



1720 Riverview Drive
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**Board of Trustees Regular Meeting Agenda
Monday, January 23, 2023
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, January 23, 2023**, 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/82535894698?pwd=b3ArcTdqbW0xUHpDT3hvSUczN1R2QT09>

Meeting ID: 825 3589 4698

Passcode: 919522

Find your local number:

<https://us02web.zoom.us/j/kci96DuL9T>

Meeting ID: 825 3589 4698

Passcode: 919522

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 minutes, please provide your comments in writing and they will be distributed to the board. The public comment period is for the Board to listen to your comments. Please begin your comments with your name and address.)

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

Approval of:

- A. Minutes of January 6, 2023, Special Meeting
- B. Minutes of January 9, 2023, Board of Trustees Work Session
- C. Minutes of January 9, 2023, Board of Trustees Meeting
- D. Payment of Bills in the amount of \$ 105,694.90

Receipt of:

- A. Monthly 911 Report- December 2022
- B. Yearly Summary 911 Report- 2022

7 – Public Hearing/Presentation

None for this meeting.

8 – Old Business

9 – New Business

- A. Request to Approve the Amendment of Kalsec Planned Unit Development
- B. Request to Approve the Police Cadet Compensation
- C. Request to Approve the Police Candidate Compensation
- D. Request to Approve the Evidence & Property Room Shelving/Storage
- E. Request to Approve the KATS Services Agreement
- F. Request to Approve the RCKC 2023 preventative maintenance project for 2023.
- G. Request to Approve the Next steps concerning Employment Agreement between Manager & Board

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: January 20, 2023,



Donald A. Martin, Manager
Charter Township of Kalamazoo

CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES SPECIAL MEETING
Friday, January 6, 2023

The Board of Trustees of the *Charter Township of Kalamazoo* held a Special Meeting on **Friday, January 6, 2023** at **3:00 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004, for the purpose of considering an Attorney-Client Privileged communication and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County.

PRESENT: Supervisor Donald Martin, Clerk Mark Miller, Treasurer Sherine Miller, Trustees Steven Leuty, Ashley Glass, Lisa Moaiery and Clara Robinson.

ABSENT: None.

ALSO PRESENT: Acting Fire Chief Mike Weidemann, Police Chief Bryan Ergang, Lt. Scott Jackson, Attorney Kurt McCamman, Attorney Roxanne Seeber, Finance Director Nancy Desai and Manager Dexter Mitchell.

Item 1 – CALL TO ORDER

Supervisor Martin called the meeting to order at 3:00 p.m.

Item 2 – ROLL CALL OF BOARD MEMBERS

All members present.

Item 3 – PLEDGE OF ALLEGIANCE

Clerk Miller led the Pledge of Allegiance.

Item 4 – PUBLIC COMMENT

None.

Item 5 – MOTION TO GO INTO CLOSED SESSION

Clerk Miller moved, seconded by Treasurer Miller, to enter Closed Session to consider a privileged Attorney-Client communication. Roll Call vote, (7-0), Motion carried.

Clerk Miller moved, seconded by Trustee Robinson, to come out of Closed Session. Roll Call vote, (7-0), Motion carried.

Item 6 – BOARD COMMENT

Supervisor Martin said the Resolution could be reconsidered later.

Item 7 – MANAGER’S REPORT

None.

Item 8 – PUBLIC COMMENT

None.

Item 9 – ADJOURNMENT

Adjourned 6:55 p.m.

Respectfully submitted,

Mark E. Miller, Clerk, Charter Township of Kalamazoo

CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES – WORK SESSION
Monday, January 9, 2023

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Session on **Monday, January 9, 2023** at **5:30 p.m.** for the purpose of discussing Work Session Agenda items, and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County. Members accessed the meeting remotely using Zoom, due to the COVID-19 epidemic.

PRESENT: Supervisor Donald Martin, Clerk Mark Miller, Treasurer Sherine Miller, Trustees Ashley Glass, Clara Robinson, Steven Leuty, and Lisa Moaiery.

ABSENT: None.

ALSO PRESENT: Manager Dexter Mitchell, Police Chief Bryan Ergang, Attorney Roxanne Seeber.

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

Item 1 – DISCUSSION ON ORDINANCE AMENDING RENTAL PROPERTIES REGISTRATION, MAINTENANCE

Attorney Seeber reviewed the amendments to the rental properties ordinance contained in the current ordinance.

Treasurer Miller commented that the resolution establishing fees will be on the agenda as well.

Trustee Leuty asked whether the dollar amount of the inspection fee could be changed if KABA changes it? Attorney Seeber said this could be by changing the resolution, not the ordinance.

Item 2 – DISCUSSION ON KPS COPS OFFICE FY2022 SCHOOL VIOLENCE PREVENTION PROGRAM AWARD

This will add a bi-directional antenna to both schools. This will improve communications between police in and outside of the school. KPS has asked us to chip in \$10,000. There was discussion of funding through Police Capital fund. The system would presumably belong to the school. Attorney Seeber said we cannot use the word “contribute.”

Item 3 – DISCUSSION ON H.R. UPDATE AND D.E.I.

Manager Mitchell said SHRM (Society for Human Resource Management) and Tokio Marine are two firms that we may consider to consult for HR.

Trustee Glass suggested we initiate work with SHRM to help us lay out a schedule of HR activities. Also work on a schedule for hiring practices, update administrative policies in Fire Department, more modern administration, moving away from live-in chiefs.

She spoke of the need to have a citizen’s committee.

Trustee Leuty commented that Lisa V. has limited capacity to handle all the HR responsibilities.

Trustee Robinson commented that we need to check off that HR processes are being completed.

Item 4 – DISCUSSION ON THE NON-MOTORIZED TRANSPORTATION PROJECT

Trustee Leuty reviewed progress on non-motorized infrastructure, primarily sidewalks.

Item 4 – DISCUSSION ON MANAGER’S GOALS

Manager Mitchell asked that Board members give him their chief goals.

Clerk Miller suggested that blight elimination and code enforcement should be a priority.

Treasurer Miller said we may need to add another enforcement officer.

Trustee Robinson said a lot of this is driven by community. We can only do so much with one part-time person.

Trustee Leuty suggested ways to prioritize our efforts.

Clerk Miller suggested Board members send the Manager our goals, have him return the compiled list, and have member put a star beside each one that is a priority for each of us.

Treasurer Miller: Forming an ARPA committee. Forming a TIF District, such as a Corridor Improvement Authority.

Supervisor Martin said the Manager's evaluation contains some goals.

Trustee Glass said we should stick to the Strategic Plan.

Trustee Moaiery said blight is a concern for all of us.

Trustee Glass suggested we could find ways to support residents trying to beautify our neighborhoods.

Item 5 – MANAGER'S UPDATE

None. Attorney Seeber addressed the Asset Level Test, we must put in level of assets before we give an exemption on property taxes. She will be discussing some emerging issues with our Assessor. The limit on Personal Property Tax has been raised. We need to be able to document how we know what businesses have. We need to go back to the voters for our charter millage.

Item 6 – PUBLIC COMMENT

Chris Weidemann asked for help for the Fire Department. The resident chief system is antiquated. We should hire more full-time firefighters without waiting to hire a Chief before doing so.

Adjourned 7:00 p.m.

Respectfully submitted,

Mark E. Miller, Clerk, Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES MEETING
January 9, 2023**

The Regular Meeting of the Board of Trustees of the ***Charter Township of Kalamazoo*** was held on **Monday, January 9, 2023** at **7:30 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

Item 1 **CALL TO ORDER**

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

Item 2 **PLEDGE OF ALLEGIANCE**

Trustee Leuty led the Pledge of Allegiance.

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

All present.

Item 4 **ADDITIONS AND DELETIONS TO AGENDA**

Clerk Miller asked to add Item 9G under New Business, "Request to Approve the Resolution Establishing Rental Property Fees". This item had been included in the Board Packet but not on the Agenda.

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

Shawn Gallagher reaffirmed his support for reinstating the Chiefs. Seconds can matter in an emergency response.

Angie Ponzini, Skyline Street, asked why not take this to the voters?

Mike Rotgers, Chaparral Street, said residents have no idea what is happening with the Chiefs.

Item 6 **CONSENT AGENDA**

Clerk Miller moved, seconded by Trustee Leuty, to approve the Consent Agenda which included action on the following items:

Approval of:

- A. Minutes of the December 5, 2022 Board of Trustees Special Meeting
- B. Minutes of the December 12, 2022 Board of Trustees Work Session
- C. Minutes of the December 12, 2022 Board of Trustees Regular Meeting
- D. Payment of Bills in the amount of \$33,445.63.

Receipt of:

- A. Check Disbursement Report, December 2022
- B. Check EFT Register December 2022
- C. Treasurer's Report, November 2022
- D. Revenue and Expense Report, November 2022
- E. Revenue and Expense Summary, November 2022
- F. KABA Report, December 2022

G. Non-Motorized Transportation Update

Voice vote, Motion carried.

Item 7 **PUBLIC HEARING / PRESENTATION**

None.

Item 8 **UNFINISHED BUSINESS**

Item 8A **REQUEST TO APPROVE THE ADOPTION OF ORDINANCE
AMENDING RENTAL PROPERTIES REGISTRATION, MAINTENANCE,
AND INSPECTION ORDINANCE**

Attorney Seeber said this Ordinance amends the existing ordinance. We accepted for first reading in December. We redefine the term rental dwelling, added parameters for what needed to be included in the application, provided for an administration fee, among other changes.

Treasurer Miller thanked those who worked on the Ordinance 632 and moved to adopt the Ordinance, seconded by Trustee Robinson.

Clerk Miller asked if there were any changes from the version accepted for first reading. Attorney Seeber answered there were not.

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

Item 9 **NEW BUSINESS**

Item 9A **REQUEST TO APPROVE THE ADOPTION OF 2023 ASSET LEVEL
TEST RESOLUTION**

Attorney Seeber explained that the Asset Level Test is required by the State.

Clerk Miller moved, seconded by Treasurer Miller, to adopt the 2023 Asset Level Test. Roll call vote, (7-0), Motion carried.

Item 9B **REQUEST TO APPROVE THE ADOPTION OF 2023 POVERTY
EXEMPTION INCOME GUIDELINES FOR PROPERTY TAXES**

Attorney Seeber explained these income levels change by the Federal government.

Treasurer Miller moved, seconded by Trustee Robinson, to adopt the Resolution. Roll call vote, (7-0), Motion carried.

Item 9C **RESOLUTION TO APPROVE THE APPLICATION FOR LAYING OUT
THE DRAINAGE DISTRICT FOR VALLEYWOOD 1,2,3,4, and 7**

Supervisor Martin explained we have already passed one of these earlier this year. There will be a cost if they need to be cleaned out.

Supervisor Martin moved, seconded by Treasurer Miller, to approve creation of the districts. Roll call vote, (7-0), Motion carried.

Item 9D **REQUEST TO APPROVE THE CONTRACT FOR KALAMAZOO COUNTY HOUSEHOLD HAZARDOUS WASTE**

Manager Mitchell suggested rounding total contract amount from \$18,000 to \$20,000 because we ran out of money in the disposal costs this past year.

Treasurer Miller said the expenditures were higher, she moved to approve the agreement for up to \$25,000, seconded by Trustee Moaiery.

Trustee Leuty commented on the positive effects of cleaning hazardous materials from our homes.

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

Item 9E **RESOLUTION TO APPROVE 2023 POLICY WITH DECKER AGENCY**

Manager Mitchell said we pay this in quarterly payments. There is a significant increase this year, but we also have more vehicles.

Trustee Leuty moved, seconded by Trustee Robinson, to approve the policy and make the payment. Roll call vote, (7-0), Motion carried.

