



1720 Riverview Drive
Kalamazoo, Michigan 49004
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www.ktwp.org

**Board of Trustees Regular Meeting Agenda
Monday, October 10, 2022
7:30 P.M.**

The "Regular Meeting" of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on **Monday, October 10, 2022**, 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/83436764049?pwd=OS80bWVoOStXdHFOWU4wZDFDNct4QT09>

Meeting ID: 831 2516 4099

Passcode: 342375

Find your local number

<https://us02web.zoom.us/j/kibe7iYfl>

Meeting ID: 834 3676 4049

Passcode: 342375

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 the full discussion. Such requests will be automatically respected.)

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

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

Approval of:

- A. Request to Approve New Hire
- B. Payment of Bills in the amount of \$150,024.67

Receipt of:

- A. Check Disbursement Report – September 2022
- B. Check EFT Register September 2022
- C. KABA Permits September 2022

7 – Public Hearing/Presentation

None for this meeting.

8 – Old Business

A. 9 – New Business

- A. KABA Budget 2023
- B. Request to Approve Selection of Auditors
- C. Request to Approve the Survey Proposal of Township Land with Wetland Service including property

10 – Items Removed from the Consent Agenda

11 – Board Member Reports

- Trustee Leuty
- Trustee Glass
- Trustee Moaiery
- Trustee Robinson
- Clerk Miller
- Treasurer Miller
- Supervisor Martin

12 – Attorney Report

13 – Manager Report

14 – Public Comments

15 – Adjournment

Posted: October 7, 2022



Donald Martin
Supervisor
Charter Township of Kalamazoo

10/06/2022 10:27 AM
 User: MONICAK
 DB: Kalamazoo Twp

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 EXP CHECK RUN DATES 10/11/2022 - 10/11/2022
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
11864488 36765	SPARTAN DISTRIBUTORS, INC KUBOTA ENGINE 584-698-983.00 NEW EQUIPMENT	10/06/2022 MONICAK	10/06/2022	9,907.81 9,907.81	9,907.81	Open	N 10/06/2022
TKPD-22-1 36766	THE ROSSOW GROUP, LLC CONSULTING/ACCREDITATION SVCS 207-301-811.00 PURCHASED SERVICE	10/06/2022 MONICAK	10/06/2022	2,500.00 2,500.00	2,500.00	Open	N 10/06/2022
9078 36767	BAUCKHAM, SPARKS, THALL, PERS PROP TAX WRITE OFF 101-200-827.00 LEGAL SERVICES - GEN TWP	10/06/2022 MONICAK	10/06/2022	800.00 800.00	800.00	Open	N 10/06/2022
INV104482 36768	WITMER PUBLIC SAFETY HOODS/HARNESS 206-336-748.00 PERSONAL EQUIPMENT ALLOWANCE	10/06/2022 MONICAK	10/06/2022	220.20 220.20	220.20	Open	N 10/06/2022
77493 36769	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00 OPERATING SUPPLIES	10/06/2022 MONICAK	10/06/2022	42.33 42.33	42.33	Open	N 10/06/2022
78038 36770	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00 MAINT. - BUILDING	10/06/2022 MONICAK	10/06/2022	323.60 323.60	323.60	Open	N 10/06/2022
01541023 36771	PURITY CYLINDER, INC. QUARTERLY CYLINDER RENT 101-265-740.00 OPERATING SUPPLIES	10/06/2022 MONICAK	10/06/2022	150.17 150.17	150.17	Open	N 10/06/2022
INV-02878-M8R3N2 36772	ECF DATA, LLC OFFICE 365 101-200-742.00 207-301-742.00 SOFTWARE PROGRAMS/FEES SOFTWARE PROGRAMS	10/06/2022 MONICAK	10/06/2022	850.00 425.00 425.00	850.00	Open	N 10/06/2022
206969439534 36773	CONSUMERS ENERGY ACCT #1000 0033 6162 206-336-923.03 UTILITIES - NATURAL GAS	10/06/2022 MONICAK	10/06/2022	21.21 21.21	21.21	Open	N 10/06/2022
206969439608 36774	CONSUMERS ENERGY ACCT #1000 2469 5296 206-336-921.03 UTILITIES - ELECTRIC	10/06/2022 MONICAK	10/06/2022	177.32 177.32	177.32	Open	N 10/06/2022

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202253479472 36775	CONSUMERS ENERGY ACCT #1000 2469 4752 206-336-921.03	10/06/2022 MONICAK	10/06/2022	29.27	29.27	Open	N 10/06/2022
		UTILITIES - ELECTRIC		29.27			
205724071925 36776	CONSUMERS ENERGY ACCT #1000 2210 4622 206-336-921.02 206-336-923.02	10/06/2022 MONICAK	10/06/2022	269.66	269.66	Open	N 10/06/2022
		UTILITIES - ELECTRIC		254.66			
		UTILITIES - NATURAL GAS		15.00			
205724071924 36777	CONSUMERS ENERGY ACCT #1000 2210 4390 206-336-923.02	10/06/2022 MONICAK	10/06/2022	118.05	118.05	Open	N 10/06/2022
		UTILITIES - NATURAL GAS		118.05			
205724071926 36778	CONSUMERS ENERGY ACCT #1000 2210 5132 206-336-921.02	10/06/2022 MONICAK	10/06/2022	505.76	505.76	Open	N 10/06/2022
		UTILITIES - ELECTRIC		505.76			
291037 36779	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	10/06/2022 MONICAK	10/06/2022	97.07	97.07	Open	N 10/06/2022
		MAINT. - VEHICLE		97.07			
426294 36780	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	10/06/2022 MONICAK	10/06/2022	428.05	428.05	Open	N 10/06/2022
		MAINT. - VEHICLE		428.05			
200659 36781	JONS TO GO WILSON PARK 101-751-740.00	10/06/2022 MONICAK	10/06/2022	125.00	125.00	Open	N 10/06/2022
		OPERATING SUPPLIES		125.00			
200658 36782	JONS TO GO STROUD PARK 101-751-740.00	10/06/2022 MONICAK	10/06/2022	125.00	125.00	Open	N 10/06/2022
		OPERATING SUPPLIES		125.00			
IN0235776 36783	KALAMAZOO LANDSCAPE SUPPLIES SOIL 101-276-932.00	10/06/2022 MONICAK	10/06/2022	61.00	61.00	Open	N 10/06/2022
		MAINT. - GROUNDS		61.00			
IN0234437 36784	KALAMAZOO LANDSCAPE SUPPLIES SOIL 101-276-932.00	10/06/2022 MONICAK	10/06/2022	30.50	30.50	Open	N 10/06/2022
		MAINT. - GROUNDS		30.50			

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08022022 36785	KAL. COUNTY CLERK/REGISTER OF DEEDS AUGUST 2022 PRIMARY 101-215-813.00	10/06/2022 MONICAK COUNTY ELECTION SERVICES	10/06/2022	1,104.04 1,104.04	1,104.04	Open	N 10/06/2022
15499 36786	MICHIGAN ECONOMIC DEVELOPERS ASSN MEMBERSHIP - MITCHELL 101-175-732.00	10/06/2022 MONICAK DUES/SUBS/PUBL	10/06/2022	315.00 315.00	315.00	Open	N 10/06/2022
3759 36787	PLERUS AV APP/MAILING 101-215-727.00 101-215-811.00	10/06/2022 MONICAK OFFICE SUPPLIES PURCHASED SERVICE	10/06/2022	707.25 622.25 85.00	707.25	Open	N 10/06/2022
0336348 36788	GOVERNMENT FORMS AND SUPPLIES NAMETAG STICKERS 101-215-727.00	10/06/2022 MONICAK OFFICE SUPPLIES	10/06/2022	73.38 73.38	73.38	Open	N 10/06/2022
100322 36789	BAUCKHAM, SPARKS, THALL, LEGAL SUPPORT 101-200-827.00 101-400-827.00 207-301-827.00 101-310-827.00 206-336-827.00 101-101-826.00	10/06/2022 MONICAK LEGAL SERVICES - GEN TWP LEGAL SERVICES - GEN TWP LEGAL SERVICES - GEN TWP LEGAL SERVICES - GEN TWP LEGAL SERVICE LEGAL SERVICES-BD. MEET.	10/06/2022	11,125.35 3,040.35 1,030.00 1,105.00 2,015.00 3,330.00 605.00	11,125.35	Open	N 10/06/2022
21451 36790	J. ALLEN & COMPANY GOLF COURSE 101-751-970.00	10/06/2022 MONICAK CAPITAL OUTLAY	10/06/2022	94,200.00 94,200.00	94,200.00	Open	N 10/06/2022
36100-2086303E 36791	KALAMAZOO GAZETTE SUBSCRIPTION 206-336-732.00	10/06/2022 MONICAK DUES/SUBS/PUBL	10/06/2022	239.75 239.75	239.75	Open	N 10/06/2022
22-940 36792	TACTRON, INC. NAME TAG SETS 206-336-740.00	10/06/2022 MONICAK OPERATING SUPPLIES	10/06/2022	38.86 38.86	38.86	Open	N 10/06/2022
77234 36793	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-939.00	10/06/2022 MONICAK MAINT. - VEHICLE	10/06/2022	112.89 112.89	112.89	Open	N 10/06/2022

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402968 36794	SERVICEMASTER OF KALAMAZOO CARPET CLEANING - WW 206-336-811.00	10/06/2022 MONICAK PURCHASED & MAINT. SERVICE	10/06/2022	409.00 409.00	409.00	Open	N 10/06/2022
22289 36795	MOSES FIRE EQUIPMENT, INC. PEDAL CONTROLLER 206-336-939.00	10/06/2022 MONICAK MAINT. - VEHICLE	10/06/2022	382.97 382.97	382.97	Open	N 10/06/2022
138062 36796	FADER EQUIPMENT, INC. EXCAVATOR 101-276-945.00	10/06/2022 MONICAK RENTALS - EQUIPMENT	10/06/2022	280.00 280.00	280.00	Open	N 10/06/2022
0841 36797	SHARP SHOP CHAIN SAW 206-336-747.00	10/06/2022 MONICAK SMALL TOOLS & EQUIPMENT	10/06/2022	465.78 465.78	465.78	Open	N 10/06/2022
1122 36798	POWERS PROPERTY MANAGEMENT, LLC MOWING - PARKS 101-751-932.00	10/06/2022 MONICAK REPAIRS - MAINT. GROUNDS	10/06/2022	2,030.40 2,030.40	2,030.40	Open	N 10/06/2022
2402373-0 36799	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-200-727.00	10/06/2022 MONICAK OFFICE SUPPLIES	10/06/2022	167.58 167.58	167.58	Open	N 10/06/2022
0010444927 36800	MLIVE MEDIA GROUP NOTICES 101-400-903.00	10/06/2022 MONICAK NOTICES & PUBLICATIONS	10/06/2022	538.13 538.13	538.13	Open	N 10/06/2022
14-0027120 36801	KAL. COUNTY HEALTH & COMM SERVICES HHW - AUGUST 226-527-811.00	10/06/2022 MONICAK SOLID WASTE	10/06/2022	634.94 634.94	634.94	Open	N 10/06/2022
150921 36802	DLZ MICHIGAN, INC PROJECT MGMT - STATION 2 811-440-975.01	10/06/2022 MONICAK BUILDINGS - EASTWOOD STATION	10/06/2022	11,849.15 11,849.15	11,849.15	Open	N 10/06/2022
2022-09-761 36803	DAMS & ASSOCIATES, INC. STRATEGIC PLANNING 101-101-862.00 101-175-862.00	10/06/2022 MONICAK TRAVEL - CONFERENCES TRAVEL - CONFERENCES	10/06/2022	5,000.00 2,500.00 625.00	5,000.00	Open	N 10/06/2022

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	101-171-862.00	TRAVEL - CONFERENCES		625.00			
	101-215-862.00	TRAVEL - CONFERENCES		625.00			
	101-253-862.00	TRAVEL - CONFERENCES		625.00			
3708 36804	ROBERT LAMSON, LLC SCREENING - DAVIS 207-301-812.00	10/06/2022 MONICAK EMPLOYMENT TESTING	10/06/2022	150.00 150.00	150.00	Open	N 10/06/2022
2398272-0 36805	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	10/06/2022 MONICAK OFFICE SUPPLIES	10/06/2022	25.79 25.79	25.79	Open	N 10/06/2022
2394225-1 36806	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	10/06/2022 MONICAK OFFICE SUPPLIES	10/06/2022	35.90 35.90	35.90	Open	N 10/06/2022
2399353-0 36807	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	10/06/2022 MONICAK OFFICE SUPPLIES	10/06/2022	196.19 196.19	196.19	Open	N 10/06/2022
98469 36808	MIDWAY CHEVROLET, INC. OIL CHANGE 207-301-939.00	10/06/2022 MONICAK MAINT. - VEHICLE	10/06/2022	57.45 57.45	57.45	Open	N 10/06/2022
204567235311 36809	CONSUMERS ENERGY ACCT #1000 2155 4991 101-751-921.00	10/06/2022 MONICAK UTILITIES - ELECTRIC	10/06/2022	31.10 31.10	31.10	Open	N 10/06/2022
551-606177 36810	STATE OF MICHIGAN SOR REGISTRATION 217-301-956.01	10/06/2022 MONICAK SOR EXPENSE	10/06/2022	30.00 30.00	30.00	Open	N 10/06/2022
S0016407 36811	EMERGENCY VEHICLE PRODUCTS INSTALL CAMERA WINDOW TAB 207-301-939.00	10/06/2022 MONICAK MAINT. - VEHICLE	10/06/2022	55.89 55.89	55.89	Open	N 10/06/2022
S0016406 36812	EMERGENCY VEHICLE PRODUCTS INSTALL WINDOW CAMERA TAB 207-301-939.00	10/06/2022 MONICAK MAINT. - VEHICLE	10/06/2022	55.89 55.89	55.89	Open	N 10/06/2022

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3352 36813	MICHIGAN MUNICIPAL POLICE CHECK OVERHEATING 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	60.00 60.00	60.00	Open	N 10/06/2022
3346 36814	MICHIGAN MUNICIPAL POLICE TEST COOLING SYSTEM 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	36.00 36.00	36.00	Open	N 10/06/2022
3345 36815	MICHIGAN MUNICIPAL POLICE BRAKES/ROTORS/SENSORS 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	1,129.44 1,129.44	1,129.44	Open	N 10/06/2022
3344 36816	MICHIGAN MUNICIPAL POLICE OIL CHANGE/BULB 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	124.24 124.24	124.24	Open	N 10/06/2022
3354 36817	MICHIGAN MUNICIPAL POLICE BATTERY/OIL CHANGE 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	172.41 172.41	172.41	Open	N 10/06/2022
26059117 36818	DORRANCE FORD OIL CHANGE 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	60.20 60.20	60.20	Open	N 10/06/2022
26059122 36819	DORRANCE FORD OIL CHANGE 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	55.71 55.71	55.71	Open	N 10/06/2022
26059118 36820	DORRANCE FORD OIL CHANGE 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	60.20 60.20	60.20	Open	N 10/06/2022
26059196 36821	DORRANCE FORD OIL CHANGE 207-301-939.00 MAINT. - VEHICLE	10/06/2022 MONICAK	10/06/2022	49.31 49.31	49.31	Open	N 10/06/2022
811698 36822	NYE UNIFORM CO. UNIFORMS 207-301-748.00 UNIFORMS/PERSONAL EQUIPMENT	10/06/2022 MONICAK	10/06/2022	89.48 89.48	89.48	Open	N 10/06/2022

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551-606401 36823	STATE OF MICHIGAN LIVESCAN FEES 207-301-956.00	10/06/2022 MONICAK	10/06/2022	735.25	735.25	Open	N 10/06/2022
	MISCELLANEOUS			735.25			
R223860-IN 36824	FIDLAR TECHNOLOGIES, INC. RECEIPT BOOKS 207-301-727.00	10/06/2022 MONICAK	10/06/2022	357.75	357.75	Open	N 10/06/2022
	OFFICE SUPPLIES			357.75			
# of Invoices:	60	# Due:	60	Totals:	150,024.67		150,024.67
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					150,024.67		150,024.67

--- TOTALS BY FUND ---

101 - GENERAL	112,853.90	112,853.90
206 - FIRE	7,211.77	7,211.77
207 - POLICE	7,537.10	7,537.10
217 - LIVESCAN/SOR	30.00	30.00
226 - RUBBISH COLLECTION FUND	634.94	634.94
584 - GOLF COURSE	9,907.81	9,907.81
811 - FIRE CAPITAL IMPROVEMENT	11,849.15	11,849.15

