



1720 Riverview Drive  
Kalamazoo, Michigan 49004  
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## **Board of Trustees Regular Meeting Agenda March 23, 2020**

The "Regular Meeting" of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on Monday, March 23, 2020, in the *Charter Township of Kalamazoo Administrative Offices*, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1056 for the purpose of discussing and acting on the below listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*.

### **1 – Call to Order**

### **2 – Pledge of Allegiance**

### **3 – Roll Call of Board Members**

**4 – Addition/Deletions to Agenda** (Any member of the public, board, or staff may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.)

**5 – Public Comment on Agenda and Non-agenda Items** (Each person may use three (3) minutes for remarks. If your remarks extend beyond the 3 minute time period, please provide your comments in writing and they will be distributed to the board. The public comment period is for the Board to listen to your comments. Please begin your comments with your name and address.)

**6 – Consent Agenda** (The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with in one Board Motion without discussion.)

### **Approval of:**

- A. Minutes of February 23, 2020 Work Session Board of Trustees Meeting
- B. Minutes of February 23, 2020 Board of Trustees Meeting
- C. Minutes of March 9, 2020 Board of Trustees Work Session Meeting
- D. Minutes of March 9, 2020 Board of Trustees Regular Meeting
- E. Eastwood Neighborhood Park Party
- F. Payment of Bills in the amount of \$100,805.84

### **Receipt of:**

- A. Check Disbursement report for February 2020
- B. Electronic Funds Transfer Report for February 2020
- C. Land Bank Annual Report

### **7 – Public Hearings**

- A. None at this meeting

**8 - Unfinished Business**

- A. None at this meeting

**9 – New Business**

- A. Request to approve Professional Service Agreement with Prein & Newhoff regarding starting the Lake Street improvements
- B. Request to accept the Ordinance making revisions to Ordinance 551 regarding rental properties registration, maintenance, and inspections for first reading
- C. Request approval of expenditure of PAR Plan funds for road maintenance and upkeep

**10 – Items removed from Consent Agenda**

**11 – Board Member Reports**

- Trustee Strebs
- Trustee Hathcock
- Trustee Leigh
- Clerk Miller
- Treasurer Miller
- Trustee Leuty
- Supervisor Martin

**12 – Attorney Report**

**13 – Manager Report**

**14 – Public Comments**

**15 – Adjournment**

Posted March 19, 2020



**Dexter Mitchell, Manager**  
*Charter Township of Kalamazoo*

**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES – WORK SESSION**  
**Monday, February 24, 2020**

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Session on **Monday, February 24, 2020** at **5:30 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099, for the purpose of discussing Work Session Agenda items, and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County.

**PRESENT:** Supervisor Donald Martin, Clerk Mark Miller, Treasurer Sherine Miller, Trustees Jeremy Hathcock, Nicolette Leigh, Steven Leuty, and Jennifer Strebs.

**ABSENT:** Supervisor Donald Martin

**ALSO PRESENT:** Andrew Alspach, Kalamazoo County

Clerk Miller called the meeting to order at 5:30 p.m. He nominated Trustee Steven Leuty as chair pro tem in the absence of the supervisor. Motion carried.

**Item 1 – PRESENTATION BY ANDREW ALSPACH, CPP, KALAMAZOO COUNTY OFFICE OF EMERGENCY MANAGEMENT**

The Office is under the Sheriff's Dept. Mr. Alspach discussed the Kalamazoo County Hazard Mitigation Plan. The Plan is being updated. He is asking for a motion from the Board for us to participate in the planning process. HMPs are required by FEMA and the state of Michigan to qualify for hazard mitigation grant funding. Local units of government must participate in the planning process to qualify for any funding. Major methods for mitigation are information, insurance, and integration of local planning and zoning and code enforcement.

**Item 2 – DISCUSSION REGARDING TOWNSHIP RENTAL ORDINANCE**

Trustee Strebs discussed suggested new provisions in the Rental Properties Ordinance concerning the circumstances of inspections. This will allow inspection of other units following discovery of violations in one unit. Treasurer Miller said that we have regulations in place; however we are not regularly performing inspections. Treasurer Miller sees inspections as important for addressing blight. Attorney Seeber spoke to the idea of an inspection program, which would be very expensive and unwarranted. There was discussion about the circumstances of initiating inspections. Trustee Strebs pointed out that the Township or KABA does not have the resources that the City of Kalamazoo does.

**Item 3 – DISCUSSION REGARDING AMENDMENTS TO TOWNSHIP NON-DISCRIMINATION ORDINANCE WITH RESPECT TO HOUSING**

Clerk Miller explained that the City of Kalamazoo has recently put forward for discussion some amendments to their non-discrimination Ordinance as it applies to housing. He reviewed the history of the Township Non-discrimination Ordinance and suggested that we should consider adding some of the provisions under discussion by the City to our ordinance as well. There was discussion about source of income, application fees, victims of domestic violence.

**Item 4 – DISCUSSION OF ITEMS ON THE REGULAR AGENDA**

Trustee Leigh asked about the greenhouse ordinance; the fact that some are grandfathered into R1 and R2 districts should not allow additional greenhouses to be added. A greenhouse is not currently a permitted use in R1 or R2 but is in C1 and C2. Several Board members were not in favor of making greenhouses a permitted use in residential zones. Attorney Seeber will make the changes to the proposed ordinance to remove the sections on permitted uses in R1 and R2.

Trustee Leigh had a minor edit to Ordinance 619.

Trustee Leigh asked about creating a number of cars in Ordinance 620 instead of parking spots.

**Item 5 – PUBLIC COMMENT**

None.

Adjourned 7:25 p.m.

Respectfully submitted,

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Mark E. Miller, Clerk, Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
February 24, 2020**

The regular meeting of the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County, was held at 7:30 p.m., Monday, February 24, 2020 at the Charter Township of Kalamazoo Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099.

**Item 1            CALL TO ORDER**

Clerk Miller called the meeting to order at 7:30 p.m. Clerk Miller nominated Trustee Leuty as Chair pro tem. Motion carried.

**Item 2            PLEDGE OF ALLEGIANCE**

Trustee Hathcock led the Pledge of Allegiance.

**Item 3            ROLL CALL OF BOARD MEMBERS.**

Supervisor Donald Martin was absent. Trustee Leigh moved, seconded by Treasurer Miller, to excuse the Supervisor. Motion carried.

**Item 4            ADDITIONS AND DELETIONS TO AGENDA**

None.

**Item 5            PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS**

Josh Balkema, 2702 Ravine Road. Asking to postpone or withdraw their application to re-zone two parcels. They would like to amend their application to the Planning Commission.

**Item 6            CONSENT AGENDA**

**Clerk Miller moved, seconded by Trustee Leigh, to approve the consent agenda which included action on the following items:**

**Approval of:**

- A. Minutes of February 10, 2020 Board of Trustees Work Session Meeting
- B. Minutes of February 10, 2020 Board of Trustees Regular Meeting
- C. Payment of Bills in the amount of \$80,907.00

**Receipt of:**

- A. Treasurer's reports for December 2019 and January 2020
- B. Budget Reports for December 2019 and January 2020

**Motion carried.**

**Item 7            PUBLIC HEARINGS**

None.

**Item 8            UNFINISHED BUSINESS**

None.

**Item 9            NEW BUSINESS**

**Item 9A            REQUEST TO ACCEPT PROPOSED ORDINANCE No. 617 RE:  
GREENHOUSES FOR FIRST READING**

Trustee Leigh moved to accept Ordinance 617 for first reading, seconded by Trustee Hathcock. Chair Leuty clarified that the Board in Work Session had made a change of excluding R1 and R2 from the proposed amendment; Trustee Leigh agreed.

**Motion carried.**

**Item 9B      REQUEST TO ACCEPT PROPOSED ORDINANCE No. 618 RE: ELIMINATING CERTAIN STANDARDS FOR MINI-STORAGE WAREHOUSES FOR FIRST READING**

Trustee Hathcock spoke about the Planning Commission consideration of the minor changes.

**Trustee Hathcock moved, seconded by Treasurer Miller, to accept Ordinance 618 for first reading.**

Trustee Leigh likes the fact that it eliminates unnecessary detail.

**Motion carried.**

**Item 9C      REQUEST TO ACCEPT PROPOSED ORDINANCE No. 619 RE: ITEMS SUBMITTED DIGITALLY TO THE ZONING ADMINISTRATOR TO BE EMAILED FOR FIRST READING**

**Trustee Strebs moved to accept Ordinance 619 for first reading, seconded by Trustee Hathcock.**

Trustee Leigh said this simply clarifies a few issues. Trustee Hathcock stated that this prevents waste of money.

**Motion carried.**

**Item 9D      REQUEST TO ACCEPT PROPOSED ORDINANCE No. 620 RE: ALLOWING A LIMITED NUMBER OF VEHICLES TO BE OFFERED FOR SALE AT AUTOMOBILE REPAIR SHOPS FOR FIRST READING**

**Trustee Hathcock moved to accept Ordinance 620 for first reading, seconded by Clerk Miller.**

Trustee Hathcock related that this allows for 50% of the number of parking spaces over those required could be used to sell used cars. Trustee Leigh is concerned that there is no actual numerical limit being proposed. Trustee Strebs asked the attorney to clarify that if they want to sell over five vehicles per year must apply for a state used vehicle dealers license. Trustee Leigh is concerned with repair facilities appearing to be or becoming used car lots, without conforming to our used car lot ordinance.

Trustee Strebs thought there should be a reasonable limit. The Planning Administrator should have discretion to enforce the used car lot ordinance.

Trustee Leuty said that there are some potential concerns, which we could address later.

Clerk Miller said the deliberation had changed his mind, and this should be considered along with the looking at the Used Car Ordinance.

Treasurer Miller stated that this proposed ordinance applies to repair shops, not to used car lots.

**Roll call vote (3-3 Leigh, Clerk Miller, Leuty). Motion fails.**

**Item 9E**            **REQUEST TO ACCEPT PROPOSED ORDINANCE No. 621 RE: ALLOWING MARIJUANA EVENT ORGANIZERS AS OFFICE USES AND PROVIDING REGULATION FOR THE SAME FOR FIRST READING**

Trustee Hathcock moved to accept Ordinance 621 for first reading, seconded by Trustee Leigh.

Trustee Leigh moved to add 'recreational' at the beginning of the sentence at 6.b.iv, to allow medical use. This was retroactively added to the motion that Trustee Hathcock made.

**Motion carried.**

**Item 9F**            **REQUEST TO CONSIDER REZONING REQUEST OF HILLSIDE GRAVEL**

Attorney Seeber stated that the Planning Commission held a public hearing on this request and recommended a denial to the Township Board. If we table this, then we leave this application in play as well as any amended application later put forward.

Clerk Miller asked if the application were withdrawn, whether the residents' comments would remain part of the record. Attorney Seeber replied that they would not, except in the minds of the Commissioners.

Treasurer Miller invited the applicant to explain why they wished to withdraw their application. Mr. Balkema stated that they wanted to be responsive to the concerns expressed by neighbors.

**Clerk Miller moved to confirm the Planning Commission denial of the rezoning request, seconded by Trustee Strebs.**

Treasurer Miller asked why we want to deny the applicant from withdrawing their application.

Mr. Balkema asked about his escrow. The unused amount will be returned.

**Motion carried.**

**Item 10**            **ITEMS REMOVED FROM CONSENT AGENDA**

None.

**Item 11**            **BOARD MEMBER REPORTS**

Trustee Strebs thanked the Board for good deliberations. She encouraged Board members to allow other members to finish their thoughts before chiming in. Keisha Dickason joined the Kalamazoo County ID Advisory Board. We have a lunch and learn event coming for Kalamazoo County ID. She attended 25<sup>th</sup> anniversary of Mothers of Hope. A recent Kalamazoo County Commission meeting featured an Equity Advisory Council. She has discussed the rental housing Ordinance with our Manager and Attorney. She serves on the Public Media Network nominating committee.

Trustee Leigh attended Driving Changes in Grand Rapids, educating bicyclists, pedestrians and drivers.

Clerk Miller mentioned the Public Accuracy Test, and his willingness to discuss any issue concerning our elections. Tammy Durian, our Elections Coordinator, has taken a position as Deputy clerk for the City of Portage. We are hiring a new coordinator, but will miss Tammy's diligence and attention to detail.

Treasurer Miller thanked the Treasury Department for their customer service, and Thanked Tammy Durian for her long service to the Township.

Trustee Leuty discussed Consumer Energy’s plan to replace high-pressure sodium streetlights to LEDs. As the lights burn out, they will be replaced. On Feb. 19<sup>th</sup>, the ZBA granted two variances to a used car lot.

**Item 12            ATTORNEY’S REPORT**

We are getting close to hiring an Ordinance Enforcement officer.

**Item 13            MANAGER REPORT**

None.

**Item 14            PUBLIC COMMENTS**

Ron Huster 1314 Coolidge, had a conference with the Road Commission.

**Item 15            ADJOURNMENT**

**There being no further business to come before the Board, the meeting was adjourned at 8:42 p.m.**

**BOARD MEMBERS PRESENT:**

Clerk Mark E. Miller  
Treasurer Sherine M. Miller  
Trustee Nicolette Leigh  
Trustee Steven C. Leuty  
Trustee Jennifer A. Strebs  
Trustee Jeremy L. Hathcock

Respectfully submitted,

\_\_\_\_\_  
Mark E. Miller, Clerk

**ABSENT:**        Supervisor Donald D. Martin

Attested to by,

**ALSO PRESENT:**

Attorney Roxanne Seeber

\_\_\_\_\_  
Donald D. Martin, Supervisor



**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES – WORK SESSION**  
**Monday, March 9, 2020**

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Session on **Monday, March 9, 2020** at **5:30 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099, for the purpose of discussing Work Session Agenda items, and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County.

**PRESENT:** Supervisor Donald Martin, Clerk Mark Miller, Treasurer Sherine Miller, Trustees Jeremy Hathcock, Nicolette Leigh, Steven Leuty, and Jennifer Strebs.

**ABSENT:** None.

**ALSO PRESENT:**

Sean McBride, Director of Kalamazoo County Public Transit,  
Chief Bryan Ergang, Kalamazoo Township Police

**Item 1 – CENTRAL COUNTY TRANSPORTATION AUTHORITY PRESENTATION BY SEAN MCBRIDE**

Sean McBride gave an overview of public transit. In 2019 the system gave 2.6 million rides. Metro Connect provided 136,000 rides. Millage to be voted on tomorrow is for 0.9 mills, increased in order to maintain service at present levels. Signage will ask public to disinfect their hands on busses. Capital funding will not allow transition to electric busses at this time.

**Item 2 – DISCUSSION REGARDING POLICE AND FIRE COMMUNICATIONS**

Bryan Ergang spoke about current portable radios – an opportunity came up to purchase new ones now for Police and Fire in a volume deal. It will facilitate communication between our police and fire departments. The current radios are about 15 years old. There may be the opportunity to sell the old ones to smaller departments that can't afford newer equipment.

We need to replace three police cars. These are still the Ford Interceptors we have some of. This is already in the Police Capital budget.

**Item 3 – DISCUSSION REGARDING ITEMS ON THE REGULAR AGENDA**

Clerk Miller corrected a typo and asked about provisions in Ordinance 551. The tenant has the right to refuse inspection, but the building authority could get a warrant to inspect. Trustee Leigh suggested removing V.D.6 on number of tenants. Trustee Strebs would allow the paragraph to remain, to provide a dialog on how many there were. There was some confusion about several provisions that may not be parallel between the versions in front of us. Clerk Miller suggested removing this from the agenda and adding it to the next meeting agenda. Trustee Leuty asked about hot water and whether the Township could be liable based on the water supply, and rental applications expiring every two years. He thought our registrations were staggered by year. Treasurer Miller asked about Sec 5.D. There was discussion about the language about duplex and triplex. We will remove this from the Regular Meeting Agenda.

Trustee Hathcock said that the greenhouses are in R1 and R2 districts because we want to allow these existing businesses to expand their business.

Trustee Hathcock said that it appears that the car repair sales ordinance change was to circumvent the state registration for car sales. The state limit is up to five cars (without a used car license). Trustee Leigh asked whether it is "five or more" or "fewer than five".

Trustee Hathcock asked why the event organizer did not include R1 and R2 districts. Attorney Seeber answered that it would be allowed in those districts as a home occupation.

Trustee Strebs attended the MTA Capitol Conference, and was at a workshop by LARA, where it was said that the revenue (tax percentage) would be for retail and microbusinesses only.

**Item 4 – MANAGER’S UPDATE**

On a conference call with county, there was discussion of an employees’ sick bank. He will explore the idea.

**Item 5 – PUBLIC COMMENT**

None.

Adjourned 6:55 p.m.

Respectfully submitted,

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Mark E. Miller, Clerk, Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
March 9, 2020**

The regular meeting of the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County, was held at 7:30 p.m., Monday, March 9, 2020 at the Kalamazoo Central High School Auditorium, 2432 N Drake Road, Kalamazoo, Michigan.

**Item 1            CALL TO ORDER**

Supervisor Martin called the meeting to order at 7:30 p.m.

**Item 2            PLEDGE OF ALLEGIANCE**

Trustee Leuty led the Pledge of Allegiance.

**Item 3            ROLL CALL OF BOARD MEMBERS.**

All present.

**Item 4            ADDITIONS AND DELETIONS TO AGENDA**

Supervisor Martin removed Item 9H, accept Ordinance 622 for first reading.

**Item 5            PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS**

Julie Rogers spoke about Kalamazoo County Government has expanded its sick leave for employees. She also attended a government briefing suggesting that officials stop shaking hands to set an example.

**Item 6            CONSENT AGENDA**

**Clerk Miller moved, seconded by Trustee Strebs, to amend and approve the consent agenda to include action on the following items only:**

**Receipt of:**

- A. Planning and Zoning Department Report for February 2020
- B. Kalamazoo Area Building Authority Report for February 2020

**Motion carried.**

**Item 7            PUBLIC HEARINGS**

None.

**Item 8            UNFINISHED BUSINESS**

None.

**Item 9            NEW BUSINESS**

**Item 9A            REQUEST TO PURCHASE ALL-BAND RADIOS FOR POLICE AND FIRE DEPARTMENTS**

Manager Mitchell pointed out that this would allow Police and Fire Departments to communicate with each other. Trustee Strebs asked why this has taken so long. Supervisor Martin pointed out that we have had competing standards which have persisted.

**Clerk Miller moved to approve purchase of all-band radios for \$341,221, to be split between Police and Fire Capital Improvement funds, seconded by Trustee Leigh. Motion carried.**

**Item 9B            REQUEST TO PURCHASE THREE NEW POLICE VEHICLES**

Manager Mitchell spoke to the budgeted purchase of three vehicles, Ford Interceptors, for a total of \$112,152. Supervisor Martin said that these would be four-wheel drive vehicles. Trustee Hathcock pointed out that these two items of new business amounted to half a million dollars spent mostly on police enforcement.

**Trustee Leuty moved to approve the purchase and authorize the Manager to sign on behalf of the Township, seconded by Treasurer Miller. Motion carried.**

**Item 9C      REQUEST TO ADOPT ORDINANCE NO. 617 (GREENHOUSES)**

Attorney Seeber said this add a few additional standards and would apply only to new greenhouses. The amendments are proposed by the Planning Commission.

**Trustee Strebs moved adoption of Ordinance 617, seconded by Trustee Leuty. Roll call vote, (7-0). Motion carried.**

**Item 9D      REQUEST TO ADOPT ORDINANCE NO. 618 (MINI-WAREHOUSES)**

Attorney Seeber said this will apply to new mini-warehouses, removing a few specifications.

**Trustee Hathcock moved adoption of Ordinance 618, seconded by Treasurer Miller. Roll call vote, (7-0). Motion carried.**

**Item 9E      REQUEST TO ADOPT ORDINANCE NO. 619 (REQUIRE ITEMS SUBMITTED ELECTRONICALLY)**

Attorney Seeber said that this requires electronic submission of documents to the Planning Commission and Zoning Board of Appeals.

**Trustee Leuty moved adoption of Ordinance 619, seconded by Trustee Leigh. Roll call vote, (7-0). Motion carried.**

**Item 9F      REQUEST TO ADOPT ORDINANCE NO. 621 (MEDICAL MARIJUANA EVENT ORGANIZER AS OFFICE USE)**

Attorney Seeber said that this allows an event organizer to be an office use, accessory to another medical or adult use marijuana facility, as a stand-alone use in commercial zones, or as a home occupation. The limit of marijuana present in a home occupation would be that allowed for personal consumption.

**Trustee Hathcock moved adoption of Ordinance 621, seconded by Trustee Strebs.**

Trustee Leigh asked if transfers of marijuana were prohibited in the rest of the house. Attorney Seeber answered that it would not.

**Roll call vote, (7-0). Motion carried.**

**Item 9G      REQUEST TO APPROVE A MOTION TO PARTICIPATE IN THE PLANNING PROCESS FOR THE KALAMAZOO HAZARD MITIGATION PLAN UPDATE**

Attorney Seeber reminded the Board that we had a presentation on this plan update at our last Work Session. Trustee Hathcock is concerned about possible militarization of police. Clerk Miller asked if we will be asked to have a representative on the committee. Trustee Leuty said that if we approved it, we could influence the content of the plan, including climate mitigation. Trustee Strebs said she recalled that the previous plan had expired, and that we will have the opportunity to be in the dialog. Trustee Hathcock recalled that the representative said several times that this is an election year.

**Trustee Leigh moved to participate in the planning process of the hazard mitigation update, seconded by Treasurer Miller. Roll call vote, (6-1 Hathcock). Motion carried.**

**Item 9H            REQUEST TO ACCEPT PROPOSED ORDINANCE NO. 622 FOR FIRST READING**

Removed.

**Item 9I            REQUEST TO APPROVE RESOLUTION SUPPORTING THE MDOT PREFERRED PLAN FOR A FULL INTERCHANGE AT BUSINESS ROUTE 131**

Treasurer Miller introduced the Resolution.

**Treasurer Miller moved adoption of the Resolution, seconded by Trustee Strebs.**

Supervisor Martin said this is a request to get it on the docket for the MDOT five-year plan. This plan would be the least expensive of the three alternative plans previously studied. He supports the Resolution.

Trustee Leuty asked if there was a possibility that this could be done in stages. Supervisor Martin commented that the cost continues to escalate with each delay. Treasurer Miller is excited by this project, and Trustee Strebs said this Board is fully behind it.

**Roll call vote, (7-0). Motion carried.**

**Item 10            ITEMS REMOVED FROM CONSENT AGENDA**

None.

**Item 11            BOARD MEMBER REPORTS**

Trustee Strebs attended the MTA Capitol Conference, including marijuana regulatory agency. EGLE presented on flood mitigation, including on Lake Michigan shore, and Crooked Lake. She encouraged voter participation in tomorrow's election. The Regional Water/Wastewater Commission discussions continue. She works with vulnerable residents and encourages us all to help reduce opportunities for infection.

Trustee Hathcock spoke about the working class and coronavirus.

Trustee Leigh attended the CCTA meeting, and spoke about the Transit millage, and sanitizing the busses.

Clerk Miller spoke about the election.

Treasurer Miller spoke about the taxes which have been received.

Trustee Leuty thanked Kalamazoo Central High School for hosting us.

