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**Board of Trustees Regular Meeting Agenda  
Monday, June 12, 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, June 12, 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/83237017855?pwd=K3FRVVk4WTF4MUxQQnRuaytRSzRsQT09>

**Meeting ID:** 832 3701 7855

**Passcode:** 686093

<https://us02web.zoom.us/j/83237017855?pwd=K3FRVVk4WTF4MUxQQnRuaytRSzRsQT09>

**Meeting ID:** 832 3701 7855

**Passcode:** 686093

**1 – Call to Order**

**2 – Pledge of Allegiance**

**3 – Roll Call of Board Members**

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

**5 – Public Comment on Agenda and Non-agenda Items** (Each person may use three (3) minutes for remarks. If your remarks extend beyond the 3-minute, 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 April 03, 2023, Board of Trustees Special Meeting
- B. Minutes of April 10, 2023, Board of Trustees Work Session Meeting
- C. Minutes of April 10, 2023, Board of Trustees Regular Meeting
- D. Minutes of May 22, 2023, Board of Trustees Regular Meeting
- E. Payment of bills in the amount of \$155,282.24

**Receipt of:**

- A. Check Disbursement Report – May 2023
- B. Check EFT Register – May 2023
- C. OPEB -2022
- D. KABA Reports – May,2023
- E. Westwood Firefighter Association

## **7 – Public Hearing/Presentation**

**None for this meeting.**

## **8 – Old Business**

**None for this meeting.**

## **9 – New Business**

- A. Request To Approve Fire Department Employee Wage and Benefit
- B. Request To Approve Adopt Code of Criminal Misdemeanor Ordinances
- C. Request To Approve Amending Zoning Ordinance to eliminate fencing provisions for marijuana.
- D. Request To Approve American Rescue Plan Act) Committee recommendation.
- E. Request To Approve Kalamazoo Township Document Scanning Project
- F. Request To Approve Proclamation Honoring Women Veterans on June 12 of Each Year
- G. Request To Approve Up to \$75,250” Building Safety Improvements
- H. Request To Approve First Reading for Rezoning 411 Nazareth from C-2 to R-2
- I. Request To Approve ARPA Allocations and the Ability to Create Subcommittees to Work on Specific Projects.
- J. Request to Approve the 2022 Audit

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

## **11 – Board Member Reports**

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

## **12 – Attorney Report**

## **13 – Public Comments**

## **14– Adjournment**

Posted: June 9, 2023

**Don Martin**

Kalamazoo Township Supervisor

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES SPECIAL MEETING  
April 03, 2023**

The Special Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* was held on **Monday, April 03, 2023**, at **6:00 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

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

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

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

Manager Mitchell led the Pledge of Allegiance.

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

All present.

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

Manager Mitchell requested adding Agenda item E. the hiring of Cari DeBat.

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

Mike Weidemann, 1310 Nichols Road, asked the Board to vote in favor of the fire department contract so the fire department can move forward. He has continued as acting chief in the short term, but he believes this person will do an excellent job and supports the contract 100%.

Angie Ponzini, 2031 Skyline, spoke about voters' rights regarding questioning government officials and government spending must be done openly. She s the residential chief's in-house living model needs to be ended, and the fire department assessment should be completed with the acting fire chief before hiring the fire chief. Nichols' school crosswalk requires repainting, and a crosswalk is needed from Alamo to Nichols, and there is no sidewalk from Ravine to Alamo for joggers and bicyclists.

Stephen Gowens, 3011 Carleton Ave, has a plumbing issue. Previous owners had a septic system, and he is trying to connect to city water and sewer. The township has told him different things, but he needs a resolution. This issue is an expensive anomaly; he wants clarity and does not want to set precedence.

Jean Martin, 3011 Carleton Ave, spoke with several people regarding the water and sewer hookup issue. They were told the hookup would cost approximately \$20,000 for their investment property. She has been told many different things regarding this hookup. She wants to know if they can hire independent contractors. They have to pay a \$7,500 assessment fee that the previous owner did not pay. She suggests a process be defined regarding connecting to water and sewer.

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

**Clerk Moaiery moved, seconded by Treasurer Miller, to approve the Consent Agenda, which included action on the following items:**

**Approval of:**

- A. Minutes of March 08, Special Board Meeting
- B. Minutes of March 13, 2023, Board of Trustees Work Session
- C. Minutes of March 13, 2023, Board of Trustees Regular Meeting
- D. Payment of bills in the amount of \$ 76,362.32
- E. Hiring of Cari Debat

**Receipt of:**

- A. Treasurer's Report –January 2023
- B. Fire Report — Annual 2022

**Voice vote, motion carried.**

**Item 7**                **PUBLIC HEARING / PRESENTATION**

None.

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

None.

**Item 9**                **NEW BUSINESS**

**Item 9A**              **REQUEST TO APPROVE FIRE DEPARTMENT CONTRACT**

**Trustee Miller moved to approve the draft employment agreement between the township and Jairus Baird as presented and authorize the supervisor to sign an employment agreement for the township, Trustee Leuty supported.**

Trustee Miller said that as a member of the Policy and Administration Committee, PAC, they brought the proposal to provide leadership to the fire department. He said Baird presented his vision for the fire department and his contract in writing. Trustee Miller is positive about Baird's ability to lead and happy with the results. Trustee Miller thanked Chief Weidemann for his comments, support, and everything he has done for the fire department. He asked for the Board's support.

Supervisor Martin said he was part of the PAC. He said Baird has plans to move forward, including adding a full-time staff and moving away from chiefs' in-house living. Supervisor Martin thanked the attorneys and the PAC. He is happy with Baird's vision and ability to move forward and supports the contract 100%.

Trustee Glass said she has different feelings regarding the contract as it stands. She appreciates Baird's hard work, credentials, and work ethic. She disagrees with making someone the chief immediately, and the position should be posted first. The contract ties the township's hands without a contract end date, goals, or changing culture. She did not support the contract and said a Director of Emergency Services is needed to provide oversight and mentorship.

Treasurer Miller said she has issues being asked not to communicate with one another about the contract. The employee will report to the township manager, who has not seen the contract. She thought from the special meeting that they would be filling a deputy chief position, and she has not heard the battalion chief's vision and thinks the Board should hear it first. She appreciates Acting Chief Mike Weidemann being in place and is concerned about other issues in the fire department. There is no contract end date, no evaluation dates, or goals. She is concerned about taxpayers paying eighteen months of severance.

Manager Mitchell has concerns regarding which contract version the Board had and when he will receive a copy of the contract.

Supervisor Martin said the manager would receive a copy after the contract was approved.

Clerk Moaiery knows the importance of resolving personnel issues in the fire department, and she has heard great things about Battalion Chief Baird. She regrets she will be voting no. She values Jairus's service and believes he is a good fit. The Board previously agreed that the position would be for a Deputy Chief, not a Fire Chief. The contract is not good for the township, but it is good for Battalion

Chief Baird. She said some aspects of the contract are acceptable, but the severance package is excessive. There is no contract end date, and the housing arrangement is problematic. She wants to move forward responsibly and carefully. She cannot get behind this contract but might consider another contract.

Trustee Miller said the committee's remit was to enter negotiations to provide leadership for the fire department. During the special meeting, some board members wanted a deputy chief, while others wanted a chief. The resolution was for the committee to provide leadership for the fire department. The position of a chief of public safety has been mentioned but is not a proposal. The situation is urgent, and we need to move ahead. We have been asking too much of the firefighters without more support and must move ahead. Mr. Baird had another offer if the committee did not have an agreement. Trustee Miller does not believe there is another alternative; he believes this is the most effective and timely solution. Jairus Baird had many ideas in writing regarding transitioning the fire department to a sustainable one. Baird's ideas could not be part of the contract. Trustee Miller believes the PAC will be busy with new policies, and the contract was not beyond the terms of the resolution.

Trustee Robinson says she sits in the middle of this. Battalion Chief Baird has a good, well-thought-out vision for the fire department. She wished they could get input from previous members to get the township in the right direction before now. Trustee Robinson was at the table and did not always agree with the other members of the PAC. She voiced concerns about possible division regarding this contract. She wants the Board to support one direction. She has had calls about the situation from board members, attorneys, residents, and firefighters, and she believes if the Board, manager, and audience could hear Battalion Chief Baird's vision, everyone would see this differently. She feels there is a lack of transparency in the interview process, so why not announce this information like the negative was. This process does everyone, including Baird, a disservice. She does not agree with everything in the contract. Seeing it after the fact could be problematic. Did we look for others internally, and should we have used a better process. She does not disagree with Baird but does not agree with a shift in leadership without the support of the whole Board.

Supervisor Martin said that during the special meeting, we asked the PAC to meet with Baird to discuss a contract. This is a job description, not a contract, and the manager, previous fire chiefs, and Jairus Baird all have job descriptions, and none of the job descriptions have a time plan but have pay raise information. Baird is currently a Deputy Chief, and Mike Wiedemann is the township's chief. Jairus does not care about his title and wants to get the job done. Supervisor Martin spoke with Chief Ergang, and Chief Ergang wished Jairus luck and said he would work with Jairus where needed to improve the police and fire departments for the township. Supervisor Martin looked at Comstock and Oshtemo, both hired internally after searching externally. He agrees with Trustee Robinson that they were tasked with getting the information and working with the attorneys, and we knew he had another job description. He wished there was time to discuss his vision, but Jairus Baird has the same vision as the Board to eliminate the full-time live-in chiefs and improve the service for the township. Supervisor Martin knows Baird is the person to do this.

Trustee Glass said calling it a job description is misleading when the document is called an employment agreement with contractual language prepared by the attorneys. We need to change the practical things but also look to change the culture. There is nothing about changing the culture in the contract. This is not a job description; it is an open-ended contract. It benefits one person, but it does not benefit the township.

Supervisor Martin asked if this agreement compares with Manager Mitchell's contract and if it was prepared similarly.

Attorney Seever did not believe it was. The township supervisor at that time prepared it, and she did not see it until it was approved.

Manager Mitchell said he and Supervisor Reid met regarding the contract, and he and another candidate had public interviews on Friday and Saturday.

Trustee Leuty recalls that the main goal was leadership. He is excited to support the proposed new leadership, and getting into the items cannot be added to the contract. The Board and leadership must work together towards the new vision. Trustee Leuty supports moving forward with this candidate. He knows this process is not uncommon, having a more informal internal posting. He has not heard anyone say they were interested in the fire chief position. If Jairus Baird were not the best option, we would look externally.

Trustee Robinson said she is not hearing opposition to the individual but to the contract. She asked if there were things that would bring the Board closer in line. She understands the time crunch, but leadership needs the full Board's support. She has issues with specific terms in the contract and voiced them to the attorneys and Baird. The PAC's job was to put the ideas together and make them work; it was not always unanimous within the PAC. Can we address the terms so others feel in line with the process. There was no work session for us to discuss this; it was the first time the Board discussed issues and betterment. The Board needs to come to an agreement.

Trustee Miller responded that the contract has a six-month review regarding adjusting items that can be mutually agreed upon between the chief and the Board. He does not see anything that can be changed now to get to unanimity, and he is not sure it is possible.

Treasurer Miller disagrees and thinks that there are concessions that can be made. She agrees with Trustee Robinson that the Board can move forward with care, caution, and adding in unity. She has heard good things about Baird but has not heard from him. If the employee reports to the township manager, he should be able to read it now. She cannot support voting on it. The deputy chief position was discussed to see what could be accomplished working with acting Fire Chief Weidemann. There must be an end date considering previous contract concerns not having an end date. Is the severance pay negotiable; it is not good for taxpayers to pay a former employee for eighteen months, and the open-ended performance evaluation needs to be addressed.

Supervisor Martin said the manager does evaluate the department heads.

Treasurer Miller, "Nay;" Trustee Miller, "Yes;" Trustee Robinson, "No;" Supervisor Martin, "Yes;" Trustee Glass, "No;" Trustee Leuty, "Aye;" Clerk Moaiery, "No."

**Roll call vote (3 AYE – 4 NAY), motion lost.**

**Item 9B**            **REQUEST TO APPROVE FIRE ALARM SYSTEM MAINTENANCE (EASTWOOD FIRE STATION)**

Manager Mitchell said Acting Chief Weidemann was present to discuss this. It concerns the fire alarm system maintenance at the stations, but the homes were left off.

Acting Chief Weideman said the fire alarm system at the Eastwood fire station was not included previously because the intent was to rebuild the station. EPS performed a temporary fix that needs to be corrected, so it is up to code and will cost approximately \$15,000.

**Trustee Leuty moved to enter into a purchase order and service agreement with EPS for the upgrade and maintenance of the fire alarm systems at the Eastwood fire station and residence for a cost of \$14,900, Trustee Robinson supported, roll call vote (7 AYE – 0 NAY), motion carried.**

**Item 9C**            **REQUEST TO APPROVE BOARD COMMITTEE TO DECIDE A PERSONNEL MATTER**

Supervisor Martin said that this item is to appoint a Board committee to decide a personnel matter, and he is concerned about going this route. He removed and postponed this until a resolution is made for

something else. He cannot recommend a committee if the Board cannot accept the committee's recommendations. This request is pulled until the next meeting.

Trustee Glass asked if support was needed to pull something.

Supervisor Martin asked Attorney Seever for clarification.

Attorney Seever said a motion is needed.

**Supervisor Martin motioned to pull the item off, Trustee Leuty supported.**

Treasurer Miller, "Nay;" Trustee Miller, "Aye;" Trustee Robinson, "Aye;" Trustee Glass, "Nay;" Trustee Leuty, "Aye;" Clerk Moaiery, "Nay;" Supervisor Martin, "Aye."

**Roll call vote (4 AYE – 3 NAY), motion carried.**

**Item 9D**      **REQUEST TO APPROVE RFP FOR TOWNSHIP MOWING**

Manager Mitchell said another contract was provided, replacing the contract in the board packet, that attorney Seever edited with different wording, making it easier for external bidders. This request is to approve a three-year mowing contract for the parks. The township maintenance department is still mowing some of the parks and properties. Where the contract states Westwood Park, it should be Stroud Park.

Trustee Leuty said item 2D is listed as Wilson Recreation Park, but it is technically Wilson Recreation Area. He thanked Stephanie McQueen for taking the initiative and the cost-effectiveness involved. As the Parks and Recreation Commissioner, he deals with many of these sites weekly. An added ordinance enforcement component is included regarding bidding per parcels that needs to be cut.

**Trustee Leuty moved to approve the three-year mowing RFP and have the Township Manager sign the paperwork, Trustee Robinson supported.**

Treasurer Miller said that under bid package item C., private properties pursuant to ordinance enforcement, the company two years ago would quote a price for the parcel according to lot size. After they retired, the company that replaced them charged a flat fee of \$100 per parcel. Item C should have pricing options depending on the parcel size.

Manager Mitchell said that because the notifications go out when the grass is eight inches high, the grass is a foot tall and requires a brush hog cut by the time the process is complete. We can ask for a per-parcel piece going off of size, but it is not as neat with a code enforcement cut. We did add verbiage for electric mowers for the green team.

Treasurer Miller asked about needing to amend the item.

Attorney Seever said she could add a provision in the second to last sentence that the bidder is not precluded from making a bid based on the sizes of parcels.

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

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

None.

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

Trustee Glass said the ARPA Committee starts meeting tomorrow. If anyone has thoughts or things to share with the committee, there are two residents, all department heads, and three trustees on the committee.

Trustee Leuty said the Planning Commission is meeting on April 6 at 6:00 p.m. in the board room. He referenced the 2022 Annual Fire Report; there were a record 2,959 emergency responses, and fire-related calls increased 32% from 10 years ago, involving \$640,000 of lost property. Rescue-related calls increased by 94%. However, the average cost per call was 7% less than the last nine years' average. The fire department works hard despite current issues, including the old Eastwood station. He has thought about everyone following CDC's COVID guidelines and not putting everyone at risk. A person exposed should wear a mask for ten days after exposure. He is concerned about possibly losing a qualified candidate and proper community coverage. He cannot understand how this happened, but he is hopeful we can move forward.

Trustee Miller asks where we go from here. He asked Trustee Robinson to think about sitting on the committee and not expressing what she did tonight and then voted no at the Board level. Everyone has their conscience and votes as the totality of the circumstances moves them. He asks the members who voted no about the suggested next steps. Holding an open session to discuss the contract is not common practice, but if necessary, we will consult with counsel and hold a special meeting to address the issues.

Trustee Robinson said she believed none of them took this decision lightly, but she would only speak for herself. Trustee Robinson mentioned her concerns to the PAC and attorneys and said the agreement would not proceed with this Board. She cannot control if her concerns are heard. She did not vote against a person or the township's interests. Her concerns are not with the candidate; they are contractual only, and she believes the contract can be modified. She supports the person and the entire fire department. She voted her conscience, which she was asked to do by township residents that voted for her.

Clerk Moaiery thanked Chief Weidemann for the 2022 Annual Fire Report. She said this was a difficult decision, and her concerns are with the contract's language, not the candidate for the positions. She is willing to make adjustments to the contract. She is grateful for Jairus Baird's service to the township. Absentee ballots will be processed for mailing this month, and we are looking for volunteers to help assemble the ballots. If anyone is interested, please email [clerk@ktwp.org](mailto:clerk@ktwp.org) or call the township office.

Treasurer Miller hopes the PAC heard the Board's concerns and will meet with Jairus Baird and make adjustments to the contract for the next week's meeting. She hopes the Board can move forward with care, caution, and unity.

Supervisor Martin has no comment.

#### **Item 12**      **ATTORNEY REPORT**

Attorney Seeber said there is a Renewable Energy Academy webinar. There is a \$10 fee, and the teachers are Sarah Mills, Ph.D., and Catherine Kaufman, JD, AICP. It is on April 13<sup>th</sup> from 3:30 p.m. – 5:30 p.m. Members of the Environmental Committee, Planning Commission, Zoning Board of Appeals, and Board members might want to attend. She sent the information to Lisa VanDyken, Danielle Bouchard, and Manager Mitchell.

#### **Item 13**      **MANAGER REPORT**

The ice storm tree and limb pickup has been completed, and we are tentatively \$25,000 below budget.

#### **Item 14**      **PUBLIC COMMENTS**

Angie Ponzini, 2031 Skyline, thanked board members for considering the taxpayers and not having to pay eighteen months of severance pay. The members that voted for it proved they do not support the taxpayers. The Board has discussed bringing in consultants, bring the consultants in to see how we can move forward. Deputy police and fire chiefs with a public service person are the way to go. The Board



speaks each week if Dexter Mitchell will be here as manager. Who will take calls if there is an emergency on the weekend; the Board needs to keep Dexter Mitchell as manager.

Connie Butler, 3508 Mulhearn Avenue, said she is sad about the vote. The Board has an excellent candidate who has stated the steps to move the fire department forward. The Board did not support the two previous chiefs, so Baird had to protect himself. Someone is here and ready to hit the ground running because he knows the township and the issues. The Board voted no, but Trustee Miller said the contract has six months to reevaluate. Full-time firefighters are going to leave because they are burned out. The township has gone down one point in insurance; going down another point will cost the residents higher premiums.

Teresa Weidemann, 1310 Nichols Road, appreciates the special meeting. The fire department has lost two chiefs and currently has a deputy chief, and an acting chief headed for retirement. It has been six months with the deputy and acting chief working 120 hours a week. She asked the Board to make this a priority and get this figured out for the following Monday's meeting. Jairus Baird is smart, came up in this department, and understands the people and culture. The acting chief cannot work past his retirement date, and here is a young person who can lead the department and make it what it should be a combination paid-on-call, full-time department without the live-in chiefs because 120 hours is too much and not worth the residence. Acting Chief Weidemann and Deputy Chief Baird worked during scheduled time off to take care of the community; take care of them.

**Item 15**      **ADJOURNMENT**

**The meeting adjourned at 7:44 p.m.**

**BOARD MEMBERS PRESENT:**

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

Respectfully submitted,

\_\_\_\_\_  
Lisa S. Moaiery, Clerk

Attested to by,

**ABSENT:**

None

\_\_\_\_\_  
Donald D. Martin, Supervisor

**ALSO PRESENT:**

Attorney Roxanne Seeber  
Manager Dexter Mitchell

**MINUTES PREPARED BY:**

Barbara Blankenship  
Elections Coordinator & Document Manager

***CHARTER TOWNSHIP OF KALAMAZOO***  
**BOARD OF TRUSTEES - WORK SESSION**  
**Monday, April 10, 2023**

The Board of Trustees of the ***Charter Township of Kalamazoo*** held a Work Session on **Monday, April 10, 2023**, at **5:30 p.m.** to discuss Work Session Agenda items and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo County. The meeting was in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, MI 49004.

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

**ABSENT:** None

**ALSO**

**PRESENT:** Fire Marshall Todd Kowalski, Police Chief Bryan Ergang, Attorney Roxanne Seeber, and Representatives from Williams Architectural

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

**Item A DISCUSSION ON HIRING POLICE OFFICER CANDIDATES**

Police Chief Ergang presented a request to approve two police office candidates; they would be employees to attend the police academy. Upon graduation, they will be hired and sworn in as police officers. They are William Gaborek and Jacob Armock.

**Item B DISCUSSION ON FULL-TIME DEPARTMENT HEADS 6 MONTHS SEVERANCE PAY**

Clerk Moaiery wants the Board to think about this topic. She thinks it is a common practice. She wants to know if the Policy and Administration Committee, PAC, or the Board should look at it. She wants to contact other municipalities to see if this is standard practice. She thinks this is something to offer to full-time department heads.

Trustee Miller thinks the PAC should look at this. The PAC has other items to finish before reviewing it but thinks this would be a typical practice.

Trustee Glass thinks this was brought into the discussion because the PAC is looking at contracts. Putting this policy in place would affect the negotiations and contract. She thinks the PAC should consider this simultaneously or before considering contracts.

**Item C MANAGERS UPDATE**

No update.

**Item D DISCUSSION REGARDING ITEMS ON THE REGULAR AGENDA**

None.

**Item E PUBLIC COMMENT**

None.

**OLD BUSINESS**

Williams Architectural presented the second step of their process, which is discussing what the township needs. They discussed the Space, Program, and Needs Analysis completed by working with township staff and the standards that Williams Architectural works within the industry.

**The work session was adjourned at 6:05 p.m.**

**MINUTES PREPARED BY:**

Barbara Blankenship  
Elections Coordinator & Document Manager

Respectfully submitted,

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Lisa S. Moaiery, Clerk  
Charter Township of Kalamazoo

Attested to by,

---

Donald D. Martin, Supervisor  
Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES MEETING**  
**April 10, 2023**

The Regular Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* was held on **Monday, April 10, 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 p.m.

**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**

None.

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

Connie Butler, 3508 Mulhearn Avenue, the township needs to hire Jairus Baird before losing him.

Mike Seals, 3743 Gull Road, talked about needing a crosswalk on Gull Road; there are safety issues between Big Ban and New Horizon Village and Lakeview apartments. He would like to use ARPA money for a crosswalk over Gull Road so citizens can safely cross Gull Road.

James Ferner, 525 Berkley Street, spoke about spending 800 dollars a day to investigate a felony crime, but the township cannot repair the sidewalks.

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

**Clerk Moaiery moved, seconded by Treasurer Miller, to approve the Consent Agenda, which included action on the following items:**

Approval of:

A. Payment of bills in the amount of \$62,160.79

Receipt of:

- A. Check Disbursement—March 2023
- B. EFT Check—March 2023
- C. Treasurer's Report---February 2023
- D. KABA Report-- March 2023

**Voice vote, motion carried.**

**Item 7**            **PUBLIC HEARING / PRESENTATION**

None.

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

None.

**Item 9**                **NEW BUSINESS**

**Item 9A**                **REQUEST TO APPROVE HIRING POLICE OFFICER CANDIDATES**

**Trustee Glass motioned to approve the hiring of William Gaborek and Jacob Armock as police officer candidates, Trustee Robinson seconded,**

Trustee Leuty thanked Chief Ergang for formal notification to the Board and for following policy, which is a process for recording new hires.

Trustee Glass said this is a bad policy, according to attorneys, because the Board becomes a hiring/firing entity. Announcing intentions in a public notice before hiring or firing can be problematic. The policy needs to be modified.

Trustee Leuty said the resolution last September was a reiteration of the Board's policy. He said the policy is not intended to be used as Trustee Glass described.

Supervisor Martin said many of the policies need modifications. We do not want to take responsibility from department heads, but we want to be notified. Both trustees are right, and we need the policies to complement each other, including what the lawyers have advised.

Trustee Glass agrees that many policies need to be reworked. She talked about looking at words on paper, not intent.

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

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

None.

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

Trustee Glass has no report.

Trustee Leuty reported that the Planning Commission met on Thursday, April 6<sup>th</sup>. A special land use for a contractor's yard and storage facility on 2017 N Burdick was denied, and a parking lot plan for Hope Reform Church on Jenks Boulevard was approved with conditions. The Planning Commission voted to recommend to the Board removing a portion of the zoning ordinance about fencing around marijuana facilities to match the state's guidelines.

Trustee Miller has no report.

Trustee Robinson reported that the Policy and Administration Committee, PAC, is working on many pressing issues and acting on urgent priorities first. However, they intend to work on policies and procedures.

Clerk Moaiery has no report.

Treasurer Miller reported that the Board discussed six months of severance pay for department heads, and she hopes the PAC looks into it after the priority issues. She replied to Mr. Seals that at the ARPA meeting, the crosswalk was suggested.

Supervisor Martin has no report.

**Item 12**            **ATTORNEY REPORT**

Attorney Seeber said the Michigan Township Association Conference is next week in Traverse City. She shared some township history she found while doing research. Kalamazoo Township used to be known as Arcadia Township, and it was formed on July 30, 1830; at that time, Richland Township was part of Arcadia Township. Richland became a separate township on June 29, 1832. Arcadia Township was named Kalamazoo Township on March 2, 1936.

**Item 13**            **MANAGER REPORT**

No report.

**Item 14**            **PUBLIC COMMENTS**

Dave Hoekstra, 3228 Huron Avenue, said he is an Assistant Chief and thanked Trustee Robinson for stating the importance of hiring. He is concerned for the fire departments physically and mentally. A decision must be made for the firefighters and those who vote for the Board.

**Item 15**            **ADJOURNMENT**

**The meeting adjourned at 7:54 p.m.**

**BOARD MEMBERS PRESENT:**

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

Respectfully submitted,

\_\_\_\_\_  
Lisa S. Moaiery, Clerk

Attested to by,

**ABSENT:**

None

\_\_\_\_\_  
Donald D. Martin, Supervisor

**ALSO PRESENT:**

Attorney Roxanne Seeber  
Fire Marshall Todd Kowalski

**MINUTES PREPARED BY:**

Barbara Blankenship  
Elections Coordinator & Document Manager

**Charter Township of Kalamazoo**  
**Minutes of a regular township board meeting held May 22, 2023**

A regular meeting of the Township Board of the Charter Township of Kalamazoo was conducted on Monday, May 22, 2023 commencing at 7:30 at the Township Hall, 1720 Riverview Drive within the Township.

**1. Call to order.**

The supervisor call the meeting to order.

**2. Pledge of allegiance.**

Trustee Leuty led the group in the pledge of Allegiance.

**3. Roll Call of Board Members.**

Trustee Leuty moved, supported by Trustee Miller to excuse Trustee Robinson and Treasurer Miller from the meeting. The motion passed unanimously.

**4. Addition/Deletions to Agenda.**

None.

**5. Public Comment on agenda and non-agenda items.**

Marsha Ireland, 1313 Brownell Street, commented on the traffic on her street. It is a no passing zone, and cars pass hers daily. It is a 30-mph speed limit and she sees people passing her and on the street in general going up to 60 mph.

Michael Ireland, 1313 Brownell Street, was concerned about the speed and passing of vehicles on the street. He voiced particular concern about bicycle riders on the shoulder. He is often passed in front of the nearby school. He was concerned that someone may be severely injured due to the disregard of traffic laws.

Toni Kennedy, 1114 Arthur, spoke as a female veteran of the armed services. June 12 is going to be identified by the state legislature as Female Veteran's Recognition Day. She is going to the state capital in Lansing to speak on the topic tomorrow. Julie Rogers sponsored HB 455 which is going to be signed into law. She has spoken with the City and the County and they are both willing to support the effort with a proclamation. She requested that the Township issue a proclamation recognizing the efforts of female veterans. It is about supporting women and women's veterans in specific. The next meeting is June 12, which may be too late for a proclamation. She had sent the information to Trustee Glass.

Connie Butler, 3508 Mulhearn, Kalamazoo Township, inquired as to the length of time the Township would continue to pay Manager Mitchell on administrative leave.

Angie Ponzini, 2131 Skyline, requested that the board support the ARPA funding requests for the fire and police department proposals. The Westwood tennis courts are beautiful. The golf course is constantly used. She was thankful for the support for the parks and golf course.

Nicolette Leigh, 2206 Nazareth, addressed the Township Board's climate emergency proclamation which was passed a while back. She stated that the resolution required the Township to obtain written factual evidence as to the reason that electric vehicles cannot be purchased, as opposed to gasoline vehicles. The matter on the agenda regarding canine-outfitted vehicles contained no written explanation as to why electric powered vehicles are not feasible.

Sherine Miller appeared via ZOOM. She voiced concern about various items on the agenda, including the proposed spending of a good deal of money. She requested that the board not vote on these major financial issues while she is at a conference. With no finance director, it is difficult to get a handle on the costs. Specifically, she voiced concern about the fire department costs. She wished to have comparisons for municipalities comparable to the Township. Treasurer Miller also indicated her concern regarding the budgetary impacts of the proposed costs for retiree health care benefits and the jump in pension payments. She understood that Tracy Moored had been consulted, but she hoped that the board would not act on such important financial considerations without all of the facts and without the treasurer present. The figures from Tracy Moored arrived late Friday afternoon. She inquired if the Supervisor had provided the calculations to the rest of the board. She urged the board members not to vote on such matters unless they are completely informed. Next, Treasurer Miller voiced concern about the fire department job descriptions. She wished to have more time to review and edit the descriptions provided by the chief and approved for distribution by the PAC committee. Lastly, she voiced concern about a new position for an evidence officer. She had spent a lot of time with the prior finance director and was not sure that all of the requests could fit within the budget. Treasurer Miller also recalled that there would be a millage election in 2024 and that there had been consideration for the construction of a new Township Hall. She suggested discussing these matters of concern at a future work session.

## **6. Consent agenda.**

Clerk Moaiery moved to adopt the consent agenda including the payment of bills in the amount of \$252, 818.05; receipt of the April 2023 treasurer's report and the April 2023 fire department report. Trustee Miller seconded the motion and it passed unanimously.



## **7. No public hearings.**

The Supervisor noted that there were no public hearings scheduled.

## **8. No old business.**

The Supervisor noted that there was no old business on the agenda.

## **9. New business.**

- A. **Roof replacement for fire department garage.** The first item of new business was introduced by Fire Chief Baird and was a request to replace the roof on the detached garage at the Northwood fire station. Chief Baird stated that the fire department had requested the ability to use ARPA funds for this purpose and that the ARPA committee had recommended approval and use of these funds. He stated that the roof is leaking and it needs to be re-done. He received a quote from Hoekstra, which is the same entity that has done the roof on the fire station. Supervisor Martin stated that Hoekstra had done the other roofs for the fire department. Trustee Glass inquired as to whether the project had been bid out. Supervisor Martin stated that there was no requirement for a bid and that the last bid was from the same company and it was only 6 months old. He felt that the price was fair and recommended approval.

Trustee Miller moved to approve the Hoekstra bid for re-roofing of the detached garage at the Northwood Fire Station. Clerk Moaiery seconded the motion. Trustee Miller inquired about the source of the funding, stating that perhaps fire department capital could be used to fund it, rather than ARPA funds. Chief Baird stated that the fire department capital fund has been historically used for rig and equipment replacement. Trustee Miller invited the member of the ARPA Committee that were present to address the use of ARPA funds. Clerk Moaiery stated that there were a number of potential projects for the ARPA committee to consider. She felt that the use of ARPA funds was appropriate for the re-roofing because it was a one-time expense, which is not likely to be repeated. She wished to ensure that projects that benefitted the community were approved and she felt that this project was a benefit to the community. She did not wish to use ARPA funds for the construction of a new fire station, but something like this roofing project was agreeable to her. There was no further discussion on the motion and it passed unanimously.

**B. Request to purchase battery-operated fans.** The next item on the agenda was a request to purchase replacement fans for the fire department. Chief Baird stated that the current electrical fans are obsolete. They do not move much air for ventilation. Chief Baird indicated that the proposed battery-powered fans were easier and could be quickly moved to the needed areas. He had received two bids from two distributors. He recommended accepting the Moses Fire Equipment bid. This was a company that the fire department had worked with in the past and a known entity. Trustee Leuty moved, supported by Clerk Moaiery to approve the Moses Fire Equipment bid for electric fans. In response to an inquiry from Trustee Leuty, Chief Baird stated that the fans are used to clear a vacated space of smoke, so that a building could be repopulated. They were also used during the investigation phase for firefighter safety. Trustee Leuty inquired as to whether the basic purpose was quality control. Chief Baird agreed that such would be considered a good purpose. Trustee Miller inquired about the age of the current fans. Chief Baird stated that they had been the same since at least 2004. He indicated that the fans were used throughout the fire operations to control smoke and fire. In response to an inquiry from Trustee Miller, Chief Baird stated that the old fans had small parts missing that could not be replaced and they only moved about half of the air that the battery-powered ones would. Supervisor Martin stated that the battery-operated fans were preferable. When fighting a fire, one of the first orders of business was to turn off the gas and electric service to the building. This meant that the electric-powered fans had to be run off of the fire truck. There was no further discussion on the motion and it passed unanimously.

**C. Request to approve fire department wage and benefits.** Fire Chief Baird introduced the next item on the agenda regarding fire department wages and benefits. He and the PAC Committee had been working hard over the last month and their recommendation was to more closely align the wages and benefits for fire department members to that of the police department. Solidifying the wages and benefits for fire department employees would also assist in recruitment and give the existing members a reason to stay. He had looked at agencies with full-time firefighters and made the recommendation based on that study. Trustee Miller moved to authorize the PAC recommendations for salary, retirement, retire-healthcare, and vacation/sick leave proposals for the fire department as presented. Trustee Leuty supported the motion.

Trustee Leuty commented that he was in favor of the motion because the PAC Committee had considered and recommended the numbers. He stressed that the approval was only for salaries, and not for consideration of new fire department positions. Basically, he said, the Board was voting on the step-levels of pay and percentage of retirement benefits. There was not an explicit authorization to hire, he said. Trustee Leuty stated that he had had extensive discussions with Chief Baird; stating that the chief had done the required research and provided information on comparable fire departments. He had done quite a lot of research and the numbers had been provided at a prior meeting. Trustee Leuty voiced confidence that what was being recommended was designed to make it possible for the Township to recruit new employees. He strongly believed that those numbers were what it would take to accomplish the goal. Trustee Leuty stated that the board asked for a comparison and got it. The Chief had done the work. Trustee Leuty indicated that the motion was for a higher altitude view.

Clerk Moaiery voiced concern that the financing cost was set at \$105,000. She had received a document from the Supervisor in the morning that showed the current offerings and other options regarding retiree health benefits and pensions. None of the figures went to \$105,00 and she wondered where that number came from. She inquired as to whether the recommendation was from the PAC Committee. She was not comfortable with making such a huge change without more details on how the financing cost was arrived at.

Clerk Moaiery continued, indicating that the police department had a union, so it was under a different approval process. Further, she stated, if changes were going to be made to the pension contributions, the office staff and clerical employees should be added. She would like to get a costing figure for more than the fire department. Clerk Moaiery stated that she had spoken with Tracy Moored earlier in the day and that it looked like perhaps 2023 could be affordable; however, she still wanted to consider all employees and not just the fire department. She did not want to appear to be favoring certain employees.

Chief Baird referred the group to the printed materials provided. He stated the reasons for the differences in dollar figures as shown. It showed the current Step 1 levels and the costs after 5-7 years based on step increases. It was a budget for the number of new firefighters shown with the increase in costs shown over the next several years. Clerk Moaiery inquired as to whether overtime was built in. Chief Baird stated that entry-level firefighters are full time at Step 4. He was proposing the starting wage for full time at Step 5. Overtime at the

industry-standard 12% had been calculated into the numbers. Clerk Moaiery stated concerns about the costs; indicating that perhaps the matter should be tabled. She wished to have Trustee Robinson and Treasurer Miller's opinions on the proposal. She also wished to consider the costs Township-wide, rather than just for the fire department. Trustee Glass suggested that the matter should be sent back to the PAC Committee. Clerk Moaiery stated that she did not want to slow down at every issue; but she was reluctant to vote in favor of the request at this time. Trustee Glass understood that the firefighters had a physically demanding job; however, there were also significant physical demands on desk jobs.

Trustee Leuty stated that in all of his years of employment, he never received a 12% employer retirement contribution. He guessed that the maximum he received in any one job was perhaps a third of that amount. He recalled that the City of Detroit had been nearly bankrupt on retirement legacy costs. While actuarial tables may be appropriate, he wished to ensure that there was equity within the fire department, where some members were at 10% and some were at 12% . He wished to ensure that the members of the department felt valued. Supervisor Martin stated that only one person was on at 10% at this time. Chief Baird reminded him that there were two. Supervisor Martin stated that the police department is at 17.5 percent. Supervisor Martin stated that drastic changes are being made—they need to hire full time people to do a full-time job. He stated a desire to treat the full-timers the same way as the police side. He stated that the Township doesn't want firefighters working until they are 60 or 65 years old.

Trustee Miller stated that the proposal is a major shift, which may be worth more consideration. He agreed with Trustee Glass that sitting is deadly. He stated that his initial reaction in the morning and the PAC Committee was that the figures were not as high as he thought they might be. He understood that without the proposal recruitment may be a challenge. Recruitment may also be a challenge if the proposal passed. Trustee Miller felt that it was prudent that they had looked at comparables. He stated that the Township needed to put together a good package, but he felt that all of the information necessary to make a decision was in front of the board.

He stated that sending the matter back to the PAC would not be beneficial. If more information was needed, the members seeking it would need to indicate where they hoped to find it. Supervisor Martin stated concerns that the Township is challenging people to do the job we assign them to. He had spoken with Tracy Moored on Friday and

stated that the numbers were pretty close. The update today had come from her and was put in the mailboxes as soon as he had received it. Supervisor Martin voiced serious concern about tabling things just because members, and particularly members of the PAC were not present. The Township had charged the PAC with setting things up and that is what was done in cooperation with Chief Baird. He asked the board to understand that the goal was to develop a fire department. Presently, there are members in limbo and a lot of overtime needed to staff stations. If the board wished to stop the overtime, the board should provide a fair wage and benefits.

Clerk Moaiery moved to postpone the decision on the matter. She stated that her reasons were not because people were not present, but because the financial information had been provided so late. She needed time to go over the plan and the financial aspects of it. She voiced concern that moving forward with a decision when there was no finance director and no manager was improper. She did not want to vote on the proposal, she didn't have enough information to vote. Trustee Glass supported the motion. She stated a desire to place the matter on a work session. If the matter was brought back, Trustee Glass wanted to see numbers for administrative staff in addition to the fire department. The Supervisor called the question on the matter of postponement. The motion passed 3-2 with Trustee Leuty and Supervisor Martin voting against.

