



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

**Board of Trustees Board Meeting Agenda  
Monday, February 10, 2025  
7:00 p.m.**

The Board Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:00 p.m., on Monday, **February 10, 2025**, at the **Kalamazoo Township Hall** to discuss and act on the below-listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87265573729?pwd=uRmHSxba5wyObmzvamz7E7Qi6j6PQb.1>

**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 a 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 minutes, please provide your comments in writing, which 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 or previously approved budget actions to be dealt with in one Board Motion without discussion.)

**Motion to Approve Consent Agenda as Recommended by the Superintendent and Supervisor.**

- A. Payment of Bills of \$ 61,843.00
- B. Receipt of Check Registry for January, 2025
- C. Receipt of Check Disbursements for January, 2025
- D. Minutes of January 13, 2025, Board of Trustees Work Session Meeting
- E. Minutes of January 13, 2025, Board of Trustees Regular Meeting
- F. Minutes of January 27, 2025, Board of Trustees Work Session Meeting
- G. Minutes of January 27, 2025, Board of Trustees Regular Meeting
- H. Minutes of January 31, 2025, Board of Trustees Special Meeting

## **7 – Public Hearing and Presentations**

none

## **8 – Old Business**

### A. Climate Committee

- a. Motion to approve the re-structure and working template of the Kalamazoo Township Climate Committee

### B. Adopt Resolution and Procedures for Requirements of ADA Coordinator

- b. Motion to Adopt Resolution and Procedures to Appoint ADA Coordinator and Requirements

## **9 – New Business**

## **10 – Items Removed from the Consent Agenda**

## **11 – Board Member Reports**

Trustee Glass  
Trustee Sherwood  
Trustee Leonard  
Trustee Kennedy  
Clerk Mackie  
Treasurer Miller  
Supervisor Combs

## **12 – Superintendent Report**

## **13 – Public Comments**

## **14 – Closed Session** - no closed session

## **15 – Adjournment**

*Posted: February 7, 2025*

*David Combs, Kalamazoo Township Supervisor*

02/07/2025 10:15 AM  
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 DB: Kalamazoo Twp

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 EXP CHECK RUN DATES 02/11/2025 - 02/11/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
508613 45139	C. STODDARD & SONS, INC. OIL DISPOSAL 206-336-932.00	02/07/2025 MONICAK	02/07/2025	240.00 240.00	240.00	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			240.00			
IN252636 45140	KIESLER'S POLICE SUPPLY, INC. GLOCKS 825-441-985.00	02/07/2025 MONICAK	02/07/2025	2,142.50 2,142.50	2,142.50	Open	N 02/07/2025
	CAPITAL OUTLAY - EQUIPMENT			2,142.50			
133091 45141	MIDWAY CHEVROLET, INC. OIL 207-301-932.00	02/07/2025 MONICAK	02/07/2025	43.62 43.62	43.62	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			43.62			
389873 45142	NAPA AUTO PARTS MISC SUPPLIES 207-301-932.00	02/07/2025 MONICAK	02/07/2025	35.51 35.51	35.51	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			35.51			
2644134-0 45143	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-751.00	02/07/2025 MONICAK	02/07/2025	176.75 176.75	176.75	Open	N 02/07/2025
	OFFICE SUPPLIES			176.75			
874464 45144	MCDONALD'S TOWING TOWING 207-301-932.00	02/07/2025 MONICAK	02/07/2025	55.00 55.00	55.00	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			55.00			
011525A 45145	KALAMAZOO COUNTY TREASURER 4TH QTR SUBPOENA BY MAIL 207-301-850.00	02/07/2025 MONICAK	02/07/2025	541.75 541.75	541.75	Open	N 02/07/2025
	COMMUNICATIONS			541.75			
3838 45146	MICHIGAN MUNICIPAL POLICE OIL CHANGE/REPAIR 207-301-932.00	02/07/2025 MONICAK	02/07/2025	372.27 372.27	372.27	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			372.27			
3842 45147	MICHIGAN MUNICIPAL POLICE REPAIR 207-301-932.00	02/07/2025 MONICAK	02/07/2025	481.03 481.03	481.03	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			481.03			

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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
3841 45148	MICHIGAN MUNICIPAL POLICE BRAKES/ROTORS 207-301-932.00	02/07/2025 MONICAK VEHICLE REPAIRS & MAINT	02/07/2025	1,205.74 1,205.74	1,205.74	Open	N 02/07/2025
3845 45149	MICHIGAN MUNICIPAL POLICE REPLACE STARTER 207-301-932.00	02/07/2025 MONICAK VEHICLE REPAIRS & MAINT	02/07/2025	405.00 405.00	405.00	Open	N 02/07/2025
3843 45150	MICHIGAN MUNICIPAL POLICE REPLACE BATTERY 207-301-932.00	02/07/2025 MONICAK VEHICLE REPAIRS & MAINT	02/07/2025	365.59 365.59	365.59	Open	N 02/07/2025
903541A 45151	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/07/2025 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/07/2025	2,203.60 2,203.60	2,203.60	Open	N 02/07/2025
902271 45152	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/07/2025 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/07/2025	124.50 124.50	124.50	Open	N 02/07/2025
897536 45153	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/07/2025 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/07/2025	124.50 124.50	124.50	Open	N 02/07/2025
903964 45154	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/07/2025 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/07/2025	557.95 557.95	557.95	Open	N 02/07/2025
903950A 45155	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/07/2025 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/07/2025	1,821.26 1,821.26	1,821.26	Open	N 02/07/2025
901682A 45156	NYE UNIFORM CO. UNIFORMS 207-301-767.00	02/07/2025 MONICAK PERSONAL EQUIPMENT ALLOWANCE	02/07/2025	174.63 174.63	174.63	Open	N 02/07/2025

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296365 45157	COLORID, LLC TWP BADGE PROJ 101-228-801.00	02/07/2025 MONICAK	02/07/2025	375.00 375.00	375.00	Open	N 02/07/2025
VC3-186083 45158	VC3, INC. ONLINE BACKUP SERVICE 101-228-801.00	02/07/2025 MONICAK	02/07/2025	1,070.00 1,070.00	1,070.00	Open	N 02/07/2025
VC3-186081 45159	VC3, INC. BS&A HOSTING 101-228-933.00	02/07/2025 MONICAK	02/07/2025	1,600.00 1,600.00	1,600.00	Open	N 02/07/2025
10794452236 45160	DELL MARKETING, L.P. CUSTOMER #530031860760 207-301-754.00	02/07/2025 MONICAK	02/07/2025	1,149.00 1,149.00	1,149.00	Open	N 02/07/2025
21-028-44 45161	MCKENNA ASSOCIATES, INC. PLANNING/ZONING ADMIN 101-701-801.00	02/07/2025 MONICAK	02/07/2025	5,400.00 5,400.00	5,400.00	Open	N 12/31/2024
21-022-7 45162	MCKENNA ASSOCIATES, INC. HOUSING GRANT STUDY 101-701-801.00	02/07/2025 MONICAK	02/07/2025	500.00 500.00	500.00	Open	N 12/31/2024
133384 45163	SAFETY SERVICES, INC. GLOVES 101-265-754.00	02/07/2025 MONICAK	02/07/2025	85.63 85.63	85.63	Open	N 02/07/2025
0108694-2 45164	FERGUSON FACILITIES #3400 MISC SUPPLIES 101-265-932.00	02/07/2025 MONICAK	02/07/2025	51.48 51.48	51.48	Open	N 02/07/2025
158594 45165	BS & A SOFTWARE ANNUAL SUPPORT - FIXED ASSETS 101-191-933.00	02/07/2025 MONICAK	02/07/2025	1,570.00 1,570.00	1,570.00	Open	N 02/07/2025

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78780 45166	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-932.00	02/07/2025 MONICAK	02/07/2025	89.97	89.97	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			89.97			
2095 45167	SHARP SHOP SNOWBLOWER PADDLES 206-336-931.00	02/07/2025 MONICAK	02/07/2025	164.89	164.89	Open	N 02/07/2025
	EQUIPMENT REPAIRS & MAINT			164.89			
2089 45168	SHARP SHOP OIL 206-336-759.00	02/07/2025 MONICAK	02/07/2025	51.97	51.97	Open	N 02/07/2025
	GAS & OIL			51.97			
2647533-0 45169	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-261-751.00	02/07/2025 MONICAK	02/07/2025	279.96	279.96	Open	N 02/07/2025
	OFFICE SUPPLIES			279.96			
72367 45170	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-754.00	02/07/2025 MONICAK	02/07/2025	56.95	56.95	Open	N 02/07/2025
	OPERATING SUPPLIES			56.95			
005550301012125 45171	CHARTER COMMUNICATIONS ACCT #005550301 101-261-924.00	02/07/2025 MONICAK	02/07/2025	324.36	324.36	Open	N 02/07/2025
	UTILITIES - CABLE/INTERNET			324.36			
005550401012125 45172	CHARTER COMMUNICATIONS ACCT #005550401 101-261-850.00	02/07/2025 MONICAK	02/07/2025	327.39	327.39	Open	N 02/07/2025
	COMMUNICATIONS (TELEPHONE)			327.39			
904153 45173	NYE UNIFORM CO. UNIFORMS 206-336-767.00	02/07/2025 MONICAK	02/07/2025	202.40	202.40	Open	N 02/07/2025
	PERSONAL EQUIPMENT ALLOWANCE			202.40			
904157 45174	NYE UNIFORM CO. UNIFORMS 206-336-767.00	02/07/2025 MONICAK	02/07/2025	280.35	280.35	Open	N 02/07/2025
	PERSONAL EQUIPMENT ALLOWANCE			280.35			

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904166 45175	NYE UNIFORM CO. UNIFORMS 206-336-767.00	02/07/2025 MONICAK	02/07/2025	231.63	231.63	Open	N 02/07/2025
	PERSONAL EQUIPMENT ALLOWANCE			231.63			
175249 45176	RIVER RUN PRESS NAME PLATE 101-101-751.00	02/07/2025 MONICAK	02/07/2025	33.55	33.55	Open	N 02/07/2025
	OFFICE SUPPLIES			33.55			
030231930 45177	GALLS, LLC UNIFORMS 101-265-767.00	02/07/2025 MONICAK	02/07/2025	565.50	565.50	Open	N 02/07/2025
	PERSONAL EQUIPMENT ALLOWANCE			565.50			
202788673176 45178	CONSUMERS ENERGY ACCT #1000 2155 4991 101-751-920.00	02/07/2025 MONICAK	02/07/2025	31.13	31.13	Open	N 02/07/2025
	UTILITIES - ELECTRIC			31.13			
0023103 45179	WILLIAMS ASSOCIATES ARCHITECTS, LTD SCHEMATIC DESIGN 447-265-975.00	02/07/2025 MONICAK	02/07/2025	15,400.33	15,400.33	Open	N 12/31/2024
	BUILDING IMPROVEMENTS			15,400.33			
RR938110 45180	REHMANN ROBSON PROGRESS BILLING 101-191-801.00	02/07/2025 MONICAK	02/07/2025	8,500.00	8,500.00	Open	N 12/31/2024
	ACCOUNTING/AUDIT SERVICES			8,500.00			
2025-01 45181	DORE' HR CONSULTING, LLC FOIA MANUAL 101-101-903.00	02/07/2025 MONICAK	02/07/2025	172.50	172.50	Open	N 02/07/2025
	PUBLIC NOTICES/PUBLICATIONS			172.50			
1833654 45182	SMART SOURCE, LLC, MICHIGAN DIVISIO TAX CHECKS 101-261-751.00	02/07/2025 MONICAK	02/07/2025	299.20	299.20	Open	N 02/07/2025
	OFFICE SUPPLIES			299.20			
2985 45183	KALAMAZOO FLAG COMPANY LLC FLAGS 101-265-754.00	02/07/2025 MONICAK	02/07/2025	130.00	130.00	Open	N 02/07/2025
	OPERATING SUPPLIES			130.00			

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02272024I 45184	KAL. COUNTY CLERK/REGISTER OF DEEDS PRESIDENTIAL PRIMARY 101-215-801.00	02/07/2025 MONICAK	02/07/2025	1,190.04	1,190.04	Open	N 12/31/2024
		PURCHASED SERVICE/MAINTENANCE		1,190.04			
34021 45185	FURNITURE CITY BROADCASTING CORP TOWER RENT - FEB 207-301-940.00	02/07/2025 MONICAK	02/07/2025	1,824.98	1,824.98	Open	N 02/07/2025
		TOWER RENT - RAVINE ROAD		1,824.98			
88087 45186	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-265-930.00	02/07/2025 MONICAK	02/07/2025	46.51	46.51	Open	N 02/07/2025
		BLDG/LAND REPAIRS & MAINT		46.51			
87999 45187	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-265-930.00	02/07/2025 MONICAK	02/07/2025	13.28	13.28	Open	N 02/07/2025
		BLDG/LAND REPAIRS & MAINT		13.28			
020425 45188	SANDERSON DEHAAN IRRIGATION, INC. 4500 GRAND PRAIRIE - SVC AGREEMENT 101-567-801.00	02/07/2025 MONICAK	02/07/2025	94.00	94.00	Open	N 02/07/2025
		PROFESSIONAL & CONTRACTUAL SVC		94.00			
020425A 45189	SANDERSON DEHAAN IRRIGATION, INC. 422 GRAND PRE - SVC AGREEMENT 101-751-801.00	02/07/2025 MONICAK	02/07/2025	188.00	188.00	Open	N 02/07/2025
		PROFESSIONAL & CONTRACTUAL SVC		188.00			
020425B 45190	SANDERSON DEHAAN IRRIGATION, INC. 1720 RIVERVIEW - SVC AGREEMENT 101-265-801.00	02/07/2025 MONICAK	02/07/2025	188.00	188.00	Open	N 02/07/2025
		PROFESSIONAL & CONTRACTUAL SVC		188.00			
203411638581 45191	CONSUMERS ENERGY ACCT #1000 2210 4622 206-336-920.12 206-336-921.12	02/07/2025 MONICAK	02/07/2025	513.92	513.92	Open	N 02/07/2025
		UTILITIES - ELECTRIC		142.10			
		UTILITIES - NATURAL GAS		371.82			
3418502 45192	EDWARDS INDUSTRIAL SALES, INC. MISC SUPPLIES 206-336-931.00	02/07/2025 MONICAK	02/07/2025	81.63	81.63	Open	N 02/07/2025
		EQUIPMENT REPAIRS & MAINT		81.63			



