
- Constructing new curb and gutter on both sides of the road
- Installing new storm sewer and catch basins
- Extending the storm sewer using bore and jack installation method under railroad for new storm sewer required north of railroad
- Construction a non-motorized path along east side of road
- Designing new entrance sign, new electrical and lighting plan

The scope of engineering services includes the following:

- Streetscape elements – Final design and bidding assistance for lighting, sign, and boulevard
- Preconstruction testing and analysis of groundwater prior to dewatering activities
- Attend preconstruction meeting with city, MDOT and utilities and prepare meeting minutes.
- Provide project administration throughout project by MDOT certified office technician. Due to the short duration of the project, progress meetings are not anticipated. Project administration will include:
 - Review material certifications and submittals;
 - prepare contractor payment estimates;
 - prepare contract modifications (change orders);
 - complete project documentation using field manager;
 - review contractor payrolls;
 - coordinate off-site testing of materials, and

4910 Stariha Drive Muskegon, MI 49441 t. 231-798-0101 f. 231-798-0337 www.preinnewhof.com

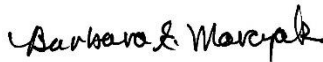
- maintain project files according to MDOT protocols.
- Provide up to 550 hours of construction observation for road reconstruction – this assumes construction will be completed within the 11-week construction period, as outlined in the Contractor’s proposed schedule. *If the project goes longer, there may be additional costs.*
- On site density testing and off-site testing of construction materials (asphalt, concrete and aggregate) according to MDOT requirements and protocols.
- Prepare stormwater logs as needed.
- Conduct final inspection with city representatives and contractor including preparation of final punch list.
- Prepare record drawings.
- Schedule and arrange final MDOT file review and follow up with any required documentation.
- Part time construction observation during the installation of conduit, electrical, sign, and masonry. We are estimating an additional 3 weeks of construction for this work at part time observation (20 hours per week).

We estimate the cost for construction engineering and additional design work to be **\$154,300**. A breakdown of our costs is attached.

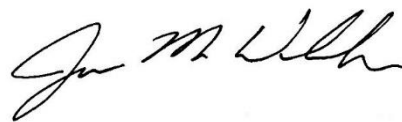
An amendment to the original Professional Services Agreement is attached. If this is acceptable, please sign and return to us. If you have any questions, please contact us.

Sincerely,

Prein&Newhof



Barbara E. Marczak, P.E.



Jason M. Washler, P.E.

Enclosure: Professional Fee Estimate, Professional Services Agreement – Amendment 1

Professional Fees Worksheet - Amendment 1

City of Roosevelt Park - Glenside Boulevard

Staff Member	Sen. PM	PM	Eng	Sr Eng	CADD/GIS	Sr LA	Sr PM	Observer	Geologist	Survey	Tech I	Expense		Mileage	Total Cost
	Marczak	Sorek	Veenstra	Malek	Staff	PDR	Brink	JDVM	Woodburne	Staff	Van Kuik	Item	Cost		
Construction Engineering Services (2023)															
Preconstruction Meeting and Minutes	2	4	2											30	\$1,200
Groundwater Testing and Sampling	4						4		6			Drill/lab	\$2,500	30	\$5,100
Preconstruction Video								6						30	\$700
Lighting & Sign Bid Package Review		10				20					2	Century	\$12,300		\$18,000 *
Lighting & Sign CO (3 weeks @ 20 hr/week)		15						60						300	\$9,000 *
Shop Drawing Review		4	4	6								Century	\$3,900		\$6,200 *
Construction Staking (5 Trips - Storm, grading, curb, paving, Lighting)										50				500	\$11,100
Road Reconstruction CO (11 weeks @ 50 hr/week)								550				Misc. Test.	\$6,000	1,000	\$66,600
Project Administration	10	40		50											\$14,900
Respond to RFIs		10		5											\$2,200
Change Orders (3)	1	6		12											\$2,700
Pay Apps (5)		5		15											\$2,800
Punch List Visits (2)		3						6						30	\$1,100
Record Plans/MDOT Closeout	2	10	20	30	16			20			2				\$12,700
Construction Engineering Subtotals	19	107	26	118	16	20	4	642	6	50	4		\$24,700	1,920	\$154,300

*100% DDA
 Remainder is 15% DDA / 85% Major Streets

Major Street Cost \$102,900
DDA Cost \$51,400

Professional Services Agreement Amendment

Amendment Number : 1

Project Name: Glenside Boulevard Reconstruction, Broadway to Sherman

P&N Representative: Barbara Marczak, PE

Client: City of Roosevelt Park

Client Representative: Jared Olson

AGREEMENT: The Agreement Amendment modifies the original agreement for professional services dated: January 13, 2022

Client hereby requests and authorizes a change in services in accordance with the following:

SCOPE OF SERVICES MODIFICATION:

Construction engineering for Glenside Boulevard, Additional Design for Entrance Sign and New Lighting, and Environmental Testing – see proposal July 21, 2023.

SCHEDULE OF SERVICES MODIFICATION:

2023 Construction Season

BUDGET MODIFICATION:

Original Contract = \$57,100

Amendment 1 = \$154,300

New Total = \$211,400

METHOD OF COMPENSATION:

- Lump Sum for Defined Scope of Services
- Hourly Billing Rates plus Reimbursable Expenses
- Other:

ADDITIONAL PROVISIONS (IF ANY):

None

Prepared by:

Prein&Newhof, Inc.

Accepted for:

Client City of Roosevelt Park

By: _____

Print Name: Jason M. Washler, P.E.

Title: Vice-President

Date: July 21, 2023

By: _____

Print Name: Jared Olson

Title: City Manager

Date: _____



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
August 7, 2023**

Roosevelt Park Day Committee- Set Meeting Time and Date	Date: August 7, 2023
The next meeting date and time for the Roosevelt Park Day Committee Meeting is needed. This is to discuss ongoing fundraising, vendor attraction, and planning details.	
Financial Impact: None	
Recommendation: Set a time and date for the next Roosevelt Park Day Committee meeting.	
Signature:	Title: City Manager



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
August 7, 2023**

2023 MML Convention Voting Delegate		Date: August 7, 2023
<p>Summary: Pursuant to the provisions of the Michigan Municipal League bylaws, we are requested to designate by action of our governing body, one of our officials who will attend the MML Convention as the official representative to cast the vote of the municipality at the MML Annual Meeting.</p> <p>The convention is October 18th through the 20th in Traverse City. The full MML calendar is included in the rear of the council packet.</p>		
Financial Impact: none		
Recommendation: Designate a City Councilmember as the voting delegate and a second councilmember as a secondary delegate on behalf to the City of Roosevelt Park for the 2023 MML convention.		
Signature:		Title: City Manager

July 10, 2023

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Traverse City, October 18-20, 2023. The League's "**Annual Meeting**" is scheduled for 4:30 pm on Wednesday, October 18 in Governors' Hall A at the Grand Traverse Resort & Spa. The meeting will be held for the following purposes:

1. Election of Trustees. To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).
2. Policy. A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **September 18, 2023**.

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than September 18, 2023.**

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

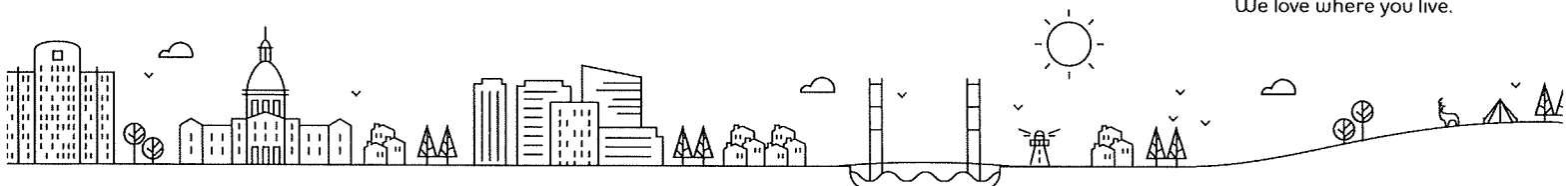
Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is **September 18, 2023**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, “Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.

We love where you live.




