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**BOARD OF TRUSTEES
SPECIAL WORK GROUP MEETING**

5:30 p.m., October 22, 2018

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, October 22, 2018, 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. Discussion regarding proposed change in retirement benefits
- B. Discussion regarding departmental budgets for Education, training and travel
- C. Discussion regarding Board restructuring feedback after 2016 change
- D. Discussion regarding wage compensation for Deputies
- E. Discussion regarding publication for resolutions 3rd week of August/work session
discussion for resolutions=1st Monday board meeting August
- F. Discussion regarding items on the Regular Agenda
- G. Manager's Update
- H. Public comment

Posted: October 19, 2018



Dexter A. Mitchell, Manager
Charter Township of Kalamazoo

Kalamazoo Township Board meetings are open to all without regard to race, color, national origin, sex, or disability. Individuals with disabilities requiring special assistance must contact the Township, giving five business days notice by writing or calling: Donald D. Martin, *Charter Township of Kalamazoo* Supervisor, 1720 Riverview Drive, Kalamazoo, MI 49004-1099. Telephone: (269) 381-8085.

Report of the Retirement Study Committee

To: Kalamazoo Township Board

From: ad hoc Retirement Study Committee – Molly Cole, Jeremy Hathcock, Mark Miller, Sherine Miller

Date: October 15, 2018

Recommendation: For our non-union employees, the Township should approve a change from our present 401a non-ERISA retirement plan provider, John Hancock, our present record-keeper and third-party advisor, Burnham & Flower, and our present 457 deferred compensation plan provider, Voya, consolidating all these functions into a new defined contribution non-ERISA retirement plan with MERS, and our existing 457 plan with MERS.

There were three themes that stood out from our employee survey on their retirement plan preferences:

- 1) A strong majority had an appreciation for the negative effect that high fees have on their retirement plan balances.
- 2) A majority would appreciate high-quality advising in handling their preparations for retirement.
- 3) A plurality, though not quite a majority expressed a preference for the MERS defined benefit plan.

The committee, along with Manager Mitchell, contacted a number of other townships in Kalamazoo County and across Michigan, inquiring about their retirement plan provider and their satisfaction with them. From these, we came up with the following list of potential providers to investigate:

MERS defined benefit

MERS defined contribution

Greenleaf Trust

TIAA

Staying with John Hancock

ICMA

One of our employees suggested we investigate Vanguard, a low-cost mutual fund company, based on his experience with them, so we added that to the mix.

This gave us seven options to evaluate. Over the next two months, I requested proposals from each of these, collected, read and passed on to the committee 92 documents amounting to 1584 pages. These files are all available to Board members who would like to read over the committee's shoulder.

Report of the Retirement Study Committee

Staying with John Hancock

We do not have a formal proposal from John Hancock, since we are currently with them. They do not do the record-keeping for our plan, rather, Burnham & Flower handle that for us. Earlier this year, Burnham & Flower offered us a cut in their fee, which cut the average total cost for this plan to an annual 1.11% of fund balances. This is still higher than several alternatives, and in my opinion unacceptably high.

Under this arrangement, the Township has full fiduciary responsibility (and liability) for our retirement plan. Burnham & Flower has offered us a limited fiduciary option (3(21) Directed Trustee) with another third party company (Wilshire) for a small additional fee.

The average rating given by our employees responding to the survey to the advice given by Burnham & Flower was also unacceptably low, in my opinion.

GREENLEAF TRUST

Matthew D. Siel, QPFC

Vice President

Retirement Plan Division

In follow-up to our discussion, I wanted to forward you the fee schedule that we would assess your 401(a) plan, based on the statistics you shared; \$5.5 million with 140 plan participants:

Annual Market Value Fee: Corporate trustee, custody, plan consulting and administration services:
0.40% of plan assets – Section 3(21) Directed Trustee, or
0.45% of plan assets – Section 3(38) Discretionary Trustee

“Daily Valuation” Recordkeeping: participant and plan “recordkeeping”, administration, compliance testing, and government reporting (Form 5500) services:

Prototype plan document (one-time):	N/A for 401(a) Plans (an outside ERISA attorney would have to be contracted)
Set-up and conversion fee (one-time):	\$350 plus \$5 per participant
Base fee:	\$1,600 plus \$28 per participant, annually
Form 5500/Summary Annual Report:	\$550 per filing

Participant Action Fees:

Plan Distributions:	\$25 per event
Participant loans:	\$150 per origination
Qualified Domestic Relations Order (QDRO):	\$500 per incident
Travel Expenses:	TBD if travel to out-of-state locations becomes excessive.

Report of the Retirement Study Committee

My comments:

Greenleaf Trust is a local company which handles Oshtemo Township's plan. They report being satisfied. In my conversations with Matt Siel, he emphasized their interest in participant education, and I don't doubt they would excel in this. However, the fees listed above work out to an annual 1.11% of fund balance, which is the same as for our present John Hancock / Burnham & Flower plan.

Matt Siel is eager to come and present to our Board, and if we wish, I can certainly set this up. However, on balance, since minimizing fees is one of our objectives, and our recommended option seems better in a number of respects to what we already know about Greenleaf, I have not done so.

TIAA

Pricing Proposal for Kalamazoo Township September, 2018

Pricing Quote: TIAA's Revenue Requirement Basic is 0.49% (49 basis points) before any offset from the plan revenue received by TIAA from investments.

We offer a bundled approach to our services; all expenses are included in the Revenue Requirement except for a participant loan initiation fee, transaction fees associated with the self-directed Brokerage Option and optional services. There are no conversion, termination, or other miscellaneous fees charged.

Additional Fees:

- Loan Fees: A onetime fee of \$75 will be imposed on each loan (\$125 for a principal residence loan) and will be taken from loan proceeds. There is also an annual loan maintenance fee of \$25
- Self-directed Brokerage Accounts: Transaction fees

TIAA agrees to the Revenue Requirement for the length of the recordkeeping services contract based on the following assumptions:

- TIAA will be the exclusive defined contribution plan provider for the Kalamazoo Township 457(b) plan(s)
- Five (5) year contract
- Approximately 140 actively contributing plan participants
- Approximately 140 total plan participants
- Approximately \$204 thousand in annual plan contributions to TIAA
- Approximately \$5.6 million in plan assets will transfer to TIAA within 90 days of implementation
- There are no asset liquidation charges on transferred assets
- Utilization of TIAA's prototype/specimen plan document

Services include, but are not limited to:

- Does not Include days per year onsite education/advice
- Annual fee disclosures including the 404(a)(5) to plan participants and 408(b)(2) to the plan sponsor and ongoing disclosure assistance
- Communication materials customized to reflect the Plan's provisions will be provided to the Plan Sponsor for distribution to participants
- Open architecture investment options
- Loan, hardship, and QDRO approval and qualification services
- Independent third party advice to plan participants
- Plan Fund Changes and associated communications

Report of the Retirement Study Committee

My comments:

TIAA is the second largest provider of retirement plans, by assets under management (\$1 Trillion). They have recently broadened their reach from their traditional base in academia to serve the non-profit and governmental sectors.

The 0.49% fee mentioned above, when combined with the average expense ratio of funds being offered to us, comes out to an average total fee structure of 0.91% -- better than John Hancock or Greenleaf Trust, but not the best we can do.

My wife and I have our retirement accounts with TIAA, and we have been favorably impressed with the quality of their advising. However, as noted above, on-site advising days would be at an additional cost.

The complete Plan Document that would be part of our agreement with TIAA is practically incomprehensible to me, in contrast to all the similar documents from other alternatives under consideration. I shared it with Manager Mitchell and Molly Cole, so you can ask their opinion.

MERS Defined Contribution

- MERS serves Michigan municipalities exclusively
- MERS is the sole fiduciary for all our retirement plans
- MERS is operated on a not-for-profit basis
- MERS employed behavioral economics to design a streamlined investment menu that guides participants to make decisions in their own best interest, while giving them the freedom to pursue their own investment choices
- The MERS Defined Contribution Plan is offered at ***no cost to employers***, and our already low participant costs continue to decrease
- MERS provides your employees with a comprehensive look at their expected income in retirement and offers free access to the tools they need to prepare for a better retirement
- MERS to MERS time, which allows employees to carry over service credit from previous MERS employers, is an attractive employee recruiting tool

The Township will not incur any direct fees or expenses for the services in this proposal; all costs are paid by participants. MERS operates on a not-for-profit basis and offers participants a straightforward cost structure.

One of the greatest benefits of MERS is our ability to “pool” assets for investment purposes. Our members and participants benefit from the economies of scale and low administrative costs that come with being part of a large pool of assets. This creates tremendous buying power and helps reduce the overall fees for participants by negotiating rates that individuals would not be able to negotiate on their own. **Our current weighted average fund cost is just 0.43%.**

Our fund sheets are readily available on our website and clearly disclose our low fees and recordkeeping expenses.

Report of the Retirement Study Committee

My comments:

This is what the committee is recommending.

The weighted average fund cost mentioned above – 0.43% -- is the **TOTAL** cost to our participants of this plan. This fee includes fund management expenses, record-keeping, and maintaining full fiduciary responsibility for our plan. This is less than half of the runner-up, and about a third of the cost of the plan we are in now. I have previously shared with the Board a simulation illustrating how much higher fees can impact retirement balances at the end of a career, due to the power of compounding.

MERS offers three options under their Defined Contribution plan:

- 1) Do it for me (aka LifeCycle or Target Date funds)
 - 2) Help me do it (a limited number of pre-selected funds, available at low cost)
 - 3) I'll do it myself (a portal with basically any traded mutual fund available)
- (I should mention that TIAA offers essentially the same options)

I think that this should help address the concerns of a few of our employees who are interested primarily in building wealth, and were definitely opposed to being forced into a one-size-fits-all defined benefit plan.

Now, low fees are only one side of the coin. The other is the availability of funds which show a persistently high investment return. As part of their proposal, MERS provided a mapping from the various mutual funds that are part of our John Hancock plan to the corresponding funds offered by MERS. If we do transfer to MERS, participant balances would be invested into the closest MERS fund.

I decided to look at returns along with costs, by identifying the funds most used by our employees under our present (John Hancock) plan. Out of 152 investment options offered by our plan, 67 have some balance in our employees accounts, but only eight account for almost three-quarters of our employees assets. The overall weighted average fund expense of these is 1.15%. The weighted average annualized 5-year return for these funds is 8.24%.

When mapped to the corresponding MERS funds, the cost would be dramatically lower (0.41%), but the annualized 5-year return is also lower at 7.61%. Is this a problem?

First we should notice that for five out of the eight corresponding funds, MERS actually has the higher five-year return. Then, the fact that the John Hancock funds have a higher average return is due to one holding – T Rowe Price Science and Technology Fund – that has an eye-popping 21.28% annualized 5-year return. Our employees have 11.4% of their balances in this sector fund.

This comparison is not really fair to MERS. Firstly, the fact that our employees are presently in this high-returning fund does not necessarily mean that they all have experienced those returns. There is a phenomenon called “return chasing”, where investors move to funds that have a strong recent history. Sector funds are particularly volatile, and sectors can rotate, with those up for a few years trending down, even within an ongoing bull market. On balance, it is not valid to conclude John Hancock offerings are better based on this limited evidence. The fee structure is more fundamental and permanent. And in any case, our participants have the option under “I'll do it myself” to continue to invest in this or any fund if they choose.

Report of the Retirement Study Committee

JH Top Picks:	%Kal Twp Portfolio	Fund Expense:	5-year Return (6/30/2018):	Fund Expense:	5-year Return (6/30/2018):	Corresponding MERS Funds:
JH Multi-Index 2020 Preserv JRWOX	6.40%	1.01%	3.81%	0.43%	6.16%	2020 Retirement Strategy
JH Multimanager Agressive LS JILAX	5.80%	1.38%	10.02%	0.68%	10.97%	MERS Global stock Portfolio
JH Multimanager Growth LS JILGX	7.30%	1.33%	8.68%	0.56%	9.60%	MERS Capital Appreciation Portfolio
JH Multimanager Balanced LS JILBX	23.50%	1.30%	7.07%	0.55%	7.87%	MERS Established Market Portfolio
TRP Sci & Tech PASTX	11.40%	1.50%	21.28%	0.35%	13.81%	Small Cap Stock Index
500 Index JFIVX	8%	0.89%	12.73%	0.35%	12.94%	Large Cap Stock Index
Fidelity Contrafund FCNTX	6.10%	1.34%	15.62%	0.35%	12.94%	Large Cap Stock Index
Fundamental All Cap Core JEQAX	4.90%	1.12%	14.71%	0.35%	12.94%	Large Cap Stock Index
	73.40%	1.15%	8.24%	0.41%	7.61%	

To summarize, these are the advantages of the MERS Defined Contribution plan:

- 1) the lowest cost available
- 2) the highest degree of fiduciary responsibility transferred from the Township to MERS
- 3) a flexible set of investment options, with the advantages both of a limited set of approved funds, and a wide-open architecture for those who want that
- 4) simplifying our interface with plan administration by consolidating all our retirement plans into one provider
- 5) By all accounts, MERS is eager to provide us with on-site advising and education. We would leverage their presence across more of our employees.

MERS Defined Benefit

Report of the Retirement Study Committee

As previously mentioned, a plurality of Township employees surveyed preferred this option. I did not research this any further, since we already had a proposal for this from MERS on the table, prepared in consultation with Monica Kalupa and Larry Haynor.

As a reminder, the Actuarial Valuation for this proposal assumed a 2% multiplier, age 60 retirement, 10-year vesting, Final Average Compensation of three years. Under these assumptions, the plan would currently be 109% funded, with an Employer Normal Cost of 8.73% of payroll. This contrasts with our current contributions of 10% or 12% of payroll.

I don't believe I need to explain this any further, since we have had opportunity to hear about it previously. Personally, I believe it is likely – I could even say quite likely – that this plan would be in the best interests of both the Township, in lowering our cost, and our employees, in allowing them a higher degree of retirement security, than any other option, including the one we are recommending.

However, it is not certain. Entering into another defined benefit plan adds additional risk which is likely low, but ultimately unquantifiable. We all are aware of the many municipalities in Michigan which have had plans 'blow up', to the consternation of employees, elected officials, and taxpayers alike. Three of our Board members mentioned examples of this as we were just beginning our consideration of this whole topic, leading me to believe that it would be a hard sell, even if our committee agreed on this as our preferred option, which we have not.

I just want to give full weight to the fact that we have heard from many employees who prefer this option, and that it would likely raise morale and be an additional incentive for recruitment.

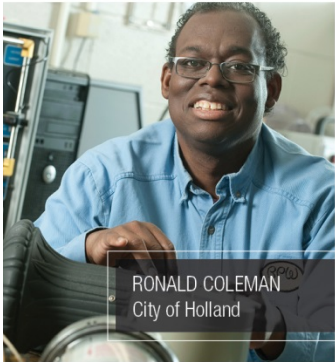
VANGUARD

Vanguard is a large, low-cost mutual fund company that also administers retirement plans. After two initial conversations with a representative, I sent our plan information to him, and received the response that they declined to give us a quote. The implication was that a plan of our size was too small for them to bother with.

ICMA

ICMA-RC is a non-profit independent financial services corporation focused on providing retirement plans and related services for close to a million public sector participant accounts and approximately 9,000 retirement plans.

I had an exceptionally difficult time finding the right person to talk with about what they offer. I got sent from one 'voice-jail' system to another, left numerous messages, before finally getting to a representative who seemed to be able to work with me. However, this was relatively late in the process, and at that point they were asking for more information than other providers had needed, and were consistently very late in returning messages. I eventually ran out of patience.



MERS Defined Contribution Plan

Prepared for
Kalamazoo Charter
Township

September 24, 2018

Municipal Employees' Retirement System of Michigan

1134 Municipal Way • Lansing, MI 48917
800.767.MERS (6377) • www.mersofmich.com

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Executive Summary

The Municipal Employees' Retirement System (MERS) of Michigan was created by the Michigan Legislature as an independent pension fund that eligible Michigan municipalities may join to provide pension and other post-retirement benefits for their employees.

Your Partner in Retirement

MERS has been partnering with municipalities in the state of Michigan to provide retirement services since 1945. As a public corporation operated on a not-for-profit basis and governed by a board that receives no compensation, MERS is committed to transparency, holding the line on administrative costs, and watching out for the best interests of our members—all of which has made us the go-to expert for municipal retirement plans.

Key Differentiators

With our sole focus on Michigan public sector retirement plans, MERS is uniquely prepared to service Kalamazoo Charter Township (“the Township”) and your retirement plan needs.



Look for this symbol throughout this proposal for more information about our key differentiators

- MERS serves Michigan municipalities exclusively
- MERS is the sole fiduciary for all our retirement plans
- MERS is operated on a not-for-profit basis
- MERS employed behavioral economics to design a streamlined investment menu that guides participants to make decisions in their own best interest, while giving them the freedom to pursue their own investment choices
- The MERS Defined Contribution Plan is offered at **no cost to employers**, and our already low participant costs continue to decrease
- MERS provides your employees with a comprehensive look at their expected income in retirement and offers free access to the tools they need to prepare for a better retirement
- MERS to MERS time, which allows employees to carry over service credit from previous MERS employers, is an attractive employee recruiting tool

Fiduciary Responsibility

As the sole fiduciary for all of our retirement plans, your interests are our number one priority. The Township can enjoy the peace of mind that comes with knowing that the MERS Retirement Board takes on the fiduciary responsibility and legal liability for: establishing the plan document; selecting and monitoring investment options; ensuring our programs are in compliance with state and federal laws; and actively maintaining our tax exempt status with the IRS.

Investment Menu

The MERS Office of Investments is dedicated to providing our municipalities with excellent returns at affordable costs, while protecting the assets of our many members. MERS consistently outperforms its benchmarks and market averages with a prudent, long-term approach designed to generate reasonable growth and income while minimizing market volatility.

The MERS Defined Contribution Plan uses a same streamlined investment menu, which provides your employees with select investment options to design a diversified portfolio to match their investment needs. These options include our default target date Retirement Strategy funds, access to the MERS Total Market Portfolio — which is our Defined Benefit Portfolio — along with other risk-adjusted funds to help participants build the right mix to reach their investment objectives. Each portfolio has a target allocation mix that is rebalanced quarterly.

Low Cost

As a multiple-employer plan, MERS creates economies of scale by pooling assets for investment purposes, while maintaining separate accounts for each municipality. This approach provides you and your employees with the substantial buying power of more than \$11 billion in assets, which means that the same low cost funds are available to all participants at the same rate, regardless of plan size.

Because we operate on a not-for-profit basis, the MERS Defined Contribution Plan and the 457 Program are offered *at no cost to employers*, while participants pay low costs under a straightforward fee structure. As our membership continues to grow, so do our operational efficiencies, and these savings are passed along to participants. MERS has a history of cost reduction; *our average investment fund expense has declined 36% over the past six years.*

Participant Engagement and Education

Providing superior service to our municipal members means being committed to helping your employees reach their retirement goals. We actively engage with participants throughout their careers and provide ongoing, customized educational opportunities with a focus and frequency that meet your needs as the employer.

In addition, MERS has taken a proactive approach to helping participants achieve their financial goals with a truly comprehensive retirement readiness platform. Each participant receives a customized annual Snapshot Report that projects how their MERS plan(s), along with estimated Social Security benefits, will provide them with income during retirement as compared to their projected income at retirement. There is no action required by the participant to receive these free reports. Our goal is to give participants an understanding of how well prepared they will be to meet the industry standard definition of retirement readiness. Participants are further encouraged to go online to complete their Full Picture report, which allows them to personalize their retirement goals. Free online investment guidance is offered to assist participants in achieving their retirement goals if they are not on track to do so.

Conclusion

As municipal retirement plan experts, we believe in being more than simply a service provider to our members—we believe in delivering superior value by applying more than 70 years of experience in working with municipalities across Michigan to provide low cost retirement plan solutions that adequately prepare employees for retirement.

Our goal is to work in partnership with members to not only provide responsive service to your needs as plan sponsor, but to help your employees understand and appreciate the value of their retirement benefit as a means to prepare for a financially secure future.



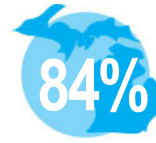
MERS Overview and History

MERS Overview and History

MERS is an Independent Retirement Services Company, Not a Part of State Government

The Municipal Employees' Retirement System (MERS) of Michigan is an independent, professional retirement services company that was created to administer the retirement plans for Michigan municipalities on a not-for-profit basis.

We are located in Lansing, Michigan and manage 3,300 retirement plans for nearly 900 municipal members, from the western Upper Peninsula to Wayne County with a combined value of over \$11 billion. MERS proudly serves more than 100,000 participants, including local firefighters, nurses and the men and women who plow our roads and keep our bridges safe.



of Michigan's pension plans participate with MERS



participants



in combined total assets

A Commitment to Transparency, Accountability and Results

MERS is governed by an independent, elected board that operates without compensation. The MERS Retirement Board serves as the fiduciary of the funds and has oversight responsibilities for the System, in accordance with the state and federal laws that govern municipal retirement and Other Post-Employment Benefit (OPEB) programs.



MERS takes on the sole fiduciary duty for its plans

Our nine-member retirement board consists of the following members:

Three Employee Members:

Non-officers of a participating municipality, elected by membership

Two Expert Members:

With experience in retirement systems or investment management, appointed by the Board

Three Officer Members:

Officers of a participating municipality, elected by membership



MERS Retirement Board

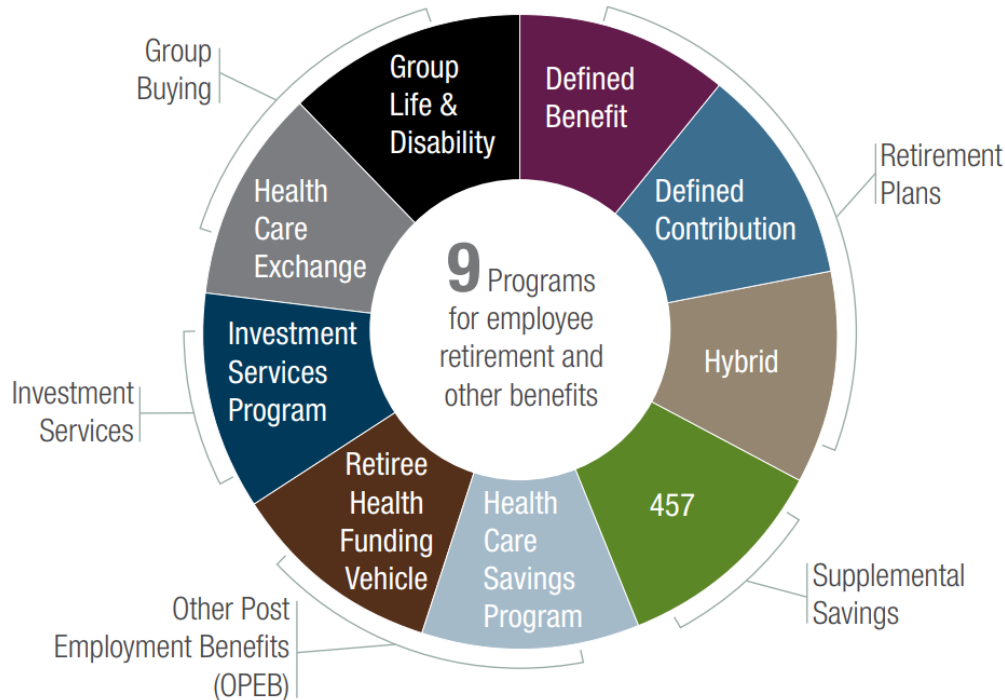
is responsible for administration of the system with fiduciary responsibility for the investment of assets and oversight.

One Retiree Member:

Retiree of the System, appointed by the Board

Our Company Is Driven By Our Members' Needs and Feedback

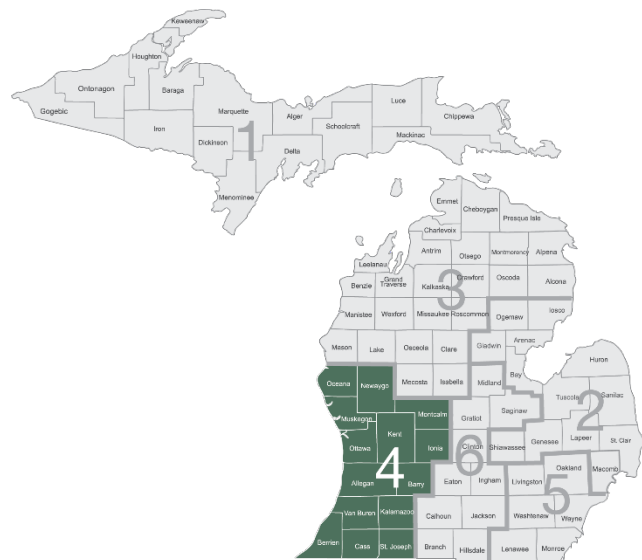
At MERS, we offer a broad range of customizable plans to fit our members' unique budgets, needs and goals. We listen to our members to develop new, updated products and online tools that help our members administer their programs.



Top Industry Experts Help Our Members Succeed

The team at MERS is made up of top industry experts who use fiscal best practices to give our members peace of mind and security. We're proud of our track record of improving the financial health of our members' retirement plans.

The MERS Regional Teams provide personal and local service to municipalities throughout the state of Michigan. Your team consists of four members dedicated to municipalities in West Michigan: a Regional Manager, a Benefit Plan Advisor, a Benefit Plan Coordinator and a Benefit Education Specialist.



Your Regional Team



Michael Overley
Lead Regional Manager

As Lead Regional Manager, Mike is the primary point of contact for participating municipalities in southwest Michigan, providing consultation regarding plan administration, plan and benefit changes, participant education, needs analysis, and collective bargaining assistance. He is available for on-site meetings with administrators, councils, boards and committees, and is responsible for ensuring outstanding service and value through the coordination of the MERS Regional Team.

Mike has a Master of Business Administration degree from Western Michigan University and a Bachelor of Arts degree from Michigan State University and also holds a Life and Health Insurance license.



Michael Tackett
Benefit Plan Advisor

As Benefit Plan Advisor, Mike is the expert on MERS' programs. He works in partnership with municipalities throughout southwest Michigan to develop cost-effective strategies for their retirement and employee benefit needs. He will assist you with understanding the programs and services offered by MERS, and work with you to customize the right plan for your municipality. Mike will lead the transition of your existing plans to MERS, including holding on-site meetings with key stakeholders and participants.

Mike has a Bachelor of Science degree in Business from Indiana University. He holds Certified Employee Benefit Specialist (CEBS), Charter Life Underwriter (CLU), and ISCEBS Fellowship designations.



Angie Schrauben
Benefit Education Specialist

As your designated Benefit Education Specialist, Angie works with employers throughout north and west Michigan to educate participants about MERS' programs. She is available for on-site group and one-on-one meetings with employees up to four times per year or as requested by the County.

Angie earned her Bachelor of Arts degree in Communications at Michigan State University. She has more than 15 years of experience in the retirement services industry, is a Certified Financial Education Instructor and a licensed Health and Life Insurance professional.



Karima LaJoie
Lead Benefit Plan Coordinator

As Lead Benefit Plan Coordinator, Karima is a valuable administrative resource to employers in southwest Michigan. With over 13 years of experience with MERS, she provides knowledgeable support to employers with questions regarding plan administration and coordination of benefits. She works closely with vendors, internal staff and oversees the Benefit Plan Coordinator team.

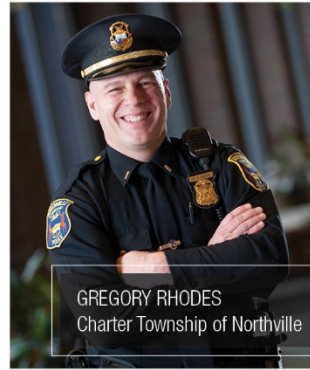
Karima has a Bachelor's Degree in Business Administration from Northwood University.



AKEMI GORDON
Eastern U.P. Transit Authority



BENJAMIN COOK
City of Hazel Park



GREGORY RHODES
Charter Township of Northville

MERS Defined Contribution Plan

MERS Defined Contribution Plan

MERS Defined Contribution Plan

The MERS Defined Contribution Plan is a qualified retirement plan under Section 401(a) of the Internal Revenue Code (also known as a governmental money purchase plan). The plan provides each participant with an account to which contributions are made and assets are invested. When an employee retires, their benefit is based on the total amount of money in the account. As a qualified plan, participants are not taxed on employer contributions or earnings until assets are withdrawn.

The Internal Revenue Service (IRS) requirements set an annual contribution limit on the total of both employer and employee contributions allowed in any one year (2018 annual limit is \$55,000) and further state that once an employee has elected a contribution level, that contribution level cannot be changed.

Plan Administration

Today, it's popular to talk about the need to increase "shared services" among government agencies, where one centralized organization provides the same service to many governments. MERS is one of the largest, oldest, and most successful shared services stories in Michigan's history.

Services include:

Plan governance

We actively monitor our qualified tax status for our Defined Contribution Plan.

Full plan administration

This includes investment management, due diligence, fiduciary responsibility, retiree payments, 1099 processing and more.

Portfolio management

The MERS Office of Investments is dedicated to providing our member municipalities with excellent returns at affordable costs, while protecting the assets of our members.

Participant education and resources

MERS provides free education for all members, along with online access and extensive publications on retirement.

Legal counsel

Our in-house legal staff actively monitors state and federal laws, ensuring that our plans are in compliance.

On-staff auditor

Our internal auditor is independent and reports only to the MERS Retirement Board.

State and federal legislative advocacy

MERS stays ahead of the curve on current events, from the fiscal challenges municipalities are facing, to the legislative issues affecting Michigan, and the state of retirement today.

Fiduciary Responsibility

With recent high-profile class-action suits alleging violation of fiduciary duty—and with the potential for personal liability—employers universally want to manage fiduciary risks. In particular, they're looking for tools to mitigate the risks associated with selecting and monitoring their plans' investment lineup. When fiduciary breaches occur there can be:

- Personal liability
- Fines and penalties
- Legal action
- Plan disqualification
- Higher operating expenses

MERS is the Sole Fiduciary for Your Plan

MERS provides employers with the peace of mind that comes with knowing that the MERS Retirement Board takes on the sole fiduciary responsibility and legal liability for:

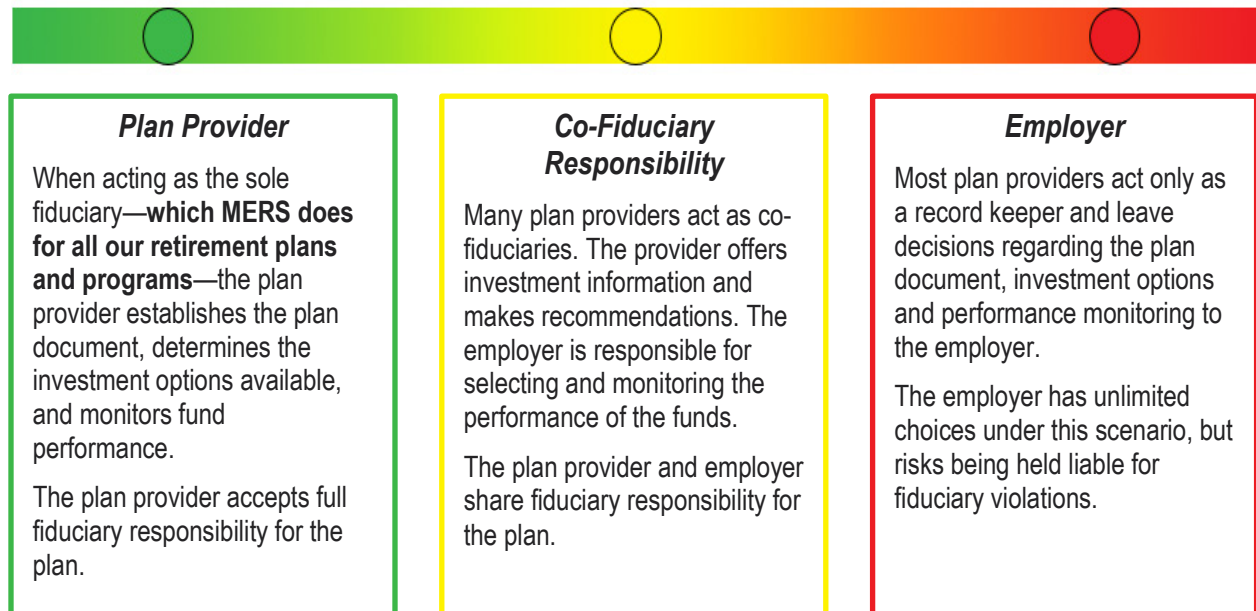
- Selecting and monitoring investment options used by participants
- Employing in-house legal staff to monitor state and federal laws, and ensuring our programs are in compliance
- Actively maintaining our tax exempt status with the IRS



Unlike many plan providers, MERS takes on sole fiduciary responsibility for our plans

Degrees of Fiduciary Responsibility

When it comes to the fiduciary responsibility for your retirement plan, not all plan providers assume the role of sole fiduciary.



Plan Document Fiduciary

MERS Retirement Board	<ul style="list-style-type: none"> • Acts as sole fiduciary over the Plan Document • Delegates responsibilities to maintain the plan/program’s qualified status
MERS Legal Department	<ul style="list-style-type: none"> • Monitors changes in laws and regulations • Oversees the plan/program’s administrative forms • Recommends any changes to the Plan Document to the MERS Retirement Board
MERS Administrative Offices	<ul style="list-style-type: none"> • Carries out administrative and operational duties by creating and monitoring operational structure of the plan/program • Makes vendor recommendations to the MERS Board • Monitors the plan/program’s operations

Investment Fiduciary

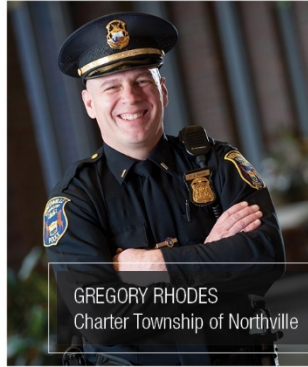
MERS Retirement Board	<ul style="list-style-type: none"> • Acts as sole investment fiduciary • Sets the Investment Policy Statements and Investment Guidelines
MERS Investment Committee	<ul style="list-style-type: none"> • Serves as the investment policy development arm • Monitors investment management activity and policy recommendations made by MERS Office of Investments • Approves recommendations to retain/remove investment managers
MERS Office of Investments	<ul style="list-style-type: none"> • Provides quarterly performance reports • Manages Internal Fixed Income and Equity Management • Monitors external investment managers



AKEMI GORDON
Eastern U.P. Transit Authority



BENJAMIN COOK
City of Hazel Park



GREGORY RHODES
Charter Township of Northville

The MERS Investment Menu

The MERS Investment Menu

Investment Philosophy

Investing in today's financial markets is becoming increasingly more complex as a result of the rapid exchange of information, increased volatility, and global interconnectedness. Thus, it is important to identify core beliefs in order to simplify the investment decision making process. The following is a list of our unwavering investment beliefs:

- Capital preservation is paramount — avoiding losses is more important than achieving gains;
- Markets are inefficient — they are driven by human emotion which can often be exploited by taking a contrarian, long-term perspective
- Keep it simple — if it cannot be understood, do not invest in it
- Volatility is not a true measure of risk — permanent impairment of capital or shortfall is risk;
- Diversification is critical to reduce risk
- Mean reversion drives markets — it is helpful to remember that most investments go through cycles, and cycles imply reversion
- Focus should be on risk-adjusted returns — returns cannot be evaluated without considering the risk taken to achieve those returns

Investment Menu Designed for Successful Outcomes

Although it has long been common wisdom in our country that there is no such thing as too many choices, psychologists and economists are concluding that an overload of options may actually paralyze people or push them into decisions that are against their own best interest. Research also shows that an excess of choices often leads us to be less, not more, satisfied once we actually decide.



MERS incorporated behavioral economics research in our investment menu design

When Less is Actually More

A study on shopping behavior experimented with jam displays. One table held 24 varieties of gourmet jam; the other held only 6 varieties. The large display attracted more interest, but people were 1/10th as likely to buy from the large display as from the small display.



The same principle of “less is more” was found to apply to participation rates in retirement programs.

A large number of fund choices actually discourages participation amongst even well informed participants. ^{1,2}

¹ Mottola, Gary and Utkus, Stephen. “Can There Be Too Much Choice In a Retirement Savings Plan?” *The Vanguard Center for Retirement Research*, June 2003

² Schwartz, Barry. “More Isn’t Always Better.” *Harvard Business Review*, 01 June 2006. Web. 24 Feb. 2016

Understanding how people choose has helped MERS to design a menu that is meant to guide participants in helping them make better decisions. We have grouped our investment options into three logical categories that the participant can identify with, which assists in simplified decision-making.

Each category is explained in further detail below:



“Do it for me”

The Retirement Strategies are a simplified way to invest. These options are fully diversified, professionally managed, and automatically adjust over time as participants get closer to retirement.



“Help me do it”

These Premium Select Options were actively chosen by MERS and include pre-built portfolios that MERS helps manage by monitoring the investment managers and rebalancing the portfolios quarterly. Participants can also access a variety of pre-selected funds to build their own portfolio.



“I’ll do it myself”

The Self-Directed Brokerage Account gives participants access to funds outside of the MERS investment menu. The investments under this window offer participants who seek the responsibility to select and monitor their own investments a wider range of investment possibilities.



“Do it for me”

Fully diversified target date funds that automatically adjust over time

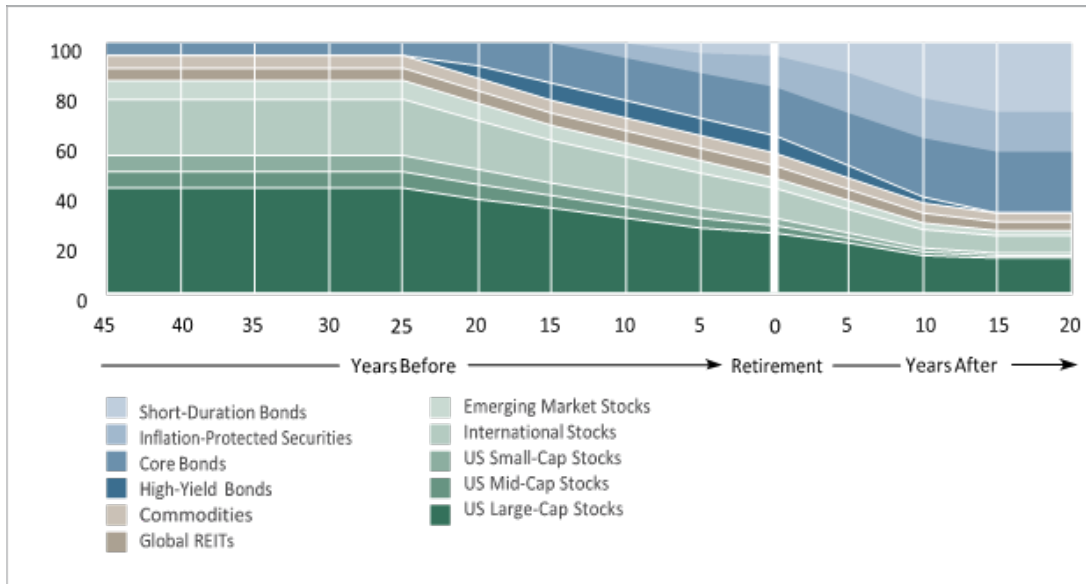
The MERS Retirement Strategies funds provide participants with a simple, effective, all-in-one investment choice and are our default investment fund. These target date funds provide diversification across asset types and styles; an asset class mix that adjusts over time; volatility management; research driven active management; and disciplined rebalancing. The MERS Retirement Strategies are the default investment fund for the MERS Defined Contribution Plan and 457 Program.