D. **Zoning Ordinance Amendment for first reading.** The next item on the agenda was proposed Ordinance No. 364 amending the Township Zoning Ordinance by eliminating the fencing provisions for marijuana uses. Attorney Seeber explained that the State's Cannabis Regulatory Agency had changed its administrative rules to eliminate the fencing requirements for medical and adult use marijuana commercial uses. Clerk Moaiery moved to accept proposed Ordinance No. 324 for first reading. Trustee Leuty supported the motion and it passed unanimously.

E. **Code of criminal ordinances for first reading.** Police Chief Ergang introduced the matter indicating that the code had been developed in consultation with Attorney Koches and the efforts of Lt. Scott Jackson. The goal was to bring the misdemeanor criminal ordinances to Township prosecutors, as opposed to the County Prosecutor. Clerk Moaiery inquired about the 25% of fines that the Township would receive, as shown on the board agenda item. Attorney Seeber explained that if the Township does its own prosecutions, it will get an accounting and a monthly check representing 25% of the fines collected for

misdemeanors. The County and the libraries were entitled to portions of the other 75%. Clerk Moaiery moved to accept proposed Ordinance No. 635, Code of Criminal Misdemeanor Ordinances for first reading and to schedule adoption for June 12, 2023. Trustee Glass supported the motion. She inquired as to whether the criminal ordinances matched the state law. Chief Ergang stated that they matched exactly. The motion passed unanimously. Trustee Miller asked to insert a word into the Litter Ordinance to make it read more clearly. Clerk Moaiery and Trustee Glass agreed to the amendment. The Supervisor called the question and the motion passed unanimously with the amendment to the litter ordinance included.

- F. **2605 Douglas Avenue demolition.** Chief Ergang introduced the next item on the agenda, stating that the Township's Ordinance Enforcement officer had obtained a Court Order for demolition of the 40 Winks Motel, located at 2605 Douglas in the Township. The Ordinance Officer and Mrs. Lee had made a request through the land bank for available grant funding for the demolition. The Chief stated that one of the Township's goals was to clean up blighted properties. The estimate was \$85,000 for the demolition; and it appeared that the Township may be eligible for at least \$60,000 in grant money. Leuty inquired as to whether the property was in a brownfield. Chief Ergang stated that it was not, to his knowledge. Trustee Leuty inquired about any remaining costs, which Chief Ergang said would likely come from the general fund. Trustee Glass inquired as to whether costs are included. Leuty wished to assure that most of the funding would come from the blight elimination grant. Leuty stated that the blight elimination grant was program was awesome. Chief Ergang felt that they had a good chance to get most of the costs covered. Trustee Leuty moved to authorize the Township to seek a blight elimination grant for demolition of the 40 Winks Motel; to authorize the Township Supervisor to accept the grant if awarded; and to allow remaining costs to be drawn from the Township general fund. Trustee Glass supported the motion. There was no discussion on the motion and it passed unanimously.

- G. **Request for police department canine units.** The next item on the agenda was the police department's request to fund two canine units under the proposal presented. Chief Ergang explained the proposal, indicating that Lt. Jackson had put it together. Electric vehicles could not be used, he said, because the cars typically ran during all hours and it was not possible to ensure that the vehicles would stay charged. The ARPA committee had endorsed using ARPA funds to cover the costs. The cars needed to be idling during the shift, in order to ensure that the dogs were safe. If there was an infrastructure for the electric car

charging, it still may not be suitable for canine units due to the constancy of the use. Clerk Moaiery moved, supported by Trustee Glass to approve the institution of two canine units for the Township police department using ARPA funds at a cost not to exceed \$215,000. Trustee Miller thanked former trustee Nikki Leigh for bringing up the subject of electric cars. She was a member of the climate committee, as was he. He stated that no one can afford to get one last gas-powered vehicle. Climate change is an imminent threat to civilization and if we did not react to that, not much else matters. Clerk Miller stated that he had read a lot about climate change and the urgency of the issue. The public and the news media simply have not caught up with it. The policy manual does contain a requirement to consider electric vehicles and, if not possible, the reason for the same was to be placed in writing in the proposal. Trustee Leuty felt that the canine units were a special circumstance and that Chief Ergang had provided a sufficient explanation. If the canines were to be kept at home, then officers would also need charging stations at home. He asked if the police department had considered leaving the vehicles on site. Chief Ergang stated that vehicles have to be specially outfitted for use by canine units. They could not be used for normal patrol. If one vehicle was damaged or out of service, so was one canine unit. Trustee Glass understood that consideration of electric vehicles in this situation was not feasible due to the lack of infrastructure. Chief Ergang stated that the vehicles may need to be run continuously during a shift and that if recharging was not possible, the car would not be usable. Trustee Glass inquired as to whether it was possible for the chief to provide a clearer statement in writing to accompany the records. Leuty reiterated his understanding that electric vehicles cannot be used. The Township does not have the infrastructure. The motion passed 4-1 with Trustee Miller voting in the negative.

- H. Police Department recruitment and lateral transfer incentives. Chief Ergang explained the request. Trustee Glass moved to approve up to \$75,000 in ARPA funds to be used for recruitment and lateral transfer incentives. Trustee Miller supported the motion. Chief Ergang stated that the Township police department was trying really hard to be competitive in recruitment and the incentives would be a valuable tool. The motion passed unanimously.
- I. Request to hire part time evidence officer. Chief Ergang reported that the Township Police Department had been very fortunate to have Todd Burke functioning as a part time evidence officer for many years. He was ready to retire. The position was not a new one, only a request to hire a new evidence officer. Chief Ergang stated that the police

department has been fortunate to find a person that had retired from the Kalamazoo Department of Public Safety Officer; was a former member of consolidated dispatch; and a retired deputy of the Kalamazoo County Sheriff's department who was willing to serve as part time evidence officer for the Township police department. He anticipated a short transition period to get things in line. In response to an inquiry from Trustee Miller, Chief Ergang stated that the position was not a sworn one. Trustee Miller moved to approve the hiring of Laura Misner as part time evidence officer. Trustee Leuty supported the motion and it passed unanimously.

- J. Request to Approve Fire Department Staffing levels. Chief Baird explained that the request was made to clarify the rolls of the fire chief and deputy chief; two battalion chiefs; the fire marshal; the apparatus maintenance officer; and that of two part-time administrative assistants. Supervisor Martin stated that the overall result would be the addition of 6 new part-time and unbudgeted positions. Chief Baird stated that much of the information on this request had been based on the prior agenda item for the evening. Trustee Miller indicated has understanding of the interaction between the two business items, one of which had already been postponed. He stated that the item was part of a plan to move away from what everyone agrees is an obsolete residential station officer model. Trustee Miller indicated that the PAC had looked carefully at the proposal and the number of hours needed for staffing. He was aware that if the Board approved the proposal, that it would be with the understanding that some of the numbers in this proposal may change slightly pending changes that may need to be considered in the future as part of the tabled business item. He moved to authorize the fire department's staffing levels as presented. Supervisor Martin supported the motion.

Clerk Moaiery inquired as to whether the proposal was to authorize the fire department to hire for the roles being proposed, if they are not already filled. She stated that she had spent a lot of time trying to wrap her mind around the numbers in the proposal. She felt that the biggest question was where the money would come from; commenting that the proposal would cost more than \$500,000 for 2024.

Chief Baird stated that his idea was that the general fund would pay half of the costs and the rest would come from a special assessment increase. Clerk Moaiery indicated that the taxable value of Township properties for 2023 according to the assessor was \$515, 910,000 and she reasoned that an increase of a half a mill cost the average household



in the Township between \$50 and \$70 per year. While she could manage the increase, those in less fortunate circumstances; retirees; and those on fixed incomes may have a bigger problem. She reiterated her concern that the change was a big undertaking and suggested that postponing this item to a meeting with a work session would be appropriate. She was not willing to approve 6 new positions without further details on how the money would be raised to pay for them.

Trustee Leuty made a point of clarification, indicating that this proposal would result in a ½ mill increase for fire department operations, bringing the total special assessment to one mill. Clerk Moaiery inquired as to the amount to be calculated for the budget. Chief Baird stated that it would be determined based on what the board would contribute from the general fund. Clerk Moaiery stated that she was more worried about future costs and legacy costs; and not so much about this year.

Trustee Leuty indicated that the Clerk's position was a little perplexing. The reaction, he said, was like a CD or movie that is skipping. Everyone agreed that there was a need to move away from the residential station chief model. He gave Chief Baird credit for bringing a workable idea to the board. He was not in favor of sending the proposal back to the PAC. Leuty stated his concern that the Clerk had voiced that she had studied the matter for hours, but then also stated that she only had the information for one day, which was not long enough to digest it. He was sorry that the board had chosen to put the brakes on the first part of the proposal which had been tabled earlier in the evening.

Trustee Leuty voiced his opinion that the proposals are in tandem. He expressed a desire to move forward. He asked the Clerk to provide some consistency in her reactions. The Township Board, he said, was presently looking at a 10,000-foot view. He did not have any desire to delay the fire department any longer and hoped that the board could move forward. He voiced concern that the fire department had been chastised for failing to move quickly enough, when it was members of the Township Board that had slowed progress down. Trustee Glass, commented that she had spoken with Chief Baird earlier in the day. When the matter first came up, she said, her initial reaction was to wait for the third-party review before taking action. She appreciated the work done by Chief Baird, but was willing to wait for a third-party review in order to work toward an orderly transition. Chief Baird, she said, even wanted to use the third-party evaluation to assist in planning for moving the fire department forward. She expressed a desire to have the third-party evaluation to assist with the transition. Additionally,

Trustee Glass said, she wanted to wait until the Township Treasurer was present and could weigh in.

Trustee Glass stated that the interim finance director had been trying to get her hands around it. She expressed a desire to postpone the matter until there could be a work session. Trustee Miller stated that it is sometimes difficult to be an elected official. While he had voted on the first motion in the interests of board harmony, he was not sure that the reasons for delay given were valid ones. He stated that the Township did not have the time to keep paying overtime and having firefighters work so many hours. In his opinion, the Township fire department was in crisis and the board did not have six-to-nine months to wait for a rebuilding process. He stated that it would be difficult to post the positions without information on the earlier proposal. He hoped that after two weeks all of the Board's questions would be answered. Trustee Miller observed that there were different moving parts and he wanted to make sure that everyone is comfortable.

Supervisor Martin stated that the situation with the fire department had gone on long enough. The board had hired a chief who wants to move the department forward. There was a desire to move away from live-in chiefs. The PAC and fire chief had worked hard to bring a proposal to the table. The Township did not have six to nine months for a delay. The fire department is already paying a lot of overtime and paying members to cover stations. The deputy fire chief was going to retire at the end of the year. In Supervisor Martin's opinion the fire department needed two battalion chiefs to fill the jobs of those that are gone. The board, he said, has to decide what it wants to do. He was not in favor of waiting on approving the proposal.

Trustee Glass inquired about hiring three positions, if the board approved it. Chief Baird stated that three would only put the fire department up to the prior staffing levels. Trustee Glass reasoned that at least some overtime would be stopped. She felt that there had been an ability to post the three vacant positions for a long time. The chief shouldn't have to wait for the board to approve it. She was concerned that the 2024 number is not a firm number. She was willing to make a motion to authorize three positions. This motion, she said would assist in getting the fire department away from the residential station chief model. She voiced an opinion that the third-party evaluator may come back with a recommendation that only three positions needed to be added.

Trustee Leuty stated that all of this opposition was nothing more than delay tactics. He could not see a clear rationale for a reduction to three. He stated that, in his opinion, these ideas were nothing more than obvious delay tactics, such as supporting the manager who put the fire department at risk. Supporting the manager, he said, is what originally put the fire department at risk. He could not understand why some members of the board were actively working against the fire department. The proposal on the table was for staffing needs. In other words, he said, this was just an authorization for the proposed structure, adding that it was just exactly what the board asked for. Trustee Leuty stated that since February 1 there has been action by some members of the board against the fire department. He voiced the opinion that there would never be commonality among the board with respect to the fire department. He felt that the proposal on the table was a good one, and that there was no need to postpone the decision.

Clerk Moaiery stated that she was okay with three. The board has fiduciary responsibilities. She was satisfied that starting at three would allow the board to see how the budget could handle it. She voiced concern about legacy costs and stated that a lot of the fire department calls are EMT calls.

Supervisor Martin inquired of the chief how he would place three new employees. Chief Baird stated that he would likely fill the existing vacant positions. Trustee Glass moved to postpone the matter until the next board meeting. Clerk Moaiery supported the motion. Trustee Miller stated that he was not in favor of the prior postponement; but that he had voted in favor of it in the interests of board harmony. Trustee Miller felt that the situation was an urgent one. He suggested a meeting on the following Monday, which happened to be the Memorial Day holiday. Chief Baird stated that he would have to adjust his expectations if only three positions were allowed. Leuty stated that changing the proposal to allow for three would skew the whole paradigm. Clerk Moaiery stated that the proposal was to add a ½ million in financing costs for 2024. She wanted to get the staffing levels up, but she didn't really know what the costs would be and she had not had enough time to fully understand the consequences. The Supervisor called the question on the motion to postpone. The motion failed 2-3 with Trustees Leuty and Miller and Supervisor Martin voting in the negative. The Supervisor asked for a vote on the motion to approve staffing levels. The motion passed 3-2 with Trustee Glass and Clerk Moaiery voting in the negative.

**K. Request to approve employment agreement for deputy chief.** Chief Baird presented an employment contract with Deputy Chief Weidemann. The PAC had supported it. Clerk Moaiery moved to approve employment contract with Deputy Chief Weidemann and to authorize the Township Supervisor to sign on behalf of the Township. Trustee Leuty commented that the contract was a good way to recognize decades of dedicated service. Trustee Miller agreed. Trustee Glass supported the motion, it passed unanimously.

**10. Board member comments.**

Trustee Leuty stated that he had expected a more global project list from the ARPA committee. Some of the items on the agenda were endorsed by the ARPA committee, but there was no overall plan. He was concerned that the money would be gone without a reasoned and thoughtful approach to spending it. He commented that the ARPA committee had an obligation to fulfill the mission that the board had given it. The board, he reminded everyone, is the final authority for approving the expenditure of funds.

Trustee Leuty mentioned that the Planning Commission is about ready to present a draft master plan to the board and to request a 63-day review.

Trustee Miller inquired about a former request made by Trustee Glass regarding native plants in Township parks. Trustee Glass stated that Kayla Willet, from out of Adapt out of Ann Arbor was scheduled to make a presentation. Miller approved of using native plants to encourage pollinators, which are under a great deal of stress from environmental changes. Trustee Miller stated that the climate crisis is getting more and more dire. He would present more information at a future board meeting.

Clerk Moaiery stated that she was part of the ARPA committee. As requests come up, they will be evaluated. To her knowledge there was no plan to allocate money to a particular department and no global plan for overall spending.

Attorney Seeber commented that a metro act provider would be installing in the right-of-way on West Main east of Drake.

**11. Public Comment.**

Nikki Leigh stated that the police chief only had opinions on electric cars. She wanted facts. There are already three police departments using electric vehicles for canines.

Treasurer Miller commented that spending large amounts of money on proposals should be put through a work session before they are on a board agenda item.

**12. Adjournment.**

There being no additional matters before the board, the Supervisor adjourned the meeting at 9:41.

06/08/2023 02:15 PM

User: MONICAK

DB: Kalamazoo Twp

## INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO

EXP CHECK RUN DATES 06/13/2023 - 06/13/2023

BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: POOL

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
053023 39136	BAUCKHAM, SPARKS, THALL, LEGAL SUPPORT	06/02/2023 MONICAK	06/02/2023	15,321.04	15,321.04	Open	N 06/07/2023
	101-200-827.00	LEGAL SERVICES		5,594.44			
	101-400-827.00	LEGAL SERVICES - GEN TWP		1,491.50			
	101-101-826.00	LEGAL SERVICES		960.00			
	207-301-827.00	LEGAL SERVICES - GEN TWP		1,074.60			
	101-310-827.00	LEGAL SERVICES		3,020.00			
	701-000-240.00	2017 N BURDICK ST		485.50			
	701-000-240.00	910 JENKS BLVD		45.00			
	701-000-240.00	411 NAZARETH		225.00			
	701-000-240.00	GRAPHIC PKG		550.00			
	206-336-827.00	LEGAL SERVICES		1,875.00			
060123 39137	METRO FIBERNET LLC ACCT #1883888	06/02/2023 MONICAK	06/02/2023	3,654.13	3,654.13	Open	N 06/07/2023
	101-200-922.00	UTILITIES - CABLE/INTERNET		200.00			
	207-301-922.00	UTILITIES - CABLE/INTERNET		550.00			
	206-336-922.01	UTILITIES - CABLE/INTERNET		450.00			
	206-336-922.02	UTILITIES - CABLE/INTERNET		748.00			
	206-336-922.03	UTILITIES - CABLE/INTERNET		450.00			
	206-336-922.04	UTILITIES - CABLE/INTERNET		450.00			
	206-336-853.00	COMMUNICATIONS (TELEPHONE)		806.13			
0010656285 39138	MLIVE MEDIA GROUP NOTICES	06/02/2023 MONICAK	06/02/2023	388.68	388.68	Open	N 06/07/2023
	101-101-903.00	PUBLIC NOTICES		388.68			
CD2060921 39139	ELECTION SYSTEMS & SERVICE CONTRACT	06/02/2023 MONICAK	06/02/2023	5,180.00	5,180.00	Open	N 06/07/2023
	101-215-811.00	PROFESSIONAL & CONTRACTUAL SVC		5,180.00			
INV-03437-B6M4Q8 39140	ECF DATA, LLC OFFICE 365	06/02/2023 MONICAK	06/02/2023	852.00	852.00	Open	N 06/07/2023
	101-200-742.00	SOFTWARE MAINT AGREEMENTS		426.00			
	207-301-742.00	SOFTWARE MAINT AGREEMENTS		426.00			
1385 39141	POWERS PROPERTY MANAGEMENT, LLC ORDINANCE MOWING	06/02/2023 MONICAK	06/02/2023	300.00	300.00	Open	N 06/07/2023
	101-310-811.00	PROFESSIONAL & CONTRACTUAL SVC		300.00			
060723 39142	MTA ANNUAL DUES/PREMIUM PASS	06/02/2023 MONICAK	06/02/2023	9,437.54	9,437.54	Open	N 06/07/2023
	101-200-732.00	DUES/SUBS/PUBL		9,437.54			

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2097357 39143	HI-TECH ELECTRIC COMPANY AIR COMPRESSOR CIRCUIT/OUTLET 402-265-975.00	06/02/2023 MONICAK	06/02/2023	3,640.00 3,640.00	3,640.00	Open	N 06/07/2023
IN0244272 39144	KALAMAZOO LANDSCAPE SUPPLIES MULCH 101-751-932.00	06/02/2023 MONICAK	06/02/2023	103.50 103.50	103.50	Open	N 06/07/2023
IN0244302 39145	KALAMAZOO LANDSCAPE SUPPLIES MULCH 101-751-932.00	06/02/2023 MONICAK	06/02/2023	103.50 103.50	103.50	Open	N 06/07/2023
IN0244333 39146	KALAMAZOO LANDSCAPE SUPPLIES MULCH 101-751-932.00	06/02/2023 MONICAK	06/02/2023	103.50 103.50	103.50	Open	N 06/07/2023
IN0245713 39147	KALAMAZOO LANDSCAPE SUPPLIES SOIL 101-276-932.00	06/02/2023 MONICAK	06/02/2023	67.00 67.00	67.00	Open	N 06/07/2023
01829 39148	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-276-932.00	06/02/2023 MONICAK	06/02/2023	308.15 308.15	308.15	Open	N 06/07/2023
0021664 39149	WILLIAMS ASSOCIATES ARCHITECTS, LTD ARCHITECTURAL PLANNING SVCS 402-265-975.00	06/02/2023 MONICAK	06/02/2023	5,251.17 5,251.17	5,251.17	Open	N 06/07/2023
0021732 39150	WILLIAMS ASSOCIATES ARCHITECTS, LTD ARCHITECTURAL PLANNING SVCS 402-265-975.00	06/02/2023 MONICAK	06/02/2023	4,806.17 4,806.17	4,806.17	Open	N 06/07/2023
15137 39151	JOHN GERNAAT & SONS, INC. BEDDING PLANTS 101-265-932.00	06/02/2023 MONICAK	06/02/2023	75.00 75.00	75.00	Open	N 06/07/2023
IN0245624 39152	KALAMAZOO LANDSCAPE SUPPLIES SOIL 101-276-932.00	06/02/2023 MONICAK	06/02/2023	67.00 67.00	67.00	Open	N 06/07/2023

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IN0245828							
39153	KALAMAZOO LANDSCAPE SUPPLIES	06/02/2023	06/02/2023	67.00	67.00	Open	N
	SOIL	MONICAK					06/07/2023
	101-276-932.00	LAND REPAIRS & MAINT		67.00			
01366							
39154	LOWE'S COMPANIES, INC.	06/02/2023	06/02/2023	96.70	96.70	Open	N
	MISC SUPPLIES	MONICAK					06/07/2023
	101-276-932.00	LAND REPAIRS & MAINT		96.70			
1386							
39155	POWERS PROPERTY MANAGEMENT, LLC	06/02/2023	06/02/2023	2,230.00	2,230.00	Open	N
	MOWING/TRIMMING	MONICAK					06/07/2023
	101-265-932.00	LAND REPAIRS & MAINT		100.00			
	101-751-932.00	LAND REPAIRS & MAINT		2,130.00			
4423B							
39156	DECKER AGENCY	06/02/2023	06/02/2023	36,576.00	36,576.00	Open	N
	3RD INSTALLMENT	MONICAK					06/07/2023
	101-200-912.00	INSURANCE/BOND-GENERAL		12,070.08			
	206-336-912.00	INSURANCE - GENERAL		12,435.84			
	207-301-912.00	INSURANCE - GENERAL		12,070.08			
INV256936							
39157	WITMER PUBLIC SAFETY	06/02/2023	06/02/2023	128.97	128.97	Open	N
	HELMET SHIELDS	MONICAK					06/07/2023
	206-336-748.00	PERSONAL EQUIPMENT ALLOWANCE		128.97			
27599							
39158	FIRESERVICE MANAGEMENT, LLC	06/02/2023	06/02/2023	130.00	130.00	Open	N
	REPAIR/CLEANING	MONICAK					06/07/2023
	206-336-748.00	PERSONAL EQUIPMENT ALLOWANCE		130.00			
15136							
39159	JOHN GERNAAT & SONS, INC.	06/02/2023	06/02/2023	350.00	350.00	Open	N
	BEDDING PLANTS	MONICAK					06/07/2023
	206-336-932.00	LAND REPAIRS & MAINT		350.00			
55486							
39160	JB PRINTING COMPANY	06/02/2023	06/02/2023	550.00	550.00	Open	N
	LETTERHEAD/EVN/BUS CARDS	MONICAK					06/07/2023
	101-200-727.00	OFFICE SUPPLIES		423.00			
	101-400-727.00	OFFICE SUPPLIES		49.00			
	101-215-727.00	OFFICE SUPPLIES		39.00			
	206-336-727.00	OFFICE SUPPLIES		39.00			
23141							
39161	MOSES FIRE EQUIPMENT, INC.	06/02/2023	06/02/2023	432.70	432.70	Open	N
	MISC SUPPLIES	MONICAK					06/07/2023
	206-336-939.00	VEHICLE REPAIRS & MAINT		432.70			



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04231822 39162	PREMIER SAFETY MISC SUPPLIES 206-336-740.00	06/02/2023 MONICAK	06/02/2023	276.46 276.46	276.46	Open	N 06/07/2023
65-2178 39163	BRONSON HELPNET EMPLOYEE ASSISTANCE PROGRAM 206-336-811.00	06/02/2023 MONICAK	06/02/2023	2,379.84 2,379.84	2,379.84	Open	N 06/07/2023
U10093 39164	PETERMAN CONCRETE U-CART 101-276-932.00	06/02/2023 MONICAK	06/02/2023	169.81 169.81	169.81	Open	N 06/07/2023
051023 39165	KALAMAZOO CITY TREASURER WATER/SEWER 101-200-927.00	06/02/2023 MONICAK	06/02/2023	144.77 144.77	144.77	Open	N 06/07/2023
204745564962 39166	CONSUMERS ENERGY ACCT #1000 2155 4991 101-751-921.00	06/02/2023 MONICAK	06/02/2023	30.48 30.48	30.48	Open	N 06/07/2023
5967 39167	VREDEVELD HAEFNER LLC AUDIT COMPLETION 101-223-817.00	06/02/2023 MONICAK	06/02/2023	2,500.00 2,500.00	2,500.00	Open	N 06/07/2023
205813389331 39168	CONSUMERS ENERGY ACCT #1000 0018 2830 219-448-921.00	06/02/2023 MONICAK	06/02/2023	14,735.02 14,735.02	14,735.02	Open	N 06/07/2023
205635409043 39169	CONSUMERS ENERGY ACCT #1030 2066 4423 219-448-921.00	06/02/2023 MONICAK	06/02/2023	6,018.31 6,018.31	6,018.31	Open	N 06/07/2023
8070420330 39170	STAPLES CUST DET 1823802 206-336-727.00 101-200-727.00	06/02/2023 MONICAK	06/02/2023	424.90 221.85 203.05	424.90	Open	N 06/07/2023
19715 39171	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-932.00	06/02/2023 MONICAK	06/02/2023	63.90 63.90	63.90	Open	N 06/07/2023

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90348 39172	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-932.00 206-336-934.00	06/02/2023 MONICAK LAND REPAIRS & MAINT EQUIPMENT REPAIRS & MAINT	06/02/2023	117.79  40.64 77.15	117.79	Open	N 06/07/2023
90134 39173	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-932.00	06/02/2023 MONICAK LAND REPAIRS & MAINT	06/02/2023	79.40  79.40	79.40	Open	N 06/07/2023
01871 39174	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-740.00	06/02/2023 MONICAK OPERATING SUPPLIES	06/02/2023	320.34  320.34	320.34	Open	N 06/07/2023
01124 39175	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-932.00 206-336-747.00 206-336-751.00	06/02/2023 MONICAK LAND REPAIRS & MAINT SMALL TOOLS & EQUIPMENT GAS & OIL	06/02/2023	163.25  83.54 47.45 32.26	163.25	Open	N 06/07/2023
B0079756 39176	J & J GLASS MIRRORS/SUPPLIES 207-301-812.00	06/02/2023 MONICAK HEALTH SERVICES	06/02/2023	1,019.54  1,019.54	1,019.54	Open	N 06/07/2023
0010635309 39177	MLIVE MEDIA GROUP NOTICES 701-000-240.00	06/02/2023 MONICAK ZONING/DEVELOPMENT ESCROW	06/02/2023	189.79  189.79	189.79	Open	N 06/08/2023
060123 39178	TRANSUNION RISK AND ALTERNATIVE ACCT ID #299323 207-301-782.00	06/02/2023 MONICAK INVESTIGATIVE OPERATIONS	06/02/2023	75.00  75.00	75.00	Open	N 06/08/2023
053123 39179	KATHLEEN FOLDENAUER ALTERATIONS 207-301-748.00	06/02/2023 MONICAK PERSONAL EQUIPMENT ALLOWANCE	06/02/2023	135.00  135.00	135.00	Open	N 06/08/2023
839591 39180	NYE UNIFORM CO. UNIFORMS 207-301-748.00	06/02/2023 MONICAK PERSONAL EQUIPMENT ALLOWANCE	06/02/2023	172.50  172.50	172.50	Open	N 06/08/2023

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839610 39181	NYE UNIFORM CO. UNIFORMS 207-301-748.00	06/02/2023 MONICAK	06/02/2023	172.50 172.50	172.50	Open	N 06/08/2023
	PERSONAL EQUIPMENT ALLOWANCE						
3489 39182	MICHIGAN MUNICIPAL POLICE OIL CHANGE/BRAKES 207-301-939.00	06/02/2023 MONICAK	06/02/2023	140.84 140.84	140.84	Open	N 06/08/2023
	VEHICLE REPAIRS & MAINT						
IN214209 39183	KIESLER'S POLICE SUPPLY, INC. UNIFORMS 207-301-748.00	06/02/2023 MONICAK	06/02/2023	1,119.35 1,119.35	1,119.35	Open	N 06/08/2023
	PERSONAL EQUIPMENT ALLOWANCE						
848920 39184	NYE UNIFORM CO. UNIFORMS 207-301-748.00	06/02/2023 MONICAK	06/02/2023	16.90 16.90	16.90	Open	N 06/08/2023
	PERSONAL EQUIPMENT ALLOWANCE						
848919 39185	NYE UNIFORM CO. UNIFORMS 207-301-748.00	06/02/2023 MONICAK	06/02/2023	22.54 22.54	22.54	Open	N 06/08/2023
	PERSONAL EQUIPMENT ALLOWANCE						
848235 39186	NYE UNIFORM CO. UNIFORMS 207-301-748.00	06/02/2023 MONICAK	06/02/2023	16.90 16.90	16.90	Open	N 06/08/2023
	PERSONAL EQUIPMENT ALLOWANCE						
848234 39187	NYE UNIFORM CO. UNIFORMS 207-301-748.00	06/02/2023 MONICAK	06/02/2023	24.83 24.83	24.83	Open	N 06/08/2023
	PERSONAL EQUIPMENT ALLOWANCE						
2767 39188	FURNITURE CITY BROADCASTING CORP TOWER RENT - JUNE 207-301-931.65	06/02/2023 MONICAK	06/02/2023	1,687.30 1,687.30	1,687.30	Open	N 06/08/2023
	TOWER RENT - RAVINE ROAD						
2165645 39189	GORDON WATER WATER/RENT 207-301-740.00	06/02/2023 MONICAK	06/02/2023	185.49 185.49	185.49	Open	N 06/08/2023
	OPERATING SUPPLIES						
018949399 39190	XEROX CORPORATION CUSTOMER #724921614 207-301-811.00	06/02/2023 MONICAK	06/02/2023	362.15 362.15	362.15	Open	N 06/08/2023
	PROFESSIONAL & CONTRACTUAL SVC						

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06276 39191	MAFC MEMBERSHIP - BAIRD 206-336-732.00	06/02/2023 MONICAK	06/02/2023	125.00 125.00	125.00	Open	N 06/08/2023
060623 39192	TROY C BYRD FOIA REIMBURSEMENT 207-000-684.00	06/02/2023 MONICAK	06/02/2023	89.46 89.46	89.46	Open	N 06/08/2023
11141 39193	VENTURE TACTICAL, LLC BULLET PROOF VESTS 811-440-983.00	06/02/2023 MONICAK	06/02/2023	30,000.00 30,000.00	30,000.00	Open	N 06/08/2023
23156 39194	MOSES FIRE EQUIPMENT, INC. FOAM 206-336-740.00	06/02/2023 MONICAK	06/02/2023	416.00 416.00	416.00	Open	N 06/08/2023
051723 39195	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-927.03	06/02/2023 MONICAK	06/02/2023	49.66 49.66	49.66	Open	N 06/08/2023
052023 39196	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-927.04	06/02/2023 MONICAK	06/02/2023	108.55 108.55	108.55	Open	N 06/08/2023
204923551834 39197	CONSUMERS ENERGY ACCT #1000 2210 4390 206-336-923.02	06/02/2023 MONICAK	06/02/2023	154.76 154.76	154.76	Open	N 06/08/2023
204923551836 39198	CONSUMERS ENERGY ACCT #1000 2210 5132 206-336-921.02	06/02/2023 MONICAK	06/02/2023	419.81 419.81	419.81	Open	N 06/08/2023
204923551835 39199	CONSUMERS ENERGY ACCT #1000 2210 4622 206-336-921.02 206-336-923.02	06/02/2023 MONICAK	06/02/2023	146.37 114.04 32.33	146.37	Open	N 06/08/2023
207147127849 39200	CONSUMERS ENERGY ACCT #1000 2469 4752 206-336-921.03	06/02/2023 MONICAK	06/02/2023	28.81 28.81	28.81	Open	N 06/08/2023

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3378721 39201	EDWARDS INDUSTRIAL SALES, INC. MISC SUPPLIES 206-336-939.00	06/02/2023 MONICAK	06/02/2023	86.47 86.47	86.47	Open	N 06/08/2023
	VEHICLE REPAIRS & MAINT						
3378830 39202	EDWARDS INDUSTRIAL SALES, INC. MISC SUPPLIES 206-336-939.00	06/02/2023 MONICAK	06/02/2023	52.44 52.44	52.44	Open	N 06/08/2023
	VEHICLE REPAIRS & MAINT						
3378828 39203	EDWARDS INDUSTRIAL SALES, INC. MISC SUPPLIES 206-336-939.00	06/02/2023 MONICAK	06/02/2023	52.88 52.88	52.88	Open	N 06/08/2023
	VEHICLE REPAIRS & MAINT						
321034 39204	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	06/02/2023 MONICAK	06/02/2023	22.00 22.00	22.00	Open	N 06/08/2023
	VEHICLE REPAIRS & MAINT						
321654 39205	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	06/02/2023 MONICAK	06/02/2023	183.04 183.04	183.04	Open	N 06/08/2023
	VEHICLE REPAIRS & MAINT						
206525059939 39206	CONSUMERS ENERGY ACCT #1000 2469 5296 206-336-921.03	06/02/2023 MONICAK	06/02/2023	118.45 118.45	118.45	Open	N 06/08/2023
	UTILITIES - ELECTRIC						
206347148784 39207	CONSUMERS ENERGY ACCT #1000 0033 6162 206-336-923.03	06/02/2023 MONICAK	06/02/2023	92.80 92.80	92.80	Open	N 06/08/2023
	UTILITIES - NATURAL GAS						
5200 39208	MICHIGAN STATE FIREMEN'S ASSOC COURSE BOOKS 206-336-960.00	06/02/2023 MONICAK	06/02/2023	151.09 151.09	151.09	Open	N 06/08/2023
	TRAINING						
# of Invoices:	73	# Due:	73	Totals:	155,282.24	155,282.24	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					155,282.24	155,282.24	

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--- TOTALS BY FUND ---							
	101 - GENERAL			45,848.70	45,848.70		
	206 - FIRE			24,126.60	24,126.60		
	207 - POLICE			19,360.98	19,360.98		
	219 - STREET LIGHTS			20,753.33	20,753.33		
	402 - TWP BUILDING & GROUNDS IMPRC			13,697.34	13,697.34		
	701 - TRUST & AGENCY			1,495.29	1,495.29		
	811 - FIRE CAPITAL IMPROVEMENT			30,000.00	30,000.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - REVENUES			1,584.75	1,584.75		
	101 - BOARD OF TRUSTEES			1,348.68	1,348.68		
	200 - GENERAL SERVICES_ADMIN			28,498.88	28,498.88		
	215 - CLERK			5,219.00	5,219.00		
	223 - FINANCE			2,500.00	2,500.00		
	265 - MAINTENANCE			13,872.34	13,872.34		
	276 - CEMETERY			775.66	775.66		
	301 - POLICE			19,271.52	19,271.52		
	310 - CODE ENFORCEMENT (ORD,BLDG,RE			3,320.00	3,320.00		
	336 - FIRE			24,126.60	24,126.60		
	400 - PLANNING/ZONING			1,540.50	1,540.50		
	440 - CAPITAL IMPROVEMENT			30,000.00	30,000.00		
	448 - STREET LIGHTS			20,753.33	20,753.33		
	751 - RECREATION			2,470.98	2,470.98		

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05/01/2023	POOL	51517	050123	U.S. POSTMASTER	POSTAGE	101-215-730.00	7.80
05/05/2023	ERAD	10799	042626	ALLEGAN COUNTY	HIDTA MONEY	727-000-271.00	1,494.18
05/05/2023	ERAD	10800	042123	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	337.20
05/05/2023	ERAD	10801	0588216-IN	SIRCHIE ACQUISITION COMPANY,	FORFEITURE - OPR	727-000-253.00	63.00
05/05/2023	ERAD	10802	9485325173	T-MOBILE USA, INC.	FORFEITURE - OPR	727-000-253.00	630.00
		10802	9480815037		FORFEITURE - OPR	727-000-253.00	540.00
		10802	9469678995		FORFEITURE - OPR	727-000-253.00	480.00
		10802	9469678996		FORFEITURE - OPR	727-000-253.00	360.00
							2,010.00
05/05/2023	ERAD	10803	24385	INIA	HIDTA MONEY	727-000-271.00	450.00
05/05/2023	POOL	51518	204211569272	CONSUMERS ENERGY	UTILITIES - ELECTRIC	206-336-921.04	510.85
		51518	206880786224		UTILITIES - NATURAL GAS	206-336-923.04	659.44
							1,170.29
05/05/2023	POOL	51519	050123	DIVERSIFIED SERVICES	ZONING/DEVELOPMENT ESCROW	701-000-240.00	3,379.50
05/05/2023	POOL	51520	0614877042323	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	101-200-922.00	314.39
		51520	0095704041623		UTILITIES - CABLE/INTERNET	206-336-922.01	155.31
		51520	0026212041623		UTILITIES - CABLE/INTERNET	206-336-922.04	155.31
							625.01
05/05/2023	POOL	51521	2159491	GORDON WATER	OPERATING SUPPLIES	101-200-740.00	17.10
		51521	2159491		OPERATING SUPPLIES	207-301-740.00	100.29
							117.39
05/05/2023	POOL	51522	04192023	AT&T MOBILITY	COMMUNICATIONS (TELEPHONE)	206-336-853.00	396.00
05/05/2023	POOL	51523	050523	OTTAWA COUNTY EQUALIZATION DETRAINING		101-209-960.00	50.00
05/05/2023	POOL	51524	120604857	ROSE PEST SOLUTIONS	PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	139.00
05/05/2023	POOL	51525	041723	SUPERFLEET MASTERCARD PROGRAM	GAS & OIL	206-336-751.00	391.42
05/08/2023	ERAD	10804	042823	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	747.70
		10804	042823A		FORFEITURE - OPR	727-000-253.00	112.30
		10804	042823B		FORFEITURE - OPR	727-000-253.00	152.00
		10804	042823C		FORFEITURE - OPR	727-000-253.00	92.10
							1,104.10
05/08/2023	ERAD	10805	206702943157	CONSUMERS ENERGY	FORFEITURE - OPR	727-000-253.00	39.93
		10805	206702943156		FORFEITURE - OPR	727-000-253.00	439.80