Supervisor Martin spoke about the importance of sanitizing hands. He also spoke about changes in rescue procedures due to corona virus.

**Item 12            ATTORNEY'S REPORT**

No report.

**Item 13            MANAGER REPORT**

Thanked the Kalamazoo Central Principal and staff. We are looking at a new sick time plan.

**Item 14            PUBLIC COMMENTS**

Rodney Leverstein, 1804 Seminole, thanked the Police Department for its action on the garage break-in.

**Item 15            ADJOURNMENT**

**There being no further business to come before the Board, the meeting was adjourned at 8:40 p.m.**

**BOARD MEMBERS PRESENT:**

Supervisor Donald D. Martin  
Clerk Mark E. Miller  
Treasurer Sherine M. Miller  
Trustee Nicolette Leigh  
Trustee Steven C. Leuty  
Trustee Jennifer A. Strebs  
Trustee Jeremy L. Hathcock

Respectfully submitted,

\_\_\_\_\_  
Mark E. Miller, Clerk

**ABSENT:**        None.

Attested to by,

**ALSO PRESENT:**

Attorney Roxanne Seeber  
Manager Dexter Mitchell

\_\_\_\_\_  
Donald D. Martin, Supervisor



# APPLICATION AND PERMIT

TO CONSTRUCT, OPERATE, MAINTAIN, USE AND/OR REMOVE IMPROVEMENTS WITHIN A COUNTY ROAD RIGHT-OF-WAY

Board of County Road Commissioners of Kalamazoo County, Michigan  
 3801 East Kilgore Road, Kalamazoo, Michigan 49001  
 Telephone: (269) 381-3171 Fax: (269) 381-1760  
["http://www.kcrc-roads.com"](http://www.kcrc-roads.com)

Permit Fee	Permit Number
Other	Date Issued
	Receipt Number

If owner hires a contractor to perform work, BOTH shall assume responsibility for the provisions of this Application and Permit.

APPLICATION					
OWNER/APPLICANT — Please Print			CONTRACTOR — Please Print		
Name <i>Antonia Kennedy (toni)</i>			Name		
Street <i>1114 Arthur Ave</i>			Street		
City <i>Kal</i>	State <i>Mi</i>	Zip <i>49048</i>	City	State	Zip
Day Phone <i>2695986776</i>	Evening Phone	Fax Number	Day Phone	Evening Phone	Fax Number
APPLICANT SIGNATURE <i>x [Signature]</i>			TITLE		DATE

I/We do hereby make application for a permit for the purpose indicated below and/or as provided in the attached plans and specifications at the following location:

Charter Township of Kalamazoo

Begin: *8-22-20 12-4 pm* Completion:

Road Name and Address (EXACT) <i>2260 Gayle Ave</i>	Location (cross streets between which property is located or nearest main intersection) <i>Lum + Gayle</i>			
Purpose <i>W/so Eastwood Neighborhood Park Party at Wilson Recreational Area Park</i>		Plans and Specifications	Yes	No
		Proof of Insurance	Yes	No
		Other		

I/We certify the accuracy of facts set forth in this application, and agree to the following:

1. Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
2. Failure to object within ten (10) days to the permit as issued constitutes acceptance of the permit as issued.
3. If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.
4. Permittee has read, acknowledges, and agrees to terms and conditions on page 2 of this form.

If Authorized Agent, I certify that I am acting as Authorized Agent on behalf of the Charter Township of Kalamazoo

AUTHORIZED AGENT SIGNATURE <i>x [Signature]</i>	TITLE <i>Resident</i>	DATE <i>2/13/20</i>
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**REMINDER: IF APPLYING FOR DRIVEWAY PERMIT, DRIVEWAY LOCATION MUST BE STAKED AND IDENTIFIED BY PROPERTY ADDRESS AND OWNER'S NAME**

**PERMIT - FOR KCRC USE ONLY BELOW THIS LINE**

Additional KCRC requirements:

Permit is granted in accordance with the foregoing application for the period stated above, subject to and incorporating the Terms and Conditions set forth on page 2 of this form.

**When Owner hires a Contractor, the Permittee is both the owner and the Contractor.**

Approved & Issued By:  
 KCRC AUTHORIZED SIGNATURE

TITLE

DATE

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 02/01/2020 - 02/28/2020

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/05/2020	TAX	1513	02/05/2020	KALAMAZOO TOWNSHIP	REFUND	704-000-230.00	411.94
02/05/2020	POOL	46785	012920	KALAMAZOO COUNTY SHERIFF DEPTHIDTA MONEY		727-000-271.00	863.06
02/05/2020	POOL	46786	9846485775	VERIZON WIRELESS	FORFEITURE - OPR	727-000-253.00	342.61
02/07/2020	POOL	46787	87428110	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	57.70
		46787	87409128		OPERATING SUPPLIES	206-336-740.00	11.00
		46787	87418248		OPERATING SUPPLIES	206-336-740.00	16.50
							85.20
02/07/2020	POOL	46788	205099729827	CONSUMERS ENERGY	UTILITIES - NATURAL GAS	101-200-923.00	1,123.98
		46788	202252010813		UTILITIES - ELECTRIC	206-336-921.01	25.36
		46788	202252010812		UTILITIES - ELECTRIC	206-336-921.01	454.33
		46788	202252010812		UTILITIES - NATURAL GAS	206-336-923.01	555.53
		46788	206523385139		RAVINE TOWER SITE - ELECTRIC	207-301-921.00	319.43
		46788	205811639191		MAINTENANCE - SEWER	883-520-930.00	30.16
							2,508.79
02/07/2020	POOL	46789	0614877012320	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	101-200-922.00	259.42
02/07/2020	POOL	46790	2031002-0	INTEGRITY BUSINESS SOLUTIONS,	FORFEITURE - OPR	727-000-253.00	49.65
02/07/2020	POOL	46791	013120	KALAMAZOO COUNTY	KCTA TRANSPORTATION	701-000-222.01	65.35
02/07/2020	POOL	46792	013120	KAL. PUBLIC LIBRARY	KRESA	701-000-223.00	820.48
02/07/2020	POOL	46793	013120	KALAMAZOO COUNTY TREASURER	DUE TO COUNTY SUMMER	701-000-222.00	29.48
		46793	013120A		DUE TO COUNTY SUMMER	701-000-222.00	5.28
		46793	013120D		JUVENILE HOME	701-000-222.05	46.16
		46793	013120E		JUVENILE HOME	701-000-222.05	4.45
		46793	013120F		COUNTY HOUSING FUND	701-000-222.06	24.48
		46793	013120G		COUNTY HOUSING FUND	701-000-222.06	2.35
		46793	013120B		CO PUBLIC SAFETY	701-000-222.07	356.28
		46793	013120C		CO PUBLIC SAFETY	701-000-222.07	33.70
		46793	013120H		CO SENIOR	701-000-222.09	84.45
		46793	013120I		CO SENIOR	701-000-222.09	7.90
		46793	013120J		SET 01	701-000-225.02	37.80
		46793	013120K		SET 01	701-000-225.02	6.78
							639.11
02/07/2020	POOL	46794	013120	KAL. VALLEY COMM. COLLEGE	DUE TO KVCC	701-000-235.00	583.78
02/07/2020	POOL	46795	013120	KRESA	DUE TO KVISD	701-000-234.00	1,276.14
		46795	013120A		KRESA ISD DEBT	701-000-234.01	77.11
							1,353.25



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02/07/2020	POOL	46796	013120	SCHOOL DISTRICT #1	DEBT 01	701-000-225.04	1,700.54
02/07/2020	POOL	46797	013120	CENTRAL COUNTY TRANSPORTATION	CCTA TRANSPORTATION	701-000-222.04	155.16
02/07/2020	POOL	46798	2000002868	CITY OF SPRINGFIELD	FORFEITURE - OPR	727-000-253.00	467.00
02/07/2020	POOL	46799	013120	TWP. OF KALAMAZOO/SHERINE MILDELI	INQ PPT - TWP	701-000-214.00	1,858.42
		46799	013120A		ADMINISTRATIVE FEE	701-000-214.03	67.80
		46799	013120B		STREET LIGHTING	701-000-214.04	2.09
		46799	013120C		POLICE CAPITAL IMPROVEMENT	701-000-214.13	2.33
		46799	013120S		FIRE CAPITAL IMPROVEMENT	701-000-214.14	3.88
		46799	013120E		POLICE OPERATING	701-000-214.15	5.43
		46799	013120F		FEES/PENALTY	701-000-214.16	203.86
		46799	013120G		ROAD BOND ASSESSMENT	701-000-214.17	550.37
							2,694.18
02/07/2020	POOL	46800	020620	TISHYRON VERNICE-INEX MCCLINT	MISC FEES DUE TO COUNTY	701-000-237.00	200.00
02/07/2020	POOL	46801	63574772	WEX BANK	FORFEITURE - OPR	727-000-253.00	1,663.20
02/07/2020	POOL	46802	0249-006633333	REPUBLIC SERVICES #249	UTILITIES - WASTE/RECYCLE	101-200-924.00	49.00
		46802	0249-006633231		UTILITIES - WASTE/RECYCLE	101-200-924.00	243.25
		46802	0249-006633231		UTILITIES - WASTE/RECYCLE	101-276-924.00	45.50
		46802	0249-006633231		UTILITIES - WASTE/RECYCLE	101-751-924.00	45.50
		46802	0249-006633231		UTILITIES - WASTE/RECYCLE	206-336-924.01	61.50
		46802	0249-006633231		UTILITIES - WASTE/RECYCLE	206-336-924.02	61.50
		46802	0249-006633231		UTILITIES - WASTE/RECYCLE	206-336-924.03	19.29
		46802	0249-006633231		UTILITIES - WASTE/RECYCLE	206-336-924.04	61.50
							587.04
02/07/2020	POOL	46803	25347	ROB'S TIRE & AUTO CARE, LLC	FORFEITURE - OPR	727-000-253.00	600.71
02/18/2020	TAX	1515	021320	KALAMAZOO COUNTY	COUNTY TRANSPORTATION	704-000-222.04	9,780.10
02/18/2020	TAX	1516	021320	KALAMAZOO CITY TREASURER	CITY SWR/WTR USAGE - DELINQ	704-000-214.09	382.16
02/18/2020	TAX	1517	021320	KAL. PUBLIC LIBRARY	KAL. LIBRARY	704-000-228.00	105,450.83
02/18/2020	TAX	1518	021320	KALAMAZOO COUNTY TREASURER	COUNTY OPERATING	704-000-222.00	1,405.34
		1518	021320A		COUNTY OPERATING	704-000-222.00	57.77
		1518	021320H		COUNTY DRAIN	704-000-222.02	704.92
		1518	021320C		COUNTY INTEREST	704-000-222.03	70.40
		1518	021320D		COUNTY INTEREST	704-000-222.03	2.89
		1518	021320E		JUVENILE HOME	704-000-222.05	5,760.09
		1518	021320F		COUNTY HOUSING FUND	704-000-222.06	3,101.80
		1518	021320B		CO PUBLIC SAFETY	704-000-222.07	45,047.88
		1518	021320G		CO SENIOR	704-000-222.09	10,884.33

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		1518	021320I		SCH. #01 - S.E.T.	704-000-225.01	1,150.71
		1518	021320J		INT. - SCH. #01 - S.E.T.	704-000-225.08	57.69
		1518	021320K		SCH. #32 - S.E.T.	704-000-226.01	160.12
		1518	021320L		INT. - SCH. #32 - S.E.T.	704-000-226.08	8.00
		1518	021320M		SCH. #40 - S.E.T.	704-000-227.01	490.56
		1518	021320N		INT. - SCH. #40 - S.E.T.	704-000-227.08	24.52
							68,927.02
02/18/2020	TAX	1519	021320	KAL. VALLEY COMM. COLLEGE	KVCC	704-000-224.00	87,436.47
02/18/2020	TAX	1520	021320	KRESA	KRESA	704-000-223.00	654.77
		1520	021320A		KRESA	704-000-223.00	97,830.09
		1520	021320D		INT. -KRESA	704-000-223.02	32.74
		1520	021320B		KRESA DEBT	704-000-223.03	39.58
		1520	021320C		KRESA DEBT	704-000-223.03	5,912.97
		1520	021320E		INT. - KRESA DEBT	704-000-223.05	1.98
							104,472.13
02/18/2020	TAX	1521	021320	KALAMAZOO COUNTY LAND BANK	COUNTY OPERATING	704-000-222.00	57.77
		1521	021320A		COUNTY INTEREST	704-000-222.03	2.89
		1521	021320B		SCH. #01 - S.E.T.	704-000-225.01	74.04
		1521	021320C		INT. - SCH. #01 - S.E.T.	704-000-225.08	3.70
							138.40
02/18/2020	TAX	1522	021320	PARCHMENT COMM. LIBRARY	PARCHMENT LIBRARY	704-000-229.00	8,805.86
02/18/2020	TAX	1523	021320	SCHOOL DISTRICT #1	SCH. #01 - OPERATING	704-000-225.02	101,367.02
		1523	021320A		SCH. #01 - DEBT	704-000-225.03	132,844.66
							234,211.68
02/18/2020	TAX	1524	021320	SCHOOL DISTRICT #32	SCH. #32 - DEBT	704-000-226.03	133.44
		1524	021320B		INT. - SCH. #32 - DEBT	704-000-226.10	6.67
		1524	021320A		SCH #32 - SINKING FUND	704-000-226.17	26.68
		1524	021320C		INT. -SCH. #32 - SINKING FUND	704-000-226.18	1.33
							168.12
02/18/2020	TAX	1525	021320	PARCHMENT PUBLIC SCHOOLS	SCH. #40 - OPERATING	704-000-227.02	327.54
		1525	021320A		SCH. #40 - DEBT	704-000-227.03	736.66
		1525	021320B		INT. - SCH. #40 - OPER.	704-000-227.09	16.38
		1525	021320C		INT. - SCH. #40 - DEBT	704-000-227.10	36.84
							1,117.42
02/18/2020	TAX	1526	021320	CENTRAL COUNTY TRANSPORTATION	COUNTY TRANSPORTATION	704-000-222.04	23,326.26

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02/18/2020	TAX	1527	021320	TWP. OF KALAMAZOO/SHERINE MILTOWNSHIP		704-000-214.00	278,329.59
		1527	021320A		ADMINISTRATIVE FEE	704-000-214.03	10,027.63
		1527	021320B		STREET LIGHTING	704-000-214.04	16,073.81
		1527	021320C		RECYCLING	704-000-214.05	22,630.59
		1527	021320D		TWP SERV-MW/DEMO/FALSEALRMS	704-000-214.12	625.42
		1527	021320E		POLICE CAPITAL IMPROVEMENT	704-000-214.13	17,542.17
		1527	021320F		FIRE CAPITAL IMPROVEMENT	704-000-214.14	29,243.42
		1527	021320G		POLICE OPERATING	704-000-214.15	40,906.49
		1527	021320H		BOND- TWP ROADS	704-000-214.17	82,424.50
							497,803.62
02/18/2020	TAX	1528	021320	STATE OF MICHIGAN	SCH. #01 - S.E.T.	704-000-225.01	74.05
		1528	021320A		INT. - SCH. #01 - S.E.T.	704-000-225.08	3.70
							77.75
02/18/2020	POOL	46804	372	AFFORDABLE MOVING	PURCHASED SERVICE	101-310-811.00	1,166.67
		46804	371		PURCHASED SERVICE	101-310-811.00	1,166.67
		46804	374		PURCHASED SERVICE	101-310-811.00	1,166.27
							3,499.61
02/18/2020	POOL	46805	021020	AMANDA COOK	NON-ADJUDICATED	727-000-297.00	220.00
02/18/2020	POOL	46806	021820	SIDNEY BROWN	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
02/18/2020	POOL	46807	205900682382	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-751-921.00	27.54
		46807	202429998449		UTILITIES - ELECTRIC	206-336-921.02	101.42
		46807	202429998450		UTILITIES - ELECTRIC	206-336-921.02	457.03
		46807	206256568521		UTILITIES - ELECTRIC	206-336-921.03	114.86
		46807	201273151635		UTILITIES - ELECTRIC	206-336-921.03	25.36
		46807	202429998449		UTILITIES - NATURAL GAS	206-336-923.02	167.50
		46807	202429998448		UTILITIES - NATURAL GAS	206-336-923.02	459.88
		46807	204120847629		UTILITIES - NATURAL GAS	206-336-923.03	239.41
							1,593.00
02/18/2020	POOL	46808	601012171543	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	364.08
02/18/2020	POOL	46809	671080	STEENSMA LAWN & POWER EQUIPMEMANT. - VEHICLE		206-336-939.00	6,398.00
02/18/2020	POOL	46810	WK010073	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	101-265-740.00	555.66
		46810	WK007116-2		OPERATING SUPPLIES	206-336-740.00	113.88
		46810	WK007116-3		OPERATING SUPPLIES	206-336-740.00	297.27
							966.81
02/18/2020	POOL	46811	130755	FADER EQUIPMENT, INC.	RENTALS - EQUIPMENT	101-276-945.00	187.50

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02/18/2020	POOL	46812	1109620020120	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	101-200-922.00	308.61
		46812	0284753020120		UTILITIES - CABLE/INTERNET	206-336-922.01	99.99
		46812	0026220020120		UTILITIES - CABLE/INTERNET	206-336-922.02	134.94
		46812	0284811020120		UTILITIES - CABLE/INTERNET	206-336-922.02	99.99
		46812	0100199020120		UTILITIES - CABLE/INTERNET	206-336-922.02	48.66
		46812	0025941020120		UTILITIES - CABLE/INTERNET	206-336-922.03	91.57
		46812	0284829020120		UTILITIES - CABLE/INTERNET	206-336-922.04	99.99
							883.75
02/18/2020	POOL	46813	1238523M	GLOBE MANUFACTURING COMPANY	PERSONAL EQUIPMENT ALLOWANCE	206-336-748.00	320.40
02/18/2020	POOL	46814	2026174-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-200-727.00	5.76
		46814	2027293-0		OFFICE SUPPLIES	101-200-727.00	132.69
		46814	2027454-0		OFFICE SUPPLIES	101-200-727.00	19.98
		46814	2029823-0		OFFICE SUPPLIES	101-200-727.00	16.49
		46814	2030438-0		OFFICE SUPPLIES	101-215-727.00	43.06
							217.98
02/18/2020	POOL	46815	49263	JB PRINTING COMPANY	OFFICE SUPPLIES	101-200-727.00	88.55
02/18/2020	POOL	46816	109270	JBM TECHNOLOGY	OPERATING SUPPLIES/MAPS	101-209-740.00	55.00
02/18/2020	POOL	46817	62810	KAL-BLUE REPROGRAPHICS	PURCHASED SERVICE	101-400-811.00	10.00
02/18/2020	POOL	46818	012120A	KALAMAZOO CITY TREASURER	UTILITIES - WATER	101-200-927.00	84.40
		46818	012120B		UTILITIES - WATER	206-336-927.02	43.18
		46818	012120		UTILITIES - WATER	206-336-927.03	29.06
		46818	012820		UTILITIES - WATER	206-336-927.04	89.52
							246.16
02/18/2020	POOL	46819	013120	KALAMAZOO OIL CO.	GAS & OIL	101-209-751.00	56.72
		46819	013120C		GAS & OIL	101-265-751.00	178.05
		46819	013120B		GAS & OIL	206-336-751.00	1,150.19
		46819	013120A		GAS & OIL	207-301-751.00	2,252.21
							3,637.17
02/18/2020	POOL	46820	A773706	ENGINEERED PROTECTION SYSTEMS	FORFEITURE - OPR	727-000-253.00	303.27
02/18/2020	POOL	46821	020220	SAM'S CLUB	FORFEITURE - OPR	727-000-253.00	33.13
02/18/2020	POOL	46822	21240	MENARDS - KALAMAZOO EAST	MAINT. - BUILDING	206-336-931.00	372.25
		46822	21512		MAINT. - VEHICLE	206-336-939.00	108.65
							480.90
02/18/2020	POOL	46823	11037	MICHIGAN ELECTION RESOURCES	OFFICE SUPPLIES	101-215-727.00	66.45

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02/18/2020	POOL	46824	269R01129402H	AT&T	RADIO TOWER T1 LINE	207-301-853.02	353.12
02/18/2020	POOL	46825	2887	ROBERT LAMSON, LLC	EMPLOYMENT TESTING	207-301-812.00	125.00
02/18/2020	POOL	46826	165961	RIDGE COMPANY	MAINT. - VEHICLE	101-265-939.00	11.96
		46826	165538		MAINT. - VEHICLE	206-336-939.00	25.22
		46826	165873		MAINT. - VEHICLE	206-336-939.00	23.98
		46826	165793		MAINT. - VEHICLE	206-336-939.00	79.43
		46826	366290		MAINT. - VEHICLE	206-336-939.00	67.23
		46826	166137		MAINT. - VEHICLE	206-336-939.00	(59.00)
							148.82
02/18/2020	POOL	46827	00008179	PONTEM SOFTWARE BY RIA	PURCHASED SERVICE	101-276-811.00	860.00
02/18/2020	POOL	46828	6984	SHARP SHOP	SMALL TOOLS & EQUIPMENT	206-336-747.00	397.96
02/18/2020	POOL	46829	16603	THE SPIRIT SHOPPE	PERSONAL EQUIPMENT ALLOWANCE	206-336-748.00	399.00
02/18/2020	POOL	46830	9847483218	VERIZON WIRELESS	TELEPHONE	101-200-853.00	97.25
		46830	9847483218		TELEPHONE	206-336-853.00	419.11
		46830	9847483218		TELEPHONE	207-301-853.00	1,030.49
							1,546.85
02/18/2020	POOL	46831	120509132	ROSE PEST SOLUTIONS	FORFEITURE - OPR	727-000-253.00	78.00
02/18/2020	POOL	46832	103087	LOWDER'S AUTOMOTIVE, INC.	PURCHASED SERVICE	101-265-811.00	102.00
02/18/2020	POOL	46833	2402	MMTA	TRAVEL - CONFERENCES - STAFF	101-253-862.01	325.00
02/18/2020	POOL	46834	6541-2020	OMEGA LABORATORIES, INC.	FORFEITURE - OPR	727-000-253.00	35.00
02/18/2020	POOL	46835	012420	ONE-ON-ONE FITNESS	FITNESS ROOM	701-000-256.00	5,175.00
02/18/2020	POOL	46836	766941-74	MEEKHOF TIRE OF KALAMAZOO	MAINT. - VEHICLE	206-336-939.00	327.00
02/18/2020	POOL	46837	8057334907	STAPLES ADVANTAGE	OFFICE SUPPLIES	206-336-727.00	315.00
02/18/2020	POOL	46838	159516	STATE SYSTEMS - RADIO INC	MAINT. - RADIO	206-336-933.00	35.00
		46838	159423		MAINT. - MACHINE	206-336-934.00	28.00
							63.00
02/18/2020	POOL	46839	0249-006638890	REPUBLIC SERVICES #249	SOLID WASTE	226-527-811.00	42,980.20
02/18/2020	POOL	46840	120219	WEST MICHIGAN INTERNATIONAL	MAINT. - VEHICLE	206-336-939.00	22.01
02/18/2020	POOL	46841	021820	TERRY BUCHANAN	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
02/19/2020	POOL	46842	021820	10TH DISTRICT COURT	MISC FEES DUE TO COUNTY	701-000-237.00	237.00
		46842	021820A		MISC FEES DUE TO COUNTY	701-000-237.00	52.00