3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, October 17, 2023 at the Grand Traverse Resort & Spa for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

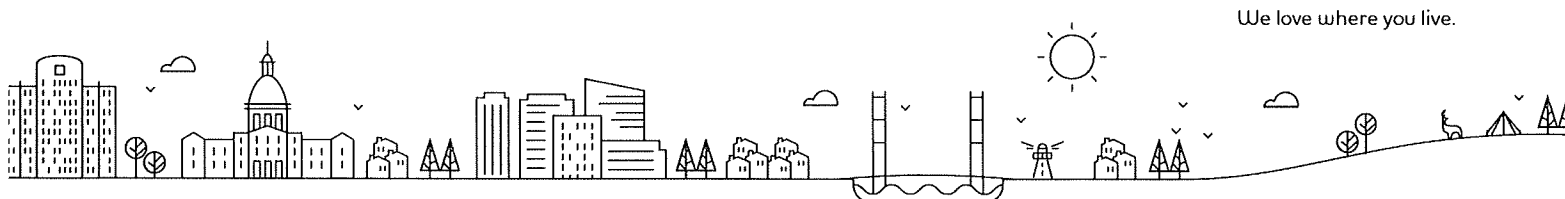
Sincerely,



Barbara Ziarko
President
Councilmember, City of Sterling Heights



Daniel P. Gilmartin
Executive Director & CEO



RECEIVED

JUL 20 2023



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
August 7, 2023**

Consumers Energy Community Tree Grant Acceptance	Date: August 7 th , 2023
<p>Summary: The Roosevelt Park Department of Public Works Superintendent continues to look for available grant funding to help with future projects and has identified the Consumers Energy Forestry Division Tree Planting grant opportunity to fund a significant portion of tree plantings throughout the City.</p> <p>As such, we submitted a grant request to assist in tree planting for the maximum amount of \$3,000 and received word that our request was approved albeit it is only for \$2,600 which amounts to thirteen trees funded by the grant.</p>	
<p>Financial Impact: Consumers Energy will reimburse the City up to \$2,600 after successful completion of the tree planting project if the grant is awarded as requested.</p>	
<p>Recommendation: Approve the attached Consumers Energy Tree Planting grant agreement in the amount of \$2,600 and authorize the City Manager to execute the contract as presented.</p>	
Signature:	Title: City Manager

CONSUMERS ENERGY COMPANY TREE PLANTING AGREEMENT

Applicant's Name (City/Village)			Contact Person's Name
Address			Email Address
City	State	Zip Code	
Daytime Phone (8AM to 5 PM)			After Hours Contact Phone

Consumers Energy Company agrees to pay the sum of \$ _____ to the Grantee after successful completion of the tree planting project described below and on the Grant Application dated _____ attached hereto and made a part hereof. (Note: Checks will be issued when all final paperwork has been approved, and sent to the above applicant and address listed).

WORK DESCRIPTION

SPECIAL INSTRUCTIONS

GRANTEE ACKNOWLEDGES HAVING READ AND HEREBY ACCEPTS THE TERMS AND CONDITIONS OF THIS AGREEMENT INCLUDING THOSE PRINTED ON PAGE 2 OF THIS FORM AS WELL AS TERMS AND CONDITIONS SPECIFIED IN CONSUMERS ENERGY'S FORESTRY OPERATIONS 2023 COMMUNITY STREET & BOULEVARD TREE PLANTING GRANT APPLICATION INFORMATION FORM ATTACHED HERETO AND MADE A PART HEREOF.

Grantee's Representative Signature

Date

Title

Return signed agreement electronically to Becky Wildenthal of the MFPA at cetreepplantinggrants@gmail.com.

1. Scope of Service:

Consumers Energy Company shall pay to the Grantee the amount shown on the front of this Tree Planting Agreement after successful completion of the tree planting work described herein and on the Grant Application attached hereto and made a part hereof.

2. Service Location, Risk and Delivery:

All Services will be performed on the Grantee's premises as specified on the front of this Tree Planting Agreement and on the attached Grant Application. With respect to Consumers Energy Company's recommended planting list; no trees categorized as "Medium Trees" will be planted within 20 feet of the centerline and no trees categorized as "Large Trees" will be planted within 40 feet of the centerline of any existing overhead electric distribution line energized at or below 15,000 volts phase to ground or 25,000 volts phase to phase. No trees will be planted within 80 feet of any line energized above 15,000 volts phase to ground or above 25,000 volts phase to phase.

3. Time for Performance:

Grantee must complete all work described in their Grant Application General Information hereto by November 10, 2023. Failure to complete the work by November 10, 2023 will result in forfeiture of the grant award by Consumers Energy Company.

4. Warranty and Disclaimer:

Grantee warrants that any service performed under this contract shall be performed by properly skilled personnel in accordance with generally accepted standards for the services being performed. Without limiting any other remedy available to Consumers Energy, if any such nonconformance or defect appears the Grantee shall make any and all repairs or replacements necessary to remedy same at its sole expense and within a reasonable time after notification by Consumers Energy.

5. Indemnity:

The Grantee shall indemnify and hold Consumers Energy Company, its agents, employees, vendors and contractors including the Michigan Forestry & Park Association, Inc. harmless from and against, and shall at Consumers Energy Company's option undertake the defense of, any and all claims, losses, liability and damage (including environmental harm) and including reasonable attorney's fees which Consumers Energy Company might sustain or incur or which might be asserted against Consumers Energy Company as a result of the services provided under this contract, whether based on warranty, contract, tort (including negligence), strict liability or otherwise. The provisions of this Section 5 shall survive the termination or expiration of this Agreement.

6. Limitation of Liability:

The total liability of Consumers Energy Company, its agents, employees, vendors and contractors including the Michigan Forestry & Park Association, Inc. with respect to any and all claims arising out of this contract including the performance of obligations in connection with the services hereunder, whether based on contract, warranty, tort (including negligence), strict liability or otherwise, shall not exceed \$5,000 and shall in no event include incidental or consequential damages of any nature. This Limitation of Liability section shall prevail over any conflicting or inconsistent provisions contained herein or in any other applicable document and shall be in effect even if the remedy or remedies set forth herein fail their essential purpose.

7. Assignment and Subcontracting:

Any assignment of this contract or any part thereof by the Grantee without the previous written permission of Consumers Energy Company shall be void and of no effect.

8. Changes in Contract:

The terms of this contract shall not be changed, superseded or supplemented, except in writing signed by a duly authorized representative of Consumers Energy Company and by a duly authorized representative of Grantee.

9. Governing Law:

This contract shall be deemed a Michigan contract and shall be construed in accordance with and governed by the laws of the State of Michigan. This Contract is intended for the benefit of the parties hereto and does not grant any rights to any third parties unless otherwise specifically stated herein.

10. Entire Agreement:

With respect to the subject matter hereof, this contract supersedes all previous representations, understandings, and negotiations, either written or oral, between the parties hereto or their representatives and constitutes the entire contract between the parties. No part of any purchase order, request for proposal or other document issued by the Grantee shall be binding upon Consumers Energy Company or affect its rights or obligations hereunder unless signed by a duly authorized representative of Consumers Energy Company.



CITY OF ROOSEVELT PARK CITY COUNCIL MEETING August 7, 2023

Protecting MI Pension Grant-Council Acceptance	Date: August 7, 2023
<p>The City of Roosevelt Parks Treasurer identified and completed the grant application for the 2023 Protecting MI Pension grant in which the maximum qualifying amount of \$476,138 was requested. The grant was submitted the day that application submittals were allowed, and we have been informed that we were awarded the entire requested amount.</p> <p>As of the latest pension actuarial report from June of 2023, the Roosevelt Park Pension fund had a remaining unfunded balance of \$1,241,257 so this will close that gap by 38%.</p> <p>In the scope of the total pension fund, this will be nearly a 7% increase in overall projected pension funding for this year alone and will allow compounding interest within our pension account for the next nearly two decades. This is a huge win for the future financial health of the city and its taxpayers.</p> <p>Staff strongly urges the council to approve the acceptance and submittal of all paperwork and documents to transfer this funding into our pension system.</p>	
Financial Impact: This will be transferred directly into the Roosevelt Park MERS pension fund and will begin growing returns in September.	
Recommendation: Move to approve the acceptance of \$476,138 from the Protecting MI Pension grant and authorize the City Manager and City Treasurer to complete and submit all required state and pension fund documents.	
Signature:	Title: City Manager



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

July 28, 2023

Jared Olson
City of Roosevelt Park
900 Oakridge Rd.
Muskegon, MI, 49441

Subject: City of Roosevelt Park– Protecting MI Pension Grant Award Letter of Approval

Dear Jared Olson:

Thank you for participating in the Michigan Department of Treasury's (Treasury) Protecting MI Pension Grant Program. The Protecting MI Pension Program was created to help Michigan's underfunded municipal pension systems. Under the [Fiscal Year 2022-23 budget, Public Act 166 of 2022, Section 979a](#), Treasury was appropriated \$750 million to establish and operate a local unit municipal pension principal payment grant program for qualified retirement systems with a funded ratio below 60%, as defined in the Protecting Local Government Retirement and Benefits Act, [Public Act 202 of 2017](#).