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							479.73
05/08/2023	ERAD	10806	A835590	ENGINEERED PROTECTION SYSTEMS	FORFEITURE - OPR	727-000-253.00	312.39
05/08/2023	ERAD	10807	269962174704C	AT&T	FORFEITURE - OPR	727-000-253.00	65.26
05/08/2023	ERAD	10808	0589456-IN	SIRCHIE ACQUISITION COMPANY,	FORFEITURE - OPR	727-000-253.00	31.50
05/08/2023	ERAD	10809	2300003471	CITY OF SPRINGFIELD	FORFEITURE - OPR	727-000-253.00	467.00
05/08/2023	ERAD	10810	9932697412	VERIZON WIRELESS	FORFEITURE - OPR	727-000-253.00	144.75
05/08/2023	ERAD	10811	5342623-2529-1	WASTE MANAGEMENT OF MICHIGAN	FORFEITURE - OPR	727-000-253.00	206.76
05/08/2023	ERAD	10812	88914296	WEX BANK	FORFEITURE - OPR	727-000-253.00	1,398.99
05/08/2023	ERAD	10813	042723	ROBERT TISER	NON-ADJUDICATED	727-000-297.00	1,009.50
05/10/2023	ERAD	10814	120616238	ROSE PEST SOLUTIONS	FORFEITURE - OPR	727-000-253.00	75.00
		10814	120614876		FORFEITURE - OPR	727-000-253.00	93.00
							168.00
05/10/2023	ERAD	10815	9030504039	THE HERTZ CORPORATION	HIDTA MONEY	727-000-271.00	5,820.00
05/10/2023	POOL	51572	4807	BILL'S LOCK SHOP, INC.	BUILDING REPAIRS & MAINT	101-265-931.00	6.00
05/10/2023	POOL	51573	10257	ABRAXAS	PROFESSIONAL & CONTRACTUAL SVC	101-200-811.00	90.00
		51573	10256		PROFESSIONAL & CONTRACTUAL SVC	101-200-811.00	90.00
		51573	102.55		PROFESSIONAL & CONTRACTUAL SVC	207-301-811.00	5,075.65
							5,255.65
05/10/2023	POOL	51574	205991308619	CONSUMERS ENERGY	UTILITIES - NATURAL GAS	101-200-923.00	1,264.82
		51574	201541839313		UTILITIES - ELECTRIC	206-336-921.01	478.85
		51574	201541839314		UTILITIES - ELECTRIC	206-336-921.01	28.81
		51574	201541839313		UTILITIES - NATURAL GAS	206-336-923.01	451.91
		51574	206791894817		UTILITIES - ELECTRIC	883-520-921.00	29.50
							2,253.89
05/10/2023	POOL	51575	1014662	STEENSMA LAWN & POWER EQUIPME	EQUIPMENT REPAIRS & MAINT	101-265-934.00	410.15
05/10/2023	POOL	51576	1109620050123	CHARTER COMMUNICATIONS	COMMUNICATIONS (TELEPHONE)	101-200-853.00	317.20
		51576	0284753050123		UTILITIES - CABLE/INTERNET	206-336-922.01	109.99
		51576	0100199050123		UTILITIES - CABLE/INTERNET	206-336-922.02	61.58
		51576	0284811050123		UTILITIES - CABLE/INTERNET	206-336-922.02	109.99
		51576	0026220050123		UTILITIES - CABLE/INTERNET	206-336-922.02	147.53
		51576	0025941050123		UTILITIES - CABLE/INTERNET	206-336-922.03	104.20
		51576	0284829050123		UTILITIES - CABLE/INTERNET	206-336-922.04	109.99
							960.48



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05/10/2023	POOL	51577	INV10777	FIRST NATIONAL BANK OF OMAHA	CAPITAL OUTLAY - EQUIPMENT	810-440-983.00	186.39
05/10/2023	POOL	51578	24674686-1	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-215-727.00	4.92
		51578	2469840-0		OFFICE SUPPLIES	207-301-727.00	163.16
							168.08
05/10/2023	POOL	51579	777881	J.P. COOKE COMPANY	OPERATING SUPPLIES	101-215-740.00	128.50
05/10/2023	POOL	51580	033123	KALAMAZOO COUNTY	KCTA TRANSPORTATION	701-000-222.01	61.33
05/10/2023	POOL	51581	041423	KALAMAZOO CITY TREASURER	UTILITIES - WATER	101-200-927.00	144.77
		51581	041423A		UTILITIES - WATER	206-336-927.03	49.66
		51581	041123		UTILITIES - WATER	206-336-927.04	88.17
							282.60
05/10/2023	POOL	51582	042423	KALAMAZOO COUNTY TREASURER	PROFESSIONAL & CONTRACTUAL SVC	207-301-811.00	364.75
05/10/2023	POOL	51583	033123	KAL. PUBLIC LIBRARY	DUE TO LIBRARY - KALAMAZOO	701-000-223.00	517.53
05/10/2023	POOL	51584	033123	KALAMAZOO COUNTY TREASURER	DUE TO COUNTY	701-000-222.00	6,518.35
		51584	033123A		JUVENILE HOME	701-000-222.05	31.95
		51584	033123B		COUNTY HOUSING FUND	701-000-222.06	142.28
		51584	033123C		CO PUBLIC SAFETY	701-000-222.07	283.91
		51584	033123D		CO SENIOR	701-000-222.09	68.29
		51584	033123E		COUNTY 911/DISPATCH	701-000-222.11	122.64
		51584	033123F		KALAMAZOO PS - S.E.T.	701-000-225.02	16.05
		51584	033123G		PARCHMENT PS - S.E.T.	701-000-227.01	22.00
							7,205.47
05/10/2023	POOL	51585	050923	KALAMAZOO COUNTY TREASURER	TRAILER TAX	701-000-254.00	2,984.00
05/10/2023	POOL	51586	050923A	KALAMAZOO COUNTY TREASURER	TRAILER TAX	701-000-254.00	746.00
05/10/2023	POOL	51587	043023A	KALAMAZOO OIL CO.	GAS & OIL	101-265-751.00	490.88
		51587	043023B		GAS & OIL	206-336-751.00	1,446.08
		51587	043023		GAS & OIL	207-301-751.00	3,506.94
							5,443.90
05/10/2023	POOL	51588	A833946	ENGINEERED PROTECTION SYSTEMS	PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	479.22
		51588	A833944		PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	449.22
		51588	A833945		PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	479.22
		51588	A833931		PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	164.22
							1,571.88
05/10/2023	POOL	51589	033123	KAL. VALLEY COMM. COLLEGE	DUE TO KVCC	701-000-235.00	549.19

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05/10/2023	POOL	51590	033123	KRESA	KRESA ISD	701-000-234.00	10,716.45
		51590	033123A		KRESA ISD DEBT	701-000-234.01	2.71
							10,719.16
05/10/2023	POOL	51591	49135	R.W. LAPINE, INC.	BUILDING REPAIRS & MAINT	101-265-931.00	508.43
05/10/2023	POOL	51592	87925	MENARDS - KALAMAZOO EAST	BUILDING REPAIRS & MAINT	206-336-931.00	94.41
		51592	88268		LAND REPAIRS & MAINT	206-336-932.00	188.48
		51592	87925		VEHICLE REPAIRS & MAINT	206-336-939.00	45.72
							328.61
05/10/2023	POOL	51593	3459	MICHIGAN MUNICIPAL POLICE	VEHICLE REPAIRS & MAINT	207-301-939.00	628.93
		51593	3460		VEHICLE REPAIRS & MAINT	207-301-939.00	119.00
		51593	3462		VEHICLE REPAIRS & MAINT	207-301-939.00	492.62
		51593	3464		VEHICLE REPAIRS & MAINT	207-301-939.00	60.00
		51593	3465		VEHICLE REPAIRS & MAINT	207-301-939.00	464.21
		51593	3471		VEHICLE REPAIRS & MAINT	207-301-939.00	463.95
		51593	3476		VEHICLE REPAIRS & MAINT	207-301-939.00	578.03
							2,806.74
05/10/2023	POOL	51594	3913	ROBERT LAMSON, LLC	HEALTH SERVICES	207-301-812.00	400.00
		51594	3907		HEALTH SERVICES	207-301-812.00	1,130.00
		51594	3900		HEALTH SERVICES	207-301-812.00	150.00
							1,680.00
05/10/2023	POOL	51595	129130	MIDWAY CHEVROLET, INC.	VEHICLE REPAIRS & MAINT	206-336-939.00	515.27
05/10/2023	POOL	51596	584521	MULDER'S LANDSCAPE SUPPLIES	PROFESSIONAL & CONTRACTUAL SVC	258-425-811.00	88,910.00
		51596	584520		PROFESSIONAL & CONTRACTUAL SVC	258-425-811.00	1,781.64
							90,691.64
05/10/2023	POOL	51597	01061	NATIONAL HOSE TESTING	PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	3,144.00
05/10/2023	POOL	51598	316150	RIDGE COMPANY	VEHICLE REPAIRS & MAINT	206-336-939.00	22.88
		51598	314094		VEHICLE REPAIRS & MAINT	206-336-939.00	281.28
		51598	315644		VEHICLE REPAIRS & MAINT	206-336-939.00	72.23
							376.39
05/10/2023	POOL	51599	INV-03375-W9Z1L1	NYE UNIFORM CO.	SOFTWARE MAINT AGREEMENTS		** VOIDED **
		51599	INV-03375-W9Z1L1		SOFTWARE MAINT AGREEMENTS		** VOIDED **
		51599	848236		PERSONAL EQUIPMENT ALLOWANCE		** VOIDED **
		51599	848237		PERSONAL EQUIPMENT ALLOWANCE		** VOIDED **

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05/10/2023	POOL	51600	033123	PARCHMENT COMM. LIBRARY	DUE TO LIBRARY - PARCHMENT	701-000-224.40	125.73
05/10/2023	POOL	51601	202205281	DBIX IT LLC	PROFESSIONAL & CONTRACTUAL SVC	101-228-811.00	845.00
05/10/2023	POOL	51602	033123	SCHOOL DISTRICT #1	KALAMAZOO PS - OPERATING	701-000-225.03	1,445.61
		51602	033123A		KALAMAZOO PS - DEBT	701-000-225.04	1,070.35
							2,515.96
05/10/2023	POOL	51603	033123	PARCHMENT PUBLIC SCHOOLS	PARCHMENT PS - DEBT	701-000-227.03	9,846.37
		51603	033123A		PARCHMENT SD #40 - SINKING FUND	701-000-227.17	2,746.13
							12,592.50
05/10/2023	POOL	51604	HZ07507	CDW GOVERNMENT, INC.	SMALL TOOLS & EQUIPMENT	101-265-747.00	181.68
		51604	JC8385		SMALL TOOLS & EQUIPMENT	101-265-747.00	1,376.84
							1,558.52
05/10/2023	POOL	51605	033123	CENTRAL COUNTY TRANSPORTATION	CCCTA TRANSPORTATION	701-000-222.04	175.38
05/10/2023	POOL	51606	050623	LAZARO'S TREE CARE SERVICE, L	PROFESSIONAL & CONTRACTUAL SVC	101-751-811.00	300.00
		51606	050623		PROFESSIONAL & CONTRACTUAL SVC	584-698-811.00	2,700.00
							3,000.00
05/10/2023	POOL	51607	42423	SIGNCRAFTERS	VEHICLE REPAIRS & MAINT	206-336-939.00	50.00
05/10/2023	POOL	51608	53398	THE SIGN SHOP	OPERATING SUPPLIES	207-301-740.00	80.00
05/10/2023	POOL	51609	041723	VICKSBURG AUTO BODY LLC	VEHICLE REPAIRS & MAINT	207-301-939.00	3,664.80
05/10/2023	POOL	51610	90994	WATKINS ROSS	ACCOUNTING SERVICE	101-223-817.00	4,300.00
05/10/2023	POOL	51611	29870	WEST SHORE FIRE, INC.	EQUIPMENT REPAIRS & MAINT	206-336-934.00	102.01
05/10/2023	POOL	51612	26063018	DORRANCE FORD	VEHICLE REPAIRS & MAINT	207-301-939.00	55.71
		51612	26063067		VEHICLE REPAIRS & MAINT	207-301-939.00	55.71
							111.42
05/10/2023	POOL	51613	120615204	ROSE PEST SOLUTIONS	PROFESSIONAL & CONTRACTUAL SVC	101-265-811.00	85.00
		51613	120615192		PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	49.00
							134.00
05/10/2023	POOL	51614	18463	HOEKSTRA ROOFING CO.	BUILDING REPAIRS & MAINT	206-336-931.00	411.23
05/10/2023	POOL	51615	01026A	LOWE'S COMPANIES, INC.	OPERATING SUPPLIES	206-336-740.00	142.36
05/10/2023	POOL	51616	30145	ON DUTY GEAR, LLC	PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	1,870.00
05/10/2023	POOL	51617	23-0152255-071	MEEKHOF TIRE OF KALAMAZOO	VEHICLE REPAIRS & MAINT	206-336-939.00	656.00

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05/10/2023	POOL	51618	52087	HUNTINGTON NATIONAL BANK	PAYING AGENT/BANK FEES	301-906-996.00	500.00
05/10/2023	POOL	51619	0249-007853142	REPUBLIC SERVICES #249	UTILITIES - WASTE/RECYCLE	101-200-924.00	112.20
		51619	0249-007853069		UTILITIES - WASTE/RECYCLE	101-200-924.00	548.75
		51619	0249-007853069		UTILITIES - WASTE/RECYCLE	101-276-924.00	67.00
		51619	0249-007853069		UTILITIES - WASTE/RECYCLE	101-751-924.00	58.00
		51619	0249-007853069		UTILITIES - WASTE/RECYCLE	206-336-924.01	139.00
		51619	0249-007853069		UTILITIES - WASTE/RECYCLE	206-336-924.02	139.00
		51619	0249-007853069		UTILITIES - WASTE/RECYCLE	206-336-924.03	29.00
		51619	0249-007853069		UTILITIES - WASTE/RECYCLE	206-336-924.04	139.00
05/10/2023	POOL	51620	5217	WMCJTC	TRAINING	266-320-960.00	1,815.07
05/10/2023	POOL	51621	836249	MCDONALD'S TOWING	VEHICLE REPAIRS & MAINT	207-301-939.00	55.00
		51621	836245		VEHICLE REPAIRS & MAINT	207-301-939.00	55.00
							110.00
05/17/2023	POOL	51622	051623	FIRESTONE COMPLETE AUTO	VEHICLE REPAIRS & MAINT	207-301-939.00	2,672.00
05/19/2023	POOL	51623	88815059	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	13.90
		51623	30016569		OPERATING SUPPLIES	206-336-740.00	7.00
		51623	88796836		OPERATING SUPPLIES	206-336-740.00	20.85
		51623	30016503		OPERATING SUPPLIES	206-336-740.00	14.00
05/19/2023	POOL	51624	050123	METRO FIBERNET LLC	UTILITIES - CABLE/INTERNET	101-200-922.00	200.00
		51624	050123		COMMUNICATIONS (TELEPHONE)	206-336-853.00	805.49
		51624	050123		UTILITIES - CABLE/INTERNET	206-336-922.01	450.00
		51624	050123		UTILITIES - CABLE/INTERNET	206-336-922.02	748.00
		51624	050123		UTILITIES - CABLE/INTERNET	206-336-922.03	450.00
		51624	050123		UTILITIES - CABLE/INTERNET	206-336-922.04	450.00
		51624	050123		UTILITIES - CABLE/INTERNET	207-301-922.00	550.00
05/19/2023	POOL	51625	203944614661	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-751-921.00	30.56
		51625	204211588745		UTILITIES - ELECTRIC	206-336-921.02	104.38
		51625	204211588746		UTILITIES - ELECTRIC	206-336-921.02	402.54
		51625	206702949804		UTILITIES - ELECTRIC	206-336-921.03	125.02
		51625	201986821976		UTILITIES - ELECTRIC	206-336-921.03	28.81
		51625	204211588745		UTILITIES - NATURAL GAS	206-336-923.02	131.29
		51625	204211588744		UTILITIES - NATURAL GAS	206-336-923.02	369.38
		51625	207147093162		UTILITIES - NATURAL GAS	206-336-923.03	217.76
						1,409.74	

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05/19/2023	POOL	51626	202253799164	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	5,936.33
		51626	206791904658		UTILITIES - ELECTRIC	219-448-921.00	14,307.91
							20,244.24
05/19/2023	POOL	51627	050423	FIRST NATIONAL BANK OF OMAHA	PROFESSIONAL & CONTRACTUAL SVC	101-101-811.00	15.99
		51627	050423		POSTAGE	101-215-730.00	1,512.00
		51627	050423C		AMAZON	101-215-740.00	67.98
		51627	050423C		AMAZON	207-301-727.00	90.70
		51627	050423C		AMAZON	207-301-740.00	1,378.99
		51627	050423C		DASCOMAMERICAS.COM	207-301-740.00	247.79
		51627	050423C		GRAINGER	207-301-740.00	35.65
		51627	050423C		SQUARESPACE	207-301-742.00	220.80
		51627	050423C		CANVA	207-301-742.00	149.90
		51627	050423C		AMAZON	207-301-748.00	46.50
		51627	050423C		AMAZON	207-301-782.00	9.49
		51627	050423C		ZOOM	207-301-811.00	15.99
		51627	050423C		AMAZON	207-301-812.00	107.33
		51627	050423C		AMAZON	207-301-853.00	109.23
		51627	050423C		LPC	207-301-862.00	41.00
		51627	050423C		GRAND TRAVERSE PIE	207-301-862.00	16.94
		51627	050423C		FIRESTONE	207-301-939.00	3,739.20
		51627	050423C		AMAZON	810-440-983.00	2,462.92
		51627	050423C		BEST BUY	810-440-983.00	1,194.96
							11,463.36
05/19/2023	POOL	51628	050423A	FIRST NATIONAL BANK OF OMAHA	GRAND TRAV RESORT	101-101-862.00	477.30
		51628	050423A		GRAND TRAV RESORT	101-215-862.00	499.44
		51628	050423A		REWARDS CASH BACK	206-000-603.00	(100.00)
		51628	050423A		GOODYEAR AUTO SVC	206-336-939.00	448.84
					1,325.58		
05/19/2023	POOL	51629	050423B	FIRST NATIONAL BANK OF OMAHA	OFFICEMAX	101-215-740.00	25.40
		51629	050423B		MICHIGAN CLERKS	101-215-862.00	725.00
		51629	050423B		MICHIGAN CLERKS	101-215-862.01	725.00
					1,475.40		
05/19/2023	POOL	51630	2756	FURNITURE CITY BROADCASTING CTOWER RENT - RAVINE ROAD		207-301-931.65	1,687.30
05/19/2023	POOL	51631	46905082023	GRAND VALLEY STATE UNIVERSITY	TUITION REIMBURSEMENT	266-320-960.01	3,500.00
05/19/2023	POOL	51632	202300	KAL. VALLEY COMM. COLLEGE	TUITION REIMBURSEMENT	266-320-960.01	16,600.00
05/19/2023	POOL	51633	INV-03375-W6Z1L1	ECF DATA, LLC	SOFTWARE MAINT AGREEMENTS	101-200-742.00	426.00
		51633	INV-03375-W6Z1L1		SOFTWARE MAINT AGREEMENTS	207-301-742.00	426.00

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							852.00
05/19/2023	POOL	51634	9933876727	VERIZON WIRELESS	COMMUNICATIONS (TELEPHONE)	101-171-853.00	40.94
		51634	9933876727		COMMUNICATIONS (TELEPHONE)	101-215-853.00	215.56
		51634	9933876727		COMMUNICATIONS (TELEPHONE)	101-228-853.00	45.94
		51634	9933876727		COMMUNICATIONS (TELEPHONE)	206-336-853.00	320.26
		51634	9933876727		COMMUNICATIONS (TELEPHONE)	207-301-853.00	1,028.81
							1,651.51
05/19/2023	POOL	51635	021723	H & H PAINTING COMPANY, INC.	PROFESSIONAL & CONTRACTUAL SVC	207-301-811.00	475.00
05/19/2023	POOL	51636	051723	H & W ENTERPRISES	MISC. REVENUE	207-000-684.00	8.35
05/19/2023	POOL	51637	0249-007860280	REPUBLIC SERVICES #249	PROFESSIONAL & CONTRACTUAL SVC	226-527-811.00	42,384.86
05/19/2023	POOL	51638	050123	TRANSUNION RISK AND ALTERNATI	INVESTIGATIVE OPERATIONS	207-301-782.00	75.00
05/22/2023	ERAD	10816	051623	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	20.00
05/22/2023	ERAD	10817	206258237387	CONSUMERS ENERGY	FORFEITURE - OPR	727-000-253.00	277.48
05/22/2023	ERAD	10818	1142	DUTCH DEVELOPERS MV	HIDTA MONEY	727-000-271.00	2,300.00
05/22/2023	ERAD	10819	FTIV-0605674	CITY OF SOUTH BEND	FORFEITURE - OPR	727-000-253.00	75.00
05/22/2023	ERAD	10820	051823	SEMCO ENERGY	FORFEITURE - OPR	727-000-253.00	237.97
05/22/2023	ERAD	10821	051023	COREWELL HEALTH	FORFEITURE - OPR	727-000-253.00	35.00
05/22/2023	ERAD	10822	042623	CITY OF SPRINGFIELD	FORFEITURE - OPR	727-000-253.00	264.91
05/22/2023	ERAD	10823	050223	LOWES BUSINESS ACCOUNT	FORFEITURE - OPR	727-000-253.00	29.00
05/23/2023	POOL	51640	052323	BERGER CHEVROLET	CAPITAL OUTLAY - EQUIPMENT	810-440-983.00	82,664.00
05/23/2023	POOL	51641	050423D	FIRST NATIONAL BANK OF OMAHA	PRIME MEMBERSHIP	101-200-732.00	179.00
		51641	050423D		CASHCOUNTERMACHINE	101-253-740.00	599.00
		51641	050423D		AMAZON	206-336-740.00	59.35
		51641	050423D		NITRO PDF	206-336-742.00	1,450.00
		51641	050423D		RESCUED METALS	206-336-939.00	55.71
							2,343.06
05/26/2023	POOL	51642	30016568	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	14.00
05/26/2023	POOL	51643	050123	BAUCKHAM, SPARKS, THALL,	LEGAL SERVICES	101-101-826.00	975.00
		51643	050123		LEGAL SERVICES	101-200-827.00	3,675.15
		51643	050123		LEGAL SERVICES - GEN TWP	101-209-827.00	175.00
		51643	050123		LEGAL SERVICES	101-310-827.00	1,052.00
		51643	050123		LEGAL SERVICES - GEN TWP	101-400-827.00	1,660.00

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		51643	050123		LEGAL SERVICES	206-336-827.00	5,125.00
		51643	050123		LEGAL SERVICES - GEN TWP	207-301-827.00	379.50
							13,041.65
05/26/2023	POOL	51644	207147102502	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-200-921.00	3,018.41
05/26/2023	POOL	51645	0567782	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	206-336-740.00	508.04
		51645	0567782-1		SMALL TOOLS & EQUIPMENT	206-336-747.00	104.40
							612.44
05/26/2023	POOL	51646	0173435-IN	ENTENMANN-ROVIN CO.	PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	709.90
05/26/2023	POOL	51647	139354	FADER EQUIPMENT, INC.	RENTALS - EQUIPMENT	101-276-945.00	330.00
		51647	139408		RENTALS - EQUIPMENT	101-276-945.00	247.50
							577.50
05/26/2023	POOL	51648	0019084051623	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	206-336-922.01	155.31
		51648	0005414051623		UTILITIES - CABLE/INTERNET	206-336-922.04	155.31
							310.62
05/26/2023	POOL	51649	2476576-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-171-727.00	111.78
		51649	2476565-0		OFFICE SUPPLIES	101-200-727.00	94.63
		51649	2474765-0		OFFICE SUPPLIES	207-301-727.00	250.20
		51649	2473089-0		OFFICE SUPPLIES	207-301-727.00	141.26
							597.87
05/26/2023	POOL	51650	110321	JBM TECHNOLOGY	OPERATING SUPPLIES	207-301-740.00	568.25
05/26/2023	POOL	51651	051523B	KALAMAZOO CITY TREASURER	UTILITIES - WATER	206-336-927.01	232.81
		51651	051523		UTILITIES - WATER	206-336-927.02	117.29
		51651	051523A		UTILITIES - WATER	206-336-927.02	34.36
							384.46
05/26/2023	POOL	51652	53984	ROAD COMMISSION OF KALAMAZOO	ROAD MAINTENANCE	101-446-969.00	2,869.93
		51652	53985		ROAD MAINTENANCE	101-446-969.00	10,576.80
		51652	53986		ROAD MAINTENANCE	101-446-969.00	1,398.93
		51652	53987		ROAD MAINTENANCE	101-446-969.00	3,052.22
		51652	53988		CONSTRUCTION COSTS	883-520-973.00	133,325.69
							151,223.57
05/26/2023	POOL	51653	0010649237	MLIVE MEDIA GROUP	PUBLIC NOTICES	101-400-903.00	200.73
05/26/2023	POOL	51654	36100-22310910	KALAMAZOO GAZETTE	DUES/SUBS/PUBL	206-336-732.00	40.44
		51654	36100-22311455		DUES/SUBS/PUBL	206-336-732.00	71.02

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							111.46
05/26/2023	POOL	51655	IN0241475	KALAMAZOO LANDSCAPE SUPPLIES	LAND REPAIRS & MAINT	101-751-932.00	207.00
		51655	IN0241722		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0241755		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0241824		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0242052		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0242095		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0242201		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0242212		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0242635		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0242654		LAND REPAIRS & MAINT	101-751-932.00	103.50
		51655	IN0242679		LAND REPAIRS & MAINT	101-751-932.00	103.50
							1,242.00
05/26/2023	POOL	51656	43772	KRESA PRINT CENTER	OFFICE SUPPLIES	207-301-727.00	55.04
		51656	43685		OFFICE SUPPLIES	207-301-727.00	70.64
		51656	43727		OFFICE SUPPLIES	207-301-727.00	55.04
							180.72
05/26/2023	POOL	51657	051523	J & H OIL COMPANY	GAS & OIL	207-301-751.00	2,866.38
05/26/2023	POOL	51658	J334033	ENGINEERED PROTECTION SYSTEMS	PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	94.00
		51658	J334042		PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	4,200.00
		51658	J334043		PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	93.00
							4,387.00
05/26/2023	POOL	51659	042423	KRWWC	PREPAID EXPENSES	871-000-075.00	2,812.50
		51659	042423		DUES/SUBS/PUBL	871-441-732.00	8,437.50
		51659	042423		PREPAID EXPENSES	883-000-075.00	3,437.50
		51659	042423		MEMBERSHIPS	883-520-732.00	10,312.50
							25,000.00
05/26/2023	POOL	51660	89250	MENARDS - KALAMAZOO EAST	BUILDING REPAIRS & MAINT	206-336-931.00	229.88
05/26/2023	POOL	51661	4458	PLERUS	OFFICE SUPPLIES	101-215-727.00	48.68
		51661	4468		OFFICE SUPPLIES	101-215-727.00	1,312.64
		51661	4468		PROFESSIONAL & CONTRACTUAL SVC	101-215-811.00	150.00
							1,511.32
05/26/2023	POOL	51662	05192023	AT&T MOBILITY	COMMUNICATIONS (TELEPHONE)	206-336-853.00	396.00
05/26/2023	POOL	51663	3479	MICHIGAN MUNICIPAL POLICE	VEHICLE REPAIRS & MAINT	207-301-939.00	1,122.96
05/26/2023	POOL	51664	3917	ROBERT LAMSON, LLC	HEALTH SERVICES	207-301-812.00	150.00



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05/26/2023	POOL	51665	21-028-24	MCKENNA ASSOCIATES, INC.	PLANNING CONSULTANT	101-400-821.00	8,805.00
		51665	21-028-24A		ZONING/DEVELOPMENT ESCROW	701-000-240.00	357.25
		51665	21-028-24B		ZONING/DEVELOPMENT ESCROW	701-000-240.00	100.00
		51665	21-028-24C		ZONING/DEVELOPMENT ESCROW	701-000-240.00	1,600.00
		51665	21-028-24D		ZONING/DEVELOPMENT ESCROW	701-000-240.00	2,150.00
		51665	21-028-24E		ZONING/DEVELOPMENT ESCROW	701-000-240.00	487.50
		51665	21-028-24F		ZONING/DEVELOPMENT ESCROW	701-000-240.00	500.00
		51665	21-028-24G		ZONING/DEVELOPMENT ESCROW	701-000-240.00	759.00
							14,758.75
05/26/2023	POOL	51666	314945	RIDGE COMPANY	VEHICLE REPAIRS & MAINT	101-265-939.00	11.86
05/26/2023	POOL	51667	848236A	NYE UNIFORM CO.	PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	84.50
		51667	848237A		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	75.00
		51667	848649A		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	368.33
		51667	848068		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	317.00
		51667	839608A		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	641.63
		51667	826415		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	206.72
		51667	846166		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	22.96
		51667	848065		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	345.00
		51667	839608		PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	46.70
							2,107.84
05/26/2023	POOL	51668	I2174	CARIBOU SERVICES, INC.	PROFESSIONAL & CONTRACTUAL SVC	101-751-811.00	130.00
		51668	I2175		PROFESSIONAL & CONTRACTUAL SVC	101-751-811.00	130.00
							260.00
05/26/2023	POOL	51669	JD06669	CDW GOVERNMENT, INC.	OPERATING SUPPLIES	101-228-740.00	35.60
05/26/2023	POOL	51670	551-616323	STATE OF MICHIGAN	MISCELLANEOUS	217-301-956.00	346.00
05/26/2023	POOL	51671	5930	VREDEVELD HAEFNER LLC	ACCOUNTING SERVICE	101-223-817.00	11,500.00
05/26/2023	POOL	51672	74516	PREIN & NEWHOF, INC.	ENGINEERING SERVICES	101-209-820.00	148.50
		51672	74196		ENGINEERING SERVICES	101-209-820.00	123.00
		51672	74170		ZONING/DEVELOPMENT ESCROW	701-000-240.00	640.00
		51672	74227		ENGINEERING FEES	871-441-820.00	188.25
		51672	74240		ENGINEERING FEES	883-520-820.00	567.50
		51672	74256		CONSTRUCTION COSTS	883-520-973.00	533.00
		51672	74243		CONSTRUCTION COSTS	883-520-973.00	1,605.15
							3,805.40
05/26/2023	POOL	51673	INV243554	WITMER PUBLIC SAFETY	PERSONAL EQUIPMENT ALLOWANCE	206-336-748.00	775.08

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05/26/2023	POOL	51674	26063437	DORRANCE FORD	VEHICLE REPAIRS & MAINT	207-301-939.00	55.71
05/26/2023	POOL	51675	2097057	HI-TECH ELECTRIC COMPANY	CAPITAL OUTLAY - EQUIPMENT	810-440-983.00	4,975.00
05/26/2023	POOL	51676	043023	PORTAGE CLEANERS AND LAUNDRY	PERSONAL EQUIPMENT ALLOWANCE	207-301-748.00	497.74
05/26/2023	POOL	51677	52271	EXTREME POWER EQUIPMENT	EQUIPMENT REPAIRS & MAINT	101-265-934.00	43.96
05/26/2023	POOL	51678	1368	POWERS PROPERTY MANAGEMENT,	LLAND REPAIRS & MAINT	101-265-932.00	125.00
		51678	1368		LAND REPAIRS & MAINT	101-751-932.00	1,550.00
							<hr/> 1,675.00
05/26/2023	POOL	51679	5314	WMCJTC	TRAINING	266-320-960.00	435.00
05/26/2023	POOL	51680	018745649	XEROX CORPORATION	PROFESSIONAL & CONTRACTUAL SVC	101-200-811.00	402.57
		51680	018745648		PROFESSIONAL & CONTRACTUAL SVC	207-301-811.00	403.85
							<hr/> 806.42
05/26/2023	POOL	51681	70097	MICHIGAN OFFICE ENVIRONMENTS	CAPITAL OUTLAY - EQUIPMENT	810-440-983.00	870.52
		51681	70098		CAPITAL OUTLAY - EQUIPMENT	810-440-983.00	5,487.97
							<hr/> 6,358.49
05/26/2023	POOL	51682	836133	MCDONALD'S TOWING	PROFESSIONAL & CONTRACTUAL SVC	206-336-811.00	75.00
05/31/2023	ERAD	10824	051423	COMCAST	FORFEITURE - OPR	727-000-253.00	292.28
05/31/2023	ERAD	10825	269962174705C	AT&T	FORFEITURE - OPR	727-000-253.00	65.79
05/31/2023	ERAD	10826	052223	SUSAN A MCCARTHY	FORFEITURE - OPR	727-000-253.00	40.00
05/31/2023	ERAD	10827	1004	DYNAMIX COMPLETE PROPERTY	FORFEITURE - OPR	727-000-253.00	315.00
TOTAL - ALL FUNDS					TOTAL OF 148 CHECKS (1 voided)		653,169.77

--- GL TOTALS ---

101-101-811.00	PROFESSIONAL & CONTRACTUAL SVC	15.99
101-101-826.00	LEGAL SERVICES	975.00
101-101-862.00	CONFERENCES	477.30
101-171-727.00	OFFICE SUPPLIES	111.78
101-171-853.00	COMMUNICATIONS (TELEPHONE)	40.94
101-200-727.00	OFFICE SUPPLIES	94.63
101-200-732.00	DUES/SUBS/PUBL	179.00
101-200-740.00	OPERATING SUPPLIES	17.10
101-200-742.00	SOFTWARE MAINT AGREEMENTS	426.00
101-200-811.00	PROFESSIONAL & CONTRACTUAL SVC	582.57
101-200-827.00	LEGAL SERVICES	3,675.15
101-200-853.00	COMMUNICATIONS (TELEPHONE)	317.20
101-200-921.00	UTILITIES - ELECTRIC	3,018.41
101-200-922.00	UTILITIES - CABLE/INTERNET	514.39

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101-200-923.00			UTILITIES - NATURAL GAS		1,264.82		
101-200-924.00			UTILITIES - WASTE/RECYCLE		660.95		
101-200-927.00			UTILITIES - WATER		144.77		
101-209-820.00			ENGINEERING SERVICES		271.50		
101-209-827.00			LEGAL SERVICES		175.00		
101-209-960.00			TRAINING		50.00		
101-215-727.00			OFFICE SUPPLIES		1,366.24		
101-215-730.00			POSTAGE		1,519.80		
101-215-740.00			OPERATING SUPPLIES		221.88		
101-215-811.00			PROFESSIONAL & CONTRACTUAL SVC		150.00		
101-215-853.00			COMMUNICATIONS (TELEPHONE)		215.56		
101-215-862.00			CONFERENCES		1,224.44		
101-215-862.01			CONFERENCES - STAFF		725.00		
101-223-817.00			ACCOUNTING SERVICE		15,800.00		
101-228-740.00			OPERATING SUPPLIES		35.60		
101-228-811.00			PROFESSIONAL & CONTRACTUAL SVC		845.00		
101-228-853.00			COMMUNICATIONS (TELEPHONE)		45.94		
101-253-740.00			OPERATING SUPPLIES		599.00		
101-265-747.00			SMALL TOOLS & EQUIPMENT		1,558.52		
101-265-751.00			GAS & OIL		490.88		
101-265-811.00			PROFESSIONAL & CONTRACTUAL SVC		85.00		
101-265-931.00			BUILDING REPAIRS & MAINT		514.43		
101-265-932.00			LAND REPAIRS & MAINT		125.00		
101-265-934.00			EQUIPMENT REPAIRS & MAINT		454.11		
101-265-939.00			VEHICLE REPAIRS & MAINT		11.86		
101-276-924.00			UTILITIES - WASTE/RECYCLE		67.00		
101-276-945.00			RENTALS - EQUIPMENT		577.50		
101-310-827.00			LEGAL SERVICES		1,052.00		
101-400-821.00			PLANNING CONSULTANT		8,805.00		
101-400-827.00			LEGAL SERVICES		1,660.00		
101-400-903.00			PUBLIC NOTICES		200.73		
101-446-969.00			ROAD MAINTENANCE		17,897.88		
101-751-811.00			PROFESSIONAL & CONTRACTUAL SVC		560.00		
101-751-921.00			UTILITIES - ELECTRIC		30.56		
101-751-924.00			UTILITIES - WASTE/RECYCLE		58.00		
101-751-932.00			LAND REPAIRS & MAINT		2,792.00		
206-000-603.00			MISC REVENUE		(100.00)		
206-336-732.00			DUES/SUBS/PUBL		111.46		
206-336-740.00			OPERATING SUPPLIES		779.50		
206-336-742.00			SOFTWARE MAINT AGREEMENTS		1,450.00		
206-336-747.00			SMALL TOOLS & EQUIPMENT		104.40		
206-336-748.00			PERSONAL EQUIPMENT ALLOWANCE		775.08		
206-336-751.00			GAS & OIL		1,837.50		
206-336-811.00			PROFESSIONAL & CONTRACTUAL SVC		9,365.88		
206-336-827.00			LEGAL SERVICES		5,125.00		
206-336-853.00			COMMUNICATIONS (TELEPHONE)		1,917.75		
206-336-921.01			UTILITIES - ELECTRIC		507.66		
206-336-921.02			UTILITIES - ELECTRIC		506.92		

User: MONICAK

CHECK DATE FROM 05/01/2023 - 05/31/2023

DB: Kalamazoo Twp

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
206-336-921.03			UTILITIES - ELECTRIC		153.83		
206-336-921.04			UTILITIES - ELECTRIC		510.85		
206-336-922.01			UTILITIES - CABLE/INTERNET		870.61		
206-336-922.02			UTILITIES - CABLE/INTERNET		1,067.10		
206-336-922.03			UTILITIES - CABLE/INTERNET		554.20		
206-336-922.04			UTILITIES - CABLE/INTERNET		870.61		
206-336-923.01			UTILITIES - NATURAL GAS		451.91		
206-336-923.02			UTILITIES - NATURAL GAS		500.67		
206-336-923.03			UTILITIES - NATURAL GAS		217.76		
206-336-923.04			UTILITIES - NATURAL GAS		659.44		
206-336-924.01			UTILITIES - WASTE/RECYCLE		139.00		
206-336-924.02			UTILITIES - WASTE/RECYCLE		139.00		
206-336-924.03			UTILITIES - WASTE/RECYCLE		29.00		
206-336-924.04			UTILITIES - WASTE/RECYCLE		139.00		
206-336-927.01			UTILITIES - WATER		232.81		
206-336-927.02			UTILITIES - WATER		151.65		
206-336-927.03			UTILITIES - WATER		49.66		
206-336-927.04			UTILITIES - WATER		88.17		
206-336-931.00			BUILDING REPAIRS & MAINT		735.52		
206-336-932.00			LAND REPAIRS & MAINT		188.48		
206-336-934.00			EQUIPMENT REPAIRS & MAINT		102.01		
206-336-939.00			VEHICLE REPAIRS & MAINT		2,147.93		
207-000-684.00			MISC. REVENUE		8.35		
207-301-727.00			OFFICE SUPPLIES		826.04		
207-301-740.00			OPERATING SUPPLIES		2,410.97		
207-301-742.00			SOFTWARE MAINT AGREEMENTS		796.70		
207-301-748.00			PERSONAL EQUIPMENT ALLOWANCE		5,231.98		
207-301-751.00			GAS & OIL		6,373.32		
207-301-782.00			INVESTIGATIVE OPERATIONS		84.49		
207-301-811.00			PROFESSIONAL & CONTRACTUAL SVC		6,335.24		
207-301-812.00			HEALTH SERVICES		1,937.33		
207-301-827.00			LEGAL SERVICES		379.50		
207-301-853.00			COMMUNICATIONS (TELEPHONE)		1,138.04		
207-301-862.00			CONFERENCES		57.94		
207-301-922.00			UTILITIES - CABLE/INTERNET		550.00		
207-301-931.65			TOWER RENT - RAVINE ROAD		1,687.30		
207-301-939.00			VEHICLE REPAIRS & MAINT		14,282.83		
217-301-956.00			MISCELLANEOUS		346.00		
219-448-921.00			UTILITIES - ELECTRIC		20,244.24		
226-527-811.00			PROFESSIONAL & CONTRACTUAL SVC		42,384.86		
258-425-811.00			PROFESSIONAL & CONTRACTUAL SVC		90,691.64		
266-320-960.00			TRAINING		2,250.07		
266-320-960.01			TUITION REIMBURSEMENT		20,100.00		
301-906-996.00			PAYING AGENT/BANK FEES		500.00		
584-698-811.00			PROFESSIONAL & CONTRACTUAL SVC		2,700.00		
701-000-222.00			DUE TO COUNTY		6,518.35		
701-000-222.01			KCTA TRANSPORTATION		61.33		
701-000-222.04			CCTA TRANSPORTATION		175.38		