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							289.00
02/19/2020	POOL	46843	021820	5TH DISTRICT COURT	MISC FEES DUE TO COUNTY	701-000-237.00	195.00
02/19/2020	POOL	46844	020320	FIRST BANKCARD	T MOLDING	101-265-740.00	94.50
		46844	020320		PAYPAL - VCSDIRECT EBAY	101-265-740.00	23.30
		46844	020320		PAYPAL - PERFORMANCE EB	101-265-747.00	1,908.00
		46844	020320		PAYPAL - MFIS	206-336-732.00	30.00
		46844	020320		PAYPAL - EBAY	206-336-740.00	46.17
		46844	020320		PAYPAL - MFIS	206-336-862.00	456.90
		46844	020320		PAYPAL - REYNOLDS	206-336-931.00	104.93
		46844	020320		PAYPAL - MAYFLOWER EBAY	206-336-939.00	179.14
		46844	020320		BIDDERGY	206-336-939.00	237.65
		46844	020320		AUTOZONE	206-336-939.00	59.34
		46844	020320		PAYPAL - EBAY	206-336-939.00	147.34
		46844	020320		PAYPAL - WANGJINHUA	206-336-939.00	15.30
		46844	020320		SQ KZOO FOOLS	206-336-960.00	450.00
							<u>3,752.57</u>
02/19/2020	POOL	46845	020320A	FIRST BANKCARD	AMAZON MKTPLC	207-301-727.00	495.00
		46845	020320A		FBINAA	207-301-732.00	110.00
		46845	020320A		IACP	207-301-732.00	190.00
		46845	020320A		MACP	207-301-732.00	115.00
		46845	020320A		OPERATING SUPPLIES	207-301-740.00	71.45
		46845	020320A		AMAZON.COM	207-301-740.00	283.67
		46845	020320A		AMAZON MKTPLC	207-301-747.00	17.97
		46845	020320A		AMAZON.COM	207-301-748.00	46.59
		46845	020320A		AMAZON.COM	207-301-782.00	44.99
		46845	020320A		TUITION/TRAINING	266-320-960.00	375.00
		46845	020320A		AMAZON.COM	266-320-960.00	10.44
							<u>1,760.11</u>
02/19/2020	POOL	46846	020320B	FIRST BANKCARD	MTA	101-101-862.00	706.00
		46846	020320B		MTA	101-171-862.00	383.00
		46846	020320B		SOC FOR HUMAN RESOURCES	101-175-732.00	209.00
		46846	020320B		MTA	101-175-862.00	485.00
		46846	020320B		AMAZON MKTPLC	101-200-727.00	148.20
		46846	020320B		AMAZON.COM	101-200-727.00	9.47
		46846	020320B		MTA	101-215-862.00	353.00
		46846	020320B		AMAZON MKTPLC	101-223-727.00	32.94
		46846	020320B		MTA	101-253-862.00	485.00
		46846	020320B		CROWNE PLAZA	101-253-862.01	397.50
		46846	020320B		WOOT, INC.	207-301-747.00	2,798.36

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 02/01/2020 - 02/28/2020

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							6,007.47
02/19/2020	POOL	46847	021820	MONICA L. KALUPA	P/R DEDUCT- COLONIAL EMPLEE	701-000-231.25	1,341.59
02/27/2020	TAX	1529	02/27/2020	NATIONS TITLE AGENCY OF MICHIREFUND		704-000-230.00	56.90
02/27/2020	TAX	1530	02/27/2020	DEVON TITLE AGENCY	REFUND	704-000-230.00	45.93
02/27/2020	TAX	1531	02/27/2020	CHICAGO TITLE OF MICHIGAN	REFUND	704-000-230.00	21.17
02/27/2020	TAX	1532	02/27/2020	TWIN LAKES NON-PROFIT HOUSINGREFUND		704-000-230.00	724.50
02/28/2020	TAX	1650	022620	KALAMAZOO CITY TREASURER	CITY SWR/WTR USAGE - DELINQ	704-000-214.09	3,713.60
02/28/2020	TAX	1651	022620	KAL. PUBLIC LIBRARY	KAL. LIBRARY	704-000-228.00	456,455.17
		1651	022620A		KAL. LIBRARY	704-000-228.00	93.37
		1651	022620B		KAL. LIBRARY	704-000-228.00	210.80
		1651	022620C		ACT - KAL. LIBRARY	704-000-228.01	6,102.71
							<u>462,862.05</u>
02/28/2020	TAX	1652	022620G	KCBRA	TOWNSHIP	704-000-214.00	132.78
		1652	022620		COUNTY OPERATING	704-000-222.00	21.49
		1652	022620A		COUNTY TRANSPORTATION	704-000-222.04	4.67
		1652	022620B		COUNTY TRANSPORTATION	704-000-222.04	11.14
		1652	022620C		COUNTY HOUSING FUND	704-000-222.06	1.48
		1652	022620D		CO SENIOR	704-000-222.09	5.20
		1652	022620E		KVCC	704-000-224.00	41.71
		1652	022620F		PARCHMENT LIBRARY	704-000-229.00	29.56
							<u>248.03</u>
02/28/2020	TAX	1653	022620	KAL. VALLEY COMM. COLLEGE	KVCC	704-000-224.00	66.42
		1653	022620A		KVCC	704-000-224.00	373,892.79
		1653	022620B		KVCC	704-000-224.00	149.94
		1653	022620C		KVCC - ACT	704-000-224.01	4,341.15
							<u>378,450.30</u>
02/28/2020	TAX	1654	022620	KALAMAZOO COUNTY LAND BANK	TOWNSHIP	704-000-214.00	211.45
		1654	022620A		BOND- TWP ROADS	704-000-214.17	62.66
		1654	022620B		COUNTY OPERATING	704-000-222.00	34.20
		1654	022620C		COUNTY TRANSPORTATION	704-000-222.04	7.42
		1654	022620D		COUNTY TRANSPORTATION	704-000-222.04	17.73
		1654	022620E		JUVENILE HOME	704-000-222.05	4.35
		1654	022620F		COUNTY HOUSING FUND	704-000-222.06	2.33
		1654	022620G		CO SENIOR	704-000-222.09	8.26
		1654	022620H		KRESA	704-000-223.00	128.29
		1654	022620I		KRESA	704-000-223.00	7.74

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		1654	022620J		KVCC	704-000-224.00	66.42
		1654	022620K		SCH. #01 - OPERATING	704-000-225.02	364.26
		1654	022620L		SCH. #01 - DEBT	704-000-225.03	174.25
		1654	022620M		KAL. LIBRARY	704-000-228.00	93.37
							1,182.73
02/28/2020	TAX	1655	022620	PARCHMENT COMM. LIBRARY	PARCHMENT LIBRARY	704-000-229.00	34,835.22
02/28/2020	TAX	1656	022620	SCHOOL DISTRICT #32	SCH. #32 - OPERATING	704-000-226.02	727.50
		1656	022620A		SCH. #32 - DEBT	704-000-226.03	1,190.61
		1656	022620C		INT. - SCH. #32 - OPER.	704-000-226.09	43.65
		1656	022620D		INT. - SCH. #32 - DEBT	704-000-226.10	71.45
		1656	022620B		SCH #32 - SINKING FUND	704-000-226.17	238.09
		1656	022620E		INT. -SCH. #32 - SINKING FUND	704-000-226.18	14.28
							2,285.58
02/28/2020	TAX	1657	022620	PARCHMENT PUBLIC SCHOOLS	SCH. #40 - OPERATING	704-000-227.02	667.98
		1657	022620A		SCH. #40 - DEBT	704-000-227.03	1,750.46
		1657	022620B		INT. - SCH. #40 - OPER.	704-000-227.09	40.08
		1657	022620C		INT. - SCH. #40 - DEBT	704-000-227.10	62.76
							2,521.28
02/28/2020	TAX	1658	022620A	STATE OF MICHIGAN	SCH. #01 - OPERATING	704-000-225.02	364.26
		1658	022620		ACT - SCH. #01 - OPERATING	704-000-225.05	27,585.47
							27,949.73
02/28/2020	POOL	46848	57893190	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	14.00
		46848	87441926		OPERATING SUPPLIES	206-336-740.00	5.50
		46848	57893191		OPERATING SUPPLIES	206-336-740.00	7.00
		46848	87435397		OPERATING SUPPLIES	206-336-740.00	5.50
		46848	57893103		OPERATING SUPPLIES	206-336-740.00	14.00
							46.00
02/28/2020	POOL	46849	020520	BAUCKHAM, SPARKS, THALL,	OFFICE SUPPLIES	101-200-727.00	80.41
		46849	020520		LEGAL SERVICES-BD. MEET.	101-200-826.00	300.00
		46849	020520		LEGAL SERVICE-GEN. TWP.	101-200-827.00	4,806.00
		46849	020520		LEGAL SERVICE	101-209-827.00	50.00
		46849	020520		Legal Service-Gen. Twp.	101-310-827.00	1,280.00
		46849	020520		LEGAL SERVICES - GEN. TWP.	101-400-827.00	1,940.50
		46849	020520		LEGAL	207-301-827.00	1,824.00
							10,280.91
02/28/2020	POOL	46850	4279	CAPOROSSO CONSTRUCTION LLC	STREETS & ROADS IMPROV	101-446-969.00	5,312.00



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02/28/2020	POOL	46851	02202020	PUBLIC MEDIA NETWORK	2% FRANCHISE	701-000-452.00	4,475.54
		46851	02202020A		2% FRANCHISE	701-000-452.00	4,475.54
		46851	02202020B		2% FRANCHISE	701-000-452.00	25,098.52
		46851	02202020C		2% FRANCHISE	701-000-452.00	5,177.34
							39,226.94
02/28/2020	POOL	46852	202252031771	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-200-921.00	2,961.15
		46852	203675928169		UTILITIES - ELECTRIC	206-336-921.04	505.21
		46852	203675927992		UTILITIES - NATURAL GAS	206-336-923.04	524.59
							3,990.95
02/28/2020	POOL	46853	601012177895	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	18,906.71
		46853	601012177896		UTILITIES - ELECTRIC	219-448-921.00	406.26
							19,312.97
02/28/2020	POOL	46854	679813	STEENSMA LAWN & POWER EQUIPME	MAINT. - GROUNDS	206-336-932.00	4.37
02/28/2020	POOL	46855	0095704021620	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	206-336-922.01	142.79
		46855	0026212021620		UTILITIES - CABLE/INTERNET	206-336-922.04	142.75
							285.54
02/28/2020	POOL	46856	2036605-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-200-727.00	8.02
		46856	2034463-0		OFFICE SUPPLIES	101-200-727.00	190.98
		46856	2038295-0		OFFICE SUPPLIES	101-200-727.00	19.85
		46856	2035591-0		OFFICE SUPPLIES	101-215-727.00	43.06
		46856	2034463-0		OFFICE SUPPLIES	207-301-727.00	179.97
		46856	2026123-0		OFFICE SUPPLIES	207-301-727.00	54.94
		46856	2033447-0		OFFICE SUPPLIES	207-301-727.00	139.18
							636.00
02/28/2020	POOL	46857	49144	JB PRINTING COMPANY	PURCHASED SERVICE	101-209-811.00	1,078.62
02/28/2020	POOL	46858	20-06-01	KALAMAZOO AREA BUILDING AUTHO	PURCHASED SERVICE	101-310-811.00	220.00
02/28/2020	POOL	46859	8981	KALAMAZOO CITY TREASURER	UTILITIES - WATER	206-336-927.01	160.19
		46859	4568		UTILITIES - WATER	206-336-927.02	101.77
		46859	4567		UTILITIES - WATER	206-336-927.02	68.75
							330.71
02/28/2020	POOL	46860	020420	KALAMAZOO COUNTY TREASURER	PURCHASED SERVICE	207-301-811.00	118.50
02/28/2020	POOL	46861	022720	KALAMAZOO COUNTY TREASURER	TAX ADMIN FEE	101-000-651.00	102.00
		46861	022720A		TAX ADMIN FEE	101-000-651.00	19.38
							121.38

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02/28/2020	POOL	46862	0009479566	MLIVE MEDIA GROUP	NOTICES AND PUBLICATIONS	101-200-903.00	403.35
		46862	0009479579		NOTICES AND PUBLICATIONS	101-200-903.00	561.20
		46862	0009472154		2702 RAVINE RD	101-400-903.00	403.80
		46862	0009477421		NOTICES	101-400-903.00	480.56
		46862	0009489555		NOTICES	101-400-903.00	422.99
		46862	0009491302		DUES/SUBS/PUBL	207-301-732.00	245.00
							2,516.90
02/28/2020	POOL	46863	14-0022998	KAL. COUNTY HEALTH & COMM SERS	SOLID WASTE	226-527-811.00	2,330.36
02/28/2020	POOL	46864	021620	KALAMAZOO OIL CO.	GAS & OIL	207-301-751.00	1,977.19
02/28/2020	POOL	46865	SWO149249	SANDERSON DEHAAN IRRIGATION,	PURCHASED SERVICE	101-751-811.00	41.00
02/28/2020	POOL	46866	22782	MENARDS - KALAMAZOO EAST	OPERATING SUPPLIES	206-336-740.00	69.44
		46866	22419		MAINT. - BUILDING	206-336-931.00	8.32
		46866	21979		MAINT. - BUILDING	206-336-931.00	160.35
		46866	22102		MAINT. - BUILDING	206-336-931.00	104.41
		46866	22478		MAINT. - BUILDING	206-336-931.00	57.26
		46866	22562		MAINT. - VEHICLE	206-336-939.00	23.94
							423.72
02/28/2020	POOL	46867	022820	MELODY JANETZKE	ROOM RENTAL - INCOME	101-000-667.00	125.00
		46867	022820		DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
							175.00
02/28/2020	POOL	46868	11339	MICHIGAN ELECTION RESOURCES	OFFICE SUPPLIES	101-215-727.00	12.00
		46868	11340		OFFICE SUPPLIES	101-215-727.00	36.00
		46868	11143		PURCHASED SERVICE	101-215-811.00	501.43
							549.43
02/28/2020	POOL	46869	269342197102G	AT&T	TELEPHONE	206-336-853.00	659.27
02/28/2020	POOL	46870	02192020	AT&T MOBILITY	TELEPHONE	206-336-853.00	134.39
02/28/2020	POOL	46871	2921	ROBERT LAMSON, LLC	EMPLOYMENT TESTING	207-301-812.00	125.00
02/28/2020	POOL	46872	546980	MTA	DUES/SUBS/PUBL	101-209-732.00	33.00
02/28/2020	POOL	46873	022620	MUSKEGON COUNTY EQUALIZATION	TUITION/TRAINING	101-209-960.00	40.00
02/28/2020	POOL	46874	3109	DECKER AGENCY	INSURANCE/BOND-GENERAL	101-200-912.00	9,270.19
		46874	3109		INSURANCE - GENERAL	206-336-912.00	7,906.93
		46874	3109		INSURANCE - GENERAL	207-301-912.00	10,088.13
							27,265.25

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02/28/2020	POOL	46875	167856	RIDGE COMPANY	MAINT. - VEHICLE	207-301-939.00	33.98
02/28/2020	POOL	46876	020920	NEOFUNDS	POSTAGE	101-200-730.00	8,040.00
02/28/2020	POOL	46877	729750	NYE UNIFORM CO.	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	131.45
02/28/2020	POOL	46878	202005017	DBIX IT LLC	COMPUTER SERVICE	101-200-810.00	8,200.00
02/28/2020	POOL	46879	101329	SIEGFRIED CRANDALL PC	ACCOUNTING SERVICE	101-223-817.00	1,017.50
02/28/2020	POOL	46880	MN3001324	CORE TECHNOLOGY CORPORATION	PURCHASED SERVICE	207-301-811.00	993.00
02/28/2020	POOL	46881	551-557052	STATE OF MICHIGAN	SOR EXPENSE	217-301-956.01	300.00
02/28/2020	POOL	46882	551-553084	STATE OF MICHIGAN	LIVESCAN EXPENSE	217-301-956.00	821.75
		46882	551-553930		LIVESCAN EXPENSE	217-301-956.00	389.25
		46882	551-550278		LIVESCAN EXPENSE	217-301-956.00	988.75
							2,199.75
02/28/2020	POOL	46883	138	ROBERTSON RESEARCH INSTITUTE	HEALTH MGMT	207-301-914.00	14,535.00
02/28/2020	POOL	46884	615639	DENOYER CHEVROLET	MAINT. - VEHICLE	207-301-939.00	67.19
		46884	615659		MAINT. - VEHICLE	207-301-939.00	67.94
							135.13
02/28/2020	POOL	46885	S0012908	EMERGENCY VEHICLE PRODUCTS	MAINT. - VEHICLE	207-301-939.00	132.50
02/28/2020	POOL	46886	022620	OTTAWA COUNTY EQUALIZATION	DETUITION/TRAINING	101-209-960.00	45.00
02/28/2020	POOL	46887	26042174	GALESBURG FORD	MAINT. - VEHICLE	207-301-939.00	37.50
		46887	26041904		MAINT. - VEHICLE	207-301-939.00	206.87
		46887	26041902		MAINT. - VEHICLE	207-301-939.00	50.71
							295.08
02/28/2020	POOL	46888	120511813	ROSE PEST SOLUTIONS	PURCHASED SERVICE	101-200-811.00	72.00
02/28/2020	POOL	46889	24170	KENT COUNTY TREASURER/DPW	PURCHASED SERVICE	207-301-811.00	140.40
		46889	13460		PURCHASED SERVICE	207-301-811.00	(90.00)
							50.40
02/28/2020	POOL	46890	25267	LOWE'S COMPANIES, INC.	MAINT. - BUILDING	206-336-931.00	313.00
		46890	025072A		MAINT. - BUILDING	206-336-931.00	22.15
		46890	925041		MAINT. - VEHICLE	206-336-939.00	10.30
							345.45
02/28/2020	POOL	46891	021720	SUPERFLEET MASTERCARD PROGRAM	GAS & OIL	206-336-751.00	212.18
02/28/2020	POOL	46892	020120	TRANSUNION RISK AND ALTERNATI	INVESTIGATIVE OPERATIONS	207-301-782.00	50.00

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02/28/2020	POOL	46893	099352756	XEROX CORPORATION	PURCHASED SERVICE	101-200-811.00	498.34
		46893	099352755		PURCHASED SERVICE	207-301-811.00	298.04
							796.38
02/28/2020	POOL	46894	2111	WEAL L.E.D.'S LLC	PERSONAL EQUIPMENT ALLOWANCE	206-336-748.00	133.50
TOTAL - ALL FUNDS					TOTAL OF 138 CHECKS		2,314,269.47

--- GL TOTALS ---

101-000-651.00	TAX ADMIN FEE	121.38
101-000-667.00	ROOM RENTAL - INCOME	125.00
101-101-862.00	TRAVEL - CONFERENCES	706.00
101-171-862.00	TRAVEL - CONFERENCES	383.00
101-175-732.00	DUES/SUBS/PUBL	209.00
101-175-862.00	TRAVEL - CONFERENCES	485.00
101-200-727.00	OFFICE SUPPLIES	720.40
101-200-730.00	POSTAGE	8,040.00
101-200-810.00	COMPUTER SERVICE	8,200.00
101-200-811.00	PURCHASED SERVICE	570.34
101-200-826.00	LEGAL SERVICES-BD. MEET.	300.00
101-200-827.00	LEGAL SERVICE-GEN. TWP.	4,806.00
101-200-853.00	TELEPHONE	97.25
101-200-903.00	NOTICES AND PUBLICATIONS	964.55
101-200-912.00	INSURANCE/BOND-GENERAL	9,270.19
101-200-921.00	UTILITIES - ELECTRIC	2,961.15
101-200-922.00	UTILITIES - CABLE/INTERNET	568.03
101-200-923.00	UTILITIES - NATURAL GAS	1,123.98
101-200-924.00	UTILITIES - WASTE/RECYCLE	292.25
101-200-927.00	UTILITIES - WATER	84.40
101-209-732.00	DUES/SUBS/PUBL	33.00
101-209-740.00	OPERATING SUPPLIES/MAPS	55.00
101-209-751.00	GAS & OIL	56.72
101-209-811.00	PURCHASED SERVICE	1,078.62
101-209-827.00	LEGAL SERVICE	50.00
101-209-960.00	TUITION/TRAINING	85.00
101-215-727.00	OFFICE SUPPLIES	200.57
101-215-811.00	PURCHASED SERVICE	501.43
101-215-862.00	TRAVEL - CONFERENCES	353.00
101-223-727.00	OFFICE SUPPLIES	32.94
101-223-817.00	ACCOUNTING SERVICE	1,017.50
101-253-862.00	TRAVEL - CONFERENCES	485.00
101-253-862.01	TRAVEL - CONFERENCES - STAFF	722.50
101-265-740.00	OPERATING SUPPLIES	673.46
101-265-747.00	SMALL TOOLS & EQUIPMENT	1,908.00
101-265-751.00	GAS & OIL	178.05
101-265-811.00	PURCHASED SERVICE	102.00
101-265-939.00	MAINT. - VEHICLE	11.96

User: MONICAK

CHECK DATE FROM 02/01/2020 - 02/28/2020

DB: Kalamazoo Twp

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
101-276-811.00					PURCHASED SERVICE		860.00
101-276-924.00					UTILITIES - WASTE/RECYCLE		45.50
101-276-945.00					RENTALS - EQUIPMENT		187.50
101-310-811.00					PURCHASED SERVICE		3,719.61
101-310-827.00					LEGAL SERVICE-GEN. TWP.		1,280.00
101-400-811.00					PURCHASED SERVICE		10.00
101-400-827.00					LEGAL SERVICES - GEN. TWP.		1,940.50
101-400-903.00					NOTICES		1,307.35
101-446-969.00					STREETS & ROADS IMPROV		5,312.00
101-751-811.00					PURCHASED SERVICE		41.00
101-751-921.00					UTILITIES - ELECTRIC		27.54
101-751-924.00					UTILITIES - WASTE/RECYCLE		45.50
206-336-727.00					OFFICE SUPPLIES		315.00
206-336-732.00					DUES/SUBS/PUBL		30.00
206-336-740.00					OPERATING SUPPLIES		657.96
206-336-747.00					SMALL TOOLS & EQUIPMENT		397.96
206-336-748.00					PERSONAL EQUIPMENT ALLOWANCE		852.90
206-336-751.00					GAS & OIL		1,362.37
206-336-853.00					TELEPHONE		1,212.77
206-336-862.00					TRAVEL - CONFERENCES		456.90
206-336-912.00					INSURANCE - GENERAL		7,906.93
206-336-921.01					UTILITIES - ELECTRIC		479.69
206-336-921.02					UTILITIES - ELECTRIC		558.45
206-336-921.03					UTILITIES - ELECTRIC		140.22
206-336-921.04					UTILITIES - ELECTRIC		505.21
206-336-922.01					UTILITIES - CABLE/INTERNET		242.78
206-336-922.02					UTILITIES - CABLE/INTERNET		283.59
206-336-922.03					UTILITIES - CABLE/INTERNET		91.57
206-336-922.04					UTILITIES - CABLE/INTERNET		242.74
206-336-923.01					UTILITIES - NATURAL GAS		555.53
206-336-923.02					UTILITIES - NATURAL GAS		627.38
206-336-923.03					UTILITIES - NATURAL GAS		239.41
206-336-923.04					UTILITIES - NATURAL GAS		524.59
206-336-924.01					UTILITIES - WASTE/RECYCLE		61.50
206-336-924.02					UTILITIES - WASTE/RECYCLE		61.50
206-336-924.03					UTILITIES - WASTE/RECYCLE		19.29
206-336-924.04					UTILITIES - WASTE/RECYCLE		61.50
206-336-927.01					UTILITIES - WATER		160.19
206-336-927.02					UTILITIES - WATER		213.70
206-336-927.03					UTILITIES - WATER		29.06
206-336-927.04					UTILITIES - WATER		89.52
206-336-931.00					MAINT. - BUILDING		1,142.67
206-336-932.00					MAINT. - GROUNDS		4.37
206-336-933.00					MAINT. - RADIO		35.00
206-336-934.00					MAINT. - MACHINE		28.00
206-336-939.00					MAINT. - VEHICLE		7,665.53
206-336-960.00					TUITION/TRAINING		450.00
207-301-727.00					OFFICE SUPPLIES		869.09