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205191406838 45193	CONSUMERS ENERGY ACCT #1000 2469 4752 206-336-920.13	02/07/2025 MONICAK	02/07/2025	28.28	28.28	Open	N 02/07/2025
	UTILITIES - ELECTRIC			28.28			
204835455714 45194	CONSUMERS ENERGY ACCT #1000 2469 5296 206-336-920.13	02/07/2025 MONICAK	02/07/2025	185.72	185.72	Open	N 02/07/2025
	UTILITIES - ELECTRIC			185.72			
203411638580 45195	CONSUMERS ENERGY ACCT #1000 2210 4390 206-336-921.12	02/07/2025 MONICAK	02/07/2025	684.93	684.93	Open	N 02/07/2025
	UTILITIES - NATURAL GAS			684.93			
203411638582 45196	CONSUMERS ENERGY ACCT #1000 2210 5132 206-336-920.12	02/07/2025 MONICAK	02/07/2025	575.21	575.21	Open	N 02/07/2025
	UTILITIES - ELECTRIC			575.21			
207147869815 45197	CONSUMERS ENERGY ACCT #1000 0033 6162 206-336-921.13	02/07/2025 MONICAK	02/07/2025	449.47	449.47	Open	N 02/07/2025
	UTILITIES - NATURAL GAS			449.47			
390826 45198	NAPA AUTO PARTS MISC SUPPLIES 206-336-932.00	02/07/2025 MONICAK	02/07/2025	120.50	120.50	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			120.50			
390397 45199	NAPA AUTO PARTS MISC SUPPLIES 206-336-932.00	02/07/2025 MONICAK	02/07/2025	23.70	23.70	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			23.70			
390665 45200	NAPA AUTO PARTS MISC SUPPLIES 206-336-932.00	02/07/2025 MONICAK	02/07/2025	18.58	18.58	Open	N 02/07/2025
	VEHICLE REPAIRS & MAINT			18.58			
102551333 45201	WEX BANK ACCT #0462-00-405802-0 206-336-759.00	02/07/2025 MONICAK	02/07/2025	309.61	309.61	Open	N 02/07/2025
	GAS & OIL			309.61			

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91256 45202	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-754.00	02/07/2025 MONICAK	02/07/2025	84.57 84.57	84.57	Open	N 02/07/2025
90040 45203	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-754.00	02/07/2025 MONICAK	02/07/2025	13.24 13.24	13.24	Open	N 02/07/2025
12701120 45204	CERTASITE, LLC EXTINGUISHER INSPECTIONS 206-336-932.00	02/07/2025 MONICAK	02/07/2025	321.02 321.02	321.02	Open	N 02/07/2025
ZK259321-OTG 45205	NATIONAL BUSINESS FURNITURE, LLC BD ROOM TABLES 101-101-751.00	02/07/2025 MONICAK	02/07/2025	2,489.41 2,489.41	2,489.41	Open	N 02/07/2025
ZK259321-TDQ 45206	NATIONAL BUSINESS FURNITURE, LLC BD ROOM CHAIRS 101-101-751.00	02/07/2025 MONICAK	02/07/2025	2,385.00 2,385.00	2,385.00	Open	N 02/07/2025
# of Invoices:	68	# Due:	68	Totals:	61,843.99	61,843.99	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					61,843.99	61,843.99	

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	101 - GENERAL			27,909.94	27,909.94		
	206 - FIRE			4,728.54	4,728.54		
	207 - POLICE			11,662.68	11,662.68		
	447 - TWP BUILDING & GROUNDS IMPRC			15,400.33	15,400.33		
	825 - POLICE CAPITAL IMPROVEMENT			2,142.50	2,142.50		
--- TOTALS BY DEPT/ACTIVITY ---							
	101 - BOARD OF TRUSTEES			5,080.46	5,080.46		
	191 - FINANCE			10,070.00	10,070.00		
	215 - CLERK			1,190.04	1,190.04		
	228 - INFORMATION TECHNOLOGY			3,045.00	3,045.00		
	261 - GENERAL SERVICES_ADMIN			1,230.91	1,230.91		
	265 - MAINTENANCE			16,480.73	16,480.73		
	301 - POLICE			11,662.68	11,662.68		
	336 - FIRE			4,728.54	4,728.54		
	441 - POLICE/FIRE CAPITAL IMPROVEM			2,142.50	2,142.50		
	567 - CEMETERY			94.00	94.00		
	701 - PLANNING/ZONING			5,900.00	5,900.00		
	751 - RECREATION			219.13	219.13		

02/07/2025

Check Register Report For  
For Check Dates 01/01/2025 to 01/31/2025

Check Date	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit
<b>01/31/2025</b>		<b>EMPLOYEE CHECKS</b>	<b>\$2,209.20</b>	<b>\$1,549.09</b>	
<b>01/31/2025</b>		<b>EMPLOYEE DIRECT DEPOSITS</b>	<b>\$539,791.88</b>	<b>\$0.00</b>	<b>\$375,862.32</b>
01/28/2025	54562	FRATERNAL ORDER OF POLICE #98	\$2,178.96	\$2,178.96	\$0.00
01/30/2025	54610	AMERICAN FAMILY LIFE ASSURANCE CO	\$567.16	\$567.16	\$0.00
01/30/2025	54611	BLUE CROSS BLUE SHIELD OF MICH	\$47,549.00	\$47,549.00	\$0.00
01/30/2025	54612	BLUE CROSS BLUE SHIELD OF MICHIGAN	\$709.65	\$709.65	\$0.00
01/30/2025	54613	BLUE CARE NETWORK	\$31,645.45	\$31,645.45	\$0.00
01/30/2025	54614	COLONIAL LIFE	\$424.01	\$424.01	\$0.00
01/30/2025	54615	STANDARD INSURANCE COMPANY PC	\$7,120.94	\$7,120.94	\$0.00
01/14/2025	EFT2623	BURNHAM & FLOWER GROUP	\$745.98	\$745.98	\$0.00
01/14/2025	EFT2624	EW FIRE DUES	\$155.00	\$155.00	\$0.00
01/14/2025	EFT2625	MISDU	\$238.17	\$238.17	\$0.00
01/14/2025	EFT2626	IRS	\$71,719.23	\$71,719.23	\$0.00
01/14/2025	EFT2627	KTPOA	\$360.00	\$360.00	\$0.00
01/14/2025	EFT2628	MERS	\$72,952.06	\$72,952.06	\$0.00
01/14/2025	EFT2629	ALERUS FINANCIAL, N.A.	\$12,527.58	\$12,527.58	\$0.00
01/14/2025	EFT2630	ALERUS FINANCIAL, N.A.	\$15,344.06	\$15,344.06	\$0.00
01/14/2025	EFT2631	NW FIRE DUES	\$360.00	\$360.00	\$0.00
01/14/2025	EFT2632	STATE OF MICHIGAN	\$21,822.76	\$21,822.76	\$0.00
01/14/2025	EFT2633	WW FIRE DUES	\$800.00	\$800.00	\$0.00
01/28/2025	EFT2634	FLORES	\$745.98	\$745.98	\$0.00
01/28/2025	EFT2635	MISDU	\$238.17	\$238.17	\$0.00
01/28/2025	EFT2636	IRS	\$59,292.92	\$59,292.92	\$0.00
01/28/2025	EFT2637	KTPOA	\$360.00	\$360.00	\$0.00
01/28/2025	EFT2638	ALERUS FINANCIAL, N.A.	\$10,508.47	\$10,508.47	\$0.00
01/28/2025	EFT2639	ALERUS FINANCIAL, N.A.	\$10,636.02	\$10,636.02	\$0.00
<b>01/31/2025</b>		<b>VENDOR DISBURSEMENTS</b>	<b>\$369,001.57</b>	<b>\$369,001.57</b>	<b>\$0.00</b>
<b>01/31/2025</b>		<b>TOTAL DISBURSEMENTS</b>	<b>\$911,002.65</b>	<b>\$370,550.66</b>	<b>\$375,862.32</b>

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 01/01/2025 - 01/31/2025

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
01/08/2025	POOL	54485	010824	U.S. POSTMASTER	POSTAGE	101-261-851.00	2,572.13
01/09/2025	ERAD	11183	9055197	BEST BUY BUSINESS ADVANTAGE A	FORFEITURE - OPRERATING	719-000-245.04	52.98
01/09/2025	ERAD	11184	010925	SAM'S CLUB	FORFEITURE - OPRERATING	719-000-245.04	106.88
01/09/2025	ERAD	11185	2400003737	CITY OF SPRINGFIELD	FORFEITURE - OPRERATING	719-000-245.04	606.00
01/09/2025	ERAD	11186	6101936068	VERIZON WIRELESS	FORFEITURE - OPRERATING	719-000-245.04	254.94
01/09/2025	ERAD	11187	101909822	WEX BANK	FORFEITURE - OPRERATING	719-000-245.04	1,164.32
01/09/2025	ERAD	11188	120669150	ROSE PEST SOLUTIONS	FORFEITURE - OPRERATING	719-000-245.04	97.00
01/09/2025	ERAD	11189	010925	JACK CLARK, JR	FORFEITURE - OPRERATING	719-000-245.04	78,000.00
01/09/2025	POOL	54487	3505-1193010	ALL-PHASE ELECTRIC	BLDG/LAND REPAIRS & MAINT	101-265-930.00	71.97
		54487	3505-1193049		BLDG/LAND REPAIRS & MAINT	101-265-930.00	73.80
		54487	3505-1193048		BLDG/LAND REPAIRS & MAINT	101-265-930.00	(29.16)
							<u>116.61</u>
01/09/2025	POOL	54488	203767528309	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-751-920.00	31.69
01/09/2025	POOL	54489	123124	J & H OIL COMPANY	GAS & OIL	101-265-759.00	414.56
		54489	123124A		GAS & OIL	206-336-759.00	1,497.66
		54489	123124B		GAS & OIL	207-301-759.00	3,496.02
							<u>5,408.24</u>
01/09/2025	POOL	54490	I1648	PIT STOP OF MICHIGAN	PROFESSIONAL & CONTRACTUAL SVC	101-751-801.00	79.94
		54490	I1647		PROFESSIONAL & CONTRACTUAL SVC	101-751-801.00	79.94
							<u>159.88</u>
01/09/2025	POOL	54491	551-647020	STATE OF MICHIGAN	PROFESSIONAL & CONTRACTUAL SVC	217-301-801.00	30.00
01/09/2025	POOL	54492	22486	RELIABLE GLASS INSTALLERS	REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	406.75
01/09/2025	POOL	54493	0022937	WILLIAMS ASSOCIATES ARCHITECT	BUILDINGS - EASTWOOD STATION	826-441-975.01	1,750.00
01/09/2025	POOL	54494	INV1099909	TARGET SOLUTIONS LEARNING LLC	HEALTH SERVICES	207-301-835.00	4,991.00
01/09/2025	POOL	54495	02049-008419979	REPUBLIC SERVICES #249	UTILITIES - WASTE/RECYCLE	101-261-919.00	853.52
		54495	02049-008419979		UTILITIES - WASTE/RECYCLE	206-336-919.11	216.20
		54495	02049-008419979		UTILITIES - WASTE/RECYCLE	206-336-919.12	216.20
		54495	02049-008419979		UTILITIES - WASTE/RECYCLE	206-336-919.14	216.20
		54495	0249-008429101		PROFESSIONAL & CONTRACTUAL SVC	226-528-801.00	47,042.31
							<u>48,544.43</u>
01/09/2025	POOL	54496	010125	TRANSUNION RISK AND ALTERNATI	INVESTIGATIVE OPERATIONS	207-301-801.01	75.00

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 01/01/2025 - 01/31/2025

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
01/16/2025	POOL	54497	66165	APOLLO FIRE APPARATUS SALES	AVEHICLE REPAIRS & MAINT	206-336-932.00	1,185.80
		54497	66166		VEHICLE REPAIRS & MAINT	206-336-932.00	31.38
							1,217.18
01/16/2025	POOL	54498	83420	BAILTEK CLEANING & RESTORATIO	PROFESSIONAL & CONTRACTUAL SVC	101-265-801.00	1,095.00
01/16/2025	POOL	54499	5765	BILL'S LOCK SHOP, INC.	OPERATING SUPPLIES	207-301-754.00	55.00
01/16/2025	POOL	54500	010725	CHAD VANDERWALL	ZONING/DEVELOPMENT ESCROW	701-000-283.00	925.00
01/16/2025	POOL	54501	01012025	METRO FIBERNET LLC	UTILITIES - CABLE/INTERNET	101-261-924.00	249.95
		54501	01012025		COMMUNICATIONS (TELEPHONE)	206-336-850.00	824.23
		54501	01012025		UTILITIES - CABLE/INTERNET	206-336-924.11	450.00
		54501	01012025		UTILITIES - CABLE/INTERNET	206-336-924.12	750.00
		54501	01012025		UTILITIES - CABLE/INTERNET	206-336-924.13	450.00
		54501	01012025		UTILITIES - CABLE/INTERNET	206-336-924.14	450.00
		54501	01012025		UTILITIES - CABLE/INTERNET	207-301-924.00	550.00
01/16/2025	POOL	54502	202788625825	CONSUMERS ENERGY	UTILITIES - ELECTRIC	206-336-920.12	541.53
		54502	202788625824		UTILITIES - ELECTRIC	206-336-920.12	130.21
		54502	204835410700		UTILITIES - ELECTRIC	206-336-920.13	193.00
		54502	205547284389		UTILITIES - ELECTRIC	206-336-920.13	41.38
		54502	202788625823		UTILITIES - NATURAL GAS	206-336-921.12	605.32
		54502	202788625824		UTILITIES - NATURAL GAS	206-336-921.12	306.68
		54502	206792730633		UTILITIES - NATURAL GAS	206-336-921.13	430.19
							2,248.31
01/16/2025	POOL	54503	201275855512	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-920.00	10,277.21
		54503	206347963091		UTILITIES - ELECTRIC	219-448-920.00	14,426.83
							24,704.04
01/16/2025	POOL	54504	10792138089	DELL MARKETING, L.P.	ACCOUNTING/AUDIT SERVICES	101-191-801.00	1,250.00
01/16/2025	POOL	54505	1188904	STEENSMA LAWN & POWER EQUIPME	EQUIPMENT REPAIRS & MAINT	101-265-931.00	934.23
01/16/2025	POOL	54506	2420	DJ'S EXCAVATING	CONTINGENT EXPENSES	101-966-999.00	7,800.00
01/16/2025	POOL	54507	0108694-1	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	101-265-754.00	378.64
01/16/2025	POOL	54508	770915280532	FEDEX FREIGHT	CPE TRAINING	207-301-910.02	187.00
01/16/2025	POOL	54509	34013	FURNITURE CITY BROADCASTING C	TOWER RENT - RAVINE ROAD	207-301-940.00	1,824.98
01/16/2025	POOL	54510	INV10220	BLUEALLY TECHNOLOGY SOLUTIONS	PROFESSIONAL & CONTRACTUAL SVC	101-228-801.00	15,756.00
01/16/2025	POOL	54511	2639720-0	INTEGRITY BUSINESS SOLUTIONS,	SMALL TOOLS & EQUIPMENT	207-301-752.00	121.77