Item 9F **RESOLUTION TO APPROVE THE NATIONAL OPIOID SETTLEMENT**

Manager Mitchell explained the settlement agreement. This is to authorize receiving the payment.

Trustee Moaiery moved, seconded by Treasurer Miller, to approve receipt. Roll call vote, (7-0), Motion carried.

Item 9G **REQUEST TO APPROVE RESOLUTION ESTABLISHING RENTAL PROPERTY FEES**

Attorney Seeber explained that we put the fees into a resolution so that we do not need to amend our ordinance in order to change them.

Treasurer Miller moved, seconded by Trustee Leuty, to adopt the resolution.

Trustee Leuty commented that we have multiple inspections every month. This allows us to recoup some of these costs.

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

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

None.

Item 11 **BOARD MEMBER REPORTS**

Trustee Leuty reported that the Planning Commission re-elected the current officers at their meeting, and heard a presentation on SolSmart from the Clerk and resident Craig Sherwood. They also approved Kal-Sec amendment which will come to the Board, concerning a building expansion. Planning Commission packets are caught up on the website.

Trustee Glass spoke about Manager's goals and our goals and making progress to the Strategic Plan. Firefighters are experiencing hardship. We need to find other ways to relieve stress on firefighters. She mentioned a community committee.

Trustee Moaiery spoke to the urgency of helping relieve the stress on firefighters.

Clerk Miller said it would be difficult to fix the situation we are in with the fire service.

Treasurer Miller agreed about the stress on firefighters.

Supervisor Martin thanked Chief Weidemann and Captain Martin for showing the new fire truck.

Item 12 **ATTORNEY'S REPORT**

Attorney Seeber will provide information regarding new State rules for assessing.

Item 13 **MANAGER'S REPORT**

The Manager will provide a detailed report in writing. He congratulated Barbara Blankenship on appointment as Election Coordinator. He has made an offer to full-time firefighters to cash in unused vacation time.

Item 14 **PUBLIC COMMENT**

Connie Butler, Mulhearn Avenue, is surprised that we are going ahead with posting the Chiefs' positions. She would like to know the costs, including termination costs. She wants to know.

Angie Ponzini with Westwood Neighborhood Association stated we have outdated ordinances and they should be updated. Drainage maps show where the drains are. More police are welcome.

Item 15 ADJOURNMENT
Adjourned at 8:30 pm.

BOARD MEMBERS PRESENT:

Supervisor Donald D. Martin
Treasurer Sherine M. Miller
Clerk Mark E. Miller
Trustee Clara Robinson
Trustee Ashley Glass
Trustee Lisa Moaiery
Trustee Steven C. Leuty

Respectfully submitted,

Mark E. Miller, Clerk

ABSENT: None.

Attested to by,

ALSO PRESENT:

Attorney Roxanne Seeber
Manager Dexter Mitchell
Acting Fire Chief Mike Weidemann

Donald D. Martin, Supervisor

01/19/2023 09:44 AM
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 DB: Kalamazoo Twp

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 EXP CHECK RUN DATES 01/24/2023 - 01/24/2023
 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
9856 37358	ABRAXAS BLUEPRINT SCANNING 101-200-811.00	12/09/2022 MONICAK PURCHASED SERVICE	12/13/2022	90.00 90.00	90.00	Open	N 12/09/2022
9857 37359	ABRAXAS ONBASE SOLUTION 101-200-811.00	12/09/2022 MONICAK PURCHASED SERVICE	12/13/2022	90.00 90.00	90.00	Open	N 12/09/2022
0528618 37842	FERGUSON FACILITIES #3400 MISC SUPPLIES 206-336-740.00	01/18/2023 MONICAK OPERATING SUPPLIES	01/18/2023	76.20 76.20	76.20	Open	N 01/18/2023
551-609084 37843	STATE OF MICHIGAN SOR REGISTRATION 217-301-956.01	01/18/2023 MONICAK SOR EXPENSE	01/18/2023	30.00 30.00	30.00	Open	N 12/31/2022
1587965 37844	MILLER, CANFIELD, PADDOCK LEGAL SUPPORT 206-336-827.00 101-200-827.00	01/18/2023 MONICAK LEGAL SERVICE LEGAL SERVICES - GEN TWP	01/18/2023	2,938.00 2,210.00 728.00	2,938.00	Open	N 12/31/2022
1588520 37845	MILLER, CANFIELD, PADDOCK LEGAL SUPPORT 206-336-827.00 101-101-826.00	01/18/2023 MONICAK LEGAL SERVICE LEGAL SERVICES	01/18/2023	3,172.00 2,002.00 1,170.00	3,172.00	Open	N 12/31/2022
1588685 37846	MILLER, CANFIELD, PADDOCK LEGAL SUPPORT 206-336-827.00 101-200-827.00	01/18/2023 MONICAK LEGAL SERVICE LEGAL SERVICES - GEN TWP	01/18/2023	1,989.00 1,885.00 104.00	1,989.00	Open	N 12/31/2022
19801 37847	H & H PAINTING COMPANY, INC. PAINTING 101-265-931.00	01/18/2023 MONICAK BUILDING REPAIRS & MAINT	01/18/2023	2,118.00 2,118.00	2,118.00	Open	N 12/31/2022
4460 37848	DECKER AGENCY NOTARY BOND - WHITFIELD 207-301-811.00	01/18/2023 MONICAK PROFESSIONAL & CONTRACTUAL SVC	12/13/2022	55.00 55.00	55.00	Open	N 01/18/2023

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2081-02 37849	MILLER-DAVIS COMPANY EXERCISE ROOM 810-440-983.00	01/18/2023 MONICAK	12/13/2022	15,000.00	15,000.00	Open	N 12/31/2022
		CAPITAL OUTLAY - EQUIPMENT		15,000.00			
00011686 37850	PONTEM SOFTWARE BY RIA ONLINE BURIAL SEARCH 101-276-742.00	01/18/2023 MONICAK	12/13/2022	860.00	860.00	Open	N 01/18/2023
		SOFTWARE MAINT AGREEMENTS		860.00			
2436391-0 37851	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-200-727.00	01/18/2023 MONICAK	12/13/2022	159.98	159.98	Open	N 01/18/2023
		OFFICE SUPPLIES		159.98			
010423 37852	BRONSON HEALTHCARE GROUP ACCT #700000115 207-301-914.00	01/18/2023 MONICAK	12/13/2022	1,613.86	1,613.86	Open	N 12/31/2022
		HEALTH SERVICES		1,613.86			
2433307-0 37853	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	01/18/2023 MONICAK	12/13/2022	40.05	40.05	Open	N 01/18/2023
		OFFICE SUPPLIES		40.05			
26061052 37854	DORRANCE FORD OIL CHANGE 207-301-939.00	01/18/2023 MONICAK	12/13/2022	60.20	60.20	Open	N 01/18/2023
		VEHICLE REPAIRS & MAINT		60.20			
831700 37855	NYE UNIFORM CO. UNIFORMS 207-301-748.00	01/18/2023 MONICAK	12/13/2022	131.86	131.86	Open	N 12/31/2022
		PERSONAL EQUIPMENT ALLOWANCE		131.86			
831692 37856	NYE UNIFORM CO. UNIFORMS 207-301-748.00	01/18/2023 MONICAK	12/13/2022	163.50	163.50	Open	N 12/31/2022
		PERSONAL EQUIPMENT ALLOWANCE		163.50			
824512 37857	NYE UNIFORM CO. UNIFORMS 207-301-748.00	01/18/2023 MONICAK	12/13/2022	681.26	681.26	Open	N 12/31/2022
		PERSONAL EQUIPMENT ALLOWANCE		681.26			
123122 37858	PORTAGE CLEANERS AND LAUNDRY CLEANING 207-301-749.00	01/18/2023 MONICAK	12/13/2022	248.52	248.52	Open	N 12/31/2022
		UNIFORM CLEANING		248.52			

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551-609297 37859	STATE OF MICHIGAN LIVESCAN FEES 217-301-956.00	01/18/2023 MONICAK	12/13/2022	821.75	821.75	Open	N 12/31/2022
	MISCELLANEOUS			821.75			
01737 37860	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-780.05	01/18/2023 MONICAK	12/13/2022	902.07	902.07	Open	N 12/31/2022
	FIRE PREVENTION			902.07			
2435609-0 37861	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-200-727.00	01/18/2023 MONICAK	12/13/2022	187.05	187.05	Open	N 01/18/2023
	OFFICE SUPPLIES			187.05			
1588751 37862	MILLER, CANFIELD, PADDOCK LEGAL SUPPORT 206-336-827.00 207-301-827.00	01/18/2023 MONICAK	12/13/2022	10,491.00	10,491.00	Open	N 12/31/2022
	LEGAL SERVICE			8,775.00			
	LEGAL			1,716.00			
INV-03102-C5F4Q0 37863	ECF DATA, LLC OFFICE 365 101-200-742.00 207-301-742.00	01/18/2023 MONICAK	12/13/2022	850.00	850.00	Open	N 12/31/2022
	SOFTWARE MAINT AGREEMENTS			425.00			
	SOFTWARE MAINT AGREEMENTS			425.00			
A829168 37864	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 101-200-811.00	01/18/2023 MONICAK	12/13/2022	355.11	355.11	Open	N 01/18/2023
	PROFESSIONAL & CONTRACTUAL SVC			355.11			
01602096 37865	PURITY CYLINDER, INC. QUARTERLY RENT 101-265-740.00	01/18/2023 MONICAK	12/13/2022	159.03	159.03	Open	N 12/31/2022
	OPERATING SUPPLIES			159.03			
120606015 37866	ROSE PEST SOLUTIONS CLIENT #120007379 101-265-811.00	01/18/2023 MONICAK	12/13/2022	80.00	80.00	Open	N 12/31/2022
	PROFESSIONAL & CONTRACTUAL SVC			80.00			
46196 37867	R.W. LAPINE, INC. REPAIR 101-265-931.00	01/18/2023 MONICAK	12/13/2022	265.00	265.00	Open	N 12/31/2022
	BUILDING REPAIRS & MAINT			265.00			
46193 37868	R.W. LAPINE, INC. REPAIR	01/18/2023 MONICAK	12/13/2022	422.50	422.50	Open	N 12/31/2022

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	101-265-931.00	BUILDING REPAIRS & MAINT		422.50			
138734 37869	FADER EQUIPMENT, INC. EXCAVATOR 101-276-945.00	01/18/2023 MONICAK	12/13/2022	210.00	210.00	Open	N 12/31/2022
	101-276-945.00	RENTALS - EQUIPMENT		210.00			
N9746757 37870	QUADIENT LEASING USA, INC. LEASE PYMT 101-200-811.00	01/18/2023 MONICAK	12/13/2022	566.58	566.58	Open	N 01/18/2023
	101-200-811.00	PROFESSIONAL & CONTRACTUAL SVC		566.58			
9855 37871	ABRAXAS ADMIN VAULT/POLICE RECORDS 207-301-811.00	01/18/2023 MONICAK	12/13/2022	404.55	404.55	Open	N 12/31/2022
	207-301-811.00	PROFESSIONAL & CONTRACTUAL SVC		404.55			
303198 37872	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	01/18/2023 MONICAK	12/13/2022	73.55	73.55	Open	N 01/18/2023
	206-336-939.00	VEHICLE REPAIRS & MAINT		73.55			
83174 37873	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-939.00	01/18/2023 MONICAK	12/13/2022	84.22	84.22	Open	N 01/18/2023
	206-336-939.00	VEHICLE REPAIRS & MAINT		84.22			
72100 37874	PREIN & NEWHOF, INC. UPDATE WATER CIP 883-520-820.00	01/18/2023 MONICAK	12/13/2022	84.00	84.00	Open	N 12/31/2022
	883-520-820.00	ENGINEERING FEES		84.00			
72157 37875	PREIN & NEWHOF, INC. TEXEL LIFT STATION 883-520-820.00	01/18/2023 MONICAK	12/13/2022	206.00	206.00	Open	N 12/31/2022
	883-520-820.00	ENGINEERING FEES		206.00			
72145 37876	PREIN & NEWHOF, INC. POPEYES SITE PLAN REVIEW 701-000-240.00	01/18/2023 MONICAK	12/13/2022	284.00	284.00	Open	N 12/31/2022
	701-000-240.00	ZONING/DEVELOPMENT ESCROW		284.00			
72115 37877	PREIN & NEWHOF, INC. WOODWARD/WINDING WAY LIFT STATIONS 883-520-820.00	01/18/2023 MONICAK	12/13/2022	8,106.90	8,106.90	Open	N 12/31/2022
	883-520-820.00	ENGINEERING FEES		8,106.90			
72113 37878	PREIN & NEWHOF, INC. REVIEW OF 2023 NON-MOTORIZED PLAND 101-446-969.01	01/18/2023 MONICAK	12/13/2022	84.00	84.00	Open	N 12/31/2022
	101-446-969.01	SIDEWALK MAINTENANCE		84.00			

