

Kent County Drain Commissioner
1500 Scribner Ave NW
Grand Rapids, MI 49504-3233



CITY OF CEDAR SPRINGS-STORGE BLDGS
OR CURRENT RESIDENT
66 S MAIN ST P.O. BOX 310
CEDAR SPRINGS, MI 49319-0310

December 4, 2020

Dear Property Owner,

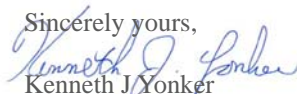
You have received this notice because you own property within the Drainage District of the Cedar Springs Drain. The Cedar Springs Drain is a closed storm sewer system which serves properties within the City of Cedar Springs and Nelson Township by collecting the storm water runoff from properties and roads within the drainage district.

As Drain Commissioner, I am responsible to maintain this stormwater system for the public health, welfare, and convenience of the drainage district. A petition was received to complete maintenance, relocation, and improvement on the Cedar Springs Drain and found necessary through a Board of Determination on June 21, 2018. Spicer Group was hired to engineer a solution to the storm sewer system that is located beneath several existing buildings. We will receive bids for construction on December 18, 2020 per the attached Notice of Letting.

A second notice will follow the bid opening that will provide further information on the apportionment of cost to the property owners prior to the Day of Review of Apportionment on January 15, 2021. The Day of Review of Apportionment and Day of Review of Boundary is an opportunity for property owners within the district to review their apportionment of costs of the project. Costs for maintenance are not provided by other means such as regular property taxes; we must assess the costs for maintenance to the property owners and governmental units within the District. At this time, please review your apportionment percentage and after the bids are received, we can provide the cost that will be placed on your Winter Tax Bill starting in 2021. Your Apportionment % of the Drain Cost is:

Parcel Number:	410225429003
Property Address:	85 W ELM ST NE
Apportionment Percentage:	0.0000%
Apportionment Costs:	To be sent after Day of Letting in a separate letter
Year(s) of Assessment:	20 years

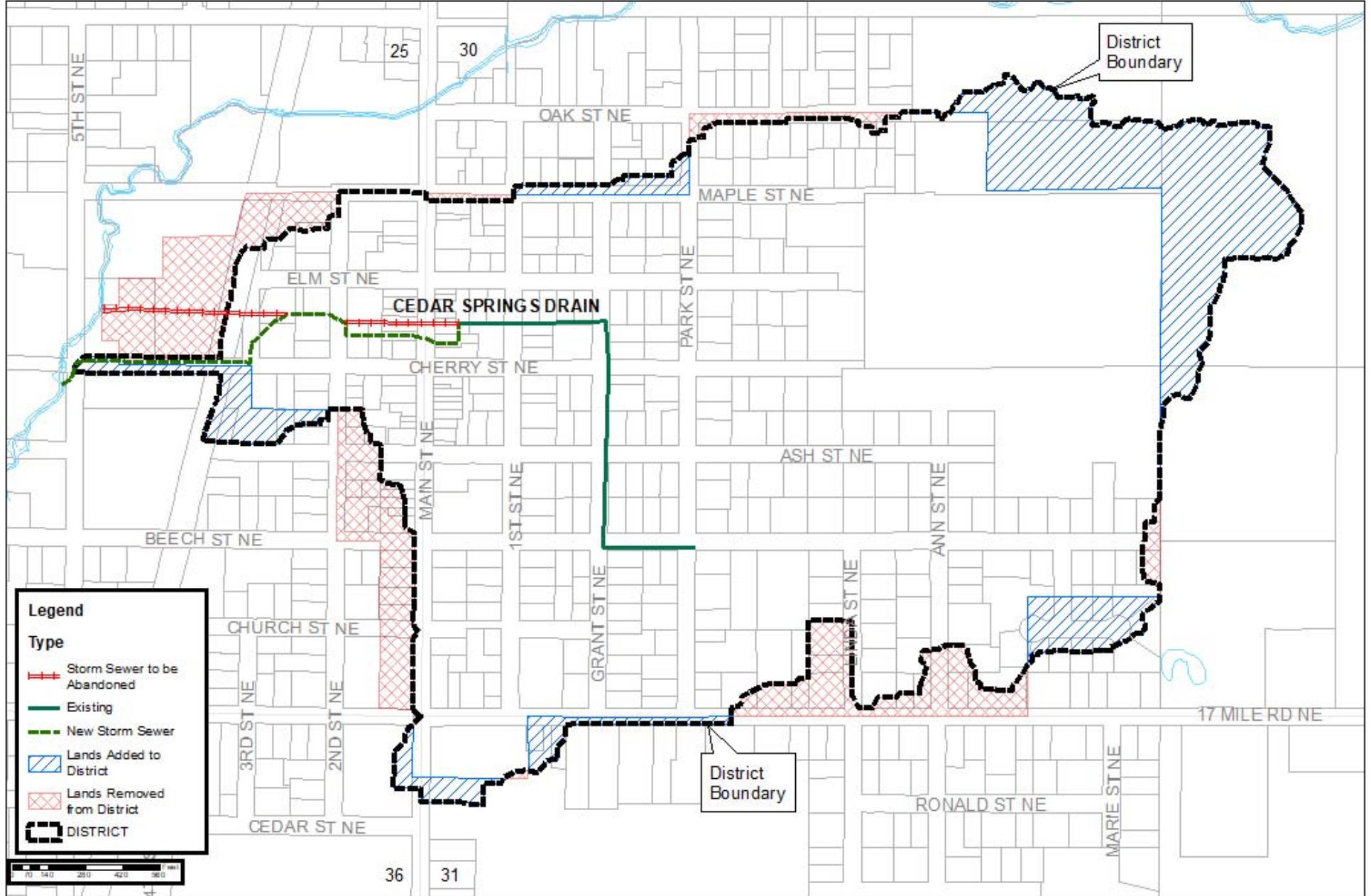
Please visit our website at www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm to review some of the frequently asked questions regarding the process. If you have any additional questions about this notice, please feel free to call my office at (616) 632-7910 or reply by e-mail to drinfo@kentcountymi.gov.