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 01/01/2025 - 01/31/2025

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
01/16/2025	POOL	54512	110940	JBM PRINTING, LLC	CPE TRAINING	207-301-910.02	724.00
01/16/2025	POOL	54513	24-06-12	KALAMAZOO AREA BUILDING AUTHO	PROFESSIONAL & CONTRACTUAL SVC	101-372-801.00	200.00
01/16/2025	POOL	54514	123124	KALAMAZOO CITY TREASURER	UTILITIES - WATER	101-261-918.00	179.88
		54514	123124B		UTILITIES - WATER	206-336-918.12	105.85
		54514	123124C		UTILITIES - WATER	206-336-918.13	55.32
		54514	123124A		UTILITIES - WATER	206-336-918.14	89.86
							430.91
01/16/2025	POOL	54515	DRN24-03	KALAMAZOO COUNTY	CAPITAL IMPROVE - SEWER SYSTEMS	101-446-973.00	3,369.37
01/16/2025	POOL	54516	A869748	ENGINEERED PROTECTION SYSTEMS	PROFESSIONAL & CONTRACTUAL SVC	101-265-801.00	365.76
		54516	A869604		PROFESSIONAL & CONTRACTUAL SVC	206-336-801.00	586.29
		54516	A869603		PROFESSIONAL & CONTRACTUAL SVC	206-336-801.00	462.69
		54516	A869589		PROFESSIONAL & CONTRACTUAL SVC	206-336-801.00	644.22
		54516	A869605		PROFESSIONAL & CONTRACTUAL SVC	206-336-801.00	586.29
							2,645.25
01/16/2025	POOL	54517	01012025	KALAMAZOO ROD & GUN CLUB	TUITION/TRAINING	207-301-910.00	600.00
01/16/2025	POOL	54518	IN251534	KIESLER'S POLICE SUPPLY, INC.	CAPITAL OUTLAY - EQUIPMENT	217-301-985.00	4,660.00
01/16/2025	POOL	54519	64832	R.W. LAPINE, INC.	BLDG/LAND REPAIRS & MAINT	101-265-930.00	1,296.58
01/16/2025	POOL	54520	CD2105835	ELECTION SYSTEMS &	OFFICE SUPPLIES	101-215-751.00	103.38
01/16/2025	POOL	54521	23575	MENARDS - KALAMAZOO EAST	REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	90.92
01/16/2025	POOL	54522	3831	MICHIGAN MUNICIPAL POLICE	VEHICLE REPAIRS & MAINT	207-301-932.00	3,772.67
		54522	3826		VEHICLE REPAIRS & MAINT	207-301-932.00	207.27
		54522	3820		VEHICLE REPAIRS & MAINT	207-301-932.00	1,268.43
		54522	3821		VEHICLE REPAIRS & MAINT	207-301-932.00	146.64
		54522	3818		VEHICLE REPAIRS & MAINT	207-301-932.00	1,245.07
							6,640.08
01/16/2025	POOL	54523	1666-2025-10	MICHIGAN STATE UNIVERSITY	CPE TRAINING	207-301-910.02	3,900.00
01/16/2025	POOL	54524	4648	ROBERT LAMSON, LLC	PROFESSIONAL & CONTRACTUAL SVC	207-301-801.00	150.00
		54524	4639		PROFESSIONAL & CONTRACTUAL SVC	207-301-801.00	150.00
		54524	4633		PROFESSIONAL & CONTRACTUAL SVC	207-301-801.00	450.00
							750.00
01/16/2025	POOL	54525	387137	NAPA AUTO PARTS	VEHICLE REPAIRS & MAINT	206-336-932.00	36.04
		54525	387658		VEHICLE REPAIRS & MAINT	207-301-932.00	0.57
		54525	387657		VEHICLE REPAIRS & MAINT	207-301-932.00	11.08

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							47.69
01/16/2025	POOL	54526	904164	NYE UNIFORM CO.	PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	71.40
		54526	904143		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	105.22
		54526	904152		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904139		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904160		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904158		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904151		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904149		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904134		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904156		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904146		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904135		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904136		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	65.45
		54526	904096		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54526	904119		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
							<u>1,015.57</u>
01/16/2025	POOL	54527	904105	NYE UNIFORM CO.	PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904094		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904103		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904131		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904122		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904084		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904110		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904121		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904129		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904125		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904120		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904092		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904115		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904108		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54527	904107		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
							<u>892.50</u>
01/16/2025	POOL	54528	904089	NYE UNIFORM CO.	PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54528	904124		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54528	904111		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
		54528	904132		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	59.50
							<u>238.00</u>
01/16/2025	POOL	54529	INV-04748-Y3T7T7	ECF DATA, LLC	PROFESSIONAL & CONTRACTUAL SVC	207-301-801.00	182.00



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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
01/16/2025	POOL	54530	100335-51682	OKUN BROTHERS SHOES, INC.	PERSONAL EQUIPMENT ALLOWANCE	101-265-767.00	195.00
		54530	100335-51683		PERSONAL EQUIPMENT ALLOWANCE	101-265-767.00	187.50
							382.50
01/16/2025	POOL	54531	INVOHD000192159	OVERHEAD DOOR CO OF KALAMAZOO	REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	105.00
		54531	INVOHD000192157		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	210.00
							315.00
01/16/2025	POOL	54532	00013661	PONTEM SOFTWARE BY RIA	PROFESSIONAL & CONTRACTUAL SVC	101-567-801.00	1,035.00
01/16/2025	POOL	54533	0002107509	PURITY CYLINDER, INC.	OPERATING SUPPLIES	101-265-754.00	44.95
		54533	0002114736		PROFESSIONAL & CONTRACTUAL SVC	101-265-801.00	163.96
							208.91
01/16/2025	POOL	54534	8282043078	MOTOROLA SOLUTIONS, INC.	CAPITAL OUTLAY - EQUIPMENT	825-441-985.00	430.92
01/16/2025	POOL	54535	011425	SERENITY OUTDOORS, LLC	CAPITAL OUTLAY	101-751-970.00	13,828.96
01/16/2025	POOL	54536	01012025	STATE OF MICHIGAN	DUES/SUBS/PUBL	206-336-791.00	230.00
01/16/2025	POOL	54537	551-649178	STATE OF MICHIGAN	PROFESSIONAL & CONTRACTUAL SVC	217-301-801.00	475.75
01/16/2025	POOL	54538	120524	ADVANCED RADIOLOGY SERVICES	P HEALTH SERVICES	207-301-835.00	41.00
01/16/2025	POOL	54539	6102557423	VERIZON WIRELESS	COMMUNICATIONS (TELEPHONE)	101-215-850.00	82.22
		54539	6102557423		COMMUNICATIONS (TELEPHONE)	101-228-850.00	92.22
		54539	6102557423		COMMUNICATIONS (TELEPHONE)	206-336-850.00	560.40
		54539	6102557423		COMMUNICATIONS	207-301-850.00	1,177.44
							1,912.28
01/16/2025	POOL	54540	INV12771	WMU HOMER STRYKER MD SCHOOL	TRAINING FEES/EQUIPMENT	206-336-910.00	168.00
01/16/2025	POOL	54541	101946526	WEX BANK	GAS & OIL	206-336-759.00	288.17
01/16/2025	POOL	54542	86349	PREIN & NEWHOF, INC.	ENGINEERING FEES	807-535-946.00	179.00
		54542	86368		CONSTRUCTION COSTS	807-535-972.00	3,673.00
		54542	86355		CONSTRUCTION COSTS	807-535-972.00	4,686.25
							8,538.25
01/16/2025	POOL	54543	8031-1	SHERWIN WILLIAMS	REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	636.00
		54543	8031-1A		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	(36.00)
		54543	4715-3		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	(477.00)
							123.00
01/16/2025	POOL	54544	S0020095	EMERGENCY VEHICLE PRODUCTS	VEHICLE REPAIRS & MAINT	206-336-932.00	1,351.80
		54544	S0020089		VEHICLE REPAIRS & MAINT	206-336-932.00	2,131.35

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 CHECK DATE FROM 01/01/2025 - 01/31/2025

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		54544	S0020087		VEHICLE REPAIRS & MAINT	206-336-932.00	1,882.31
		54544	S0020062		VEHICLE REPAIRS & MAINT	207-301-932.00	72.50
		54544	S0020025		VEHICLE REPAIRS & MAINT	207-301-932.00	72.50
		54544	020069		CAPITAL OUTLAY - VEHICLES	825-441-981.00	5,976.66
							11,487.12
01/16/2025	POOL	54545	029985579	GALLS, LLC	PERSONAL EQUIPMENT ALLOWANCE	101-265-767.00	565.50
01/16/2025	POOL	54546	25120022875S	ROSE PEST SOLUTIONS	PROFESSIONAL & CONTRACTUAL SVC	101-265-801.00	692.00
01/16/2025	POOL	54547	1053146424	HI-TECH ELECTRIC COMPANY	PROFESSIONAL & CONTRACTUAL SVC	101-228-801.00	1,242.95
01/16/2025	POOL	54548	1361667	BMC SOFTWARE, INC	PROFESSIONAL & CONTRACTUAL SVC	101-228-801.00	586.01
01/16/2025	POOL	54549	99429	LOWE'S COMPANIES, INC.	SMALL TOOLS & EQUIPMENT	206-336-752.00	45.52
		54549	77161		OPERATING SUPPLIES	206-336-754.00	92.13
		54549	82885		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	138.62
		54549	75858		VEHICLE REPAIRS & MAINT	206-336-932.00	129.84
							406.11
01/16/2025	POOL	54550	236864	PRINTING SYSTEMS, INC.	OFFICE SUPPLIES	101-215-751.00	83.39
01/16/2025	POOL	54551	105842	PAW PAW VETERINARY CLINIC	HEALTH SERVICES	207-301-835.00	276.00
		54551	73970		HEALTH SERVICES	207-301-835.00	(132.80)
							143.20
01/16/2025	POOL	54552	010725	TAPLIN GROUP, LLC	MAINTENANCE - SEWER	807-535-934.00	3,143.75
01/16/2025	POOL	54553	123124	KATHLEEN FOLDENAUER	PROFESSIONAL & CONTRACTUAL SVC	207-301-801.00	25.00
01/16/2025	POOL	54554	022737542	XEROX CORPORATION	PROFESSIONAL & CONTRACTUAL SVCS	101-261-801.00	386.84
		54554	022737541		PROFESSIONAL & CONTRACTUAL SVC	207-301-801.00	365.98
							752.82
01/22/2025	ERAD	11190	2202	DUTCH DEVELOPERS MV	HIDTA MONEY	719-000-245.17	2,583.33
01/22/2025	ERAD	11191	011625	SUSAN A MCCARTHY	FORFEITURE - OPRERATING	719-000-245.04	40.00
01/22/2025	ERAD	11192	9041203628	THE HERTZ CORPORATION	HIDTA MONEY	719-000-245.17	5,109.64
		11192	9050103523		HIDTA MONEY	719-000-245.17	7,475.69
							12,585.33
01/23/2025	TAX	2698	123124	KALAMAZOO COUNTY	KCTA - COUNTY TRANSPORTATION	703-000-222.08	86,539.73
		2698	123124A		KCTA - COUNTY TRANSPORTATION	703-000-222.08	5.44
							86,545.17
01/23/2025	TAX	2699	123124D	KALAMAZOO CITY TREASURER	CITY SWR/WTR USAGE - DELINQ	703-000-221.01	7,110.34