MERS Retirement Strategies are managed by AB, a leading global investment-management and research firm. AB designs and implements the asset allocation and actively manages the glide path. The investment components are passively managed by State Street Global Advisors.

Name	For participants retiring near the year	Name	For participants retiring near the year
2005 Retirement Strategy	2005	2035 Retirement Strategy	2035
2010 Retirement Strategy	2010	2040 Retirement Strategy	2040
2015 Retirement Strategy	2015	2045 Retirement Strategy	2045
2020 Retirement Strategy	2020	2050 Retirement Strategy	2050
2025 Retirement Strategy	2025	2055 Retirement Strategy	2055
2030 Retirement Strategy	2030	2060 Retirement Strategy	2060

Glide Path

This chart shows how the mix of stocks and bonds gradually changes over a lifetime. The mix is spread over as many as 12 different asset types, equity styles, and geographies.



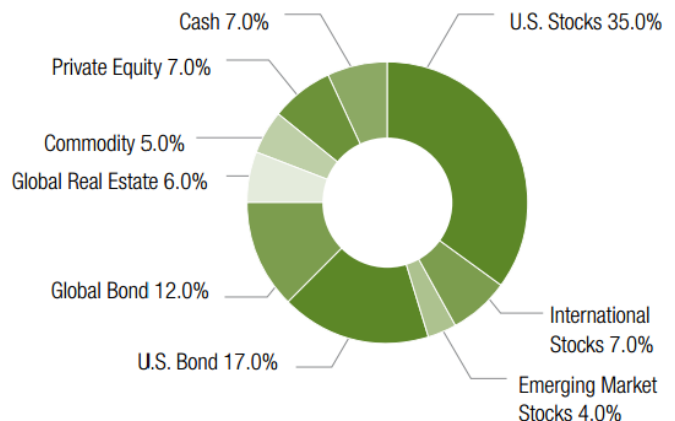
“Help me do it”

Prebuilt portfolios that are monitored and rebalanced quarterly

These portfolios are professionally managed by MERS. Each portfolio has a target asset allocation that is rebalanced on a quarterly basis.

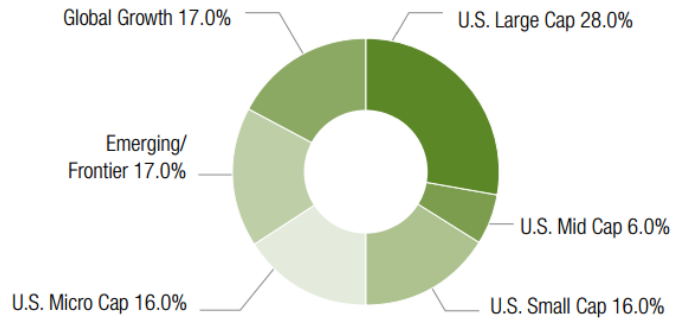
MERS Total Market Portfolio

Is a fully diversified portfolio, investing in both traditional (stocks, bonds, and cash) and alternative (private equity, commodities, real estate) asset classes. The objective of the Total Market Fund is to provide growth of income while minimizing market volatility and providing protection in down markets. The target asset allocation (investment mix) is set by the MERS Office of Investments, under the direction of the Retirement Board. The target allocation is reviewed every five years with a focus on long term investing. The Office of Investments is responsible for monitoring and hiring the underlying investment managers, and they also have the ability to make strategic allocations in response to the market environment.



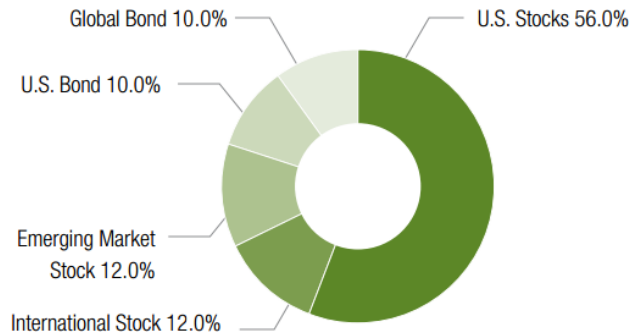
MERS Global Stock Portfolio (100% Stock and 0% Bonds)

Is a diversified portfolio that invests solely in a combination of U.S. and foreign stocks, seeking to provide long-term growth of capital. The fund has a target allocation of 100% global stocks, which is rebalanced quarterly between the target stock allocation as shown in the corresponding chart. This fund has a focus on above average asset growth with a long time horizon and may experience substantial fluctuations in value.



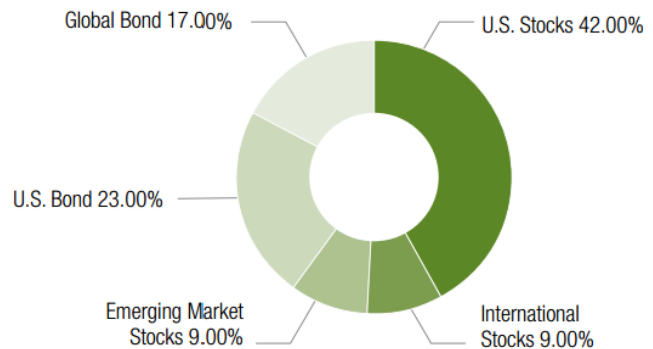
MERS Capital Appreciation Portfolio (80% Stocks and 20% Bonds)

Is a diversified portfolio that invests in a combination of stocks and bonds, seeking to provide long-term growth of capital. The fund has a target allocation of 80% stocks and 20% bonds, which is rebalanced quarterly. This fund has a focus on above average asset growth with a long time horizon and may experience substantial fluctuations in value.



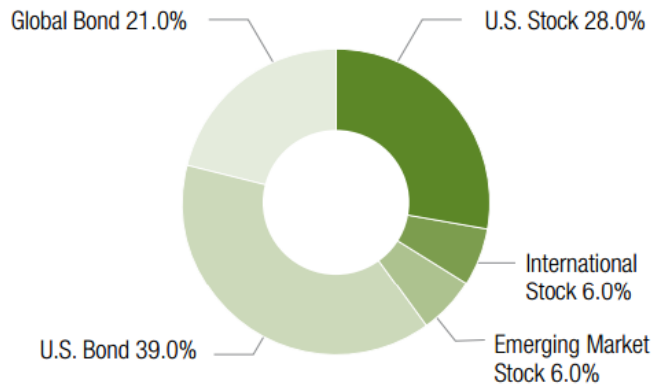
MERS Established Market Portfolio (60% Stocks and 40% Bonds)

Is a diversified portfolio that invests in a combination of stocks and bonds, seeking to provide long-term growth of capital and income. The fund has a target allocation of 60% stocks and 40% bonds, which is rebalanced quarterly. This fund has a focus on stable growth with a moderate time horizon and may experience moderate fluctuations in value.



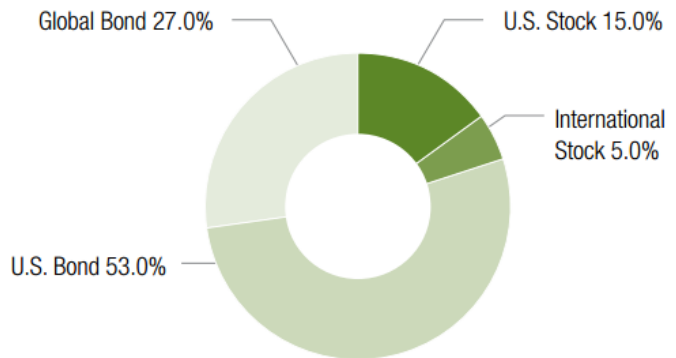
MERS Balanced Income Portfolio (40% Stocks and 60% Bonds)

Is a diversified portfolio that invests in a combination of stocks and bonds, seeking to provide growth of capital and downside protection. The fund has a target allocation of 40% stocks and 60% bonds, which is rebalanced quarterly. This fund has a focus on a small amount of asset growth with a moderately short time horizon and may experience some fluctuations in value.



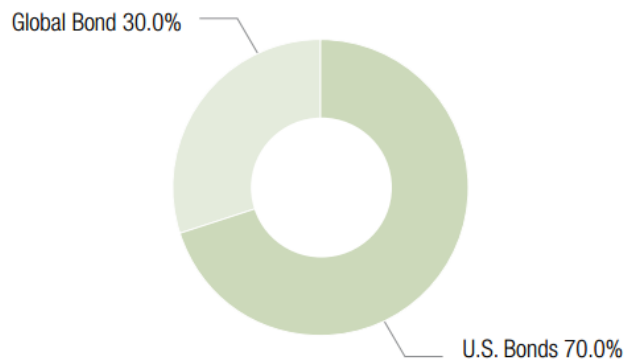
MERS Capital Preservation Portfolio (20% Stocks and 80% Bonds)

Is a diversified portfolio that invests in a combination of stocks and bonds, seeking to preserve capital and provide income. The fund has a target allocation of 20% stocks and 80% bonds, which is rebalanced quarterly. This fund has a focus on stability with a short time horizon and aims to minimize fluctuations in value.



MERS Diversified Bond Portfolio (0% Stocks and 100% Bonds)

Is a diversified portfolio that invests in a combination of U.S. and foreign bonds, seeking to preserve capital and provide income. The fund has a target allocation of 100% bonds, and is rebalanced quarterly between the target bond allocations as shown in the corresponding chart. This fund has a focus on stability with a short time horizon and aims to minimize fluctuations in value.



In addition, the MERS Investment Menu provides participants a variety of available funds from which to choose. These funds are actively managed by MERS, ensuring that quality choices are available.

Additional Investment Options	
Large Cap Stock Index	Real Estate Stock
Mid Cap Stock Index	High Yield Bond
Small Cap Stock Index	Bond Index
International Stock Index	Short-Term Income
Emerging Market Stock	Stable Value



“I’ll do it myself”

Self-Directed Brokerage Account to access funds outside of MERS

The Self-Directed Brokerage Account (SDBA) is available to participants who want to independently and actively manage an even greater choice of investments.

SELF-DIRECTED BROKERAGE ACCOUNT



The SDBA gives participants access to funds outside of the MERS Investment Menu, including individual stocks, bonds, CDs, over 100 commission free Exchange Traded Funds (ETFs), and more than 13,000 mutual funds — including more than 2,500 No-Load, No-Transaction Fee Mutual Funds (NTF) through TD Ameritrade. It allows participants the convenience of online trading, the power of innovative research tools, and the support of retirement brokerage specialists.

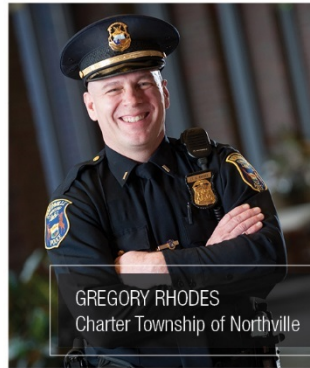
Your participants are eligible to open a SDBA once their account balance exceeds \$5,000, which is the minimum amount that must be maintained in the MERS standard investment options on the Defined Contribution Investment Menu. Once established, participants may transfer any amount beyond the \$5,000 to the SDBA.



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Cost Structure

Cost Structure

The Township will not incur any direct fees or expenses for the services in this proposal; all costs are paid by participants. MERS operates on a not-for-profit basis and offers participants a straightforward cost structure.



Because MERS operates on a not-for-profit basis, the MERS Defined Contribution is offered at no cost to employers, and participants pay only the cost to administer the plan

One of the greatest benefits of MERS is our ability to “pool” assets for investment purposes. Our members and participants benefit from the economies of scale and low administrative costs that come with being part of a large pool of assets. This creates tremendous buying power and helps reduce the overall fees for participants by negotiating rates that individuals would not be able to negotiate on their own. **Our current weighted average fund cost is just 0.43%.**

Our fund sheets are readily available on our website and clearly disclose our low fees and recordkeeping expenses.

Sample Cost and Expense Information

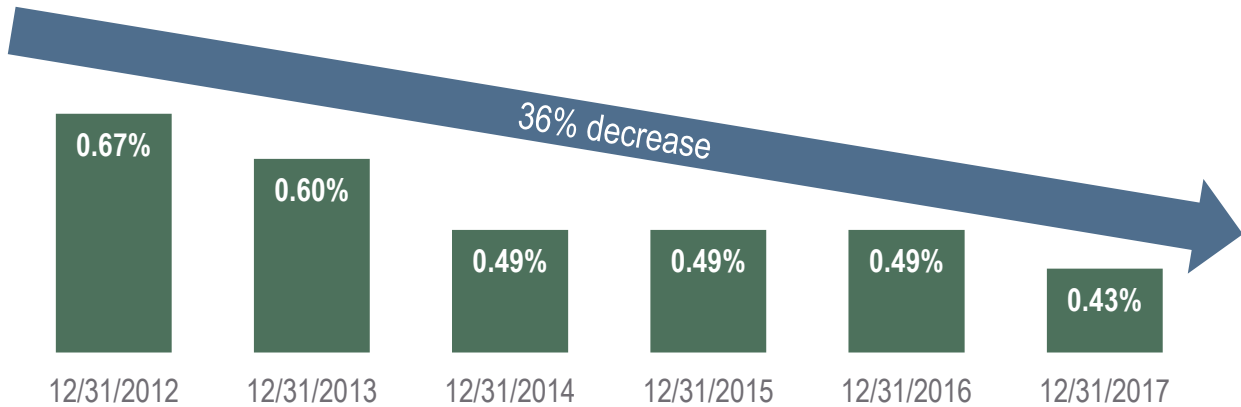
Real Estate Stock Fund (as of 6/30/2018)

<div style="font-size: 4em; font-weight: bold; margin-left: 10px;">1</div> <div style="font-size: 3em; font-weight: bold; margin-left: 10px;">2</div> <div style="font-size: 3em; font-weight: bold; margin-left: 10px;">3</div>	MERS Operating Costs: Costs to run the day-to-day operations of the plan, which include legal, accounting, auditing, compliance, printing and overhead costs.	0.15%
	Custody and Recordkeeping Costs: Costs related to bookkeeping, settling trade activity, and holding assets in custody at a bank.	0.15%
	Investment Management Expense: All costs incurred in the overall management of the fund. The Investment Management Expense varies based on the level of assets. As assets increase, the Investment Management Expense is expected to decline.	0.96%
	Fund Company Rebate: The Fund Company Rebate is a reimbursement from the fund company for services provided by our recordkeeper.	-0.45%
	Total Annual Operating Expense: The Total Annual Operating Expense reduces the rate of return of the investment option. A Total Annual Operating Expense of 0.81% means that for every \$1,000 invested in the fund, a participant is charged \$8.10 in fees a year.	0.81%

- 1** MERS clearly discloses the fees charged for custodial, recordkeeping, operating and investment management costs, following the Department of Labor guidelines
- 2** MERS charges the same administrative and recordkeeping fees on each of our professionally managed portfolios
- 3** MERS reimburses all revenue sharing received from outside mutual funds directly to participants

MERS Has a History of Cost Reduction

As MERS continues to grow, the costs to our members continues to decrease. As a not-for-profit organization, we are proud of our history of reducing expenses on behalf of our members.



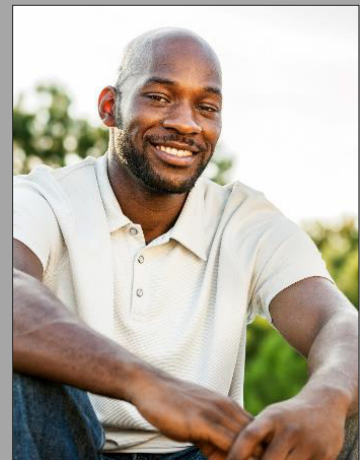
The MERS weighted average fund cost is determined by the percentage of assets participants invest in each fund offered on the MERS Defined Contribution Plan and MERS 457 Program Investment Menu.

Why Do Fees Matter?

Lower costs can make a big difference on a participant’s account balance over time. Using the Township’s current fund line up and asset allocation (as of June 30, 2018), the following hypothetical example shows just how much difference plan expenses can make:

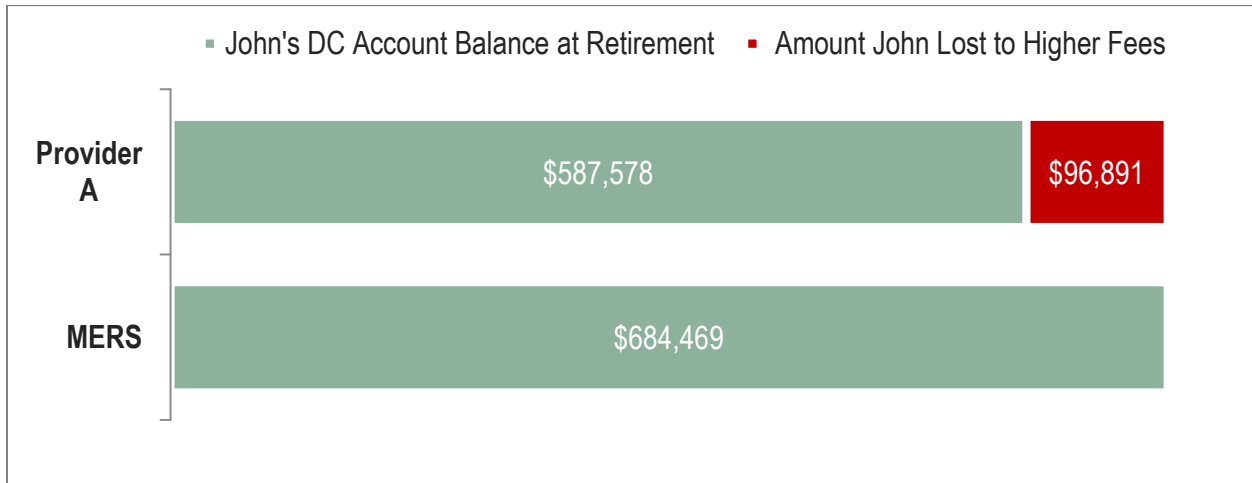
Meet John:

- John is 30 years old
- He currently makes \$40,000/year, with 2% annual salary increases
- His retirement account currently has a balance of \$5,000
- John’s employer will make bi-weekly contributions of 12% of his pay into his DC account
- He expects a 7% investment return before factoring in investment expenses
- John plans to retire at age 62
- He plans to take equal monthly payments for 28 years during his retirement (until age 90), at which time his account will be depleted
- He anticipates a lower investment return of 5% during his retirement before factoring in investment expenses



Impact of Fees on John's Account Growth

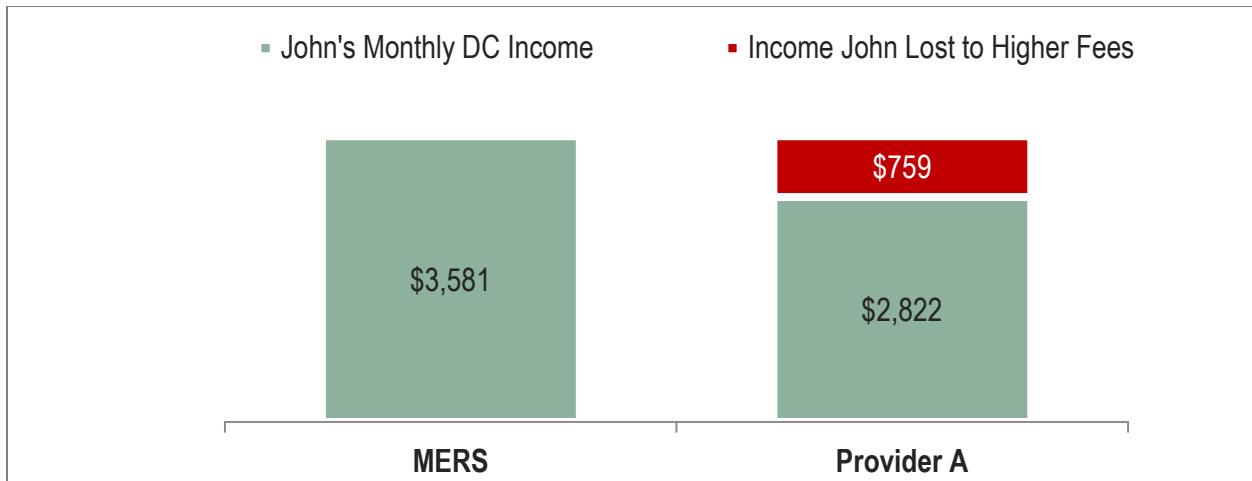
After factoring in a 1% difference fund costs, John's investments **would earn 16% more by investing with MERS.**



Weighted Average Expense Ratios: John Hancock – 1.24%; MERS – 0.48%.

Impact of Fees on John's Retirement Income

In this same comparison, MERS low fund costs would **provide 27% more in monthly income during retirement!**



Weighted Average Expense Ratios: John Hancock – 1.24%; MERS – 0.48%.

Note: MERS fund costs include all administrative and recordkeeping expenses. If participants are charged separate administrative and/or recordkeeping fees by the Township's current provider, they are not reflected in this cost comparison and would further reduce participant account balance.

A complete provider cost comparison with detailed assumptions and supporting data is included as Attachment A – Provider Cost Comparison.

The table below shows the Total Annual Expense, effective June 30, 2018, for each of the funds available under the MERS Defined Contribution Plan.

MERS Investment Option	Investment Style	Investment Management Expense ¹	Fund Rebate ²	Record-keeping Costs ³	MERS Operating Costs ⁴	Total Annual Expense
2005 Retirement Strategy	Target-Date	0.12%	0.00%	0.15%	0.15%	0.42%
2010 Retirement Strategy	Target-Date	0.12%	0.00%	0.15%	0.15%	0.42%
2015 Retirement Strategy	Target-Date	0.12%	0.00%	0.15%	0.15%	0.42%
2020 Retirement Strategy	Target-Date	0.13%	0.00%	0.15%	0.15%	0.43%
2025 Retirement Strategy	Target-Date	0.13%	0.00%	0.15%	0.15%	0.43%
2030 Retirement Strategy	Target-Date	0.13%	0.00%	0.15%	0.15%	0.43%
2035 Retirement Strategy	Target-Date	0.13%	0.00%	0.15%	0.15%	0.43%
2040 Retirement Strategy	Target-Date	0.13%	0.00%	0.15%	0.15%	0.43%
2045 Retirement Strategy	Target-Date	0.12%	0.00%	0.15%	0.15%	0.42%
2050 Retirement Strategy	Target-Date	0.12%	0.00%	0.15%	0.15%	0.42%
2055 Retirement Strategy	Target-Date	0.12%	0.00%	0.15%	0.15%	0.42%
2060 Retirement Strategy	Target-Date	0.12%	0.00%	0.15%	0.15%	0.42%
MERS Global Stock Portfolio (100/0)	Target Risk	0.38%	0.00%	0.15%	0.15%	0.68%
MERS Capital Appreciation Portfolio (80/20)	Target Risk	0.27%	0.00%	0.15%	0.15%	0.57%
MERS Established Market Portfolio (60/40)	Target Risk	0.25%	0.00%	0.15%	0.15%	0.55%
MERS Total Market Portfolio	Target Risk	0.32%	0.00%	0.15%	0.15%	0.62%
MERS Balanced Income Portfolio (40/60)	Target Risk	0.24%	0.00%	0.15%	0.15%	0.54%
MERS Capital Preservation Portfolio (20/80)	Target Risk	0.18%	0.00%	0.15%	0.15%	0.48%
MERS Diversified Bond Portfolio (0/100)	Target Risk	0.20%	0.00%	0.15%	0.15%	0.50%
Large Cap Stock Index	US Stocks	0.05%	0.00%	0.15%	0.15%	0.35%
Mid Cap Stock Index	US Stocks	0.05%	0.00%	0.15%	0.15%	0.35%
Small Cap Stock Index	US Stocks	0.05%	0.00%	0.15%	0.15%	0.35%
International Stock Index	Foreign Stocks	0.09%	0.00%	0.15%	0.15%	0.39%
Emerging Market Stock	Foreign Stocks	0.91%	0.00%	0.15%	0.15%	1.21%
Real Estate Stock	Real Estate	0.96%	-0.45%	0.15%	0.15%	0.81%
Stable Value	Stable Value	0.30%	0.00%	0.15%	0.15%	0.60%
Short-Term Income	Low-Duration	0.05%	0.00%	0.15%	0.15%	0.35%
Bond Index	Bonds	0.15%	0.00%	0.15%	0.15%	0.45%
High Yield Bond	Bonds	0.55%	0.00%	0.15%	0.15%	0.85%

¹The Investment Management Expense: All costs incurred in the overall management of the fund. This cost varies based on the level of assets. As assets increase, the Investment Management Expense is expected to decline.

²The Fund Company Rebate: A reimbursement from the fund company for services provided by the Recordkeeper.

³Custody and Recordkeeping Costs: The costs related to bookkeeping, settling trade activity, and holding assets in custody at a bank.

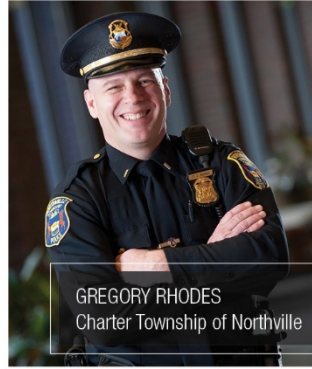
⁴MERS Operating Costs: The costs to run the day-to-day operations of the plan, which include legal, accounting, auditing, compliance, printing, and overhead costs.



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Charter Township of Northville

Ongoing Education and Resources

Ongoing Education and Resources

Participant Education

Providing superior service means being committed to helping your employees reach their retirement goals. We actively engage with plan participants throughout their careers and provide ongoing, customized educational opportunities that will provide your employees the information they need to plan for a financially secure retirement. MERS will work closely with the Township to design, develop and implement our employee education programs on a schedule that meets the Township's needs. We understand that each municipality has unique needs and are able to provide training outside of standard business hours, if needed.

While educating participants about how their MERS retirement plans work is a primary goal, we recognize that participants who are struggling with day-to-day expenses have a hard time planning ahead for retirement. This has led MERS to place an increased emphasis on promoting overall financial wellness.

MERS takes a multi-channel approach to providing education to participants, ensuring that we offer opportunities that appeal to a wide variety of participants, each with a preferred learning method.

Face-to-Face Learning

On-site Education – Our Benefit Education Specialists provide on-site education to participants, both via group presentations and in a one-on-one setting. As a Certified Financial Education Instructor, Leah Flores will deliver reliable, plan-level information that enables participants to better understand their current benefits, as well as the investment options available under the MERS investment menu.

Group Education – On a quarterly basis, MERS holds regional Pizza & Planning seminars on a variety of topics that are open to all MERS participants and their spouses. Attendees enjoy free pizza while learning more about preparing for retirement and improving their overall financial wellness.

Service Center – The MERS Service Center is open Monday – Friday from 8:30 a.m. – 5:00 p.m. EST. Our highly trained Customer Service Analysts handle most initial inquiries, including help with participant online account information. In addition, participants can schedule one-on-one visits to be held either over the phone or at the MERS office, located in Lansing.

Annual Conference – MERS holds an Annual Conference in the fall of every year at various locations throughout the state. The participants attending the conference have the opportunity to learn about the individual products MERS offers and can attend educational sessions on topics related to retirement, investments and financial wellness.

Online Resources

myMERS – Through their individual myMERS accounts, participants enjoy convenient online access to account details, electronic statements, beneficiary information, publications, forms, and much more. MERS provides resources to help participants understand and monitor their accounts, including a personalized rate of return calculation, access to each fund's performance and fee details, and calculators to assess their retirement needs.



Videos – MERS has created a number of videos to help participants understand complex topics such as how their retirement plans work and how target date funds diversify investments and automatically adjust asset allocation over time. Our Retirement Strategies video won a 2017 Eddy Award from *Pensions & Investments* for best-in-class participant education.



Webinars – Live and pre-recorded “Quick Bite” webinars are available on our website. Current topics include Basics of Investing, Making Your Money Work for You, Monitoring and Managing Your Portfolio, Health Care in Retirement, Estate Planning, Using Your Retirement Account and Navigating Social Security and more.

Social Media – Our social media platforms on Facebook, LinkedIn and Twitter reach participants through timely and educational posts and interactive conversations. In addition, MERS uses Facebook Live to provide participants with opportunities to have their questions answered by subject matter experts about topics such as investments, Social Security and retirement planning.

CentsAbility Blog – Our CentsAbility blog offers participants a wealth of resources to help them prepare for their financial future, with short articles written in plain language on topics such as investments, budgeting, debt management and retirement planning.

Snapshot Report – MERS takes a proactive approach to helping participants achieve their financial goals with a truly comprehensive retirement readiness platform. Active participants in a MERS retirement plan (such as the MERS Defined Benefit Plan or Defined Contribution Plan) will receive a retirement readiness “Snapshot” report in the mail. This customized report will show how their projected income from their MERS retirement plan(s), along with estimated Social Security income, will work together to provide income in retirement. The easy-to-read report shows participants how financially prepared they are for retirement.



Full Picture Report – Participants are encouraged to go online and create their Full Picture report through their secure myMERS online account. Each individual’s MERS plan information is pre-populated. In addition, participants can add in other data such as a spouse’s information and any non-MERS account information. The Full Picture Report will show a comprehensive picture of the participant’s level of retirement readiness, along with suggestions on how to achieve their retirement goals if they are not on track to do so.



Risk Advisor – Within the Full Picture report builder is an interactive Risk Advisor to help participants determine personal investment risk tolerance. Free online investment guidance is offered, helping participants chose the MERS investments that will help them best meet their financial goals while allowing for their appetite for risk.

Participant Outreach

New Participants - New participants receive a welcome letter with access to a wealth of resources to learn about their plan and benefits, a sampling of which includes: a new participant welcome video, a detailed participant handbook, online calculators and instructions for accessing their online myMERS account.

Statements - MERS provides both active and terminated participants with a combined quarterly statement that details activity on all their MERS accounts including contributions, investments and growth.

In addition to the current account balance, participants can see their projected account balance and estimated monthly withdrawal at retirement, which helps them to see how their MERS retirement plan(s) will provide income in retirement. A full statement history is available electronically to both participants and employers, with paper copies mailed to those participants who have not opted out of paper statements.

Direct Mail Outreach – Our quarterly postcard and email campaign delivers financial and investment education right to participants' mail boxes. The eye-catching themes focus on a variety of topics including: setting retirement goals, determining an appropriate retirement savings rate, and understanding how much seemingly small fees can add up! Our participant outreach campaign won a *Pensions & Investments* Eddy Award two years in a row (2017 and 2018) for best-in-class participant education.



Employer Resources

Employer Events

Member Roundtables - Keeping employers informed on timely issues is an important part of the superior service MERS provides. Each quarter, MERS offers a free, local, educational event called Morning Break with MERS. Held at member municipalities throughout the state, these events cover topics relevant to employers and provide an opportunity for roundtable discussion with municipal peers.

Annual Conference - MERS Annual Conference provides employers with an opportunity to learn about the many products and services MERS offers as well as other subjects related to retirement benefits, financial stability, program administration and more. The conference is held in the fall of every year at various locations throughout the state.

Online Resources

As an employer, you will have online access to the MERS Employer Portal to report wages and service credit, make payroll changes, and access a library of resources. In addition, your municipality will have the ability to generate a report on demand that summarizes relevant plan metrics (as of the close of business the previous day) either in aggregate or by division, including:

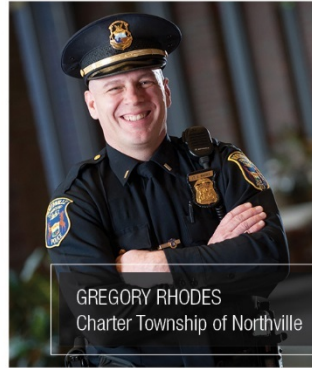
- Plan balance
- Contributions
- Number of participants
- Plan balances by investment type
- Plan balance by source
- Participant status (*active contributing, active not contributing, terminated, etc.*)
- Disbursements (*terminated withdrawal, hardship withdrawal, etc.*)
- Participant balances by age and investment type



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Attachment A – Provider Comparison Data

Attachment A – Provider Comparison Data

Kalamazoo Township’s John Hancock Fund Details: These fund expenses were provided to MERS. The “Expense Ratio” for each fund is shown in the “John Hancock Contract Investment Options” report, as of August 24, 2018. The “JH Services” and “Third Party Services” are Contract Level Charges, as shown in the “Charter Township of Kalamazoo Plan Review, 88607, Data as of April 30, 2018” report.

Funds	Expense Ratio	JH Services	Third Party Services	Total Expense Ratio
JH Multi Idx Income	0.79%	-0.15%	0.40%	1.04%
JH Multi Idx 2020	0.76%	-0.15%	0.40%	1.01%
JH Multi Idx 2025	0.76%	-0.15%	0.40%	1.01%
JH Multi Idx 2030	0.77%	-0.15%	0.40%	1.02%
JH Multi Idx 2035	0.77%	-0.15%	0.40%	1.02%
JH Multi Idx 2040	0.77%	-0.15%	0.40%	1.02%
JH Multi Idx 2045	0.78%	-0.15%	0.40%	1.03%
JH Multi Idx 2050	0.79%	-0.15%	0.40%	1.04%
JH Multi Idx 2055	0.79%	-0.15%	0.40%	1.04%
JH Multi Idx 2060	0.78%	-0.15%	0.40%	1.03%
JH MM 2010	0.97%	-0.15%	0.40%	1.22%
JH MM 2015	0.98%	-0.15%	0.40%	1.23%
JH MM 2020	0.98%	-0.15%	0.40%	1.23%
JH MM 2025	0.98%	-0.15%	0.40%	1.23%
JH MM 2030	0.98%	-0.15%	0.40%	1.23%
JH MM 2035	1.00%	-0.15%	0.40%	1.25%
JH MM 2040	1.00%	-0.15%	0.40%	1.25%
JH MM 2045	1.00%	-0.15%	0.40%	1.25%
JH MM 2050	1.01%	-0.15%	0.40%	1.26%
JH MM 2055	1.00%	-0.15%	0.40%	1.25%
JH MM 2060	0.99%	-0.15%	0.40%	1.24%
<i>Average Target Date Fund</i>				1.14%
JH MM Aggressive LS	1.13%	-0.15%	0.40%	1.38%
JH MM Growth LS	1.08%	-0.15%	0.40%	1.33%
JH MM Balanced LS	1.05%	-0.15%	0.40%	1.30%
JH MM Moderate LS	1.02%	-0.15%	0.40%	1.27%
JH MM Conservative LS	1.01%	-0.15%	0.40%	1.26%
Frnkln FF Allocation	1.08%	-0.15%	0.40%	1.33%
Frnkln Mtl Beacon	1.13%	-0.15%	0.40%	1.38%
Income Fund of Am	0.89%	-0.15%	0.40%	1.14%
American Balanced	0.88%	-0.15%	0.40%	1.13%
Pax Wrld Balanced	1.11%	-0.15%	0.40%	1.36%
TRP Cap Appr	1.16%	-0.15%	0.40%	1.41%
<i>Average Asset Allocation Fund</i>				1.30%
Aberdeen Intl Eq	1.32%	-0.15%	0.40%	1.57%
AC Heritage	1.26%	-0.15%	0.40%	1.51%
AMG Mngrs FP MC	1.44%	-0.15%	0.40%	1.69%
Baird MC	1.29%	-0.15%	0.40%	1.54%
DFA EM Val	1.17%	-0.15%	0.40%	1.42%
DFA Intl SC Val	1.28%	-0.15%	0.40%	1.53%
DFA Intl Val	1.03%	-0.15%	0.40%	1.28%
DFA US Trgted Val	0.97%	-0.15%	0.40%	1.22%
DFA US SC	0.97%	-0.15%	0.40%	1.22%
DH Sm/Mid Cap	1.32%	-0.15%	0.40%	1.57%
D&C Intl Stk	1.13%	-0.15%	0.40%	1.38%
EuroPacific Gr	1.08%	-0.15%	0.40%	1.33%
FA Lvrqd Co Stk	1.16%	-0.15%	0.40%	1.41%

Funds	Expense Ratio	JH Services	Third Party Services	Total Expense Ratio
Financial Ind	1.05%	-0.15%	0.40%	1.30%
Frnkln Sm-Mid Gr	1.05%	-0.15%	0.40%	1.30%
Harbor MC Val	1.34%	-0.15%	0.40%	1.59%
Intl Eq Idx	0.76%	-0.15%	0.40%	1.01%
Intl SC	1.21%	-0.15%	0.40%	1.46%
Intl Val	1.02%	-0.15%	0.40%	1.27%
Inves Intl Gr	1.24%	-0.15%	0.40%	1.49%
Inves SC Gr	1.07%	-0.15%	0.40%	1.32%
IShares Gold	0.91%	-0.15%	0.40%	1.16%
iShares EAFE Gr	1.06%	-0.15%	0.40%	1.31%
iShares EAFE Val	1.05%	-0.15%	0.40%	1.30%
JH Disc Val Intl	1.08%	-0.15%	0.40%	1.33%
JH Disc Val MC	0.93%	-0.15%	0.40%	1.18%
JH Intl Gr	1.03%	-0.15%	0.40%	1.28%
JPM Intrpd MC	1.24%	-0.15%	0.40%	1.49%
JPM MC Val	1.25%	-0.15%	0.40%	1.50%
Keeley SC Val	1.50%	-0.15%	0.40%	1.75%
Lazrd Intl Eq	1.21%	-0.15%	0.40%	1.46%
LA Val Opps	1.25%	-0.15%	0.40%	1.50%
MC Idx	0.67%	-0.15%	0.40%	0.92%
MC Stk	1.03%	-0.15%	0.40%	1.28%
MC Val	1.15%	-0.15%	0.40%	1.40%
Natural Res	1.13%	-0.15%	0.40%	1.38%
New Opps	1.08%	-0.15%	0.40%	1.33%
New Wrld	1.24%	-0.15%	0.40%	1.49%
Nrthn EM Eq Idx	0.75%	-0.15%	0.40%	1.00%
Nrthn SC Val	1.21%	-0.15%	0.40%	1.46%
Opp Dev Mrkt	1.42%	-0.15%	0.40%	1.67%
Oppr Intl Gr	1.20%	-0.15%	0.40%	1.45%
PIMCO Cmdty RR Str	1.34%	-0.15%	0.40%	1.59%
PruJen MC Gr	1.14%	-0.15%	0.40%	1.39%
Real Est Sec	0.90%	-0.15%	0.40%	1.15%
Royce Opp	1.58%	-0.15%	0.40%	1.83%
Royce Penn	1.32%	-0.15%	0.40%	1.57%
Sci & Tech	1.25%	-0.15%	0.40%	1.50%
SC	1.22%	-0.15%	0.40%	1.47%
SC Idx	0.69%	-0.15%	0.40%	0.94%
SC Val	1.26%	-0.15%	0.40%	1.51%
Sm Co Val	1.38%	-0.15%	0.40%	1.63%
SMALLCAP Wrld	1.29%	-0.15%	0.40%	1.54%
TRP Overseas	1.27%	-0.15%	0.40%	1.52%
TRP Sci & Tech	1.25%	-0.15%	0.40%	1.50%
TRP SC Val	1.36%	-0.15%	0.40%	1.61%
Tocqueville Gold	1.49%	-0.15%	0.40%	1.74%
Undscvrd Mngr Behvr	1.49%	-0.15%	0.40%	1.74%
VG Energy	0.90%	-0.15%	0.40%	1.15%
VG Explorer	0.92%	-0.15%	0.40%	1.17%
VG MC Gr	0.73%	-0.15%	0.40%	0.98%
VG MC Val	0.73%	-0.15%	0.40%	0.98%
VG SC Gr Idx	0.67%	-0.15%	0.40%	0.92%
VG SC Val Idx	0.67%	-0.15%	0.40%	0.92%
WF Sm Co	1.38%	-0.15%	0.40%	1.63%
Wisdom Tr MC Div	1.04%	-0.15%	0.40%	1.29%
Wisdom Tr MC Emrgs	1.04%	-0.15%	0.40%	1.29%
Wisdom Tr SC Div	1.04%	-0.15%	0.40%	1.29%
500 Index	0.64%	-0.15%	0.40%	0.89%
BR Basic Val	0.89%	-0.15%	0.40%	1.14%

