

**OSHTEMO CHARTER TOWNSHIP BOARD  
7275 West Main Street  
Kalamazoo, MI 49009**

**May 19, 2026**

*Refer to page 3 for Virtual Meeting Information*

**SPECIAL MEETING  
5:30 P.M.  
AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Remote Location Identification (for remote attendance when permitted by statute)
4. Township Mission/Vision/Core Values:  
*Core Value: Decisions are made based on the value to our Township and residents.*
5. Approval of the Agenda
6. Resolution: Adoption of the Oshtemo 2045 Comprehensive Plan & Master Streets Plan [\(Pg 5\)](#)
7. Discussion & Consideration of Application: US Federal Department of Transportation Grant Opportunity – [Safe Streets and Roads for All \(SS4A\) Grant Program | US Department of Transportation](#) [\(Pg 12\)](#)
8. Public Comment
9. Board Member Comments
10. Adjournment

**Policy for Public Comment  
Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

- a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email ([oshtemo@oshtemo.org](mailto:oshtemo@oshtemo.org)), walk-in visits, or by appointment.
- b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be Board discussion prior to call for a motion. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name, but it is not required.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which does not follow these guidelines.

(adopted 5/9/2000)  
(revised 5/14/2013)  
(revised 1/8/2018)

Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday-Thursday, 8 a.m.-1 p.m. and 2-5 p.m., and on Friday, 8 a.m.–1 p.m. Additionally, questions and concerns are accepted at all hours through the website contact form found at [www.oshtemo.org](http://www.oshtemo.org), email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to [oshtemo@oshtemo.org](mailto:oshtemo@oshtemo.org) and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
<b><u>Supervisor</u></b>		
Cheri Bell	216-5220	<a href="mailto:cbell@oshtemo.org">cbell@oshtemo.org</a>
<b><u>Clerk</u></b>		
Dusty Farmer	216-5224	<a href="mailto:dfarmer@oshtemo.org">dfarmer@oshtemo.org</a>
<b><u>Treasurer</u></b>		
Clare Buszka	216-5260	<a href="mailto:cbuszka@oshtemo.org">cbuszka@oshtemo.org</a>
<b><u>Trustees</u></b>		
Neil Sikora	760-6769	<a href="mailto:nsikora@oshtemo.org">nsikora@oshtemo.org</a>
Kristin Cole	375-4260	<a href="mailto:kcole@oshtemo.org">kcole@oshtemo.org</a>
Zak Ford	271-5513	<a href="mailto:zford@oshtemo.org">zford@oshtemo.org</a>
Michael Chapman	375-4260	<a href="mailto:mchapman@oshtemo.org">mchapman@oshtemo.org</a>

Township Department Information			
<b><u>Assessor:</u></b>			
Kristine Biddle	216-5225	<a href="mailto:assessor@oshtemo.org">assessor@oshtemo.org</a>	
<b><u>Fire Chief:</u></b>			
Greg McComb	375-0487	<a href="mailto:gmccomb@oshtemo.org">gmccomb@oshtemo.org</a>	
<b><u>Ordinance Enforcement:</u></b>			
Alan Miller	216-5230	<a href="mailto:amiller@oshtemo.org">amiller@oshtemo.org</a>	
<b><u>Parks Director:</u></b>			
Vanessa Street	216-5233	<a href="mailto:vstreet@oshtemo.org">vstreet@oshtemo.org</a>	
Rental Info	216-5224	<a href="mailto:oshtemo@oshtemo.org">oshtemo@oshtemo.org</a>	
<b><u>Planning Director:</u></b>			
Jodi Stefforia	375-4260	<a href="mailto:jstefforia@oshtemo.org">jstefforia@oshtemo.org</a>	
<b><u>Public Works Director:</u></b>			
Anna Horner	216-5228	<a href="mailto:ahorner@oshtemo.org">ahorner@oshtemo.org</a>	

## Zoom Instructions for Participants

### Before a videoconference:

1. You will need a computer, tablet, or smartphone with a speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. If you are going to make a public comment, please use a microphone or headphones with a microphone to cut down on feedback, if possible.
3. Details, phone numbers, and links to videoconference or conference call are provided below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 11-digit Meeting ID.