User: MONICAK

CHECK DATE FROM 02/01/2020 - 02/28/2020

DB: Kalamazoo Twp

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
207-301-732.00					DUES/SUBS/PUBL		660.00
207-301-740.00					OPERATING SUPPLIES		355.12
207-301-747.00					SMALL TOOLS & EQUIPMENT		2,816.33
207-301-748.00					UNIFORMS/PERSONAL EQUIPMENT		178.04
207-301-751.00					GAS & OIL		4,229.40
207-301-782.00					INVESTIGATIVE OPERATIONS		94.99
207-301-811.00					PURCHASED SERVICE		1,459.94
207-301-812.00					EMPLOYMENT TESTING		250.00
207-301-827.00					LEGAL		1,824.00
207-301-853.00					TELEPHONE		1,030.49
207-301-853.02					RADIO TOWER T1 LINE		353.12
207-301-912.00					INSURANCE - GENERAL		10,088.13
207-301-914.00					HEALTH MGMT		14,535.00
207-301-921.00					RAVINE TOWER SITE - ELECTRIC		319.43
207-301-939.00					MAINT. - VEHICLE		596.69
217-301-956.00					LIVESCAN EXPENSE		2,199.75
217-301-956.01					SOR EXPENSE		300.00
219-448-921.00					UTILITIES - ELECTRIC		19,677.05
226-527-811.00					SOLID WASTE		45,310.56
266-320-960.00					TUITION/TRAINING		385.44
701-000-214.00					DELINQ PPT - TWP		1,858.42
701-000-214.03					ADMINISTRATIVE FEE		67.80
701-000-214.04					STREET LIGHTING		2.09
701-000-214.13					POLICE CAPITAL IMPROVEMENT		2.33
701-000-214.14					FIRE CAPITAL IMPROVEMENT		3.88
701-000-214.15					POLICE OPERATING		5.43
701-000-214.16					FEES/PENALTY		203.86
701-000-214.17					ROAD BOND ASSESSMENT		550.37
701-000-222.00					DUE TO COUNTY SUMMER		34.76
701-000-222.01					KCTA TRANSPORTATION		65.35
701-000-222.04					CCTA TRANSPORTATION		155.16
701-000-222.05					JUVENILE HOME		50.61
701-000-222.06					COUNTY HOUSING FUND		26.83
701-000-222.07					CO PUBLIC SAFETY		389.98
701-000-222.09					CO SENIOR		92.35
701-000-223.00					KRESA		820.48
701-000-225.02					SET 01		44.58
701-000-225.04					DEBT 01		1,700.54
701-000-231.25					P/R DEDUCT- COLONIAL EMPLEE		1,341.59
701-000-234.00					DUE TO KVISD		1,276.14
701-000-234.01					KRESA ISD DEBT		77.11
701-000-235.00					DUE TO KVCC		583.78
701-000-237.00					MISC FEES DUE TO COUNTY		684.00
701-000-256.00					FITNESS ROOM		5,175.00
701-000-276.01					DEPOSITS - ROOM RENTALS		150.00
701-000-452.00					2% FRANCHISE		39,226.94
704-000-214.00					TOWNSHIP		278,673.82
704-000-214.03					ADMINISTRATIVE FEE		10,027.63

User: MONICAK

CHECK DATE FROM 02/01/2020 - 02/28/2020

DB: Kalamazoo Twp

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
704-000-214.04					STREET LIGHTING		16,073.81
704-000-214.05					RECYCLING		22,630.59
704-000-214.09					CITY SWR/WTR USAGE - DELINQ		4,095.76
704-000-214.12					TWP SERV-MW/DEMO/FALSEALRMS		625.42
704-000-214.13					POLICE CAPITAL IMPROVEMENT		17,542.17
704-000-214.14					FIRE CAPITAL IMPROVEMENT		29,243.42
704-000-214.15					POLICE OPERATING		40,906.49
704-000-214.17					BOND- TWP ROADS		82,487.16
704-000-222.00					COUNTY OPERATING		1,576.57
704-000-222.02					COUNTY DRAIN		704.92
704-000-222.03					COUNTY INTEREST		76.18
704-000-222.04					COUNTY TRANSPORTATION		33,147.32
704-000-222.05					JUVENILE HOME		5,764.44
704-000-222.06					COUNTY HOUSING FUND		3,105.61
704-000-222.07					CO PUBLIC SAFETY		45,047.88
704-000-222.09					CO SENIOR		10,897.79
704-000-223.00					KRESA		98,620.89
704-000-223.02					INT. -KRESA		32.74
704-000-223.03					KRESA DEBT		5,952.55
704-000-223.05					INT. - KRESA DEBT		1.98
704-000-224.00					KVCC		461,653.75
704-000-224.01					KVCC - ACT		4,341.15
704-000-225.01					SCH. #01 - S.E.T.		1,298.80
704-000-225.02					SCH. #01 - OPERATING		102,095.54
704-000-225.03					SCH. #01 - DEBT		133,018.91
704-000-225.05					ACT - SCH. #01 - OPERATING		27,585.47
704-000-225.08					INT. - SCH. #01 - S.E.T.		65.09
704-000-226.01					SCH. #32 - S.E.T.		160.12
704-000-226.02					SCH. #32 - OPERATING		727.50
704-000-226.03					SCH. #32 - DEBT		1,324.05
704-000-226.08					INT. - SCH. #32 - S.E.T.		8.00
704-000-226.09					INT. - SCH. #32 - OPER.		43.65
704-000-226.10					INT. - SCH. #32 - DEBT		78.12
704-000-226.17					SCH #32 - SINKING FUND		264.77
704-000-226.18					INT. -SCH. #32 - SINKING FUND		15.61
704-000-227.01					SCH. #40 - S.E.T.		490.56
704-000-227.02					SCH. #40 - OPERATING		995.52
704-000-227.03					SCH. #40 - DEBT		2,487.12
704-000-227.08					INT. - SCH. #40 - S.E.T.		24.52
704-000-227.09					INT. - SCH. #40 - OPER.		56.46
704-000-227.10					INT. - SCH. #40 - DEBT		99.60
704-000-228.00					KAL. LIBRARY		562,303.54
704-000-228.01					ACT - KAL. LIBRARY		6,102.71
704-000-229.00					PARCHMENT LIBRARY		43,670.64
704-000-230.00					REFUND		1,260.44
727-000-253.00					FORFEITURE - OPR		3,572.57
727-000-271.00					HIDTA MONEY		863.06
727-000-297.00					NON-ADJUDICATED		220.00

03/19/2020 09:28 AM  
User: MONICAK  
DB: Kalamazoo Twp

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
CHECK DATE FROM 02/01/2020 - 02/28/2020

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
883-520-930.00			MAINTENANCE - SEWER				30.16
			TOTAL				2,314,269.47



03/19/2020

Check Register Report For  
For Check Dates 02/01/2020 to 02/29/2020

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/14/2020	POOL	31845 - 31947	EMPLOYEE CHECKS	240,497.82	169,567.82	0.00	Open
02/26/2020	POOL	31949	AMERICAN FAMILY LIFE ASSURANCE CO	598.29	598.29	0.00	Open
02/26/2020	POOL	31950	BLUE CROSS BLUE SHIELD OF MICH	29,165.39	29,165.39	0.00	Open
02/26/2020	POOL	31951	BLUE CROSS BLUE SHIELD OF MICHIGAN	6,105.68	6,105.68	0.00	Open
02/26/2020	POOL	31952	BLUE CROSS BLUE SHIELD OF MICHIGAN	616.70	616.70	0.00	Open
02/26/2020	POOL	31953	BLUE CARE NETWORK	28,651.09	28,651.09	0.00	Open
02/19/2020	POOL	EFT1563	BURNHAM & FLOWER GROUP	1,144.58	1,144.58	0.00	Open
02/26/2020	POOL	31954	COLONIAL LIFE	908.23	908.23	0.00	Open
02/19/2020	POOL	EFT1564	EW FIRE DUES	160.00	160.00	0.00	Open
02/04/2020	POOL	EFT1558	MISDU	277.01	277.01	0.00	Open
02/19/2020	POOL	EFT1565	MISDU	277.01	277.01	0.00	Open
02/04/2020	POOL	31843	FRATERNAL ORDER OF POLICE #98	2,714.46	2,714.46	0.00	Open
02/04/2020	POOL	EFT1559	IRS	39,323.39	39,323.39	0.00	Open
02/19/2020	POOL	EFT1566	IRS	63,969.05	63,969.05	0.00	Open
02/04/2020	POOL	EFT1560	KTPOA	300.00	300.00	0.00	Open
02/19/2020	POOL	EFT1567	KTPOA	300.00	300.00	0.00	Open
02/19/2020	POOL	EFT1568	MERS	57,950.16	57,950.16	0.00	Open
02/04/2020	POOL	EFT1561	ALERUS FINANCIAL, N.A.	4,723.80	4,723.80	0.00	Open
02/19/2020	POOL	EFT1569	ALERUS FINANCIAL, N.A.	5,589.35	5,589.35	0.00	Open
02/04/2020	POOL	EFT1562	ALERUS FINANCIAL, N.A.	6,795.35	6,795.35	0.00	Open
02/19/2020	POOL	EFT1570	ALERUS FINANCIAL, N.A.	11,226.92	11,226.92	0.00	Open
02/19/2020	POOL	EFT1571	NW FIRE DUES	320.00	320.00	0.00	Open
02/26/2020	POOL	31955	STANDARD INSURANCE COMPANY PC	6,302.42	6,302.42	0.00	Open
02/19/2020	POOL	EFT1572	STATE OF MICHIGAN	18,308.66	18,308.66	0.00	Open
02/04/2020	POOL	31844	GREATER KALAMAZOO UNITED WAY	39.00	39.00	0.00	Open
02/19/2020	POOL	31948	GREATER KALAMAZOO UNITED WAY	13.00	13.00	0.00	Open
02/19/2020	POOL	EFT1573	WW FIRE DUES	401.06	401.06	0.00	Open

03/19/2020

Check Register Report For  
For Check Dates 02/01/2020 to 02/29/2020

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit Status
Totals:				526,678.42	455,748.42	0.00

Total Physical ( 113

Total Check St 16

KALAMAZOO COUNTY LAND BANK AUTHORITY  
**2019 Annual Report**

*Repurpose. Renew. Reconnect.*



# A Message from the Board

Serving the community through the visionary work of the Kalamazoo County Land Bank is an honor. The last decade has been one of Repurposing, Renewing and Reconnecting throughout Kalamazoo County. We've seen significant gains in terms of increasing affordable housing stock, regenerating commercial districts in urban core neighborhoods, and forging exciting partnerships.

As we celebrate a decade of growth in 2020, we reflect on what makes the Land Bank work so rewarding:

"We help improve the community by being a catalyst for renewing properties, both residential and commercial. Our greatest strength is that our shared focus makes Kalamazoo County a better place to live for everyone." --Brian Hudson, Treasurer & Secretary

"The Land Bank concentrates efforts in areas of our community that need it the most. We have great impact through strategically repurposing blighted parcels to become greater than their sum and to create viable and vibrant places that make us all proud." -- Holly Crump

"We have great impact through neighborhood-enhancing programs like Side Lot and Adopt-A-Lot, as well as through transformative projects like the Eastside Gateway. Our greatest strength is a very strong staff that is committed to improving communities in our county." --Carl Roberts, Vice Chair

"Projects are not done *to* the neighborhoods, they are done *with* the neighborhoods. The Land Bank engages in trust-building long before there is even a fully-conceived project, which means that when the hammers start to fly, everyone is on board and the work progresses quickly." --Becky Fulgoni, Retired Vice Chair

"We are exploring new opportunities to increase our affordable housing supply by transforming blighted properties. We have great impact through our community partnerships and letting resident voices shape our future direction." --Rebekah Kik

"The Land Bank strengthens the tax base, builds neighborhoods, and beautifies our county. Our greatest strength is the talent in our staff and our impact in the community." --Mary Balkema, Board Chair

The Kalamazoo County Land Bank's Board looks forward to the coming decade by continuing to listen to and incorporate residents' visions. This Land Bank is Your Land Bank!

Sincerely,

The Kalamazoo County Land Bank Board of Directors

## BOARD OF DIRECTORS

**Mary Balkema, Board Chair**

Kalamazoo County Treasurer

**Carl Roberts, Vice Chair**

Retired V.P. Engineering, BorgWarner Thermal Systems

**Brian Hudson, Treasurer & Secretary**

Executive Director, Chase Commercial Banking

**Becky Fulgoni**

Retired Vice Chair  
Retired VP, Landscape Forms

**Holly Crump**

Vice President, Chemical Bank

**Terry Dorgan**

Commercial Region Manager,  
Huntington National Bank

**Rebekah Kik**

Director of Community, Planning & Development,  
City of Kalamazoo  
Kalamazoo County Liaison  
Commissioner Christine Morse



Pictured (from left to right): Rebekah Kik, Holly Crump, Terry Dorgan, Carl Roberts, Mary Balkema & Brian Hudson.

Not pictured: Becky Fulgoni

# A Message from the Director

## STAFF



**Kelly Clarke**

Executive Director &  
Past MALB President

**Michelle Tombro Tracy**  
Assistant Director



**Chelsie Hubbarth**  
Communications, Grants &  
Operations Manager

**Tammy Lahman**  
Finance Manager



**Kenn Hartmann**  
Assets & Construction  
Manager

**Anna Roeder**  
Administrative Assistant



2019 marks the end of a transformational decade in terms of reducing blight. Significant abandoned and disinvested urban properties were the outcome of the recession, decades of movement out of inner cities into suburban areas, and discriminatory historical practices. Your County Land Bank welcomes the next ten years as ones in which the healing and re-visioning of urban landscapes continues.

Land banking across the state has reached a new milestone. With the widespread demolition of significant numbers of properties that were no longer safe or functional, we're now actively working to redevelop that land with an equity lens. How can we make these spaces inclusive, walkable, attractive and supportive of quality of life for all?

Our community wants high design aesthetics and quality new structures that will stand the test of time, and ones that also encourage residents to step outside their doors and connect with each other. For inspiration, we are turning to examples of successful urban core planning from the past, as well as new ideas that incorporate environmental sustainability, the arts and small scale quality places.

Since 2010, we've been engaged in reactivating neighborhood spaces with leadership, help and involvement from many local residents and agency partners. In Kalamazoo, we can look to Riverview Launch, the Eastside Gateway and Washington Square as examples of what can happen when you provide a platform for collective community vision.

Part of the Land Bank's work involves creating space for our residents to shape the future of how our abandoned and vacant land will be Repurposed, Renewed and Reconnected. As an active partner in the Kalamazoo Community Foundation's Truth, Racial Healing & Transformation effort, we are committed to approaching this work with an equity lens and with an attitude of humility and continuous learning.

This is complicated work. There are no easy answers. But together with residents and local organizations, we can build sustainable urban spaces that embody inclusion, vitality and diversity.

Best regards,

Kelly Clarke

1523 Riverview Drive, Suite A  
Kalamazoo, MI 49004  
269.762.6191  
landbank@kalamazoolandbank.org

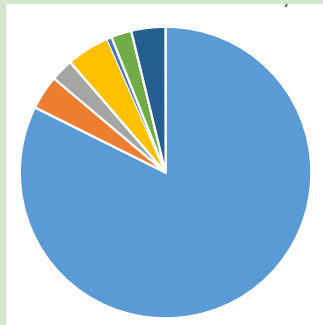


# Progress by the Numbers

In 2019, a total of 397 properties were managed in our inventory and 36 properties were returned to the tax rolls. Titles were cleared in 225 parcels through Quiet Title. The Land Bank acquired 10 parcels through the tax foreclosure process in 2019, and completed 16 Fair Market sales, 12 Side Lot sales, and 7 Nonprofit lot sales.

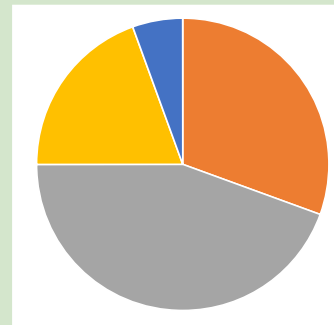
Tax foreclosures have significantly decreased. In 2019, there were 77 tax foreclosures representing the first time since 2009 this number was under 100. In addition, there were zero owner-occupied tax foreclosures in the City of Kalamazoo.

## Year End Inventory



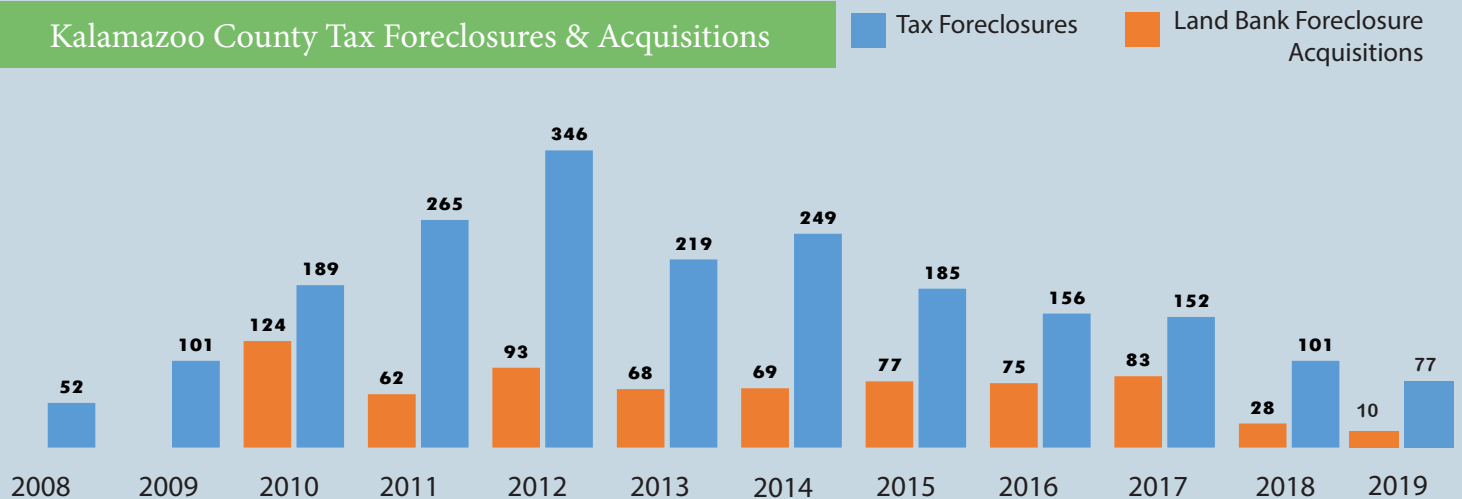
- Residential Vacant (327)
- Adopt-a-Lot (15)
- Commercial Structures (10)
- Commercial Vacant (19)
- Industrial Structures (2)
- Industrial Vacant (9)
- Residential Structures (15)

## Disposition



- Local Governance (2)
- Side Lot (12)
- Fair Market (16)
- Nonprofit (7)

## Kalamazoo County Tax Foreclosures & Acquisitions





# Home Ownership Opportunities

## PATHWAYS TO SUSTAINABLE HOME OWNERSHIP

The Land Bank recognizes the strong need for affordable housing in Kalamazoo County. In response to that need, we support a variety of opportunities to increase home ownership. To reconnect abandoned properties with potential owners, the Land Bank has an internal revolving program to fund needed repairs and improvements on abandoned houses. These houses are sold as affordable, owner-occupied properties.

To repurpose vacant parcels and add affordable housing, the Land Bank is selling lots at a significant price reduction from the appraised value to local nonprofits for affordable housing projects. The Kalamazoo Neighborhood Housing Services, Inc., in partnership with Local Initiatives Support Corporation and with support from a MSHDA Mod Grant, completed a house on Stockbridge in Edison with assistance from the Home Builders Association.

“At KNHS, we’re really happy to be partnering with the Land Bank,” said Matt Lager, KNHS Executive Director. “If we were having to shop for lots on the open market, we would not be building in these places. We can buy these lots at an incredibly reduced price for the benefit of both a homeowner and the neighborhood.”

Through a generous fund provided by Kalamazoo’s Foundation for Excellence, KNHS has purchased three more lots and has construction underway. Habitat for Humanity, who has previously partnered with the Land Bank, has purchased two lots on which they will build affordable homes.



New owner Mae Skinner is a proud owner of her Eastside Gateway home.

“Addressing the need for affordable housing is a top priority of the City, which is why in 2020 we will be investing an additional \$2 million in this area from the Foundation for Excellence. Infill housing that makes smart use of limited available land is a key part of our strategy. We are excited to partner with stakeholders to continue moving this work forward.” --Mayor David Anderson, City of Kalamazoo



Abandoned houses and properties in disrepair create significant health and safety issues in a community. The Land Bank continues to be committed to reducing blight in Kalamazoo County by restoring properties when possible, and demolishing when necessary to open opportunities for affordable housing, community-enhancing businesses and gardens, and greenspace or playing space through our Side Lot and Adopt-A-Lot programs. In 2019, The Land Bank managed over 1,500 maintenance services that included lawn mowing, trash removals, building maintenance calls and tree removals.

## BLIGHT MANAGEMENT

# Eastside Gateway & Pocket Park

## A NEIGHBORHOOD REMEMBERED



“Working with the Land Bank has been a positive experience, primarily from the residents’ point of view that something is actually happening over here and people are thinking of doing development activities after so many years of not,” said Pat Taylor, Kalamazoo Eastside Neighborhood Association Director. “I see a resurgence of the pride that makes the Eastside the Eastside. It’s really cool to see.”



Pat Taylor, KENA Director and Kelly Clarke, Land Bank Director Kelly Clarke, meet at the Gateway.

## A VISION REALIZED!

The Land Bank has completed all elements of its portion of the Eastside Gateway & Pocket Park! This net zero ready, affordable, small house development was envisioned by residents and neighborhood leaders and embraced by the Kalamazoo community. Many in the neighborhood have said the Gateway, with the public Pocket Park & Labyrinth, surpassed the original vision. A memorable Open House & Community Celebration in May drew over a hundred residents and community members.



