



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

BOARD OF TRUSTEES WORK GROUP MEETING

August 12, 2019

The Board of Trustees of the **Charter Township of Kalamazoo** will meet in a "**Work Group Meeting**" to be held at 5:30 p.m., on Monday, August 12, 2019, in the **Charter Township of Kalamazoo** Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099 for the purpose of discussing the below listed items and any other business that may legally come before the Board of Trustees of the **Charter Township of Kalamazoo**.

- A. Presentation of Audit Report by Siegfried Crandall
- B. Discussion Regarding Recreational Marijuana Businesses
- C. Discussion regarding addition of Sturgis Bank and Trust to list of depositories
- D. Discussion regarding ordinance 601 repeals and amendments
- E. Discussion regarding rental application and annual/biennial inspections
- F. Discussion regarding items on the Regular Agenda
- G. Manager's Update
- H. Public comment

Posted: August 9, 2019, 2019



Dexter A. Mitchell, Manager
Charter Township of Kalamazoo

June 6, 2019

To the Board of Trustees
Charter Township of Kalamazoo

We have audited the financial statements of the governmental activities, the business-type activity, each major fund, and the aggregate remaining fund information of the Charter Township of Kalamazoo for the year ended December 31, 2018. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 8, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Charter Township of Kalamazoo are described in Note 1 to the financial statements. No new accounting policies were adopted, except as discussed in Note 18 to the financial statements, and the application of existing policies was not changed during 2018. We noted no transactions entered into by the Charter Township of Kalamazoo during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were fair value of investments, capital asset depreciation, and the pension and OPEB liabilities, and changes therein.

Management's estimate of the fair value of investments is based on market values of similar holdings and capital asset depreciation is based on the estimated useful lives of the Township's capital assets. Management's estimate of the net pension and OPEB liabilities, and changes therein, are based on actuarial assumptions and the use of specialists. We evaluated the key factors and assumptions used to develop the fair value of investments, capital asset depreciation, and the pension and OPEB liabilities, and changes therein, in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. Management has recorded all of our proposed audit adjustments.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 6, 2019.

Other Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Charter Township of Kalamazoo's auditor. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

We were engaged to report on the combining balance sheet and combining statement of revenues, expenditures, and changes in fund balances for the nonmajor governmental funds (supplementary information), which accompany the financial statements but are not RSI. With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Other Matters

We applied certain limited procedures to management's discussion and analysis, the budgetary comparison schedule, the schedule of changes in the Township's net pension liability and related ratios, the schedule of pension contributions, the schedule of the changes in the Township's net OPEB liability and related ratios, and the schedule of OPEB contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining nonmajor fund financial statements (supplementary information), which accompany the financial statements but are not RSI. With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Communication Regarding Internal Control

In planning and performing our audit of the financial statements of the governmental activities, the business-type activity, each major fund, and the remaining fund information of the Charter Township of Kalamazoo as of and for the year ended December 31, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter Township of Kalamazoo's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of the inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we have identified deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Township's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiencies in the Charter Township of Kalamazoo's internal control to be material weaknesses.

Material audit adjustments and financial statement preparation:

Criteria: All governmental units in Michigan are required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). This is the responsibility of management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing, and summarizing accounting data (i.e. maintaining internal accounting records), and (2) reporting government-wide and fund financial statements, including the related notes to the financial statements (i.e. external financial reporting).

Condition: We identified and proposed several material audit adjustments that management reviewed and approved. Adjustments were recorded to:

- Adjust receivable accruals
- Adjust payable accruals
- Convert the fund-based data necessary to prepare the government-wide financial statements.

As is the case with many small and medium-sized governmental units, the Township relied on its independent external auditor to assist with the preparation of the financial statements, the related notes, and the management's discussion and analysis as part of its external financial reporting process. Accordingly, the Township's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditor, who cannot, by definition, be considered part of the Township's internal controls. This is a repeat finding.

Cause: This condition was caused by the Township's decision to outsource the preparation of its annual financial statements to the external auditor rather than incur the costs of obtaining the necessary training and expertise required for the Township to perform this task internally because outsourcing the task is considered more cost effective.

Effect: The Township's accounting records were initially misstated by amounts material to the financial statements. In addition, the Township lacks complete internal controls over the preparation of its financial statements in accordance with GAAP, and, instead, relies, at least in part, on assistance from its external auditor for assistance with this task.

Auditor's Recommendation: We recommend that management continue to monitor the relative costs and benefits of securing the internal or other external resources necessary to develop material adjustments and prepare a draft of the Township's annual financial statements versus contracting with its auditor for these services.

Management Response: Management has made an ongoing evaluation of the respective costs and benefits of obtaining internal or external resources, specifically for the preparation of financial statements, and has determined that the additional benefits derived from implementing such a system would not outweigh the costs incurred to do so. Management will continue to review the draft financial statements and notes prior to approving them and accepting responsibility for their content and presentation.

Wages paid in advance:

Criteria: Payroll should be paid on a regular basis to reflect time actually worked.

Condition: Certain personnel are paid three days in advance of time worked.

Effect: Certain Township employees were paid in advance, which does not reflect actual time worked.

Cause: This has been a common payroll practice for the Township.

Auditor's Recommendation: We recommend that management review payroll processes and structure the payroll cycle to ensure that payroll is paid consistently for all individuals and is paid based on time previously worked.

Management Response: The Township agrees with the recommendation and are working toward implementation of an updated policy.

Board of Trustees
Charter Township of Kalamazoo
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June 6, 2019

The Charter Township of Kalamazoo's responses to the internal control findings described above were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Restriction on Use

This information is intended solely for the use of management, the Board of Trustees of the Charter Township of Kalamazoo, and the State of Michigan Department of Treasury and is not intended to be, and should not be, used by anyone other than these specified parties.

Sigfried Crandall P.C.

*Charter Township of Kalamazoo
Kalamazoo County, Michigan*

FINANCIAL STATEMENTS

Year ended December 31, 2018

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INDEPENDENT AUDITOR'S REPORT

Township Board
Charter Township of Kalamazoo, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activity, each major fund, and the aggregate remaining fund information of the Charter Township of Kalamazoo, Michigan, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, as listed in the contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activity, each major fund, and the aggregate remaining fund information of the Charter Township of Kalamazoo, Michigan, as of December 31, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Change in Accounting Principle

As discussed in Note 18 to the basic financial statements, the Township adopted GASB Statement No. 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* in 2018. Our opinions are not modified with respect to this matter.

Required supplementary information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, the pension schedules, and the OPEB schedules, as listed in the contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Siegfried Crandall P.C.

June 6, 2019

MANAGEMENT'S DISCUSSION AND ANALYSIS

The following discussion and analysis is intended as a narrative overview of the Charter Township of Kalamazoo's operations over the fiscal year and its financial condition on December 31, 2018. Please read it in conjunction with the Township's financial statements.

FINANCIAL HIGHLIGHTS

- The Township's total net position increased by \$385,898 (3 percent) as a result of this year's operations.
- Of the \$14,582,272 total net position reported, \$-0- is available to be used to meet the Township's ongoing obligations to its citizens and customers, without constraints established by debt covenants, enabling legislation, or other legal requirements.
- The General Fund's unassigned fund balance at the end of the fiscal year was \$4,228,506, which represents 56 percent of the actual total General Fund expenditures for the fiscal year.

Overview of the financial statements

The Township's annual report is comprised of four parts: management's discussion and analysis, the basic financial statements, required supplementary information, and an optional section that presents combining statements for nonmajor governmental funds. The basic financial statements include two kinds of statements that present different views of the Township:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Township's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Township government, reporting the Township's operations in more detail than the government-wide financial statements.
 - Governmental funds statements explain how general government services, like public works and public safety, were financed in the short-term, as well as what remains for future spending.
 - Proprietary funds statements offer short-term and long-term financial information about the activities the government operates like a business. The Township has one proprietary fund to account for its golf course.
 - Fiduciary funds statements provide information about the financial relationships in which the Township acts solely as an agent for the benefit of others to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The financial statements are followed by sections of required supplementary information and other supplementary information that further explain and support the information in the financial statements.

A comparative analysis of the government-wide financial statements for 2018 and 2017 is also presented.

Government-wide financial statements

The government-wide financial statements report information about the Township as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the Statement of Activities, regardless of when cash is received or paid.

The two government-wide statements report the Township's net position and how it has changed. Net position (the difference between the Township's assets and deferred outflows of resources, and liabilities and deferred inflows of resources) is one way to measure the Township's financial health, or position.

- Over time, increases or decreases in the Township's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the Township, you need to consider additional nonfinancial factors, such as changes in the Township's property tax base and the condition of the Township's roads.

The government-wide financial statements of the Township are divided into two categories:

- *Governmental activities* - These activities include functions most commonly associated with government (e.g., general government, public safety, public works, etc.). Property taxes and intergovernmental revenues generally fund these services.
- *Business-type activities* - The Township charges fees to customers to help it cover the costs of operating the golf course.

Fund financial statements

The fund financial statements provide more detailed information about the Township's most significant funds - not the Township as a whole. Funds are accounting devices that the Township uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by state law and by grant agreements.
- The Township Board establishes other funds to control and manage money for particular purposes (like street, water, and sewer improvements) or to show that it is properly using certain taxes and other revenues (like street lighting and recycling revenues).

The Township has three types of funds:

- *Governmental funds*. Most of the Township's basic services are included in its governmental funds, which focus on (1) how cash, and other financial assets that can be readily converted to cash, flows in and out, and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Township's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information that explains the relationship between them.
- *Proprietary funds*. Services for which the Township charges customers a fee are generally reported in proprietary funds. Proprietary funds statements, like the government-wide statements, provide both long-term and short-term financial information.
- *Fiduciary funds*. These funds are used to account for the collection and disbursement of resources, primarily taxes, for the benefit of parties outside the Township. The Township is responsible for ensuring that the assets reported in the fiduciary funds are used for their intended purpose. The Township's fiduciary balances are reported in a separate Statement of Fiduciary Assets and Liabilities. We exclude these activities from the Township's government-wide financial statements because the Township cannot use these assets to finance its operations.

FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Net position

Total net position at the end of the fiscal year was \$14,582,272. However, \$18,182,677 of this total is invested in capital assets and \$2,483,507 is restricted for public safety, public works, capital outlay, and debt service. Consequently, unrestricted net position has a deficit balance of \$6,083,912.

*Condensed financial information
Net position*

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	2018	2017	2018	2017	2018	2017
Current and other assets	\$ 19,000,732	\$ 18,539,858	\$ 21,395	\$ 18,177	\$ 19,022,127	\$ 18,558,035
Capital assets	17,967,044	18,272,721	279,895	290,817	18,246,939	18,563,538
Total assets	36,967,776	36,812,579	301,290	308,994	37,269,066	37,121,573
Deferred outflows of resources	813,042	1,197,695	-	-	813,042	1,197,695
Current and other liabilities	7,280,460	8,333,590	-	-	7,280,460	8,333,590
Long-term debt	8,942,638	9,867,268	-	-	8,942,638	9,867,268
Total liabilities	16,223,098	18,200,858	-	-	16,223,098	18,200,858
Deferred inflows of resources	7,276,738	6,381,922	-	-	7,276,738	6,381,922
Net position:						
Net investment in capital assets	17,902,782	18,208,459	279,895	290,817	18,182,677	18,499,276
Restricted	2,483,507	2,808,041	-	-	2,483,507	2,808,041
Unrestricted (deficit)	(6,105,307)	(7,589,006)	21,395	18,177	(6,083,912)	(7,570,829)
Total net position	\$ 14,280,982	\$ 13,427,494	\$ 301,290	\$ 308,994	\$ 14,582,272	\$ 13,736,488

Changes in net position

The Township's total revenues for 2018 were \$10,929,434. Approximately 45 percent of the Township's revenues comes from property taxes and 28 percent represents charges for services. About 21 percent of total revenues comes from state revenue sharing.

The total cost of all the Township's programs for 2018, covering a wide range of services, totaled \$10,543,536. About 66 percent of the Township's total costs relates to public safety, while general government and public works represent 15 percent and 17 percent, respectively.

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

Condensed financial information
Changes in net position

	Governmental activities		Business-type activities		Totals	
	2018	2017	2018	2017	2018	2017
Net position, beginning of year*						
As previously reported	\$ 13,427,494	\$ 16,542,405	\$ 308,994	\$ 313,091	\$ 13,736,488	\$ 16,855,496
Cumulative effect of change in accounting principle	459,886	-	-	-	459,886	-
As restated	<u>13,887,380</u>	<u>16,542,405</u>	<u>308,994</u>	<u>313,091</u>	<u>14,196,374</u>	<u>16,855,496</u>
Program revenues:						
Charges for services	3,055,280	2,721,544	10,000	9,220	3,065,280	2,730,764
Operating grants	273,186	360,763	-	-	273,186	360,763
Capital grants	4,999	117,957	-	-	4,999	117,957
General revenues:						
Property taxes	4,876,585	4,014,324	-	-	4,876,585	4,014,324
State grants	2,274,915	2,218,497	-	-	2,274,915	2,218,497
Local community stabilization	132,709	156,361	-	-	132,709	156,361
Franchise fees	184,744	194,727	-	-	184,744	194,727
Investment income	116,824	104,854	192	-	117,016	104,854
Total revenues	<u>10,919,242</u>	<u>9,889,027</u>	<u>10,192</u>	<u>9,220</u>	<u>10,929,434</u>	<u>9,898,247</u>
Expenses:						
General government	1,535,531	1,583,094	-	-	1,535,531	1,583,094
Public safety	6,953,752	6,887,065	-	-	6,953,752	6,887,065
Public works	1,746,160	4,221,831	-	-	1,746,160	4,221,831
Community and economic development	81,643	81,269	-	-	81,643	81,269
Culture and recreation	8,959	16,726	17,896	13,317	26,855	30,043
Interest on debt	199,595	213,953	-	-	199,595	213,953
Total expenses	<u>10,525,640</u>	<u>13,003,938</u>	<u>17,896</u>	<u>13,317</u>	<u>10,543,536</u>	<u>13,017,255</u>
Changes in net position	<u>\$ 393,602</u>	<u>\$ (3,114,911)</u>	<u>\$ (7,704)</u>	<u>\$ (4,097)</u>	<u>\$ 385,898</u>	<u>\$ (3,119,008)</u>
Net position, end of year	<u>\$ 14,280,982</u>	<u>\$ 13,427,494</u>	<u>\$ 301,290</u>	<u>\$ 308,994</u>	<u>\$ 14,582,272</u>	<u>\$ 13,736,488</u>

* As described in Note 18 to the financial statements, the Township adopted the provisions of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans* during 2018. In connection with the adoption of this statement, the Township recorded a cumulative effect of a change in an accounting principle in the amount of \$459,886 in 2018. As this pronouncement has been adopted prospectively, there was no restatement of the 2017 financial position or results of operations.

Governmental activities. Governmental activities increased the Township's net position by \$393,602 in 2018 compared to a \$3,114,911 decrease in 2017. The Township's revenues increased by \$1,030,215, due primarily to an \$862,261 increase in property taxes as the millage was increased in the Road Debt Fund. Total governmental expenses were \$2,478,298 lower in 2018 compared to 2017. The difference is primarily due to a \$2,475,671 decrease in public works expense, related to road projects funded by bonds received in the previous year.

The total cost of governmental activities this year was \$10,525,640. After subtracting the direct charges to those who directly benefited from the programs (\$3,055,280) and other operating and capital grants (\$278,185), the "public benefit" portion covered by property taxes, state revenue sharing, and other general revenues was \$7,192,175 in 2018.

Business-type activities. Charges for services in the business-type activities for 2018 were \$10,000 compared to \$9,220 last year. Expenses were \$4,579 higher than the prior year.

FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

At December 31, 2018, the Township's governmental funds reported a combined fund balance of \$11,094,570, an increase of \$52,725 over the prior year.

The General Fund is the primary operating fund of the Township. General Fund revenues of 8,033,768 were lower than expenditures (\$7,524,651) and transfers out (\$671,350) by \$162,233 in 2018. Fund balance at year end was \$4,228,506.

The Sewer Improvement Fund revenues, comprised of assessments, state grants, and interest, totaled \$320,668, while expenditures totaled \$301,443. As a result, the fund balance increased by \$19,225. The fund balance was \$3,438,435 at the end of 2018.

The Road Bond Fund, had expenditures amounting to \$1,062,402, revenues of \$1,099,638, and transfers in of \$13,014, which resulted in a \$50,250 increase in fund balance. The fund had an ending fund balance of \$68,755.

The net position of the Golf Course Fund, the sole proprietary fund, decreased by \$7,704, as expenses of \$17,896 exceeded revenues of \$10,192 for the year.

General Fund budgetary highlights

The Township amended the original General Fund budget, adopted by the Township Board for 2018, by increasing expenditures by \$9,500.

Revenues were \$579,704 more than anticipated, as state grants and other revenues exceeded the amounts budgeted by \$364,967 and \$123,362, respectively. Actual expenditures were \$738,394 less than budgeted and transfers out were \$13,000 more than anticipated. These conditions resulted in a \$1,305,098 positive budget variance with a \$162,233 decrease in fund balance for the year, compared to a \$1,467,331 budgeted decrease in fund balance.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital assets

At December 31, 2018, the Township had invested \$18,246,939, net of depreciation, in various capital assets, including its land, buildings, equipment, and infrastructure.

This year's major capital asset additions included:

- \$42,879 for new fire vehicles
- \$77,670 for police vehicles.
- \$57,150 for a new roof on Westwood fire station

More detailed information about the Township's capital assets is presented in Note 5 of the notes to the basic financial statements.

Debt

At the end of the fiscal year, the Township had bonds payable with balances outstanding in the amount of \$8,942,638, a decrease of \$924,630.

Other long-term obligations consisted of a liability for compensated absences of \$416,767, net pension liability of \$2,773,873, and a net other postemployment benefit liability of \$3,116,939.

More detailed information about the Township's long-term debt is presented in Note 7, Note 13, and Note 14 of the notes to the basic financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

In 2019, the Township plans to primarily use current revenues to provide essential services in order to maintain current fund balances. Property tax revenues are expected to increase slightly in 2019. The Township continues to review all budget areas for opportunities to reduce expenditures.

CONTACTING THE TOWNSHIP'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the Township's finances to its citizens, customers, investors, and creditors and to demonstrate the Township's accountability for the resources it receives. Questions regarding any information provided in this report or requests for additional financial information should be addressed to:

Dexter A. Mitchel, Township Manager
Charter Township of Kalamazoo
1720 Riverview Drive
Kalamazoo, MI 49004

Phone: (269) 381-8085

BASIC FINANCIAL STATEMENTS

STATEMENT OF NET POSITION

December 31, 2018

	<u>Governmental activities</u>	<u>Business-type activities</u>	<u>Totals</u>
ASSETS			
Current assets:			
Cash	\$ 10,883,928	\$ 12,375	\$ 10,896,303
Investments	3,379,430	-	3,379,430
Inventory	-	9,020	9,020
Receivables	4,649,441	-	4,649,441
Prepaid items	30,605	-	30,605
Total current assets	<u>18,943,404</u>	<u>21,395</u>	<u>18,964,799</u>
Noncurrent assets:			
Receivables	57,328	-	57,328
Capital assets not being depreciated	504,748	171,000	675,748
Capital assets, net of accumulated depreciation	<u>17,462,296</u>	<u>108,895</u>	<u>17,571,191</u>
Total noncurrent assets	<u>18,024,372</u>	<u>279,895</u>	<u>18,304,267</u>
Total assets	<u>36,967,776</u>	<u>301,290</u>	<u>37,269,066</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred pension amounts	770,604	-	770,604
Deferred OPEB amounts	<u>42,438</u>	<u>-</u>	<u>42,438</u>
Total deferred outflows of resources	<u>813,042</u>	<u>-</u>	<u>813,042</u>
LIABILITIES			
Current liabilities:			
Payables	725,386	-	725,386
Unearned operating assessment revenue	247,495	-	247,495
Current portion of long-term debt	<u>900,000</u>	<u>-</u>	<u>900,000</u>
Total current liabilities	<u>1,872,881</u>	<u>-</u>	<u>1,872,881</u>
Noncurrent liabilities:			
Noncurrent portion of long-term debt	8,042,638	-	8,042,638
Compensated absences	416,767	-	416,767
Net pension liability	2,773,873	-	2,773,873
Net OPEB liability	<u>3,116,939</u>	<u>-</u>	<u>3,116,939</u>
Total noncurrent liabilities	<u>14,350,217</u>	<u>-</u>	<u>14,350,217</u>
Total liabilities	<u>16,223,098</u>	<u>-</u>	<u>16,223,098</u>
DEFERRED INFLOWS OF RESOURCES			
Property tax revenues levied for the subsequent year	5,030,570	-	5,030,570
Assessments levied for the subsequent year	1,839,280	-	1,839,280
Deferred pension amounts	<u>406,888</u>	<u>-</u>	<u>406,888</u>
Total deferred inflows of resources	<u>7,276,738</u>	<u>-</u>	<u>7,276,738</u>
NET POSITION			
Net investment in capital assets	17,902,782	279,895	18,182,677
Restricted for:			
Public safety	300,389	-	300,389
Public works	277,866	-	277,866
Capital outlay	1,836,497	-	1,836,497
Debt service	68,755	-	68,755
Unrestricted (deficit)	<u>(6,105,307)</u>	<u>21,395</u>	<u>(6,083,912)</u>
Total net position	<u>\$ 14,280,982</u>	<u>\$ 301,290</u>	<u>\$ 14,582,272</u>

See notes to financial statements

STATEMENT OF ACTIVITIES

Year ended December 31, 2018

	Program revenues				Net (expenses) revenues and changes in net position		
	Expenses	Charges for services	Operating grants and contributions	Capital grants and contributions	Governmental activities	Business-type activities	Totals
Functions/Programs							
Governmental activities:							
General government	\$ 1,535,531	\$ 588,010	\$ -	\$ -	\$ (947,521)		\$ (947,521)
Public safety	6,953,752	1,709,260	10,973	4,999	(5,228,520)		(5,228,520)
Public works	1,746,160	743,620	262,213	-	(740,327)		(740,327)
Community and economic development	81,643	14,390	-	-	(67,253)		(67,253)
Recreation and culture	8,959	-	-	-	(8,959)		(8,959)
Interest on long-term debt	199,595	-	-	-	(199,595)		(199,595)
Total governmental activities	10,525,640	3,055,280	273,186	4,999	(7,192,175)		(7,192,175)
Business-type activities - golf course	17,896	10,000	-	-		\$ (7,896)	(7,896)
Totals	<u>\$ 10,543,536</u>	<u>\$ 3,065,280</u>	<u>\$ 273,186</u>	<u>\$ 4,999</u>	(7,192,175)	(7,896)	(7,200,071)
General revenues:							
Property taxes					4,876,585	-	4,876,585
State grants					2,274,915	-	2,274,915
Local community stabilization					132,709	-	132,709
Franchise fees					184,744	-	184,744
Investment income					116,824	192	117,016
Total general revenues					<u>7,585,777</u>	<u>192</u>	<u>7,585,969</u>
Changes in net position					393,602	(7,704)	385,898
Net position - beginning					<u>13,887,380</u>	<u>308,994</u>	<u>14,196,374</u>
Net position - ending					<u>\$ 14,280,982</u>	<u>\$ 301,290</u>	<u>\$ 14,582,272</u>

See notes to financial statements

BALANCE SHEET - governmental funds

December 31, 2018

	<u>General</u>	<u>Sewer Improvement</u>	<u>Road Bond</u>	<u>Nonmajor funds</u>	<u>Total governmental funds</u>
ASSETS					
Cash	\$ 2,660,112	\$ 3,435,060	\$ 554,023	\$ 4,234,733	\$ 10,883,928
Investments	3,379,430	-	-	-	3,379,430
Receivables	3,128,580	115,174	664,148	798,867	4,706,769
Total assets	<u>\$ 9,168,122</u>	<u>\$ 3,550,234</u>	<u>\$ 1,218,171</u>	<u>\$ 5,033,600</u>	<u>\$ 18,970,127</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Payables	\$ 419,872	\$ 45,610	-	\$ 208,529	\$ 674,011
Unearned operating assessment revenue	-	-	-	247,495	247,495
Total liabilities	<u>419,872</u>	<u>45,610</u>	<u>-</u>	<u>456,024</u>	<u>921,506</u>
Deferred inflows of resources:					
Property tax revenues levied for the subsequent year	3,881,154	-	1,149,416	-	5,030,570
Assessments levied for the subsequent year	638,590	-	-	1,200,690	1,839,280
Unavailable special assessment revenue	-	66,189	-	18,012	84,201
Total deferred inflows of resources	<u>4,519,744</u>	<u>66,189</u>	<u>1,149,416</u>	<u>1,218,702</u>	<u>6,954,051</u>
Fund balances:					
Restricted for:					
Public safety	-	-	-	236,127	236,127
Public works	-	-	-	277,866	277,866
Capital outlay	-	-	-	1,836,497	1,836,497
Debt service	-	-	68,755	-	68,755
Committed for culture and recreation	-	-	-	9,702	9,702
Assigned for:					
Public works	-	3,438,435	-	459,018	3,897,453
Capital outlay	-	-	-	539,664	539,664
Unassigned	<u>4,228,506</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,228,506</u>
Total fund balances	<u>4,228,506</u>	<u>3,438,435</u>	<u>68,755</u>	<u>3,358,874</u>	<u>11,094,570</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 9,168,122</u>	<u>\$ 3,550,234</u>	<u>\$ 1,218,171</u>	<u>\$ 5,033,600</u>	<u>\$ 18,970,127</u>
Reconciliation of the balance sheet to the statement of net position:					
Total fund balance - total governmental funds					\$ 11,094,570
Amounts reported for <i>governmental activities</i> in the statement of net position (page 11) are different because:					
Capital assets used in <i>governmental activities</i> are not financial resources and, therefore, are not reported in the funds.					
					17,967,044
Other long-term assets are not available to pay for current period expenditures and are deferred in the funds.					
					84,201
Certain pension and OPEB contributions and unamortized changes in pension plan net position are reported as deferred outflows of resources in the statement of net position but are not reported in the funds.					
					763,550
Certain pension unamortized changes in pension plan net position are reported as deferred inflows of resources in the statement of net position but are not reported in the funds.					
					(357,396)
Interest payable, related to long-term liabilities, is not due and payable in the current period and, therefore, is not reported in the funds.					
					(51,375)
Prepaid items are not financial resources and, therefore, are not reported in the funds					
					30,605
Long-term liabilities that are not due and payable in the current period and are not reported in the funds:					
Long-term debt					(8,942,638)
Compensated absences					(416,767)
Net pension liability					(2,773,873)
Net OPEB liability					(3,116,939)
Net position of <i>governmental activities</i>					<u>\$ 14,280,982</u>

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - governmental funds**

Year ended December 31, 2018

	<u>General</u>	<u>Sewer Improvement</u>	<u>Road Bond</u>	<u>Nonmajor funds</u>	<u>Total governmental funds</u>
REVENUES					
Property taxes	\$ 4,019,102	\$ -	\$ 1,067,307	\$ -	\$ 5,086,409
Federal grants	334	-	-	5,000	5,334
State grants	2,421,967	250,485	29,391	11,728	2,713,571
Intergovernmental	-	-	-	5,400	5,400
Fines and forfeitures	26,728	-	-	8,386	35,114
Licenses and permits	308,143	-	-	-	308,143
Charges for services	475,851	9,000	-	-	484,851
Interest and rentals	98,766	53,588	2,940	70,833	226,127
Other	682,877	7,595	-	1,461,471	2,151,943
	<u>8,033,768</u>	<u>320,668</u>	<u>1,099,638</u>	<u>1,562,818</u>	<u>11,016,892</u>
Total revenues					
EXPENDITURES					
Current:					
General government	1,481,774	-	-	-	1,481,774
Public safety	5,890,647	-	-	215,052	6,105,699
Public works	17,502	301,443	527	1,161,561	1,481,033
Community and economic development	81,643	-	-	-	81,643
Recreation and culture	5,928	-	-	-	5,928
Capital outlay	47,157	-	-	632,996	680,153
Debt service:					
Principal	-	-	850,000	64,262	914,262
Interest	-	-	211,875	1,800	213,675
	<u>7,524,651</u>	<u>301,443</u>	<u>1,062,402</u>	<u>2,075,671</u>	<u>10,964,167</u>
Total expenditures					
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>509,117</u>	<u>19,225</u>	<u>37,236</u>	<u>(512,853)</u>	<u>52,725</u>
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	13,014	681,350	694,364
Transfers out	(671,350)	-	-	(23,014)	(694,364)
Net other financing sources (uses)	<u>(671,350)</u>	<u>-</u>	<u>13,014</u>	<u>658,336</u>	<u>-</u>
NET CHANGES IN FUND BALANCES	(162,233)	19,225	50,250	145,483	52,725
FUND BALANCES - BEGINNING	<u>4,390,739</u>	<u>3,419,210</u>	<u>18,505</u>	<u>3,213,391</u>	<u>11,041,845</u>
FUND BALANCES - ENDING	<u>\$ 4,228,506</u>	<u>\$ 3,438,435</u>	<u>\$ 68,755</u>	<u>\$ 3,358,874</u>	<u>\$ 11,094,570</u>

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - governmental funds (Continued)**

Year ended December 31, 2018

Reconciliation of the statement of revenues, expenditures, and changes in fund balances to the statement of activities:

Net change in fund balance - total governmental funds (page 14) \$ 52,725

Amounts reported for *governmental activities* in the statement of activities (page 12) are different because:

Capital assets:

Assets acquired	663,748
Provision for depreciation	(884,135)
Basis of assets disposed	(85,290)

Principal repayments on long-term debt 914,262

Changes in other assets/liabilities:

Decrease in prepaid expenditures	(405)
Decrease in interest payable	3,712
Decrease in deferred outflows of resources - pension plan interest projections compared to actual	(563,748)
Increase in deferred outflows of resources - pension contributions made after plan year end	(22,010)
Decrease in deferred outflows of resources - change in assumptions	(66,366)
Increase in deferred inflows of resources - difference between expected and actual - pension	4,650
Increase in deferred inflows of resources - difference between expected and actual - OPEB	42,438
Decrease in deferred inflows of resources	(47,114)
Increase in net OPEB liability	(72,119)
Decrease in net pension liability	427,176
Decrease in compensated absences	15,710
Decrease in other accrued liabilities	<u>10,368</u>

Change in net position of *governmental activities* \$ 393,602

STATEMENT OF NET POSITION - proprietary fund

December 31, 2018

	<i>Golf Course Fund</i>
ASSETS	
Current assets:	
Cash	\$ 12,375
Inventory	<u>9,020</u>
Total current assets	<u>21,395</u>
Noncurrent assets:	
Capital assets not being depreciated - land	171,000
Capital assets, net of accumulated depreciation	<u>108,895</u>
Total noncurrent assets	<u>279,895</u>
Total assets	<u>301,290</u>
NET POSITION	
Investment in capital assets	279,895
Unrestricted	<u>21,395</u>
Total net position	<u><u>\$ 301,290</u></u>

See notes to financial statements

Charter Township of Kalamazoo

**STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN
NET POSITION - *proprietary fund***

Year ended December 31, 2018

	<u><i>Golf Course Fund</i></u>
OPERATING REVENUES	
Rentals	\$ 10,000
OPERATING EXPENSES	
Operating and maintenance costs	6,974
Depreciation	<u>10,922</u>
Total operating expenses	<u>17,896</u>
OPERATING LOSS	(7,896)
NONOPERATING REVENUES	
Interest	<u>192</u>
CHANGE IN NET POSITION	(7,704)
NET POSITION - BEGINNING	<u>308,994</u>
NET POSITION - ENDING	<u><u>\$ 301,290</u></u>

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary fund

Year ended December 31, 2018

	<i>Golf Course Fund</i>
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$ 10,000
Payments to suppliers	<u>(6,974)</u>
Net cash provided by operating activities	<u>3,026</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest	<u>192</u>
NET CHANGE IN CASH	3,218
CASH - BEGINNING	<u>9,157</u>
CASH - ENDING	<u><u>\$ 12,375</u></u>
Reconciliation of operating loss to net cash provided by operating activities:	
Operating loss	\$ (7,896)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation expense	<u>10,922</u>
Net cash provided by operating activities	<u><u>\$ 3,026</u></u>

See notes to financial statements

Charter Township of Kalamazoo

STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES - *agency funds*

December 31, 2018

ASSETS

Cash	\$ 544,055
Investments	<u>3,400,000</u>
Total assets	<u><u>3,944,055</u></u>

LIABILITIES

Due to others	<u><u>\$ 3,944,055</u></u>
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See notes to financial statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Charter Township of Kalamazoo, Michigan (the Township), conform to accounting principles generally accepted in the United States of America (hereinafter referred to as generally accepted accounting principles) as applicable to governmental units. The following is a summary of the more significant accounting policies.

Reporting entity:

The Township is governed by an elected seven-member board. As required by generally accepted accounting principles, these financial statements present only the Township, located in Kalamazoo County, as management has determined that there are no other entities for which the Township is financially accountable.

Government-wide and fund financial statements:

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Township. The effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, the proprietary fund, and fiduciary funds, even though the latter are excluded from government-wide financial statements. Major individual governmental funds and the major enterprise fund are reported as separate columns in the fund financial statements.

Measurement focus, basis of accounting, and financial statement presentation:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period, or soon enough thereafter, to pay liabilities of the current period. For this purpose, the Township generally considers revenues to be available if they are expected to be collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenues of the current period. All other revenue items are considered to be measurable only when cash is received by the Township.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement focus, basis of accounting, and financial statement presentation (continued):

The Township reports the following major governmental funds:

The General Fund is the Township's primary operating fund. It accounts for all financial resources of the Township, except those required to be accounted for in another fund. Revenues are derived primarily property taxes and state shared revenue.

The Sewer Improvement Fund, a capital project fund, accounts for the construction or purchase of major sewer improvements. Revenues are primarily derived from special assessments.

The Road Bond Fund, a debt service fund, accounts for the debt service payments related to bonds issued to improve the Township's roads. Revenues are primarily derived from property taxes.

The Township also reports fiduciary funds, which account for assets held by the Township as an agent for individuals, private organizations, and other governments. The Township currently reports two agency funds (The Tax Collection Fund and the Agency Fund). Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Amounts reported as program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary fund relate to charges to customers for services. Operating expenses for the proprietary fund include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position or equity:

Cash and investments - Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are reported at fair value. Pooled investment income is proportionately allocated to all funds.

Receivables and payables - In general, outstanding balances between funds are reported as "due to/from other funds." No allowance for uncollectible accounts has been recorded, as the Township considers all receivables to be fully collectible.

Prepaid items - Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in the government-wide financial statements.