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
701-000-222.05			JUVENILE HOME		31.95		
701-000-222.06			COUNTY HOUSING FUND		142.28		
701-000-222.07			CO PUBLIC SAFETY		283.91		
701-000-222.09			CO SENIOR		68.29		
701-000-222.11			COUNTY 911/DISPATCH		122.64		
701-000-223.00			DUE TO LIBRARY - KALAMAZOO		517.53		
701-000-224.40			DUE TO LIBRARY - PARCHMENT		125.73		
701-000-225.02			KALAMAZOO PS - S.E.T.		16.05		
701-000-225.03			KALAMAZOO PS - OPERATING		1,445.61		
701-000-225.04			KALAMAZOO PS - DEBT		1,070.35		
701-000-227.01			PARCHMENT PS - S.E.T.		22.00		
701-000-227.03			PARCHMENT PS - DEBT		9,846.37		
701-000-227.17			PARCHMENT SD #40 - SINKING FUND		2,746.13		
701-000-234.00			KRESA ISD		10,716.45		
701-000-234.01			KRESA ISD DEBT		2.71		
701-000-235.00			DUE TO KVCC		549.19		
701-000-240.00			ZONING/DEVELOPMENT ESCROW		9,973.25		
701-000-254.00			TRAILER TAX		3,730.00		
727-000-253.00			FORFEITURE - OPR		8,441.11		
727-000-271.00			HIDTA MONEY		10,064.18		
727-000-297.00			NON-ADJUDICATED		1,009.50		
810-440-983.00			CAPITAL OUTLAY - EQUIPMENT		97,841.76		
871-000-075.00			PREPAID EXPENSES		2,812.50		
871-441-732.00			DUES/SUBS/PUBL		8,437.50		
871-441-820.00			ENGINEERING FEES		188.25		
883-000-075.00			PREPAID EXPENSES		3,437.50		
883-520-732.00			MEMBERSHIPS		10,312.50		
883-520-820.00			ENGINEERING FEES		567.50		
883-520-921.00			UTILITIES - ELECTRIC		29.50		
883-520-973.00			CONSTRUCTION COSTS		135,463.84		
			TOTAL		653,169.77		

06/08/2023

Check Register Report For  
For Check Dates 05/01/2023 to 05/31/2023

Check Date	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit
05/10/2023	51526 - 51571	<b>ELECTION WORKER PAYROLL</b>	<b>8,851.50</b>	<b>8,851.50</b>	<b>0.00</b>
05/31/2023		<b>EMPLOYEE DIRECT DEPOSITS</b>	<b>416,097.49</b>	<b>0.00</b>	<b>297,221.51</b>
05/26/2023	51683	AMERICAN FAMILY LIFE ASSURANCE CO	895.18	895.18	0.00
05/26/2023	51684	BLUE CROSS BLUE SHIELD OF MICH	44,877.95	44,877.95	0.00
05/26/2023	51685	BLUE CROSS BLUE SHIELD OF MICHIGAN	4,020.94	4,020.94	0.00
05/26/2023	51686	BLUE CROSS BLUE SHIELD OF MICHIGAN	513.03	513.03	0.00
05/30/2023	51689	BLUE CARE NETWORK	23,885.35	23,885.35	0.00
05/09/2023	EFT2262	BURNHAM & FLOWER GROUP	772.18	772.18	0.00
05/23/2023	EFT2269	BURNHAM & FLOWER GROUP	772.18	772.18	0.00
05/26/2023	51687	COLONIAL LIFE	618.34	618.34	0.00
05/23/2023	EFT2270	EW FIRE DUES	130.00	130.00	0.00
05/09/2023	EFT2263	MISDU	265.52	265.52	0.00
05/23/2023	EFT2271	MISDU	408.68	408.68	0.00
05/23/2023	51639	FRATERNAL ORDER OF POLICE #98	1,702.96	1,702.96	0.00
05/09/2023	EFT2264	IRS	45,897.58	45,897.58	0.00
05/23/2023	EFT2272	IRS	49,441.65	49,441.65	0.00
05/09/2023	EFT2265	KTPOA	280.00	280.00	0.00
05/23/2023	EFT2273	KTPOA	280.00	280.00	0.00
05/23/2023	EFT2274	MERS	23,967.87	23,967.87	0.00
05/09/2023	EFT2266	ALERUS FINANCIAL, N.A.	5,469.26	5,469.26	0.00
05/23/2023	EFT2275	ALERUS FINANCIAL, N.A.	6,081.74	6,081.74	0.00
05/09/2023	EFT2267	ALERUS FINANCIAL, N.A.	7,210.24	7,210.24	0.00
05/23/2023	EFT2276	ALERUS FINANCIAL, N.A.	11,716.40	11,716.40	0.00
05/23/2023	EFT2277	NW FIRE DUES	260.00	260.00	0.00
05/26/2023	51688	STANDARD INSURANCE COMPANY PC	5,949.20	5,949.20	0.00
05/09/2023	EFT2268	STATE OF MICHIGAN	15,360.58	15,360.58	0.00
05/23/2023	EFT2278	WW FIRE DUES	361.06	361.06	0.00
05/31/2023		<b>VENDOR DISBURSEMENTS</b>	<b>251,137.89</b>	<b>251,137.89</b>	<b>0.00</b>
<b>05/31/2023</b>		<b>TOTAL DISBURSEMENTS</b>	<b>676,086.88</b>	<b>259,989.39</b>	<b>297,221.51</b>



April 10, 2023

PERSONAL & CONFIDENTIAL

Nancy Desai  
Charter Township of Kalamazoo  
1720 Riverview Drive  
Kalamazoo, MI 49004-1056

RE: Charter Township of Kalamazoo Retiree Health Care Plan

Dear Nancy:

Transmitted via email, this is a copy of your OPEB accounting report for the fiscal year ending December 31, 2022. This information is intended to assist you in complying with Governmental Accounting Standards Board Statement No. 74 (GASB 74) Financial Reporting for Postemployment Benefit Plans Other than Pension Plans, and Statement No. 75 (GASB 75) Accounting and Financial Reporting for Postemployment Benefits Other than Pensions.

The State of Michigan under Public Act (PA) 202 requires that Other Post-Employment Benefit (OPEB) Plans covering 100 or more members have a peer review or change of actuaries once every 8 years. In addition, the Act requires an actuarial study be performed once every 5 years. Watkins Ross satisfies those requirements by virtue of having three credentialed OPEB actuaries on staff providing peer review for each other and, when necessary, rotating certification of our OPEB actuarial valuations. Additionally, Watkins Ross completes full actuarial valuations for all our OPEB Plan clients once every two years including an analysis of the sources of actuarial gains and losses (actuarial experience study) and evaluates whether changes in assumptions are warranted (see Comments section of this report for more detail).

If you have any questions about this report, please call me at (616) 742-9244.

Sincerely,



Christian R. Veenstra, FCA, ASA, MAAA  
President / Enrolled Actuary

Enclosure



# Charter Township of Kalamazoo

## Retiree Health Care Plan

### Accounting Report

for the Period Ending December 31, 2022  
under GASB Statement 74 & 75



WATKINS ROSS | 200 OTTAWA AVE N.W. | SUITE 600 | GRAND RAPIDS, MI 49503 | 616.456.9696

Report presented by:



April 2023

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## INTRODUCTION AND CERTIFICATION

The schedules included in this report have been prepared in order to provide the information necessary to comply with Governmental Accounting Standards Board (GASB) Statement Nos. 74 and 75. This information may, at the discretion of management of the plan sponsor and its auditor, be used for the preparation of its financial statements. The calculations herein have been made based on our understanding of GASB 74 and 75 and may be inappropriate for other purposes.

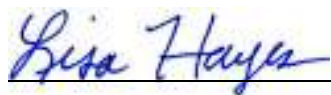
The calculations summarized in this report involve actuarial calculations that require assumptions about future events. We believe that the assumptions used in the report are within the range of possible assumptions that are reasonable and appropriate for the purposes for which they have been used. However, other assumptions are also reasonable and appropriate, and their use would produce different results.

This report contains additional information and details related to plan provisions and recommended contribution calculations.

This report was prepared based on participant data and asset values as reported to us by the plan sponsor. Watkins Ross relied upon the data as submitted, and has no reason to believe that any information, which would have a material effect on the results of this valuation, was not considered in the preparation of the report.

The actuary certifying this report represents herself as meeting the Qualification Standards of the American Academy of Actuaries to render actuarial opinions contained in the report.

**Prepared by:**



Lisa J. Hayes  
Senior OPEB Analyst

**Certified by:**



Leah A. Dudley, FCA, ASA, MAAA  
Health Actuary

## COMMENTS

### **Purpose of Governmental Accounting Standards Board (GASB) Reporting**

The objective of GASB is to provide guidelines and requirements for accounting and financial reporting by state and local governments for postemployment benefits other than pensions (OPEB). This statement establishes standards for recognizing and measuring liabilities, deferred inflows and outflows of resources and methods and assumptions that are required to be used to project benefit payments and discount those payments to their actuarial present value.

### **State of Michigan Public Act 202**

Public Act 202 (PA 202) was drafted to address the underfunded status of pension and retiree healthcare plans of local governments in Michigan. Accordingly, PA 202 included transparency and funding requirements. In addition, in order that the plans' funded status be reported on a consistent basis, Uniform Assumptions were published. While all of the Uniform Assumptions have a sound and reasonable basis, some might not be appropriate for each plan and therefore may be different than what is used for funding. Additionally, some of the assumptions may differ from what is required for reporting under GASB.

### **PA 202 further requires that plans covering 100 or more Plan Members – active and inactive:**

- 1. At least every 5 years, the local unit of government (city, village, township, county, county road commission or other districts, authorities created by the state or 1 or more these entities) shall have an actuarial experience study conducted by the plan actuary for each retirement system of the local unit of government and**
- 2. At least every 8 years, the local unit of government shall do at least 1 of the following:**
  - a. Have a peer actuarial audit conducted by an actuary that is not the plan actuary**
  - b. Replace the plan actuary**

**Actuarial Experience Study** – Not applicable; the plan has fewer than 100 participants

### **Changes in Actuarial Assumptions, Plan Changes and Expected Actuarial Experience**

There was an actuarial gain (decrease in liability) of \$508,034, due to demographics and changes in premiums. The combination of actuarial assumption changes, described in the "Assumptions and Methods for Calculation of Actuarially Determined Contribution" section of this report, generated an actuarial gain of \$3,971.

## PLAN DESCRIPTION

### Summary of Significant Accounting Policies

For purposes of measuring the net Other Post-Employment Benefits (OPEB) liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expenses, information about the fiduciary net position of the Charter Township of Kalamazoo Retiree Health Care Plan and additions to/deductions from the Township's fiduciary net position have been determined on the same basis as they are reported by the Charter Township of Kalamazoo. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### Plan Description

**Charter Township of Kalamazoo Retiree Health Care Plan** is a single employer plan established and administered by **Charter Township of Kalamazoo** and can be amended at its discretion.

### Benefits Provided

A summary of the benefits provided is available in the Plan Provisions section of the report.

### Summary of Plan Participants

As of December 31, 2022, Retirement Plan membership consisted of the following:

Active members	62
Inactive members	0
Retirees and beneficiaries	17
Total members	79

### Contributions

The Charter Township of Kalamazoo Retiree Health Care Plan was established and is being funded under the authority of the Township and under agreements with unions representing various classes of employees. The Township's funding policy is to contribute no less than \$100,000 to the trust annually and continue to pay benefits from general operating funds until the plan is fully funded. There are no long-term contracts for contributions to the plan.

## ASSUMPTIONS AND METHODS

The Charter Township of Kalamazoo's OPEB liability was measured as of December 31, 2022.

### Actuarial Assumptions

The total OPEB liability was determined by an actuarial valuation as of December 31, 2022. The following actuarial assumptions were used in the measurement:

Inflation	2.50%
Salary increases	3.50% (for purpose of allocating liability)
Investment rate of return	7.00% (including inflation)
20-year Aa Municipal bond rate	4.31%
Mortality	Public General and Public Safety 2010 Employee and Healthy Retiree, Headcount weighted
Improvement Scale	MP-2021

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

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	60.0%	4.50%
Global Fixed Income	20.0%	2.00%
Private Assets	20.0%	7.00%

The sum of each target allocation times its long-term expected real rate, plus inflation, is 7.0%.

### Discount Rate

The discount rate used to measure the total OPEB liability was **7.00%**. The projection of cash flows used to determine the discount rate assumed that the Township will contribute at least \$100,000 to the trust annually and continue to pay benefits from general operating funds until the plan is fully funded. Based on this assumption, the retirement plan's fiduciary net position was projected to be sufficient to make projected future benefit payments of current plan members. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the "depletion date"; not applicable for this plan), projected benefits were discounted at a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the Total OPEB Liability. As of December 31, 2021 the discount rate used to value OPEB liabilities was 7.35%.

## RECONCILIATION AND RECOGNITION OF NET OPEB LIABILITY

### Changes in the Net OPEB Liability

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>Balance at December 31, 2021</b>	\$2,574,959	\$236,139	\$2,338,820
<b>Changes during the Year</b>			
Service Cost	79,543		79,543
Interest	191,377		191,377
Experience (Gains)/Losses	(508,034)		(508,034)
Change in plan terms	0		0
Change in actuarial assumptions	(3,971)		(3,971)
Contributions to OPEB trust		100,000	(100,000)
Contributions/benefit from general operating funds		101,442	(101,442)
Employee Contributions		0	0
Net Investment Income		(30,836)	30,836
Benefit Payments; Including Refunds of Employee Contributions	(101,442)	(101,442)	0
Administrative Expenses		(547)	547
Other Changes		0	0
<b>Total Changes</b>	<b>(342,527)</b>	<b>68,617</b>	<b>(411,144)</b>
<b>Balance at December 31, 2022</b>	<b>\$2,232,432</b>	<b>\$304,756</b>	<b>\$1,927,676</b>

### Net OPEB Liability – Discount and Trend Rate Sensitivities

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

Discount	1% Decrease	Current Rate	1% Increase
Total OPEB Liability	\$2,415,948	\$2,232,432	\$2,068,099
Plan Fiduciary Net Position	304,756	304,756	304,756
Net OPEB Liability	\$2,111,192	\$1,927,676	\$1,763,343

Trend	1% Decrease	Current Rate	1% Increase
Total OPEB Liability	\$2,024,866	\$2,232,432	\$2,477,650
Plan Fiduciary Net Position	304,756	304,756	304,756
Net OPEB Liability	\$1,720,110	\$1,927,676	\$2,172,894



## RECONCILIATION AND RECOGNITION OF NET OPEB LIABILITY

### OPEB Expense

Below are the components of the Total OPEB Expense:

	Fiscal Year Ending 12/31/2022
Service Cost	\$79,543
Interest on Total OPEB Liability	191,377
Experience (Gains)/Losses	(24,127)
Changes in Plan Terms	0
Changes in Assumptions	(129,337)
Employee Contributions	0
Projected Earnings on OPEB Plan Investments	(21,011)
Investment Earnings (Gains)/Losses	8,471
Administrative Expenses	547
Other Changes in Fiduciary Net Position	0
<b>Total OPEB Expense</b>	<b>\$105,463</b>

### OPEB Plan Fiduciary Net Position

The OPEB Plan Fiduciary Net Position as of December 31, 2022 is \$304,756.

### Deferred Inflows and Outflows of Resources Related to OPEB Plan

	Deferred Outflows Of Resources	Deferred Inflows Of Resources
Experience (Gains)/Losses	263,081	540,388
Changes of Assumptions	0	887,757
Investment Earnings (Gains)/Losses	35,621	0
<b>Total</b>	<b>\$298,702</b>	<b>\$1,428,145</b>

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

Year Ended December 31,	Amount Recognized
2023	\$(144,993)
2024	(144,992)
2025	(145,157)
2026	(143,093)
2027	(153,464)
Thereafter	(397,744)

## RECONCILIATION AND RECOGNITION OF NET OPEB LIABILITY

### Reconciliation of Net OPEB Liability

	Net OPEB Liability
Net OPEB Liability December 31, 2021	\$2,338,820
Total OPEB expense	105,463
Contributions	(201,442)
Change in deferred outflows of resources	(2,618)
Change in deferred inflows of resources	(312,547)
<b>Net OPEB Liability December 31, 2022</b>	<b>\$1,927,676</b>

### Total OPEB Liability by Participant Status

	Total OPEB Liability
Active participants	\$1,723,910
Inactive participants	0
Retirees and beneficiaries	508,522
<b>Total OPEB Liability</b>	<b>\$2,232,432</b>

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### Description of Actuarially Determined Contributions

Although not required as part of GASB reporting, we have included an Actuarially Determined Contribution in order to provide information for funding. This recommended contribution is designed to eventually fund your plan enough that you can pay retiree benefits directly from the trust instead of general operating funds. The amortization period is based on average future working years for active employees.

Actuarially Determined Contribution (ADC) <sup>1</sup>	Fiscal Year Ending December 31,	
	2023	2022
Discount rate	7.00%	7.35%
Amortization period	15 years	13 years
Amortization method	Level % of pay	Level % of pay
Normal cost	96,477	79,543
Amortization of Net OPEB Liability	160,536	240,076
Interest to end of year	17,991	23,492
Total ADC	\$275,004	\$343,111

PA 202 was issued by the State of Michigan and requires the calculation of other “contribution” amounts. These are

1. The Actuarially Determined Contribution (ADC) using Assumptions for financial reporting and
2. The minimum required amount to be deposited into an OPEB trust

The first of these contributions as shown above, \$343,111, is an amount required to be reported to the State of Michigan and may be used to determine whether a Corrective Action Plan (CAP) must be adopted if one hasn’t yet been implemented. *It is not a required contribution.*

The second of these numbers is the actual minimum amount the State of Michigan requires you to deposit into a trust and it is based on the normal cost (actuarially calculated) for those covered by your plan and hired after June 30, 2018. This normal cost is \$21,473 for 2022 and is projected to be \$39,471 for 2023.

In addition, you may not draw on the trust until employees hired after June 30, 2018, begin to retire if the only amount deposited is the minimal amount noted above. Accordingly, you must continue to pay retiree OPEB benefits from general operating funds. That amount (\$101,442) when added to what you deposit into the trust, generates a total minimum required amount of \$122,915.

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<sup>1</sup> ADC for 2022 and 2023 is based on actuarial assumptions consistent with reporting as of December 31, 2021 and December 31, 2022, respectively.

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### State of Michigan Public Acts 530 and 202 Information

Financial information	2022
Assets (Fiduciary net position)	304,756
Liabilities (Total OPEB Liability)	2,232,432
Funded ratio for the Plan Year	13.65%
Actuarially Determined Contribution	\$343,111
Is ADC calculated in compliance with No. Letter 2018-3?	Yes

Membership	2022
Number of active members	62
Number of inactive members	0
Number of retirees and beneficiaries	17
Premiums paid on behalf of the retirants	\$101,442

Investment Performance
This information is available from the Investment Manager

Actuarial Assumptions	2022
Actuarially assumed rate of investment return	7.00%
Discount rate	7.00%
Amortization method used for funding unfunded liability	Level % of Pay
Amortization period used for funding unfunded liability	13 years
Is each division closed to new employees	No
Healthcare inflation assumption next year	7.25%
Healthcare inflation assumption - long term	4.50%

Uniform Assumptions	2022
Actuarial value of assets using uniform assumptions	304,756
Actuarial accrued liability using uniform assumptions	2,258,275
Funded ratio using uniform assumptions	13.50%
Actuarially Determined Contribution (ADC) using uniform assumptions	\$334,345

Information for Summary Report (minimum required contribution) <sup>1</sup>	2022
Retiree insurance premiums for the year (1)	101,442
Normal cost for employees hired after June 30, 2018 (2)	21,473
Minimum required contribution under PA 202 (1) + (2)	\$122,915

<sup>1</sup> Senate Bill 686 requires that a local unit must contribute at least both of the following – Normal cost for employees first hired after June 30, 2018, and retiree premiums due to retirants in the retirement system; In order to obtain 40% funding, higher contributions may be needed.

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### Changes in Net OPEB Liability and Related Ratios

Fiscal Year Ending	12/31/2022	12/31/2021	12/31/2020	12/31/2019	12/31/2018
<b>Total OPEB Liability</b>					
Service Cost	\$79,543	\$87,697	\$129,864	\$139,571	\$135,506
Interest	191,377	189,112	105,834	95,769	93,757
Changes of Benefit Terms	0	0	0	0	0
Difference between Expected and Actual Experience	(508,034)	(46,550)	377,798	(35,658)	(46,967)
Change of Assumptions	(3,971)	(91,674)	(1,147,885)	(23,598)	0
Benefit Payments (Including Refunds of Employee Contributions)	(101,442)	(97,752)	(96,113)	(128,395)	(110,177)
Net Change in Total OPEB Liability	(342,527)	40,833	(630,502)	47,689	72,119
Total OPEB Liability – Beginning	2,574,959	2,534,126	3,164,628	3,116,939	3,044,820
Total OPEB Liability – Ending (a)	\$2,232,432	\$2,574,959	\$2,534,126	\$3,164,628	\$3,116,939
<b>Plan Fiduciary Net Position</b>					
Contributions to OPEB trust	\$100,000	\$100,000	\$109,539	\$0	\$0
Contributions/benefit payments made from general operating funds	101,442	97,752	96,113	128,395	110,177
Net Investment Income	(30,836)	25,781	1,197	0	0
Benefit Payments (Including Refunds of Employee Contributions)	(101,442)	(97,752)	(96,113)	(128,395)	(110,177)
Administrative Expenses	(547)	(376)	(2)	0	0
Other	0	0	0	0	0
Net Change in Fiduciary Net Position	68,617	125,405	110,734	0	0
Plan Fiduciary Net Position – Beginning	236,139	110,734	0	0	0
Plan Fiduciary Net Position – Ending (b)	304,756	236,139	110,734	0	0
<b>Net OPEB Liability – Ending (a)-(b)</b>	\$1,927,676	\$2,338,820	\$2,423,392	\$3,164,628	\$3,116,939
<b>Plan Fiduciary Net Position as a Percentage of Total OPEB Liability</b>	13.65%	9.17%	4.37%	0.00%	0.00%
Covered Employee Payroll	\$3,772,958	\$3,526,987	\$3,436,792	\$3,231,324	\$3,383,428
<b>Net OPEB Liability as Percentage of Payroll</b>	51.1%	66.3%	70.5%	97.9%	92.1%
<b>Actuarially Determined Contribution</b>	\$343,111	\$347,789	\$420,178	\$403,436	\$378,551
Employer Contribution/benefit payments	(201,442)	(197,752)	(205,652)	(128,395)	(110,177)
Contribution Deficiency/(Excess)	\$141,669	\$150,037	\$214,526	\$275,041	\$268,374
ADC as a Percentage of Covered Payroll	9.1%	9.9%	12.2%	12.5%	11.2%
Employer Contribution as a Percentage of Covered Payroll	5.3%	5.6%	6.0%	4.0%	3.3%

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### Assumptions and Methods for Calculation of Actuarially Determined Contribution

**Valuation date** December 31, 2022

**Measurement date** December 31, 2022

**Reporting date** December 31, 2022

#### Actuarial Methods

Cost method Entry Age Normal (level percentage of compensation)

Asset valuation method Market value

#### Actuarial Assumptions

**Discount Rate** – 7.35% for the 2022 contribution; 7.00% for the 2022 liability and 2023 contribution  
Rationale – Blended rate based on long term expected return and the 20-year Aa Municipal Bond rate

**20-year Aa Municipal Bond Rate** – 4.31%  
Rationale – S&P Municipal Bond 20-Year High Grade Rate Index as of December 31, 2022

**Salary Scale** – 3.50% (for purpose of allocating liability)  
Rationale – Per employer expectations

**Return on Plan Assets** – 7.00% (including inflation)  
Rationale – Provided by investment manager

#### Mortality Rates

Police and Fire: Public Safety 2010 Employee and Healthy Retiree, headcount-weighted, MP-2021 improvement scale

Spouses and General employees: Public General 2010 Employee and Healthy Retiree, headcount-weighted, MP-2021 improvement scale

Rationale – Most current mortality rates available for municipalities

**Utilization** – 70% of future retirees will elect the lower cost plan with dental, 20% the higher cost plan with dental and 10% dental only; Actual coverage used for non-active  
Rationale – Based on current retiree election and not inconsistent with active coverage

**Termination Rates** – Crocker-Sarason-Straight T-3:

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

Rationale – Low turnover table common to municipal employers

**Marital Assumption** – 75% of future retirees will have a covered spouse at retirement with females 3 years younger than males; Actual spouse data used for retirees  
Rationale – Consistent with experience

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

**Retirement Rates** – See rates below:

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

Rationale – Based on plan experience and eligibility under the plan

### Annual Claims Costs

	Low cost plan			
	Male Participant	Female Participant	Male Spouse	Female Spouse
50	\$ 6,949	\$ 8,240	\$ 9,689	\$11,490
55	9,034	9,526	12,597	13,283
60	11,592	11,335	16,165	15,807
Medicare eligible	4,386	4,386	4,386	4,386

	High cost plan			
	Male Participant	Female Participant	Male Spouse	Female Spouse
50	\$ 8,760	\$10,388	\$12,225	\$14,498
55	11,389	12,009	15,894	16,760
60	14,614	14,290	20,396	19,944
Medicare eligible	4,386	4,386	4,386	4,386

Rationale – Age-weighted costs based on actual 2023 health plan premiums

### Health Plan Monthly Premiums

	Low cost plan			High cost plan	
	Single	2-person	Family	Single	2-person
Pre-65	\$ 542.20	\$1,298.27	\$1,626.60	\$ 683.55	\$1,637.50
Medicare eligible	365.54	731.08	N/A	365.54	731.08
Dental	31.40	65.80	109.89	31.40	65.80

Rationale – Actual 2023 health plan premiums

**Reimbursement of pre-65 deductible** – \$1,000 each for the retiree and spouse

Rationale – Based on 2020 and 2022 experience

**Implicit Subsidy** – Age-weighted costs valued

Rationale – Active participants and pre-65 retirees are covered at the same rates

## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### Medical Trend

Pre-Medicare: 7.25% graded down by 0.25% per year to an ultimate rate of 4.5%

Post-Medicare: 5.5% graded down by 0.25% per year to an ultimate rate of 4.5%

Rationale – Based on State of Michigan trend survey

### Dental Trend – 3.0% per annum

Rationale – Based on a national trend survey

### Data Collection

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

### Assumption changes since prior valuation

- Salary updated from 2.0% to 3.5%
- Mortality improvement scale updated
- Discount rate changed from 7.35% to 7.0%

## Assumptions used for PA 202 Reporting

**Discount rate** – 6.85%

**Mortality improvement scale** – MP-2020

All other assumptions are the same as used for GASB



## SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION

### Schedule of Difference between Actual and Expected Experience

Year	Difference between expected and actual Experience	Recognition period (years)	Amount Recognized in Year Ended December 31,							Deferred Outflow of Resources	Deferred Inflow of Resources
			2022	2023	2024	2025	2026	2027	2028+		
2018	(46,967)	10.37	(4,529)	(4,529)	(4,529)	(4,529)	(4,529)	(4,529)	(1,677)	-	(24,322)
2019	(35,658)	9.64	(3,699)	(3,699)	(3,699)	(3,699)	(3,699)	(3,699)	(2,367)	-	(20,862)
2020	377,798	9.88	38,239	38,239	38,239	38,239	38,239	38,239	71,886	263,081	-
2021	(46,550)	8.88	(5,242)	(5,242)	(5,242)	(5,242)	(5,242)	(5,242)	(9,856)	-	(36,066)
2022	(508,034)	10.39	(48,896)	(48,896)	(48,896)	(48,896)	(48,896)	(48,896)	(214,658)	-	(459,138)
Net recognized in OPEB expense			<u>\$ (24,127)</u>	<u>\$ (24,127)</u>	<u>\$ (24,127)</u>	<u>\$ (24,127)</u>	<u>\$ (24,127)</u>	<u>\$ (24,127)</u>	<u>\$ (156,672)</u>	<u>\$ 263,081</u>	<u>\$ (540,388)</u>

### Schedule of Changes in Assumptions

Year	Changes in Assumptions	Recognition period (years)	Amount Recognized in Year Ended December 31,							Deferred Outflow of Resources	Deferred Inflow of Resources
			2022	2023	2024	2025	2026	2027	2028+		
2018	-	10.37	-	-	-	-	-	-	-	-	-
2019	(23,598)	9.64	(2,448)	(2,448)	(2,448)	(2,448)	(2,448)	(2,448)	(1,566)	-	(13,806)
2020	(1,147,885)	9.88	(116,183)	(116,183)	(116,183)	(116,183)	(116,183)	(116,183)	(218,421)	-	(799,336)
2021	(91,674)	8.88	(10,324)	(10,324)	(10,324)	(10,324)	(10,324)	(10,324)	(19,406)	-	(71,026)
2022	(3,971)	10.39	(382)	(382)	(382)	(382)	(382)	(382)	(1,679)	-	(3,589)
Net recognized in OPEB expense			<u>\$ (129,337)</u>	<u>\$ (129,337)</u>	<u>\$ (129,337)</u>	<u>\$ (129,337)</u>	<u>\$ (129,337)</u>	<u>\$ (129,337)</u>	<u>\$ (241,072)</u>	<u>\$ -</u>	<u>\$ (887,757)</u>

### Schedule of Differences between Projected and Actual Earnings on OPEB Plan Investments

Year	Difference between expected and actual earnings on OPEB assets	Recognition period (years)	Amount Recognized in Year Ended December 31,							Deferred Outflow of Resources	Deferred Inflow of Resources
			2022	2023	2024	2025	2026	2027	2028+		
2018	-	5.00	-	-	-	-	-	-	-	-	-
2019	-	5.00	-	-	-	-	-	-	-	-	-
2020	816	5.00	163	163	164	-	-	-	-	327	-
2021	(10,306)	5.00	(2,061)	(2,061)	(2,061)	(2,062)	-	-	-	-	(6,184)
2022	51,847	5.00	10,369	10,369	10,369	10,369	10,371	-	-	41,478	-
Net recognized in OPEB expense			<u>\$ 8,471</u>	<u>\$ 8,471</u>	<u>\$ 8,472</u>	<u>\$ 8,307</u>	<u>\$ 10,371</u>			<u>\$ 41,805</u>	<u>\$ (6,184)</u>

### Total Deferred Outflow/(Inflow) of Resources

	Amount Recognized in Year Ended December 31,					
	2023	2024	2025	2026	2027	2028+
Total Deferred Outflow/(Inflow) of Resources	(144,993)	(144,992)	(145,157)	(143,093)	(153,464)	(397,744)

## TRUSTEE AND FORM 5720 INFORMATION

### Projected benefit payments and contributions

Form 5720 (the Form) – Corrective Action Plan Monitoring: Application for Certification of Compliance, Section 4 asks for supporting documentation that shows projected benefit payments and contributions as a percentage of projected governmental fund revenues over the next five years. A link to a spreadsheet is provided with the Form, and within the spreadsheet, there is a link to instructions on how to complete the spreadsheet.

To assist in completing that section of the Form, below is a table of benefit payments as shown for the current fiscal year and projected for the next five. In addition, if a Corrective Action Plan (CAP) has been adopted that includes scheduled contributions to an OPEB trust, those are shown for the same period as either reported to us or developed with assistance from Watkins Ross:

Fiscal Year	Total OPEB Benefit Payment Amount (All Systems)	Additional OPEB Contributions (All Systems)
2022	\$101,442	\$100,000
2023	184,626	100,000
2024	175,125	100,000
2025	163,507	100,000
2026	170,755	100,000
2027	144,367	100,000

In addition to the benefit payments shown above, a graphic illustration of 20 years of projected benefit payments for the current group of covered lives is shown below. Plans open to new participants could see higher than expected payments if new members are hired and are eligible to retire during the projection period.

The chart below reflects expected cash flows to pay benefits for current plan participants.



## SUMMARY OF PLAN PROVISIONS

**Plan name** – Charter Township of Kalamazoo Retiree Health Care Plan

### Eligibility Requirements

Township elected officials and employees

Elected officials – 8 years of continuous service

Employees – Age 55 with 10 years of service

Police – Age 53 with 25 years of service

**Summary of Benefits** – Reimbursement of 80% of the pre-65 deductible and Medical, dental and prescription coverage for the following period

Township elected officials and employees

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

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

Police

Pre-65 – Medical, Rx and dental coverage for the retiree and spouse until the retiree is eligible for Medicare

Post-65 – As long as a retiree qualifies for continued coverage based on the service formula below, the employer pays for the supplemental premium and dental coverage for the retiree and dependent

Service formula:

Retiree – Four and one-quarter months of coverage for each year of continuous Township service

Dependent – Three months of coverage for each year of continuous Township service

**Retiree contribution** – 20% of retiree health care premium

**Changes since prior report** – None

## GLOSSARY

A number of special terms and concepts are used in connection with OPEB plans and the OPEB accounting report. The following list reviews a number of these terms and provides a brief discussion of their meaning.

**Actuarially Determined Contribution (ADC)** – A target or recommended contribution for the reporting period, determined in conformity with Actuarial Standards of Practice based on the most recent measurement available when the contribution for the reporting period was adopted.

**Actuarial Cost Method** – This is a mathematical formula which is used to allocate the present value of projected benefits to past and future plan years.

**Amortization** – The difference between actual and expected investment returns, the difference between actual and expected experience, and the impact of any plan or assumption changes will be amortized and paid over future years.

**Depletion Date (Cross-over Point)** – The projected date (if any) where plan assets, including future contributions, are no longer sufficient to pay Projected Benefit Payments to current members.

**Long-term expected rate of return** – The rate of return based on the nature and mix of current and expected plan investments and over the time period from when an employee is hired to when all benefits to the employee have been paid.

**Market Value of Assets** – The market value of all assets in the fund including any accrued contribution for the previous plan year, which was not paid by the end of the year.

**Measurement Date** – The date the Total OPEB Liability, Fiduciary Net Position, and Net OPEB Liability are determined.

**Net OPEB Liability (NOL)** – The Total OPEB Liability less the Plan Fiduciary Net Position.

**Normal Cost** – For GASB 74/75 purposes, normal cost is the equivalent of service cost (see definition of service cost).

**Other Post-Employment Benefits (OPEB)** – Benefits (such as death benefits, life insurance, disability, and long-term care) that are paid in the period after employment and that are provided separately from a pension plan, as well as healthcare benefits paid in the period after employment, regardless of the manner in which they are provided. OPEB does not include termination benefits or termination payments for sick leave.

**OPEB Expense (OE)** – The change in the Net OPEB Liability (NOL) recognized in the current measurement period. Changes to the NOL not fully recognized in a given year's OPEB expense will be maintained as deferred inflows and deferred outflows. These will be recognized incrementally in the OPEB expense over time.

## GLOSSARY

**Plan assets** – Stocks, bonds and other investments that have been segregated and restricted (usually in a trust) to provide for post-retirement benefits. Assets not segregated in a trust, or otherwise effectively restricted so that they cannot be used by the employer for other purposes, are not plan assets, even though it may be intended that those assets be used to provide post-retirement benefits.

**Plan Fiduciary Net Position** – The market value of plan assets as of the measurement date.

**Present Value** – The present value of a future payment or a series of payments is the amount of each payment, discounted to recognize the time value of money, and further reduced for the probability that the payment might not be made because of death, disability or termination of employment.

**Projected Benefit Payments** – All benefits projected to be payable to current active and inactive participants as a result of their past service and their expected future service.

**Real Rate of Return** – The rate of return on an investment after the adjustment to eliminate inflation.

**Reporting Date** – The date that represents the fiscal year end for the plan or employer.

**Service Cost** – The value of portion of Total OPEB Liability earned during the current year computed in accordance with GAAP accounting rules.

**Single Equivalent Discount Rate** – The single rate that gives the same total present value as discounting the Projected Benefit Payments with the long-term expected rate of return until the Depletion Date and discounting any remaining Projected Benefit Payments with the yield on a 20-year AA/Aa tax-exempt municipal bond index.

**Total OPEB Liability (TOL)** – The actuarial present value of the accrued benefit determined under the Entry Age actuarial cost method calculated using the blended Single Equivalent Discount Rate.