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01/23/2025	TAX	2700	123124	KAL. PUBLIC LIBRARY	KALAMAZOO PUBLIC LIBRARY	703-000-223.00	955,121.64			
		2700	123124A		KALAMAZOO PUBLIC LIBRARY	703-000-223.00	68.26			
							955,189.90			
01/23/2025	TAX	2701	123124	KALAMAZOO COUNTY TREASURER	COUNTY OPERATING	703-000-222.00	8,159.58			
		2701	123124H		COUNTY DRAIN	703-000-222.02	5,109.97			
		2701	123124A		COUNTY INTEREST	703-000-222.03	222.67			
		2701	123124C		COUNTY JUVENILE HOME	703-000-222.05	32,822.54			
		2701	123124D		COUNTY HOUSING FUND	703-000-222.06	207,437.78			
		2701	123124B		COUNTY PUBLIC SAFETY	703-000-222.07	400,273.22			
		2701	123124E		COUNTY SENIOR	703-000-222.09	96,592.05			
		2701	123124F		COUNTY 911/DISPATCH	703-000-222.11	179,754.20			
		2701	123124G		COUNTY VETERANS	703-000-222.13	27,801.84			
		2701	123124I		KALAMAZOO PS #010 - S.E.T	703-000-226.20	2,347.89			
		2701	123124J		INT - KALAMAZOO PS #010 - S.E.T.	703-000-228.03	78.96			
		2701	123124K		COMSTOCK PS #030 - S.E.T.	703-000-228.04	3,449.10			
		2701	123124L		INT - COMSTOCK PS #030 - S.E.T.	703-000-228.05	153.25			
		2701	123124M		PARCHMENT PS #130 - S.E.T.	703-000-228.07	1,712.57			
		2701	123124N		INT - PARCHMENT PS #130 - S.E.T.	703-000-228.09	56.91			
									965,972.53	
		01/23/2025	TAX		2702	123124	KAL. VALLEY COMM. COLLEGE	KVCC	703-000-235.00	773,756.58
2702	123124A			KVCC	703-000-235.00	48.67				
							773,805.25			
01/23/2025	TAX	2703	123124	KRESA	KRESA ISD	703-000-236.00	6,003.41			
		2703	123124A		KRESA ISD	703-000-236.00	122.48			
		2703	123124B		KRESA ISD	703-000-236.00	1,514,147.84			
		2703	123124C		INT - KRESA	703-000-236.02	244.45			
							1,520,518.18			
01/23/2025	TAX	2704	123124	KALAMAZOO COUNTY LAND BANK	TOWNSHIP	703-000-214.00	155.93			
		2704	123124K		CCTA - COUNTY TRANSPORTATION	703-000-222.04	15.67			
		2704	123124C		COUNTY JUVENILE HOME	703-000-222.05	2.06			
		2704	123124D		COUNTY HOUSING FUND	703-000-222.06	13.04			
		2704	123124B		COUNTY PUBLIC SAFETY	703-000-222.07	25.17			
		2704	123124L		KCTA - COUNTY TRANSPORTATION	703-000-222.08	5.44			
		2704	123124E		COUNTY SENIOR	703-000-222.09	6.07			
		2704	123124F		COUNTY 911/DISPATCH	703-000-222.11	11.30			
		2704	123124G		COUNTY VETERANS	703-000-222.13	1.74			
		2704	123124J		KALAMAZOO PUBLIC LIBRARY	703-000-223.00	68.26			
		2704	123124A		BOND - TOWNSHIP ROADS	703-000-226.19	38.61			

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		2704	123124H		KVCC	703-000-235.00	48.66
		2704	123124I		KRESA ISD	703-000-236.00	122.48
		2704	123124M		KALAMAZOO PS #010 - DEBT	703-000-237.00	143.92
							658.35
01/23/2025	TAX	2705	123124	PARCHMENT COMM. LIBRARY	PARCHMENT LIBRARY	703-000-223.05	64,219.96
01/23/2025	TAX	2706	123124	SCHOOL DISTRICT #1	KALAMAZOO PS #010 - OPERATING	703-000-228.01	340,043.61
		2706	123124A		KALAMAZOO PS #010 - DEBT	703-000-237.00	1,779,301.46
		2706	123124B		KALAMAZOO PS #010 - DEBT	703-000-237.00	143.92
							2,119,488.99
01/23/2025	TAX	2707	123124	CENTRAL COUNTY TRANSPORTATION	CCCTA - COUNTY TRANSPORTATION	703-000-222.04	248,794.39
		2707	123124A		CCTA - COUNTY TRANSPORTATION	703-000-222.04	15.68
							248,810.07
01/23/2025	TAX	2708	123124A	TWP. OF KALAMAZOO/SHERINE MIL TOWNSHIP	TOWNSHIP	703-000-214.00	2,479,565.94
		2708	123124B		TOWNSHIP	703-000-214.00	35.00
		2708	123124J		COMMUNITY POLICING	703-000-214.19	422,381.85
		2708	123124L		FIRE OPERATING	703-000-214.20	281,583.45
		2708	123124D		ADMINISTRATIVE FEE	703-000-226.01	100,247.35
		2708	123124G		TWP SERVICES/MOWING/DEMO/FALSE ALAR	703-000-226.05	3,508.63
		2708	123124E		STREET LIGHTING	703-000-226.10	113,210.16
		2708	123124F		RECYCLING	703-000-226.11	320,153.97
		2708	123124H		POLICE OPERATING	703-000-226.16	478,701.25
		2708	123124I		POLICE CAPITAL IMPROVEMENT	703-000-226.17	84,529.91
		2708	123124K		FIRE CAPITAL IMPROVEMENT	703-000-226.18	140,782.08
		2708	123124C		BOND - TOWNSHIP ROADS	703-000-226.19	613,929.84
							5,038,629.43
01/23/2025	TAX	2709	01/23/2025	GORICKI-COOK, JOAN	REFUNDS	703-000-275.00	1,655.81
01/23/2025	TAX	2710	01/23/2025	CAPITAL REAL ESTATE TAX SERVI	REFUNDS	703-000-275.00	3,942.51
01/23/2025	TAX	2711	01/23/2025	ROBERTS, CHELSEA & SCHUETTE,	REFUNDS	703-000-275.00	1,841.94
01/23/2025	TAX	2712	01/23/2025	BIRDSALL, AMY	REFUNDS	703-000-275.00	10.69
01/23/2025	TAX	2713	01/23/2025	WATERMAN, DAVID L. & ROBIN K.	REFUNDS	703-000-275.00	10.62
01/23/2025	TAX	2714	01/23/2025	PRUIS, REN LYNN	REFUNDS	703-000-275.00	2,190.70
01/23/2025	TAX	2715	01/23/2025	SMITH, DAVID	REFUNDS	703-000-275.00	3,272.31
01/23/2025	TAX	2716	01/23/2025	AWAD, MAHER	REFUNDS	703-000-275.00	48.26
01/23/2025	TAX	2717	01/23/2025	WHEELER, JOSEPH	REFUNDS	703-000-275.00	2,496.93

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01/23/2025	TAX	2718	01/23/2025	KRUZEL, KAYLA	REFUNDS	703-000-275.00	3,053.76
01/23/2025	TAX	2719	01/23/2025	SACKETT, JOHN & ASHLEY	REFUNDS	703-000-275.00	3,890.77
01/23/2025	TAX	2720	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	8.70
01/23/2025	TAX	2721	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	1,626.02
01/23/2025	TAX	2722	01/23/2025	HELMSTETTER, NICHOLAS &	REFUNDS	703-000-275.00	5,156.11
01/23/2025	TAX	2723	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	258.01
01/23/2025	TAX	2724	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	250.00
01/23/2025	TAX	2725	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	1,075.52
01/23/2025	TAX	2726	01/23/2025	ALBRIGHT, BENJAMIN	REFUNDS	703-000-275.00	2,298.17
01/23/2025	TAX	2727	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	1,827.83
01/23/2025	TAX	2728	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	3,221.55
		2728	01/23/2025		REFUNDS	703-000-275.00	559.96
		2728	01/23/2025		REFUNDS	703-000-275.00	1,097.10
							4,878.61
01/23/2025	TAX	2729	01/23/2025	CORELOGIC	REFUNDS	703-000-275.00	104.75
01/24/2025	POOL	54555	207147842038	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-261-920.00	3,204.32
01/24/2025	POOL	54556	010325	FIRST NATIONAL BANK OF OMAHA	FIRE KING INTERNATIONAL	101-265-752.00	150.00
		54556	010325		FEDEX	101-265-754.00	22.94
		54556	010325		GUITAR CENTER	101-265-932.00	392.19
		54556	010325E		AMAZON	206-336-752.00	394.00
		54556	010325E		THOMAS FIRE EQUIPMENT	206-336-752.00	205.00
		54556	010325E		APPLE.COM	206-336-752.00	349.00
		54556	010325E		AMAZON	206-336-754.00	247.82
		54556	010325E		AFP	206-336-791.00	125.00
		54556	010325E		HARBOR FREIGHT TOOLS	206-336-932.00	343.80
		54556	010325E		RESCUED METALS	206-336-932.00	60.28
		54556	010325E		BOB & KAYS AUTO WASH	206-336-932.00	87.96
							2,377.99
01/24/2025	POOL	54557	010325A	FIRST NATIONAL BANK OF OMAHA	WWW.MICHIGANCLERKS.ORG	101-215-911.00	700.00
		54557	010325A		WWW.MICHIGANCLERKS.ORG	101-215-911.01	1,400.00
		54557	010325A		AMAZON.COM	101-253-754.00	56.49
		54557	010325A		AMAZON MKTPLC	101-265-754.00	138.48
							2,294.97

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01/24/2025	POOL	54558	010325B	FIRST NATIONAL BANK OF OMAHA	MTA	101-101-911.00	150.00
		54558	010325B		SHRM	101-175-791.00	264.00
							414.00
01/24/2025	POOL	54559	010325C	FIRST NATIONAL BANK OF OMAHA	ZOOM	101-101-801.00	15.99
01/24/2025	POOL	54560	010325D	FIRST NATIONAL BANK OF OMAHA	WASABI TECHNOLOGIES	101-228-933.00	1,278.15
		54560	010325D		AFP*MACEO	101-372-911.00	75.00
		54560	010325D		OFFICEMAX	207-301-752.00	68.31
		54560	010325D		DASCOMAMERICAS	207-301-754.00	263.74
		54560	010325D		LIFELOC TECHNOLOGIES	207-301-767.00	584.00
		54560	010325D		AMAZON MKTPLC	207-301-767.00	181.77
		54560	010325D		AFP	207-301-791.00	30.00
		54560	010325D		AMAZON MKTPLC	207-301-791.00	66.60
		54560	010325D		CHEWY.COM	207-301-835.00	241.50
		54560	010325D		ROGUE	207-301-835.00	599.67
		54560	010325D		BTI TACTICAL	207-301-910.02	191.16
		54560	010325D		SCENARIOTRAINER	207-301-910.02	2,440.00
		54560	010325D		MIDWAYUSA	207-301-910.02	273.85
		54560	010325D		SCHLOTZSKY'S	207-301-911.00	53.68
		54560	010325D		IMAGES360	207-301-931.00	360.00
		54560	010325D		FIRESTONE	207-301-932.00	608.23
		54560	010325D		ZOOM	207-301-933.00	15.99
54560	010325D	EDEN	207-301-933.00	348.00			
54560	010325D	INDEED	207-301-933.00	300.00			
54560	010325D	AXON	207-301-934.00	87.20			
							8,066.85
01/30/2025	POOL	54563	1001828348	ACCIDENT FUND INS CO OF AMERI	INSURANCE - WORKERS COMP	101-261-938.00	1,934.09
		54563	1001828348		INSURANCE - WORKERS COMP	206-336-938.00	17,406.81
		54563	1001828348		INSURANCE - WORKERS COMP	207-301-938.00	28,961.35
		54563	1001828348		INSURANCE - WORKERS COMP	267-301-938.00	50.00
							48,352.25
01/30/2025	POOL	54564	02232156	AFFORDABLE MOVING KALAMAZOO	LPROFESSIONAL & CONTRACTUAL SVC	101-372-801.00	2,500.00
01/30/2025	POOL	54565	31159856	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-754.00	7.00
		54565	89571587		OPERATING SUPPLIES	206-336-754.00	41.85
		54565	31159855		OPERATING SUPPLIES	206-336-754.00	14.00
							62.85
01/30/2025	POOL	54566	00108	AMY MERVAK COACHING	PROFESSIONAL DEVELOPMENT	101-175-909.00	4,650.00
01/30/2025	POOL	54567	14208	BAUCKHAM, THALL, SEEBER,	LEGAL SERVICES	101-101-802.00	750.00

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		54567	14208		LEGAL SERVICES - GEN TWP	101-257-802.00	260.00
		54567	14208		LEGAL SERVICES	101-261-802.00	1,987.05
		54567	14208		LEGAL SERVICES	101-372-802.00	1,824.89
		54567	14208		LEGAL SERVICES - GEN TWP	101-701-802.00	425.00
		54567	14208		LEGAL SERVICES	206-336-802.00	1,010.00
		54567	14208		LEGAL SERVICES - GEN TWP	207-301-802.00	7,480.00
							13,736.94
01/30/2025	POOL	54568	010425	BRONSON HEALTHCARE GROUP	HEALTH SERVICES	207-301-835.00	1,511.08
01/30/2025	POOL	54569	12069	ABRAXAS	PROFESSIONAL & CONTRACTUAL SVCS	101-261-801.00	138.80
01/30/2025	POOL	54570	1522316	CLARK HILL PC	LEGAL SERVICES	207-301-802.00	598.50
01/30/2025	POOL	54571	204034534167	CONSUMERS ENERGY	UTILITIES - ELECTRIC	206-336-920.14	201.73
		54571	207147851223		UTILITIES - NATURAL GAS	206-336-921.14	276.88
							478.61
01/30/2025	POOL	54572	0111927	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	101-265-754.00	1,036.84
01/30/2025	POOL	54573	143968	FADER EQUIPMENT, INC.	RENTALS - EQUIPMENT	101-567-940.00	247.50
01/30/2025	POOL	54574	005577101010125	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	206-336-924.12	154.49
		54574	005577301010125		UTILITIES - CABLE/INTERNET	206-336-924.12	109.99
		54574	005551901010125		UTILITIES - CABLE/INTERNET	206-336-924.14	162.31
		54574	005552001010125		UTILITIES - CABLE/INTERNET	206-336-924.14	109.99
							536.78
01/30/2025	POOL	54575	2339610	GORDON WATER	OPERATING SUPPLIES	101-261-754.00	95.20
		54575	2339610		OPERATING SUPPLIES	207-301-754.00	276.44
							371.64
01/30/2025	POOL	54576	85624715	BOUND TREE MEDICAL, LLC	OPERATING SUPPLIES	206-336-754.00	368.93
01/30/2025	POOL	54577	2643030-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-261-751.00	48.58
01/30/2025	POOL	54578	58796	JBM PRINTING, LLC	POSTAGE		** VOIDED **
		54578	58796		PUBLIC NOTICES		** VOIDED **
01/30/2025	POOL	54579	54662	ROAD COMMISSION OF KALAMAZOO	MAINTENANCE - SEWER	807-535-934.00	100,536.64
01/30/2025	POOL	54580	012425	KALAMAZOO COUNTY TREASURER	MOBILE HOME TRAILER TAX	701-000-240.05	4,378.00
		54580	012425A		MOBILE HOME TRAILER TAX	701-000-240.05	1,094.50
							5,472.50
01/30/2025	POOL	54581	0010955241	MLIVE MEDIA GROUP	ZONING/DEVELOPMENT ESCROW	701-000-283.00	471.37