--- TOTALS BY DEPT/ACTIVITY ---

101 - BOARD OF TRUSTEES	3,105.00	3,105.00
171 - SUPERVISOR	625.00	625.00
175 - MANAGER	940.00	940.00
200 - GENERAL SERVICES_ADMIN	4,432.93	4,432.93
215 - CLERK	2,509.67	2,509.67
253 - TREASURER	625.00	625.00
265 - MAINTENANCE	150.17	150.17
276 - CEMETERY	371.50	371.50
301 - POLICE	7,567.10	7,567.10
310 - CODE ENFORCEMENT (ORD, BLDG, RE	2,015.00	2,015.00
336 - FIRE	7,211.77	7,211.77
400 - PLANNING/ZONING	1,568.13	1,568.13
440 - CAPITAL IMPROVEMENT	11,849.15	11,849.15
527 - RUBBISH COLLECTION/DISPOSAL	634.94	634.94
698 - GOLF COURSE	9,907.81	9,907.81
751 - RECREATION	96,511.50	96,511.50

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 CHECK DATE FROM 09/01/2022 - 09/30/2022

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
09/01/2022	POOL	50513	238194	ROBERT BAILEY CONTRACTORS,	INPURCHASED SERVICE	101-310-811.00	10,200.00
09/01/2022	POOL	50514	9378	ABRAXAS	PURCHASED SERVICE	101-200-811.00	90.00
		50514	9377		PURCHASED SERVICE	101-200-811.00	190.00
		50514	9376		PURCHASED SERVICE	207-301-811.00	406.60
							686.60
09/01/2022	POOL	50515	204656150185	CONSUMERS ENERGY	UTILITIES - ELECTRIC	206-336-921.04	854.78
		50515	201363524943		UTILITIES - ELECTRIC	883-520-921.00	65.24
							920.02
09/01/2022	POOL	50516	0614877082322	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	101-200-922.00	293.50
		50516	0095704081622		UTILITIES - CABLE/INTERNET	206-336-922.01	150.39
		50516	0026212081622		UTILITIES - CABLE/INTERNET	206-336-922.04	150.39
							594.28
09/01/2022	POOL	50517	53634	JB PRINTING COMPANY	OFFICE SUPPLIES	101-200-727.00	309.25
		50517	53634		NOTICES & PUBLICATIONS	101-200-903.00	499.25
		50517	53634		POSTAGE	101-253-730.00	288.80
		50517	53634		OPERATING SUPPLIES	101-253-740.00	524.92
							1,622.22
09/01/2022	POOL	50518	081522A	KALAMAZOO CITY TREASURER	UTILITIES - WATER	206-336-927.01	279.72
		50518	081522		UTILITIES - WATER	206-336-927.02	97.75
		50518	081522B		UTILITIES - WATER	206-336-927.02	126.81
							504.28
09/01/2022	POOL	50519	08192022	AT&T MOBILITY	TELEPHONE	206-336-853.00	396.64
09/01/2022	POOL	50520	120594432	ROSE PEST SOLUTIONS	PURCHASED SERVICE	101-265-811.00	80.00
		50520	120596887		PURCHASED SERVICE	101-265-811.00	475.00
		50520	120583676		PURCHASED & MAINT. SERVICE	206-336-811.00	129.00
							684.00
09/01/2022	POOL	50521	081722	SUPERFLEET MASTERCARD PROGRAM	GAS & OIL	206-336-751.00	523.87
09/02/2022	ERAD	10641	205457058256	CONSUMERS ENERGY	FORFEITURE - OPR	727-000-253.00	554.04
		10641	205457058257		FORFEITURE - OPR	727-000-253.00	45.06
							599.10
09/02/2022	ERAD	10642	082422	KEVIN BROOKS	HIDTA MONEY	727-000-271.00	450.73
09/02/2022	ERAD	10643	5312915-2529-7	WASTE MANAGEMENT OF MICHIGAN	FORFEITURE - OPR	727-000-253.00	216.01
09/06/2022	POOL	50522	090622	MICHAEL SZEKELY	P/R DEDUCT - MISC. DEDUCT	701-000-231.04	1,462.11

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09/06/2022	POOL	50523	090622	JACQUI MAHER	P/R DEDUCT - MISC. DEDUCT	701-000-231.04	2,730.00
09/07/2022	TAX	2168	083122	KALAMAZOO COUNTY TREASURER	DUE TO COUNTY OPERATING	704-000-222.00	236,257.95
		2168	083122A		SCH. #01 - S.E.T.	704-000-225.01	232,831.44
		2168	083122B		SCH. #32 - S.E.T.	704-000-226.01	44,884.18
		2168	083122C		SCH. #40 - S.E.T.	704-000-227.01	27,682.04
							541,655.61
09/07/2022	TAX	2169	083122	KRESA	KRESA ISD	704-000-223.00	85,189.46
09/07/2022	TAX	2170	083122	SCHOOL DISTRICT #32	SCH. #32 - OPERATING	704-000-226.02	75,353.20
		2170	083122A		SCH. #32 - DEBT	704-000-226.03	41,143.74
		2170	083122B		SCH #32 - SINKING FUND	704-000-226.17	7,448.95
							123,945.89
09/07/2022	TAX	2171	083122	PARCHMENT PUBLIC SCHOOLS	SCH. #40 - OPERATING	704-000-227.02	31,613.81
		2171	083122A		SCH. #40 - DEBT	704-000-227.03	33,051.13
		2171	083122B		PARCHMENT SD #40 - SINKING FUND	704-000-227.17	9,217.20
							73,882.14
09/07/2022	TAX	2172	083122	TWP. OF KALAMAZOO/SHERINE MILADMINISTRATIVE FEE		704-000-214.03	8,242.79
09/08/2022	POOL	50524	3709	PLERUS	POSTAGE	101-215-730.00	642.99
09/09/2022	ERAD	10644	090222	SAM'S CLUB	FORFEITURE - OPR	727-000-253.00	425.73
09/09/2022	ERAD	10645	2200003363	CITY OF SPRINGFIELD	FORFEITURE - OPR	727-000-253.00	467.00
09/09/2022	ERAD	10646	83515591	WEX BANK	FORFEITURE - OPR	727-000-253.00	1,579.32
09/09/2022	ERAD	10647	090222	LOWES BUSINESS ACCOUNT	FORFEITURE - OPR	727-000-253.00	351.61
09/09/2022	ERAD	10648	9020904991	THE HERTZ CORPORATION	HIDTA MONEY	727-000-271.00	5,855.10
09/09/2022	POOL	50525	090922	AMERICAN FOUNDATION FOR	P/R DEDUCT - MISC. DEDUCT	701-000-231.04	1,264.30
09/09/2022	POOL	50526	206257873438	CONSUMERS ENERGY	UTILITIES - NATURAL GAS	101-200-923.00	220.88
		50526	204656172076		UTILITIES - ELECTRIC	101-751-921.00	30.94
		50526	201541477603		UTILITIES - ELECTRIC	206-336-921.01	597.48
		50526	201541477604		UTILITIES - ELECTRIC	206-336-921.01	51.39
		50526	205812995375		UTILITIES - ELECTRIC	206-336-921.02	295.08
		50526	205812995376		UTILITIES - ELECTRIC	206-336-921.02	520.23
		50526	201808457099		UTILITIES - ELECTRIC	206-336-921.03	29.27
		50526	206702613884		UTILITIES - ELECTRIC	206-336-921.03	221.86
		50526	201541477603		UTILITIES - NATURAL GAS	206-336-923.01	109.50
		50526	205812995375		UTILITIES - NATURAL GAS	206-336-923.02	15.00
		50526	205812995374		UTILITIES - NATURAL GAS	206-336-923.02	117.11

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		50526	207058227542		UTILITIES - NATURAL GAS	206-336-923.03	20.18
							2,228.92
09/09/2022	POOL	50527	090122	CHARTER COMMUNICATIONS	TELEPHONE	101-200-853.00	321.10
09/09/2022	POOL	50528	081522C	KALAMAZOO CITY TREASURER	UTILITIES - WATER	101-200-927.00	120.65
		50528	083022		UTILITIES - WATER	101-200-927.00	899.24
		50528	081722		UTILITIES - WATER	101-276-927.00	167.36
		50528	082122		UTILITIES - WATER	206-336-927.03	32.75
		50528	081922		UTILITIES - WATER	206-336-927.04	120.54
							1,340.54
09/09/2022	POOL	50529	083122B	KALAMAZOO OIL CO.	GAS & OIL	101-265-751.00	804.43
		50529	083122A		GAS & OIL	206-336-751.00	2,303.35
		50529	083122		GAS & OIL	207-301-751.00	3,492.62
							6,600.40
09/09/2022	POOL	50530	6221	MMTA	TRAVEL - CONFERENCES	101-253-862.00	359.00
09/09/2022	POOL	50531	8067380596	STAPLES	OFFICE SUPPLIES	206-336-727.00	305.81
09/09/2022	POOL	50532	0249-007595009	REPUBLIC SERVICES #249	UTILITIES - WASTE/RECYCLE	101-200-924.00	87.70
		50532	0249-007594932		UTILITIES - WASTE/RECYCLE	101-200-924.00	428.75
		50532	0249-007594932		UTILITIES - WASTE/RECYCLE	101-276-924.00	52.25
		50532	0249-007594932		UTILITIES - WASTE/RECYCLE	101-751-924.00	45.50
		50532	0249-007594932		UTILITIES - WASTE/RECYCLE	206-336-924.01	108.50
		50532	0249-007594932		UTILITIES - WASTE/RECYCLE	206-336-924.02	108.50
		50532	0249-007594932		UTILITIES - WASTE/RECYCLE	206-336-924.03	22.75
		50532	0249-007594932		UTILITIES - WASTE/RECYCLE	206-336-924.04	108.50
		50532	0249-007600580		SOLID WASTE	226-527-811.00	41,150.34
							42,112.79
09/15/2022	POOL	50533	3709A	PLERUS	POSTAGE	101-215-730.00	642.99
09/16/2022	ERAD	10649	090922	ST JOSEPH COUNTY SHERIFF DEPT	HIDTA MONEY	727-000-271.00	179.64
09/16/2022	ERAD	10650	090922	ALLEGAN COUNTY	HIDTA MONEY	727-000-271.00	589.60
		10650	090922A		HIDTA MONEY	727-000-271.00	684.86
							1,274.46
09/16/2022	ERAD	10651	091222	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	695.70
		10651	091322		FORFEITURE - OPR	727-000-253.00	3,771.20
							4,466.90
09/16/2022	ERAD	10652	2031143343891	CONSUMERS ENERGY	FORFEITURE - OPR	727-000-253.00	310.12

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09/16/2022	ERAD	10653	091222	JAMES M. ANDERSON P.C.	FORFEITURE - OPR	727-000-253.00	3,650.00
09/16/2022	ERAD	10654	091522	SEMCO ENERGY	FORFEITURE - OPR	727-000-253.00	88.37
09/16/2022	ERAD	10655	601067325	CENTURYLINK	FORFEITURE - OPR	727-000-253.00	0.02
09/16/2022	ERAD	10656	091222	CITY OF SPRINGFIELD	FORFEITURE - OPR	727-000-253.00	261.39
09/16/2022	ERAD	10657	090922	TWP. OF KALAMAZOO/SHERINE MILHIDTA MONEY		727-000-271.00	105.40
09/16/2022	ERAD	10658	120594064	ROSE PEST SOLUTIONS	FORFEITURE - OPR	727-000-253.00	87.00
09/16/2022	POOL	50534	88481064	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	27.80
		50534	88497748		OPERATING SUPPLIES	206-336-740.00	13.90
		50534	88516278		OPERATING SUPPLIES	206-336-740.00	27.80
		50534	59555134		OPERATING SUPPLIES	206-336-740.00	7.00
		50534	59555133		OPERATING SUPPLIES	206-336-740.00	14.00
		50534	88505355		OPERATING SUPPLIES	206-336-740.00	27.80
		50534	59555065		OPERATING SUPPLIES	206-336-740.00	14.00
							132.30
09/16/2022	POOL	50535	61400	APOLLO FIRE EQUIPMENT	MAINT. - VEHICLE	206-336-939.00	259.73
09/16/2022	POOL	50536	082922	BAUCKHAM, SPARKS, THALL,	LEGAL SERVICES-BD. MEET.	101-101-826.00	870.00
		50536	082922		LEGAL SERVICES - GEN TWP	101-200-827.00	2,549.81
		50536	082922		LEGAL SERVICES - GEN TWP	101-310-827.00	3,455.00
		50536	082922		LEGAL SERVICES - GEN TWP	101-400-827.00	1,980.00
		50536	082922		LEGAL SERVICE	206-336-827.00	2,420.00
		50536	082922		LEGAL SERVICES - GEN TWP	207-301-827.00	1,420.00
							12,694.81
09/16/2022	POOL	50537	179935	BUIST ELECTRIC	BUILDING IMPROVEMENTS	402-265-975.00	4,054.00
09/16/2022	POOL	50538	081722	BORGESS LIFE SUPPORT	PURCHASED & MAINT. SERVICE	206-336-811.00	20.00
09/16/2022	POOL	50539	090122	METRO FIBERNET LLC	UTILITIES - CABLE/INTERNET	101-200-922.00	200.00
		50539	090122		TELEPHONE	206-336-853.00	809.08
		50539	090122		UTILITIES - CABLE/INTERNET	206-336-922.01	450.00
		50539	090122		UTILITIES - CABLE/INTERNET	206-336-922.02	748.00
		50539	090122		UTILITIES - CABLE/INTERNET	206-336-922.03	450.00
		50539	090122		UTILITIES - CABLE/INTERNET	206-336-922.04	450.00
		50539	090122		PURCHASED SERVICE	207-301-811.00	550.00
							3,657.08
09/16/2022	POOL	50540	207058237155	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-200-921.00	3,289.86
09/16/2022	POOL	50541	205990972275	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	29,395.00

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09/16/2022	POOL	50542	WK087668	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	101-265-740.00	1,138.51
09/16/2022	POOL	50543	0284753090122	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	206-336-922.01	109.99
		50543	0026220090122		UTILITIES - CABLE/INTERNET	206-336-922.02	142.63
		50543	0100199090122		UTILITIES - CABLE/INTERNET	206-336-922.02	56.72
		50543	0025941090122		UTILITIES - CABLE/INTERNET	206-336-922.03	99.33
		50543	0284811090122		UTILITIES - CABLE/INTERNET	206-336-922.04	109.99
		50543	0284829090122		UTILITIES - CABLE/INTERNET	206-336-922.04	109.99
							628.65
09/16/2022	POOL	50544	090222	FIRST NATIONAL BANK OF OMAHA	PURITY CYLINDER	101-265-740.00	66.63
		50544	090222		KAL-BLUE, INC	101-265-811.00	129.31
		50544	090222		QUALITY PRECAST INC	101-265-931.00	206.00
		50544	090222		VISTAPRINT	206-336-740.00	45.57
		50544	090222		THE SUPPLY CACHE	206-336-747.00	512.75
		50544	090222		AMAZON MKTPLC	206-336-747.00	104.35
		50544	090222		HARBOR FREIGHT TOOLS	206-336-747.00	257.85
		50544	090222		MFIS	206-336-862.00	455.00
		50544	090222		TRAFFICSAFETYSTORE.COM	206-336-931.00	49.20
		50544	090222		EBAY	206-336-933.00	53.99
		50544	090222		BEARING SERVICE	206-336-939.00	29.00
		50544	090222		ALRO STEEL CORP	206-336-939.00	256.20
		50544	090222		AMAZON MKTPLC	206-336-939.00	29.65
		50544	090222		TRACTOR SUPPLY	206-336-939.00	90.96
		50544	090222		GREAT LAKES CHEMICAL	206-336-939.00	1,800.00
		50544	090222		RESCMETALS	206-336-939.00	25.44
		50544	090222		GALLOUP	206-336-939.00	1,250.64
		50544	090222		WAVE	206-336-960.00	35.00
							5,397.54
09/16/2022	POOL	50545	090222A	FIRST NATIONAL BANK OF OMAHA	MTA	101-101-862.00	104.00
		50545	090222A		MTA	101-215-862.00	104.00
		50545	090222A		IIMC	101-215-862.01	50.00
		50545	090222A		LOCAL GOVT EDUCATION	101-215-862.01	299.00
		50545	090222A		MTA	101-215-862.01	156.00
		50545	090222A		CAPTUS PRESS INC	101-215-862.01	100.00
		50545	090222A		VISIONEERCO	101-215-862.01	60.00
		50545	090222A		NAGARA	101-215-862.01	50.00
							923.00
09/16/2022	POOL	50546	090222B	FIRST NATIONAL BANK OF OMAHA	GRAND TRAV RESORT	101-175-862.00	209.00
		50546	090222B		ZOOM	258-425-811.00	109.98