Capital assets - Capital assets, which include property, equipment, and infrastructure assets (e.g., sewer and water systems), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial, individual cost of more than \$2,000 (\$10,000 for infrastructure assets) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value as of the date received. Governments can elect to account for infrastructure assets either retroactively to June 15, 1980, or prospectively. The Township has elected to account for infrastructure assets prospectively, beginning January 1, 2004.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position or equity (continued):

Capital assets (continued) - Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings	40 - 60 years
Improvements	15 - 30 years
Vehicles	5 - 10 years
Equipment	3 - 15 years
Sewer infrastructure	50 - 75 years

Deferred outflows of resources - The statement of net position includes a separate section for deferred outflows of resources. This separate financial statement element reflects a decrease in net position that applies to a future period. The related expense will not be recognized until a future event occurs. The Township has two items in this category. The deferred outflows, related to the defined benefit pension plan, are discussed in Note 13. The deferred outflows, related to the other postemployment benefit plan, are discussed in note 14. No deferred outflows of resources affect the governmental funds financial statements.

Compensated absences - It is the Township’s policy to permit employees to accumulate earned but unused sick and vacation pay benefits. Vested compensated absences are accrued when earned in the government-wide and proprietary funds financial statements. A liability for these amounts is reported in governmental funds only for employee terminations as of year end.

Unearned revenue - Unearned revenue represents resources related to operating assessments, which have not yet been earned, due to performance of service.

Deferred inflows of resources - The statement of net position and the governmental funds balance sheet include a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net position that applies to a future period. The related revenues will not be recognized until a future event occurs. The Township has four items that are included in this category: property taxes, special assessments, unavailable revenues, and items related to the defined benefit pension plan. Property tax revenues and certain operating special assessments, which are levied to finance the following period's budget, are deferred and recognized as an inflow of resources in the period that they were intended to finance. Other special assessment revenue and grant proceeds, which are not available (collected later than 60 days after the end of the Township's fiscal year) are deferred in the governmental funds and recognized as an inflow of resources in the period that the assessments become available. The deferred inflows, related to the defined benefit pension plan, are discussed in Note 13.

Pension - For purposes of measuring the net pension liability, deferred outflows of resources related to pensions, and pension expense, information about the fiduciary net position of the pension plan and additions to/deductions from the pension plan’s fiduciary net position have been determined on the same basis as they are reported by the pension plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. The Township and its defined pension plan share the same year-end date. Accordingly, the Township has elected to measure its net pension liability as of the prior December 31.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position or equity (continued):

Postemployment benefits other than pensions - For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Township of Kalamazoo Township Retiree Health Care Plan and additions to/deductions from the plan fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms.

Net position - Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources. The Township reports three categories of net position, as follows: (1) *Net investment in capital assets* consists of net capital assets reduced by outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets, and increases by balances related to those assets; (2) *Restricted net position* is considered restricted if its use is constrained to a particular purpose. Restrictions are imposed by external organizations, such as federal or state laws or buyers of the Township's debt. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets; (3) *Unrestricted net position* consists of all other net position that does not meet the definition of the above components and is available for general use by the Township.

Net position flow assumption - Sometimes, the Township will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide and proprietary funds financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

Fund equity - In the fund financial statements, governmental funds report nonspendable fund balance for amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. Restricted fund balance is reported when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws and regulations of other governments. Committed fund balance is reported for amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Township Board. A formal resolution of the Township Board is required to establish, modify, or rescind a fund balance commitment. The Township Board retains the authority to assign fund balances. Unassigned fund balance is the residual classification for the General Fund. When the Township incurs an expenditure for purposes for which various fund balance classifications can be used, it is the Township's policy to use the restricted fund balance first, followed by committed fund balance, then assigned fund balance, and, finally, unassigned fund balance.

Property tax revenue recognition - Property taxes are levied each December 1 (lien date) on the taxable valuation of property (as defined by State statutes) located in the Township as of the preceding December 31. Property taxes are considered delinquent on March 1 of the following year, at which time interest and penalties are assessed. Although the Township's 2017 ad valorem taxes are levied and collectible on December 1, 2017, it is Township's policy to recognize revenue from that tax levy in the current year, when the proceeds are budgeted and made available for the financing of operations.

Use of estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Accordingly, actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the Township’s General Fund and special revenue funds. The budget document presents information by fund, function, and department. The legal level of budgetary control adopted by the governing body is the function level. Amounts encumbered for purchase orders, contracts, etc., are not tracked during the year. Budget appropriations are considered to be spent once the goods are delivered or the services are rendered.

Excess of expenditures over appropriations - During the year, the Township incurred reportable expenditures in a budgeted fund, which were in excess of the amounts appropriated, as follows:

<u>Fund</u>	<u>Function</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance</u>
General	Transfers out	\$ 658,350	\$ 671,350	\$ 13,000

NOTE 3 - CASH AND INVESTMENTS

At December 31, 2018, cash and investments are classified in the accompanying financial statements, as follows:

	<u>Governmental activities</u>	<u>Business-type activities</u>	<u>Fiduciary activities</u>	<u>Totals</u>
Financial statements:				
Cash and cash equivalents	\$ 10,883,928	\$ 12,375	\$ 544,055	\$ 11,440,358
Investments	<u>3,379,430</u>	<u>-</u>	<u>3,400,000</u>	<u>6,779,430</u>
Totals	<u>\$ 14,263,358</u>	<u>\$ 12,375</u>	<u>\$ 3,944,055</u>	<u>\$ 18,219,788</u>
Notes to financial statements:				
Deposits				\$ 11,440,358
Investments				<u>6,779,430</u>
Total				<u>\$ 18,219,788</u>

Deposits - Michigan Compiled Laws, Section 129.91 (Public Act 20 of 1943, as amended) and the Township’s investment policy authorize the Township to make deposits in the accounts of federally-insured banks, credit unions, and savings and loan associations that have an office in Michigan.

Custodial credit risk is the risk that, in the event of the failure of a financial institution, the Township will not be able to recover its deposits. The Township’s investment policy does not specifically address custodial credit risk for deposits. At December 31, 2018, \$8,685,326 of the Township’s bank balances of \$12,412,416 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Investments - State statutes and the Township’s investment policy authorize the Township to invest in a) obligations of the U.S. Treasury, agencies, and instrumentalities; b) commercial paper, with two (2) highest rate classifications by at least two (2) rating services, maturing not later than 270 days; c) repurchase agreements, collateralized by U.S. governmental securities; d) bankers’ acceptances; e) mutual funds composed of otherwise legal investments; and f) qualified investment pools.

NOTE 3 - CASH AND INVESTMENTS (Continued)

Investments at December 31, 2018, which are reported at fair value, consist of the following:

Governmental activities:

Cooperative Liquid Assets Securities System - Michigan, a local investment pool established under Michigan state statutes for participating Michigan municipalities	\$ 5,290,631
Commercial Paper	744,869

Government-sponsored enterprises:

\$535,000 Federal Home Loan Mortgage Corporation Fixed Rate Bonds - paying interest at 1.10% and maturing 03/23/19	533,384
\$331,000 Federal National Mortgage Association Remic Trust Bonds - paying interest at 2.50% and maturing 12/25/42	<u>210,546</u>
Total investments	<u>\$ 6,779,430</u>

The Township's investments are summarized, as follows:

<u>Investment type</u>	<u>Fair value</u>	<u>Maturity</u>	<u>Rating</u>	<u>Rating organization</u>
CLASS - Michigan investment pool	\$ 5,290,631	N/A	AAAm	S&P
Commercial paper	744,869	2019	A1+	S&P
Government-sponsored enterprises:				
Federal Home Loan Mortgage Corporation Fixed Rate Bonds	533,384	2019	Aaa	Moody's
Federal National Mortgage Association Remic Trust Bonds	<u>210,546</u>	2042	Aaa	Moody's
	<u>\$ 6,779,430</u>			

The Township's investments are subject to several types of risk, which are discussed below:

Custodial credit risk. Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, the Township will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. The Township's investment policy does not contain requirements that would limit the exposure to custodial credit risk for investments. As of December 31, 2018, all of the Township's investments, excluding investments in investment pools and repurchase agreements, are subject to custodial credit risk as they are uninsured, unregistered, and held by the same counterparty that purchased the securities for the Township.

NOTE 3 - CASH AND INVESTMENTS (Continued)

Credit risk. Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This risk is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Township’s investment policy does not contain requirements that would limit the exposure to credit risk for investments. The credit quality ratings of the Township’s investments are identified above.

Concentration of credit risk. Concentration of credit risk is the risk of loss attributable to the magnitude of the Township’s investment in a single holding. State law and the Township’s investment policy places no limitations on the amount that can be invested in any one issuer. Investments in investment pools and money market funds are not subject to concentration of credit risk. Investments in any one issuer that represent 5% or more of the Township’s total investments are as follows:

<i>Issuer</i>	<i>Fair value</i>	<i>Percentage</i>
Government-sponsored enterprises:		
Federal Home Loan Mortgage Corporation Fixed Rate Bonds	533,384	7.87%
Commercial paper:		
General Electric Commercial Paper	496,081	7.32%

Interest rate risk. Interest rate risk is the risk that the value of an investment will decrease as a result of an increase in market interest rates. Generally, longer investment maturities generate more sensitivity to changes in an investment’s fair value due to changes in market rates. The Township’s investment policy has no specific limitations with respect to maturities of investments. The maturities of the Township’s investments are identified above. Investments in investment pools and money market funds are not subject to interest rate risk.

The Township’s investments include holdings in the Cooperative Liquid Assets Securities System - Michigan (CLASS), which is a local government investment pool established under Michigan state statutes for participating Michigan municipalities. This pool, which is a nonrisk categorized qualifying investment, is carried at fair value. The fair value of the Township’s position in the pool is the same as the value of its pool shares. The fund operates like a money market fund with each share valued at \$1, and is rated AAAM by Standard and Poor’s (credit risk); it is not subject to regulatory oversight; the pool issues a separate report, which is available at 15309 Meadowwood Drive, Grand Haven, Michigan, 49417.

Fair value measurement - The Township categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The Township has the following recurring fair value measurement as of December 31, 2018.

- U.S. government and agency securities are valued using observable fair values of similar assets (Level 2).

The MBIA CLASS Fund was measured at net asset value (or its equivalent) as a practical expedient, and, accordingly, has not been classified in the fair value hierarchy.

NOTE 4 - RECEIVABLES

Receivables as of December 31, 2018, for the Township’s individual major and nonmajor funds, in the aggregate, were as follows:

<u>Fund</u>	<u>Taxes</u>	<u>Accounts</u>	<u>Special assessments</u>	<u>Intergovern- mental</u>	<u>Totals</u>
Governmental:					
General	\$ 2,498,875	\$ 38,450	\$ -	\$ 591,255	\$ 3,128,580
Sewer Improvement	-	16,059	53,531	45,584	115,174
Road bond	634,757	29,391	-	-	664,148
Nonmajor	<u>770,228</u>	<u>5,300</u>	<u>18,617</u>	<u>4,722</u>	<u>798,867</u>
Total governmental	<u>\$ 3,903,860</u>	<u>\$ 89,200</u>	<u>\$ 72,148</u>	<u>\$ 641,561</u>	<u>\$ 4,706,769</u>
Amounts due beyond one year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 57,328</u>	<u>\$ -</u>	<u>\$ 57,328</u>

All receivables are considered to be fully collectible.

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2018, was as follows:

	<u>Beginning balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Governmental activities:				
Capital assets not being depreciated - land	\$ 504,748	\$ -	\$ -	\$ 504,748
Capital assets being depreciated:				
Buildings and improvements	2,848,371	165,083	-	3,013,454
Equipment	4,141,842	176,526	-	4,318,368
Vehicles	3,829,704	322,139	(106,539)	4,045,304
Infrastructure	22,587,807	-	(90,193)	22,497,614
Subtotal	<u>33,407,724</u>	<u>663,748</u>	<u>(196,732)</u>	<u>33,874,740</u>
Less accumulated depreciation for:				
Buildings and improvements	(1,811,112)	(77,502)	-	(1,888,614)
Equipment	(2,454,489)	(256,197)	-	(2,710,686)
Vehicles	(2,944,661)	(281,934)	106,539	(3,120,056)
Infrastructure	(8,429,489)	(268,502)	4,903	(8,693,088)
Subtotal	<u>(15,639,751)</u>	<u>(884,135)</u>	<u>111,442</u>	<u>(16,412,444)</u>
Total capital assets being depreciated, net	<u>17,767,973</u>	<u>(220,387)</u>	<u>(85,290)</u>	<u>17,462,296</u>
Governmental activities capital assets, net	<u>\$ 18,272,721</u>	<u>\$ (220,387)</u>	<u>\$ (85,290)</u>	<u>\$ 17,967,044</u>

Depreciation expense was charged to the Township's governmental functions, as follows:

Governmental activities:	
General government	\$ 69,963
Public safety	542,640
Public works	268,501
Culture and recreation	<u>3,031</u>
Total governmental activities	<u>\$ 884,135</u>

NOTE 5 - CAPITAL ASSETS (Continued)

	<i>Beginning balance</i>	<i>Increases</i>	<i>Decreases</i>	<i>Ending balance</i>
Business-type activities:				
Capital assets not being depreciated - land	\$ 171,000	\$ -	\$ -	\$ 171,000
Capital assets being depreciated:				
Buildings	94,759	-	-	94,759
Improvements other than buildings	241,045	-	-	241,045
Vehicles and equipment	171,091	-	-	171,091
Subtotal	506,895	-	-	506,895
Less accumulated depreciation for:				
Buildings	(94,759)	-	-	(94,759)
Improvements other than buildings	(151,691)	(2,469)	-	(154,160)
Vehicles and equipment	(140,628)	(8,453)	-	(149,081)
Subtotal	(387,078)	(10,922)	-	(398,000)
Total capital assets being depreciated, net	119,817	(10,922)	-	108,895
Business-type activities capital assets, net	<u>\$ 290,817</u>	<u>\$ (10,922)</u>	<u>\$ -</u>	<u>\$ 279,895</u>

NOTE 6 - PAYABLES

Payables as of December 31, 2018, for the Township's individual major and nonmajor funds, in the aggregate, were as follows:

<i>Fund</i>	<i>Accounts</i>	<i>Accrued Payroll</i>	<i>Totals</i>
Governmental:			
General	\$ 242,322	\$ 177,550	\$ 419,872
Sewer Improvement	45,610	-	45,610
Nonmajor	208,529	-	208,529
Total governmental	<u>\$ 496,461</u>	<u>\$ 177,550</u>	<u>\$ 674,011</u>

NOTE 7 - LONG-TERM LIABILITIES

Long-term obligation activity for the year ended December 31, 2018, was as follows:

	<u>Beginning balance</u>	<u>Increases</u>	<u>Reductions</u>	<u>Ending balance</u>	<u>Due within one year</u>
Governmental activities:					
\$9,750,000 2015 General Obligation Unlimited Tax Bonds, payable in annual installments of \$850,000 to \$1,350,000, including interest at 1.5% - 3.0%; final payment due April 2026	\$ 9,750,000	\$ -	\$ (850,000)	\$ 8,900,000	\$ 900,000
\$187,580 2015 Installment purchase agreement note, payable in annual installments of \$66,060, with 2.8% interest; final payment due September 2018	64,262	-	(64,262)	-	-
Subtotal	9,814,262	-	(914,262)	8,900,000	900,000
Premium on 2015 bonds	53,006	-	(10,368)	42,638	-
Total long term debt	9,867,268	-	(924,630)	8,942,638	900,000
Compensated absences	432,477	366,820	(382,530)	416,767	-
Total governmental activities	<u>\$ 10,299,745</u>	<u>\$ 366,820</u>	<u>\$ (1,307,160)</u>	<u>\$ 9,359,405</u>	<u>\$ 900,000</u>

At December 31, 2018 debt service requirements, with the exception of compensated absences, are as follows:

<u>Year ended December 31:</u>	<u>Governmental activities</u>	
	<u>Principal</u>	<u>Interest</u>
2019	\$ 900,000	\$ 198,750
2020	950,000	182,500
2021	1,000,000	163,000
2022	1,100,000	142,000
2023	1,100,000	118,625
2024 - 2026	<u>3,850,000</u>	<u>169,875</u>
Totals	<u>\$ 8,900,000</u>	<u>\$ 974,750</u>

All debt is secured by the full faith and credit of the Township.

NOTE 8 - PROPERTY TAXES

The 2017 taxable valuation of the Township approximated \$421,000,000, on which ad valorem taxes levied consisted of 8.9412 mills for operating purposes and 2.5200 mills for roads, raising approximately \$3,777,000 and \$1,062,000, respectively. This amount is recognized in the respective fund financial statements as property tax revenue.

The 2018 taxable valuation of the Township approximated \$434,000,000, on which ad valorem taxes levied consisted of 8.9691 mills for operating purposes and 2.6500 mills for roads, raising approximately \$3,881,000 and \$1,149,000, respectively. This amount is recognized in the respective fund financial statements as deferred inflows of resources, based upon the period for which the proceeds are budgeted and will be made available for the financing of operations.

NOTE 9 - TAX ABATEMENTS

The Township enters into property tax abatement agreements with local businesses for the purpose of attracting or retaining businesses within the Township. Each agreement was negotiated under a state law, which allows local units to abate property taxes for a variety of economic development purposes. The abatements may be granted to local businesses located within the Township or promising to relocate within the Township. Depending on the statute referenced for a particular abatement, the Township may grant abatements of up to 50% of annual property taxes through a direct reduction of the entity's property tax bill or not tax the entity on improvements to a property for a period of time, not to exceed twelve years. Depending on the terms of the agreement and state law, abated taxes may be subject to recapture upon default of the entity. The Township has not made any commitments as part of the agreements other than to reduce taxes. The Township is not subject to any tax abatement agreements entered into by other governmental entities.

For the fiscal year ended December 31, 2018, the Township abated property taxes totaling \$25,202 under the Industrial Facilities Exemption. Which is authorized by Public Act 198 of 1974.

NOTE 10 - INTERFUND TRANSFERS

The General Fund transferred \$658,350 to a nonmajor capital projects fund (Building and Grounds Fund) to assign funds for future capital acquisitions, and \$13,000 to a nonmajor special revenue fund (Police Training Fund) to support current public safety expenditures.

A nonmajor capital projects fund (Road Improvement Fund) transferred \$13,014 to the Road Bond Fund to cover a portion of current year interest expenditures.

NOTE 11 - RISK MANAGEMENT

The Township is exposed to various risks of loss related to general liability, property and casualty, workers' compensation, and employee health and medical claims. The risks of loss arising from general liability up to \$5,000,000, building contents, workers' compensation, employee medical, and casualty are managed through purchased commercial insurance. For all risks of loss, there have been no significant reductions in insurance coverage from coverage provided in prior years. Also, in the past three years, settlements did not exceed insurance coverage.

NOTE 12 - DEFINED CONTRIBUTION RETIREMENT PLAN

The Township and its employees contribute to the Kalamazoo Township Pension Plan, a defined contribution pension, individual account plan, which is administered by a third-party administrator. The plan covers four classes of employees, as allowed under Internal Revenue Code Section 401(a). The first class of employees includes all elected officials. The second class of employees includes paid on-call firefighters. The third class includes all full-time employees, except elected officials and police hired after January 1, 2013. The fourth class includes all full-time employees, except elected officials and police hired before January 1, 2013.

Benefit terms, including contribution requirements, for the Plan are established, and may be amended, by the Township Board. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Employees are eligible to participate as described above. The Township contributes 10% of compensation to the first class of qualifying employees. The Township contributes 6.20% of compensation to the second class of qualifying employees, with an equal percentage contributed by all covered employees in the second class. The Township contributes 10% of compensation to the third class. The Township contributes 12% of compensation to the fourth class. Employees are permitted to make contributions to the Plan, up to applicable Internal Revenue Code limits. For the year ended December 31, 2018, the Township and eligible employees made contributions of \$168,301 and \$37,101, respectively. At December 31, 2018, the Township reported no accrued liability as part of the contributions to the plan.

The Township's contributions for each employee (and investment earnings allocated to the employee's account) are fully vested on the day the employee is eligible to participate in the plan, which occurs after 48 months of service.

The Township is not a trustee of the defined contribution pension plan, nor is the Township responsible for investment management of the pension plan assets. Accordingly, plan assets, and changes therein, are not reported in these financial statements.

NOTE 13 - DEFINED BENEFIT PENSION PLAN

Plan description:

The Township participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent, multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine-member Retirement Board. MERS issues a publicly-available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the MERS website at www.mersofmich.com.

Benefits provided:

The Township's defined benefit pension plan provides certain retirement, disability, and death benefits to plan members and beneficiaries and covers the full-time employees of the Township. Retirement benefits for eligible employees are calculated as 2.5% of the employee's three-year final average compensation times the employee's years of service with a maximum of 80% of final average compensation. Normal retirement age is 60, with early retirement at a reduced benefit at age 50, with 25 years of service, or age 55, with 15 years of service. Deferred retirement benefits vest after 6 years of credited service but are not paid until the date retirement would have occurred had the member remained an employee. Covered employees are required to contribute 2.06% of wages to the plan. An employee who leaves service may withdraw their contributions, plus any accumulated interest. Benefit terms, within the parameters of MERS, are established and amended by the authority of the Township Board.

NOTE 13 - DEFINED BENEFIT PENSION PLAN (Continued)

Employees covered by benefit terms:

At the December 31, 2017, measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	12
Active employees	<u>36</u>
Total	<u><u>48</u></u>

Contributions:

The Township is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Covered employees are required to contribute 2.06% of wages to the plan. For the fiscal year ended December 31, 2018, the Township contributed \$389,279 to the plan.

Net pension liability:

The Township’s net pension liability reported at December 31, 2018, was determined using a measurement of the total pension liability and the pension net position as of December 31, 2017. The total pension liability was determined by an annual actuarial valuation as of that date.

Actuarial assumptions:

The total pension liability in the December 31, 2017, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%	
Salary increases	3.75%	In the long term
Investment rate of return	7.75%	net of investment expense, including inflation

Mortality rates were based on a blend of the RP-2014 Healthy Annuitant Mortality Tables, with rates multiplied by 105 percent; RP-2014 Employee Mortality Tables; and RP-2014 Juvenile Mortality Tables all with a 50 percent male and 50 percent female blend. For disabled retirees, the RP-2014 Disabled Retiree Mortality Table with a 50 percent male and 50 percent female blend is used to reflect the higher expected mortality rates of disabled members.

The actuarial assumptions used in the December 31, 2017, valuation were based on the results of the 2015 Experience Study, which is the most recent actuarial experience study.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following schedule:

<u>Asset class</u>	<u>Target allocation</u>	<u>Long-term expected real rate of return</u>
Global equity	55.50%	8.65%
Global fixed income	18.50%	3.76%
Real assets	13.50%	9.72%
Diversifying strategies	12.50%	7.50%

NOTE 13 - DEFINED BENEFIT PENSION PLAN (Continued)

Discount rate:

The discount rate used to measure the total pension liability is 8.00% for 2017. The projection of cash flows used to determine the discount rate assumes that employer contributions will be made at the actuarially determined rates for employers. Based on these assumptions, the pension plan’s fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the net pension liability:

	<i>Increase (decrease)</i>		
	<i>Total pension liability (a)</i>	<i>Plan fiduciary net position (b)</i>	<i>Net pension liability (asset) (a) - (b)</i>
Balances at December 31, 2017	\$ 13,160,346	\$ 9,959,297	\$ 3,201,049
Changes for the year:			
Service cost	270,325	-	270,325
Interest	1,044,156	-	1,044,156
Benefit change	(14,947)	-	(14,947)
Difference between expected and actual	(13,823)	-	(13,823)
Employer contributions	-	411,289	(411,289)
Net investment income	-	1,322,517	(1,322,517)
Benefit payments, including refunds	(487,117)	(487,117)	-
Administrative expenses	-	(20,919)	20,919
Net changes	798,594	1,225,770	(427,176)
Balances at December 31, 2018	\$ 13,958,940	\$ 11,185,067	\$ 2,773,873

Sensitivity of the net pension liability to changes in the discount rate:

The following schedule presents the net pension liability of the Township, calculated using the discount rate of 8.00%, as well as what the Township’s net pension liability would be using a discount rate that is 1 percentage point lower (7.00%) or 1 percentage point higher (9.00%) than the current rate.

	<i>1% decrease (7.00%)</i>	<i>Current rate (8.00%)</i>	<i>1% increase (9.00%)</i>
Net pension liability	\$ 4,578,531	\$ 2,773,873	\$ 1,265,055

NOTE 13 - DEFINED BENEFIT PENSION PLAN (Continued)

Pension plan fiduciary net position:

Detailed information about the pension plan’s fiduciary net position is available in the separately issued MERS financial report, which can be found at www.mersofmich.com. The plan’s fiduciary net position has been determined on the same basis used by the plan. The plan uses the economic resources measurement focus and the full accrual basis of accounting. Investments are stated at fair value. Contribution revenue is recorded as contributions are due. Benefit payments are recognized as expense when due and payable in accordance with benefit terms.

Pension expense and deferred outflows of resources related to pensions:

For the fiscal year ended December 31, 2018, the Township recognized pension expense of \$609,577. At December 31, 2018, the Township reported deferred outflows of resources and deferred inflows of resources, related to pensions, from the following sources:

<u>Source</u>	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Difference between projected and actual earnings	\$ -	\$ 234,932
Difference between expected and actual experience	49,492	171,956
Difference in assumptions	<u>331,833</u>	<u>-</u>
	381,325	406,888
Contributions made subsequent to the measurement date	<u>389,279</u>	<u>-</u>
Totals	<u>\$ 770,604</u>	<u>\$ 406,888</u>

The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability in 2019.

Amounts reported as deferred outflows of resources and deferred inflows of resources, related to pensions, will be recognized in pension expense as follows:

<u>Year ended</u>	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
2019	\$ 76,265	\$ (5,734)
2020	76,265	22,717
2021	76,265	197,137
2022	76,265	134,300
2023	76,265	28,372
2023 - 2024	<u>-</u>	<u>30,096</u>
	<u>\$ 381,325</u>	<u>\$ 406,888</u>

NOTE 14 - OTHER POSTEMPLOYMENT BENEFITS

Plan description:

The Charter Township of Kalamazoo Retiree Health Care Plan is a single-employer defined benefit healthcare plan administered by the Township, which provides medical insurance benefits to eligible retirees and their spouses.

Benefits provided:

Summary of Benefits - Medical, dental and prescription coverage for the following period:

Township officers and employees:

Retiree - Three months (3.0) of health insurance coverage for each complete year of full-time Township service (either as an employee or elected official) up to a maximum of sixty (60) months of coverage

Dependent - Three months (3.0) of health insurance coverage for each complete year of full-time Township service (completed by either an employee or elected official) up to a maximum of sixty (60) months of coverage

Police officers:

Retiree - Four and one-quarter (4.25) months for each complete year of continuous Township service

Dependent - Three (3) months for each complete year of continuous Township service

Retiree contribution - Twenty percent (20%) of retiree health care premium

Summary of Plan Participants:

As of December 31, 2018, Plan membership consisted of the following:

Inactive participants receiving benefits	14
Active participants	<u>48</u>
 Total participants	 <u><u>62</u></u>

Contributions:

The Plan was established and is being funded under the authority of the Township’s governing body and under agreements with the unions representing various classes of employees. The Plan’s funding policy is to pay expected plan benefits from general operating funds – pay-as-you-go. Active participants do not make contributions to pre-fund the Plan. There are no long-term contracts for contributions to the plan. The plan has no legally required reserves.

Summary of Significant Accounting Policies:

For purposes of measuring the net Other Post-Employment Benefits (OPEB) liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, have been determined on the same basis as they are reported by the Township.

Actuarial Assumptions:

The Total OPEB Liability was determined by an actuarial valuation as of December 31, 2018 and the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	Implicit in expected payroll increases
Payroll increases	1.0% (for purposes of allocating liability)
Investment rate of return	N/A; this plan is not pre-funded
20-year Aa Municipal bond rate	3.0%
Mortality	RP 2014 Headcount weighted, annuitant and non-annuitant, sex-distinct mortality table with MP-2018 improvement scale

As this plan is not pre-funded, no long-term expected rate of return on Plan investments was determined.

NOTE 14 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Discount Rate:

The discount rate used to measure the total OPEB liability was 3.0%. Because the plan does not have a dedicated OPEB trust, there are not assets projected to be sufficient to make projected future benefit payments of current plan members. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the “depletion date”), projected benefits were discounted at a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the total OPEB liability. December 31, 2018 is the first year of required compliance with GASB 75, so there is no required discount rate change to disclose.

Changes in the Net OPEB liability:

	<i>Increase (decrease)</i>		
	<i>Total OPEB liability</i>	<i>Plan fiduciary net position</i>	<i>Net OPEB liability</i>
	<i>(a)</i>	<i>(b)</i>	<i>(a) - (b)</i>
Balances at December 31, 2017	\$ 3,044,820	\$ -	\$ 3,044,820
Changes for the year:			
Service cost	135,506	-	135,506
Interest	93,757	-	93,757
Experience (gains)/ losses	(46,967)	-	(46,967)
Contributions	-	110,177	(110,177)
Benefit payments	(110,177)	(110,177)	-
Net changes	72,119	-	72,119
Balances at December 31, 2018	\$ 3,116,939	\$ -	\$ 3,116,939
Plan fiduciary net position as a percentage of total OPEB liability			0.00%

NOTE 14 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Net OPEB Liability - Discount and trend rate sensitivities:

The following schedule presents the net OPEB liability of the Township, calculated using trend and discount rates 1% higher and lower than base assumptions:

<i>Trend</i>	<u>1% decrease</u>	<u>Current rate</u>	<u>1% increase</u>
Total OPEB liability	\$ 2,737,056	\$ 3,116,939	\$ 3,574,614
Plan fiduciary net position	<u>-</u>	<u>-</u>	<u>-</u>
Net OPEB liability	<u>\$ 2,737,056</u>	<u>\$ 3,116,939</u>	<u>\$ 3,574,614</u>
<i>Discount</i>	<u>1% decrease</u>	<u>Current rate</u>	<u>1% increase</u>
Total OPEB liability	\$ 3,460,456	\$ 3,116,939	\$ 2,841,768
Plan fiduciary net position	<u>-</u>	<u>-</u>	<u>-</u>
Net OPEB liability	<u>\$ 3,460,456</u>	<u>\$ 3,116,939</u>	<u>\$ 2,841,768</u>

Components of OPEB expense for the fiscal year ended December 31, 2018:

Service cost	\$ 135,506
Interest on total OPEB liability	93,757
Experience (gains) / losses	<u>(4,529)</u>
OPEB expense	<u>\$ 224,734</u>

Deferred inflows and outflows of resources related to OPEB Plan:

<u>Source</u>	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Experience (gains) / losses	\$ -	\$ 42,438
Total	<u>\$ -</u>	<u>\$ 42,438</u>

NOTE 14 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to the OPEB will be recognized in OPEB expense as follows:

<u>Year ended</u>	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
2019	\$ -	\$ 4,529
2020	-	4,529
2021	-	4,529
2022	-	4,529
2023	-	4,529
Thereafter	-	19,793
	<u>\$ -</u>	<u>\$ 42,438</u>

Reconciliation of Net OPEB liability:

Net OPEB liability at December 31, 2017	\$ 3,044,820
Total OPEB expense	224,734
Contributions	(110,177)
Deferred outflow of resources	-
Deferred inflows of resources	<u>(42,438)</u>
Net OPEB liability at December 31, 2018	<u>\$ 3,116,939</u>

OPEB Plan fiduciary net position:

The OPEB Plan fiduciary net position as of December 31, 2018 was \$-0-; this Plan is not pre-funded.

Net OPEB liability, by participant status, at December 31, 2018:

Inactive participants receiving benefits	\$ 506,111
Active participants	<u>2,610,828</u>
Total	<u>\$ 3,116,939</u>

NOTE 15 - JOINT VENTURE

The Township is a member of the Kalamazoo Area Building Authority (the Authority), which is a joint venture of the Charter Townships of Comstock and Kalamazoo. The administrative board of the Authority consists of members appointed by each participating unit and a member at-large. The Authority was established to administer and enforce the Michigan State Construction Code within its constituent municipalities. Complete audited financial statements for the Authority can be obtained by contacting the Authority at 2322 Nazareth Road, Kalamazoo, MI 49048.

The Township does not expect to receive residual equity from the joint venture. The Township is unaware of any indication that the joint venture is accumulating significant financial resources or is experiencing fiscal stress that may cause an additional financial benefit or burden on the Township in the near future.

NOTE 16 - CONTINGENT LIABILITY

The Township is contingently liable to its employees for \$506,189 in accumulated, nonvested sick pay benefits at December 31, 2018.

NOTE 17 - DEFICIT FUND BALANCE

The Recycling Fund, a special revenue fund, had a deficit fund balance at December 31, 2018, in the amount of \$16,323. The deficit will be eliminated through the recognition of assessment revenues in the subsequent year.

NOTE 18 - CHANGE IN ACCOUNTING PRINCIPLE

During the current year, the Charter Township of Kalamazoo adopted the provisions of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*. As a result, the government-wide financial statements now include a liability for unfunded other postemployment benefits, known as the net OPEB liability. Some of the changes in the net OPEB liability are recognized immediately, as part of OPEB expense, and other changes will be deferred and recognized over future years. See Note 14 for more details.

The cumulative effect of this new accounting standard was an increase of \$459,886 in opening net position of governmental activities at January 1, 2018, to record the net OPEB liability and related deferred outflows of resources. The adoption of GASB Statement No. 75 did not affect the beginning of year equity of any governmental fund.

NOTE 19 - UPCOMING ACCOUNTING PRONOUNCEMENTS

Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities*, was issued by the GASB in January 2017 and will be effective for periods beginning after December 15, 2018. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities for all state and local governments. The focus on the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. Governments with activities meeting the criteria should present a statement of fiduciary net position and a statement of changes in fiduciary net position.

Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, was issued by the GASB in June 2017 and will be effective for periods beginning after December 15, 2018. The objective of this Statement is to increase the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use the underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

REQUIRED SUPPLEMENTARY INFORMATION

Charter Township of Kalamazoo

BUDGETARY COMPARISON SCHEDULE - General Fund

Year ended December 31, 2018

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
Taxes	\$ 4,051,365	\$ 4,051,365	\$ 4,019,102	\$ (32,263)
Federal grants	31,500	31,500	334	(31,166)
State grants	2,057,000	2,057,000	2,421,967	364,967
Fines and forfeitures	27,000	27,000	26,728	(272)
Licenses and permits	276,700	276,700	308,143	31,443
Charges for services	381,844	381,844	475,851	94,007
Investment income	69,140	69,140	98,766	29,626
Other	559,515	559,515	682,877	123,362
Total revenues	<u>7,454,064</u>	<u>7,454,064</u>	<u>8,033,768</u>	<u>579,704</u>
EXPENDITURES				
General government:				
Legislative	82,580	82,580	43,721	38,859
Supervisor	226,805	226,805	232,161	(5,356)
Finance director	231,225	231,225	223,172	8,053
Elections	60,425	60,425	53,131	7,294
Assessor	204,935	204,935	176,397	28,538
Clerk	86,875	86,875	98,254	(11,379)
Treasurer	36,490	36,490	39,768	(3,278)
General services administration	358,300	358,300	327,224	31,076
Building and grounds	265,720	265,720	258,384	7,336
Cemetery	26,335	26,335	29,562	(3,227)
Total general government	<u>1,579,690</u>	<u>1,579,690</u>	<u>1,481,774</u>	<u>97,916</u>
Public safety:				
Police protection	4,405,245	4,405,245	4,303,085	102,160
Fire protection	1,642,260	1,642,260	1,548,428	93,832
Emergency preparedness	28,000	37,500	39,134	(1,634)
Total public safety	<u>6,075,505</u>	<u>6,085,005</u>	<u>5,890,647</u>	<u>194,358</u>
Public works:				
Streets	250,000	250,000	14,612	235,388
Sidewalks	50,000	50,000	2,890	47,110
Total public works	<u>300,000</u>	<u>300,000</u>	<u>17,502</u>	<u>282,498</u>

BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

Year ended December 31, 2018

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
EXPENDITURES (Continued)				
Community and economic development - planning and zoning	\$ 87,500	\$ 87,500	\$ 81,643	\$ 5,857
Recreation and culture - parks	11,150	11,150	5,928	5,222
Capital outlay	199,700	199,700	47,157	152,543
Total expenditures	<u>8,253,545</u>	<u>8,263,045</u>	<u>7,524,651</u>	<u>738,394</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(799,481)	(808,981)	509,117	1,318,098
OTHER FINANCING SOURCES (USES)				
Transfers to other funds	<u>5,122,896</u>	<u>(658,350)</u>	<u>(671,350)</u>	<u>(13,000)</u>
NET CHANGES IN FUND BALANCES	4,323,415	(1,467,331)	(162,233)	1,305,098
FUND BALANCES - BEGINNING	<u>4,390,739</u>	<u>4,390,739</u>	<u>4,390,739</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 8,714,154</u>	<u>\$ 2,923,408</u>	<u>\$ 4,228,506</u>	<u>\$ 1,305,098</u>

SCHEDULE OF CHANGES IN THE TOWNSHIP'S NET PENSION LIABILITY AND RELATED RATIOS

Year ended December 31, 2018

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total pension liability:				
Service cost	\$ 270,325	\$ 258,547	\$ 249,075	\$ 246,772
Interest	1,044,156	998,036	916,469	855,303
Benefit change	(14,947)	(17,082)	(9,555)	-
Difference between expected and actual experience	(13,823)	(213,149)	79,189	-
Changes in assumptions	-	-	530,931	-
Benefit payments, including refunds	<u>(487,117)</u>	<u>(424,372)</u>	<u>(383,830)</u>	<u>(339,834)</u>
Net change in total pension liability	798,594	601,980	1,382,279	762,241
Total pension liability, beginning of year	<u>13,160,346</u>	<u>12,558,366</u>	<u>11,176,087</u>	<u>10,413,846</u>
Total pension liability, end of year	<u>\$ 13,958,940</u>	<u>\$13,160,346</u>	<u>\$12,558,366</u>	<u>\$11,176,087</u>
Plan fiduciary net position:				
Contributions - employer	\$ 411,289	\$ 379,573	\$ 370,953	\$ 360,234
Net investment income (loss)	1,322,517	1,031,054	(140,110)	547,289
Benefit payments, including refunds	(487,117)	(424,372)	(383,830)	(339,834)
Administrative expenses	<u>(20,919)</u>	<u>(20,338)</u>	<u>(20,232)</u>	<u>(20,166)</u>
Net change in plan fiduciary net position	1,225,770	965,917	(173,219)	547,523
Plan fiduciary net position, beginning of year	<u>9,959,297</u>	<u>8,993,380</u>	<u>9,166,599</u>	<u>8,619,076</u>
Plan fiduciary net position, end of year	<u>\$ 11,185,067</u>	<u>\$ 9,959,297</u>	<u>\$ 8,993,380</u>	<u>\$ 9,166,599</u>
Township's net pension liability, end of year	<u>\$ 2,773,873</u>	<u>\$ 3,201,049</u>	<u>\$ 3,564,986</u>	<u>\$ 2,009,488</u>
Plan fiduciary net position as a percent of total pension liability	80.13%	75.68%	71.61%	82.02%
Covered payroll	\$ 2,273,545	\$ 2,223,101	\$ 2,276,321	\$ 2,225,472
Township's net pension liability as a percentage of covered payroll	122.01%	143.99%	156.61%	90.29%

Note: This schedule is being built prospectively after the implementation of GASB 68 in 2015.

Ultimately, ten years of data will be presented.

Charter Township of Kalamazoo

SCHEDULE OF TOWNSHIP PENSION CONTRIBUTIONS

Last Nine Fiscal Years

Note - 2010 was the first year of the plan	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>
Actuarially determined contributions	\$ 457,290	\$ 411,289	\$ 379,573	\$ 370,953	\$ 360,234	\$ 322,156	\$ 301,309	\$ 307,036	\$ 197,754
Contributions in relation to the actuarially determined contributions	<u>457,290</u>	<u>411,289</u>	<u>379,573</u>	<u>370,953</u>	<u>360,234</u>	<u>322,156</u>	<u>301,309</u>	<u>307,036</u>	<u>197,754</u>
Contribution deficiency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	<u>\$ 2,273,545</u>	<u>\$ 2,350,224</u>	<u>\$ 2,276,321</u>	<u>\$ 2,225,472</u>	<u>\$ 2,223,172</u>	<u>\$ 2,127,448</u>	<u>\$ 2,008,353</u>	<u>\$ 2,053,447</u>	<u>\$ 2,072,158</u>
Contributions as a percentage of covered payroll	20.11%	17.50%	16.67%	16.67%	16.20%	15.14%	15.00%	14.95%	9.54%

Actuarial valuation information relative to the determination of contributions:

Valuation date Actuarially determined contribution rates are calculated as of December 31 each year, which is 24 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates:

Actuarial costs method	Entry-age normal cost
Amortization method	Level percentage of pay, open
Remaining amortization period	22 years
Asset valuation method	5-year smoothed market
Inflation	2.50%
Salary increases	3.75%
Investment rate of return	7.75%, net of investment and administrative expenses, including inflation
Retirement age	Normal retirement age is 60 years
Mortality	50% Female/50% Male blend of the RP-2014 Healthy Annuitant Mortality Tables with rates multiplied by 105%

Charter Township of Kalamazoo

SCHEDULE OF CHANGES IN THE TOWNSHIP'S NET OPEB LIABILITY AND RELATED RATIOS

Year Ended December 31, 2018

	<u>2018</u>
Total OPEB liability:	
Service cost	\$ 135,506
Interest	93,757
Difference between expected and actual experience	(46,967)
Benefit payments, including refunds	<u>(110,177)</u>
Net change in total OPEB liability	72,119
Total OPEB liability, beginning of year	<u>3,044,820</u>
Total OPEB liability, end of year	<u><u>\$ 3,116,939</u></u>
Plan fiduciary net position:	
Contributions/benefit payments made from general operating funds	\$ 110,177
Benefit payments, including refunds	<u>(110,177)</u>
Net change in plan fiduciary net position	-
Plan fiduciary net position, beginning of year	<u>-</u>
Plan fiduciary net position, end of year	<u><u>\$ -</u></u>
Township's net OPEB liability, end of year	<u><u>\$ 3,116,939</u></u>
Plan fiduciary net position as a percent of total OPEB liability	0.00%
Covered payroll	\$ 3,383,428
Township's net OPEB liability as a percentage of covered payroll	92.12%

Note: This schedule is being built prospectively after the implementation of GASB 75 in 2018.
Ultimately, ten years of data will be presented.

Charter Township of Kalamazoo
SCHEDULE OF TOWNSHIP OPEB CONTRIBUTIONS
 Current Fiscal Year

	<u>2018</u>
Actuarially determined employer contributions:	
Service cost (with interest)	\$ 139,571
Amortization of unfunded liability	<u>238,980</u>
Total	378,551
Employer contribution	<u>110,177</u>
Contribution deficiency / (excess)	\$ <u>268,374</u>
Covered payroll	\$ 3,383,428
Contributions as a percentage of covered payroll	11.19%

Assumptions used in calculation of actuarially determined contribution:

Valuation date December 31, 2018

Actuarial methods:

Cost method Entry age normal (level percent)

Asset valuation method Equal to market value of assets

Actuarial assumptions:

Discount Rate 3.00%
 Rationale – 20-year Aa Municipal bond rate and complies with State of Michigan Public Act 202

Payroll inflation 1.00%
 Rationale – Per employer input

Return on plan assets N/A
 Rationale – Plan is not pre-funded

Mortality rates RP 2014 Headcount weighted, annuitant and sex-distinct mortality table with MP 2018 improvement scale
 Rationale – Contemporary tables

Utilization 45% of active, eligible employees will elect the lower cost plan with dental, 45% the higher cost plan with dental and 10% dental only; Actual coverage used for non-active
 Rationale – Based on current retiree election and not inconsistent with active coverage

Turnover rates Crocker-Sarason-Straight T-3

Rationale – Low turnover table common to municipal employers

Age	Sample rates
20	0.0658
25	0.0527
30	0.0483
35	0.0447
40	0.0384
45	0.0321
50	0.0152

Retirement rates	
53-55	0.06
56-57	0.00
58-59	0.20
60	0.60
61	0.00
62	0.33
63-65	0.00
66	1.00

Rationale – Experience based taking into account eligibility under the plan

Marital assumption 67% of active employees will have covered spouse at retirement with females 3 years younger than males; Actual spouse data used for retirees
 Rationale – Consistent with employer experience

Annual per-capita costs valued

Rationale – Age-weighted per national morbidity studies

Age	Low cost plan		high cost plan	
	male	female	plan male	plan female
50	5,050.28	6,312.85	7,814.01	9,767.51
55	6,717.88	7,322.91	10,548.91	11,330.32
60	8,585.48	8,332.96	13,283.82	12,893.12
Medicare eligible	5,901.24	5,901.24	5,901.24	5,901.24

	Low cost plan		High cost plan	
	Single	2 person	Single	2 person
Pre- 65	413.71	992.90	640.11	1,536.27
Medicare eligible	491.77	983.54	491.77	491.77
Dental	39.19	78.38	39.19	78.38

Health plan premiums (basis for retiree contributions)

Healthcare inflation Pre-65 – 8.5% in 2019 graded down 0.25% per year to 4.5%
 Medicare eligible – 7.0% in 2019 graded down 0.25% per year to 4.5%
 Dental – 3.0%
 Rationale – Consistent with national expectation studies and Uniform Assumptions under as required by State of Michigan Public Act 202

Data Collection

Date and form of data All personnel and asset data was prepared by the Plan sponsor or a representative and was generally relied upon as being correct and complete without audit by Watkins Ross

Changes since prior valuation

Mortality table set as published by Society of Actuaries with dynamic future improvements
 Discount rate set at 3.0% based on 20-year Aa Municipal bond rates and Uniform Assumptions under PA 202
 Amortization period set to average future service consistent with updated GASB standards

SUPPLEMENTARY INFORMATION

Charter Township of Kalamazoo

COMBINING BALANCE SHEET - nonmajor governmental funds

December 31, 2018

	Special revenue funds						Capital projects funds						Totals	
	Police Training	Drug Enforcement	Street Lighting	Recycling	Parks	911 Wireless	Police Capital	Fire Capital	Road Improvement	Street	Water	Building and Grounds		911 Wireless Capital
ASSETS														
Cash	\$ 17,234	\$ 94,544	\$ 321,761	\$ 277,771	\$ 9,702	\$ 122,519	\$ 682,441	\$ 1,500,346	\$ 190,159	\$ 194,246	\$ 264,166	\$ 558,000	\$ 1,844	\$ 4,234,733
Receivables	-	-	140,111	217,004	-	4,722	160,168	258,244	-	4,368	14,250	-	-	798,867
Total assets	\$ 17,234	\$ 94,544	\$ 461,872	\$ 494,775	\$ 9,702	\$ 127,241	\$ 842,609	\$ 1,758,590	\$ 190,159	\$ 198,614	\$ 278,416	\$ 558,000	\$ 1,844	\$ 5,033,600
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES														
Liabilities:														
Payables	\$ 2,892	\$ -	\$ 20,399	\$ 41,271	\$ -	\$ -	\$ 35,683	\$ -	\$ 89,948	\$ -	\$ -	\$ 18,336	\$ -	\$ 208,529
Unearned operating assessment revenue	-	-	247,495	-	-	-	-	-	-	-	-	-	-	247,495
Total liabilities	2,892	-	267,894	41,271	-	-	35,683	-	89,948	-	-	18,336	-	456,024
Deferred inflows of resources:														
Assessments levied for the subsequent year	-	-	-	469,827	-	-	274,051	456,812	-	-	-	-	-	1,200,690
Unavailable special assessment revenue	-	-	-	-	-	-	-	-	3,990	14,022	-	-	-	18,012
Total deferred inflows of resources	-	-	-	469,827	-	-	274,051	456,812	-	3,990	14,022	-	-	1,218,702
Fund balances:														
Restricted for:														
Public safety	14,342	94,544	-	-	-	127,241	-	-	-	-	-	-	-	236,127
Public works	-	-	193,978	(16,323)	-	-	-	-	100,211	-	-	-	-	277,866
Capital outlay	-	-	-	-	-	-	532,875	1,301,778	-	-	-	-	1,844	1,836,497
Committed for recreation and culture	-	-	-	-	9,702	-	-	-	-	-	-	-	-	9,702
Assigned for:														
Capital outlay	-	-	-	-	-	-	-	-	-	-	-	539,664	-	539,664
Public works	-	-	-	-	-	-	-	-	194,624	264,394	-	-	-	459,018
Total fund balances (deficit)	14,342	94,544	193,978	(16,323)	9,702	127,241	532,875	1,301,778	100,211	194,624	264,394	539,664	1,844	3,358,874
Total liabilities, deferred inflows of resources, and fund balances	\$ 17,234	\$ 94,544	\$ 461,872	\$ 494,775	\$ 9,702	\$ 127,241	\$ 842,609	\$ 1,758,590	\$ 190,159	\$ 198,614	\$ 278,416	\$ 558,000	\$ 1,844	\$ 5,033,600

Charter Township of Kalamazoo

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND

BALANCES - nonmajor governmental funds

Year ended December 31, 2018

	Special revenue funds						Capital projects funds						Totals	
	Police Training	Drug Enforcement	Street Lighting	Recycling	Parks	911 Wireless	Police Capital	Fire Capital	Road Improvement	Street	Water	Building and Grounds		911 Wireless Capital
REVENUES														
Federal grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
State grants	-	-	-	-	-	-	-	-	-	11,728	-	-	-	11,728
Intergovernmental	-	-	-	-	-	-	-	-	-	-	5,400	-	-	5,400
Fines and forfeitures	8,386	-	-	-	-	-	-	-	-	-	-	-	-	8,386
Interest and rentals	-	1,338	4,364	2,695	-	2,275	9,525	38,455	1,039	2,834	5,016	3,292	-	70,833
Other	5,639	7,109	239,649	444,540	-	45,631	266,732	444,126	-	2,537	5,508	-	-	1,461,471
Total revenues	14,025	8,447	244,013	447,235	-	47,906	281,257	482,581	1,039	17,099	15,924	3,292	-	1,562,818
EXPENDITURES														
Current:														
Public safety	19,110	397	-	-	-	182,389	-	-	-	-	-	-	13,156	215,052
Public works	-	-	247,235	478,355	-	-	-	-	416,102	-	19,869	-	-	1,161,561
Capital outlay	-	-	-	-	-	-	261,113	249,905	-	-	-	121,978	-	632,996
Debt service:														
Principal	-	-	-	-	-	-	-	64,262	-	-	-	-	-	64,262
Interest	-	-	-	-	-	-	-	1,800	-	-	-	-	-	1,800
Total expenditures	19,110	397	247,235	478,355	-	182,389	261,113	315,967	416,102	-	19,869	121,978	13,156	2,075,671
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(5,085)	8,050	(3,222)	(31,120)	-	(134,483)	20,144	166,614	(415,063)	17,099	(3,945)	(118,686)	(13,156)	(512,853)
OTHER FINANCING SOURCES (USES)														
Transfers in	13,000	-	-	-	-	-	-	-	-	-	-	658,350	10,000	681,350
Transfers out	-	-	-	-	-	(10,000)	-	-	(13,014)	-	-	-	-	(23,014)
Net other financing sources (uses)	13,000	-	-	-	-	(10,000)	-	-	(13,014)	-	-	658,350	10,000	658,336
NET CHANGES IN FUND BALANCES	7,915	8,050	(3,222)	(31,120)	-	(144,483)	20,144	166,614	(428,077)	17,099	(3,945)	539,664	(3,156)	145,483
FUND BALANCES - BEGINNING	6,427	86,494	197,200	14,797	9,702	271,724	512,731	1,135,164	528,288	177,525	268,339	-	5,000	3,213,391
FUND BALANCES - ENDING	\$ 14,342	\$ 94,544	\$ 193,978	\$ (16,323)	\$ 9,702	\$ 127,241	\$ 532,875	\$ 1,301,778	\$ 100,211	\$ 194,624	\$ 264,394	\$ 539,664	\$ 1,844	\$ 3,358,874



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

CHARTER TOWNSHIP OF KALAMAZOO INVESTMENT POLICY

1. A Statement of Purpose:

It is the policy of the Charter Township of Kalamazoo to invest its funds in a manner that will provide the highest investment return with the maximum security, while meeting the daily cash flow needs of the township, and complying with all state statutes governing the investment of public funds.

2. Scope of Policy:

This investment policy applies to all financial assets of the Charter Township of Kalamazoo in custody of the township treasurer.

3. Investment Objective:

The primary objective of the Charter Township of Kalamazoo investment activities will be:

Safety: Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Diversification: The investments will be diversified by security type and institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Liquidity: The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return on Investments:

The investment portfolio will be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

4. Approved Depositories:

The board will require the treasurer to submit a list of financial institutions as depositories, each year, to be approved by the board. Additional depositories can be approved by the board during the year.

5. Safekeeping & Custody:

All security transaction, including collateral for repurchase agreements and financial institution deposits, entered into by the Charter Township of Kalamazoo will be in a cash(or delivery vs. Payment) basis. Securities may be held by a third party custodian designated by the treasurer and evidenced by a safekeeping receipt as determined by the treasurer.

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.

6. Authorized Investments:

The township is limited to investments authorized by PA. 20 of 1943 as amended, and may invest in the following:

A. In bonds, securities, and other obligations of the United States, or an agency or instrumentality of the United States.

B. In certificates of deposit, savings accounts, deposit accounts, or depository receipts of a Financial institution whose deposits are insured by the agency of the U.S. government, but only if the bank or savings and loan association meets all criteria as a depository of public funds contained in state law, and maintains a principal office or branch office in Michigan.

C. In commercial paper rated at the time of purchase with in the two highest classifications established by not less than two standard rating services and which matures not more than 270 days after the purchase.

D. In United States government or federal agency obligation repurchase agreements.

E. In bankers' acceptances of the United States banks.

F. Investment pools organized under the surplus fund investment pool act, 1982 PA 367, M.C.L. 129.11 to 129.118.

G. The investment pools organized under the local government investment pool act, 1985 PA 121, M.C.L. 129.141 to 129.150.

H. (Urban Cooperation Act Pool) This section incorporates the securities identified in subdivisions 1 (1) (a) through 1 (1) g of PA 20 if purchased through pools that are organized under the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7 MCL 124.501 to 124.512.

7. Delegation of authority to make the Investments:

The Charter Township of Kalamazoo treasurer is authorized to manage funds belonging to the township, including depositing funds in approved financial institution and administrating investments in conformance with M.C.L. 41.77 and the policies as set forth in this statement.

8. Standard of Prudence:

The Treasurer will make such investments and only such investments as a prudent person would make in dealing with the property of the principal and the amount and regularity of the incomes to be derived.

The standard of prudence to be used will be the "fiduciary" standard and will be applied in context of managing an overall portfolio.

9. A statement of Ethics:

The treasurer will refrain from personal business activities that could conflict with the proper execution and management of township investments, or that could impair the treasurer's ability to make impartial investment decisions.

10. Investment Activity Report:

The treasurer will monthly provide a written report to the township board concerning the investment of township funds.

CERTIFICATION

I hereby certify that I have received the Investment Policy of Charter Township of Kalamazoo have personally read the Investment Policy, and agree to comply with the terms of the Investment Policy regarding the investment of the pooled funds. Any investment not conforming with your investment policy will be disclosed promptly. We also pledge to exercise due diligence in informing you of all foreseeable risks associated with financial transactions conducted with our firm.

Roy L. Dangel, Jr Business Development
Authorized Official & Title

R.L. Dangel
Signature

8-2-19
Date

CHARITABLE BENEFICIARIES

PARTIAL LIST OF 2018 COMMUNITY CONTRIBUTIONS

Amigo Center
Animal Control
Bangor Apple Festival
Bangor Fireworks
Bangor Public Schools
Boys Baseball of Bronson
Branch County 4-H Livestock Auction
Bronson Athletics
Bronson Chamber of Commerce
Bronson Community Foundation
Bronson Kiwanis
Bronson Little League
Bronson Polish Festival
Bronson Rotary
Camp Fort Hill
Centreville Covered Bridge Days
City of Bangor
City of Sturgis
City of Three Rivers
Climax Scotts Community Schools
Colon Garden Club
Colon High School
Colon Kiwanis
Colon Summer Recreation
delta theta walk/run
Domestic Assault
Doyle Community Center
FFA
Glen Oaks Community College
Glen Oaks Community College Athletics

Glen Oaks Community College Foundation
Habitat for Humanity
Hospice
Junior Achievement
Junior Trojan Baseball
Kalamazoo County 4-H Livestock Auction
KeyStone Place
Klinger Lake Country Club Invitational
Lagrange County 4-H Livestock Auction
Mendon River Fest
Mendon Showboat
Nottawa Community Schools
Relay for Life
Salvation Army
South Haven Blueberry Festival
South Haven Chamber
South Haven Festival of Cars
South Haven Harbor Fest
South Haven Health Foundation
South Haven Light Up Lake
South Haven Rotary
South Haven Winter Wonderland
St Joe County Pheasants Forever
St Joseph County United Way
St Joseph County 4-H Livestock Auction
St Joseph County Commission on Aging
St Joseph County EDGE
St Joseph County Grange Fair
St Joseph County Historical Land Resource
Building Restoration

Sturgis Area Business Education Alliance
Sturgis Chamber - Fireworks
Sturgis Chamber - Sturgis Fest
Sturgis Chamber Annual Dinner Sponsor
Sturgis Council of the Arts
Sturgis Exchange Club
Sturgis High School Athletics
Sturgis Hospital
Sturgis Hospital Foundation
Sturgis Kiwanis
Sturgis Little League
Sturgis Neighborhood Program
Sturgis Public Schools
Sturgis Rotary
Sturgis Shrine Club
Sturgis Stingrays Swim Club
Three Rivers Chamber Events
Three Rivers Chamber Water Festival
Thurston Woods Village
Van Buren County Youth Fair
White Pigeon Days
White Pigeon Library
White Pigeon Rotary
Wild Turkey Federation
Youth for Christ



CORPORATE HEADQUARTERS

113-123 East Chicago Road
Sturgis, MI 49091
269-651-9345



STURGIS BANCORP, INC.

ANNUAL REPORT

2018



HISTORY

Sturgis Bank & Trust Company was founded in 1905 by a group of local businessmen. Their mission was to provide affordable home financing. That mission remains true today!

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TO MY FELLOW SHAREHOLDERS,

On behalf of the Directors and employees of Sturgis Bancorp Inc. and Sturgis Bank and Trust Company, I am pleased to provide you a copy of our 2018 Annual Report to shareholders. In this Annual Report you will find many key performance measures. I encourage you to study the information provided in this Report and participate as a shareholder. If you would like clarification of the information contained in this Annual Report, or have suggestions, please contact me or our CFO, Brian Hoggatt at (269)651-9345.

This Report is condensed from those in the past. Full audited financial statements are still readily available for your review by visiting the Shareholder Relations information at Sturgisbank.com. You may also visit OTCQX.com and enter our ticker symbol --STBI. Even though our Bank is not subject to the same disclosure requirements as a SEC registered company, I believe in providing shareholders with a similar level of information.

In last year's Annual Report, I was proud to inform you that 2017 was the best year since the financial crisis. I am pleased to report 2018 was the highest earning year in my 32 year career. The cash dividend per share was also the highest in Bank history. Earnings were driven by the core business of the Bank, and not by any extraordinary events. Net interest income was up, while non-interest income was stable. Non-interest expense was down as a result of managing operational expenses. There was only a slight decline in the Allowance for Loan and Lease Losses (ALLL) and solid growth in loans booked. The Bank's REO dropped to zero during the fourth quarter of 2018 as well. This is attributable to sound underwriting standards and a strong economy. Bank assets increased to \$432 million at the end of the year. This level of assets is also a year-end institution high. The reduction to the Federal Income Tax rate also positively impacted earnings.

The next year will be very exciting for our staff and communities. We have attracted several new employees with deep roots in banking and in Southwest Michigan. We are implementing a new Customer Relationship system that will allow us to better serve our existing customer base. The main office will undergo a transformation in the next 12-months as well. It has been nearly 20 years since any major changes have been made to our main lobby. We have employed a well-respected architectural firm to design a customer interface that will allow our customers to have improved access to services and will provide more efficiency to our front facing staff. In addition to this, we have implemented new services on our Internet site and have several more features on the way. I plan to conduct a few "dog and pony shows" for our community members, to educate local investors to the merit of buying and holding our stock in their portfolios. I also wish to dispel the rumor that our stock is not available. I understand the liquidity can be a concern for larger holders of our stock, and wish to increase the liquidity for the benefit of all shareholders.

These products and our staff's commitment to providing the highest level of customer service in Southwest Michigan are why our Bank is performing so well. We welcome your ownership and hope you may also make Sturgis Bank & Trust Company your one stop financial services provider.

Sincerely,



ERIC L. EISHEN
President & CEO



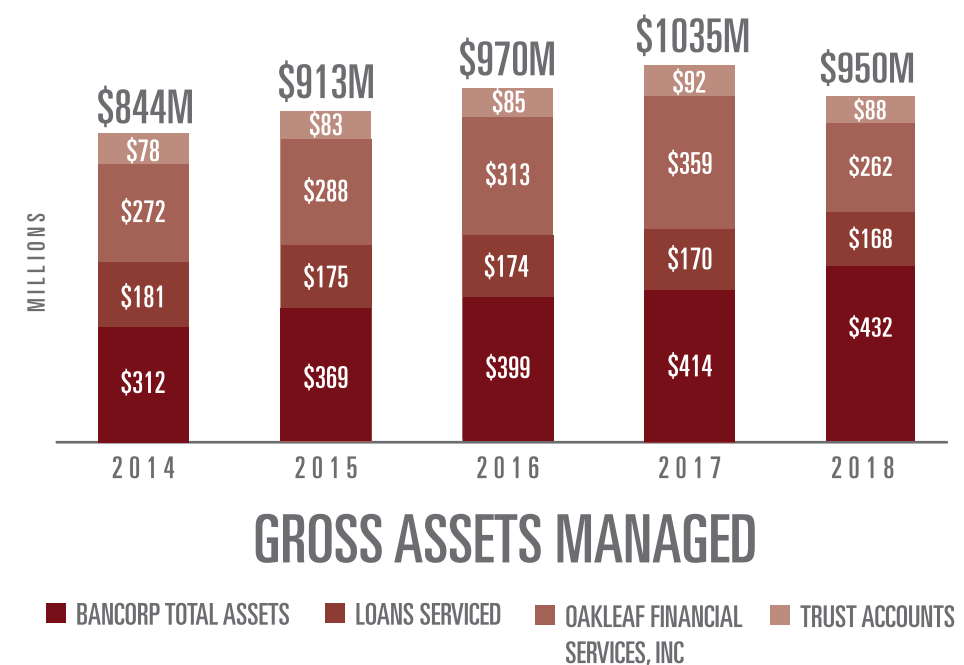
DID YOU KNOW?

The Acorn and Oakleaf represents "Potential & Strength". From a small acorn springs the mighty oak. An oak tree is strong and long lived. It's wood has always been valued by man.

SHAREHOLDER RELATIONS

STURGIS BANCORP, INC. CORPORATE & COMMON STOCK INFORMATION

Sturgis Bancorp, Inc gross managed assets for 2018 were \$950 million. This slight decrease was primarily at Oakleaf Financial Services. See chart below for a 5 year comparison of gross managed assets.



DID YOU KNOW?

Sturgis Bancorp, Inc. has been named to the 2019 OTCQX® Best 50, a ranking of top performing companies traded on the OTCQX Best Market last year.

TRANSFER AGENT

American Stock Transfer & Trust Company, LLC
6201 15th Avenue
Brooklyn, NY 11219
www.amstock.com

INVESTOR INFORMATION

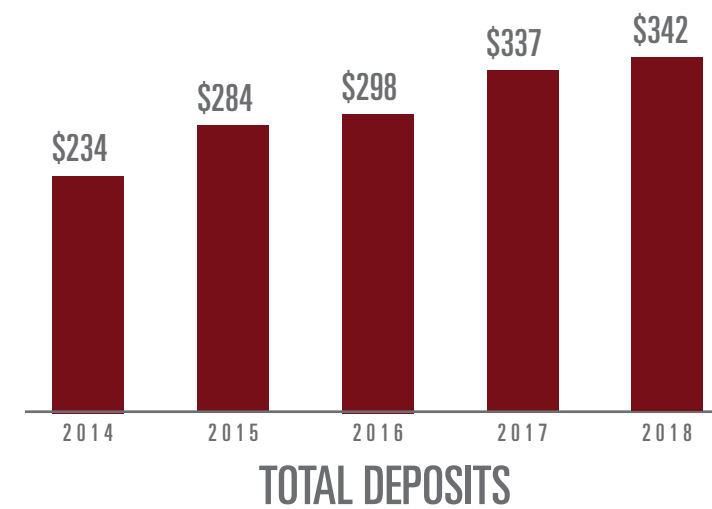
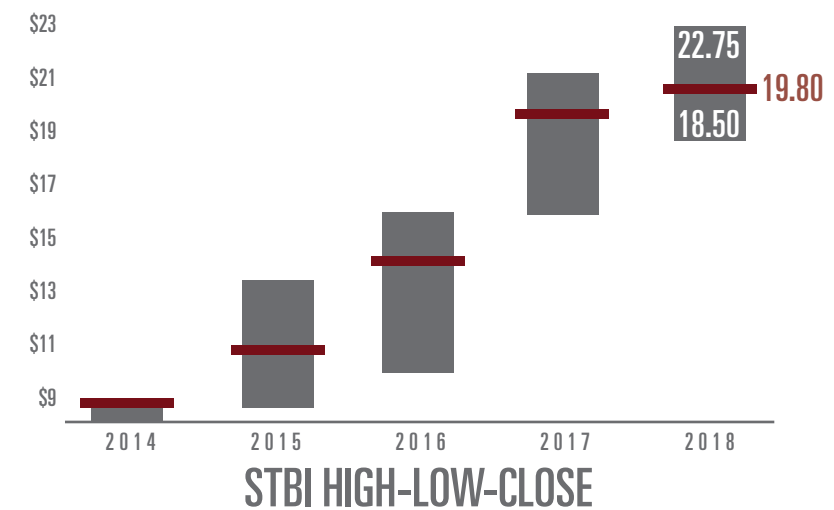
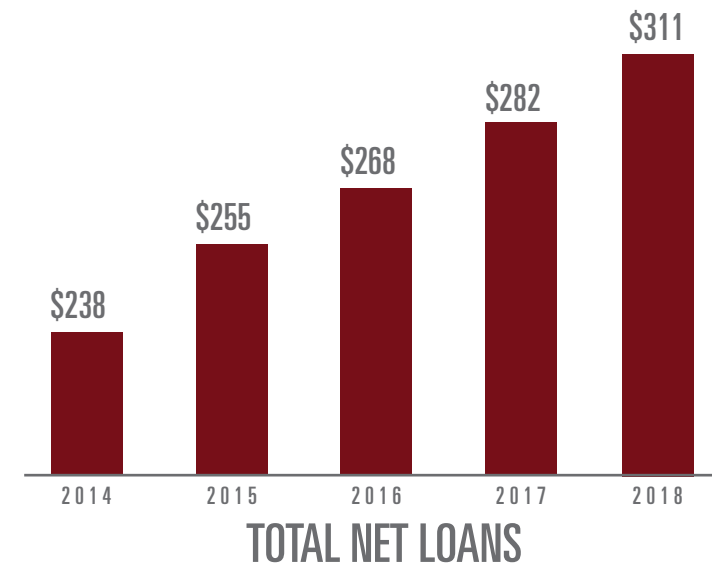
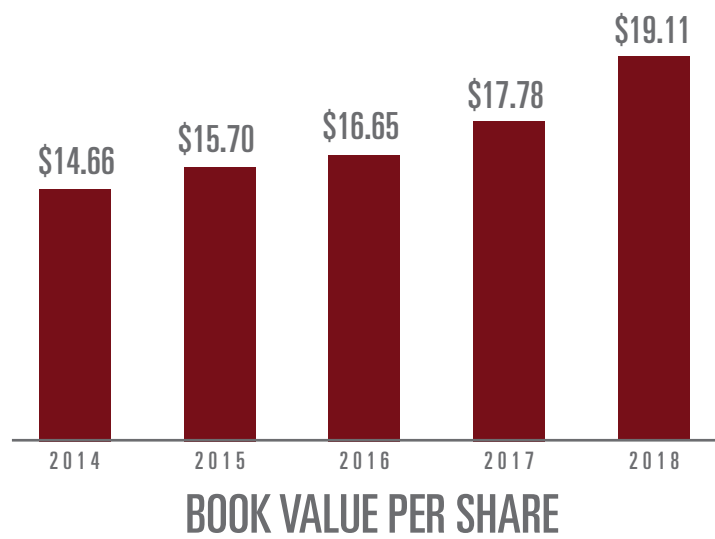
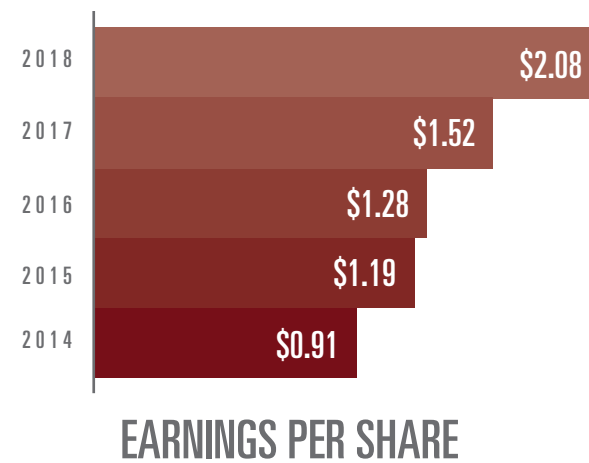
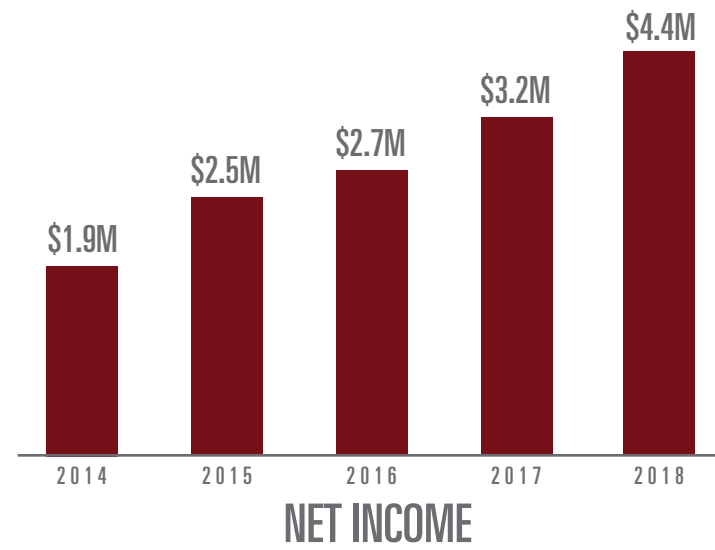
For additional copies of this report or other investor inquires contact:
Eric Eishen or Brian Hoggatt
269-651-9345
Visit the Shareholder Relations information at www.sturgisbank.com

FINANCIAL HIGHLIGHTS



DID YOU KNOW?