Treasury has reviewed your grant application submission and we are pleased to announce that City of Roosevelt Park is approved for grant awards in the amount of \$476,138 for the following qualified retirement system(s):

- **MERS – 53.0% Funded (source: financial statement audit report as of December 31, 2021)**
 - o **Grant Award Amount: \$476,138**
 - o Requested Amount: \$476,138

Requested grant payment amounts were validated using the qualified local unit's retirement assets and liabilities as reported in the financial statement audit report available as of December 31, 2021, and used to calculate final grant award amount(s). Additional information on the award validation process can be found in the Frequently Asked Questions at [Bureau of Local Government and School Services - Protecting MI Pension Grant](#).

To complete the award distribution process, please complete the additional steps listed below:

1. The qualified local unit must complete a [Grant Award Agreement](#) for each qualified retirement system that is approved for a grant award under the Protecting MI Pension Grant Program no later than **August 7, 2023**.
 - a. Qualified retirement systems administered by the Municipal Employees Retirement System (MERS) will have this form provided electronically for signature to the local government official that signed the application, as well as a designated representative of MERS. Additional information on this process will be sent separately.
 - b. Self-administered or single-employer qualified retirement systems should have the [Grant Award Agreement](#) signed by the authorized representative and an authorized fiduciary agent qualified retirement system(s) and returned via email to Treasury-MIPensionGrant@michigan.gov.

July 28, 2023

2. (If Applicable) Disbursements for qualified local units with self-administered or single-employer qualified retirement system(s) approved for a grant award must register the qualified retirement system(s) in the [State of Michigan's Sigma Vendor Self Service system](#) for deposit directly into the qualified retirement system(s). **This process must be completed no later than August 7, 2023.**
 - a. Upon completion of this process, qualified local governments must provide the Sigma CV Number for each qualified retirement system in an email along with the signed [Grant Award Agreement\(s\)](#) to Treasury-MIPensionGrant@michigan.gov.

Funds will be disbursed no later than August 30, 2023, upon receipt of all required documentation.

If you have any questions or require further assistance, please do not hesitate to contact the Protecting MI Pension Grant team at Treasury-MIPensionGrant@michigan.gov.

Sincerely,



Kevin A. Smith
Deputy Treasurer
Michigan Department of Treasury
State and Local Finance

City of Roosevelt Park

A Proud Community

Informational Updates

The following documents are informational updates and documents relating to our community. They are for your information only and no action is requested.



Norton Shores Fire Department

**QUARTERLY REPORT
ROOSEVELT PARK
April-June
2023**



Protecting Your Future



Administration

Chief Robert Gagnon

The information contained in this quarterly report serves as a representation of the hard work and dedication put in by the men and women of the Norton Shores Fire Department. Their commitment to the City and our Department helps to make it possible to achieve our overall mission which is *Protecting your Future.*

Quarterly Stats

- 750 Calls for Service the NSFD responded to
- 85 Calls for Service in Roosevelt Park
- 52 Training Sessions were held and consisted of
 - Disaster Planning
 - Ground/Aerial Ladders
 - Mandatory Trainings
 - Hazmat Refresher
 - Driver's Training
 - Elective Trainings
 - ARFF Ops & Live Fire
 - Boat Ops/Water Rescue
 - Make-up Trainings

Safe Kids West Michigan

Safe Kids West Michigan (SKWM) is led by Trinity Health Partners, which provides dedicated and caring staff, operation support, and other resources to assist in achieving our common goal: keeping your kids safe. Based on the needs of the community, this coalition implements evidence-based programs, such as car-seat checkups, safety workshops, and sports clinics that help parents and caregivers prevent childhood injuries. Services provided by SKWM are available to everyone living in West Michigan.



For more information, visit safekids.org or www.facebook.com/safekidswestmichigan



Administration



Vehicle Accident—3200 Black Henry St
4/17/2023



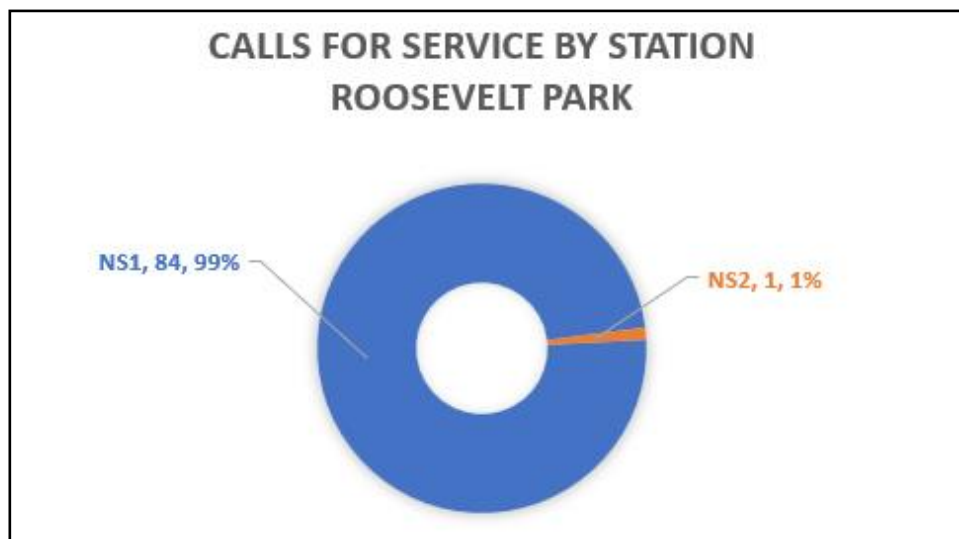
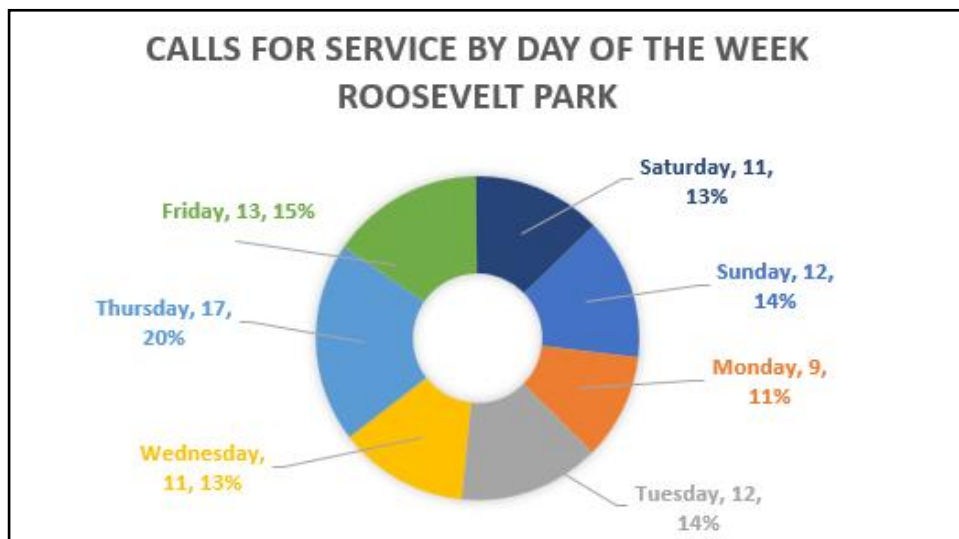
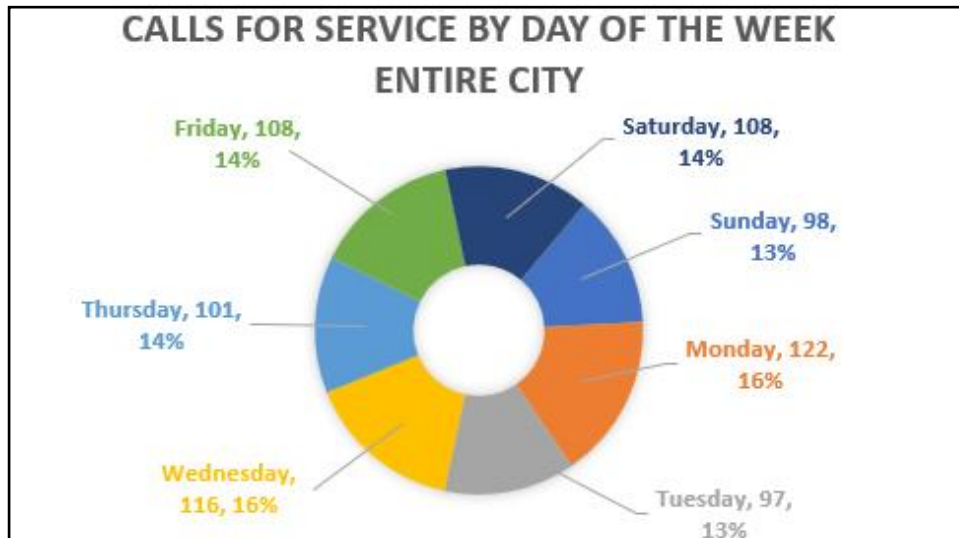
Annual April ARFF Live Fire Training