### Eastside Gateway Highlights:

The Eastside Gateway Pocket Park is a warm, welcoming spot on East Main and Phelps.

- The project was driven by resident vision and supported by neighborhood leadership
- Over \$1.1 million was raised in philanthropic support
- Over 50 community partners were involved
- The Pocket Park features a lovely labyrinth and ‘gateway’ artwork by Conrad Kaufman inspired by Eastside Voices
- Four of the five completed net zero ready, affordable houses are now homes to grateful new owners
- Habitat for Humanity will construct the final two houses in 2020, helping fulfill the vision of a mixed-income development

“The Gateway is a great project,” says Tom Tischler, Habitat for Humanity’s Director of Construction Operations. “Habitat is happy to be involved in a partnership with multiple agencies. The Gateway project sign has almost 50 logos from partners. It’s wonderful to see a community come together like that to do so much good.”

For over a decade, the Kalamazoo Eastside Neighborhood Association and the Land Bank have worked together on the Eastside. This is the second year of a five-year commitment to the Eastside by the Land Bank Board. The next few years promise to be exciting



# Eastside Voices

## EASTSIDE VOICES: HEARD & CELEBRATED

Eastside Voices, an intergenerational oral history project featuring stories shared from current and former residents, was unveiled during the December Art Hop at the Eastside Neighborhood Association. Coordinated by local artists, Buddy Hannah and Sid Ellis, Eastside Voices included the training of local youth who helped capture Eastside stories from older residents.



The Eastside voices video, book and mural were unveiled in December.

The Eastside Voices Unveiling at the December Art Hop showcased storyboards, a half-hour video completed by Public Media Network, and a bound book that features the transcripts. To reflect elements of the oral histories, a permanent outdoor art installation, completed by artist Conrad Kaufman and funded by MSHDA's Neighborhood Enhancement Program, has been installed at the Pocket Park of the Eastside Gateway Project. Eastside artist Gerald King designed a Voices-inspired semi-permanent mural for 1616 East Main, a Land Bank property slated for demolition that is the site of the upcoming neighborhood vision for a commercial district called Eastside Square (see more on Back Page).



"The Land Bank is really wonderful for the community," said Kanisha Burton, co-owner with husband Terrance Burton of Lil Bros BBQ. "For the Eastside survey meeting, they wanted us to bring food for only 30 people. Next thing I know we ended up feeding 160 people! I had to think on my feet. They just blessed our lives with us being a small business."

**Eastside Voices Video:** [https://archive.org/details/PMNEastside\\_Voices\\_Community\\_Storytellers](https://archive.org/details/PMNEastside_Voices_Community_Storytellers)

**Eastside Voices Book:** <https://kalamazoolandbank.org/eastside-voices>



"This project revealed the history of the neighborhood and the pride of the people who grew up on the Eastside. A lot of people said they thought the Eastside had been forgotten. They felt good about the attention that's being paid to the Eastside now and the improvements that are being brought by the Land Bank, Vibrant and the City of Kalamazoo. They have an awakening of pride."

— Buddy Hannah, Coordinator with Sid Ellis of Eastside Voices, an intergenerational oral history and arts project

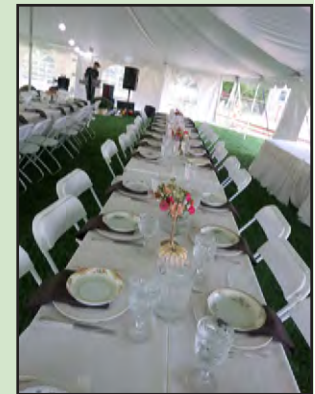
# Riverview Launch



Riverview Launch, a multi-purpose community facility redeveloped by the Land Bank, is home to a variety of organizations that each seek to make Kalamazoo a vibrant, healthy place to live. These organizations include the Kalamazoo County Land Bank, Open Roads Bike Program, Kalamazoo River Watershed Council, and most recently, Farmers Bloom Flower Company.

Available for rental during business hours, Riverview Launch hosted several multi-day events last year for organizations such as the Family Health Center, Stryker Corporation, the Kellogg Foundation, Bell's Brewery and Seibold + Baker, a medical furniture supplier who held a pop-up showroom. Visitors enjoy the natural light and river views.

In September, Vibrant hosted its first fundraising dinner, Out By the River, at Riverview launch. This farm-to-table dinner, catered by Organic Gypsy, was a festive affair that exceeded its fundraising goal. We thank all who sponsored and attended the fun evening!



## Out by the River Sponsors



## Riverview Launch Tenants

### FARMERS BLOOM FLOWER COMPANY

Local florists and designers looking for a ranunculus or an anemone can find these rare cut flowers, plus 70 more varieties, at Farmers Bloom Flower Company. Owner Kristiana Couto is thrilled to be occupying a space that was formerly Riverside Greenhouse, a blighted property that was redeveloped and repurposed by the Land Bank. Kristiana said she sees her flower business as “a destiny thing” because of the former greenhouse on the premises.

Kristiana’s specialty is growing rare and hard-to-ship flowers. In the coming year, Kristiana plans to conduct workshops about the importance of locally-grown cut flowers as a sustainable option to relying on imported flowers “Riverview Launch is a perfect place for me to spend my time during the winter months,” said Kristiana, who also owns a small family farm in Cooper Township. “The space won my heart: greenhouse plus beautiful barn plus community space equals big plans for the future of Farmers in Bloom!”



### OPEN ROADS BIKE PROGRAM



In its 11th year, Open Roads continues to expand its bike-focused and social emotional learning programs for Kalamazoo youth. The new lounge, which opened in 2018, is a major attraction, and the pop-up bike repair shops and Earn-a-Bike programs, draw hundreds of participants each year.

Over the last year, Open Roads welcomed new leadership. Beth Keith, Program Manager, joined in late 2019. Open Roads plans to expand its community presence in 2020 by adding to existing programs at the Kalamazoo County Juvenile Home, holding more Earn-a-Bike camps in city neighborhoods, and finding ways to work with Kalamazoo’s growing refugee population. Beth

said she loves Riverview Launch with its proximity to the KVRT trail. “I think it’s gorgeous and I’m able to bike to work,” Beth said. “Our garage is full. Our shop is full. The space is perfect for our little organization.”

### KALAMAZOO RIVER WATERSHED COUNCIL

The Kalamazoo River Watershed Council advocates for protecting and improving the river, tributaries, lakes, wetlands, and watershed—all 123 miles of them! By working with residents, educators and governmental agencies, the Watershed Council, under the direction of Patty Hoch-Melluish, supports a variety of river-friendly educational programs each year. The Land Bank appreciates the Kalamazoo River Watershed Council’s ongoing work in making our world a more water-wise place.





# Vibrant Kalamazoo

## CONNECTING WITH THE COMMUNITY

Vibrant Kalamazoo, a 501(c)3 supporting organization, is the community engagement and fundraising arm of the Kalamazoo County Land Bank. To help facilitate the Land Bank's mission to engage residents in community planning, Vibrant volunteers host neighborhood events, such as workshops, charrettes, Art Hops, and open houses to help gather resident input. The Land Bank then transforms resident ideas into impactful projects, such as Riverview Launch, Washington Square commercial corridor, Eastside Gateway Project, and most recently Eastside Square.

To raise money to support these vital engagements, Vibrant hosted its first annual Out By the River Event in September, which was a huge success, exceeding its fundraising goal. In July, Vibrant Kalamazoo also hosted the Service of People & Places brunch to thank the people and organizations that have been crucial supporters. Both Vibrant and the Land Bank are grateful for the community's engagement in the Land Bank's mission to Repurpose, Renew & Reconnect.



Vibrant Board Members (left to right): Adrian Vazquez, Holly Crump, Ian Kennedy, Kelly Clarke, Mary Balkema, Juliet Altman and Paul Valentin.  
Not pictured: Patrese Griffin



"Working with the mission, vision and goals of the Land Bank and Vibrant on are rewarding. This year we took on the Eastside Gateway Project, building five brand new homes on East Michigan and Foresman which provided opportunity for new construction ownership that might not be possible for some. The work we do fills in gaps in opportunity and it is a reward to interact with the community and see their joy in knowing they are not forgotten. We share in the pride they have in their community."

--Paul Valentin, Vibrant Board Member

## GOOD GOVERNANCE

The Kalamazoo County Land Bank is audited annually in accordance with generally accepted auditing standards. The most recent audit demonstrates the Land Bank's commitment to professionalism and good financial management. The Land Bank also developed a two-year-budget for sustainability. With its commitment to equity, inclusion and integrity, the Land Bank is implementing Positive Organizational Culture, a program facilitated by University of Michigan's Ross School of Business, and is an active participant in the Kalamazoo Community Foundation's Truth, Racial Healing & Transformation initiative. "We are grateful to have skills, expertise and professionalism amongst our staff," said Land Bank Director Kelly Clarke. "They continue to make your Land Bank stronger every year."



Land Bank staff were guided through the Kalamazoo Institute of Arts' recent Black Refractions exhibit as part of Positive Organizational Culture.

# Prairie Gardens

## AFFORDABLE SENIOR HOUSING

The Land Bank seeks to provide a wide variety of opportunities for affordable housing. An often under-served community is seniors. In 2011, the Land Bank acquired the former Southwestern Michigan Tuberculosis Sanitarium and Kalamazoo Psychiatric complex, located on the top of a hill in Kalamazoo's Fairmont neighborhood.

In partnership with Western Michigan University and the City of Kalamazoo, the 6-acre site became Prairie Gardens, an attractive, mixed-income 24-unit housing development for seniors 55 years and older. With accessible and energy-efficient cottage style duplexes, abundant nature, walking trails, community gardens and a pavilion for gathering, the development enhances the wellbeing of its residents.

The popular senior housing community has undergone growth and change since its inception and completion.

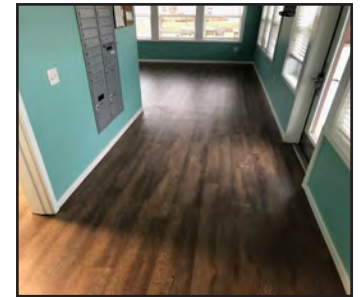
"Prairie Gardens is a delightful community with a tight-knit group of lovely individuals," said Holly Sweis, Vice President of Intrepid Professional Group, property manager of Prairie Gardens, adding that 2019 has seen lots of updates in the community. "The flooring in the pavilion has been replaced with a beautiful, wood-like flooring for a long life span and to help keep the pavilion looking pristine, and a treadmill was provided so the residents can continue to keep healthy in the winter months."

In addition to cultivating a raised bed community garden, residents often gather in the pavilion, including for a Mother's Day brunch and summer barbeque.

"Seniors living at Prairie Gardens have let us know they love the property and the units," said Kelly Clarke, Land Bank Director. "It really is beautiful and has been transformative when we look back at the blighted tuberculosis sanitarium that was demolished."



Prairie Gardens is a 24-unit mixed-income housing development for seniors in Kalamazoo's Fairmont neighborhood.



Raised beds and new pavilion flooring have been added to enhance residents' wellbeing.



Residents gather often in the pavilion for events, such as a Mothers Day Brunch.

# Washington Square

## WELCOMING & WALKABLE

When the Land Bank first became involved with the block just five years ago, Washington Square was 50 percent vacant. Through focused efforts that involved community input, planning, developing, and many partners, Washington Square has transformed into a welcoming, sustainable commercial corridor. Today, the Square boasts Pho on the Block, Kzoo Nutrition, Community Promise Credit Union, Tremolo Guitar Shop, and two spirited murals by Edison artist Patrick Herschberger. And the Square continues to grow!

Two new restaurants, currently under development, will open in 2020. With its location central to the Washington Square branch of the Kalamazoo Public Library, the Bank Street Farmer's Market, and the Edison Neighborhood Association, the corridor has become both a neighborhood gathering and destination spot. The bold vision has been brought to life!

The once dilapidated former Color Lab site, 1324 Portage Street, is undergoing transformation to become W & P Diner, owned and to be operated as a vocational training hub by KPEP. Edison residents have listed a family-friendly diner on their neighborhood plan wish lists for decades. The former Jersey Giants Subs location, 1324 Portage Street, will open in 2020 as Frida's Taqueria, an authentic Mexican restaurant whose name was inspired by colorful Mexican artist Frida Kahlo.

With the success of Washington Square established, the Land Bank, as planned, is beginning the process of selling the Washington Square buildings. KPEP purchased 1324 Portage Street in 2018, and 1350 Portage Street, home to Tremolo and seven upstairs apartment units, was sold at fair market value to private ownership in 2019!



Fernando and Hilda Aguirre will open Frida's Taqueria in 2020..

"Working with the Land Bank was awesome and we're excited to open Frida's. We want the restaurant to be bold and authentic, much like the artist we so love and admire," said Fernando Aguirre, co-owner with his wife, Hilda, and business partners Thierry and Aurora Hazes. "Washington Square is changing. It feels like a walking-friendly place. Ten years ago, there were no businesses open here for us to stop at. Now we can walk to Pho on the Block. A new breakfast place is planned across the street. When The Creamery is finished, it will boost everything. Washington Square is getting better and better!"



# The Creamery: Rising to the Top in Edison

## DAYCARE, HOUSING & COMMERCIAL

The former Klover Gold Creamery, 1101 Portage St., will soon be the site of a brand new \$14.7 million development. The proposed platinum LEED-certified, three story building will feature affordable housing, rooftop terrace, YWCA drop-in day and night care for residents, and additional commercial space. Developed by Hollander Development Corp. and designed by Byce & Associates Inc., the 48,920 square foot mixed-use building has many funding partners, including the City of Kalamazoo, MSHDA and the Michigan Strategic Fund.

The Land Bank “un-paved” the way for the project through demolition of the old Creamery, which had become a safety hazard. Following demolition, the Land Bank created high quality greenspace with native plantings, paths and a butterfly garden until a developer able to execute the community’s 2011 articulated vision was secured.

In 2011, partnering with the Edison Neighborhood Association, the Land Bank gathered ideas and dreams for the mixed-use project. Through a series of meetings convened by the Land Bank and the neighborhood association, the community dreamed up a short and long-term vision for the site. Top on the list for a long-term plan was affordable housing, mixed use, and high-quality design that would create a special place on Portage Street.

## GROUNDBREAKING



“The Land Bank not only coordinated demolition, but gave us a clean site to work with,” said Matt Hollander, President of Hollander Development Corp. “That was pretty huge for us. We would have never been able to do the project had they not given us a vacant site.”



Photo credits: Fran Dwight

## AN EDISON DREAM REALIZED

“The Land Bank did robust community engagement around the vision and gave us something to work with that was solidly desired by people in the neighborhood. Having a vision meant we had to protect it. That’s something I thank the Land Bank for. It was difficult. It didn’t make anything faster or easier, but we got a better project in the end as a result of it.” --Matt Hollander, President of Hollander Development Corp.



Matt Hollander with Grace Lubwama, YWCA Exec. Director

# Nonprofit Partnerships

## KPEP BUILDING TRADES

In 2018, the Land Bank's partnership with Kalamazoo Probation Enhancement Program expanded to include vocational training for the Building Trades. KPEP residents work side-by-side with contractors to rehabilitate houses, learning tangible skills while earning OSHA10 and CPR certificates. Female participation in the program has been progressively climbing, with some 2019 rehabs including as much as half who were women, said Lindsay Marshall, KPEP's Chief Operating Officer.

"The skills the women are learning in what is traditionally a predominantly male field has shown them they are just as capable," said Lindsay. "The women are proud of their work. They strive for perfection. And they really enjoy the opportunity."



"It's been great for our organization and for the folks that we serve and the communities we're in to do this work together with the Land Bank," said William DeBoer, KPEP Executive Director. "Our missions align. The Land Bank wants to bring back neighborhoods and homes and we want to bring back people who will be productive community members to live and work in those neighborhoods and homes."



## COMMON GROUND

Common Ground is a community garden hub that connects area gardeners by being a source of shared information, resources and support. As a partnership between Vibrant Kalamazoo, Kalamazoo County Land Bank, Kalamazoo County MSU Extensions & Master Gardeners, and the KVCC ValleyHUB at the Food Innovation Center, Common Ground supports community garden projects throughout Kalamazoo County with a special emphasis on low-income and food-insecure residents.

Common Ground hosts annual summer guided bicycle and trolley garden tours, as well as a popular Plant Giveaway with vegetable and herb starts at the KVCC Food Innovation Center each spring.



The Common Ground Garden Tours, both by bicycle and trolley, are popular summer events.



# Thank You, Partners!

## COMMUNITY PARTNERS

ABC Supply Co.  
 Abode Building Center  
 All State Crane and Rigging  
 Andrew MacKay  
 Anthony Brooks  
 Bank of America  
 Bartholomew Heating & Cooling  
 Best Way Disposal  
 Bierlein Companies  
 Bolle Contracting  
 Buddy Hannah  
 Byce & Associates  
 Carter Lumber  
 Chau Nguyen  
 Chase Bank  
 Chemical Bank  
 CJ Drenth  
 Community Promise Federal Credit Union  
 Conrad Kaufman  
 Country Lane Electric, Inc.  
 Cutting Edge  
 Dale Abbott & Tomme Maile  
 DeLoof Builders, LLC  
 DeVisser Landscape Services  
 DLZ Michigan  
 Douglas & Son, Inc.  
 Edison Neighborhood Assoc.  
 Edison Business Association  
 Eikenhout, Inc.  
 Envirologic Technologies  
 ETNA Supply  
 Fabri-Kal  
 Fader Equipment  
 Farmers Bloom Flower Company  
 Fido Motors Café  
 Fifth Third Bank  
 Fran Dwight Photography  
 Frente a ti  
 Foundation for Excellence  
 Gerald King  
 Glas Associates  
 Great Lakes Waterproofing

Company  
 Greater Kalamazoo Association of Realtors  
 Halls, Closets & More, LLC  
 Heritage Community of Kalamazoo  
 Holly Crump  
 Hoeksema Builders, LLC  
 Hoekstra Roofing  
 Home Builders Association  
 Home Energy Solutions  
 Howard Printing  
 Howard's Party Store  
 Huntington Bank  
 Hutcherson Construction  
 InForm Architects  
 Intrepid Professional Group  
 Janette Evans  
 Jaqua Realtors  
 Jason McBride Drywall  
 Jerome Gates  
 Jersey Giant SUBS!  
 Jim Roberts Construction  
 Jim Schuon Photography  
 JMB Demolition  
 JP Sanderson Insulation LLC  
 Juan Ruiz  
 Kalamazoo Eastside Neighborhood Association  
 Kalamazoo Farmers Marke  
 Kalamazoo in Bloom  
 Kalamazoo Metal Recyclers  
 KalBlue  
 Kalsec  
 KPEP  
 Kzoo Nutrition  
 Lake Michigan Credit Union  
 Landmark Homes of MI  
 Landscaping Plus  
 Lee Kellogg  
 Lil Brothers BBQ  
 Linda Whitlock  
 Lolita's Tacos  
 Lyster Exteriors  
 Maria Ortiz  
 Martz Home Builders, LLC

Menards  
 Mercantile Bank of America  
 Michigan Realtors Who Care  
 Mi Pueblo Mexican Restaurant  
 Michigan LISC AmeriCorps  
 Miller Davis Company  
 MSUE Master Gardeners  
 Naylor Landscape Management  
 NewCraft Cabinetry  
 Northside Assoc. For Community Development  
 OCBA Landscape Architects  
 Old National Bank  
 On the Ground/Southwest Michigan Second Wave  
 Paramount Charter Academy  
 Pat Taylor  
 Pho on the Block  
 PNC Bank  
 Portage Building Components  
 Portage Plumbing, Inc.  
 Porter Corp  
 Public Media Network  
 Quality Touch Painting, LLC  
 Revite Group  
 Rickey Lynch  
 River Street Flowerland  
 Rootead African Drum & Dance  
 Rotary Club of Kalamazoo  
 Rossman Homes  
 Ryan Koziatek  
 Sackett's Flooring Solutions  
 ServiceMaster of Kalamazoo  
 Sidney Ellis  
 Signature Wiring, LLC  
 T & L Rental & Inflatables  
 The Campus Beet  
 Tremolo Guitar Shop  
 Trybal Revival Gardens  
 Vague Photography  
 Vine Neighborhood Assoc.  
 Walnut & Park Cafe  
 Warner Norcross & Judd

Washington Square Co-op Senior Apartments  
 Waterways, LLC  
 Wausau Homes Kalamazoo  
 Wild Ones - Kalamazoo  
 William Hicks  
 WKZO - WVFM  
 WMUK  
 Wolhuis Brothers Concrete Construction  
**MUNICIPAL PARTNERS**  
 City of Kalamazoo  
 City of Parchment  
 City of Portage  
 Comstock Township  
 Cooper Township  
 Kalamazoo County  
 Kalamazoo Township  
 Oshtemo Township  
 Schoolcraft Township  
 Texas Township  
 Village of Climax  
 Village of Schoolcraft  
 Village of Vicksburg  
 Wakeshma Township  
**NON-PROFIT & FOUNDATION PARTNERS**  
 Ascension Borgess Foundation  
 Arts Council of Greater Kalamazoo  
 Boys & Girls Clubs of Greater Kalamazoo  
 Building Blocks of Kalamazoo  
 Burdick-Thorne Foundation.  
 Comm. Economic Dev. Assoc. of Michigan  
 Center for Comm. Prog.  
 Community Homeworks  
 Consumers Energy Foundation  
 Dorothy Dalton Foundation  
 El Concilio  
 First Source Foundation  
 Friends of the KRVT  
 Harold and Grace Upjohn Foundation

Irving S. Gilmore Foundation  
 Jim Gilmore Jr. Foundation  
 Kalamazoo Community Foundation  
 Kalamazoo County MSU Extension  
 Kalamazoo County Parks Foundation  
 Kalamazoo in Bloom  
 Kalamazoo Nature Center  
 Kalamazoo Neighborhood Housing Services  
 Kalamazoo Public Library  
 Kalamazoo Department of Public Safety  
 Kalamazoo River Watershed Council  
 Kalamazoo Valley Community College  
 Kalamazoo Valley Habitat for Humanity  
 Kalamazoo Institute of Arts  
 KVCC Food Innovation Center  
 Local Initiatives Support Corporation  
 Michigan Association of Land Banks  
 Michigan CLASS  
 Michigan Homeowners Assistance Nonprofit Housing Corp.  
 Michigan State Housing Development Association  
 Michigan Land Bank Fast Track Authority  
 Michigan Municipal League  
 Mt. Zion Baptist Church  
 Northside Ministerial Alliance  
 Okun Foundation  
 Open Roads Bike Program  
 Stryker Johnston Foundation  
 Suzanne Upjohn DeLano Parish Foundation  
 Tyler Little Foundation  
 Urban Alliance

## What's Next?

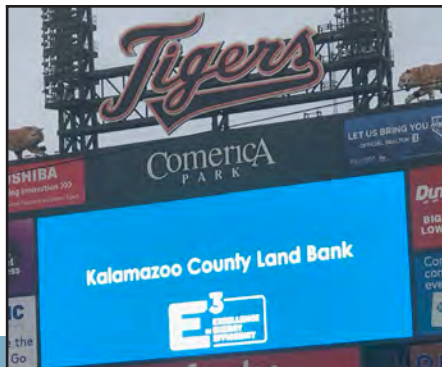
### *Eastside Square: A Neighborhood Dream*

Eastside residents have a can do attitude when it comes to re-visioning nine parcels of land the Land Bank assembled on the 1600 block of East Main Street. The Land Bank gathered ideas during a series of charrettes in the spring and summer, which were attended by over 200 residents. Eastsiders envisioned a family-friendly district that “blends in, but stands out,” and reflects the “comforts of home.” Suggestions for uses included a family-friendly diner, outdoor pocket plazas, and an interim gathering spot for food trucks to help understand what the neighborhood would like and what could be possible.