### To join the videoconference:

1. At the start time of the meeting, click on this link to [join via computer](#). You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering this **Meeting ID: 840 4212 5539**

If you are having trouble hearing the meeting or do not have the ability to join using a computer, tablet, or smartphone then you can join via conference call by following instructions below.

### To join the conference by phone:

1. On your phone, dial the teleconferencing number: **+19292056099**
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: **840 4212 5539#**

### Participant controls in the lower-left corner of the Zoom screen:



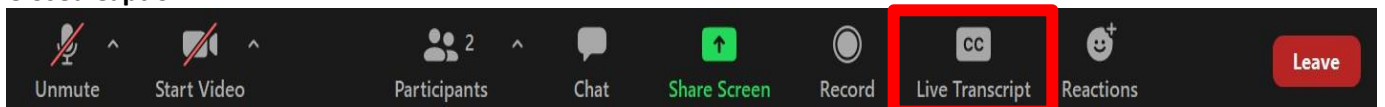
Using the icons at the bottom of the Zoom screen, you can (some features will be locked to participants during the meeting):

- Participants – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand. **This will be used to indicate that you want to make a public comment.**
- Chat – opens pop-up screen that allows participants to post comments during the meeting.

If you are attending the meeting by phone, to use the “Raise Hand” feature **press \*9 on your touchtone keypad.**

Public comments will be handled by the “Raise Hand” method as instructed above within Participant Controls.

### Closed Caption:



### Turn on Closed Caption:

Using the icons at the bottom of the Zoom screen:

1. Click on the “Live Transcription” button.
2. Then select “Show Subtitle”.

## **Mission:**

*To advance the quality of life of all residents through a commitment to responsible growth, and value-driven municipal services that promote the relationships among economic vitality, environmental stewardship, and social equity.*

## **Vision:**

*A sustainable and innovative community built through a legacy of planned, responsible growth and rural preservation.*

## **Core Values:**

### **PUBLIC SERVICE**

- Fair treatment to all people.
  - Each customer is welcomed, and their input is wanted.
    - Difficult questions are not marginalized.
- Allow residents to interact directly with Township staff and officials.
- Decisions are made based on the value to our Township and residents.

### **SUSTAINABILITY**

- Meet the needs of the present without compromising future generations.
  - Consider the environment through practices that reduce impacts.
    - Value-conscious decision-making.
  - Committing to quality fire and police protection.

### **INNOVATION**

- Providing the best value-conscious technology currently available.
- Leverage new technologies and ways of doing business to increase accessibility and improve services.

### **PROFESSIONALISM**

- Hire staff with strong core competencies within their given profession.
  - Commitment to continuous improvement to government operations.
- Dedicated to open communication to improve productivity and effectiveness.

### **INTEGRITY**

- Decisions are made logically through the collection of evidence, facts, and public input.
  - When promises are made, we follow through.
    - We do not obfuscate – we say what we mean and do what we say.
    - Transparent governmental practices are of the highest priority.

### **FISCAL STEWARDSHIP**

- Ensure that taxpayer investments are spent wisely, effectively and efficiently.

# Memorandum



**Date:** May 19, 2026  
**To:** Township Board  
**From:** Jodi Stefforia, Planning Director  
**Subject:** Oshtemo 2045 Comprehensive Plan and Master Streets Plan

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## **Objective**

MOTION: Adopt the Oshtemo 2045 Comprehensive Plan and Master Streets Plan by Resolution.

## **Background**

In one final re-read of the several hundred pages that make up the Oshtemo 2045 Comprehensive Plan, the Appendices, and the Master Streets Plan, some areas for further refinement or editing were identified. As an example, as the Special Studies took shape, content was moved to the Appendix from the body of the Comprehensive Plan; this led to incorrect page number citations of where information is to be found by the reader. There are also other minor edits to make the plans more readable or understood when applied in future decision making and policy crafting. It was also noted that there was also no reference to the Harrises, the first African American family in Oshtemo, in the history section; it has been added.

Because the changes were more than minor edits, the Planning Enabling Act required the Township Board to reject the plans (occurred on April 28) and send them back to the Planning Commission where they can be considered at another public hearing. The public hearing was held on May 14.