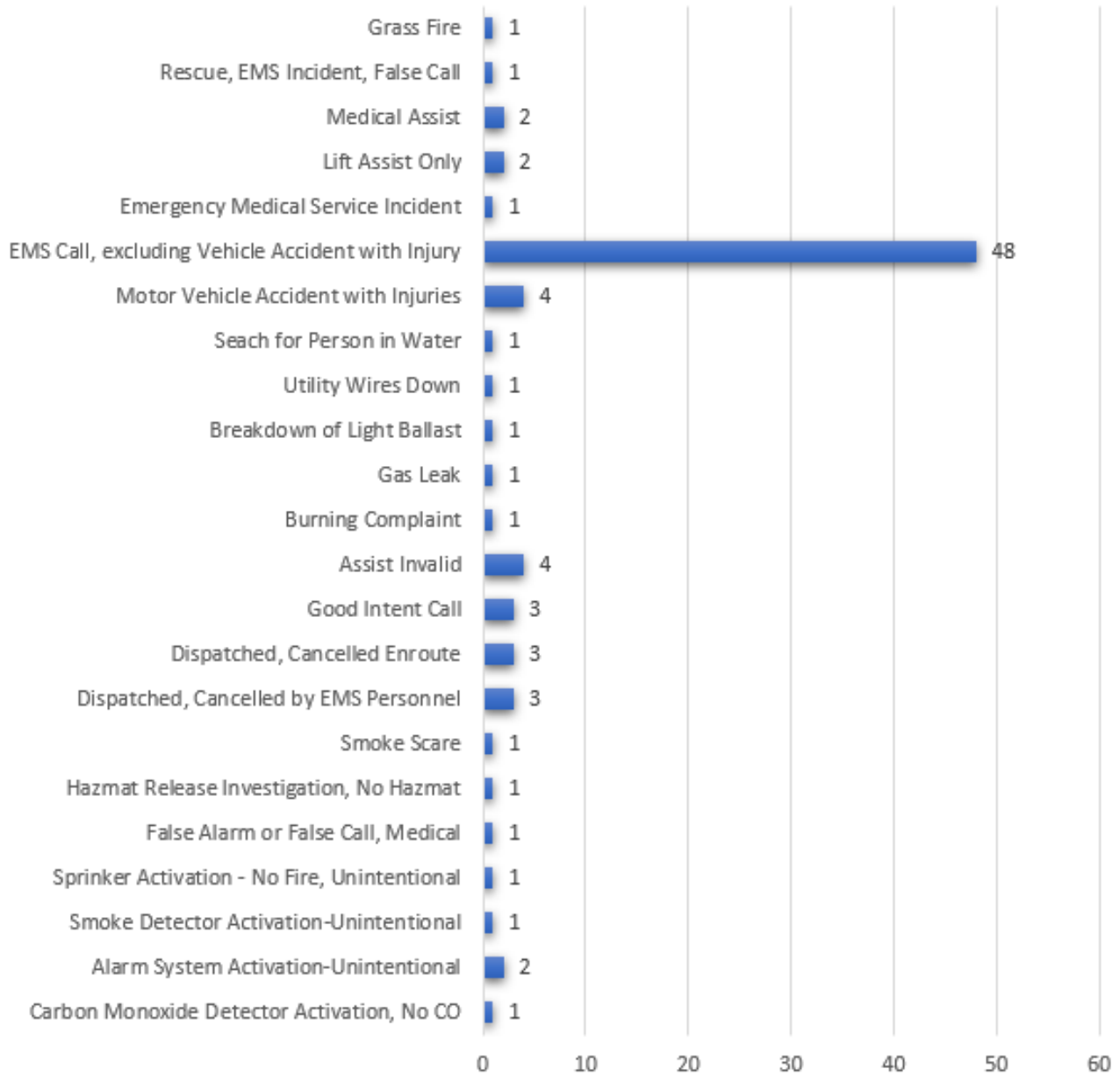
Administration

Below are figures representing the calls for service for April through June.



CALLS BY INCIDENT TYPE - ROOSEVELT PARK

4/1/2023 - 6/30/2023





PERSONNEL TRAINING AND ACTIVITIES FOR THE QUARTER:

ARFF Training

All personnel in the department completed their FAA required Airport Rescue Fire Fighting annual training. This training includes Crash/Fire-Rescue vehicle operations and driving, field movements, several aircraft specific firefighting topics, and live fire scenarios.



Bleeding Control

Members from the department provided bleeding control training to new Norton Shores Police Department personnel.

Protocol Testing

Department personnel have begun a new beta test in cooperation with the Muskegon County Medical Control Authority. Personnel are given several questions that test their understanding and treatment expectations when faced with various medical and trauma patients.

Rope and Webbing

Department personnel trained on the uses of both rope and webbing as it pertained to firefighter rescue situations. Each tool has specific advantages and scenarios that should be used.





PERSONNEL TRAINING FOR THE QUARTER:

Drivers Training

Driving a fire apparatus requires specialized annual training. Our department goes even further to include driving as part of district familiarization.

Ground Ladders

Ground ladders continue to be an intricate tool for firefighter operations. With so many different uses and deployment methods, practicing their use is essential to success on the fire ground.

Communications

Each time the department improves upon the equipment we have for the tasks we face, there are new habits that need to be formed. Our personnel practiced communications when combining the 800MHz portable radios and the need to wear an SCBA. Communicating effectively in this environment demands practice.

Recruit/Probationary Training

In-house training is underway for the new Full-Time Firefighter Driver, and our four new Part-Time Firefighters.

Drafting

While most of the areas we fight fires have plenty of hydrant water, some locations and situations require us to use a standing water source such as a lake or pool. If those are not around, we need many trucks to bring water and place it in a makeshift pool. This operation is called drafting and is very different than hooking up to a hydrant.

Fire Investigation

The Fire Prevention Bureau met with personnel to discuss the techniques and requirements of investigating a fire. Refreshing on these skills keeps all personnel up to speed on legal requirements and any new trends in fire types or tools used to assist in the investigation.



STATION, TRAINING, APPARATUS, AND OTHER ACTIVITIES:

Seasonal Prep

Station personnel began the switch from winter to spring/summer operations, which includes irrigation startup, lawn repair, and storage of winter specific equipment.

Engine 424

The engine has been out of service due to some needed pump repairs. These repairs have been completed by station personnel and it has passed pump testing. It is now back in service.

Fit Testing

All members of the department are required to be properly fit for the use of our Self Contained Breathing Apparatus, or SCBA's, and the respirators the we use to protect our lungs. We have successfully completed this in April.

Hands-Only CPR

The department, in cooperation with the Mona Shores High School, provided CPR training to nearly 300 graduating seniors. This training is a State education requirement, and this long standing partnership between the school and the department puts life saving capability in the hands of people most likely to make an immediate difference.





Operations

STATION, TRAINING, APPARATUS, AND OTHER ACTIVITIES:

Station #2 Concrete Project

The concrete apron extension project has begun at Station #2. This project is part of the FY23 capital improvement budget.

Ladder 443

The ladder truck is at Alexis for warranty repairs and replacement of the onboard foam system. Alexis provided the department with a loaner engine, as the repairs are expected to take a considerable amount of time.

Hose Testing

Per annual requirements, department personnel completed the hose testing per NFPA standards. All diameters of hose used in fire suppression and water supply are required to be tested to pressure and visually inspected.

FAA Inspection

The FAA was at the Muskegon County Airport for the annual inspection. It is with great honor to report the operations and training requirements the department and its personnel are expected to meet were found to be compliant.

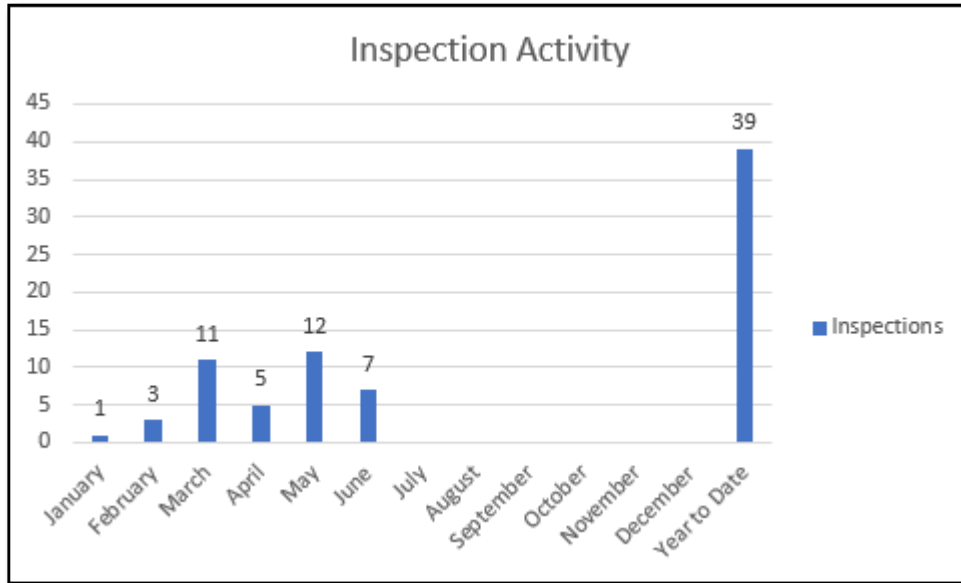
Station #3 Parking Lot

As part of the FY23 TIFA budget, station #3 received fresh seal coating.