In the fall, the Land Bank asked Lil Bros Food Truck, a local vendor, to provide their amazing barbeque at the final charrette meeting where residents viewed and commented on drawings and vision for Eastside Square. When residents were asked what they liked most about the plans, by far the greatest response was New Development! Eastsiders are ready to see something new on East Main, once a corridor that hosted many neighborhood businesses. Plans for the development include retail space, pocket plazas and moderately-sized and moderately-priced condominium units. These condominium units would be an alternative to more expensive downtown condominium units and a pathway to ownership for households interested in smaller living units or an option for individuals no longer wishing to upkeep their larger and older home.



“With the Land Bank’s and Vibrant Kalamazoo’s help drawing out voices from the neighborhood on this question, a design standard has evolved about what the neighborhood character needs to be: warm, welcoming and celebratory,” said Pat Taylor, Kalamazoo Eastside Neighborhood Association Director.



### *Your Land Bank is Turning 10!*

Over the last 10 years in the State of Michigan, land banks have revolutionized the way in which blighted, abandoned and tax-foreclosed properties have been repurposed and returned to the tax roles. In 2020, your Kalamazoo County Land Bank is turning 10. Throughout the year, we will be reflecting on our history, attending to our present projects, and visioning for the next 10 years and more. Please plan on celebrating this important birthday with us later in 2020! More details to come!



1720 Riverview Drive  
Kalamazoo, MI 49004-1056  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 03232020 9A

**FOR MEETING DATE:** March 23, 2020

**SUBJECT:** Professional Services Agreement

**REQUESTING DEPARTMENT:** Manger

**SUGGESTED MOTION:**

To obtain engineering services from Prein & Newhof for the Lake Street Improvements with the Lake Street Improvements and moving forward with scoping, scheduling, identifying agencies for improvements, and creating an updated cost estimate.

**Financing Cost:** Not to exceed \$9,500

**Source:**      General Fund X      Grant \_\_\_\_\_      Other \_\_\_\_\_

**Are these funds currently budgeted?** Yes X      No \_\_\_\_\_

**Other comments or notes:**

**Submitted by:** Manager Mitchell

**Manager's Recommendation:** Support



**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office **NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING**. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.

## **Professional Services Agreement**

This Professional Services Agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2020 (“Agreement”) by and between Prein & Newhof, Inc. (“P&N”), of 1707 South Park Street, Suite 200, Kalamazoo, MI 49001, and Charter Township of Kalamazoo (“Client”), of 1720 Riverview Drive, Kalamazoo, MI 49004.

WHEREAS Client intends to:

Obtain Engineering Services for the proposed Lake Street Improvements.

NOW THEREFORE, for and in consideration of the terms and conditions contained herein, the parties agree as follows:

### **ARTICLE 1 – DESIGNATED REPRESENTATIVES**

Client and P&N each designate the following individuals as their representatives with respect to the Project.

For Client

For P&N

Name: Dexter Mitchell

Title: Manager

Phone Number: (269) 381-8080

Facsimile Number: (269) 381-6930

Email: manager@ktwp.org

Name: Michael A. Schwartz, P.E.

Title: Project Manager

Phone Number: (269) 372-1158

Facsimile Number: (616) 364-6955

Email: mschwartz@preinnewhof.com

### **ARTICLE 2 – GENERAL CONDITIONS**

This Agreement consists of this Professional Services Agreement and the following documents which by this reference are incorporated into and made a part of this Agreement.

- P&N Standard Terms and Conditions for Professional Services
- P&N Proposal dated \_\_\_\_\_
- P&N Standard Rate Schedule
- P&N Supplemental Terms and Conditions
- Other:

### **ARTICLE 3 – ENGINEERING SERVICES PROVIDED UNDER THIS AGREEMENT:**

Client hereby requests, and P&N hereby agrees to provide, the following services:

- P&N Scope of Services per Proposal dated \_\_\_\_\_

Scope of Services defined as follows:

As needed services related to the proposed Lake Street Improvements, such as, determining project scope, schedule, costs, survey, geotechnical, design and construction administration.

**ARTICLE 4 – COMPENSATION:**

Lump Sum for Services Described in Article 3 above - \$\_\_\_\_\_.

Additional services to be billed per P&N’s Standard Rate Schedule in effect on the date the additional service are performed.

Hourly Billing Rates plus Reimbursable Expenses per P&N’s Standard Rate Schedule in effect on the date services are performed.

Other:

**ARTICLE 5 – ADDITIONAL TERMS (If any)**

None

This Agreement constitutes the entire Agreement between P&N and Client and supersedes all prior written or oral understandings. This Agreement may not be altered, modified or amended, except in writing properly executed by authorized representatives of P&N and Client.

**Accepted for:**

**Accepted for:**

**Prein&Newhof, Inc.**

**Client:** \_\_\_\_\_

**By:** \_\_\_\_\_

**By:** \_\_\_\_\_

**Printed Name:** Thomas C. Wheat, P.E.

**Printed Name:** \_\_\_\_\_

**Title:** Office Manager

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Bill To/Ship To (if different)*

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Ph: \_\_\_\_\_

Fx: \_\_\_\_\_

Email: \_\_\_\_\_

## Standard Terms & Conditions

- A. General** - As used in this Prein&Newhof Standard Terms and Conditions for Professional Services (hereinafter “Terms and Conditions”), unless the context otherwise indicates: the term “Agreement” means the Professional Services Agreement inclusive of all documents incorporated by reference including but not limited to this P&N Standard Terms and Conditions for Professional Services; the term “Engineer” refers to Prein & Newhof, Inc.; and the term “Client” refers to the other party to the Professional Services Agreement.

These Terms and Conditions shall be governed in all respects by the laws of the United States of America and by the laws of the State of Michigan.

- B. Standard of Care** - The standard of care for all professional and related services performed or furnished by Engineer under the Agreement will be the care and skill ordinarily used by members of Engineer’s profession of ordinary learning, judgment or skill practicing under the same or similar circumstances in the same or similar community, at the time the services are provided.
- C. Disclaimer of Warranties** - Engineer makes no warranties, expressed or implied, under the Agreement or otherwise.
- D. Construction/Field Observation** - If Client elects to have Engineer provide construction/field observation, client understands that construction/field observation is conducted to reduce, not eliminate the risk of problems arising during construction, and that provision of the service does not create a warranty or guarantee of any type. In all cases, the contractors, subcontractors, and/or any other persons performing any of the construction work, shall retain responsibility for the quality and completeness of the construction work and for adhering to the plans, specifications and other contract documents.
- E. Construction Means and Methods** - Engineer shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for any safety precautions and programs in connection with the construction work, for the acts or omissions of the Contractor, Subcontractors, or any other persons performing any of the construction work, or for the failure of any of them to carry out the construction work in accordance with the plans, specifications or other contract documents.
- F. Opinions of Probable Costs** – Client acknowledges that Engineer has no control over market or contracting conditions and that Engineer’s opinions of costs are based on experience, judgment, and information available at a specific period of time. Client agrees that Engineer makes no guarantees or warranties, express or implied, that costs will not vary from such opinions.

### **G. Client Responsibilities**

1. Client shall provide all criteria, Client Standards, and full information as to the requirements necessary for Engineer to provide the professional services. Client shall designate in writing a person with authority to act on Client’s behalf on all matters related to the Engineer’s services. Client shall assume all responsibility for interpretation of contract documents and construction observation/field observation during times when Engineer has not been contracted to provide such services and shall waive any and all claims against Engineer that may be connected thereto.
2. In the event the project site is not owned by the Client, the Client must obtain all necessary permission for Engineer to enter and conduct investigations on the project site. It is assumed that the Client possesses all necessary permits and licenses required for conducting the scope of services. Access negotiations may be performed at additional costs. Engineer will take reasonable precaution to minimize damage to land and structures with field equipment. Client assumes responsibility for all costs associated with protection and restoration of project site to conditions existing prior to Engineer’s performance of services.
3. The Client, on behalf of all owners of the subject project site, hereby grants permission to the Engineer to utilize a small unmanned aerial system (sUAS) for purposes of aerial mapping data acquisition. The Client is responsible to provide required notifications to the property owners of the subject project site and affected properties where the sUAS services will be performed. The Engineer will operate the sUAS in accordance with applicable State and Federal Laws.

### **H. Hazardous or Contaminated Materials/Conditions**

1. Client will advise Engineer, in writing and prior to the commencement of its services, of all known or suspected Hazardous or Contaminated Materials/Conditions present at the site.
2. Engineer and Client agree that the discovery of unknown or unconfirmed Hazardous or Contaminated Materials/Conditions constitutes a changed condition that may require Engineer to renegotiate the scope of or terminate its services. Engineer and Client also agree that the discovery of said Materials/Conditions may make it necessary for Engineer to take immediate measures to protect health, safety, and welfare of those performing Engineer’s services. Client agrees to compensate Engineer for any costs incident to the discovery of said Materials/Conditions.

3. Client acknowledges that Engineer cannot guarantee that contaminants do not exist at a project site. Similarly, a site which is in fact unaffected by contaminants at the time of Engineer's surface or subsurface exploration may later, due to natural phenomena or human intervention, become contaminated. The Client waives any claim against Engineer, and agrees to defend, indemnify and hold Engineer harmless from any claims or liability for injury or loss in the event that Engineer does not detect the presence of contaminants through techniques commonly employed.
4. The Client recognizes that although Engineer is required by the nature of the services to have an understanding of the laws pertaining to environmental issues, Engineer cannot offer legal advice to the Client. Engineer urges that the Client seek legal assistance from a qualified attorney when such assistance is required. Furthermore, the Client is cautioned to not construe or assume that any representations made by Engineer in written or conversational settings constitute a legal representation of environmental law or practice.
5. Unless otherwise agreed to in writing, the scope of services does not include the analysis, characterization or disposal of wastes generated during investigation procedures. Should such wastes be generated during this investigation, the Client will contract directly with a qualified waste hauler and disposal facility.

**I. Underground Utilities** – To the extent that the Engineer, in performing its services, may impact underground utilities, Engineer shall make a reasonable effort to contact the owners of identified underground utilities that may be affected by the services for which Engineer has been contracted, including contacting the appropriate underground utility locating entities and reviewing utility drawings provided by others. Engineer will take reasonable precautions to avoid damage or injury to **underground** utilities and other underground structures. Client agrees to hold Engineer harmless for any damages to below ground utilities and structures not brought to Engineers attention and/or accurately shown or described on documents provided to Engineer.

**J. Insurance**

1. Engineer will maintain insurance for professional liability, general liability, worker's compensation, auto liability, and property damage in the amounts deemed appropriate by Engineer. Client will maintain insurance for general liability, worker's compensation, auto liability, and property damage in the amounts deemed appropriate by Client. Upon request, Client and Engineer shall each deliver certificates of insurance to the other evidencing their coverages.
2. Client shall require Contractors to purchase and maintain commercial general liability insurance and other insurance as specified in project contract documents. Client shall cause Engineer, Engineer's consultants, employees, and agents to be listed as additional insureds with respect to any Client or Contractor insurances related to projects for which Engineer provides services. Client agrees and must have Contractors agree to have their insurers endorse these policies to reflect that, in the event of payment of any loss or damages, subrogation rights under these Terms and Conditions are hereby waived by the insurer with respect to claims against Engineer.

**K. Limitation of Liability** - The total liability, in the aggregate, of Engineer and Engineer's officers, directors, partners, employees, agents, and consultants, whether jointly, severally or individually, to Client and anyone claiming by, through, or under Client, for any and all injuries, losses, damages and expenses, whatsoever, arising out of, resulting from, or in any way related to the Project or the Agreement, including but not limited to the performance of services under the Agreement, from any cause or causes whatsoever, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty, expressed or implied, of Engineer or Engineer's officers, directors, partners, employees, agents, consultants, or any of them, shall not exceed the amount of the compensation paid to Engineer under this Agreement, or the sum of fifty thousand dollars and no cents (\$50,000.00), whichever is less. Recoverable damages shall be limited to those that are direct damages. Engineer shall not be responsible for or held liable for special, indirect or consequential losses or damages, including but not limited to loss of use of equipment or facility, and loss of profits or revenue.

Client acknowledges that Engineer is a corporation and agrees that any claim made by Client arising out of any act or omission of any director, officer, or employee of Engineer, in the execution or performance of the Agreement, shall be made against Engineer and not against such director, officer, or employee.

**L. Documents and Data**

1. All documents prepared or furnished by Engineer under the Agreement are Engineer's instruments of service, and are and shall remain the property of Engineer.
2. Hard copies of any documents provided by Engineer shall control over documents furnished in electronic format. Client recognizes that data provided in electronic format can be corrupted or modified by the Client or others, unintentionally or otherwise. Consequently, the use of any data, conclusions or information obtained or derived from electronic media provided by Engineer will be at the Client's sole risk and without any liability, risk or legal exposure to Engineer, its employees, officers or consultants.



3. Any extrapolations, conclusions or assumptions derived by the Client or others from the data provided to the Client, either in hard copy or electronic format, will be at the Client's sole risk and full legal responsibility.
- M. Differing Site Conditions** - Client recognizes that actual site conditions may vary from the assumed site conditions or test locations used by Engineer as the basis of its design. Consequently, Engineer does not guarantee or warrant that actual site conditions will not vary from those used as the basis of Engineer's design, interpretations and recommendations. Engineer is not responsible for any costs or delays attributable to differing site conditions. .
- N. Terms of Payment** - Unless alternate terms are included in the Agreement, Client will be invoiced on a monthly basis until the completion of the **Project**. All monthly invoices are payable within 30 days of the date of the invoice. Should full payment of any invoice not be received within 30 days, the amount due shall bear a service charge of 1.5 percent per month or 18 percent per year plus the cost of collection, including reasonable attorney's fees. If Client has any objections to any invoice submitted by Engineer, Client must so advise Engineer in writing within fourteen (14) days of receipt of the invoice. Unless otherwise agreed, Engineer shall invoice Client based on hourly billing rates and direct costs current at the time of service performance. Outside costs such as, but not limited to, equipment, meals, lodging, fees, and subconsultants shall be actual costs plus 10 percent. In addition to any other remedies Engineer may have, Engineer shall have the absolute right to cease performing any services in the event payment has not been made on a current basis.
- O. Termination** - Either party may terminate services, either in part or in whole, by providing 10 calendar days written notice thereof to the other party. In such an event, Client shall pay Engineer for all services performed prior to receipt of such notice of **termination**, including reimbursable expenses, and for any shut-down costs incurred. Shut-down costs may, at Engineer's discretion, include expenses incurred for completion of analysis and records necessary to document Engineer's files and to protect its professional reputation.
- P. Severability and Waiver of Provisions** - Any provision or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and P&N, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable **provision** that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of the Agreement.
- Q. Dispute Resolution** - If a dispute arises between the parties relating to the Agreement, the parties agree to use the following procedure prior to either party pursuing other available remedies:
1. Prior to commencing a lawsuit, the parties must attempt mediation to resolve any dispute. The parties will jointly appoint a mutually acceptable person not affiliated with either of the parties to act as mediator. If the parties are unable to agree on the mediator within twenty (20) calendar days, they shall seek assistance in such regard from the Circuit Court of the State and County wherein the Project is located, who shall appoint a mediator. Each party shall be responsible for paying all costs and expenses incurred by it, but shall split equally the fees and expenses of the mediator. The mediation shall proceed in accordance with the procedures established by the mediator.
  2. The parties shall pursue mediation in good faith and in a timely manner. In the event the mediation does not result in resolution of the dispute within thirty (30) calendar days, then, upon seven (7) calendar days' written notice to the other party, either party may pursue any other available remedy.
  3. In the event of any litigation arising from the Agreement, including without limitation any action to enforce or interpret any terms or conditions or performance of services under the Agreement, Engineer and Client agree that such action will be brought in the District or Circuit Court for the County of Kent, State of Michigan (or, if the federal courts have exclusive jurisdiction over the subject matter of the dispute, in the U.S. District Court for the Western District of Michigan), and the parties hereby submit to the exclusive jurisdiction of said court.
- R. Force Majeure** - Engineer shall not be liable for any loss or damage due to failure or delay in rendering any services called for under the Agreement resulting from any cause beyond Engineer's reasonable control.
- S. Assignment** - Neither party shall assign its rights, interests or obligations under this Agreement without the express written consent of the other party.
- T. Modification** - The Agreement may not be modified except in writing signed by the party against whom a modification is sought to be enforced.
- U. Survival** - All express representations, indemnifications, or limitations of liability included in the Agreement shall survive its completion or termination for any reason.
- V. Third-Party Beneficiary** - Client and Engineer agree that it is not intended that any provision of this Agreement establishes a third party beneficiary giving or allowing any claim or right of action whatsoever by a third party.





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Kalamazoo, MI 49004-1056  
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Fax: (269) 381-3550  
www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 03232020 9B

**FOR MEETING DATE:** March 23, 2020

**SUBJECT:** Amendments to Ordinance 551 for First Reading

**REQUESTING DEPARTMENT:** Board

**SUGGESTED MOTION:**

To accept the Ordinance making revisions to Ordinance 551 regarding rental properties registration, maintenance, and inspections. for first reading.

**Financing Cost:** \$0.00

**Source:**      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

**Are these funds currently budgeted?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Other comments or notes:**

Revisions provide for separate registration fee per building in a multi-building complex, establish that all first time registered rental units are subject to building code inspections, establish authority to inspect all rental units in a property if a number of repeated violations have been verified within two years, and to to establish cost recovery mechanisms for the Township for building code inspections.

**Submitted by:** Trustee Strebs

**Manager's Recommendation:** Support



**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office **NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING**. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.

**CHARTER TOWNSHIP OF KALAMAZOO**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDINANCE NO. 551**

As amended by Ordinance No. \_\_\_\_\_, effective \_\_\_\_\_

**KALAMAZOO CHARTER TOWNSHIP  
RENTAL PROPERTIES REGISTRATION, MAINTENANCE  
AND INSPECTION ORDINANCE**

Adopted: MAY 24, 2010

Effective: Immediately Upon Publication After Adoption

An Ordinance to regulate the condition of rental housing units; to provide for the registration of rental dwellings; to provide civil sanctions and remedies for violation of this Ordinance; and to repeal any ordinance or parts of ordinances in conflict herewith.

**THE CHARTER TOWNSHIP OF KALAMAZOO**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDAINS:**

**SECTION I**

**TITLE**

This Ordinance shall hereafter be referred to and cited as the "Kalamazoo Charter Township Rental Properties Registration, Maintenance, and Inspection Ordinance."

**SECTION II**

**PURPOSE**

The purpose of the within Ordinance is to protect the health, safety and general welfare of the residents and property owners within the Township by requiring the registration of all rental dwellings and requiring certain minimum standards to be maintained with respect to the condition of rental dwellings within the Township which, because of absentee ownership, may tend to become in disrepair, unsightly, unsafe, or unsanitary.

Mark up for march 23 2020 board meeting

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### **SECTION III**

#### **DEFINITIONS**

For purposes of this Ordinance, the terms set forth below shall have the following meanings:

1. The terms and definitions of “dwelling”, “dwelling unit”, “one-family dwelling”, “two-family dwelling”, “multiple dwelling” and “family” as set forth in the Kalamazoo Charter Township Zoning Ordinance are incorporated herein by reference. Additionally, the term “dwelling” shall for purposes of this Ordinance be deemed to include a mobile home regardless of whether it meets all of the standards set forth in the definition of “dwelling” in the Kalamazoo Charter Township Zoning Ordinance.

2. “Building Official” shall mean the Building Official of the Charter Township of Kalamazoo.

3. “Person” shall mean an individual, corporation, partnership, limited liability company or other legal entity.

4. “Rental Dwelling” shall mean a dwelling containing one or more rental housing units. An apartment complex consisting of one or more buildings under common ownership and on the same parcel of land shall be considered one rental dwelling for purposes of this Ordinance.

5. “Rental housing unit” shall mean a dwelling unit in which one or more occupants thereof are not the owner(s) of the premises on which the unit is situated and consideration is paid in exchange for the right to reside therein (i.e., a dwelling unit which is not solely occupied by the owner of the premises and his/her family).

6. “Township” shall mean the Charter Township of Kalamazoo.

### **SECTION IV**

#### **REGULATIONS**

It shall hereafter be unlawful for any owner of a rental dwelling, regardless of the nature of the ownership thereof, to lease or rent the same during any period that it fails to meet the following minimum standards:

A. The minimum requirements of the Michigan Construction Code to the extent the Code is applicable thereto or, in the case of a mobile home, the mobile home construction standards that are applicable to the mobile home under the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 USC 5401 to 5426, or standards or codes to which the mobile home was constructed if it was

constructed before application of the National Manufactured Housing Construction and Safety Standards Act of 1974.

B. Does not constitute a dilapidated, unsafe or dangerous building under the provisions of the Kalamazoo Township Dangerous Buildings Ordinance.

C. Its roof, walls, windows and doors are substantially leak and weather proof so as to prevent drafts and interior abnormal moisture.

D. It is furnished with an operable and safe furnace or heating system adequate to maintain the premises at a temperature of not less than 68 degrees Fahrenheit during sub-zero weather conditions.

E. It is supplied with plumbing and sanitary sewage systems in proper working condition and without consequent pollution or contamination. All electrical systems and wiring must be in proper working order and adequate for the electricity service expected therefrom.

F. An adequate sanitary supply of water is available within the rental dwelling free of any contamination or pollution.

G. An adequate supply of hot, potable water shall be available within the interior of the rental dwelling for the convenient and safe use of all the occupants thereof.

H. The entire premises shall be free of any hazardous or unsafe condition caused by any structural failure, deterioration or disrepair, unguarded openings or unhealthful or unsanitary activities or circumstances which would be injurious to the occupants thereof or to any other persons in or property in and about the premises.

## **SECTION V**

### **REGISTRATION**

~~A. A. No dwelling shall be leased or occupied in whole or in part for rental purposes unless it is first registered with the Township as provided in this Ordinance.~~

~~B. A separate registration and fee shall be required for each building within a multi-building complex. Any rental dwellings that were duly registered and in good standing under the prior Kalamazoo Township Rental Properties Maintenance Ordinance (Ordinance No. 218, as amended) as of the effective date of this Ordinance shall not be required to obtain registration under this Ordinance until October 1 of the year of the expiration of their registration under the aforementioned prior ordinance, although such rental dwellings shall be subject to the continuing obligation to comply with the regulations set forth in Section IV of this Ordinance.~~

[Mark up for march 23 2020 board meeting](#)

CB. Occupancy of any dwelling by anyone other than the owner of record and his/her family shall be presumed to require registration under this Ordinance.