01/19/2023 09:44 AM
 User: MONICAK
 DB: Kalamazoo Twp

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 EXP CHECK RUN DATES 01/24/2023 - 01/24/2023
 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
26061128 37879	DORRANCE FORD OIL CHANGE 207-301-939.00	01/18/2023 MONICAK	12/13/2022	60.20 60.20	60.20	Open	N 01/18/2023
TKPD-22-2 37880	THE ROSSOW GROUP, LLC QUARTERLY INSTALLMENT 207-301-811.00	01/18/2023 MONICAK	12/13/2022	3,750.00 3,750.00	3,750.00	Open	N 12/31/2022
S0016855 37881	EMERGENCY VEHICLE PRODUCTS PREV MAINT - 812-2015 206-336-939.00	01/18/2023 MONICAK	12/13/2022	1,546.72 1,546.72	1,546.72	Open	N 12/31/2022
S0016856 37882	EMERGENCY VEHICLE PRODUCTS REPAIR - 812-2015 206-336-939.00	01/18/2023 MONICAK	12/13/2022	594.60 594.60	594.60	Open	N 12/31/2022
01131 37883	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-939.00	01/18/2023 MONICAK	12/13/2022	56.90 56.90	56.90	Open	N 01/18/2023
2436510-0 37884	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	01/18/2023 MONICAK	12/13/2022	133.91 133.91	133.91	Open	N 01/18/2023
2433307-1 37885	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	01/18/2023 MONICAK	12/13/2022	16.18 16.18	16.18	Open	N 01/18/2023
A829018 37886	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	01/18/2023 MONICAK	12/13/2022	479.22 479.22	479.22	Open	N 01/18/2023
A829019 37887	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	01/18/2023 MONICAK	12/13/2022	479.22 479.22	479.22	Open	N 01/18/2023
A829017 37888	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	01/18/2023 MONICAK	12/13/2022	449.22 449.22	449.22	Open	N 01/18/2023

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 EXP CHECK RUN DATES 01/24/2023 - 01/24/2023
 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
A829003 37889	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	01/18/2023 MONICAK	12/13/2022	164.22	164.22	Open	N 01/18/2023
		PROFESSIONAL & CONTRACTUAL SVC		164.22			
303528 37890	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	01/18/2023 MONICAK	12/13/2022	50.54	50.54	Open	N 01/18/2023
		VEHICLE REPAIRS & MAINT		50.54			
0010534555 37891	MLIVE MEDIA GROUP NOTICES 101-101-903.00	01/18/2023 MONICAK	12/13/2022	452.18	452.18	Open	N 01/18/2023
		PUBLIC NOTICES		452.18			
017901753 37892	XEROX CORPORATION CUSTOMER #724921614 101-200-811.00	01/18/2023 MONICAK	12/13/2022	358.04	358.04	Open	N 12/31/2022
		PROFESSIONAL & CONTRACTUAL SVC		358.04			
843 37893	KAL. COUNTY HEALTH & COMM SERVICES DISPOSAL FEES 101-265-811.00	01/18/2023 MONICAK	12/13/2022	87.25	87.25	Open	N 01/18/2023
		PROFESSIONAL & CONTRACTUAL SVC		87.25			
997101 37894	STEENSMA LAWN & POWER EQUIPMENT MISC SUPPLIES 101-265-934.00	01/18/2023 MONICAK	12/13/2022	119.26	119.26	Open	N 01/18/2023
		EQUIPMENT REPAIRS & MAINT		119.26			
6833 37895	MMTA DUES - MILLER 101-253-732.00	01/18/2023 MONICAK	12/13/2022	99.00	99.00	Open	N 01/18/2023
		DUES/SUBS/PUBL		99.00			
1000526816 37896	ACCIDENT FUND COMPANY PAYMENT #1 101-200-913.00 206-336-913.00 207-301-913.00 267-301-913.00	01/18/2023 MONICAK	12/13/2022	42,643.50	42,643.50	Open	N 01/18/2023
		WORKER'S COMP.		1,705.74			
		INSURANCE - WORKERS COMP		15,351.66			
		WORKER'S COMP.		25,554.94			
		WORKER'S COMP.		31.16			
# of Invoices:	57	# Due:	57	Totals:	105,694.90	105,694.90	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					105,694.90	105,694.90	

User: MONICAK

EXP CHECK RUN DATES 01/24/2023 - 01/24/2023

DB: Kalamazoo Twp

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
--- TOTALS BY FUND ---							
	101 - GENERAL			10,895.72	10,895.72		
	206 - FIRE			35,180.34	35,180.34		
	207 - POLICE			35,055.03	35,055.03		
	217 - LIVESCAN/SOR			851.75	851.75		
	267 - SWET			31.16	31.16		
	701 - TRUST & AGENCY			284.00	284.00		
	810 - POLICE CAPITAL IMPROVEMENT			15,000.00	15,000.00		
	883 - SEWER IMPROVEMENT			8,396.90	8,396.90		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - REVENUES			284.00	284.00		
	101 - BOARD OF TRUSTEES			1,622.18	1,622.18		
	200 - GENERAL SERVICES_ADMIN			4,769.50	4,769.50		
	253 - TREASURER			99.00	99.00		
	265 - MAINTENANCE			3,251.04	3,251.04		
	276 - CEMETERY			1,070.00	1,070.00		
	301 - POLICE			35,937.94	35,937.94		
	336 - FIRE			35,180.34	35,180.34		
	440 - CAPITAL IMPROVEMENT			15,000.00	15,000.00		
	446 - INFRASTRUCTURE MAINTENANCE			84.00	84.00		
	520 - SEWER IMPROVEMENT			8,396.90	8,396.90		



SUMMARY OF INCIDENTS REPORT
(Includes all Officer Initiated & Citizen Reported)

Kalamazoo Township

ORI	All
Create Date.Calendar	December 2022
Venue	KALAMAZOO TOWNSHIP

Call Type/Nature Code	# of Incidents
911 Hangup(s)	196
Abandoned Vehicle	16
Abandoned Vehicle-Private Proper	2
Alarm	41
Animal Complaint	22
Arrest On Warr (Other Dept)	4
Assault/DV	25
Assist Fire Dept	24
Assist Other Dept	29
Assist Person	65
ATL	6
B&E/Illegal Entry	12
B&E/Larceny From Veh	11
BOL	13
Carbon Monoxide - No Symptoms	1
Check Welfare	57
Civil Calls	12
Community Policing/Crime Prev	92
Conservation/Littering	4
Crime Prevention	1
Crossing Guard	66
CSC	8
Directed Patrol	50
Disturbance/Fight	12
Drugs/VCSA	10
Felonious Assault	5
Fire Alarm - Commercial	11
Fire Alarm - Residential	6
Fire Alarm - Test	1
Fireworks	1
Follow-Up	101
Fraud	13
Harassing TX/Texts	6
Harrassment/Misc Criminal	4
Health & Safety	1
Hit & Run Accident	11
Juvenile Mischief	2
Larceny	26
Lockouts	2
Lost/Found Property	11
Maintenance	1
MDP	20
Misd Traffic (DWLS)	20

Missing Person	3
Motorist Assist	19
Natural Gas Leak - Inside	6
Natural Gas Leak - Outside	2
Noise Complaint	30
Obs Justice	5
Open Door/Window	1
Ordinance Violation	11
Panhandler/Vagrant/Solicitor	5
Parking Complaint	5
PD Accident	46
Peace Officer	20
PI - Confirmed Injuries	5
PI - Entrapment	1
PR/PRB/PRS	14
R&O/Fleeing	5
Recover Stolen Vehicle	5
Repossession	11
Rescue-Medical Incoming	12
Rescue-Medical P1	284
Rescue-Medical P1-ECHO	9
Rescue-Medical P2	82
Rescue-Medical P3	186
Retail Fraud	12
Runaway	2
Service For Department	8
Sex Offense -Not CSC	1
Shooting	1
Shots Fired	6
Special Check	5
Special Service	17
Structure Fire - Commercial	6
Structure Fire - Residential	4
Suicide/Attempt	14
Suspicious	135
Traffic Hazard	14
Traffic Mishap/Acc Damage	1
Traffic Stop	190
Trespassing	14
Trouble with Subject	141
Unk Accident	21
Vehicle Fire	2
Vehicle Inspection	1
Vehicle Theft (UDAA)	5
VRDL/Fix it Tickets	6
Warrant Service	14
Weapons	4
Grand Total	2412



SUMMARY OF INCIDENTS REPORT

(Includes all Officer Initiated & Citizen Reported)

Kalamazoo Township

ORI	All
Create Date.Calendar	Calendar 2022
Venue	KALAMAZOO TOWNSHIP

Call Type/Nature Code	# of Incidents
911 Hangup(s)	1569
Abandoned Vehicle	170
Abandoned Vehicle-Private Proper	116
Airplane/Train Crash	2
Airport Alert 3	2
Alarm	449
Animal Complaint	213
Arrest On Warr (Other Dept)	70
Arson	5
Assault/DV	306
Assist Fire Dept	225
Assist Other Dept	325
Assist Person	739
ATL	82
B&E/Illegal Entry	143
B&E/Larceny From Veh	217
BOL	268
Bomb Threat	7
Brush/Grass Fire - No Exposure	14
Carbon Monoxide - No Symptoms	22
Carbon Monoxide - With Symptoms	26
Check Welfare	871
Child Abuse/Neglect	29
Civil Calls	132
Community Policing/Crime Prev	644
Conservation/Littering	40
Crime Prevention	5
Crossing Guard	503
Crowd	11
CSC	54
Death Investigation	43
Directed Patrol	1187
Disorderly	1
Disturbance/Fight	208
Drugs/VCSA	78
Embezzlement	9
Equipment Failure	1
Felonious Assault	73
Fire Alarm - Commercial	100
Fire Alarm - Residential	52
Fire Alarm - Test	59
Fireworks	47
Follow-Up	1218