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							318.98
09/16/2022	POOL	50547	090222C	FIRST NATIONAL BANK OF OMAHA	TECHSMITH	207-301-727.00	45.78
		50547	090222C		AMAZON.COM	207-301-747.00	249.99
		50547	090222C		AMAZON MKTPLC	207-301-747.00	7.49
		50547	090222C		WESTIN HOTELS	207-301-862.00	1,272.40
		50547	090222C		MACP	207-301-862.00	280.00
		50547	090222C		ZOOM	258-425-811.00	14.99
							<u>1,870.65</u>
09/16/2022	POOL	50548	162670	FIRE SAFETY USA, INC.	SMALL TOOLS & EQUIPMENT	206-336-747.00	420.00
		50548	162798		MAINT. - VEHICLE	206-336-939.00	355.00
		50548	162604		MAINT. - VEHICLE	206-336-939.00	1,040.00
							<u>1,815.00</u>
09/16/2022	POOL	50549	2663	FURNITURE CITY BROADCASTING	C TOWER RENT - RAVINE ROAD	207-301-931.65	1,687.30
09/16/2022	POOL	50550	2089500	GORDON WATER	OPERATING SUPPLIES	207-301-740.00	129.99
09/16/2022	POOL	50551	082422	GRAND VALLEY STATE UNIVERSITY	TUITION/TRAINING	266-320-960.00	1,700.00
09/16/2022	POOL	50552	4435-784703	HARMON GLASS DOCTOR	MAINT. - VEHICLE	207-301-939.00	340.00
		50552	4435-784701		MAINT. - VEHICLE	207-301-939.00	340.00
							<u>680.00</u>
09/16/2022	POOL	50553	2392529-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-175-727.00	89.13
		50553	2389731-0		OFFICE SUPPLIES	101-200-727.00	703.65
		50553	2378976-0		OFFICE SUPPLIES	101-200-727.00	142.40
							<u>935.18</u>
09/16/2022	POOL	50554	110040	JBM TECHNOLOGY	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	372.00
09/16/2022	POOL	50555	22-06-08	KALAMAZOO AREA BUILDING AUTHO	PURCHASED SERVICE	101-310-811.00	800.00
09/16/2022	POOL	50556	53830	ROAD COMMISSION OF KALAMAZOO	ROAD MAINTENANCE	101-446-969.00	1,619.81
		50556	53831		ROAD MAINTENANCE	101-446-969.00	18,045.76
		50556	53832		ROAD MAINTENANCE	101-446-969.00	12,651.99
		50556	53833		ROAD MAINTENANCE	101-446-969.00	12,685.58
		50556	53834		ROAD MAINTENANCE	101-446-969.00	3,350.25
		50556	53835		ROAD MAINTENANCE	101-446-969.00	13,640.20
		50556	53836		ROAD MAINTENANCE	101-446-969.00	14,987.01
		50556	53837		ROAD MAINTENANCE	101-446-969.00	9,123.16
		50556	53838		ROAD MAINTENANCE	101-446-969.00	11,093.02
		50556	53839		ROAD MAINTENANCE	101-446-969.00	3,196.06
		50556	53840		ROAD MAINTENANCE	101-446-969.00	5,210.74
		50556	53852		CONSTRUCTION COSTS	883-520-973.00	1,193.81

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		50556	53821		CONSTRUCTION COSTS	883-520-973.00	(1,381.41)
							105,415.98
09/16/2022	POOL	50557	082522	KALAMAZOO COUNTY TREASURER	TRAILER TAX	701-000-254.00	2,058.00
		50557	082522A		TRAILER TAX	701-000-254.00	514.50
							2,572.50
09/16/2022	POOL	50558	14-0026958	KAL. COUNTY HEALTH & COMM SERS	SOLID WASTE	226-527-811.00	1,021.37
09/16/2022	POOL	50559	J332465	ENGINEERED PROTECTION SYSTEMS	STATION UPGRADES & EQUIP	811-440-983.06	4,728.23
		50559	J332449		STATION UPGRADES & EQUIP	811-440-983.06	3,687.41
							8,415.64
09/16/2022	POOL	50560	42357	R.W. LAPINE, INC.	PURCHASED & MAINT. SERVICE	206-336-811.00	333.85
		50560	42355		PURCHASED & MAINT. SERVICE	206-336-811.00	179.89
		50560	42551		PURCHASED & MAINT. SERVICE	206-336-811.00	369.66
							883.40
09/16/2022	POOL	50561	9632	BIO-CARE, INC.	HEALTH MGMT	206-336-914.00	3,845.40
09/16/2022	POOL	50562	39898	AUTOMOTIVE SPECIALTY	MAINT. - VEHICLE	206-336-939.00	1,376.95
09/16/2022	POOL	50563	76590	MENARDS - KALAMAZOO EAST	OPERATING SUPPLIES	206-336-740.00	60.79
		50563	76161		SMALL TOOLS & EQUIPMENT	206-336-747.00	109.86
		50563	76128		SMALL TOOLS & EQUIPMENT	206-336-747.00	12.49
		50563	75985		MAINT. - BUILDING	206-336-931.00	60.70
		50563	75947		MAINT. - BUILDING	206-336-931.00	47.92
		50563	76199		MAINT. - VEHICLE	206-336-939.00	115.63
		50563	76042		MAINT. - VEHICLE	206-336-939.00	13.97
							421.36
09/16/2022	POOL	50564	3683	ROBERT LAMSON, LLC	EMPLOYMENT TESTING	207-301-812.00	150.00
		50564	3700		EMPLOYMENT TESTING	207-301-812.00	150.00
		50564	3643		EMPLOYMENT TESTING	207-301-812.00	150.00
		50564	3697		EMPLOYMENT TESTING	207-301-812.00	150.00
							600.00
09/16/2022	POOL	50565	98027	MIDWAY CHEVROLET, INC.	MAINT. - VEHICLE	207-301-939.00	74.86
09/16/2022	POOL	50566	7441	MAGLOCLEN	DUES/SUBS/PUBL	207-301-732.00	400.00
09/16/2022	POOL	50567	IN00044428	PACE SYSTEMS, INC	SOFTWARE PROGRAMS	207-301-742.00	2,400.00
09/16/2022	POOL	50568	288489	RIDGE COMPANY	MAINT. - VEHICLE	206-336-939.00	142.05
09/16/2022	POOL	50569	811680	NYE UNIFORM CO.	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	15.40

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		50569	811692		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	15.40
		50569	811697		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	15.40
		50569	811720		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	15.40
		50569	825060		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	176.88
		50569	811689		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	155.00
		50569	811695		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	155.00
		50569	811721		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	155.00
		50569	811701		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	155.00
		50569	825059		UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	134.50
							992.98
09/16/2022	POOL	50570	INV-02752-D2N2T4	ECF DATA, LLC	SOFTWARE PROGRAMS/FEES	101-200-742.00	425.00
		50570	INV-02752-D2N2T4		SOFTWARE PROGRAMS	207-301-742.00	425.00
							850.00
09/16/2022	POOL	50571	081722	OKUN BROTHERS SHOES, INC.	PERSONAL EQUIPMENT ALLOWANCE	206-336-748.00	93.00
09/16/2022	POOL	50572	SI-126748	PHOENIX SAFETY OUTFITTERS	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	696.24
09/16/2022	POOL	50573	0832	SHARP SHOP	SMALL TOOLS & EQUIPMENT	206-336-747.00	422.42
09/16/2022	POOL	50574	11847971	SPARTAN DISTRIBUTORS, INC	PURCHASED MAINT. SERVICE	584-698-814.00	729.86
		50574	11847970		PURCHASED MAINT. SERVICE	584-698-814.00	1,083.10
							1,812.96
09/16/2022	POOL	50575	551-604954	STATE OF MICHIGAN	SOR EXPENSE	217-301-956.01	30.00
09/16/2022	POOL	50576	091522	STATE OF MICHIGAN	MAINT. - VEHICLE	207-301-939.00	91.00
09/16/2022	POOL	50577	18463	SIGN IMPRESSIONS, INC.	MAINT. - VEHICLE	206-336-939.00	977.00
09/16/2022	POOL	50578	9914802684	VERIZON WIRELESS	TELEPHONE	101-200-853.00	41.02
		50578	9914802684		TELEPHONE	206-336-853.00	306.14
		50578	9914802684		TELEPHONE	207-301-853.00	959.95
							1,307.11
09/16/2022	POOL	50579	28226	WEST SHORE FIRE, INC.	MAINT. - MACHINE	206-336-934.00	75.74
09/16/2022	POOL	50580	INV90466	WITMER PUBLIC SAFETY	SMALL TOOLS & EQUIPMENT	206-336-747.00	125.01
		50580	INV87573		SMALL TOOLS & EQUIPMENT	206-336-747.00	161.83
		50580	INV88449		SMALL TOOLS & EQUIPMENT	206-336-747.00	355.90
							642.74
09/16/2022	POOL	50581	25035049	DORRANCE FORD	MAINT. - VEHICLE	207-301-939.00	107.06
		50581	26058588		MAINT. - VEHICLE	207-301-939.00	60.20
		50581	26058587		MAINT. - VEHICLE	207-301-939.00	60.20

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		50581	26058611		MAINT. - VEHICLE	207-301-939.00	55.71
		50581	26058610		MAINT. - VEHICLE	207-301-939.00	55.71
							338.88
09/16/2022	POOL	50582	01413	LOWE'S COMPANIES, INC.	OPERATING SUPPLIES	101-265-740.00	141.27
09/16/2022	POOL	50583	1568856	MILLER, CANFIELD, PADDOCK	LEGAL SERVICE	206-336-827.00	6,188.00
09/16/2022	POOL	50584	1093	POWERS PROPERTY MANAGEMENT, L	MAINT. - GROUNDS	101-265-932.00	211.20
		50584	1093		REPAIRS - MAINT. GROUNDS	101-751-932.00	3,028.80
							3,240.00
09/16/2022	POOL	50585	090122	TRANSUNION RISK AND ALTERNATI	INVESTIGATIVE OPERATIONS	207-301-782.00	94.20
09/16/2022	POOL	50586	17474583	W.S. DARLEY & CO.	SMALL TOOLS & EQUIPMENT	206-336-747.00	1,684.27
09/16/2022	POOL	50587	083122	KATHLEEN FOLDENAUER	UNIFORM CLEANING	207-301-749.00	25.00
09/20/2022	TAX	2173	09/20/2022	KALAMAZOO CHARTER TOWNSHIP	REFUND	704-000-230.00	0.87
		2173	09/20/2022		REFUND	704-000-230.00	0.30
		2173	09/20/2022		REFUND	704-000-230.00	4.00
		2173	09/20/2022		REFUND	704-000-230.00	0.30
		2173	09/20/2022		REFUND	704-000-230.00	0.20
		2173	09/20/2022		REFUND	704-000-230.00	0.06
		2173	09/20/2022		REFUND	704-000-230.00	0.02
		2173	09/20/2022		REFUND	704-000-230.00	1.00
		2173	09/20/2022		REFUND	704-000-230.00	3.00
		2173	09/20/2022		REFUND	704-000-230.00	0.10
		2173	09/20/2022		REFUND	704-000-230.00	2.00
		2173	09/20/2022		REFUND	704-000-230.00	0.04
		2173	09/20/2022		REFUND	704-000-230.00	0.01
		2173	09/20/2022		REFUND	704-000-230.00	1.27
		2173	09/20/2022		REFUND	704-000-230.00	0.70
							13.87
09/20/2022	TAX	2174	09/20/2022	KALAMAZOO CHARTER TOWNSHIP	REFUND	704-000-230.00	0.48
		2174	09/20/2022		REFUND	704-000-230.00	3.00
		2174	09/20/2022		REFUND	704-000-230.00	0.11
		2174	09/20/2022		REFUND	704-000-230.00	0.87
		2174	09/20/2022		REFUND	704-000-230.00	0.40
							4.86
09/20/2022	TAX	2175	09/20/2022	KIMBERLY MYERS	REFUND	704-000-230.00	243.72
09/20/2022	TAX	2176	09/20/2022	RECKNAGEL, HANNAH	REFUND	704-000-230.00	592.15

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09/20/2022	TAX	2177	09/20/2022	HINSHAW, SARAH	REFUND	704-000-230.00	119.20
09/20/2022	TAX	2178	09/20/2022	BARYLAK, THERESA M.	REFUND	704-000-230.00	8.00
09/20/2022	TAX	2179	09/20/2022	BOZEMAN, STEVEN A. SR.	REFUND	704-000-230.00	345.57
09/20/2022	TAX	2180	09/20/2022	DARDEN, ANNIE RUTH	REFUND	704-000-230.00	80.05
09/20/2022	TAX	2181	09/20/2022	WHEATON, RANDY C.	REFUND	704-000-230.00	261.11
09/20/2022	TAX	2182	09/20/2022	L HUTCHISON	REFUND	704-000-230.00	10.00
09/20/2022	TAX	2183	09/20/2022	DOMA INSURANCE AGENCY INC	REFUND	704-000-230.00	50.15
09/20/2022	TAX	2184	09/20/2022	WOLTJER, MARCIA	REFUND	704-000-230.00	7.00
09/20/2022	TAX	2185	09/20/2022	VENEMA, STACEY ANN	REFUND	704-000-230.00	2,440.45
09/20/2022	TAX	2186	09/20/2022	MINOR, JASON	REFUND	704-000-230.00	4,128.64
09/20/2022	TAX	2187	09/20/2022	KAL. PROBATION ENHANCEMENT PR	REFUND	704-000-230.00	416.63
09/20/2022	TAX	2188	09/20/2022	VANDERWEELE, BRUCE A. & DENIS	REFUND	704-000-230.00	10.00
09/20/2022	TAX	2189	09/20/2022	JEFFREY BENDICT	REFUND	704-000-230.00	511.68
09/20/2022	TAX	2190	09/20/2022	CHICAGO TITLE OF MICHIGAN	REFUND	704-000-230.00	1,902.88
09/20/2022	TAX	2191	09/20/2022	CITIZENS	REFUND	704-000-230.00	558.25
09/20/2022	TAX	2192	09/20/2022	FLAGSTAR BANK	REFUND	704-000-230.00	446.70
09/20/2022	TAX	2193	09/20/2022	BSI FINANCIAL SERVICES	REFUND	704-000-230.00	1,047.11
09/20/2022	TAX	2194	09/20/2022	FLAGSTAR BANK	REFUND	704-000-230.00	363.05
09/20/2022	TAX	2195	09/20/2022	HUNTINGTON BANK	REFUND	704-000-230.00	862.68
09/20/2022	TAX	2196	09/20/2022	CALIBER HOME LOANS	REFUND	704-000-230.00	616.00
09/20/2022	TAX	2197	09/20/2022	CENTRAL LOAN ADMIN	REFUND	704-000-230.00	176.01
09/20/2022	TAX	2198	09/20/2022	CALIBER HOMES	REFUND	704-000-230.00	471.88
09/20/2022	TAX	2199	09/20/2022	CHASE	REFUND	704-000-230.00	1,047.27
09/20/2022	TAX	2200	09/20/2022	NATIONSTAR MTG CO	REFUND	704-000-230.00	880.66
09/20/2022	TAX	2201	09/20/2022	SERVICE MAC	REFUND	704-000-230.00	693.46
09/20/2022	TAX	2202	09/20/2022	UNION HOME MORTGAGE	REFUND	704-000-230.00	1,261.52
09/20/2022	TAX	2203	09/20/2022	LAKE MICHIGAN CREDIT UNION	REFUND	704-000-230.00	447.64
09/20/2022	TAX	2204	09/20/2022	AMERIFIST FINANCIAL	REFUND	704-000-230.00	1,361.40