Sincerely yours,

Kenneth J. Yonker
Kent County Drain Commissioner

CEDAR SPRINGS DRAIN DRAINAGE DISTRICT

Section 25, 30, 31 & 36 City of Cedar Springs, Kent County, MI

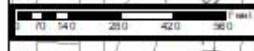
Section 30, Nelson Township, Kent County, MI



Legend

Type

- Storm Sewer to be Abandoned
- Existing
- New Storm Sewer
- Lands Added to District
- Lands Removed from District
- DISTRICT



KENT COUNTY DRAIN COMMISSIONER

CEDAR SPRINGS DRAIN

**NOTICE OF LETTING AND DAY OF REVIEW OF APPORTIONMENTS
& DRAINAGE DISTRICT BOUNDARIES**

NOTICE OF LETTING

DATE: Friday, December 18, 2020
TIME: 1:00 p.m.
LOCATION: Kent County Road Commission Building
1500 Scribner Ave., NW, Grand Rapids, MI 49504
QUESTIONS: (616) 632-7910

The Kent County Drain Commissioner will meet on the above date, time, and location to receive construction bids for the Cedar Springs Drain. Bids will then be opened and publicly announced.

The Cedar Springs Drain will be let in one section as follows, having the length, average depth and width as set forth:

Installation of approximately 760 feet of 60"x38" elliptical concrete storm sewer and 815 feet of 45"x29" elliptical concrete storm sewer with an average depth of 7 feet. Project also includes 2,600 square yards of road restoration, lowering water mains, concrete drive restoration, and concrete curb and gutter.

This Notice of Letting, the plans, specifications and bid proposal shall be considered a part of the Contract. The Contract will be let in accordance with the Contract Documents now on file at Kent County Drain Commissioner's Office and available to interested parties. Bids will be made and received in accordance with these documents. Bidding Documents, including plans and specifications, are available electronically, free of charge, upon request by calling Spicer Group Telephone 616-458-8580 or the Drain Commissioner's Office Telephone 616-901-7914

Paper copies of Bidding Documents may only be obtained from Spicer Group at 2464 Byron Station Dr. SW, Suite C, Byron Center, MI 49315 upon payment of a \$50 non-refundable deposit. An additional non-refundable charge of \$10 will be required for mailing out Bidding Documents.

A mandatory pre-bid meeting will be held on Zoom at 9 a.m. on Tuesday, December 8, 2020. Join through link:

<https://kentcountymi.zoom.us/j/2491516577?pwd=ZlVFbnlVQXhkMkxhbnhLdjlCK1QwUT09>

Meeting ID: 249 151 6577

Passcode: Hello123

Call-In#: (646) 876-9923

An optional site visit will occur on the same day at 3pm at the intersection of Cherry/5th Street in City of Cedar Springs. The Engineer will be present to discuss the project. Prospective bidders are required to attend and participate in the conference. All bidders must sign in by name of attendee and business represented. Only bids from bidders in attendance at the pre-bid conference will be opened. All others will be considered non-responsive.

A security deposit in the amount 5% of the total bid shall be submitted in the form of a cashier's check, money order, certified check or bidders bond with any bid. No cash will be permitted. The security deposits of all unsuccessful bidders shall be returned after the Contract is awarded.

The Contract will be awarded to the lowest responsive and responsible bidder giving adequate security for the performance of the work and meeting all conditions represented in the Instructions to Bidders. The

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Contract completion date and the terms of payment will be announced at the time and place of letting. If no satisfactory bids are received, we reserve the right to reject any and all bids and to adjourn to a time and location as we shall announce.

NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES AND REVIEW OF APPORTIONMENTS

DATE: Friday, January 15, 2021
TIME: 8:30 a.m. – 4:30 p.m.
LOCATION: Office of the Kent County Drain Commissioner
1500 Scribner Ave NW, Grand Rapids, MI 49504-3233

Or Alternatively Remote Electronic Access by Zoom

Meeting ID: 921 1482 5722

Passcode: 1152021

Call-In#: 1 646 876 9923

QUESTIONS: (616) 632-7910

The Day of Review is an opportunity to review the Cedar Springs Drain Drainage District boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map depicting the proposed Drainage District boundary revisions can be found attached to this notice and on the Drain Commissioner's website at: https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm. The Drain is located and established in the following municipalities, and a general description of the lands proposed to be added or deleted, in whole or in part, include the following:

Drain No.	Drain Name	Municipalities	Portion of Section Added	Portion of Section Removed
8083	CEDAR SPRINGS	CITY OF CEDAR SPRINGS	25, 30, 31, 36	25, 30 & 31
8083	CEDAR SPRINGS	NELSON TOWNSHIP	30	

The Drain Commissioner intends to hold an in-person Day of Review at the location stated above. However, due to the ongoing coronavirus public health crisis, the Day of Review will alternatively be held through remote electronic access, as provided in this Notice, if public gatherings are unable to be held due to federal, state, or local orders, laws, regulations, and guidelines. Prior to the Day of Review, the Drain office shall post an update on its website whether in-person attendance will be available.

Prior to the Day of Review, you may contact the Drain Commissioner's Office at (616) 632-7910 or visit its website at https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm to get information about your apportionment and assessment. Remote electronic access will be available even if in-person attendance is available.

Electronic participation will be conducted through Zoom. The Day of Review may be accessed through any device supporting the Zoom app, which includes many computers, laptops, smartphones. Users on a computer or laptop will be given the option to join the meeting through a web browser without downloading the Zoom app. Additionally, individuals may call into the Day of Review by telephone.

Prior to the Day of Review:

KENT COUNTY DRAIN COMMISSIONER

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- **Website.** Please visit the Drain Commissioner's website at https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm for more information regarding the Day of Review, including a map of the proposed Drainage District boundary revisions and proposed apportionment roll
- **Email.** If you would like to ask questions about your property or proposed apportionment prior to the Day of Review, please email drinfo@kentcountymi.gov and we will provide you information through email.
- **Telephone.** If you wish to speak with a staff member of the Drain Commissioner's Office about your property or the proposed apportionment, please call (616) 632-7910
- **Special Access.** Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

On the Day of Review:

- The Drain Commissioner, engineers and/or other staff members will be available to assist individuals throughout the day. However, due to the coronavirus public health crisis, the facilities are requesting limited walk-in and request that an appointment be scheduled to limit the number of walk-in visitors. If you do enter the building, it will be strongly encouraged to wear a mask
- To participate electronically through Zoom, you can access the Day of Review through the following link: <https://kentcountymi.zoom.us/j/92114825722?pwd=U0hHM0lyekR2R2NFYVRYMXdoWEo0QT09>
- For participation on Zoom via telephone, please call: + 1 646 876 9923 US (New York). When prompted the Meeting ID is **921 1482 5722 and the Passcode is 1152021.**
- Once individuals have joined the Day of Review electronically, the Drain Commissioner will provide further information about procedures for participation.
- The computation of costs for the Drain will also be available at the Day of Review and will be on the Drain Commissioner's Office website. Drain assessments are collected in the same manner as property taxes and will appear on your 2021 winter tax bill. If drain assessments are being collected for more than one (1) year, you may pay the assessment in full with any interest to date at any time and avoid further interest charges.

After the Day of Review:

You may appeal the Drain Commissioner's decision to revise the district boundaries to the Kent County Circuit Court within ten (10) days, and you may also appeal the determination of apportionments to the Kent County Probate Court within ten (10) days.

The following is a condensed description of the several tracts or parcels of lands constituting the Special Assessment District of the Cedar Springs Drain: Portion of Sections 25, 30, 31, 36 of City of Cedar Springs and a portion of Section 30 of Nelson Township

The following county, townships, cities, and villages liable for at-large assessment: **City of Cedar Springs and Nelson Township**

Dated: December 3, 2020



Kenneth J. Yonker
Kent County Drain Commissioner



FAQs

FREQUENTLY ASKED QUESTIONS

Day of Review of Drainage District Boundaries and Review of Apportionments

What is a Drainage District?

A drainage district is the land area that benefits from the drain. The drainage district makes up the watershed that contributes water to the drain. The public entities and properties within the drainage district pay for maintenance and improvement of the drain.

What is a Day of Review of District Boundaries?