The Master Streets Plan is a companion document to the Comprehensive Plan and as such, the plans should be adopted together. The Township is pursuing a significant grant through the Safe Streets for All program of the United States Department of Transportation, it is imperative that both plans, which have now been the subject of two public hearings and numerous public presentations, be adopted before May 26.

## **Information Provided**

The plans are available [here](#).

## **Core Values**

Public Service  
Integrity

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

**Adoption of the Oshtemo Charter Township Board**  
**Approving the Oshtemo Master Streets Plan**  
**& the Oshtemo 2045 Comprehensive Plan**

**May 19, 2026**

WHEREAS, the Planning Commission, pursuant to Section 39 of the Act, sent notices by first class mail of its intent to prepare a new Master Streets Plan and Oshtemo 2045 Comprehensive Plan to the designated entities listed in Section 39 of the Act on or about June 27, 2023; and

WHEREAS, the Planning Commission sought and received the Township Board's approval to commence development of the Master Streets Plan and Oshtemo 2045 Comprehensive Plan under the Michigan Planning Enabling Act, located at MCL 125.3801 et seq (hereinafter referred to as the "Act") on or about May 23, 2023, and

WHEREAS, the Planning Commission completed a proposed Master Streets Plan and Oshtemo 2045 Comprehensive Plan and submitted the same to the Township Board seeking authorization to distribute the same on or about November 13, 2025, and the Township Board at a Board meeting of December 9, 2025, pursuant to Section 41 of the Act, approved the distribution of the Master Streets Plan and Oshtemo 2045 Comprehensive Plan, in the manner prescribed by Section 39 of the Act, to the designated entities listed under Section 41 of the Act for comment; and

WHEREAS, the proposed Master Streets Plan and Oshtemo 2045 Comprehensive Plan was distributed, a notice of public hearing was prepared pursuant to Section 43 of the Act, and the same was served upon all of the designated entities in a manner prescribed by Section 39 of the

Act and the same was properly published in a newspaper of general circulation on or about April 28, 2026, pursuant to Section 43 of the Act; and

WHEREAS, the Planning Commission held its public hearing pursuant to Section 43 of the Act and passed a resolution recommending adoption of the Oshtemo Master Streets Plan & the Oshtemo 2045 Comprehensive Plan to the Township Board.

WHEREAS, after initial rejection by the Township Board to correct minor revisions to the Oshtemo Master Streets Plan & the Oshtemo 2045 Comprehensive Plan, the Planning Commission met again, after public notice, and by resolution recommended the adoption of the revised and finalized Oshtemo Master Streets Plan & the Oshtemo 2045 Comprehensive Plan to the Township Board.

WHEREAS, the Township Board has reserved to itself the right to exercise final authority of the Oshtemo 2045 Comprehensive Plan pursuant to Section 68.100 of its zoning ordinance.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Oshtemo Charter Township Board that the Master Streets Plan and Oshtemo 2045 Comprehensive Plan, including the Appendices, all the maps, tables, figures and legends are hereby adopted.

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing Resolution.

The following voted "Aye":

The following voted "Nay":

The following were absent:

The Oshtemo Charter Township Clerk declared that the Resolution has been adopted.

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Dusty Farmer, Clerk  
Oshtemo Charter Township

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CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on May 19, 2026, at which meeting \_\_\_ members were present and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

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Dusty Farmer, Clerk  
Oshtemo Charter Township

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

**Adoption of the Oshtemo Charter Township Board**  
**Approving the Oshtemo Master Streets Plan**  
**& the Oshtemo 2045 Comprehensive Plan**

**May 19, 2026**

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A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing Resolution.

The following voted "Aye":

The following voted "Nay":

The following were absent:

The Oshtemo Charter Township Clerk declared that the Resolution has been adopted.

\_\_\_\_\_

Dusty Farmer, Clerk  
Oshtemo Charter Township

\*\*\*\*\*

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on May 19, 2026, at which meeting \_\_\_ members were present and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

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Dusty Farmer, Clerk  
Oshtemo Charter Township

# Memorandum & Update



**Date:** May 19, 2026  
**To:** Township Board  
**From:** Anna Horner, P.E., Public Works Director  
**Subject:** Safe Streets for All (SS4A) Grant Opportunity

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## **Objective**

Provide the Township Board information on a grant opportunity and gain consensus on matching funds.