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09/20/2022	TAX	2205	09/20/2022	SERVICEMAC INC	REFUND	704-000-230.00	879.55
09/23/2022	ERAD	10659	091922	ALEX HARLESS	HIDTA MONEY	727-000-271.00	151.38
09/23/2022	ERAD	10660	091422	COMCAST	FORFEITURE - OPR	727-000-253.00	255.40
09/23/2022	ERAD	10661	092122	MIDDLEVILLE ASSOCIATES, LLC	HIDTA MONEY	727-000-271.00	2,274.19
09/23/2022	ERAD	10662	092122	SUSAN A MCCARTHY	FORFEITURE - OPR	727-000-253.00	40.00
09/23/2022	ERAD	10663	092222	SOUTHWEST ENFORCEMENT	FORFEITURE - OPR	727-000-253.00	8,200.00
09/30/2022	ERAD	10664	205991006922	CONSUMERS ENERGY	FORFEITURE - OPR	727-000-253.00	46.49
		10664	205991006921		FORFEITURE - OPR	727-000-253.00	549.01
							595.50
09/30/2022	ERAD	10665	1072	LARRY L EIB	FORFEITURE - OPR	727-000-253.00	240.00
09/30/2022	ERAD	10666	269962174709C	AT&T	FORFEITURE - OPR	727-000-253.00	49.40
09/30/2022	ERAD	10667	092622	STATE OF MICHIGAN	HIDTA MONEY	727-000-271.00	4,019.17
09/30/2022	ERAD	10668	9916013981	VERIZON WIRELESS	FORFEITURE - OPR	727-000-253.00	303.18
09/30/2022	ERAD	10669	5316529-2529-2	WASTE MANAGEMENT OF MICHIGAN	FORFEITURE - OPR	727-000-253.00	215.80
09/30/2022	TAX	2206	091422	KALAMAZOO COUNTY TREASURER	DUE TO COUNTY OPERATING	704-000-222.00	1,516,196.42
		2206	091422A		DUE TO COUNTY OPERATING	704-000-222.00	212.48
		2206	091422B		SCH. #01 - S.E.T.	704-000-225.01	1,454,938.03
		2206	091422C		SCH. #32 - S.E.T.	704-000-226.01	243,890.03
		2206	091422D		SCH. #40 - S.E.T.	704-000-227.01	259,989.90
							3,475,226.86
09/30/2022	TAX	2207	091422	KCBRA	DUE TO COUNTY OPERATING	704-000-222.00	149.69
		2207	091422A		DUE TO COUNTY OPERATING	704-000-222.00	78.11
		2207	091422B		KRESA ISD	704-000-223.00	225.75
		2207	091422C		SCH. #01 - S.E.T.	704-000-225.01	101.20
		2207	091422D		SCH. #40 - S.E.T.	704-000-227.01	193.91
		2207	091422E		SCH. #40 - OPERATING	704-000-227.02	578.19
		2207	091422F		PARCHMENT SD #40 - SINKING FUND	704-000-227.17	63.18
							1,390.03
09/30/2022	TAX	2208	091422	KRESA	KRESA ISD	704-000-223.00	586,779.27
09/30/2022	TAX	2209	091422	KALAMAZOO COUNTY LAND BANK	DUE TO COUNTY OPERATING	704-000-222.00	212.46
		2209	091422A		SCH. #01 - S.E.T.	704-000-225.01	275.22
							487.68

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09/30/2022	TAX	2210	091422	SCHOOL DISTRICT #32	SCH. #32 - OPERATING	704-000-226.02	381,199.87
		2210	091422A		SCH. #32 - DEBT	704-000-226.03	223,565.57
		2210	091422B		SCH #32 - SINKING FUND	704-000-226.17	40,475.42
							645,240.86
09/30/2022	TAX	2211	091422	PARCHMENT PUBLIC SCHOOLS	SCH. #40 - OPERATING	704-000-227.02	273,068.02
		2211	091422A		SCH. #40 - DEBT	704-000-227.03	304,136.09
		2211	091422B		PARCHMENT SD #40 - SINKING FUND	704-000-227.17	84,754.20
							661,958.31
09/30/2022	TAX	2212	091422	TWP. OF KALAMAZOO/SHERINE MILADMINISTRATIVE FEE		704-000-214.03	53,754.14
09/30/2022	TAX	2213	091422	STATE OF MICHIGAN	COUNTY - IFT	704-000-222.01	1,799.98
		2213	091422B		SCH. #01 - S.E.T.	704-000-225.01	275.25
		2213	091422A		ACT - SCH #01 - S.E.T.	704-000-225.04	4,663.37
							6,738.60
09/30/2022	POOL	50597	090622	ACCIDENT FUND COMPANY	WORKER'S COMP.	101-200-913.00	1,987.41
		50597	090622		INSURANCE - WORKERS COMP	206-336-913.00	17,886.69
		50597	090622		WORKER'S COMP.	207-301-913.00	29,779.99
		50597	090622		WORKER'S COMP.	267-301-913.00	31.16
							49,685.25
09/30/2022	POOL	50598	12488618	CERTASITE, LLC	SMALL TOOLS & EQUIPMENT	206-336-747.00	538.25
09/30/2022	POOL	50599	9569	ABRAXAS	PURCHASED SERVICE	101-200-811.00	90.00
		50599	9551		PURCHASED SERVICE	101-200-811.00	180.00
		50599	9550		PURCHASED SERVICE	207-301-811.00	404.55
							674.55
09/30/2022	POOL	50600	204656194544	CONSUMERS ENERGY	UTILITIES - ELECTRIC	206-336-921.04	668.66
		50600	203944276149		UTILITIES - NATURAL GAS	206-336-923.04	39.12
							707.78
09/30/2022	POOL	50601	601013019756	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	4,330.15
09/30/2022	POOL	50602	3360856	EDWARDS INDUSTRIAL SALES, INC	MAINT. - VEHICLE	206-336-939.00	159.94
		50602	3360197		MAINT. - VEHICLE	206-336-939.00	28.26
							188.20
09/30/2022	POOL	50603	WK087668-1	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	101-265-740.00	176.92
09/30/2022	POOL	50604	0164428IN	ENTENMANN-ROVIN CO.	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	17.00
09/30/2022	POOL	50605	137887	FADER EQUIPMENT, INC.	RENTALS - EQUIPMENT	101-276-945.00	280.00

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09/30/2022	POOL	50606	0614877092322	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	101-200-922.00	293.50
		50606	0095704091622		UTILITIES - CABLE/INTERNET	206-336-922.01	150.39
		50606	0026212091622		UTILITIES - CABLE/INTERNET	206-336-922.04	150.39
							594.28
09/30/2022	POOL	50607	2095478	GORDON WATER	OPERATING SUPPLIES	101-200-740.00	15.15
		50607	2095478		OPERATING SUPPLIES	207-301-740.00	79.49
							94.64
09/30/2022	POOL	50608	2398644-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-171-727.00	71.90
		50608	2395581-0		OFFICE SUPPLIES	101-200-727.00	98.40
		50608	2394225-0		OFFICE SUPPLIES	207-301-727.00	270.98
							441.28
09/30/2022	POOL	50609	21435	J. ALLEN & COMPANY	CAPITAL OUTLAY	101-751-970.00	58,800.00
09/30/2022	POOL	50610	0010418075	MLIVE MEDIA GROUP	NOTICES & PUBLICATIONS	101-200-903.00	1,401.68
09/30/2022	POOL	50611	36100-254211E	KALAMAZOO GAZETTE	DUES/SUBS/PUBL	206-336-732.00	167.73
09/30/2022	POOL	50612	42432	KRESA PRINT CENTER	OFFICE SUPPLIES	207-301-727.00	50.54
09/30/2022	POOL	50613	091522	KALAMAZOO OIL CO.	GAS & OIL	207-301-751.00	3,072.20
09/30/2022	POOL	50614	IN198343	KIESLER'S POLICE SUPPLY, INC.	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	67.75
09/30/2022	POOL	50615	43034	R.W. LAPINE, INC.	PURCHASED SERVICE	101-265-811.00	130.00
09/30/2022	POOL	50616	76822	MENARDS - KALAMAZOO EAST	MAINT. - BUILDING	206-336-931.00	134.62
		50616	76789		MAINT. - VEHICLE	206-336-939.00	25.12
							159.74
09/30/2022	POOL	50617	09192022	AT&T MOBILITY	TELEPHONE	206-336-853.00	396.16
09/30/2022	POOL	50618	4106A	DECKER AGENCY	INSURANCE - GENERAL	207-301-912.00	55.00
09/30/2022	POOL	50619	19787636	MCKESSON MEDICAL SURGICAL	OPERATING SUPPLIES	206-336-740.00	166.93
		50619	19786484		OPERATING SUPPLIES	206-336-740.00	1,377.03
		50619	19791833		OPERATING SUPPLIES	206-336-740.00	49.78
		50619	19789032		OPERATING SUPPLIES	206-336-740.00	1,290.95
							2,884.69
09/30/2022	POOL	50620	21-061-7	MCKENNA ASSOCIATES, INC.	PURCHASED SERVICE	101-200-811.00	1,672.00
		50620	21-028-16		PLANNING CONSULTANT	101-400-821.00	11,375.00
		50620	21-028-16A		ZONING/DEVELOPMENT ESCROW	701-000-240.00	889.25
		50620	21-028-16B		ZONING/DEVELOPMENT ESCROW	701-000-240.00	125.40

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							14,061.65
09/30/2022	POOL	50621	424957	RIDGE COMPANY	MAINT. - VEHICLE	206-336-939.00	104.48
		50621	288899		MAINT. - VEHICLE	206-336-939.00	23.88
							128.36
09/30/2022	POOL	50622	811681	NYE UNIFORM CO.	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	47.52
09/30/2022	POOL	50623	198822	JONS TO GO	OPERATING SUPPLIES	101-751-740.00	125.00
		50623	198821		OPERATING SUPPLIES	101-751-740.00	125.00
							250.00
09/30/2022	POOL	50624	551-064699	STATE OF MICHIGAN	MISCELLANEOUS	217-301-956.00	908.25
09/30/2022	POOL	50625	092122	NORTHSIDE MINISTERIAL ALLIANC	DUES/SUBS/PUBL	101-175-732.00	100.00
		50625	091522		DUES/SUBS/PUBL	207-301-732.00	100.00
							200.00
09/30/2022	POOL	50626	INV05518	WMU HOMER STRYKER MD SCHOOL	HEALTH MGMT	207-301-914.00	40.00
09/30/2022	POOL	50627	69749	PREIN & NEWHOF, INC.	ENGINEERING SERVICES	101-400-820.00	22.50
		50627	69855		ENGINEERING SERVICES	101-400-820.00	22.50
		50627	69815		SIDEWALK MAINTENANCE	101-446-969.01	696.00
		50627	69826		ZONING/DEVELOPMENT ESCROW	701-000-240.00	464.00
		50627	69827		ZONING/DEVELOPMENT ESCROW	701-000-240.00	486.50
		50627	69751		ENGINEERING FEES	883-520-820.00	8,324.00
		50627	69750		ENGINEERING FEES	883-520-820.00	232.00
		50627	69730		ENGINEERING FEES	883-520-820.00	116.00
		50627	69727		ENGINEERING FEES	883-520-820.00	616.50
							10,980.00
09/30/2022	POOL	50628	0021200	WILLIAMS ASSOCIATES ARCHITECT	PURCHASED SERVICE	101-200-811.00	2,100.00
		50628	0021189		PURCHASED SERVICE	101-200-811.00	906.62
							3,006.62
09/30/2022	POOL	50629	120597962	ROSE PEST SOLUTIONS	PURCHASED SERVICE	101-265-811.00	80.00
		50629	120598986		PURCHASED SERVICE	101-265-811.00	475.00
							555.00
09/30/2022	POOL	50630	01156	LOWE'S COMPANIES, INC.	OPERATING SUPPLIES	101-265-740.00	13.29
		50630	01671		SMALL TOOLS & EQUIPMENT	206-336-747.00	179.54
							192.83
09/30/2022	POOL	50631	28269	ON DUTY GEAR, LLC	NEW EQUIPMENT	810-440-983.00	5,610.00

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
09/30/2022	POOL	50632	1114	POWERS PROPERTY MANAGEMENT,	L PURCHASED SERVICE	101-310-811.00	324.00
09/30/2022	POOL	50633	091722	SUPERFLEET MASTERCARD PROGRAM	GAS & OIL	206-336-751.00	471.75
09/30/2022	POOL	50634	017000583	XEROX CORPORATION	PURCHASED SERVICE	101-200-811.00	438.83
		50634	017000582		PURCHASED SERVICE	207-301-811.00	409.72
							848.55
09/30/2022	POOL	50635	69028	MICHIGAN OFFICE ENVIRONMENTS	NEW EQUIPMENT	810-440-983.00	4,864.52
		50635	69027		NEW EQUIPMENT	810-440-983.00	3,165.60
							8,030.12
				TOTAL - ALL FUNDS	TOTAL OF 189 CHECKS		6,789,345.90

--- GL TOTALS ---

101-101-826.00	LEGAL SERVICES-BD. MEET.	870.00
101-101-862.00	TRAVEL - CONFERENCES	104.00
101-171-727.00	OFFICE SUPPLIES	71.90
101-175-727.00	OFFICE SUPPLIES	89.13
101-175-732.00	DUES/SUBS/PUBL	100.00
101-175-862.00	TRAVEL - CONFERENCES	209.00
101-200-727.00	OFFICE SUPPLIES	1,253.70
101-200-740.00	OPERATING SUPPLIES	15.15
101-200-742.00	SOFTWARE PROGRAMS/FEES	425.00
101-200-811.00	PURCHASED SERVICE	5,667.45
101-200-827.00	LEGAL SERVICES - GEN TWP	2,549.81
101-200-853.00	TELEPHONE	362.12
101-200-903.00	NOTICES & PUBLICATIONS	1,900.93
101-200-913.00	WORKER'S COMP.	1,987.41
101-200-921.00	UTILITIES - ELECTRIC	3,289.86
101-200-922.00	UTILITIES - CABLE/INTERNET	787.00
101-200-923.00	UTILITIES - NATURAL GAS	220.88
101-200-924.00	UTILITIES - WASTE/RECYCLE	516.45
101-200-927.00	UTILITIES - WATER	1,019.89
101-215-730.00	POSTAGE	1,285.98
101-215-862.00	TRAVEL - CONFERENCES	104.00
101-215-862.01	TRAVEL - CONFERENCES - STAFF	715.00
101-253-730.00	POSTAGE	288.80
101-253-740.00	OPERATING SUPPLIES	524.92
101-253-862.00	TRAVEL - CONFERENCES	359.00
101-265-740.00	OPERATING SUPPLIES	1,536.62
101-265-751.00	GAS & OIL	804.43
101-265-811.00	PURCHASED SERVICE	1,369.31
101-265-931.00	MAINT. - BUILDING	206.00
101-265-932.00	MAINT. - GROUNDS	211.20
101-276-924.00	UTILITIES - WASTE/RECYCLE	52.25
101-276-927.00	UTILITIES - WATER	167.36

User: MONICAK

CHECK DATE FROM 09/01/2022 - 09/30/2022

DB: Kalamazoo Twp

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
101-276-945.00					RENTALS - EQUIPMENT		280.00
101-310-811.00					PURCHASED SERVICE		11,324.00
101-310-827.00					LEGAL SERVICES - GEN TWP		3,455.00
101-400-820.00					ENGINEERING SERVICES		45.00
101-400-821.00					PLANNING CONSULTANT		11,375.00
101-400-827.00					LEGAL SERVICES - GEN. TWP.		1,980.00
101-446-969.00					ROAD MAINTENANCE		105,603.58
101-446-969.01					SIDEWALK MAINTENANCE		696.00
101-751-740.00					OPERATING SUPPLIES		250.00
101-751-921.00					UTILITIES - ELECTRIC		30.94
101-751-924.00					UTILITIES - WASTE/RECYCLE		45.50
101-751-932.00					REPAIRS - MAINT. GROUNDS		3,028.80
101-751-970.00					CAPITAL OUTLAY		58,800.00
206-336-727.00					OFFICE SUPPLIES		305.81
206-336-732.00					DUES/SUBS/PUBL		167.73
206-336-740.00					OPERATING SUPPLIES		3,123.35
206-336-747.00					SMALL TOOLS & EQUIPMENT		4,884.52
206-336-748.00					PERSONAL EQUIPMENT ALLOWANCE		93.00
206-336-751.00					GAS & OIL		3,298.97
206-336-811.00					PURCHASED & MAINT. SERVICE		1,032.40
206-336-827.00					LEGAL SERVICE		8,608.00
206-336-853.00					TELEPHONE		1,908.02
206-336-862.00					TRAVEL - CONFERENCES		455.00
206-336-913.00					INSURANCE - WORKERS COMP		17,886.69
206-336-914.00					HEALTH MGMT		3,845.40
206-336-921.01					UTILITIES - ELECTRIC		648.87
206-336-921.02					UTILITIES - ELECTRIC		815.31
206-336-921.03					UTILITIES - ELECTRIC		251.13
206-336-921.04					UTILITIES - ELECTRIC		1,523.44
206-336-922.01					UTILITIES - CABLE/INTERNET		860.77
206-336-922.02					UTILITIES - CABLE/INTERNET		947.35
206-336-922.03					UTILITIES - CABLE/INTERNET		549.33
206-336-922.04					UTILITIES - CABLE/INTERNET		970.76
206-336-923.01					UTILITIES - NATURAL GAS		109.50
206-336-923.02					UTILITIES - NATURAL GAS		132.11
206-336-923.03					UTILITIES - NATURAL GAS		20.18
206-336-923.04					UTILITIES - NATURAL GAS		39.12
206-336-924.01					UTILITIES - WASTE/RECYCLE		108.50
206-336-924.02					UTILITIES - WASTE/RECYCLE		108.50
206-336-924.03					UTILITIES - WASTE/RECYCLE		22.75
206-336-924.04					UTILITIES - WASTE/RECYCLE		108.50
206-336-927.01					UTILITIES - WATER		279.72
206-336-927.02					UTILITIES - WATER		224.56
206-336-927.03					UTILITIES - WATER		32.75
206-336-927.04					UTILITIES - WATER		120.54
206-336-931.00					MAINT. - BUILDING		292.44
206-336-933.00					MAINT. - RADIO		53.99
206-336-934.00					MAINT. - MACHINE		75.74