1. This presumption may be rebutted by evidence that the occupant has ownership equity of 25% or more of the fee or life estate evidenced by:
  - (a) A recorded deed, or;
  - (b) A recorded land contract; or
  - (c) An unrecorded land contract with supporting evidence that it was not entered into in order to circumvent the requirements of this Ordinance, including subsequent recordation.
2. Occupants of any dwelling claiming any form of ownership, in accordance with a land contract, option to purchase or any other legal instrument shall provide proof that the transfer of ownership is supported by substantial equity interest in the property by the person or persons claiming ownership.
3. Owner-occupied units of a duplex or tri-plex shall not require registration; however separate units which are rented shall be registered as provided herein.

DC. Applications for Rental Registration shall be submitted to the Township Treasurer or his/her designee along with an Application Fee established by resolution of the Township Board, which shall approximate the costs to the township of maintaining the registration program and which is separate from Construction Code Enforcing Agency inspection fees. The Rental Registration application shall be made on forms provided by the Township. The forms shall be signed by the owner or the owner's legal agent, if any, and include the following:

1. Name, driver's license or state identification number (or, in the case of a corporation, the corporate ID number), permanent home address, and business and home telephone number of:
  - (a) The owner;
  - (b) The legal agent designated by the owner, if any; and
  - (c) The resident agent, individual partner, or managing member of any business entity.
2. The street address(es) of the rental dwelling.
3. The Zoning District classification within which the rental dwelling is located.
4. The number and location of off-street parking spaces available for the rental dwelling.

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5. The number of rental housing units and the number of habitable sleeping rooms contained on each floor within each rental housing unit.
6. A declaration ~~that of~~ the maximum number of tenants the owner will allow to occupy the rental dwelling will not exceed the number permitted by the building code and zoning ordinance. and whether subletting by any tenant(s) is permitted.
7. An agreement by the owner to permit the inspections provided for under this Ordinance.
8. Any other relevant information required by resolution of the Township Board.

ED. A Rental Registration application shall not be accepted by the Township Treasurer unless it is signed in ink and accompanied by the application fee. The Township Treasurer shall within fifteen (15) days of receipt notify the applicant of any deficiencies of the application which prevent its acceptance.

FE. Rental Registration does not constitute approval of the rental dwelling or any specific uses and such rental dwelling and uses remain subject to the requirements of all Township ordinances. A building code inspection to establish compliance with the standards contained in this ordinance shall be required for all first-time registrants. Such inspection shall be made by the Construction Code Enforcing Agency or its designee. Units which were previously registered, but which have been unregistered for a period of one or more years shall require an initial building code inspection.

GF. All Rental Registrations shall expire on October 1, 2010, and every two years thereafter. A Rental Registration Renewal Application shall be submitted to the Township Treasurer or his/her designee prior to expiration and shall be submitted and acted upon using the same process as set forth in subparagraphs C and D above. The Township Treasurer or his/her designee shall send an application for renewal to the owner or legal agent, if any, at least thirty days prior to expiration. In the event of a transfer of ownership, the Registration shall expire and the new owner shall immediately submit to the Township Treasurer or his/her designee an application for Rental Registration. All separate buildings within a multi-unit complex shall be required to provide a separate registration application and fee commencing on October 1, 2020.

HG. The owner or legal agent, if any, shall notify the Township Treasurer or his/her designee of any change of the mailing address and telephone number of the owner within ten (10) working days of the date of the change.

IE. The owner shall notify the Building Official or his/her designee of any change in the owner's designated legal agent, including the name, mailing address and telephone number within ten (10) working days of the date of the change.

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**SECTION VI**

**REGULATIONS, TENANTS**

It shall hereafter be unlawful for any tenant of any rental dwelling, regardless of the terms and conditions of any lease and rental agreement to the contrary, to engage in any unusual, abnormal, hazardous, malicious or neglectful activity within or upon the premises let which would cause the same to be unrentable under the provisions of Section IV, hereof or a general nuisance in the neighborhood within which the same is located under Michigan law.

**SECTION VII**

**INSPECTIONS**

Authority to inspect. The Construction Code Enforcing Agency and/or its designee shall have the authority to inspect any rental housing unit at the request of a landlord or tenant. In addition, the Construction Code Enforcing Agency may conduct an inspection of a rental dwelling, including all individual units within a multi-unit building if the building official has a

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Rental Inspection Fees. Rental property inspection fees by the Construction Code Enforcing Agency are charged per rental unit to the Township. The Township shall be reimbursed by the owner of each said unit for any inspection fee incurred for that unit. The Township Board shall, by resolution, establish the rental property inspection fees approximating that charged by the Construction Code Enforcing Agency. Inspection Fees incurred by the Township shall be invoiced to the registered owner of the building and shall be paid within 30 days. Failure to pay an inspection fee shall be deemed to be a violation of this Ordinance.

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**SECTION VIII**

**APPEAL TO THE CONSTRUCTION BOARD OF APPEALS**

Any property owner or tenant aggrieved by a decision or order of the Building Official or his/her designee made under this Ordinance, shall have the right to appeal such action to the Township Construction Board of Appeals. Such appeal shall be filed in writing at the Township Hall within ten (10) days of the action being appealed. Any such appeal shall temporarily stay the effect of a notice of violation until said appeal has been determined by the Construction Board of Appeals. The Construction Board of Appeals shall have the right to affirm, reverse or modify the decision or order being appealed.

**SECTION IX**

**SANCTIONS SANCTIONS**

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Any person, firm, association, partnership, corporation or entity that violates any of the provisions or requirements of this ordinance, including but not limited to failing to register or failing to pay an inspection fee within 30 days after invoicing , shall be deemed responsible for a municipal civil infraction as defined by Michigan statute which shall be punishable by a civil fine determined in accordance with the following schedule:

	Minimum Fine	Maximum Fine
-1 <sup>st</sup> Offense within a 3 yr. period*	-\$ 75.00	\$500.00
-2 <sup>nd</sup> Offense within a 3 yr. period*	-\$150.00	\$500.00
-3 <sup>rd</sup> Offense within a 3 yr. period*	-\$325.00	\$500.00
-4 <sup>th</sup> or more Offense within a 3 yr. period*	-\$500.00	\$500.00

\* Determined on the basis of the date of commission of the offense(s).

Additionally, the violator shall pay costs, which may include all expenses, direct and indirect, to which Kalamazoo Charter Township has been put in connection with the municipal civil infraction. In no case, however, shall costs of less than \$109.00 be ordered. In addition, the Township shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order, or other appropriate remedy to compel compliance with this Ordinance. Each day that violation of this Ordinance continues to exist shall constitute a separate violation of this Ordinance.

## **SECTION X**

### **VALIDITY**

The provisions of this Ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by any Court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

## **SECTION XI**

### **REPEAL OF CONFLICTING ORDINANCES**

All ordinances or parts of ordinances in conflict herewith, including but not limited to, the prior Kalamazoo Township Rental Properties Maintenance Ordinance (Ordinance No. 218, as amended) are hereby repealed except as otherwise provided herein.

## **SECTION XII**

### **EFFECTIVE DATE**

[Mark up for march 23 2020 board meeting](#)



This Ordinance shall take effect immediately following publication after adoption.

**KALAMAZOO CHARTER TOWNSHIP**  
[Donald Z. Thal, Township Clerk](#)

[Mark up for march 23 2020 board meeting](#)

**CHARTER TOWNSHIP OF KALAMAZOO**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDINANCE NO. 551**

**As amended by Ordinance No. \_\_\_\_\_, effective \_\_\_\_\_**

**KALAMAZOO CHARTER TOWNSHIP  
RENTAL PROPERTIES REGISTRATION, MAINTENANCE  
AND INSPECTION ORDINANCE**

An Ordinance to regulate the condition of rental housing units; to provide for the registration of rental dwellings; to provide civil sanctions and remedies for violation of this Ordinance; and to repeal any ordinance or parts of ordinances in conflict herewith.

**THE CHARTER TOWNSHIP OF KALAMAZOO**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDAINS:**

**SECTION I**

**TITLE**

This Ordinance shall hereafter be referred to and cited as the "Kalamazoo Charter Township Rental Properties Registration, Maintenance and Inspection Ordinance."

**SECTION II**

**PURPOSE**

The purpose of the within Ordinance is to protect the health, safety and general welfare of the residents and property owners within the Township by requiring the registration of all rental dwellings and requiring certain minimum standards to be maintained with respect to the condition of rental dwellings within the Township which, because of absentee ownership, may tend to become in disrepair, unsightly, unsafe, or unsanitary.

### **SECTION III**

#### **DEFINITIONS**

For purposes of this Ordinance, the terms set forth below shall have the following meanings:

1. The terms and definitions of “dwelling”, “dwelling unit”, “one-family dwelling”, “two-family dwelling”, “multiple dwelling” and “family” as set forth in the Kalamazoo Charter Township Zoning Ordinance are incorporated herein by reference. Additionally, the term “dwelling” shall for purposes of this Ordinance be deemed to include a mobile home regardless of whether it meets all of the standards set forth in the definition of “dwelling” in the Kalamazoo Charter Township Zoning Ordinance.

2. “Building Official” shall mean the Building Official of the Charter Township of Kalamazoo.

3. “Person” shall mean an individual, corporation, partnership, limited liability company or other legal entity.

4. “Rental Dwelling” shall mean a dwelling containing one or more rental housing units. An apartment complex consisting of one or more buildings under common ownership and on the same parcel of land shall be considered one rental dwelling for purposes of this Ordinance.

5. “Rental housing unit” shall mean a dwelling unit in which one or more occupants thereof are not the owner(s) of the premises on which the unit is situated and consideration is paid in exchange for the right to reside therein (i.e., a dwelling unit which is not solely occupied by the owner of the premises and his/her family).

6. “Township” shall mean the Charter Township of Kalamazoo.

### **SECTION IV**

#### **REGULATIONS**

It shall hereafter be unlawful for any owner of a rental dwelling, regardless of the nature of the ownership thereof, to lease or rent the same during any period that it fails to meet the following minimum standards:

A. The minimum requirements of the Michigan Construction Code to the extent the Code is applicable thereto or, in the case of a mobile home, the mobile home construction standards that are applicable to the mobile home under the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 USC 5401 to 5426, or standards or codes to which the mobile home was constructed if it was

constructed before application of the National Manufactured Housing Construction and Safety Standards Act of 1974.

B. Does not constitute a dilapidated, unsafe or dangerous building under the provisions of the Kalamazoo Township Dangerous Buildings Ordinance.

C. Its roof, walls, windows and doors are substantially leak and weather proof so as to prevent drafts and interior abnormal moisture.

D. It is furnished with an operable and safe furnace or heating system adequate to maintain the premises at a temperature of not less than 68 degrees Fahrenheit during sub-zero weather conditions.

E. It is supplied with plumbing and sanitary sewage systems in proper working condition and without consequent pollution or contamination. All electrical systems and wiring must be in proper working order and adequate for the electricity service expected therefrom.

F. An adequate sanitary supply of water is available within the rental dwelling free of any contamination or pollution.

G. An adequate supply of hot, potable water shall be available within the interior of the rental dwelling for the convenient and safe use of all the occupants thereof.

H. The entire premises shall be free of any hazardous or unsafe condition caused by any structural failure, deterioration or disrepair, unguarded openings or unhealthful or unsanitary activities or circumstances which would be injurious to the occupants thereof or to any other persons in or property in and about the premises.

## **SECTION V**

### **REGISTRATION**

A. No dwelling shall be leased or occupied in whole or in part for rental purposes unless it is first registered with the Township as provided in this Ordinance.

B. A separate registration and fee shall be required for each building within a multi-building complex. .

C. Occupancy of any dwelling by anyone other than the owner of record and his/her family shall be presumed to require registration under this Ordinance.

1. This presumption may be rebutted by evidence that the occupant has ownership equity of 25% or more of the fee or life estate evidenced by:

- (a) A recorded deed, or;
  - (b) A recorded land contract; or
  - (c) An unrecorded land contract with supporting evidence that it was not entered into in order to circumvent the requirements of this Ordinance, including subsequent recordation.
2. Occupants of any dwelling claiming any form of ownership, in accordance with a land contract, option to purchase or any other legal instrument shall provide proof that the transfer of ownership is supported by substantial equity interest in the property by the person or persons claiming ownership.
3. Owner-occupied units of a duplex or tri-plex shall not require registration; however separate units which are rented shall be registered as provided herein.

D. Applications for Rental Registration shall be submitted to the Township Treasurer or his/her designee along with an Application Fee established by resolution of the Township Board, which shall approximate the costs to the Township of maintaining the registration program and which is separate from Construction Code Enforcing Agency inspection fees. The Rental Registration application shall be made on forms provided by the Township. The forms shall be signed by the owner or the owner's legal agent, if any, and include the following:

1. Name, driver's license or state identification number (or, in the case of a corporation, the corporate ID number), permanent home address, and business and home telephone number of:
  - (a) The owner;
  - (b) The legal agent designated by the owner, if any; and
  - (c) The resident agent, individual partner, or managing member of any business entity.
2. The street address(es) of the rental dwelling.
3. The Zoning District classification within which the rental dwelling is located.
4. The number and location of off-street parking spaces available for the rental dwelling.
5. The number of rental housing units and the number of habitable sleeping rooms contained on each floor within each rental housing unit.

6. A declaration that the maximum number of tenants the owner will allow to occupy the rental dwelling will not exceed the number permitted by the building code and zoning ordinance.
7. An agreement by the owner to permit the inspections provided for under this Ordinance.
8. Any other relevant information required by resolution of the Township Board.

E. A Rental Registration application shall not be accepted by the Township Treasurer unless it is signed in ink and accompanied by the application fee. The Township Treasurer shall within fifteen (15) days of receipt notify the applicant of any deficiencies of the application which prevent its acceptance.

F. Rental Registration does not constitute approval of the rental dwelling or any specific uses and such rental dwelling and uses remain subject to the requirements of all Township ordinances. A building code inspection to establish compliance with the standards contained in this ordinance shall be required for all first-time registrants. Such inspection shall be made by the Construction Code Enforcing Agency or its designee. Units which were previously registered, but which have been unregistered for a period of one or more years shall require an initial building code inspection.

G. All Rental Registrations shall expire on October 1, 2010, and every two years thereafter. A Rental Registration Renewal Application shall be submitted to the Township Treasurer or his/her designee prior to expiration and shall be submitted and acted upon using the same process as set forth in subparagraphs C and D above. The Township Treasurer or his/her designee shall send an application for renewal to the owner or legal agent, if any, at least thirty days prior to expiration. In the event of a transfer of ownership, the Registration shall expire and the new owner shall immediately submit to the Township Treasurer or his/her designee an application for Rental Registration. All separate buildings within a multi-unit complex shall be required to provide a separate registration application and fee commencing on October 1, 2020.

H. The owner or legal agent, if any, shall notify the Township Treasurer or his/her designee of any change of the mailing address and telephone number of the owner within ten (10) working days of the date of the change.

I. The owner shall notify the Building Official or his/her designee of any change in the owner's designated legal agent, including the name, mailing address and telephone number within ten (10) working days of the date of the change.

## **SECTION VI**

### **REGULATIONS, TENANTS**

It shall hereafter be unlawful for any tenant of any rental dwelling, regardless of the terms and conditions of any lease and rental agreement to the contrary, to engage in any unusual, abnormal, hazardous, malicious or neglectful activity within or upon the premises let which would cause the same to be unrentable under the provisions of Section IV, hereof or a general nuisance in the neighborhood within which the same is located under Michigan law.

## **SECTION VII**

### **INSPECTIONS**

**Authority to inspect.** The Construction Code Enforcing Agency and/or its designee shall have the authority to inspect any rental housing unit at the request of a landlord or tenant. In addition, the Construction Code Enforcing Agency may conduct an inspection of a rental dwelling, including all individual units within a multi-unit building if the building official has a reasonable suspicion that the rental dwelling or any portion thereof is in violation of this Ordinance. The Construction Code Enforcing Agency shall make initial inspection of all new rental units and renewed rental units as described in Section V.F. of this Ordinance. The Construction Code Enforcing Agency shall additionally have cause to inspect each rental unit in a rental dwelling including each unit in a multi-unit building if there are three (3) or more verified violations (separated by time or unit) of Section IV of this Ordinance over the two (2) year inspection period

**Rental Inspection Fees.** Rental property inspection fees by the Construction Code Enforcing Agency are charged per rental unit to the Township. The Township shall be reimbursed by the owner of each said unit for any inspection fee incurred for that unit. The Township Board shall, by resolution, establish the rental property inspection fees approximating that charged by the Construction Code Enforcing Agency. Inspection Fees incurred by the Township shall be invoiced to the registered owner of the building and shall be paid within 30 days. Failure to pay an inspection fee shall be deemed to be a violation of this Ordinance.

## **SECTION VIII**

### **APPEAL TO THE CONSTRUCTION BOARD OF APPEALS**

Any property owner or tenant aggrieved by a decision or order of the Building Official or his/her designee made under this Ordinance, shall have the right to appeal such action to the Township Construction Board of Appeals. Such appeal shall be filed in writing at the Township Hall within ten (10) days of the action being appealed. Any such appeal shall temporarily stay the effect of a notice of violation until said appeal has been determined by the Construction Board of Appeals. The Construction Board of Appeals shall have the right to affirm, reverse or modify the decision or order being appealed.

## **SECTION IX**

Any person, firm, association, partnership, corporation or entity that violates any of the provisions or requirements of this ordinance, including but not limited to failing to register or failing to pay an inspection fee within 30 days after invoicing , shall be deemed responsible for a municipal civil infraction as defined by Michigan statute which shall be punishable by a civil fine determined in accordance with the following schedule:

	Minimum Fine	Maximum Fine
-1 <sup>st</sup> Offense within a 3 yr. period*	-\$ 75.00	\$500.00
-2 <sup>nd</sup> Offense within a 3 yr. period*	-\$150.00	\$500.00
-3 <sup>rd</sup> Offense within a 3 yr. period*	-\$325.00	\$500.00
-4 <sup>th</sup> or more Offense within a 3 yr. period*	-\$500.00	\$500.00

\* Determined on the basis of the date of commission of the offense(s).

Additionally, the violator shall pay costs, which may include all expenses, direct and indirect, to which Kalamazoo Charter Township has been put in connection with the municipal civil infraction. In no case, however, shall costs of less than \$10.00 be ordered. In addition, the Township shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order, or other appropriate remedy to compel compliance with this Ordinance. Each day that violation of this Ordinance continues to exist shall constitute a separate violation of this Ordinance.

## **SECTION X**

### **VALIDITY**

The provisions of this Ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by any Court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

## **SECTION XI**

### **REPEAL OF CONFLICTING ORDINANCES**

All ordinances or parts of ordinances in conflict herewith, including but not limited to, the prior Kalamazoo Township Rental Properties Maintenance Ordinance (Ordinance No. 218, as amended) are hereby repealed except as otherwise provided herein.

## **SECTION XII**



**EFFECTIVE DATE**

This Ordinance shall take effect immediately following publication after adoption.

**KALAMAZOO CHARTER TOWNSHIP**

**KALAMAZOO CHARTER TOWNSHIP**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDINANCE NO. 622**

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

An ordinance to amend the Rental Properties Maintenance Ordinance (Ordinance No. 551) to change the title; to require registration and fees for each building within a multi-building complex; to require that the landlord pay inspection fees; to provide for penalties for non-payment of inspection fees; and to provide an effective date.

**THE CHARTER TOWNSHIP OF KALAMAZOO,  
KALAMAZOO COUNTY, MICHIGAN**

**ORDAINS:**

**SECTION 1**

**AMENDMENT TO ORDINANCE NO. 551, SECTION V. "REGISTRATION"**

- A. Subsection A. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended in its entirety to read as follows:
- "No dwelling shall be leased or occupied in whole or in part for rental purposes unless it is first registered with the Township as provide in this Ordinance. "
- B. Subsections D through H of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance" is are hereby re-lettered in their respective order to Subsections E. through I., with the new Subsection I containing the wording from the Ordinance's Subsection H therein.
- C. Subsection C of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby re-lettered to Section "D".
- D. Subsection B of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby re-lettered to Section "C".

- E. Subsection B. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby amended to read as follows:

"A separate registration and fee shall be required for each building within a multi-building complex, such as an apartment complex."

- F. Subsection C. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended by adding subsection 3, to read as follows:

"3. Owner-occupied units of a duplex or triplex shall not require registration; however separate units which are rented shall be registered as provided herein."

The remainder of subsection C shall remain unchanged.

- G. 1. The first sentence of Subsection D. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended to read as follows:

"Applications for Rental Registration shall be submitted to the Township Treasurer or his/her designee along with an Application Fee established by resolution of the Township Board, which shall approximate the costs to the township of maintaining the registration program and which is separate from Construction Code Enforcing Agency Inspection fees."

2. Subsection 6 of Subsection D. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended to read as follows:

"6. A declaration that the maximum number of tenants the owner will allow to occupy the rental dwelling will not exceed the number permitted by the building code and zoning ordinance."

- H. Subsection E. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended by the addition of the following sentence at the end of the subsection, which shall read as follows:

"A building code inspection to establish compliance with the standards contained in this ordinance shall be required for all first-time registrants. Such inspection shall be made by the Construction Code Enforcing Agency or its designee. Units which were previously registered, but which have been unregistered for a period of one or more years shall require an initial building code inspection."

- I. A new sentence is hereby added the end of Subsection G. of Section V. "Registration" of Ordinance No. 5512 "Rental Properties Maintenance Ordinance" to read as follows:

"All separate buildings within a multi-unit complex shall be required to provide a separate registration application and fee commencing on October 1, 2020."

The remainder of subsection G. shall remain unchanged.

**SECTION 2**  
**AMENDMENT TO ORDINANCE NO. 551, SECTION IX**

The first paragraph of Section IX "Sanctions" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended to read as follows:

"Any person, owner, landlord, or company or corporation who violates any of the provisions or requirements of this Ordinance, including but not limited to failing to register or failing to pay an inspection fee within 30 days after invoicing, shall be deemed to be responsible for a municipal civil infraction as defined by a civil fine in accordance with the following schedule: "

The remainder of Section IX shall remain unchanged.

**SECTION 3**  
**AMENDMENT TO SECTION 1 "TITLE" OF ORDINANCE**

Section I "Title" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby amended to read as follows;

"This Ordinance shall hereafter be referred to and cited as the "Kalamazoo Charter Township Rental Properties Registration, Maintenance and Inspection Ordinance".