## **Program Overview** (Information provided from <https://www.transportation.gov/grants/SS4A>)

The Infrastructure Investment and Jobs Act (IIJA) established the Safe Streets and Roads for All (SS4A) competitive grant program with \$5 billion in appropriated funds over 5 years, 2022-2026. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway fatalities and serious injuries. Approximately \$1 billion is still available for the next funding round.

The SS4A program supports the U.S. Department of Transportation's [National Roadway Safety Strategy](#) and our goal of zero roadway deaths using a [Safe System Approach](#).

The [fiscal year \(FY\) 2026 Notice of Funding Opportunity \(NOFO\)](#) for the Safe Streets and Roads for All program is open. The deadline for applications is May 26, 2026, at 5:00 p.m. (EDT).

Funds for the fiscal year (FY) 2026 SS4A grant program are to be awarded on a competitive basis to support planning, infrastructural, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians; bicyclists; public transportation, personal conveyance, and micromobility users; motorists; and commercial vehicle operators.

Eligible applicants for SS4A grants include the following:

- Metropolitan planning organizations (MPOs).
- Political subdivisions of a State or territory (e.g., counties, cities, towns, special districts, certain transit agencies, and similar units of local government).
- Federally recognized Tribal governments.

A comprehensive safety action plan (referred to as an “Action Plan”) is a plan to prevent roadway fatalities and serious injuries in a locality or region or on Tribal land. *Action Plans are the foundation of the SS4A grant program.*

The SS4A program provides funding for two main types of grants: *Planning and Demonstration Grants* for Action Plans, including supplemental safety planning and/or safety demonstration activities, and *Implementation Grants*.

## **Grant Priorities**

Successful grant applications will:

- Promote safety to prevent fatal and serious injuries on public roadways;

7275 W. Main Street, Kalamazoo, MI 49009, (269) 216-5220, Fax (269) 375-7180, [www.oshtemo.org](http://www.oshtemo.org)

- Employ low-cost, high-impact strategies that can improve safety over a wide geographic area;
- Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities;
- **Beautifying transportation infrastructure with context-appropriate design and/or childfriendly elements;**
- **Advance eligible truck parking with a clear roadway safety nexus;**
- Incorporate evidence-based projects and strategies and adopt innovative technologies and strategies;
- Demonstrate engagement with a variety of public and private stakeholders.
- Modernize public safety infrastructure, including prehospital blood transfusion capabilities and improve post-crash care

\*Bold items indicate applications will be more competitive if these elements are included.

### **Oshtemo Application**

Oshtemo plans to use our Master Streets Plan, Transportation and Mobility Ordinance and other applicable plans to self-certify as meeting the criteria for eligible Action Plan (verses creating a separate document). Some of the reasons we feel we will have a strong application include not receiving SS4A funding in previous rounds, project readiness, easement/property acquisition completed, letters of support, and crash data.

The general project limits will be within the DDA boundaries and any applicable adjacent, complementary safety projects.

- 9<sup>th</sup> Street from southern Township limits to 1000' north of Stadium Drive
- Atlantic Ave extension project with closure of signal at Parkview Ave and Stadium Dr and realignment at Parkview Ave and Atlantic Ave
- Sunset Road and Meridian Ave
- Erie Street from 9<sup>th</sup> Street to Chime Street
- Stadium Dr from 8<sup>th</sup> Street to Quail Run Drive

Staff are refining and narrowing down scope as we continue to work on the application. Thus far project ideas include,

- Addition or enhancement of roadway crossings (refuge islands, bump outs, mid-block crossings, Pedestrian Hybrid Beacons, etc.)
- Traffic Calming infrastructure (traffic circles, roundabouts, on-street parking, etc.)
- Post-Crash Care
- Non-motorized sidewalks, paths, trails
- Streetscaping elements that promote reduced speeds

The minimum project budget for an Implementation Grant is \$2.5 million and the grant requires a 20% local match. The expected period of performance is 24 months to 5 years depending on the scope and extent of the grant activities.

Staff would like to apply for \$10 million project which would require \$2 million match coming from DDA funds, road fund, sewer fund, water fund, and general fund.