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01/30/2025	POOL	54582	7525	KAL COUNTY GOVT - HCS DEPT	PROFESSIONAL & CONTRACTUAL SVC	226-528-801.00	2,688.67
01/30/2025	POOL	54583	011525	J & H OIL COMPANY	GAS & OIL	207-301-759.00	3,176.43
01/30/2025	POOL	54584	50100247639	ZOHO CORPORATION	SOFTWARE MAINT AGREEMENTS	101-228-933.00	1,075.50
01/30/2025	POOL	54585	64924	R.W. LAPINE, INC.	REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	230.00
		54585	64925		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	506.19
		54585	64927		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	447.54
							1,183.73
01/30/2025	POOL	54586	Q1666920	QUADIEN T LEASING USA, INC.	PROFESSIONAL & CONTRACTUAL SVCS	101-261-801.00	574.29
01/30/2025	POOL	54587	23640	MENARDS - KALAMAZOO EAST	OPERATING SUPPLIES	206-336-754.00	118.69
		54587	24226		OPERATING SUPPLIES	206-336-754.00	149.75
							268.44
01/30/2025	POOL	54588	01192025	AT&T MOBILITY	COMMUNICATIONS (TELEPHONE)	206-336-850.00	99.30
01/30/2025	POOL	54589	6148	MICHIGAN STATE FIREMEN'S ASSO	TRAINING FEES/EQUIPMENT	206-336-910.00	127.61
01/30/2025	POOL	54590	5556	DECKER AGENCY	GENERAL LIABILITY INSURANCE	101-261-935.00	21,883.32
		54590	5556		INSURANCE - GENERAL	206-336-935.00	21,883.34
		54590	5556		GENERAL LIABILITY INSURANCE	207-301-935.00	21,883.34
							65,650.00
01/30/2025	POOL	54591	389166	NAPA AUTO PARTS	VEHICLE REPAIRS & MAINT	101-265-932.00	33.82
01/30/2025	POOL	54592	904114	NYE UNIFORM CO.	PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	114.00
		54592	904359		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	76.50
		54592	904098		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	114.00
		54592	904104		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	114.00
		54592	904142		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	202.40
		54592	904133		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	168.50
		54592	904155		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	121.25
		54592	904159		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	125.40
		54592	904161		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	121.25
		54592	904113		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	184.00
		54592	904162		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	262.35
		54592	904123		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	178.50
		54592	904138		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	111.95
		54592	904141		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	228.13
		54592	904144		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	111.95
							2,234.18
01/30/2025	POOL	54593	904357	NYE UNIFORM CO.	PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	153.00



Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		54593	904358		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	76.50
		54593	904360		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	76.50
		54593	904600		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	178.50
		54593	904112		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	178.50
		54593	904102		PERSONAL EQUIPMENT ALLOWANCE	206-336-767.00	114.00
							777.00
01/30/2025	POOL	54594	INV-04293-Q8P0Q2A	ECF DATA, LLC	SOFTWARE MAINT AGREEMENTS	101-261-933.00	512.00
		54594	INV-04293-Q8P0Q2A		SOFTWARE MAINT AGREEMENTS	207-301-933.00	512.00
							1,024.00
01/30/2025	POOL	54595	8281996259	MOTOROLA SOLUTIONS, INC.	MISC & ADMINISTRATION	826-441-985.00	4,530.75
01/30/2025	POOL	54596	20024	SIGN IMPRESSIONS, INC.	VEHICLE REPAIRS & MAINT	206-336-932.00	140.00
01/30/2025	POOL	54597	012425	TWP. OF KALAMAZOO/SHERINE MILPOSTAGE			** VOIDED **
		54597	012425		VEHICLE REPAIRS & MAINT		** VOIDED **
01/30/2025	POOL	54598	86698	PREIN & NEWHOF, INC.	ENGINEERING FEES	807-535-946.00	12,054.55
		54598	86663		BUILDINGS - EASTWOOD STATION	826-441-975.01	3,800.00
							15,854.55
01/30/2025	POOL	54599	INV609055	WITMER PUBLIC SAFETY	OPERATING SUPPLIES	206-336-754.00	124.13
01/30/2025	POOL	54600	120671450	ROSE PEST SOLUTIONS	PROFESSIONAL & CONTRACTUAL SVC	101-265-801.00	94.00
01/30/2025	POOL	54601	2106685	HI-TECH ELECTRIC COMPANY	BLDG/LAND REPAIRS & MAINT	101-265-930.00	2,535.83
01/30/2025	POOL	54602	546	KALAMAZOO COUNTY FIRE CHIEFS	DUES/SUBS/PUBL	206-336-791.00	125.00
01/30/2025	POOL	54603	123124	PORTAGE CLEANERS AND LAUNDRY	PERSONAL EQUIPMENT ALLOWANCE	207-301-767.00	380.56
01/30/2025	POOL	54604	89725	LOWE'S COMPANIES, INC.	SMALL TOOLS & EQUIPMENT	101-265-752.00	157.64
		54604	86388		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	115.84
		54604	78560		REPAIRS & MAINT - BLDG/GROUNDS	206-336-930.00	149.66
							423.14
01/30/2025	POOL	54605	P41692	MACQUEEN EMERGENCY	SMALL TOOLS & EQUIPMENT	206-336-752.00	1,089.35
		54605	EXTRICATION13		TRAINING FEES/EQUIPMENT	206-336-910.00	350.00
							1,439.35
01/30/2025	POOL	54606	25-0342515-074	MEEKHOF TIRE OF KALAMAZOO	VEHICLE REPAIRS & MAINT	206-336-932.00	898.10
01/30/2025	POOL	54607	152144	WEST MICHIGAN DOCUMENT	PROFESSIONAL & CONTRACTUAL SVCS	101-261-801.00	52.14
		54607	152144		PROFESSIONAL & CONTRACTUAL SVC	207-301-801.00	52.15
							104.29

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 01/01/2025 - 01/31/2025

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
01/30/2025	POOL	54608	013025	BLUE CROSS BLUE SHIELD OF MICHEALTH INS PREMIUMS - RETIREE	HEALTH INS PREMIUMS - RETIREE	101-171-723.00	(112.66)
		54608	013025		HEALTH INS PREMIUMS - RETIREE	101-257-723.00	632.57
		54608	013025		HEALTH INS PREMIUMS - RETIREE	207-301-723.00	797.21
		54608	013025		P/R DEDUCT - BCBS HEALTH RET - EE/E701-000-231.06		329.28
							1,646.40
01/30/2025	POOL	54609	013025	BLUE CROSS BLUE SHIELD OF MICHEALTH INS PREMIUMS - RETIREE	HEALTH INS PREMIUMS - RETIREE	101-171-723.00	(290.21)
		54609	013025		HEALTH INS PREMIUMS - RETIREE	101-257-723.00	322.46
		54609	013025		HEALTH INS PREMIUMS - RETIREE	207-301-723.00	1,289.84
		54609	013025		P/R DEDUCT - BCBS HEALTH RET - EE/E701-000-231.06		330.49
							1,652.58
01/31/2025	TAX	2730	011425	KALAMAZOO COUNTY	KCTA - COUNTY TRANSPORTATION	703-000-222.08	5,965.76
01/31/2025	TAX	2731	011425	KALAMAZOO CITY TREASURER	CITY SWR/WTR USAGE - DELINQ	703-000-221.01	1,559.89
01/31/2025	TAX	2732	011425	KAL. PUBLIC LIBRARY	KALAMAZOO PUBLIC LIBRARY	703-000-223.00	67,129.08
01/31/2025	TAX	2733	011425	KALAMAZOO COUNTY TREASURER	COUNTY OPERATING	703-000-222.00	3,471.24
		2733	011425H		COUNTY DRAIN	703-000-222.02	169.62
		2733	011425A		COUNTY INTEREST	703-000-222.03	171.60
		2733	011425C		COUNTY JUVENILE HOME	703-000-222.05	2,260.66
		2733	011425D		COUNTY HOUSING FUND	703-000-222.06	14,299.17
		2733	011425B		COUNTY PUBLIC SAFETY	703-000-222.07	27,592.00
		2733	011425E		COUNTY SENIOR	703-000-222.09	6,658.29
		2733	011425F		COUNTY 911/DISPATCH	703-000-222.11	12,390.95
		2733	011425G		COUNTY VETERANS	703-000-222.13	1,916.10
		2733	011425I		KALAMAZOO PS #010 - S.E.T	703-000-226.20	3,179.93
		2733	011425J		INT - KALAMAZOO PS #010 - S.E.T.	703-000-228.03	159.01
		2733	011425K		COMSTOCK PS #030 - S.E.T.	703-000-228.04	470.12
		2733	011425L		INT - COMSTOCK PS #030 - S.E.T.	703-000-228.05	20.39
		2733	011425M		PARCHMENT PS #130 - S.E.T.	703-000-228.07	857.88
2733	011425N	INT - PARCHMENT PS #130 - S.E.T.	703-000-228.09	43.51			
							73,660.47
01/31/2025	TAX	2734	011425	KAL. VALLEY COMM. COLLEGE	KVCC	703-000-235.00	53,341.14
01/31/2025	TAX	2735	011425	KRESA	KRESA ISD	703-000-236.00	105,614.97
		2735	011425A		INT - KRESA	703-000-236.02	74.28
							105,689.25
01/31/2025	TAX	2736	011425	PARCHMENT COMM. LIBRARY	PARCHMENT LIBRARY	703-000-223.05	3,793.28
01/31/2025	TAX	2737	011425	SCHOOL DISTRICT #1	KALAMAZOO PS #010 - OPERATING	703-000-228.01	98,098.12
		2737	011425A		KALAMAZOO PS #010 - DEBT	703-000-237.00	122,287.07

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							220,385.19
01/31/2025	TAX	2738	011425	SCHOOL DISTRICT #32	COMSTOCK PS #030 - OPERATING	703-000-238.00	4,927.54
		2738	011425C		INT COMSTOCK PS #130 - OPER.	703-000-238.01	359.73
		2738	011425A		COMSTOCK PS #130 - DEBT	703-000-238.02	5,155.74
		2738	011425D		INT - COMSTOCK PS #030 - DEBT	703-000-238.03	207.25
		2738	011425B		COMSTOCK PS #030 - SINKING FUND	703-000-238.06	933.40
		2738	011425E		INT COMSTOCK PS#030 - SINKING FUND	703-000-238.07	37.51
							11,621.17
01/31/2025	TAX	2739	011425	CENTRAL COUNTY TRANSPORTATION	CCCTA - COUNTY TRANSPORTATION	703-000-222.04	17,182.94
01/31/2025	TAX	2740	011425	TWP. OF KALAMAZOO/SHERINE MILTOWNSHIP		703-000-214.00	170,914.84
		2740	011425H		COMMUNITY POLICING	703-000-214.19	31,438.65
		2740	011425J		FIRE OPERATING	703-000-214.20	20,958.82
		2740	011425B		ADMINISTRATIVE FEE	703-000-226.01	7,902.02
		2740	011425E		TWP SERVICES/MOWING/DEMO/FALSE ALAR	703-000-226.05	500.00
		2740	011425C		STREET LIGHTING	703-000-226.10	8,441.39
		2740	011425D		RECYCLING	703-000-226.11	19,058.24
		2740	011425F		POLICE OPERATING	703-000-226.16	35,630.52
		2740	011425G		POLICE CAPITAL IMPROVEMENT	703-000-226.17	6,299.71
		2740	011425I		FIRE CAPITAL IMPROVEMENT	703-000-226.18	10,478.75
		2740	011425A		BOND - TOWNSHIP ROADS	703-000-226.19	42,320.40
							353,943.34
01/31/2025	TAX	2741	01/31/2025	SUN TITLE AGENCY	REFUNDS	703-000-275.00	659.36
01/31/2025	TAX	2742	01/31/2025	US BANK HOME MORTGAGE	REFUNDS	703-000-275.00	1,255.02
01/31/2025	TAX	2743	01/31/2025	TAX PAYMENT PROCESSING	REFUNDS	703-000-275.00	553.42
					TOTAL - ALL FUNDS	TOTAL OF 178 CHECKS (2 voided)	13,340,630.76

--- GL TOTALS ---

101-101-801.00	PROFESSIONAL & CONTRACTUAL SVC	15.99
101-101-802.00	LEGAL SERVICES	750.00
101-101-911.00	CONFERENCES	150.00
101-171-723.00	HEALTH INS PREMIUMS - RETIREE	(402.87)
101-175-791.00	DUES/SUBS/PUBL	264.00
101-175-909.00	PROFESSIONAL DEVELOPMENT	4,650.00
101-191-801.00	ACCOUNTING/AUDIT SERVICES	1,250.00
101-215-751.00	OFFICE SUPPLIES	186.77
101-215-850.00	COMMUNICATIONS (TELEPHONE)	82.22
101-215-911.00	CONFERENCES	700.00
101-215-911.01	CONFERENCES - STAFF	1,400.00