Foot Patrol	7
Forgery/U&P/Counterfeit	6
Fraud	142
Gambling	1
Harassing TX/Texts	148
Harrassment/Misc Criminal	72
Haz-Mat Incident	4
Health & Safety	23
Hit & Run Accident	137
Homicide	2
Indecent Exposure/Peeping	7
Juvenile Mischief	32
Kidnapping	1
Larceny	302
Liquor Investigation	15
Lockouts	16
Lost/Found Property	122
MABAS Call Up	1
Maintenance	15
MDP	170
Message Delivery	7
Mischievous Behavior	1
Misd Traffic (DWLS)	284
Missing Person	44
Motorist Assist	201
Natural Gas Leak - Inside	29
Natural Gas Leak - Outside	12
Noise Complaint	386
Obs Justice	62
Open Door/Window	14
Ordinance Violation	90
Other Criminal Complaint	3
Outside Fire - with Exposure	14
OWI/OUID	26
Panhandler/Vagrant/Solicitor	83
Parking Complaint	114
PD Accident	412
Peace Officer	239
PI - Confirmed Injuries	238
PI - Entrapment	6
PR/PRB/PRS	107
Prints/DNA	22
Prisoner Transport	19
Property Check - Commercial	45
Property Check - Residential	83
R&O/Fleeing	74
Recover Stolen Property	1
Recover Stolen Vehicle	60
Repossession	65
Rescue-Medical Incoming	160
Rescue-Medical P1	2530
Rescue-Medical P1-ECHO	32
Rescue-Medical P2	1133
Rescue-Medical P3	1827
Retail Fraud	144
Road Commission/MDOT Notify	13
Robbery	10

Runaway	86
Service For Department	87
Severe Weather Alert	1
Sex Offense -Not CSC	7
Shooting	5
Shots Fired	97
SOR Registration	3
Special Check	37
Special Service	341
Stalking	4
Structure Fire - Commercial	49
Structure Fire - Residential	86
Suicide/Attempt	212
Suspicious	1794
Tech Rescue - Building Collapse	5
Tech Rescue - Confined Space	2
Tech Rescue - High Angle	3
Test Call Only	14
Traffic Hazard	183
Traffic Investigation/Complaint	3
Traffic Mishap/Acc Damage	27
Traffic Stop	2116
Training	1
Trespassing	290
Trouble with Subject	1811
Unk Accident	308
Vehicle Fire	24
Vehicle Inspection	36
Vehicle Theft (UDAA)	129
VRDL/Fix it Tickets	81
Warrant Service	240
Weapons	26
Grand Total	28256



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AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 9A 01232023

FOR MEETING DATE: January 23, 2023

SUBJECT: Kalsec Planned Unit Development (PUD) Amendment

REQUESTING DEPARTMENT: Planning & Zoning

SUGGESTED MOTION:

To approve the proposed planned unit development amendment for the Kalsec site located at 3713 W. Main, with the conditions as set forth by the Planning Commission during the January 5, 2023 meeting.

Financing Cost: \$0

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

Kalsec is proposing to build a 12,864 square foot addition to their existing building 401 on the south side of the site and a new 254 square foot guard shack at the front entrance of the site on W. Main. The purpose of building 401 expansion is for warehousing and CO2 extraction. The guard shack is intended for security purposes and to facilitate package drop-offs. Kalsec received a variance for building height of the proposed expansion at the December 21, 2022 ZBA meeting. No safety concerns for the proposed site improvements have been identified by the Fire Marshal. The Planning Commission approved the proposed amendment to the PUD at the January 5, 2023 meeting with the following conditions:

1. That Kalsec implements the required 5' sidewalk along W. Main
2. That the Township Engineer submits a favorable review (we received approval of the site plan as presented by Prein & Newhof on January 13, 2023).

If you have any questions, please feel free to reach out to Danielle Bouchard, Township Planner, at dbouchard@mcka.com

Submitted by: Danielle Bouchard, Township Planner

Manager's Recommendation: Support

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

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Memorandum

TO: Kalamazoo Charter Township Board

FROM: Danielle Bouchard, AICP, Senior Planner

SUBJECT: Kalsec PUD Expansion 3713 W. Main Street – Board Approval

DATE: January 11, 2023

The applicant, Kalsec, obtained site plan approval from the Kalamazoo Township Planning Commission at their January 5, 2023 meeting to amend the existing planned unit development (PUD) and construct a new building on the site and an expansion of an existing building located at 3713 W. Main Street.

OVERVIEW

The applicant obtained approval from the Planning Commission to construct:

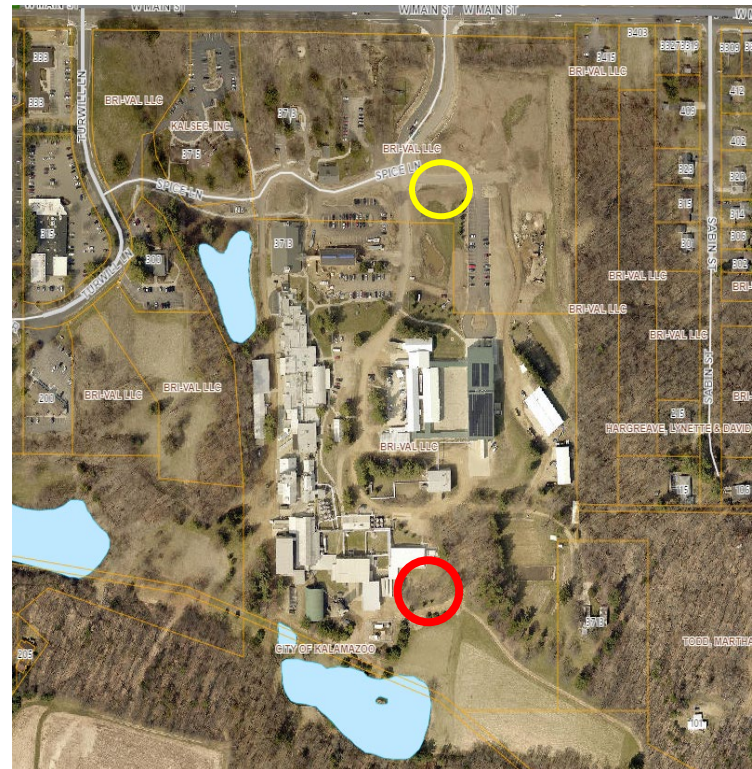
- A building expansion approximately 12,864 square feet in size
- A new building approximately 254 square feet in size

The building expansion is intended for a warehouse and CO2 extraction (in the red circle area on the image to the right). The new building is intended for a new security guard shack located on the north side of the existing site (the yellow circle area on the image to the right).

PROPOSED IMPROVEMENTS

As stated above, the applicant obtained approval from the Planning Commission to construct a 12,864 square foot extension to building 401 at the existing Kalsec facility. Further, the applicant is proposing an additional building to the site, of approximately 254 square feet in size. The location of the proposed 12,864 square foot addition is on the south side of existing building 401.

Further, proposed improvements include a concrete area surrounding the proposed building addition, as well as two 750-gallon septic tanks.





USE OF THE PROPERTY

The property is currently zoned PUD, planned unit development. Ordinance Article 21.00 discusses details related to PUDs in the Township. The overall intent of the PUD District is to:

“...provide a degree of flexibility so as to achieve development that is in accord with the Township’s Master Plan; economy and efficiency in the use of land, natural resources, energy, and in the provision of public services and utilities; useful open space particularly suited to the proposed development; conservation of natural features; and, development that satisfies the needs of Township residents.”

Further, Section 26.04 discusses the review and approval requirements relating to the PUDs in the Township.

SITE PLAN REVIEW

The Schedule of Regulations: Section 21.03.D, includes the following provisions:

Regulation	PUD	Site Plan Conditions	Compliance with Ordinance Standards
Front Yard Setback	50 ft.	1,427 ft.	Yes
Side Yard Setback	40 ft.	406 ft.	Yes
Rear Yard Setback	40 ft.	~173 ft.	Yes
Maximum Lot Coverage	60%	~5%	Yes
Building Height (addition)	35 ft.	>35 ft.	No
Building Height (new building)		~13’5”	Yes

Due to the non-compliant nature of the proposed building expansion, the applicant has obtained a variance for the building height at the December 21, 2022 ZBA meeting.

Off-Street Parking

Parking requirements are regulated by Section 4.01(D)(6) of the Township Zoning Ordinance. The following table provides analysis of the required off-street parking per ordinance and the existing parking conditions at 3713 W. Main.

Regulation Type: Off Street Parking	Required	Site Plan Conditions	Compliance with Ordinance Standards
General Industrial or Manufacturing Uses	1 space per 750 sq. ft. of gross floor area	190 spaces	Yes

Section 21.05.D notes the following:

The planned unit development shall be designed to minimize the impact of traffic generated by the proposed development on surrounding uses. In determining whether this requirement has been met, consideration shall be given to:

- 1. Access to major thoroughfares.*
- 2. Estimated traffic to be generated by the proposed development and the potential increase in traffic congestion.*



3. *Proximity and relation to intersections.*
4. *Adequacy of driver site distances.*
5. *Location of and access to off-street parking.*
6. *Required vehicular turning movements.*
7. *Provisions for pedestrian traffic.*
8. *Proposals to alleviate traffic congestion, traffic safety concerns, and other traffic impacts.*

The applicant has provided written statement that increased traffic is not anticipated as a result of the proposed building expansion, due to the warehousing nature of the expansion. The Planning Commission found this statement to be adequate for the project scope.

Landscaping

The Zoning Ordinance provides landscaping and open space standards pertaining to PUDs in the Township. It is not likely that the proposed building expansion and construction of new security guard shack will have an affect on existing site operations, or to adjacent sites. Therefore, we do not recommend additional landscaping above and beyond current landscaping conditions.

Lighting

No new lighting is proposed as a component of the proposed site plan. If the applicant plans to implement new light fixtures, a lighting plan shall be submitted to the Township Planning & Zoning staff for review.

Site Circulation

The Planning Commission has approved the proposed site circulation conditions and made the construction of the required 5-foot sidewalk along W. Main a condition of approval. Further, the Township is awaiting a response from the Engineer to confirm that the engineering plan is adequate for site improvements. It is anticipated that the engineer will find the site plan adequate.

Signage

Signage is not proposed as a component of this site plan review. Administrative review of site signage can be conducted at a later date. Signage shall require a separate review and approval by Kalamazoo Township planning and zoning.

Trash Disposal

Section 2.22 outlines the requirements for trash removal and collection. The applicant notes the no new trash receptacles will be part of the project.

Other Agency Reviews

The Township Fire Marshal does not find issues with the proposed site plans.



RECOMMENDATIONS

As previously stated, the Planning Commission approved the site plans for Kalsec to construct a 254 square foot guard shack and a 12,864 square foot addition to building 401 at the January 5, 2023 Planning Commission meeting with the following conditions:

1. Kalsec shall construct the 5-foot sidewalk along W. Main as shown on the site plans.
2. A favorable review for the proposed project from the Township Engineer is obtained.

As per ordinance standards for Planned Unit Development (PUD) amendments, the project shall also go to Township Board for final approval after approval from Planning Commission is obtained. We are recommending (and requesting) approval from the Township Board for the Kalsec PUD amendment.

Please feel free to reach out to Danielle Bouchard, AICP at dbouchard@mcka.com if you have any questions regarding this memorandum.

Respectfully Submitted,
McKenna

Danielle Bouchard, AICP
Senior Planner



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www.ktwp.org

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: Support

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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:

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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: _____

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Date: January 18, 2022

To: Township Manager Dexter Mitchell

From: Lt. Darien Smith

RE: Evidence Room Storage

The Township of Kalamazoo Police Department (TKPD) is revamping space for long-term evidence and property. As the project has progressed and the security cage has been placed, the room's dimensions have been finalized.

With this space finalized, we requested the assistance of Tyler Supply, a Burroughs Corporation company, to map the space layout for maximum storage. They provided a storage configuration with drawings for the revamped area; please see the attached proposal, including space mapping.

Purchasing shelving through Burroughs Corporation allows TKPD to support a business within Kalamazoo Township and keep monies local. In addition, the shelving is superior to anything purchased at a home improvement store and will fit the space appropriately. In addition, the life expectancy of this type of shelving is several decades.