Funds	Expense Ratio	JH Services	Third Party Services	Total Expense Ratio
BR Global	1.15%	-0.15%	0.40%	1.40%
Blue Chip Gr	0.95%	-0.15%	0.40%	1.20%
Cap Appr	0.90%	-0.15%	0.40%	1.15%
Cap Inc Builder	0.89%	-0.15%	0.40%	1.14%
Cap Wrld Gr & Inc	1.04%	-0.15%	0.40%	1.29%
CB Aggr Gr	1.22%	-0.15%	0.40%	1.47%
D&C Stk	1.02%	-0.15%	0.40%	1.27%
Domini Impact Eq	1.29%	-0.15%	0.40%	1.54%
Eq Inc	0.94%	-0.15%	0.40%	1.19%
FA Div Stk	0.94%	-0.15%	0.40%	1.19%
FA New Insights	1.03%	-0.15%	0.40%	1.28%
Fid Contra	1.09%	-0.15%	0.40%	1.34%
Frnkln Mtl Gbl Disc	1.31%	-0.15%	0.40%	1.56%
Fndmntl All Cap Core	0.87%	-0.15%	0.40%	1.12%
Fndmntl Investr	0.90%	-0.15%	0.40%	1.15%
Fndmntl LC Val	0.85%	-0.15%	0.40%	1.10%
Ivy Asset Strtgy	1.22%	-0.15%	0.40%	1.47%
JanusHend Gbl Life Sci	1.27%	-0.15%	0.40%	1.52%
JH Disciplnd Val	0.89%	-0.15%	0.40%	1.14%
JPM LC Gr	1.04%	-0.15%	0.40%	1.29%
JPM US Eq	0.94%	-0.15%	0.40%	1.19%
Mass Invstr	0.82%	-0.15%	0.40%	1.07%
MFS Val	0.94%	-0.15%	0.40%	1.19%
New Perspctv	1.04%	-0.15%	0.40%	1.29%
Oppr Gbl	1.24%	-0.15%	0.40%	1.49%
Parnassus Core Eq	1.12%	-0.15%	0.40%	1.37%
Sit Div Gr	0.90%	-0.15%	0.40%	1.15%
TRP Eq Inc	1.10%	-0.15%	0.40%	1.35%
TRP Hlth Sci	1.22%	-0.15%	0.40%	1.47%
Tmpltn Wrld	1.15%	-0.15%	0.40%	1.40%
Gr Fund of Am	0.93%	-0.15%	0.40%	1.18%
Invstmnt Co of Am	0.90%	-0.15%	0.40%	1.15%
Ttl Stk Mkt Idx	0.69%	-0.15%	0.40%	0.94%
US Gr	1.03%	-0.15%	0.40%	1.28%
Utilities	1.05%	-0.15%	0.40%	1.30%
VG Gr Idx	0.65%	-0.15%	0.40%	0.90%
VG Ttl Wld Stk Idx	0.76%	-0.15%	0.40%	1.01%
VG Val Idx	0.65%	-0.15%	0.40%	0.90%
Victory Divrsfd Stk	1.15%	-0.15%	0.40%	1.40%
Wash Mtl Invstrs	0.89%	-0.15%	0.40%	1.14%
Average Stock Fund				1.33%
Cap Wrld Bd	1.14%	-0.15%	0.40%	1.39%
Fedrted Instl HY Bd	1.05%	-0.15%	0.40%	1.30%
Floating Rate Inc	0.92%	-0.15%	0.40%	1.17%
Gbl Bd	0.94%	-0.15%	0.40%	1.19%
High Yld	0.90%	-0.15%	0.40%	1.15%
JH Alt Asst	1.63%	-0.15%	0.40%	1.88%
JH Shrt Dur Crdt Ops	0.94%	-0.15%	0.40%	1.19%
MFS EM Dbt	1.19%	-0.15%	0.40%	1.44%
Oppr Intl Bd	1.10%	-0.15%	0.40%	1.35%
Pydn/Krvtz CB Plan	1.35%	-0.15%	0.40%	1.60%
PIMCO All Asset All Auth	1.80%	-0.15%	0.40%	2.05%
PIMCO All Asset	1.47%	-0.15%	0.40%	1.72%
PIMCO Gbl Bd	1.15%	-0.15%	0.40%	1.40%
Strat Inc Opps	0.84%	-0.15%	0.40%	1.09%
TRP Spectrum Inc	1.10%	-0.15%	0.40%	1.35%
Tmpltn Gbl Bd	1.06%	-0.15%	0.40%	1.31%

Funds	Expense Ratio	JH Services	Third Party Services	Total Expense Ratio
US HY Bd	0.96%	-0.15%	0.40%	1.21%
Core Bd	0.77%	-0.15%	0.40%	1.02%
DFA Infl Prt Sec	0.72%	-0.15%	0.40%	0.97%
FA Ttl Bd	0.85%	-0.15%	0.40%	1.10%
JH Bd	0.79%	-0.15%	0.40%	1.04%
JPM Core Bd	0.85%	-0.15%	0.40%	1.10%
PIMCO RI Rtn	1.05%	-0.15%	0.40%	1.30%
RI Rtn Bd	0.86%	-0.15%	0.40%	1.11%
Ttl Bd Mrkt	0.68%	-0.15%	0.40%	0.93%
US Gov Sec	0.86%	-0.15%	0.40%	1.11%
LA Shrt Dur Inc	0.79%	-0.15%	0.40%	1.04%
Money Mrkt	0.67%	-0.15%	0.40%	0.92%
TRP Shrt Trm Bd	0.91%	-0.15%	0.40%	1.16%
VG Shrt trm Fed	0.70%	-0.15%	0.40%	0.95%
<i>Average Fixed Income Fund</i>				1.25%
Arithmetic Average Fund Expense--ALL FUNDS				1.29%

Asset-Weighted Average Expense Calculation: This is derived from multiplying the corresponding Total Expense Ratio (Shown in the table above) of each fund by the percentage of assets held in each fund. Additional notes:

- 1) The amount invested in each fund was provided to MERS with Kalamazoo Township’s “Employer Financial Statement for the Period: 4/1/2018 to 6/30/2018” report.
- 2) The John Hancock funds are mapped to the closest “like-style” asset class available on the MERS investment menu, as shown in the corresponding appendix.
- 3) The fees reflected for MERS funds include all operating, custody, recordkeeping, and investment management expense charged by MERS, as of June 30, 2018.

John Hancock Funds	Plan Assets	% Assets	Fund Expense	Weighted Expense	MERS Funds	Fund Expense	Weighted Expense
JH Multi Idx Income	\$81,486	1.5%	1.04%	0.02%	2005 Retirement Strategy	0.42%	0.01%
JH Multi Idx 2020	\$348,745	6.4%	1.01%	0.06%	2020 Retirement Strategy	0.43%	0.03%
JH Multi Idx 2025	\$4,916	0.1%	1.01%	0.00%	2025 Retirement Strategy	0.43%	0.00%
JH Multi Idx 2040	\$2,409	0.0%	1.02%	0.00%	2040 Retirement Strategy	0.43%	0.00%
JH Multi Idx 2045	\$603	0.0%	1.03%	0.00%	2045 Retirement Strategy	0.42%	0.00%
JH Multi Idx 2050	\$1,603	0.0%	1.04%	0.00%	2050 Retirement Strategy	0.42%	0.00%
JH Multi Idx 2060	\$38	0.0%	1.03%	0.00%	2060 Retirement Strategy	0.42%	0.00%
JH MM 2040	\$24,807	0.5%	1.25%	0.01%	2040 Retirement Strategy	0.43%	0.00%
JH MM 2055	\$7,691	0.1%	1.25%	0.00%	2055 Retirement Strategy	0.42%	0.00%
JH MM Aggressive LS	\$314,539	5.8%	1.38%	0.08%	MERS Gbl Stk Portfolio	0.68%	0.04%
JH MM Growth LS	\$399,840	7.3%	1.33%	0.10%	MERS Cap Appr Portfolio	0.56%	0.04%
JH MM Balanced LS	\$1,284,618	23.5%	1.30%	0.31%	MERS Est Mrkt Portfolio	0.55%	0.13%
JH MM Moderate LS	\$22,239	0.4%	1.27%	0.01%	MERS Bal Inc Portfolio	0.53%	0.00%
JH MM Conservative LS	\$90,416	1.7%	1.26%	0.02%	MERS Cap Pres Portfolio	0.48%	0.01%
Fmkln FF Allocation	\$1,051	0.0%	1.33%	0.00%	MERS Bal Inc Portfolio	0.53%	0.00%
Fmkln Mtl Beacon	\$20,988	0.4%	1.38%	0.01%	MERS Est Mrkt Portfolio	0.55%	0.00%
American Balanced	\$66,725	1.2%	1.13%	0.01%	MERS Cap Appr Portfolio	0.56%	0.01%
TRP Cap Appr	\$2,643	0.0%	1.41%	0.00%	MERS Cap Appr Portfolio	0.56%	0.00%
AC Heritage	\$17,789	0.3%	1.51%	0.00%	Mid Cap Stock Index	0.35%	0.00%
DFA EM Val	\$10,763	0.2%	1.42%	0.00%	Emerging Market Stock	1.21%	0.00%
DFA Intl Val	\$7,601	0.1%	1.28%	0.00%	International Stock Index	0.39%	0.00%
EuroPacific Gr	\$16,814	0.3%	1.33%	0.00%	International Stock Index	0.39%	0.00%
Fmkln Sm-Mid Gr	\$8,420	0.2%	1.30%	0.00%	Mid Cap Stock Index	0.35%	0.00%
Intl Val	\$7,500	0.1%	1.27%	0.00%	International Stock Index	0.39%	0.00%
Inves SC Gr	\$73,872	1.4%	1.32%	0.02%	Small Cap Stock Index	0.35%	0.00%
JPM MC Val	\$9,680	0.2%	1.50%	0.00%	Mid Cap Stock Index	0.35%	0.00%
LA Val Opps	\$1,493	0.0%	1.50%	0.00%	Mid Cap Stock Index	0.35%	0.00%
MC Idx	\$72,398	1.3%	0.92%	0.01%	Mid Cap Stock Index	0.35%	0.00%
MC Stk	\$23,852	0.4%	1.28%	0.01%	Mid Cap Stock Index	0.35%	0.00%
MC Val	\$3,626	0.1%	1.40%	0.00%	Mid Cap Stock Index	0.35%	0.00%
Opp Dev Mrkt	\$45,258	0.8%	1.67%	0.01%	Emerging Market Stock	1.21%	0.01%
PruJen MC Gr	\$2,475	0.0%	1.39%	0.00%	Mid Cap Stock Index	0.35%	0.00%
Real Est Sec	\$2	0.0%	1.15%	0.00%	Real Estate Stock	0.81%	0.00%
Sci & Tech	\$335	0.0%	1.50%	0.00%	Small Cap Stock Index	0.35%	0.00%
SC	\$27	0.0%	1.47%	0.00%	Small Cap Stock Index	0.35%	0.00%
SC Idx	\$10,912	0.2%	0.94%	0.00%	Small Cap Stock Index	0.35%	0.00%
SC Val	\$45	0.0%	1.51%	0.00%	Small Cap Stock Index	0.35%	0.00%
Sm Co Val	\$3,587	0.1%	1.63%	0.00%	Small Cap Stock Index	0.35%	0.00%
TRP Sci & Tech	\$623,179	11.4%	1.50%	0.17%	Small Cap Stock Index	0.35%	0.04%
VG Energy	\$43,704	0.8%	1.15%	0.01%	Small Cap Stock Index	0.35%	0.00%
VG Explorer	\$69	0.0%	1.17%	0.00%	Small Cap Stock Index	0.35%	0.00%
VG MC Gr	\$68	0.0%	0.98%	0.00%	Mid Cap Stock Index	0.35%	0.00%
VG MC Val	\$45	0.0%	0.98%	0.00%	Mid Cap Stock Index	0.35%	0.00%
500 Index	\$436,536	8.0%	0.89%	0.07%	Large Cap Stock Index	0.35%	0.03%
BR Global	\$4,272	0.1%	1.40%	0.00%	MERS Gbl Stk Portfolio	0.68%	0.00%
Blue Chip Gr	\$3,779	0.1%	1.20%	0.00%	Large Cap Stock Index	0.35%	0.00%

Cap Appr	\$39,223	0.7%	1.15%	0.01%	Large Cap Stock Index	0.35%	0.00%
CB Aggr Gr	\$1,188	0.0%	1.47%	0.00%	Large Cap Stock Index	0.35%	0.00%
Fid Contra	\$333,142	6.1%	1.34%	0.08%	Large Cap Stock Index	0.35%	0.02%
Fmkln Mtl Gbl Disc	\$38,476	0.7%	1.56%	0.01%	MERS Gbl Stk Portfolio	0.68%	0.00%
Fndmntl All Cap Core	\$269,668	4.9%	1.12%	0.06%	Large Cap Stock Index	0.35%	0.02%
Fndmntl LC Val	\$39,699	0.7%	1.10%	0.01%	Large Cap Stock Index	0.35%	0.00%
Ivy Asset Strtgy	\$1,497	0.0%	1.47%	0.00%	MERS Gbl Stk Portfolio	0.68%	0.00%
JH Discplnd Val	\$2,371	0.0%	1.14%	0.00%	Large Cap Stock Index	0.35%	0.00%
JPM LC Gr	\$3,153	0.1%	1.29%	0.00%	Large Cap Stock Index	0.35%	0.00%
Parnassus Core Eq	\$45	0.0%	1.37%	0.00%	Large Cap Stock Index	0.35%	0.00%
Sit Div Gr	\$46	0.0%	1.15%	0.00%	Large Cap Stock Index	0.35%	0.00%
TRP Eq Inc	\$18,290	0.3%	1.35%	0.00%	Large Cap Stock Index	0.35%	0.00%
TRP Hlth Sci	\$51,182	0.9%	1.47%	0.01%	Small Cap Stock Index	0.35%	0.00%
Invstmnt Co of Am	\$19,739	0.4%	1.15%	0.00%	Large Cap Stock Index	0.35%	0.00%
Ttl Stk Mkt Idx	\$24,503	0.4%	0.94%	0.00%	Large Cap Stock Index	0.35%	0.00%
VG Gr Idx	\$26,756	0.5%	0.90%	0.00%	Large Cap Stock Index	0.35%	0.00%
VG Val Idx	\$46	0.0%	0.90%	0.00%	Large Cap Stock Index	0.35%	0.00%
Cap Wrld Bd	\$678	0.0%	1.39%	0.00%	MERS Div Bond Portfolio	0.50%	0.00%
Gbl Bd	\$949	0.0%	1.19%	0.00%	MERS Div Bond Portfolio	0.50%	0.00%
High Yld	\$80,214	1.5%	1.15%	0.02%	High Yield Bond	0.85%	0.01%
Oppr Intl Bd	\$705	0.0%	1.35%	0.00%	MERS Div Bond Portfolio	0.50%	0.00%
PIMCO All Asset	\$1,978	0.0%	1.72%	0.00%	MERS Div Bond Portfolio	0.50%	0.00%
Strat Inc Opps	\$36,320	0.7%	1.09%	0.01%	MERS Div Bond Portfolio	0.50%	0.00%
TRP Spectrum Inc	\$60,465	1.1%	1.35%	0.01%	MERS Div Bond Portfolio	0.50%	0.01%
FA Ttl Bd	\$87,287	1.6%	1.10%	0.02%	MERS Div Bond Portfolio	0.50%	0.01%
RI Rtn Bd	\$711	0.0%	1.11%	0.00%	MERS Div Bond Portfolio	0.50%	0.00%
US Gov Sec	\$36,293	0.7%	1.11%	0.01%	MERS Div Bond Portfolio	0.50%	0.00%
LA Shrt Dur Inc	\$34,832	0.6%	1.04%	0.01%	Short-Term Income	0.35%	0.00%
Money Mrkt	\$147,452	2.7%	0.92%	0.02%	Stable Value	0.60%	0.02%
Plan Totals (without 10 Year Comp)	\$5,460,368	100.0%	-	1.24%	MERS Totals		0.48%
					Difference in Weighted Averages		-0.76%

3 Year Compound (No Information)	\$28,682
5 Year Compound (No Information)	\$2,935
10 Year Compound (No Information)	\$173,683
Plan Totals (with Compound Options)	\$5,665,668

Impact of Fee to Account Growth Calculation: The table below shows the Year-by-Year totals under the assumption that a participant in Kalamazoo Township’s plan currently earns \$40,000 a year, and that the salary is expected to increase at 2% each year. In addition, the participant has a balance of \$5,000 in his account, and that 12% of salary is contributed into his retirement account on a bi-weekly basis.

Return Assumptions	John Hancock	MERS
Market Return	7.00%	7.00%
Investment Expense	1.24%	0.48%
Net Investment Return	5.76%	6.52%

Age	Salary	DC Contr.	John Hancock			MERS		
			Start	Growth	End	Start	Growth	End
30	\$40,000	\$4,800	\$5,000	\$431	\$10,231	\$5,000	\$490	\$10,290
31	\$40,800	\$4,896	\$10,231	\$744	\$15,871	\$10,290	\$849	\$16,035
32	\$41,616	\$4,994	\$15,871	\$1,081	\$21,946	\$16,035	\$1,239	\$22,267

33	\$42,448	\$5,094	\$21,946	\$1,443	\$28,483	\$22,267	\$1,661	\$29,022
34	\$43,297	\$5,196	\$28,483	\$1,833	\$35,512	\$29,022	\$2,119	\$36,337
35	\$44,163	\$5,300	\$35,512	\$2,253	\$43,064	\$36,337	\$2,614	\$44,251
36	\$45,046	\$5,406	\$43,064	\$2,703	\$51,173	\$44,251	\$3,150	\$52,807
37	\$45,947	\$5,514	\$51,173	\$3,186	\$59,872	\$52,807	\$3,729	\$62,050
38	\$46,866	\$5,624	\$59,872	\$3,704	\$69,201	\$62,050	\$4,355	\$72,029
39	\$47,804	\$5,736	\$69,201	\$4,260	\$79,197	\$72,029	\$5,030	\$82,796
40	\$48,760	\$5,851	\$79,197	\$4,855	\$89,904	\$82,796	\$5,758	\$94,405
41	\$49,735	\$5,968	\$89,904	\$5,493	\$101,365	\$94,405	\$6,543	\$106,916
42	\$50,730	\$6,088	\$101,365	\$6,175	\$113,627	\$106,916	\$7,389	\$120,392
43	\$51,744	\$6,209	\$113,627	\$6,904	\$126,741	\$120,392	\$8,299	\$134,901
44	\$52,779	\$6,333	\$126,741	\$7,685	\$140,759	\$134,901	\$9,279	\$150,514
45	\$53,835	\$6,460	\$140,759	\$8,518	\$155,737	\$150,514	\$10,334	\$167,308
46	\$54,911	\$6,589	\$155,737	\$9,409	\$171,736	\$167,308	\$11,468	\$185,365
47	\$56,010	\$6,721	\$171,736	\$10,360	\$188,817	\$185,365	\$12,687	\$204,774
48	\$57,130	\$6,856	\$188,817	\$11,376	\$207,049	\$204,774	\$13,998	\$225,627
49	\$58,272	\$6,993	\$207,049	\$12,459	\$226,501	\$225,627	\$15,405	\$248,025
50	\$59,438	\$7,133	\$226,501	\$13,615	\$247,248	\$248,025	\$16,917	\$272,074
51	\$60,627	\$7,275	\$247,248	\$14,848	\$269,372	\$272,074	\$18,539	\$297,888
52	\$61,839	\$7,421	\$269,372	\$16,162	\$292,955	\$297,888	\$20,281	\$325,590
53	\$63,076	\$7,569	\$292,955	\$17,563	\$318,087	\$325,590	\$22,150	\$355,308
54	\$64,337	\$7,720	\$318,087	\$19,056	\$344,864	\$355,308	\$24,154	\$387,183
55	\$65,624	\$7,875	\$344,864	\$20,646	\$373,385	\$387,183	\$26,304	\$421,361
56	\$66,937	\$8,032	\$373,385	\$22,340	\$403,757	\$421,361	\$28,608	\$458,002
57	\$68,275	\$8,193	\$403,757	\$24,143	\$436,093	\$458,002	\$31,079	\$497,274
58	\$69,641	\$8,357	\$436,093	\$26,063	\$470,512	\$497,274	\$33,727	\$539,358
59	\$71,034	\$8,524	\$470,512	\$28,106	\$507,142	\$539,358	\$36,564	\$584,445
60	\$72,454	\$8,695	\$507,142	\$30,280	\$546,116	\$584,445	\$39,603	\$632,742
61	\$73,904	\$8,868	\$546,116	\$32,593	\$587,578	\$632,742	\$42,858	\$684,469

Impact of Fee to Retirement Income Calculation: The table below shows the monthly level payment a participant would be able to draw from his account, based on the balance at retirement (age 62) achieved in the table provided above. This equation uses the Time Value of Money (TVM), where PV=Payment; FV=Future Value; PMT=Payment; N=Number of Periods; Rate=Interest Rate per period.

Assumptions	John Hancock	MERS
Balance at Retirement (PV)	\$587,578	\$684,469
Balance after Retirement (FV)	\$0	\$0
Equal Monthly Payment (PMT)	\$2,822	\$3,581
Years of Payments	28	28
Total Monthly Payments (N)	336	336
Market Return	5.00%	5.00%
Average Fee	1.24%	0.48%
Net Investment Return (Rate)	3.76%	4.52%
Annual Income	\$33,859	\$42,972
Total of All Payments	\$948,043	\$1,203,211



This publication contains a summary description of MERS benefits, policies or procedures. MERS has made every effort to ensure that the information provided is accurate and up to date as of the date of publication. If this publication conflicts with the relevant provisions of the Plan Document, the Plan Document Controls, MERS, as a governmental plan, is exempted by state and federal law from registration with the SEC. However, it employs registered investment advisors to manage the trust fund in compliance with Michigan Public Employee Retirement System Investment Act. Past Performance is not a guarantee of future returns. Please make independent investment decisions carefully and seek the assistance of independent experts when appropriate.

The Funds are subject to investment risks from a number of sources, including the management style of the Fund and market volatility. Markets are volatile and can rise or decline significantly in response to company, political, regulatory, market or economic developments. The Funds total return, like securities prices generally, will fluctuate within a wide range. As a result, an investor could lose money over short or even long periods. The Funds are also subject to investment-related risk, which is the chance that returns from companies invested in by the Fund will trail returns from other asset classes or the overall market.

Municipal Employees' Retirement System of Michigan

1134 Municipal Way • Lansing, MI 48917

800.767.MERS (6377) • www.mersofmich.com

**Travel - Conferences and Tuition/Training accounts in the 10-9-18 version of
Kalamazoo Township's 2019 proposed operating budget**

	Dues/Subs/Publ (732.00)	Travel - Conferences (862.00)	Tuition/ Training (960.00)	Total
Board of Trustees:				
Supervisor (171 Fund)	\$ 1,000	\$ 2,500		\$ 3,500
Clerk (215 Fund), consisting of an average \$1,500 for 3 individuals (Clerk, Deputy Clerk, and Elections specialist)		\$ 4,500		\$ 4,500
Treasurer (253 Fund), which consists of the Treasurer and the Deputy-specific needs	\$ 1,000	\$ 6,500		\$ 7,500
Board of Trustees (101 Fund) for four trustees (average \$2,500 total per trustee)	\$ 4,000	\$ 6,000		\$ 10,000

Other Funds:				
Township Manager (175 Fund), which includes the manager and executive assistant	\$ 2,000	\$ 4,000		\$ 6,000
Election (191 Fund)		\$ 100		\$ 100
General Services - Administration (200 Fund)	\$ 8,000	\$ 1,000	\$ 1,000	\$ 10,000
Assessor (209 Fund)	\$ 500	\$ 250	\$ 500	\$ 1,250
Finance (223 Fund) which includes the Finance Administrator and other department staff (but not Deputy-specific responsibilities)	\$ 1,000	\$ 4,000	\$ 2,000	\$ 7,000
Code Enforcement (310 Fund)		\$ 1,000		\$ 1,000
Planning/Zoning (400 Fund), which include Planning & Zoning Administrator, as well as ZBA and Planning Commission members	\$ 360	\$ 500		\$ 860

“SO MOVED!!”

*and Other Things Knowledgeable Township Officials Should
Never do at a Board Meeting!*

Presented by:
Larry Merrill, Executive Director
Michigan Townships Association



2018 MTA “On the Road”

Board Cultures Vary and Shape How Meetings are Conducted

Not all board cultures are okay.

Appropriate board procedures:

- Accomplish the objectives for the which the group is organized (a tool for making decisions)
- Ensure justice and equality for all (allows for all to express ideas)
- Consideration of one subject at a time (focuses discussion)
- Maintain order (saves time)

What can we agree on regarding board deliberations?

- Fair
- Efficient
- Clarity as to process and outcome
- Knowledge-based
- Promote civility
- Appropriate rules assure basic rights:
 - Right to debate
 - Right to vote

Where do meeting rules come from?

- State law
- Standing rules
- Parliamentary authority
- Custom
- Moderator, with consent of the board

What About Robert's Rules of Order?

- *Something only idiots use—we know better!*
- *Helpful sometimes, but usually just get in the way...*
- *Probably good, but too complicated.*

When used correctly, Robert's (RONR) bring out the best in groups making decisions.

Basic principles:

- The organization is paramount.
- All members have equal rights.
- An established minimum number of members must be present to transact business.

- Only one main proposal may be before the assembly at a time and only one member may have the floor at a time.
- A proposition or issue is the item under discussion, never the person who introduced it.
- Silence gives consent.

How Boards Make Decisions

The process of initiating, deliberating and disposing of motions.

Handling motions:

1. A member is recognized by the chair and state a motion.
2. A different member seconds the motion.
3. The chair states the motion.
4. Members discuss the motion.
5. Chair "puts" the question to a vote.
6. Chair announces result of the vote.

But first, a motion is crafted:

What the maker wants the board to do, or the position the board intends to take.

Motion should be well thought out as possible before it is introduced.

Avoid making negative motions, "the board will not do..."

Motion to deny is not a negative motion.

Main Motions

The business at hand.

"I move to..."

"I move that..."

Resolutions

When the reasons for action should be included in the action, or when expressly required by law:

"Whereas,"; and...; now therefore be it

Resolved, That...; and

Resolved, That...; and

Resolved...That.

1. Member recognized.

A member is recognized by the chair and states a motion:

"I move to..."

"I move that..."

"I move the adoption of the following resolution:"

Perfecting the motion prior to being stated by the chair:

Before the motion is before the assembly, minor suggestions that do not change the intent can be offered, subject to the maker's acceptance or rejection:

If unclear, chair helps the mover reword motion before stating the motion
Any member can suggest modifications

2. A different member seconds the motion.

"Second" or "I second the motion."

3. Motion is before the group.

The chair states the motion "It is moved and seconded..."

At this point, who "owns" the motion?

Perfecting the motion after being stated by the chair:

The assembly, not the maker of the motion has control over its wording.

Maker can request unanimous consent to modify the motion.

Motion to amend.

4. Members discuss/debate the motion.

Rules of debate:

- Discussion must be germane to the motion.
- The maker of the motion is entitled to speak first.
- The maker of the motion can't speak against the motion but can vote against it.
- Member comments should be directed to the chair.
- Only one member can have the floor at a time.
- The person who seconds the motion can speak against the motion because "I second" means "let's discuss it" not "I agree."
- Having obtained the floor, a member may speak for ten minutes.
- No member is entitled to speak a second time while any other member wishes to make a first speech.
- The chair should alternate debate between the affirmative and negative positions.
- The chair may not close debate without the consent of 2/3 of the assembly.

Amendments

- Modifies a Main Motion
- Must be Germane
- Primary
- Secondary—modifies a primary amendment
- Types of amendments
 - Inserting language
 - Striking out
 - Striking out and inserting
- Requires a second
- Voted on in reverse order

5. Taking the vote.

Chair “puts” the question (takes the vote)

“The question is on the adoption of the motion to...”

“Those in favor, say Aye (YES)”

“Those opposed, say Nay (NO)”

How many votes does this take?

A majority vote decides a question.

Exceptions:

Where basic rights of members are involved, or the rules of the organization take precedence, then a larger vote is required.

6. Chair announces voting result.

Voice

Rising vote

Show of hands

A count

Roll call

Unanimous consent

“The ayes have it; the motion is adopted.” “The motion is carried.”

or

“The motion is lost.” “The next item on the agenda is...”

Procedure in small boards: (RONR (11th ed.), pp 487-488, II. 25—35, 1-20.)

- Generally understood to be 12 or less members.
- Members may raise a hand instead of standing when seeking to obtain the floor and may remain seated while making motions or speaking.
- Motions need not be seconded.
- No limit to number of times a person can speak to a debatable motion (except an appeal to a decision of the chair).
- Informal discussion of a subject is permitted while no motion is pending.

- All proposed actions must be approved by vote, can be accomplished by show of hands.
- The chair need not rise while putting questions to a vote.
- If the chair is a member, may initiate discussions, speak in informal discussions and debate and vote on all questions.
- When a proposal is perfectly clear to all present a vote can be taken without a motion having been introduced. (But be wary of legal issues; not permitted for charter township legislative actions).

WHAT DO DEPUTIES DO?

Member Information Services Staff

Michigan Townships
Association

2018 MTA
"On The Road"

1

WHAT IS AN APPOINTMENT?



- "To select for an office or position: designate, make, name, nominate, tap."
Roget's II: The New Thesaurus

2

WHO HAS A DEPUTY?

- Clerk (MUST)
 - General Law: MCL 41.69
 - Charter: MCL 41.69 (same basis)
- Treasurer (MUST)
 - General Law: MCL 41.77
 - Charter: MCL 41.77 (same basis)
- Supervisor (MAY)
 - General Law: MCL 41.61
 - Charter: MCL 41.61 (same basis)

3

DEPUTY CLERK

- **MCL 41.69:** The township clerk **SHALL** appoint a deputy, who shall serve at the pleasure of the clerk. The deputy shall take an oath of office and file the oath with the clerk. In case of the absence, sickness, death, or other disability of the clerk, the deputy shall possess the powers and perform the duties of the clerk, except the deputy shall not have a vote on the township board. The deputy shall be paid by salary or otherwise as the township board determines. With the approval of the township clerk, the deputy may assist the township clerk in the performance of the township clerk's duties at any additional times agreed upon between the board and the clerk, except the deputy shall not have a vote on the township board.

4

DEPUTY TREASURER

- **MCL 41.77(5):** The treasurer **SHALL** appoint a deputy, who shall serve at the pleasure of the treasurer. The deputy shall file an oath of office with the township clerk and shall give a bond to the township as required by the township board. The deputy, in case of the absence, sickness, death, or other disability of the treasurer, shall possess the powers and perform the duties of the treasurer, except the deputy shall not have a vote on the township board. The deputy shall be paid as the township board determines. With the approval of the township treasurer, the deputy may assist the treasurer in the performance treasurer's duties at any additional times agreed upon between the board and the treasurer, except the deputy shall not have a vote on the township board.

- Also MCL 211.111

5

DEPUTY SUPERVISOR

- **MCL 41.61(2):** The township supervisor **MAY** appoint a deputy township supervisor, who shall serve at the pleasure of the supervisor. The deputy shall take an oath of office and file the oath with the township clerk. In case of the absence, sickness, death, or other disability of the supervisor, the deputy shall possess the powers and perform the duties of the supervisor, except the deputy shall not have a vote on the township board. The deputy shall be paid by salary or otherwise as the township board determines appropriate. With the approval of the supervisor, the deputy may assist the supervisor in the performance of the supervisor's duties at any additional times agreed upon between the township board and the supervisor, except the deputy shall not have a vote on the township board.

6

WHY HAVE A DEPUTY?

- Check signing
 - Clerk or deputy clerk must sign, AND
 - Treasurer or deputy treasurer must sign
- Efficiency
 - Most duties of office can continue when official unavailable
- Public Service
 - Greater availability to public

7

QUALIFICATIONS

- Residency?
 - Does **NOT** have to be resident or taxpayer of township
- Age?
 - No minimum age, but must be responsible
- Relationship?
 - May be related to official or other township official or employee
- Availability?
 - Should be available when official is not

8

HOW IS A DEPUTY APPOINTED?

- ONLY the official can appoint (board member exception)
- NO board approval involved in selection (but board determines compensation)
- Official can appoint as many deputies as needed over time—
BUT ONLY ONE AT A TIME

9

HOW IS A DEPUTY APPOINTED?

- Must take OATH of office before performing duties of office
- Must be bonded (change name on bond)
- Once oath is taken, appointed person is deputy, and the former deputy no longer holds office
- No official requirement to "give notice" to former deputy

10

A DEPUTY CANNOT BE:

- **Salary Compensation Commission Member:**

- (MCL 41.95 : "An officer or employee of a government agency or unit or member of the immediate family of an officer or employee shall not be appointed to the commission."
- MCL 42.6a: "An officer or employee of a government agency or unit or a member of the immediate family of that officer or employee shall not be appointed to the commission."
- Also supervisor appointment authority, subject to board approval, so cannot be deputy supervisor.

- **BOTH deputy clerk AND deputy treasurer**

11

A DEPUTY SHOULD NOT BE:

- Board of Review Member
- Deputy supervisor should not serve on planning commission (has power of appointment)

12

COMPENSATION

- ONLY the township board can determine what, if any, compensation a particular deputy will receive
- Simple majority of members present and voting; no salary resolution
- Deputy is an appointive position; no requirement for hours (not "full-time" or "part-time")

13

A DEPUTY IS AN EMPLOYEE OF THE TOWNSHIP BOARD FOR ...

The purposes of:

- Determining compensation
- State and federal payroll withholding and reporting (including Social Security and Medicare)
- Worker's Disability Compensation
- (Possibly for Unemployment Insurance reporting depending on hours/duties—liability determined on case-by-case basis)

14

WHAT DOES A DEPUTY DO?

- Possesses and performs the statutory duties of the office (with exceptions) when the official is:
 - Absent
 - Sick
 - Disabled
 - Dead (until vacancy is filled)
 - Recalled (until vacancy is filled)
 - BUT not when official resigns

15

DEPUTY CLERK STATUTORY DUTIES:

- Check writing and signing
- Meeting minutes (general law)
- Board meeting notices
- Publishing minutes (as applicable)
- Voter registration
- Elections
- Township records
- General ledger and financial statements
- Reconciles with treasurer
- Tax certificates

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DEPUTY TREASURER STATUTORY DUTIES:

- Tax collection (real and personal property, mobile home specific, etc.)
- Check signing
- Receipts for and deposits township money
- Investing
- Reconciles with clerk

17

DEPUTY SUPERVISOR STATUTORY DUTIES:

- Oversees assessing administration
- Secretary to Board of Review
- Legal agent
- Maintains personal property tax and assessing records
- Prepares budget
- Some appointments (i.e.: planning commission, salary compensation commission)
- May call special meetings

18

WHAT A DEPUTY CANNOT DO:

- A deputy DOES NOT have a vote at a township board meeting

19

WHAT A DEPUTY CANNOT DO:

- Deputy Supervisor does NOT moderate a board meeting when supervisor is absent.
 - **General law:** Clerk opens meeting and board votes one member as moderator for that meeting. (MCL 41.72a)
 - **Charter:** Clerk opens meeting and board appoints one member president pro tem for that meeting. (MCL 42.5)

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WHAT A DEPUTY DOES NOT AUTOMATICALLY DO:

- Charter Township Deputy Clerk does NOT AUTOMATICALLY take minutes ("keep record") of township board meeting when clerk is absent. Board appoints one member as temporary clerk for that meeting. (MCL 42.5)
- General Township Law does not address.
- In practice, the deputy can serve as "recording secretary" if board wishes someone other than board member to actually record/draft the minutes.

21

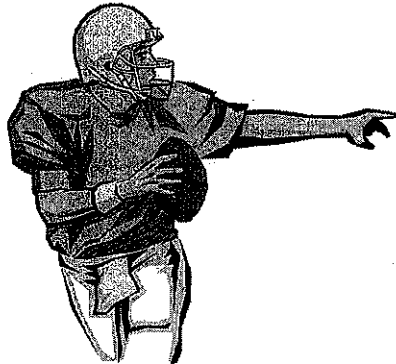
THREE "TYPES" OF DEPUTIES*

1. "Clark Kent" Deputy (understudy/substitute)
2. Assistant
3. Deputy PLUS ...

* Not a legal concept—just Catherine's
"rule of thumb"

22

TYPE 1: "CLARK KENT" DEPUTY



- The most basic form of deputy
- Usually only seen when official is not present:
 - Substitute
 - Understudy
 - Backup Quarterback

23

TYPE 2: ASSISTANT

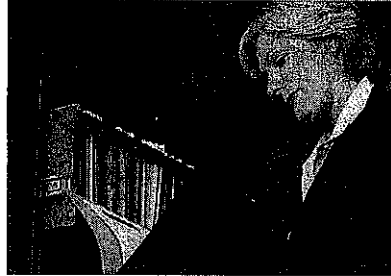
- Helps the official perform the statutory duties of the office at any additional times agreed upon between the township board and the official.



24

TYPE 3: DEPUTY PLUS ...

- If a township employee also serves as a deputy ...



- Catherine suggests having a separate job description for the employee position and separate description of deputy duties. (Unemployment liability determined on case-by-case basis)

25

TYPE 3: DEPUTY PLUS ...

- A township trustee may serve as the deputy supervisor, deputy clerk, or deputy treasurer in a township under 40,000 population
- As an "additional, non-statutory duty" of a board member, this is exception to rule that officer alone appoints their deputy. The township board must approve the "additional duty" for the trustee to serve as deputy.

26

NOT A "REAL" DEPUTY:

· **MCL 168.373 Township clerk; appointment of substitute to perform election law duties.**

If neither the township clerk nor any deputy township clerk shall be available to perform any necessary functions in connection with registrations, nominations or elections during the usual or required times for performing such functions, the township board shall appoint some qualified person who is a registered elector of the township to perform such functions until such time as the clerk or a deputy resume their duties. Any such person so appointed shall have all of the powers and authority of a deputy appointed by the clerk pertaining to registrations, nominations and elections.

27

NOT A "REAL" DEPUTY:

· **MCL 168.764b Delivery and acceptance of absent voter ballots; appointment, oath, credentials, and duties of assistants; collection of absent voter ballots; prohibition; noncompliance.**

*** (3) The clerk of a city, township, or village may appoint the number of assistants necessary to accept delivery of absent voter ballots at any location in the city, township, or village. An appointment as assistant to accept delivery of absent voter ballots shall be for 1 election only. An assistant appointed to receive ballots at a location other than the office of the clerk shall be furnished credentials of authority by the clerk. If an absent voter's ballot is received by an assistant at any location other than the clerk's office the assistant, upon request, shall exhibit the credentials to the absent voter before the assistant accepts an absent voter ballot. An assistant, before entering upon the discharge of duties, shall take and subscribe to the oath of office as provided in section 1 of article XI of the state constitution of 1963. An assistant shall perform only the duties assigned by the clerk. A person shall not be appointed as an assistant to accept delivery of absent voter ballots who is a candidate or a member of the immediate family of a candidate whose name appears on the ballot at that election.

28

QUESTIONS????