**Valuation Date** – The date as of which an actuarial valuation is performed.

# 2023 MONTHLY PERMITS BY JURISDICTION

## MONTH OF MAY 2023

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	47	\$ 32,345
COMSTOCK	ELECTRICAL	22	\$ 4,831
COMSTOCK	MECHANICAL	19	\$ 4,104
COMSTOCK	PLUMBING	26	\$ 4,966
COMSTOCK	SPECIAL - JURISDICTION	2	\$ 200
COMSTOCK	SPECIAL - HOMEOWNER	1	\$ 55
<b>TOTAL COMSTOCK</b>		<b>117</b>	<b>\$ 46,501</b>
KALAMAZOO	BUILDING	18	\$ 4,420
KALAMAZOO	ELECTRICAL	10	\$ 1,301
KALAMAZOO	MECHANICAL	36	\$ 4,992
KALAMAZOO	PLUMBING	9	\$ 970
KALAMAZOO	SPECIAL - JURISDICTION	6	\$ 550
KALAMAZOO	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL KALAMAZOO</b>		<b>79</b>	<b>\$ 12,233</b>
PARCHMENT	BUILDING	3	\$ 456
PARCHMENT	ELECTRICAL	1	\$ 185
PARCHMENT	MECHANICAL	1	\$ 106
PARCHMENT	PLUMBING	1	\$ 105
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 200
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL PARCHMENT</b>		<b>7</b>	<b>\$ 1,052</b>
PINE GROVE	BUILDING	7	\$ 5,205
PINE GROVE	ELECTRICAL	8	\$ 1,617
PINE GROVE	MECHANICAL	10	\$ 1,667
PINE GROVE	PLUMBING	1	\$ 243
PINE GROVE	SPECIAL - JURISDICTION	1	\$ 100
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL PINE GROVE</b>		<b>27</b>	<b>\$ 8,832</b>
RICHLAND	BUILDING	13	\$ 9,326
RICHLAND	ELECTRICAL	19	\$ 2,699
RICHLAND	MECHANICAL	26	\$ 4,003
RICHLAND	PLUMBING	7	\$ 1,339
RICHLAND	SPECIAL - JURISDICTION	1	\$ 150
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL RICHLAND</b>		<b>66</b>	<b>\$ 17,517</b>
RICHLAND VILLAGE	BUILDING	2	\$ 1,568
RICHLAND VILLAGE	ELECTRICAL	2	\$ 608
RICHLAND VILLAGE	MECHANICAL	1	\$ 305
RICHLAND VILLAGE	PLUMBING	1	\$ 286
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL RICHLAND VILLAGE</b>		<b>6</b>	<b>\$ 2,767</b>
<b>TOTAL</b>		<b>302</b>	<b>\$ 88,902.00</b>

REVENUE	REVENUE
MAY 2022	% PREV YEAR MONTH
\$ 51,760.40	171.8%

PERMITS	PERMITS
MAY 2022	% 2022 - YTD
219	138%



# 2023 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: MAY 2023

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	151	\$ 168,195
COMSTOCK	ELECTRICAL	115	\$ 24,239
COMSTOCK	MECHANICAL	89	\$ 16,209
COMSTOCK	PLUMBING	72	\$ 13,086
COMSTOCK	SPECIAL - JURISDICTION	4	\$ 400
COMSTOCK	SPECIAL - HOMEOWNER	2	\$ 110
<b>TOTAL COMSTOCK</b>		<b>434</b>	<b>\$ 222,239</b>
KALAMAZOO	BUILDING	54	\$ 31,043
KALAMAZOO	ELECTRICAL	66	\$ 9,462
KALAMAZOO	MECHANICAL	128	\$ 19,057
KALAMAZOO	PLUMBING	37	\$ 5,330
KALAMAZOO	SPECIAL - JURISDICTION	18	\$ 1,750
KALAMAZOO	SPECIAL - HOMEOWNER	6	\$ 275
<b>TOTAL KALAMAZOO</b>		<b>311</b>	<b>\$ 65,917</b>
PARCHMENT	BUILDING	7	\$ 1,139
PARCHMENT	ELECTRICAL	5	\$ 801
PARCHMENT	MECHANICAL	5	\$ 537
PARCHMENT	PLUMBING	3	\$ 411
PARCHMENT	SPECIAL - JURISDICTION	2	\$ 300
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL PARCHMENT</b>		<b>22</b>	<b>\$ 3,288</b>
PINE GROVE	BUILDING	16	\$ 10,667
PINE GROVE	ELECTRICAL	20	\$ 3,353
PINE GROVE	MECHANICAL	20	\$ 3,068
PINE GROVE	PLUMBING	4	\$ 929
PINE GROVE	SPECIAL - JURISDICTION	1	\$ 100
PINE GROVE	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL PINE GROVE</b>		<b>61</b>	<b>\$ 18,117</b>
RICHLAND	BUILDING	37	\$ 23,859
RICHLAND	ELECTRICAL	61	\$ 10,389
RICHLAND	MECHANICAL	91	\$ 14,899
RICHLAND	PLUMBING	38	\$ 6,202
RICHLAND	SPECIAL - JURISDICTION	2	\$ 250
RICHLAND	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL RICHLAND</b>		<b>221</b>	<b>\$ 55,599</b>
RICHLAND VILLAGE	BUILDING	13	\$ 4,332
RICHLAND VILLAGE	ELECTRICAL	5	\$ 1,061
RICHLAND VILLAGE	MECHANICAL	8	\$ 1,257
RICHLAND VILLAGE	PLUMBING	7	\$ 1,096
RICHLAND VILLAGE	SPECIAL - JURISDICTION	2	\$ 200
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL RICHLAND VILLAGE</b>		<b>32</b>	<b>\$ 8,546</b>
<b>TOTAL KABA</b>	<b>YTD</b>	<b>1081</b>	<b>373,706.00</b>

REVENUE	REVENUE
YTD - APRIL 2022	% 2022 - YTD
<b>\$ 276,885</b>	<b>135.0%</b>

REVENUE
% 2023 YTD BUDGET
<b>1.39%</b>

PERMITS	PERMITS
YTD - APRIL 2022	% 2022 - YTD
<b>1003</b>	<b>107.8%</b>

2023 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
150	\$ 48,411	JAN	
142	\$ 34,998	FEB	
276	\$ 144,116	MAR	
211	\$ 57,270	APR	
302	\$ 88,902	MAY	
-	\$ -	JUN	
-	\$ -	JUL	
-	\$ -	AUG	
-	\$ -	SEP	
-	\$ -	OCT	
-	\$ -	NOV	
-	\$ -	DEC	
<b>1,081</b>	<b>\$ 373,706</b>		

# Permit List

06/06/2023

## Building

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB23-06-189	318 N Sage	06-18-330-090	TG SAGE TERRACE LLC	White House Constr	05/02/2023	\$269.00	\$8,961
<b>Work Description:</b> Construct 225 s.f. Mail box station for apartment complex per plans.							
PB23-06-200	232 FALKIRK CT APT C	06-17-331-190	ALLEN, SCOTT R.	Adam Garland	05/10/2023	\$176.00	\$0
<b>Work Description:</b> Remove and reconstruct 5' x 12' deck per plans.							
PB23-06-243	2900 LAKE	06-24-320-011	COUNTY OF KALAMAZU	Bailey Excavating and	05/05/2023	\$78.00	\$0
<b>Work Description:</b> Demolish and remove barn 15							

**Total Permits For Type: 3**

**Total Fees For Type: \$523.00**

**Total Const. Value For Type: \$8,961**

## Report Summary

Population: All Records

Permit.DateIssued Between  
5/1/2023 12:00:00 AM AND  
5/31/2023 11:59:59 PM AND

Permit.PermitType = Building  
AND

Permit.BasicUsage = Commercial  
AND

GovernmentUnitList.UnitCode =

**Grand Total Fees: \$523.00**

**Grand Total Permits: 3**

**Grand Total Const. Value:**





## Property Maintenance Inspections

# Kalamazoo

06/06/2023

# Special Permit

Permit #	Job Address	Parcel Number	Owner	Contractor	Date Entere	Fee Total Due
PS22-06-006	227 W G AVE	06-03-106-112	REED, ROBERT E. & N		01/31/2022	<u>100.00</u>
<b>Work Description:</b> Property Maintenance request from Kalamazoo Property Maint. Re-inspection Completed: <u>05/25/2023</u> Property Maintenance Inspectio Completed: <u>02/14/2022</u>						
PS22-06-066	2028 Colgrove Bldg 8	06-11-430-025	LAKEVIEW RESIDENC		10/21/2022	100.00 <i>April Inv.</i>
<b>Work Description:</b> Property Maintenance request from Kalamazoo for Apt 216 ✓ Final Inspection Completed: <u>05/05/2023</u> <i>N/C</i> Property Maint. Re-inspection Completed: <u>04/28/2023</u> Property Maint. Re-inspection Completed: <u>02/07/2023</u> Property Maint. Re-inspection Completed: <u>12/09/2022</u> Jurisdiction request Completed: <u>10/26/2022</u>						
PS22-06-067	112 GILKISON AVE	06-17-420-720	BLOCK, JOEL & REBEC		10/25/2022	<u>100.00</u> <i>Court Appearance 5/12</i>
<b>Work Description:</b> Property Maintenance request from Kalamazoo Property Maintenance Inspectio Completed: <u>11/30/2022</u>						
PS22-06-073	1404 ORCHARD AVE	06-09-160-100	KRAFT, DEBRA A. & SC		11/21/2022	<u>100.00.</u> <i>Court Appearance 4/21</i>
<b>Work Description:</b> Property Maintenance request from Kalamazoo Property Maintenance Inspectio Completed: <u>11/21/2022</u>						
PS22-06-078	2605 DOUGLAS AVE	06-09-130-060	THE COLBY FAMILY TR		12/06/2022	<u>50.00</u> <i>Court Appearance 5/15</i>
<b>Work Description:</b> Property Maintenance request from Kalamazoo (Unit 6) Property Maintenance Inspectio Completed: <u>12/22/2022</u> Property Maintenance Inspectio Completed: <u>12/21/2022</u> Property Maintenance Inspectio Completed: <u>12/08/2022</u>						
PS23-06-014	3027 RIVERVIEW DR	06-03-495-020	CORSO, MIKE		04/11/2023	100.00 <i>April Inv.</i>
<b>Work Description:</b> Property Maintenance request from Kalamazoo						

Property Maintenance Inspectio		Completed: 04/12/2023			
PS23-06-015	1405 ELKERTON AVE	06-11-480-430	MULLIN, HEIDI L.	04/18/2023	200.00
<b>Work Description:</b> Property Maintenance request from Kalamazoo					(100.00 - April Inv.)
Property Maint. Re-inspection		Completed: <u>Scheduled 6/13/23</u>			
Property Maintenance Inspectio		Completed: 04/21/2023			
PS23-06-017	613 WASHBURN AVE	06-13-105-380	HERRERA-MORLA, DE	04/24/2023	100.00
<b>Work Description:</b> Property Maintenance request from Kalamazoo					April Inv.
Property Maintenance Inspectio		Completed: 04/25/2023			
PS23-06-026	2220 GULL RD	06-11-450-012	KAL. TWP. HOUSING P	05/22/2023	<u>100.00</u>
<b>Work Description:</b> Property Maintenance request from Kalamazoo Township Apt 4					
Property Maintenance Inspectio		Completed: <u>05/23/2023</u>			
PS23-06-027	3701 E MAIN ST	06-12-435-090	BOOTHE, RICHARD L. J	05/24/2023	<u>100.00</u>
<b>Work Description:</b> Property Maintenance Request from Kalamazoo Township					
Property Maintenance Inspectio		Completed: <u>05/25/2023</u>			
PS23-06-030	2704 CUMBERLAND ST	06-07-130-380	CLARK, KIMBERLY	06/05/2023	100.00
<b>Work Description:</b> Property Maintenance request from KTPD					June Inv.
Property Maintenance Inspectio		Completed: 06/06/2023			

**Total Permits: 11**

**Total Fees Due: \$1,150.00**

Population: All Records

Permit.PermiType = Special

Permit AND

GovernmentUnitList.UnitCode = 6

AND

Permit.Status = HOLD (FEE)

AND

Permit.Category = Jurisdiction

Request

## Permit List

04/03/2023

## Building

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB22-06-585	2722 E MAIN ST	06-13-130-010	CALKINS, MICHAEL R.	Odanah Construction	03/16/2023	\$176.00	\$0
Work Description:	Demo existing 14' x 22" detached accessory structure due to tree damage pour new foundation and reconstruct new 14' x 22' detached accessory structure in the same location.						
PB23-06-088	3215 MULHEARN AVE	06-12-405-014	WHITMORE, WENDELL	J & B West Enterpris	03/06/2023	\$176.00	\$0
Work Description:	Remove and replace shingles and install new decking.  Must meet 2015 MRC code requirements.						
PB23-06-119	3802 GLENGARRY AVE	06-06-205-340	MCCLENNEY, ROBERT	Southwest Michigan I	03/17/2023	\$104.00	\$4,250
Work Description:	Install a new basement egress system per plans.  Must meet section R310 code requirements.						
PB23-06-120	3708 PONTIAC AVE	06-07-405-280	KOEHLER, SANDRA & J	Brenton Rugg	03/27/2023	\$104.00	\$0
Work Description:	Install an 7.29 KW DC roof mounted solar array per plans.  Must meet section R 324 of the 2015 MRC code requirements.						
PB23-06-127	2908 ARROWWOOD LANE	06-05-130-140	NASS, ROBERT & WAKI	Ayers Basement Syste	03/16/2023	\$176.00	\$0
Work Description:	Install 31 l.f. of subfloor drainage and sump discharge per plans.						
PB23-06-130	810 GRAND PRE AVE	06-17-131-100	BAKER, KATHLEEN M.	Blue Line Remodeling	03/17/2023	\$176.00	\$0
Work Description:	Strip roof, construct "cold roof" over existng decking and re-roof						
PB23-06-133	1429 NASSAU ST	06-12-365-750	MANDEVILLE INVESTM	John Ringler	03/20/2023	\$223.00	\$0
Work Description:	Strip interior to bare structural framing and renovate. No change in floor plan.						
PB23-06-144	3234 Butternut Ln/Mob Pk	06-04-305-010	HILLCREST ACRES ASSC	Ace Excavating & Gr	03/28/2023	\$155.00	\$0
Work Description:	Demo mobile home - Cap water & sewer for future use						

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Total Permits For Type:	8
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Total Fees For Type:	\$1,290.00
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Total Const. Value For Type:	\$4,250
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## Report Summary

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Population: All Records

Permit.DateIssued Between  
3/1/2023 12:00:00 AM AND  
3/31/2023 11:59:59 PM AND

Permit.PermitType = Building  
AND

Permit.BasicUsage = Residential  
AND

GovernmentUnitList.UnitCode =

Grand Total Fees:	\$1,290.00
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Grand Total Permits:	8
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Grand Total Const. Value:	\$4,250
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# **WESTWOOD FIREFIGHTERS ASSOCIATION**

1310 Nichols Rd.  
Kalamazoo, MI 49006  
Phone: (269) 343-1811  
Fax: (269) 343-1713


Board of Trustees  
Charter Township of Kalamazoo  
1720 Riverview Drive  
Kalamazoo, MI 49004

Date: May 31, 2023

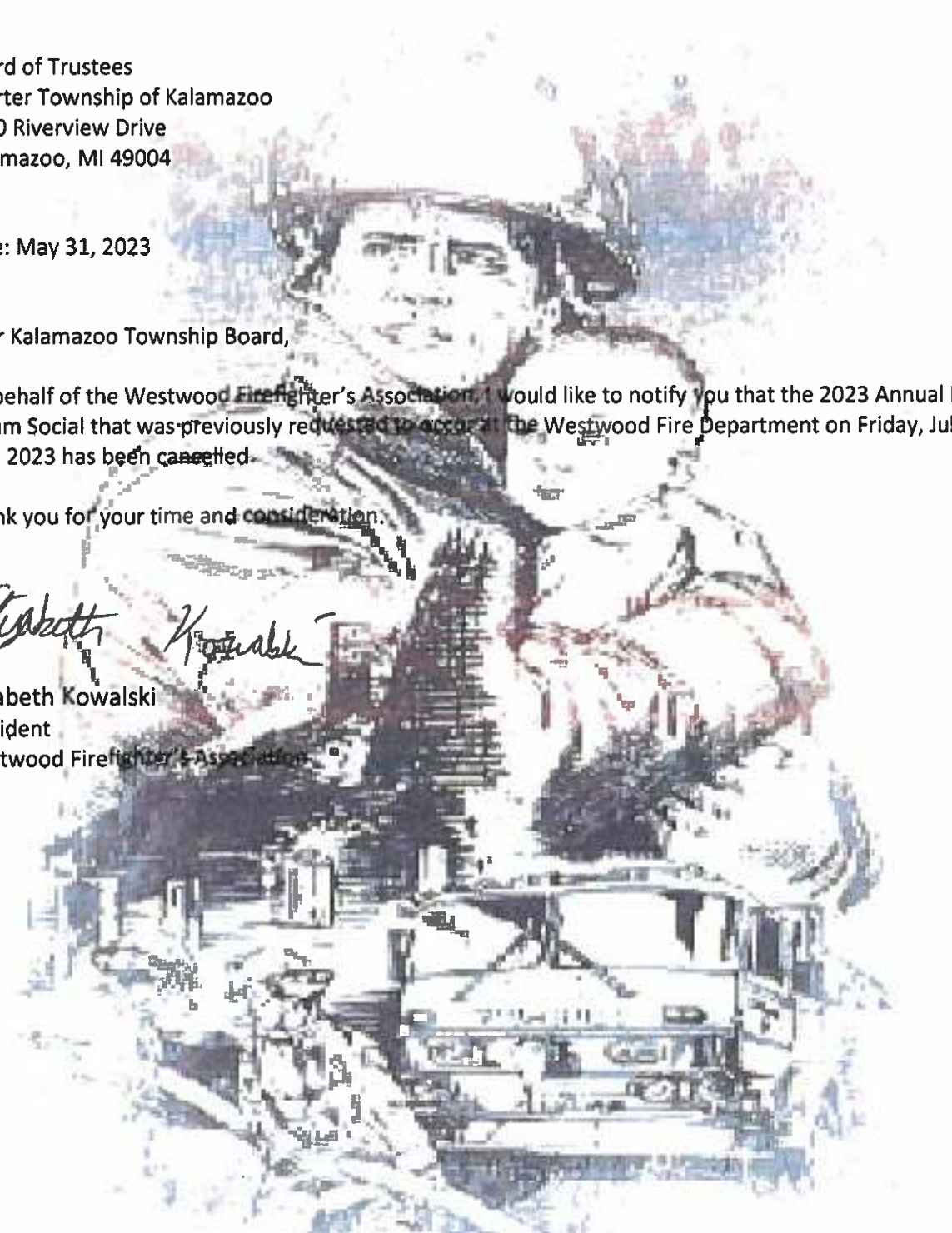
Dear Kalamazoo Township Board,

On behalf of the Westwood Firefighter's Association, I would like to notify you that the 2023 Annual Ice Cream Social that was previously requested to occur at the Westwood Fire Department on Friday, July 28<sup>th</sup>, 2023 has been cancelled.

Thank you for your time and consideration.



Elizabeth Kowalski  
President  
Westwood Firefighter's Association





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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9A 06122023**

FOR MEETING DATE: 06/12/2023

SUBJECT: Fire Department Employee Wage and Benefit Approval

REQUESTING DEPARTMENT: Fire Department and PAC

SUGGESTED MOTION: Authorize the PAC recommendations for salary, retirement, retiree-healthcare, and vacation/sick leave proposals for the Fire Department.

Financing Cost: \$22.088 per year for all authorized positions when at top of scale

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

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

Other comments or notes: See attached memo.

Submitted by: Jairus Baird, Fire Chief

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.



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

To: Kalamazoo Township Board  
From: Jairus Baird, Fire Chief  
Date: 06/12/2023

In looking to move the department away from the Residential Station Officer model, all employee pay rates and benefits were evaluated with the PAC. The goal of these meetings were to create an employee package for current and future employees in line with market rates, while ensuring the basis of a new recruiting plan can be started on a strong foot. The PAC finalized its recommendations at its last two meetings and those recommendations are outlined below.

#### Fire Department Service Model Restructure

##### *A. Wages – Full-time Firefighters*

**Committee Recommendation** – The committee recommends full-time firefighters be compensated according to the Charter Township of Kalamazoo grade five (5) wage scale.

##### *B. Wages – Battalion Chiefs*

**Committee Recommendation** – The committee recommends battalion chiefs be compensated according to a 7.5 grade scale (halfway between grade 7 and grade 8, with the same 20% increase from step 1 to step 7).

#### Recommended Wage Scale: Battalion Chief – Grade 7.5\*

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly**	\$23.98			\$26.38			\$28.78
Bi-weekly	\$2,685.71	\$2,775.23	\$2,864.78	\$2,954.28	\$3,043.80	\$3,133.33	\$3,222.85
Annual	\$69,829			\$76,821			\$83,803

\*Approximate calculations

\*\*Based on 2912 hours per year.

##### *C. Retiree Healthcare*

The current accrual for the police officers is 25 years of service with a minimum age of 53 years. Although you can leave with some coverage before reaching “25 and 53” and earn some coverage for years of service up to that point, you will be covered until the qualifying age for Medicare if you stay until you have reached “25 and 53”.



**Committee Recommendation** – The committee recommends all fire personnel be moved to the police retiree healthcare benefit.

*D. Retirement Plan*

**Committee Recommendation** – The committee recommends a 12% defined contribution for fire personnel (move all fire to Class IV).

*E. Vacation and Sick Leave*

**Committee Recommendation** – The committee recommends 12 hours of accrued sick time per month (1.5 times the Township 40-hour employee accrual) with a maximum accrual of 3,120 hours of sick time. The committee further recommends vacation accrual and maximums as outlined in the below chart.

Recommended Vacation Time Accrual

Years of Service	Monthly Accrued Time	Yearly Accrued Time	Maximum Accrued Time
0 through 3 years	10.0 hours	120.0 hours	180.0 hours
3 years, 1 month through 8 years	15.0 hours	180.0 hours	270.0 hours
8 years, 1 month through 14 years	20.0 hours	240.0 hours	360.0 hours
14 years, 1 month through 21 years	25.0 hours	300.0 hours	450.0 hours
21 years, 1 month and up	30.00 hours	360.0 hours	540.0 hours

*F. Other Items for Information*

**Committee Approval** – The committee approved job descriptions for “Full Time Firefighter/Apparatus Operator” and “Battalion Chief” as well as a Fire Department organizational chart at their last meeting on 05/17/2023.



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:** 9B 06122023

FOR MEETING DATE: June 12, 2023

SUBJECT: Adopt Code of Criminal Misdemeanor Ordinances

REQUESTING DEPARTMENT: Police Department/Attorney

**SUGGESTED MOTION:**

Adopt Township Code of Criminal Misdemeanor Ordinances.

Financing Cost: \$0

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

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

**Other comments or notes:**

The township police department and attorney Koches have prepared a code of criminal ordinances which aligns with state law for misdemeanor violations. This will allow the township attorney's office to undertake prosecution of misdemeanor/traffic violations and move it away from the county prosecutor's office. By doing this, Kalamazoo Township receives 25% of the fines that are collected from such prosecutions from the court monthly.

Submitted by: Legal

**Manager's Recommendation:**

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

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

CHARTER TOWNSHIP OF KALAMAZOO  
KALAMAZOO COUNTY, MICHIGAN

ORDINANCE NO. 635

CODE OF CRIMINAL MISDEMEANOR ORDINANCES

Adopted: June 12, 2023

Effective: June 30, 2023

The Charter Township of Kalamazoo Ordains:

SECTION 1

ADOPTION OF CRIMINAL MISDEMEANOR ORDINANCES AND CODIFICATION OF SAME

The Charter Township of Kalamazoo hereby adopts criminal misdemeanor ordinances mirroring state law as identified herein and codifies the same, along with certain existing Township ordinances, as follows:

## Code of Criminal Misdemeanor Offenses

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## **ARTICLE 1. IN GENERAL**

### **Sec. 395.750.240. False alarms, Misuse of the 911 Emergency Call System, and False reports of a crime.**

#### **1. False Alarms.**

- (a) Regulation. It shall be unlawful for any person to knowingly start or spread any false alarm of fire, riot, explosion, civil disturbance, crime or other breach of the peace within the Township.
- (b) Prohibition. It shall be unlawful for any person to report the existence of a fire or other emergency to the police, fire department or any other agency empowered to deal with an emergency when such person knows the report to be false. It shall be unlawful for any person to report or cause to be reported to any police agency any information concerning the commission of any offense or other incident which would require police action when such person knows that no such offense or other incident has occurred, or when such person knows the information is false, or that such person has no such reliable information.
- (c) Reports of bombs or other hazards. It shall be unlawful for any person to knowingly give false information to the affect that a bomb will be exploded or that any other serious hazard exists in any public conveyance, church, school, theater, auditorium, assembly hall, factory, warehouse, industrial, commercial or residential building, or any other place used for public gatherings.
- (d) Security systems. Any person, firm or corporation having a burglar, holdup or other type of intrusion alarm which communicates a false alarm to the Kalamazoo Township Police Department and which is responded to by said police department shall be charged a fee for the same as established by resolution of the Township Board duly adopted at a regular or special meeting of said Board and entered in the official records of the Township Clerk. Such resolution may be amended from time to time by action of the Township Board to reflect changes in costs to the Township and other policy considerations.
- (e) Fire alarm systems. Any person, firm or corporation having a fire alarm system which communicates a false alarm to the Kalamazoo Township Fire Department and which is responded to by said fire department shall be charged a fee for the same as established by resolution of the Township Board duly adopted at a regular or special meeting of said Board and entered in the official records of the Township Clerk. Such resolution may be amended from time to time by action of the Township Board to reflect changes in costs to the Township and other policy considerations.
- (f) Use of telephone or electronic device in reporting false alarms. It shall be unlawful for any person, firm or corporation to use or cause to be used any telephone or electronic device or attachment that automatically selects a public primary telephone trunk line of the Township police or fire department, or any other Township department, and upon connection thereto reproduces any pre-recorded message to report any burglary, fire alarm or other emergency.

#### **2. Misuse of the 911 Emergency Call System.**

- (a) It shall be unlawful for any person to misuse the 911 system. It shall be an affirmative defense that the person charged has a good faith, reasonable factual basis for the request. "Misuse of the 911 system" or "Emergency Call System" is a request for emergency response when no actual emergency exists and when the caller does not have a good-faith basis to request emergency assistance.

#### **3. False Reports of a Crime.**

- (a) No person shall intentionally make a false report of the commission of a crime, or intentionally causes a false report of the commission of a crime to be made, to a peace officer, the Kalamazoo Township Police Department, the Kalamazoo Township 9-1-1 and/or dispatch operator, or any other Kalamazoo

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Township employee or contractor or employee of a contractor who is authorized to receive reports of a crime.

State law reference(s)—False fire alarms, MCL 750.240, MSA 28.437; false reports of crime, MCL 750.411a, MSA 28.643(1).

**Sec. 395.350. Litter.**

- (a) Definitions. Litter as used in this Section means all garbage, scrap and waste materials including rags, cartons, paper, cans, bottles, used lumber, boxes, wooden skids or pallets or parts therefrom (excluding those stored and used in connection with an industrial or commercial operation on the site), inoperable and discarded appliances and equipment, cut or broken tree branches, and broken or discarded plaster, concrete, or brick building materials.
- (b) Regulations.
  - a. It shall be unlawful for any person, without the consent of the public authority having supervision of public property or the owner of private property, to dump, deposit, place, throw or leave, or cause or permit the dumping, depositing, placing, throwing, or leaving of litter or any other materials on any public or private property or waters within the Charter Township of Kalamazoo other than property designated and set aside for such purposes. The phrase "public or private property or waters" includes, but is not limited to, the right-of-way of any road or highway, any body of water or water course, or the shores or beaches thereof, and including the ice above such waters; any park, playground, building, refuge, or conservation or recreation area; and any residential, commercial, industrial, or farm properties or vacant or unimproved lands.
  - b. It shall be unlawful for any person to aid, assist, or abet another to violate any of the provisions of the within Section.
  - c. The owner or occupant of any building or premises within the Charter Township shall not permit or cause the outdoor storage of litter on such premises, subject to the following exceptions:
    - i. Such litter is temporarily stored outdoors for not more than 14 days or for longer than any period which would cause the same to be odoriferous or a breeding place of insects or rodents, whichever is the lesser period.
    - ii. Such litter does not include garbage or other putrescible liquids or solids, which is screened from the view of all adjacent properties and abutting public or private rights-of-way, and is being stored for collection by contracted residential garbage collection services.
    - iii. Logs, branches, or other scrap wood may be neatly stacked outdoors on an occupied premises, provided such storage (1) does not exceed 640 cubic feet in area; (2) is not located within any required building setback areas as specified in the Kalamazoo Charter Township Zoning Ordinance; and (3) complies with all applicable "Fire Codes" and other ordinance requirements. The limitation of 640 cubic feet shall Page 98 of 269 not apply to logs, branches, or other scrap wood stored and used in connection with a lawful industrial, commercial or agricultural operation on the site.
    - iv. Such litter is located in a duly licensed and properly zoned junk yard, salvage yard, or landfill where such uses or operations are legally authorized under the Kalamazoo Charter Township Zoning Ordinance.
    - v. A special permit is first obtained therefor for a period of not to exceed 45 days from the Supervisor of Kalamazoo Charter Township or such other officer or official as the Township Board may designate to be granted only in special hardship cases beyond the control of the applicant, where special or peculiar circumstances exist, where no adjoining property owner is adversely affected thereby and where the spirit and

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purpose of these regulations are still observed. A special permit granted hereunder may be renewed for not more than one additional 45-day period upon a showing of due diligence and continued satisfaction of the criteria set forth above for the issuance of the initial permit.

State law reference(s)—Littering, MCL 324.8901 et seq., MSA 13A.8901 et seq.

**Sec. 395.750.81. Assault and battery.**

- (a) Restriction. Any person who assaults or assaults and batters an individual or who makes a disturbance in any business place, public building or grounds, or other place open to the public, or who aids or abets in any of the above acts, shall be guilty of a misdemeanor

State law reference(s)—Assaults, MCL 750.81 et seq., MSA 21.276 et seq.

**Sec. 395.750.356. Larceny.**

No person shall take or steal money, goods, chattels or other things of value belonging to another.

State law reference(s) - Larceny, MCL 750.356 (property) & 750.356a (motor vehicles)

**Sec. 395.750.356d. Retail fraud.**

While in a store open to the public or in its immediate vicinity, no person shall:

- (1) Alter, transfer, remove and replace, conceal or otherwise misrepresent the price at which property is offered for sale, with intent not to pay for the property or to pay less than the price at which the property is offered for sale;
- (2) Steal property of the store that is offered for sale; or
- (3) With intent to defraud, obtain or attempt to obtain money or property from the store as a refund or exchange for property that was not paid for and belongs to the store.

State law reference(s)— Retail fraud, MCL 750.356d.

**Sec. 395.750.535. Receiving and concealing stolen property.**

No person shall receive, possess, conceal or aid in the concealment of stolen, embezzled or converted money when knowing that the money, goods or property is stolen, embezzled or converted.

State law reference(s)—Similar provisions, MCL 750.535, MSA 28.803.

**Sec. 395.767.39. Aiding and abetting offense.**

Every person concerned in the commission of an offense under this Section, whether they directly commit the act constituting the offense or procure, counsel, aid or abet in its commission, may be prosecuted, indicted, tried and on conviction shall be punished as if they had directly committed such offense.

State law reference(s)—Abolition of distinction between accessory and principal, MCL 767.39, MSA 28.979.

**Sec. 395.750.92. Attempt to commit offense.**

Any person who shall attempt to commit an offense prohibited by this Section, and in such attempt shall do any act towards the commission of such offense, but shall fail in the perpetration, or shall be intercepted or prevented in the execution of the offense, shall be guilty of a misdemeanor if the attempt involved an offense designated as a misdemeanor, and shall be responsible for a civil infraction if the attempt involved an offense designated as a civil infraction.

State law reference(s)—Similar provisions, MCL 750.92, MSA 28.287.



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**Sec. 395.01. Penalties.**

Unless otherwise provided, a person who violates Article 1 or fails to comply with any of the provisions of Article 1 is guilty of a misdemeanor and shall be fined not more than \$500.00 or imprisoned not more than 90 days, or both, for each offense.

**ARTICLE 2. OFFENSES AGAINST PROPERTY RIGHTS****Sec. 395.750.552. Trespass.**

- (a) Any person who willfully enters upon the lands or premises of another without lawful authority, after having been forbidden to do so by the owner, occupant or agent of either, or any person being upon the lands or premises of another, upon being notified to depart therefrom by the owner, occupant or agent of either, who, without lawful authority, neglects or refuses to depart therefrom shall be guilty of a misdemeanor. Posting of the premises against trespassing in a conspicuous manner shall constitute notice under the foregoing provision.

State law reference(s)—Trespassing generally, MCL 750.552 et seq., MSA 28.814 et seq.

**Sec. 395.750.115. Illegal entry.**

No person shall enter any building or structure of another not open to the general public without first obtaining permission to enter from the owner, occupant or person having immediate control thereof.

State law reference(s)—Trespassing generally, MCL 750.115.

**Sec. 395.750.377a. Damaging property.**

It is a violation of this Section for any person to:

- (1) Willfully destroy, damage or in any manner deface any property not his or her own; any public school building or part of any public school building, or any equipment or furnishings thereof or therein; any public or private building or part of any public or private building, or any equipment or furnishing thereof or therein; or any bridge, fire hydrant, alarm box, streetlight, street sign, parking meter or shade tree belonging to the Township or located in a public place in the Township.
- (2) Mark or post handbills on, or in any manner mar the walls of a public building or any fence, tree or pole in a public place within the Township.
- (3) Destroy, take or meddle with any property belonging to the Township, or remove such property from the building or place where it may be kept, placed or stored, without authority from the board or another authorized official custodian of such property.

State law reference(s)—Malicious mischief generally, MCL 750.377a et seq., MSA 28.609 et seq.

**Sec. 395.750.394. Throwing objects at vehicles.**

No person shall throw any object at a vehicle which is traveling, parked or standing in a public place.

State law reference(s)—Throwing stone or other dangerous object at a train or automobile, MCL 750.394, MSA 28.626.

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**Sec. 395.750.382. MDP trees, yards, shrubs.**

Any person who enters any enclosed or unenclosed flower garden, vegetable garden or orchard in the Township without the consent of the owner or tenant or his agent and, while there, cuts down, injures, damages, destroys, eats or carries away any portion of such garden or orchard including any growing thing, crop, tree, timber, grass, seed, soil, fertilizer, water, tool implement, fence or other protective device or any other thing useful for the development, cultivation, maintenance and use of any such garden or orchard..

State law reference(s)—Destruction of trees and shrubs, MCL 750.382, MSA 28.614.

**Sec. 395.02. Penalties.**

Unless otherwise provided, a person who violates or fails to comply with any of the provisions of Article 2 is guilty of a misdemeanor and shall be fined not more than \$500.00 or imprisoned not more than 90 days, or both, for each offense.

***ARTICLE 3. OFFENSES AGAINST PUBLIC PEACE AND ORDER*****Sec. 395.750.167.01 Disturbing the Peace.**

No person shall:

- (a) Create or engage in any disturbance, fight or quarrel in a public place.
- (b) Create or engage in any disturbance, fight or quarrel that causes or tends to cause a breach of the peace.
- (c) Cause or make any unusual or unnecessary loud noise, shouting, or yelling of such volume or of such a nature as to cause annoyance to persons of ordinary sensibility, or otherwise disturb the public peace and quiet.
- (d) Disturb without lawful authority any lawful assembly or meeting of persons.
- (e) Engage in, participate in or attempt to engage in or participate in a riot.
- (f) Incite, cause or attempt to incite or cause a riot.

Use threatening, abusive, profane or indecent language likely to cause annoyance, disturbance or vexation to persons of ordinary sensibility, or likely to provoke another to fight.

State law reference(s), MCL 750.167.

**Sec. 395.324. Anti-noise and public nuisance.**

(a) Definitions. The following terms used in this Section are defined as follows:

- a. "Decibel" is a unit to express the magnitude of sound pressure and sound intensity. The difference in decibels between two sound pressures is 20 times the common logarithm of their ratio. In sound pressure measurements, the sound pressure level of a given sound is defined to be 20 times the common logarithm of the ratio of that sound pressure to a reference pressure of  $2 \times 10^{-5} \text{ N/m}^2$  (Newtons per meter squared). As an example of the effect of this formula, a three decibel change in the sound pressure level corresponds to a doubling or halving of the sound intensity, and a ten-decibel change corresponds to a tenfold increase or decrease to 1/10th the former intensity.
- b. "dB(A)" means the sound pressure level in decibels measured on the "A" scale of a standard sound level meter having characteristics defined by the American National Standards Institute, Publication ANSI S1.4-1971.

(b) Anti-noise regulations.

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- a. General regulation. No person, firm or corporation shall cause or maintain any unreasonably loud noise or disturbance, injurious to the health, peace or quiet of the residents and property owners of the Township.
- b. Specific violations. The following noises and disturbances are hereby declared to be a violation of this Section; provided, however, that the specification of the same is not thereby to be construed to exclude other violations of this Section not specifically enumerated:
- i. The playing of any radio, phonograph, television, or other electronic or mechanical sound producing device including any musical instrument, in such a manner or with such volume as to unreasonably upset or disturb the quiet, comfort or repose of other persons.
  - ii. Yelling, shouting, hooting or singing on the public streets between the hours of 10:00 P.M. and 7:00 A.M., or at any time or place so as to unreasonably upset or disturb the quiet, comfort or repose of any persons in the vicinity.
  - iii. The emission or creation of any excessive noise which unreasonably interferes with the operation of any school, church, hospital or court.
  - iv. The keeping of any animal, bird or fowl, which emanates frequent or extended noise which shall unreasonably disturb the quiet, comfort or repose of any person in the vicinity; such as allowing or permitting any dog to bark repeatedly in an area where such barking can be clearly heard from nearby residential property.
  - v. The operation of any automobile, motorcycle or other vehicle so out of repair or loaded or constructed as to cause loud and unnecessary grating, grinding, rattling, or other unreasonable noise including the noise resulting from exhaust, which is clearly audible from nearby properties and unreasonably disturbing to the quiet, comfort or repose of other persons. The modification of any noise abatement device on any motor vehicle or engine, or the failure to maintain same so that the noise emitted by such vehicle or engine is increased above that emitted by such vehicle as originally manufactured shall be in violation of this section.
  - vi. The sounding of any horn or other device on any motor vehicle unless necessary to operate said vehicle safely or as required by the Michigan Motor Vehicle Code.
  - vii. The discharging outside of any enclosed building of the exhaust of any steam engine, internal combustion engine, motor vehicle, or motor boat engine except through a muffler or other similar device which will effectively prevent loud or explosive noises. The modification of any noise abatement device on any motor vehicle or engine, or the failure to maintain same so that the noise emitted by such vehicle or engine is increased above that emitted by such vehicle as originally manufactured shall be in violation of this section.
  - viii. The erection, excavation, demolition, alteration or repair of any building or premises in any part of the Township, and including the streets and highways, in such a manner as to emanate noise or disturbance unreasonably annoying to other persons, other than between the hours of 7:00 A.M. and sundown on any day, except in cases of urgent necessity in the interest of public health and safety. In such case, a permit shall be obtained from the building inspector or ordinance enforcement officer of the Township, which permit shall limit the periods that the activity may continue.
  - ix. The creation of a loud or excessive noise unreasonably disturbing to other persons in the vicinity in connection with the operation, loading or unloading of any vehicle, trailer, railroad car, or other carrier or in connection with the repairing of any such vehicle in or near residential areas.
  - x. The use of any drum, loudspeaker or other instrument or device for the purpose of attracting attention to any performance, show, sale, display or other commercial purpose

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which, by the creation of such noise, shall be unreasonably disturbing to other persons in the vicinity

- xi. The operation of any loudspeaker or other sound amplifying device upon any vehicle on the streets of the Township with the purpose of advertising, where such vehicle, speaker or sound amplifying equipment emits loud and raucous noises easily heard from nearly adjoining residential property
- xii. The operation of any machinery, equipment or mechanical device so as to emit unreasonably loud noise which is disturbing to the quiet, comfort or repose of any person
- xiii. The operation of any race track, proving ground, testing area or obstacle course for motor vehicles, motorcycles, boats, racers, automobiles or vehicles of any kind or nature in any area of the Township where the noise emanating therefrom would be unreasonably disturbing and upsetting to other persons in the vicinity. Under no circumstances shall any race track, proving ground, testing area or obstacle course operate after 11:00 P.M. on any evening.