User: MONICAK

CHECK DATE FROM 09/01/2022 - 09/30/2022

DB: Kalamazoo Twp

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
206-336-939.00			MAINT. - VEHICLE				8,103.90
206-336-960.00			TUITION/TRAINING				35.00
207-301-727.00			OFFICE SUPPLIES				367.30
207-301-732.00			DUES/SUBS/PUBL				500.00
207-301-740.00			OPERATING SUPPLIES				209.48
207-301-742.00			SOFTWARE PROGRAMS				2,825.00
207-301-747.00			SMALL TOOLS & EQUIPMENT				257.48
207-301-748.00			UNIFORMS/PERSONAL EQUIPMENT				2,193.49
207-301-749.00			UNIFORM CLEANING				25.00
207-301-751.00			GAS & OIL				6,564.82
207-301-782.00			INVESTIGATIVE OPERATIONS				94.20
207-301-811.00			PURCHASED SERVICE				1,770.87
207-301-812.00			EMPLOYMENT TESTING				600.00
207-301-827.00			LEGAL				1,420.00
207-301-853.00			TELEPHONE				959.95
207-301-862.00			TRAVEL - CONFERENCES				1,552.40
207-301-912.00			INSURANCE - GENERAL				55.00
207-301-913.00			WORKER'S COMP.				29,779.99
207-301-914.00			HEALTH MGMT				40.00
207-301-931.65			TOWER RENT - RAVINE ROAD				1,687.30
207-301-939.00			MAINT. - VEHICLE				1,184.74
217-301-956.00			MISCELLANEOUS				908.25
217-301-956.01			SOR EXPENSE				30.00
219-448-921.00			UTILITIES - ELECTRIC				33,725.15
226-527-811.00			SOLID WASTE				42,171.71
258-425-811.00			PURCHASED SERVICE				124.97
266-320-960.00			TUITION/TRAINING				1,700.00
267-301-913.00			WORKER'S COMP.				31.16
402-265-975.00			BUILDING IMPROVEMENTS				4,054.00
584-698-814.00			PURCHASED MAINT. SERVICE				1,812.96
701-000-231.04			P/R DEDUCT - MISC. DEDUCT				5,456.41
701-000-240.00			ZONING/DEVELOPMENT ESCROW				1,965.15
701-000-254.00			TRAILER TAX				2,572.50
704-000-214.03			ADMINISTRATIVE FEE				61,996.93
704-000-222.00			DUE TO COUNTY OPERATING				1,753,107.11
704-000-222.01			COUNTY - IFT				1,799.98
704-000-223.00			KRESA ISD				672,194.48
704-000-225.01			SCH. #01 - S.E.T.				1,688,421.14
704-000-225.04			ACT - SCH #01 - S.E.T.				4,663.37
704-000-226.01			SCH. #32 - S.E.T.				288,774.21
704-000-226.02			SCH. #32 - OPERATING				456,553.07
704-000-226.03			SCH. #32 - DEBT				264,709.31
704-000-226.17			SCH #32 - SINKING FUND				47,924.37
704-000-227.01			SCH. #40 - S.E.T.				287,865.85
704-000-227.02			SCH. #40 - OPERATING				305,260.02
704-000-227.03			SCH. #40 - DEBT				337,187.22
704-000-227.17			PARCHMENT SD #40 - SINKING FUND				94,034.58
704-000-230.00			REFUND				22,259.14

User: MONICAK

CHECK DATE FROM 09/01/2022 - 09/30/2022

DB: Kalamazoo Twp

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
727-000-253.00					FORFEITURE - OPR		22,401.85
727-000-271.00					HIDTA MONEY		14,310.07
810-440-983.00					NEW EQUIPMENT		13,640.12
811-440-983.06					STATION UPGRADES & EQUIP		8,415.64
883-520-820.00					ENGINEERING FEES		9,288.50
883-520-921.00					UTILITIES - ELECTRIC		65.24
883-520-973.00					CONSTRUCTION COSTS		(187.60)
					TOTAL		6,789,345.90

10/05/2022

Check Register Report For
For Check Dates 09/01/2022 to 09/30/2022

Check Date	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit
09/30/2022		EMPLOYEE DIRECT DEPOSITS	\$429,359.68	\$0.00	\$301,166.86
09/19/2022	50588	COLONIAL LIFE	\$796.68	\$796.68	\$0.00
09/23/2022	50589	AMERICAN FAMILY LIFE ASSURANCE CO	\$494.93	\$494.93	\$0.00
09/23/2022	50590	BLUE CROSS BLUE SHIELD OF MICH	\$32,497.03	\$32,497.03	\$0.00
09/23/2022	50591	BLUE CROSS BLUE SHIELD OF MICHIGA	\$4,685.16	\$4,685.16	\$0.00
09/23/2022	50592	BLUE CROSS BLUE SHIELD OF MICHIGA	\$415.37	\$415.37	\$0.00
09/23/2022	50593	BLUE CARE NETWORK	\$25,933.05	\$25,933.05	\$0.00
09/23/2022	50594	COLONIAL LIFE	\$796.68	\$796.68	\$0.00
09/23/2022	50595	STANDARD INSURANCE COMPANY PC	\$6,323.29	\$6,323.29	\$0.00
09/28/2022	50596	FRATERNAL ORDER OF POLICE #98	\$1,821.96	\$1,821.96	\$0.00
09/13/2022	EFT2118	BURNHAM & FLOWER GROUP	\$781.68	\$781.68	\$0.00
09/13/2022	EFT2119	MISDU	\$265.52	\$265.52	\$0.00
09/13/2022	EFT2120	IRS	\$43,679.57	\$43,679.57	\$0.00
09/13/2022	EFT2121	KTPOA	\$300.00	\$300.00	\$0.00
09/13/2022	EFT2122	MERS	\$51,323.96	\$51,323.96	\$0.00
09/13/2022	EFT2123	ALERUS FINANCIAL, N.A.	\$7,166.54	\$7,166.54	\$0.00
09/13/2022	EFT2124	ALERUS FINANCIAL, N.A.	\$7,199.38	\$7,199.38	\$0.00
09/13/2022	EFT2125	STATE OF MICHIGAN	\$15,289.47	\$15,289.47	\$0.00
09/28/2022	EFT2126	BURNHAM & FLOWER GROUP	\$906.68	\$906.68	\$0.00
09/28/2022	EFT2127	EW FIRE DUES	\$120.00	\$120.00	\$0.00
09/28/2022	EFT2128	MISDU	\$265.52	\$265.52	\$0.00
09/28/2022	EFT2129	IRS	\$58,079.45	\$58,079.45	\$0.00
09/28/2022	EFT2130	KTPOA	\$300.00	\$300.00	\$0.00
09/28/2022	EFT2131	ALERUS FINANCIAL, N.A.	\$8,608.63	\$8,608.63	\$0.00
09/28/2022	EFT2132	ALERUS FINANCIAL, N.A.	\$16,123.42	\$16,123.42	\$0.00
09/28/2022	EFT2133	NW FIRE DUES	\$280.00	\$280.00	\$0.00
09/28/2022	EFT2134	WW FIRE DUES	\$391.59	\$391.59	\$0.00
09/30/2022		VENDOR DISBURSEMENTS	\$284,845.56	\$284,845.56	\$0.00
09/30/2022		TOTAL DISBURSEMENTS	\$714,205.24	\$284,845.56	\$301,166.86

Permit List

10/03/2022

Building

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB22-06-417	915 CAMPBELL AVE	06-17-210-100	ABBOTT, DALE J. & MAI	Southwest Michigan I	09/12/2022	\$104.00	\$2,000
Work Description: Install a new egress window system on the south side of the home per plans. Must meet 2015 MRC code requirements.							
PB22-06-420	3825 DEVONSHIRE AVE	06-18-215-240	GRICE, ROBERT	Brenton Rugg	09/21/2022	\$104.00	\$0
Work Description: Install a 5.67 KW, 14 panel roof mounted solar array per plans. Must meet section R 324 of the 2015 MRC code requirements.							
PB22-06-428	3326 NAZARETH RD	06-01-440-040	WINE, JOSHUA	Blue Line Remodeling	09/14/2022	\$104.00	\$0
Work Description: RECONSTRUCTION EXISTING 6 X 5 CONCRETE FRONT ENTRY STOOP AND STEPS WITH RAMPING PER PLANS.							
PB22-06-432	4021 ANDORA AVE	06-07-140-150	IZENBAARD, TIMOTHY		09/19/2022	\$176.00	\$15,000
Work Description: Finish approximately 750 s.f. of existing basement to include family room, 1 bedroom and 1 full bath per plans. NOTE: ELEC. SERVICE PANEL NOT TO BE LOCATED IN CLOSET OR BATHROOM.							
PB22-06-436	901 GRAND PRE AVE	06-17-131-020	CHAD AND GWEN MCD		09/20/2022	\$100.00	\$0
Work Description: Completion of renovation to dwelling started under permit PB21-06-450							
PB22-06-439	2225 WOODWARD AVE	06-09-255-081	GOODWIN, MARJORIE I		09/21/2022	\$223.00	\$0
Work Description: REMOVE AND STRIP INTERIOR TO BARE FRAMING, REMOVE INTERIOR WALLS, REPLACE ROOF SHEETING AND RETAIN NEW WALLS TO SUBMITTED ROOF PLAN. NEW INSULATION AND ROOF, WALL AND CEILING COVERINGS.							
PB22-06-447	530 JENKS BLVD	06-17-135-710	NORTHRUP-STANFILL, J	Southwest Michigan I	09/30/2022	\$104.00	\$0
Work Description: INSTALL BASEMENT EGRESS WINDOW PER PLANS.							
PB22-06-454	3330 SPRINGFIELD AVE	06-24-405-120	ALLEN, CHRISTOPHER J	Ayers Basement Syste	09/28/2022	\$104.00	\$0

Special Permit

Permit #	Job Address	Parcel Number	Owner	Contractor	Date Entere	Fee Total Due
PS21-06-070	1109 WILLIS AVE	06-24-306-360	PROPERTY OF WEALT		06/28/2021	<u>200.00</u>
Work Description: Property Maintenance request from Fire Dept						
	Property Maint. Re-inspection	Completed: 09/29/2022				
✓	Property Maint. Re-inspection	Completed: 09/22/2022				
	Property Maint. Re-inspection	Completed: 08/25/2022				
	Property Maint. Re-inspection	Completed: 07/08/2022				
	Property Maint. Re-inspection	Completed: 11/03/2021				
	Property Maintenance Inspectio	Completed: 06/28/2021				
PS21-06-087	4002 DOUGLAS/Mb Pk	06-04-215-011	MI 4004 DOUGLAS AVE.		08/19/2021	<u>100.00</u>
Work Description: Inspection requested by K-twp. Fire dept due to electrical pedestal fire.						
✓	Property Maint. Re-inspection	Completed: 09/23/2022				
	Property Maint. Re-inspection	Completed: 03/07/2022				
	Property Maintenance Inspectio	Completed: 08/19/2021				
PS21-06-103	1413 BARCLAY DR	06-11-140-260	O'BRIEN, PATRICK T. T		10/26/2021	<u>100.00</u>
✓	Work Description: Property Maintenance request from KTPD					
	Property Maintenance Inspectio	Completed: 09/30/2022				
	Property Maintenance Inspectio	Completed: 10/26/2021				
PS22-06-050	3634 MARKET ST	06-24-485-060	LILES, RAYMOND L.		09/14/2022	<u>100.00</u>
✓	Work Description: Property Maintenance request from Kalamazoo					
	Property Maintenance Inspectio	Completed: 09/16/2022				
PS22-06-051	200 LAKE FOREST BLVD	06-17-380-012	LAKE FOREST KALAM		09/15/2022	<u>100.00</u>
✓	Work Description: Property Maintenance request from Kalamazoo					
	Address: 465 Lake Forest Blvd (Building 13)					
	Property Maintenance Inspectio	Completed: 09/20/2022				

PS22-06-055

525 N ARLINGTON A-4

06-17-297-010

MODERN COMFORT, L

09/27/2022

100.00

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

Property Maintenance Inspectio

Completed: 09/29/2022

Total Permits: 6

Total Fees Due: \$700.00

Population: All Records

Permit.PermitType = Special

Permit AND

GovernmentUnitList.UnitCode = 6

AND

Permit.Status = HOLD (FEE)

AND

Permit.Category = Jurisdiction

Request

Building

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB22-06-275	3915 RAVINE RD	06-07-205-023	PPM CORPORATION	VanDam & Krusinga	09/02/2022	\$215.00	\$385,415
Work Description: Fire restoration to office portion of building (approx. 3500 s.f.) per plans. Fire suppression not required, not provided. No change in floor plan or occupancy.							
PB22-06-299	1521 GULL	06-11-345-012	BORGESS MEDICAL CEN	AVB Construction	09/01/2022	\$1,260.00	\$0
Work Description: Renovation to 28 existing patient bathrooms on 1N per plans.							
PB22-06-382	2800 GULL RD	06-12-170-010	SUNNYSIDE METHODIS		09/02/2022	\$170.00	\$6,180
Work Description: Construct 12' x 16' lean-to to existing detached accessory structure per plans. NOTE: HEADERS TO BE MINIMUM 2) 2 X10 SYP AND FOOTINGS TO BE 42" MINIMUM DEPTH							
PB22-06-431	3201 LAKE ST	06-24-265-013	BUIST ELECTRIC INC.	Postema Sign & Graf	09/19/2022	\$104.00	\$0
Work Description: Illuminated monument sign to replace existing per plans.							
PB22-06-451	3499 E MAIN ST	06-12-455-162	COLUMBINE INVESTME		09/27/2022	\$104.00	\$0
Work Description: Install 1 toilet and 1 lavatory in existing room in existing building per plans. NOTE: DOOR TO TOILET ROOM MUST BE LABELED "PRIVATE NOT FOR COMMON OR PUBLIC USE" NO CHANGE IN EXISTING OCCUPANCY							

Total Permits For Type: 5

Total Fees For Type: \$1,853.00

Total Const. Value For Type: \$391,595

Report Summary

Population: All Records
Permit.DateIssued Between
9/1/2022 12:00:00 AM AND
9/30/2022 11:59:59 PM AND
Permit.PermitType = Building
AND
Permit.BasicUsage = Commercial
AND
GovernmentUnitList.UnitCode =

Grand Total Fees:	\$1,853.00
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Grand Total Permits:	5
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Grand Total Const. Value:	\$391,595
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2022 MONTHLY PERMITS BY JURISDICTION

MONTH OF SEPTEMBER 2022			
JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	17	\$ 15,339
COMSTOCK	ELECTRICAL	16	\$ 2,519
COMSTOCK	MECHANICAL	15	\$ 2,646
COMSTOCK	PLUMBING	10	\$ 1,999
COMSTOCK	SPECIAL - JURISDICTION	3	\$ 300
COMSTOCK	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL COMSTOCK		63	\$ 22,913
KALAMAZOO	BUILDING	14	\$ 2,976
KALAMAZOO	ELECTRICAL	17	\$ 2,968
KALAMAZOO	MECHANICAL	34	\$ 4,703
KALAMAZOO	PLUMBING	11	\$ 1,661
KALAMAZOO	SPECIAL - JURISDICTION	7	\$ 700
KALAMAZOO	SPECIAL - HOMEOWNER	-	\$ -
TOTAL KALAMAZOO		83	\$ 13,008
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	-	\$ -
PARCHMENT	MECHANICAL	1	\$ 125
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 100
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		2	\$ 225
PINE GROVE	BUILDING	5	\$ 1,873
PINE GROVE	ELECTRICAL	2	\$ 451
PINE GROVE	MECHANICAL	5	\$ 797
PINE GROVE	PLUMBING	1	\$ 220
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PINE GROVE		13	\$ 3,341
RICHLAND	BUILDING	17	\$ 7,765
RICHLAND	ELECTRICAL	13	\$ 2,397
RICHLAND	MECHANICAL	11	\$ 2,570
RICHLAND	PLUMBING	5	\$ 1,003
RICHLAND	SPECIAL - JURISDICTION	2	\$ 200
RICHLAND	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND		49	\$ 13,990
RICHLAND VILLAGE	BUILDING	-	\$ -
RICHLAND VILLAGE	ELECTRICAL	1	\$ 121
RICHLAND VILLAGE	MECHANICAL	1	\$ 215
RICHLAND VILLAGE	PLUMBING	-	\$ -
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND VILLAGE		2	\$ 336
TOTAL		212	\$ 53,813