Michigan Townships Association

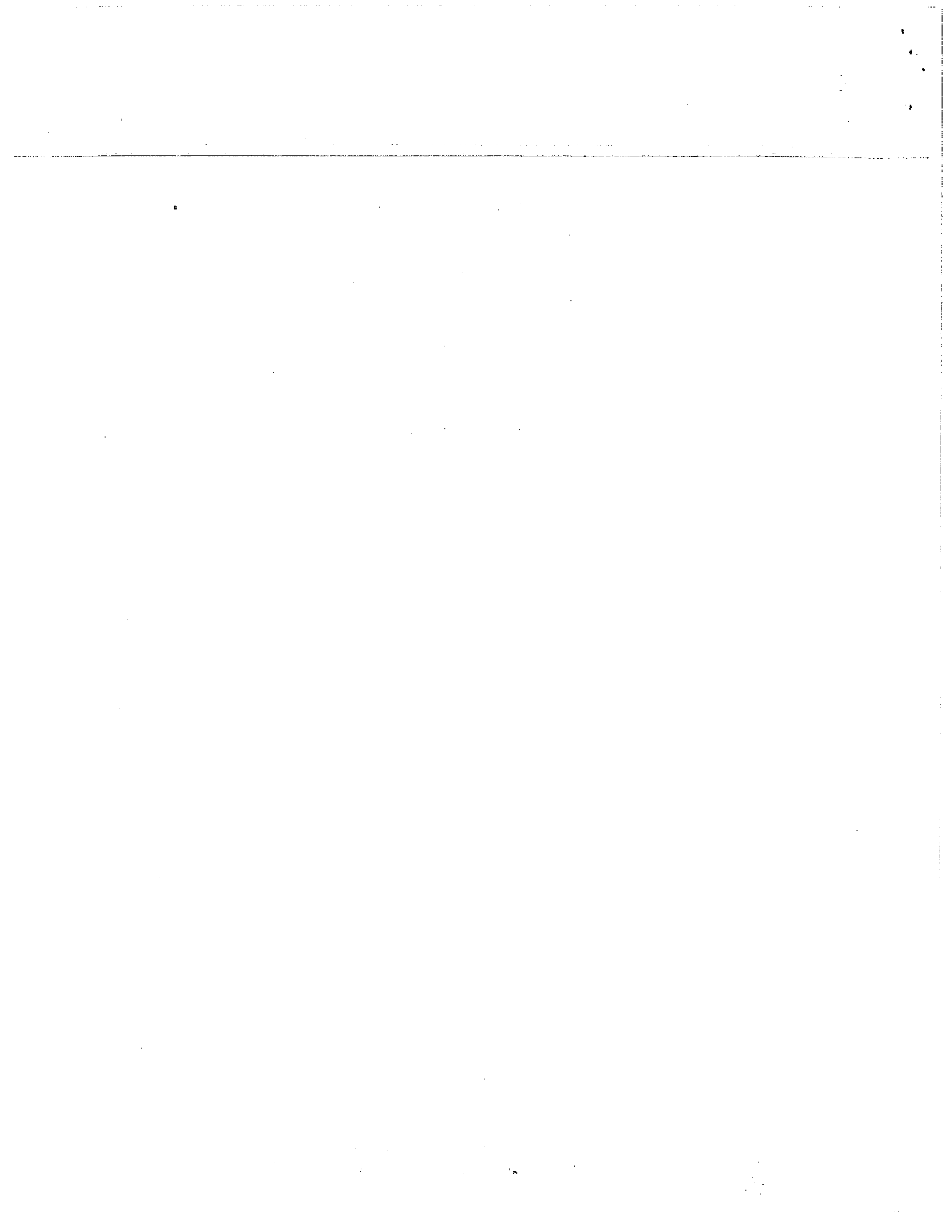
Member Information Services

517-321-6467

Michael Selden – Director of Member Information Services

Catherine Mullhaupt – Staff Attorney

Cindy Dodge – Member Information Liaison



Deputy Q&A

By Catherine Mullhaupt, MTA Staff Attorney

Q. What township board positions have the authority to appoint a deputy?

A. The township clerk and treasurer are each required by law to appoint one deputy (MCLs 41.69 and 41.77). The township supervisor may choose to appoint one deputy (MCL 41.61).

Q. What authority does a deputy have?

A. Deputies are different from other “employees.” A deputy position is not a “job;” it’s an appointment to a public office.

The number one authority of a deputy is to serve as a substitute for the official. In the case of the absence, sickness, death, or other disability of the official, the deputy possesses the powers and performs the statutory duties of the office, except that a deputy does not have a vote on the township board. In addition, a deputy supervisor does not moderate a township board meeting.

This means that a deputy automatically has the authority to perform a statutory duty of the office, without further authorization, when the official is absent, sick, disabled, or has died. But it also means that a deputy has no authority beyond those situations to perform a statutory duty of the office—or any additional duties or job functions—without further authorization by the board and the official.

Q. Does a deputy continue to serve when the official resigns from board office?

A. No. A deputy serves at the “pleasure of the official,” which means that the deputy’s appointment depends on the official holding the office. The laws that state when a deputy has the authority of the office do not specifically state that a deputy serves in the event of the official’s resignation, even though they do specifically state a deputy’s authority to serve in the case of the absence, sickness, death, or other disability of the official. When an official resigns board office, he or she gives up all authority of the office, including the authority to appoint the deputy, so the deputy’s authority also ends.

Q. Who may serve as a deputy?

A. Anyone who is capable of performing the specific duties of the office may be appointed. There is no minimum age limit, but the person must be legally able—and responsible enough—to perform the statutory duties and functions.

There is no requirement that a deputy be a resident of the township—or the state or the country! There have been some deputies that crossed state lines or even over from Canada to serve in a Michigan township. But the person must be readily available when the official is not.

There is no prohibition against a relative serving as an official’s deputy. But the most important qualification of a deputy is the ability to be available when the official is absent, ill, disabled, or has died. So a relative may not be a good choice if that person is going on vacation with the official, or would be a caregiver or a grieving family member.

It is possible for one person to serve as more than one deputy, such as the same person serving as both a deputy clerk and deputy supervisor, but it is not possible for the same person to serve as both deputy clerk and deputy treasurer (or for the clerk or treasurer to serve as the other's deputy), because of the segregation of duties required by law and Michigan Department of Treasury regarding those two offices.

Q. How many deputies may an official have?

A. An official may have only one deputy at a time. It is possible for an official to appoint different deputies during the official's term of office—as long as it is only one at a time. For example, an official who has her spouse as her deputy might want to appoint someone else to be their deputy while the official and her spouse are away on vacation.

Q. How do I appoint a deputy?

A. There isn't an official process, other than you state who you are appointing and the new deputy must take the oath of office. If you want to switch deputies, you let one deputy go by appointing a new deputy who takes the oath; then the "old" deputy is no longer the deputy. That's all that must be done to make the appointment legally, but from a practical standpoint, you should let the board and other staff--and the bank, if your signatures are on the bank cards--know, so they know who has the deputy authority for your office.

Q. What control does a township board have over my deputy?

A. The township board does not have a vote over *who* you appoint, but the board determines what hours the deputy may work and what the compensation will be. (The one exception to board control over who serves as a deputy is if you want to have a trustee serve as your deputy in a township under 40,000 in population. A board would have to authorize a trustee to serve as deputy clerk or treasurer as an additional duty before that could occur because the positions are otherwise incompatible. Note that although it may be possible, it may not be appropriate for a trustee to serve as a deputy, because of the fiduciary responsibilities.)

The board's authority over the *person* who serves as a deputy is best explained in "Catherine's Theory of the Three Types of Deputies." You won't find these spelled out by name in the law, but this does explain what the law allows:

1) The Substitute Deputy:

This is the original form of deputy required by law. This deputy shows up only when the official cannot perform a statutory duty of the office. It's like Superman and Clark Kent—you never see the official and their deputy together at the same time!

This deputy has no authority to perform at other times. If the official is always available, it may be that the deputy never actually shows up or performs any of the statutory duties of the office, but as long as they were ready and available to do so, they fulfilled their responsibility.

The board controls what, if anything, this deputy position is paid.

2) The Assistant Deputy:

Here the deputy works along with the official. The official must have township board authorization for a deputy to work as more than just a substitute. MCLs 41.61, 41.69, 41.77 state that, with the approval of the official, the

deputy may assist the official in the performance of the statutory duties of the office at any additional times agreed upon between the board and the official, except the deputy shall not have a vote on the township board.

The board has the ability to determine the extent or limit of the hours that the deputy works, either directly by specifying hours or through the amount the board allocates to pay for deputy hours.

Neither of these first two types of deputies are subject to wage and hour restrictions. Just like the township board offices, deputies are not required to be paid a minimum wage or to work certain hours. There are no legal requirements to provide overtime, vacation, sick time, or comp time. A township board may treat these deputies as if they are subject to any or all of these employment laws, and it may really be appropriate to do so, but it is not required.

Neither of these types of deputies are subject to unemployment insurance, but they *are* subject to worker's disability compensation.

3) The Deputy Plus:

This is when a person who is a deputy also holds an *employment position* with the township. For example, the clerk makes a township clerical worker his deputy. Or the deputy treasurer is hired by the board to also serve as office manager. Here the township board is the employer, just as with any other township employment position. The official has no individual authority over those job duties.

The employment "part" of this dual position IS subject to unemployment insurance (but still not the deputy part). It is also subject to the Fair Labor Standards Act, and wage and hour regulations.

Sometimes this type of deputy situation can create confusion, especially if the township doesn't distinguish between the deputy duties and any employment job description. It may seem like splitting hairs when everything is going well, but when things change or go badly, it can really make a difference—especially to the person who is caught in the middle. For example, if the board discharges the person from the employment position, they are still the deputy. Or, if the official removes the deputy or the official resigns or isn't reelected, then the deputy part is gone, but the employee "part" still shows up for work!

To avoid confusion and stress for all involved, I strongly recommend that townships have a position description for deputy duties and a separate job description for the non-statutory township "job" position. If the township has a need for that "job" position, then it should have a separate job description and pay rate anyway.



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
UNEMPLOYMENT INSURANCE AGENCY
DEPARTMENT OF LABOR & ECONOMIC GROWTH
KEITH W. COOLEY, DIRECTOR
SHARON M. BOMMARITO, DEPUTY DIRECTOR

LIZA ESTLUND OLSON
ACTING DIRECTOR
UNEMPLOYMENT
INSURANCE AGENCY

November 21, 2007

Ms. Cindy Davis
Member Information Specialist
Michigan Townships Association
512 Westshire Drive
P.O. Box 80078
Lansing, Michigan 48908-0078

Dear Ms. Davis:

This is in response to your recent letter to me concerning the potential entitlement to unemployment benefits of a deputy treasurer, deputy clerk, and deputy supervisor of a township. Specifically, you inquired whether those services would be excluded from coverage for unemployment benefits under Section 43(o)(iii)(E) of the *Michigan Employment Security Act*.

Section 43(o)(iii)(E) excludes from the term "employment" service performed for a governmental entity:

(E) In a position that, under or pursuant to the laws of this state, is designated as a major nontenured policymaking or advisory position, or a policymaking or advisory position, the performance of the duties of which ordinarily does not require more than 8 hours per week.

Under this provision, there are two separate circumstances in which an individual's services would be excluded from coverage: (1) the individual was appointed by the chief executive officer of the unit of government, served at the pleasure of that appointing authority, and served in a policymaking or advisory capacity, or (2) served in a policymaking or advisory capacity requiring 8 hours or less a week of work. It does not appear that alternative (2) applies to the circumstances of the deputies you have inquired about. It therefore remains to analyze the services of these individuals against the first statutory test quoted above.

The provisions of Michigan law that you cited in your letter as the basis for evaluating the duties of the deputy treasurer, clerk, and supervisor each grant the deputy the authority to act in place of an incapacitated or unavailable treasurer, clerk, or supervisor, respectively, and to "assist" in the performance of the job of the treasurer, clerk, and supervisor at any additional, agreed-upon times. Part (1) of the exclusion applies not only when the deputy is acting in a policymaking capacity, but also when the deputy is acting in an advisory capacity. Certainly the deputy, with duties as described in the statute, acts at the very least in an advisory capacity.

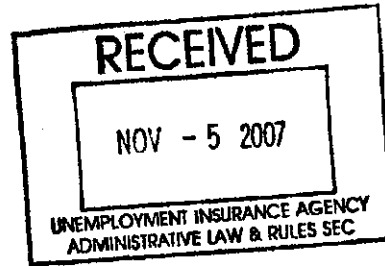
Ms. Cindy Davis
Page 2
November 21, 2007

While each claim is evaluated individually on its merits, as a general matter it is concluded by the Unemployment Insurance Agency that the services of a deputy treasurer, deputy clerk, and deputy supervisor are excluded from coverage for unemployment benefits in accordance with the cited provision of the *Act* because of the advisory nature of the deputy's duties.

Sincerely,



Neil R. Zechman, Chief
Administrative Law and Rules Section



November 1, 2007

Neil Zechman, UIA
Cadillac Place
3024 W. Grand Blvd.
Suite 12-550
Detroit, MI 48202

Dear Mr. Zechman:

On advice from Curtis Truitt, I am writing for an official UIA written position verifying the exclusion of township deputies from unemployment insurance benefits.

Our current understanding is that appointed deputies (deputy treasurer, deputy clerk and deputy supervisor) **are eligible** for unemployment benefits as long as they work an average of 8 hours per week. This understanding is based on a written opinion from Jack Wheatley, Director, dated 6/28/01 (see attached). We interpreted that letter to mean those excluded from unemployment insurance benefits does not include deputies.

The opinion states that those positions designated as major nontenured policymaking or advisory positions or in policymaking or advisory posts whose duties do not ordinarily require more than eight hours a week to perform are not eligible for unemployment insurance benefits. It goes on to say that a "nontenured" position is one in which the occupant serves at the pleasure of the chief executive. A "policymaking" position is one that has ultimate authority within that organization.

A deputy does serve at the pleasure of the chief executive (treasurer, clerk or supervisor), but they do not hold a "policymaking" position. They are appointed to serve in the absence, sickness, death or other disability of the chief executive, but they do not have any voting power or policymaking power (MCL 41.69; 41.77 and 41.61). Therefore, we believe they would be eligible for unemployment insurance benefits because they do not have policy making authority.

I look forward to your opinion and should you have any questions regarding this request, please contact me at the below address.

Sincerely,

Cindy Davis
Member Information Specialist

Attachment

SERVING 1242 TOWNSHIPS AND 6500 OFFICIALS

What Township Officials Need to Know About Unemployment Insurance

The **Michigan Employment Security Act (MESA)**, MCL 421.1, *et seq.*, provides for unemployment insurance to be paid by Michigan employers. It also identifies certain categories of services that do not constitute employment for the purposes of eligibility for unemployment compensation. The MESA is overseen by the Unemployment Insurance Agency (UIA), located in the Michigan Department of Labor & Economic Growth.

Townships are employers

Governmental entities, including townships, are employers under the MESA. As employers, townships must participate in the Unemployment Insurance system as either a "reimbursing" or a "contributing" employer.

By default, townships are **reimbursing** employers. That means the township makes payments to the UIA when an eligible employee files and is granted a claim for unemployment compensation.

Some townships have elected to be **contributing** employers. That means the township makes regular payments to the UIA based on a formula.

Note that, as an employer, the township is liable for unemployment compensation to an eligible employee when that employee is unemployed from the township **OR any other** employer while working for the township.

Not all positions are included for unemployment

Some employees occupy positions that are "excluded" from coverage under the MESA. These workers do not qualify to receive unemployment benefits, and their wages cannot be used to establish a claim for benefits. Excluded workers should not be reported on the Quarterly Wage Detail Report (Form UC 1017), and their wages should not be included in the total wages reported on the Quarterly Tax Report (Form UC 1020).

Independent contractors and their employees are not eligible for unemployment compensation from the township.

For information on excluded employment and what information should be reported on your Quarterly Wage Detail Report or Quarterly Tax Report, contact the UIA Office of Employer Ombudsman (OEO) at 1-855-484-2636.

What positions are "excluded?"

The following list identifies the employment positions for a governmental entity that are **excluded** under MCL 421.43(o) and are **not eligible** to receive unemployment compensation:

- Officials serving in an elected position. In a township, this includes the **township board members** (elected or appointed), the **library board** or **park commission board** members, and **constables**.
- Members of legislative bodies or the judiciary. (Members of the state Supreme Court and Court of Appeals, as well as circuit and district court judges and magistrates. Also excluded are members of the state legislature and local city councils.)
- Those serving with local units of government on a temporary basis in case of fire, storms, snow, earthquakes, floods or similar emergencies. **Note:** As of June 2001, the State of Michigan clarified that volunteer fire fighters, including **paid, on-call, fire fighters** are considered "temporary" employees and not subject to unemployment benefits or reporting requirement. Do **not** report township employees who serve only in the capacity of paid, on-call fire fighters as employees for unemployment insurance purposes.
- Those who serve in posts that, under Michigan law, are designated as major nontenured policymaking or advisory positions or in policymaking or advisory posts whose duties do not ordinarily require more than eight hours week to perform. In townships, this includes the **board of review, planning commission, or zoning board of appeals**. It also includes a **deputy supervisor, clerk or treasurer**, to the extent that they do not perform non-deputy job-functions (UIA Letter, Nov. 21, 2007).
- Independent contractors** and their employees are not employees of the township and are not eligible for unemployment compensation from the township.
- Inmates** of a custodial or penal institution.
- Youths** who work through a summer employment program administered by the state **Departments of Natural Resources or Transportation**.

What Township Officials Need to Know About Unemployment Insurance (Page 2 of 2)

*** Who are eligible employees?**

Even though an employee's position may be considered covered for unemployment benefits, the individual employee must meet eligibility requirements before he or she can file to receive unemployment.

The UIA will look at the employee's wages paid during either the standard base period (first four of the last five completed calendar quarters prior to filing a claim) or the "alternate" base period (four most recently completed calendar quarters).

What if the township reports an excluded worker's wages by mistake?

Some claims will be established in error based on the wage information. Since the wage report does not identify excluded positions, UIA staff assume that the workers and wages listed on the report are employed in covered position. The township can protest the claim when it receives a UIA determination allowing benefits for an excluded workers, but the best course of action is not to report the wages for anyone who is not in covered employment.

For more information

For information on excluded employment and what information should be reported on your Quarterly Wage Detail Report or Quarterly Tax Report, contact the UIA Office of Employer Ombudsman (OEO) at 1-855-484-2636.

Who should be reported as employees for unemployment insurance?

All employees who are not on the list of excluded positions should be considered employees for unemployment compensation purposes and reported. Note that employees that work in more than one capacity may be excluded for one position (board member; on-call fire fighter) and included for another position (office manager; cemetery sexton). Report only the included wages.

The following positions are considered covered employees (including, but not limited to):

- Officials' deputies—**BUT ONLY** for any non-deputy job functions, **NOT** the deputy position. (UIA Letter, Nov. 21, 2007).
- Fire chief and full-time fire fighters (Volunteer or paid, on-call fire fighters are **not** included.)
- Police chief, police officers, and other police department personnel
- Full-time emergency medical services or ambulance personnel (Volunteer or paid, on-call emergency employees are **not** included.)
- Election workers are considered part-time, temporary employees whose wages **must be reported** for unemployment tax purposes (UIA Letter, Dec. 2, 1998).
- All other eligible*** (see above) full- or part-time township employees, including, but not limited to:
 - Assessor (if not the township supervisor or an independent contractor)
 - Cemetery sextons and workers
 - Clerical employees, all levels
 - Code inspection employees (building, plumbing, mechanical, and electrical inspectors and building officials— if not independent contractors)
 - Department of public works employees (water and sewer, roads, etc.)
 - Engineer (if not an independent contractor)
 - Facility staff: Township hall, campground, community center, golf course, library, parks, pool, senior center, transfer station, etc.
 - Maintenance/grounds/janitorial workers (if not independent contractor)
 - Office manager
 - Township manager or superintendent
 - Zoning department employees (planner, zoning enforcement officer, zoning administrator—if not independent contractors)



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

Board of Trustees Regular Meeting Agenda October 22, 2018

The "Regular Meeting" of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on Monday, October 22, 2018, in the *Charter Township of Kalamazoo* Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1056 for the purpose of discussing and acting on the below listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*.

1 – Call to Order

2 – Pledge of Allegiance

3 – Roll Call of Board Members

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

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

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

Approval of:

- A. Minutes of October 8, 2018 Board of Trustees Work Session Meeting
- B. Minutes of October 8, 2018 Board of Trustees Regular Meeting
- C. Minutes of October 15, 2018 Budget Meeting
- D. Payment of Bills in the amount of \$59,034.06

Receipt of:

- A. Treasurer's Report for September 2018
- B. Budget Report for September 2018
- C. Fire Department Report for September 2018
- D. Disability Network Newsletter for October 2018

7 – Public Hearings

- A. None at this meeting

8 - Unfinished Business

- A. None at this Meeting

9 – New Business

- A. Introduction of New Sergeants and Cadets
- B. Request to Adopt Ordinance # 605 adjusting the total permitted accessory building size based upon size of parcel
- C. Request to Adopt Ordinance # 606 making packaged retail liquor stores special use in RM-2
- D. Request to Adopt Retirement Benefit Resolution
- E. Request to approve agreement for purchase of patch solution for records management and computer aided dispatch
- F. Request for authorization to purchase 10 new Tasers
- G. Request to remove nine pole-mounted emergency warning sirens and provide an alternate warning program.

10 – Items removed from Consent Agenda

11 – Board Member Reports

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

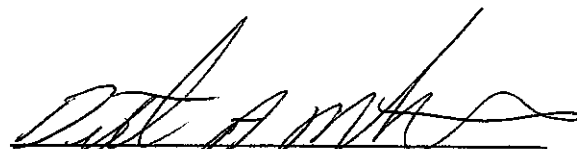
12 – Attorney Report

13 – Manager Report

14 – Public Comments

15 – Adjournment

Posted October 19, 2018



Dexter A. Mitchell, Manager
Charter Township of Kalamazoo

CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES – WORK GROUP MEETING
Monday, October 8, 2018

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Group Session on **Monday, October 8, 2018** at **5:30 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099, for the purpose of discussing work group Meeting Agenda items, and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County.

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

ABSENT: None.

ALSO PRESENT: Township Manager Dexter Mitchell, Township Attorney Roxanne Seeber.

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

Item 1 – REQUEST TO GO TO CLOSED SESSION

Clerk Miller moved, seconded by Treasurer Miller for the Board to go into closed session under Section 8(e) of the Open Meetings Act, regarding trial or settlement strategy in connection with the Township of Kalamazoo v. Mary Balkema circuit court case because discussion of these matters in an open meeting would have a detrimental financial effect on the litigation or settlement position of the Township. Roll call vote 7-0 in favor.

Motion to go out of closed session by Clerk Miller, seconded by Treasurer Miller. Motion carried, into open session at 6:05 pm.

Item 2 – DISCUSSION REGARDING ESTABLISHMENT OF A MUNICIPAL BUILDING FUND FOR CAPITAL IMPROVEMENTS OF TOWNSHIP FACILITIES & GROUNDS

Manager Mitchell explained the rationale for this fund, to pay for needed capital improvements. This would be a transfer from the General Fund of \$658,350. This will help us to track what we are spending on capital projects, and help us to prepare for large projects.

Item 3 – DISCUSSION REGARDING SEWER RESOLUTION FROM JULY 10, 2010

Several sewer connections have been made at a significant loss to the Township. The current (2010) Resolution has not been followed. Tom Wheat should know what current costs are. We may take a look at revising this Resolution.

Item 4 – DISCUSSION REGARDING RENTAL FEE AND APPLICATION

Treasurer Miller had discussions with residents concerning this Ordinance. Every two years landlords must register. Tenants may apply for an inspection. If not up to code, a compliance order may be entered. Concerns have been raised about the \$100 fee. Manager Mitchell mentioned that a number of rental properties have various problems that we receive complaints about. The rental application fee helps to cover inspection fees from KABA, but these are paid by the Township. Various options were discussed, including raising the fee, or publicizing the right of tenants to ask for an inspection. There was further discussion about amending this Ordinance.

Item 5 – DISCUSSION REGARDING HRA: 2 SIGNATURES

Will be handled administratively.

Item 6 – DISCUSSION REGARDING BUDGET: COMMUNITY IMPROVEMENT FUND \$400,000

Discussion about Grand Elk railroad track crossing condition. Treasurer Miller asked for

money going back into our community.

There was no time for discussion of agenda items 7 through 11.

Item 7 – DISCUSSION REGARDING BOARD RESTRUCTURING FEEDBACK AFTER 2016 CHANGE

Item 8 – DISCUSSION REGARDING WAGE COMPENSATION FOR DEPUTIES

Item 9 – DISCUSSION REGARDING PUBLICATION OF RESOLUTIONS FROM AUGUST

Item 10 – DISCUSSION REGARDING ITEMS ON THE REGULAR AGENDA

Item 11 – MANAGER'S UPDATE

Item 12 – PUBLIC COMMENT

None.

Adjourned 7:22 pm.

Respectfully submitted,

Mark E. Miller, Clerk, Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES MEETING
October 8, 2018**

The regular meeting of the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County, was held at 7:30 p.m., Monday, October 8, 2018 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

Trustee Strebs led the Pledge of Allegiance.

Item 3 ROLL CALL OF BOARD MEMBERS

Item 4 ADDITIONS AND DELETIONS TO AGENDA

Clerk Miller moved to move Items 9E and 9F to Consent Agenda, seconded by Trustee Leigh. Motion carried.

Item 5 PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS

Michelle Quillin 3738 Market St. spoke in support of Ordinance #605.

Angel Johnston from Vine neighborhood, stated that she is representing some homeless people, and City Commissioner Erin Knott. She spoke concerning the shared responsibility of other municipalities to solve the problem of homelessness. She had specific asks to each Trustee.

Item 6 CONSENT AGENDA

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

Approval of:

- A. Minutes of September 24, 2018 Board of Trustees Regular Meeting
- B. Payment of Bills in the amount of \$64,524.43

Receipt of:

- A. Treasurer's Report for August 2018
- B. Planning and Zoning Report for September 2018
- C. Kalamazoo Area Building Authority Report for September 2018
- D. Notice of Kalamazoo County Road Commission change order reducing cost to abandon leaching basin.
- E. Notice of license issued for used car dealer at 3635 E. Main St.

Motion carried.

Item 7 PUBLIC HEARINGS

None at this meeting.

Item 8 UNFINISHED BUSINESS

None at this meeting.

Item 9 NEW BUSINESS

Item 9A **ACKNOWLEDGEMENT OF INDIGENOUS PEOPLES DAY**

Trustee Strebs spoke to the acknowledgement of Indigenous Peoples worldwide.

Item 9B **REQUEST TO ACCEPT ORDINANCE #605 FOR FIRST READING**

Attorney Seeber addressed the text amendments to increase the allowed size of accessory buildings on larger parcels, and liquor licenses to have setbacks in the RM-2 District. These come to us from the Planning Commission.

Trustee Leigh stated that she opposes the second part of the proposed ordinance.

Motion by Clerk Miller, second by Trustee Leigh, to divide the ordinances into Ordinance #605 concerning accessory buildings, and Ordinance #606 concerning liquor licenses.

Trustee Leuty stated that he would hate to throw out the Planning Commission's work. There was considerable debate concerning the limitations as applied to an RM-2 district.

Motion carried.

**Motion by Trustee Leigh, seconded by Trustee Strebs to accept #605 for first reading.
Motion carried.**

Trustee Leuty moved to accept proposed ordinance #606 (liquor stores in RM-2) for first reading, seconded by Supervisor Martin. Motion by Trustee Strebs to amend proposed ordinance by removing Section 3 a, item 1, seconded by Trustee Hathcock.

The attorney clarified that there are no longer distance limitations in state law. Several members discussed the distance limitations.

Trustee Leuty moved to refer this proposed ordinance back to the Planning Commission for further work. No second.

Motion to amend carried.

Trustee Leuty withdrew his motion to accept Ordinance #606 for first reading.

Motion by Clerk Miller, seconded by Trustee Hathcock, to accept Ordinance #606 as amended for first reading. Motion carried.

Item 9C **REQUEST TO AUTHORIZE ESTABLISHMENT OF A MUNICIPAL BUILDING FUND FOR CAPITAL IMPROVEMENTS OF TOWNSHIP FACILITIES AND GROUNDS**

Manager Mitchell explained that proposal to fund capital improvements in a more consistent manner.

Motion to authorize the Fund and \$658,350 by Supervisor Martin, seconded by Trustee Leigh.

There was discussion about applying funds to this Fund. Trustee Leigh pointed out that our Finance Administrator had recommended this amount. Treasurer Miller opposed spending more money on the Township Hall. Trustee Leuty pointed out that we are wasting money with our obsolete HVAC system.

Motion carried.

Item 9D REQUEST TO ADOPT LIGHTING CONTRACT RESOLUTION WITH CONSUMERS ENERGY FOR NEW STREETLIGHTS IN PRAIRIEVIEW FARMS

Clerk Miller explained the situation with respect to new streetlights to be installed according to the plan accepted by the Planning Commission for this development. There was discussion about whether these might be LED luminaires. Clerk Miller will look into this.

Motion to adopt the resolution made by Clerk Miller, seconded by Supervisor Martin. Roll Call vote, 7-0 in favor.

Item 9E NOTICE OF KALAMAZOO COUNTY ROAD COMMISSION CHANGE ORDER REDUCING COST TO ABANDON LEACHING BASIN

Moved to Consent Agenda.

Item 9F NOTICE OF LICENSE ISSUED FOR USED VEHICLE DEALER AT 3635 E. MAIN ST.

Moved to Consent Agenda.

Item 10 ITEMS REMOVED FROM CONSENT AGENDA

None at this meeting.

Item 11 BOARD MEMBER REPORTS

Trustee Strebs mentioned the distress by women over the recent Supreme Court nomination. The vast majority of assaults and rapes are not reported or do not result in a conviction. We need to make it clear that we are moving into a time when this behavior is no longer tolerable.

Trustee Leigh CCTA and TCTA received the new bus stop study, Executive Director McBride is putting together plans for Federal funds for KATS to implement the study. She mentioned her friends are talking about experiences more, but the feeling is that there is a lack of support for women in the country.

Clerk Miller spoke about the large number of absentee ballots issued, and invited the public and Board members to the ISAAC Public Meeting.

Treasurer Miller shared items of concern from residents at tonight's work session.

Trustee Leuty shared that the Zoning Board of Appeals will have a meeting, and had a good experience last Wednesday at Wilson Recreation Area, a grandfather playing with his grandchildren.

Supervisor Martin mentioned that sidewalk repair for the year is complete. Work continues on the rest of our road repairs. Reith and Riley are back at work after a strike. Central Dispatch has an open house coming up. Central Dispatch will go live on October 30.

Item 12 ATTORNEY'S REPORT

No report.

Item 13 MANAGER REPORT

Manager Mitchell reported on new signage for Police Department. Today is the last day for one of our Police Officers. We continue to work on TIF district.

Item 14 PUBLIC COMMENTS

Carol Byrd, 308 Solon St mentioned that her street is dangerous, that cars pass each other before it narrows down to one lane. She has talked with Township Police, Road Commission, and others.

Item 15 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:50 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:

None.

Attested to by,

ALSO PRESENT:

Attorney Roxanne Seeber
Manager Dexter Mitchell

Donald D. Martin, Supervisor

CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES – BUDGET MEETING
Monday, October 15, 2018

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Group Session on **Monday, October 15, 2018** at **6:00 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 Meeting 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 Nicolette Leigh, Steven Leuty, and Jennifer Strebs.

ABSENT: Trustee Jeremy Hathcock.

ALSO PRESENT: Township Manager Dexter Mitchell, Finance Administrator Nancy Desai, Police Chief Bryan Ergang, Fire Chief David Obreiter, Monica Kalupa.

Supervisor Martin called the meeting to order at 6:00 p.m.

Item 1 – BUDGET DISCUSSION

Administrator Desai presented a PowerPoint illustrating the purpose and major features of the proposed 2019 budget. Assumptions: increase in taxable values will be about 2.4%, interest rates are rising, so interest revenues will as well. Healthcare costs based on 80/20 payment of deductible amounts cannot be predetermined. The increase in 2018 expenditures is primarily establishment of the \$600,000 to establish the building capital fund.

For 2019, rental application fees down (2-year cycle), medical marijuana fees up, local community stabilization share up \$155,000, state shared up \$272,580.

Major General Fund changes: Legislative Trustees down \$21,000, Township Manager up \$13,000, Election down \$20,000, Assessor down \$10,000. Code Enforcement down \$6700, Recreation up \$9850, Capital Outlay down \$51,800, Contingency up \$314,600 (in order to allow for wage changes).

Chief Obreiter went over changes to Fire operating changes, including the Firefighter Utility position +\$18,000, increase in response time +\$20,000, Pension +\$8,500, software related to dispatch +\$14,000, Workers Comp -\$17,000, Building Maint. +\$8,500.

We are expecting FEMA grant money of \$78,000 to replace thermal imaging cameras and breathing compressor. We will start the engineering for new Eastwood station, \$85,000.

There was discussion as to why Fire Capital Special Assessment was down for 2019. Finance Admin. will take a look.

Police Revenues: Overtime is down -\$29,000, SCAR Clerical match -\$9,000, Resource Officer +\$9,000, annual PSAP -\$9,000.

Police Expenses: Dispatcher wages going to \$0, decrease of \$212,000, outside OT +\$20,000, FICA -\$20,000, Purchased service consolidated dispatch +\$365,000, workers comp -\$23,150.

There was discussion about division of budget for central dispatch between police and fire.

Police Capital: we have been notified by Motorola that portable radios will no longer be supported. Mobile video recorders need replacing. Also includes body cameras and server expenses. This amounts to \$309,800 for 2019.

Operating transfer out from 911 Wireless fund to Police operating.

Overall summary: Potential deficit of \$669,292 for 2019. About \$400,000 of this is increased Contingency.

There was discussion about training and conference costs for various departments.

Trustee Leigh pointed out that the ongoing Laserfiche costs need to be budgeted.

Trustee Strebs asked about a communications system to residents under Emergency Preparedness.

Budget is set for adoption at the first Board meeting in November.

Item 2 – PUBLIC COMMENT

None.

Adjourned 8:33 pm.