To store the physical property, we propose using plastic containers with lids for items requiring long-term or lifetime retention. Using plastic storage containers will protect the property from potential environmental hazards, including water and condensation. In addition, the item will be safe from rodents or insects. Finally, this will provide a uniform storage vessel to store evidence most efficiently and using best practices for evidence preservation on the shelving provided by Tyler Supply.

Costs:

- Shelving	\$10,233.14
- <u>Storage Containers</u>	<u>\$2,200.00</u>
Total	\$12,433.14



TYLER SUPPLY COMPANY

P.O. Box 2033
Kalamazoo, MI 49001-2033

800-356-7417 | tylersupply.com | info@tylersupply.com

3611 E. Kilgore Rd.
Kalamazoo, MI 49003

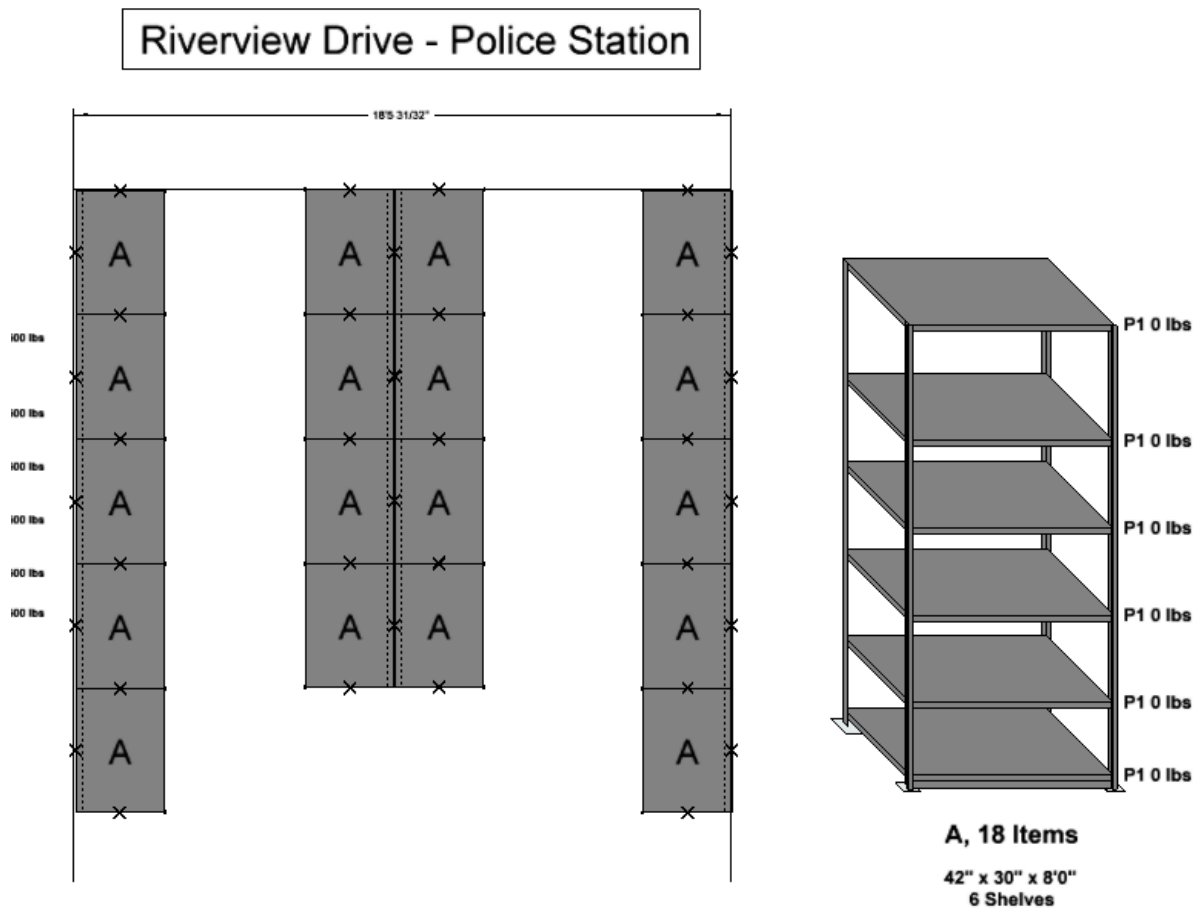
January 11th 2023

Riverview Drive Police Department
1720 Riverview Drive
Kalamazoo, Michigan 49004
Attn: Damien Smith

Damien,

Tyler Supply would like to thank you for the opportunity to provide shelving for the police department in Kalamazoo, Michigan. I am pleased to propose as follows:

OVERVIEW & ELEVATION: Qty: 18) 42" x 30" x 8'0"



Material Price:	\$8,483.14
Installation:	\$1,500.00
Delivery:	<u>\$250.00</u>
Total Investment:	\$10,233.14

NOTES:

- This proposal does not include sales tax
- Color: 065 Industrial Gray
- FOB: Kalamazoo, MI – Factory
- Terms: Net 15
- Change in layout will require requote
- Assembly/Knockdown done by others

Installation Notes:

- This is a non-union installation
- Coordination with inspectors for the purpose of inspections and sign off are the customer's responsibility.
- The available working hours are to be flexible, typically 8 AM to 6 PM and they are not restricted.
- There will be no work stoppage or delays of the installation crew (e.g. waiting for other contractors to perform work, city inspections, etc.).
- There are no restrictions of metal cutting, drilling, etc. in the area where the building is assembled.
- Floor area where Pallet Rack will be installed is a flat, level concrete floor.
- Free use if a dumpster to dispose of waste (pallets/strapping and metal banding)
- Fork truck or fork truck and driver to unload material and place it in the general area of install
- If the crew is required to use scissor lifts instead of ladders, customer will provide one (if not add \$1000 to total)
- Area is clear and free of any obstructions such as equipment, inventory, etc.
- Written notification on all special instructions and prohibited procedures, materials, etc. shall be provided by the customer before the crew arrives

Theo Lyle
Tyler Supply Company
Tlyle3@tylersupply.com
269-716-2956



P.O. Box 2033
Kalamazoo, MI 49001-2033

3611 E. Kilgore Rd.

Kalamazoo, MI 49003



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:9E 01232023

FOR MEETING DATE: January 23, 203

SUBJECT: KATS (Kalamazoo Township and the Kalamazoo Area Transportation Study) Services Agreement

REQUESTING DEPARTMENT: Managers Department

SUGGESTED MOTION:

Motion to approve the contributed services between Kalamazoo Township and the Kalamazoo Area Transportation Study, and have the Manager sign all documents.

Financing Cost: \$2,000

Source: General Fund X _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

This is our annual contribution to KATS; these funds have been budgeted.

Submitted by: Dexter Mitchell, Township Manager

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.



The Metropolitan Planning Organization for the Greater Kalamazoo Area

5220 Lovers Lane, Suite 110
Portage, MI 49002
☎ 269-343-0766
✉ info@KATSmpo.org

January 4, 2023

Mr. Dexter Mitchell, Manager
Kalamazoo Township
1720 Riverview Dr.
Kalamazoo, MI 49004

RE: Contributed Services Agreement for Kalamazoo Area Transportation Study (KATS) Match

Dear Mr. Mitchell,

Enclosed you will find the approved schedule of contributed services to cover the local match needed for the Kalamazoo Area Transportation Study (KATS) operations. Thank you for agreeing to help KATS meet the local match it needs for Federal planning funds in FY 2024 (beginning October 1, 2023). This local match will come from the value of contributed services that your staff or consultants will be normally doing in FY 2024. This is not a request for cash from your jurisdiction.

While your township does not receive Federal funds directly through KATS, it does benefit from the operations and actions of KATS. These benefits include:

- Federal funding to the Road Commission of Kalamazoo County and Van Buren County Road Commission for road, bridge, non-motorized, and other projects in your township.
- Federal funding to the Kalamazoo County Transportation Authority, the Central County Transportation Authority, Kalamazoo Metro Transit, and Van Buren Public Transit for public transit.
- KATS is a forum where townships, cities, villages, the Road Commissions, public transit agencies, the counties of Kalamazoo and Van Buren, and the Michigan Department of Transportation meet to cooperatively plan and program transportation projects in Kalamazoo County and a portion of eastern Van Buren County
- Land use and master planning at the local level is tied to transportation planning and KATS staff is available to work with your planning commissions on questions or issues.

Enclosed is an agreement that I ask you to complete and return to us by mail or email erumick@katsmpo.org by **February 3, 2023**. Again, by agreeing to provide contributed services to KATS, we can use the value of the costs you accrue in completing planning or mapping work that supports the KATS work program. KATS staff will work with you in the coming months to show how you can report this time.

Thank you for your help. Please feel free to call me if you have any questions on this request. I will be happy to meet with you if you would like.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Stepek", written over a white background.

Steven L. Stepek, AICP
Executive Director

Enclosure



**Third Party In-Kind Contributions Notification and Assurances
FY 2024 Unified Planning Work Program
Kalamazoo Urbanized Area**

For Federal Highway Administration Consolidated Planning Dollar Funds (FHWA PL 112)

1. **Notification** - In executing the subject FY 2024 Unified Planning Work Program (UPWP), the Kalamazoo Area Transportation Study (KATS), the Metropolitan Planning Organization (MPO) for the Kalamazoo urbanized area, proposes to use third party in-kind contributions provided by:

- Road Commission of Kalamazoo County
- Van Buren County Road Commission
- City of Kalamazoo
- City of Portage
- Kalamazoo County
- Western Michigan University
- Comstock Township
- Kalamazoo Township
- Oshtemo Township
- Texas Township
- City of Galesburg
- City of Parchment
- Village of Augusta
- Village of Climax
- Village of Mattawan
- Village of Lawton
- Village of Paw Paw
- Village of Richland
- Village of Schoolcraft
- Village of Vicksburg
- Van Buren County
- Alamo Township
- Almena Township
- Antwerp Township
- Brady Township
- Charleston Township
- Climax Township
- Cooper Township
- Pavilion Township
- Paw Paw Township
- Prairie Ronde Township
- Richland Township
- Ross Township
- Schoolcraft Township
- Wakeshma Township

to cover all or a portion of the non-federal match on a total UPWP basis.

2. **Identification and Inclusion** - The third party in-kind contributions are identified in the UPWP tasks descriptions and budget tables. The value of these in-kind contributions is included in the total UPWP budget.

3. **Third Party Consent** - The above stated agencies have agreed that the value of the eligible work performed by their staff or consultants may be used as an in-kind contribution.

4. **Not Paid by Other Federal Funds** - The cost of the third-party work will be paid for with funds available to the third party. The cost for such work will not be paid for by Federal funds or used as a match for other federally funded grants or subgrants.

5. **Eligible and Allowable** - The third party in-kind contributions are for:

- Safety Analysis
- Short and Long Range Planning
- Public Participation
- Transportation System Monitoring
- Planning Program Development
- Development of Transportation Model
- Use of social and economic data
- Congestion Mitigation and Air Quality
- Transportation Management Systems
- Environmental Mitigation and Consultation
- Updating GIS Maps and Pictometry Aerials
- Non-Motorized Planning
- Long Range Transportation Development

Third Party In-Kind Contributions Notifications and Assurances

FY 2024 Unified Planning Work Program

Page 2

The eligible amounts paid to gather traffic data under the Traffic Data Collections contract will be included toward agency contributions.

These activities are essential to fulfill Federal transportation planning requirements, are eligible for funding under Title 23, and are allowable under applicable Office of Management and Budget (OMB) Circulars.