REVENUE	REVENUE
SEPTEMBER 2021	% PREV YEAR MONTH
\$ 44,877	119.9%

PERMITS	PERMITS
SEPTEMBER 2021	% 2021 - YTD
209	101%



2022 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: SEPTEMBER 2022

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	126	\$ 182,572
COMSTOCK	ELECTRICAL	159	\$ 37,102
COMSTOCK	MECHANICAL	141	\$ 38,602
COMSTOCK	PLUMBING	58	\$ 9,830
COMSTOCK	SPECIAL - JURISDICTION	16	\$ 1,600
COMSTOCK	SPECIAL - HOMEOWNER	8	\$ 440
TOTAL COMSTOCK		508	\$ 270,146
KALAMAZOO	BUILDING	143	\$ 27,380
KALAMAZOO	ELECTRICAL	175	\$ 29,441
KALAMAZOO	MECHANICAL	221	\$ 35,091
KALAMAZOO	PLUMBING	85	\$ 11,376
KALAMAZOO	SPECIAL - JURISDICTION	47	\$ 4,700
KALAMAZOO	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL KALAMAZOO		673	\$ 108,098
PARCHMENT	BUILDING	13	\$ 1,865
PARCHMENT	ELECTRICAL	20	\$ 2,743
PARCHMENT	MECHANICAL	19	\$ 2,389
PARCHMENT	PLUMBING	5	\$ 699
PARCHMENT	SPECIAL - JURISDICTION	8	\$ 800
PARCHMENT	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PARCHMENT		66	\$ 8,551
PINE GROVE	BUILDING	32	\$ 17,319
PINE GROVE	ELECTRICAL	50	\$ 8,332
PINE GROVE	MECHANICAL	57	\$ 9,297
PINE GROVE	PLUMBING	16	\$ 3,537
PINE GROVE	SPECIAL - JURISDICTION	0	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PINE GROVE		155	\$ 38,485
RICHLAND	BUILDING	113	\$ 72,473
RICHLAND	ELECTRICAL	132	\$ 30,559
RICHLAND	MECHANICAL	148	\$ 31,681
RICHLAND	PLUMBING	84	\$ 16,474
RICHLAND	SPECIAL - JURISDICTION	3	\$ 300
RICHLAND	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL RICHLAND		483	\$ 151,652
RICHLAND VILLAGE	BUILDING	13	\$ 2,425
RICHLAND VILLAGE	ELECTRICAL	10	\$ 1,313
RICHLAND VILLAGE	MECHANICAL	17	\$ 2,337
RICHLAND VILLAGE	PLUMBING	5	\$ 620
RICHLAND VILLAGE	SPECIAL - JURISDICTION	0	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL RICHLAND VILLAGE		45	\$ 6,695
TOTAL KABA	YTD	1930	583,627.10

REVENUE	REVENUE
YTD - SEPTEMBER 2021	% 2021 - YTD
\$ 493,994	118.1%

REVENUE
% 2022 YTD BUDGET
125.0%

PERMITS	PERMITS
YTD - SEPTEMBER 2021	% 2021 - YTD
1816	106.3%

2022 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
176	\$ 45,738		JAN
190	\$ 49,367		FEB
217	\$ 52,589		MAR
201	\$ 77,431		APR
219	\$ 51,760		MAY
267	\$ 154,211		JUN
224	\$ 49,359		JUL
224	\$ 49,359		AUG
212	\$ 53,813		SEP
-	\$ -		OCT
-	\$ -		NOV
-	\$ -		DEC
1,930	\$ 583,627		2022



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AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: _____

FOR MEETING DATE: _____

SUBJECT: _____

REQUESTING DEPARTMENT: _____

SUGGESTED MOTION:

Financing Cost: _____

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

Submitted by: _____

Manager's Recommendation:

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

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

**KALAMAZOO AREA BUILDING AUTHORITY
2023 BUDGET**

INCOME

4010	BUILDING PERMITS	330,489.00
4015	SPECIAL PERMITS	8,121.00
2020	ELECTRICAL PERMITS	115,882.00
4030	MECHANICAL PERMITS	130,578.00
4040	PLUMBING PERMITS	61,051.00
4600	INVESTMENT INCOME	120.00
Subtotal Income		<u>646,241.00</u>
	RETAINED EARNINGS (Proposed at 12/31/2022)	354,353.58
TOTAL INCOME		<u>1,000,594.58</u>

EXPENSE

6010	ADVERTISING & MARKETING	2,000.00
6200	BANK FEES	890.00
6450	DUES & SUBSCRIPTIONS	720.00
6501, 03, 05	PAYROLL - WAGES	295,194.88
6510	PAYROLL TAXES	23,052.42
6511	LIFE/AD&D/STD/LTD	4,454.04
6512	401(a)	16,281.77
6513	HEALTH INSURANCE	56,354.11
6700	GENERAL INSURANCE	13,254.25
6800	LEGAL FEES	12,000.00
6810	COMPUTER SUPPORT (EXTERNAL)	12,550.00
6820	ACCOUNTING SERVICES	14,984.50
7100	OFFICE EQUIPMENT	5,867.00
7110	OFFICE SUPPLIES	3,000.00
7115	POSTAGE	1,950.00
7120	WATER COOLER	80.00
7125	COMPUTER (HARDWARE/SOFTWARE)	6,806.00
7130	RESOURCE MATERIALS	1,000.00
	MORTGAGE	19,200.00
7420	LAWN CARE/SNOW REMOVAL	3,945.00
7450	MAINTENANCE & REPAIRS - OFFICE	13,120.00
7500	UTILITIES	4,300.00
7550	TRASH REMOVAL	780.00
7600	SECURITY (OFFICE)	540.00
7610	TELEPHONE - OFFICE	3,600.00
7611	TELEPHONE - CELLULAR	2,400.00
7700	BUILDING BOARD OF APPEALS	375.00
7701	AT-LARGE/ALTERNATE BOARD MEMBER	900.00
7710	CONTRACTED BUILDING INSPECTOR	5,000.00
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00
7800	MILEAGE REIMBURSEMENT	13,664.00
7810	TRAINING EXPENSE	1,600.00
7920	CAPITAL OUTLAY	7,000.00
7999	MISC	2,000.00
TOTAL EXPENSE		<u>679,062.97</u>

NET POSITION

321,531.60

KALAMAZOO AREA BUILDING AUTHORITY BUDGET COMPARISON

2023 to 2022

INCOME		2023	2022	Diff
4010	BUILDING PERMITS	330,489.00	319,312.00	11,177.00
4015	SPECIAL PERMITS	8,121.00	8,121.00	-
4020	ELECTRICAL PERMITS	115,882.00	110,867.00	5,015.00
4030	MECHANICAL PERMITS	130,578.00	124,925.00	5,653.00
4040	PLUMBING PERMITS	61,051.00	58,409.00	2,642.00
4600	INVESTMENT INCOME	120.00	120.00	-
Subtotal Income		646,241.00	621,754.00	24,487.00
NET RETAINED EARNINGS (Proposed at 12/31 of previous year)		354,353.58	198,684.70	155,668.88
TOTAL INCOME		1,000,594.58	820,438.70	180,155.88
EXPENSE				
6010	ADVERTISING & MARKETING	2,000.00	2,000.00	-
6200	BANK FEES	890.00	890.00	-
6450	DUES & SUBSCRIPTIONS	720.00	575.00	145.00
6501, 03, 05	PAYROLL - WAGES	295,194.88	251,292.60	43,902.28
6510	PAYROLL TAXES	23,052.42	19,693.90	3,358.52
6511	LIFE/AD&D/STD/LTD	4,454.04	4,457.52	(3.48)
6512	401(a)	16,281.77	15,392.19	889.58
6513	HEALTH INSURANCE	56,354.11	55,799.34	554.77
6700	GENERAL INSURANCE	13,254.25	13,069.03	185.22
6800	LEGAL FEES	12,000.00	12,000.00	-
6810	COMPUTER SUPPORT (EXTERNAL)	12,550.00	10,659.64	1,890.36
6820	ACCOUNTING SERVICES	14,984.50	13,839.00	1,145.50
7100	OFFICE EQUIPMENT	5,867.00	5,116.76	750.24
7110	OFFICE SUPPLIES	3,000.00	3,800.00	(800.00)
7115	POSTAGE	1,950.00	1,200.00	750.00
7120	WATER COOLER	80.00	0.00	80.00
7125	COMPUTER (HARDWARE/SOFTWARE)	6,806.00	5,987.00	819.00
7130	RESOURCE MATERIALS	1,000.00	1,000.00	-
7400	RENT EXPENSE / MORTGAGE	19,200.00	19,200.00	-
7420	LAWN CARE/SNOW REMOVAL	3,945.00	2,484.00	1,461.00
7450	MAINTENANCE & REPAIRS - OFFICE	13,120.00	10,000.00	3,120.00
7500	UTILITIES	4,300.00	3,580.00	720.00
7550	TRASH REMOVAL	780.00	660.00	120.00
7600	SECURITY (OFFICE)	540.00	479.40	60.60
7610	TELEPHONE - OFFICE	3,600.00	7,320.00	(3,720.00)
7611	TELEPHONE - CELLULAR	2,400.00	1,800.00	600.00
7700	BUILDING BOARD OF APPEALS	375.00	375.00	-
7701	AT-LARGE/ALTERNATE BOARD MEMBER	900.00	1,200.00	(300.00)
7710	CONTRACTED BUILDING INSPECTOR	5,000.00	2,000.00	3,000.00
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00	53,400.00	-
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00	45,600.00	-
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00	31,200.00	-
7800	MILEAGE REIMBURSEMENT	13,664.00	12,740.00	924.00
7810	TRAINING EXPENSE	1,600.00	1,600.00	-
7920	CAPITAL OUTLAY	7,000.00	7,000.00	-
7999	MISC	2,000.00	2,000.00	-
TOTAL EXPENSE		679,062.97	619,410.38	59,652.59
NET POSITION		321,531.60	201,028.32	120,503.28

**KALAMAZOO AREA BUILDING AUTHORITY
2022 BUDGET & YTD ACTUALS**

		Budget	Actuals
			As of 8/31/22
INCOME			
4010	BUILDING PERMITS	319,312.00	278,104.00
4015	SPECIAL PERMITS	8,121.00	5,860.00
2020	ELECTRICAL PERMITS	110,867.00	105,503.00
4030	MECHANICAL PERMITS	124,925.00	111,748.00
4040	PLUMBING PERMITS	58,409.00	40,388.00
4100	ZONING ADMINISTRATION	0.00	7,230.00
4600	INVESTMENT INCOME	120.00	96.96
4700	OTHER INCOME	0.00	11.55
Subtotal Income		621,754.00	548,941.51
	RETAINED EARNINGS	(As of 12/31/21) 198,684.70	(As of 08/31/22) 325,332.43
TOTAL INCOME		820,438.70	874,273.94
EXPENSE			
6010	ADVERTISING & MARKETING	2,000.00	966.45
6200	BANK FEES	890.00	494.16
6450	DUES & SUBSCRIPTIONS	575.00	636.00
6501, 03, 05	PAYROLL - WAGES	278,748.60	164,359.17
6510	PAYROLL TAXES	21,794.28	13,558.79
6511	LIFE/AD&D/STD/LTD	4,457.52	2,971.68
6512	401(a)	15,392.19	10,601.86
6513	HEALTH INSURANCE	55,799.34	40,114.32
6550	PREHIRING EXPENSE	-	10.00
6700	GENERAL INSURANCE	13,069.03	7,866.71
6800	LEGAL FEES	12,000.00	4,410.00
6810	COMPUTER SUPPORT (EXTERNAL)	10,659.64	9,024.21
6820	ACCOUNTING SERVICES	13,839.00	10,081.25
7100	OFFICE EQUIPMENT	5,116.76	3,782.02
7110	OFFICE SUPPLIES	3,800.00	2,219.00
7115	POSTAGE	1,200.00	944.17
7120	WATER COOLER	-	171.83
7125	COMPUTER (HARDWARE/SOFTWARE)	6,137.00	5,808.07
7130	RESOURCE MATERIALS	1,000.00	101.00
	MORTGAGE	19,200.00	
7420	LAWN CARE/SNOW REMOVAL	2,484.00	2,195.00
7450	MAINTENANCE & REPAIRS - OFFICE	10,000.00	489.93
7500	UTILITIES	3,580.00	2,908.43
7550	TRASH REMOVAL	660.00	435.21
7600	SECURITY (OFFICE)	479.40	319.60
7610	TELEPHONE - OFFICE	7,320.00	2,424.39
7611	TELEPHONE - CELLULAR	1,800.00	1,544.98
7700	BUILDING BOARD OF APPEALS	375.00	-
7701	AT-LARGE/ALTERNATE BOARD MEMBER	1,200.00	300.00
7710	CONTRACTED BUILDING INSPECTOR	2,000.00	-
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00	43,950.00
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00	37,650.00
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00	22,450.00
7715	CONTRACTED ZONING ADMINISTRATOR	-	5,760.00
7721	PLAN REVIEW - ELECTRICAL	-	2,200.00
7722	PLAN REVIEW - MECHANICAL	-	6,545.80
7723	PLAN REVIEW - PLUMBING	-	250.00
7800	MILEAGE REIMBURSEMENT	13,200.00	8,233.79
7830	INTEREST EXPENSE	-	4,766.72
7810	TRAINING EXPENSE	1,600.00	-
7920	CAPITAL OUTLAY	7,000.00	-
7999	MISC	2,000.00	-
TOTAL EXPENSE		649,576.76	420,544.54
NET POSITION		170,861.94	453,729.40



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AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: _____

FOR MEETING DATE: _____

SUBJECT: _____

REQUESTING DEPARTMENT: _____

SUGGESTED MOTION:

Financing Cost: _____

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

Submitted by: _____

Manager's Recommendation:

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

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CHARTER TOWNSHIP OF KALAMAZOO

BOARD OF TRUSTEES – STAFF REPORT

TO: BOARD OF TRUSTEES

CC: DEXTER MITCHELL, TOWNSHIP MANAGER

FROM: NANCY DESAI, DIRECTOR OF FINANCE ND

DATE: October 5, 2022

SUBJECT: SELECTION OF AUDIT FIRM TO PERFORM TOWNSHIP AUDITS FOR FISCAL YEARS’ 2022-2026

BACKGROUND

In December of 2019, the Township sent a Request for Proposal (RFP) to six auditing firms licensed to audit in the State of Michigan. The Township received four proposals and Township staff (consisting of the Supervisor, Township Manager, Treasurer, and Director of Finance) reviewed and selected a proposal from the firm Yeo & Yeo to perform its annual audits for the fiscal years ending 2019, 2020, and 2021 with an optional extension for fiscal years ending 2022 and 2023. In August 2022, Yeo & Yeo contacted me regarding an increase in pricing levels for fiscal years 2022 and 2023. Due to the substantial price increase, the Township decided to solicit a bid from the 2nd lowest auditing firm from the original RFP process.

POLICY FOCUS

The auditing firm will perform financial audits in order to express an opinion on whether the basic financial statements are presented fairly in conformity with generally accepted accounting principles (GAAP) in the United States of America and the standards applicable to financial audits contained in the Government Auditing Standards, issued by the Comptroller General of the United States. Each year the audit should review all updated compliance with laws, regulations, pronouncements, internal controls and with all changes by the Governmental Accounting Standards Board (GASB). Management letters must be prepared with all findings, comments, and recommendations.

FISCAL IMPACT

The maximum fees for the audit engagement are detailed as follows:

ENGAGEMENT YEAR	2022	2023	2024	2025	2026
Vredeveld Haefner LLC	14,000	14,300	14,550	14,850	15,150
Yeo & Yeo	20,000	21,500			
Siegfried & Crandall *	17,500	17,500			
Maner Coosterisan *	17,640	18,260			

** Fees as per original audit proposal submitted in 2018*

Additional Hourly Rates:

<u>STAFF LEVEL</u>	<u>RATE</u>
Partner	\$ 175
Manager	125
Senior Associate	110
Associate	95

For any additional services requested by the Township, the Township will negotiate a flat fee.