Respectfully submitted,

Mark E. Miller, Clerk, Charter Township of Kalamazoo

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 000426 - ABSOPURE WATER COMPANY:							
86875655 22753	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	10/19/2018 MONICAK	10/19/2018	19.00	19.00	Open	N 10/19/2018
	OPERATING SUPPLIES			19.00			
57058889 22754	ABSOPURE WATER COMPANY ACCT #171123 206-336-740.00	10/19/2018 MONICAK	10/19/2018	14.00	14.00	Open	N 10/19/2018
	OPERATING SUPPLIES			14.00			
86875654 22755	ABSOPURE WATER COMPANY ACCT #172898 206-336-740.00	10/19/2018 MONICAK	10/19/2018	14.25	14.25	Open	N 10/19/2018
	OPERATING SUPPLIES			14.25			
57058984 22756	ABSOPURE WATER COMPANY ACCT #172898 206-336-740.00	10/19/2018 MONICAK	10/19/2018	14.00	14.00	Open	N 10/19/2018
	OPERATING SUPPLIES			14.00			
57058985 22757	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	10/19/2018 MONICAK	10/19/2018	7.00	7.00	Open	N 10/19/2018
	OPERATING SUPPLIES			7.00			
	Total for vendor 000426 - ABSOPURE WATER COMPANY:			<u>68.25</u>	<u>68.25</u>		
Vendor 002675 - BAUCKHAM, SPARKS, THALL & SEEBER:							
101718 22823	BAUCKHAM, SPARKS, THALL & SEEBER LEGAL SUPPORT	10/19/2018 MONICAK	10/23/2018	9,555.13	9,555.13	Open	N 10/19/2018
	101-200-826.00	LEGAL SERVICES-BD. MEET.		300.00			
	101-200-827.00	LEGAL SERVICE-GEN. TWP.		3,337.00			
	101-400-827.00	LEGAL SERVICES - GEN. TWP.		2,091.50			
	101-200-727.00	OFFICE SUPPLIES		82.63			
	207-301-827.00	LEGAL		939.00			
	101-310-827.00	Legal Service-Gen. Twp.		2,805.00			
	Total for vendor 002675 - BAUCKHAM, SPARKS, THALL & SEEBER:			<u>9,555.13</u>	<u>9,555.13</u>		
Vendor 003007 - BILL'S LOCK SHOP, INC.:							
275 22772	BILL'S LOCK SHOP, INC. KEYS	10/19/2018 MONICAK	10/23/2018	112.50	112.50	Open	N 10/19/2018
	101-265-740.00	OPERATING SUPPLIES		112.50			
	Total for vendor 003007 - BILL'S LOCK SHOP, INC.:			<u>112.50</u>	<u>112.50</u>		

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 006670 - CONSUMERS CONCRETE CORPORATION:							
INV0101235							
22815	CONSUMERS CONCRETE CORPORATION CHEMLINK 206-336-740.00	10/19/2018 MONICAK	10/23/2018	20.00	20.00	Open	N 10/19/2018
	OPERATING SUPPLIES			20.00			
	Total for vendor 006670 - CONSUMERS CONCRETE CORPORATION:			<u>20.00</u>	<u>20.00</u>		
Vendor 006672 - CONSUMERS ENERGY:							
204476107398							
22751	CONSUMERS ENERGY ACCT #1000 2469 5296 206-336-921.03	10/19/2018 MONICAK	10/19/2018	75.72	75.72	Open	N 10/19/2018
	UTILITIES - ELECTRIC			75.72			
201361410286							
22752	CONSUMERS ENERGY ACCT #1000 0033 6162 206-336-923.03	10/19/2018 MONICAK	10/19/2018	23.33	23.33	Open	N 10/19/2018
	UTILITIES - NATURAL GAS			23.33			
	Total for vendor 006672 - CONSUMERS ENERGY:			<u>99.05</u>	<u>99.05</u>		
Vendor 006711 - STEENSMA LAWN & POWER EQUIPMENT:							
552905							
22793	STEENSMA LAWN & POWER EQUIPMENT CONTROL KIT 206-336-747.00	10/19/2018 MONICAK	10/23/2018	345.00	345.00	Open	N 10/19/2018
	SMALL TOOLS & EQUIPMENT			345.00			
552909							
22794	STEENSMA LAWN & POWER EQUIPMENT CHAINSAW/BLOWER 206-336-747.00	10/19/2018 MONICAK	10/23/2018	776.77	776.77	Open	N 10/19/2018
	SMALL TOOLS & EQUIPMENT			776.77			
	Total for vendor 006711 - STEENSMA LAWN & POWER EQUIPMENT:			<u>1,121.77</u>	<u>1,121.77</u>		
Vendor 008206 - TACTRON, INC.:							
18-931							
22792	TACTRON, INC. NAME TAG SET 206-336-740.00	10/19/2018 MONICAK	10/23/2018	73.70	73.70	Open	N 10/19/2018
	OPERATING SUPPLIES			73.70			
	Total for vendor 008206 - TACTRON, INC.:			<u>73.70</u>	<u>73.70</u>		
Vendor 009207 - FIDLAR TECHNOLOGIES, INC.:							
R222468-IN							
22791	FIDLAR TECHNOLOGIES, INC. RECEIPT BOOKS 207-301-727.00	10/19/2018 MONICAK	10/23/2018	293.24	293.24	Open	N 10/19/2018
	OFFICE SUPPLIES			293.24			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Total for vendor 009207 - FIDLAR TECHNOLOGIES, INC.:				293.24	293.24		
Vendor 013007 - FARM "N" GARDEN, INC.:							
152261 22803	FARM "N" GARDEN, INC. UTILITY MIX 206-336-932.00	10/19/2018 MONICAK	10/23/2018	94.75	94.75	Open	N 10/19/2018
Total for vendor 013007 - FARM "N" GARDEN, INC.:				94.75	94.75		
Vendor 013830 - FIRST BANKCARD:							
100218 22731	FIRST BANKCARD ACCT #3199 - MTA 101-400-862.00	10/19/2018 MONICAK	10/19/2018	642.00	642.00	Open	N 10/19/2018
	TRAVEL - CONFERENCES			642.00			
100218A 22732	FIRST BANKCARD ACCT #3199 - AMAZON.COM 101-200-740.00	10/19/2018 MONICAK	10/19/2018	79.95	79.95	Open	N 10/19/2018
	OPERATING SUPPLIES			79.95			
100218B 22733	FIRST BANKCARD ACCT #3199 - AMAZON.COM 101-200-740.00	10/19/2018 MONICAK	10/19/2018	279.98	279.98	Open	N 10/19/2018
	OPERATING SUPPLIES			279.98			
100218C 22734	FIRST BANKCARD ACCT #3199 - MTA 101-253-862.00 101-215-862.00	10/19/2018 MONICAK	10/19/2018	226.00	226.00	Open	N 10/19/2018
	TRAVEL - CONFERENCES			113.00			
	TRAVEL - CONFERENCES			113.00			
100218D 22735	FIRST BANKCARD ACCT #3199 - MTA 101-101-862.00 101-175-862.00	10/19/2018 MONICAK	10/19/2018	226.00	226.00	Open	N 10/19/2018
	TRAVEL - CONFERENCES			113.00			
	TRAVEL - CONFERENCES			113.00			
100218E 22736	FIRST BANKCARD ACCT #3199 - SYMANTEC 101-200-740.00	10/19/2018 MONICAK	10/19/2018	148.40	148.40	Open	N 10/19/2018
	OPERATING SUPPLIES			148.40			
100218F 22810	FIRST BANKCARD ACCT #3765 - KELLOGG CENTER 206-336-862.00	10/19/2018 MONICAK	10/23/2018	304.95	304.95	Open	N 10/19/2018
	TRAVEL - CONFERENCES			304.95			

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100218G 22811	FIRST BANKCARD ACCT #3765 - KELLOGG CENTER 206-336-862.00	10/19/2018 MONICAK	10/23/2018	304.95	304.95	Open	N 10/19/2018
	TRAVEL - CONFERENCES			304.95			
100218H 22812	FIRST BANKCARD ACCT #3765 - CENTER MEDICAL SUPPLY 101-265-931.00	10/19/2018 MONICAK	10/23/2018	194.62	194.62	Open	N 10/19/2018
	MAINT. - BUILDING			194.62			
100218I 22813	FIRST BANKCARD ACCT #3765 - BRETON& QPS 206-336-751.00	10/19/2018 MONICAK	10/23/2018	72.57	72.57	Open	N 10/19/2018
	GAS & OIL			72.57			
	Total for vendor 013830 - FIRST BANKCARD:			<u>2,479.42</u>	<u>2,479.42</u>		

Vendor 018630 - HASTINGS AIR-ENERGY CONTROL, INC.:

I74111 22790	HASTINGS AIR-ENERGY CONTROL, INC. SENSOR 206-336-740.00	10/19/2018 MONICAK	10/23/2018	89.66	89.66	Open	N 10/19/2018
	OPERATING SUPPLIES			89.66			
	Total for vendor 018630 - HASTINGS AIR-ENERGY CONTROL, INC.:			<u>89.66</u>	<u>89.66</u>		

Vendor 022170 - INTEGRITY BUSINESS SOLUTIONS, LLC:

1807509-0 22785	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-200-727.00	10/19/2018 MONICAK	10/23/2018	74.11	74.11	Open	N 10/19/2018
	OFFICE SUPPLIES			74.11			
1802719-0 22786	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-200-727.00	10/19/2018 MONICAK	10/23/2018	341.40	341.40	Open	N 10/19/2018
	OFFICE SUPPLIES			341.40			
1798930-0 22787	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	10/19/2018 MONICAK	10/23/2018	75.99	75.99	Open	N 10/19/2018
	OFFICE SUPPLIES			75.99			
1805194-0 22788	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	10/19/2018 MONICAK	10/23/2018	39.41	39.41	Open	N 10/19/2018
	OFFICE SUPPLIES			39.41			
1794300-0 22789	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES	10/19/2018 MONICAK	10/23/2018	154.62	154.62	Open	N 10/19/2018

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	207-301-727.00	OFFICE SUPPLIES		154.62			
	Total for vendor 022170 - INTEGRITY BUSINESS SOLUTIONS, LLC:			<u>685.53</u>	<u>685.53</u>		
Vendor 026006 - KALAMAZOO AREA BUILDING AUTHORITY:							
18-06-09							
22784	KALAMAZOO AREA BUILDING AUTHORITY	10/19/2018	10/23/2018	1,100.00	1,100.00	Open	N 10/19/2018
	PROPERTY INSPECTIONS	MONICAK					
	101-310-811.00	PURCHASED SERVICE		1,100.00			
	Total for vendor 026006 - KALAMAZOO AREA BUILDING AUTHORITY:			<u>1,100.00</u>	<u>1,100.00</u>		
Vendor 026022 - KALAMAZOO CITY TREASURER:							
092918							
22750	KALAMAZOO CITY TREASURER	10/19/2018	10/19/2018	39.36	39.36	Open	N 10/19/2018
	WATER/SEWER	MONICAK					
	101-751-927.00	UTILITIES - WATER		39.36			
1000154729							
22804	KALAMAZOO CITY TREASURER	10/19/2018	10/23/2018	300.00	300.00	Open	N 10/19/2018
	TRAINING TOWER RENTAL	MONICAK					
	206-336-811.00	PURCHASED & MAINT. SERVICE		300.00			
	Total for vendor 026022 - KALAMAZOO CITY TREASURER:			<u>339.36</u>	<u>339.36</u>		
Vendor 026076 - KALAMAZOO LANDSCAPE SUPPLIES:							
IN0144454							
22783	KALAMAZOO LANDSCAPE SUPPLIES	10/19/2018	10/23/2018	45.50	45.50	Open	N 10/19/2018
	SOIL	MONICAK					
	101-276-932.00	MAINT. - GROUNDS		45.50			
	Total for vendor 026076 - KALAMAZOO LANDSCAPE SUPPLIES:			<u>45.50</u>	<u>45.50</u>		
Vendor 026088 - KRESA PRINT CENTER:							
33592							
22800	KRESA PRINT CENTER	10/19/2018	10/23/2018	143.24	143.24	Open	N 10/19/2018
	EVIDENCE TAB SHEET	MONICAK					
	265-333-956.00	MISC. FORFEITURE EXPENSES		143.24			
	Total for vendor 026088 - KRESA PRINT CENTER:			<u>143.24</u>	<u>143.24</u>		
Vendor 026096 - ENGINEERED PROTECTION SYSTEMS, INC.:							
A749129							
22745	ENGINEERED PROTECTION SYSTEMS, INC.	10/19/2018	10/19/2018	334.71	334.71	Open	N 10/19/2018
	MONITORING	MONICAK					
	101-200-811.00	PURCHASED SERVICE		334.71			

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A748946 22746	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	10/19/2018 MONICAK PURCHASED & MAINT. SERVICE	10/19/2018	104.22 104.22	104.22	Open	N 10/19/2018
A748944 22747	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	10/19/2018 MONICAK PURCHASED & MAINT. SERVICE	10/19/2018	104.22 104.22	104.22	Open	N 10/19/2018
A748927 22748	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	10/19/2018 MONICAK PURCHASED & MAINT. SERVICE	10/19/2018	104.22 104.22	104.22	Open	N 10/19/2018
A748945 22749	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	10/19/2018 MONICAK PURCHASED & MAINT. SERVICE	10/19/2018	104.22 104.22	104.22	Open	N 10/19/2018
Total for vendor 026096 - ENGINEERED PROTECTION SYSTEMS, INC.:				<u>751.59</u>	<u>751.59</u>		
Vendor 026111 - KALAMAZOO REGIONAL EDUCATIONAL:							
073716 22782	KALAMAZOO REGIONAL EDUCATIONAL SIRENS - SUPP/MAINT 207-301-748.00	10/19/2018 MONICAK UNIFORMS/PERSONAL EQUIPMENT	10/23/2018	150.00 150.00	150.00	Open	N 10/19/2018
Total for vendor 026111 - KALAMAZOO REGIONAL EDUCATIONAL:				<u>150.00</u>	<u>150.00</u>		
Vendor 026126 - KALAMAZOO COUNTY HAZ-MAT:							
19-09 22744	KALAMAZOO COUNTY HAZ-MAT ANNUAL MEMBERSHIP FEE 206-336-732.00	10/19/2018 MONICAK DUES/SUBS/PUBL	10/19/2018	1,400.00 1,400.00	1,400.00	Open	N 10/19/2018
Total for vendor 026126 - KALAMAZOO COUNTY HAZ-MAT:				<u>1,400.00</u>	<u>1,400.00</u>		
Vendor 031009 - MALL CITY MECHANICAL, INC.:							
M004847 22743	MALL CITY MECHANICAL, INC. 2ND QUARTERLY BILLING 101-265-931.00	10/19/2018 MONICAK MAINT. - BUILDING	10/19/2018	1,668.75 1,668.75	1,668.75	Open	N 10/19/2018
M005073 22820	MALL CITY MECHANICAL, INC. REPAIR A/C 101-265-811.00	10/19/2018 MONICAK PURCHASED SERVICE	10/23/2018	391.52 391.52	391.52	Open	N 10/19/2018

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	Total for vendor 031009 - MALL CITY MECHANICAL, INC.:			2,060.27	2,060.27		

Vendor 031552 - MENARDS - KALAMAZOO EAST:

88774 22723	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	10/19/2018 MONICAK	10/19/2018	47.94	47.94	Open	N 10/19/2018
	OPERATING SUPPLIES			47.94			
88934 22724	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	10/19/2018 MONICAK	10/19/2018	20.92	20.92	Open	N 10/19/2018
	OPERATING SUPPLIES			20.92			
88860 22725	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	10/19/2018 MONICAK	10/19/2018	366.75	366.75	Open	N 10/19/2018
	MAINT. - BUILDING			366.75			
89468 22728	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	10/19/2018 MONICAK	10/19/2018	1,381.60	1,381.60	Open	N 10/19/2018
	MAINT. - BUILDING			1,381.60			
88234 22739	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-939.00	10/19/2018 MONICAK	10/19/2018	161.87	161.87	Open	N 10/19/2018
	MAINT. - VEHICLE			161.87			
88195 22740	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	10/19/2018 MONICAK	10/19/2018	71.97	71.97	Open	N 10/19/2018
	OPERATING SUPPLIES			71.97			
	Total for vendor 031552 - MENARDS - KALAMAZOO EAST:			2,051.05	2,051.05		

Vendor 032005 - AT&T:

269342197110F 22822	AT&T ACCT #26934219718337 206-336-853.00	10/19/2018 MONICAK	10/23/2018	935.73	935.73	Open	N 10/19/2018
	TELEPHONE			935.73			
	Total for vendor 032005 - AT&T:			935.73	935.73		

Vendor 032020 - MICHIGAN MUNICIPAL POLICE:

2437 22780	MICHIGAN MUNICIPAL POLICE OIL CHANGE/REPAIR 207-301-939.00	10/19/2018 MONICAK	10/23/2018	334.96	334.96	Open	N 10/19/2018
	MAINT. - VEHICLE			334.96			

10/19/2018 03:13 PM
 User: MONICAK
 DB: Kalamazoo Twp

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2439 22781	MICHIGAN MUNICIPAL POLICE INSPECT BRAKES 207-301-939.00 MAINT. - VEHICLE Total for vendor 032020 - MICHIGAN MUNICIPAL POLICE:	10/19/2018 MONICAK	10/23/2018	45.00 45.00 <u>379.96</u>	45.00 <u>379.96</u>	Open	N 10/19/2018
Vendor 032021 - MICHIGAN MUNICIPAL LEAGUE:							
101918 22795	MICHIGAN MUNICIPAL LEAGUE DUES - MITCHELL 101-175-732.00 DUES/SUBS/PUBL Total for vendor 032021 - MICHIGAN MUNICIPAL LEAGUE:	10/19/2018 MONICAK	10/23/2018	35.00 35.00 <u>35.00</u>	35.00 <u>35.00</u>	Open	N 10/19/2018
Vendor 032088 - ROBERT LAMSON, LLC:							
2530 22808	ROBERT LAMSON, LLC SCREENING - HILLERICH 207-301-812.00 EMPLOYMENT TESTING Total for vendor 032088 - ROBERT LAMSON, LLC:	10/19/2018 MONICAK	10/23/2018	125.00 125.00 <u>125.00</u>	125.00 <u>125.00</u>	Open	N 10/19/2018
Vendor 032651 - MULDER'S LANDSCAPE SUPPLIES:							
493335 22816	MULDER'S LANDSCAPE SUPPLIES SANDSTONE 101-265-932.00 MAINT. - GROUNDS Total for vendor 032651 - MULDER'S LANDSCAPE SUPPLIES:	10/19/2018 MONICAK	10/23/2018	65.00 65.00 <u>65.00</u>	65.00 <u>65.00</u>	Open	N 10/19/2018
Vendor 033829 - RIDGE COMPANY:							
097664 22801	RIDGE COMPANY BATTERIES 207-301-939.00 MAINT. - VEHICLE Total for vendor 033829 - RIDGE COMPANY:	10/19/2018 MONICAK	10/23/2018	246.62 246.62 <u>246.62</u>	246.62 <u>246.62</u>	Open	N 10/19/2018
Vendor 035237 - NYE UNIFORM CO.:							
660357 22777	NYE UNIFORM CO. UNIFORMS 207-301-748.00 UNIFORMS/PERSONAL EQUIPMENT	10/19/2018 MONICAK	10/23/2018	16.66 16.66	16.66	Open	N 10/19/2018

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660598 22778	NYE UNIFORM CO. UNIFORMS 207-301-748.00	10/19/2018 MONICAK	10/23/2018	12.00	12.00	Open	N 10/19/2018
		UNIFORMS/PERSONAL EQUIPMENT		12.00			
657562 22779	NYE UNIFORM CO. UNIFORMS 207-301-748.00	10/19/2018 MONICAK	10/23/2018	12.00	12.00	Open	N 10/19/2018
		UNIFORMS/PERSONAL EQUIPMENT		12.00			
	Total for vendor 035237 - NYE UNIFORM CO.:			<u>40.66</u>	<u>40.66</u>		

Vendor 041093 - PURITY CYLINDER, INC.:

00619079 22742	PURITY CYLINDER, INC. QUARTERLY CYLINDER RENT 101-265-740.00	10/19/2018 MONICAK	10/19/2018	82.22	82.22	Open	N 10/19/2018
		OPERATING SUPPLIES		82.22			
	Total for vendor 041093 - PURITY CYLINDER, INC.:			<u>82.22</u>	<u>82.22</u>		

Vendor 045676 - ROE-COMM, INC.:

348602 22776	ROE-COMM, INC. VEHICLE SET UP 811-440-983.00	10/19/2018 MONICAK	10/23/2018	4,612.00	4,612.00	Open	N 10/19/2018
		FIRE EQUIPMENT		4,612.00			
	Total for vendor 045676 - ROE-COMM, INC.:			<u>4,612.00</u>	<u>4,612.00</u>		

Vendor 047003 - SERVICEMASTER OF KALAMAZOO:

306032 22741	SERVICEMASTER OF KALAMAZOO CARPET CLEANING 101-265-811.00	10/19/2018 MONICAK	10/19/2018	981.00	981.00	Open	N 10/19/2018
		PURCHASED SERVICE		981.00			
	Total for vendor 047003 - SERVICEMASTER OF KALAMAZOO:			<u>981.00</u>	<u>981.00</u>		

Vendor 047048 - PETERMAN CONCRETE:

6759 22775	PETERMAN CONCRETE UCART 206-336-931.00	10/19/2018 MONICAK	10/23/2018	196.23	196.23	Open	N 10/19/2018
		MAINT. - BUILDING		196.23			
	Total for vendor 047048 - PETERMAN CONCRETE:			<u>196.23</u>	<u>196.23</u>		

Vendor 047635 - SIEGFRIED CRANDALL PC:

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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
97287 22773	SIEGFRIED CRANDALL PC ACCOUNTING ASSISTANCE 101-223-817.00	10/19/2018 MONICAK	10/23/2018	1,260.00	1,260.00	Open	N 10/19/2018
	AUDIT/ACCOUNTING SERVICE			1,260.00			
	Total for vendor 047635 - SIEGFRIED CRANDALL PC:			<u>1,260.00</u>	<u>1,260.00</u>		
Vendor 048727 - STATE OF MICHIGAN:							
MPSCS-INF1807 22814	STATE OF MICHIGAN TOWER MONITORING FEE 407-301-983.00	10/19/2018 MONICAK	10/23/2018	13,155.65	13,155.65	Open	N 10/19/2018
	EXPENSES			13,155.65			
	Total for vendor 048727 - STATE OF MICHIGAN:			<u>13,155.65</u>	<u>13,155.65</u>		
Vendor 048736 - STATE OF MICHIGAN:							
BLR422846 22821	STATE OF MICHIGAN BOILER INSPECTION 101-265-811.00	10/19/2018 MONICAK	10/23/2018	60.00	60.00	Open	N 10/19/2018
	PURCHASED SERVICE			60.00			
	Total for vendor 048736 - STATE OF MICHIGAN:			<u>60.00</u>	<u>60.00</u>		
Vendor 048769 - STATE OF MICHIGAN:							
551-523150 22799	STATE OF MICHIGAN LIVESCAN FEES 217-301-956.00	10/19/2018 MONICAK	10/23/2018	1,297.00	1,297.00	Open	N 10/19/2018
	LIVESCAN EXPENSE			1,297.00			
	Total for vendor 048769 - STATE OF MICHIGAN:			<u>1,297.00</u>	<u>1,297.00</u>		
Vendor 058029 - PREIN & NEWHOF, INC.:							
46576 22762	PREIN & NEWHOF, INC. STORM INVESTIGATION - 118 WESTWOOD 883-520-820.00	10/19/2018 MONICAK	10/23/2018	269.00	269.00	Open	N 10/19/2018
	ENGINEERING FEES			269.00			
	Total for vendor 058029 - PREIN & NEWHOF, INC.:			<u>269.00</u>	<u>269.00</u>		
Vendor 058102 - WITMER PUBLIC SAFETY:							
1894389 22805	WITMER PUBLIC SAFETY MISC SUPPLIES 206-336-747.00	10/19/2018 MONICAK	10/23/2018	107.96	107.96	Open	N 10/19/2018
	SMALL TOOLS & EQUIPMENT			107.96			
	Total for vendor 058102 - WITMER PUBLIC SAFETY:			<u>107.96</u>	<u>107.96</u>		

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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
Vendor 500062 - SHERWIN WILLIAMS:							
8983-3 22770	SHERWIN WILLIAMS MISC SUPPLIES 206-336-931.00	10/19/2018 MONICAK	10/23/2018	182.19	182.19	Open	N 10/19/2018
	MAINT. - BUILDING			182.19			
9220-9 22771	SHERWIN WILLIAMS CREDIT MEMO 206-336-931.00	10/19/2018 MONICAK	10/23/2018	(1.63)	(1.63)	Open	N 10/19/2018
	MAINT. - BUILDING			(1.63)			
	Total for vendor 500062 - SHERWIN WILLIAMS:			<u>180.56</u>	<u>180.56</u>		
Vendor 500154 - DENOYER CHEVROLET:							
584289 22769	DENOYER CHEVROLET OIL CHANGE/REPAIR 207-301-939.00	10/19/2018 MONICAK	10/23/2018	486.91	486.91	Open	N 10/19/2018
	MAINT. - VEHICLE			486.91			
	Total for vendor 500154 - DENOYER CHEVROLET:			<u>486.91</u>	<u>486.91</u>		
Vendor 500161 - CRUISERS:							
39021 22798	CRUISERS RIFLE RACK KEYS 207-301-747.00	10/19/2018 MONICAK	10/23/2018	101.62	101.62	Open	N 10/19/2018
	SMALL TOOLS & EQUIPMENT			101.62			
	Total for vendor 500161 - CRUISERS:			<u>101.62</u>	<u>101.62</u>		
Vendor 500201 - EMERGENCY VEHICLE PRODUCTS:							
S0011300 22729	EMERGENCY VEHICLE PRODUCTS PREV MAINT - NEW 821 206-336-939.00	10/19/2018 MONICAK	10/19/2018	1,408.03	1,408.03	Open	N 10/19/2018
	MAINT. - VEHICLE			1,408.03			
S0011232 22730	EMERGENCY VEHICLE PRODUCTS PREV MAINT - 821 OLD 206-336-939.00	10/19/2018 MONICAK	10/19/2018	1,022.65	1,022.65	Open	N 10/19/2018
	MAINT. - VEHICLE			1,022.65			
S0011244 22766	EMERGENCY VEHICLE PRODUCTS REPAIR CONSOLE 207-301-939.00	10/19/2018 MONICAK	10/23/2018	95.00	95.00	Open	N 10/19/2018
	MAINT. - VEHICLE			95.00			
S0011245 22767	EMERGENCY VEHICLE PRODUCTS REMOVE COBAN	10/19/2018 MONICAK	10/23/2018	47.50	47.50	Open	N 10/19/2018

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	207-301-939.00	MAINT. - VEHICLE		47.50			
S0011252							
22768	EMERGENCY VEHICLE PRODUCTS	10/19/2018	10/23/2018	28.50	28.50	Open	N 10/19/2018
	REPAIR SPOTLIGHT	MONICAK					
	207-301-939.00	MAINT. - VEHICLE		28.50			
	Total for vendor 500201 - EMERGENCY VEHICLE PRODUCTS:			<u>2,601.68</u>	<u>2,601.68</u>		
<hr/>							
Vendor 500207 - ESPER ELECTRIC, LTD:							
16217							
22738	ESPER ELECTRIC, LTD	10/19/2018	10/19/2018	623.70	623.70	Open	N 10/19/2018
	INSTALL BREAKER	MONICAK					
	101-265-931.00	MAINT. - BUILDING		623.70			
	Total for vendor 500207 - ESPER ELECTRIC, LTD:			<u>623.70</u>	<u>623.70</u>		
<hr/>							
Vendor 500344 - ROSE PEST SOLUTIONS:							
120469474							
22818	ROSE PEST SOLUTIONS	10/19/2018	10/23/2018	72.00	72.00	Open	N 10/19/2018
	CLIENT #120007379	MONICAK					
	101-265-811.00	PURCHASED SERVICE		72.00			
	Total for vendor 500344 - ROSE PEST SOLUTIONS:			<u>72.00</u>	<u>72.00</u>		
<hr/>							
Vendor 500440 - INTERSTATE ALL BATTERY:							
3474							
22765	INTERSTATE ALL BATTERY	10/19/2018	10/23/2018	90.00	90.00	Open	N 10/19/2018
	BATTERIES	MONICAK					
	207-301-939.00	MAINT. - VEHICLE		90.00			
	Total for vendor 500440 - INTERSTATE ALL BATTERY:			<u>90.00</u>	<u>90.00</u>		
<hr/>							
Vendor 500510 - PORTAGE CLEANERS AND LAUNDRY:							
918							
22802	PORTAGE CLEANERS AND LAUNDRY	10/19/2018	10/23/2018	443.44	443.44	Open	N 10/19/2018
	CLEANING	MONICAK					
	207-301-749.00	UNIFORM CLEANING		397.32			
	206-336-811.00	PURCHASED & MAINT. SERVICE		46.12			
	Total for vendor 500510 - PORTAGE CLEANERS AND LAUNDRY:			<u>443.44</u>	<u>443.44</u>		
<hr/>							
Vendor 500536 - KERMIT CHANEY:							
101618							
22809	KERMIT CHANEY	10/19/2018	10/23/2018	37.00	37.00	Open	N 10/19/2018
	RETURN OF FOUND PROPERTY	MONICAK					
	701-000-237.00	INTER-FUND TRANSFER		37.00			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Total for vendor 500536 - KERMIT CHANEY:				37.00	37.00		
Vendor 500577 - LEHRMAN LAWN CARE:							
2182 22737	LEHRMAN LAWN CARE LAWN CARE/WEED ORD	10/19/2018 MONICAK	10/19/2018	3,200.00	3,200.00	Open	N 10/19/2018
	101-265-932.00	MAINT. - GROUNDS		1,690.00			
	101-310-811.00	PURCHASED SERVICE		1,510.00			
Total for vendor 500577 - LEHRMAN LAWN CARE:				3,200.00	3,200.00		
Vendor 500590 - LOWE'S COMPANIES, INC.:							
25968A 22726	LOWE'S COMPANIES, INC. MISC SUPPLIES	10/19/2018 MONICAK	10/19/2018	36.62	36.62	Open	N 10/19/2018
	206-336-740.00	OPERATING SUPPLIES		36.62			
25971 22727	LOWE'S COMPANIES, INC. MISC SUPPLIES	10/19/2018 MONICAK	10/19/2018	7.56	7.56	Open	N 10/19/2018
	206-336-740.00	OPERATING SUPPLIES		7.56			
25763 22763	LOWE'S COMPANIES, INC. MISC SUPPLIES	10/19/2018 MONICAK	10/23/2018	13.44	13.44	Open	N 10/19/2018
	206-336-740.00	OPERATING SUPPLIES		13.44			
25623 22764	LOWE'S COMPANIES, INC. MISC SUPPLIES	10/19/2018 MONICAK	10/23/2018	142.43	142.43	Open	N 10/19/2018
	206-336-740.00	OPERATING SUPPLIES		142.43			
25683 22806	LOWE'S COMPANIES, INC. MISC SUPPLIES	10/19/2018 MONICAK	10/23/2018	141.73	141.73	Open	N 10/19/2018
	101-265-740.00	OPERATING SUPPLIES		141.73			
511.43 22807	LOWE'S COMPANIES, INC. MISC SUPPLIES	10/19/2018 MONICAK	10/23/2018	511.43	511.43	Open	N 10/19/2018
	206-336-747.00	SMALL TOOLS & EQUIPMENT		511.43			
Total for vendor 500590 - LOWE'S COMPANIES, INC.:				853.21	853.21		
Vendor 500598 - EXTREME POWER EQUIPMENT:							
46303 22817	EXTREME POWER EQUIPMENT REPLACE SWITCH	10/19/2018 MONICAK	10/23/2018	63.49	63.49	Open	N 10/19/2018

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	101-265-934.00	MAINT. - MACHINE		63.49			
	Total for vendor 500598 - EXTREME POWER EQUIPMENT:			<u>63.49</u>	<u>63.49</u>		
Vendor 500632 - MMTA:							
2890 22796	MMTA	10/19/2018	10/23/2018	50.00	50.00	Open	N 10/19/2018
	DUES - BROWN	MONICAK					
	101-253-732.00	DUES/SUBS/PUBL		50.00			
101018 22797	MMTA	10/19/2018	10/23/2018	50.00	50.00	Open	N 10/19/2018
	DUES - MILLER	MONICAK					
	101-253-732.00	DUES/SUBS/PUBL		50.00			
	Total for vendor 500632 - MMTA:			<u>100.00</u>	<u>100.00</u>		
Vendor 500653 - MOSES FIRE EQUIPMENT, INC.:							
18399 22761	MOSES FIRE EQUIPMENT, INC.	10/19/2018	10/23/2018	165.94	165.94	Open	N 10/19/2018
	MISC SUPPLIES	MONICAK					
	206-336-939.00	MAINT. - VEHICLE		165.94			
	Total for vendor 500653 - MOSES FIRE EQUIPMENT, INC.:			<u>165.94</u>	<u>165.94</u>		
Vendor 500920 - STAPLES ADVANTAGE:							
8051700666 22819	STAPLES ADVANTAGE	10/19/2018	10/23/2018	598.47	598.47	Open	N 10/19/2018
	CUST #DET 1823802	MONICAK					
	206-336-727.00	OFFICE SUPPLIES		598.47			
	Total for vendor 500920 - STAPLES ADVANTAGE:			<u>598.47</u>	<u>598.47</u>		
Vendor 501105 - WMCJTC:							
3536 22774	WMCJTC	10/19/2018	10/23/2018	100.00	100.00	Open	N 10/19/2018
	BASIC EVIDENCE - KLOOSTERMAN	MONICAK					
	266-320-960.00	TUITION/TRAINING		100.00			
	Total for vendor 501105 - WMCJTC:			<u>100.00</u>	<u>100.00</u>		
Vendor 501172 - WRAPS & SIGNS BY TRIM IT:							
1941 22758	WRAPS & SIGNS BY TRIM IT	10/19/2018	10/19/2018	1,781.75	1,781.75	Open	N 10/19/2018
	VINYL INSTALLED	MONICAK					
	206-336-811.00	PURCHASED & MAINT. SERVICE		1,781.75			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1928 22759	WRAPS & SIGNS BY TRIM IT VINYL INSTALLED 207-301-939.00	10/19/2018 MONICAK	10/19/2018	483.50	483.50	Open	N 10/19/2018
	MAINT. - VEHICLE			483.50			
1479 22760	WRAPS & SIGNS BY TRIM IT VINYL INSTALLED 207-301-939.00	10/19/2018 MONICAK	10/23/2018	467.75	467.75	Open	N 10/19/2018
	MAINT. - VEHICLE			467.75			
Total for vendor 501172 - WRAPS & SIGNS BY TRIM IT:				<u>2,733.00</u>	<u>2,733.00</u>		
# of Invoices:	100	# Due:	100	Totals:	59,035.69	59,035.69	
# of Credit Memos:	1	# Due:	1	Totals:	(1.63)	(1.63)	
Net of Invoices and Credit Memos:				<u>59,034.06</u>	<u>59,034.06</u>		

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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	Jrnalized Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL			21,205.07	21,205.07		
	206 - FIRE			13,572.50	13,572.50		
	207 - POLICE			4,642.60	4,642.60		
	217 - LIVESCAN/SOR			1,297.00	1,297.00		
	265 - DRUG LAW ENFORCEMENT			143.24	143.24		
	266 - LAW ENFORCEMENT TRAINING			100.00	100.00		
	407 - RADIO SITE PROJECT			13,155.65	13,155.65		
	701 - TRUST & AGENCY			37.00	37.00		
	811 - FIRE CAPITAL IMPROVEMENT			4,612.00	4,612.00		
	883 - SEWER IMPROVEMENT			269.00	269.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - REVENUES			37.00	37.00		
	101 - LEGISLATIVE			113.00	113.00		
	175 - MANAGER			148.00	148.00		
	200 - GENERAL SERVICES_ADMIN			4,978.18	4,978.18		
	215 - CLERK			113.00	113.00		
	223 - FINANCE			1,260.00	1,260.00		
	253 - TREASURER			213.00	213.00		
	265 - MAINTENANCE			6,146.53	6,146.53		
	276 - CEMETERY			45.50	45.50		
	301 - POLICE			19,095.25	19,095.25		
	310 - ENFORCEMENT (ORD, UNSAFE BDC			5,415.00	5,415.00		
	320 - STATE TRAINING MONEY			100.00	100.00		
	333 - DRUG LAW ENFORCEMENT			143.24	143.24		
	336 - FIRE			13,572.50	13,572.50		
	400 - PLANNING/ZONING			2,733.50	2,733.50		
	440 - CAPTIAL IMPROVEMENT			4,612.00	4,612.00		
	520 - SEWER IMPROVEMENT			269.00	269.00		
	751 - RECREATION			39.36	39.36		



**KALAMAZOO TOWNSHIP
TREASURER'S REPORT
SEPTEMBER 2018**

CASH SUMMARY BY CLASSIFICATION:

<u>FINANCIAL INSTITUTION</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u>
MERCANTILE BANK	POOL	341,587.09
TOTAL POOLED INVESTMENTS**	POOL	11,884,430.60
MERCANTILE BANK	ROAD BOND	525,720.40
MERCANTILE BANK	ERAD	1,000.79
CHEMICAL BANK	CURRENT TAX	2,725,563.47
CHEMICAL BANK	MRA	52,057.71
TOTAL CASH SUMMARY BY CLASSIFICATION		<u>\$ 15,530,360.06</u>

****POOLED INVESTMENT DETAIL****

<u>FINANCIAL INSTITUTION</u>	<u>ACCOUNT TYPE</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>MARKET VALUE</u>
ADVIA CREDIT UNION	CD	0.75%	2/23/2019	255,811.88
ADVIA CREDIT UNION	MM	0.50%	NA	669,156.67
CHEMICAL BANK	CD	2.32%	2/22/2019	254,704.73
CHEMICAL BANK	CD	2.32%	2/22/2019	254,704.73
Comerica - Wells Fargo	MM	1.13%	NA	1,160.29
Comerica - Wells Fargo	CD	1.50%	11/13/2018	249,860.00
Comerica - Wells Fargo	CD	2.15%	12/22/2020	140,537.54
Comerica - Wells Fargo	CD	3.00%	5/16/2023	246,780.00
Comerica - Wells Fargo	Comm Paper	NA	12/11/2018	497,625.84
Comerica - Wells Fargo	US Govt Bonds	1.10%	3/29/2019	531,495.75
Consumers CU	CD	2.10%	9/30/2019	325,967.15
Consumers CU	MM	NA	NA	25.01
Consumers CU	MM	0.03%	NA	1,144,432.01
FIRST NATIONAL BANK	CD	2.30%	8/23/2018	505,160.56
FIRST NATIONAL BANK	CD	1.00%	5/6/2019	103,954.82
FIRST NATIONAL BANK	CD	1.30%	10/4/2018	307,009.19
FIRST NATIONAL BANK	MM	NA	NA	44.65
FIRST SOURCE BANK	CD	1.52%	12/20/2018	304,649.03
HUNTINGTON BANK	MM	1.38%	NA	4.92
LAKE MICHIGAN CREDIT UNION	CD	1.40%	11/1/2018	255,199.51
LAKE MICHIGAN CREDIT UNION	CD	1.40%	11/1/2018	255,199.51
LAKE MICHIGAN CREDIT UNION	Savings	NA	NA	5.10
MACATAWA BANK	CD	2.12%	3/26/2019	124,869.73
MACATAWA BANK	CD	1.77%	6/4/2020	106,184.47
MBIA CLASS	INV POOL	2.17%	NA	2,184,693.76
MERCANTILE BANK OF MI	ICS	0.10%	NA	138,202.69
MERCANTILE BANK OF MI	CD	2.00%	11/21/2018	759,916.66
MERCANTILE BANK OF MI	CD	2.53%	7/9/2019	603,956.59
MORGAN STANLEY	Comm Paper	1.49%	11/13/2018	747,840.00
MORGAN STANLEY	Comm Paper	1.17%	3/5/2019	247,222.50
MORGAN STANLEY	Govt Sec.	2.50%	12/25/2042	207,412.16
MORGAN STANLEY	MM	0.15%	NA	503.03
MORGAN STANLEY	CD	1.60%	5/9/2019	254,584.42
PRIVATE BANK/CIBC	CD	2.35%	3/4/2019	103,548.40
PRIVATE BANK/CIBC	CD	2.35%	3/4/2019	102,007.30
TOTAL FOR POOL INVESTMENT DETAIL				<u>\$ 11,884,430.60</u>

CASH ALLOCATION BY FUND:

<u>FUND DESCRIPTION</u>	<u>FUND NO.</u>	<u>AMOUNT</u>
GENERAL FUND	101/206/207	4,976,717.94
PARK AND RECREATION	211	9,701.62
LIVE SCAN	217	135,097.22
STREET LIGHTING	219	275,042.74
RECYCLING	226	144,727.59
DRUG LAW ENFORCEMENT	265	94,286.16
LAW ENFORCEMENT TRAINING	266	10,741.86
SWET	267	(5,432.65)
911 WIRELESS FUND	270	106,328.37
ROAD DEBT SERVICE (VOTED BOND)	301	41,734.78
ROAD IMPROVEMENT	850	483,985.62
RADIO SITE PROJECT	407	14,999.48
REVOLVING LOAN	550	1,850.00
GOLF COURSE	584	14,566.56
TRUST & AGENCY	701	194,219.03
MEDICAL REIMBURSEMENT	702	52,057.71
S.W.E.T. AGENCY	727	313,967.58
SWET ERAD FUND	728	1,000.79
POLICE CAPITAL IMPROVEMENT	810	720,281.40
FIRE CAPITAL IMPROVEMENT	811	1,325,941.49
STREET	812	190,955.04
WATER	871	260,194.52
SEWER FUND	883	3,408,103.65
SAW GRANT	884	33,728.09
CURRENT TAX	704	2,725,563.47
TOTAL CASH ALLOCATION BY FUND		<u>\$ 15,530,360.06</u>

REVENUE & EXPENDITURES REPORT FOR KALAMAZOO CHARTER TOWNSHIP
PERIOD ENDING 09/30/2018
MONTHLY BUDGET VS. ACTUAL SUMMARY REPORT
75% OF THE FISCAL YEAR COMPLETED

DEPARTMENT DESCRIPTION	2017 AMENDED BUDGET	YTD BALANCE 09/30/2017	PREV YEAR % BDGT USED	2018 AMENDED BUDGET	YTD BALANCE 09/30/2018	CURR YEAR % BDGT USED
Fund 101 - GENERAL						
Net - Dept 000 - REVENUES	6,749,100.00	6,004,778.25	88.97%	6,589,905.00	5,487,861.42	83.28%
Net - Dept 101 - LEGISLATIVE	(79,950.00)	(46,741.60)	58.46%	(82,580.00)	(33,374.51)	40.41%
Net - Dept 171 - SUPERVISOR	(23,625.00)	(20,202.21)	85.51%	(38,400.00)	(26,676.97)	69.47%
Net - Dept 175 - MANAGER	(125,300.00)	(92,889.34)	74.13%	(188,405.00)	(149,689.61)	79.45%
Net - Dept 191 - ELECTION	(61,100.00)	(14,888.34)	24.37%	(60,425.00)	(28,014.22)	46.36%
Net - Dept 200 - GENERAL SERVICES_ADMIN	(904,250.00)	(556,442.78)	61.54%	(358,300.00)	(267,969.37)	74.79%
Net - Dept 209 - ASSESSOR	(209,650.00)	(147,311.88)	70.27%	(204,935.00)	(135,777.85)	66.25%
Net - Dept 215 - CLERK	(23,450.00)	(17,428.15)	74.32%	(86,875.00)	(72,706.17)	83.69%
Net - Dept 223 - FINANCE	0.00	0.00		(231,225.00)	(169,702.45)	73.39%
Net - Dept 253 - TREASURER	(26,750.00)	(23,672.12)	88.49%	(36,490.00)	(29,421.53)	80.63%
Net - Dept 265 - MAINTENANCE	(259,600.00)	(193,578.11)	74.57%	(265,720.00)	(190,593.27)	71.73%
Net - Dept 276 - CEMETERY	(25,325.00)	(17,134.97)	67.66%	(26,335.00)	(21,496.85)	81.63%
Net - Dept 310 - ENFORCEMENT (ORD, UNSAFE BDG, RENTAL)	(83,250.00)	(43,125.34)	51.80%	(90,450.00)	(66,118.79)	73.10%
Net - Dept 400 - PLANNING/ZONING	(91,800.00)	(55,995.81)	61.00%	(87,500.00)	(57,990.87)	66.28%
Net - Dept 425 - EMERGENCY PREPAREDNESS	(2,000.00)	0.00	0.00%	(9,500.00)	(9,265.00)	97.53%
Net - Dept 439 - OTHER PUBLIC SAFETY	2,000.00	959.22	47.96%	0.00	0.00	
Net - Dept 446 - STREETS	(215,000.00)	(25,943.38)	12.07%	(300,000.00)	(17,002.34)	5.67%
Net - Dept 751 - RECREATION	(8,500.00)	(8,371.38)	98.49%	(13,150.00)	(5,433.60)	41.32%
Net - Dept 890 - CONTINGENCY	0.00	0.00		(135,400.00)	0.00	0.00%
Net - Dept 901 - CAPITAL OUTLAY_GENERAL	(12,000.00)	(10,385.90)	86.55%	(61,800.00)	(124,616.50)	201.64%
NET OF REVENUES & EXPENDITURES	4,599,550.00	4,731,626.16		4,312,415.00	4,082,011.52	
Fund 206 - FIRE						
Net - Dept 000 - REVENUES	0.00	0.00		1,642,260.00	1,649,297.67	100.43%
Net - Dept 336 - FIRE	(1,575,050.00)	(1,095,705.10)	69.57%	(1,642,260.00)	(1,063,504.21)	64.76%
NET OF REVENUES & EXPENDITURES	(1,575,050.00)	(1,095,705.10)		0.00	585,793.46	
Fund 207 - POLICE						
Net - Dept 000 - REVENUES	1,171,750.00	1,017,611.98	86.85%	4,741,945.00	4,587,559.97	96.74%
Net - Dept 301 - POLICE	(4,876,850.00)	(3,403,525.73)	69.79%	(4,741,945.00)	(3,382,754.82)	71.34%
NET OF REVENUES & EXPENDITURES	(3,705,100.00)	(2,385,913.75)		0.00	1,204,805.15	