- 6. **Time Period** - The third-party work will be performed during the FY 2024 UPWP time period (October 1, 2023 - September 30, 2024).
- 7. **Verifiable** - The derivation of the estimated value placed on the third party in-kind contributions is documented and verifiable from the records of the above stated agencies and the MPO. Actual contributions will be recorded and maintained by the MPO and the third party. Such records shall account for all time and costs, not just the portion used as an in-kind contribution.
- 8. **Amount** - The total amount of estimated third party in-kind contributions approved by the Policy Committee at its February 26, 2014 meeting for the FY 2024 UPWP is \$132,955 based on the following breakdown:

Agency	Match Requested
Road Commission of Kalamazoo County	\$22,000.00
Van Buren County Road Commission	\$10,000.00
City of Kalamazoo	\$22,000.00
City of Portage	\$22,000.00
Kalamazoo County	\$6,000.00
Western Michigan University	\$6,000.00
Comstock Township	\$2,000.00
Kalamazoo Township	\$2,000.00
Oshtemo Township	\$2,000.00
Texas Township	\$2,000.00
City of Galesburg	\$1,200.00
City of Parchment	\$1,200.00
Village of Augusta	\$1,200.00
Village of Climax	\$1,200.00
Village of Mattawan	\$1,200.00
Village of Lawton	\$1,200.00
Village of Paw Paw	\$1,200.00
Village of Richland	\$1,200.00
Village of Schoolcraft	\$1,200.00
Village of Vicksburg	\$1,200.00
Van Buren County	\$500.00
Alamo Township	\$100.00
Almena Township	\$100.00
Antwerp Township	\$100.00
Brady Township	\$100.00
Charleston Township	\$100.00
Climax Township	\$100.00
Cooper Township	\$100.00
Pavilion Township	\$100.00
Paw Paw Township	\$100.00
Prairie Ronde Township	\$100.00
Richland Township	\$100.00
Ross Township	\$100.00
Schoolcraft Township	\$100.00

Third Party In-Kind Contributions Notifications and Assurances

FY 2024 Unified Planning Work Program

Page 3

Wakeshma Township	\$100.00
Kalamazoo County Transportation Authority	\$10,330.00
Central County Transportation Authority	\$10,330.00
Van Buren Public Transit	\$2,295.00
Estimated FY 2024 Contributions	\$132,855.00

Agencies are encouraged to continue to report activities to the Kalamazoo Area Transportation Study once their contribution has been reached. If this total exceeds the amount needed to provide the non-Federal match for available FHWA Consolidated Planning Dollar funds, only that portion needed to cover the match will be used. If the third party in-kind contributions are not sufficient to cover the match requirement, the additional match will be paid from non-Federal cash resources.

The Kalamazoo Area Transportation Study will not invoice any contributing member that fails to meet their target listed here provided that the local match needed for the KATS program has been satisfied by all contributed services. In case the required KATS match is not reached, KATS will invoice those agencies/municipalities that did not reach their target for the match shortfall. If more than one agency/municipality is short and cash is required to satisfy the KATS local match, the amount needed will be divided between those entities in proportion to their contributed service targets. The amount invoiced will not exceed the difference between the contributed service target and the services actually contributed by an agency/municipality.

This assurance is provided in support of the Kalamazoo Area Transportation Study's request for prior approval to use in-kind contributions as match to FHWA Consolidated Planning Dollar funds and to convey recognition of the continuing responsibility for record keeping and billing procedures per 49 CFR Part 18. We agree to the estimated third party in-kind contributions for our agency as identified on Pages 2 and 3.

Printed Name:	Date:
Signature:	Agency/(Third Party):
Title:	Department



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

AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 9F 01232023

FOR MEETING DATE: January 23, 2023

SUBJECT: RCKC (Road Commission of Kalamazoo County) 2023 preventative maintenance project for 2023

REQUESTING DEPARTMENT: Managers Department

SUGGESTED MOTION:

Motion to approve the 2023 preventative maintenance agreement RCKC in the amount not to exceed \$432,248.

Financing Cost: \$432,248 _____

Source: General Fund X _____ Grant _____ Other _____

Are these funds currently budgeted? Yes X No _____

Other comments or notes: Support

As part of that significant investment Kalamazoo Charter Township works with RCKC, on an annual basis to develop a PM program, although the roads were fixed to extend the life expectancy of the roads, we must continue to perform annual maintenance throughout the Township. the total amount for preventative maintenance this year is \$925,292. to finance that amount part of the 2022 carryover in the amount of \$130,562, and the new allotment for 2023 of \$301,686 is approximately \$432,248. the difference of about \$493,044. Please be aware that the Road Commissions fee has changed from 7.23% to 9.54%. The 2022 Township amount request was \$360,649.

Submitted by: Dexter Mitchell, Township Manager

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.



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Stewart Drive - Olmstead Road to 1,261' east of Olmstead Road

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.24 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
2,802	1,261	20			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		25.00	Station	\$73.00	\$1,825	No charge
					Estimated Nonbillable Cost	\$1,825
					Overhead - Nonbillable (9.54%)	\$174
					Total Estimated Nonbillable Cost	\$1,999
Billable Items						
Crack Fill	Light	119.41	Lbs	\$1.29	\$154	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		4.43	Hour	\$851.38	\$3,769	
RCKC Labor/Fringe		5.16	Hour	\$529.44	\$2,729	
Contractor Equipment/Labor		841.00	Gal	\$0.26	\$219	
Fine Aggregate, CST	16 Lbs / Syd	22.00	Ton	\$48.70	\$1,071	
Emulsion, CRS-2M	0.30 Gal / Syd	841.00	Gal	\$2.40	\$2,018	
Fog Seal CST	0.08 Gal / Syd	2,802.00	Syd	\$0.60	\$1,681	
					Estimated Billable Cost	\$12,137
					Overhead - Billable (9.54%)	\$1,158
					Total Estimated Billable Cost	\$13,295
					Total Estimated Project Cost	\$15,294



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Willis Avenue - Lake Street to Willow Boulevard,
Lamont Avenue - Lake Street to Willow Boulevard,

Location: **Carleton Avenue** - Field Avenue to 157' east of Bronson Avenue

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.73 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
9,204	700	21			7,854
Conv Factor (Sft to Syd)	800	20			Cul-de-sac Quantity
9	2,370	22			0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		77.00	Station	\$73.00	\$5,621	No charge
					Estimated Nonbillable Cost	\$5,621
					Overhead - Nonbillable (9.54%)	\$536
					Total Estimated Nonbillable Cost	\$6,157
Crack Fill	Light	366.48	Lbs	\$1.29	\$473	
Vacuum Sweeping		4.00	Hour	\$165.00	\$660	
RCKC Equipment		8.22	Hour	\$851.38	\$6,996	
RCKC Labor/Fringe		9.57	Hour	\$529.44	\$5,066	
Contractor Equipment/Labor		2,761.00	Gal	\$0.26	\$718	
Fine Aggregate, CST	16 Lbs / Syd	74.00	Ton	\$48.70	\$3,604	
Emulsion, CRS-2M	0.30 Gal / Syd	2,761.00	Gal	\$2.40	\$6,626	
Fog Seal CST	0.08 Gal / Syd	9,204.00	Syd	\$0.60	\$5,522	
					Estimated Billable Cost	\$29,665
					Overhead - Billable (9.54%)	\$2,830
					Total Estimated Billable Cost	\$32,495
					Total Estimated Project Cost	\$38,652



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Bixby Road - Humphrey Street to M-343

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.19 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
2,961	1,025	26			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Pavement Marking		1,025.00	Ft	\$0.10	\$103	No charge
Estimated Nonbillable Cost					\$103	
Overhead - Nonbillable (9.54%)					\$10	
Total Estimated Nonbillable Cost					\$113	
Billable Items						
Crack Fill	Light	97.06	Lbs	\$1.29	\$125	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		4.65	Hour	\$851.38	\$3,963	
RCKC Labor/Fringe		5.42	Hour	\$529.44	\$2,870	
Contractor Equipment/Labor		888.00	Gal	\$0.26	\$231	
Fine Aggregate, CST	16 Lbs / Syd	24.00	Ton	\$48.70	\$1,169	
Emulsion, CRS-2M	0.30 Gal / Syd	888.00	Gal	\$2.40	\$2,131	
Fog Seal CST	0.08 Gal / Syd	2,961.00	Syd	\$0.60	\$1,777	
Estimated Billable Cost					\$12,760	
Overhead - Billable (9.54%)					\$1,217	
Total Estimated Billable Cost					\$13,977	
Total Estimated Project Cost					\$14,090	



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Elkertown Avenue - Humphrey Street to M-343

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.34 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
5,400	1,000	31			7,854
Conv Factor (Sft to Syd)	800	22			Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Light	170.45	Lbs	\$1.29	\$220	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		4.83	Hour	\$851.38	\$4,116	
RCKC Labor/Fringe		5.63	Hour	\$529.44	\$2,981	
Contractor Equipment/Labor		1,620.00	Gal	\$0.26	\$421	
Fine Aggregate, CST	16 Lbs / Syd	43.00	Ton	\$48.70	\$2,094	
Emulsion, CRS-2M	0.30 Gal / Syd	1,620.00	Gal	\$2.40	\$3,888	
Fog Seal CST	0.08 Gal / Syd	5,400.00	Syd	\$0.60	\$3,240	
Estimated Billable Cost					\$17,455	
Overhead - Billable (9.54%)					\$1,665	
Total Estimated Billable Cost					\$19,120	
Total Estimated Project Cost					\$19,120	



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township
Stamford Avenue - E Main Street to Gertrude Street,
Waverly Drive - E Main Street to Gertrude Street,
Bronx Avenue - E Main Street to Gertrude Street,
Nassau Street - E Main Street to Gertrude Street,
Woodrow Drive - E Main Street to Gertrude Street,
Texel Drive - E Main Street to M-343,
Sunnyside Drive - E Main Street to M-343,
Upland Drive - E Main Street to 682' north of Gertrude Street,
Craft Avenue - E Main Street to 575' north of E Main Street
 Location: **Baker Drive** - E Main Street to Mulhearn Avenue

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 3.36 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
45,773	1,275	20	175	46	7,854
Conv Factor (Sft to Syd)	4,915	21			Cul-de-sac Quantity
9	4,690	22			1
	3,090	24			
	3,600	25			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		355.00	Station	\$73.00	\$25,915	No charge
Estimated Nonbillable Cost					\$25,915	
Overhead - Nonbillable (9.54%)					\$2,472	
Total Estimated Nonbillable Cost					\$28,387	
Crack Fill	Light	1,680.40	Lbs	\$1.29	\$2,168	
Vacuum Sweeping		20.00	Hour	\$165.00	\$3,300	
RCKC Equipment		25.34	Hour	\$851.38	\$21,573	
RCKC Labor/Fringe		29.51	Hour	\$529.44	\$15,622	
Contractor Equipment/Labor		13,732.00	Gal	\$0.26	\$3,570	
Fine Aggregate, CST	16 Lbs / Syd	366.00	Ton	\$48.70	\$17,824	
Emulsion, CRS-2M	0.30 Gal / Syd	13,732.00	Gal	\$2.40	\$32,957	
Fog Seal CST	0.08 Gal / Syd	45,773.00	Syd	\$0.60	\$27,464	
Estimated Billable Cost					\$124,478	
Overhead - Billable (9.54%)					\$11,875	
Total Estimated Billable Cost					\$136,353	
Total Estimated Project Cost					\$164,740	



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Grandessa Drive - Sunsprite Drive to 697' east of Sunsprite Drive,
Pristine Avenue - Nazareth Road to 742' east of Sunsprite Drive,
Sonia Lane - Pristine Avenue to Sunsprite Drive,