(c) Anti-noise regulations based upon dB(A) criteria. In order to regulate and prove violations occurring under subsection (b) of this Section, any noise in excess of the maximum decibel limits according to the regulations stated below is deemed to be in violation of this Ordinance. However, violations under subsection (b) above but which have no decibel determination available shall nevertheless be deemed violations of this Ordinance.

- a. Regulations for decibel measurement of noise originating from private properties. Noise radiating from all properties or buildings, as measured at the boundaries of that portion of the property under separate occupancy, which is in excess of the dB(A) established for the districts and times herewith listed shall constitute prima facie evidence that such noise unreasonably disturbs the comfort, quiet, and repose of persons in the area and is therefore in violation of this Ordinance. Violations shall exist when the source or sources of noise are identifiable and the levels emanating from the source or sources exceed the following limitations. As an example, such noise shall include that emitting from the production, processing, cleaning, servicing, testing, repairing and manufacturing of materials, goods or products, including vehicles.

Zoning District	Limitations 7 AM to 10 PM	Limitations 10 PM to 7 AM
Residential (and any area within 500 feet of a hospital regardless of zoning district and agricultural districts located within 500 feet of any dwelling under separate ownership).	55 dB(A)	50 dB(A)
Agricultural, where at least 500 feet from any dwelling under separate ownership and Commercial	65 dB(A)	55 dB(A)
Industrial	80 dB(A)	75 dB(A)

Harmonic or pure tones, and periodic or repetitive impulse sound shall be in violation when such sounds are at a sound pressure level of 5 dB(A) less than those listed above. Where property is partly in two zoning districts or adjoins the boundary of a zoning district, the dB(A) levels of the zoning district of the property where the noise is emanating shall control.

The following exceptions shall apply to these regulations under this **[Section Number]**, subsection a:

- i. Construction projects shall be subject to the maximum permissible noise levels specified for industrial districts as long as a valid building permit has been issued by the Township and is currently in effect.
- ii. All railroad operations shall be subject to the maximum permissible noise levels allowed in industrial districts, regardless of the zone where they are located.
- iii. Noises occurring between 7:00 A.M. and sundown caused by home or building repairs or from maintenance of grounds are excluded, provided such noise does not exceed the limitations specified in subsection (c)(a) of this Section by more than 20 dB(A).
- iv. Any commercial, agricultural or industrial use of property which exists now or in the future as a legal non-conforming use (as defined in the Township Zoning Ordinance) in a higher zoning classification shall be allowed to emit noises in excess of these limitations for the particular zoning classification where such use is located, providing that such noise does not exceed either of the following limitations:
  1. The noise level emitted by such use at the time it became a legal nonconforming use as a result of the enactment of the Township Zoning Ordinance or amendment thereto, if available.
  2. The limitations contained herein based upon such a use being located in the highest zoning district (either commercial and agricultural or industrial) where such a use is specifically allowed as a permissible use.
- b. Regulations for decibel measurement of motor driven vehicles on public roads. All noise emitted from motor driven vehicles upon public roads shall be measured whenever Page 95 of 269 possible at a distance of at least 50 feet or 15 meters from a noise source located within the public right-of-way. If measurement at 50 feet (15 meters) is not feasible, measurement may be made at 25 feet (7½ meters) and if this is done, six dB(A) shall be added to the limits provided below. All such noises in excess of the dB(A) as provided herein shall be prima facie evidence that such noise unreasonably disturbs the comfort, quiet, and repose of persons in the area and is therefore in violation of this Section.

Vehicle	Weight	dB(A) Maximum Limitation
Trucks and Buses	Over 10,000 lbs. Gross Weight	82 dB(A)
Trucks and Buses	Under 10,000 lbs. Gross Weight	74 dB(A)
Passenger Cars	Any Weight	74 dB(A)
Motorcycles, snowmobiles & minibikes	Any Weight	82 dB(A)
All other self-propelled motor vehicles	Any Weight	74 dB(A)

- c. Measurement of noise. All measurements of dB(A) according to subparagraphs (a) and (b) of this Section shall be made by using a sound level meter of standard design and operated on the "A" weight scale, with "slow" meter response.
- (d) General exceptions. The prohibitions hereinbefore enumerated shall not apply to the following general exceptions:

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- a. Any police vehicle, ambulance, fire engine or emergency vehicle while engaged in necessary emergency activities.
  - b. Excavation or repair of bridges, streets or highways or other property by or on behalf of the State of Michigan, County of Kalamazoo, or any municipal governmental body, between sundown and 7:00 A.M. when the public welfare, safety, and convenience render it impossible to perform such work during other hours.
  - c. Warning devices emitting sound for warning purposes as authorized by law.
  - d. Noises emanating from the discharge of firearms are excluded, providing the discharge of the firearms was authorized under Michigan law and all local ordinances.
  - e. Any activity or function sanctioned or conducted by a governmental unit, public school, or a private school properly licensed by the State of Michigan.
  - f. The Township Board shall have authority to grant permits for short-term outdoor recreational or holiday activities generating noise in excess of the limits set forth in this Section. In determining whether or not to grant any such permit, the Township Board shall consider the duration of the proposed activity, the level of noise likely to be generated by it, the times of day during which such noise is likely to be generated, and the nature of the area surrounding the site of the proposed activity. In granting any permit hereunder, the Township Board shall have the right to impose reasonable terms and conditions designed to minimize any adverse impact of the proposed activity on the surrounding area.
- (e) Public nuisance regulations. No person, firm or corporation shall create, cause or maintain any public nuisance within the Township by the unreasonable emission of dust, smoke, fly ash or noxious odors which are offensive or disturbing to adjacent property owners and residents or persons in the area.

#### **Sec. 395.123.1104. Discharge of firearms and pneumatic guns.**

(a) *Purpose.* The purpose of this section is to secure and maintain the public peace, health, safety, welfare and convenience of the residents and property owners of the Township by the regulation of the use of pneumatic guns, pistols, firearms, bows and arrows, cross bows, and other devices capable of expelling a projectile in the Township and the approval of pistol and other firearms ranges.

(b) *Definitions.* As used in this section:

- (1) Approved range means a range for the shooting of pistols and other firearms, constructed in such manner as to prevent the projectile from any weapon so fired on such range from exceeding the physical limits of such range.
- (2) Building, structure and edifice mean a space within walls and usually, but not necessarily, covered with a roof.
- (3) Firearm means any weapon which will, is designed to, or may readily be converted to expel a projectile by action of an explosive.
- (4) Pistol means that term as defined in section 222 of the Michigan penal code, 1931 PA 328, MCL 750.222.
- (5) Pneumatic gun means any implement, designed as a gun, that will expel a BB or pellet by spring, gas, or air. Pneumatic gun includes a paintball gun that expels by pneumatic pressure plastic balls filled with paint for the purpose of marking the point of impact.
- (6) Bow means a device for propelling an arrow from a string drawn, held, and released by hand if the force used to hold the string in the drawn position is provided by the archer's muscles.

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- (7) Crossbow means a weapon consisting of a bow, with a draw weight of 100 pounds or more, mounted transversely on a stock or frame and designed to fire an arrow, bolt, or quarrel by the release of a bow string controlled by a mechanical or electric trigger with a working safety.
- (8) Other device capable of expelling a projectile means a device other than a firearm, pistol, or pneumatic gun from which is propelled a missile, projectile, pellet or other mass by means of springs, rubber, elastic strip, levers or other mechanical devices.
- (c) *Discharge of pistols and other firearms prohibited; exceptions.* No person shall discharge a pistol or other firearm in or into the Township except as follows:
- (1) An authorized officer of the law may discharge a pistol or other firearm in the performance of their official duties.
- (2) When permitted by law, a person may discharge a pistol or other firearm for the protection of a human life.
- (3) A person may discharge a firearm with a load of shot shell only for skeet, trap or target practice purposes in a safe manner upon a range which has been approved by the board for such purpose.
- (4) A person may discharge a firearm for the hunting of game and birds in season as prescribed by the Natural Resources and Environmental Protection Act (MCL 324.101 et seq., MSA 13A.101 et seq.) in those areas owned by the state and controlled by the state department of environmental quality or state department of natural resources.
- (5) A person may discharge a firearm at any time for the purpose of preventing depredation to property by birds or other animals in accordance with the provisions of the Natural Resources and Environmental Protection Act (MCL 324.101 et seq., MSA 13A.101 et seq.).
- (d) *Firearms ranges.* No pistol or other firearms practice range may be used in the Township unless approved by the board upon the recommendation of the director of the department of public safety; provided, however, that such range is so constructed as to prevent the discharge of a shotgun with a load of shot shell from exceeding the limits of such range. Use of a firearm other than a shotgun with a load of shot shell shall be grounds for withdrawal of the approval for such range.
- (e) *Minors.* No person under the age of 18 years shall discharge a pistol or other firearm in the Township unless under the direct supervision and control of and accompanied by a parent, legal guardian or other adult person authorized by such parent or legal guardian to have direct supervision of the person under the age of 18 years. However, every parent, guardian or other person having the physical custody or charge of a minor under the age of 18 years shall control such minor and prevent them from violating or attempting to violate any of the provisions of this section.
- (f) *Possession of pneumatic gun, bow, crossbow, or, other device capable of expelling a projectile by individual below the age of 18.* An individual below the age of 16 may not possess a pneumatic gun bow, crossbow, or, other device capable of expelling a projectile unless he or she is under the supervision of a parent, a guardian, or an individual 18 years of age or older, except that an individual below the age of 18 may possess a pneumatic gun on or within private property within the Township if the individual below the age of 18 is authorized to possess the pneumatic gun by a parent or guardian and the property owner or legal possessor of the property.
- (g) *Discharge of pneumatic guns, bows, crossbows, or, other devices capable of expelling a projectile prohibited; exceptions.* The discharge of pneumatic guns, bows, crossbows, or, other devices capable of expelling a projectile is prohibited in any area within the Township that is so heavily populated as to make that conduct dangerous to the inhabitants of that area, except that the discharge of pneumatic guns, bows, crossbows, or, other devices capable of expelling a projectile is not prohibited within the Township at authorized target ranges, on other property where firearms may be discharged, or on or within private property with the permission of the owner or possessor of that property if conducted with reasonable care to prevent a projectile from crossing the bounds of the property.

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- (h) No person may point, wave about, or display a pneumatic gun, bow and arrow, crossbow, or, other device capable of expelling a projectile in a threatening manner with the intent to induce fear in another individual within the Township.

State law reference(s)—Weapons generally, MCL 750.222 et seq., MSA 28.419 et seq.; preemption of regulation of firearms and ammunition, MCL 123.1102, MSA 5.3415(2); authority to prohibit discharge of firearms preserved, MCL 123.1104, MSA 5.3415(4); Careless, reckless, or negligent use of firearms, MCL 752.863a.

### **Sec. 395.750.167.02. Public intoxication.**

No person shall be intoxicated or under the influence of any controlled substance while in a public place when endangering directly the safety of another person or property.

State law reference(s)—Intoxication in public place while endangering directly the safety of another person or of property or acting in a manner that causes a public disturbance, MCL 750.167(1)(e), MSA 28.364, (1)(e); ordinances prohibiting being a common drunkard or being incapacitated prohibited unless consistent with MCL 750.167, 333.6523, MSA 28.364, 14.15(6523).

### **Sec. 395.750.167.03. Crowding or jostling persons in public place.**

No person shall jostle or roughly crowd persons unnecessarily in a public place.

State law reference(s)—Similar provisions, MCL 750.167, (1)(l), MSA 28.364(1)(l).

### **Sec. 395.200. Nuisance Parties.**

*Prohibited Conduct. Persons in attendance at Nuisance Parties.* Any person who is in attendance at a nuisance party whether or not such person has any possessory control over the personal or real property, shall be deemed to have committed a violation of this Section.

1. *Nuisance Party* means a gathering or party, whether static or mobile, conducted on any public or private property within the Township and which, by reason of the conduct of those persons in attendance, results in any one or more of the following conditions or events occurring on public or private property:

- A. The unlawful sale, furnishing, possession, or consumption of alcoholic beverages;
- B. Urination or defecation on neighboring public or private property, or on the premises in view of another person;
- C. Unlawful deposit of trash or litter;
- D. Destruction of property;
- E. Unlawful vehicular traffic, or the unlawful stopping, standing or parking of vehicles, obstruction of the free flow of traffic or interference with the ability to render emergency services;
- F. Unlawful parking of vehicles within the public streets, alleys, or sidewalks, or upon private property;
- G. Unreasonably loud noise under the circumstances which disturbs the comfort, quiet or repose of one or more members of the neighborhood or public;
- H. Conduct or a condition which injures any person;
- I. Conduct or a condition which endangers the safety of persons or property in the neighborhood;
- J. Conduct or a condition which results in the indecent exposure of a person, or the display of graphic sexual behavior, whether real or simulated, to a member of the public not attending a nuisance party;



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- K. Unlawful sale, furnishing, manufacture, use, or possession of a controlled substance as defined by federal or state law.

2. Verbal Warning. A verbal warning by a Kalamazoo Township Police Officer may be given to the owner or occupant of any nuisance party of an alleged violation of this ordinance before a citation may be issued.

### **Sec. 395.300. Spitting in public carrier or in place of public assemblage.**

No person shall spit on the floor or seat of any public carrier or on a floor, wall, seat or equipment of any place of public assemblage.

### **Sec. 395.03. Penalties.**

Unless otherwise provided, a person who violates or fails to comply with any of the provisions of Article 3 is guilty of a misdemeanor and shall be fined not more than \$500.00 or imprisoned not more than 90 days, or both, for each offense.

## ***ARTICLE 4. OFFENSES AGAINST PUBLIC MORALS***

### **Sec. 395.750.335a. Public Nudity & Indecent Exposure.**

#### **1. Public Nudity**

(a) Regulation.

- a. No person shall knowingly or intentionally display, in a public place located within the Township of Kalamazoo, Kalamazoo County, Michigan, their genitals or anus unless a fully opaque material covers their genitals and/or anus, or any female individual's breasts with less than a fully opaque covering of the nipple and areola.
- b. No person shall knowingly or intentionally provide for and/or promote or participate in the display in a public place located within the Township of Kalamazoo, Kalamazoo County, Michigan, of any individual's genitals and/or anus unless a fully opaque material covers such individual's genitals and/or anus, or any female individual's breasts with less than a fully opaque covering of the nipple and areola.
- c. For purposes of Subsection (a)(b) of this Section, providing for, promoting or participating in the display in a public place located within the Township of Kalamazoo, Kalamazoo County, Michigan of any individual's genitals or anus without an opaque covering, includes public displays for money or items of value or promise of the same by any person, firm or other entity including but not limited to, payment or promise of payment of an admission fee.
- d. Breastfeeding of a child or expressing breast milk does not constitute a display of public nudity under this section regardless of whether or not their areola or nipple is visible during or incidental to the breastfeeding or expressing of breast milk.

#### **2. Indecent Exposure.**

- (a) No person shall knowingly make any open or indecent exposure of his or her person or of the person of another in any public place or within public view.
- (b) A mother's breastfeeding of a child or expressing breast milk does not constitute indecent or obscene conduct under subsection (1) regardless of whether or not her areola or nipple is visible during or incidental to the breastfeeding or expressing of breast milk.

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State law reference(s)—Indecent exposure, MCL 750.335a; nudity in places serving alcoholic liquor for on-premises consumption, MCL 436.1916, MSA 18.1175(916).

**Sec. 395.750.167.04 Frequenting or operating place where illegal or immoral business is conducted.**

No person shall attend, frequent, operate or be an occupant of any place where prostitution, gambling, the illegal sale of intoxicating liquor, controlled substance, drug house, or any other illegal or immoral business or occupation is permitted or conducted.

State law reference(s)—Loitering where illegal occupation or business conducted, MCL 750.167(1)(j), MSA 28.364, (1)(j); loitering where prostitution or lewdness conducted, MCL 750.167(1)(i), MSA 28.364, (1)(i).

**Sec. 395.750.167.05 Window peeping.**

No person shall engage in window peeping under circumstances that would violate a person's reasonable expectation of privacy.

State law reference(s)—Window peeping as disorderly, MCL 750.167(1)(c),

**Sec. 395.400. Prowling**

(a) It shall be unlawful for a person to do any of the following:

1. Prowl about the premises of another, in the nighttime, without authority or permission of the owner of such premises or without authority or permission of the lawful occupants of the premises or an agent of the lawful occupants.
2. While standing, kneeling or prowling, or unauthorized entry upon the property of another, day or nighttime, without authority or permission of the owner of such premises or without authority or permission of the lawful occupants, looks into or peeps in the windows or doors of any inhabited building, house, dwelling or structure located thereon.
3. Willfully enter upon the lands or premises of another without lawful authority, after having been forbidden so to do by the owner, occupant or agent of either, or any person being upon the lands or premises of another, upon being notified to depart therefrom by the owner, occupant or agent of either, who, without lawful authority, neglects or refuses to depart therefrom.

**Sec. 395.750.448. Prostitution and Solicitation.**

1. No person shall commit an act of prostitution.
2. A person 16 years of age or older shall not accost, solicit, or invite another person in a public place or in or from a building or vehicle, by word, gesture, or any other means, to commit prostitution or to do any other lewd or immoral act.

State law reference(s)—Prostitution, MCL 750.448 et seq., MSA 28.703 et seq.

**Sec. 395.750.301. Gambling places and devices.**

1. No person shall keep or maintain a gambling room, gambling table or any policy or pool ticket used for gaming, or knowingly suffer a gambling room, gaming table or any policy or pool ticket to be kept, maintained, played or sold on any premises occupied or controlled by them.

For this purposes of this section, "gambling" means, risking or betting money or anything else of value in a game or bet.

State law reference(s)—Gambling generally, MCL 750.301 et seq., MSA 28.533 et seq.

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**Sec. 395.04. Penalties.**

Unless otherwise provided, a person who violates or fails to comply with any of the provisions of Article 4 is guilty of a misdemeanor and shall be fined not more than \$500.00 or imprisoned not more than 90 days, or both, for each offense.

**ARTICLE 5. OFFENSES INVOLVING ADMINISTRATION OF GOVERNMENT****Sec. 395.750.217. Obstruction by disguise or false information.**

- (a) Any person who in any manner disguises themselves, or provides a false or fictitious name or other false information to a police officer or ordinance enforcement officer, with intent to obstruct the officer in the performance of his or her duty, whether such intent be affected or not, shall be guilty of a misdemeanor.

State law reference(s)—False report on crime, MCL 750.411a, MSA 28.643(1); Disguising with intent to intimidate, MCL 750.217.

**Sec. 395.750.479. Resisting or obstructing public officers.**

No person shall:

- (1) Knowingly and willfully obstruct, resist or oppose any police officer or person duly authorized, in serving or attempting to serve or execute any process, rule or order made or issued by any lawful authority.
- (2) Knowingly and willfully resist any police officer or duly authorized employee of the Township in the execution of any ordinance, by law, or rule, order or resolution made, issued or passed by the board.
- (3) Knowingly and willfully obstruct, resist, oppose, assault, beat or wound any police officer or other peace officer or any other person authorized by law or Township ordinance to maintain and preserve the peace, or to enforce Township ordinances, in their lawful acts, attempts and efforts to maintain, preserve and keep the peace, or to enforce the Township ordinances.

State law reference(s)—Obstruction of police officer, MCL 750.479, MSA 28.747.

**Sec. 395.750.215. Impersonating police officer or township official.**

No person shall wear, exhibit, display or use, for any purpose, the uniform, apparel, badge, identification card or any other insignia of office substantially identical to that prescribed by the police department, fire department or any other department of the township, unless he is a member of the department. However, this section shall not apply to any persons who are engaged in a recognized theatrical program.

State law reference(s)—False personation of officers, MCL 750.215, MSA 28.412.

**Sec. 395.05. Penalties.**

Unless otherwise provided, a person who violates or fails to comply with any of the provisions of Article 5 is guilty of a misdemeanor and shall be fined not more than \$500.00 or imprisoned not more than 90 days, or both, for each offense.

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## ***ARTICLE 6. OFFENSES INVOLVING UNDERAGE PERSONS***

### **Sec. 395.750.145. Contributing to the delinquency of a minor.**

No person shall knowingly transport a minor person to a place where prostitution, gambling or any illegal, indecent, immoral or depraved act is practiced, encouraged or allowed.

State law reference(s)—Contributing to delinquency of a minor, MCL 750.145, MSA 28.340

### **Sec. 395.750.136b. Leaving children unattended.**

1. A person shall not knowingly or intentionally commit an act or an omission of an act, that under the circumstances posed an unreasonable risk of harm or injury to a minor child. Actual injury is not necessary. It is not a crime to discipline a child. A parent [or guardian, or any person otherwise allowed by law or authorized by the parent or guardian] may use force to discipline a child. But this does not mean that any amount of force may be used. Such force must be reasonable.

State law reference(s) - Leaving children unattended in a vehicle, MCL 750.135a; Child abuse, MCL 136b.

### **Sec. 395.500. Unlawful entertainment in places licensed to sell alcoholic beverages.**

No person licensed to sell alcoholic beverages by the state liquor control commission shall permit a person under 18 years of age to dance, perform monologues or pantomimes or engage in any type of bodily exhibit, contortion or display in his establishment.

State law reference(s)—Employment of underage persons in premises licensed to sell, manufacture, etc., alcohol, MCL 409.115, MSA 17.731(15).

### **Sec. 395.06 Penalties.**

Unless otherwise provided, a person who violates or fails to comply with any of the provisions of Article 6 is guilty of a misdemeanor and shall be fined not more than \$500.00 or imprisoned not more than 90 days, or both, for each offense.

## ***ARTICLE 7. Minor In Possession of Alcohol.***

### **Sec. 395.436.1703. Purchase, consumption, or possession of alcoholic liquor by minor; attempt; violation; fines; sanctions; furnishing fraudulent identification to minor; chemical breath analysis; notice to parent, custodian, or guardian; construction of ordinance; exceptions.**

- (a) A person less than 21 years of age ("minor") shall not purchase or attempt to purchase alcoholic liquor, consume or attempt to consume alcoholic liquor, possess or attempt to possess alcoholic liquor, or have any bodily alcohol content, except as provided in this section.
- (1) minor shall pay a fine of not more than \$100.00; may be ordered to participate in substance abuse prevention services or substance abuse treatment and rehabilitation services as defined in section 6107 of the Public Health Code, 1978 PA 368, MCL 333.6107, or its future amendments, and designated by the administrator of substance abuse services; and may be ordered to perform community service and to undergo substance abuse screening and assessment at his or her own expense as described in subsection (d) of this section.

- 
- (2) For a violation of subsection (a) of this section following a prior conviction or juvenile adjudication for a violation of subsection (a) of this section, a minor may be imprisoned for not more than 30 days but only if the minor has been found by the court to have violated an order of probation, failed to successfully complete any treatment, screening, or community service ordered by the court, or failed to pay any fine for that conviction or juvenile adjudication; may be required to pay a fine of not more than \$200.00, or both; may be ordered to participate in substance abuse prevention services or substance abuse treatment and rehabilitation services as defined in section 6107 of the Public Health Code, 1978 PA 368, MCL 333.6107, or its future amendments, and designated by the administrator of substance abuse services, to perform community service; and required to undergo substance abuse screening and assessment at his or her own expense as described in subsection (d) of this section.
- (3) For a violation of subsection (a) of this section following two or more prior convictions or juvenile adjudications for a violation of subsection (a) of this section, a minor may be imprisoned for not more than 60 days but only if the minor has been found by the court to have violated an order of probation, failed to successfully complete any treatment, screening, or community service ordered by the court, or failed to pay any fine for that conviction or juvenile adjudication; may be required to pay a fine of not more than \$500.00, or both, and may be ordered to participate in substance abuse prevention services or substance abuse treatment and rehabilitation services as defined in section 6107 of the Public Health Code, 1978 PA 368, MCL 333.6107, or its future amendments, and designated by the administrator of substance abuse services, to perform community service; and required to undergo substance abuse screening and assessment at his or her own expense as described in subsection (d) of this section.
- (b) A person who furnishes fraudulent identification to a minor, or notwithstanding subsection (a) of this section, a minor who uses fraudulent identification to purchase alcoholic liquor, is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$100.00, or both.
- (c) When a minor who has not previously been convicted of or received a juvenile adjudication for a violation of subsection (a) of this section pleads guilty to a violation of subsection (a) of this section or offers a plea of admission in a juvenile delinquency proceeding for a violation of subsection (a) of this section, the court, without entering a judgment of guilt in a criminal proceeding or a determination in a juvenile delinquency proceeding that the juvenile has committed the offense and with the consent of the accused, may defer further proceedings and place the individual on probation upon terms and conditions that include, but are not limited to, the sanctions set forth in subsection (a)(1) of this section, payment of the costs including minimum state cost as provided for in section 18m of chapter XIIA of the Probate Code of 1939, 1939 PA 288, MCL 712A.18m, or its future amendments, and section 1j of chapter IX of the Code of Criminal Procedure, 1927 PA 175, MCL 769.1j, or its future amendments, and the costs of probation as prescribed in section 3 of chapter XI of the Code of Criminal Procedure, 1927 PA 175, MCL 771.3 or its future amendments. Upon violation of a term or condition of probation or upon a finding that the individual is utilizing this subsection in another court, the court may enter an adjudication of guilt, or a determination in a juvenile delinquency proceeding that the individual has committed the offense, and proceed as otherwise provided by law. Upon fulfillment of the terms and conditions of probation, the court shall discharge the individual and dismiss the proceedings. Discharge and dismissal under this Section shall be without adjudication of guilt or without a determination in a juvenile delinquency proceeding that the individual has committed the offense and is not a conviction or juvenile adjudication for purposes of this Section or for purposes of disqualifications or disabilities imposed by law upon conviction of a crime, including the additional penalties imposed for second or subsequent convictions or juvenile adjudications under subsection (a)(2) and (3) of this section. There may be only one discharge or dismissal under this subsection as to an individual. The court shall maintain a nonpublic record of the matter while proceedings are deferred and the individual is on probation under this subsection. The secretary of state shall retain a nonpublic record of a plea and of the discharge and dismissal under this subsection. This record shall be furnished to any of the following:
- (1) To a court, prosecutor, or police agency upon request for the purpose of determining if an individual has already utilized this subsection.

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- (2) To the department of corrections, a prosecutor, or a law enforcement agency, upon the department's, a prosecutor's, or a law enforcement agency's request, subject to all of the following conditions:
- a. At the time of the request, the individual is an employee of the department of corrections, the prosecutor, or the law enforcement agency, or an applicant for employment with the department of corrections, the prosecutor, or the law enforcement agency.
  - b. The record is used by the department of corrections, the prosecutor, or the law enforcement agency only to determine whether an employee has violated his or her conditions of employment or whether an applicant meets criteria for employment.
- (d) The court may order the person convicted of violating subsection (a) of this section to undergo screening and assessment by a person or agency as designated by the substance abuse coordinating agency as defined in section 6103 of the Public Health Code, 1978 PA 368, MCL 333.6103, or its future amendments, in order to determine whether the person is likely to benefit from rehabilitative services, including alcohol or drug education and alcohol or drug treatment programs.
- (e) The secretary of state shall suspend the operator's or chauffeur's license of an individual convicted of violating subsection (a) or (b) of this section as provided in section 319 of the Michigan Vehicle Code, 1949 PA 300, MCL 257.319 or its future amendments.
- (f) A peace officer who has reasonable cause to believe a minor has consumed alcoholic liquor or has any bodily alcohol content may require the person to submit to a preliminary chemical breath analysis. A peace officer may arrest a person based in whole or in part upon the results of a preliminary chemical breath analysis. The results of a preliminary chemical breath analysis or other acceptable blood alcohol test are admissible in a criminal prosecution to determine whether the minor has consumed or possessed alcoholic liquor or had any bodily alcohol content. A minor who refuses to submit to a preliminary chemical breath test analysis as required in this subsection is responsible for a civil infraction and may be ordered to pay a civil fine of not more than \$100.00.
- (g) A law enforcement agency, upon determining that a person less than 18 years of age who is not emancipated under 1968 PA 293, MCL 722.1 to 722.6, or its future amendments, allegedly consumed, possessed, purchased alcoholic liquor, attempted to consume, possess, or purchase alcoholic liquor, or had any bodily alcohol content in violation of subsection (a) of this section shall notify the parent or parents, custodian, or guardian of the person as to the nature of the violation if the name of a parent, guardian, or custodian is reasonably ascertainable by the law enforcement agency. The notice required by this subsection shall be made not later than 48 hours after the law enforcement agency determines that the person who allegedly violated subsection (a) of this section is less than 18 years of age and not emancipated under 1968 PA 293, MCL 722.1 to 722.6 or its future amendments. The notice may be made by any means reasonably calculated to give prompt actual notice including, but not limited to, notice in person, by telephone, or by first class mail. If an individual less than 17 years of age is incarcerated for violating subsection (a) of this section, his or her parents or legal guardian shall be notified immediately as provided in this subsection.
- (h) This section does not prohibit a minor from possessing alcoholic liquor during regular working hours and in the course of his or her employment if employed by a person licensed by the Michigan Liquor Control Code, 1998 PA 58; MCL 436.1113, et seq. or its future amendments, by the commission, or by an agent of the commission, if the alcoholic liquor is not possessed for his or her personal consumption.
- (i) This section does not limit the civil or criminal liability of the vendor or the vendor's clerk, servant, agent, or employee for a violation of the Michigan Liquor Control Code, 1998 PA 58; MCL 436.1113, et seq. or its future amendments.
- (j) The consumption of alcoholic liquor by a minor who is enrolled in a course offered by an accredited postsecondary educational institution in an academic building of the institution under the supervision of a faculty member is not prohibited by this section if the purpose of the consumption is solely educational and is a requirement of the course.

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- (k) The consumption by a minor of sacramental wine in connection with religious services at a church, synagogue, or temple is not prohibited by this section.
  - (l) Subsection (a) of this section does not apply to a minor who participates in either or both of the following:
    - (1) An undercover operation in which the minor purchases or receives alcoholic liquor under the direction of the person's employer and with the prior approval of the local prosecutor's office as part of an employer-sponsored internal enforcement action.
    - (2) An undercover operation in which the minor purchases or receives alcoholic liquor under the direction of the state police, the commission, or a local police agency as part of an enforcement action unless the initial or contemporaneous purchase or receipt of alcoholic liquor by the minor was not under the direction of the state police, the commission, or the local police agency and was not part of the undercover operation.
  - (m) The state police, the commission, or a local police agency shall not recruit or attempt to recruit a minor for participation in an undercover operation at the scene of a violation of subsection (a) of this section, MCL 436.1801(2), or its future amendments, or MCL 436.1701(1) or its future amendments.
  - (n) In a criminal prosecution for the violation of subsection (a) of this section concerning a minor having any bodily alcohol content, it is an affirmative defense that the minor consumed the alcoholic liquor in a venue or location where that consumption is legal.
  - (o) As used in this section, "any bodily alcohol content" means either of the following:
    - (1) An alcohol content of 0.02 grams or more per 100 milliliters of blood, per 210 liters of breath, or per 67 milliliters of urine.
    - (2) Any presence of alcohol within a person's body resulting from the consumption of alcoholic liquor, other than consumption of alcoholic liquor as a part of a generally recognized religious service or ceremony.

State law reference(s)—MCL 436.1703.

### **Sec. 395.07 Penalties.**

Unless otherwise provided, a person who violates or fails to comply with any of the provisions of Article 7 is guilty of a municipal civil infraction and shall be fined not more than \$100.00 for each offense.

## SECTION 2 EFFECTIVE DATE AND REPEAL

This Code of Misdemeanor Criminal Ordinances is effective June 30, 2023. The Township's Litter Ordinance has been codified herein and will be retained in both the Code of Misdemeanor Criminal Ordinances and the Township's General Ordinances to allow enforcement by the Ordinance Enforcement Officer.

CHARTER TOWNSHIP OF KALAMAZOO  
Lisa Moaiery, Clerk  
1720 Riverview Drive  
Kalamazoo, MI 49004  
269-381-8080  
[www.ktwp.org](http://www.ktwp.org)  
[clerk@ktwp.org](mailto:clerk@ktwp.org)



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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9C 06122023

FOR MEETING DATE: June 12, 2023

SUBJECT: Ordinance #634 Amending Zoning Ordinance to eliminate fencing provisions for marijuana

REQUESTING DEPARTMENT: Planning/Zoning

**SUGGESTED MOTION:**

Adopt Ordinance No. 634, amending the Medical and Adult Use Marijuana provisions of the Township Zoning Ordinance to eliminate the fencing and screening requirements.

Financing Cost: \$0

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

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

**Other comments or notes:**

This Ordinance amends the Adult Use and Medical Marijuana provisions of the zoning ordinance by eliminating the fence provisions for such uses because these are no longer required by the State of Michigan Cannabis Regulatory Agency's administrative rules.

Submitted by: Planning Commission

**Manager's Recommendation:**

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

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



**KALAMAZOO CHARTER TOWNSHIP**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDINANCE NO. 634**

**ADOPTED: June 12, 2023**

**EFFECTIVE: \_\_\_\_\_**

**AMENDMENT TO KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE**

An Ordinance to amend the Site Development Regulations related to marijuana facilities and establishments by the elimination of required fencing in order to comply with current state regulations regarding such uses; to provide an effective date; and to repeal all ordinances or parts of ordinances in conflict herewith.

**THE CHARTER TOWNSHIP OF KALAMAZOO**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDAINS:**

**SECTION I**

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

- A. Article 8 "Site Development Standards", Section 8.02 "Scope of Requirements" Subsection VV. "Marijuana Grow, Marijuana Processor, Marijuana Provisioning Center, Marijuana Secure Transporter, and Marijuana Safety Compliance Facility" Subsection 2 "Marijuana Growers" Subsection h. "Fencing and Screening" is hereby amended to read as follows:

"Fencing and screening shall not be required."

- B. Article 8 "Site Development Standards", Section 8.02 "Scope of Requirements" Subsection VV. "Marijuana Grow, Marijuana Processor, Marijuana Provisioning Center, Marijuana Secure Transporter, and Marijuana Safety Compliance Facility" Subsection 3 "Marijuana Processors", Subsection h "Fencing and Screening" is hereby amended to read as follows:

"Fencing and screening shall not be required."

- C. Article 8 "Site Development Standards", Section 8.02 "Scope of Requirements" Subsection VV. "Marijuana Grow, Marijuana Processor, Marijuana Provisioning Center, Marijuana Secure

Transporter, and Marijuana Safety Compliance Facility” Subsection 4 “Marijuana Provisioning Center” Subsection j “Fencing and Screening” is hereby amended to read:

“Fencing and screening shall not be required.”

- D. Article 8 “Site Development Standards”, Section 8.02 “Scope of Requirements” Subsection VV. “Marijuana Grower, Marijuana Processor, Marijuana Provisioning Center, Marijuana Secure Transporter, and Marijuana Safety Compliance Facility” Subsection 5 “Marijuana Safety Compliance Facilities” Subsection j “Fencing and Screening” is hereby amended to read:

“Fencing and screening shall not be required.”

- E. Article 8 “Site Development Standards”, Section 8.02 “Scope of Requirements” Subsection VV. “Marijuana Grow, Marijuana Processor, Marijuana Provisioning Center, Marijuana Secure Transporter, and Marijuana Safety Compliance Facility” Subsection 6 “Marijuana Secure Transporters” Subsection h “Fencing and Screening” is hereby amended to read:

“Fencing and screening shall not be required.”

- F. Article 8 “Site Development Standards”, Section 8.02 “Scope of Requirements” Subsection WW. “Adult Use Marijuana Retailer and/or Grower, Processor, Transporter, Testing Facility, and/or Microbusiness” Subsection 3. “Adult Use Marijuana Retailer” Subsection j “Fencing and Screening” is hereby amended to read:

“Fencing and screening shall not be required.”

- G. Article 8 “Site Development Standards”, Section 8.02 “Scope of Requirements” Subsection WW. “Adult Use Marijuana Retailer and/or Grower, Processor, Transporter, Testing Facility, and/or Microbusiness” Subsection 4. “Adult Use Marijuana Grower, Processor, Transporter, and/or Testing Facility” Subsection k “fencing and screening” is hereby amended to read:

“Fencing and screening shall not be required, excepting that all outdoor grows, including greenhouses shall be screened from view from adjacent properties and public rights-of-way.”

- H. Article 8 “Site Development Standards”, Section 8.02 “Scope of Requirements” Subsection WW. “Adult Use Marijuana Retailer and/or Grower, Processor, Transporter, Testing Facility, and/or Microbusiness” Subsection 3. “Adult Use Marijuana Microbusiness” Subsection j “Fencing and Screening” is hereby amended to read:

“Fencing and screening shall not be required.”

- I. Article 8 “Site Development Standards”, Section 8.02 “Scope of Requirements” Subsection XX. “Adult Use Marijuana Special Licenses”, Subsection 3 “Adult Use Marijuana Excess Grower License” Subsection j “Fencing and Screening” is hereby amended to read:

“Fencing and screening shall not be required.”

**SECTION 2**  
**EFFECTIVE DATE AND REPEAL**

This ordinance shall take on the eighth day following proper publication of notice of its adoption in accordance with and subject to Michigan Public Act 110 of 2006. All parts of ordinances in conflict herewith are hereby repealed.

**KALAMAZOO CHARTER TOWNSHIP**

Lisa Moaiery, Township Clerk

1720 Riverview Drive

Kalamazoo, MI 49004

269-381-8080

[www.ktwp.org](http://www.ktwp.org)



## Agenda Item Request Form

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**Meeting Date:** 06/12/23

**Agenda Item No.:** 9D 06122023

**Subject:** ARPA (American Rescue Plan Act) Committee recommendation

**Requesting Department:**

**Suggested Motion:** Move the board instruct the ARPA Committee to wrap up and convey its recommendations related to the use of ARPA funds to the Board of Trustees, via the Township Supervisor, by June 30, 2023, in order for the committee's recommendation to be considered as part of a larger discussion concerning the board's intentions for the use of ARPA funds during the board's 7/5/23 Work Session.

**Financing Costs:** \$ NA

Source (i.e. General Fund, Grant, Other): NA

Are funds currently budgeted (Yes or No)? NA

**Other comments or notes:** Kalamazoo Township received approximately \$2,100,000 (before interest) in ARPA funds, which require they be "obligated" by 12/31/24. The Board of Trustees approved the creation of an ARPA Committee on 3/13/2023, without defining the committee's charge. The full board has yet to discuss an overview of the use of ARPA funds.

In response to individual requests, the Board has currently approved the use of \$513,715 (~25%) of ARPA funds for the following uses:

Parks & Recreation – total \$181,915

- Rebuild aged Grand Prairie Golf Course parking lot (approved 6/27/22), \$94,200
- Rebuild aged Stroud Family Park courts (approved 6/27/22), \$87,715

Building Improvements Fund – total \$75,000

- Transfer \$75,000 from ARPA Fund for Network and server upgrade (approved 8/8/22)

Fire Dept. – total \$31,800

- Replace Northwood Fire Station garage roof, \$6,750 (approved 5/22/23)
- Replace fans with battery-powered fans, \$25,050 (approved 5/22/23)

Police Dept. – total \$225,000

- Implement Canine Unit, \$150,000 (approved 5/22/23)
- Create Recruitment Incentives to attract police officers, \$75,000 (approved 5/22/23)

**Submitted by:** Trustee Leuty

**Manager's Recommendation (Yes or No):**

# Kalamazoo Township Citizen Engagement & Priority Survey

A report of the survey subcommittee

**Cobalt Community Research** supporting decisions | inspiring ideas

**Kalamazoo Township**

## Township Citizen Engagement and Priority Survey

Thank you for your participation in this Citizen Engagement and Priority Survey. Your answers will remain completely confidential - your name will not be shared.