Fire Prevention Bureau

Fire Marshal Derek Hall



FIRE INSPECTIONS/SITE VISITS

April—June (24)

- April (5)
- May (12)
- June (7)

Fire Inspections	20
Site Visits	-
Licensure and Required	-
Re-inspections	4
Total Inspections	24
Lids only for Lock Boxes	1
Lock Boxes	0

SMOKE ALARM INSTALLS

April—June (0)

FOIA REQUESTS

April—June (0)

FIRE INVESTIGATIONS

Roosevelt Park
1

Muskegon County
1



Social Media Monthly Data: Norton Shores Fire Dept.



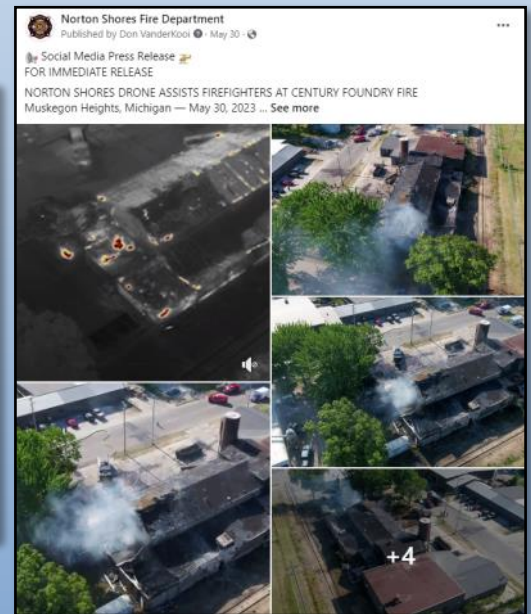
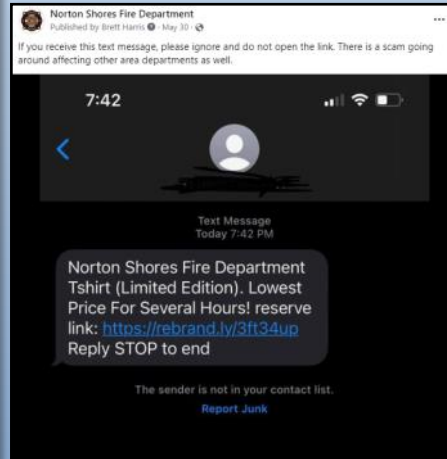
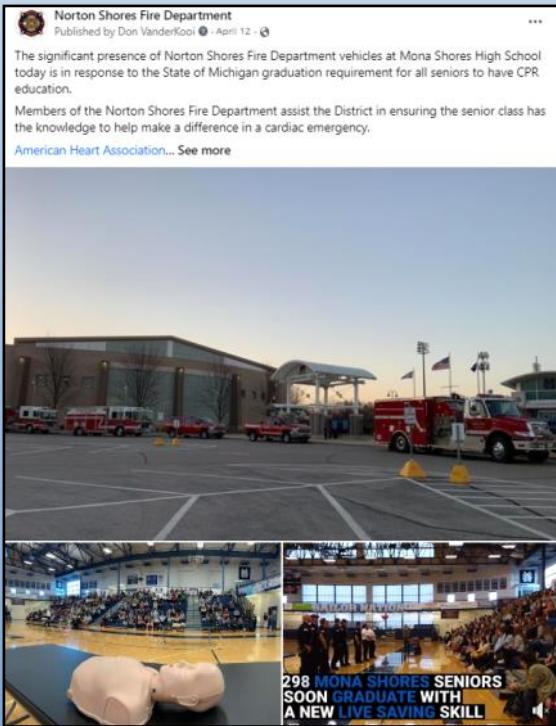
@nortonshoresfd



@nortonshoresfire

NSFD Facebook	
Followers	5,304
Total Post Count	41
Total People Reached	49,288
Total Likes & Reactions	2,668

NSFD Instagram	
Followers	482
Profile Visits	71
Total People Reached	363



Top Facebook Posts:	Reach	Likes and Reactions	Link Clicks	Comments	Shares
4/12/23: Norton Shores Fire Dept Teaches MSHS Seniors CPR Course	14,132	646	30	47	56
5/30/23: Ignore Text Message Scam	6,468	54		27	45
5/30/23: Norton Shores Drone Footage of Century Foundry Fire	6,179	39		0	5
4/19/23: Structure Fire 3400 block of E. Manitou Cir.	5,736	130		8	9
6/19/23: Fire Prevention Bureau is Hiring!	4,991	33	190	7	34
5/29/23: Vehicle Accident at Henry St. & Norton Ave.	4,607	131		17	11

Media Coordinator



Advertisement

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362% increase in traffic tickets sends message to drivers in West Michigan city

Published: Jul. 21, 2023, 2:56 p.m.



Roosevelt Park Police Chief Shawn Bride has cracked down on speeding since he took over in September 2022. The number of traffic citations issued in the city was up 362% in the first half of 2023 as compared to the same period in 2022. (Photo provided by Shawn Bride)

By [Lynn Moore | lmoore8@mlive.com](mailto:lmoore8@mlive.com)

MUSKEGON COUNTY, MI – Speeders beware: If you want to avoid a ticket, you'd best slow down or stay out of Roosevelt Park.

The tiny burb near Muskegon has drastically increased its traffic patrols, and citations for speeding and other traffic violations have soared as a result.

The number of citations issued in the first half of this year are up 362% over the same period last year, according to statistics provided by the Roosevelt Park Police Department.

Advertisement

“Folks are just in such a hurry,” Roosevelt Park Police Chief Shawn Bride told MLive/Muskegon Chronicle. “When they’re in Roosevelt Park, they know that we are concerned.”

Bride, a former captain who spent nearly 27 years with the Muskegon Police Department, [took over as police chief in Roosevelt Park](#) last September.

For him, keeping traffic speeds down is a “quality of life issue” for the community filled with pedestrians, cyclists, playgrounds and parks.

In the first half of 2023, officers issued 736 traffic citations stemming from 977 traffic stops, statistics show. That means that tickets are written for about three out of every four stops.

During the first half of 2022, 159 tickets were written, meaning less than half of 357 stops resulted in a citation, statistics show.

Citations for the first six months of this year have far surpassed the 659 given out during all of 2022.

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The 1-square-mile city is sandwiched between the cities of Muskegon and Norton Shores. It’s overwhelmingly residential with speed limits of 25 mph.

The only streets with higher speed limits are Sherman Boulevard, Henry Street and Norton Avenue, which are boundaries between Roosevelt Park and its neighboring cities.

The majority of traffic citations are for speeding, Bride said. Others primarily are for disobeying stop signs and stop lights or driving with suspended or expired licenses, he said.

They are not related to the new law [banning drivers from using handheld cell phones](#). Bride said his department is giving drivers a 30-day grace period for those violations, though motorists are being stopped and given warnings.

Dotted with pocket parks and dominated by an elementary school, Roosevelt Park is a “tight knit” community with lots of children out and about, which makes having alert motorists all the more important, Bride said.

“The other day I stopped a young driver nearly doubling the speed limit with their head buried in their phone,” Bride said. “Meanwhile, there are littles out on scooters, joggers and people walking their dogs.

“She didn’t get a ticket. She got an education.”

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The chief sees each traffic stop as an opportunity to interact with citizens, develop a rapport and provide that education. It’s the only time most people come in contact with officers, he said.

“We can help positively shape a driver’s impression of police for a long time,” he said.

Bride has transitioned the department from one staffed primarily with part-timers to one with mostly full-timers – a department he calls a “full-time driven professional organization.”

That has made it possible to “invest” in training and education for the officers, he said.

Prior to becoming chief, Bride was a patrol officer for the department for about five months. During that time, Bride said he took time to talk with residents about what they wanted from their police department.

“I heard that they wanted to see officers,” Bride said. “Visibility was a big piece.”

Officers will park in visible locations while they type up reports in their cruisers, Bride said. The benefit is that motorists who see their parked cruisers may assume they’re monitoring traffic, he said.

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“Maybe the presence of that marked cruiser slows some folks down,” he said. “We don’t believe in hiding behind the bushes, jumping out and saying ‘Gotcha.’”