The Michigan Legislature passed a law in 2013 to allow revisions to historical drainage district boundaries that require updating as recommended by a licensed engineer.

Property owners can review changes with the Drain Office staff during the Day of Review. The proposed boundary revisions can be found on the map on notice and in more detail at the Kent County Drain Commissioner's website.

Why are the boundaries being revised?

Revisions are recommended because the historic drainage district boundaries no longer accurately reflect the current watershed of the drain.

What is a Day of Review of Apportionments?

A Day of Review of Apportionments provides an opportunity for property owners to review the percent of benefit of the drain assigned to properties and public entities. The apportionments of benefit to properties are based on acreage, land use, and other factors. The apportionments determine the assessment amount for each property and public entity for costs of construction or maintenance.

Why are the apportionments being revised?

The apportionments are being revised to more accurately reflect the percentage of benefit that each property and public entity receives from the drain.

If a parcel is on the outer boundary of a drainage district, only that portion of the parcel within the drainage district will be assessed.

Why did I receive a notice?

Notices went out to the public entities and the following property owners:

- ***Properties being added to the Drainage District.*** The properties were not previously in the drainage district, but the engineers determined that the properties are within the drain's watershed.
- ***Properties being removed from the Drainage District.*** The properties were previously in the drainage district, but the engineers determined that the properties are not in the drain's watershed.
- ***Properties currently in the Drainage District and proposed to remain in the Drainage District.*** There is no change in terms of boundaries for these properties.

When do I receive my drain assessment?

Drain assessments are included on your Winter Tax bill and are only levied when costs are incurred for the drain. Assessment amounts vary from year to year.

What is my assessment amount?

Estimated assessment amounts are included in your notice and also available at the Day of Review, online or by calling (616) 632-7910

Do I have to attend/participate in the Day of Review?

You are not required to attend the Day of Review.

How can I get more information?

Visit the Kent County Drain Commissioner's website at www.accesskent.com/Departments/DrainCommissioner or call (616) 632-7910.

Why is the Day of Review being held electronically?

The Day of Review is being held electronically to comply with federal and state recommendations to cease from any public assemblies, self-quarantine, and help prohibit the spread of COVID-19.

What is Zoom?

Zoom is a video conferencing service that allows for virtual meetings, either by video, audio-only, or both. Zoom meetings can be accessed through the Zoom app, an internet browser, or by telephone.

How do I download the Zoom app on my device?

You will be prompted to download the app when you enter the meeting link from your notice into a web browser on your computer or device. You can also download the app as follows:

- ***Computer.*** The computer/laptop app is available for download at zoom.us/download. Select the download for "Zoom Client for Meetings."
- ***Smartphone, tablet, and other app-based devices.*** Search for "Zoom" in the app store for your device or go to zoom.us/download and select the appropriate link under "Zoom Mobile Apps."

How do I access the Day of Review on Zoom?

- ***By App.*** Enter the meeting link from your Notice into a web browser. Permission will be requested to open the app on your device. Alternatively, you can open the app, select "Join," enter the Meeting ID from your Notice, and press the "Join" button.
- ***By Web Browser on Computer/Laptop.*** Go to zoom.us/join, enter the Meeting ID, and select "Join." For further information about accessing from a web browser, please visit <https://support.zoom.us/hc/en-us/articles/201362593-Launching-Zoom-from-a-web-browser>.
- ***By Telephone.*** Dial the number provided on your Notice. If requested, enter the Meeting ID from your Notice.

How do I participate during the Day of Review?

Once you have entered the Zoom meeting, you will be automatically placed on "mute." The Water Resources Commissioner and meeting host will give further information about how to participate and when public comment is permitted. You are requested to remain "muted" until called on for comment.

How do I indicate I want to comment?

You can indicate that you would like to comment or ask a question by virtually "raising your hand," at which point a hand icon will appear next to your name for the meeting host to see. To "raise your hand":

- ***Computer.*** Select the icon labeled "Participants" at the bottom of your screen. This will pull up a participant list on the right side of your screen. At the bottom of the participant list, select the "Raise Hand" button. Once called on to speak, select the "Unmute" button on your screen.
- ***Smartphone, tablet, and other app-based devices.*** Select the "Raise Hand" button at the bottom of your screen. If "Raise Hand" is not present, select the "More" button to reveal more controls. Once called on to speak, select the "Audio" or "Unmute" button on your screen.
- ***Telephone.*** Dial *9 to "Raise Hand." Once called on to speak, dial *6 to unmute your line.

What if I have difficulty accessing the Day of Review electronically?

Please call the Drain Commissioner's Office at (616) 632-7910. Every effort will be made to help ensure your participation.

Can I submit questions or comments prior to the Day of Review ?

Questions and comments prior to the meeting can be submitted by email at DRInfo@kentcountymi.gov by calling (616) 632-7910.