### Township Quality of Life

1. First, think about your Township's fire and emergency medical services on the scale of 1 to 10, where 1 means "Poor" and 10 means "Excellent." If you are not sure or have no opinion, please write "N/A" in the space provided.

	Poor	1	2	3	4	5
Fire coverage for the community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Response time to fires	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Response time to medical emergencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Please rate the transportation infrastructure in your Township:

	Poor	1	2	3	4	5
Public transportation options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street maintenance/repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accommodation for bicycle and foot traffic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Which of the following utility services do you use? (Select all that apply.)

☐ Municipal water ☐ Municipal sewer ☐ Private well

- Four townships using similar surveys.
- 1500 randomly selected, registered voters in Kalamazoo Township in October 2013.
- Two mailings.
- Cobalt compiled the survey data in November 2013.

# Analyze results

- Excellent participation

353 responses, which insures a solid, 95% confidence level with a +/- 5.2 % margin of error.

- Wide variety of demographic variables and distribution

gender age income education apartment, condo, or house  
precinct & years of residency  
neighborhood



# Analyze results: *Key Findings*

- Respondents are **generally satisfied** with Kalamazoo Township government.
- Kalamazoo Township overall American Consumer Satisfaction Index (ACSI) score = 72
  - Good score compared to:
    - Michigan Local Governments (population 10,001 - 25,000) = 64
    - Michigan Local Governments (in general) = 60
    - Michigan County Governments = 56
    - Michigan State Government = 45

# Analyze results: *Key Findings*

FUTURE DRIVERS OF SATISFACTION: Areas where the township can have the greatest impact on raising citizen's overall satisfaction by prioritize investments to drive positive changes in citizen's perceptions.

## **Township Government Management**

- Hours of operation (7.6)
- Well trained employees (7.4)
- Efficient & organized operation (7.2)
- Leaders are trustworthy (7.1)
- Website meets needs (7.0)
- Communication with public (6.8)
- Encourages citizen ideas & involvement (6.5)
- Wisely spent money (6.4)

## **Economic Health**

- Stability of property values (6.9)
- Affordability of housing (6.8)

## **Property Taxes**

- Amount/quality of services for taxes paid (6.9)
- Fairness of property appraisals (6.8)

## **Police Services**

- Respectful treatment of citizens (8.2)
- Fair & equitable enforcement (8.0)
- Response time for service (7.8)
- Safety education (7.7)

Scale = 1 to 10, with 10 being the highest possible score.



# Analyze results: *Key Findings*

Citizens are concerned about the stability of property values and blight.

- Blight

41% support maintaining

+ 55% support increasing restrictions

96%

- Grass & noxious weeds

47% support maintaining

+ 47% support increasing restrictions

94%





## Analyze results: *Key Findings*

Most residents support maintaining or increasing restrictions on:

- Noise – 95%
- Open burning – 89%

# Analyze results: *Key Findings*

- Residents are most impressed with:

- fire & emergency medical services
- recycling
- police services



- and least impressed with:

- state of street maintenance/repair
- accommodations for bicycles and foot traffic





## Analyze results: *Key Findings*

From a pool of 18 services, respondents prioritized the following seven services for funding:

- Road maintenance (favored by 77% of respondents).
- Law enforcement (72%).
- Fire response (63%).
- Emergency medical response (58%).
- Economic development (41%).
- Sidewalk repair (39%).
- Adding bike/walk paths (36%).



# Analyze results: *Key Findings*

Assuming a scenario in which funds are not available to maintain the current level of township services, citizens **support raising taxes to fund:**

- **law enforcement** (60% support)
- **fire services** (60% support)
- **road maintenance** (51% support)
- **emergency medical response** (49% support)



# Analyze results: *Key Findings*

## Recreation Facilities/Programming & Parks

- Relatively little support exists for raising taxes.
- Respondents prefer raising user fees, reducing services, or privatizing services.

# Initiatives

## I. Close perception gaps related to:

- wisely spend money
- encouraging citizen ideas & involvement
- communicating with public
- affordability of housing
- fairness of property appraisals
- stability of property values
- amount/quality of services for taxes paid
- building a sense of community identity

Good results, with on-going work needed.





# Initiatives

## 2. Explore potential for additional funding for road maintenance & repair

**BIG RESULTS, with on-going work needed:**

- Voters approved a \$10 million Road Bond.
- PASER rating significantly improved.
- Continue to protect road investment with maintenance because the cost to
  - replace a poor road: \$250,000/mile
  - upgrade a fair road: \$80,000/mile





# Initiatives

## 3. Develop a strategy to reduce blight & related code enforcement issues

Beginning results, with more progress needed:

- In early 2020, Enforcement Officer Rob McCain and TKPD initiated improvements to manage enforcement of unused vehicles and weeds/long grass.
- On 9/21/20, the Board discussed charging the Township Manager with specific goals for 2021. For one goal, Clerk Miller recommended developing a more complete strategy for addressing blight and code enforcement issues.



# Initiatives

## 4. Promote non-motorized transportation

**BIG RESULTS, with on-going progress needed:**

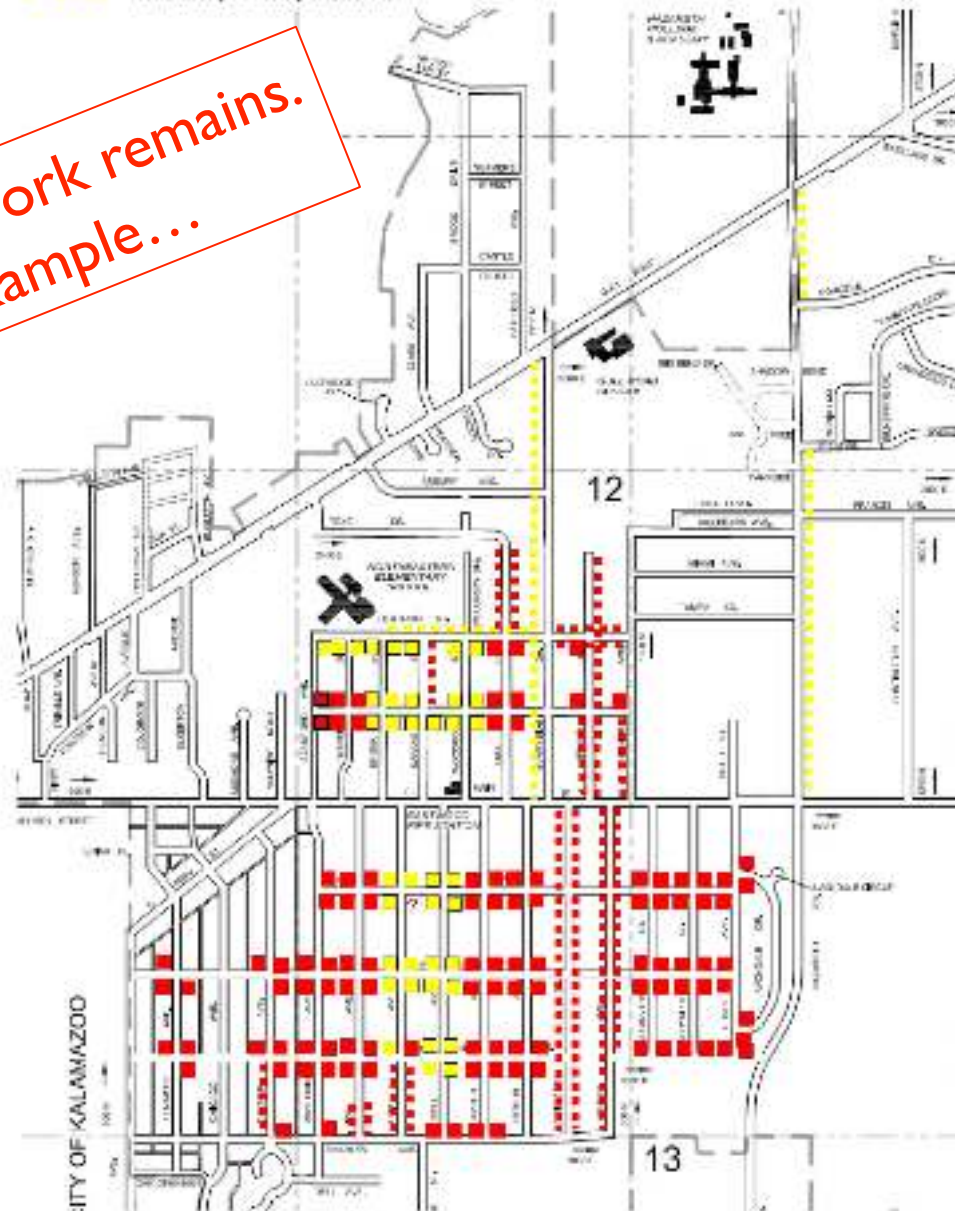
- Adopted a Complete Streets Resolution
- Developed a Non-motorized Transportation Master Plan, focused on:
  - Safe Routes to Schools
  - Completing existing infrastructure such as repair sidewalk slabs and “orphaned corners”
  - Connecting neighborhoods to the Kalamazoo River Valley Trailway
  - New sidewalks and bicycle routes for high-traffic areas



Portion of Eastwood Neighborhood (9/8/19 update)

- = orphaned sidewalk
- = orphaned sidewalk or curb corrected with ADA ramps in 2017
- = missing sidewalk
- = sidewalk, recently installed

More work remains.  
For example...





*“The survey findings will give the township  
much fodder for years of work.”*

Cobalt Community Research

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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9E 06122023**

FOR MEETING DATE: 06/12/2023

SUBJECT: Kalamazoo Township Document Scanning Project

REQUESTING DEPARTMENT: Clerk's Department

SUGGESTED MOTION: To approve the Kalamazoo Township document scanning project, which consists of: purchasing necessary hardware, software, and training. Additionally, hiring 4 temporary part-time positions to digitize approximately 500 boxes of township documents currently in off-site storage.

Financing Cost: Not to exceed \$250,000

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

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

Submitted by: Clerk Moaiery and Supervisor Martin

**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 WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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

This agenda item is for scanning the ~500 cases of paper files stored at Abraxas. The scanning estimates are calculated with the total number of files estimated from Abraxas.

The following items are out of the scope for this agenda:

- Files located in the township and police department
- Microfiche
- VHS tapes
- Oversized documents (greater than 8.5 inches wide).

### **History**

The following statements of work estimates dated September 29, 2021, were submitted and approved between October 11, 2021, and December 13, 2021:

- Processing and scanning services for archived blueprints for \$15,180
- Processing and scanning services for approximately 500 boxes of files for \$67,612.50
- Utilizing OnBase External Access Client, no final cost was listed

KTWP's original understanding was that after scanning was completed, the data would be moved to the township's data center. Abraxas thought the data would be stored electronically through their OnBase cloud storage. KTWP purchased servers and discs (Agenda Item No. 01242022E) to move the data on-premises.

On April 12, 2023, the scanning with Abraxas was placed on hold except for the blueprints. Eight of the 500 boxes had not been indexed, and the scanning process had not started. As of May 30, 2023, Abraxas had started scanning the last box of blueprints.

### **Scanning On-Premises with Laserfiche**

Laserfiche is installed at KTWP, and we currently pay \$2733 annually for maintenance and support. A report regarding Laserfiche is attached. The chart below lists the hardware, software, and training needed.

Hardware Software & Training			
Hardware & Software	Each	Quantity	Totals
Desktop	\$ 1,059.50	4	\$ 4,238.00
Monitor	\$ 250.00	8	\$ 2,000.00
Scanner	\$ 1,065.12	4	\$ 4,260.48
Laserfiche Licenses	\$ 1,050.00	4	\$ 4,200.00
Hardware & Software Subtotal			\$ 14,698.48
<b>Laserfiche Training via Zoom (can be recorded and reused)</b>			
Administrative per hour	\$ 175.00	4	\$ 700.00
End User per hour	\$ 175.00	3	\$ 525.00
Training Subtotal			\$ 1,225.00
<b>Grand Total</b>			<b>\$15,923.48</b>

Four part-time, temporary employees will be needed to complete the task on-premises. A job description that the PAC has reviewed is attached.

Part-time Temporary Wage Calculations					
	4 PT Total Per Hour	Hours Per Week	Total Weekly	2 Years # of Weeks	Totals
KTWP PT Temp Wages	\$ 68.00	30	\$ 2,040.00	104	\$ 212,160.00
FICA/SOCSEC 7.65%					\$ 16,230.24
Total					\$ 228,390.24
Trillium PT Temp Wages	\$ 68.00	30	\$ 2,040.00	104	\$ 212,160.00
Trillium Fee 48%					\$ 101,836.80
Total					\$ 313,996.80

### Abraxas Scanning to PDF Estimate

We requested an estimate from Abraxas to scan all the paper files in storage and deliver them to KTWP in PDF format.

- 500 boxes of records (not counting blueprints) page estimate
  - Banker boxes are usually 2,750 pages per box
  - Double banker boxes are usually 5,500 pages per box
    - Assuming
      - 270 banker boxes
      - 230 double banker boxes
        - Total of 2,007,500 pages
- Cost of scanning estimate
  - 2,007,500 pages at the level 3 scanning rate of \$0.17/page = \$341,275 to scan
  - OCR is \$0.02/page, estimated at \$40,150.
- Total of **\$381,425**

If additional data needs to be captured besides the document title, a CSV could be provided with the scanned images. The number of fields captured would go into the time needed, and the document coding cost varies based on requirements. An updated price sheet is attached.

The estimated turnaround time without reviewing the boxes and without defining requirements for additional data, they estimated that the scanning could be completed in December 2024 if they began on May 16, 2023. The completion date will change based on the scanning start date and other work in process at Abraxas when the scanning is approved.

### OnBase Installed On Premises

An OnBase overview is attached. Two tier-types were discussed:

- Essential – basic scan & retrieve

- Workflow – departmentalized forms that can be used on the intranet or internet (an example we discussed was dog license applications).

OnBase can be licensed per ID - individual user or Concurrent – shared per workstation.

#### Pricing

Server software is included in the price. There is a minimum of 25 users with a three (3) year contract minimum.

<b>OnBase</b>	<b>Annually</b>	<b>Support (10%)</b>	<b>Annual Total</b>
Scan & Retrieve 25 Named Licenses	\$15,750	\$1,575	\$17,325
Scan & Retrieve 75 Named Licenses	\$42,000	\$4,200	\$46,200
Administrator Training per person			\$3,300
User Training per person (includes workflow)			\$3,300
Professional Services for Implementation			\$100,000
Workflow 25 Named Licenses	\$21,000	\$2,100	\$23,100
Workflow 75 Named Licenses	\$57,750	\$5,775	\$63,525



## LASERFICHE REPORT

During a meeting with Bryan Fatka, Solutions Account Executive from ICC Community Development Solutions, our Laserfiche service provider, we discussed security, licensing, scanning options, training and service work, and other options/add-ons available.

### SECURITY

If Laserfiche is deployed correctly, it is Department of Defense (DOD) level secure. Laserfiche is compliant with Service Organization Control Type 2 (SOC 2) and Health Insurance Portability and Accountability Act (HIPAA). For Criminal Justice Information Services (CJIS), the software can be compliant, but it has more to do with the server setup (encryption) and physical security. Here are links regarding additional information regarding [Security](#) and [Compliance](#). Bryan, our account representative, and the support team are CJIS and Law Enforcement Information Network (LEIN) certified, and they are available with guidance regarding the server setup.

Security can be set from the folder to the file level; if users tried to access the folder/file, they would get "access denied." Another method is setting it up by the user's credentials; when a user logs in, they cannot see the folder/file, and those files would not appear in their search results. Laserfiche has several types of user, folder, and document access settings; select [Access Rights](#) for in-depth details.

Delete is a security permission that can be granted to specific people. There is another option for users to put files in the trash (like Windows), but only an Administrator can purge the data. The purge option can be explicitly set to a user's rights.

### LICENSING

Laserfiche is currently at version 11.x, and click [here](#) for version 11 changes or [here](#) for the technical version. Kalamazoo Township currently has Laserfiche Avante version 10.3. Avante is the core system with some online forms capability, and we currently have the following add-ons:

**Connector** is a tool that can integrate (on-prem and online) with BS&A.

**Standard Audit Trail** is an audit trail system.

**Forms** give the ability to create online forms but can only be used internally by Laserfiche-licensed users.

We have 16 Full user licenses. Currently, there are two types of user licenses:

**Full user** has full access, but the rights can be adjusted. The full user license with support is \$1050 per individual annually.

**Participant user** is limited to read-only access. If we add participant users, the minimum purchase is ten users but can be individually incremented after ten. The cost is \$110 per user annually, with a minimum of \$1,100 annually.

Avante will not be sold after the end of this year, but it will be supported for at least another six to seven years. The licensing will be moving to a new model, which is the same software, but the licensing will be a subscription license, software as a service model. There are two levels, one starts with ten users, and the second starts with 25 users. An example Bryan gave with the 25-user level, we would get 25 full users and basically every Laserfiche tool.

Bryan gave another example for subscription pricing, “based on your population there is a special package that Laserfiche offers. It’s still on-premise, but you basically get every tool available (Laserfiche server, web client, Workflow, Forms, Public Forms, Public Portal, Quick Fields, Connector, Import Agent, Records Management Module and more). You also get 150 full users and the cost is \$25,750 per year. It’s a pretty incredible deal for that many users. . .without the pricing for a municipality under 25,000 population it would cost around \$97,000 per year regular cost.”

## **SCANNING OPTIONS**

We discussed documents that were incorrectly scanned, which makes it so they are not searchable. If the document was scanned clearly, we can correct the documents with the optical character recognition (OCR) setting. There are two methods we can use:

1. Work with ICC Community Development Solutions to create a project with workflows and some automation that could be built to search, find everything that does not have a text layer, and perform the OCR work on it.
2. We can search for files that do not have the text level set. Once identified, we can generate searchable text, but if we perform this on too many files, we must be mindful of when the task is performed because it is a server-intensive process.

I emailed Bryan regarding media files that can be stored in Laserfiche. He stated, “Laserfiche can store any digital file type. The image files are viewable within Laserfiche (TIFF, PDF, JPG, etc.) and other types can be downloaded to view in their native program. When it comes to video, a couple of everyday file types are viewable within the Laserfiche browser, such as MP4, but a lot of surveillance footage uses proprietary codecs, so you need those to play them on some form of windows player/viewer.”

## **TRAINING AND SERVICE WORK**

Hourly rates:

- \$175 basic online/Zoom training Note: We can record the session for future training purposes.
- \$195 for Laserfiche Forms and Workflow development service work
- \$210 for full custom integration development service work

Onsite training is \$2,200 per day with a two-day minimum, including 8 hours each day and all travel expenses.

## **OTHER OPTIONS/ADD-ONS AVAILABLE WITH LASERFICHE**

**Forms Portal** is the forms portal where the general public can fill out and submit forms, which would be sent to the proper department. The license for the Avante model is \$9,595 for the first year and \$1,600 per year starting year two. This is included in the site license example.

Bryan gave a FOIA example. We can also perform any redactions right in Laserfiche.

**Quick Fields** is a batch capture system. The new site license model would have ten instances or you can purchase them for the Avante model ala carte.

**Customized Forms** We can work with ICC Community Development Solutions to create customized public forms in Laserfiche.

Bryan gave an example of ICC Community Development Solutions creating a customized cannabis application permit process for the City of Kalamazoo and Lansing as well as countless other forms for Michigan communities (Food Truck Permits, Pet Licenses, Employment Applications, Well/Septic Inspection Requests, Citizen Request Form/311, and more).

## **JOB DESCRIPTION**

**TITLE: DOCUMENT SCANNER (TEMPORARY THROUGH \_\_\_\_\_)**

### **Nature of Work**

Under the supervision of the Document Manager, The Document Scanner produces and files digital copies of Township documents for retention purposes.

### **Flexible Work Schedule**

(with approval during Township hours):

**30 hours** per week,  
Perfect for Internships

Township Hall hours:  
8 a.m. – 5 p.m. Monday – Thursday  
8 a.m. – 2 p.m. Friday

### **Pay Rate: \$16-17 / hour**

If the hired candidate wants this experience to count toward an internship, Township staff will work with the candidate's institution and complete the paperwork to host an intern.

### **Essential Job Functions:**

- Prepare and scan various documents for electronic retention purposes;
- Verify scanner settings for optimum performance and proper resolution of documents;
- Process and organize scanned documents for retention in Township's document repository;
- Ensure quality control measures are implemented throughout the scanning process; and
- Other duties as assigned.

*The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.*

### **Employment Qualifications**

#### **Education:**

Graduation from high school or GED.

#### **Experience:**

Experience with Windows 10 Pro, Microsoft Office 365, and scanning equipment.

**Knowledge, Skills, and Abilities:**

Knowledge of various types of filing and methodologies is a plus. Coursework and/or document management or imaging program training is a plus. Ability to exercise independent judgment and carry out assignments requiring organization of materials. Ability to communicate effectively, orally and in writing. Ability to perform work thoroughly and conscientiously with attention to detail, identify problems and make well-informed and objective decisions, determine the accuracy and relevance of information, and use sound judgment. Adapts to change in the work environment and manages competing demands. Ability to create a friendly work environment. Ability to interpret and apply work-related rules, regulations, laws, and procedures.

*The qualifications listed above are guidelines. Other combinations of education and experience which could provide the necessary knowledge, skills, and abilities to perform the job should be considered.*

**Physical Demands and Working Conditions:**

While performing the duties of this job, the employee is required to sit, stand, bend, walk, kneel, and lift and/or move items of moderate weight.

*The physical demands and work environment characteristics listed above represent those an employee encounters while performing the essential conditions of the job. These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.*

*For purposes of Employment Standards, this classification is "Non-Exempt" from the overtime provisions of the Fair Labor Standards Act.*

**Team Support Services, LLC, dba Abraxas - Standard Price Sheet Effective 01JUL2023**

Item	Description	Rates
01 - New Account Setup Fee		\$1,000/account
02 - Minimum Service Fee		\$500/account/year
03 - Destruction Minimum		\$250.00
After Hours Service	After hours service	\$200/hour
Box Intake	Initial Setup and Receipt Into Storage	\$2.50/box
Box Pulls	Box Pulls from inventory for review and/or shipment - (per box)	\$2/box
Box Storage - Paper	Box Storage (paper)	\$0.45/box/month
Box Storage - Specialized	Box Storage - Specialized	Call for Quote
Boxing and Re-boxing	Boxing and Re-boxing	\$3/box+lid + \$35/hour
Coding (Electronic)	Coding of metadata to electronic documents (per hour)	\$60/hour
Compliance Support	Abraxas site walk-throughs, audits, etc.	\$100/hour
Data Culling	Data culling, including setup	\$240/hour
Data Prep and Exports	Data prep, metadata overlays, data and file exports	\$60/hour
Destruction of Biologic/Product	Destruction of Biologic (by pound)	\$250/pickup + \$3.00/lb + 10% (E&I)
Destruction of Media	Destruction of Media (by pound)	\$0.60/lb
Destruction of Paper	Destruction of Paper (by pound)	\$0.06/lb (1200+ boxes); \$0.10/lb (less than 1200 boxes)
eData Conversion to TIFF	eData Conversion to TIFF	\$0.08/page
Electronic Bate Stamping/Endorsing	Electronic Bate Stamping/Endorsing (per page)	\$0.03/page
Electronic Discovery per hour	Electronic discovery, native file text and extraction (per hour)	\$175/hour
E-Record Storage - Online	Storage and backup of electronic records on live server	\$5/GB/month
GLP Archivist Support	GLP box check in/out, other support from Archivist or designee(s)	\$100/hour
Hypertext Link/Bookmark	Hypertext Linking/Bookmarking (per hour)	\$50/hour
Indexing	Prep and indexing of physical records (per hour)	\$47.50/hour
Inventory Management Support	Inventory Management Support (per hour)	\$47.50/hour
Legal - Defendant Fact Sheet Support	Legal Defendant Fact Sheet Support	\$47.50/hour
Legal - Research Analyst Level 1	Legal Discovery Research Services Level 1 (per hour)	\$55/hour
Legal - Research Analyst Level 2	Legal Discovery Research Services Level 2 (per hour)	\$75/hour

*Confidential, not for further distribution*

# Team Support Services, LLC, dba Abraxas - Standard Price Sheet Effective 01JUL2023

Legal Support and Consulting	Legal Support and Consulting (per hour)	\$275/hour
LNB Scanning < 300 pages	Lab Notebooks with less than 300 pages	\$40/book
LNB Scanning >= 300 pages	Lab Notebooks with 300 or more pages	\$60/book
Materials Handling & Storage Services	Materials Handling & Storage Services	User Defined
Media Conversion & Mastering (non-film/fiche)	Converting various media to digital format	\$45/hour
Media & Controlled Storage	Media & Controlled Storage (i.e. EAR Regulated)	\$0.75/box/month
Microfiche/Microfilm Setup, Conversion & QC	Microfiche/Microfilm Conversion (Includes 100% QC)	\$80/roll duplication \$45/hour research/ scanning of individual images
Mobile Records Collection	Mobile Records Collection	Regional: \$100/hour Domestic: \$175/hour Internat'l: \$250/hour
NSF Bank Charges		price check
NSF/Returned Item		price check
OCR	Optical Character Recognition (OCR) (per page)	\$0.02/page
ODS Research Analyst	Research Analyst for ODS project work	\$150/box
OnBase Setup, Support and Training	Training (per hour)	\$175/hour
On-Site Record Reviews	On-Site Record Reviews days/hour	\$100-200/room/day
Pallet Storage	Pallet Storage (per month) - one barcode per pallet	\$20/pallet/month
Pallet Storage (tape)	Pallet Tape Storage - Ambient temperature	\$10/pallet/month
Pass Through Mark Up	Mark up charge for FedEx, Contract Attorney, etc.	User Defined
Pickup/Delivery	Abraxas Pickup and/or Delivery	User Defined
Portable HD	Encrypted Portable Hard Drive for data delivery	User Defined
Project Management	Project Management (per hour)	\$90/hour
Records Management Consultation	Consultation Services (incl. set up Records Management Program ; Retention Schedule; Policies & Procedures; Retention Assignment to archived records ; Records Management System Set-up/Support and Admin Services)	\$250-350/hour
Redaction Services	Redaction of Documents (per hour)	\$60/hour
Research Analyst Level 1	Research Analyst Level 1 (per hour)	\$55/hour
Research Analyst Level 2	Research Analyst Level 2 (per hour)	\$75/hour
Retention Application	Application of retention periods to records for storage	\$75/hour
Scan Customized	Document Processing varied level of servicing	User Defined
Scan large format	Oversized Scans (per scan)	\$3/scan
Scan Level 1	Processing includes document disassembly, scanning, document reassembly, 100% QC, image cleanup, data processing and export	\$0.12/page
Scan Level 2	Processing includes document disassembly, scanning, document reassembly, 100% QC, image cleanup, data processing and export	\$.14/page
Scan Level 3 & Color	Processing includes document disassembly, scanning, document reassembly, 100% QC, image cleanup, data processing and export	\$0.17/page
Scan Level 4	Processing includes document disassembly, scanning, document reassembly, 100% QC, image cleanup, data processing and export	\$47.50/hour
Secure Carrier (FedEx/UPS)	Secure Carrier FedEx/UPS Delivery	User Defined
Source Code Escrow Setup & Ingest	Source Code Escrow Setup & Ingest	\$2,000/account

**Team Support Services, LLC, dba Abraxas - Standard Price Sheet Effective 01JUL2023**

Source Code Escrow Storage	Source Code Escrow Storage	\$75.00/escrow/month
Source Code Escrow with Database Storage	Source Code Escrow with Database Storage	Call for Quote
Uncommon Item	Uncommon Item	User Defined

OnBase License Options	Description	Rates
Named License	Access to OnBase for one individual per license. License can be transferred to someone else in the customer group if named individual no longer uses.	\$890.40 first year/ \$152.85 second year \$157.44 third year \$162.16 forth year \$167.03 fifth year
Concurrent License	Access to OnBase for multiple individuals per license, only one user can log in at a time. Still requires account creation for each person that will use.	\$1,780.80 first year/ \$305.70 second year \$314.88 third year \$324.32 forth year \$334.05 fifth year
EAC License Base	Search and review access level. Only billed each month if account is used.	\$5/month
EAC License Mid	Search, review and edit access level. Only billed each month if account is used.	\$10/month
EAC License Admin	Search, review, edit and delete access level. Only billed each month if account is used. Please Do NOT offer until internal forms are in place to cover liability.	\$20/month
EAC Setup (One Time EAC build fee)		\$2,400
OnBase Setup, Support and Training		\$175/hour



# WHAT CAN YOU DO WITH ONBASE?



Hyland



# Introduction

OnBase automates your processes, manages your important business content and works with your other applications to provide users with a complete view of the right information, where and when they need it. OnBase gives you visibility into the status of processes, documents and information, and automates and supports retention requirements.

## WITH THESE BENEFITS, ONBASE:



Transforms internal processes and the customer experience — continually improving service levels to your employees, customers, patients, constituents, students, vendors and partners



Reduces operating costs by automating predictable decisions and providing useful tools to manage all surrounding tasks, activities and information



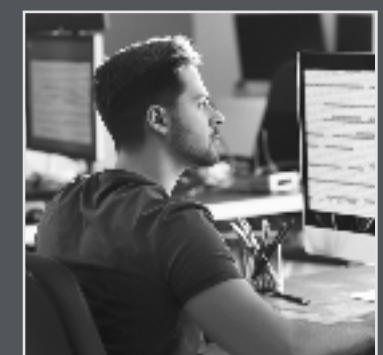
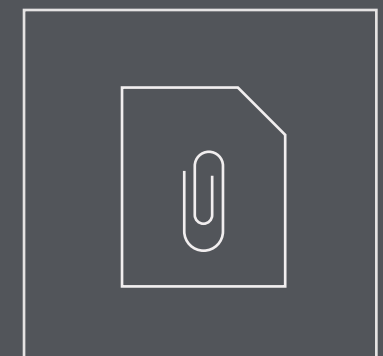
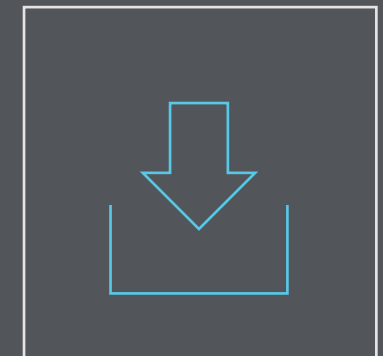
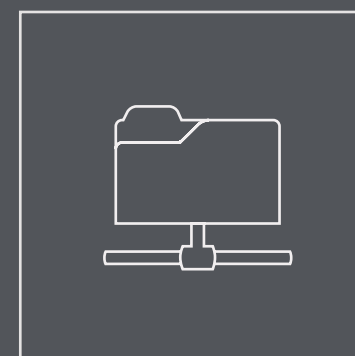
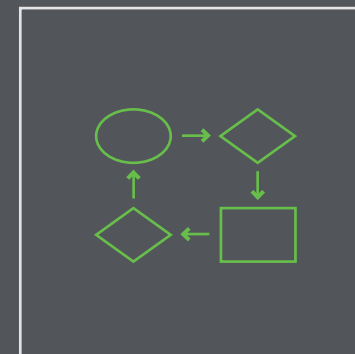
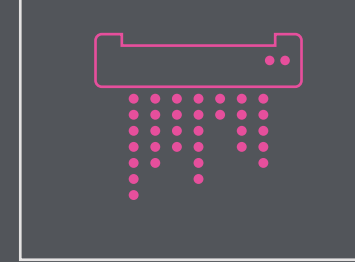
Minimizes risk with a secure, protected environment for your work

# Overview

## THE ONBASE PLATFORM

OnBase is a scalable content services platform that manages the entire content lifecycle, from capture to disposition. Flexible functionality can scale across multiple departments, integrate with virtually any business application, transforming internal processes and the customer experience.

OnBase helps users work smarter by surfacing content in the context of a business process and giving them all of the tools they need to interact with it digitally. From robust editing and collaboration tools to advanced workflows, process automation and configurable applications, OnBase helps improve user productivity and increase customer satisfaction. And by automating content lifecycle management, OnBase also helps your organization reduce risk by simplifying compliance with industry and regulatory requirements.



# Features and benefits

## CAPTURE INFORMATION FROM ALMOST ANY SOURCE

Regardless of format or location, OnBase captures your documents and extracts necessary information, automatically sending it to all relevant systems. It then organizes them into a single system with minimal human interaction — removing tedious and error-prone manual data entry.

With OnBase, organizations can take advantage of powerful multi-channel capture capabilities:

- On-demand and batch scanning paper documents.
- Importing electronic documents and information.
- Extracting data directly from documents and sharing it with other systems.

## AUTOMATE PROCESSES ACROSS THE ORGANIZATION

OnBase helps you decrease processing time, reduce errors and increase employee productivity by optimizing your processes. Following your business logic, OnBase can automate predictable tasks while delivering exceptions and decisions to the right people, at the right time. Leverage OnBase to send notifications, enable approvals from mobile devices and load balance important work — increasing efficiency and keeping processes flowing.

OnBase is your ultimate toolkit for process automation:

- A highly configurable workflow engine that includes a variety of built-in rules and actions to automate complex business processes.
- Customizable forms enable you to easily tailor a form's look, feel and functionality, including strategic options like required fields, data validation and calculations with instant results.
- Powerful flexibility provides the ability for business users to configure rules to evaluate documents and dynamically assign approvers — streamlining and simplifying the document approval process.

## SUPPORT CASE-DRIVEN WORK

To thrive in today's business environment, organizations need a new way to work — and solutions that support dynamic and often unpredictable processes.

OnBase simplifies case management by managing all the data, tasks, documents, processes and collaboration surrounding unstructured cases — like service requests, investigations and incidents — in a single solution. Whether they are working on a customer relationship, a project or an issue, OnBase gives your employees a complete view of the case and all the information they need to complete their work. With OnBase case management capabilities, they can spend less time on paperwork and more time on delivering customer value.

At the same time, OnBase also increases visibility across all cases — equipping you to monitor completion, make improvements, standardize best practices and increase effectiveness over time.

## ENABLE COMPREHENSIVE CONTENT MANAGEMENT

Your organization has a wide variety of business-critical content, from invoices to contracts to video files, that's required to support key processes, drive operations and serve customers. With OnBase, you organize, manage and optimize critical content originating across your organization, providing users with a complete view of the information they need, when they need it.

Leverage OnBase content management capabilities to:

- Work digitally with business content, regardless of format and where the content currently resides.
- Empower users to easily search for documents while leveraging digital folders and file cabinets to keep content organized.
- Effectively handle revisions and versions to ensure users access the most current content.
- Use notes, markups and electronic signatures, supporting effective collaboration and streamlining processes.
- Provide a complete audit history of actions taken on key content for compliance.
- Rapidly distribute the right documents to the right employees for required reading and training, easily tracking and proving employee acknowledgments.

## CONFIGURE YOUR OWN APPLICATIONS WITH A LOW-CODE PLATFORM

OnBase serves as a low-code, rapid application configuration platform that minimizes the need for costly custom coding and multiple point solutions from different vendors. With OnBase, you can replace aging database applications like Access and Lotus Notes while filling in the functionality gaps that exist between your line-of-business systems. You can also point-and-click configure a variety of solutions — from traditional forms and workflow solutions, to complete business applications using tools like checkboxes, radio buttons and drop-down menus.

## INTEGRATE WITH KEY SYSTEMS

OnBase integrates with your key applications via a variety of integration options:

- **Purpose-built integrations:** Seamlessly feed information and documents between OnBase and other applications with pre-built connectors for many widely adopted applications including Salesforce, SAP, Workday, Microsoft Office, Outlook and Infor.
- **Screen-level integrations:** With a point-and-click configuration tool, OnBase empowers your users to access documents, create forms and even begin OnBase processes directly from the screens of other business applications.
- **Data-level integrations:** OnBase offers an enterprise integration platform to coordinate an instantaneous, reliable exchange of data between your applications. By integrating your applications at the data-level, you ensure that the data across all your systems is consistent and up-to-date.

## MONITOR AND IMPROVE PROCESSES

OnBase provides your users, administrators and auditors with the dashboards, logs and reports they need to have accurate and timely insights into the status of your processes, the completeness of your records and the health of your system. Easily configurable reporting not only provides visibility into your processes but also helps identify missing, aging or expired content, and reduces disruption during audits and eDiscovery.



## IMPROVE DATA SECURITY AND COMPLIANCE

OnBase is developed with security as a top priority and provides a full set of security features to help you protect your business and customer data from the moment it enters your organization:

- **Granular access controls and group policies** allow administrators to fine-tune access to information based on user roles or corporate policies.
- **Automated records and retention management** automates the process of declaring documents as records, placing holds and performing retention tasks like automatic deletion or archival, which reduces exposure in case of a breach.
- **Data encryption** adds an extra layer of protection to your data at rest, in transit or in use, making it unusable to attackers in case of a breach.
- **Redundant configurations** support your business continuity and disaster recovery programs, and reduce or mitigate the impact of natural disasters, ransomware and DDoS attacks.

OnBase also helps you meet compliance requirements by standardizing and automating your data handling processes, and by securely storing, protecting and destroying your information in accordance with applicable regulations.



## POWER UP WITH THE HYLAND CLOUD










Want to leverage the industry-leading capabilities of OnBase on a cloud hosting architecture that fits right in with your technology ecosystem? The Hyland Cloud is a reliable and secure hosting platform that was purposefully built for content and information management, and continues to evolve to support your information management needs — today and into the future:

- **Mature platform** delivering content services in the cloud since 2004 and serving more than 1K customers today.
- **Dependable performance** with 99.99% availability of data, thanks to our aggressive data redundancy and backup protocols.
- **Reliable and scalable content services** with more than 12 billion documents managed in the cloud.
- **Available anywhere you need it** with information hosted in one of our co-located data centers around the globe or in a public data center operated by one of our accredited partners. Delivered in a managed service model, the Hyland Cloud supports customers in more than 26 countries.
- **Protected** by layers of security including platform architecture, robust identity and access management controls, data center security, and data encryption at rest, in transit and in use.
- **Compliant co-located data centers** meet or exceed required security standards including SOC 1 and 3 or 2 audits, ISO 27001 (or local equivalent) certified, and TIA Tier 3 or 4.



ENHANCED CAPABILITIES TO MATCH YOUR NEEDS

While OnBase comes fully equipped with the many features you need to confidently manage your content and processes, we know that sometimes you need to add specialized functionality as part of your business solution. Here are just some of the additional Hyland offerings that work seamlessly with OnBase:

	 Capture	 Content management	 Process automation	 Customer communications management	 Collaboration	 Case management	 Reporting and analytics	 Search	 Retention and records management
OnBase	✓	✓	✓	✓	✓	✓	✓	✓	✓
ShareBase		✓	✓		✓				
Brainware	✓		✓						
Content Composer			✓	✓					
Enterprise Search							✓	✓	
Governance rules as a service			✓						✓

Ready to take your digital transformation to the next level? By consolidating all of your important content on one modern content services platform, OnBase helps you remove information silos, improve user and customer experience, and at the same time better protect your information.