The department also has used a speed trailer to help determine where to conduct traffic patrols. The trailer flashes speeds at drivers, but also collects data that helps the department determine when and where speeding is an issue.

That often is at the start of the work or school day and during lunch hours, Bride said.

Traffic stops have also helped officers locate individuals with arrest warrants and to “detect and prevent crime in our community,” he said.

The department has had a considerable uptick in criminal arrests this year as well. So far, there have been 411 arrests this year, compared with 231 for all of 2022, statistics show.

In time, Bride expects the number of traffic citations will drop as people catch on that speeding won't be tolerated in Roosevelt Park.

“Road safety is one of those things I think law enforcement definitely can have a positive impact on,” he said.

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DATE	EVENT	LOCATION
2023		
Jul 24	LEAGUE EVENT: Live with the League	Virtual
Jul 24-27	MME Summer Workshop	Frankenmuth
Aug 9-11	MAM Summer Workshop	Northville
Aug 14	LEAGUE EVENT: Live with the League	Virtual
Aug 28	LEAGUE EVENT: Live with the League	Virtual
Sep 11	LEAGUE EVENT: Live with the League	Virtual
Sep 25	LEAGUE EVENT: Live with the League	Virtual
Sep 28	MAMA Municipal Law Program & Annual Meeting	Lansing
Oct 9	LEAGUE EVENT: Live with the League	Virtual
Oct 18-20	LEAGUE EVENT: Convention	Traverse City
Oct 23	LEAGUE EVENT: Live with the League	Virtual
Nov 13	LEAGUE EVENT: Live with the League	Virtual
Nov 16-17	MAM Mayors and Presidents Institute	Frankenmuth
Nov 27	LEAGUE EVENT: Live with the League	Virtual
Dec 11	LEAGUE EVENT: Live with the League	Virtual

Mid 12	MAMA Advanced Institute	Lansing
Mar 12-13	LEAGUE EVENT: CapCon	Lansing
Jun 21-22	MAMA-GLS Joint Meeting	Mackinac Island
Sept 11-13	LEAGUE EVENT: Convention	Mackinac Island
Sep 28	MAMA Fall Law Program	Lansing
Nov 16-17	MAM Presidents Institute	
Nov 30	LEAGUE EVENT: Newly Elected Officials Academy	Lansing
Dec 13	LEAGUE EVENT: Newly Elected Officials Academy	Virtual
2025		
Sept 15-19	LEAGUE EVENT: Convention	Grand Rapids

Contact

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Locations

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July 2023

MONTHLY REPORTS



Shawn C. Bride
Chief of Police

Chief's Monthly Summary

July 2023 saw for the fifth straight month an elevated overall number of Computer Aided Dispatch (CAD) calls for service, as well as an extremely high number of field contacts, traffic stops, and incident reports. In July 2023, the most incidents cleared by arrest (55) were written in the trackable history of the department. Once again, it is the overall efforts put forth and work product of the Officers that continues drive not only the increased perception of public safety in Roosevelt Park but the actual crime numbers continue to show that City wide public safety is significantly improved over comparison months in recent years.

July's volume of calls taken, arrests made, citations issued, and significant increase of retail frauds at our local businesses also continue to illustrate the need for professional, pro-active law enforcement in the City of Roosevelt Park.

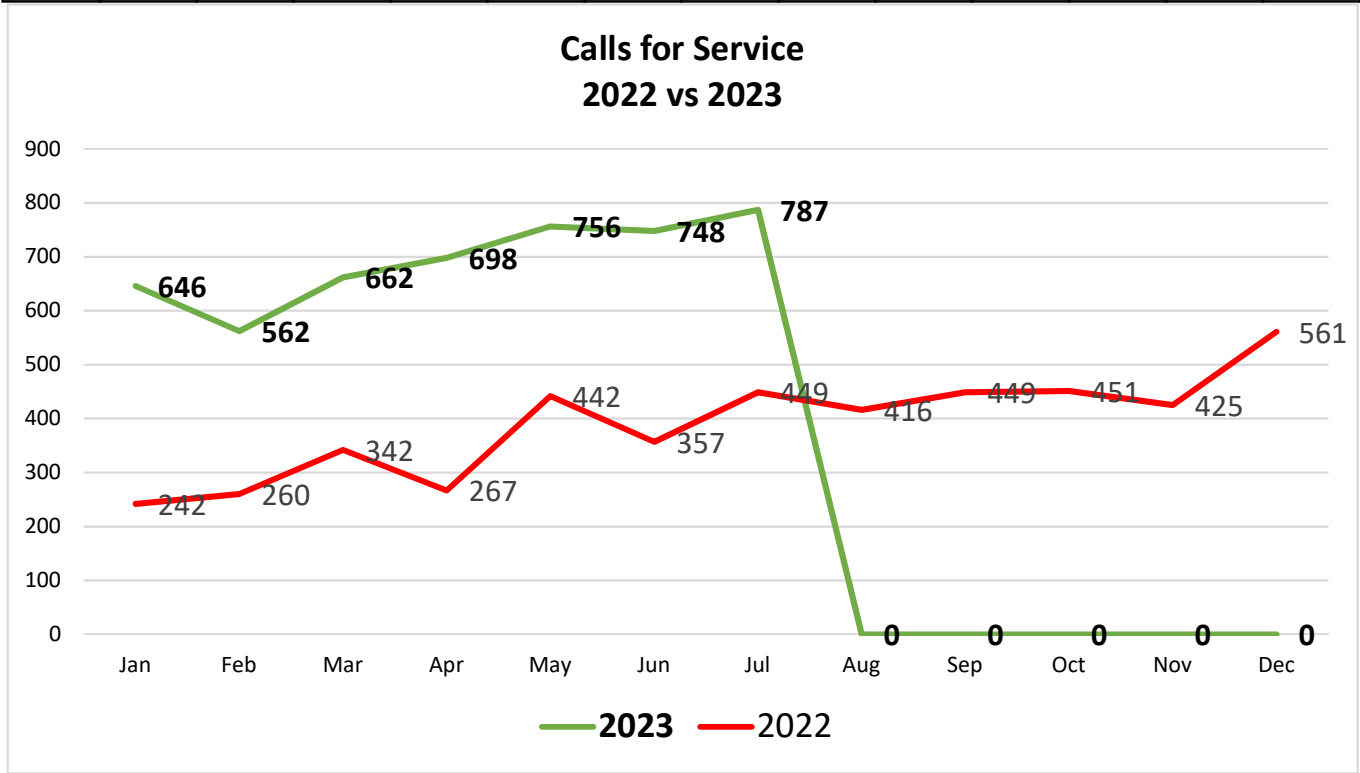
On behalf of the staff of RPPD, I would like to thank you all once again for your support and your trust in us. We appreciate the opportunities to exhibit for you, our residents, visitors, and business partners, "Roosevelt Park Excellence."

Shawn Bride,

Chief of Police

Calls for Service:

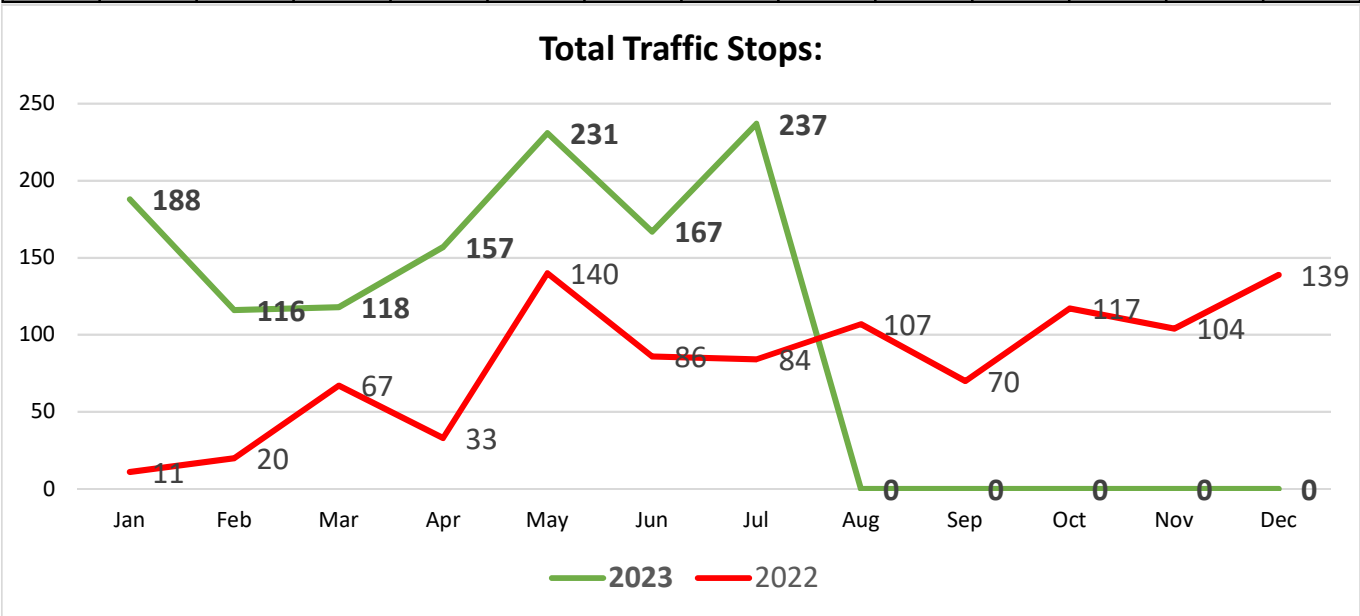
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	646	562	662	698	756	748	787	0	0	0	0	0	4859
2022	242	260	342	267	442	357	449	416	449	451	425	561	4661