Sturgis Bank & Trust Company operates through out Southwest Michigan with 12 bank facilities in 9 communities, 3 full service stand alone ATM's, and a loan production office .



DID YOU KNOW?

Technology advances with internet banking, mobile app and mobile deposit bring banking to your fingertips. Stay connected with Sturgis Bank & Trust Company through the Bank's facebook page.



CONSOLIDATED BALANCE SHEET

DECEMBER 31, 2018 & 2017

(Amounts in thousands, except share and per share data)

ASSETS	2018	2017
Cash and due from banks	\$ 12,267	\$ 14,219
Other short-term investments	13,133	10,293
TOTAL CASH & CASH EQUIVALENTS	25,400	24,512
Interest-earning deposits in banks	7,350	11,058
Securities - available for sale	46,205	25,313
Securities - held to maturity	5,472	35,578
Federal Home Loan Bank stock, at cost	3,393	3,393
Loans held for sale, at fair value	67	1,117
Loans, net of allowance of \$3,228 and \$3,072	311,050	280,586
Premises and equipment, net	9,274	8,985
Goodwill	5,834	5,834
Core deposit intangibles	155	203
Originated mortgage servicing rights	1,171	1,160
Real estate owned	193	453
Bank-owned life insurance	10,515	10,261
Accrued interest receivable	1,550	1,536
Other assets	3,946	4,443
TOTAL ASSETS	\$ 431,575	\$ 414,432
LIABILITIES & STOCKHOLDERS' EQUITY		
Liabilities-Deposits:		
Non Interest-bearing	\$ 82,442	\$ 81,641
Interest-bearing	260,058	255,473
TOTAL DEPOSITS	342,500	337,114
Federal Home Loan Bank advances and other borrowings	44,109	34,447
Accrued interest payable	375	239
Other liabilities	4,391	5,378
TOTAL LIABILITIES	391,375	377,178
Stockholders' Equity:		
Preferred stock - \$1 par value: authorized - 1,000,000 shares issued and outstanding - 0 shares	-	-
Common stock - \$1 par value: authorized - 9,000,000 shares issued and outstanding 2,103,991 shares at December 31, 2018 and 2,094,991 shares at December 31, 2017	2,104	2,095
Additional paid-in capital	7,683	7,514
Retained earnings	30,526	27,351
Accumulated other comprehensive income (loss)	(113)	294
TOTAL STOCKHOLDERS' EQUITY	40,200	37,254
TOTAL LIABILITIES & STOCKHOLDERS' EQUITY	\$ 431,575	414,432



CONSOLIDATED STATEMENT OF INCOME

DECEMBER 31, 2018 & 2017

(Amounts in thousands, except share and per share data)

INTEREST INCOME	2018	2017
Loans	\$ 14,960	12,953
Investment Securities:		
Taxable	988	804
Tax-exempt	1,095	1,100
Dividends	194	125
TOTAL INTEREST INCOME	17,237	14,982
INTEREST EXPENSE		
Deposits	1,726	777
Borrowed funds	937	1,261
TOTAL INTEREST EXPENSE	2,663	2,038
NET INTEREST INCOME	14,574	12,944
Provision for loan losses	161	(213)
NET INTEREST INCOME after provision for loan losses	14,413	13,157
NON-INTEREST INCOME		
Service charges and other fees	1,360	1,356
Interchange income	812	770
Investment brokerage commission income	1,368	1,545
Mortgage banking activities	663	679
Trust fee income	451	446
Earnings on cash value of bank-owned life insurance	254	263
Loss on sale of securities	(159)	(441)
Gain on sale of real estate owned	224	34
Net gain on cash flow hedges	-	258
Other income	111	100
TOTAL NON-INTEREST INCOME	5,084	5,010
NON-INTEREST EXPENSES		
Salaries and employee benefits	8,604	8,736
Occupancy and equipment	1,708	1,811
Interchange expenses	366	379
Data processing	740	669
Professional services	399	401
Real estate owned expense	111	152
Advertising	342	296
FDIC premiums	249	191
Other expenses	1,986	2,251
TOTAL NON-INTEREST EXPENSES	14,505	14,886
INCOME BEFORE INCOME TAX EXPENSE	4,992	3,281
Income Tax Expense	619	113
NET INCOME	\$ 4,373	3,168
Earnings per share	\$ 2.08	1.52
Dividends declared per share	\$ 0.57	0.48



BOARD OF DIRECTORS

DONALD L. FROST

LTI Printing, Inc.
Chairman & Chief Executive Officer

ERIC L. EISHEN

Sturgis Bank & Trust Company
President & Chief Executive Officer

MICHAEL R. FROST

LTI Printing, Inc.
President

JOHN T. WIEDLEA

Automation Plus, Inc.
President
 Sturgis Area Community Foundation
Co-Director

KIMBERLEE BONTRAGER

Locey CPA, LLC
Owner/President

DAVID L. FRANKS

Oak Press Solutions, Inc.
President & Chief Executive Officer

JEFFREY M. MOHNEY

A. W. Ayres Agency, Inc.
Owner

OFFICERS

EXECUTIVE OFFICERS

Eric L. Eishen
President & Chief Executive Officer

Steven L. Gage
President Van Buren County Market, CLO

Brian P. Hoggatt
Senior Vice President, CFO, Treasurer

Jason J. Hyska
Senior Vice President

Tracey L. Parker
Senior Vice President

Matthew D. Scheske
Senior Vice President

Ronald W. Scheske
Executive Vice President, COO

OFFICERS

Jose D. Albarran
Vice President

Rob S. Beachy
Vice President

William D. Butcher
Vice President

Sandra J. Cagle
Vice President

Debora L. Capman
Senior Trust Officer

Emily D. Frohriep
Vice President

Joel T. Fowler
Assistant Vice President

Trudy R. Gloy
Vice President

Mary F. Hooley
Vice President

Kurt A. Inman
Vice President

Margaret M. Kunce
Vice President

Elizabeth M. Mayer
Vice President

Andrew T. McCall
Assistant Vice President

Steven E. Merchant
Assistant Vice President

Chris M. Moline
First Vice President

Heather J. Myers
Corporate Secretary

Pamela A. Norgan
Assistant Vice President

Tammy K. Smith
Assistant Vice President

Camille M. Wilson
Vice President

OAKLEAF FINANCIAL SERVICES, INC.

Oakleaf Financial Services offers a complete range of investment and financial advisory services through Raymond James Financial Services, Inc.

OAK INSURANCE, LLC

Oak Insurance, LLC offers consumer and commercial insurance products to Sturgis Bank & Trust Company customers.

OAK TITLE, LLC

Oak Title, LLC is a partnership that provides title services to Sturgis Bank & Trust Company and others. This partnership streamlines the lending process and provides potential additional revenue.

TRUST

The full service Trust Department offers estate settlement personal representative services, grantor/living trust and irrevocable trust administration, and comprehensive record keeping.

**CHARTER TOWNSHIP OF KALAMZOO
KALAMAZOO COUNTY, MICHIGAN
ORDINANCE NO. 610**

REPEAL AND AMEND ORDINANCES

**ADOPTED:
EFFECTIVE:**

An Ordinance to repeal obsolete ordinances, and amend several ordinances.

THE CHARTER TOWNSHIP OF KALAMAZOO,
KALAMAZOO COUNTY, MICHIGAN, ORDAINS:

SECTION 1
REPEAL ORDINANCE 239

Ordinance Number 239, Township Energy Code, is repealed.

SECTION 2
REPEAL ORDINANCE 253

Ordinance Number 253, Fiscal Year, is repealed.

SECTION 3
REPEAL ORDINANCE 303

Ordinance Number 303, Liquor License, is repealed.

SECTION 4
REPEAL ORDINANCE 416

Ordinance Number 416, Cable Television Rate Regulation, is repealed.

SECTION 5
REPEAL ORDINANCE 470

Ordinance Number 470, Cable System Regulations, is repealed.

SECTION 6
REPEAL ORDINANCE 456

Ordinance Number 456, Kimball Power Company Franchise, is repealed.

SECTION 7
REPEAL ORDINANCE 457

Ordinance Number 457, Engage Energy US, L.P. Franchise, is repealed.

SECTION 8
REPEAL ORDINANCE 462

Ordinance Number 462, First Power, LLP Franchise, is repealed.

SECTION 9
REPEAL ORDINANCE 485

Ordinance Number 485, Quest Energy, LLP Franchise, is repealed.

SECTION 10
REPEAL ORDINANCE 488

Ordinance Number 488, Sage St. -- No Parking, is repealed.

SECTION 11
AMEND ORDINANCE 604

Ordinance Number 604, Sidewalks, is amended as follows:

To the end of Section 3, Definitions, a new sub-part is appended:

E. "Sidewalk" shall mean that portion of the street right-of-way (or abutting easement) with an improved paved surface designed for pedestrian and/or non-motorized vehicle travel.

SECTION 12
AMEND ORDINANCE 596

Ordinance Number 596, Uniform Fire Code, is amended as follows:

- A. Section 14, VIOLATIONS, is renumbered to Section 16.
- B. Section 15, SAVINGS CLAUSE, is renumbered to Section 17.
- C. Section 16, EFFECTIVE DATE, SEVERABILITY AND REPEAL OF CONFLICTING ORDINANCES, is renumbered to Section 18.

D. A new Section 14 is inserted as follows:

Section 14 – FIRE PROTECTION SYSTEMS.

A new section designated 13.1.13 is hereby added to the NFPA 1/UNIFORM FIRE CODE, 2018 EDITION to read, in its entirety, as follows:

13.1.13 Signage on Fire Department Connections. Fire Department Connections (FC) shall be signed/marked so as to be easily identified at the time of an emergency. Signage shall be white on red reflective signage and letters shall be at least 6 inches in height and approved by the AHJ.

E. A new Section 15 is inserted as follows:

Section 15 – WATER SUPPLIES AND FIRE HYDRANTS.

A new section designated 18.3.4.2 is hereby added to NPFA 1/Uniform Fire Code, 2018 Edition, to read, in its entirety, as follows:

18.3.4.2 Fire Hydrant and Stand Pipe Signage. All fire hydrants shall be identified by signage as utilized by the local water provider or approved by the AHJ. Stand Pipes shall be identified as such by signage approved by the AHJ.

SECTION 13
REPEAL ORDINANCE 589

Ordinance Number 589, Amend Traffic Code Ordinance, is repealed.

SECTION 14
AMEND ORDINANCE 506

Ordinance Number 506, Township Traffic Code, is amended by the addition of a new Section VI. A to read as follows:

“VI. A. Additional Township Traffic Regulations.

a. Overtaking and Passing of Bicycles by Driver of a Motor Vehicle

Except when overtaking and passing on the right is permitted, the following rules shall govern a driver of a motor vehicle overtaking a bicycle proceeding in the same direction:

- (1) If there is more than one lane for traffic proceeding in the same direction, move the vehicle to the lane to the immediate left, if the lane is available and moving into the lane is reasonably safe;
- (2) If there is only one lane for traffic proceeding in the same direction, pass to the left of the person operating a bicycle at a safe distance, which must be not less than five feet between any portion of the vehicle and the bicycle, and shall not move again to the right side of the highway until the vehicle is safely clear of the overtaken person operating a bicycle.
- (3) The driver of a motor vehicle may drive to the left of the center of a roadway, including when a no passing zone is marked, to pass a person operating a bicycle only if the roadway to the left of the center is unobstructed for a sufficient distance to permit the driver to pass the person operating the bicycle safely and avoid interference with oncoming traffic. This subsection does not authorize driving on the left side of the center of the roadway when otherwise prohibited by local ordinance or state law.”

1. Section V “Penalties” of Ordinance No. 506 “Township Traffic Code”, as amended is hereby amended to read as follows:

“The penalties provided by the Uniform Traffic Code and the provisions of the state laws herein above adopted by reference are hereby adopted as the penalties for violations of the corresponding provisions of this Ordinance. The penalty for violation of Section V of this Traffic Code shall be the same as that for Improper Passing on the Left, Sections 257.638 and 257.636 of the Michigan Vehicle Code as adopted by reference herein”.

SECTION 15
AMEND ORDINANCE 459

Ordinance Number 459, Land Division, is amended by replacing existing section 7, subsection A, with the following:

“A. All parcels created by a land division shall have the required frontage on a public street for the zoning district in which the property is located; the required minimum parcel size for the zoning district in which the property is located; and shall meet the following additional minimum width and area standards:

(1) A minimum width of 80 feet at the required building setback line from a public road or municipally approved private road where the premises is zoned R-2 Single and Two Family Residential.

(2) A minimum width of 90 feet at the required building setback line from a public road or municipally approved private road where the premises is zoned R-1 Single Family Residential.

(3) A minimum width of 200 feet at the required building setback line from a public road or municipally approved private road or as approved by the Planning Commission where the premises is zoned for RM-1, RM-2, RM-3; 70 feet where the premises is zoned C-1; 100 feet where the premises is zoned C-2or I-1; and 150 feet where the premises is zoned I-2.

(4) A minimum lot (parcel) area of 13,200 square feet where the premises is zoned R-2; a minimum of 20,000 square feet where the premises is zoned R-1; a minimum of 10,890 square feet where the premises is zoned C-1; a minimum of 15,000 square feet where the premises is zoned C-2; a minimum of 21,780 square feet where the premises is zoned I-1; and a minimum of 43,560 square feet where the premises is zoned I-2.

(5) Where municipal sanitary sewer and municipal water is not available the minimum lot area shall be 43,560 square feet and the minimum lot width shall be 200 feet in all zoning districts.”

(6) Any of the above dimensions may be reduced by action of the Zoning Board of Appeals in specific cases for cause.

SECTION 16
AMEND ORDINANCE 523

Ordinance Number 459, Subdivision/Site Condominium, is amended by replacing existing section 6, subsection C2, with the following:

“2. Lots and building sites.

a. Lots and building sites shall comply with the size requirements of the Kalamazoo Township Zoning Ordinance and as a minimum the following:

Lots and building sites served by sewer and water and zoned R-2 Single and Two Family Residential must have a minimum width of 80' at the building setback line and a minimum of 13,200 square feet of area. Lots and building sites with sewer or water and zoned R-1 Single Family Residential must have a minimum width of 100' at the building setback line and a minimum of 20,000 square feet of area. Lots and building sites without either sewer or water must have a minimum width of 200' at the building setback line and a minimum of 43,560 square feet of area. Lots and building sites that are within a Multiple Use Development under the Township Zoning Ordinance shall not be subject to these lot/building site dimension requirements.

b. Corner lots and building sites generally should have extra width to permit appropriate building setback from both streets.”

SECTION 17
EFFECTIVE DATE

This ordinance shall take effect on the day after publication, after adoption.

CHARTER TOWNSHIP OF KALAMAZOO
Mark E. Miller, Clerk

Ord. No. 551 - RENTAL PROPERTIES MAINTENANCE ORDINANCE Adopted: May 24, 2010

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:

551.001 - Title.

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

551.002 - 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.

551.003 - 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. "Construction Code Enforcing Agency" shall mean the person/agency designated by the Charter Township of Kalamazoo to administer/enforce the Michigan Construction Code within the Township.
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).

(Ord. No. 566, § III, 9-10-12)

551.004 - 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.

551.005 - 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. 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 [105.004] of this Ordinance.
- B. 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.
- C. 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. 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 of the maximum number of tenants the owner will allow to occupy the rental dwelling 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.

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

E. 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.

F. 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.

G. 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.

E. The owner shall notify the Township Treasurer 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.

(Ord. No. 566, § III, 9-10-12)

551.006 - 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 551.004, hereof or a general nuisance in the neighborhood within which the same is located under Michigan law.

551.007 - Inspections.

An inspection of a rental dwelling or a rental housing unit therein shall be conducted by the Construction Code Enforcing Agency in response to a landlord request or a tenant request/complaint. An inspection of the rental dwelling may also be conducted by the Construction Code Enforcing Agency if the Construction Code Enforcing Agency has a reasonable suspicion that the rental dwelling or any portion thereof is in violation of this Ordinance.

(Ord. No. 566, § III, 9-10-12)

551.008 - Appeal to the construction board of appeals.

Any property owner or tenant aggrieved by a decision or order of the Construction Code Enforcing Agency 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.

(Ord. No. 566, § III, 9-10-12)

551.009 - Sanctions.

Any person who violates any of the provisions or requirements of this Ordinance or who falsifies or violates any of the representations set forth in the Rental Registration Application submitted to the Township Treasurer or his/her designee to secure the registration and certification of the described rental property within the Township shall be deemed to be responsible for a municipal civil infraction as defined by Michigan statute, which shall be punishable as set forth herein.

Any person, firm, association, partnership, corporation or entity that violates any of the provisions of this Ordinance 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
1st Offense within 3-year period*	\$75.00	\$500.00
2nd Offense within 3-year period*	\$150.00	\$500.00
3rd Offense within 3-year period*	\$325.00	\$500.00
4th or More Offense within 3-year 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 \$9.00 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. (Ord. No. 566, § III, 9-10-12)

551.010 - 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.

551.011 - 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.

551.012 - Effective date.

This Ordinance shall take effect immediately following publication after adoption.

Parcel # _____

2019-2021

CHARTER TOWNSHIP of KALAMAZOO
1720 Riverview Drive
Kalamazoo, MI 49004
(269) 381-8080

RENTAL DWELLING APPLICATION / REGISTRATION

Pursuant to the Kalamazoo Township Rental Properties Maintenance Ordinance, all dwellings leased or occupied for rental purposes must be registered with the Township. Please fill out the Application for Registration and submit it to the Township, along with **\$100 application fee (due at the time of renting). If this rental registration is a renewal of the dwelling an additional \$100 fee will be assessed if paid after October 1, 2019** if this form was sent to you in error or the dwelling is no longer a rental unit please skip to #9.

All responses must be printed or typewritten and the Application must be signed in Ink.

1. Dwelling address: _____

2. Dwelling owner(s) name: _____
Driver's license #, state identification #, or corporation identification#

Permanent address: (Street) _____

(City) _____ (State) _____ (Zip Code) _____

Home Phone: _____ Business Phone: _____

Email _____ Cell Phone: _____

3. Property Management/Legal Agent/Resident Agent designated by owner, if any:

Driver's License #, State Identification #, or Corporation Identification #.

Permanent Address: (Street) _____

(City) _____ (State) _____ (Zip Code) _____

Home Phone: _____ Business Phone: _____

Email _____ Cell Phone: _____

4. Number and location of off-street parking spaces available for dwelling: _____
(Attach sketch of off-street parking if applicable - page 3.)

5. Number of residential rental units in dwelling: _____

- 6. Number of sleeping rooms contained on each floor within each rental unit:
3rd Floor _____ 2nd Floor _____ 1st Floor _____ Basement _____
- 7. Maximum number of tenant's owner will allow to occupy each rental unit: _____
- 8. Will subletting be permitted by any tenants? _____

The undersigned hereby makes application for rental dwelling registration for the above dwelling and agrees to permit the Township Building Official or other official designated by the Township Board to enter and inspect said dwelling during reasonable daylight hours, to ascertain compliance with Township Ordinances upon reasonable prior notice to the Owner(s) or Tenant(s) of the dwelling to be inspected. Further, the undersigned hereby states that the above responses are true to the best of their knowledge and acknowledge that any untruthful response shall constitute a violation of the Kalamazoo Township Rental Properties Maintenance Ordinance.

Date: _____

 Owner/Legal Agent Signature

**Please return form/payment to: Kalamazoo Township
 1720 Riverview Dr.
 Kalamazoo, MI 49004**

- 9. If this property is not a rental unit, (please note the reason for any changes in the property's status in the space directly below with the property address), sign and date, then mail the form back and we will update our records. Thank you.

Dwelling address: _____

Reason for change: _____

Dwelling owner(s) name: _____ Phone: _____

The undersigned hereby states that the above responses are true to the best of their knowledge and acknowledge that any untruthful response shall constitute a violation of the Kalamazoo Township Rental Properties Maintenance Ordinance.

Date: _____

 Owner/Legal Agent Signature

(Township Office Receiving record)
 Application Fee Received - Cash / Check # _____ Amt. _____ Date _____

The following Acceptance of Application & Registration of Rental Dwelling to be executed by Township.

- 1. I have received the application fee.
- 2. I acknowledge receipt of a Rental Dwelling application for the dwelling
 Located at: _____
- 3. Said dwelling is hereby registered with the Charter Township of Kalamazoo.
- 4. The Rental Dwelling Registration for said dwelling shall expire on September 30, 2021 or upon the transfer of ownership of the dwelling, whichever is earlier.

Date: _____

 Administrator, Kalamazoo Township
 Rental Properties Maintenance Ordinance

CITY OF MUSKEGON



RENTAL INSPECTIONS

06/13/2018



The City of Muskegon appreciates your investment in our community. As part of that investment, we encourage regular and proper maintenance of non-owner occupied housing and requires that these dwelling units have a valid certificate of compliance for legal occupancy (Chapter 10, Section 10-352 of the City of Muskegon Code of Ordinances). All non-owner occupied/unoccupied* properties must have a current rental registration on file and this must be updated annually with an annual fee paid. There is a \$10 late charge if not completed and payment submitted within 30 days of the due date.

Our records indicate that the certificate of compliance for the following dwelling owned by you has either expired, is getting ready to expire, or one has not been issued. **All units/addresses for this parcel/property must be accessible and any pets must be contained or the inspection will be stopped and this could result in a fee to the owner. It is up to the owner/responsible party to notify the tenant or tenants. No notice will be sent to the tenants.**

To prevent the potential spread of bedbugs, fleas, and cockroaches, inspectors WILL NOT conduct inspections in infested dwelling units. If the inspector determines the dwelling unit(s) have an active infestation, the inspection will be canceled and the owner or responsible party will be charged a \$45 reinspection fee. The inspection must be re-scheduled when the infestation has been resolved.

Please note: I will be inspecting this property on the following date and time:

- 297 W CLAY AVE 204 Parcel 24-138-000-0204-00
- 08/13/2018 - 1:00 PM

If you have a conflict with this date, contact our office (231-724-6766) at least 3 business days in advance to reschedule and avoid a "no-entry" fee. Due to the full schedules of our inspectors, it is necessary to charge a fee per unit if the inspection cannot be completed. These fees start at \$65 and escalate with each occurrence.

All portions of the building must be accessible for this inspection as well as the basement. If you are unable to attend, please make arrangements to have someone over the age of 18 (tenant or representative) present to allow entry throughout the entire building.

Certificates will be issued when the following conditions are met:

- Rental registration has been completed with all the required fields.
- Proof of insurance has been presented and is on file (can be faxed or e-mailed to kleonard@safebuilt.com from your insurance agent)
- Fees (past and present) and liens on property are paid per Sec. 10-352 (b) (1-5)
- Inspections are completed and all violations taken care of.
- Please contact Rental Inspections Dept. at 231-724-6766 with any questions.

Thank you for your cooperation in this matter.

Sincerely,
BLAKE ZENOBIA
City of Muskegon Inspections
SAFEbuilt



CITY OF MUSKEGON RENTAL INSPECTIONS/TENANT COMPLAINT FORM

Complaint Frequently Asked Questions and Procedures

1. To be able to better respond and understand your complaint, all complaints must be made in person at the city hall and be in writing, using this form.
2. Please give us as much specific information as possible regarding your complaint. For example, do not just tell us the roof leaks; tell us which room the roof leaks in. In other words, be specific.
3. There are no fees charged to the tenant for filing a complaint, but in some cases the landlord could incur an inspection fee and a registration fee.
4. If the property does not currently have a Certificate of Compliance, a notice to inspect will be sent to the owner requesting an inspection of the dwelling and completion of a Rental Registration form.
5. If you have a lease or rental agreement, please do not file a complaint regarding something that is clearly your responsibility to maintain according to the lease or rental agreement. The city can not act as a mediator or court to resolve civil matters between two parties.

For Staff use only:

Is Property Registered Yes _____ No _____

Is there a Valid Certificate Yes _____ No _____

Expiration date of Certificate _____

Have there been previous complaints of this nature within this unit Yes _____ No _____

Is there a local Agent Yes _____ No _____

Proof of Occupancy? Lease _____ D/L _____ (COPY) UTILITY BILL _____

933 Terrace St., Ste. 201, Muskegon, MI 49440
231-724-6766 (FAX 231-728-4371)



CITY OF MUSKEGON RENTAL INSPECTIONS/TENANT COMPLAINT FORM

Date Filed: _____

Property Address: _____ Building _____ Unit _____

Landlord Name/Phone: _____

PLEASE PROVIDE A COPY OF YOUR LEASE OR RENT RECEIPTS

Complainant Information Name: _____

Address/Apt #: _____

E-Mail: _____

Contact Phone # : _____

Complaint: Be as descriptive as possible with the item/location of that item. List in order of importance.

1.
2.
3.
4.
5.
6.
7.
8.

I hereby swear and affirm that to the best of my knowledge and ability; I believe the above statement to be a true and factual representation of the conditions and/or problems currently occurring at the above referenced rental unit and I have notified my landlord of these issues first and I am not completing this due to being undergoing an eviction or have been evicted.

Signature: _____ Date: _____

Please see information on reverse side.



SAFEbuilt

CITY OF MUSKEGON
933 Terrace St., Room 201
Muskegon, MI 49440 (231) 724-6766 - FAX (231)728-4371

(RENTAL) DWELLING REGISTRATION

RENTAL REGISTRATION FORM AND ALL INFORMATION IS REQUIRED ANNUALLY - BASED ON CERTIFICATE EXPIRATION MONTH

RENTAL PROPERTY ADDRESS *

NUMBER OF DWELLING UNITS * # OF BEDROOMS

NOTE: Rental Dwelling is defined by our ordinance as any dwelling unit which is not occupied by the owner.

Property Owners Name: *
(If Corporation or Joint Ownership, give name of principal officer or Resident Agent on reverse side)

Owners address: *
*

Telephone: * Cell phone: Fax

Email Address:

Drivers License Number: * State: * Date of Birth: *

DRIVERS LICENSE SHOULD BE FOR SIGNER OR NOTE IF OTHER

SIGNED * **DATE:**

I hereby certify that I am the owner, or land contract purchaser for the above rental or non-owner occupied property location. Application is hereby made for Rental Dwelling Registration. Chapter 10 of the Muskegon Code of Ordinances requires periodic inspection of rental properties and payment of all fees.

Sec. 10-351 (f) Dwelling Fire Insurance – “the city shall require dwelling fire insurance for all property owners who let for occupancy premises in the city”(1) Minimum coverage; use of insurance proceeds. All property owners owning property in the city shall be required to obtain a minimum of \$10,000 in dwelling fire insurance. (2) Property owners to provide city with insurance information. Effective 1/29/15

Insurance Company Name*:

Policy Number*: Exp. Date*:

*** INDICATES REQUIRED FIELDS**

NOTE: Pursuant to Section 10-351(a) of the city’s property maintenance code, “any owner who does not reside within thirty (30) miles of the city shall designate a responsible local agent who shall be legally responsible for operating such dwelling in compliance with the law, including this code”.

Responsible Party: *
(If Corporation or Joint Ownership, give name of principal officer or Resident Agent on reverse side)

Address:

Telephone: Cell phone: Fax:

Email Address:

Drivers License Number: State: Date of Birth:

Responsible Parties Signature: Date:

(SEE INVOICE FOR AMOUNT DUE – CHECKS PAYABLE TO: CITY OF MUSKEGON)

PROPERTY OWNER INFORMATION (Corporate Information)

about:blank

(If Corporation or Joint Ownership give name of principal officer or Resident Agent)

Property Owners Name: _____

Owners address: _____

Telephone: _____ **Cell phone:** _____ **Fax:** _____

Email Address: _____

Drivers License Number: _____ **State:** _____ **Date of Birth:** _____

LOCAL AGENT INFORMATION (Corporate Information)

(If Corporation or Joint Ownership give name of principal officer or Resident Agent)

Local Agents Name: _____

Local Agents address: _____

Telephone: _____ **Cell phone:** _____ **Fax:** _____

Email Address: _____

Drivers License Number: _____ **State:** _____ **Date of Birth:** _____

Monthly Late Fee (after 30 days) For Non-Payment Of Rental Registration Annual Fee

CALL 231-724-6766 FOR INFORMATION



CARD HOLDER NAME: _____

CREDIT CARD # _____

EXP DATE _____ **CVV#** _____

Minimum \$2.00 convenience fee will be added when processing

City of Muskegon Common Rental Inspection Requirements

(This list is not all-inclusive)

- Outlets & switches must have covers
- Electrical panels and junction boxes must have covers
- Fuse boxes must be equipped with "S" type fuses and fuses must be sized according to wire size.
- Extension cords cannot be used in place of permanent wiring
- All electrical panels must be grounded to the water service with number 6 ground wire
- All water meters must have a ground wire "jumped" around the meter
- Tenant must have free access to their electrical panel at all times
- Stairways must have light switches at the top and bottom of the stairways (3-way switches)

Plumbing

- All drains must have traps
- Fresh water lines must have pressure for a least 1 gallon per minute for a sink faucet
- All sewage backups must be cleaned and sanitized with bleach
- All piping must be approved for their use

Kitchen & Bathrooms

- All sinks must be caulked and fit correctly
- Tub surrounds, tile and grout lines must be free of mildew and or mold
- Tub surrounds must be caulked at the tub
- Exhaust fans must operate and free of dust and dirt
- Sink base cabinets must be free of rot or water damage
- Toilets must be bolted tight to the floor and caulked at the base
- Toilets must be free of cracks, clean and must a tank cover.
- Counter tops must be impervious to water , free of cracks or damage
- Sink spray unit must operate or sprayer removed and a hole plugged or covered

Porch & Steps

- Guardrails must openings no less than 4" apart
- Stairways with 4 or more steps must have handrails on both sides
- Stairways or porches higher than 30" from floor or ground must have railing protection
- Wooden porch floors must be sealed or painted
- Porches must be free of debris, trash, interior furniture and household items
- Cement steps cannot have wooden treads installed over the top if the rise and run (height & width) of the steps change

Infestation

- All infestation must be resolved prior to any inspection or the responsible party will be charged a Noncompliance fee
- Infestation of a one unit is the responsibility of the tenant for pest removal
- Infestation of two or more dwellings, the owner will be responsible for pest removal

Mechanical and Heating & Cooling Equipment

- All heating units (furnace), water heaters must be inspected by a licensed heating & cooling contractor at least once every four years or if new, four years from the date of installation
- Portable space heaters cannot be used as a permanent heating device
- Heat must be maintained at 70 degrees 3' from the floor

City of Muskegon Common Rental Inspection Requirements

(This list is not all-inclusive)

- All heat discharge must have registers
- All cool air returns must have covers or grills
- Thermostat must have face covers, operate and be attached to the wall
- Wood burning stoves and fireplaces that may be used by the tenant, must be inspected and certified safe by certified and license contractor

Doors

- All wooden doors must be painted or sealed
- All doors must have operating door knobs and hardware
- Exterior doors must be weather sealed
- Storm doors must have a closing device
- Storm doors must have glass or screens or a combination of both
- De-laminated, rotted or heavily damaged doors must be replaced
- Deadbolt locks cannot be keyed on both sides of the door. A turn knob or handle must be on the interior side of the door
- Exterior door must have locks
- Door and window trim must be complete, painted or sealed and attached correctly

Walls & Ceilings

- Walls and ceilings must be free of holes, cracks, rot, peeling paint and peeling wall paper
- All plaster and drywall repair must be finished and painted
- Ceiling tiles must be free of water damage and cracks
- Walls between 2 units must be fire resistant materials with a minimum of 5/8" drywall
- Attached garages must have a minimum of 1/2" of drywall (sealed) on walls to the home
- Paneling must be free of holes, rot and cannot be buckled

Flooring

- Floor covering must be complete, free of rips or tears and must be cleanable
- Floor covering must be sealed at the edges with trim or seam stripping
- Tiles floor grout must be complete and free of mildew or mold
- Vinyl flooring cannot be painted

Windows

- All ground floor windows must have locks
- Any cracked windows must be replaced
- Operable windows must open without force and shut correctly
- Exterior glazing must be complete
- Windows must be weathertight
- Closed off windows must match the siding or foundation
- Screens must be on all windows from April 30 to September 30
- All egress windows must be maintained as egress windows

City of Muskegon Common Rental Inspection Requirements

(This list is not all-inclusive)

Garages & Sheds

- Overhead doors must be secure and any rotted door sections must be replaced
- Overhead door openers are not required but an open is present, the opener must be operational and all manufactures safety devices must be operational
- Peeling paint must be scraped and repainted
- Service doors must latch and or lock and if wood, must be painted with exterior paint
- All electrical outlets must be GFCI protected
- Roofs must the roofing requirements as described in the code
- Metal sheds with damaged roofs from excessive snow or other damage; the entire shed must be removed
- Siding and siding corners, trim and other siding components must match in color and materials
- Attached garages must have a minimum of ½" drywall on walls to the home

Gutters & Down Spouts

- All gutters down spouts on all structures must be maintained
- Gutters must have downs spouts and down spouts must be positioned away from the structure

Roofs

- All roofs must be free of leaks and moss
- Roofs that are totally deteriorated, curling or missing must be replaced (with the necessary building permits)
- Roof repairs materials and color must blend with the existing roof
- All unused satellite dishes, receivers, or similar devices must be removed from the roof

Siding & Trim

- Siding and trim must be free of peeling paint. Any peeling paint must scraped before painting and painted with an exterior grade paint
- Vinyl siding materials must match with color and materials
- Siding corners must in good condition free of cracks, dents and attached correctly
- Siding corner materials must match with color and materials

Address Numbers

- House numbers must be legible from the street fronting the property. Numbers must be a minimum of 4" in height and ½" width. Numbers must have contrast with their background.
- Apartments: Each entrance to each apartment must have the correct number or letter attached on or adjacent to the door

Utilities

- All utilities must be on at time of inspection

Electrical

- Ground Fault Circuit Interruption (GFCI) devices must be within 6' of any sink, tub, or laundry tub
- Light globes or covers required on all lighting designed with light globes or covers
- Outlets and switches cannot be painted

City of Muskegon Common Rental Inspection Requirements (This list is not all-inclusive)

Smoke Detection Requirements:

- In each sleeping room
- Outside each sleeping room within 6' (close proximity) of the entrance
- Top of stairways with doors
- Basements

Smoke Detection NOT required:

- Not in crawl spaces
- Not in uninhabitable attics

Installation near Bathrooms:

- Smoke detectors shall NOT be installed within 3' of the bathroom door if bathroom has a shower or bathtub

Smoke Detectors near Cooking Appliances:

- Smoke detectors shall NOT be located within 20' horizontally from a permanently installed cooking appliance
- Ionization smoke detectors with an alarm silencing switch shall NOT be installed within 10' from a permanently installed cooking appliance

Hardwired and Interconnection of Smoke Detectors:

- Where more than one smoke detector is required to be hardwired and interconnected as required by code or by the code official, the hardwired and interconnected smoke detectors must be maintain as such for the life of the structure. Battery only replacements are not acceptable replacements

Service Life of a Smoke Detector:

- The National Fire Code (NFPA) requires all smoke detectors to be replaced after 10 year from the date of manufacture. Smoke detectors must have a manufactures date posted on the unit, if a date cannot be located, the Smoke Detector must be removed from service and replaced.