REVENUE & EXPENDITURES REPORT FOR KALAMAZOO CHARTER TOWNSHIP
PERIOD ENDING 09/30/2018
MONTHLY BUDGET VS. ACTUAL SUMMARY REPORT
75% OF THE FISCAL YEAR COMPLETED

DEPARTMENT DESCRIPTION	2017 AMENDED BUDGET	YTD BALANCE 09/30/2017	PREV YEAR % BDGT USED	2018 AMENDED BUDGET	YTD BALANCE 09/30/2018	CURR YEAR % BDGT USED
Fund 217 - LIVESCAN/SOR						
Net - Dept 000 - REVENUES	0.00	25,888.00		29,000.00	27,373.84	94.39%
Net - Dept 301 - POLICE	0.00	(8,875.00)		(27,500.00)	(13,474.90)	49.00%
NET OF REVENUES & EXPENDITURES	0.00	17,013.00		1,500.00	13,898.94	
Fund 219 - STREET LIGHTS						
Net - Dept 000 - REVENUES	196,242.00	220,108.15	112.16%	216,260.00	243,241.08	112.48%
Net - Dept 448 - STREET LIGHTS	(250,000.00)	(148,182.57)	59.27%	(251,000.00)	(165,398.13)	65.90%
NET OF REVENUES & EXPENDITURES	(53,758.00)	71,925.58		(34,740.00)	77,842.95	
Fund 226 - RECYCLING						
Net - Dept 000 - REVENUES	443,052.00	444,450.16	100.32%	410,365.00	446,849.05	108.89%
Net - Dept 527 - RECYCLING	(440,000.00)	(292,228.54)	66.42%	(422,925.00)	(316,918.15)	74.93%
NET OF REVENUES & EXPENDITURES	3,052.00	152,221.62		(12,560.00)	129,930.90	
Fund 237 - FITNESS ROOM						
Net - Dept 000 - REVENUES	0.00	856.00		1,000.00	0.00	
Net - Dept 301 - POLICE	0.00	(900.00)		(1,000.00)	0.00	
NET OF REVENUES & EXPENDITURES	0.00	(44.00)		0.00	0.00	
Fund 265 - DRUG LAW ENFORCEMENT						
Net - Dept 000 - REVENUES	0.00	8,277.00		5,500.00	7,791.98	141.67%
Net - Dept 333 - DRUG LAW ENFORCEMENT	0.00	0.00		(1,000.00)	0.00	0.00%
NET OF REVENUES & EXPENDITURES	0.00	8,277.00		4,500.00	7,791.98	
Fund 266 - LAW ENFORCEMENT TRAINING						
Net - Dept 000 - REVENUES	21,000.00	2,621.05	12.48%	19,000.00	15,664.64	82.45%
Net - Dept 320 - STATE TRAINING MONEY	(24,000.00)	(16,876.16)	70.32%	(24,000.00)	(11,349.87)	47.29%
NET OF REVENUES & EXPENDITURES	(3,000.00)	(14,255.11)		(5,000.00)	4,314.77	

REVENUE & EXPENDITURES REPORT FOR KALAMAZOO CHARTER TOWNSHIP
PERIOD ENDING 09/30/2018
MONTHLY BUDGET VS. ACTUAL SUMMARY REPORT
75% OF THE FISCAL YEAR COMPLETED

DEPARTMENT DESCRIPTION	2017 AMENDED BUDGET	YTD BALANCE 09/30/2017	PREV YEAR % BDGT USED	2018 AMENDED BUDGET	YTD BALANCE 09/30/2018	CURR YEAR % BDGT USED
Fund 267 - SWET						
Net - Dept 000 - REVENUES	0.00	44,235.30		55,310.00	36,694.67	66.34%
Net - Dept 301 - POLICE	0.00	(44,235.30)		(55,310.00)	(39,553.18)	71.51%
NET OF REVENUES & EXPENDITURES	0.00	0.00		0.00	(2,858.51)	
Fund 270 - 911 WIRELESS						
Net - Dept 000 - REVENUES	44,000.00	36,785.78	83.60%	46,000.00	26,993.42	58.68%
Net - Dept 301 - POLICE	(9,000.00)	0.00	0.00%	(15,000.00)	(192,389.00)	1282.59%
NET OF REVENUES & EXPENDITURES	35,000.00	36,785.78		31,000.00	(165,395.58)	
Fund 301 - ROAD DEBT SERVICE (VOTED BOND)						
Net - Dept 000 - REVENUES	0.00	1,347.98		1,065,375.00	1,086,088.59	101.94%
Net - Dept 906 - ROAD IMPROVEMENT	0.00	(1,049,787.69)		(1,062,375.00)	(1,062,401.61)	100.00%
NET OF REVENUES & EXPENDITURES	0.00	(1,048,439.71)		3,000.00	23,686.98	
Fund 407 - RADIO SITE PROJECT						
Net - Dept 000 - REVENUES	0.00	213,010.00		10,000.00	10,000.00	100.00%
Net - Dept 301 - POLICE	0.00	(208,010.33)		(7,200.00)	0.00	0.00%
NET OF REVENUES & EXPENDITURES	0.00	4,999.67		2,800.00	10,000.00	
Fund 584 - GOLF COURSE						
Net - Dept 000 - REVENUES	0.00	8,648.45		9,500.00	10,107.77	106.40%
Net - Dept 698 - GOLF COURSE	0.00	0.00		(6,000.00)	(4,697.76)	78.30%
NET OF REVENUES & EXPENDITURES	0.00	8,648.45		3,500.00	5,410.01	
Fund 810 - POLICE CAPITAL IMPROVEMENT						
Net - Dept 000 - REVENUES	235,490.00	9,588.51	4.07%	242,555.00	273,165.94	112.62%
Net - Dept 440 - CAPTIAL IMPROVEMENT	(336,300.00)	(15,116.23)	4.49%	(340,800.00)	(65,615.42)	19.25%
NET OF REVENUES & EXPENDITURES	(100,810.00)	(5,527.72)		(98,245.00)	207,550.52	

REVENUE & EXPENDITURES REPORT FOR KALAMAZOO CHARTER TOWNSHIP
PERIOD ENDING 09/30/2018
MONTHLY BUDGET VS. ACTUAL SUMMARY REPORT
75% OF THE FISCAL YEAR COMPLETED

DEPARTMENT DESCRIPTION	2017 AMENDED BUDGET	YTD BALANCE 09/30/2017	PREV YEAR % BDGT USED	2018 AMENDED BUDGET	YTD BALANCE 09/30/2018	CURR YEAR % BDGT USED
Fund 811 - FIRE CAPITAL IMPROVEMENT						
Net - Dept 000 - REVENUES	392,484.00	88,499.00	22.55%	416,760.00	466,975.19	112.05%
Net - Dept 440 - CAPTIAL IMPROVEMENT	(396,500.00)	(145,941.18)	36.81%	(448,000.00)	(276,197.75)	61.65%
NET OF REVENUES & EXPENDITURES	(4,016.00)	(57,442.18)		(31,240.00)	190,777.44	
Fund 812 - STREET IMPROVEMENT						
Net - Dept 000 - REVENUES	0.00	12,356.90		11,600.00	13,430.24	115.78%
NET OF REVENUES & EXPENDITURES	0.00	12,356.90		11,600.00	13,430.24	
Fund 850 - ROAD IMPROVEMENT						
Net - Dept 000 - REVENUES	0.00	2,599.94		0.00	720.02	
Net - Dept 906 - ROAD IMPROVEMENT	0.00	(76.94)		(289,900.00)	(45,022.70)	15.53%
NET OF REVENUES & EXPENDITURES	0.00	2,523.00		(289,900.00)	(44,302.68)	
Fund 871 - WATER IMPROVEMENT						
Net - Dept 000 - REVENUES	0.00	30,936.47		38,000.00	11,724.55	30.85%
Net - Dept 441 - WATER IMPROVEMENT	0.00	(24,199.88)		(27,000.00)	(19,868.75)	73.59%
NET OF REVENUES & EXPENDITURES	0.00	6,736.59		11,000.00	(8,144.20)	
Fund 883 - SEWER IMPROVEMENT						
Net - Dept 000 - REVENUES	0.00	58,116.32		73,000.00	42,481.19	58.19%
Net - Dept 520 - SEWER IMPROVEMENT	0.00	(14,578.33)		(28,000.00)	(48,587.82)	173.53%
NET OF REVENUES & EXPENDITURES	0.00	43,537.99		45,000.00	(6,106.63)	
Fund 884 - SAW GRANT						
Net - Dept 000 - REVENUES	0.00	242,557.88		700,000.00	165,671.89	23.67%
Net - Dept 520 - SEWER IMPROVEMENT	0.00	(202,914.42)		(700,000.00)	(136,943.80)	19.56%
NET OF REVENUES & EXPENDITURES	0.00	39,643.46		0.00	28,728.09	

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PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL						
Revenues						
Dept 000 - REVENUES						
101-000-403.00	OPERATING LEVY-C.T.	3,783,850.00	3,767,147.28	0.00	16,702.72	99.56
101-000-403.01	PMT IN LIEU OF TAX (PILOT)	25,000.00	15,616.64	0.00	9,383.36	62.47
101-000-404.00	ACT 198 -TWP IFT	25,000.00	20,239.07	564.75	4,760.93	80.96
101-000-412.00	DELINQUENT PERSONAL PROP TAX	0.00	9,148.51	9,148.51	(9,148.51)	100.00
101-000-424.00	TRAILER FEES	3,000.00	0.00	0.00	3,000.00	0.00
101-000-445.00	PENALTIES & INTEREST ON TAXES	0.00	6,409.61	(14,777.99)	(6,409.61)	100.00
101-000-451.00	CABLE TV FRANCHISE FEE 3%	180,000.00	89,447.35	34,899.18	90,552.65	49.69
101-000-473.00	RENTAL APPLICATION FEES	73,000.00	43,100.00	35,000.00	29,900.00	59.04
101-000-473.01	MM APPLICATION FEES	0.00	40,000.00	0.00	(40,000.00)	100.00
101-000-474.00	LICENSE FEES/SIGNS	2,500.00	1,650.00	90.00	850.00	66.00
101-000-477.00	SPEC. INSP/PLAN REVIEW/ZONING FEE	10,000.00	13,300.00	3,000.00	(3,300.00)	133.00
101-000-575.00	STATE SHARED	2,000,000.00	1,088,127.00	0.00	911,873.00	54.41
101-000-576.00	LIQUOR LICENSES	8,200.00	13.75	0.00	8,186.25	0.17
101-000-578.00	VIOLATION BUREAU	1,500.00	1,170.00	60.00	330.00	78.00
101-000-587.00	ELECTION REIMBURSEMENT	0.00	11,916.99	0.00	(11,916.99)	100.00
101-000-603.00	UNCLASSIFIED	0.00	3,520.60	(5,208.38)	(3,520.60)	100.00
101-000-603.01	LOCAL GOVT REVENUE	0.00	753.69	0.00	(753.69)	100.00
101-000-626.00	PASSPORT FEE/FIRE REPORTS	25,000.00	22,182.95	3,045.00	2,817.05	88.73
101-000-629.00	TOWNSHIP SERVICE	100.00	2,424.26	0.00	(2,324.26)	2,424.26
101-000-629.01	TWP CLEAN-UP/MOWING/DEMO SRVC	0.00	28,116.57	28,116.57	(28,116.57)	100.00
101-000-630.00	LEASE PAYMENTS	32,640.00	23,108.84	1,043.82	9,531.16	70.80
101-000-633.00	MONUMENT INSTALLATION	600.00	1,800.00	800.00	(1,200.00)	300.00
101-000-634.00	INTERMENT FEES	10,000.00	13,350.00	250.00	(3,350.00)	133.50
101-000-643.00	SALE OF LOTS-CEMETERY	1,500.00	5,250.00	0.00	(3,750.00)	350.00
101-000-651.00	TAX ADMIN FEE	217,515.00	114,989.95	(36,516.28)	102,525.05	52.87
101-000-652.00	COLLECTION FEES	28,000.00	42,204.00	0.00	(14,204.00)	150.73
101-000-654.00	WATER SURCHARGE FEES	100,000.00	56,382.87	0.00	43,617.13	56.38
101-000-660.00	DISTRICT COURT FEES	25,000.00	15,970.46	1,509.72	9,029.54	63.88
101-000-660.01	FALSE ALARM	500.00	3,041.13	0.00	(2,541.13)	608.23
101-000-664.00	INTEREST EARNED	30,500.00	34,019.11	2,536.97	(3,519.11)	111.54
101-000-667.00	ROOM RENTAL - INCOME	6,000.00	7,575.00	425.00	(1,575.00)	126.25
101-000-673.00	SALE OF TWP. ASSETS	500.00	2,885.79	0.00	(2,385.79)	577.16
101-000-675.00	PRIVATE CONTRIBUTIONS & DONATIONS	0.00	3,000.00	0.00	(3,000.00)	100.00
Total Dept 000 - REVENUES		6,589,905.00	5,487,861.42	63,986.87	1,102,043.58	83.28
TOTAL REVENUES		6,589,905.00	5,487,861.42	63,986.87	1,102,043.58	83.28
Expenditures						
Dept 101 - LEGISLATIVE						
101-101-711.00	INSURANCE OPT OUT	13,800.00	10,833.12	1,203.68	2,966.88	78.50
101-101-712.00	COMPENSATION - TRUSTEES	30,500.00	14,680.00	2,210.00	15,820.00	48.13
101-101-715.00	FICA	2,350.00	1,986.96	260.58	363.04	84.55
101-101-716.00	HEALTH INSURANCE	20,880.00	480.10	54.23	20,399.90	2.30
101-101-717.00	LIFE INS/STD/LTD	1,750.00	703.18	77.55	1,046.82	40.18
101-101-718.00	PENSION	2,800.00	1,521.00	221.00	1,279.00	54.32
101-101-732.00	DUES/SUBS/PUBL	4,000.00	0.00	0.00	4,000.00	0.00
101-101-862.00	TRAVEL - CONFERENCES	6,500.00	3,170.15	0.00	3,329.85	48.77
Total Dept 101 - LEGISLATIVE		82,580.00	33,374.51	4,027.04	49,205.49	40.41
Dept 171 - SUPERVISOR						
101-171-701.00	WAGES - DEPARTMENT HEAD	15,000.00	11,537.21	1,153.84	3,462.79	76.91

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PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL						
Expenditures						
101-171-702.00	WAGES -	0.00	640.62	75.37	(640.62)	100.00
101-171-715.00	FICA	1,200.00	661.88	64.00	538.12	55.16
101-171-716.00	HEALTH INSURANCE	16,700.00	11,929.90	1,350.41	4,770.10	71.44
101-171-717.00	LIFE INS/STD/LTD	500.00	233.79	28.85	266.21	46.76
101-171-718.00	PENSION	1,500.00	1,230.57	124.42	269.43	82.04
101-171-732.00	DUES/SUBS/PUBL	1,000.00	0.00	0.00	1,000.00	0.00
101-171-862.00	TRAVEL - CONFERENCES	2,500.00	443.00	0.00	2,057.00	17.72
Total Dept 171 - SUPERVISOR		38,400.00	26,676.97	2,796.89	11,723.03	69.47
Dept 175 - MANAGER						
101-175-701.00	WAGES - DEPARTMENT HEAD	99,395.00	77,092.42	7,653.86	22,302.58	77.56
101-175-702.00	WAGES -	44,500.00	33,812.53	3,369.95	10,687.47	75.98
101-175-711.00	INSURANCE OPT OUT	10,300.00	3,856.68	428.52	6,443.32	37.44
101-175-715.00	FICA	11,000.00	8,523.05	847.69	2,476.95	77.48
101-175-716.00	HEALTH INSURANCE	210.00	9,852.62	1,069.87	(9,642.62)	4,691.72
101-175-717.00	LIFE INS/STD/LTD	2,500.00	1,851.95	204.25	648.05	74.08
101-175-718.00	PENSION	15,000.00	11,766.73	1,169.78	3,233.27	78.44
101-175-732.00	DUES/SUBS/PUBL	2,000.00	130.00	0.00	1,870.00	6.50
101-175-862.00	TRAVEL - CONFERENCES	3,500.00	2,803.63	900.00	696.37	80.10
Total Dept 175 - MANAGER		188,405.00	149,689.61	15,643.92	38,715.39	79.45
Dept 191 - ELECTION						
101-191-702.00	WAGES -	3,260.00	2,029.04	0.00	1,230.96	62.24
101-191-703.00	OVERTIME	10,300.00	1,707.89	0.00	8,592.11	16.58
101-191-712.00	ELECTION BOARD	23,500.00	20,120.00	0.00	3,380.00	85.62
101-191-715.00	FICA	1,050.00	260.53	0.00	789.47	24.81
101-191-716.00	HEALTH INSURANCE	3,915.00	1,234.70	0.00	2,680.30	31.54
101-191-717.00	LIFE INS/STD/LTD	300.00	60.05	0.00	239.95	20.02
101-191-718.00	PENSION	1,000.00	446.62	0.00	553.38	44.66
101-191-727.00	OFFICE SUPPLIES	6,900.00	902.78	0.00	5,997.22	13.08
101-191-811.00	PURCHASED SERVICE	4,000.00	1,076.53	0.00	2,923.47	26.91
101-191-813.00	COUNTY ELECTION SERVICES	5,500.00	0.00	0.00	5,500.00	0.00
101-191-816.00	PURCHASED CLEANING SERV.	250.00	126.08	0.00	123.92	50.43
101-191-862.00	TRAVEL - CONFERENCES	400.00	50.00	0.00	350.00	12.50
101-191-903.00	NOTICE & PUBL.	50.00	0.00	0.00	50.00	0.00
Total Dept 191 - ELECTION		60,425.00	28,014.22	0.00	32,410.78	46.36
Dept 200 - GENERAL SERVICES ADMIN						
101-200-702.00	WAGES -	51,000.00	29,711.78	4,153.44	21,288.22	58.26
101-200-703.00	OVERTIME	0.00	236.90	0.00	(236.90)	100.00
101-200-711.00	INSURANCE OPT OUT	0.00	(528.27)	0.00	528.27	100.00
101-200-715.00	FICA	3,900.00	2,723.28	307.26	1,176.72	69.83
101-200-716.00	HEALTH INSURANCE	18,900.00	18,263.96	(3,154.91)	636.04	96.63
101-200-717.00	LIFE INS/STD/LTD	800.00	1.57	1.57	798.43	0.20
101-200-718.00	PENSION	3,700.00	2,165.50	287.48	1,534.50	58.53
101-200-727.00	OFFICE SUPPLIES	13,000.00	8,747.75	344.20	4,252.25	67.29
101-200-730.00	POSTAGE	25,000.00	17,603.25	206.30	7,396.75	70.41
101-200-732.00	DUES/SUBS/PUBL	8,000.00	6,586.33	0.00	1,413.67	82.33
101-200-740.00	OPERATING SUPPLIES	4,500.00	6,753.05	109.56	(2,253.05)	150.07
101-200-742.00	SOFTWARE PROGRAMS/FEES	6,000.00	4,525.91	(12,289.00)	1,474.09	75.43

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PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL						
Expenditures						
101-200-810.00	COMPUTER SERVICE	25,000.00	15,900.00	0.00	9,100.00	63.60
101-200-811.00	PURCHASED SERVICE	25,000.00	16,985.17	566.71	8,014.83	67.94
101-200-814.00	PURCHASED MAINT. SERVICE	10,000.00	2,084.36	115.00	7,915.64	20.84
101-200-815.00	OTHER FEES	0.00	712.86	136.75	(712.86)	100.00
101-200-820.00	ENGINEERING SERVICES	6,000.00	2,940.35	240.35	3,059.65	49.01
101-200-826.00	LEGAL SERVICES-BD. MEET.	4,000.00	6,035.00	1,175.00	(2,035.00)	150.88
101-200-826.01	LEGAL - TELEPHONE	1,500.00	0.00	0.00	1,500.00	0.00
101-200-827.00	LEGAL SERVICE-GEN. TWP.	36,000.00	44,708.27	3,804.10	(8,708.27)	124.19
101-200-828.00	LEGAL SERVICES - LABOR	4,000.00	75.00	0.00	3,925.00	1.88
101-200-853.00	TELEPHONE	5,000.00	940.49	149.39	4,059.51	18.81
101-200-862.00	TRAVEL - CONFERENCES	0.00	124.26	0.00	(124.26)	100.00
101-200-903.00	NOTICES AND PUBLICATIONS	10,000.00	9,592.94	4,809.66	407.06	95.93
101-200-912.00	INSURANCE/BOND-GENERAL	35,000.00	24,904.70	0.00	10,095.30	71.16
101-200-913.00	WORKER'S COMP.	13,000.00	10,280.54	2,427.68	2,719.46	79.08
101-200-914.00	VISION	0.00	126.00	41.00	(126.00)	100.00
101-200-921.00	UTILITIES - ELECTRIC	32,000.00	25,910.69	3,267.67	6,089.31	80.97
101-200-923.00	UTILITIES - FUEL	15,000.00	6,367.01	106.77	8,632.99	42.45
101-200-927.00	UTILITIES - WATER	2,000.00	1,758.66	652.89	241.34	87.93
101-200-956.00	UNCLASSIFIED	0.00	1,732.06	33.00	(1,732.06)	100.00
Total Dept 200 - GENERAL SERVICES_ADMIN		358,300.00	267,969.37	7,491.87	90,330.63	74.79
Dept 209 - ASSESSOR						
101-209-701.00	WAGES - DEPARTMENT HEAD	74,500.00	59,365.73	6,081.00	15,134.27	79.69
101-209-702.00	WAGES -	50,500.00	33,653.04	3,445.31	16,846.96	66.64
101-209-711.00	INSURANCE OPT OUT	4,600.00	3,596.04	399.56	1,003.96	78.17
101-209-712.00	COMPENSATION-BD. OF REVIEW	2,200.00	1,440.00	0.00	760.00	65.45
101-209-715.00	FICA	9,500.00	7,065.99	710.73	2,434.01	74.38
101-209-716.00	HEALTH INSURANCE	26,535.00	13,692.49	(5,510.80)	12,842.51	51.60
101-209-717.00	LIFE INS/STD/LTD	2,400.00	1,758.96	195.44	641.04	73.29
101-209-718.00	PENSION	15,000.00	11,258.33	1,143.16	3,741.67	75.06
101-209-727.00	OFFICE SUPPLIES	500.00	63.20	0.00	436.80	12.64
101-209-732.00	DUES/SUBS/PUBL	1,000.00	33.00	0.00	967.00	3.30
101-209-740.00	OPERATING SUPPLIES/MAPS	1,000.00	0.00	0.00	1,000.00	0.00
101-209-742.00	SOFTWARE PROGRAMS	1,000.00	0.00	0.00	1,000.00	0.00
101-209-751.00	GAS & OIL	450.00	319.68	52.87	130.32	71.04
101-209-811.00	PURCHASED SERVICE	5,000.00	511.45	0.00	4,488.55	10.23
101-209-814.00	PURCHASED MAINT. SERVICE	1,000.00	0.00	0.00	1,000.00	0.00
101-209-827.00	LEGAL SERVICE	7,000.00	1,850.00	0.00	5,150.00	26.43
101-209-861.00	MILEAGE REIMB	100.00	0.00	0.00	100.00	0.00
101-209-862.00	TRAVEL - CONFERENCES	200.00	236.15	0.00	(36.15)	118.08
101-209-903.00	NOTICES	1,200.00	686.79	0.00	513.21	57.23
101-209-939.00	MAINT. - VEHICLE	750.00	0.00	0.00	750.00	0.00
101-209-960.00	TUITION/TRAINING	500.00	247.00	0.00	253.00	49.40
Total Dept 209 - ASSESSOR		204,935.00	135,777.85	6,517.27	69,157.15	66.25
Dept 215 - CLERK						
101-215-701.00	WAGES - DEPARTMENT HEAD	15,000.00	11,537.21	1,153.84	3,462.79	76.91
101-215-702.00	WAGES -	48,300.00	37,483.21	3,748.33	10,816.79	77.60
101-215-703.00	OVERTIME	1,650.00	3,345.73	137.56	(1,695.73)	202.77
101-215-711.00	INSURANCE OPT OUT	4,875.00	5,487.12	609.68	(612.12)	112.56
101-215-715.00	FICA	4,850.00	4,294.98	420.75	555.02	88.56
101-215-716.00	HEALTH INSURANCE	200.00	88.63	10.07	111.37	44.32

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PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL						
Expenditures						
101-215-717.00	LIFE INS/STD/LTD	1,200.00	1,018.05	113.86	181.95	84.84
101-215-718.00	PENSION	7,300.00	6,034.45	581.69	1,265.55	82.66
101-215-732.00	DUES/SUBS/PUBL	1,000.00	0.00	0.00	1,000.00	0.00
101-215-862.00	TRAVEL - CONFERENCES	2,500.00	3,416.79	0.00	(916.79)	136.67
Total Dept 215 - CLERK		86,875.00	72,706.17	6,775.78	14,168.83	83.69
Dept 223 - FINANCE						
101-223-701.00	WAGES - DEPARTMENT HEAD	33,000.00	19,610.83	1,729.67	13,389.17	59.43
101-223-702.00	WAGES -	95,350.00	73,616.41	7,406.14	21,733.59	77.21
101-223-703.00	OVERTIME	0.00	225.54	0.00	(225.54)	100.00
101-223-715.00	FICA	9,825.00	6,173.70	586.25	3,651.30	62.84
101-223-716.00	HEALTH INSURANCE	31,250.00	21,892.53	11,739.68	9,357.47	70.06
101-223-717.00	LIFE INS/STD/LTD	1,700.00	1,395.17	715.57	304.83	82.07
101-223-718.00	PENSION	10,550.00	8,198.01	818.40	2,351.99	77.71
101-223-727.00	OFFICE SUPPLIES	500.00	0.00	0.00	500.00	0.00
101-223-732.00	DUES/SUBS/PUBL	1,000.00	0.00	0.00	1,000.00	0.00
101-223-742.00	SOFTWARE PROGRAMS	12,150.00	12,289.00	12,289.00	(139.00)	101.14
101-223-817.00	AUDIT/ACCOUNTING SERVICE	20,000.00	14,280.00	140.00	5,720.00	71.40
101-223-817.01	AUDIT SERVICES	10,400.00	10,600.00	0.00	(200.00)	101.92
101-223-861.00	MILEAGE REIMB	500.00	55.26	0.00	444.74	11.05
101-223-862.00	TRAVEL - CONFERENCES	4,000.00	383.50	0.00	3,616.50	9.59
101-223-960.00	TUITION/TRAINING	1,000.00	982.50	0.00	17.50	98.25
Total Dept 223 - FINANCE		231,225.00	169,702.45	35,424.71	61,522.55	73.39
Dept 253 - TREASURER						
101-253-701.00	WAGES - DEPARTMENT HEAD	15,000.00	11,537.21	1,153.84	3,462.79	76.91
101-253-702.00	WAGES -	1,040.00	800.00	80.00	240.00	76.92
101-253-703.00	OVERTIME	0.00	80.24	32.97	(80.24)	100.00
101-253-715.00	FICA	1,250.00	837.87	85.42	412.13	67.03
101-253-716.00	HEALTH INSURANCE	7,500.00	9,086.91	582.87	(1,586.91)	121.16
101-253-717.00	LIFE INS/STD/LTD	400.00	248.17	28.55	151.83	62.04
101-253-718.00	PENSION	1,600.00	1,226.21	126.68	373.79	76.64
101-253-732.00	DUES/SUBS/PUBL	1,000.00	27.60	27.60	972.40	2.76
101-253-740.00	OPERATING SUPPLIES	500.00	40.00	0.00	460.00	8.00
101-253-742.00	SOFTWARE PROGRAMS	1,700.00	0.00	0.00	1,700.00	0.00
101-253-862.00	TRAVEL - CONFERENCES	6,500.00	5,537.32	50.00	962.68	85.19
Total Dept 253 - TREASURER		36,490.00	29,421.53	2,167.93	7,068.47	80.63
Dept 265 - MAINTENANCE						
101-265-702.00	WAGES -	127,000.00	95,664.47	6,327.85	31,335.53	75.33
101-265-703.00	OVERTIME	2,000.00	561.38	275.12	1,438.62	28.07
101-265-715.00	FICA	9,700.00	7,154.82	449.52	2,545.18	73.76
101-265-716.00	HEALTH INSURANCE	48,720.00	29,788.82	3,023.37	18,931.18	61.14
101-265-717.00	LIFE INS/STD/LTD	2,700.00	1,628.60	129.39	1,071.40	60.32
101-265-718.00	PENSION	16,200.00	11,406.72	792.37	4,793.28	70.41
101-265-740.00	OPERATING SUPPLIES	7,000.00	3,697.29	1,943.22	3,302.71	52.82
101-265-747.00	SMALL TOOLS & EQUIPMENT	2,400.00	2,073.46	1,259.85	326.54	86.39
101-265-748.00	PERSONAL EQUIP. - ALLOWANCE	1,500.00	788.00	0.00	712.00	52.53
101-265-751.00	GAS & OIL	3,000.00	2,333.68	401.15	666.32	77.79
101-265-811.00	PURCHASED SERVICE	10,000.00	4,162.70	622.60	5,837.30	41.63

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL						
Expenditures						
101-265-931.00	MAINT. - BUILDING	18,500.00	22,750.65	5,838.76	(4,250.65)	122.98
101-265-932.00	MAINT. - GROUNDS	13,000.00	6,924.35	1,556.85	6,075.65	53.26
101-265-934.00	MAINT. - MACHINE	1,000.00	581.59	0.00	418.41	58.16
101-265-939.00	MAINT. - VEHICLE	2,500.00	1,076.74	0.00	1,423.26	43.07
101-265-945.00	RENTALS - EQUIPMENT	500.00	0.00	0.00	500.00	0.00
Total Dept 265 - MAINTENANCE		265,720.00	190,593.27	22,620.05	75,126.73	71.73
Dept 276 - CEMETERY						
101-276-705.00	WAGES - MAINTENANCE	10,000.00	7,970.21	1,008.78	2,029.79	79.70
101-276-706.00	CEMETERY OVERTIME	750.00	450.25	0.00	299.75	60.03
101-276-715.00	FICA	825.00	591.51	69.19	233.49	71.70
101-276-716.00	HEALTH INSURANCE	2,610.00	3,243.83	300.99	(633.83)	124.28
101-276-717.00	LIFE INS/STD/LTD	100.00	140.05	12.78	(40.05)	140.05
101-276-718.00	PENSION	1,300.00	1,029.67	121.05	270.33	79.21
101-276-740.00	OPERATING SUPPLIES	750.00	1,123.49	0.00	(373.49)	149.80
101-276-811.00	PURCHASED SERVICE	2,200.00	1,958.20	38.60	241.80	89.01
101-276-927.00	UTILITIES - WATER	2,300.00	625.71	469.11	1,674.29	27.20
101-276-931.00	REPAIRS - MAINT.	500.00	35.20	0.00	464.80	7.04
101-276-932.00	MAINT. - GROUNDS	2,500.00	1,905.03	0.00	594.97	76.20
101-276-945.00	RENTALS - EQUIPMENT	2,500.00	2,423.70	0.00	76.30	96.95
Total Dept 276 - CEMETERY		26,335.00	21,496.85	2,020.50	4,838.15	81.63
Dept 310 - ENFORCEMENT (ORD, UNSAFE BDG, RENTAL)						
101-310-702.00	WAGES -	22,500.00	17,826.75	2,191.62	4,673.25	79.23
101-310-703.00	HEARING OFFICER	750.00	0.00	0.00	750.00	0.00
101-310-715.00	FICA	1,850.00	1,354.16	160.72	495.84	73.20
101-310-716.00	HEALTH INSURANCE	7,200.00	6,460.88	(2,962.08)	739.12	89.73
101-310-740.00	OPERATING SUPPLIES	150.00	0.00	0.00	150.00	0.00
101-310-811.00	PURCHASED SERVICE	40,000.00	18,030.00	14,565.00	21,970.00	45.08
101-310-827.00	LEGAL SERVICE-GEN. TWP.	18,000.00	22,447.00	2,912.00	(4,447.00)	124.71
Total Dept 310 - ENFORCEMENT (ORD, UNSAFE BDG, RENTAL)		90,450.00	66,118.79	16,867.26	24,331.21	73.10
Dept 400 - PLANNING/ZONING						
101-400-712.00	PLANNING/APPEALS BOARD	13,000.00	6,980.00	1,210.00	6,020.00	53.69
101-400-715.00	FICA	1,000.00	533.08	92.42	466.92	53.31
101-400-716.00	HEALTH INSURANCE	0.00	7.97	0.00	(7.97)	100.00
101-400-717.00	LIFE INS/STD/LTD	0.00	6.93	0.00	(6.93)	100.00
101-400-718.00	PENSION	150.00	144.00	27.00	6.00	96.00
101-400-727.00	OFFICE SUPPLIES	50.00	15.94	0.00	34.06	31.88
101-400-732.00	DUES/SUBS/PUBL	300.00	360.00	0.00	(60.00)	120.00
101-400-811.00	PURCHASED SERVICE	6,000.00	1,921.00	0.00	4,079.00	32.02
101-400-820.00	ENGINEERING SERVICES	1,000.00	535.50	0.00	464.50	53.55
101-400-821.00	PLANNING CONSULTANT	36,000.00	18,040.47	0.00	17,959.53	50.11
101-400-827.00	LEGAL SERVICES - GEN. TWP.	20,000.00	20,566.50	1,000.00	(566.50)	102.83
101-400-862.00	TRAVEL - CONFERENCES	500.00	1,113.00	0.00	(613.00)	222.60
101-400-903.00	NOTICES	8,500.00	7,766.48	200.73	733.52	91.37
101-400-960.00	TUITION/TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 400 - PLANNING/ZONING		87,500.00	57,990.87	2,530.15	29,509.13	66.28

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL						
Expenditures						
Dept 425 - EMERGENCY PREPAREDNESS						
101-425-740.00	DISASTER RELIEF	9,500.00	9,265.00	0.00	235.00	97.53
Total Dept 425 - EMERGENCY PREPAREDNESS		9,500.00	9,265.00	0.00	235.00	97.53
Dept 446 - STREETS						
101-446-969.00	ROADS-MATCHING FUNDS	250,000.00	14,612.04	0.00	235,387.96	5.84
101-446-969.01	SIDEWALKS	50,000.00	2,390.30	500.00	47,609.70	4.78
Total Dept 446 - STREETS		300,000.00	17,002.34	500.00	282,997.66	5.67
Dept 751 - RECREATION						
101-751-740.00	OPERATING SUPPLIES	4,000.00	1,249.14	430.58	2,750.86	31.23
101-751-921.00	UTILITIES - ELECTRIC	2,000.00	1,123.22	24.87	876.78	56.16
101-751-927.00	UTILITIES - WATER	150.00	202.74	17.91	(52.74)	135.16
101-751-932.00	REPAIRS - MAINT. GROUNDS	5,000.00	2,858.50	0.00	2,141.50	57.17
101-751-970.00	CAPITAL OUTLAY	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 751 - RECREATION		13,150.00	5,433.60	473.36	7,716.40	41.32
Dept 890 - CONTINGENCY						
101-890-955.00	CONTINGENT	135,400.00	0.00	0.00	135,400.00	0.00
Total Dept 890 - CONTINGENCY		135,400.00	0.00	0.00	135,400.00	0.00
Dept 901 - CAPITAL OUTLAY_GENERAL						
101-901-983.00	NEW EQUIPMENT - GEN. GOVT	61,800.00	124,616.50	0.00	(62,816.50)	201.64
Total Dept 901 - CAPITAL OUTLAY_GENERAL		61,800.00	124,616.50	0.00	(62,816.50)	201.64
Dept 999 - CATCH ALL						
101-999-999.00	INTERFUND TRANSFERS OUT	5,122,896.00	5,122,896.00	0.00	0.00	100.00
Total Dept 999 - CATCH ALL		5,122,896.00	5,122,896.00	0.00	0.00	100.00
TOTAL EXPENDITURES		7,400,386.00	6,528,745.90	125,856.73	871,640.10	88.22
Fund 101 - GENERAL:						
TOTAL REVENUES		6,589,905.00	5,487,861.42	63,986.87	1,102,043.58	83.28
TOTAL EXPENDITURES		7,400,386.00	6,528,745.90	125,856.73	871,640.10	88.22
NET OF REVENUES & EXPENDITURES		(810,481.00)	(1,040,884.48)	(61,869.86)	230,403.48	128.43