Location: **Sunsprite Drive** - Pristine Avenue to 520' east of Grandessa Drive

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.83 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
14,593	697	30			7,854
Conv Factor (Sft to Syd)	1,358	30			Cul-de-sac Quantity
9	733	30			0
	1,590	30			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Light	414.58	Lbs	\$1.29	\$535	
Vacuum Sweeping		6.00	Hour	\$165.00	\$990	
RCKC Equipment		8.07	Hour	\$851.38	\$6,869	
RCKC Labor/Fringe		9.39	Hour	\$529.44	\$4,974	
Contractor Equipment/Labor		4,378.00	Gal	\$0.26	\$1,138	
Fine Aggregate, CST	16 Lbs / Syd	117.00	Ton	\$48.70	\$5,698	
Emulsion, CRS-2M	0.30 Gal / Syd	4,378.00	Gal	\$2.40	\$10,507	
Fog Seal CST	0.08 Gal / Syd	14,593.00	Syd	\$0.60	\$8,756	

Estimated Billable Cost	\$39,467
Overhead - Billable (9.54%)	\$3,765
Total Estimated Billable Cost	\$43,232

Total Estimated Project Cost	\$43,232
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Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Clark Avenue - M-343 to Castle Street,
Castle St - Clark Avenue to Brook Drive,

Location: **Heather Lane** - 203' south of M-343 to M-343

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.31 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
5,312	1,148	24			7,854
Conv Factor (Sft to Syd)	338	24			Cul-de-sac Quantity
9	130	33			1

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		32.00	Station	\$73.00	\$2,336	No charge
Estimated Nonbillable Cost					\$2,336	
Overhead - Nonbillable (9.54%)					\$223	
Total Estimated Nonbillable Cost					\$2,559	
Crack Fill	Light	153.03	Lbs	\$1.29	\$197	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		4.77	Hour	\$851.38	\$4,057	
RCKC Labor/Fringe		5.55	Hour	\$529.44	\$2,938	
Contractor Equipment/Labor		1,594.00	Gal	\$0.26	\$414	
Fine Aggregate, CST	16 Lbs / Syd	42.00	Ton	\$48.70	\$2,045	
Emulsion, CRS-2M	0.30 Gal / Syd	1,594.00	Gal	\$2.40	\$3,826	
Fog Seal CST	0.08 Gal / Syd	5,312.00	Syd	\$0.60	\$3,187	
Estimated Billable Cost					\$17,160	
Overhead - Billable (9.54%)					\$1,637	
Total Estimated Billable Cost					\$18,797	
Total Estimated Project Cost					\$21,356	



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Ida Street - Colgrove Avenue to Elkerton Avenue,
Elkerton Avenue - M-343 to 462' north of M-343,

Location: **Colgrove Avenue** - M-343 to 540' north of M-343

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.25 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
3,229	376	21			7,854
Conv Factor (Sft to Syd)	462	22			Cul-de-sac Quantity
9	500	22			0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		17.00	Station	\$73.00	\$1,241	No charge
Estimated Nonbillable Cost					\$1,241	
Overhead - Nonbillable (9.54%)					\$118	
Total Estimated Nonbillable Cost					\$1,359	
Crack Fill	Light	126.70	Lbs	\$1.29	\$163	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		5.08	Hour	\$851.38	\$4,326	
RCKC Labor/Fringe		5.92	Hour	\$529.44	\$3,132	
Contractor Equipment/Labor		969.00	Gal	\$0.26	\$252	
Fine Aggregate, CST	16 Lbs / Syd	26.00	Ton	\$48.70	\$1,266	
Emulsion, CRS-2M	0.30 Gal / Syd	969.00	Gal	\$2.40	\$2,326	
Fog Seal CST	0.08 Gal / Syd	3,229.00	Syd	\$0.60	\$1,937	
Estimated Billable Cost					\$13,897	
Overhead - Billable (9.54%)					\$1,326	
Total Estimated Billable Cost					\$15,223	
Total Estimated Project Cost					\$16,582	



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Shaffer Street - M-343 to 1,544' north of M-343

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.28 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
5,721	150	40			7,854
Conv Factor (Sft to Syd)	1,338	34			Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Pavement Marking		1,488.00	Ft	\$0.10	\$149	No charge
					Estimated Nonbillable Cost	\$149
					Overhead - Nonbillable (9.54%)	\$14
					Total Estimated Nonbillable Cost	\$163
Billable Items						
Crack Fill	Medium	422.73	Lbs	\$1.29	\$545	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		5.11	Hour	\$851.38	\$4,349	
RCKC Labor/Fringe		5.95	Hour	\$529.44	\$3,149	
Contractor Equipment/Labor		1,716.00	Gal	\$0.26	\$446	
Fine Aggregate, CST	16 Lbs / Syd	46.00	Ton	\$48.70	\$2,240	
Emulsion, CRS-2M	0.30 Gal / Syd	1,716.00	Gal	\$2.40	\$4,118	
Fog Seal CST	0.08 Gal / Syd	5,721.00	Syd	\$0.60	\$3,433	
					Estimated Billable Cost	\$18,775
					Overhead - Billable (9.54%)	\$1,791
					Total Estimated Billable Cost	\$20,566
					Total Estimated Project Cost	\$20,729



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Meadowcroft Lane - Nichols Road to Mountain Ash Lane,
Mulberry Lane - Meadowcroft Lane to Mandarin Grove Lane,
Mandarin Grove Lane - Mulberry Lane to Mountain Ash Lane,
Mountain Ash Lane - Meadowcroft Lane to Mandarin Grove Lane,

Location: **Buttonwood Lane** - Mountain Ash Lane to Sweet Cherry

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.51 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
9,000	2,700	30			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		54.00	Station	\$73.00	\$3,942	No charge
					Estimated Nonbillable Cost	\$3,942
					Overhead - Nonbillable (9.54%)	\$376
					Total Estimated Nonbillable Cost	\$4,318
Crack Fill	Medium	767.05	Lbs	\$1.29	\$989	
Vacuum Sweeping		4.00	Hour	\$165.00	\$660	
RKC Equipment		8.05	Hour	\$851.38	\$6,851	
RKC Labor/Fringe		9.37	Hour	\$529.44	\$4,961	
Contractor Equipment/Labor		2,700.00	Gal	\$0.26	\$702	
Fine Aggregate, CST	16 Lbs / Syd	72.00	Ton	\$48.70	\$3,506	
Emulsion, CRS-2M	0.30 Gal / Syd	2,700.00	Gal	\$2.40	\$6,480	
Fog Seal CST	0.08 Gal / Syd	9,000.00	Syd	\$0.60	\$5,400	
					Estimated Billable Cost	\$29,549
					Overhead - Billable (9.54%)	\$2,819
					Total Estimated Billable Cost	\$32,368
					Total Estimated Project Cost	\$36,686



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Nichols Road - Barney Road to G Avenue

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 1.04 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
17,722	5,500	29			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		110.00	Station	\$73.00	\$8,030	No charge
Pavement Marking		5,500.00	Ft	\$0.10	\$550	No charge
Estimated Nonbillable Cost					\$8,580	
Overhead - Nonbillable (9.54%)					\$819	
Total Estimated Nonbillable Cost					\$9,399	
Billable Items						
Crack Fill	Medium	1,562.50	Lbs	\$1.29	\$2,016	
Vacuum Sweeping		8.00	Hour	\$165.00	\$1,320	
RCKC Equipment		9.80	Hour	\$851.38	\$8,344	
RCKC Labor/Fringe		11.41	Hour	\$529.44	\$6,042	
Contractor Equipment/Labor		5,317.00	Gal	\$0.26	\$1,382	
Fine Aggregate, CST	16 Lbs / Syd	142.00	Ton	\$48.70	\$6,915	
Emulsion, CRS-2M	0.30 Gal / Syd	5,317.00	Gal	\$2.40	\$12,761	
Fog Seal CST	0.08 Gal / Syd	17,722.00	Syd	\$0.60	\$10,633	
Estimated Billable Cost					\$49,413	
Overhead - Billable (9.54%)					\$4,714	
Total Estimated Billable Cost					\$54,127	
Total Estimated Project Cost					\$63,526	



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Carsten Avenue - Nichols Road to Piedmont Drive,
Edling Drive - Carsten Avenue to Piedmont Drive,
Ashby Lane - Edling Drive to Carsten Avenue,

Location: Piedmont Drive - Edling Drive to Carsten Avenue

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.60 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
11,019	3,149	29			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					1

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Heavy	2,087.41	Lbs	\$1.29	\$2,693	
Vacuum Sweeping		5.00	Hour	\$165.00	\$825	
RCKC Equipment		6.10	Hour	\$851.38	\$5,196	
RCKC Labor/Fringe		7.11	Hour	\$529.44	\$3,763	
Contractor Equipment/Labor		3,306.00	Gal	\$0.26	\$860	
Fine Aggregate, CST	16 Lbs / Syd	88.00	Ton	\$48.70	\$4,286	
Emulsion, CRS-2M	0.30 Gal / Syd	3,306.00	Gal	\$2.40	\$7,934	
Fog Seal CST	0.08 Gal / Syd	11,019.00	Syd	\$0.60	\$6,611	

Estimated Billable Cost	\$32,167
Overhead - Billable (9.54%)	\$3,069
Total Estimated Billable Cost	\$35,236

Total Estimated Project Cost	\$35,236
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Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Wayside Road - Humphrey Street to 880' north of Humphrey Street

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.17 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
2,200	900	22			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		18.00	Station	\$73.00	\$1,314	No charge
Pavement Marking		900.00	Ft	\$0.10	\$90	No charge
Estimated Nonbillable Cost					\$1,404	
Overhead - Nonbillable (9.54%)					\$134	
Total Estimated Nonbillable Cost					\$1,538	

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Medium	255.68	Lbs	\$1.29	\$330	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		3.45	Hour	\$851.38	\$2,939	
RCKC Labor/Fringe		4.02	Hour	\$529.44	\$2,128	
Contractor Equipment/Labor		660.00	Gal	\$0.26	\$172	
Fine Aggregate, CST	16 Lbs / Syd	18.00	Ton	\$48.70	\$877	
Emulsion, CRS-2M	0.30 Gal / Syd	660.00	Gal	\$2.40	\$1,584	
Fog Seal CST	0.08 Gal / Syd	2,200.00	Syd	\$0.60	\$1,320	
Estimated Billable Cost					\$9,845	
Overhead - Billable (9.54%)					\$939	
Total Estimated Billable Cost					\$10,784	

Total Estimated Project Cost	\$12,322
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Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Sagebrush Street - Grand Prairie Road to 250' north of Andora Avenue,
Long Leaf Street - Sagebrush Street to Fawn Avenue,
Fawn Avenue - Sagebrush Street to Long Leaf Street,
Andora Avenue - Sagebrush Street to Tamarack Street,
Tamarack Street - Yew Street to Andora Avenue,
Fir Avenue - Skyline Street to Tamrack Street,
Fir Avenue - Cumberland Street to Sagebrush Street,
Yew Street - Skyline Street to Tamrack Street
Chaparral Street - Grand Prairie Road to Aspen Drive,
Yuca Avenue - Cumberland Street to Chaparral Street,

Location: Sequoia Court - Chaparral Street to 423' east of Chaparral Street

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 2.54 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
39,668	8,437	22			7,854
Conv Factor (Sft to Syd)	1,532	30			Cul-de-sac Quantity
9	3,429	32			2