Smoke Detector Placement:

- Smoke detectors are the most effective mounted on the ceiling. If mounting on a ceiling, the smoke detector must be at least 4" from the wall.
- If a smoke detector is mounted on a wall, it must be no closer than 4" from the ceiling and no lower than 12" from the ceiling.

Smoke Detector Replacement:

- Anytime a smoke detector must be replaced or the inspector finds a defective, outdated or missing, the new smoke detector must have a Sealed-In Lithium Battery power supply; no battery replacement required over the 10 year life of the detector.

Carbon Monoxide (CO) Alarms:

- Currently the City of Muskegon does not required CO alarms. NFPA requires CO alarms to be mounted at least 15' from a device creating CO and midway between the ceiling and the floor.

Fences

- All fencing must be in good repair, secure and plumb
- Any missing sections or pickets must be replaced
- Peeling paint must be scraped and fence repainted
- Gates must operate and have a latching or locking device

To: Kalamazoo Charter Township Board of Trustees
From: Dexter Mitchell, Township Manager
Subject: Manager's update
Date: August 12, 2019

Township Millage Rates

At the Township's last board meeting in July our finance director Nancy walked us through our township millage rates. This process was necessary to make sure that we came in with the balance numbers below. Jim Yonker and myself have worked up the estimated revised special assessment collections for the township. Please pay special attention to solid waste along with the Road bond obligation.

Here are the revised estimates of the Special Assessment collections:

Kalamazoo Township Taxable Value for Real property only: \$424,550,682

Police operating: 1.4 mills= \$594,371

Police Capital: 0.6 mills= \$254,730

Fire Protection: 1.0 mills= \$424,550

Street Lights: 0.55 mills= \$233,503 *(this was at 0.54 and was under by \$3,222 the 0.55 would generate an additional \$4,000)*

Kalamazoo Township Millage: 8.9412 mills

Kalamazoo Township Taxable Value (Real & Personal) \$448,505,682

$\$448,505,682 \times 8.9412 = \$4,010,179$

Solid Waste:

7,176 Units x \$70= \$502,320 *(this was at \$65.60 and was under by \$31,120. The \$70.00 would generate an additional \$32,000)*

Road Bond Obligation: for 2020 is \$1,132,500 2.65 mills (This is the same as last year this would raise \$1,188,540 we recommend that you keep it the same)

Burnham & Flowers

I am pleased to announce that our health insurance rate for our retiree Medicare Plus Bues has dropped 5.53%, for year 2020. This drop in price is great news for the township. Healthcare coverage continues to be one of the highest expenses for the Township and companies throughout our nation.

HVAC

The heating and cooling system is moving along. We apologize for any discomfort during these last few weeks. The overall benefit is a much needed improvement. The project is more than 60% done with the project.

Kalsec

Meeting with Jim Justice of Kalsec, to discuss the United Nations (UN) 17 sustainable development goals which is part of Kalsec strategic plan for the future. This meeting was a great opportunity for Kalamazoo Township to express the ongoing pledge to be environmentally friendly and have an impact on the world beyond its borders. Please see the attached draft of the U.N. 17 sustainable goals.

KFC

We are continuing to work and meet with the new owners of the KFC on West Main for future economic development

Solar Panel

During the August planning commission meeting, the planning commission approved the plan of the Kalamazoo County Sheriff's office to install solar panels at the 1421 Healy street location. The next step will be for the Kalamazoo Charter Township Board to approve the plan. Solar energy is one of the most abundant and renewable energy sources in the world. This opportunity will allow the township's climate action plan to align with actual goals and create a partnership between the county and the township.

Small Wireless Discussion

The Kalamazoo Supervisor and I attended the meeting which included Cooper Township, Comstock Township, Oshtemo Township and several other communities with regards to Michigan's new laws on small cell towers. Small cells wireless towers refer, to those towers that will be placed in the road right away to help boost cellular for upcoming networks. More on this discussion as we receive more information

Project Bronco

Graphic Packaging, according to a news release from Graphic Packaging, on August 8th the company is planning to make the investment in either Ohio or Michigan (**Kalamazoo Township and the City**), subject to a number of conditions, including environmental permitting and negotiations currently underway relative to government incentives and labor relations. The investment is about \$600 million. This will also help with US 131

Other information

The Kalamazoo HBA (Home Builders Association) is looking to train individuals to become certified contractors.

Planning commissioner Jim Cripps, has resigned from the planning commission. Mr. Crips was a very dedicated commissioner who has put long hours and deep discussions, with regards to the plans for Kalamazoo Township. His wealth of knowledge will be truly missed.

Upcoming Events

K Kind

K Kind located 521 E. Mosel Avenue in Kalamazoo Township, is delighted to announce that it will be having a grand opening on Thursday, August 15 at 11:00 AM.

Cannamazoo

Cannamazoo will be giving the Kalamazoo Township planning commissioners and/or any board members who would like to attend a tour of the facility on Friday, August 16th from 10:00 am to 11:00am

Eastwood Block Party

Will be August 24, 2019 from 12:00 – 4:00 PM, at 2260 Coy.

Any questions from the board

DRAFT

A Township government is limited in its ability to have an impact on the broader world but what it can do is, first take care of its own, starting with our own employees and facilities. Second we can reach out into the community and work together with the surrounding communities to address the issues of homelessness, unemployment and lack of education in our own backyard. We can work with the broader community to make sure there is access to good health care and good education. We can be involved with and supportive of organizations such as the Equity Task Force and groups working on solutions for the homeless.

We can become a model for other communities by being good stewards of our own resources, encouraging good health and making sure our residents are well educated. By not wasting resources, and keeping our air and water; clean. and becoming a sustainable community we can free up resources for others and protect resources for future generations.

You can find the Kalamazoo Township's Strategic Plan Mission and goals at the end of this document. I think you'll find them to be compatible with the UN goals though not as inclusive of all those goals as some of us might like.

Each goal can be looked at in more detail by doing a ctrl-click. The typing underneath the goals is a first swipe at what the Township is already doing and the second part is for all the other things we could/should be doing.

The UN's 17 sustainable development goals (SDGs) to transform our world:

GOAL 1: No Poverty

Working to bring in more businesses and create more jobs. Made changes to zoning to be more friendly to start-ups.

What else should we be doing?.

GOAL 2: Zero Hunger

Supportive of the right to feed yourself, allowing hens for egg production and allowing composting for soil improvement for gardens. Making sure there are grocery stores with healthy food that can be accessed by walking or transit from all neighborhoods

What else should we be doing?

GOAL 3: Good Health and Well-being

Creating a walkable, bikeable community to get people out exercising and meeting their neighbors, preventing isolation, and getting eyes on the street. Also to provide transportation for those that can't afford a car or want to shrink their carbon footprint.

Passed a 5 foot rule for passing bicycles.

Support mass transit so people can get to medical facilities.

What else should we be doing?

GOAL 4: Quality Education

We're a "Promise community"

What else should we be doing?

GOAL 5: Gender Equality

Passed a broad non-discrimination ordinance in 2013 that applies to housing, work and education

Hiring female police officers

What else should we be doing?

GOAL 6: Clean Water and Sanitation

Contract with the City of Kalamazoo to provide sewer and water

What else should we be doing?

GOAL 7: Affordable and Clean Energy

Working to make Township facilities more efficient: replaced old roof with higher R-Value roof, replacing lights with LEDs, installing new HVAC

What else should we be doing?

GOAL 8: Decent Work and Economic Growth

Working on developing TIFF district and/or corridor improvement authorities and working on brownfield redevelopment to help businesses thrive.

What else should we be doing?

GOAL 9: Industry, Innovation and Infrastructure

Brought all of our roads up to good conditions. Working to make US 131 more accessible for businesses. We direct people interested in starting new businesses to local resources that can help get them started. We guide them through the zoning and permitting processes so we are sure businesses starting in the Township are safe and appropriate for their location. We work with other governmental agencies and local businesses to clean up and redevelop Brownfields and blighted area

What else should we be doing?

GOAL 10: Reduced Inequality

What else should we be doing?

GOAL 11: Sustainable Cities and Communities

Working on housing solutions with neighboring communities.

Doing rental inspections and holding landlords to safety standards

Supporting local mass transit and making sure there are safe clear sidewalks, passed a complete streets policy.

We offer and encourage curbside recycling, yard waste composting and household hazardous waste programs.

What else should we be doing?

Learn and honor our own history and heritage

Work to attract clean businesses and promote energy efficiency and renewable energy

Encourage more composting

Develop systems and green infrastructure for dealing with storms and high water

GOAL 12: Responsible Consumption and Production

What else should we be doing?

Develop a sustainable purchasing policy for the Township

Promote use of HHW facility and reduction in use of Toxic Chemicals

Teach staff and community about recycling and composting

Work on getting an environmentally friendly investment fund through our retirement company

Emphasize experiences over

GOAL 13: Climate Action

Working on emergency response plan with other governmental agencies

Passed climate emergency resolution

Working on Climate Action Plan

Upgrading energy efficiency of Township facilities

What else should we be doing?

GOAL 14: Life Below Water

Encourage the use of the household hazardous waste facility to keep pollutants from getting into the water cycle

What else should we be doing?

GOAL 15: Life on Land

Maintain parks and green spaces

What else should we be doing?

Promotion and education on native plants

GOAL 16: Peace and Justice Strong Institutions

The Township has become more transparent by posting more information on the internet

Police officers have car and body cameras

Police officers are trained in de-escalation techniques

What else should we be doing?

Become involved in an international exchange of local officials again

GOAL 17: Partnerships to achieve the Goal

What else should we be doing?

Kalamazoo Township Strategic Plan 2017

Goal 1: Vibrant strong community and neighborhoods

Goal 2: Strong community identity and engagement

Goal 3: Efficient and effective operations and collaborations

Goal 4: Diverse and inclusive neighborhoods and governmental services

Goal 5: Financial stewardship

Kalamazoo Township Board Guiding Principles from 2017 Strategic Plan

<p>Our Vision</p>	<p>We envision Kalamazoo Charter Township with enhanced</p> <ul style="list-style-type: none">• Community identity and engagement• Diversity, inclusion, and equity• Respect for all human rights• Openness and welcome to all populations• Economic opportunity• Intergovernmental collaboration
<p>Our Mission</p>	<p>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.</p>
<p>Our Core Values</p>	<p>As members of Kalamazoo Charter Township, our values guide our governance and our interactions with residents, visitors, and each other. We commit to being:</p> <p>Ethical <i>Dealing with our community honestly, fairly, and justly</i></p> <p>Respectful <i>Honoring the value of everyone we interact with</i></p> <p>Transparent <i>Practicing openness in our decisions and actions</i></p> <p>Responsive <i>Providing optimal service proactively and effectively</i></p> <p>Competent <i>Continually building knowledge to best serve the people</i></p> <p>Economical <i>Prudent with our community's precious financial resources</i></p>

Dexter A. Mitchell

From: James Cripps <JCripps@crippsfontaine.com>
Sent: Friday, August 02, 2019 11:45 AM
To: Dexter A. Mitchell
Cc: naglerfred@gmail.com
Subject: Planning Commission Resignation

Dexter,

It is with regret that I must submit my resignation from the Kalamazoo Township Planning Commission effective October 1st, 2019.

I have enjoyed serving first on the ZBA and then finally on the PC, but due to personal reasons I must step away from all of my outside commitments. I will miss working with you and the Planning Commission.

Thank you and the Board of Trustees for allowing me to serve for all of these years.

Respectfully,

Jim Cripps
2216 West Main St.
Kalamazoo, MI. 49006
Cell: 269-217-9335
email: jcripps@crippsfontaine.com



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

Board of Trustees Regular Meeting Agenda August 12, 2019

The "Regular Meeting" of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on Monday, August 12, 2019, 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 – Moment of Silence for former Clerk Donald Z. Thall

4 – Roll Call of Board Members

5 – 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.)

6 – 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.)

7 – 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 July 22, 2019 Special Work Session Meeting
- B. Minutes of July 22, 2019 Board of Trustees Regular Meeting
- C. Payment of Bills in the amount of \$104,208.51

Receipt of:

- A. Check Disbursement Report for July 2019
- B. Planning and Zoning Department. Report for July 2019
- C. Kalamazoo Area Building Authority Report for July 2019

8 – Public Hearings

None at this meeting

9 - Unfinished Business

None at this Meeting

10 – New Business

- A. Request to approve renewal of Medicare PLUS Blue Group PPO policy
- B. Request for the Board to accept the 2018 audited financial statements as prepared by Siegfried Crandall PC
- C. Request to approve waiver of room rental fee for Kalamazoo Central Maroon Foundation
- D. Request to approve awarding of certificates to Ernest Larsen and Rolene Leathers for their many years of service and dedication to the Eastwood Community
- E. Request to approve resolution adding Sturgis Bank and Trust to the list of depositories for Kalamazoo Township

11 – Items removed from Consent Agenda

12 – Board Member Reports

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

13 – Attorney Report

14 – Manager Report

15 – Public Comments

16 – Adjournment

Posted August 9, 2019



Dexter Mitchell, Manager
Charter Township of Kalamazoo

CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES – SPECIAL WORK SESSION
Monday, July 22, 2019

The Board of Trustees of the *Charter Township of Kalamazoo* held a Special Work Session on **Monday, July 22, 2019** 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 Special 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, Jennifer Strebs.

ABSENT: None

ALSO PRESENT: Township Manager Dexter Mitchell, Finance Director Nancy Desai, Attorneys Roxanne Seeber and Seth Koches.

Supervisor Martin called the meeting to order at 5:30 p.m.

Item 1 – DISCUSSION REGARDING THE FINAL 2018 REVENUE AND EXPENDITURES REPORT

Finance Director Desai gave this report. There was discussion about the practice of over-budgeting, where we see higher budgetary requests than are actually needed by the end of the year. Desai gave an overview of sources of income, changes from expected, and the fact that although we are trying to fill police officer positions, we have not been able to at a rate to keep up with officers leaving. There was also discussion about calls for service to police being higher than usual. Several Board members would like to have more detailed reporting from our Police Department as to patterns of calls. There was further discussion about the possibility of a Community Oversight Board.

Item 2 – DISCUSSION REGARDING GRAND PRAIRIE GOLF COURSE

Manager Mitchell explained that the Township did waive the 15% of revenue due to the Township under the current contract for 2019. The managers (Ann Marie and Jim Roschek) spoke about the history of the management of the golf course. We have basically the same contract as we started with in 1991. League play is down, so revenues are down. They are having difficulty under the existing agreement making ends meet. They would like to continue for a few more years.

Supervisor Martin reported some conversations that have been happening about possible solutions. We know that it is not going to be a profit center for the Township in any case.

Mr. Roschek said that Fall is a season where things must be done to maintain the facility, when revenues are down. So we have a decision to make about the future. If they are not sure of a contract revision in their favor, they cannot make these investments. They still enjoy working with kids and Special Olympics.

Trustee Strebs hoped that we could find a way to serve alcohol, and that might make a difference to business.

Township resident George Cochran mentioned that there may be a Township Ordinance prohibiting alcohol on Township property.

Attorney Seeber said that beer and wine licenses are much less expensive.

Treasurer Miller said that liability insurance costs would increase, and there might be a problem with kids being present.

Mr. Roschek said that we could support this at less money as a golf facility than as a park. It might cost \$150,000 to maintain as a park.

In May, the Board asked the Supervisor and Manager to negotiate a new contract and make some recommendations. Attorney Seth Koches has made some progress in looking at our current contract. The Supervisor and Manager will continue to work on a new contract.

Item 3 – DISCUSSION REGARDING AMENDMENTS TO GENERAL ORDINANCES

Clerk Miller discussed the background of his re-codifying our ordinances, and realizing that some of them are obsolete. The proposed ordinance repeals or amends 16 of our current ordinances. The Clerk reviewed and answered questions about the first 10 sections in the time available. Discussion will continue at our Work Session on August 12.

Item 4 – DISCUSSION REGARDING ITEMS ON THE REGULAR AGENDA

None.

Item 5 – MANAGER’S UPDATE

None.

Item 6 – PUBLIC COMMENT

None.

Adjourned 7:17 p.m.

Respectfully submitted,

Mark E. Miller, Clerk, Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES MEETING
July 22, 2019**

The regular meeting of the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County, was held at 7:30 p.m., Monday, July 22, 2019 at the Charter Township of Kalamazoo Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099.

Item 1 CALL TO ORDER

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

Item 2 PLEDGE OF ALLEGIANCE

Treasurer Miller led the Pledge of Allegiance.

Item 3 ROLL CALL OF BOARD MEMBERS.

All present.

Item 4 ADDITIONS AND DELETIONS TO AGENDA

None.

Item 5 PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS

John Baker inquired about 2018 Charles Ave., Kalamazoo Michigan. He received a letter about a sewer hookup and a pump in his basement. This has been going on for some months. He complained that he has seen no contract or bill. Also, the Township didn't do the work, he had his own contractor do the work. He wants the pump out of his basement.

Ron Huster, 1314 Coolidge, spoke about the golf course and suggested that we come up with a committee of Township residents to come up with a plan.

Item 6 CONSENT AGENDA

Clerk Miller noted one correction to the Consent Agenda. The payment of bills should be in the amount of \$67,707.94.

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

Approval of:

- A. Minutes of July 8, 2019 Board of Trustees Work Session Meeting
- B. Minutes of July 8, 2019 Board of Trustees Regular Meeting
- C. Payment of Bills in the amount of \$67,707.94

Receipt of:

- A. Treasurer's Report for June 2019
- B. Budget Report for June 2019
- C. Planning and Zoning Reports for May and June 2019

Motion carried.

Item 7 PUBLIC HEARINGS

None at this meeting.

Item 8 **UNFINISHED BUSINESS**

None at this meeting.

Item 9 **NEW BUSINESS**

Item 9A **REQUEST TO APPROVE RENEWAL OF SALVAGE YARD/USED CAR LOT LICENSES FOR 2019 BASED ON THE REVIEW BY THE PLANNING AND ZONING ADMINISTRATOR**

Manager Mitchell explained that Zoning Administrator Patrick Hudson put together the list of permits of salvage yards. One additional dealer came in today and is included in the list.

Trustee Leuty moved, seconded by Trustee Hathcock, to approve the renewal of salvage yard / used car lot licenses for 2019, with the addition the Manager noted.

Trustee Leigh asked about those in operation who have not paid. Manager Mitchell will look into this.

Motion carried.

Item 9B **REQUEST TO ACCEPT ORDINANCE 610, AN ORDINANCE TO REPEAL AND AMEND OTHER GENERAL ORDINANCES, FOR FIRST READING**

Clerk Miller explained that a number of our Ordinances are obsolete, and others need revision to be consistent.

Clerk Miller moved, seconded by Trustee Leuty, to accept Ordinance 610 for first reading.

Trustee Leigh said that she would like this to be tabled, in that we had not reviewed all of the changes during our work session. Treasurer Miller concurred. Trustee Leuty explained that this does not mean anything was finalized, and we would have an opportunity to complete our review at the next work session. Trustee Strebs expressed support for moving ahead.

Roll call vote 5-2 in favor (Trustee Leigh, Treasurer Miller), motion carried.

Item 9C **PRESENTATION OF SUMMARY OF KALAMAZOO TOWNSHIP'S BULK TRASH PICKUP, JULY 2019, TRUSTEE LEUTY**

Trustee Leuty explained that 13% of Township residents participated in bulk trash pickup this July. Last Spring, participation was between 14% and 23%.

Item 10 **ITEMS REMOVED FROM CONSENT AGENDA**

None.

Item 11 **BOARD MEMBER REPORTS**

Trustee Hathcock reported that the Planning Commission met and will have another meeting on the recreational marihuana rules.

Trustee Leigh read an article "The God of Love had a really bad week." Locally, we have had two killings.

Clerk Miller thanked Trustee Leigh for mentioning Prosecutor Getting's domestic violence court suggestion.

Treasurer Miller thanked John Baker for presenting his concerns. Also thanked Ron Huster for suggesting a committee to explore options for the golf course. Asked that the Board pass an accurate and balanced budget for 2020.

Trustee Leuty reported that he experienced a wind storm recently. Damage was caused locally. He has his weather radio more handy now. Wilson Recreation Area repairs are still in process.

Supervisor Martin mentioned we have weather radios available for \$25. This Friday is the annual Westwood Ice Cream Social, starting at 6:30.

Item 12 ATTORNEY'S REPORT

No report.

Item 13 MANAGER REPORT

Manager Mitchell mentioned the death of Shequita Lewis. He was scheduled to meet with her the day she died.

Item 14 PUBLIC COMMENTS

John Baker 2218 Charles Ave. continued to discuss his sewer issue. He wants the Township to re-run the sewer line. He stated that he has not received a proper response from the Township. He requested a hard copy of the minutes of this meeting.

Pastor Robert Ryan of Israel of God Church, 625 Stassen Ave., is still considering selling the property. He wants to know if the Ordinance was the same in the area.

Item 15 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:10 p.m.

BOARD MEMBERS PRESENT:

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

Respectfully submitted,

Mark E. Miller, Clerk

ABSENT:

Attested to by,

ALSO PRESENT:

Attorney Roxanne Seeber
Manager Dexter Mitchell

Donald D. Martin, Supervisor

User: MONICAK

EXP CHECK RUN DATES 08/13/2019 - 08/13/2019

DB: Kalamazoo Twp

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
57569265 25889	ABSOPURE WATER COMPANY ACCT #171123 206-336-740.00	08/08/2019 MONICAK	08/08/2019	14.00 14.00	14.00	Open	N 08/08/2019
87230047 25890	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	08/08/2019 MONICAK	08/08/2019	22.00 22.00	22.00	Open	N 08/08/2019
57569353 25891	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	08/08/2019 MONICAK	08/08/2019	7.00 7.00	7.00	Open	N 08/08/2019
87215820 25892	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	08/08/2019 MONICAK	08/08/2019	11.00 11.00	11.00	Open	N 08/08/2019
57569352 25893	ABSOPURE WATER COMPANY ACCT #172898 206-336-740.00	08/08/2019 MONICAK	08/08/2019	14.00 14.00	14.00	Open	N 08/08/2019
87224927 25894	ABSOPURE WATER COMPANY ACCT #172898 206-336-740.00	08/08/2019 MONICAK	08/08/2019	22.00 22.00	22.00	Open	N 08/08/2019
100438 25857	APOLLO FIRE EQUIPMENT HANDLES/VALVES 811-440-983.00	08/08/2019 MONICAK	08/08/2019	6,932.40 6,932.40	6,932.40	Open	N 08/08/2019
04162722 25856	PREMIER SAFETY INSTALL LABEL 206-336-811.00	08/08/2019 MONICAK	08/08/2019	16.30 16.30	16.30	Open	N 08/08/2019
080719 25923	BAUCKHAM, SPARKS, THALL, LEGAL SUPPORT 101-200-826.00 101-200-827.00 101-400-827.00 101-209-827.00 207-301-827.00 101-310-827.00 883-520-827.00	08/08/2019 MONICAK	08/08/2019	13,927.72 450.00 4,164.22 3,870.50 270.00 2,128.00 2,955.00 90.00	13,927.72	Open	N 08/08/2019

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INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
080419 25917	BRONSON HEALTHCARE GROUP ACCT #700000115 207-301-812.00	08/08/2019 MONICAK	08/08/2019	1,063.86	1,063.86	Open	N 08/08/2019
	EMPLOYMENT TESTING			1,063.86			
201628786205 25880	CONSUMERS ENERGY ACCT #1000 1699 4202 101-200-923.00	08/08/2019 MONICAK	08/08/2019	162.57	162.57	Open	N 08/08/2019
	UTILITIES - FUEL			162.57			
203319650816 25886	CONSUMERS ENERGY ACCT #1000 2210 4622 206-336-921.02 206-336-923.02	08/08/2019 MONICAK	08/08/2019	317.00	317.00	Open	N 08/08/2019
	UTILITIES - ELECTRIC			298.46			
	UTILITIES - NATURAL GAS			18.54			
203319650815 25887	CONSUMERS ENERGY ACCT #1000 2210 4390 206-336-923.02	08/08/2019 MONICAK	08/08/2019	154.02	154.02	Open	N 08/08/2019
	UTILITIES - NATURAL GAS			154.02			
203319650817 25888	CONSUMERS ENERGY ACCT #1000 2210 5132 206-336-921.02	08/08/2019 MONICAK	08/08/2019	548.36	548.36	Open	N 08/08/2019
	UTILITIES - ELECTRIC			548.36			
204387572092 25881	CONSUMERS ENERGY ACCT #1030 2066 4423 219-448-921.00	08/08/2019 MONICAK	08/08/2019	723.26	723.26	Open	N 08/08/2019
	UTILITIES - ELECTRIC			723.26			
44998 25871	DOUGLASS SAFETY SYSTEMS LLC CHARGERS/LANYARDS 206-336-747.00	08/08/2019 MONICAK	08/08/2019	1,201.06	1,201.06	Open	N 08/08/2019
	SMALL TOOLS & EQUIPMENT			1,201.06			
129097 25874	FADER EQUIPMENT, INC. MINI-EXCAVATOR 101-276-945.00	08/08/2019 MONICAK	08/08/2019	187.50	187.50	Open	N 08/08/2019
	RENTALS - EQUIPMENT			187.50			
1797871 25853	GORDON WATER WATER 101-200-740.00	08/08/2019 MONICAK	08/08/2019	19.00	19.00	Open	N 08/08/2019
	OPERATING SUPPLIES			19.00			
1939867-0 25867	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-200-727.00	08/08/2019 MONICAK	08/08/2019	305.27	305.27	Open	N 08/08/2019
	OFFICE SUPPLIES			305.27			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1939867-1 25882	INTEGRITY BUSINESS SOLUTIONS, LLC CABLE TIES 101-191-727.00	08/08/2019 MONICAK	08/08/2019	6.26	6.26	Open	N 08/08/2019
	OFFICE SUPPLIES			6.26			
1940504-0 25913	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	08/08/2019 MONICAK	08/08/2019	40.11	40.11	Open	N 08/08/2019
	OFFICE SUPPLIES			40.11			
19-06-07 25883	KALAMAZOO AREA BUILDING AUTHORITY INSPECTIONS 101-310-811.00	08/08/2019 MONICAK	08/08/2019	550.00	550.00	Open	N 08/08/2019
	PURCHASED SERVICE			550.00			
0009234000 25919	MLIVE MEDIA GROUP NOTICES 101-400-903.00	08/08/2019 MONICAK	08/08/2019	461.37	461.37	Open	N 08/08/2019
	NOTICES			461.37			
0009260853 25920	MLIVE MEDIA GROUP NOTICES 101-200-903.00	08/08/2019 MONICAK	08/08/2019	481.00	481.00	Open	N 08/08/2019
	NOTICES AND PUBLICATIONS			481.00			
14-0021886 25850	KAL. COUNTY HEALTH & COMM SERVICES HHW 206-336-811.00	08/08/2019 MONICAK	08/08/2019	326.90	326.90	Open	N 08/08/2019
	PURCHASED & MAINT. SERVICE			326.90			
076588 25910	KRESA SIRENS - SUPPORT/MAINT 207-301-742.00	08/08/2019 MONICAK	08/08/2019	175.00	175.00	Open	N 08/08/2019
	SOFTWARE PROGRAMS			175.00			
IN114390 25904	KIESLER'S POLICE SUPPLY, INC. DUTY BELT 207-301-748.00	08/08/2019 MONICAK	08/08/2019	58.87	58.87	Open	N 08/08/2019
	UNIFORMS/PERSONAL EQUIPMENT			58.87			
IN114606 25924	KIESLER'S POLICE SUPPLY, INC. MISC EQUIPMENT 207-301-748.00	08/08/2019 MONICAK	08/08/2019	211.65	211.65	Open	N 08/08/2019
	UNIFORMS/PERSONAL EQUIPMENT			211.65			
M011157 25872	MALL CITY MECHANICAL, INC. REPAIR/INSTALL PUMP MOTOR 101-265-811.00	08/08/2019 MONICAK	08/08/2019	1,282.34	1,282.34	Open	N 08/08/2019
	PURCHASED SERVICE			1,282.34			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
M010981 25875	MALL CITY MECHANICAL, INC. REPAIR AIR HANDLER 101-265-811.00	08/08/2019 MONICAK	08/08/2019	1,565.17 1,565.17	1,565.17	Open	N 08/08/2019
8314 25873	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	109.00 109.00	109.00	Open	N 08/08/2019
9558 25876	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	157.15 157.15	157.15	Open	N 08/08/2019
9541 25877	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	89.81 89.81	89.81	Open	N 08/08/2019
9459 25878	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	86.85 86.85	86.85	Open	N 08/08/2019
9886 25896	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	2,026.33 2,026.33	2,026.33	Open	N 08/08/2019
9833 25897	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	08/08/2019 MONICAK	08/08/2019	179.34 179.34	179.34	Open	N 08/08/2019
2641 25906	MICHIGAN MUNICIPAL POLICE OIL CANGE/TIE ROD/ALIGNMENT 207-301-939.00	08/08/2019 MONICAK	08/08/2019	219.80 219.80	219.80	Open	N 08/08/2019
2634 25907	MICHIGAN MUNICIPAL POLICE OIL CHANGE/INSPECTION 207-301-939.00	08/08/2019 MONICAK	08/08/2019	126.50 126.50	126.50	Open	N 08/08/2019
2643 25908	MICHIGAN MUNICIPAL POLICE BRAKE REPAIR 207-301-939.00	08/08/2019 MONICAK	08/08/2019	295.82 295.82	295.82	Open	N 08/08/2019

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2625 25909	MICHIGAN MUNICIPAL POLICE BRAKE REPAIR 207-301-939.00	08/08/2019 MONICAK MAINT. - VEHICLE	08/08/2019	513.84 513.84	513.84	Open	N 08/08/2019
508105 25858	MULDER'S LANDSCAPE SUPPLIES MISC SUPPLIES 101-265-740.00	08/08/2019 MONICAK OPERATING SUPPLIES	08/08/2019	42.37 42.37	42.37	Open	N 08/08/2019
508459 25865	MULDER'S LANDSCAPE SUPPLIES TOPSOIL 101-276-932.00	08/08/2019 MONICAK MAINT. - GROUNDS	08/08/2019	66.00 66.00	66.00	Open	N 08/08/2019
508531 25884	MULDER'S LANDSCAPE SUPPLIES TOPSOIL 101-276-932.00	08/08/2019 MONICAK MAINT. - GROUNDS	08/08/2019	22.00 22.00	22.00	Open	N 08/08/2019
141129 25851	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	08/08/2019 MONICAK MAINT. - VEHICLE	08/08/2019	44.74 44.74	44.74	Open	N 08/08/2019
142976 25870	RIDGE COMPANY MISC SUPPLIES 206-336-740.00	08/08/2019 MONICAK OPERATING SUPPLIES	08/08/2019	43.48 43.48	43.48	Open	N 08/08/2019
709835 25903	NYE UNIFORM CO. UNIFORMS 207-301-748.00	08/08/2019 MONICAK UNIFORMS/PERSONAL EQUIPMENT	08/08/2019	120.48 120.48	120.48	Open	N 08/08/2019
135287 25848	JONS TO GO STROUD PARK 101-751-740.00	08/08/2019 MONICAK OPERATING SUPPLIES	08/08/2019	98.00 98.00	98.00	Open	N 08/08/2019
135288 25849	JONS TO GO WILSON PARK 101-751-740.00	08/08/2019 MONICAK OPERATING SUPPLIES	08/08/2019	98.00 98.00	98.00	Open	N 08/08/2019
6641 25864	SHARP SHOP MISC SUPPLIES 206-336-740.00	08/08/2019 MONICAK OPERATING SUPPLIES	08/08/2019	36.75 36.75	36.75	Open	N 08/08/2019

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2019070779 25921	PEOPLEFACTS, LLC CREDIT PACKAGES 207-301-812.01	08/08/2019 MONICAK	08/08/2019	65.67	65.67	Open	N 08/08/2019
	BACKGROUND INVESTIGATION			65.67			
072219 25914	ADVANCED RADIOLOGY SERVICES ACCT #ARS.B101323711 207-301-812.00	08/08/2019 MONICAK	08/08/2019	41.00	41.00	Open	N 08/08/2019
	EMPLOYMENT TESTING			41.00			
50935 25925	PREIN & NEWHOF, INC. WINDING WAY PRESSURE 883-520-820.00	08/08/2019 MONICAK	08/08/2019	75.00	75.00	Open	N 08/08/2019
	ENGINEERING FEES			75.00			
50925 25926	PREIN & NEWHOF, INC. ZONING MAPS 101-400-820.00	08/08/2019 MONICAK	08/08/2019	248.75	248.75	Open	N 08/08/2019
	ENGINEERING SERVICES			248.75			
124782 25868	BS & A SOFTWARE ANNUAL SERVICE/SUPPORT 101-200-742.00	08/08/2019 MONICAK	08/08/2019	12,582.00	12,582.00	Open	N 08/08/2019
	SOFTWARE PROGRAMS/FEES			12,582.00			
S0012247 25866	EMERGENCY VEHICLE PRODUCTS PREV MAINT 206-336-939.00	08/08/2019 MONICAK	08/08/2019	962.10	962.10	Open	N 08/08/2019
	MAINT. - VEHICLE			962.10			
S0012239 25905	EMERGENCY VEHICLE PRODUCTS INSTALL CONSOLE 207-301-939.00	08/08/2019 MONICAK	08/08/2019	194.00	194.00	Open	N 08/08/2019
	MAINT. - VEHICLE			194.00			
1929 25898	OTTEN TROPHIES & AWARDS, LLC AWARDS 206-336-811.00	08/08/2019 MONICAK	08/08/2019	63.50	63.50	Open	N 08/08/2019
	PURCHASED & MAINT. SERVICE			63.50			
26038061 25911	GALESBURG FORD OIL CHANGE 207-301-939.00	08/08/2019 MONICAK	08/08/2019	44.09	44.09	Open	N 08/08/2019
	MAINT. - VEHICLE			44.09			
26038147 25912	GALESBURG FORD OIL CHANGE 207-301-939.00	08/08/2019 MONICAK	08/08/2019	44.09	44.09	Open	N 08/08/2019
	MAINT. - VEHICLE			44.09			