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE						
Revenues						
Dept 000 - REVENUES						
206-000-673.02	SALE OF FIRE ASSETS	0.00	5,119.23	0.00	(5,119.23)	100.00
206-000-682.00	CHARGES FOR SERVICES - FIRE RESPONSE	0.00	1,918.44	0.00	(1,918.44)	100.00
206-000-699.00	INTERFUND TRANSFERS IN	1,642,260.00	1,642,260.00	0.00	0.00	100.00
Total Dept 000 - REVENUES		1,642,260.00	1,649,297.67	0.00	(7,037.67)	100.43
TOTAL REVENUES		1,642,260.00	1,649,297.67	0.00	(7,037.67)	100.43
Expenditures						
Dept 336 - FIRE						
206-336-701.00	WAGES - CHIEF	90,500.00	70,344.40	7,034.44	20,155.60	77.73
206-336-702.00	WAGES -	211,000.00	166,108.40	16,610.84	44,891.60	78.72
206-336-703.00	WAGES - CAREER FIREFIGHTERS	160,000.00	106,686.02	11,972.13	53,313.98	66.68
206-336-704.01	RESPONSE TIME - NW	33,000.00	14,361.40	1,419.00	18,638.60	43.52
206-336-704.02	RESPONSE TIME - EW	80,000.00	46,832.50	7,289.50	33,167.50	58.54
206-336-704.03	RESPONSE TIME - LW	10,000.00	10,765.30	1,206.00	(765.30)	107.65
206-336-704.04	RESPONSE TIME - WW	104,000.00	69,773.00	7,788.80	34,227.00	67.09
206-336-706.01	SIT TIME - NW	62,000.00	25,218.15	3,562.28	36,781.85	40.67
206-336-706.02	SIT TIME	64,000.00	27,906.83	4,245.57	36,093.17	43.60
206-336-706.03	SIT TIME	1,500.00	450.00	75.00	1,050.00	30.00
206-336-706.04	SIT TIME	70,000.00	51,499.45	6,629.93	18,500.55	73.57
206-336-707.00	TRAINING	62,000.00	35,984.06	2,860.83	26,015.94	58.04
206-336-711.00	INSURANCE OPT OUT	4,715.00	5,999.28	857.04	(1,284.28)	127.24
206-336-715.00	FICA	44,300.00	32,558.30	3,414.65	11,741.70	73.50
206-336-716.00	HEALTH INSURANCE	87,870.00	66,464.10	6,292.97	21,405.90	75.64
206-336-717.00	LIFE INS/STD/LTD	7,400.00	5,699.07	633.23	1,700.93	77.01
206-336-718.00	PENSION	76,500.00	60,315.54	6,147.17	16,184.46	78.84
206-336-723.00	INSURANCE - VOL. FIREMEN	5,300.00	5,427.00	0.00	(127.00)	102.40
206-336-727.00	OFFICE SUPPLIES	4,000.00	2,048.14	65.71	1,951.86	51.20
206-336-732.00	DUES/SUBS/PUBL	3,900.00	2,266.45	0.00	1,633.55	58.11
206-336-740.00	OPERATING SUPPLIES	21,000.00	16,213.36	2,605.43	4,786.64	77.21
206-336-742.00	SOFTWARE PROGRAMS	4,000.00	4,736.15	0.00	(736.15)	118.40
206-336-747.00	SMALL TOOLS & EQUIPMENT	45,000.00	814.88	0.00	44,185.12	1.81
206-336-748.00	PERSONAL EQUIPMENT ALLOWANCE	42,000.00	12,692.49	662.25	29,307.51	30.22
206-336-751.00	GAS & OIL	20,000.00	10,981.54	1,390.65	9,018.46	54.91
206-336-780.05	FIRE PREVENTION	1,000.00	79.06	0.00	920.94	7.91
206-336-811.00	PURCHASED & MAINT. SERVICE	34,000.00	24,842.42	1,678.43	9,157.58	73.07
206-336-827.00	LEGAL SERVICE	1,500.00	610.00	0.00	890.00	40.67
206-336-853.00	TELEPHONE	15,000.00	14,297.15	1,542.38	702.85	95.31
206-336-862.00	TRAVEL - CONFERENCES	4,000.00	1,761.25	1,167.99	2,238.75	44.03
206-336-912.00	INSURANCE - GENERAL	32,000.00	24,256.42	0.00	7,743.58	75.80
206-336-913.00	INSURANCE - WORKERS COMP	72,000.00	53,116.03	12,542.99	18,883.97	73.77
206-336-914.00	VISION - PHYSICALS	28,000.00	5,684.00	0.00	22,316.00	20.30
206-336-921.01	UTILITIES - ELECTRIC	6,300.00	4,872.96	681.21	1,427.04	77.35
206-336-921.02	UTILITIES - ELECTRIC	8,600.00	5,994.25	875.72	2,605.75	69.70
206-336-921.03	UTILITIES - ELECTRIC	2,500.00	1,385.47	151.20	1,114.53	55.42
206-336-921.04	UTILITIES - ELECTRIC	8,600.00	5,390.24	903.39	3,209.76	62.68
206-336-923.01	UTILITIES - NATURAL GAS	5,000.00	3,107.59	66.03	1,892.41	62.15
206-336-923.02	UTILITIES - NATURAL GAS	5,000.00	2,847.38	88.28	2,152.62	56.95
206-336-923.03	UTILITIES - NATURAL GAS	3,000.00	1,676.40	22.42	1,323.60	55.88
206-336-923.04	UTILITIES - NATURAL GAS	5,000.00	2,810.66	85.53	2,189.34	56.21
206-336-927.01	UTILITIES - WATER	500.00	382.00	153.24	118.00	76.40
206-336-927.02	UTILITIES - WATER	1,400.00	1,015.40	81.25	384.60	72.53

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE						
Expenditures						
206-336-927.03	UTILITIES - WATER	375.00	264.77	29.52	110.23	70.61
206-336-927.04	UTILITIES - WATER	1,000.00	609.17	80.37	390.83	60.92
206-336-931.00	MAINT. - BUILDING	35,000.00	29,602.16	706.40	5,397.84	84.58
206-336-932.00	MAINT. - GROUNDS	2,800.00	1,247.96	61.50	1,552.04	44.57
206-336-933.00	MAINT. - RADIO	4,000.00	46.50	0.00	3,953.50	1.16
206-336-934.00	MAINT. - MACHINE	2,200.00	1,020.29	0.00	1,179.71	46.38
206-336-939.00	MAINT. - VEHICLE	42,000.00	22,247.62	306.56	19,752.38	52.97
206-336-960.00	TUITION/TRAINING	6,000.00	1,976.00	956.00	4,024.00	32.93
206-336-960.01	TUITION/TRAINING	1,500.00	215.25	0.00	1,284.75	14.35
Total Dept 336 - FIRE		1,642,260.00	1,063,504.21	114,943.83	578,755.79	64.76
TOTAL EXPENDITURES		1,642,260.00	1,063,504.21	114,943.83	578,755.79	64.76
Fund 206 - FIRE:						
TOTAL REVENUES		1,642,260.00	1,649,297.67	0.00	(7,037.67)	100.43
TOTAL EXPENDITURES		1,642,260.00	1,063,504.21	114,943.83	578,755.79	64.76
NET OF REVENUES & EXPENDITURES		0.00	585,793.46	(114,943.83)	(585,793.46)	100.00

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PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 207 - POLICE						
Revenues						
Dept 000 - REVENUES						
207-000-430.00	POLICE OPERATING-SA	557,565.00	622,512.34	0.00	(64,947.34)	111.65
207-000-582.00	PARCHMENT CONTRACT	322,650.00	237,368.25	0.00	85,281.75	73.57
207-000-582.01	PARCHMENT SPECIAL EVENT	6,000.00	3,905.24	0.00	2,094.76	65.09
207-000-583.00	KPS - SCH RESOURCE OFFICER	70,944.00	56,855.76	0.00	14,088.24	80.14
207-000-584.00	KCMHSAS/BORGESS CONTRACT	103,000.00	63,275.71	15,222.71	39,724.29	61.43
207-000-673.01	SALE OF POLICE ASSETS	500.00	25,300.00	7,900.00	(24,800.00)	5,060.00
207-000-678.00	ANNUAL PSAP FOR OP COSTS	9,000.00	9,000.00	0.00	0.00	100.00
207-000-680.01	BYRNE MEMORIAL	14,000.00	0.00	0.00	14,000.00	0.00
207-000-680.02	HIDTA	1,500.00	334.32	0.00	1,165.68	22.29
207-000-680.03	OHSP OVERTIME	8,000.00	8,425.03	0.00	(425.03)	105.31
207-000-680.06	STATE 911 FUNDS	2,000.00	1,838.00	0.00	162.00	91.90
207-000-680.07	TOWER SITE - RAVINE ROAD	16,000.00	0.00	0.00	16,000.00	0.00
207-000-680.65	ATPA - SCAR OFFICER	55,000.00	41,141.81	41,141.81	13,858.19	74.80
207-000-681.00	DISABILITY WAGE/WORKMAN'S COMP REIMB	4,000.00	5,608.71	2,436.31	(1,608.71)	140.22
207-000-681.01	POLICE OT WAGE REIMBURSEMENTS	74,000.00	26,087.35	0.00	47,912.65	35.25
207-000-681.65	ATPA - SCAR CLERICAL MATCH	9,000.00	0.00	0.00	9,000.00	0.00
207-000-682.00	CHARGES FOR SERVICES	3,700.00	2,630.25	108.25	1,069.75	71.09
207-000-683.00	OWI REIMBURSEMENT	3,500.00	1,588.73	0.00	1,911.27	45.39
207-000-684.00	MISC. REVENUE	500.00	572.47	(2,436.31)	(72.47)	114.49
207-000-685.00	BOND FEES	450.00	480.00	90.00	(30.00)	106.67
207-000-699.00	INTERFUND TRANSFERS IN	3,480,636.00	3,480,636.00	0.00	0.00	100.00
Total Dept 000 - REVENUES		4,741,945.00	4,587,559.97	64,462.77	154,385.03	96.74
TOTAL REVENUES		4,741,945.00	4,587,559.97	64,462.77	154,385.03	96.74
Expenditures						
Dept 301 - POLICE						
207-301-701.00	WAGES - DEPARTMENT HEAD	104,500.00	73,015.64	7,454.60	31,484.36	69.87
207-301-702.00	WAGES -	2,107,075.00	1,469,188.56	158,525.84	637,886.44	69.73
207-301-702.01	DISPATCHER WAGES	212,000.00	129,394.00	13,350.40	82,606.00	61.03
207-301-703.00	OVERTIME	99,000.00	63,523.47	5,991.94	35,476.53	64.17
207-301-703.01	OUTSIDE OVERTIME	80,000.00	102,346.59	13,191.22	(22,346.59)	127.93
207-301-704.00	CLERICAL WAGES	197,000.00	134,220.55	14,507.74	62,779.45	68.13
207-301-704.01	CLERICAL WAGES - SVC OFFICERS	52,420.00	28,287.85	2,433.31	24,132.15	53.96
207-301-705.00	CLERICAL WAGES - OT	6,000.00	1,651.95	307.47	4,348.05	27.53
207-301-706.00	CROSSING GUARDS	31,000.00	20,740.69	2,545.38	10,259.31	66.91
207-301-707.00	OFFICER IN CHARGE	3,000.00	1,668.70	281.70	1,331.30	55.62
207-301-708.00	HOLIDAY PAY	40,000.00	18,611.46	4,393.38	21,388.54	46.53
207-301-709.00	LONGEVITY PAY	48,790.00	40,060.00	0.00	8,730.00	82.11
207-301-710.00	SICK PAY	14,000.00	17,629.97	7,332.77	(3,629.97)	125.93
207-301-710.01	VACATION PAY	15,000.00	12,028.30	5,501.85	2,971.70	80.19
207-301-711.00	INSURANCE OPT OUT	55,200.00	42,620.31	5,165.75	12,579.69	77.21
207-301-712.65	CLERICAL WAGES - SCAR	9,000.00	0.00	0.00	9,000.00	0.00
207-301-715.00	FICA	235,540.00	165,864.69	17,762.31	69,675.31	70.42
207-301-716.00	HEALTH INSURANCE	482,000.00	356,724.92	37,004.35	125,275.08	74.01
207-301-717.00	LIFE INS/STD/LTD	44,000.00	33,775.92	3,640.74	10,224.08	76.76
207-301-718.00	CLERICAL PENSION	15,320.00	11,623.25	1,176.56	3,696.75	75.87
207-301-718.01	FOP PENSION	424,150.00	308,032.70	29,957.11	116,117.30	72.62
207-301-727.00	OFFICE SUPPLIES	5,000.00	3,198.32	191.22	1,801.68	63.97
207-301-732.00	DUES/SUBS/PUBL	1,600.00	873.00	0.00	727.00	54.56
207-301-740.00	OPERATING SUPPLIES	6,000.00	2,137.80	334.14	3,862.20	35.63
207-301-742.00	SOFTWARE PROGRAMS	4,400.00	11,215.88	0.00	(6,815.88)	254.91

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PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 207 - POLICE						
Expenditures						
207-301-747.00	SMALL TOOLS & EQUIPMENT	6,500.00	5,584.66	304.90	915.34	85.92
207-301-748.00	UNIFORMS/PERSONAL EQUIPMENT	31,000.00	16,317.94	1,488.69	14,682.06	52.64
207-301-749.00	UNIFORM CLEANING	4,000.00	3,130.64	450.23	869.36	78.27
207-301-751.00	GAS & OIL	50,000.00	40,951.77	5,579.23	9,048.23	81.90
207-301-780.00	CRIME PREVENTION	1,000.00	0.00	0.00	1,000.00	0.00
207-301-782.00	INVESTIGATIVE OPERATIONS	6,000.00	1,232.54	125.00	4,767.46	20.54
207-301-810.00	COMPUTER SERVICE	5,000.00	2,528.21	2,400.00	2,471.79	50.56
207-301-811.00	PURCHASED SERVICE	7,500.00	8,861.73	2,609.17	(1,361.73)	118.16
207-301-812.00	EMPLOYMENT TESTING	4,000.00	11,485.00	565.00	(7,485.00)	287.13
207-301-812.01	BACKGROUND INVESTIGATION	2,000.00	891.31	16.67	1,108.69	44.57
207-301-814.00	PURCHASED MAINT. SERVICE	600.00	0.00	0.00	600.00	0.00
207-301-827.00	LEGAL	35,000.00	21,515.50	1,855.00	13,484.50	61.47
207-301-853.00	TELEPHONE	15,000.00	12,872.18	1,759.18	2,127.82	85.81
207-301-853.01	LEIN BILLING	2,100.00	1,200.00	0.00	900.00	57.14
207-301-853.02	RADIO TOWER T1 LINE	12,000.00	3,181.20	353.12	8,818.80	26.51
207-301-862.00	TRAVEL - CONFERENCES	2,500.00	1,787.37	798.48	712.63	71.49
207-301-903.00	NOTICES	600.00	0.00	0.00	600.00	0.00
207-301-912.00	INSURANCE - GENERAL	42,200.00	27,195.13	0.00	15,004.87	64.44
207-301-913.00	WORKER'S COMP.	128,150.00	107,907.03	25,490.58	20,242.97	84.20
207-301-914.00	VISION & PHYSICALS	6,000.00	4,108.52	2,230.00	1,891.48	68.48
207-301-921.00	RAVINE TOWER SITE - ELECTRIC	3,000.00	2,576.43	285.61	423.57	85.88
207-301-931.65	TOWER RENT - RAVINE ROAD	18,000.00	13,500.00	1,500.00	4,500.00	75.00
207-301-933.00	MAINT. - RADIO	8,000.00	610.00	0.00	7,390.00	7.63
207-301-934.00	MAINT. - MACHINE	5,800.00	1,796.44	300.00	4,003.56	30.97
207-301-939.00	MAINT. - VEHICLE	33,000.00	25,018.26	5,314.54	7,981.74	75.81
207-301-945.00	RENTALS - EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
207-301-956.00	MISC. EXPENSE	3,000.00	711.20	(4,439.35)	2,288.80	23.71
207-301-960.00	TUITION/TRAINING	13,000.00	1,193.59	(13,000.00)	11,806.41	9.18
207-301-960.01	TUITION REIMBURSEMENT	4,000.00	5,163.65	0.00	(1,163.65)	129.09
207-301-999.00	INTERFUND TRANSFERS OUT	0.00	13,000.00	13,000.00	(13,000.00)	100.00
Total Dept 301 - POLICE		4,741,945.00	3,382,754.82	380,035.83	1,359,190.18	71.34
TOTAL EXPENDITURES		4,741,945.00	3,382,754.82	380,035.83	1,359,190.18	71.34
Fund 207 - POLICE:						
TOTAL REVENUES		4,741,945.00	4,587,559.97	64,462.77	154,385.03	96.74
TOTAL EXPENDITURES		4,741,945.00	3,382,754.82	380,035.83	1,359,190.18	71.34
NET OF REVENUES & EXPENDITURES		0.00	1,204,805.15	(315,573.06)	(1,204,805.15)	100.00

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GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 217 - LIVESCAN/SOR									
Revenues									
Dept 000 - REVENUES									
217-000-580.00	LIVESCAN REVENUE	25,000.00	23,019.76		2,595.00		1,980.24		92.08
217-000-580.01	SOR REVENUE	4,000.00	3,200.00		200.00		800.00		80.00
217-000-664.00	INTEREST EARNED	0.00	1,154.08		102.49		(1,154.08)		100.00
Total Dept 000 - REVENUES		29,000.00	27,373.84		2,897.49		1,626.16		94.39
TOTAL REVENUES		29,000.00	27,373.84		2,897.49		1,626.16		94.39
Expenditures									
Dept 301 - POLICE									
217-301-956.00	LIVESCAN EXPENSE	20,000.00	10,385.00		0.00		9,615.00		51.93
217-301-956.01	SOR EXPENSE	7,500.00	2,160.00		0.00		5,340.00		28.80
217-301-983.00	NEW EQUIPMENT - GEN. GOVT	0.00	929.90		0.00		(929.90)		100.00
Total Dept 301 - POLICE		27,500.00	13,474.90		0.00		14,025.10		49.00
TOTAL EXPENDITURES		27,500.00	13,474.90		0.00		14,025.10		49.00
Fund 217 - LIVESCAN/SOR:									
TOTAL REVENUES		29,000.00	27,373.84		2,897.49		1,626.16		94.39
TOTAL EXPENDITURES		27,500.00	13,474.90		0.00		14,025.10		49.00
NET OF REVENUES & EXPENDITURES		1,500.00	13,898.94		2,897.49		(12,398.94)		926.60

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 219 - STREET LIGHTS						
Revenues						
Dept 000 - REVENUES						
219-000-637.00	C.T. REVENUE	215,060.00	240,271.02	0.00	(25,211.02)	111.72
219-000-664.00	INTEREST EARNED	1,200.00	2,970.06	221.81	(1,770.06)	247.51
Total Dept 000 - REVENUES		216,260.00	243,241.08	221.81	(26,981.08)	112.48
TOTAL REVENUES		216,260.00	243,241.08	221.81	(26,981.08)	112.48
Expenditures						
Dept 448 - STREET LIGHTS						
219-448-921.00	UTILITIES - ELECTRIC	250,000.00	165,398.13	20,822.76	84,601.87	66.16
219-448-934.00	MAINT. - MACHINE	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 448 - STREET LIGHTS		251,000.00	165,398.13	20,822.76	85,601.87	65.90
TOTAL EXPENDITURES		251,000.00	165,398.13	20,822.76	85,601.87	65.90
Fund 219 - STREET LIGHTS:						
TOTAL REVENUES		216,260.00	243,241.08	221.81	(26,981.08)	112.48
TOTAL EXPENDITURES		251,000.00	165,398.13	20,822.76	85,601.87	65.90
NET OF REVENUES & EXPENDITURES		(34,740.00)	77,842.95	(20,600.95)	(112,582.95)	224.07

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GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 226 - RECYCLING									
Revenues									
Dept 000 - REVENUES									
226-000-664.00	INTEREST EARNED	1,000.00		2,309.05		130.38		(1,309.05)	230.91
226-000-672.00	SPECIAL ASSESSMENTS	409,365.00		444,540.00		0.00		(35,175.00)	108.59
Total Dept 000 - REVENUES		410,365.00		446,849.05		130.38		(36,484.05)	108.89
TOTAL REVENUES		410,365.00		446,849.05		130.38		(36,484.05)	108.89
Expenditures									
Dept 527 - RECYCLING									
226-527-811.00	SOLID WASTE	422,925.00		316,918.15		39,110.64		106,006.85	74.93
Total Dept 527 - RECYCLING		422,925.00		316,918.15		39,110.64		106,006.85	74.93
TOTAL EXPENDITURES		422,925.00		316,918.15		39,110.64		106,006.85	74.93
Fund 226 - RECYCLING:									
TOTAL REVENUES		410,365.00		446,849.05		130.38		(36,484.05)	108.89
TOTAL EXPENDITURES		422,925.00		316,918.15		39,110.64		106,006.85	74.93
NET OF REVENUES & EXPENDITURES		(12,560.00)		129,930.90		(38,980.26)		(142,490.90)	1,034.48

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 237 - FITNESS ROOM						
Revenues						
Dept 000 - REVENUES						
237-000-580.00	REVENUE	1,000.00	0.00	(1,052.00)	1,000.00	0.00
237-000-664.00	INTEREST EARNED	0.00	0.00	(40.03)	0.00	0.00
Total Dept 000 - REVENUES		1,000.00	0.00	(1,092.03)	1,000.00	0.00
TOTAL REVENUES		1,000.00	0.00	(1,092.03)	1,000.00	0.00
Expenditures						
Dept 301 - POLICE						
237-301-956.00	MISC EXPENSE	500.00	0.00	0.00	500.00	0.00
237-301-983.00	NEW EQUIPMENT - GEN. GOVT	500.00	0.00	0.00	500.00	0.00
Total Dept 301 - POLICE		1,000.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES		1,000.00	0.00	0.00	1,000.00	0.00
Fund 237 - FITNESS ROOM:						
TOTAL REVENUES		1,000.00	0.00	(1,092.03)	1,000.00	0.00
TOTAL EXPENDITURES		1,000.00	0.00	0.00	1,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,092.03)	0.00	0.00

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 265 - DRUG LAW ENFORCEMENT						
Revenues						
Dept 000 - REVENUES						
265-000-655.00	DRUG FORFEITURE	500.00	6,808.00	6,508.00	(6,308.00)	1,361.60
265-000-655.01	PENDING DRUG FORFEITURE	5,000.00	201.00	0.00	4,799.00	4.02
265-000-664.00	INTEREST EARNED	0.00	782.98	71.51	(782.98)	100.00
Total Dept 000 - REVENUES		5,500.00	7,791.98	6,579.51	(2,291.98)	141.67
TOTAL REVENUES		5,500.00	7,791.98	6,579.51	(2,291.98)	141.67
Expenditures						
Dept 333 - DRUG LAW ENFORCEMENT						
265-333-956.00	MISC. FORFEITURE EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 333 - DRUG LAW ENFORCEMENT		1,000.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES		1,000.00	0.00	0.00	1,000.00	0.00
Fund 265 - DRUG LAW ENFORCEMENT:						
TOTAL REVENUES		5,500.00	7,791.98	6,579.51	(2,291.98)	141.67
TOTAL EXPENDITURES		1,000.00	0.00	0.00	1,000.00	0.00
NET OF REVENUES & EXPENDITURES		4,500.00	7,791.98	6,579.51	(3,291.98)	173.16

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 266 - LAW ENFORCEMENT TRAINING						
Revenues						
Dept 000 - REVENUES						
266-000-577.00	PA 302 FUNDS	6,000.00	2,664.64	0.00	3,335.36	44.41
266-000-699.00	INTERFUND TRANSFERS IN	13,000.00	13,000.00	0.00	0.00	100.00
Total Dept 000 - REVENUES		19,000.00	15,664.64	0.00	3,335.36	82.45
TOTAL REVENUES		19,000.00	15,664.64	0.00	3,335.36	82.45
Expenditures						
Dept 320 - STATE TRAINING MONEY						
266-320-960.00	TUITION/TRAINING	21,000.00	11,316.87	202.59	9,683.13	53.89
266-320-960.01	TUITION/TRAINING	3,000.00	33.00	0.00	2,967.00	1.10
Total Dept 320 - STATE TRAINING MONEY		24,000.00	11,349.87	202.59	12,650.13	47.29
TOTAL EXPENDITURES		24,000.00	11,349.87	202.59	12,650.13	47.29
Fund 266 - LAW ENFORCEMENT TRAINING:						
TOTAL REVENUES		19,000.00	15,664.64	0.00	3,335.36	82.45
TOTAL EXPENDITURES		24,000.00	11,349.87	202.59	12,650.13	47.29
NET OF REVENUES & EXPENDITURES		(5,000.00)	4,314.77	(202.59)	(9,314.77)	86.30

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 267 - SWET						
Revenues						
Dept 000 - REVENUES						
267-000-574.00	STATE GRANTS	55,310.00	36,694.67	0.00	18,615.33	66.34
Total Dept 000 - REVENUES		55,310.00	36,694.67	0.00	18,615.33	66.34
TOTAL REVENUES		55,310.00	36,694.67	0.00	18,615.33	66.34
Expenditures						
Dept 301 - POLICE						
267-301-702.00	WAGES -	40,000.00	28,810.00	3,008.00	11,190.00	72.03
267-301-715.00	FICA	3,060.00	2,110.61	208.94	949.39	68.97
267-301-716.00	HEALTH INSURANCE	11,500.00	7,800.93	866.77	3,699.07	67.83
267-301-717.00	LIFE INS/STD/LTD	750.00	559.08	62.12	190.92	74.54
267-301-853.00	TELEPHONE	0.00	234.16	0.00	(234.16)	100.00
267-301-913.00	WORKER'S COMP.	0.00	38.40	0.00	(38.40)	100.00
Total Dept 301 - POLICE		55,310.00	39,553.18	4,145.83	15,756.82	71.51
TOTAL EXPENDITURES		55,310.00	39,553.18	4,145.83	15,756.82	71.51
Fund 267 - SWET:						
TOTAL REVENUES		55,310.00	36,694.67	0.00	18,615.33	66.34
TOTAL EXPENDITURES		55,310.00	39,553.18	4,145.83	15,756.82	71.51
NET OF REVENUES & EXPENDITURES		0.00	(2,858.51)	(4,145.83)	2,858.51	100.00

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 270 - 911 WIRELESS						
Revenues						
Dept 000 - REVENUES						
270-000-580.00	EMRS PHONE FUNDS	45,000.00	24,718.45	0.00	20,281.55	54.93
270-000-664.00	INTEREST EARNED	1,000.00	2,274.97	0.00	(1,274.97)	227.50
Total Dept 000 - REVENUES		46,000.00	26,993.42	0.00	19,006.58	58.68
TOTAL REVENUES		46,000.00	26,993.42	0.00	19,006.58	58.68
Expenditures						
Dept 301 - POLICE						
270-301-850.00	CONSOLIDATED DISPATCH	5,000.00	182,389.00	0.00	(177,389.00)	3,647.78
270-301-995.00	TRANSFERS TO OTHER FUNDS	10,000.00	10,000.00	0.00	0.00	100.00
Total Dept 301 - POLICE		15,000.00	192,389.00	0.00	(177,389.00)	1,282.59
TOTAL EXPENDITURES		15,000.00	192,389.00	0.00	(177,389.00)	1,282.59
Fund 270 - 911 WIRELESS:						
TOTAL REVENUES		46,000.00	26,993.42	0.00	19,006.58	58.68
TOTAL EXPENDITURES		15,000.00	192,389.00	0.00	(177,389.00)	1,282.59
NET OF REVENUES & EXPENDITURES		31,000.00	(165,395.58)	0.00	196,395.58	533.53

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 301 - ROAD DEBT SERVICE (VOTED BOND)						
Revenues						
Dept 000 - REVENUES						
301-000-403.00	OPERATING LEVY-C.T.	1,062,375.00	1,063,406.25	0.00	(1,031.25)	100.10
301-000-403.01	PMT IN LIEU OF TAX (PILOT)	0.00	4,387.73	0.00	(4,387.73)	100.00
301-000-404.00	DELINQUENT TAX REVENUE	0.00	2,421.38	0.00	(2,421.38)	100.00
301-000-664.00	INTEREST EARNED	3,000.00	2,858.82	255.71	141.18	95.29
301-000-699.00	INTERFUND TRANSFERS IN	0.00	13,014.41	0.00	(13,014.41)	100.00
Total Dept 000 - REVENUES		1,065,375.00	1,086,088.59	255.71	(20,713.59)	101.94
TOTAL REVENUES		1,065,375.00	1,086,088.59	255.71	(20,713.59)	101.94
Expenditures						
Dept 906 - ROAD IMPROVEMENT						
301-906-910.00	DEBT SERVICE - PRINCIPAL	850,000.00	850,000.00	0.00	0.00	100.00
301-906-915.00	DEBT SERVICE - INTEREST	211,875.00	211,875.00	102,750.00	0.00	100.00
301-906-996.00	PAYING AGENT/BANK FEES	500.00	526.61	0.00	(26.61)	105.32
Total Dept 906 - ROAD IMPROVEMENT		1,062,375.00	1,062,401.61	102,750.00	(26.61)	100.00
TOTAL EXPENDITURES		1,062,375.00	1,062,401.61	102,750.00	(26.61)	100.00
Fund 301 - ROAD DEBT SERVICE (VOTED BOND):						
TOTAL REVENUES		1,065,375.00	1,086,088.59	255.71	(20,713.59)	101.94
TOTAL EXPENDITURES		1,062,375.00	1,062,401.61	102,750.00	(26.61)	100.00
NET OF REVENUES & EXPENDITURES		3,000.00	23,686.98	(102,494.29)	(20,686.98)	789.57

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 407 - RADIO SITE PROJECT						
Revenues						
Dept 000 - REVENUES						
407-000-699.00	INTERFUND TRANSFERS IN	10,000.00	10,000.00	0.00	0.00	100.00
Total Dept 000 - REVENUES		10,000.00	10,000.00	0.00	0.00	100.00
TOTAL REVENUES		10,000.00	10,000.00	0.00	0.00	100.00
Expenditures						
Dept 301 - POLICE						
407-301-983.00	EXPENSES	7,200.00	0.00	0.00	7,200.00	0.00
Total Dept 301 - POLICE		7,200.00	0.00	0.00	7,200.00	0.00
TOTAL EXPENDITURES		7,200.00	0.00	0.00	7,200.00	0.00
Fund 407 - RADIO SITE PROJECT:						
TOTAL REVENUES		10,000.00	10,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES		7,200.00	0.00	0.00	7,200.00	0.00
NET OF REVENUES & EXPENDITURES		2,800.00	10,000.00	0.00	(7,200.00)	357.14

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 584 - GOLF COURSE						
Revenues						
Dept 000 - REVENUES						
584-000-607.00	LEASE FEES	9,500.00	10,000.00	0.00	(500.00)	105.26
584-000-664.00	INTEREST EARNED	0.00	107.77	11.22	(107.77)	100.00
Total Dept 000 - REVENUES		9,500.00	10,107.77	11.22	(607.77)	106.40
TOTAL REVENUES		9,500.00	10,107.77	11.22	(607.77)	106.40
Expenditures						
Dept 698 - GOLF COURSE						
584-698-814.00	PURCHASED MAINT. SERVICE	4,000.00	2,922.76	0.00	1,077.24	73.07
584-698-932.00	REPAIRS - MAINT. - GROUNDS	2,000.00	1,775.00	0.00	225.00	88.75
Total Dept 698 - GOLF COURSE		6,000.00	4,697.76	0.00	1,302.24	78.30
TOTAL EXPENDITURES		6,000.00	4,697.76	0.00	1,302.24	78.30
Fund 584 - GOLF COURSE:						
TOTAL REVENUES		9,500.00	10,107.77	11.22	(607.77)	106.40
TOTAL EXPENDITURES		6,000.00	4,697.76	0.00	1,302.24	78.30
NET OF REVENUES & EXPENDITURES		3,500.00	5,410.01	11.22	(1,910.01)	154.57

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 702 - MEDICAL REIMBURSEMENT						
Expenditures						
Dept 000 - REVENUES						
702-000-815.00	OTHER FEES	0.00	27.68	0.00	(27.68)	100.00
Total Dept 000 - REVENUES		0.00	27.68	0.00	(27.68)	100.00
TOTAL EXPENDITURES		0.00	27.68	0.00	(27.68)	100.00
Fund 702 - MEDICAL REIMBURSEMENT :						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	27.68	0.00	(27.68)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(27.68)	0.00	27.68	100.00

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 810 - POLICE CAPITAL IMPROVEMENT						
Revenues						
Dept 000 - REVENUES						
810-000-664.00	INTEREST EARNED	1,600.00	6,042.61	556.86	(4,442.61)	377.66
810-000-672.00	POLICE CAPITAL SPECIAL ASSESSM	238,955.00	267,123.33	0.00	(28,168.33)	111.79
810-000-673.01	SALE OF POLICE ASSETS	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 000 - REVENUES		242,555.00	273,165.94	556.86	(30,610.94)	112.62
TOTAL REVENUES		242,555.00	273,165.94	556.86	(30,610.94)	112.62
Expenditures						
Dept 440 - CAPTIAL IMPROVEMENT						
810-440-983.00	NEW EQUIPMENT	340,800.00	65,615.42	7,952.00	275,184.58	19.25
Total Dept 440 - CAPTIAL IMPROVEMENT		340,800.00	65,615.42	7,952.00	275,184.58	19.25
TOTAL EXPENDITURES		340,800.00	65,615.42	7,952.00	275,184.58	19.25
Fund 810 - POLICE CAPITAL IMPROVEMENT:						
TOTAL REVENUES		242,555.00	273,165.94	556.86	(30,610.94)	112.62
TOTAL EXPENDITURES		340,800.00	65,615.42	7,952.00	275,184.58	19.25
NET OF REVENUES & EXPENDITURES		(98,245.00)	207,550.52	(7,395.14)	(305,795.52)	211.26

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		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 811 - FIRE CAPITAL IMPROVEMENT						
Revenues						
Dept 000 - REVENUES						
811-000-664.00	INTEREST EARNED	3,500.00	13,475.61	1,082.75	(9,975.61)	385.02
811-000-667.00	1219 WOODROW/1220 NASSAU RENTAL INCOME	15,000.00	8,221.98	0.00	6,778.02	54.81
811-000-672.00	FIRE CAPITAL SPECIAL ASSESSMEN	398,260.00	445,277.60	0.00	(47,017.60)	111.81
Total Dept 000 - REVENUES		416,760.00	466,975.19	1,082.75	(50,215.19)	112.05
TOTAL REVENUES		416,760.00	466,975.19	1,082.75	(50,215.19)	112.05
Expenditures						
Dept 440 - CAPTIAL IMPROVEMENT						
811-440-827.00	FIRE CAP IMPR LEGAL FEES	500.00	0.00	0.00	500.00	0.00
811-440-910.00	DEBT SERVICE - PRINCIPAL	0.00	64,261.07	64,261.07	(64,261.07)	100.00
811-440-915.00	DEBT SERVICE - INTEREST	0.00	1,800.30	1,800.30	(1,800.30)	100.00
811-440-983.00	FIRE EQUIPMENT	60,000.00	0.00	0.00	60,000.00	0.00
811-440-983.04	ENGINE REPLACEMENT	70,000.00	0.00	0.00	70,000.00	0.00
811-440-983.05	STAFF VEHICLES	90,000.00	90,906.00	90,906.00	(906.00)	101.01
811-440-983.06	STATION UPGRADES & EQUIP	226,500.00	119,230.38	0.00	107,269.62	52.64
811-440-983.08	MAINT - 1219 WOODROW	500.00	0.00	0.00	500.00	0.00
811-440-983.10	MAINT - 1220 NASSAU	500.00	0.00	0.00	500.00	0.00
Total Dept 440 - CAPTIAL IMPROVEMENT		448,000.00	276,197.75	156,967.37	171,802.25	61.65
TOTAL EXPENDITURES		448,000.00	276,197.75	156,967.37	171,802.25	61.65
Fund 811 - FIRE CAPITAL IMPROVEMENT:						
TOTAL REVENUES		416,760.00	466,975.19	1,082.75	(50,215.19)	112.05
TOTAL EXPENDITURES		448,000.00	276,197.75	156,967.37	171,802.25	61.65
NET OF REVENUES & EXPENDITURES		(31,240.00)	190,777.44	(155,884.62)	(222,017.44)	610.68

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			NORMAL	(ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 812 - STREET IMPROVEMENT									
Revenues									
Dept 000 - REVENUES									
812-000-664.00	INTEREST EARNED	0.00		1,702.71		146.90		(1,702.71)	100.00
812-000-669.00	INTEREST ON SPEC. ASSESS.	100.00		0.00		0.00		100.00	0.00
812-000-671.00	METRO ACT PAYMENTS	10,000.00		11,727.53		0.00		(1,727.53)	117.28
812-000-672.00	SPECIAL ASSESSMENTS	0.00		0.00		(2,464.43)		0.00	0.00
812-000-674.00	STREET RECONSTRUCTION	1,500.00		0.00		0.00		1,500.00	0.00
Total Dept 000 - REVENUES		11,600.00		13,430.24		(2,317.53)		(1,830.24)	115.78
TOTAL REVENUES		11,600.00		13,430.24		(2,317.53)		(1,830.24)	115.78
Fund 812 - STREET IMPROVEMENT:									
TOTAL REVENUES		11,600.00		13,430.24		(2,317.53)		(1,830.24)	115.78
TOTAL EXPENDITURES		0.00		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		11,600.00		13,430.24		(2,317.53)		(1,830.24)	115.78

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GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 850 - ROAD IMPROVEMENT						
Revenues						
Dept 000 - REVENUES						
850-000-664.00	INTEREST EARNED	0.00	720.02	116.97	(720.02)	100.00
Total Dept 000 - REVENUES		0.00	720.02	116.97	(720.02)	100.00
TOTAL REVENUES		0.00	720.02	116.97	(720.02)	100.00
Expenditures						
Dept 906 - ROAD IMPROVEMENT						
850-906-815.00	OTHER FEES	0.00	128.92	0.00	(128.92)	100.00
850-906-970.00	CAPITAL IMPROVEMENT	289,900.00	31,879.37	7,607.77	258,020.63	11.00
850-906-999.00	INTERFUND TRANSFERS OUT	0.00	13,014.41	0.00	(13,014.41)	100.00
Total Dept 906 - ROAD IMPROVEMENT		289,900.00	45,022.70	7,607.77	244,877.30	15.53
TOTAL EXPENDITURES		289,900.00	45,022.70	7,607.77	244,877.30	15.53
Fund 850 - ROAD IMPROVEMENT:						
TOTAL REVENUES		0.00	720.02	116.97	(720.02)	100.00
TOTAL EXPENDITURES		289,900.00	45,022.70	7,607.77	244,877.30	15.53
NET OF REVENUES & EXPENDITURES		(289,900.00)	(44,302.68)	(7,490.80)	(245,597.32)	15.28

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PERIOD ENDING 09/30/2018

DB: Kalamazoo Twp

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 871 - WATER IMPROVEMENT						
Revenues						
Dept 000 - REVENUES						
871-000-664.00	INTEREST EARNED	1,000.00	2,363.78	199.77	(1,363.78)	236.38
871-000-669.00	INTEREST ON SPEC. ASSESS.	0.00	232.17	135.72	(232.17)	100.00
871-000-672.00	SPECIAL ASSESSMENTS	2,000.00	3,728.60	864.28	(1,728.60)	186.43
871-000-677.00	WATER CONNECTION FEE	35,000.00	5,400.00	0.00	29,600.00	15.43
Total Dept 000 - REVENUES		38,000.00	11,724.55	1,199.77	26,275.45	30.85
TOTAL REVENUES		38,000.00	11,724.55	1,199.77	26,275.45	30.85
Expenditures						
Dept 441 - WATER IMPROVEMENT						
871-441-732.00	DUES/SUBS/PUBL	16,500.00	17,500.00	0.00	(1,000.00)	106.06
871-441-820.00	ENGINEERING FEES	500.00	356.25	73.50	143.75	71.25
871-441-973.00	CONSTRUCTION COSTS	10,000.00	2,012.50	0.00	7,987.50	20.13
Total Dept 441 - WATER IMPROVEMENT		27,000.00	19,868.75	73.50	7,131.25	73.59
TOTAL EXPENDITURES		27,000.00	19,868.75	73.50	7,131.25	73.59
Fund 871 - WATER IMPROVEMENT:						
TOTAL REVENUES		38,000.00	11,724.55	1,199.77	26,275.45	30.85
TOTAL EXPENDITURES		27,000.00	19,868.75	73.50	7,131.25	73.59
NET OF REVENUES & EXPENDITURES		11,000.00	(8,144.20)	1,126.27	19,144.20	74.04

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PERIOD ENDING 09/30/2018

DB: Kalamazoo Twp

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 883 - SEWER IMPROVEMENT									
Revenues									
Dept 000 - REVENUES									
883-000-664.00	INTEREST EARNED	13,000.00	30,857.71		2,624.92		(17,857.71)		237.37
883-000-669.00	INTEREST ON SPEC. ASSESS.	0.00	458.32		458.32		(458.32)		100.00
883-000-672.00	SPECIAL ASSESSMENTS	60,000.00	11,165.16		5,165.16		48,834.84		18.61
Total Dept 000 - REVENUES		73,000.00	42,481.19		8,248.40		30,518.81		58.19
TOTAL REVENUES		73,000.00	42,481.19		8,248.40		30,518.81		58.19
Expenditures									
Dept 520 - SEWER IMPROVEMENT									
883-520-732.00	DUES/SUBS/PUBL	13,500.00	14,500.00		0.00		(1,000.00)		107.41
883-520-820.00	ENGINEERING FEES	500.00	2,288.65		791.45		(1,788.65)		457.73
883-520-921.00	UTILITIES - ELECTRIC	400.00	255.80		27.18		144.20		63.95
883-520-930.00	MAINTENANCE - SEWER	600.00	0.00		0.00		600.00		0.00
883-520-973.00	CONSTRUCTION COSTS	13,000.00	31,543.37		(3,200.00)		(18,543.37)		242.64
Total Dept 520 - SEWER IMPROVEMENT		28,000.00	48,587.82		(2,381.37)		(20,587.82)		173.53
TOTAL EXPENDITURES		28,000.00	48,587.82		(2,381.37)		(20,587.82)		173.53
Fund 883 - SEWER IMPROVEMENT:									
TOTAL REVENUES		73,000.00	42,481.19		8,248.40		30,518.81		58.19
TOTAL EXPENDITURES		28,000.00	48,587.82		(2,381.37)		(20,587.82)		173.53
NET OF REVENUES & EXPENDITURES		45,000.00	(6,106.63)		10,629.77		51,106.63		13.57