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		268.00	Station	\$73.00	\$19,564	No charge
				Estimated Nonbillable Cost		
				Overhead - Nonbillable (9.54%)		
				Total Estimated Nonbillable Cost		
Crack Fill	Medium	3,806.25	Lbs	\$1.29	\$4,910	
Vacuum Sweeping		17.00	Hour	\$165.00	\$2,805	
RCKC Equipment		21.97	Hour	\$851.38	\$18,702	
RCKC Labor/Fringe		25.58	Hour	\$529.44	\$13,543	
Contractor Equipment/Labor		11,900.00	Gal	\$0.26	\$3,094	
Fine Aggregate, CST	16 Lbs / Syd	317.00	Ton	\$48.70	\$15,438	
Emulsion, CRS-2M	0.30 Gal / Syd	11,900.00	Gal	\$2.40	\$28,560	
Fog Seal CST	0.08 Gal / Syd	39,668.00	Syd	\$0.60	\$23,801	
				Estimated Billable Cost		
				Overhead - Billable (9.54%)		
				Total Estimated Billable Cost		
				Total Estimated Project Cost		
				\$142,857		



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

- Washburn Avenue** - Charles Avenue to Coy Avenue,
- Ira Avenue** - Charles Avenue to Coy Avenue,
- Lum Avenue** - Charles Avenue to Coy Avenue,
- Gayle Avenue** - Charles Avenue to Coy Avenue,
- Dayton Avenue** - Charles Avenue to East Main Street,
- Charles Avenue** - 370' west of Fennimore Avenue to Arthur Avenue,
- Oak Openings Street** - 370' west of Fennimore Avenue to Chicago Avenue,
- The Dells Avenue** - Chicago Avenue to Charles Avenue,
- Dell Avenue** - The Dells Avenue to 235' east of The Dells Avenue,
- Schippers Lane** - E Michigan Avenue to Darling Street,
- Darling Street** - Schippers Lane to Charles Avenue,
- Cooper Avenue** - Charles Avenue to Dearborn Avenue,
- Chicago Avenue** - Schippers Lane to Humphrey Street,

Location: Briar Place - Fennimore Avenue to Chicago Avenue

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 4.83 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
66,207	20,220	22			7,854
Conv Factor (Sft to Syd)	1,230	24			Cul-de-sac Quantity
9	4,050	30			0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		369.00	Station	\$73.00	\$26,937	No charge
					Estimated Nonbillable Cost	\$26,937
					Overhead - Nonbillable (9.54%)	\$2,570
					Total Estimated Nonbillable Cost	\$29,507
Crack Fill	Medium	7,244.32	Lbs	\$1.29	\$9,345	
Vacuum Sweeping		28.00	Hour	\$165.00	\$4,620	
RCKC Equipment		36.63	Hour	\$851.38	\$31,187	
RCKC Labor/Fringe		42.66	Hour	\$529.44	\$22,583	
Contractor Equipment/Labor		19,862.00	Gal	\$0.26	\$5,164	
Fine Aggregate, CST	16 Lbs / Syd	530.00	Ton	\$48.70	\$25,811	
Emulsion, CRS-2M	0.30 Gal / Syd	19,862.00	Gal	\$2.40	\$47,669	
Fog Seal CST	0.08 Gal / Syd	66,207.00	Syd	\$0.60	\$39,724	
					Estimated Billable Cost	\$186,103
					Overhead - Billable (9.54%)	\$17,754
					Total Estimated Billable Cost	\$203,857
					Total Estimated Project Cost	\$233,364



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Mosel Avenue - Riverview Drive to 1,268' east of Riverview Drive

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.27 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
5,176	230	53			7,854
Conv Factor (Sft to Syd)	700	31			Cul-de-sac Quantity
9	470	27			0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Pavement Marking		1,400.00	Ft	\$0.10	\$140	No charge
					Estimated Nonbillable Cost	\$140
					Overhead - Nonbillable (9.54%)	\$13
					Total Estimated Nonbillable Cost	\$153
Billable Items						
Crack Fill	Medium	397.73	Lbs	\$1.29	\$513	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		4.64	Hour	\$851.38	\$3,951	
RCKC Labor/Fringe		5.40	Hour	\$529.44	\$2,861	
Contractor Equipment/Labor		1,553.00	Gal	\$0.26	\$404	
Fine Aggregate, CST	16 Lbs / Syd	41.00	Ton	\$48.70	\$1,997	
Emulsion, CRS-2M	0.30 Gal / Syd	1,553.00	Gal	\$2.40	\$3,727	
Fog Seal CST	0.08 Gal / Syd	5,176.00	Syd	\$0.60	\$3,106	
					Estimated Billable Cost	\$17,054
					Overhead - Billable (9.54%)	\$1,627
					Total Estimated Billable Cost	\$18,681
					Total Estimated Project Cost	\$18,834

Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Old Riverview Drive - 1,678' south of Mosel Avenue to Mosel Avenue,

Location: **Old Riverview Drive** - Mosel Avenue to 317' north of Mosel Avenue

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.36 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
4,686	1,600	22			7,854
Conv Factor (Sft to Syd)	317	22			Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		38.00	Station	\$73.00	\$2,774	No charge
					Estimated Nonbillable Cost	\$2,774
					Overhead - Nonbillable (9.54%)	\$265
					Total Estimated Nonbillable Cost	\$3,039
Crack Fill	Medium	544.60	Lbs	\$1.29	\$703	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		7.40	Hour	\$851.38	\$6,298	
RCKC Labor/Fringe		8.61	Hour	\$529.44	\$4,561	
Contractor Equipment/Labor		1,406.00	Gal	\$0.26	\$366	
Fine Aggregate, CST	16 Lbs / Syd	37.00	Ton	\$48.70	\$1,802	
Emulsion, CRS-2M	0.30 Gal / Syd	1,406.00	Gal	\$2.40	\$3,374	
Fog Seal CST	0.08 Gal / Syd	4,686.00	Syd	\$0.60	\$2,812	
					Estimated Billable Cost	\$20,410
					Overhead - Billable (9.54%)	\$1,947
					Total Estimated Billable Cost	\$22,357
					Total Estimated Project Cost	\$25,396



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Darwood Avenue - 493' west of Delray Street to Delray Street,

Delray Street - Fargo Avenue to Mosel Avenue,

Fargo Avenue - 493' west of Delray Street to Sonora Street,

Laredo Street - Fargo Avenue to Mosel Avenue,

Cimarron Drive - Barclay Drive to Mosel Avenue,

Sonora Street - Barclay Drive to Mosel Avenue,

Oxford Street - 159' south of Barclay to Barclay Drive,

Location: **Barclay Drive** - Sonora Street to 333' east of Shasta Drive

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 1.49 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
20,948	2,780	22	1,128	21	7,854
Conv Factor (Sft to Syd)	671	25			Cul-de-sac Quantity
9	1,847	23			2
	1,200	20			
	236	20			

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		157.00	Station	\$73.00	\$11,461	No charge
					Estimated Nonbillable Cost	\$11,461
					Overhead - Nonbillable (9.54%)	\$1,093
					Total Estimated Nonbillable Cost	\$12,554
Crack Fill	Medium	2,233.52	Lbs	\$1.29	\$2,881	
Vacuum Sweeping		9.00	Hour	\$165.00	\$1,485	
RCKC Equipment		11.58	Hour	\$851.38	\$9,859	
RCKC Labor/Fringe		13.49	Hour	\$529.44	\$7,140	
Contractor Equipment/Labor		6,284.00	Gal	\$0.26	\$1,634	
Fine Aggregate, CST	16 Lbs / Syd	168.00	Ton	\$48.70	\$8,182	
Emulsion, CRS-2M	0.30 Gal / Syd	6,284.00	Gal	\$2.40	\$15,082	
Fog Seal CST	0.08 Gal / Syd	20,948.00	Syd	\$0.60	\$12,569	
					Estimated Billable Cost	\$58,831
					Overhead - Billable (9.54%)	\$5,612
					Total Estimated Billable Cost	\$64,443
					Total Estimated Project Cost	\$76,997



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Location: Rock Valley Drive - 1,210' south of Grand Prairie Road to Grand Paririe Road

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.21 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
4,662	1,100	31			7,854
Conv Factor (Sft to Syd)					Cul-de-sac Quantity
9					1

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
High Shoulder, Remove		22.00	Station	\$73.00	\$1,606	No charge
					Estimated Nonbillable Cost	\$1,606
					Overhead - Nonbillable (9.54%)	\$153
					Total Estimated Nonbillable Cost	\$1,759
Billable Items						
Crack Fill	Medium	312.50	Lbs	\$1.29	\$403	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		7.35	Hour	\$851.38	\$6,260	
RCKC Labor/Fringe		8.56	Hour	\$529.44	\$4,533	
Contractor Equipment/Labor		1,399.00	Gal	\$0.26	\$364	
Fine Aggregate, CST	16 Lbs / Syd	37.00	Ton	\$48.70	\$1,802	
Emulsion, CRS-2M	0.30 Gal / Syd	1,399.00	Gal	\$2.40	\$3,358	
Fog Seal CST	0.08 Gal / Syd	4,662.00	Syd	\$0.60	\$2,797	
					Estimated Billable Cost	\$20,012
					Overhead - Billable (9.54%)	\$1,909
					Total Estimated Billable Cost	\$21,921
					Total Estimated Project Cost	\$23,680



Estimate Date: 01/16/23 Estimator: D. Disterheft Estimate Type: Preliminary

Municipality: Kalamazoo Township

Vliet Lane - Nichols Road to Valley Glen Circle

Location: **Valley Glen Circle** - Vliet Lane to Vliet Lane

Project Description: Crack Fill, Chip Seal, Fog Seal

Project Length: 0.44 Miles

Total Area (Syd)	Length (Ft)	Width (Ft)	Length (Ft)	Width (Ft)	Cul-de-sac Area (Sft)
7,710	1,790	30			7,854
Conv Factor (Sft to Syd)	523	30			Cul-de-sac Quantity
9					0

Description of charge	Application Rate	Estimated Quantities	Units of Measure	Estimated Unit Cost	Estimated Item Cost	Notes
Crack Fill	Light	219.03	Lbs	\$1.29	\$283	
Vacuum Sweeping		3.00	Hour	\$165.00	\$495	
RCKC Equipment		6.88	Hour	\$851.38	\$5,860	
RCKC Labor/Fringe		8.01	Hour	\$529.44	\$4,243	
Contractor Equipment/Labor		2,313.00	Gal	\$0.26	\$601	
Fine Aggregate, CST	16 Lbs / Syd	62.00	Ton	\$48.70	\$3,019	
Emulsion, CRS-2M	0.30 Gal / Syd	2,313.00	Gal	\$2.40	\$5,551	
Fog Seal CST	0.08 Gal / Syd	7,710.00	Syd	\$0.60	\$4,626	
Estimated Billable Cost					\$24,679	
Overhead - Billable (9.54%)					\$2,354	
Total Estimated Billable Cost					\$27,033	
Total Estimated Project Cost					\$27,033	



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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.

Next steps concerning the Employment Agreement
(for Board discussion at the 1/23/23 Regular Meeting)

On September 7, 2016, the Board of Trustees and employee Dexter Mitchell adopted an Employment Agreement, which describes the duties and responsibilities of the Township Manager as an at-will employee who “shall report to and work through the direction of the Township Board.”

The scheduled discussion at the Board of Trustees’ meeting on 1/23/23 also relates to the following goals in the Board of Trustee's Strategic Plan 2022:

- Goal 3.4 -- Board make a decision by March 2023 on whether to hire a HR position.
- Goal 3.8 -- Board decide by October 2023 on whether to have full-time, elected officials.

After more than six years of operating with the agreement, the Township Board has an opportunity to evaluate if the existing Employment Agreement best serves the township’s needs. This discussion is particularly critical at this time due to the acute firefighter staffing concern.

Potential options to discuss may include:

1. Ending the Employment Agreement.
2. Rewriting an Employment Agreement.
3. Replacing the “Township Manager” position with a hybrid “Human Resource-Office Manager” position or other concept and considering alternatives (such as full-time, three-quarter, and half-time positions) for the Supervisor, Clerk and Treasurer.
4. Other ideas