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INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
3138513 25899	KENT COUNTY TREASURER/DPW SPECIAL BURN 207-301-956.00	08/08/2019 MONICAK	08/08/2019	244.80 244.80	244.80	Open	N 08/08/2019
2588 25852	LEHRMAN LAWN CARE LAWN CARE 101-265-932.00	08/08/2019 MONICAK	08/08/2019	90.00 90.00	90.00	Open	N 08/08/2019
2641 25918	LEHRMAN LAWN CARE LAWN CARE/WEED ORD 101-265-932.00 101-310-811.00	08/08/2019 MONICAK	08/08/2019	2,375.00 1,955.00 420.00	2,375.00	Open	N 08/08/2019
10103 25854	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-740.00	08/08/2019 MONICAK	08/08/2019	61.70 61.70	61.70	Open	N 08/08/2019
25175 25855	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-265-740.00	08/08/2019 MONICAK	08/08/2019	23.51 23.51	23.51	Open	N 08/08/2019
25637 25859	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	41.76 41.76	41.76	Open	N 08/08/2019
25651 25860	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	159.66 159.66	159.66	Open	N 08/08/2019
25869 25861	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	859.58 859.58	859.58	Open	N 08/08/2019
86231 25862	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	880.90 880.90	880.90	Open	N 08/08/2019
86232 25863	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	08/08/2019 MONICAK	08/08/2019	801.00 801.00	801.00	Open	N 08/08/2019

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 EXP CHECK RUN DATES 08/13/2019 - 08/13/2019
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
27887 25869	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-747.00	08/08/2019 MONICAK	08/08/2019	328.63	328.63	Open	N 08/08/2019
	SMALL TOOLS & EQUIPMENT			328.63			
47618 25895	EXTREME POWER EQUIPMENT BLADES 206-336-811.00	08/08/2019 MONICAK	08/08/2019	37.98	37.98	Open	N 08/08/2019
	PURCHASED & MAINT. SERVICE			37.98			
1445209 25922	MILLER, CANFIELD, PADDOCK LEGAL SUPPORT 207-301-827.00	08/08/2019 MONICAK	08/08/2019	2,704.00	2,704.00	Open	N 08/08/2019
	LEGAL			1,950.00			
	LEGAL SERVICE-GEN. TWP.			754.00			
2019080216 25879	STATE SYSTEMS - RADIO INC PAGERS 206-336-747.00	08/08/2019 MONICAK	08/08/2019	3,156.00	3,156.00	Open	N 08/08/2019
	SMALL TOOLS & EQUIPMENT			3,156.00			
893389 25900	TELE-RAD, INC. PRINTERS 810-440-983.00	08/08/2019 MONICAK	08/08/2019	6,754.83	6,754.83	Open	N 08/08/2019
	NEW EQUIPMENT			6,754.83			
893440 25901	TELE-RAD, INC. LAPTOPS 810-440-983.00	08/08/2019 MONICAK	08/08/2019	35,499.16	35,499.16	Open	N 08/08/2019
	NEW EQUIPMENT			35,499.16			
080119 25915	TRANSUNION RISK AND ALTERNATIVE ACCT ID #299323 207-301-782.00	08/08/2019 MONICAK	08/08/2019	50.00	50.00	Open	N 08/08/2019
	INVESTIGATIVE OPERATIONS			50.00			
097640085 25885	XEROX CORPORATION COPIER 101-200-811.00	08/08/2019 MONICAK	08/08/2019	370.49	370.49	Open	N 08/08/2019
	PURCHASED SERVICE			370.49			
097640084 25916	XEROX CORPORATION COPIER 207-301-811.00	08/08/2019 MONICAK	08/08/2019	211.06	211.06	Open	N 08/08/2019
	PURCHASED SERVICE			211.06			
739547 25902	MCDONALD'S TOWING TOWING 207-301-782.00	08/08/2019 MONICAK	08/08/2019	55.00	55.00	Open	N 08/08/2019
	INVESTIGATIVE OPERATIONS			55.00			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
# of Invoices:	79	# Due:	79	Totals:	104,208.51		104,208.51
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					<u>104,208.51</u>		<u>104,208.51</u>

--- TOTALS BY FUND ---

101 - GENERAL	33,500.32	33,500.32
206 - FIRE	12,779.90	12,779.90
207 - POLICE	7,853.64	7,853.64
219 - STREET LIGHTS	723.26	723.26
810 - POLICE CAPITAL IMPROVEMENT	42,253.99	42,253.99
811 - FIRE CAPITAL IMPROVEMENT	6,932.40	6,932.40
883 - SEWER IMPROVEMENT	165.00	165.00

--- TOTALS BY DEPT/ACTIVITY ---

191 - ELECTION	6.26	6.26
200 - GENERAL SERVICES_ADMIN	19,288.55	19,288.55
209 - ASSESSOR	270.00	270.00
265 - MAINTENANCE	4,958.39	4,958.39
276 - CEMETERY	275.50	275.50
301 - POLICE	7,853.64	7,853.64
310 - ENFORCEMENT (ORD, UNSAFE BDG	3,925.00	3,925.00
336 - FIRE	12,779.90	12,779.90
400 - PLANNING/ZONING	4,580.62	4,580.62
440 - CAPTIAL IMPROVEMENT	49,186.39	49,186.39
448 - STREET LIGHTS	723.26	723.26
520 - SEWER IMPROVEMENT	165.00	165.00
751 - RECREATION	196.00	196.00

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 CHECK DATE FROM 07/01/2019 - 07/31/2019

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
07/03/2019	POOL	45855	070319	COLOMA CHARTER TOWNSHIP	FORFEITURE - OPR	727-000-253.00	47.07
07/03/2019	POOL	45856	0614877062319	CHARTER COMMUNICATIONS	PURCHASED SERVICE	101-200-811.00	205.52
07/03/2019	POOL	45857	269R01129406F	AT&T	RADIO TOWER T1 LINE	207-301-853.02	348.94
07/03/2019	POOL	45858	53712026	MCKESSON MEDICAL SURGICAL	OPERATING SUPPLIES	206-336-740.00	157.32
		45858	53741909		OPERATING SUPPLIES	206-336-740.00	75.36
		45858	53949266		OPERATING SUPPLIES	206-336-740.00	27.44
		45858	54833080		OPERATING SUPPLIES	206-336-740.00	700.00
							960.12
07/03/2019	POOL	45859	1900002731	CITY OF SPRINGFIELD	FORFEITURE - OPR	727-000-253.00	467.00
07/03/2019	POOL	45860	60051023	WEX BANK	FORFEITURE - OPR	727-000-253.00	2,654.41
07/03/2019	POOL	45861	J002323	WILLS AUTO SERVICE	FORFEITURE - OPR	727-000-253.00	900.54
07/03/2019	POOL	45862	070319	ROBERTO ZUNIGA	INVESTIGATIVE OPERATIONS	207-301-782.00	310.00
07/03/2019	POOL	45863	012962565	GALLS, INC.	FORFEITURE - OPR	727-000-253.00	54.30
07/03/2019	POOL	45864	061919	STAPLES CREDIT PLAN	FORFEITURE - OPR	727-000-253.00	36.00
07/08/2019	BOND	1086	52189	ROAD COMMISSION OF KALAMAZOO	CAPITAL IMPROVEMENT	850-906-970.00	21,687.14
07/08/2019	BOND	1087	070719	MARATHON PETROLEUM COMPANY LP	CAPITAL IMPROVEMENT	850-906-970.00	3,769.00
07/09/2019	POOL	45823	16665138	APPROVED PROTECTION SYSTEMS	SMALL TOOLS & EQUIPMENT	206-336-747.00	348.00
		45823	16665269		PURCHASED & MAINT. SERVICE	206-336-811.00	68.00
							416.00
07/09/2019	POOL	45824	1362973	APPLIED IMAGING	PURCHASED MAINT. SERVICE	101-200-814.00	22.02
07/09/2019	POOL	45825	04161493	PREMIER SAFETY	PURCHASED & MAINT. SERVICE	206-336-811.00	103.05
		45825	04161413		PURCHASED & MAINT. SERVICE	206-336-811.00	585.00
		45825	04161321		PURCHASED & MAINT. SERVICE	206-336-811.00	2,455.00
							3,143.05
07/09/2019	POOL	45826	070219	BAUCKHAM, SPARKS, THALL,	LEGAL SERVICES-BD. MEET.	101-200-826.00	150.00
		45826	070219		LEGAL SERVICE-GEN. TWP.	101-200-827.00	2,569.90
		45826	070219		LEGAL SERVICE	101-209-827.00	375.00
		45826	070219		Legal Service-Gen. Twp.	101-310-827.00	3,170.00
		45826	070219		LEGAL SERVICES - GEN. TWP.	101-400-827.00	1,224.58
		45826	070219		LEGAL SERVICE	206-336-827.00	75.00
		45826	070219		LEGAL	207-301-827.00	810.00
							8,374.48

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07/09/2019	POOL	45827	204921463760	CONSUMERS ENERGY	RAVINE TOWER SITE - ELECTRIC	207-301-921.00	31.84
		45827	202162691690		UTILITIES - ELECTRIC	883-520-921.00	29.51
							61.35
07/09/2019	POOL	45828	622159	STEENSMA LAWN & POWER EQUIP	MAINT. - MACHINE	206-336-934.00	52.49
07/09/2019	POOL	45829	117113	IMAGETREND, INC.	SOFTWARE PROGRAMS	206-336-742.00	3,033.42
07/09/2019	POOL	45830	060319	TOKIO MARINE HCC-PUBLIC RISK	LEGAL	207-301-827.00	10,000.00
07/09/2019	POOL	45831	44757	DOUGLASS SAFETY SYSTEMS LLC	SMALL TOOLS & EQUIPMENT	206-336-747.00	2,005.55
07/09/2019	POOL	45832	186570	GOGGIN RENTALS	RENTALS - EQUIPMENT	101-276-945.00	258.50
07/09/2019	POOL	45833	47851	JB PRINTING COMPANY	OFFICE SUPPLIES	101-200-727.00	489.35
07/09/2019	POOL	45834	IN0154689	KALAMAZOO LANDSCAPE SUPPLIES	MAINT. - GROUNDS	101-276-932.00	60.62
07/09/2019	POOL	45835	14-0021693	KAL. COUNTY HEALTH & COMM	SERSOLID WASTE	226-527-811.00	6,874.00
07/09/2019	POOL	45836	4275	KALLEWARD GROUP, INC.	BUILDING IMPROVEMENTS	402-265-975.00	76,309.20
07/09/2019	POOL	45837	7068	MENARDS - KALAMAZOO EAST	OPERATING SUPPLIES	206-336-740.00	20.98
		45837	6997		OPERATING SUPPLIES	206-336-740.00	458.87
		45837	6753		OPERATING SUPPLIES	206-336-740.00	89.94
		45837	6881		OPERATING SUPPLIES	206-336-740.00	12.58
		45837	6855		MAINT. - BUILDING	206-336-931.00	72.00
		45837	6864		MAINT. - BUILDING	206-336-931.00	72.00
		45837	6984		MAINT. - BUILDING	206-336-931.00	126.95
		45837	6868		MAINT. - BUILDING	206-336-931.00	110.49
		45837	6904		MAINT. - BUILDING	206-336-931.00	29.99
		45837	6478		MAINT. - BUILDING	206-336-931.00	10.48
		45837	6461		MAINT. - BUILDING	206-336-931.00	63.65
		45837	6378		MAINT. - BUILDING	206-336-931.00	528.21
		45837	6400		MAINT. - BUILDING	206-336-931.00	47.39
							1,643.53
07/09/2019	POOL	45838	2733	ROBERT LAMSON, LLC	EMPLOYMENT TESTING	207-301-812.00	540.00
07/09/2019	POOL	45839	504624	MULDER'S LANDSCAPE SUPPLIES	OPERATING SUPPLIES	206-336-740.00	16.50
07/09/2019	POOL	45840	I4412472	NETWORK SERVICES COMPANY	OPERATING SUPPLIES	101-265-740.00	31.53
07/09/2019	POOL	45841	3905372	ECOLAB	OPERATING SUPPLIES	206-336-740.00	33.41
07/09/2019	POOL	45842	INVOHD000161310	OVERHEAD DOOR CO OF KALAMAZOO	MAINT. - BUILDING	206-336-931.00	4,524.00
		45842	INVOHD000161309		MAINT. - BUILDING	206-336-931.00	1,706.00
							6,230.00

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07/09/2019	POOL	45843	00007649	PONTEM SOFTWARE BY RIA	PURCHASED SERVICE	101-276-811.00	1,009.00
07/09/2019	POOL	45844	133440	JONS TO GO	OPERATING SUPPLIES	101-751-740.00	98.00
		45844	133441		OPERATING SUPPLIES	101-751-740.00	98.00
							196.00
07/09/2019	POOL	45845	6594	SHARP SHOP	SMALL TOOLS & EQUIPMENT	206-336-747.00	271.86
07/09/2019	POOL	45846	BLR431620	STATE OF MICHIGAN	PURCHASED & MAINT. SERVICE	206-336-811.00	120.00
		45846	BLR431517		PURCHASED & MAINT. SERVICE	206-336-811.00	60.00
		45846	BLR431531		PURCHASED & MAINT. SERVICE	206-336-811.00	60.00
							240.00
07/09/2019	POOL	45847	070219	TWP. OF KALAMAZOO	MAINT - 1219 WOODROW	811-440-983.08	315.40
		45847	070219A		MAINT - 1220 NASSAU	811-440-983.10	276.50
							591.90
07/09/2019	POOL	45848	49907	PREIN & NEWHOF, INC.	ENGINEERING SERVICES	101-200-820.00	687.50
		45848	49913		ENGINEERING SERVICES	101-400-820.00	51.18
		45848	49876		ENGINEERING FEES	871-441-820.00	75.00
		45848	49859		SAW ENGINEERING FEES	884-520-820.00	129,093.39
							129,907.07
07/09/2019	POOL	45849	25234	HELPNET	PURCHASED & MAINT. SERVICE	206-336-811.00	2,371.80
07/09/2019	POOL	45850	25131	LOWE'S COMPANIES, INC.	MAINT. - BUILDING	101-265-931.00	22.72
		45850	25631		MAINT. - BUILDING	101-265-931.00	116.19
		45850	925108		MAINT. - GROUNDS	101-276-932.00	170.97
		45850	910740		DUES/SUBS/PUBL	206-336-732.00	51.22
		45850	25950		MAINT. - BUILDING	206-336-931.00	51.29
							412.39
07/09/2019	POOL	45851	701310-71	MEEKHOF TIRE OF KALAMAZOO	MAINT. - VEHICLE	101-265-939.00	605.48
07/09/2019	POOL	45852	34054 INV #37	W.E. UPJOHN INSTITUTE FOR	PLANNING CONSULTANT	101-400-821.00	3,625.00
07/09/2019	POOL	45853	0249-006413441	REPUBLIC SERVICES #249	PURCHASED SERVICE	101-265-811.00	49.00
		45853	0249-006413336		PURCHASED SERVICE	101-265-811.00	243.25
		45853	0249-006413336		PURCHASED SERVICE	101-276-811.00	45.50
		45853	0249-006413336		PURCHASED SERVICE	101-751-811.00	45.50
		45853	0249-006413336		PURCHASED & MAINT. SERVICE	206-336-811.00	203.79
							587.04
07/09/2019	POOL	45854	26701	VANDAM & KRUISINGA, INC.	PURCHASED SERVICE	101-310-811.00	458.11
07/15/2019	POOL	45865	204654442701	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	18,198.26

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07/19/2019	POOL	45866	57515823	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	14.00
		45866	87184740		OPERATING SUPPLIES	206-336-740.00	22.00
		45866	57515914		OPERATING SUPPLIES	206-336-740.00	7.00
		45866	87191077		OPERATING SUPPLIES	206-336-740.00	16.50
		45866	57515913		OPERATING SUPPLIES	206-336-740.00	14.00
							73.50
07/19/2019	POOL	45867	071819	MATTHEW HART	HIDTA MONEY	727-000-271.00	487.95
07/19/2019	POOL	45868	071819	LYLE MCGRATH	HIDTA MONEY	727-000-271.00	210.00
07/19/2019	POOL	45869	89817	ALL-TRONICS, INC.	FORFEITURE - OPR	727-000-253.00	328.00
07/19/2019	POOL	45870	071519	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	10.00
07/19/2019	POOL	45871	071819	BRYAN STUCK	HIDTA MONEY	727-000-271.00	210.00
07/19/2019	POOL	45872	071819	JARED DIEKMAN	HIDTA MONEY	727-000-271.00	487.95
07/19/2019	POOL	45873	205010459196	CONSUMERS ENERGY	UTILITIES - FUEL	101-200-923.00	127.08
		45873	206790046132		UTILITIES - ELECTRIC	101-751-921.00	26.73
		45873	202251702208		UTILITIES - ELECTRIC	206-336-921.01	492.89
		45873	202251702209		UTILITIES - ELECTRIC	206-336-921.01	57.20
		45873	204031541917		UTILITIES - ELECTRIC	206-336-921.02	206.09
		45873	204031541918		UTILITIES - ELECTRIC	206-336-921.02	558.67
		45873	205989335773		UTILITIES - ELECTRIC	206-336-921.03	25.40
		45873	205722380206		UTILITIES - ELECTRIC	206-336-921.03	94.52
		45873	202251702208		UTILITIES - NATURAL GAS	206-336-923.01	100.45
		45873	204031541917		UTILITIES - NATURAL GAS	206-336-923.02	14.55
		45873	204031541916		UTILITIES - NATURAL GAS	206-336-923.02	104.79
		45873	203230632370		UTILITIES - NATURAL GAS	206-336-923.03	22.24
							1,830.61
07/19/2019	POOL	45874	202963607923	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	710.15
		45874	201094883642		UTILITIES - ELECTRIC	219-448-921.00	20,556.25
							21,266.40
07/19/2019	POOL	45875	071819	DONNA HOSKINS	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
07/19/2019	POOL	45876	071819	LAVONNE JONES	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
07/19/2019	POOL	45877	071819	ALICE MOORE	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
07/19/2019	POOL	45878	071819	ELIZABETH MYLES	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
07/19/2019	POOL	45879	071819	IRMA WELL	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00

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07/19/2019	POOL	45880	1109620070119	CHARTER COMMUNICATIONS	PURCHASED SERVICE	101-200-811.00	409.38
		45880	0100199070119		PURCHASED & MAINT. SERVICE	206-336-811.00	46.80
		45880	0284753070119		PURCHASED & MAINT. SERVICE	206-336-811.00	84.99
		45880	0284811070119		PURCHASED & MAINT. SERVICE	206-336-811.00	84.99
		45880	0025941070119		PURCHASED & MAINT. SERVICE	206-336-811.00	89.88
		45880	0284829070119		PURCHASED & MAINT. SERVICE	206-336-811.00	84.99
		45880	0026220070119		PURCHASED & MAINT. SERVICE	206-336-811.00	133.22
							934.25
07/19/2019	POOL	45881	062419	KALAMAZOO CITY TREASURER	UTILITIES - WATER	101-200-927.00	22.01
		45881	061219A		UTILITIES - WATER	101-200-927.00	98.13
		45881	061219B		UTILITIES - WATER	101-200-927.00	88.72
		45881	061419		UTILITIES - WATER	101-751-927.00	371.67
		45881	062419A		UTILITIES - WATER	101-751-927.00	31.74
		45881	061419A		UTILITIES - WATER	101-751-927.00	58.13
		45881	061419B		UTILITIES - WATER	206-336-927.02	70.66
		45881	061219		UTILITIES - WATER	206-336-927.03	38.69
		45881	061719		UTILITIES - WATER	206-336-927.04	71.65
							851.40
07/19/2019	POOL	45882	062819	KALAMAZOO OIL CO.	GAS & OIL	101-265-751.00	302.38
		45882	062919		GAS & OIL	206-336-751.00	1,201.49
		45882	063019		GAS & OIL	207-301-751.00	1,993.06
							3,496.93
07/19/2019	POOL	45883	358611	LARRY EIB	FORFEITURE - OPR	727-000-253.00	240.00
07/19/2019	POOL	45884	070219	SAM'S CLUB	FORFEITURE - OPR	727-000-253.00	161.82
07/19/2019	POOL	45885	24476	MICHIGAN EXHAUST AND BRAKE	FORFEITURE - OPR	727-000-253.00	949.07
07/19/2019	POOL	45886	269R01036907E	AT&T	TELEPHONE	206-336-853.00	164.45
		45886	269R01129407F		RADIO TOWER T1 LINE	207-301-853.02	361.84
							526.29
07/19/2019	POOL	45887	1081680349	RICOH USA, INC.	FORFEITURE - OPR	727-000-253.00	75.00
07/19/2019	POOL	45888	071219	STATE OF MICHIGAN	MAINT. - VEHICLE	207-301-939.00	65.00
07/19/2019	POOL	45889	9833227704	VERIZON WIRELESS	TELEPHONE	101-200-853.00	96.51
		45889	9833227704		TELEPHONE	206-336-853.00	379.00
		45889	9833227704		TELEPHONE	207-301-853.00	998.09
							1,473.60
07/19/2019	POOL	45890	071619	SHAWN GALLAGHER	COMPENSATION-BD. OF REVIEW	101-209-712.00	130.00

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07/19/2019	POOL	45891	071619	JAMES RODBARD	COMPENSATION-BD. OF REVIEW	101-209-712.00	65.00
07/19/2019	POOL	45892	071619	JOHN W. KAILUKAITUS	COMPENSATION-BD. OF REVIEW	101-209-712.00	65.00
07/19/2019	POOL	45893	20191223	WINDER POLICE EQUIPMENT	MAINT. - VEHICLE	207-301-939.00	438.20
07/19/2019	POOL	45894	120489045	ROSE PEST SOLUTIONS	FORFEITURE - OPR	727-000-253.00	78.00
07/19/2019	POOL	45895	0249-006418079	REPUBLIC SERVICES #249	SOLID WASTE	226-527-811.00	42,980.20
07/22/2019	TAX	1364	071519	K/RESA	KVISD	704-000-223.00	31,924.26
		1364	071519A		KVISD	704-000-223.00	1,929.24
							33,853.50
07/22/2019	TAX	1365	071519	KALAMAZOO COUNTY LAND BANK	COUNTY	704-000-222.00	31.74
		1365	071519A		SCH. #01 - S.E.T.	704-000-225.01	40.68
							72.42
07/22/2019	TAX	1366	071519	SCHOOL DISTRICT #32	SCH. #32 - OPERATING	704-000-226.02	13,642.54
		1366	071519A		SCH. #32 - DEBT	704-000-226.03	10,327.85
		1366	071519B		SCH #32 - SINKING FUND	704-000-226.17	2,065.40
							26,035.79
07/22/2019	TAX	1367	071519	PARCHMENT PUBLIC SCHOOLS	SCH. #40 - OPERATING	704-000-227.02	33,176.42
		1367	071519A		SCH. #40 - DEBT	704-000-227.03	29,029.09
							62,205.51
07/22/2019	TAX	1368	071519	TWP. OF KALAMAZOO	ADMINISTRATIVE FEE	704-000-214.03	4,177.18
		1368	071519A		SCH. #01 - S.E.T.	704-000-225.01	16,465.00
							20,642.18
07/22/2019	TAX	1369	071519	STATE OF MICHIGAN	SCH. #01 - S.E.T.	704-000-225.01	40.69
07/23/2019	POOL	45896	072219	TEEYA BRASWELL	INVESTIGATIVE OPERATIONS	207-301-782.00	149.00
07/24/2019	TAX	1370	071519A	KALAMAZOO COUNTY TREASURER	COUNTY	704-000-222.00	129,655.91
		1370	071519B		COUNTY	704-000-222.00	31.74
		1370	071519C		SCH. #01 - S.E.T.	704-000-225.01	117,987.55
		1370	071519D		SCH. #32 - S.E.T.	704-000-226.01	12,393.37
		1370	071519E		SCH. #40 - S.E.T.	704-000-227.01	19,331.26
							279,399.83
07/25/2019	POOL	45897	100359	APOLLO FIRE EQUIPMENT	FIRE EQUIPMENT	811-440-983.00	7,683.51
07/25/2019	POOL	45898	072319	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	11.10

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07/25/2019	POOL	45899	19-1129	COLOMA CHARTER TOWNSHIP	FORFEITURE - OPR	727-000-253.00	405.00
07/25/2019	POOL	45900	22427	ENGINEERING INNOVATION	OFFICE SUPPLIES	101-200-727.00	120.41
07/25/2019	POOL	45901	201717755617	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-200-921.00	4,464.18
07/25/2019	POOL	45902	0095704071619	CHARTER COMMUNICATIONS	PURCHASED & MAINT. SERVICE	206-336-811.00	141.06
		45902	0026212071619		PURCHASED & MAINT. SERVICE	206-336-811.00	141.03
							282.09
07/25/2019	POOL	45903	070319	FIRST BANKCARD	ELECTION LAPTOPS	101-191-747.00	7,738.39
07/25/2019	POOL	45904	070319A	FIRST BANKCARD	MTA	101-101-862.00	329.00
		45904	070319A		MI COUNCIL OF SHRM	101-175-732.00	100.00
		45904	070319A		MI MUNICIPAL LEAGUE	101-175-732.00	135.00
		45904	070319A		FREDPRYOR CAREERTRACK	101-175-862.01	199.00
		45904	070319A		MERS OF MICHIGAN	101-223-862.01	175.00
		45904	070319A		KENDALL ELECTRIC	206-336-740.00	22.54
		45904	070319A		NCHSOFTWARE.COM	207-301-742.00	31.06
							991.60
07/25/2019	POOL	45905	070319B	FIRST BANKCARD	PAYPAL - WINFORDCOMP	101-265-740.00	24.90
		45905	070319B		PAYPAL - BEI	101-265-740.00	12.99
		45905	070319B		PAYPAL - ZORO.COM	101-751-740.00	61.89
		45905	070319B		STATE DEQ MEDICAL WASTE	206-336-732.00	75.00
		45905	070319B		TRACTOR SUPPLY	206-336-740.00	34.27
		45905	070319B		PAYPAL - HI TECH BAT	206-336-740.00	205.90
		45905	070319B		PAYPAL - BLAQFALGLLC	206-336-740.00	143.80
		45905	070319B		PAYPAL - BOTACH.COM	206-336-747.00	287.92
		45905	070319B		WPSG, INC.	206-336-748.00	408.90
		45905	070319B		PAYPAL - ELITE TECH	206-336-933.00	432.00
		45905	070319B		AUTOMOTIVE SPECIALTY	206-336-939.00	126.95
		45905	070319B		FLOYDS ELECTRIC SERVICE	206-336-939.00	978.50
							2,793.02
07/25/2019	POOL	45906	070319C	FIRST BANKCARD	PAYPAL - BLUEKNIFECO	207-301-727.00	8.49
		45906	070319C		AMAZON MKTPLC	207-301-740.00	742.24
		45906	070319C		AMAZON.COM	207-301-740.00	23.27
		45906	070319C		AMAZON MKTPLC	207-301-810.00	25.99
		45906	070319C		MICROSOFT STORE	207-301-810.00	1,315.06
		45906	070319C		BOYNE HIGHLANDS	207-301-862.00	340.79
		45906	070319C		PAYPAL - CMORENO	207-301-933.00	44.45
		45906	070319C		THE UPS STORE	207-301-956.00	21.08
		45906	070319C		AMAZON MKTPLC	266-320-960.00	55.21

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		45906	070319C		AMAZON.COM	810-440-983.00	3,322.98
							5,899.56
07/25/2019	POOL	45907	072519	FURNITURE CITY BROADCASTING CTOWER RENT - RAVINE ROAD		207-301-931.65	1,500.00
07/25/2019	POOL	45908	1926377-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-200-727.00	272.80
		45908	C1912683-1		OFFICE SUPPLIES	101-200-727.00	(77.76)
		45908	C1912683-0A		OFFICE SUPPLIES	101-200-727.00	(181.44)
		45908	1932594-0		OFFICE SUPPLIES	207-301-727.00	49.77
							63.37
07/25/2019	POOL	45909	47923	JB PRINTING COMPANY	OFFICE SUPPLIES	101-200-727.00	278.25
		45909	47923		OFFICE SUPPLIES	101-209-727.00	79.00
		45909	47923		OFFICE SUPPLIES	101-400-727.00	79.00
							436.25
07/25/2019	POOL	45910	19-06-06	KALAMAZOO AREA BUILDING AUTHO	PURCHASED SERVICE	101-310-811.00	495.00
07/25/2019	POOL	45911	072419	KALAMAZOO COUNTY SHERIFF DEPTH	IDTA MONEY	727-000-271.00	1,921.98
07/25/2019	POOL	45912	071219	KALAMAZOO COUNTY TREASURER	PURCHASED SERVICE	207-301-811.00	46.25
07/25/2019	POOL	45913	0009183590	MLIVE MEDIA GROUP	NOTICES AND PUBLICATIONS	101-200-903.00	194.30
		45913	0009207300		NOTICES AND PUBLICATIONS	101-200-903.00	375.42
		45913	0009205570		NOTICES	101-400-903.00	480.56
							1,050.28
07/25/2019	POOL	45914	36080	KRESA PRINT CENTER	OPERATING SUPPLIES	207-301-740.00	77.00
		45914	36126		OPERATING SUPPLIES	207-301-740.00	106.30
							183.30
07/25/2019	POOL	45915	071519	KALAMAZOO OIL CO.	GAS & OIL	207-301-751.00	2,172.98
07/25/2019	POOL	45916	A763040	ENGINEERED PROTECTION SYSTEMS	PURCHASED SERVICE	101-200-811.00	344.76
		45916	A762846		PURCHASED & MAINT. SERVICE	206-336-811.00	104.22
		45916	A762863		PURCHASED & MAINT. SERVICE	206-336-811.00	104.22
		45916	A762864		PURCHASED & MAINT. SERVICE	206-336-811.00	104.22
		45916	A762862		PURCHASED & MAINT. SERVICE	206-336-811.00	104.22
							761.64
07/25/2019	POOL	45917	6156	BIO-CARE, INC.	VISION - PHYSICALS	206-336-914.00	4,729.00
07/25/2019	POOL	45918	072219	SANDRA SMOKER	SIDEWALKS	101-446-969.01	325.00
07/25/2019	POOL	45919	M010558	MALL CITY MECHANICAL, INC.	PURCHASED SERVICE	101-265-811.00	180.00
		45919	M010557		PURCHASED SERVICE	101-265-811.00	1,614.85

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 CHECK DATE FROM 07/01/2019 - 07/31/2019

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							1,794.85
07/25/2019	POOL	45920	N7810703	MAILFINANCE	PURCHASED SERVICE	101-200-811.00	566.58
07/25/2019	POOL	45921	7386	MENARDS - KALAMAZOO EAST	OPERATING SUPPLIES	206-336-740.00	60.88
		45921	7320		OPERATING SUPPLIES	206-336-740.00	8.59
		45921	8049		MAINT. - BUILDING	206-336-931.00	905.45
		45921	8125		MAINT. - BUILDING	206-336-931.00	590.61
		45921	8375		MAINT. - BUILDING	206-336-931.00	112.55
		45921	7892		MAINT. - BUILDING	206-336-931.00	349.78
		45921	7823		MAINT. - BUILDING	206-336-931.00	99.98
		45921	8454		MAINT. - BUILDING	206-336-931.00	93.30
							2,221.14
07/25/2019	POOL	45922	269342197107F	AT&T	TELEPHONE	206-336-853.00	568.32
		45922	269962174707		FORFEITURE - OPR	727-000-253.00	27.37
							595.69
07/25/2019	POOL	45923	2619	MICHIGAN MUNICIPAL POLICE	MAINT. - VEHICLE	207-301-939.00	549.90
07/25/2019	POOL	45924	2750	ROBERT LAMSON, LLC	EMPLOYMENT TESTING	207-301-812.00	125.00
		45924	2760		EMPLOYMENT TESTING	207-301-812.00	125.00
		45924	2771		EMPLOYMENT TESTING	207-301-812.00	125.00
		45924	2767		EMPLOYMENT TESTING	207-301-812.00	415.00
							790.00
07/25/2019	POOL	45925	134447	RIDGE COMPANY	MAINT. - VEHICLE	206-336-939.00	100.56
		45925	135227		MAINT. - VEHICLE	206-336-939.00	35.09
		45925	135773		MAINT. - VEHICLE	206-336-939.00	43.75
		45925	138419		MAINT. - VEHICLE	207-301-939.00	122.16
							301.56
07/25/2019	POOL	45926	071019	NEOFUNDS	POSTAGE	101-200-730.00	8,040.00
07/25/2019	POOL	45927	I4442001	NETWORK SERVICES COMPANY	OPERATING SUPPLIES	101-265-740.00	444.94
		45927	I4433275		OPERATING SUPPLIES	206-336-740.00	84.75
							529.69
07/25/2019	POOL	45928	700959	NYE UNIFORM CO.	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	14.00
07/25/2019	POOL	45929	INVOHD000161932	OVERHEAD DOOR CO OF KALAMAZOO	MAINT. - BUILDING	206-336-931.00	4,730.00
07/25/2019	POOL	45930	201904977	DBIX IT LLC	COMPUTER SERVICE	101-200-810.00	4,510.00
		45930	201904978		COMPUTER SERVICE	101-200-810.00	8,200.00
							12,710.00

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 CHECK DATE FROM 07/01/2019 - 07/31/2019

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
07/25/2019	POOL	45931	00786782	PURITY CYLINDER, INC.	OPERATING SUPPLIES	101-265-740.00	88.19
07/25/2019	POOL	45932	STW3284	CDW GOVERNMENT, INC.	OFFICE SUPPLIES	207-301-727.00	76.43
07/25/2019	POOL	45933	551-543164	STATE OF MICHIGAN	FORFEITURE - OPR	727-000-253.00	5,930.25
07/25/2019	POOL	45934	072419	STURGIS POLICE DEPT.	HIDTA MONEY	727-000-271.00	826.77
07/25/2019	POOL	45935	071119	TWP OF KALAMAZOO/DARIEN SMITH	OPERATING SUPPLIES	207-301-740.00	6.25
		45935	071119		SMALL TOOLS & EQUIPMENT	207-301-747.00	62.04
		45935	071119		MISC. EXPENSE	207-301-956.00	61.70
		45935	071119		TUITION/TRAINING	266-320-960.00	47.23
							177.22
07/25/2019	POOL	45936	112971	WESTERN MICHIGAN UNIVERSITY	LEIN BILLING	207-301-853.01	1,200.00
07/25/2019	POOL	45937	50388	PREIN & NEWHOF, INC.	SAW ENGINEERING FEES	884-520-820.00	58,181.65
07/25/2019	POOL	45938	E1857831	WITMER PUBLIC SAFETY	OPERATING SUPPLIES	206-336-740.00	197.97
07/25/2019	POOL	45939	26037484	GALESBURG FORD	MAINT. - VEHICLE	207-301-939.00	223.50
		45939	26037481		MAINT. - VEHICLE	207-301-939.00	44.09
							267.59
07/25/2019	POOL	45940	77	KALAMAZOO COUNTY FIRE CHIEFS	TUITION/TRAINING	206-336-960.00	400.00
07/25/2019	POOL	45941	2554	LEHRMAN LAWN CARE	MAINT. - GROUNDS	101-265-932.00	1,600.00
		45941	2554		PURCHASED SERVICE	101-310-811.00	1,440.00
							3,040.00
07/25/2019	POOL	45942	25489	LOWE'S COMPANIES, INC.	OPERATING SUPPLIES	206-336-740.00	26.53
		45942	25867		OPERATING SUPPLIES	206-336-740.00	17.06
		45942	10045		OPERATING SUPPLIES	206-336-740.00	54.12
		45942	25682		SMALL TOOLS & EQUIPMENT	206-336-747.00	220.39
							318.10
07/25/2019	POOL	45943	47699	EXTREME POWER EQUIPMENT	MAINT. - MACHINE	101-265-934.00	46.99
07/25/2019	POOL	45944	200005973	MACP	TUITION/TRAINING	266-320-960.00	25.00
07/25/2019	POOL	45945	00042046	MODERNISTIC CARPET, INC.	PURCHASED & MAINT. SERVICE	206-336-811.00	110.00
07/25/2019	POOL	45946	706742-74	MEEKHOF TIRE OF KALAMAZOO	MAINT. - VEHICLE	206-336-939.00	5,540.56
07/25/2019	POOL	45947	34054 INV #38	W.E. UPJOHN INSTITUTE FOR	PLANNING CONSULTANT	101-400-821.00	3,150.00
07/25/2019	POOL	45948	8054933079	STAPLES ADVANTAGE	OFFICE SUPPLIES	101-200-727.00	185.93
07/25/2019	POOL	45949	070119	TRANSUNION RISK AND ALTERNATI	INVESTIGATIVE OPERATIONS	207-301-782.00	50.00