RECOMMENDATION

The Board authorize a contractual agreement with Vredeveld Haefner LLC to perform the Townships' annual audits for fiscal years ending 2022, 2023, and 2024, 2025, and 2026.

PUBLIC NOTICE

Public notification was achieved by posting the agenda electronically and in print, with this agenda item being listed at least 72 hours prior to the meeting.

ATTACHMENTS

Proposal from Yeo & Yeo to provide auditing services to the Township.

Proposal from Vredeveld Haefner to provide auditing services to the Township.

PROPOSAL TO PROVIDE PROFESSIONAL AUDITING SERVICES TO

KALAMAZOO CHARTER TOWNSHIP

Kalamazoo County, Michigan

September 7, 2022

VREDEVELD HAEFNER LLC
10302 20TH AVENUE
GRAND RAPIDS, MI 49534



PROPOSAL CONTENTS

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ATTACHMENTS

- Peer Review Report
- Client Listing
- Management Team Resumes



Vredeveld Haefner LLC

CPAs and Consultants
10302 20th Avenue
Grand Rapids, MI 49534
Fax (616) 828-0307

Douglas J. Vredeveld, CPA
(616) 446-7474
Peter S. Haefner, CPA
(616) 460-9388

September 7, 2022

Kalamazoo Charter Township
Nancy Desai, Director of Finance
1720 Riverview Drive
Kalamazoo, MI 49004

Thank you for allowing Vredeveld Haefner LLC the opportunity to submit this proposal to provide auditing and consulting services for Kalamazoo Charter Township. Doug Vredeveld and Peter Haefner have over 50 years of experience in governmental accounting and auditing and formed the firm Vredeveld Haefner LLC **to provide superior service and expertise to governmental entities by specializing in working with the governmental community**. We are committed to knowing your business and providing timely professional service.

We believe the ability to provide superior service is the result of our specialization in the governmental industry and our focus on customer satisfaction and delivery of results. Our firm has worked with many governmental entities in varying capacities including as independent auditor, interim finance director, consultant and as Board members, and **bring significant experience and expertise to you**. A second component to service is that the firm's partners will work directly with you throughout the year. An important factor which differentiates our firm from others is that one of our partners will be in the field at your location during your audit's fieldwork.

This proposal offers an overview of Vredeveld Haefner LLC's capabilities and the benefits of working with us. We look forward to the next step in this process—a step which we hope leads to a long-term professional relationship. Thank you for considering Vredeveld Haefner LLC as your independent Certified Public Accountants. We are available to answer any questions you may have regarding any aspect of our firm, our capabilities or the accompanying proposal.

Sincerely,
Vredeveld Haefner LLC

Douglas J. Vredeveld, CPA, CGFM
Partner

FIRM PROFILE

OUR BEGINNING

Vredeveld Haefner LLC was established in 2006 to provide superior service and expertise to governmental and nonprofit entities by specializing in working exclusively with these organizations. Our firm has completed our 13th year in business and we are thrilled with the level and quality of the clients that we have been able to serve as auditors and consultants.

WHO WE ARE

Vredeveld Haefner LLC is a local Grand Rapids firm with a mission to provide high-value and high-quality services to the governmental and not-for-profit sector at a competitive price while utilizing the most knowledgeable staff. Our total staff consists of eight individuals, all of whom work exclusively on governmental and not-for-profit audits. Vredeveld Haefner LLC works almost exclusively in the West and Northern Michigan areas. All members of our audit team have experience auditing federal programs as required by the Federal Uniform Guidance. This experience includes the audit of entities with one major federal program to entities with over \$10,000,000 of federal financial assistance and multiple major federal programs.

Along with utilizing high level associates to deliver the superior service we promise; our firm has implemented a business model that is on the cutting edge of how professional services firms are operating their businesses. We operate through a virtual office and are completely mobile to conduct every aspect of our business where it matters most...face-to-face with you! The benefits to us and our clients have been significant. **This model allows us to work very efficiently and high flexibility which enables us to provide quality services to our clients that are at more competitive rates than the competition.**

No matter what your need may be now or in the future, we have a solution. Our ability to provide superior service is the result of our specialization, our focus on customer satisfaction and delivery of results. Our team of professionals has worked with numerous governmental entities in varying capacities including as independent auditor, interim finance director, consultant and as Board members.

If you would like additional information on our mission, vision or qualifications please visit our website at www.vh-cpas.com.

OUR CONNECTIONS

Our firm is a member of the American Institute of Certified Public Accountants (including **the Government Audit Quality Center** and the Employee Benefit Plan Audit Quality Center), Michigan Association of Certified Public Accountants, Michigan School Business Officials, Government Finance Officers Association, Michigan Government Finance Officers Association, Kent County Treasurers Association and the Association of Government Accountants.

TEAM MEMBER QUALIFICATIONS AND EXPERIENCE

Staff quality, retention and consistency on each engagement are important to engagement performance, efficiency and profitability. We are committed to providing you with a level of service that makes us unique. **How do we accomplish this?** Through technical training and the culture we maintain in our firm; both of which drive how we interact with our clients and enable us to provide the superior services our clients expect.

TECHNICAL

Your audit will be performed by Peter Haefner and staff with the assistance of Doug Vredevelde. All senior team members involved in your engagement are Certified Public Accountants (CPAs) and have the required continuing professional education to perform your audit engagement in accordance with *Governmental Auditing Standards*. We are constantly striving to improve the quality and efficiency of our work. Each member of our team obtains at least 40 hours of continuing professional education annually; most of which is specifically government related and is focused on matters that directly correlate to the clients we serve. Some of us have also attended the annual auditor update as part of the annual Michigan Township Association training.

Our experience in providing the proposed services is extensive. We have audited many school districts, townships, cities, counties and other large local units of government throughout the State of Michigan as well as dozens of smaller municipalities and special purpose governments including authorities and villages as well as charter schools.

The client listing included in the attachments to this proposal provides information regarding our current clients. Throughout these engagements, we have helped numerous municipalities compile comprehensive annual financial reports for continued and first-time submission to the GFOA and ASBO Certificate of Achievement for Excellence in Finance Reporting Programs. In fact, Peter has over 10 years of experience as a special review committee member for this program and is also a past employee of the GFOA Technical Service Center where both municipal and school district audit reports are reviewed for program compliance.

CULTURE

Why is the culture within our firm important to our clients? Culture picks up where the handbook leaves off. It guides us in how our staff interact with each other on a daily basis and now we interact with our clients. Our firm knows that no one person has all the answers. We will be learning from your organization during the performance of the proposed audits and we believe that the information and techniques we will share with your staff will provide your organization with significant knowledge and hopefully, some efficiency gains. While we do not know the entire extent of possible efficiency gains, our specialization in working with the governmental community has proven time and time again that through our specialization Vredevelde Haefner LLC and our clients benefit.

At Vredevelde Haefner LLC we are constantly searching for a better way of performing every task necessary to complete an engagement and manage our business. This search is guided by over fifty years of experience in the government industry, analysis of performance on each engagement, timely comprehensive continuing professional development, and learning from and sharing with our peers and clients.

QUALITY CONTROL

Our firm has a quality control system which meets applicable professional standards and we are confident in the quality of work performed by Vredeveld Haefner LLC.

The significant components of this system, as they relate to your audit, are as follows:

- The firm utilizes standardized forms and templates to ensure that engagements are properly planned, performed, supervised, reviewed, documented and reported in accordance with professional, regulatory and internal requirements.
- Specialized audit programs are utilized on all engagements.
- All workpapers and audit programs are reviewed by the engagement partner.
- A financial statement disclosure checklist is completed on each engagement to ensure all appropriate disclosures have been considered.
- The financial statements and other reports are reviewed by the engagement partner and the concurring partner for format and presentation compliance with all applicable professional guidance and technical pronouncements.
- Workpapers are retained in accordance with professional standards and relevant regulation.

Through our internal review process, we are able to assure our clients that their financial reports have been subjected to a stringent verification of technical compliance, reporting excellence and that the financial statements contain all of the disclosures required by accounting and reporting standards.

External Peer Review

The current peer review program as administered by the Michigan Association of Public Accountants (MACPA) and the American Institute of Certified Public Accountants (AICPA) require that our firm and CPA firms providing various assurance services to have a system of quality control and a peer review of this system every three years. Our most recent peer review was conducted in the Fall of 2019 and a copy of our peer review report, which included no findings or letter of comment items, is included in the attachments.

ENGAGEMENT SCOPE AND OBJECTIVES

We understand the scope of work to be as follows:

- Audit of Kalamazoo Charter Township's financial statements
- Assistance with preparation of Kalamazoo Charter Township's financial statements
- Written communications in accordance with professional standards
- Completion of State form F-65
- Presentation to the Township Board

The format and presentation of the financial statements will conform to the applicable standards established by the Governmental Accounting Standards Board (GASB) and the Michigan Department of Treasury. We will conduct our audits in accordance with the auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, where applicable.



AFFIRMATIVE STATEMENTS

In conjunction with preparation and presentation of this proposal, we make the following positive affirmations to Kalamazoo Charter Township:

PROPOSAL EFFECTIVE DATE

Vredeveld Haefner LLC commits to maintaining this proposal as a firm and irrevocable offer for 60 days.

NATURE OF WORK AND TIMETABLE

Vredeveld Haefner LLC understands the nature of the work to be performed and accepts the timeframe established by the Township to perform the work. Your audit will be completed and uploaded to the State of Michigan timely to meet their reporting deadlines.

INDEPENDENCE

Vredeveld Haefner LLC is independent of Kalamazoo Charter Township as defined by auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States. Vredeveld Haefner LLC currently has no professional relationships that may constitute a conflict of interest relative to performing the Township's engagement. Vredeveld Haefner LLC will provide full disclosure of all client relationships that give rise to conflicts of interest and/or impairment of independence during the term of our engagement.

LICENSE TO PRACTICE | ERRORS AND OMISSIONS INSURANCE

Vredeveld Haefner LLC and all professional staff for this engagement are properly licensed to practice in the State of Michigan. The firm and all personnel adhere to the professional standards set forth by the American Institute of Certified Public Accountants. Vredeveld Haefner LLC carries appropriate professional liability insurance.

QUALITY

Vredeveld Haefner LLC does not have a record of substandard work which is evidenced in the attached Peer Review Report. In addition, the firm has had no instances of disciplinary action taken against the firm or ethics referrals to any regulatory authority from inception-to-date.

CONSISTENT ENGAGEMENT TEAM

Vredeveld Haefner LLC commits to maintaining consistent and experienced personnel on the engagement team as within our control.

AUDIT APPROACH

PROPOSED TIMING

Below is our anticipated timeframe for completion of the services itemized in this proposal. We are flexible in modifying the timing of the deadlines to accommodate your schedule should the need arise.

Step	Date
Meet with the Board and/or designated committee, if requested	Upon Appointment
Planning communication with management	April 2019
Perform engagement planning and interim procedures	May 2019
Perform final fieldwork	May 2019
Meet with management to discuss any audit adjustments, findings, management letter comments and recommendations	May 2019
Deliver draft audit documents to management for review	May 2019
Issue final audit documents	June 2019
Board presentation	June 2019

SPECIFIC PROCESS

We will complete our work in three phases: preliminary fieldwork (planning), year-end final fieldwork, and wrap-up (document completion, review and issuance). The details of each phase are discussed below.

Planning – We will conduct an initial planning meeting with Township staff shortly before the start of the audit each year. During this meeting, we will identify the information needed for the audit, schedule the dates of our on-site fieldwork and identify any issues which will require special attention during the audit process. Following our meeting, we will gather and analyze information to gain an understanding of the Township’s structure, operating environment, internal controls and financial activity to-date. This process will include documentation of internal controls and performance of related walkthroughs of key internal controls, analysis of current year operations, review of minutes, inquiries of staff and Board members, review of attorney invoices and review of the audit guides and compliance supplements as they relate to the Township. This process will provide us with a base for our audit risk assessment as it relates to the Township’s overall operating environment. The results of the audit risk assessment will guide our team in identifying the significant audit areas and the substantive procedures to be performed in each audit area. We will then create audit programs that correlate with our risk assessments.

Once the Township has recorded the necessary adjusting journal entries to close out the fiscal year, we will obtain a copy of the Township’s general ledger to prepare the draft financial statements. Drafting the financial statements and schedules prior to conducting the audit has several advantages. First, detail of account balances included in financial statement account captions can be easily reviewed and analyzed during the audit process. Secondly, it increases our efficiency by allowing us to focus our audit procedures at the financial statement level of detail upon which our opinion is expressed.

Prior to the start of final fieldwork, we will also obtain an electronic download of the general ledger detail for the fiscal year. This transaction-level detail provides significant efficiencies for

both our firm and the Township during the audit process by enabling us to analyze all transactions making up each account balance and ultimately all activity within a financial statement caption. It also enables us to select samples, reconcile revenues and expenditures associated with the financial statements and independently review transactions for unusual activity without obtaining other specific detailed reports from the Township.

Final Fieldwork – Our team will be on-site at your location to conduct the engagement fieldwork. We plan to complete the entire audit process while at your location which essentially eliminates the need for subsequent follow-up to resolve open issues. Giving consideration to all of the information gathered during the other planning procedures, we will quantify materiality by opinion unit and finish all remaining planning documentation.

The detailed account level balances used to create the draft financial statements will be used to prepare audit lead schedules. A typical financial audit applies analytical and/or substantive procedures to the balance sheet captions such as cash and cash equivalents, receivables, capital assets, accounts payable and other liabilities. The quantity and type of testing performed during the engagement will be based on our risk assessments of the respective account types and applicable assertions combined with our understanding and documentation of your internal controls performed during planning. Our samples will be selected judgmentally, statistically or haphazardly from respective population of items to be tested.

Revenues and expenditures are tested analytically and/or through reconciliation or other substantive procedures. Analytical procedures may include comparison of budget, actual and prior year balances using quantified materiality as a measurement tool and comparison of Township balances to industry benchmarks. Substantive procedures may include recalculation of charges for services with amounts reconciled to the Township's general ledger. As noted above, we plan our testing based on risk assessments however those preliminary assessments may change during the course of the fieldwork process which may result in a modification to the originally planned audit approach.

Wrap-up – As the final fieldwork procedures are completed, the workpapers will be reviewed as part of our internal system of quality control. All comments and issues generated by these reviews will be resolved while we are on-site. Also, while we are on-site, the notes to the financial statements will be completed and all quality control audit programs and checklists will be finished and reviewed. At the completion of fieldwork, we will meet with your management team to discuss the results of our fieldwork and any findings or recommendations that arose during the audit process.

We will perform an internal quality control review of the draft financial statements and provide a copy of the audit report and documents to management for your review. Upon completion of your review, any necessary modifications will be made to the report and/or documents. We will then finalize, reproduce, assemble/bind and deliver the audit report and documents in accordance with your timing requirements.

ANTICIPATED AUDIT PROBLEMS

Based on our understanding of the scope of the proposed engagement and our knowledge of current and proposed changes to generally accepted accounting principles and auditing standards, we are not aware of any issues that will require substantial additional consideration during the audit process except for the implementation of new accounting standards as they become effective. If a specific matter does come to our attention during the course of the engagement, we will discuss it with you promptly to reach a mutually agreeable resolution.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENTAL ENTITIES

Our experience in providing the proposed services is impressive. Our Grand Rapids firm conducted over 50 audits of local units of government in 2018. A complete list of our current governmental clients is included in the attachments; current audit engagements similar to Kalamazoo Charter Township, along with contact information, includes:

Plainfield Charter Township

Services Provided	Financial Audit, GFOA CAFR compliance, single audit
Current Client Since	2008
Engagement Team	Peter Haefner Doug Vredeveld Mike Vredeveld
Client Contact	Warren Smith, Finance Director (616) 726-8886

Grand Haven Charter Township

Services Provided	Financial Audit
Current Client Since	2009
Engagement Team	Doug Vredeveld Mike Vredeveld Peter Haefner
Client Contact	Andrea Sandoval, Finance Director (616) 604-6323

Texas Charter Township

Services Provided	Financial Audit
Current Client Since	2014
Engagement Team	Doug Vredeveld Mike Vredeveld
Client Contact	Julie VanderWiere, Township Manager (269) 548-4309

Cascade Charter Township

Services Provided	Financial Audit
Current Client Since	2014
Engagement Team	Doug Vredeveld Matt Smith Mike Vredeveld
Client Contact	Ben Swayze, Township Manager (616) 949-1500

Comstock Township

Services Provided	Financial Audit
Current Client Since	2014
Engagement Team	Peter Haefner Doug Vredeveld Mike Vredeveld
Client Contact	Brett Padgett, Treasurer (269) 381-1112

PROFESSIONAL FEES

As discussed above, our business model allows us to work very efficiently with low overhead and high flexibility which enables us to provide quality services to our clients that are at more competitive rates than the competition. Also, as discussed above, our firm employs highly trained and experienced personnel. Work conducted by these senior team members can be performed much faster than the same work performed by new and less experienced associates; this leads to higher quality results and fewer hours incurred on the engagement. All of these factors contributed to generating the fee quote presented below.