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 884 - SAW GRANT								
Revenues								
Dept 000 - REVENUES								
884-000-574.00	SAW STATE GRANT	700,000.00	165,671.89	28,728.09		534,328.11		23.67
Total Dept 000 - REVENUES		700,000.00	165,671.89	28,728.09		534,328.11		23.67
TOTAL REVENUES		700,000.00	165,671.89	28,728.09		534,328.11		23.67
Expenditures								
Dept 520 - SEWER IMPROVEMENT								
884-520-820.00	SAW ENGINEERING FEES	700,000.00	136,943.80	16,401.12		563,056.20		19.56
Total Dept 520 - SEWER IMPROVEMENT		700,000.00	136,943.80	16,401.12		563,056.20		19.56
TOTAL EXPENDITURES		700,000.00	136,943.80	16,401.12		563,056.20		19.56
Fund 884 - SAW GRANT:								
TOTAL REVENUES		700,000.00	165,671.89	28,728.09		534,328.11		23.67
TOTAL EXPENDITURES		700,000.00	136,943.80	16,401.12		563,056.20		19.56
NET OF REVENUES & EXPENDITURES		0.00	28,728.09	12,326.97		(28,728.09)		100.00
TOTAL REVENUES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		16,323,335.00	14,609,693.12	175,069.04		1,713,641.88		89.50
NET OF REVENUES & EXPENDITURES		17,491,601.00	13,373,451.45	974,488.60		4,118,149.55		76.46
NET OF REVENUES & EXPENDITURES		(1,168,266.00)	1,236,241.67	(799,419.56)		(2,404,507.67)		105.82

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: SEPTEMBER 2018

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1310	616 ARTHUR	SICK PERSON		6						6
1311	1205 WAYSIDE	TROUBLE BREATHING		6						6
1312	2112 SUNNYSIDE B-16	SICK PERSON		7						7
1313	3720 GULL	FALL		4						4
1314	810 CHICAGO	FALL		5						5
1315	2611 E MAIN	VEHICLE FIRE		7						7
1316	5200 CROYDEN	AID GIVEN - FIRE				10		MG		10
1317	2482 WEST PORT DR	AID GIVEN - FIRE				11		MG		11
1318	1224 UPLAND	DIABETIC PROBLEMS		5						5
1319	1420 TRIMBLE	WIRES DOWN/ARCING		4						4
1320	1505 WAVERLY	SICK PERSON		5						5
1321	2609 E MAIN	UNCONSCIOUS		12						12
1322	537 CHICAGO	TROUBLE BREATHING		9						9
1323	537 CHICAGO	CHEST PAIN		12						12
1324	3143 EDLING	STRUCTURE FIRE	4			13		MR-11		17
1325	1119 CHRYSLER	TROUBLE BREATHING		8						8
1326	1826 SUNNYSIDE #8	DIABETIC PROBLEMS		7						7
1327	537 CHICAGO	FALL		6						6
1328	1928 SUNNYSIDE	SICK PERSON		5						5
1329	3720 GULL	GAS LEAK		10						10
1330	2716 GULL	FIRE ALARM	5	5			MR-3			10
1331	4118 NAZARETH	UNCONSCIOUS		6						6
1332	3430 SHADOW BEND A	TROUBLE BREATHING		5						5
1333	5010 GULL	AID GIVEN - FIRE		6			MG			6
1334	5285 E H AVE	AID GIVEN - FIRE		6			MG			6
1335	2626 E MAIN	SMOKE INVESTIGATION		6						6
1336	3010 GULL	SICK PERSON		5						5
1337	2116 SUNNYSIDE A-2	TROUBLE BREATHING		4						4
1338	2725 LAKE	MAN DOWN		7						7
1339	4885 WESTON	MAN DOWN				8				8
1340	4300 LEISURE LN A-110	HEAD INJURY/PAIN				9				9
1341	1820 ROCK VALLEY	FIRE ALARM	4			10				14
1342	4255 LEISURE LN K-818	MAN DOWN				3				3
1343	312 N KENDALL C	INGESTION/POISONING				4				4
1344	914 COOLIDGE	WIRES DOWN/ARCING				4				4
1345	4200 NAZARETH	FIRE ALARM	2	3			MR-3			5
SUB TOTAL	SUB-TOTALS		15	171	0	72	0	0	0	258

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: SEPTEMBER 2018

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1346	9100 E MICHIGAN	AID GIVEN - FIRE		7			MG			7
1347	1230 BIXBY	CANCELLED EN ROUTE		6						6
1348	1310 BIXBY	MAN DOWN		6						6
1349	2116 SUNNYSIDE A-2	TROUBLE BREATHING		4						4
1350	3403 SILVER HILLS	MAN DOWN		3						3
1351	1315 ELKERTON	SICK PERSON		6						6
1352	805 DAYTON	FALL		7						7
1353	537 CHICAGO	SEIZURE		8						8
1354	451 LAKE FOREST BLVD	MAN DOWN				8				8
1355	333 TURWILL B	MAN DOWN				7				7
1356	3610 HURON	FALL				8				8
1357	SOLON & SANTOS	P.I. ACCIDENT				9				9
1358	702 PINEHURST	MAN DOWN				3				3
1359	412 N BERKLEY	HEAD INJURY/PAIN				4				4
1360	503 N FLETCHER	FIRE ALARM	3			9				12
1361	4325 LEISURE LN H	FIRE ALARM	2			4				6
1362	3415 MEADOWCROFT	MAN DOWN				9				9
1363	113 PINE COVE CIR	FALL				11				11
1364	1319 TURWILL	TROUBLE BREATHING				9				9
1365	604 JENKS	FIRE ALARM	4			9				13
1366	2908 OLNEY	MAN DOWN				10				10
1367	3314 W MAIN #101	CHEST PAIN				8				8
1368	2913 JUNEDALE	EMS ALARM				6				6
1369	1352 RICHLAND	DIABETIC PROBLEMS				3				3
1370	522 CHEROKEE	UNCONSCIOUS				8				8
1371	1216 MANOR	MAN DOWN				6				6
1372	4817 WESTON	TROUBLE BREATHING				4				4
1373	1239 BOARDMAN	FALL					MR-3			0
1374	1701 OLMSTEAD	SEIZURE					MR-2			0
1375	2900 LAKE	MAN DOWN					MR-6			0
1376	OLMSTEAD & WYNN	UNCONSCIOUS					MR-5			0
1377	1519 OLMSTEAD	MAN DOWN					MR-10			0
1378	LAKE ST & BL-94	MAN DOWN					MR-5			0
1379	1701 OLMSTEAD	LACERATION/HEMORRHAGE					MR-3			0
1380	CARLETON & LAMONT	SEIZURE					MR-1			0
1381	1125 CROSSFIELD	TROUBLE BREATHING		6			MR-9			6
SUB TOTAL			24	224	0	207	0	0	0	455

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: SEPTEMBER 2018

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1382	1926 LAKE	TROUBLE BREATHING					MR-4			0
1383	2432 N DRAKE	CHEST PAIN				8				8
1384	1018 COOLIDGE	STROKE				8				8
1385	1322 CALHOUN	CHEST PAIN				6				6
1386	114 LANARK CT C	MAN DOWN				7				7
1387	1352 RICHLAND	MAN DOWN				5				5
1388	4865 PEPPERBUSH	FALL				6				6
1389	4865 PEPPERBUSH	FALL				5				5
1390	3125 NICHOLS #112	TROUBLE BREATHING				7				7
1391	4119 VALLEY RIDGE #6	SEIZURE				8				8
1392	333 TURWILL	UNCONSCIOUS				9				9
1393	4330 LEISURE LN B-216	EMS ALARM				5				5
1394	3631 CROYDEN	MAN DOWN				10				10
1396	228 W DUNKLEY	SICK PERSON	4							4
1397	3217 COUNTRY VIEW	FALL	5							5
1398	N WESTNEDGE & DUNKLEY	ABDOMINAL PAIN	2							2
1399	2209 WAGON WHEEL	FALL	1							1
1400	2710 N PITCHER	FIRE ALARM	2	7		5				14
1401	2213 HAYLOFT	UNCONSCIOUS	5							5
1402	600 EDISON	FIRE ALARM	5	4		4				13
1403	716 BETH	FALL	4							4
1404	2810 N BURDICK	FIRE ALARM	4	9		7				20
1405	1722 W MAIN	CANCELLED EN ROUTE				7				7
1406	3113 OLD FARM	FALL	3							3
1407	116 S DARTMOUTH	LIFT ASSIST				7				7
1408	101 W ALLEN	CARDIAC ARREST	7			10				17
1409	3505 STONEGATE	EMS ALARM				6				6
1410	W MAIN & TURWILL	P.I. ACCIDENT				8				8
1411	328 N SAGE #102	MAN DOWN				6				6
1412	5965 COPPER BEACH D	AID GIVEN - FIRE				8		MG		8
1413	4335 LEISURE LN	MAN DOWN				8				8
1414	1701 OLMSTEAD	HEAD INJURY/PAIN					MR-3			0
1415	1005 WILLIS	TROUBLE BREATHING					MR-4			0
1416	4865 PEPPERBUSH	TROUBLE BREATHING				4				4
1417	2339 LAKE	CANCELLED EN ROUTE					MR-3			0
1418	3713 W MAIN	FIRE ALARM	2			7				9
SUB TOTAL			68	244	0	378	0	0	0	690

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: SEPTEMBER 2018

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1419	3920 WINDING WAY	FIRE ALARM	4			9				13
1421	2915 OLD FARM	FALL	6							6
1422	3915 HILT	CHEST PAIN	3							3
1423	1023 EDISON	STROKE	2							2
1424	3530 DOUGLAS	WIRES DOWN/ARCING	2							2
1425	3915 HILT	CHEST PAIN	3							3
1426	2914 WINTER WHEAT	UNCONSCIOUS	9							9
1427	2810 N BURDICK	FIRE ALARM	4	6		4				14
1428	806 SHOPPERS	AID GIVEN - FIRE	5							5
1429	3126 N WESTNEDGE	FALL	6							6
1430	3222 COUNTRY VIEW	SICK PERSON	6							6
1431	1230 BIXBY	TROUBLE BREATHING		6						6
1432	537 CHICAGO	LACERATION/HEMORRHAGE		5						5
1433	1218 BIXBY	SICK PERSON		4						4
1434	537 CHICAGO	SEIZURE		8						8
1435	537 CHICAGO	MAN DOWN		8						8
1436	1317 HUNTINGTON #4	TROUBLE BREATHING		9						9
1437	2220 GULL I-3	SICK PERSON		7						7
1438	2114 E MAIN	TROUBLE BREATHING		4						4
1439	521 ARTHUR	UNCONSCIOUS		6						6
1440	524 DAYTON	CHEST PAIN		5						5
1441	5300 COMSTOCK	AID GIVEN - FIRE		5			MG			5
1442	520 CHICAGO	FALL		5						5
1443	537 CHICAGO	SICK PERSON		5						5
1444	5385 WYNN	AID GIVEN - FIRE		6			MG			6
1445	3729 GULL	CHEST PAIN		6						6
1446	2114 E MAIN	CHEST PAIN		7						7
1447	520 CHICAGO	FALL		9						9
1448	8150 E MICHIGAN	AID GIVEN - FIRE		7			MG			7
1449	2901 ASBURY	SICK PERSON		6						6
1450	905 CLEARVIEW	SMOKE INVESTIGATION	9	10			MR-7			19
1451	1530 SHAKESPEARE	SMOKE INVESTIGATION	1	5			MR-2			6
1452	2327 OLMSTEAD	STRUCTURE FIRE	5	4			MR-4			9
1453	1218 BIXBY	CHEST PAIN	4	10						14
1454	1826 SUNNYSIDE #8	MAN DOWN		2						2
1455	401 E MICHIGAN	AID GIVEN - FIRE	2	9		9			MG	20
SUB TOTAL			139	408	0	400	0	0	0	947

The LINK



October 2018

Renovated Community Building Provides Access For All!

Susceptibility to flood damage, combined with the availability of more efficient building practices and advancements in technology, prompted Disability Network Southwest Michigan's Board of Directors to make an investment in renovating our Community Building this year. We took this opportunity to make the space as accessible as possible so that the building could truly provide "Access For All!"



On June 25, after months of renovation, the Board of Directors were very pleased to unveil the new and improved, fully accessible Community Building at an official ribbon cutting ceremony.

The Community Building is available at no charge to any organization needing a meeting or gathering space. Follow this link to learn more about our [Community Building](#).

Disability & Emergency Preparedness Focus Groups

Have you been affected by a natural disaster? Were you ready for it?

Disability Network Southwest Michigan will be holding discussion groups throughout Southwest Michigan to discuss how the disability community is affected during times of emergencies. If you are a person with a disability and have had to face an emergency such as fire, flood, tornado or other disaster, how did you handle it? Were you prepared? How does your disability impact your ability to respond in an emergency?

We want to hear from you!

Watch our website and Facebook page for more information about focus groups scheduling in your area to discuss [emergency preparedness in the disability community](#), or contact Pam Burpee for more information at burpeep@dnswm.org or 269-345-1516 x116.



WORKSHOP:

October is National Disability Employment Awareness Month

In celebration of National Disability Employment Awareness Month, we are offering a FREE Disability and Employment workshop in each of the eight counties in our region during the month of October.

At this workshop you will learn about when you are (and are not) required to tell an employer about your disability or medical condition and the best way to ask for an accommodation at work.

We will also discuss your rights under the Americans with Disabilities Act and where you can find helpful resources.



KNOW YOUR RIGHTS:

Disability & Employment

Follow this link for all the [Disability & Employment workshop](#) dates and locations throughout Southwest Michigan.

Community Transition Services Program Paves the Way to Independent Living For Many

The goal of Disability Network's Community Transition Services program, formerly Nursing Facility Transition, is to provide individuals, regardless of their disability or age, the opportunity to choose community-based living as a viable alternative to nursing facility residency.

Our staff work with individuals to explore in-home care options, connect to personal care providers, and assist with the housing application process. The Community Transition Services program can assist with expenses associated with moving and establishing a safe environment for the person's individual care needs.



Follow this link to learn more about our [Community Transition Services program](#).

Charting the Course: Meet Calvin

Calvin connected with Disability Network Southwest Michigan through our Community Transition Services program at the age of 57. He had been living in a nursing facility for two years because of wound issues and hypertension, but he was eager to move to a place of his own. Our staff assisted Calvin through the apartment application process, coordinated his move and assisted in acquiring necessary in-home medical equipment. He is happy to be on his own and thankful to have his independence again. Follow this link to read more about [Calvin's story](#).



Our Community Transition Services Program is one way Disability Network helps prepare people for their path forward. At Disability Network Southwest Michigan, we are helping people with disabilities chart their course to increased independence in a more inclusive community. We cannot do this important work without your support. To learn more about our programs and services, [visit our website](#) or find us on [Facebook](#).

REV UP: Register! Educate! Vote! Use your Power!

The American Association of People with Disabilities' (AAPD) REV UP Campaign aims to increase the political participation of the disability community while also engaging candidates and the media on disability issues. REV UP stands for Register! Educate! Vote! Use your Power!



Full political participation for Americans with disabilities is a top priority. AAPD works with state and national coalitions on effective, non-partisan campaigns to eliminate barriers to voting; promote accessibility of voting technology and polling places; educate voters about issues and candidates; promote turnout of voters with disabilities across the country; engage candidates and the media on disability issues, and protect eligible voters' right to participate in elections. Follow this link to learn more about [AAPD](#) and REV UP.

Volunteer of the Year: Hayley

Hayley Kreg was recently presented with Disability Network Southwest Michigan's 2018 Volunteer of the Year Award. Hayley has been volunteering at Disability Network as a receptionist since 2016. She is always willing to help out anytime she can with extra shifts at the front desk or helping to organize the library.

Hayley is a recent Kalamazoo Valley Community College graduate with a degree in Technical & Occupational Studies and loves to cook and read in her spare time.



AT Loan FUND Can Help!

The Assistive Technology Loan Fund (ATLF) is available to help people pay for tools for independence. The ATLF is a low interest loan available to people with disabilities and their family members to help purchase items like wheelchair accessible vehicles, hearing aids, mobility devices, communication devices, or adapted recreation equipment. The ATLF can also pay for home modifications, including ramps, to make a home more accessible.

For more information, contact Lewis Whalen at whalenl@dnswm.org or (269) 345-1516 x107

WORKSHOP:
Dos & Don'ts: Assistance Animals

Join us for a FREE workshop to learn the Do's & Don'ts of Assistance Animals. There is a lot of confusion about what qualifies as a Service Animal and how they differ from Emotional Support Animals. There are specific laws regarding what type of assistance animals are allowed in different places and whether an establishment can deny access to an assistance animal.



We are offering this workshop November in Kalamazoo, St. Joseph and Battle Creek. Follow this link for more details and the dates and locations of the [Do's & Don'ts: Assistance Animals workshop](#).

WORKSHOP:
RISE UP: Disability Resistance, History & Pride

Disability Network has partnered with Van Buren Intermediate School District (ISD) to present this FREE workshop to raise awareness of disability rights and pride. Everyone is welcome to join us for this workshop which will include discussion and activities that promote knowledge of disability history and support the journey to disability pride.

This workshop is being offered in November at the Van Buren ISD. Follow this link for more details about the [Rise Up! workshop](#).

About Disability Network Southwest Michigan

[Disability Network Southwest Michigan](#) serves 8 counties in Southwest Michigan: Barry, Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, Van Buren

Office Locations:

Kalamazoo: 517 E. Crosstown Pkwy., Kalamazoo, MI 49001, phone: (269) 345-1516

St. Joseph: 2900 Lakeview Avenue., St. Joseph, MI 49085, phone: (269) 985-0111

For the accessibility and well-being of our employees and visitors, Disability Network Southwest Michigan is a fragrance-free office. Please do not wear perfume, cologne or other scented products when visiting.

Mission Statement:

We educate and connect people with disabilities to resources while advocating social change.

Vision Statement:

Our vision is a community that values disability as human diversity, free of attitudinal barriers, where all people benefit with full access and inclusion.

Our Publications:

The LINK is our quarterly newsletter, available in printed format or emailed in electronic format.

Disability Digest is a monthly e-newsletter focused on Disability Rights issues and upcoming Disability Network happenings. Available in electronic format only.

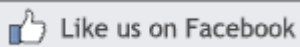
You can sign up online for our publications at www.dnswm.org, or contact Dale at abbottd@dnswm.org or (269) 345-1516 x123. Current and past issues of our publications are available on our website at www.dnswm.org.

This newsletter is available in alternative format upon request.

Support Our Work:

You can help support the work we do with a tax-deductible donation to Disability Network. Visit our website to [donate](#) online or call Kristen at (269) 345-1516 x119.

www.dnswm.org



KALAMAZOO CHARTER TOWNSHIP

BOARD AGENDA ITEM

BOARD MEETING DATE: October 22, 2018

SUBJECT: Adopt ordinance no. 605

SPECIFIC ACTION REQUESTED: Motion to adoption No. 605 , support and roll call vote

OTHER PERTINENT INFORMATION:

At its meeting of October 8, 2018 the Township Board accepted proposed Ordinance No. 605, attached for first reading. This was the first part of proposed amendments to the Township Zoning Ordinance. Ordinance No. 605 amends the Kalamazoo Charter Township Zoning Ordinance by adjusting the total permitted accessory building size based upon the size of the parcel for parcels greater than 2 acres in size in residential districts; and allows for accessory building size in residential zoning districts based on aggregate gross floor areas in some locations.

KALAMAZOO CHARTER TOWNSHIP

KALAMAZOO COUNTY, MICHIGAN

ORDINANCE NO. 605

TEXT AMENDMENTS TO THE KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE

Adopted: _____

Effective: _____

An Ordinance to amend the Kalamazoo Charter Township Zoning Ordinance by adjusting the total permitted accessory building size based upon the size of the parcel; to allow for accessory building size in residential zoning districts based on aggregate gross floor areas in some locations; to provide for an effective date of said amendments; and to repeal all ordinances or parts of ordinances in conflict herewith.

THE KALAMAZOO CHARTER TOWNSHIP BOARD

KALAMAZOO COUNTY, MICHIGAN

ORDAINS:

SECTION I

**AMENDMENT TO ARTICLE 2.00 "GENERAL PROVISIONS" OF
THE KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE**

- A. Article 2 "General Provisions" Section 2.03 "Accessory Buildings and Structures" Subsection C.3. of the Kalamazoo Charter Township Zoning Ordinance is hereby amended to read as follows;

"C. Size

a. The maximum floor area of an accessory building or structure is 768 square feet, provided that the accessory building or structure together with all other buildings and structures does not cover more than 25% of the total area of the parcel, exclusive of road rights-of-way. Notwithstanding the percentage of lot coverage requirement, each parcel shall be permitted accessory building or structure floor area totaling 576 square feet, provided that in no case shall an accessory building or structure exceed the square footage area of the principal building on the parcel.

b. Exception to 3.a. above, for large parcels.

Aggregate gross floor areas, maximum heights, and setbacks for buildings accessory to residential uses on large parcels shall not exceed:

Maximum Lot Size	Total Accessory Building Floor Area for All Accessory Buildings	Maximum Accessory Building Height	Side & Rear Yard Setbacks (not Permitted in Front Yards)
2 acres but less than 3 acres	1,700 square feet	25 feet	At least the height of the principal building
3 acres but less than 4 acres	2,200 square feet	25 feet	At least the height of the principal building
4 acres but less than 5 acres	2,700 square feet	25 feet	At least the height of the principal building
5 acres or more	3,499 square feet	25 feet	At least the height of the principal building

SECTION II
EFFECTIVE DATE, SAVINGS CLAUSE AND REPEAL

This Ordinance shall take effect eight days following proper publication of notice of its adoption in accordance with and subject to Michigan Public Act 110 of 2006. All parts of ordinances in conflict herewith are hereby repealed. Any prosecution pending or existing on any part or portion of the ordinance which is repealed hereby is saved.

KALAMAZOO CHARTER TOWNSHIP

Mark E. Miller, Township Clerk

1720 Riverview Drive

Kalamazoo, MI 49004

269-381-8080

www.ktwp.org

KALAMAZOO CHARTER TOWNSHIP

BOARD AGENDA ITEM

BOARD MEETING DATE: October 22, 2018

SUBJECT: Adopt ordinance no. 606

SPECIFIC ACTION REQUESTED: Motion to adoption No. 606, support and roll call vote

OTHER PERTINENT INFORMATION:

At its meeting of October 8, 2018 the Township Board accepted proposed Ordinance No. 606, attached, for first reading. This was the second part of proposed amendments to the Township Zoning Ordinance. Ordinance No. 606 amends the Kalamazoo Charter Township Zoning Ordinance's RM -2 District Zoning Classification by making packaged retail liquor stores a special use; and by placing restrictions on the hours of operation and location; and contains certain accessibility requirements.

KALAMAZOO CHARTER TOWNSHIP

KALAMAZOO COUNTY, MICHIGAN

ORDINANCE NO. 606

TEXT AMENDMENTS TO THE KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE

Adopted: _____

Effective: _____

An Ordinance to amend the Kalamazoo Charter Township Zoning Ordinance to provide standards and restrictions for packaged liquor sales in the RM-2 District Zoning Classification; to provide for an effective date of said amendments; and to repeal all ordinances or parts of ordinances in conflict herewith.

THE KALAMAZOO CHARTER TOWNSHIP BOARD

KALAMAZOO COUNTY, MICHIGAN

ORDAINS:

SECTION I

**AMENDMENT TO SECTION 14.02 "PERMITTED USES AND STRUCTURES" OF THE
KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE**

- A. Article 14, Section 14.02 "Permitted Uses and Structures", paragraph 21 is hereby amended to read "21. Retail stores {except packaged liquor}, not to exceed 5,000 square feet in floor area (gross)."
- B. Article 14, "RM-2" Multiple Family (Mixed Use), Section 14.02 "Special Land Uses" paragraph 16. is hereby added to the Kalamazoo Charter Township Zoning Ordinance to read: "16. Retail sales of Packaged Liquor, subject to Section 8.02 (WW)."

SECTION II

**AMENDMENT TO ARTICLE 8 "SITE DEVELOPMENT STANDARDS" OF
THE KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE**

- A. Article 8 "Site Development Standards" Section B "Special Land Uses" Section 8.02 "Scope of Requirements" is hereby amended by the addition of a new subsection to be designated "WW" to read as follows:
"WW. Retail Sales of Packaged Liquor in the RM-2 zoning districts. Retail Packaged

Liquor Outlets in the RM-2 zoning district are subject to the following:

1. Outlet stores selling packaged liquor at retail shall not sell packaged liquor between the hours of 9:00 p.m. and 8:00 a.m.
2. No drive-through operation is conducted within the same building as the sale of beer, wine, liquor or other beverages containing alcohol.
3. Frontage on a state highway or county primary road exists where ingress and egress is allowed. Driveways for this use to county local roads are prohibited.
4. The property is not next to or adjacent to a residential use property. ”

SECTION III
EFFECTIVE DATE, SAVINGS CLAUSE AND REPEAL

This Ordinance shall take effect eight days following proper publication of notice of its adoption in accordance with and subject to Michigan Public Act 110 of 2006. All parts of ordinances in conflict herewith are hereby repealed. Any prosecution pending or existing on any part or portion of the ordinance which is repealed hereby is saved.

KALAMAZOO CHARTER TOWNSHIP

Mark E. Miller, Township Clerk

1720 Riverview Drive

Kalamazoo, MI 49004

269-381-8080

www.ktwp.org

Resolution Adopting the MERS Defined Contribution Plan

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

WHEREAS, the participating entity desires to adopt the MERS Defined Contribution Plan for its designated employees;

WHEREAS, the participating entity has furnished MERS with required data regarding each eligible employee and retiree;

WHEREAS, as a condition of MERS membership, and pursuant to the MERS Retirement Board's power as plan administrator and trustee under Plan Document Section 71 and MCL 38.1536, as each may be amended, it is appropriate and necessary to enter into a binding agreement providing for the administration of the Defined Contribution Plan, the reporting of wages, and the payment of the required contributions of a participating entity and withholding of employee contributions; now, therefore,

IT IS HEREBY RESOLVED:

1. On behalf of the participating entity, the Board of Kalamazoo Charter Township adopts the MERS Defined Contribution Plan in accordance with Plan Section 4 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended;
2. The Board agrees to the terms of and authorizes Manager Dexter Mitchell to execute the initial MERS Defined Contribution Adoption Agreement, a copy of which is attached hereto and which is hereby incorporated by reference; and
3. The Board hereby re-affirms the employer contribution rates adopted in the Board Resolution dated November 13, 2012 at the following percents of compensation for eligible employees:
 - A. New Hires at 10%, effective January 1, 2013
 - B. Elected Officials at 10%, effective November 20, 2012
 - C. Paid On-call Firefighters at 6.2%
 - D. All other non-union employees at 12%

I hereby certify that the above is a true copy of the Defined Contribution Resolution adopted at the official meeting held by the governing body of Kalamazoo Charter Township:

Dated: October 22, 2018 _____, Mark E. Miller, Township Clerk

This Resolution shall have no legal effect under the MERS Plan Document until a certified copy of this adopting Resolution is filed with MERS, MERS determines that all necessary requirements under the Plan Document, the Adoption Agreement, and this Resolution have been met, and MERS certifies the Resolution below.

Received and Approved by the Municipal Employees' Retirement System of Michigan:

Dated: _____, 20____. _____
(Authorized MERS Signatory)

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.lansingmichigan.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name Kalamazoo Charter Township **Municipality #:** _____

If new to MERS, provide your municipality's/court's fiscal year: Jan through Dec
(Month) (Month)

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of January, 2019.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # _____ and/or current Hybrid division # _____

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see Plan Document, Section 64 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete *MERS Defined Contribution Conversion Addendum*.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: ___/___/___

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

**By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

B. If this is an **amendment** of an existing Adoption Agreement (existing division number _____), the effective date shall be the first day of _____, 20____.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees** from an existing *Defined Contribution division* (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

Full Time Non-union employees hired before Jan. 1, 2013

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. Vesting (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
_____ % after 1 year of service
_____ % after 2 years of service
_____ % after 3 years of service (min 25%)
_____ % after 4 years of service (min 50%)
_____ % after 5 years of service (min 75%)
_____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) 60

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. Contributions

- a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):
- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly
- Other (must specify) _____
- b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:
- Employees are required to contribute per payroll period, the percentage _____% OR flat dollar amount \$_____
- Employees are required to contribute within the following range for each payroll:
Percentage range from _____% to _____% OR
dollar amount range \$_____ to \$_____
- Direct Required Employee Contributions pre-tax

MERS Defined Contribution Plan Adoption Agreement

c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$ _____ OR _____% of compensation per employee.

\$ _____ or 12% of compensation per employee for each payroll period.

Matching Contributions

The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election into the MERS 457 (or any other 457 qualified plan where MERS is the Defined Contribution administrator). See attached *Matching Employer Contribution Addendum (MD-073)*.

d. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. **Compensation**

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Compensation, for retirement purposes, is defined as base wages. Any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

A taxable car allowance

Short term or long term disability payments

Payments for achievement of established annual (or similar period) performance goals

Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: _____

Other 2: _____

NOTE: In either of the above elections, an employee's compensation shall not exceed the annual limit under section 401(a)(17) of the Internal Revenue Code.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

MERS Defined Contribution Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by Dexter Mitchell on
the 23 day of October, 2018.
(Name of Approving Employer)

Authorized signature: _____

Title: Manager

Witness signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.michiganmunicipal.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name Kalamazoo Charter Township **Municipality #:** _____

If new to MERS, provide your municipality's/court's fiscal year: Jan through Dec
(Month) (Month)

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of January, 2019.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # _____ and/or current Hybrid division # _____

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see Plan Document, Section 64 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete MERS Defined Contribution Conversion Addendum.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: ___/___/___

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

** By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

B. If this is an **amendment** of an existing Adoption Agreement (existing division number _____), the effective date shall be the first day of _____, 20____.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20__.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20__.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

Full Time Non-union employees hired after Dec. 31, 2012, and Elected Officials

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. **Vesting** (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 - 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
 - _____ % after 1 year of service
 - _____ % after 2 years of service
 - _____ % after 3 years of service (min 25%)
 - _____ % after 4 years of service (min 50%)
 - _____ % after 5 years of service (min 75%)
 - _____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
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In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) 60

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. **Contributions**

- a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):
 - Weekly
 - Bi-Weekly (every other week)
 - Semi-Monthly (twice each month)
 - Monthly
 - Other (must specify) _____
- b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:
 - Employees are required to contribute per payroll period, the percentage _____% OR flat dollar amount \$_____
 - Employees are required to contribute within the following range for each payroll:
Percentage range from _____% to _____% OR
dollar amount range \$_____ to \$_____
 - Direct Required Employee Contributions pre-tax

MERS Defined Contribution Plan Adoption Agreement

c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$_____ OR _____% of compensation per employee.

\$ _____ or 10% of compensation per employee for each payroll period.

Matching Contributions

The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election into the MERS 457 (or any other 457 qualified plan where MERS is the Defined Contribution administrator). See attached *Matching Employer Contribution Addendum (MD-073)*.

d. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. **Compensation**

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Compensation, for retirement purposes, is defined as base wages. Any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

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Short term or long term disability payments

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Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: _____

Other 2: _____

NOTE: In either of the above elections, an employee's compensation shall not exceed the annual limit under section 401(a)(17) of the Internal Revenue Code.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

MERS Defined Contribution Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by Dexter Mitchell on
the 23 day of October, 2018.
(Name of Approving Employer)

Authorized signature: _____

Title: Manager

Witness signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

MERS Defined Contribution Plan Adoption Agreement



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www.mersmichigan.com

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I. Employer Name Kalamazoo Charter Township **Municipality #:** _____

If new to MERS, provide your municipality's/court's fiscal year: Jan through Dec.
(Month) (Month)

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of January, 2019.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # _____ and/or current Hybrid division # _____

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see Plan Document, Section 64 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete MERS Defined Contribution Conversion Addendum.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: ___/___/___

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

**By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

B. If this is an **amendment** of an existing Adoption Agreement (existing division number _____), the effective date shall be the first day of _____, 20____.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

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- C. If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

Paid On-call Firefighters

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. Vesting (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
_____ % after 1 year of service
_____ % after 2 years of service
_____ % after 3 years of service (min 25%)
_____ % after 4 years of service (min 50%)
_____ % after 5 years of service (min 75%)
_____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) 60

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. Contributions

- a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):
- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly
- Other (must specify) _____
- b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:
- Employees are required to contribute per payroll period, the percentage 6.2 % OR flat dollar amount \$ _____
- Employees are required to contribute within the following range for each payroll:
Percentage range from _____ % to _____ % OR
dollar amount range \$ _____ to \$ _____
- Direct Required Employee Contributions pre-tax

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c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$ _____ OR _____ % of compensation per employee.

\$ _____ or 6.2 % of compensation per employee for each payroll period.

Matching Contributions

The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election into the MERS 457 (or any other 457 qualified plan where MERS is the Defined Contribution administrator). See attached *Matching Employer Contribution Addendum (MD-073)*.

d. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. **Compensation**

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Compensation, for retirement purposes, is defined as base wages. Any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

A taxable car allowance

Short term or long term disability payments

Payments for achievement of established annual (or similar period) performance goals

Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: _____

Other 2: _____

NOTE: In either of the above elections, an employee's compensation shall not exceed the annual limit under section 401(a)(17) of the Internal Revenue Code.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

MERS Defined Contribution Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by Dexter Mitchell on
the 23 day of October, 2018.
(Name of Approving Employer)

Authorized signature: _____

Title: Manager

Witness signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

Date: October 14, 2018
To: Township Manager Dexter Mitchell
From: Police Chief Bryan Ergang *BNE*
Re: Records Management Patch & Michigan Incident Crime Reporting

Information

The Township of Kalamazoo Police Department, Kalamazoo Department of Public Safety and the Kalamazoo County Sheriff's Office currently utilize Hexagon/Intergraph for Computer Aided Dispatching (CAD) and as the Records Management System (RMS). With the switch to the Kalamazoo County Central Dispatch Authority, (KCCDA), an interface must be built to link the CAD system that the KCCDA will use (New World) with the Hexagon/Intergraph RMS. This will allow for accurate reporting and the generation of cases.

Additionally, the State of Michigan has changed the accepted format for the Michigan Incident Crime Reporting (MICR) data. The MICR data is statutorily required to be submitted by law enforcement agencies to the State of Michigan which is then sent to the FBI and is the basis for the Uniform Crime Reports. Hexagon/Intergraph will complete the necessary programming needed to remain in compliancy with the State of Michigan MICR requirements.

Cost

The proposed contract with Hexagon/Intergraph in the amount of \$59,896.84 is the total cost to create the interface between the new CAD and existing RMS and to reformat the MICR data that is submitted to the State of Michigan. The User Agreements between the City of Kalamazoo, Kalamazoo Township and Kalamazoo County specifies that the cost of a system-wide project is assessed to each jurisdiction based on the calls for service during the preceding year. Therefore, the division of the proposed contract is based on the 2017 calls for service as follows:

<i>Kalamazoo Township</i>	<i>9.11%</i>	<i>or</i>	<i>\$5,456.60</i>
<i>City of Kalamazoo</i>	<i>55.24%</i>	<i>or</i>	<i>\$33,087.02</i>
<i>Kalamazoo County</i>	<i>35.65%</i>	<i>or</i>	<i>\$21,353.22</i>

The Kalamazoo Department of Public Safety has agreed to act as the fiduciary role in this project. Upon completion of the project, Kalamazoo Township and Kalamazoo County will be invoiced for their portion of the project.

Request

That the Charter Township of Kalamazoo Board of Trustees approve the Township of Kalamazoo Police Department enter into an agreement with the Kalamazoo Department of Public Safety and the Kalamazoo County Sheriff's Office to purchase a patch solution that creates an interface between the existing records management system and the new KCCDA computer aided dispatch.

Date: October 14, 2018
To: Township Manager Dexter Mitchell
From: Police Chief Bryan Ergang *BNE*
Re: Purchase of Tasers

Information

The Township of Kalamazoo Police Department has a mix of X26 and X26P Tasers. The X26 Taser is no longer in production or serviceable. We recently removed five X26 Tasers from our current stock as they are no longer working and are not repairable.

Taser is the only viable neuromuscular incapacitating weapon currently on the market. Taser offers two purchasing options: the first is an outright purchase, and the second is purchasing through the Taser 60 program.

Outright Purchase:

X26P	\$1,022.00
X26P Battery	\$62.00
4-Year Warranty	\$318.00
Total	\$1,402.00 per Taser

Taser 60 Program:

X26P	
X26P Battery	
5-Year Warranty	
2-Training Cartridges (\$27 per cartridge)	
Total	\$1,242.95 per Taser

The advantage of the Taser 60 program is the extra year warranty and training cartridges included in the package price with a savings of \$159.05 per Taser, not including the \$54.00 in training cartridges. The Taser 60 program requires you to purchase a *minimum* of 10 Tasers. With the current quantity below levels to supply officers and the recent reduction, TKPD currently has a need for 10-X26P Tasers. In addition, this will make our current stock consistent which improves continuity of training and familiarity for the officers.

I feel the best course of action is to purchase 10-X26P Tasers through the Taser 60 program for a total purchase price of \$12,429.50.

Request

That the Charter Township of Kalamazoo Board of Trustees approve the purchase ten (10) X26P Tasers through the Taser 60 program for \$12,429.50 and authorize the Township Police Chief to purchase sign on behalf of the Township.



Fire Department
1720 Riverview Drive
Kalamazoo, MI 49004
Tel: (269) 888-2170
Fax: (269) 381-3550
www.ktwp.org

TO: Dexter A. Mitchell, Township Manager
FROM: David Obreiter, Fire Chief
RE: Pole-Mounted Emergency Warning Sirens
DATE: October 18, 2018

On July 9, 2018, the current maintenance and reliability status of our pole-mounted emergency warning sirens was discussed at the Township Board of Trustees work group meeting. During the discussions, I was tasked to further assess the status of our emergency warning siren program and provide a recommendation to the board regarding the future direction of the program.

The Township of Kalamazoo has a total of nine pole mounted warning sirens. There is one siren at each of the four fire stations and five additional sirens located within the township. The sirens located at the fire stations were installed in the 1960's and the five additional sirens located within the township were donated by the Palisades Power Plant in 2004 after about fifteen years of service at their location.

Due to the age of all nine warning sirens, there are currently no parts available and all temporary maintenance options to keep the warning sirens in a working and reliable condition have been exhausted. The cost to replace the nine pole-mounted warning sirens is approximately \$250,000. This figure does not include placing an additional four sirens that would be needed to provide for a more inclusive coverage of Kalamazoo Township.

After much research and discussion, it is my recommendation to remove the nine pole-mounted emergency warning sirens and focus our suggested warning methods for our residents to those of more modern technologies.

I respectfully request a motion to remove the nine pole-mounted emergency warning sirens beginning in mid-November of 2018 and to provide an alternate warning program by January 1, 2019 to our residents. The alternate warning program will be posted on the township website and include five or more methods of notification by phone, application or email and will offer weather alert warning receivers at-cost to township residents that are in need.

Please contact me if you have any questions or concerns.