User: MONICAK

CHECK DATE FROM 07/01/2019 - 07/31/2019

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
07/25/2019	POOL	45950	097332973	XEROX CORPORATION	PURCHASED SERVICE	101-200-811.00	279.97
		45950	097332972		PURCHASED SERVICE	207-301-811.00	250.49
							530.46
07/25/2019	POOL	45951	738039	MCDONALD'S TOWING	INVESTIGATIVE OPERATIONS	207-301-782.00	55.00
07/25/2019	POOL	45952	071019	KALAMAZOO COUNTY TREASURER	TRAILER TAX	701-000-254.00	1,012.00
		45952	071019A		TRAILER TAX	701-000-254.00	253.00
		45952	072419		TRAILER TAX	701-000-254.00	1,026.00
		45952	072419A		TRAILER TAX	701-000-254.00	256.50
							2,547.50
07/26/2019	BOND	1088	52273	ROAD COMMISSION OF KALAMAZOO	CAPITAL IMPROVEMENT	850-906-970.00	4,083.59
		1088	52274		CAPITAL IMPROVEMENT	850-906-970.00	24,332.29
		1088	52275		CAPITAL IMPROVEMENT	850-906-970.00	14,731.93
		1088	52276		CAPITAL IMPROVEMENT	850-906-970.00	587.47
		1088	52277		CAPITAL IMPROVEMENT	850-906-970.00	8,878.21
		1088	52278		CAPITAL IMPROVEMENT	850-906-970.00	1,951.71
		1088	52317		CAPITAL IMPROVEMENT	850-906-970.00	1,897.53
		1088	52318		CAPITAL IMPROVEMENT	850-906-970.00	95.35
							56,558.08
07/26/2019	POOL	45953	072619	ALDI	ZONING/DEVELOPMENT ESCROW	701-000-240.00	300.00
07/26/2019	POOL	45954	072619	TWP. OF KALAMAZOO/SHERINE MIL	UNCLASSIFIED	101-000-603.00	25.00
TOTAL - ALL FUNDS					TOTAL OF 142 CHECKS		1,026,338.05

--- GL TOTALS ---

101-000-603.00	UNCLASSIFIED	25.00
101-101-862.00	TRAVEL - CONFERENCES	329.00
101-175-732.00	DUES/SUBS/PUBL	235.00
101-175-862.01	TRAVEL - CONFERENCES - STAFF	199.00
101-191-747.00	SMALL TOOLS & EQUIPMENT	7,738.39
101-200-727.00	OFFICE SUPPLIES	1,087.54
101-200-730.00	POSTAGE	8,040.00
101-200-810.00	COMPUTER SERVICE	12,710.00
101-200-811.00	PURCHASED SERVICE	1,806.21
101-200-814.00	PURCHASED MAINT. SERVICE	22.02
101-200-820.00	ENGINEERING SERVICES	687.50
101-200-826.00	LEGAL SERVICES-BD. MEET.	150.00
101-200-827.00	LEGAL SERVICE-GEN. TWP.	2,569.90
101-200-853.00	TELEPHONE	96.51
101-200-903.00	NOTICES AND PUBLICATIONS	569.72
101-200-921.00	UTILITIES - ELECTRIC	4,464.18
101-200-923.00	UTILITIES - FUEL	127.08
101-200-927.00	UTILITIES - WATER	208.86

User: MONICAK

CHECK DATE FROM 07/01/2019 - 07/31/2019

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
101-209-712.00					COMPENSATION-BD. OF REVIEW		260.00
101-209-727.00					OFFICE SUPPLIES		79.00
101-209-827.00					LEGAL SERVICE		375.00
101-223-862.01					TRAVEL - CONFERENCES - STAFF		175.00
101-265-740.00					OPERATING SUPPLIES		602.55
101-265-751.00					GAS & OIL		302.38
101-265-811.00					PURCHASED SERVICE		2,087.10
101-265-931.00					MAINT. - BUILDING		138.91
101-265-932.00					MAINT. - GROUNDS		1,600.00
101-265-934.00					MAINT. - MACHINE		46.99
101-265-939.00					MAINT. - VEHICLE		605.48
101-276-811.00					PURCHASED SERVICE		1,054.50
101-276-932.00					MAINT. - GROUNDS		231.59
101-276-945.00					RENTALS - EQUIPMENT		258.50
101-310-811.00					PURCHASED SERVICE		2,393.11
101-310-827.00					LEGAL SERVICE-GEN. TWP.		3,170.00
101-400-727.00					OFFICE SUPPLIES		79.00
101-400-820.00					ENGINEERING SERVICES		51.18
101-400-821.00					PLANNING CONSULTANT		6,775.00
101-400-827.00					LEGAL SERVICES - GEN. TWP.		1,224.58
101-400-903.00					NOTICES		480.56
101-446-969.01					SIDEWALKS		325.00
101-751-740.00					OPERATING SUPPLIES		257.89
101-751-811.00					PURCHASED SERVICE		45.50
101-751-921.00					UTILITIES - ELECTRIC		26.73
101-751-927.00					UTILITIES - WATER		461.54
206-336-732.00					DUES/SUBS/PUBL		126.22
206-336-740.00					OPERATING SUPPLIES		2,522.31
206-336-742.00					SOFTWARE PROGRAMS		3,033.42
206-336-747.00					SMALL TOOLS & EQUIPMENT		3,133.72
206-336-748.00					PERSONAL EQUIPMENT ALLOWANCE		408.90
206-336-751.00					GAS & OIL		1,201.49
206-336-811.00					PURCHASED & MAINT. SERVICE		7,360.48
206-336-827.00					LEGAL SERVICE		75.00
206-336-853.00					TELEPHONE		1,111.77
206-336-914.00					VISION - PHYSICALS		4,729.00
206-336-921.01					UTILITIES - ELECTRIC		550.09
206-336-921.02					UTILITIES - ELECTRIC		764.76
206-336-921.03					UTILITIES - ELECTRIC		119.92
206-336-923.01					UTILITIES - NATURAL GAS		100.45
206-336-923.02					UTILITIES - NATURAL GAS		119.34
206-336-923.03					UTILITIES - NATURAL GAS		22.24
206-336-927.02					UTILITIES - WATER		70.66
206-336-927.03					UTILITIES - WATER		38.69
206-336-927.04					UTILITIES - WATER		71.65
206-336-931.00					MAINT. - BUILDING		14,224.12
206-336-933.00					MAINT. - RADIO		432.00
206-336-934.00					MAINT. - MACHINE		52.49
206-336-939.00					MAINT. - VEHICLE		6,825.41
206-336-960.00					TUITION/TRAINING		400.00
207-301-727.00					OFFICE SUPPLIES		134.69

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
207-301-740.00					OPERATING SUPPLIES		955.06
207-301-742.00					SOFTWARE PROGRAMS		31.06
207-301-747.00					SMALL TOOLS & EQUIPMENT		62.04
207-301-748.00					UNIFORMS/PERSONAL EQUIPMENT		14.00
207-301-751.00					GAS & OIL		4,166.04
207-301-782.00					INVESTIGATIVE OPERATIONS		564.00
207-301-810.00					COMPUTER SERVICE		1,341.05
207-301-811.00					PURCHASED SERVICE		296.74
207-301-812.00					EMPLOYMENT TESTING		1,330.00
207-301-827.00					LEGAL		10,810.00
207-301-853.00					TELEPHONE		998.09
207-301-853.01					LEIN BILLING		1,200.00
207-301-853.02					RADIO TOWER T1 LINE		710.78
207-301-862.00					TRAVEL - CONFERENCES		340.79
207-301-921.00					RAVINE TOWER SITE - ELECTRIC		31.84
207-301-931.65					TOWER RENT - RAVINE ROAD		1,500.00
207-301-933.00					MAINT. - RADIO		44.45
207-301-939.00					MAINT. - VEHICLE		1,442.85
207-301-956.00					MISC. EXPENSE		82.78
219-448-921.00					UTILITIES - ELECTRIC		39,464.66
226-527-811.00					SOLID WASTE		49,854.20
266-320-960.00					TUITION/TRAINING		127.44
402-265-975.00					BUILDING IMPROVEMENTS		76,309.20
701-000-240.00					ZONING/DEVELOPMENT ESCROW		300.00
701-000-254.00					TRAILER TAX		2,547.50
701-000-276.01					DEPOSITS - ROOM RENTALS		250.00
704-000-214.03					ADMINISTRATIVE FEE		4,177.18
704-000-222.00					COUNTY		129,719.39
704-000-223.00					KVISD		33,853.50
704-000-225.01					SCH. #01 - S.E.T.		134,533.92
704-000-226.01					SCH. #32 - S.E.T.		12,393.37
704-000-226.02					SCH. #32 - OPERATING		13,642.54
704-000-226.03					SCH. #32 - DEBT		10,327.85
704-000-226.17					SCH #32 - SINKING FUND		2,065.40
704-000-227.01					SCH. #40 - S.E.T.		19,331.26
704-000-227.02					SCH. #40 - OPERATING		33,176.42
704-000-227.03					SCH. #40 - DEBT		29,029.09
727-000-253.00					FORFEITURE - OPR		12,374.93
727-000-271.00					HIDTA MONEY		4,144.65
810-440-983.00					NEW EQUIPMENT		3,322.98
811-440-983.00					FIRE EQUIPMENT		7,683.51
811-440-983.08					MAINT - 1219 WOODROW		315.40
811-440-983.10					MAINT - 1220 NASSAU		276.50
850-906-970.00					CAPITAL IMPROVEMENT		82,014.22
871-441-820.00					ENGINEERING FEES		75.00
883-520-921.00					UTILITIES - ELECTRIC		29.51
884-520-820.00					SAW ENGINEERING FEES		187,275.04
					TOTAL		1,026,338.05

**PLANNING & ZONING
DEPARTMENT
REPORT**

**JULY
FOR 2019**

To: Township Board

From: Planning & Zoning Dept.

Date: 8/1/19

BUILDING PERMIT STATISTICS

											PERMIT STATISTICS									
											kaba Sept start									
yr	19	18	17	16	15	14	13	12	11	10	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000
J	43	54	71	41	36	24	28	32	29	35	38	33	85	63	18	43	54	61	24	53
F	38	87	30	32	43	19	23	24	25	27	30	24	43	43	45	26	49	44	43	78
M	48	64	74	38	43	41	27	28	46	33	21	28	82	76	50	59	42	63	65	113
A	70	64	44	36	52	48	41	26	42	37	45	54	57	88	65	63	58	77	79	89
M	78	92	92	50	53	62	60	46	41	22	33	56	57	70	56	59	59	62	74	88
J	66	60	80	65	48	45	41	75	60	57	34	33	86	61	83	65	79	56	54	100
J	67	85	63	69	67	48	83	50	49	27	37	40	98	41	36	79	106	77	86	56
A		65	67	50	56	53	57	41	55	51	29	31	56	58	58	72	79	60	69	115
S		69	58	63	50	55	37	42	49	37	55	36	63	53	43	57	68	58	78	61
O		48	78	75	53	64	41	37	53	26	50	46	67	80	48	65	81	83	78	111
N		64	47	71	44	52	33	40	45	32	34	24	48	41	50	54	57	54	66	62
D		45	34	53	72	43	27	41	47	26	18	35	33	66	55	47	60	49	55	26
T	410	797	738	643	617	554	498	482	541	410	424	440	775	740	607	689	792	744	771	952

Kalamazoo Township Only			2019									
	PERMITS	INSPECTS	ENF	Special	B PER	B INSP	E PER	E INSP	M PER	M INSP	P PER	P INSP
JAN	43	131	40	0	13	40	15	47	13	35	2	9
FEB	38	138	42	0	5	47	15	39	14	42	4	10
MAR	48	130	57	3	13	36	7	21	14	45	11	28
APR	70	121	81	3	16	44	17	37	21	30	13	10
MAY	78	167	317	3	15	70	22	31	24	39	14	27
JUN	66	122	236	1	22	46	15	28	22	27	6	21
JUL	67	110	187	1	12	44	16	32	29	19	9	15
AUG												
SEP												
OCT												
NOV												
DEC												
TOTAL	410	919	960	11	96	327	107	235	137	237	59	120

Commercial Information for 2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Commercial, new	0	0	1	1	0	1	0					
Commercial, additions	0	0	0	0	0	0	0					
Commercial, alter remodels repairs / reroofs	1	3	1	0	2	3	0					
Signs	0	0	1	0	0	0	0					
Tele-comm towers	0	0	0	0	0	0	0					
Tele Tower Adsdt/Alter	0	0	0	0	0	0	0					
Commercial storage bldgs.	0	0	0	0	0	0	0					
Commercial sheds	0	0	0	0	0	0	0					
Commercial balconies	0	0	0	0	0	0	0					
Commercial demo	0	0	2	0	2	1	0					
Commercial fire repairs	0	0	0	0	0	0	0					
Commercial electrical	7	6	3	4	5	5	5					
Commercial mechanical	3	4	6	1	4	2	3					
Commercial plumbing	1	3	3	0	1	3	2					
Commercial sewers	0	0	0	0	0	0	0					
Temp Permits	0	0	3	3	3	1	1					
Total commercial	12	16	20	9	17	16	11	0	0	0	0	0

Building Summary Residence Information for 2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
New Res	0	0	0	0	1	0	1					
Mfg Homes	0	0	0	6	0	0	6					
Multi Family Bldgs Duplex / Condos	0	0	0	0	0	0	0					
Units	0	0	0	0	0	0	0					
Mfg Homes & Mob homes in Mobile Pks	6	0	0	0	0	0	0					
Mob Home Pk att Garage / Porch	0	0	0	0	0	0	0					
Res Additions	2	0	2	2	2	2	0					
Res Alters Remodel Repairs	3	0	5	2	3	10	2					
Fire damage repairs	0	0	0	0	0	0	0					
Garages, attached	0	0	0	0	0	0	0					
Garages, detached	0	1	0	0	0	0	0					
Garage additions	0	0	0	0	0	0	0					
Garage repairs	0	0	0	0	0	0	0					
Carports	0	0	0	0	0	0	0					
Maint / Spec Insp	0	0	0	0	0	0	0					
Res Demos	1	1	0	0	0	1	1					
Res Accessory Bldg	0	0	0	1	0	0	0					
Res Pole Bldg	0	0	0	1	0	0	0					
Sheds / Yard Bldg	0	0	0	0	1	0	0					
Pools, above ground	0	0	0	0	0	1	0					
Pools, in-ground	0	0	0	0	0	0	0					
Decks, Patios, Porches	0	0	1	0	2	1	1					
Fences	0	0	0	0	0	0	0					
Reroofing	0	0	0	3	2	2	1					
Res Electric	0	9	4	13	17	10	11					
Res Mechanical	10	10	8	20	20	19	26					
Res Plumbing	1	1	7	11	9	3	7					
Res Sewer	0	0	1	2	3	0	0					
Total for Residential	23	22	28	61	60	49	56	0	0	0	0	0

Permit List

08/01/2019

Building

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PB19-06-265	Residential	07/22/2019	527 ARTHUR AVE		06-13-135-580	WILLIAMS, EARL		\$170.00	\$0
Work Description: Construction of 4/12 pitch roof over existing flat roof per plans							Category	Res. Alteration/Repair	
PB19-06-320	Residential	07/11/2019	4003 ROCKWOOD DR		06-06-215-200	BRENES, MANUE	Tri Square Builders	\$170.00	\$0
Work Description: Replace existing deck with same dimension deck.							Category	Deck	
NOTE: FOOTINGS TO BE MINIMUM 12" DIA.									
DECK CONSTRUCTION AND POST TO BEAM AND POST TO JOIST CONNECTIONS TO BE NOTCHED IN ACCORDANCE WITH R 507 2015 MRC. HANDRAILS AND GUARDS TO BE INSTALLED IN ACCORDANCE WITH 2015 MRC.									
PB19-06-338	Residential	07/19/2019	1409 UPLAND DR		06-12-377-230	DOVE, MARY ELL	Wolgast Restoration	\$250.00	\$52,363
Work Description: Repair of walls, ceilings, floors and exterior due to fire damage.							Category	Res. Alteration/Repair	
PB19-06-347	Residential	07/26/2019	1519 Olmstead/MbPk Lot		06-24-470-010	KALAMAZOO MH		\$150.00	\$0
Work Description: Demo of mobile home							Category	Demolition	
PB19-06-352	Residential	07/29/2019	3326 MAPLE AVE		06-01-440-590	ADAMS, BECKY L		\$100.00	\$0
Work Description: Replacing boards on roof							Category	Re-roof	
PB19-06-353	Residential	07/30/2019	721 GRAND PRE AVE		06-17-131-200	VANEPPS, DENIS		\$528.00	\$83,874
Work Description: Demolition of existing dwelling and attached garage and construction of new 1070 s.f 1 story 2 bed 2 bath modular home. Full unfinished basement and 14' x 20' attached garage. Per plans							Category	Res. New Construction	
PB19-06-355	Residential	07/31/2019	1344 North Hills Dr		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$170.00	\$0
Work Description: New moblie home setup.							Category	Manufactured Home Setup	
PB19-06-356	Residential	07/31/2019	1509 North Hills Dr		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$170.00	\$0

Work Description: New mobile home setup.						Category	Manufactured Home Setup		
PB19-06-357	Residential	07/31/2019	1350 North Hills Dr	06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$170.00	\$0	
Work Description: New mobile home setup.						Category	Manufactured Home Setup		
PB19-06-358	Residential	07/31/2019	1362 North Hills Dr	06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$170.00	\$0	
Work Description: New mobile home setup.						Category	Manufactured Home Setup		
PB19-06-359	Residential	07/31/2019	1491 NORTH HILLS DRI	06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$170.00	\$0	
Work Description: New mobile home setup.						Category	Manufactured Home Setup		
PB19-06-360	Residential	07/31/2019	1495 NORTH HILLS DRI	06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$170.00	\$0	
Work Description: New mobile home setup.						Category	Manufactured Home Setup		

Total Permits For Type: 12
Total Fees For Type: \$2,388.00
Total Const. Value For Type: \$136,23

Electrical

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PE19-06-286	Commerci	07/03/2019	1720 RIVERVIEW DR		06-11-305-031	CHARTER TOWN	Control Net LLC	\$155.00	\$0
Work Description: Temperature controls						Category	Electrical		
PE19-06-290	Commerci	07/03/2019	1521 GULL		06-11-345-012	BORGESS MEDIC	ControlNET	\$165.00	\$0
Work Description: Adding temperature controls - extending the existing 2nd and 6th floor expansion project - Ob dept (baby/birthing)						Category	Electrical		
PE19-06-292	Commerci	07/12/2019	2309 N BURDICK ST		06-10-180-010	KZOO, LLC	EPS (Grand Rapids)	\$225.00	\$0
Work Description: Install new fire sprinkler monitoring system						Category	Electrical		
PE19-06-297	Residential	07/12/2019	116 N ARLINGTON ST	07/31/2019	06-17-440-141	SUAREZ, BEN &	Gabe's Electric LLC	\$101.00	\$0

Work Description: Adding AC circuit							Category	Electrical		
PE19-06-298	Residential	07/08/2019	909 WARREN PL		06-17-230-090	DUNCAN, DANIE	Gabe's Electric LLC	\$176.00	\$0	
Work Description: Addition							Category	Electrical		
PE19-06-302	Commerci	07/15/2019	2325 N BURDICK ST		06-10-115-210	SHAMROCK REN	EPS (Grand Rapids)	\$225.00	\$0	
Work Description: New fire sprinkler monitoring system							Category	Electrical		
PE19-06-303	Residential	07/08/2019	3525 RUNNYMEDE DR	07/15/2019	06-06-260-600	BANNIGAN, MIC	Bruce Electric	\$105.00	\$0	
Work Description: Repair existing service entrance under garage floor. Replace wire and pipe mast							Category	Electrical		
PE19-06-304	Residential	07/12/2019	532 CHICAGO AVE	07/17/2019	06-14-433-390	ARNETT, JESSICA	JKS Electric	\$126.00	\$0	
Work Description: Service upgrade, 3 GFCI, smoke detectors							Category	Electrical		
PE19-06-305	Residential	07/10/2019	1509 CHEROKEE ST		06-07-420-210	CHANDLER, LUA	Steensma Lawn & P	\$110.00	\$0	
Work Description: Generator install							Category	Electrical		
PE19-06-314	Residential	07/16/2019	507 CAMPBELL AVE	07/22/2019	06-17-255-700	TOD, STEPHEN R	Waggoner Inc	\$105.00	\$0	
Work Description: Service upgrade and relocation of service prop							Category	Electrical		
PE19-06-318	Residential	07/18/2019	1237 SEEMORE AVE		06-11-495-160	KELLY, ROSA S.	Ruphos A. Brown	\$105.00	\$0	
Work Description: 200 AMP service upgrade							Category	Electrical		
PE19-06-321	Residential	07/19/2019	1008 ASHLEY AVE		06-13-141-420	BOWEN, KIM A. &	Dan Wood Co	\$101.00	\$0	
Work Description: AC disconnect & whip							Category	Electrical		
PE19-06-324	Commerci	07/22/2019	2425 KING HWY	07/24/2019	06-23-230-011	UNIVERSAL GUA	Balkema Excavating	\$105.00	\$0	
Work Description: Feeder to mobile scale structure							Category	Electrical		
PE19-06-333	Residential	07/26/2019	1630 GRAND AVE		06-17-435-040	EGIDIO, RHONDA	Maneikis Electric, In	\$197.00	\$0	
Work Description: Addition of room in basement							Category	Electrical		

PE19-06-334	Residential	07/29/2019	2803 OLD FARM RD	06-05-903-004	MILLER, THOMA	Capitol Supply & Ser	\$101.00	\$0
Work Description: AC install							Category	Electrical
PE19-06-335	Residential	07/29/2019	1467 NORTH HILLS DRI	06-09-105-040	MI 2017 HIGHLAN	Capitol Supply & Ser	\$101.00	\$0
Work Description: AC install							Category	Electrical

Total Permits For Type: 16
Total Fees For Type: \$2,203.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PM19-06-331	Commerci	07/08/2019	521 E MOSEL AVE		06-03-460-030	RISON B.S., L.L.C.	Hulst Heating & Co	\$2,155.00	\$0
Work Description: Install chiller and process piping to cooling coils and 2 MAU's							Category	Mechanical	
PM19-06-332	Residential	07/01/2019	4737 BLACK OAK LANE		06-05-120-280	SHUBNELL, PATR	CTI Mechanical	\$155.00	\$0
Work Description: Install furnace and AC							Category	Mechanical	
PM19-06-334	Residential	07/01/2019	4708 SWEET CHERRY L		06-05-140-310	KOZERSKI, KARE	Rogers Refrigeration	\$155.00	\$0
Work Description: Furnace and AC replacement							Category	Mechanical	
PM19-06-336	Residential	07/03/2019	1488 GRAND PRE AVE	07/29/2019	06-08-380-411	BENNETT, CHRIS	Dan Wood Co	\$125.00	\$0
Work Description: AC replacement							Category	Mechanical	
PM19-06-337	Residential	07/03/2019	4765 WESTON AVE		06-06-315-099	ST. JOHN, KAREN	Nieboer Heating & C	\$131.00	\$0
Work Description: Furnace and water heater replacement							Category	Mechanical	
PM19-06-339	Residential	07/03/2019	1019 PINEHURST BLVD		06-17-210-270	NAGLER, FREDE	Nieboer Heating & C	\$125.00	\$0
Work Description: AC replacement							Category	Mechanical	

PM19-06-343	Residential	07/08/2019	1402 BARCLAY DR		06-11-140-210	GATES, OLIVIA	Nieboer Heating & C	\$125.00	\$0	
Work Description: AC replacement							Category	Mechanical		
PM19-06-344	Residential	07/08/2019	1723 HARVEY AVE	07/24/2019	06-08-345-050	HOLTMAN, JEFFR	Home Energy Soluti	\$125.00	\$0	
Work Description: AC replacement							Category	Mechanical		
PM19-06-346	Residential	07/10/2019	1509 CHEROKEE ST		06-07-420-210	CHANDLER, LUA	Steensma Lawn & P	\$130.00	\$0	
Work Description: Generator install							Category	Mechanical		
PM19-06-355	Residential	07/18/2019	1332 ELKERTON AVE		06-11-480-320	MENCK, THOMAS	Bel Aire Heating &	\$165.00	\$0	
Work Description: Furnace, A/C & Humidifier replacement							Category	Mechanical		
PM19-06-356	Residential	07/18/2019	2412 E MAIN ST		06-13-110-010	EVENHUIS, JUDY	Rogers Refrigeration	\$155.00	\$0	
Work Description: Furnace and AC replacement							Category	Mechanical		
PM19-06-357	Residential	07/19/2019	1008 ASHLEY AVE		06-13-141-420	BOWEN, KIM A. &	Dan Wood Co	\$155.00	\$0	
Work Description: AC install & furnace replacement							Category	Mechanical		
PM19-06-360	Residential	07/22/2019	114 LANARK CT APT D		06-17-331-720	BRISTOL, MARG	Suburban Heating &	\$155.00	\$0	
Work Description: Furnace & A/C replacement Homeowner selling home - system install by others, needs inspection for home sale							Category	Mechanical		
PM19-06-361	Commerci	07/22/2019	4123 W MAIN ST		06-18-330-072	DEV 4201 MAIN S	Seaman's Air Condit	\$1,020.00	\$0	
Work Description: HVAC for Drive & Shine							Category	Mechanical		
PM19-06-363	Residential	07/22/2019	2526 SAGEBRUSH ST.		06-07-140-100	ADAMS, NIESHA	Eric Dale Heating &	\$170.00	\$0	
Work Description: Replace furnace, AC, humidifier, and liner							Category	Mechanical		
PM19-06-364	Residential	07/22/2019	3603 MEADOWCROFT A		06-06-280-210	GREENLEE, ARLE	Eric Dale Heating &	\$125.00	\$0	
Work Description: AC replacement							Category	Mechanical		
PM19-06-368	Commerci	07/24/2019	1316 Lamont		06-24-320-011	COUNTY OF KAL	Stafford-Smith, Inc	\$150.00	\$0	
Work Description: Install walk in freezer & condensinø unir										

PM19-06-370	Residential	07/25/2019	3320 RED CLOVER RD	07/30/2019	06-05-903-182	BAGLEY, NORMA	Bel Aire Heating &	\$155.00	\$0	
Work Description: Furnace and AC replacement							Category	Mechanical		
PM19-06-374	Residential	07/26/2019	1029 FLETCHER AVE		06-17-135-211	KELLY, KARIN L.	Vredevoogd Heating	\$125.00	\$0	
Work Description: Furnace replacement							Category	Mechanical		
PM19-06-375	Residential	07/29/2019	1630 GRAND AVE		06-17-435-040	EGIDIO, RHONDA	Norris Heating & AC	\$275.00	\$0	
Work Description: Furnace, AC, ducts work, and fireplace for addition							Category	Mechanical		
PM19-06-377	Residential	07/29/2019	2803 OLD FARM RD		06-05-903-004	MILLER, THOMA	Capitol Supply & Ser	\$125.00	\$0	
Work Description: AC install							Category	Mechanical		
PM19-06-378	Residential	07/29/2019	1467 NORTH HILLS DRI		06-09-105-040	MI 2017 HIGHLAN	Capitol Supply & Ser	\$125.00	\$0	
Work Description: AC install							Category	Mechanical		
PM19-06-379	Residential	07/29/2019	1023 FOSTER AVE		06-24-445-017	SMITH, RAY W.	SGI Heating & Cooli	\$125.00	\$0	
Work Description: Replace combo unit							Category	Mechanical		
PM19-06-385	Residential	07/31/2019	1495 NORTH HILLS DRI		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0	
Work Description: Mobile home set up							Category	Mechanical		
PM19-06-386	Residential	07/31/2019	1491 NORTH HILLS DRI		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0	
Work Description: Mobile home setup							Category	Mechanical		
PM19-06-387	Residential	07/31/2019	1362 North Hills Dr		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0	
Work Description: Mobile home setup							Category	Mechanical		
PM19-06-388	Residential	07/31/2019	1350 North Hills Dr		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0	
Work Description: Mobile home setup							Category	Mechanical		
PM19-06-389	Residential	07/31/2019	1509 North Hills Dr		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0	

Work Description: Mobile home setup

Category Mechanical

PM19-06-390 Residential 07/31/2019 1344 North Hills Dr 06-09-105-040 MI 2017 HIGHLAN Integrity Manufactur \$100.00 \$0

Work Description: Mobile home setup

Category Mechanical

Total Permits For Type: 29

Total Fees For Type: \$6,851.00

Total Const. Value For Type: \$0

Plumbing

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PP19-06-198	Residential	07/12/2019	2625 NICHOLS RD		06-07-235-020	GALLUP, BILL	Lakeshore Plumbing	\$100.00	\$0
Work Description: Water heater replacement							Category	Plumbing	
PP19-06-207	Commerci	07/17/2019	4123 W MAIN ST		06-18-330-072	DEV 4201 MAIN S	Anything Plumbing	\$1,057.00	\$0
Work Description: Plumbing for Drive & Shine							Category	Plumbing	
PP19-06-214	Commerci	07/22/2019	1910 SHAFFER ST	07/26/2019	06-11-405-581	BORGESS MEDIC RW	LaPine Inc	\$100.00	\$0
Work Description: Water heater replacement							Category	Plumbing	
PP19-06-223	Residential	07/31/2019	1495 NORTH HILLS DRI		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0
Work Description: Mobile home setup							Category	Plumbing	
PP19-06-224	Residential	07/31/2019	1491 NORTH HILLS DRI		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0
Work Description: Mobile home setup							Category	Plumbing	
PP19-06-225	Residential	07/31/2019	1362 North Hills Dr		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0
Work Description: Mobile home setup							Category	Plumbing	
PP19-06-226	Residential	07/31/2019	1350 North Hills Dr		06-09-105-040	MI 2017 HIGHLAN	Integrity Manufactur	\$100.00	\$0

Work Description: Mobile home setup

Category Plumbing

PP19-06-227 Residential 07/31/2019 1509 North Hills Dr 06-09-105-040 MI 2017 HIGHLAN Integrity Manufactur \$100.00 \$0

Work Description: Mobile home setup

Category Plumbing

PP19-06-228 Residential 07/31/2019 1344 North Hills Dr 06-09-105-040 MI 2017 HIGHLAN Integrity Manufactur \$100.00 \$0

Work Description: Mobile home setup

Category Plumbing

Total Permits For Type: 9

Total Fees For Type: \$1,857.00

Total Const. Value For Type: \$0

Special Permit

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PS19-06-065	Commerci	07/29/2019	1305 HEALY ST		06-23-445-070	FINE WOODWOR		\$55.00	\$0

Work Description: Safety inspection

Category Owner Request

Total Permits For Type: 1

Total Fees For Type: \$55.00

Total Const. Value For Type: \$0

Report Summary

Population: All Records

Grand Total Fees: \$13,354.0

Grand Total Permits: 67

7/1/2019 12:00:00 AM AND
7/31/2019 11:59:59 PM AND
Property.City = Kalamazoo AND
Parcel.ParcelNumber Starts With 6
AND
Permit.ParcelNumber Starts With
6

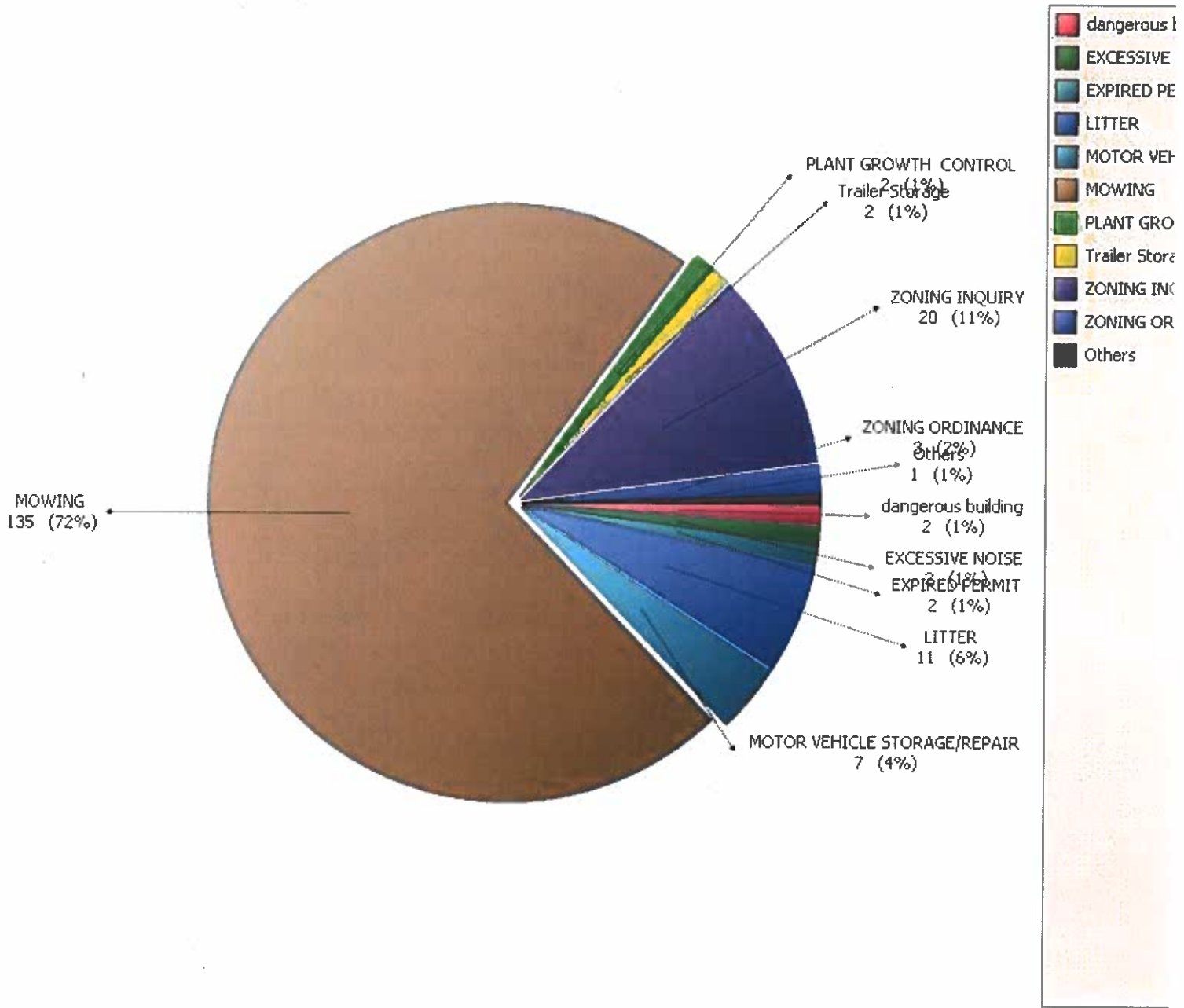
Grand Total Const. Value:

\$136,23

Breakdown of Enforcements by Category

Current Chart Filter: All Records, Enforcement.DateFiled Between 7/1/2019 12:00:00 AM AND 7/31/2019 11

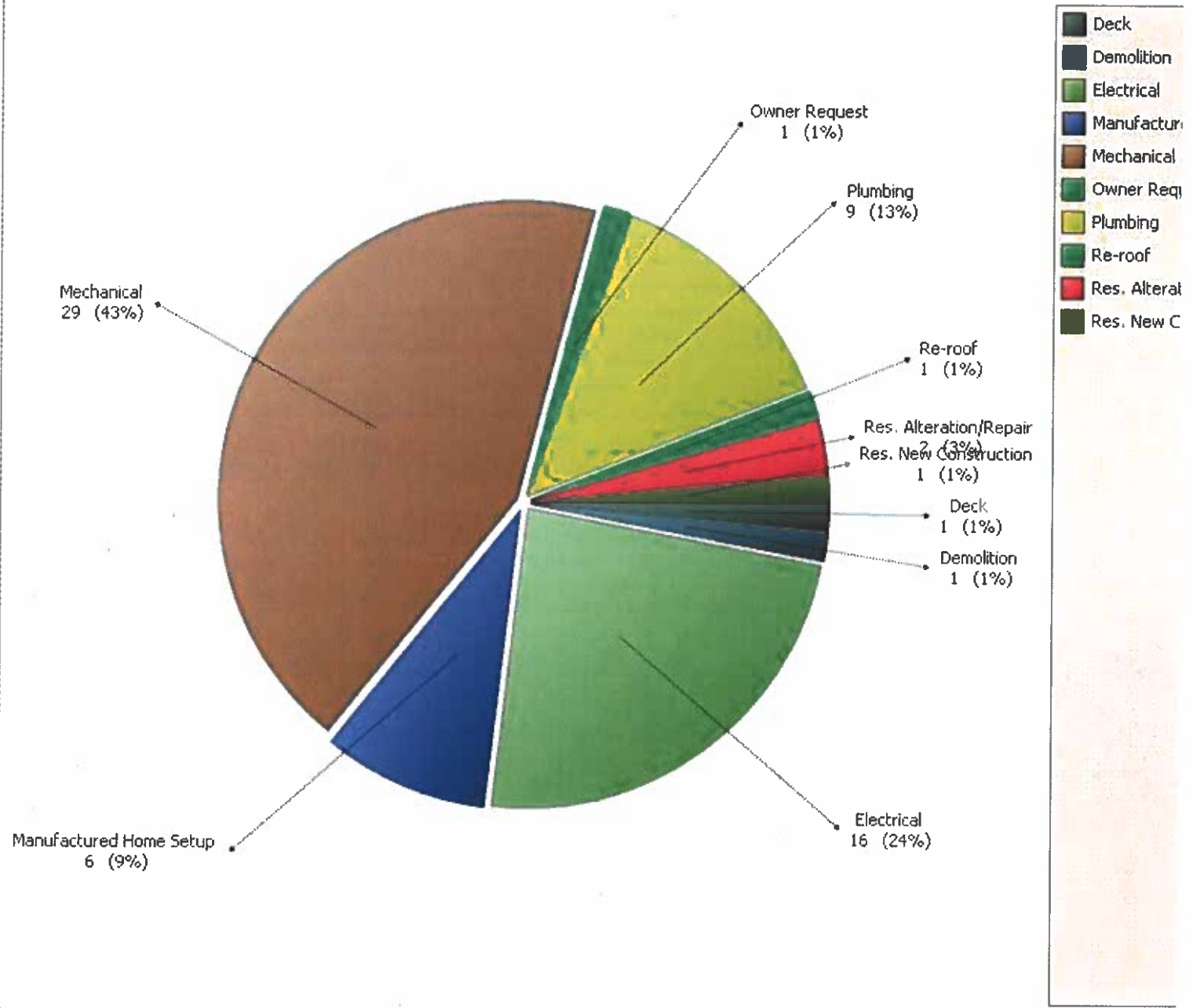
Enforcements by Category



Breakdown of Permits by Category

Current Chart Filter: All Records, Permit.DateIssued Between 7/1/2019 12:00:00 AM AND 7/31/2019 11:59:59 AM
Property.City = Kalamazoo AND
Parcel.ParcelNumber Starts With 6
AND
Permit.ParcelNumber Starts With 6

Permits by Category



2019 MONTHLY PERMITS BY JURISDICTION

MONTH OF JULY 2019

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	19	\$ 12,851
COMSTOCK	ELECTRICAL	18	\$ 3,281
COMSTOCK	MECHANICAL	16	\$ 2,556
COMSTOCK	PLUMBING	26	\$ 4,815
COMSTOCK	SPECIAL - JURISDICTION	2	\$ 110
COMSTOCK	SPECIAL - HOMEOWNER	-	\$ -
TOTAL COMSTOCK		81	\$ 23,613
KALAMAZOO	BUILDING	12	\$ 2,388
KALAMAZOO	ELECTRICAL	16	\$ 2,203
KALAMAZOO	MECHANICAL	29	\$ 6,851
KALAMAZOO	PLUMBING	9	\$ 1,857
KALAMAZOO	SPECIAL - JURISDICTION	10	\$ 550
KALAMAZOO	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL KALAMAZOO		77	\$ 13,904
PARCHMENT	BUILDING	2	\$ 310
PARCHMENT	ELECTRICAL	-	\$ -
PARCHMENT	MECHANICAL	-	\$ -
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	3	\$ 165
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		5	\$ 475
PINE GROVE	BUILDING	3	\$ 722
PINE GROVE	ELECTRICAL	2	\$ 265
PINE GROVE	MECHANICAL	2	\$ 240
PINE GROVE	PLUMBING	1	\$ 115
PINE GROVE	SPECIAL - JURISDICTION		
PINE GROVE	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL PINE GROVE		10	\$ 1,452
RICHLAND	BUILDING	12	\$ 8,110
RICHLAND	ELECTRICAL	17	\$ 3,663
RICHLAND	MECHANICAL	16	\$ 2,905
RICHLAND	PLUMBING	10	\$ 2,386
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
RICHLAND		55	\$ 17,064
TOTAL		228	\$ 56,508

REVENUE	REVENUE
JULY 2019	% PREV YEAR MONTH
\$ 53,255	106.1%

PERMITS	PERMITS
JULY 2019	% 2018 - YTD
185	123.2%

2019 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: JULY 2019

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	99	\$ 98,255
COMSTOCK	ELECTRICAL	105	\$ 21,382
COMSTOCK	MECHANICAL	108	\$ 20,210
COMSTOCK	PLUMBING	93	\$ 16,574
COMSTOCK	SPECIAL - JURISDICTION	16	\$ 880
COMSTOCK	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL COMSTOCK		423	\$ 157,411
KALAMAZOO	BUILDING	96	\$ 44,052
KALAMAZOO	ELECTRICAL	107	\$ 21,459
KALAMAZOO	MECHANICAL	137	\$ 26,707
KALAMAZOO	PLUMBING	59	\$ 9,136
KALAMAZOO	SPECIAL - JURISDICTION	68	\$ 3,740
KALAMAZOO	SPECIAL - HOMEOWNER	6	\$ 330
TOTAL KALAMAZOO		473	\$ 105,424
PARCHMENT	BUILDING	7	\$ 1,275
PARCHMENT	ELECTRICAL	2	\$ 260
PARCHMENT	MECHANICAL	12	\$ 1,430
PARCHMENT	PLUMBING	2	\$ 270
PARCHMENT	SPECIAL - JURISDICTION	10	\$ 550
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PARCHMENT		33	\$ 3,785
PINE GROVE	BUILDING	30	\$ 7,815
PINE GROVE	ELECTRICAL	23	\$ 3,556
PINE GROVE	MECHANICAL	20	\$ 2,777
PINE GROVE	PLUMBING	3	\$ 581
PINE GROVE	SPECIAL - JURISDICTION	1	\$ 55
PINE GROVE	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL PINE GROVE		79	\$ 14,894
RICHLAND	BUILDING	116	\$ 53,409
RICHLAND	ELECTRICAL	98	\$ 12,591
RICHLAND	MECHANICAL	109	\$ 13,478
RICHLAND	PLUMBING	71	\$ 9,974
RICHLAND	SPECIAL - JURISDICTION	3	\$ 55
RICHLAND	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND		398	\$ 89,562
TOTAL	YTD	1406	371,076

REVENUE	REVENUE
YTD - JULY 2018	% 2018 - YTD
\$ 269,148	137.9%

REVENUE
% 2019 YTD BUDGET
122.64%

PERMITS	PERMITS
YTD - JULY 2018	% 2018 - YTD
1017	138.2%

2019 MONTHLY CUMULATIVE TOTALS	2019 MONTHLY CUMULATIVE TOTALS	
# PERMITS	REVENUE	
111	\$ 22,393	JAN
282	\$ 58,221	FEB
137	\$ 37,487	MAR
208	\$ 48,515	APRIL
231	\$ 63,479	MAY
209	\$ 84,473	JUNE
228	\$ 56,508	JULY
-	\$ -	AUG
-	\$ -	SEPT
-	\$ -	OCT
-	\$ -	NOV
-	\$ -	DEC
1,406	371,076	2019

Property Maintenance Inspections

Kalamazoo

08/01/2019

Special Permit

Permit #	Job Address	Parcel Number	Owner	Contractor	Date Entere	Fee Total Due
✓ PS19-06-002	2220 GULL RD	06-11-450-012	KAL. TWP. HOUSING P		01/03/2019	<u>55.00</u>
Work Description: Property Maintenance Request from Kalamazoo						
	Property Maint. Re-inspection	Completed: 07/08/2019	✓			
	Property Maint. Re-inspection	Completed: 02/22/2019				
	Property Maint. Re-inspection	Completed: 01/18/2019				
	Property Maint. Re-inspection	Completed: 01/16/2019				
	Property Maintenance Inspectio	Completed: 01/07/2019				
✓ PS19-06-028	1319 WAYSIDE RD	06-11-499-250	BRUGH, BRIAN D. & H		04/04/2019	<u>55.00</u>
Work Description: Property Maintenance Request from Kalamazoo						
	Periodic	Completed: 07/18/2019	✓			
	Property Maintenance Inspectio	Completed: 04/05/2019				
✓ PS19-06-034	324 N Sage	06-18-330-090	TG SAGE TERRACE LL		04/15/2019	<u>55.00</u>
Work Description: Property Maintenance Request from Kalamazoo						
	Property Maint. Re-inspection	Completed: 07/01/2019	✓			
	Property Maint. Re-inspection	Completed: 06/05/2019				
	Property Maint. Re-inspection	Completed: 05/29/2019				
	Property Maintenance Inspectio	Completed: 04/15/2019				
PS19-06-046	304 N SAGE 302	06-18-330-090	TG SAGE TERRACE LL		05/21/2019	<u>165.00</u>
Work Description: Property Maintenance Request from Kalamazoo						
✓	Property Maint. Re-inspection	Completed: 07/24/2019	✓			
	Property Maint. Re-inspection	Completed: 07/19/2019	✓			
	Property Maint. Re-inspection	Completed: 07/18/2019	✓			
	Property Maintenance Inspectio	Completed: 05/21/2019				
✓ PS19-06-058	2036 GULL RD	06-11-480-111	SANG-KUAN, OU		07/08/2019	<u>55.00</u>
Work Description: Property Maintenance request from Kalamazoo						

Property Maintenance Inspectio

Completed: 07/10/2019 ✓

PS19-06-059	122 Cherry Hill ST	06-17-305-160	LATVIAN EVANGELIC	07/09/2019	<u>55.00</u>
-------------	--------------------	---------------	-------------------	------------	--------------

✓ **Work Description:** Property Maintenance request from Kalamazoo

Property Maintenance Inspectio Completed: 07/09/2019 ✓

PS19-06-060	245 BALLANTRAE CT	06-17-330-670	KIRKENDALL, RICHA	07/17/2019	<u>55.00</u>
-------------	-------------------	---------------	-------------------	------------	--------------

✓ **Work Description:** Property Maintenance request from Kalamazoo

Note: Call Judy @ 269-929-0724 to see who will be paying for inspection

Property Maintenance Inspectio Completed: 07/19/2019 ✓

PS19-06-061	710 CLEARVIEW ST	06-13-205-530	EASTSIDE RENTALS PR	07/17/2019	<u>55.00</u>
-------------	------------------	---------------	---------------------	------------	--------------

✓ **Work Description:** Property Maintenance request from Kalamazoo

Property Maintenance Inspectio Completed: 07/22/2019 ✓

Total Permits: 8

Total Fees Due: \$550.00

Population: All Records
 Property.City = kalamazoo AND
 Permit.PermitType = Special
 Permit AND
 Permit.Status = HOLD (FEE)
 AND
 Permit.Category = Jurisdiction
 Request AND
 Parcel.ParcelNumber Starts With 6

Building

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB19-06-265	527 ARTHUR AVE	06-13-135-580	WILLIAMS, EARL F. & M.		07/22/2019	\$170.00	\$0
Work Description: Construction of 4/12 pitch roof over existing flat roof per plans							
PB19-06-320	4003 ROCKWOOD DR	06-06-215-200	BRENES, MANUEL J. & C	Tri Square Builders	07/11/2019	\$170.00	\$0
Work Description: Replace existing deck with same dimension deck.							
NOTE: FOOTINGS TO BE MINIMUM 12" DIA.							
DECK CONSTRUCTION AND POST TO BEAM AND POST TO JOIST CONNECTIONS TO BE NOTCHED IN ACCORDANCE WITH R 507 2015 MRC. HANDRAILS AND GUARDS TO BE INSTALLED IN ACCORDANCE WITH 2015 MRC.							
PB19-06-338	1409 UPLAND DR	06-12-377-230	DOVE, MARY ELLEN	Wolgast Restoration	07/19/2019	\$250.00	\$52,363
Work Description: Repair of walls, ceilings, floors and exterior due to fire damage.							
PB19-06-347	1519 Olmstead/MbPk Lot 64	06-24-470-010	KALAMAZOO MHP, LLC		07/26/2019	\$150.00	\$0
Work Description: Demo of mobile home							
PB19-06-352	3326 MAPLE AVE	06-01-440-590	ADAMS, BECKY LYNN		07/29/2019	\$100.00	\$0
Work Description: Replacing boards on roof							
PB19-06-353	721 GRAND PRE AVE	06-17-131-200	VANEPPS, DENISE M.		07/30/2019	\$528.00	\$83,874
Work Description: Demolition of existing dwelling and attached garage and construction of new 1070 s.f 1 story 2 bed 2 bath modular home. Full unfinished basement and 14' x 20' attached garage. Per plans							
PB19-06-355	1344 North Hills Dr	06-09-105-040	MI 2017 HIGHLAND HIL	Integrity Manufacture	07/31/2019	\$170.00	\$0
Work Description: New mobile home setup.							
PB19-06-356	1509 North Hills Dr	06-09-105-040	MI 2017 HIGHLAND HIL	Integrity Manufacture	07/31/2019	\$170.00	\$0
Work Description: New mobile home setup.							

PB19-06-357	1350 North Hills Dr	06-09-105-040	MI 2017 HIGHLAND HIL	Integrity Manufacture	07/31/2019	\$170.00	\$0
Work Description: New mobile home setup.							
PB19-06-358	1362 North Hills Dr	06-09-105-040	MI 2017 HIGHLAND HIL	Integrity Manufacture	07/31/2019	\$170.00	\$0
Work Description: New mobile home setup.							
PB19-06-359	1491 NORTH HILLS DRIVE/MBI	06-09-105-040	MI 2017 HIGHLAND HIL	Integrity Manufacture	07/31/2019	\$170.00	\$0
Work Description: New mobile home setup.							
PB19-06-360	1495 NORTH HILLS DRIVE/MBI	06-09-105-040	MI 2017 HIGHLAND HIL	Integrity Manufacture	07/31/2019	\$170.00	\$0
Work Description: New mobile home setup.							

Total Permits For Type: 12

Total Fees For Type: \$2,388.00

Total Const. Value For Type: \$136,237

Report Summary

Grand Total Fees: \$2,388.00

Grand Total Permits: 12

Grand Total Const. Value: \$136,237

Population: All Records
 Permit.PermitType = Building
 AND
 Permit.DateIssued Between
 7/1/2019 12:00:00 AM AND
 7/31/2019 11:59:59 PM AND
 Permit.BasicUsage = Residential
 AND
 Parcel.ParcelNumber Starts With
 6 AND
 Property.City = Kalamazoo

Special Permit

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PS19-06-065	1305 HEALY ST	06-23-445-070	FINE WOODWORKING		07/29/2019	\$55.00	\$0

Work Description: Safety inspection

Total Permits For Type: 1

Total Fees For Type: \$55.00

Total Const. Value For Type: \$0

Report Summary

Grand Total Fees: \$55.00

Grand Total Permits: 1

Population: All Records
 Permit.PermitType = Special
 Permit AND
 Permit.DateIssued Between
 7/1/2019 12:00:00 AM AND
 7/31/2019 11:59:59 PM AND
 Parcel.ParcelNumber Starts With
 6 AND
 Property.City = Kalamazoo
 AND
 Permit.Category = Hood
 Suppression OR
 Permit.Category = Other OR
 Permit.Category = Meter Socket
 Inspection OR
 Permit.Category = Owner Request

Grand Total Const. Value: \$0



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AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 08122019 10A

FOR MEETING DATE: 08/12/2019

SUBJECT: Medicare Renewal

REQUESTING DEPARTMENT: Manager

SUGGESTED MOTION:

To authorize Manager Dexter Mitchell to sign for the renewal of the Medicare Plus Blue Group PPO policy for 2020.

Financing Cost: _____

Source: General Fund X Grant _____ Other _____

Are these funds currently budgeted? Yes X No _____

Other comments or notes:

The cost for the policy has gone down 5.53 % from last year.

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.

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Medicare PLUS BlueSM Group PPO



Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

GROUP BENEFIT and RENEWAL RATE SUMMARY Charter Township of Kalamazoo

January 1, 2020 to December 31, 2020

12 Months



Medicare PLUS BlueSM Group PPO



Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

Charter Township of Kalamazoo

July 19, 2019

	2020 MAPD PPO
Effective Date of Coverage	January 1, 2020
Months of Coverage	12
Plan Type	MAPD
Estimated Membership	14
Option	0
Option Description	-

MEDICARE ADVANTAGE GROUP RATE

Medical Rate	
2020 MA Rate PMPM	\$224.51
Pharmacy Rate	
2020 PD Rate PMPM	\$211.61
Combined Rate	
2020 MAPD Rate PMPM	\$436.12
Rate Change	
2019 MAPD Rate PMPM	\$461.66
PMPM Change	-5.53%

Notes and Conditions

- 1) The quoted rates are effective from January 1, 2020 through December 31, 2020, for 12 months.
- 2) **The above premiums include BCBSM's estimates of applicable Federal taxes, fees and assessments. BCBSM's estimates are subject to change. BCBSM will not reconcile or settle any amounts collected with actual amounts owed for such Federal taxes, fees, and assessments.**
- 3) The Premiums shown here include MA (medical services) and PDP (pharmacy services). Other lines of coverage such as dental and vision are not included.
- 4) BCBSM reserves the right to modify this quote if there are changes to the
 - benefit design included in the proposal,
 - effective date,
 - covered population (+/- 10%),
 - subsequent CMS funding levels,
 - regulatory changes, or if the above conditions are not met.
- 5) Rate calculations were made based upon CMS funding projections known at this time. If significant changes are made to funding levels, BCBSM reserves the right to alter the rates appropriately.
- 6) Members whose employer groups do not define a specific open enrollment period receive their ANOCs as early as November but no later than 15 days prior to the start of the new plan year.
- 7) To meet the expected implementation date of January 1, 2020 this benefit rate schedule must be signed by the group and returned to BCBSM by September 16, 2019

59957-600

Medicare PLUS BlueSM Group PPO



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Charter Township of Kalamazoo

July 19, 2019

	2020 MAPD PPO
Effective Date of Coverage	January 1, 2020
Months of Coverage	12
Plan Type	MAPD
Estimated Membership	14
Option	0
Option Description	-

MEDICARE ADVANTAGE GROUP BENEFITS

Medical / Surgical	Schedule B
OUT-OF-POCKET MAXIMUM	\$1,000
OUT-OF-POCKET COST-SHARE OPTIONS	Deductible, Coinsurance, and Copays
DEDUCTIBLE	\$0
PPO BENEFIT STRUCTURE (ACTIVE or PASSIVE)	PASSIVE
COINSURANCE	0%

CORE BENEFITS

Inpatient Facility Svcs (Home Health Care - No Member Cost-Share)	No member cost-share
Outpatient Facility Services	No member cost-share
Physician / Practitioner Services	
Office Visits / Online Visits / Consultations	\$30
Chiropractic Services	\$20
Specialist Services	\$30
Urgent Care	\$30
Facility Evaluation & Management Services	No member cost-share
Psychiatric - Psychotherapy Services	\$30
Surgical Services / Anesthesia Services / Cardiac Catheterization / Cardiovascular - Therapeutic Services	No member cost-share
Other Physician Services (Clinical Labs - No Member Cost Share)	No member cost-share
Preventive Services	No member cost-share
Emergency Department (ER Care)	\$65
Ambulance Services	No member cost-share
DME/P&O and Supplies	No member cost-share

59957-600

Medicare PLUS BlueSM Group PPO



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Charter Township of Kalamazoo

July 19, 2019

	2020 MAPD PPO
Effective Date of Coverage	January 1, 2020
Months of Coverage	12
Plan Type	MAPD
Estimated Membership	14
Option	0
Option Description	-

À la Carte Medical / Surgical Benefits		Schedule B
Foreign Travel (Not Restricted to Emergency & Urgent Care Only)	Included	Cost-Share Same As If Services Were Provided in the U.S.
Chiropractic Enhanced Services	Included	Cost-Share Same As Chiropractic above
Determination of Refractive State	Included	Ded,Coins,OOPM Will Apply
Hearing Services		
Exam (used to measure hearing ability)	Included	Cost-Share Same As Office Visit above
Hearing Aids - Limit	Included Up to \$2,500	No Member Cost-Share for these Services
Home Infusion Therapy	Included	No Member Cost-Share for these Services
Private Duty Nursing	Included	50% Coinsurance Applies (Does Not Accumulate Towards OOPMs)
Silver Sneakers Fitness Program	Included	No Member Cost-Share for these Services
		59957-600

Medicare PLUS BlueSM Group PPO



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Charter Township of Kalamazoo

July 19, 2019

		2020 MAPD PPO	
Effective Date of Coverage		January 1, 2020	
Months of Coverage		12	
Plan Type		MAPD	
Estimated Membership		14	
Option		0	
Option Description		-	
Pharmacy		Schedule B	
Formulary Option (Comprehensive Enhanced, Enhanced, Plus, Standard Enhanced, Standard)		Comprehensive Formulary	
Clinical Edits/Step Therapy:		Yes	
Deductible:		\$0	
		Preferred Cost-Share	Standard Cost-Share
TIER 1 (Preferred Generic)	Cost Share	\$1	\$5
	32-90 Day Supply Mail Order Copay Multiplier	2.0 Preferred/2.5 Standard	
	Minimum / Maximum Charged per Claim <small>(Only Applicable when Coinsurance Selected: Subject to Copay Multiplier)</small>	Not Applicable	
TIER 2 (Generic)	Cost Share	\$1	\$5
	32-90 Day Supply Mail Order Copay Multiplier	2.0 Preferred/2.5 Standard	
	Minimum / Maximum Charged per Claim <small>(Only Applicable when Coinsurance Selected: Subject to Copay Multiplier)</small>	Not Applicable	
TIER 3 (Preferred Brand)	Cost Share	\$20	\$25
	32-90 Day Supply Mail Order Copay Multiplier	2.0 Preferred/2.5 Standard	
	Minimum / Maximum Charged per Claim <small>(Only Applicable when Coinsurance Selected: Subject to Copay Multiplier)</small>	Not Applicable	
TIER 4 (Non-Pref. Drug)	Cost Share	\$40	\$50
	32-90 Day Supply Mail Order Copay Multiplier	2.0 Preferred/2.5 Standard	
	Minimum / Maximum Charged per Claim <small>(Only Applicable when Coinsurance Selected: Subject to Copay Multiplier)</small>	Not Applicable	
TIER 5 (Specialty)	Cost Share	\$40	\$50
	Tier 5 Unavailable at 90-day or Mail Order	0	
	Minimum / Maximum Charged per Claim <small>(Only Applicable when Coinsurance Selected: Subject to Copay Multiplier)</small>	Not Applicable	
59957-600			

Medicare PLUS BlueSM Group PPO



**Blue Cross
Blue Shield**
of Michigan

Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.

MEDICARE ADVANTAGE GROUP RENEWAL CONTRACT 2020 SCHEDULE A

GROUP NAME:	Charter Township of Kalamazoo
OPTION:	0
OPTION DESCRIPTION:	-
CONTRACT EFFECTIVE DATE:	January 1, 2020
CONTRACT END DATE:	December 31, 2020
FUNDING TYPE:	FULLY-INSURED
2020 MA Rate PMPM:	\$224.51
2020 PD Rate PMPM:	\$211.61
2020 MAPD Rate PMPM:	\$436.12

Your signature below serves as approval for implementation of the rates and Medicare Advantage PPO benefit plan as shown in this document.

SIGNATURES

GROUP REPRESENTATIVE(S):

SIGNATURE: _____
NAME: _____
TITLE: _____
DATE: _____

BCBSM REPRESENTATIVE(S):

SIGNATURE: _____
NAME: _____
TITLE: _____
DATE: _____

GROUP REPRESENTATIVE(S):

SIGNATURE: _____
NAME: _____
TITLE: _____
DATE: _____

BCBSM REPRESENTATIVE(S):

SIGNATURE: _____
NAME: _____
TITLE: _____
DATE: _____

59957-600



1720 Riverview Drive
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AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 08122019 10 B

FOR MEETING DATE: 08/12/2019

SUBJECT: Audit

REQUESTING DEPARTMENT: Manager

SUGGESTED MOTION:

To accept the audit of the financial statements as prepared and presented by Siegfried Crandall PC.

Financing Cost: -0-

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No X

Other comments or notes:

Submitted by: Finance Administrator Nancy Desai

Manager's Recommendation: Support

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AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 08122019 10C

FOR MEETING DATE: 08/12/2019

SUBJECT: Room Rental Waiver

REQUESTING DEPARTMENT: _____

SUGGESTED MOTION:

Approve waiver of the rental fee for a meeting of the Kalamazoo Central Maroon Foundation for a meeting at the Westwood community room on 9/23/2019.

Financing Cost: -0-

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

Room rental fee would be \$100 if not waived.

Submitted by: Karen Woodworth

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.

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Charter Township of Kalamazoo
1720 Riverview Dr
Kalamazoo, Michigan 49004-1099
Telephone (269) 381-8080 Fax (269) 381-3550

Room Rental Agreement

Community Room Capacity: Northwood: 90 People Eastwood: 50 People Westwood: 108 People

Name of Applicant: Karen Woodworth Application Date: 7/24/2019

Organization (if applicable): Kalamazoo Central Maroon Foundation

Address: 917 Warren Place Zip Code: 49006 Daytime Phone: 382-6952

Room requested: Northwood Eastwood Westwood

Date Requested: 9/23/2019 Time Requested 5:45 p.m. to 7:00 p.m. Number of Attendees: 5-12

Event Type: Meeting - \$50 Event with food - \$125 Security deposit for all events - \$50 Total: 100

General Rules:

Please see attached request for no-cost use.

1. Applicant must be a township resident over 18 years of age and by making this application agrees to be the responsible person for all room rental related business.
2. Room is available for rental from 9:00 a.m. to 9:00 p.m. A rental period is a maximum of 6 hours of use.
3. Room rental is on a first come, first served basis. Room is not reserved until payment and security deposit are received by the Township of Kalamazoo.
4. The no-cost use of a community room by a non-profit or civic organization must be approved by the Township Board. A written request must be submitted to the Township no less than three weeks prior to requested use.
5. Room rental includes use of the community room, kitchen and restrooms only. Children must remain inside the building. Only those over 16 years of age are permitted to utilize the kitchen area/equipment. Applicant must provide supervision for use of kitchen and equipment at all times.
6. Failure to comply with signed rental agreement or posted rules may result in cancellation of the room rental and/or forfeiture of security deposit.
7. The Township of Kalamazoo reserves the right to refuse use of the facilities for cause.

Applicant agrees for himself/herself and on behalf of all attendees as follows:

1. Not to bring or consume alcoholic beverages on the premises.
2. Not to permit music, dancing, smoking or gambling on the premises.
3. Not to attach posters, signs or decorations on the walls, tables or ceilings.
4. To clean the premises to pre-rental condition and place all trash in containers provided by the Township.
5. To reimburse the township for any room rental related damages to the premises, building or equipment.
6. To return all tables and chairs to their designated storage areas.
7. The applicant will indemnify the Township of Kalamazoo and save it harmless from and against any and all claims, actions, damages, liability and expense in connection with loss of life, personal injury and /or damage to property arising from or out of the occupancy or use by the applicant of the Township of Kalamazoo property or any part of the applicants property, occasional whole or in part by any act or omission of the Township of Kalamazoo, its agents, contractors or employees.

Signature of Applicant: Karen M. Woodworth Date: 7/24/19

Office use only:

Application received: _____

Payment received: _____

Annotated on rental calendar: _____

Station notified of rental: _____

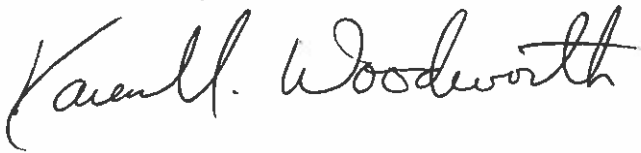
Security deposit returned: _____

July 24, 2019

Request for No-Cost Use of the Westwood Community Room on September 23, 2019

The Kalamazoo Central Maroon Foundation is an independent 501(c)3 community group that supports student activities and opportunities at Kalamazoo Central High School. We respectfully request to use the Westwood community room for our annual board meeting on September 23, 2019 at no cost in accordance with general rule #4 listed on the room rental agreement.

Submitted by

A handwritten signature in black ink that reads "Karen Woodworth". The signature is written in a cursive style with a large initial 'K' and a long, sweeping underline.

Karen Woodworth

Vice President, Kalamazoo Central Maroon Foundation



1720 Riverview Drive
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www.ktwp.org

AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 08122019 10 D

FOR MEETING DATE: 08/12/2019

SUBJECT: Certificates of Recognition

REQUESTING DEPARTMENT: _____

SUGGESTED MOTION:

To approve the awarding of certificates from the Charter Township of Kalamazoo to Ernest Larsen and Tolene Leathers for their many years of service and dedication to the Eastwood Community.

Financing Cost: N/A

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

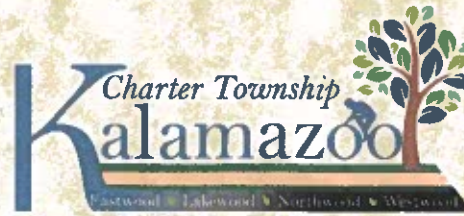
Ernest has been known as the mayor of Eastwood and has been watching over the neighborhood for many years. Erlene has also been involved with the Eastwood Neighborhood Association for many years and they were both involved in the acquisition of Wilson Recreation Area. The certificates will be presented at the Eastwood Block party on August 24, 2019

Submitted by: Manager Mitchell

Manager's Recommendation: Support

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CERTIFICATE OF APPRECIATION

Presented to

ERNEST LARSEN

In recognition of your many years of service and commitment to the Eastwood Community.

CHARTER TOWNSHIP OF KALAMAZOO

Supervisor

Clerk

Treasurer

Date



CERTIFICATE OF APPRECIATION

Presented to

ROLENE LEATHERS

In recognition of your many years of service and commitment to the Eastwood Community.

CHARTER TOWNSHIP OF KALAMAZOO

Supervisor

Clerk

Treasurer

Date



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www.ktwp.org

AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 08122019 10E

FOR MEETING DATE: August 12, 2019

SUBJECT: addition of Sturgis Bank & Trust to 2019 depository list

REQUESTING DEPARTMENT: Township Treasurer

SUGGESTED MOTION:

Resolution Authorizing the addition of Sturgis Bank & Trust to the 2019 list of depositories

Financing Cost: -0-

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

Submitted by: Sherine Miller - Treasurer

Manager's Recommendation:

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

Resolution to Add Sturgis Bank and Trust

August 12, 2019

WHEREAS, the Township Board of the Charter Township of Kalamazoo, Kalamazoo County, Michigan in exercising its fiduciary responsibilities desires to safeguard the funds of the Township; and

WHEREAS, Public Act 77 of 1989, as amended, MCL 41.77 provides for the Township Board to designate the banks or depositories for the money belonging to the Township, including the time for which the deposits shall be made and all details for carrying into effect the authority given in said Act; and

WHEREAS, Public Act 20 of 1943, as amended, MCL 129.91 et seq. requires Township Boards, in consultation with the Township Treasurer, to adopt an investment policy; and

WHEREAS the Charter Township of Kalamazoo has adopted an investment policy and has designated certain banks as depositories for Township funds; and

WHEREAS the Township Board finds that "Sturgis Bank and Trust" satisfies the statutory criteria for inclusion as a depository of Township funds.

NOW, THEREFORE, IT IS HEREBY RESOLVED that Board of the Charter Township of Kalamazoo hereby designates "Sturgis Bank and Trust" as a depository of township funds.

BE IT FURTHER RESOLVED that this resolution take effect upon adoption; and

BE IT FURTHER RESOLVED that the Township's Investment Policy and Depository Resolution is retained and supplemented by this designation of "Sturgis Bank and Trust": as a depository of Township funds.

Motion was made by _____ and seconded by
_____ to adopt the foregoing resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were absent:

The Supervisor declared the motion carried and the resolution duly adopted.

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted at a regular meeting of the Kalamazoo Charter Township Board held on _____; that the meeting was conducted and public notice of the meeting was given pursuant to and in compliance with the Michigan Open Meetings Act; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting will be or have been made available as required by the Open Meetings Act.

Mark E. Miller, Clerk
Charter Township of Kalamazoo
Kalamazoo County, Michigan