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
101-228-801.00					PROFESSIONAL & CONTRACTUAL SVC		17,584.96
101-228-850.00					COMMUNICATIONS (TELEPHONE)		92.22
101-228-933.00					SOFTWARE MAINT AGREEMENTS		2,353.65
101-253-754.00					OPERATING SUPPLIES		56.49
101-257-723.00					HEALTH INS PREMIUMS - RETIREE		955.03
101-257-802.00					LEGAL SERVICES		260.00
101-261-751.00					OFFICE SUPPLIES		48.58
101-261-754.00					OPERATING SUPPLIES		95.20
101-261-801.00					PROFESSIONAL & CONTRACTUAL SVCS		1,152.07
101-261-802.00					LEGAL SERVICES		1,987.05
101-261-851.00					POSTAGE		2,572.13
101-261-918.00					UTILITIES - WATER		179.88
101-261-919.00					UTILITIES - WASTE/RECYCLE		853.52
101-261-920.00					UTILITIES - ELECTRIC		3,204.32
101-261-924.00					UTILITIES - CABLE/INTERNET		249.95
101-261-933.00					SOFTWARE MAINT AGREEMENTS		512.00
101-261-935.00					GENERAL LIABILITY INSURANCE		21,883.32
101-261-938.00					INSURANCE - WORKERS COMP		1,934.09
101-265-752.00					SMALL TOOLS & EQUIPMENT		307.64
101-265-754.00					OPERATING SUPPLIES		1,621.85
101-265-759.00					GAS & OIL		414.56
101-265-767.00					PERSONAL EQUIPMENT ALLOWANCE		948.00
101-265-801.00					PROFESSIONAL & CONTRACTUAL SVC		2,410.72
101-265-930.00					BLDG/LAND REPAIRS & MAINT		3,949.02
101-265-931.00					EQUIPMENT REPAIRS & MAINT		934.23
101-265-932.00					VEHICLE REPAIRS & MAINT		426.01
101-372-801.00					PROFESSIONAL & CONTRACTUAL SVC		2,700.00
101-372-802.00					LEGAL SERVICES		1,824.89
101-372-911.00					CONFERENCES		75.00
101-446-973.00					CAPITAL IMPROVE - SEWER SYSTEMS		3,369.37
101-567-801.00					PROFESSIONAL & CONTRACTUAL SVC		1,035.00
101-567-940.00					RENTALS - EQUIPMENT		247.50
101-701-802.00					LEGAL SERVICES		425.00
101-751-801.00					PROFESSIONAL & CONTRACTUAL SVC		159.88
101-751-920.00					UTILITIES - ELECTRIC		31.69
101-751-970.00					CAPITAL OUTLAY		13,828.96
101-966-999.00					CONTINGENT EXPENSES		7,800.00
206-336-752.00					SMALL TOOLS & EQUIPMENT		2,082.87
206-336-754.00					OPERATING SUPPLIES		1,164.30
206-336-759.00					GAS & OIL		1,785.83
206-336-767.00					PERSONAL EQUIPMENT ALLOWANCE		5,157.25
206-336-791.00					DUES/SUBS/PUBL		480.00
206-336-801.00					PROFESSIONAL & CONTRACTUAL SVC		2,279.49
206-336-802.00					LEGAL SERVICES		1,010.00
206-336-850.00					COMMUNICATIONS (TELEPHONE)		1,483.93

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
206-336-910.00					TRAINING FEES/EQUIPMENT		645.61
206-336-918.12					UTILITIES - WATER		105.85
206-336-918.13					UTILITIES - WATER		55.32
206-336-918.14					UTILITIES - WATER		89.86
206-336-919.11					UTILITIES - WASTE/RECYCLE		216.20
206-336-919.12					UTILITIES - WASTE/RECYCLE		216.20
206-336-919.14					UTILITIES - WASTE/RECYCLE		216.20
206-336-920.12					UTILITIES - ELECTRIC		671.74
206-336-920.13					UTILITIES - ELECTRIC		234.38
206-336-920.14					UTILITIES - ELECTRIC		201.73
206-336-921.12					UTILITIES - NATURAL GAS		912.00
206-336-921.13					UTILITIES - NATURAL GAS		430.19
206-336-921.14					UTILITIES - NATURAL GAS		276.88
206-336-924.11					UTILITIES - CABLE/INTERNET		450.00
206-336-924.12					UTILITIES - CABLE/INTERNET		1,014.48
206-336-924.13					UTILITIES - CABLE/INTERNET		450.00
206-336-924.14					UTILITIES - CABLE/INTERNET		722.30
206-336-930.00					REPAIRS & MAINT - BLDG/GROUNDS		2,523.52
206-336-932.00					VEHICLE REPAIRS & MAINT		8,278.66
206-336-935.00					INSURANCE - GENERAL		21,883.34
206-336-938.00					INSURANCE - WORKERS COMP		17,406.81
207-301-723.00					HEALTH INS PREMIUMS - RETIREE		2,087.05
207-301-752.00					SMALL TOOLS & EQUIPMENT		190.08
207-301-754.00					OPERATING SUPPLIES		595.18
207-301-759.00					GAS & OIL		6,672.45
207-301-767.00					PERSONAL EQUIPMENT ALLOWANCE		1,146.33
207-301-791.00					DUES/SUBS/PUBL		96.60
207-301-801.00					PROFESSIONAL & CONTRACTUAL SVC		1,375.13
207-301-801.01					INVESTIGATIVE OPERATIONS		75.00
207-301-802.00					LEGAL SERVICES		8,078.50
207-301-835.00					HEALTH SERVICES		7,527.45
207-301-850.00					COMMUNICATIONS		1,177.44
207-301-910.00					TUITION/TRAINING		600.00
207-301-910.02					CPE TRAINING		7,716.01
207-301-911.00					CONFERENCES		53.68
207-301-924.00					UTILITIES - CABLE/INTERNET		550.00
207-301-931.00					EQUIPMENT REPAIRS & MAINT		360.00
207-301-932.00					VEHICLE REPAIRS & MAINT		7,404.96
207-301-933.00					SOFTWARE MAINT AGREEMENTS		1,175.99
207-301-934.00					OTHER REPAIRS & MAINT		87.20
207-301-935.00					GENERAL LIABILITY INSURANCE		21,883.34
207-301-938.00					INSURANCE - WORKERS COMP		28,961.35
207-301-940.00					TOWER RENT - RAVINE ROAD		1,824.98
217-301-801.00					PROFESSIONAL & CONTRACTUAL SVC		505.75
217-301-985.00					CAPITAL OUTLAY - EQUIPMENT		4,660.00

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219-448-920.00					UTILITIES - ELECTRIC		24,704.04
226-528-801.00					PROFESSIONAL & CONTRACTUAL SVC		49,730.98
267-301-938.00					INSURANCE - WORKERS COMP		50.00
701-000-231.06					P/R DEDUCT - BCBS HEALTH RET - EE/ER		659.77
701-000-240.05					MOBILE HOME TRAILER TAX		5,472.50
701-000-283.00					ZONING/DEVELOPMENT ESCROW		1,396.37
703-000-214.00					TOWNSHIP		2,650,671.71
703-000-214.19					COMMUNITY POLICING		453,820.50
703-000-214.20					FIRE OPERATING		302,542.27
703-000-221.01					CITY SWR/WTR USAGE - DELINQ		8,670.23
703-000-222.00					COUNTY OPERATING		11,630.82
703-000-222.02					COUNTY DRAIN		5,279.59
703-000-222.03					COUNTY INTEREST		394.27
703-000-222.04					CCTA - COUNTY TRANSPORTATION		266,008.68
703-000-222.05					COUNTY JUVENILE HOME		35,085.26
703-000-222.06					COUNTY HOUSING FUND		221,749.99
703-000-222.07					COUNTY PUBLIC SAFETY		427,890.39
703-000-222.08					KCTA - COUNTY TRANSPORTATION		92,516.37
703-000-222.09					COUNTY SENIOR		103,256.41
703-000-222.11					COUNTY 911/DISPATCH		192,156.45
703-000-222.13					COUNTY VETERANS		29,719.68
703-000-223.00					KALAMAZOO PUBLIC LIBRARY		1,022,387.24
703-000-223.05					PARCHMENT LIBRARY		68,013.24
703-000-226.01					ADMINISTRATIVE FEE		108,149.37
703-000-226.05					TWP SERVICES/MOWING/DEMO/FALSE ALARMS		4,008.63
703-000-226.10					STREET LIGHTING		121,651.55
703-000-226.11					RECYCLING		339,212.21
703-000-226.16					POLICE OPERATING		514,331.77
703-000-226.17					POLICE CAPITAL IMPROVEMENT		90,829.62
703-000-226.18					FIRE CAPITAL IMPROVEMENT		151,260.83
703-000-226.19					BOND - TOWNSHIP ROADS		656,288.85
703-000-226.20					KALAMAZOO PS #010 - S.E.T		5,527.82
703-000-228.01					KALAMAZOO PS #010 - OPERATING		438,141.73
703-000-228.03					INT - KALAMAZOO PS #010 - S.E.T.		237.97
703-000-228.04					COMSTOCK PS #030 - S.E.T.		3,919.22
703-000-228.05					INT - COMSTOCK PS #030 - S.E.T.		173.64
703-000-228.07					PARCHMENT PS #130 - S.E.T.		2,570.45
703-000-228.09					INT - PARCHMENT PS #130 - S.E.T.		100.42
703-000-235.00					KVCC		827,195.05
703-000-236.00					KRESA ISD		1,626,011.18
703-000-236.02					INT - KRESA		318.73
703-000-237.00					KALAMAZOO PS #010 - DEBT		1,901,876.37
703-000-238.00					COMSTOCK PS #030 - OPERATING		4,927.54
703-000-238.01					INT COMSTOCK PS #130 - OPER.		359.73
703-000-238.02					COMSTOCK PS #130 - DEBT		5,155.74

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
703-000-238.03					INT - COMSTOCK PS #030 - DEBT		207.25
703-000-238.06					COMSTOCK PS #030 - SINKING FUND		933.40
703-000-238.07					INT COMSTOCK PS#030 - SINKING FUND		37.51
703-000-275.00					REFUNDS		42,365.82
719-000-245.04					FORFEITURE - OPRERATING		80,322.12
719-000-245.17					HIDTA MONEY		15,168.66
807-535-934.00					MAINTENANCE - SEWER		103,680.39
807-535-946.00					ENGINEERING FEES		12,233.55
807-535-972.00					CONSTRUCTION COSTS		8,359.25
825-441-981.00					CAPITAL OUTLAY - VEHICLES		5,976.66
825-441-985.00					CAPITAL OUTLAY - EQUIPMENT		430.92
826-441-975.01					BUILDINGS - EASTWOOD STATION		5,550.00
826-441-985.00					MISC & ADMINISTRATION		4,530.75
					TOTAL		13,340,630.76

**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES - WORK SESSION**  
**Monday, January 13, 2025**

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Session on **Monday, January 13, 2025**, at **6:00 p.m.** to discuss Work Session Agenda items and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo County. The meeting was in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

**PRESENT:** Supervisor David Combs, Clerk Lisa Mackie, Treasurer Sherine Miller, Trustee Ashley Glass, Trustee Colleen Leonard, Trustee Craig Sherwood, and Toni Kennedy

**ABSENT:** None

**ALSO**

**PRESENT:** Attorney Roxanne Seeber and Superintendent Tracie Moored

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

**Item A BUILDING PROJECT HISTORY / UPDATE**

Superintendent Moored shared an update on the progress of building projects, emphasizing the essential upgrades needed for the Township Hall, Police Department, and Eastwood Fire Station. She presented a comprehensive overview of the projects, noting how the aging facilities have significant mechanical issues. Architect selection and project timeline were also discussed. The Board explored financial options for these initiatives, including possible bond measures and community engagement plans.

**Item B WATER/WASTEWATER COMMISSION UPDATE**

The Board received an update from Supervisor Combs on the latest developments from the Water/Wastewater Commission, including progress in contract negotiations with the City of Kalamazoo. The Board discussed sewer rate equalization, planned infrastructure projects, next steps, and potential financial impacts on the Township.

**Item C BOARD COMMITTEE TEMPLATES**

Two examples of board committee templates were provided by Trustee Glass. Supervisor Combs requested that members of the Kalamazoo Township Climate Committee, the Kalamazoo Township Communications Committee, and the newly-established Kalamazoo Township Parks Committee utilize these templates to clearly define the scope of work, membership, meeting dates, and record-keeping.

**Item D INVITATION KALAMAZOO COUNTY CLERK'S OFFICE FOR VETERANS HONORS PROGRAM INFORMATION**

Trustee Kennedy stated her intent to incorporate veterans into our discussions and asked the Board to invite the Kalamazoo County Clerk's Office to a future Board Meeting to present on Kalamazoo County's Honor Rewards program for veterans.



**Item E MTA REGISTRATION REMINDER**

Supervisor Combs announced that Michigan Township Association’s Annual Conference will be held in Grand Rapids March 31, 2025, to April 3, 2025 and encouraged Board members to attend.

**Item F PUBLIC COMMENT**

Public comment was held.

**Adjourned at 6:33 p.m. until 7:00 p.m.**

**MINUTES PREPARED BY:**

Lisa S. Mackie, Clerk

Respectfully submitted,

---

Lisa S. Mackie, Clerk  
Charter Township of Kalamazoo

Attested to by,

---

David Combs, Supervisor  
Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
JANUARY 13, 2025**

A Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* was held on **Monday, January 13, 2025**, at **7:00 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

**Item 1**            **CALL TO ORDER**

Supervisor Combs called the meeting to order at 7:00 p.m.

**Item 2**            **PLEDGE OF ALLEGIANCE**

Trustee Kennedy led the Pledge of Allegiance.

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

All present.

**Item 4**            **ADDITIONS AND DELETIONS TO AGENDA**

None

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

Public comment was held.

**Item 6**            **CONSENT AGENDA**

**Clerk Mackie, supported by Treasurer Miller, moved adoption of the Consent Agenda as reviewed and recommended by the Superintendent, which included action on the following items:**

**Approval of:**

- A. Payment of Bills in the amount of \$116,008.74
- B. Check Register from December 2024
- C. Check Disbursements for December 2024
- D. Meeting Minutes for November 25, 2024, Organizational Board of Trustee Meeting
- E. Meeting Minutes of December 09, 2024, Board of Trustees Work Session Meeting
- F. Meeting Minutes of December 09, 2024, Board of Trustees Board Meeting
- G. Fire Department purchase of Knox Keysecure 5 devices using Fire Capital for a Fire Department vehicle.
- H. Appointment of 2025 Annual Township Contracts

**Voice vote, motion carried.**

**Item 7**            **PUBLIC HEARINGS AND PRESENTATIONS**

None

**Item 8**            **OLD BUSINESS**

**Item 8A**           **BOARD COMPENSATION DISCUSSION**

**1. MOVE TO APPROVE AN INCREASED BASE SALARY OF THE TOWNSHIP CLERK TO \$63,500**

**Supervisor Combs moved to adjust the base salary of the Township Clerk to \$63,500. Trustee Leonard supported the motion.**

Treasurer Miller moved to amend the motion, adjusting the base salary of Township Clerk to \$70,000. Trustee Glass supported the amendment.