The maximum all-inclusive fees for the years ending December 31 are as follows:

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Audit of Financial Statements	\$13,250	\$13,550	\$13,800	\$14,100	\$14,400
Preparation of F-65	750	750	750	750	750

The quoted fees are based on the presumption that Kalamazoo Charter Township's accounting records are reasonably adjusted and schedules appropriately prepared prior to the start of the audit process. Any additional services requested to assist Kalamazoo Charter Township, either during the audit (account reconciliations and/or adjusting) or for special projects outside the scope of the audit, will be discussed with appropriate Township personnel and, once agreed upon, will be billed at our standard hourly rates. Our rates vary by level of the individual assigned to the project. We believe that you will find our hourly rate for partners and senior staff to be very competitive. Our current hourly rates are as follows:

	<u>Rate</u>
Partner	\$175
Manager	125
Senior associate	110
Associate	95

We emphasize regular contact with our clients and provide prompt, courteous answers to any questions you may have; both during the audit process and throughout the year. There will be no fees related to routine contact unless significant research and response preparation time is involved. In which case, we will inform you in advance if we believe a particular service will require an additional fee.

ATTACHMENTS

PEER REVIEW REPORT



340 N. Main Street
Suite 209
Plymouth, MI 48170

734.414.7620
ringocpa@ringocpas.com
www.ringocpas.com

Report on the Firm's System of Quality Control

December 23, 2019

To the member of Vredeveld Haefner LLC
and the Peer Review Committee of the Michigan Association of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Vredeveld Haefner LLC (the firm) in effect for the year ended June 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures. Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act and an audit of an employee benefit plan.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Vredeveld Haefner LLC in effect for the year ended June 30, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Vredeveld Haefner LLC has received a peer review rating of *pass*.

Ringo & Associates, PC



CLIENT LISTING

The following is a listing of our current audit services governmental clients grouped by municipality type.

AUDIT SERVICES

<p>COUNTIES Ottawa County Grand Traverse County</p> <p>CITIES City of Belding City of Big Rapids City of Carson City City of Cedar Springs City of East Grand Rapids City of Grand Haven City of Grandville City of Greenville City of Ionia City of Kentwood City of Lowell City of Mount Pleasant City of Muskegon Heights City of Norton Shores City of Reed City City of Rockford City of South Haven City of Traverse City City of Walker City of Whitehall</p> <p>TOWNSHIPS Cascade Charter Township Comstock Charter Township Georgetown Charter Township Grand Haven Charter Township Martin Township Plainfield Charter Township St. James Township Texas Charter Township</p> <p>VILLAGES Village of Suttons Bay Village of Howard City Village of Spring Lake</p>	<p>EDUCATION Cedar Springs Public Schools Godfrey-Lee Public Schools Greenville Public Schools Montague Area Public Schools Ravenna Public Schools Walkerville Public Schools Success Virtual Learning Centers of Michigan</p> <p>ROAD COMMISSIONS Ottawa County Road Commission Grand Traverse County Road Commission</p> <p>TRANSPORTATION PLANNING Grand Valley Metropolitan Council Macatawa Area Coordinating Council</p> <p>LIGHT & POWER Grand Haven Board of Light & Power Traverse City Board of Light & Power Lowell Light and Power</p> <p>LIBRARIES Allegan District Library Lake Odessa Community Library Loutit District Library Reed City Area District Library Tamarack District Library White Pine District Library</p> <p>OTHER SPECIAL-PURPOSE South Haven Area Emergency Services Grand Haven Harbor Transit System White Lake Ambulance Authority Grand Haven-Spring Lake Sewer Authority Northwest Ottawa Water System North Kent Sewer Authority Ionia Regional Utility Authority West Michigan Regional Water Authority Cedar Springs Area Parks and Recreation South Haven Area Recreation Authority Montcalm County Central Dispatch Authority West Michigan Enforcement Team</p>
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The following is a listing of our current non-audit and/or consulting services governmental clients.

OTHER SERVICES PROVIDED

City of Wyoming Kalamazoo Regional Water Authority Oshtemo Township Cannon Township Muskegon Area Transit System Muskegon County Spring Lake Township Village of Middleville Western Michigan Health Insurance Pool

Some examples of the other types of professional services we are able to offer include:

- Controller by the hour
- Cost allocation plan development or review
- Review of internal controls
- Cash flow analysis
- Financial projection models
- Development of comprehensive operating budgets
- Agreed-upon-procedures customized to meet specific needs



Doug Vredeveld, CPA, CGFM **Partner**

With over 25 years of public accounting experience servicing the governmental and nonprofit community, Doug is also a Certified Government Financial Manager which demonstrates skills in areas such as accounting, auditing, budgeting, internal controls and financial reporting of governmental entities. Prior to being a founding partner of Vredeveld Haefner LLC, Doug was a Principal at a large regional firm where he led the West Michigan governmental and nonprofit practice. He has been responsible for overseeing approximately 40 governmental and 30 nonprofit audits annually ranging in size from small entities with a single fund to complex counties with multiple major federal programs.

EDUCATION

GRAND VALLEY STATE UNIVERSITY
Bachelors of Business Administration with a major in Accounting

AFFILIATIONS

American Institute of Certified Public Accountants
Michigan Association of Certified Public Accountants
Association of Governmental Accountants
Hospitality Finance and Technology Professionals

CONTACT INFORMATION

Phone (616) 446-7474
Email dvredeveld@vh-cpas.com



Peter Haefner, CPA
Partner

With over 25 years of experience in the governmental industry, Peter has been conducting governmental and nonprofit audits for over 20 years. Prior to being a founding partner of Vredeveld Haefner LLC, he was with a large regional firm where he managed governmental and nonprofit engagements. Peter also has experience as the Accounting and Financial Reporting Manager for the State of Wyoming, Assistant Finance Director for the City of Muskegon and as a Program Associate for the Government Finance Officers Association's prestigious Certificate of Achievement program. Peter is also able to provide a unique understanding of governmental operations due to his involvement as a past two-term Board of Education member for Lowell Area Schools. In addition, Peter is an adjunct instructor at Hope College and a frequent speaker on current topics for the MACPA, MMTA and various other regional organizations.

EDUCATION

SAGINAW VALLEY STATE UNIVERSITY
Bachelors of Business Administration with a major in Accounting

AFFILIATIONS

American Institute of Certified Public Accountants
Michigan Association of Certified Public Accountants
Kent County Treasurer's Association

CONTACT INFORMATION

Phone (616) 460-9388
Email phaefner@vh-cpas.com



800.968.0010 | yeoandyeo.com

August 19, 2022

Board of Trustees, Dexter Mitchell, City Manager, and Nancy Desai, Director of Finance
Charter Township of Kalamazoo
1720 Riverview Drive
Kalamazoo, MI 49004

To whom it concerns:

In January of 2020, we submitted a proposal for auditing services, and it was approved for a five-year period. The fees were based on experience with other townships and pre-pandemic conditions. None of us could have foreseen the economic effects of the pandemic and the environment that we find ourselves in now. The inflationary economy and tight labor market have had a significant effect on our business and the CPA profession as a whole. We have seen a significant reduction in the pool of applicants for CPA-track positions in the firm. At the same time our employees are being aggressively recruited by a wide variety of other companies and industries. Competition for talent has intensified. We have had to act quickly to retain our best and brightest employees, which we have been very successful in doing to this point. We have raised pay across the board for our employees, raised the pay for entry-level staff, increased benefits such as paid time off, and lowered our expectations of the number of hours required to be successful at the firm – all intended to increase employee retention and make it easier to recruit in this new environment.

All these changes have caused us to significantly raise our hourly rates across the board. It has limited our capacity to serve existing clients, and it has limited our ability to provide services at discounted rates as we have done in the past. In the last three years, we have discounted our fees from standard rates for the Charter Township of Kalamazoo by 70%, 37%, and 43% - and now our rates are about 20% higher on average. As part of this, I informed the Finance Director that we would be unable to honor the fees agreed to in early 2020. Rather than simply disengaging with the Township, however, we are offering to perform the 2022 and 2023 audits for a base fee as outlined below.

Year	Original Fee	Proposed fee	Increase
2022	\$13,700	\$20,000	\$6,300
2023	\$14,200	\$21,500	\$7,300

I hope that our past performance on audits for the Township has shown the value that we bring to the table. We still have an excellent team of professionals and we are working hard to adapt in this fast-changing environment. In 2023, Yeo & Yeo will celebrate its 100th anniversary. I have no doubt that as we close the first century of our existence, the actions we are taking now position us very well to continue to provide great service to our clients and be successful far into the future.

Please let me know what decision is made and we will proceed accordingly.

Sincerely,

Michael L. Rolka, CPA, CGFM, Senior Manager

Jamie L. Rivette, CPA, CGFM, Principal

Yeo & Yeo, P.C.
CPAs & Business Consultants



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: C9 10102022

FOR MEETING DATE: October 10, 2022

SUBJECT: Survey Proposal of Township Land with Wetland Service including

REQUESTING DEPARTMENT: Manager & Supervisor

SUGGESTED MOTION:

To approve the Professional Services Agreement with Prein & Newhof for \$12,800 and Barr Engineering \$3,200 for a total of \$16,000.

Financing Cost: \$16,000

Source: General Fund Grant Other 402-265-975

Are these funds currently budgeted? Yes No

Other comments or notes:

The Township is working with Williams Architectural to see if the Township building is worth saving or if it will be more cost-effective to build a new building. Part of the consideration for a building is to find out if the land can be used.

Submitted by: Township Manager Mitchell & Supervisor Martin

Manager's Recommendation: Support

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

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

August 22, 2022

Mr. John VerPlank
Prein & Newhof
3355 Evergreen Dr NE
Grand Rapids, MI 49525

Re: Kalamazoo Township – Proposal for Wetland Delineation Services

Dear Mr. VerPlank:

Thank you for the opportunity for Barr Engineering Co. (Barr) to provide this proposal to complete a wetland delineation on a property located at 1720 Riverview Drive, in the City of Kalamazoo, Kalamazoo County, Michigan. This proposal summarizes our scope of services and sets forth our estimated cost and schedule for initiation and completion of that scope of services.

Project understanding: This scope of work is intended to provide a wetland delineation within the subject parcels, totaling approximately 11 acres. Barr will provide a brief report of our findings.

Scope: Based on the above understanding and assumptions as described below, Barr proposes to perform the following scope of services:

Wetland Boundary Flagging

Barr will flag wetland boundaries within the subject parcels. Barr will use techniques outlined in the U.S. Army Corps of Engineers Wetland Delineation Manual (Environmental Laboratory, 1987 – revised 1997) and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region (ERDC/EL 2012). The Client shall provide all available topographic and relevant site information. The Client shall be responsible for providing Barr permission to enter the site as well as locating and identifying all property boundaries and project limits. Barr will prepare a brief written report, including data sheets, describing the characteristics of the wetland-related site conditions and provide an opinion as to the Michigan Department of Environment, Great Lakes, and Energy jurisdiction regarding any identified wetlands. Barr will locate the wetland boundary flags using Global Positioning System (GPS) with sub-meter accuracy capability under optimal operating conditions. GPS data will be provided to the Client in AutoCAD or GIS format or on a scaled plan. Barr will prepare a written report regarding the characteristics of the wetland-related site conditions and provide an opinion as to the EGLE jurisdiction, if requested by the Client.

Schedule and Budget: Work is expected to be commenced by Barr during the week of September 26, 2022, if the authorization to proceed is received prior to September 1.

Barr's estimated cost for completion of this time and material scope of work is \$3,200 including expenses.

Services you authorize in addition to those described above are considered Extra Services and are to be compensated at the hourly rates noted on Barr's enclosed Standard Fee Schedule, and for related

reimbursable expenses in accordance with Barr's standard policies for billing of reimbursable expenses. For example, confirmation of wetland boundaries or pre-application meetings would be considered Extra Services.

We will direct communications regarding this project to you via your email verplank@preinnewhof.com. Direction should be provided to me through my email at mmacgregor@barr.com.

Thank you for the opportunity to work with you on this project. If you have any questions, please contact me at your convenience.

Sincerely yours,

BARR ENGINEERING CO.



Christopher A. Miron
Its Vice President



Matthew MacGregor
Project Manager

Accepted this _____ day of _____, 20____

By _____

Its _____

Attachments
Barr Standard Terms and Conditions
Barr Standard Fee Schedule

Project No.

Professional Services Agreement

This Professional Services Agreement is made this 5th day of October, 2022 (“Agreement”) by and between Prein & Newhof, Inc. (“P&N”), of 3355 Evergreen Drive NE, Grand Rapids, and Charter Township of Kalamazoo (“Client”), of 1720 Riverview Drive, Kalamazoo MI 49004-1056.

WHEREAS Client intends to:

Obtain a topographical survey over the 1720 Riverview Drive parcels.

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

ARTICLE 1 – DESIGNATED REPRESENTATIVES

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

For P&N

Name: John VerPlank
Title: Project Manager
Phone Number: 616-250-4457
Facsimile Number: _____
E-Mail Address:
jverplank@preinnewhof.com

For Client

Name: Dexter Mitchell
Title: Township Manager
Phone Number: 269-381-8085
Facsimile Number: _____
E-Mail Address: manager@ktwp.org

ARTICLE 2 – GENERAL CONDITIONS

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

- P&N Standard Terms and Conditions for Professional Services
- P&N Proposal dated, October 5, 2022
- P&N Standard Rate Schedule
- P&N Supplemental Terms and Conditions
- Other:

ARTICLE 3 – ENGINEERING SERVICES PROVIDED UNDER THIS AGREEMENT:

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

- P&N Scope of Services per Proposal dated, October 5, 2022
- Scope of Services defined as follows:

INSERT SCOPE OF SERVICES

ARTICLE 4 – COMPENSATION:

- Lump Sum for Services Described in Article 3 above - \$12,800.00.

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

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

ARTICLE 5 – ADDITIONAL TERMS (If any)

None

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

Accepted for:

Accepted for:

Prein&Newhof, Inc.

By: _____

By: _____

Printed Name: Jason Washler

Printed Name: Dexter Mitchell

Title: Vice-President

Title: Township Manager

Date: _____

Date: _____

Standard Terms & Conditions

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

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

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

G. Client Responsibilities

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

H. Hazardous or Contaminated Materials/Conditions

1. Client will advise Engineer, in writing and prior to the commencement of its services, of all known or suspected Hazardous or Contaminated Materials/Conditions present at the site.
2. Engineer and Client agree that the discovery of unknown or unconfirmed Hazardous or Contaminated Materials/Conditions constitutes a changed condition that may require Engineer to renegotiate the scope of or terminate its services. Engineer and Client also agree that the discovery of said Materials/Conditions may make it necessary for Engineer to take immediate measures to protect health, safety, and welfare of those performing Engineer’s services. Client agrees to compensate Engineer for any costs incident to the discovery of said Materials/Conditions.
3. Client acknowledges that Engineer cannot guarantee that contaminants do not exist at a project site. Similarly, a site

which is in fact unaffected by contaminants at the time of Engineer's surface or subsurface exploration may later, due to natural phenomena or human intervention, become contaminated. The Client waives any claim against Engineer, and agrees to defend, indemnify and hold Engineer harmless from any claims or liability for injury or loss in the event that Engineer does not detect the presence of contaminants through techniques commonly employed.

4. The Client recognizes that although Engineer is required by the nature of the services to have an understanding of the laws pertaining to environmental issues, Engineer cannot offer legal advice to the Client. Engineer urges that the Client seek legal assistance from a qualified attorney when such assistance is required. Furthermore, the Client is cautioned to not construe or assume that any representations made by Engineer in written or conversational settings constitute a legal representation of environmental law or practice.
5. Unless otherwise agreed to in writing, the scope of services does not include the analysis, characterization or disposal of wastes generated during investigation procedures. Should such wastes be generated during this investigation, the Client will contract directly with a qualified waste hauler and disposal facility.

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

J. Insurance

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

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

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

L. Documents and Data

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

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



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Parks

- Municipal
- Cemetery

Address Points

- Government Units

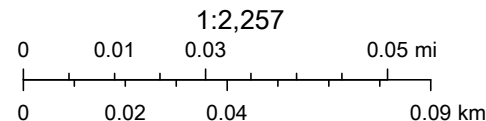
Street Centerlines

- City Major Street
- Parcels

Lakes

Streams

Proposed survey limit



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