Traffic Safety Activities

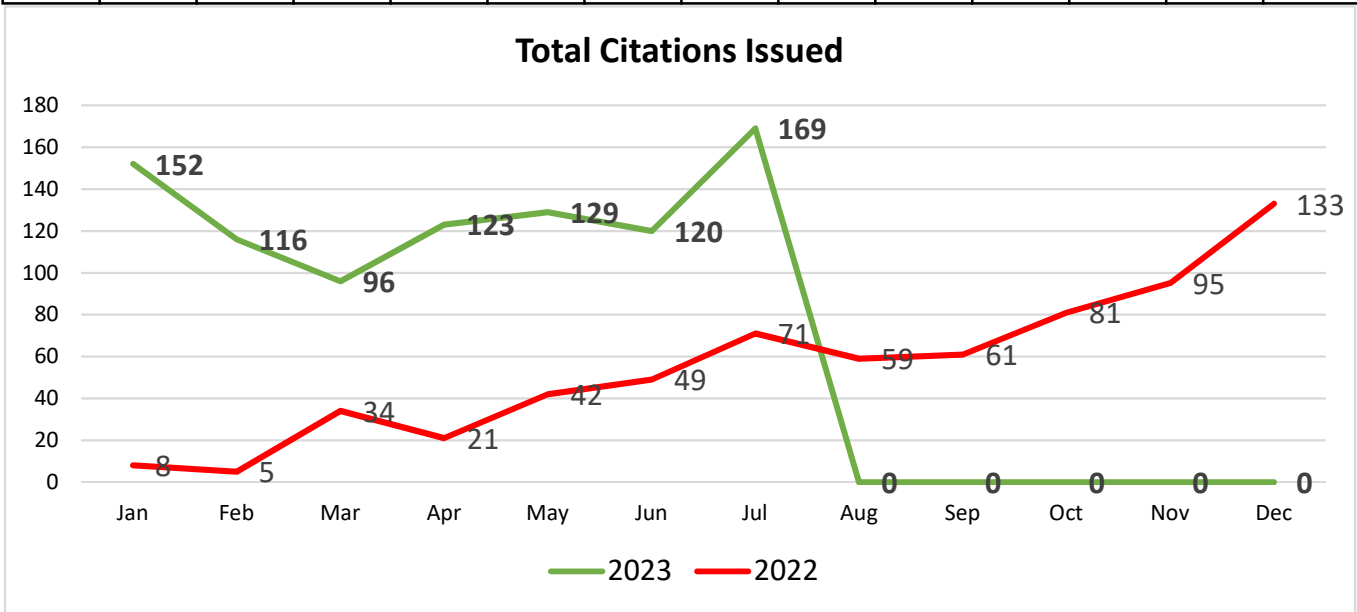
Total Traffic Stops:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	188	116	118	157	231	167	237	0	0	0	0	0	1214
2022	11	20	67	33	140	86	84	107	70	117	104	139	978



Total Citations Issued:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	152	116	96	123	129	120	169	0	0	0	0	0	905
2022	8	5	34	21	42	49	71	59	61	81	95	133	659

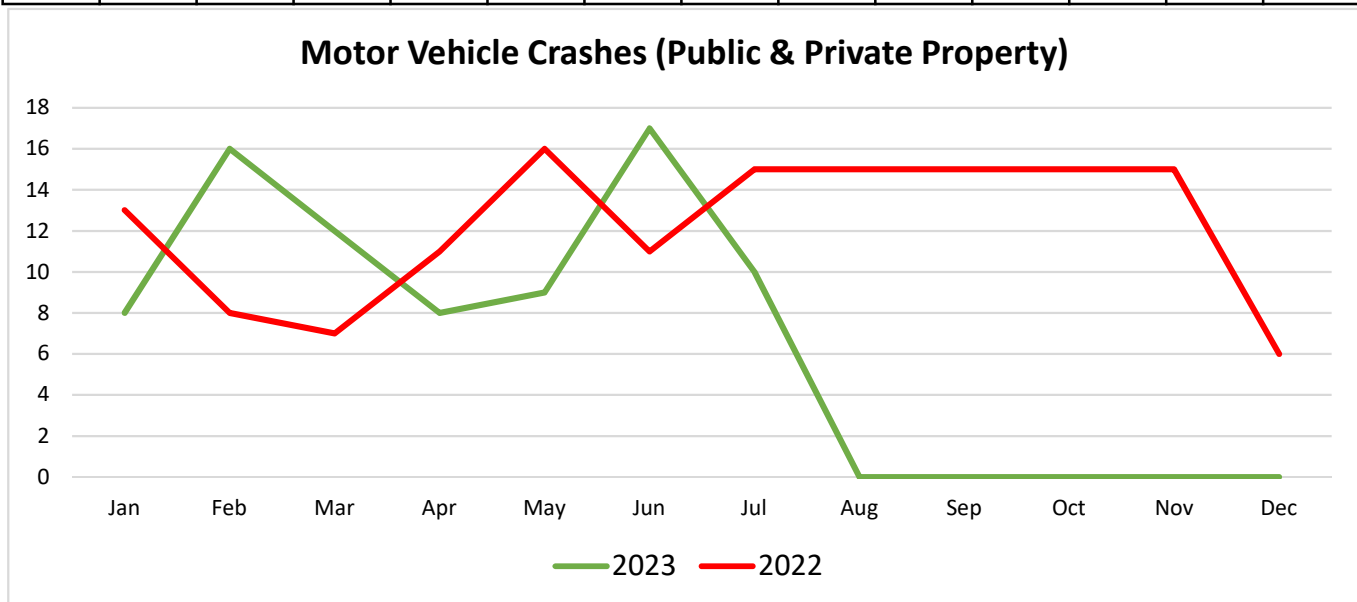


OWI Arrests:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	0	0	1	1	1	0	1	0	0	0	0	0	4
2022	0	0	0	0	0	0	0	0	1	2	0	0	3

Motor Vehicle Crashes (Public & Private Property):

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	8	16	12	8	9	17	10	0	0	0	0	0	80
2022	13	8	7	11	16	11	15	15	15	15	15	6	147



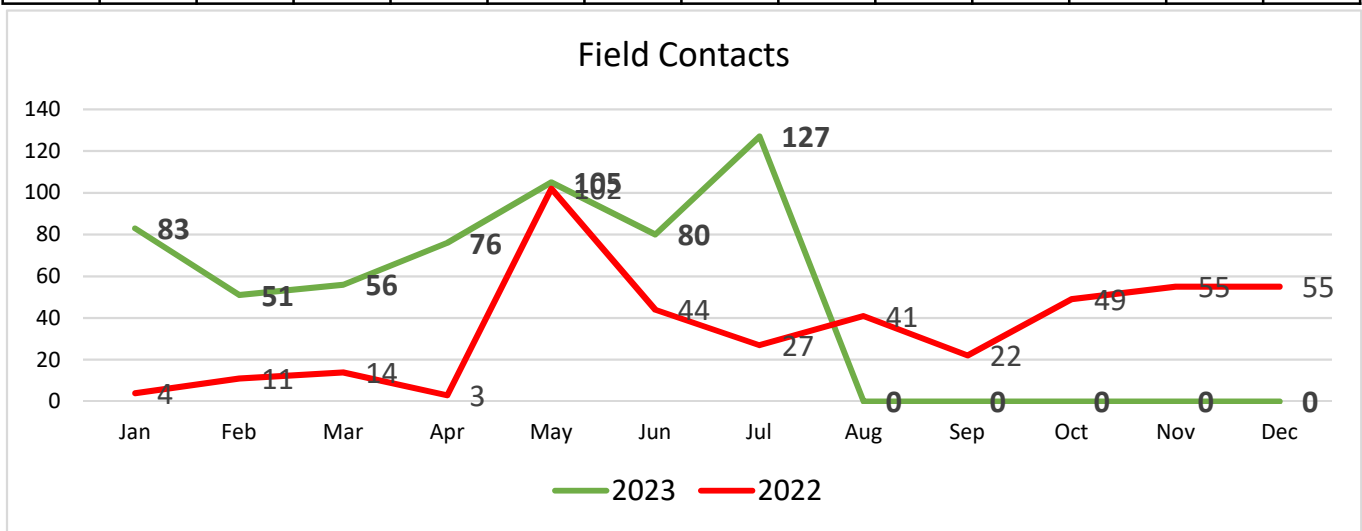
Top 5 Crash Locations:

#1	2000 blk Henry St
#2	3285 Henry St (Walmart)
#3	W Norton Av @ Maple Grove Rd
#4	W. Sherman @ Glenside Blvd
#5	Henry St @ Broadway Ave

Crimes, Reports, and Arrest Activities

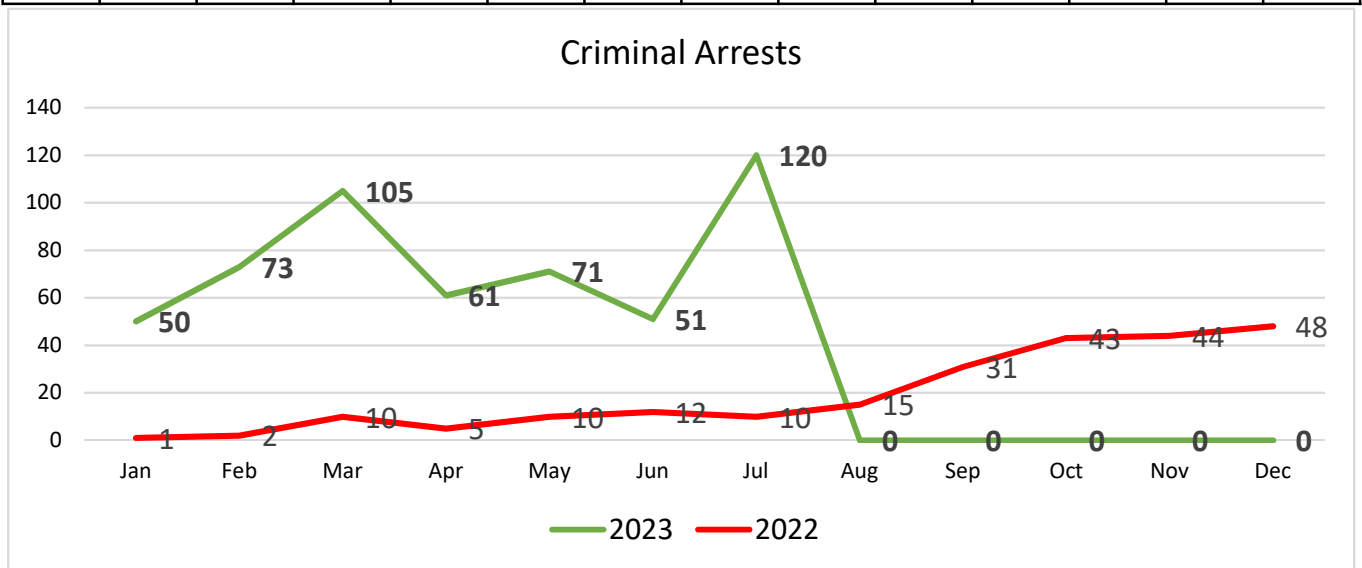
Field Contacts:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	83	51	56	76	105	80	127	0	0	0	0	0	578
2022	4	11	14	3	102	44	27	41	22	49	55	55	427



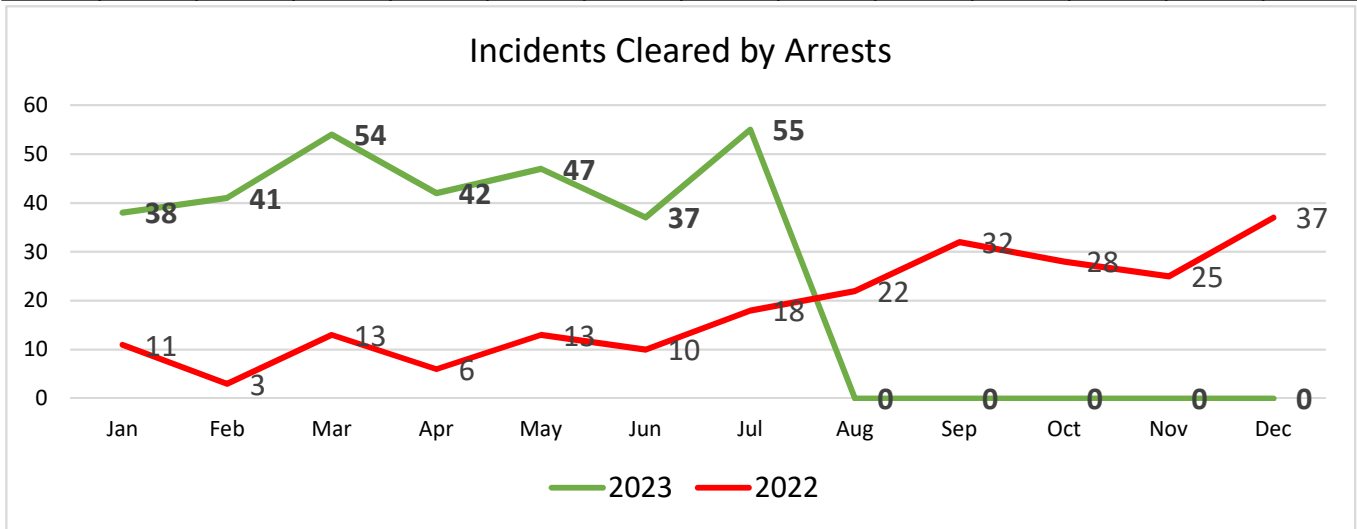
Criminal Arrests:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	50	73	105	61	71	51	120	0	0	0	0	0	531
2022	1	2	10	5	10	12	10	15	31	43	44	48	231



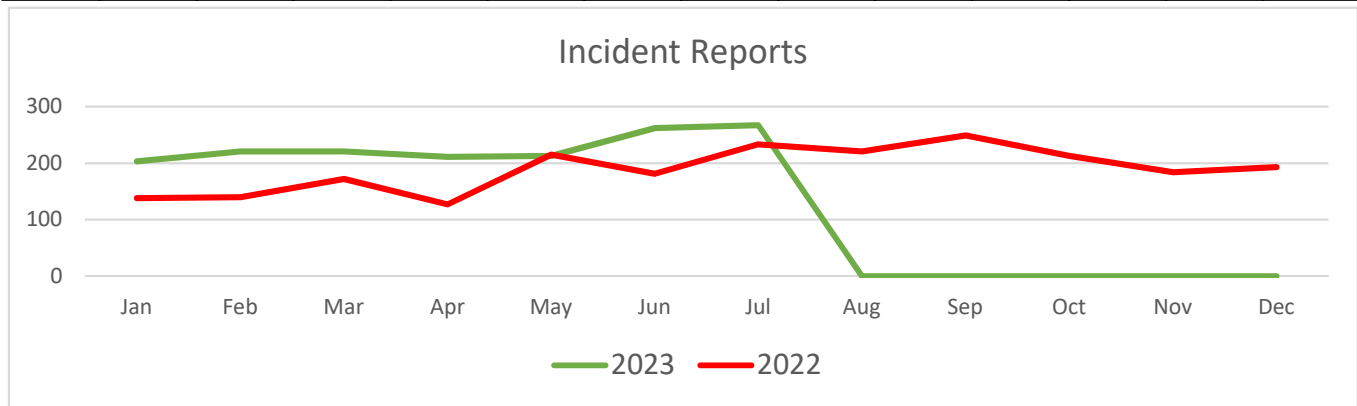
Incidents Cleared by Arrests:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	38	41	54	42	47	37	55	0	0	0	0	0	314
2022	11	3	13	6	13	10	18	22	32	28	25	37	218



Incident Reports:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	203	221	221	211	213	262	267	0	0	0	0	0	1598
2022	138	140	172	127	215	181	233	221	249	213	184	193	2266



Medicals/Overdoses/Suicida/Check Wellbeing:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	25	39	27	37	49	67	33	0	0	0	0	0	277
2022	33	43	42	28	35	26	39	37	33	37	46	29	428

Larcenies/Frauds:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	29	31	18	27	15	12	46	0	0	0	0	0	178
2022	28	19	26	21	26	27	30	25	34	39	32	26	333

Assaults:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	1	1	4	3	1	2	3	0	0	0	0	0	15
2022	1	1	2	2	4	3	6	7	6	2	2	2	38