Roll call vote (7 AYE – 0 Nay), amendment motion carried.

Roll call vote (7 AYE - 0 NAY), motion carried.

**2. MOVE TO CREATE A STIPEND OF \$10,000 FOR THE COORDINATION OF MARIHUANA ADMINISTRATION**

Supervisor Combs moved to establish the role of Marihuana Administrator to be appointed by the Board of Trustees along with a corresponding stipend of \$3,500 annually. Trustee Glass supported the motion.

Treasurer Kennedy moved to amend the motion to establish the role of Marihuana Administrator to be appointed by the Board of Trustees along with a corresponding stipend of \$10,000 annually. Trustee Leonard supported the amendment.

Roll call vote (6 AYE – 1 NAY, Miller), amendment motion carried.

Roll call vote (7 AYE - 0 NAY), motion carried.

**3. MOVE TO APPOINT LISA MACKIE AS THE COORDINATOR OF MARIHUANA ADMINISTRATION**

Supervisor Combs moved to appoint Lisa Mackie as Township Marihuana Administrator. Trustee Leonard supported the motion.

Roll call vote (7 AYE - 0 NAY), motion carried.

**Item 9            NEW BUSINESS**

**Item 9A            REQUEST TO RE-ESTABLISH THE KALAMAZOO TOWNSHIP CLIMATE COMMITTEE**

Supervisor Combs moved to re-establish that the Kalamazoo Township Climate Committee shall be comprised of three members of the Board of Trustees and six Township residents, inclusive of all members currently appointed to the committee. Trustee Glass supported the motion.

Supervisor Combs moved to table Item 9A. Trustee Glass supported the motion.

Roll call vote (7 AYE - 0 NAY), motion to table carried.

**Item 9B            REQUEST TO CREATE A KALAMAZOO TOWNSHIP PARKS COMMITTEE**

Supervisor Combs moved to establish that the Parks Liaison shall chair the Kalamazoo Township Parks Committee and additionally be comprised of one member of the Board of Trustees, one Kalamazoo Township staff member, and three Township residents, inclusive of members currently appointed to the committee. Trustee Glass supported the motion.

Roll call vote (7 AYE - 0 NAY), motion carried.

**Item 9C            REQUEST TO CREATE A KALAMAZOO TOWNSHIP COMMUNICATIONS AND OUTREACH COMMITTEE**

Supervisor Combs moved to establish that the Kalamazoo Township Communications and Outreach Committee shall be comprised of three members of the Boards of Trustees, one Kalamazoo Township staff member, and two Township residents, inclusive of members currently appointed to the committee. Trustee Kennedy supported the motion.

Roll call vote (7 AYE - 0 NAY), motion carried.

**Item 9D**            **REQUEST TO APPOINT TRUSTEE TONI KENNEDY TO THE COMMUNICATIONS AND OUTREACH COMMITTEE AND THE TOWNSHIP FENCE VIEWER ROLE**

Supervisor Combs moved to appoint Trustee Kennedy to the Kalamazoo Township Communications and Outreach Committee and Township Fence Viewer. Treasurer Miller supported the motion.

Roll call vote (7 AYE - 0 NAY), motion carried.

**Item 9E**            **REQUEST TO APPOINT SUPERINTENDENT TO THE COMMUNICATIONS AND OUTREACH COMMITTEE**

Supervisor Combs moved to appoint Superintendent Moored to the Kalamazoo Township Communications and Outreach Committee as the staff representative. Treasurer Miller supported the motion.

Voice vote, motion carried.

**Item 9F**            **REQUEST TO APPOINT THE EXECUTIVE COORDINATOR TO THE PARKS COMMITTEE**

Supervisor Combs moved to appoint the Township Executive Coordinator Clara Robinson to the Parks Committee. Trustee Glass supported the motion.

Voice vote, motion carried.

**Item 9G**            **REQUEST TO APPOINT STEVEN LEUTY TO THE ZONING BOARD OF APPEALS FOR THE VACANT THREE-YEAR TERM BEGINNING JANUARY 1, 2025**

Supervisor Combs moved to appoint Steven Leuty to the Zoning Board of Appeals for the vacant three-year term beginning January 1, 2025. Treasurer Miller supported the motion.

Voice vote, motion carried.

Roll call vote (7 AYE - 0 NAY), motion carried.

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

None

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

Board member comments were heard.

**Item 12**            **SUPERINTENDENT REPORT**

Superintendent Moored reported that the Zoning Board of Appeals meeting for January 15, 2024, has been cancelled.

**Item 13**            **PUBLIC COMMENT**

Public comment was held.

**Item 14**            **ADJOURNMENT**

Supervisor Combs adjourned at 8:10 p.m.

**BOARD MEMBERS PRESENT:**

Supervisor David Combs  
Clerk Lisa S. Mackie  
Treasurer Sherine M. Miller  
Trustee Colleen Leonard  
Trustee Craig Sherwood  
Trustee Ashley Glass  
Trustee Toni Kennedy (Upon Swearing In)

Respectfully submitted,

---

Lisa S. Mackie, Clerk

Attested to by,

**ABSENT:**

None

---

David Combs, Supervisor

**ALSO PRESENT:**

Attorney Roxanne Seeber  
Superintendent Tracie Moored

**MINUTES PREPARED BY:**

Lisa Mackie  
Kalamazoo Township Clerk

**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES - WORK SESSION**  
**Monday, January 27, 2025**

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Session on **Monday, January 27, 2025**, at **6:00 p.m.** to discuss Work Session Agenda items and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo County. The meeting was in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

**PRESENT:** Supervisor David Combs, Clerk Lisa Mackie, Treasurer Sherine Miller, Trustee Colleen Leonard, Trustee Craig Sherwood, and Toni Kennedy

**ABSENT:** Trustee Ashley Glass

**ALSO**

**PRESENT:** Attorney Roxanne Seeber and Superintendent Tracie Moored

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

**Item A BUILDING PROJECT FINANCIAL DISCUSSION**

Superintendent Moored outlined financial models for the building project. The Board of Trustees reviewed amortization schedules and discussed the potential for a new bond to fund the project.

**Item B – Item E**

**Item B ORDINANCE UPDATE – NON-DISCRIMINATION**

**Item C ORDINANCE CREATION – IMMIGRATION ENFORCEMENT**

**Item D RESOLUTION RECOGNIZING THE CITIZENSHIP OF ALL INDIVIDUALS BORN IN THE UNITED STATES**

**Item E RESOLUTION RECOGNIZING AND PROTECTING PEOPLE OF ALL GENDER IDENTITIES AND SEXUAL ORIENTATIONS**

Items B – E were discussed together and generally by the Board of Trustees. Board members emphasized the importance of gathering community input and legal advice before proceeding with any decisions.

**Item F PUBLIC COMMENT**

Public comment was held.

**Adjourned at 6:33 p.m. until 7:00 p.m.**

**MINUTES PREPARED BY:**

Lisa S. Mackie, Clerk

Respectfully submitted,

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Lisa S. Mackie, Clerk  
Charter Township of Kalamazoo

Attested to by,

---

David Combs, Supervisor  
Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
JANUARY 27, 2025**

A Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* was held on **Monday, January 27, 2025**, at **7:00 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

**Item 1            CALL TO ORDER**

Supervisor Combs called the meeting to order at 7:00 p.m.

**Item 2            PLEDGE OF ALLEGIANCE**

Treasurer Miller led the Pledge of Allegiance.

**Item 3            ROLL CALL OF BOARD MEMBERS**

Treasurer Miller moved to excuse Trustee Glass. Trustee Kennedy supported the motion.

**Voice vote, motion carried.**

**Item 4            ADDITIONS AND DELETIONS TO AGENDA**

Trustee Sherwood moved to remove items 7A, 7B, 9C, and 9D from the agenda. Trustee Kennedy supported the motion.

Roll call vote (5 AYE – 1 NAY, Combs), motion carried.

**Item 5            PUBLIC COMMENT**

Public comment was held after Item 8 – New Business.

**Item 6            CONSENT AGENDA**

**Clerk Mackie, supported by Treasurer Miller, moved adoption of the Consent Agenda, which included action on the following items:**

**Approval of:**

A. Payment of Bills in the amount of \$273,130.23

**Voice vote, motion carried.**

**Item 7            PUBLIC HEARINGS AND PRESENTATIONS**

**Item 7A            FIRST READING OF ORDINANCE 200.1400 UPDATE - NON-DISCRIMINATION**

This item was removed from the agenda. See Item 4 - Additions and Deletions to Agenda.

**Item 7B            FIRST READING OF ORDINANCE CREATION 642 - IMMIGRATION ENFORCEMENT**

This item was removed from the agenda. See Item 4 - Additions and Deletions to Agenda.

**Item 8            OLD BUSINESS**

None

**Item 9            NEW BUSINESS**

**Item 9A            REQUEST TO APPOINT DAVID COMBS, TOWNSHIP SUPERVISOR, AS ADA COORDINATOR**



Clerk Mackie moved to appoint David Combs, Township Supervisor, as ADA Coordinator. Trustee Kennedy supported the motion.

Roll call vote (6 AYE - 0 NAY), motion carried.

**Item 9B**            **REQUEST TO ADOPT RESOLUTION APPROVING REQUIRED POSTED POVERTY EXEMPTIONS (ROLL CALL)**

Treasurer Miller moved to adopt the Resolution Adopting the Poverty Exemption Income Guidelines for consideration by the Board of Review in determining whether to grant full or partial poverty exemption. Clerk Mackie supported the motion.

Roll call vote (6 AYE - 0 NAY), motion carried.

**Item 9C**            **REQUEST TO ADOPT RESOLUTION RECOGNIZING THE CITIZENSHIP OF ALL INDIVIDUALS BORN IN THE UNITED STATES**

This item was removed from the agenda. See Item 4 - Additions and Deletions to Agenda.

**Item 9D**            **REQUEST TO ADOPT RESOLUTION RECOGNIZING AND PROTECTING PEOPLE OF ALL GENDER IDENTITIES AND SEXUAL ORIENTATIONS**

This item was removed from the agenda. See Item 4 - Additions and Deletions to Agenda.

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

None

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

Board member comments were heard.

**Item 12**            **SUPERINTENDENT REPORT**

Superintendent Moored reported that we have moved forward with the contract with Language Line Service, Inc.

**Item 13**            **PUBLIC COMMENT**

Public comment was held.

**Item 14**            **CLOSED SESSION**

No Closed Session

**Item 15**            **ADJOURNMENT**

Supervisor Combs adjourned at 7:18 p.m.

**BOARD MEMBERS PRESENT:**

Supervisor David Combs  
Clerk Lisa S. Mackie  
Treasurer Sherine M. Miller  
Trustee Colleen Leonard  
Trustee Craig Sherwood  
Trustee Ashley Glass  
Trustee Toni Kennedy (Upon Swearing In)

Respectfully submitted,

\_\_\_\_\_  
Lisa S. Mackie, Clerk

Attested to by,

**ABSENT:**

None

\_\_\_\_\_  
David Combs, Supervisor

**ALSO PRESENT:**

Attorney Roxanne Seeber  
Superintendent Tracie Moored

**MINUTES PREPARED BY:**

Lisa Mackie  
Kalamazoo Township Clerk

**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES SPECIAL MEETING**  
**Friday, January 31, 2025**

The Board of Trustees of the *Charter Township of Kalamazoo* held a Special Meeting on **Friday, January 31, 2025**, at **9:30 a.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

**PRESENT:** Supervisor David Combs, Clerk Lisa Mackie, Treasurer Sherine Miller, Trustee Ashley Glass, Trustee Craig Sherwood, Trustee Kennedy, and Trustee Colleen Leonard

**ABSENT:** None

**ALSO**

**PRESENT:** Attorney Seth Koches and Superintendent Moored

**Item 1**            **CALL TO ORDER**

Supervisor Combs called the meeting to order at 9:33 a.m.

**Item 2**            **ROLL CALL OF BOARD MEMBERS**

All present

**Item 3**            **CLOSED SESSION**

Supervisor Combs moved that the Board enter into closed session in accordance with Section 8(1)(h) of the Open Meetings Act for purpose of consideration of an attorney-client privileged memorandum exempt from disclosure under Section 13(1)(g) of the Freedom of Information Act. Treasurer Miller seconded the motion.

Roll call vote (7 AYE - 0 NAY), motion carried.

Supervisor Combs opened the closed session at 9:34 a.m.

Supervisor Combs adjourned the closed session at 11:57 a.m.

**Item 4**            **REQUEST TO DRAFT UPDATE - SECTION 4.8 TOWNSHIP BOARD POLICY**

Trustee Glass moved that the Board request Superintendent Moored to draft guidance regarding Board communication and procedures for special meeting coordination, scheduling, and information sharing (according to section 4.8 of Township Board Policy). This draft should be shared with Board members for feedback at least seven days before the upcoming Board Retreat, to be shared with the Board by February 14, 2025. Trustee Sherwood supported the motion.

Roll call vote (7 AYE - 0 NAY), motion carried.

**Item 5**            **CANCELLATION OF FEBRUARY 10, 2025, WORK SESSION MEETING**

Clerk Mackie moved to cancel the February 10, 2025, work session meeting due to lack of business items. Treasurer Miller supported the motion.

**Trustee Glass moved to amend the motion to state that the items of the cancelled work session will be adjourned to 7 p.m. Trustee Sherwood supported the motion.**

**Roll call vote (7 AYE - 0 NAY), amendment motion carried.**

**Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 6            PUBLIC COMMENT**

No public was present and no comments made.