**SECTION 4**  
**AMENDMENT TO ORDINANCE NO. 551, SECTION VII**

Section VII "Inspections" of Ordinance No. 551 "Rental Properties Maintenance Ordinance (is hereby amended to read, in its entirety, as follows:

**"Authority to inspect.** The Construction Code Enforcing Agency and/or its designee shall have the authority to inspect any rental housing unit at the request of a landlord or tenant. In addition, the Construction Code Enforcing Agency may conduct an inspection of a rental dwelling, including all individual units within a multi-unit building if the building official has a reasonable suspicion that the rental dwelling or any portion thereof is in violation of this Ordinance. The Construction Code Enforcing Agency shall

make initial inspection of all new rental units and renewed rental units as described in Section V.F. of this Ordinance. The Construction Code Enforcing Agency shall additionally have cause to inspect each rental unit in a rental dwelling including each unit in a multi-unit building if there are three (3) or more verified violations (separated by time or unit) of Section IV of this Ordinance over the two (2) year inspection period

**Rental Inspection Fees.** Rental property inspection fees by the Construction Code Enforcing Agency are charged per rental unit to the Township. The Township shall be reimbursed by the owner of each said unit for any inspection fee incurred for that unit. The Township Board shall, by resolution, establish the rental property inspection fees approximating that charged by the Construction Code Enforcing Agency. Inspection Fees incurred by the Township shall be invoiced to the registered owner of the building and shall be paid within 30 days. Failure to pay an inspection fee shall be deemed to be a violation of this Ordinance. “

### **SECTION 5** **SEVERABILITY**

Should any section, clause or provision of this Ordinance be declared unconstitutional, illegal or of no force and effect by a court of competent jurisdiction, then and in that event such portion thereof shall not be deemed to affect the validity of any other part or portion of this Ordinance.

### **SECTION 6** **SAVINGS CLAUSE**

Any prosecution presently pending under a provision of Ordinance No. 551 which is amended by this ordinance for actions taken or made prior to the effective date of the amendment shall be retained and may be prosecuted to their normal conclusion under the ordinance provision as it existing prior to amendment.

### **SECTION 7** **EFFECTIVE DATE**

This Ordinance shall take effect the day after publication of a summary hereof, after adoption, as required by law.

Mark E. Miller, Clerk  
Kalamazoo Charter Township  
1720 Riverview Drive  
Kalamazoo, MI 49004



1720 Riverview Drive  
Kalamazoo, MI 49004-1056  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 03232020 9C

**FOR MEETING DATE:** March 23, 2020

**SUBJECT:** Road Maintenance and Upkeep

**REQUESTING DEPARTMENT:** Supervisor

**SUGGESTED MOTION:**

To approve use of PAR Plan funds as match with Road Commission of Kalamazoo for 2020 road maintenance and upkeep projects.

**Financing Cost:** \$297,765.00

**Source:**      **General Fund** \_\_\_\_\_ **Grant** \_\_\_\_\_ **Other Road Money** \_\_\_\_\_

**Are these funds currently budgeted?** Yes X      No \_\_\_\_\_

**Other comments or notes:**

**Submitted by:** Supervisor Martin

**Manager's Recommendation:** Support



**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office **NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING**. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.



Date Prepared: 2/7/20  
 Township: Kalamazoo  
 Location: Skyline Drive - Andora Avenue to Grand Prairie Road, Thistle Mill Court - Squire Drive to 854' East of Squires Drive(Skyline)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.51 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
7,647	1,800	24			
Conv Factor	854	30			
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	1,530	lbs	1.60	2,448	
Vacuum Sweeping	2x	4.00	hour	250.00	1,000	
RCKC Equipment		3.88	hour	1,250.00	4,849	
RCKC Labor/Fringe		3.60	hour	1,010.00	3,636	
Contractor Equipment/Labor		5.13	hour	315.00	1,616	
CST Fine Aggregate	20#/square yard	76	ton	42.50	3,250	
CRS-2M (emulsion)	.28 gallon/square yard	2,141	gallon	1.80	3,854	
Fog Seal	0.12 gal per syd	7,647	sq yd	0.40	3,059	
<b>Estimated Total Cost</b>					<b>\$23,712</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$1,985</b>	
<b>Total Estimated Project Cost</b>					<b>\$25,696</b>	





Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: Aspen Drive - Chaparral Street to Andora Avenue, Cumberland Street - Grand Prairie Road to 2803' North of Grand Prairie Road (Grand Prairie Estates)  
 Project Description: Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.74 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)	Quantity
15,324	1,345	33			7854	1
Conv Factor	2,520	34				
9						

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Vacuum Sweeping	2x	8.00	hour	250.00	2,000	
RCKC Equipment		6.30	hour	1,250.00	7,878	
RCKC Labor/Fringe		5.85	hour	1,010.00	5,908	
Contractor Equipment/Labor		8.34	hour	315.00	2,626	
CST Fine Aggregate	20#/square yard	153	ton	42.50	6,513	
CRS-2M (emulsion)	.28 gallon/square yard	4,291	gallon	1.80	7,723	
Fog Seal	0.12 gal per syd	15,324	sq yd	0.40	6,130	
<b>Estimated Total Cost</b>					<b>\$38,778</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$3,246</b>	
<b>Total Estimated Project Cost</b>					<b>\$42,024</b>	



Date Prepared: 2/3/20  
 Township: Kalamazoo  
 Location: Stolk Drive - 1408' West of Nichols Road to Nichols Road  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.21 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
2,689	1,100	22			
Conv Factor					
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	630	lbs	1.60	1,008	
Vacuum Sweeping	2x	4.00	hour	250.00	1,000	
RCKC Equipment		1.62	hour	1,250.00	2,028	
RCKC Labor/Fringe		1.51	hour	1,010.00	1,521	
Contractor Equipment/Labor		2.15	hour	315.00	676	
CST Fine Aggregate	20#/square yard	27	ton	42.50	1,143	
CRS-2M (emulsion)	.28 gallon/square yard	753	gallon	1.80	1,355	
Fog Seal	0.12 gal per syd	2,689	sq yd	0.40	1,076	
<b>Estimated Total Cost</b>					<b>\$9,806</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$821</b>	
<b>Total Estimated Project Cost</b>					<b>\$10,627</b>	



Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: Calhoun Street - Haskell Street to 659' North of Haskell Street, Manor Street - Altee Street to 661' North of Haskell Street  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.38 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
4,889	770	21			
Conv Factor	1,210	23			
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	1,140	lbs	1.60	1,824	
Vacuum Sweeping	2x	4.00	hour	250.00	1,000	
RCKC Equipment		2.48	hour	1,250.00	3,100	
RCKC Labor/Fringe		2.30	hour	1,010.00	2,325	
Contractor Equipment/Labor		3.28	hour	315.00	1,033	
CST Fine Aggregate	20#/square yard	49	ton	42.50	2,078	
CRS-2M (emulsion)	.28 gallon/square yard	1,369	gallon	1.80	2,464	
Fog Seal	0.12 gal per syd	4,889	sq yd	0.40	1,956	
<b>Estimated Total Cost</b>					<b>\$15,780</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$1,321</b>	
<b>Total Estimated Project Cost</b>					<b>\$17,100</b>	



Date Prepared: 2/6/20  
 Township: Kalamazoo  
 Location: **Haskell Street** - Nicholes Street to Fletcher avenue, **Ella Marie Drive** - Coolidge Avenue to 648' West of Coolidge Avenue, **Ella Marie Drive** - Coolidge Avenue to Jenks Boulevard, **Althea Street** - Coolidge Avenue to LaCross Street, **Coolidge Avenue** - Haskell Street to Timberleaf Lane, **Coolidge Court** - Coolidge Avenue to 127' North of Timberleaf Lane, **Timberleafe Lane** - Coolidge Court to Grande Pre Avenue, **Grande Pre Avenue** - Main Street to Onley Street, **Jenks Boulevard** - Grand Pre Avenue to Haskell Street, **North Fletcher Avenue** - Main Street to Hillsdale Avenue, **Olney Street** - Jenks Boulevard to Grand Pre Avenue, **Olney Street** - Jenks Boulevard to Grand Pre Avenue, **Grande Pre Avenue** - Main Street to Jenks Boulevard, **Crestview Avenue** - Coolidge Avenue to 629' West of Coolidge Avenue (*Prairie Edge*)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 2.97 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)	Quantity
42,466	4,730	22	600	24	7,854	1
Conv Factor	7,051	23	630	21		
9	1,300	33	650	30		
	200	28	480	26		

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	8,910	lbs	1.60	14,256	Needs total patcher along edges
Vacuum Sweeping	2x	24.00	hour	250.00	6,000	
RCKC Equipment		17.46	hour	1,250.00	21,831	
RCKC Labor/Fringe		16.21	hour	1,010.00	16,373	
Contractor Equipment/Labor		23.10	hour	315.00	7,277	
CST Fine Aggregate	20#/square yard	425	ton	42.50	18,048	
CRS-2M (emulsion)	.28 gallon/square yard	11,891	gallon	1.80	21,403	
Fog Seal	0.12 gal per syd	42,466	sq yd	0.55	23,356	
<b>Estimated Total Cost</b>					<b>\$128,545</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$10,759</b>	
<b>Total Estimated Project Cost</b>					<b>\$139,304</b>	



Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: Harvey Avenue - Alamo Avenue to 840' North of Alamo Avenue (Early View Plat)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.16 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
2,133	800	24			
Conv Factor					
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	480	lbs	1.60	768	
Vacuum Sweeping	2x	2.00	hour	250.00	500	
RCKC Equipment		1.29	hour	1,250.00	1,609	
RCKC Labor/Fringe		1.19	hour	1,010.00	1,207	
Contractor Equipment/Labor		1.70	hour	315.00	536	
CST Fine Aggregate	20#/square yard	21	ton	42.50	907	
CRS-2M (emulsion)	.28 gallon/square yard	597	gallon	1.80	1,075	
Fog Seal	0.12 gal per syd	2,133	sq yd	0.40	853	
<b>Estimated Total Cost</b>					<b>\$7,455</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$624</b>	
<b>Total Estimated Project Cost</b>					<b>\$8,078</b>	



Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: Ferndale Avenue - Hillsdale Avenue to Alamo Avenue, Climax Avenue - Hillsdale Avenue to Alamo Avenue, Hillsdale Avenue - 180' West of Ferndale Avenue to North Berkley Street, Richland Avenue - Hillsdale Avenue to Alamo Avenue, Jefferson Avenue - 155' East of North Arlington Street  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 1.43 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
21,164	1,450	22	1,200	25	
Conv Factor	1,500	28	3,240	25	
9	155	36			

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	4,290	lbs	1.60	6,864	
Vacuum Sweeping	2x	8.00	hour	250.00	2,000	
RCKC Equipment		8.70	hour	1,250.00	10,880	
RCKC Labor/Fringe		8.08	hour	1,010.00	8,160	
Contractor Equipment/Labor		11.51	hour	315.00	3,627	
CST Fine Aggregate	20#/square yard	212	ton	42.50	8,995	
CRS-2M (emulsion)	.28 gallon/square yard	5,926	gallon	1.80	10,667	
Fog Seal	0.12 gal per syd	21,164	sq yd	0.50	10,582	
<b>Estimated Total Cost</b>					<b>\$61,775</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$5,171</b>	
<b>Total Estimated Project Cost</b>					<b>\$66,945</b>	



Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: LaCross Street - Althea Street to Pinehurst Boulevard, Pinehurst Boulevard - West Main Street to Alamo Avenue, Crown Street - LaCross Street to Hillsdale Avenue (Hillsdale Park)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 1.07 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
17,164	580	22			
Conv Factor	940	28			
9	2,580	30			
	1,520	25			

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	3,210	lbs	1.60	5,136	
Vacuum Sweeping	2x	8.00	hour	250.00	2,000	
RCKC Equipment		7.06	hour	1,250.00	8,824	
RCKC Labor/Fringe		6.55	hour	1,010.00	6,618	
Contractor Equipment/Labor		9.34	hour	315.00	2,941	
CST Fine Aggregate	20#/square yard	172	ton	42.50	7,295	
CRS-2M (emulsion)	.28 gallon/square yard	4,806	gallon	1.80	8,651	
Fog Seal	0.12 gal per syd	17,164	sq yd	0.40	6,866	
<b>Estimated Total Cost</b>					<b>\$48,330</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$4,045</b>	
<b>Total Estimated Project Cost</b>					<b>\$52,376</b>	



Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: **Campbell Avenue** - West Main Street to Pinehurst Avenue, **Wilmette Street** - Pinehurst Boulevard to LaCross Street, **Waverly Street** - Pinehurst Boulevard to 665' West of Pinehurst Boulevard (*Pinehurst*)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.67 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
7,868	2,320	20			
Conv Factor	591	21			
9	600	20			

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	2,010	lbs	1.60	3,216	
Vacuum Sweeping	2x	4.00	hour	250.00	1,000	
RCKC Equipment		3.99	hour	1,250.00	4,989	
RCKC Labor/Fringe		3.70	hour	1,010.00	3,742	
Contractor Equipment/Labor		5.28	hour	315.00	1,663	
CST Fine Aggregate	20#/square yard	79	ton	42.50	3,344	
CRS-2M (emulsion)	.28 gallon/square yard	2,203	gallon	1.80	3,965	
Fog Seal	0.12 gal per syd	7,868	sq yd	0.40	3,147	
<b>Estimated Total Cost</b>					<b>\$25,066</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$2,098</b>	
<b>Total Estimated Project Cost</b>					<b>\$27,164</b>	





Date Prepared: 1/30/20  
 Township: Kalamazoo  
 Location: **Commonwealth Place** - Campbell Avenue to Dartmouth Street  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.18 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
2,322	950	22			
Conv Factor					
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Vacuum Sweeping	2x	2.00	hour	250.00	500	
RCKC Equipment		1.40	hour	1,250.00	1,751	
RCKC Labor/Fringe		1.30	hour	1,010.00	1,313	
Contractor Equipment/Labor		1.85	hour	315.00	584	
CST Fine Aggregate	20#/square yard	23	ton	42.50	987	
CRS-2M (emulsion)	.28 gallon/square yard	650	gallon	1.80	1,170	
Fog Seal	0.12 gal per syd	2,322	sq yd	0.40	929	
<b>Estimated Total Cost</b>					<b>\$7,234</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$606</b>	
<b>Total Estimated Project Cost</b>					<b>\$7,840</b>	



Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: Claredon Street - 154' South of Hillsdale Avenue to Hillsdale Avenue (Prospect Park)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.04 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)	Quantity
1,210	160	19			7,854	1
Conv Factor						
9						

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	120	lbs	1.60	192	
Vacuum Sweeping	2x	2.00	hour	250.00	500	
RCKC Equipment		0.73	hour	1,250.00	913	
RCKC Labor/Fringe		0.68	hour	1,010.00	685	
Contractor Equipment/Labor		0.97	hour	315.00	304	
CST Fine Aggregate	20#/square yard	12	ton	42.50	514	
CRS-2M (emulsion)	.28 gallon/square yard	339	gallon	1.80	610	
Fog Seal	0.12 gal per syd	1,210	sq yd	0.40	484	
<b>Estimated Total Cost</b>					<b>\$4,202</b>	
<b>Overhead Costs</b>					<b>8.37%</b>	<b>\$352</b>
<b>Total Estimated Project Cost</b>					<b>\$4,554</b>	



Date Prepared: 2/5/20  
 Township: Kalamazoo  
 Location: North Arlington Street - West Main Street to Jefferson Avenue (Summit Park)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.16 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)	Quantity
3,086	830	24			7,854	1
Conv Factor						
9						

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Heavy	800	lbs	1.60	1,280	
Vacuum Sweeping	2x	2.00	hour	250.00	500	
RCKC Equipment		1.86	hour	1,250.00	2,327	
RCKC Labor/Fringe		1.73	hour	1,010.00	1,745	
Contractor Equipment/Labor		2.46	hour	315.00	776	
CST Fine Aggregate	20#/square yard	31	ton	42.50	1,312	
CRS-2M (emulsion)	.28 gallon/square yard	864	gallon	1.80	1,555	
Fog Seal	0.12 gal per syd	3,086	sq yd	0.40	1,234	
<b>Estimated Total Cost</b>					<b>\$10,729</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$898</b>	
<b>Total Estimated Project Cost</b>					<b>\$11,627</b>	



Date Prepared: 2/10/20  
 Township: Kalamazoo  
 Location: Old Douglas Avenue - Douglas Avenue to G Avenue  
 Project Description: Chip Seal, Fog Seal  
 Estimator: Edward Klein  
 Length: 0.33 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
4,421	1,730	23			
Conv Factor					
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pavement Marking		1,730	lin ft	0.10	173	no charge
High Shoulder Removal		35	Station	25.00	875	no charge
RCKC Equipment		1.82	hour	1,250.00	2,273	
RCKC Labor/Fringe		1.69	hour	1,010.00	1,705	
Contractor Equipment/Labor		2.41	hour	315.00	758	
CST Fine Aggregate	20#/square yard	44	ton	42.50	1,879	
CRS-2M (emulsion)	.28 gallon/square yard	1,238	gallon	1.80	2,228	
Fog Seal	0.12 gal per syd	4,421	sq yd	0.40	1,768	
<b>Estimated Total Cost</b>					<b>\$10,611</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$888</b>	
<b>Total Estimated Project Cost</b>					<b>\$11,499</b>	



Date Prepared: 2/3/20  
 Township: Kalamazoo  
 Location: Edison Street - Douglas Avenue to Westnedge, Truman Street - Edison Street to G Avenue, Taft Street - Edison Street to G Avenue, George Street - Stassen Street to G Avenue, Glen Street - Stassen Street to Edison Street, Stassen Avenue - Edison Street to Westnedge Avenue (Supervisor's Plat of Northwood)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 1.20 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
18,391	2,525	32	250	23	
Conv Factor	880	22	620	23	
9	880	22			
	1,130	23			

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	3,600	lbs	1.60	5,760	
Vacuum Sweeping	2x	8.00	hour	250.00	2,000	
RCKC Equipment		7.56	hour	1,250.00	9,455	
RCKC Labor/Fringe		7.02	hour	1,010.00	7,091	
Contractor Equipment/Labor		10.00	hour	315.00	3,152	
CST Fine Aggregate	20#/square yard	184	ton	42.50	7,816	
CRS-2M (emulsion)	.28 gallon/square yard	5,150	gallon	1.80	9,269	
Fog Seal	0.12 gal per syd	16,807	sq yd	0.40	6,723	
<b>Estimated Total Cost</b>					<b>\$51,265</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$4,291</b>	
<b>Total Estimated Project Cost</b>					<b>\$55,556</b>	



Date Prepared: 2/3/20  
 Township: Kalamazoo  
 Location: Waldorf Street - Edision Street to G Avenue, Glen Street - Waldorf Street to G Avenue (Northwood)  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Bill Oxx  
 Length: 0.33 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
4,158	880	22			
Conv Factor	860	21			
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	990	lbs	1.60	1,584	
Vacuum Sweeping	2x	4.00	hour	250.00	1,000	
RCKC Equipment		2.11	hour	1,250.00	2,636	
RCKC Labor/Fringe		1.96	hour	1,010.00	1,977	
Contractor Equipment/Labor		2.79	hour	315.00	879	
CST Fine Aggregate	20#/square yard	42	ton	42.50	1,767	
CRS-2M (emulsion)	.28 gallon/square yard	1,164	gallon	1.80	2,096	
Fog Seal	0.12 gal per syd	4,158	sq yd	0.40	1,663	
<b>Estimated Total Cost</b>					<b>\$13,602</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$1,139</b>	
<b>Total Estimated Project Cost</b>					<b>\$14,741</b>	



Date Prepared: 2/10/20  
 Township: Kalamazoo  
 Location: Orchard Avenue - 1,122' west of Douglas Avenue to Douglas Avenue  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Edward Klein  
 Length: 0.22 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
3,740	1,122	30			
Conv Factor					
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Crack Fill	Light	660	lbs	1.60	1,056	
Vacuum Sweeping	2x	4.00	hour	250.00	1,000	
RCKC Equipment		1.54	hour	1250.00	1,923	
RCKC Labor/Fringe		1.43	hour	1010.00	1,442	
Contractor Equipment/Labor		2.03	hour	315.00	641	
CST Fine Aggregate	20#/square yard	37	ton	42.50	1,590	
CRS-2M (emulsion)	.28 gallon/square yard	1,047	gallon	1.80	1,885	
Fog Seal	0.12 gal per syd	3,740	sq yd	0.40	1,496	
<b>Estimated Total Cost</b>					<b>\$11,032</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$923</b>	
<b>Total Estimated Project Cost</b>					<b>\$11,955</b>	



Date Prepared: 2/10/20  
 Township: Kalamazoo  
 Location: Burdick Street - Mosel Avenue to 2,436' north of Mosel Avenue  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Edward Klein  
 Length: 0.44 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
9,414	2,290	37			
Conv Factor					
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
High Shoulder Removal		46	Station	25.00	1,150	no charge
Crack Fill	Light	1,320	lbs	1.60	2,112	
Vacuum Sweeping	2x	4.00	hour	250.00	1,000	
RCKC Equipment		3.87	hour	1,250.00	4,840	
RCKC Labor/Fringe		3.59	hour	1,010.00	3,630	
Contractor Equipment/Labor		5.12	hour	315.00	1,613	
CST Fine Aggregate	20#/square yard	94	ton	42.50	4,001	
CRS-2M (emulsion)	.28 gallon/square yard	2,636	gallon	1.80	4,745	
Fog Seal	0.12 gal per syd	9,414	sq yd	0.40	3,766	
<b>Estimated Total Cost</b>					<b>\$25,706</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$2,152</b>	
<b>Total Estimated Project Cost</b>					<b>\$27,858</b>	





Date Prepared: 2/10/20  
 Township: Kalamazoo  
 Location: Pitcher Street - Mosel Road to 950' north of Mosel Road  
 Project Description: Crack Fill, Chip Seal, Fog Seal  
 Estimator: Edward Klein  
 Length: 1.04 Miles

Total Area	Length	Width	Length	Width	Cul-de Sac Area (Sft)
15,250	5,490	25			
Conv Factor					
9					

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pavement Marking		5,490	lin ft	0.10	549	no charge
High Shoulder Removal		110	Station	25.00	2,750	no charge
Crack Fill	Light	3,120	lbs	1.60	4,992	
RCKC Equipment		4.81	hour	1,250	6,010	
RCKC Labor/Fringe		4.46	hour	1,010	4,507	
Contractor Equipment/Labor		6.36	hour	315.00	2,003	
CST Fine Aggregate	20#/square yard	153	ton	42.50	6,481	
CRS-2M (emulsion)	.28 gallon/square yard	4,270	gallon	1.80	7,686	
Fog Seal	0.12 gal per syd	15,250	sq yd	0.40	6,100	
<b>Estimated Total Cost</b>					<b>\$37,780</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$3,162</b>	
<b>Total Estimated Project Cost</b>					<b>\$40,942</b>	



Date Prepared: 2/28/20  
 Township: Kalamazoo  
 Location: Lum Avenue - Coy Avenue to Dearborn Avenue  
 Project Description: HMA Wedging  
 Estimator: Bill Oxx  
 Length: 0.03 Miles

Total Area (Syd)	Length	Width	Length	Width	Cul-de Sac Area (Sft)	Quantity
367	150	22			7,854	0
Conv Factor						
9						

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
High Shoulder Removal		5	station	25.00	125	no charge
Sanitary Sewer Manhole Adjustment		1	each	800.00	800	City of Kalamazoo
Temporary Traffic Control		1	lump	500.00	500	
Cold Milling	1 - 2 inches	200	sq yd	6.00	1,200	
HMA Wedging	1 - 6 inches	100	ton	69.50	6,950	
<b>Estimated Total Cost</b>					<b>\$8,650</b>	
<b>Overhead Costs</b>				<b>8.37%</b>	<b>\$724</b>	
<b>Total Estimated Project Cost</b>					<b>\$9,374</b>	