**Item 7            ADJOURNMENT**

**Supervisor Combs adjourned at 12:01 p.m.**

**MINUTES PREPARED BY:**

Lisa S. Mackie, Clerk

Respectfully submitted,

---

Lisa S. Mackie, Clerk  
Charter Township of Kalamazoo

Attested to by,

---

David Combs, Supervisor  
Charter Township of Kalamazoo



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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 8Aa02102025**

FOR MEETING DATE: February 10, 2025

SUBJECT: Climate Committee Re-Structure

REQUESTING DEPARTMENT: Craig Sherwood, Trustee

SUGGESTED MOTION: Motion to approve the re-structure and working template of the Kalamazoo Township Climate Committee

Financing Cost: \_\_\_\_\_

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

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

Other comments or notes: Once this motion is passed, we will begin by assembling potentially new, interested candidates to serve on this committee. Following protocol, we will bring recommended candidates forward for approval.

Submitted by: Craig Sherwood, Trustee

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

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

**Kalamazoo Township Climate Committee  
Working Template**

1. Originator of the Charge  
*Board of Trustees*
2. Nature of the Group  
*Standing Committee*
3. Charge Statement  
*The charges to this committee are to be determined in accordance with the current (upcoming) strategic plan for the township*
4. Township Goals to Which this Charge is Aligned  
*TBD*
5. Membership  
*Committee Members*  
*At least 2, but no more than 3 elected board members; up to 1 township staff member; up to 3 residents or Other Members, which may include a county representative, city representative, or other relevant entity representatives with similar missions*
6. Group Facilitator(s): Elected official and/or nominated rep on committee
7. Timeline  
*TBD*
8. Meeting Dates  
*TBD at first meeting date, but at least once per quarter*
9. Provision for Record Keeping  
*The committee shall keep minutes and review/approve them at subsequent meetings. These minutes shall be made available to all committee members and to the dean's office staff upon request.*
10. Method of Communicating with Committee Members and other Stakeholders  
*Committee members will communicate with each other primarily through email outside of meetings. The chair of the committee shall communicate with the other relevant parties as needed, and keep board and staff abreast of happenings.*

For the Committee to Consider

Developing a schedule; setting priorities after strategic plan is established; rules for communication and/or committee procedures



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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 8Bb02102025**

**Past Agenda Item :9A011272025**

FOR MEETING DATE January 27, 2025 and February 10, 2025

SUBJECT: Appoint ADA Coordinator and Required Resolution

REQUESTING DEPARTMENT: Superintendent

**SUGGESTED MOTION:**

Current Motion : **Motion to Adopt Resolution and Procedures to Appoint ADA Coordinator and Requirements**

Past Motion : I approve the appointment of David Combs, Supervisor as the Kalamazoo Township ADA Coordinator

Financing Cost: 0

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

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

Other comments or notes: This item is being re-introduced with an updated resolution and packet required for submission.

Submitted by: Tracie Moored, Superintendent

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the superintendent's office **NO LATER THAN NOON THE WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING.**

Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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

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

**RESOLUTION ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA)**  
**ADA COORDINATOR AND PROCEDURES**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 (ADA) 42 U.S.C §12101 et. seq. to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities; and

WHEREAS, the Charter Township of Kalamazoo is required to comply with Article II of the ADA as an employer and as a provide of public services; and

WHEREAS, Title II of the ADA the Charter Township of Kalamazoo requires the Township to name an ADA Coordinator; and to post his/her contact information on the Township's Website and at the Township Hall; and

WHEREAS, Title II of the ADA requires the Charter Township of Kalamazoo to adopt and post a grievance procedure for resolving complaints alleging violations of Title II of the ADA; and

WHEREAS, in accordance with the provisions of Title II of the ADA, the Charter Township of Kalamazoo is required to post a certain ADA notice on the Township's website.

NOW THEREFORE BE IT HEREBY RESOLVED that the David Combs, Township Supervisor, is designated as the ADA Coordinator for the Charter Township of Kalamazoo; and

BE IT FURTHER RESOLVED that the Township Clerk shall post the notice identifying the name of the ADA coordinator, his address and contact information as shown on the attached Exhibit A on the Township's website and at the Township Hall, and to



provide the same to the Department heads of the Police, Fire and Administrative Departments of the Township; and

BE IT FURTHER RESOLVED that the Township Board hereby adopts the ADA notice, attached hereto as Exhibit B as the Township's ADA Notice and directs the Township Clerk to post it on the Township's Website and at the Township Hall; and to provide the same to the Department Heads of the Police, Fire and Administrative Departments of the Township; and

BE IT FURTHER RESOLVED that the Charter Township of Kalamazoo ADA Grievance Procedure under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the grievance procedure for addressing complaints alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the Township of Kalamazoo; and

IT IS FURTHER RESOLVED that in compliance with Federal and State laws as set forth above, the Township Board resolves to post the required information regarding the ADA coordinator, notice under the Americans with Disabilities Act, and Charter Township of Kalamazoo Grievance Procedure under the Americans with Disabilities Act on its website and at such other locations as may be determined from time to time

All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were absent:

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

#### CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted at a regular meeting of the Kalamazoo Charter Township Board held on February 10, 2025 that the meeting was conducted and public notice of the meeting was given pursuant to and in compliance with the Michigan Open Meetings Act; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting will be or have been made available as required by the Open Meetings Act.

---

Lisa Mackie, Clerk  
Charter Township of Kalamazoo  
Kalamazoo County, Michigan

Attest: \_\_\_\_\_  
David Combs, Supervisor

# EXHIBIT A

## Attachment A

### Notice Under the Americans With Disabilities Act

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 (“ADA”), Kalamazoo Charter Township will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

**Employment:** Kalamazoo Charter Township does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

**Effective Communication:** Kalamazoo Charter Township will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Kalamazoo Charter Township’s programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures:** Kalamazoo Charter Township will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in Kalamazoo Charter Township offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Kalamazoo Charter Township, should contact the office of **David Combs, at [supervisor@ktwp.org](mailto:supervisor@ktwp.org) or 269-381-8080 ext. 121** as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require Kalamazoo Charter Township to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of Kalamazoo Charter Township is not accessible to persons with disabilities should be directed to **David Combs, at [supervisor@ktwp.org](mailto:supervisor@ktwp.org) or 269-381-8080 ext. 121**.

Kalamazoo Charter Township will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

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## **ADA GRIEVANCE PROCEDURE – CHARTER TOWNSHIP OF KALAMAZOO**

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**Purpose:** The purpose of the ADA Grievance Procedure is to provide for the timely and fair resolution of grievances. For the purposes of this procedure, a grievance is defined as a complaint regarding access for the disabled or an alleged discrimination due to a disability.

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). Local governments with 50 or more employees are required to adopt and publish procedures for resolving grievances arising under Title II of the ADA.

This Grievance Procedure is to be distributed to all Township Department Heads and it is to be posted in a conspicuous public location such as the Township's website.

**Scope:** This procedure may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the Charter Township of Kalamazoo. It shall be available to all individuals utilizing the services and facilities of the Township.

**Complaint Timeliness:** The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation.

**Grievance Submittal:** The complaint should contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem.

A grievance may be filed in any format including by mail, email, phone, fax, or using the Township's On-Line Grievance Submittal Form which is accessible on the Township's website.

In order to help ensure adequate initial information is gathered, a printed ADA Grievance Form is available from the Township Hall or on-line. Its use is optional, but is intended for use by either the Complainant or Township staff to document the initial filing of a grievance.

Other alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

**Complaints should be directed to:** David Combs, ADA Coordinator. Phone: (269) 381-8080 ext. 121; email: supervisor@ktwp.org; Address: 1720 Riverview Drive, Kalamazoo, MI 49004.

In the event that the ADA Coordinator is not available, a complaint may be directed to Tracie Moored, the Township Superintendent (Phone 269-381-8085). Or a complainant may ask the Township's receptionist to take the information and it shall be forwarded to the ADA Coordinator.

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## **ADA GRIEVANCE PROCEDURE – CHARTER TOWNSHIP OF KALAMAZOO**

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### **Processing of a Grievance:**

#### **STEP 1 - INITIAL PROCESSING**

*A Complainant should make reasonable effort to direct their complaint to a responsible Township representative, and preferably the ADA Coordinator. However, it is recognized complaints may sometimes be directed to an available Township employee in an unusual location such as on a job site, so this procedure does provide for complaints that are not submitted in a traditional written format.*

- A) The complainant should provide as much information as possible about the nature of the complaint including at a minimum their name and contact information. Information about the nature and location of the complaint should also be noted. The On-Line Form is recommended to assist the Complainant but is not required.
- B) All grievances, regardless of the type of grievant (public, applicant or employee), and regardless of who receives/records the grievance, shall be forwarded to the respective Department Head of the Township employee who takes the grievance within two business days.
- C) All grievances shall then be forwarded to the ADA Coordinator within two business days of receipt by the Department Head.
- D) The ADA Coordinator will record receipt of the grievance and contact the grievant within five business days to clarify the nature and to obtain additional details about the grievance.

#### **STEP 2 - DETERMINATION**

- A) Within 20 calendar days after receipt of the complaint, the ADA Coordinator or his designee will visit the site and/or meet with the complainant, in any practicable manner, to discuss the complaint and the possible resolutions. For complaints about an apparent defect in public infrastructure, the site visit is required but the meeting may not be necessary. The ADA Coordinator shall either schedule a meeting or inform the Complainant of their intent to visit the site, leaving the Complainant the option of requesting a meeting if they so desire.
- B) If the ADA Coordinator believes that the complaint is justified, that the remedy is the Township's responsibility and is within his/her authority to direct the remedy, especially for small infrastructure repairs, then the ADA Coordinator may make a determination on the spot on behalf of the Township as to the appropriate remedy.

- C) If the situation is of a more complex nature and the ADA Coordinator cannot make a determination on the proper resolution at the site visit/meeting, then the ADA Coordinator will determine which Department is appropriate to investigate and determine the appropriate course of action, for example: Public Works, Engineering, Utilities, Emergency Services or the Township's Attorney.
- D) The ADA Coordinator will, in writing, inform the Complainant of their decision, or that the complaint was been assigned to one of the Department Heads and shall identify that Department Head. This written response will be published within 10 business days of the site visit or meeting.

Typical Decisions may include:

- o Minor project/repair to be completed by Public Works
- o Project to be entered into prioritization for future work by Township Engineer
- o Project to be completed as part of other scheduled work
- o Complaint is to be assigned to a Department Head for further analysis
- o Complaint is not the Township's responsibility (state reason, e.g. not in Township's Right of Way, not an intended Public Use)
- o Complaint requires consideration of Township Attorney or to be submitted to Council

Determinations will be presented in writing, and, if appropriate, also in a format accessible to the complainant. The determination will state the position of the Township, offer potential options for the resolution of the complaint, and also inform the complainant of their rights to appeal the determination.

- E) Issues assigned to a Department Head shall generally be reviewed and a recommendation returned to the ADA Coordinator, if practicable, within 20 calendar days of assignment. The ADA Coordinator will consider the information from the respective Department(s), make a determination, and inform the Complainant of the determination within 10 days of the Department's recommendations. Determinations shall otherwise be handled as noted above.

### STEP 3 - APPEAL (IF NEEDED)

- A) If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the Township Board. Such appeal should be addressed to the attention of the current Township Supervisor.
- B) Within 15 calendar days after receipt of the appeal, a representative of the Township Board or the Township Attorney, on the Board's behalf, will contact the complainant to discuss the complaint and possible resolutions.

- C) The Township Board will enter an ADA Grievance Appeal as new business and will discuss it at the next available Board Meeting for which the agenda has not already been set, but no later than the second Board Meeting after the appeal is received by the Township Supervisor. The Board, in order to provide itself time to perform its own investigations, may defer the issue to a later Board Meeting, but no issue shall be left without preliminary action for more than 30 calendar days, and the Board shall hold a vote within 90 calendar days of the items first appearance on the Board's Agenda. In the event of an issue that cannot reasonably be addressed within 90 days, the Board will inform the Complainant in writing that the issue is still under consideration and will provide a date when the Board will render a decision.
- D) Appeals shall be voted on by the Township Board at an open public meeting. The Township Board will provide a written decision to the Complainant within 15 calendar days of the Board Meeting at which the decision was made. The determination made by the Township Board shall be considered final.

#### STEP 4 - DECISION, FINAL RECORD

All written complaints received by the ADA Coordinator, appeals to the Township Board, and responses from these two offices will be retained by the Township for at least three years from date of Determination. The ADA Coordinator shall be responsible for maintaining this file.

#### **Applicability:**

The Township is required to adopt and publish procedures for resolving grievances that arise under Title II of the ADA. The procedures are intended to set out a system for resolving complaints of disability discrimination in a prompt and fair manner. It is generally thought that filing a complaint with the Township is an appropriate first step to resolving a local issue at a local level. However, adherence to or exhaustion of the Grievance Procedure is not a prerequisite to filing a complaint with a federal agency or court.



# EXHIBIT B

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**ADA GRIEVANCE FORM – CHARTER TOWNSHIP OF KALAMAZOO**

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<b>COMPLAINANT INFORMATION:</b>	
Name:	
Address:	
Daytime Phone	
Email	
<b>LOCATION INFORMATION</b>	
Address: (If Known)	
Location Description:	
<b>NATURE OF GRIEVANCE</b>	
Sidewalk, Ramp	
Crosswalk, Pedestrian Signal	
Building Access:	
Programming:	
Other:	
Describe the Grievance/Complaint/Problem	
Date of Incident, If Applicable:	
<b>FOR LOCAL/ADA COORDINATOR USE ONLY</b>	
Person preparing form (if other than complainant):	
Date Received by Dept Head (If Appl):	
Date Received by ADA Coordinator:	
Date of Initial Contact:	
Date of Meeting or Site Visit:	
Date Assigned to Dept Head/Who:	
Date Returned from Department:	
Date ADA Coordinator's Decision Mailed:	
Date Appeal Received by Board:	
Date First on Board Agenda:	
Date Township Board Decision:	
Date Board Decision Mailed:	