[Learn more at Hyland.com](#)



# Hyland®

Learn more at **Hyland.com**



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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9F 06122023**

FOR MEETING DATE: May 3, 2023

SUBJECT: Proclamation Honoring Women Veterans on June 12 of Each Year

REQUESTING DEPARTMENT: Trustee Glass

**SUGGESTED MOTION:**

Approve the attached resolution proclaiming June 12 of each year Women Veterans Day in Kalamazoo Township

Financing Cost: 0

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

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

Other comments or notes:

Submitted by: Ashley Glass, Trustee

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 WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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

## CHARTER TOWNSHIP OF KALAMAZOO RESOLUTION HONORING WOMEN VETERANS IN RECOGNITION OF SERVICE ON WOMEN VETERANS DAY

WHEREAS, Women have proudly served the United States in many military roles throughout its history. The roles include but are not limited to, all the following: soldiers (while disguised as men) during the American Revolution and the American Civil War, nurses in World War I, and combat helicopter pilots in Afghanistan.

WHEREAS, Women have served as an informal part of the United States Armed Forces since its inception. Women have served as a formal part of the United States Armed Forces since the establishment of the Army Nurse Corps in 1901.

WHEREAS, In 1917, the United States Navy announced that it would allow women to enlist. During World War I, approximately 12,000 women served in the United States Navy as couriers and translators, among other roles. By the end of World War II in 1945, there were approximately 280,000 women in the United States Armed Forces.

WHEREAS Women were permitted to serve as permanent members of the United States Armed Forces with the enactment of the Women's armed services integration act of 1948, but the federal law restricted women to not more than 2% of the enlisted force for each branch of the United States Armed Forces. A subsequent act in 1967 lifted the restriction and allowed women to achieve higher military ranks.

WHEREAS Laws passed since the 1970s have formally granted veteran status to women with World War II service; have recognized the many contributions made by women veterans; and have allowed women veterans more equal status and access to benefits, opportunities, and programs from the federal government, state governments, and veteran service organizations.

WHEREAS, More than 2,000,000 women veterans live in the United States, with approximately 48,000 women veterans residing in Michigan, and 1,500 women veterans residing in Kalamazoo County.

THEREFORE, BE IT PROCLAIMED, In recognition of women veterans, the Kalamazoo Township Board of Trustees declares that June 12 of each year shall be known as "Women Veterans Recognition Day"

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Kalamazoo, Michigan to be affixed this 6th day of June 2023

I, the undersigned, the Clerk of the Charter Township of Kalamazoo, County of Kalamazoo, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Kalamazoo Township Board of Trustees held on the 12th day of June 2023 the original of which resolution is on file in my office. I further certify that notice of the said meeting was given in accordance with the provisions of the Open Meetings Act, MCL 15.261 et. seq.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 12 day of June 2023.

Lisa Moaiery



of Kalamazoo



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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9G 06122023**

FOR MEETING DATE: June 12, 2023

SUBJECT: Building Safety Improvements Projects

REQUESTING DEPARTMENT: \_\_\_\_\_

**SUGGESTED MOTION:**

Approve funding of the building safety improvements projects for the Township Hall based on the quotes provided by the Township of Kalamazoo Police Department

Financing Cost: Up to \$75,250"

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

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

Other comments or notes:

Submitted by: Ashley Glass, Trustee

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 WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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**Charter Township of  
Kalamazoo American Rescue Plan  
Act Overview June 6, 2023**

ARPA Balance 5/31/2023	\$ 2,229,000.27
------------------------	-----------------

Police K9	\$ 150,000.00	<u>=====</u>
Police Recruitment Incentives	75,000.00	
Fire Northwood Garage	67,500.00	
Fire Electric Fan	25,050.00	
Total Committed on 5/22/2023	<u>                    </u>	<u>317,550.00</u>

<b>Total Available to Commit as of 6/06/2023</b>	<b>\$ 1,911,450.27</b>
--	------------------------



June 2, 2023

Mr. Darien Smith  
Township of Kalamazoo Police Department  
1720 Riverview Drive  
Kalamazoo, MI 49004

RE: Estimate No. E3 8425  
Police Department Security Improvements  
Township of Kalamazoo Police Department  
Kalamazoo, Michigan

Dear Mr. Smith,

We propose to furnish all necessary supervision, labor, materials, tools, equipment, cartage, and services to complete the New Exercise Room work, all in accordance with our understanding of your requirements and as further clarified below for the lump sum of SEVENTEEN THOUSAND FOUR HUNDRED DOLLARS (\$17,400.00).

Our proposal includes the following scopes of work:

**New Corridor Door, Frame, Door Hardware and Sidelite Glazing:**

1. Provide new door and frame assembly located near the north entry to the building.
2. Door and frame to be sized to match the existing opening. Frame to be painted.
3. Sidelite glass to be 1/4" thick, tempered glass, with Security Film applied on exterior side. Security film product included is "3M Ultra S800" with "Dow 995" attachment system.
4. Final clean-up and debris removal.
5. Current lead time for the door is 13 weeks after approved submittal.

**Security Film Installation to Existing Corridor Door Sidelites:**

1. Security film to be installed on exterior side of sidelite glazing. Security film product included is "3M Ultra S800" with "Dow 995" attachment system.
2. Existing door assembly to remain as is.

**Proposal Options:**

1. Provide fire rated door, add \$630.00.
2. Provide electric strike and power supply for future card reader, add \$645.00.
3. Storage rack railing removal on floor of Storage Room is included in base bid. If not accepted, deduct \$3,000.00.
  - a. This price includes removal and disposal of (3) existing railings on floor of Storage Room.
  - b. Storage rack, its contents, and furniture removal by Owner prior to commencement of work.
  - c. Restoration of floor after removal of railings is excluded.

**Our proposal excludes:**

1. Overtime, weekend, or holiday work.
2. Any inspection, assessment, identification, testing, worker health medical evaluations and personal protective equipment, removal, disposal, or any other work related in any way to hazardous materials that may be found on this project including, but not limited to lead, asbestos, and PCB's except as explicitly included above.
3. Any potential schedule and cost impacts associated with COVID-19 including but not limited to Executive Orders, supply chain disruptions, labor availability, and other factors.
4. Relocation of any contents or equipment.
5. Design or engineering.
6. Permits.
7. Voice, data, communications, mechanical, electrical, and security work other than what's listed above.
8. Door hardware in the "Meeting Room" as noted during 5/16/23 walkthrough.

Please contact me with any questions you have regarding this proposal.  
Thank you for the opportunity to be of service to you.

Sincerely,  
miller-davis company

  
Jordan Gerould  
Chief Estimator

1029 Portage Street  
Kalamazoo, MI 49001

T 269.345.3561  
F 269.345.1372

miller-davis.com

JDG:mem

General Contractors | Construction Managers

**HI-TECH**

ELECTRIC COMPANY

Portage, MI

839 Lenox Ave.  
Portage, MI USA 49024  
P: 800.968.1155  
F: 269.323.7956  
[www.hi-techelectric.net](http://www.hi-techelectric.net)

Fort Wayne, IN

3103 Cannongate Dr.  
Fort Wayne, IN 46703  
P: 260.240.4130  
[www.hi-techelectric.net](http://www.hi-techelectric.net)

Kalamazoo Township Police Department  
Card Access upgrade

2033

4/19/2023

**HI-TECH**

ELECTRIC COMPANY

Tony Gaudio  
Project Manager / System Integrator  
[tgaudio@hi-techelectric.net](mailto:tgaudio@hi-techelectric.net)

## Design

The first step in your project is planning. After looking at your facility, asking questions, and listening to the answers, we have carefully considered the various possibilities available to provide a complete security focused video recording system that will be user friendly and intuitive to use on a daily basis.

## Engineering

Your access systems was carefully chosen to provide an excellent solution to the security needs for the project. Software and hardware requirements are calculated to provide a complete system that will serve the current needs, while allowing room for expansion of the system at a later time.

## Equipment

Your equipment has been chosen from a field of thousands of potential components. Only the most reliable, professional level, industry tested and proven pieces have been selected. Our strategic partnerships with various manufacturers ensures that if a warranty issue does arise, it will be handled promptly.

## Programming

Before any equipment is installed, it is tested and configured to take full advantage of the features it provides. Hi-Tech Electric Co. will collaborate with you, the owner to explain the options and determine the optimal settings for your system.

## Installation

Our technicians are fully trained to install and maintain integrated building control and security systems. In addition to state licensing, and safety certifications, our people are passionate about what they do and take great pride in their craftsmanship.

## Support

We pride ourselves on taking care of your system, today and in the future. As a full service Information Technology and Integration company, you can rely on our world class service. Our reputation means everything to us. When you need our assistance, we will be there.





ELECTRIC COMPANY

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Township Exterior Entrance 2	New Mullion Style Card Reader	New REX / Door Contact	
Maintenance Shop Exterior Entrance	New Card Reader	New REX / Door Contact	
Township Office Entrance	New Mullion Style Card Reader	New REX / Door Contact	
IT / Server Room	New Card Reader	New REX / Door Contact	New Electric Strike
Gym / Weight Room	New Card Reader	New REX / Door Contact	New Electric Strike
Passthrough door / South Admin	New Mullion Reader	New REX / Door Contact	New Electric Strike
Board Room South door Admin	New Card Reader	New REX / Door Contact	New Electric Strike
Mechanical room door – admin	New Keypad / Card Reader	New REX / Door Contact	New Electric Strike
Shop bay to outside evidence	New Card Reader	New REX / Door Contact	New Electric Strike
"New" admin employee door outside boiler room	New Card Reader	New REX / Door Contact	New Electric Strike

**19 total doors**

**100 iClass credit card style credentials included**

**Locksmith work to add 2 door handles on existing locker room doors - included.**

## **2) Integration details**

- **Doors will be programmed per Kalamazoo Township Police Department specifications and standards.**
- **Hi-Tech will work with KTPD to import all existing cardholders into new system before commencement of transition to ensure seamless cutover.**
- **New credentials will be of the higher security iClass type**
- **Two 1 hour training sessions included to show operation of the system.**
- **Remote access to the system is available but not required.**

## **Assumptions**

- **3 IP addresses will be provided to us for new controller and node blade**
- **IT support will be available if needed to ensure the new panel will be able to be "seen" on the network.**
- **IT support will be available if it is desired to have the system do network backups and send notification emails.**

**Total Installed Cost -.....\$57,250.00**

**Terms of Acceptance**

**Your satisfaction is important to us, and we plan to exceed your expectations! This proposal is a complete package, including design, wiring, equipment, installation, and configuration.**

**All work will be performed in a safe and workmanlike manner meeting or exceeding the National Electric Code. Hi-Tech Electric is assuming that you will work to allow us access to the areas of the facility so we can safely install cabling and equipment. Every effort will be made to avoid any impact to your day to day activities.**

**Hi-Tech Electric is assuming that we will be able to work on this project during normal working hours - off shift installation available if needed (additional charge).**

**Terms: 30 day terms upon completion of the project.**

**4/19/2023**

**Quote valid for 30 days**

**Respectfully submitted,  
Tony Gaudio  
Hi-Tech Electric Company  
[Tgaudio@hi-techelectric.net](mailto:Tgaudio@hi-techelectric.net)**

Accepted By \_\_\_\_\_



# **HI-TECH**

ELECTRIC COMPANY

## **Portage, MI**

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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9H 06122023**

FOR MEETING DATE: June 12, 2023

SUBJECT: 411 Nazareth- Rezoning from C-2 to R-2

REQUESTING DEPARTMENT: Planning and Zoning

SUGGESTED MOTION:

Financing Cost: N/A

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

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

Submitted by: Kyle Mucha

Recommendation: Approve the rezoning request

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 WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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# Memorandum

**TO:** Kalamazoo Charter Township Planning Commission  
**FROM:** Danielle Bouchard, AICP, Principal Planner  
Kyle Mucha, AICP, Senior Planner  
**SUBJECT:** Rezoning Request – Mark Paulus & George Hathaway, 411 Nazareth Road  
**DATE:** April 28, 2023

The request of Mark Paulus and George Hathaway (residents) is to rezone the property located at 411 Nazareth Road (Parcel No. 06-13-405-020) from C-1, Local Business to R-2, Single and Twp Family Residential in order to build a residential home on the currently vacant property.

This property is located in the C-1, Local Business District Zoning Classification; is approximately 1.18 acres in area and is located on the west side of Nazareth Road, just south of Kenilworth Avenue. The applicant has indicated that the subject site was listed as a residential zoning district on the MLS website, which is utilized by real estate agents to assist clients with finding new homes and buildable lots. The real estate agent who represented the listing did not contact the Township for confirmation on the zoning classification.

If approved, the applicant anticipates constructing a residential home on the subject site. Please note that if the rezoning is approved by the Planning Commission, the rezoning application shall also be subject to review and approval by the Kalamazoo Township Board. If approved, the residential home shall comply with all setbacks, lot coverage, building height, and other applicable regulations for the R-2 District.







## REZONING REVIEW

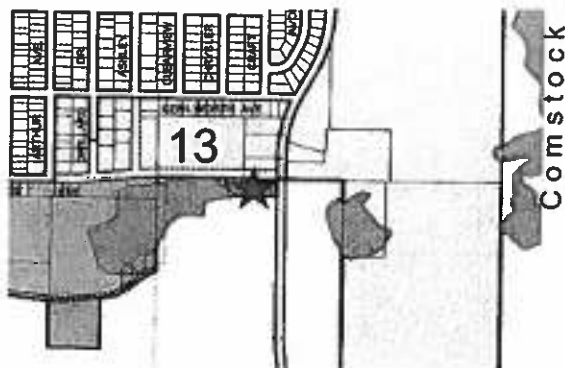
1. **Existing Conditions.** The site currently is heavily wooded and contains a small building, appearing to be a small shed or pole barn. The current land use, future land use, and existing zoning classifications of the site and immediate surrounding parcels are summarized in the following table.

The City of Kalamazoo owns the large site (over 100 acres) to the south and west of the subject site. The property east of the subject site (cross Nazareth Road) is a municipal public safety trainings center, also owned by the City. This parcel is over 24 acres in size.

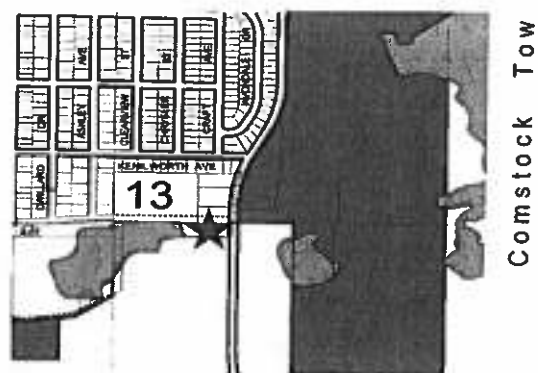
### Zoning and Existing/Planned Use of Site and Area:

	Existing Land Use	Future Land Use	Existing Zoning
Subject Site	Vacant with small shed/pole barn	Office/Service	C-1 Local Commercial
North	Vacant	Medium Density Residential	R-2, Single & Two Family Residential
West	Vacant	N/A	Industrial (City of Kalamazoo)
South	Vacant	N/A	Industrial (City of Kalamazoo)
East (across Nazareth)	Municipal public safety training center	N/A	Industrial (City of Kalamazoo)

Future Land Use Map (Area)



Existing Zoning Map (Area)



## 2. Review Procedures

- a. *Will the proposed amendments be in accordance with the basic intent and purpose of the Zoning Ordinance.* The applicant proposes to rezone the subject property to R-2, Single and Two Family Residential, which is an established district within the Township Zoning Ordinance. Therefore, we find that the proposed amendment, the rezoning of 411 Nazareth Road, will be in accordance with the Zoning



Ordinance. In general, the intent and purpose of the Township Zoning Ordinance is to protect and improve property values, enhance quality of life, influence economic development, and preserve the Township's environment and natural features. We do not find that the proposed rezoning would violate or oppose the intent and purpose of the Zoning Ordinance.

- b. *Will the proposed amendment further the comprehensive planning goals of the Township as reflected in the Master Plan.*** The Kalamazoo Township's 2014 Master Plans' Future Land Use designation for 411 Nazareth Road is Office/Service. The existing parcel is surrounded by either residential or vacant uses. However, the surrounding property to the west and south (a single large property owned by the City of Kalamazoo) is zoned for industrial. While we understand that the Master Plan does not support a residential use on the subject site, a residential use could still be appropriate, given the existing conditions and wooded nature of the surrounding properties. Further, the subject site is located within closer proximity to other residential uses than to industrial uses to the south. Further, the site is located just east of areas designated as "open space," thus lending to the wooded/low density residential nature of the area. Township records do not indicate that the subject site is located within regulated wetland or floodplain areas.
- c. *Have conditions changed since the Zoning Ordinance was adopted or was there a mistake in the Zoning Ordinance that justifies the amendment.*** The current use of the subject property is that of a vacant lot with what appears to be a small shed or pole barn-type structure placed in the center. As such, conditions have changed since the zoning map was last adopted and the zoning ordinance was updated in 2016, given that according to assessment records, the structure was constructed in 2013.
- d. *Will the amendment correct an inequitable situation created by the Zoning Ordinance, rather than merely grant special privileges.*** The current zoning regulations for the C-1, Local Commercial District does not permit residential homes. By rezoning the property to R-2, Single and Two Family Residential, the applicant would be permitted to construct a residential home on the subject site. We do not find that the amendment would correct an inequitable situation created by the Zoning Ordinance nor do we find that such an amendment would grant special privileges.
- e. *Will the amendment result in unlawful exclusionary zoning.*** We do not find that the amendment would result in unlawful exclusionary zoning.
- f. *Will the amendment set an inappropriate precedent, resulting in the need to correct future planning mistakes.*** We find that it is not likely that approval of the rezoning would result in a need to correct future planning mistakes. Given that the site was likely residential zoning at one point and then rezoned to C-1, we find that reverting back to the residential zoning would be appropriate. Further, the surrounding properties and wooded/natural character of the surrounding area would likely be more compatible with single-family residential zoning than commercial. This would also help support natural preservation efforts for bodies of water and mature trees in the Township.
- g. *If a rezoning is requested, is the proposed rezoning consistent with the zoning classification of surrounding land.*** As previously referenced earlier in this report, the current zoning classifications of the surrounding parcels are generally R-2 or I-2 and the existing conditions surrounding the site are woods



and vacant land. If approved, the rezoning to R-2 from C-1 would make the zoning more consistent with surrounding existing land uses. There are no parcels within the general vicinity that have the same or consistent zoning classification as the subject site. As in, if the rezoning were to be approved, the R-2 zoning classification would be more consistent with the surrounding land than the C-1 classification currently is.

- h. If a rezoning is requested, could all requirements in the proposed zoning classification be complied with on the subject parcel.* If approved, the subject site would be compliant with all district standards for the R-2 District, including lot area, lot width, frontage, and other applicable requirements. When the home construction commences, the applicant shall comply with all applicable requirements.
- i. If a rezoning is requested, is the proposed zoning consistent with the trends in land development in the general vicinity of the property in question.* As previously stated, the trends in land development in the general vicinity of 411 Nazareth Road are residential uses or large parcels with vacant land. We find that the proposed rezoning to R-2 is more consistent with the surrounding trends in land development than the C-1 District. The City of Kalamazoo's Master Plan & Future Land Use Plan consider the parcel directly south of the subject site as "Neighborhood Edge" which "allows for mix of zoning districts that respond to neighborhood context. The land uses contain small-scale neighborhood development. The zoning district can include single family to medium density residential, small footprint retail, offices, restaurants and non-auto service-oriented development" (page 28).
- j. Will the proposed amendment be consistent with the purposes of this Ordinance, and, in particular, will the proposed amendment promote the public health, safety and welfare.* In our opinion, the proposed amendment will be consistent with the purposes of this Ordinance for several reasons; the proposed rezoning is consistent with current land uses and development trends within the vicinity. Although the current Master Plan does not support this site to become residential, we find that a residential rezoning on the subject site is more consistent with the area than office/service, or C-1. Further, the residential zoning on this site would likely do more environmental justice to the Township. This is because a commercial development would likely cause more impervious surfaces, more tree removal, and other elements. By rezoning to R-2 on this site, the residential uses permitted in this District are more likely to preserve the natural character of the site and surrounding area.

## **RECOMMENDATION**

We recommend that the Planning Commission make a positive finding to the Township Board approving the applicant's request to rezone the subject site at 411 Nazareth Road, from C-1 to R-2 with the following supportive findings:

1. The proposed R-2 zoning would be consistent with surrounding zoning districts.
2. The proposed R-2 zoning would be consistent with current land uses and development trends.
3. The proposed R-2 zoning and land uses would likely conserve more resources than C-1 District.

Respectfully Submitted,  
**McKenna**



*Danielle Bouchard*

Danielle Bouchard, AICP  
Principal Planner

*K. Mucha*

Kyle Mucha, AICP  
Senior Planner



## Zoning Petition or Ordinance Amendment Application

1720 Riverview Drive  
Kalamazoo, MI 49004  
P. (269) 381-8080  
F. (269) 381-3550  
ktwp.org



### OFFICE USE ONLY

Date: \_\_\_\_\_  
Case #: \_\_\_\_\_  
Fee: \_\_\_\_\_

### PETITIONER

Contact Person **Aaron White**

Business Name (if applicable)

**White Flower Cannabis Company LLC**

Email **Aaron@whiteflowercannabis.com**

Address **241 W Mosel ave.**

Phone **269-455-8384**

Cell Phone

City **Kalamazoo**

State **MI**

Zip Code **49004**

### ACTION REQUESTED

The petitioner requests Kalamazoo Township approve the following petition for a zoning amendment.

This petition is for a text amendment, a change to the zoning map, or both.

- Fill out pages 1, 2 and 4 of this application for a text amendment.
- Fill out only pages 1, 3 and 4 for a change the zoning map.
- Fill out pages 1, 2, 3 and 4 for both.
- If this is a multiple request, duplicate page 2 or 3, as many times as necessary, so one copy is used for each requested change.

Please indicate the nature of this request (check all that apply):

- ☒ Zoning Text change.
- ☐ Zoning Map change.
- ☐ Both Zoning Text & Map change.

NOTE: The amendment may be adopted as proposed, further revised or not adopted.

I (we), the undersigned, do hereby indicate that all information contained in this application, accompanying plans and attachments are complete and accurate to the best of my (our) knowledge.

3/20/23

Date

[Signature]  
Signature of Applicant

Aaron White

Print Applicant Name

3/20/23

Date

[Signature]  
Signature of Property Owner

James S LaBretta III

Print Property Owner Name

TEXT AMENDMENT APPLICATIONS ONLY

This request is to change the text of Article 17 Section .02 (B)

The change is shown below, using underlining or bold face, like this, to show new text, and [delete out, like this], to show words to be deleted:

(11) Adult Use Marijuana retailer subject to Article 8, Section 8.02 WW.3.

What is the purpose of the proposed zoning ordinance text change?

In order to not prohibit equivalent adult use cannabis retail licensing within C1 Zoning that is currently permissible for medical provision centers under 17.02 B (10)

**REZONING APPLICATIONS ONLY**

This request is to rezone land from: \_\_\_\_\_ to \_\_\_\_\_

**PROPERTY INFORMATION**

Address: \_\_\_\_\_

Tax ID: \_\_\_\_\_

Legal description: \_\_\_\_\_

Property size: \_\_\_\_\_

List all deed restrictions for the property in question:

List names and address of all other persons, firms, or corporations having a legal or equitable interest in the property at question:

The area is:

- Platted
- Unplatted
- Will be platted

If platted, list the name of the plat: \_\_\_\_\_

What is the current use of the property?

**Note: Feel free to attach additional sheets if necessary.**

**STATEMENT TO JUSTIFY THE PROPOSED AMENDMENT**



**State the reason for the proposed amendment:**

For consistant legal and business practices, and to allow for opportunity to contiune developing the local cannabis industry.

**Explain how the zoning amendment conforms with the Kalamazoo Township Future Land Use Plan:**

This property is in the area near, what has be affectionately referred to as " The Green Mile" a cannabis green zoned district that supports many of the different cannabis licenses withIn the community.

**If the zoning amendment does not conform with the land use plan, why should the change be made, or why should the land use plan also be amended to accommodate this proposed zoning amendment?**

MRTMA Section 6.5 states that a Municipality may not adopt an ordinance that,... prohibits a marihuana retailer from operating within a single facility at a location of a medical facility pursuant to the medical facilities licensing act.

We belive it would make sense to allow for special use applications to be allowed under C-1 Zoning ,as the business operations are identical to MMFLA provisioning centers.

**What will the impacts of the zoning amendment anticipated to be on all landowners in the zoning district affected by the amendment?**

It would create more viable opportunities for the local cannabis industry to participate and enjoy in the market place. The township as a whole would benifit from the associated tax apportionment.

I don't see any negative impacts for allowing an identical use at a location that could already have retail business occupy the space.

Quite more, a positive impact on local ancillary service businesses in the community like resturants and shops.

**When completed send two (2) copies to:**

Kalamazoo Township Planning Commission  
Kalamazoo Township Hall  
1720 Riverview Drive  
Kalamazoo, Michigan 49004-1099

**NOTE: Feel free to attach additional sheets if necessary.**





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:** 9I 06122023

FOR MEETING DATE: May 3, 2023

SUBJECT: Approve ARPA Allocations and the ability to create subcommittees to work on specific projects for  
ARPA for POLICE, FIRE, ADMINISTRATION/TOWNSHIP BEAUTIFICATION

**SUGGESTED MOTION:**

Approve \$250,000 for Police, \$250,000 for Fire and \$1million for administration/township beautification, and the remaining \$411,450.27 to the General Fund

Financing Cost: 0  
Source: General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

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

Other comments or notes:

Submitted by: Ashley Glass, Trustee

Manager's Recommendation:

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board.

The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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

**Charter Township of Kalamazoo**  
**American Rescue Plan Act Overview**  
**June 6, 2023**

ARPA Balance 5/31/2023	\$ 2,229,000.27
------------------------	-----------------

Police K9	\$ 150,000.00	
Police Recruitment Incentives	75,000.00	
Fire Northwood Garage	67,500.00	
Fire Electric Fan	25,050.00	
Total Committed on 5/22/2023	<u>317,550.00</u>	<u>317,550.00</u>

<b>Total Available to Commit as of 6/06/2023</b>	<b><u><u>\$ 1,911,450.27</u></u></b>
--	--------------------------------------



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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9J 06122023**

FOR MEETING DATE: 06/12/2023

SUBJECT: Kalamazoo Township Audit Presentation

REQUESTING DEPARTMENT: Finance Department

SUGGESTED MOTION

.

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

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

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

Submitted by: Nancy Desai

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 WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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



## Vredeveld Haefner LLC

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

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

May 8, 2023

Members of the Board of Trustees  
Charter Township of Kalamazoo  
Kalamazoo, Michigan

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Charter Township of Kalamazoo (the Township) for the year ended December 31, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 6, 2023. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Results

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Charter Township of Kalamazoo are described in Note 1 to the financial statements. As described in Note 6 to the financial statements, the Township changed accounting policies relating to leases by adopting Statement of Governmental Accounting Standards (GASB Statement) No. 87, Leases, in 2022. We noted no transactions entered into by the Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

The useful lives of capital assets and the valuation of pension and other post-employment benefit plan obligations.

Management's estimate of the useful lives is based on previous history and future expectations and the estimate of pension and other post-employment benefit plan obligations are based on actuarial valuations of each plan. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

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

#### *Difficulties Encountered in Performing the Audit*

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

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Attached is a listing of the audit entries required to correct the misstatements found during audit procedures.

### *Disagreements with Management*

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

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated May 8, 2023.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Township's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

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

We noted the following items:

- The zoning escrow deposit account has not been reconciled to a detailed listing of escrow deposits in a number of years. It is recommended the Township review the account and implement processes and procedures to reconcile the account on a regular basis.
- Several invoices for design, engineering, and vehicles were not added to construction in progress in the prior fiscal year resulting in a prior period adjustment to capital assets. It is recommended the Township implement processes to identify and record capital asset additions, specifically for projects or items that are incomplete at year end.
- In testing tax distributions against the state's required disbursement schedule, it was noted one of the payments was made after the deadline. The payments for February were due by March 2 and March 15 depending on the collection date. The check for February collections was issued March 18. It is recommended the Township implement a process to ensure payments are made from the accounts payable account according to the state schedule.
- According to the 2015 bond documents, the Township is required to file annual continuing disclosures on the MSRB EMMA website. It does not appear these disclosures have been completed. We recommend Township staff work with their bond counsel to complete the filing as soon as possible.
- It was represented to us that the bank reconciliations are being reviewed by the Township Treasurer after completion by the Finance Director. However, this review is not documented. We recommend the Treasurer document the review of the reconciliations with an initial and date to document the Township's system of internal control.
- It is recommended the Township implement a policy requiring detailed receipts for all purchases with indication of the reason for the purchase to be indicated on the receipts as well as a method to document the business purpose for the purchase for audit purposes.

### Other Matters

We applied certain limited procedures to the required supplementary information (RSI), as itemized in the table of contents that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

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

Restriction on Use

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

Sincerely,

*Orederfeld Haefner LLC*

## KALAMAZOO CHARTER TOWNSHIP

12/31/2022

## Audit adjustments

Account	Account name	Debit	Credit
101-890-955.00	CONTINGENT EXPENSES		95,575.00
101-999-999.00	INTERFUND TRANSFERS OUT	95,575.00	
	<b>To reclassify contingent expense to transfer - NO NEED TO POST</b>		
701-000-001.01VH	CASH-SWET MICLASS	202,608.98	
701-000-202.01VH	DUE TO S.W.E.T		202,608.98
	<b>To record MiCLASS investment held for South West Enforcement Team in Township investment account</b>		
101-000-040.001	LEASE RECEIVABLE	312,866.00	
101-000-360.000	DEFERRED INFLOW-LEASE		312,866.00
	<b>Book lease receivable and deferred inflow for implementation of GASB 87</b>		
285-000-528.00	FEDERAL GRANTS		181,915.00
285-000-999.00vh	TRANSFER TO GF	181,915.00	
101-000-528.00	FEDERAL GRANTS - OTHER	181,915.00	
101-000-699.00vh	TRANSFER FROM ARPA		181,915.00
	<b>Book recognition of federal revenue in ARPA fund and recognize transfer to General Fund</b>		
101-000-040.VH	DUE FROM STATE	606,488.00	
301-000-040.VH	DUE FROM STATE	28,826.00	
101-000-040.00	ACCOUNTS RECEIVABLE		606,488.00
301-000-040.00	ACCOUNTS RECEIVABLE		28,826.00
	<b>To reclassify funds due from the state for separate presentation on statements (do not post)</b>		





**CHARTER TOWNSHIP OF KALAMAZOO, MICHIGAN**  
**FINANCIAL STATEMENTS**

***YEAR ENDED DECEMBER 31, 2022***



Vredeveld Haefner LLC  
CPAs and Consultants

# Charter Township of Kalamazoo

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## Vredeveld Haefner LLC

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

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

### INDEPENDENT AUDITORS' REPORT

May 8, 2023

Members of the Board of Trustees  
Charter Township of Kalamazoo  
Kalamazoo, Michigan

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Charter Township of Kalamazoo, Michigan (the Township), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Township, as of December 31, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged in governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 8 and the information on pages 37 through 42 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The combining nonmajor fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Urederold Haefner LLC*

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

## Management's Discussion and Analysis

As management of the Charter Township of Kalamazoo (the Township), we offer readers of the Township's financial statements this narrative overview and analysis of the financial activities of the Township for the fiscal year ended December 31, 2022. We encourage readers to consider the information presented here in conjunction with additional information that is furnished in the financial statements and notes to the financial statements.

### Financial Highlights

- The assets of the Township exceeded its liabilities at year end by \$20,892,247 (net position). Unrestricted net position has a deficit balance (\$2,735,283) due to the road bond debt, which is unrelated to capital or restricted assets.
- As of close of the current fiscal year, the Township's governmental funds reported combined ending fund balances of \$15,231,044, an increase of \$1,195,432 in comparison with the prior year. Less than half of this total amount, \$6,727,040 is unrestricted, undesignated fund balance and will be used to finance the Township's operations in 2023.
- At the end of the current fiscal year, unreserved, undesignated fund balance for the general fund is \$6,727,040. Per the Township's Funds Reserve Policy 35% of total operating costs for General Government, Police, and Fire must be on hand at all times. Total operating costs for General Government, Police, and Fire equal \$9,593,332. 35% of \$9,593,332 equals \$3,357,666 leaving \$3,369,374 to be used to finance future Township operations.
- The Township's total debt decreased by \$1,103,175 during the fiscal year. The decrease in debt is attributable to the payment of principal on the road bonds for \$1,100,000 and the amortization of the principal for the financing lease agreement of \$3,175 for two Xerox copiers.
- The Township added \$687,219 in fixed assets and disposed of \$242,697 in fixed assets. In addition, the Township added a total of \$367,692 for construction in progress in the following areas:
  - \$84,957 for construction in progress projects related to Sewer projects for Woodward Lift Station, Texel Lift Station, and the Lake Street Reconstruction.
  - \$252,735 was added to construction in progress for the design phase of Eastwood Fire Station.
  - \$30,000 was added to the construction in progress for the Police Department Exercise Room.
- There was a prior period adjustment of \$88,162 for construction in progress for projects not captured in previous fiscal years and \$112,542 in assets for vehicles not captured in the previous fiscal year.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Township's financial statements. The Township's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the Township's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Township's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused compensated absences, accrued interest, etc.).

Both of the government-wide financial statements distinguish functions of the Township that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Township include general government, public safety, public works, community and economic development, and recreation and culture activities. The Township has no business-type activities.

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Township's funds can be divided into two categories: governmental funds and fiduciary funds.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the general fund, American Rescue Plan Act (ARPA) fund, fire capital fund, sewer improvement fund, and road bond fund which are considered major funds.

Data is combined into a single aggregated presentation for the other governmental funds. Individual fund data for each of the non-major governmental funds is provided in the form of *combining statements and schedules*.

The Township adopts an annual appropriated budget for its general and special revenue funds. Budgetary comparison schedules have been provided herein to demonstrate compliance with those budgets.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resource of those funds are *not* available to support the Township's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information*. This consists of this management discussion and analysis, major fund budgetary schedules, and schedules of funding progress for the pension and other post-employment benefit plans.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Township, assets exceeded liabilities by \$20,892,247 at the close of the most recent fiscal year. A summary of net position is as follows:

### Net Position

	<u>Governmental activities</u>	
	<u>2022</u>	<u>2021</u>
Current and other assets	\$ 27,447,211	\$ 23,591,807
Capital assets	18,196,098	17,863,748
Total assets	<u>45,643,309</u>	<u>41,455,555</u>
Deferred outflows of resources	<u>2,829,937</u>	<u>1,584,137</u>
Current and other liabilities	1,611,185	9,792,615
Long-term liabilities outstanding	12,328,261	4,964,900
Total liabilities	<u>13,939,446</u>	<u>14,757,515</u>
Deferred inflows of resources	<u>13,641,553</u>	<u>9,491,012</u>
Net position:		
Net investment in capital assets	18,191,511	17,855,986
Restricted	5,436,019	7,087,371
Unrestricted	<u>(2,735,283)</u>	<u>(6,152,192)</u>
Total net position	<u>\$20,892,247</u>	<u>\$18,791,165</u>

The largest portion of net position is invested in capital assets (e.g., land, buildings, vehicles, equipment and infrastructure), less any related debt used to acquire those assets that is still outstanding. The Township uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending.

Restricted net position represents 26% of total net position. Restricted net position represents resources that are subject to external restrictions on how they may be used.

The government's net position increased by \$1,438,448 during the current fiscal year.

### Changes in Net Position

	<u>Governmental activities</u>	
	<u>2022</u>	<u>2021</u>
Revenue:		
Program revenue:		
Charges for services	\$2,043,434	\$3,754,337
Operating grants and contributions	202,396	519,279
Capital grants and contributions	181,915	-
General revenue:		
Property taxes	8,026,911	5,770,663
State sources	3,294,198	2,682,109
Gain on sale of capital assets	-	238,178
Unrestricted investment earnings	129,161	32,992
Other	57,712	98,032
Total revenue	<u>13,935,727</u>	<u>13,095,590</u>



Expenses:		
General government	2,129,260	1,898,495
Public safety	8,432,360	6,944,960
Public works	1,178,406	1,687,515
Community and economic development	415,364	94,534
Culture and recreation	210,864	32,176
Interest on long-term debt	131,025	152,052
Total expenses	<u>12,497,279</u>	<u>10,809,732</u>
Change in net position	1,438,448	2,285,858
Net position - beginning of year	<u>19,453,799</u>	<u>16,505,307</u>
Net position - end of year	<u>\$20,892,247</u>	<u>\$18,791,165</u>

Prior period adjustments totaling \$662,634 impacted the beginning net position for fiscal year 2022. These consisted of adjustments to the capital assets for \$200,704 and \$461,930 related to the pension liability.

**Governmental Activities.** During the year the Township invested \$8,432,360 or 67% of governmental activities expenses in public safety. General government expenses amounted to \$2,129,260 or 17% of governmental activities while culture and recreation, public works, community and economic development, and interest on long-term debt made up the remaining 16% of governmental activities expenses.

## Financial Analysis of the Government's Funds

As noted earlier, the Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the Township's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Township's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. As of the end of the current fiscal year, the Township's governmental funds reported combined ending fund balances of \$15,231,044, an increase of \$1,195,432 in comparison with the prior year. Of the \$15,231,044, \$6,901,342 is reported in the general fund.

The general fund is the chief operating fund of the Township. At the end of the current fiscal year, unassigned fund balance of the general fund was \$6,727,040. As a measure of the general fund's liquidity, it may be useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance represents 70% of total general fund expenditures and transfers. The fund balance of the Township's general fund increased by \$675,422 during the current fiscal year.

The American Rescue Plan Act (ARPA) fund was established to account for the proceeds and uses of the ARPA funds. During the year, \$181,915 was transferred to, and used by, the general fund.

The Fire capital fund is used to account for funds used primarily for the construction of a new fire station. The design phase of the construction began in 2021. It is the Township's intent to issue a bond to provide for most of the construction costs.

The Sewer Improvement capital fund is used to account for funds used to provide for improvements and reconstruction to the lift stations and sewer infrastructure within the Township.

The Road Bond debt service fund is used to account for the debt service payments related to bonds issued to improve the Township's roads.

## Capital Asset and Debt Administration

**Capital assets.** The Township's investment in capital assets for its governmental activities as of December 31, 2022, amounted to \$18,196,098 (net of accumulated depreciation).

The Township's capital assets (net of depreciation) are summarized as follows:

	<b>Governmental Activities</b>
Land	\$ 649,931
Construction in progress	527,506
Buildings and improvements	4,052,755
Equipment	3,140,303
Vehicles	5,233,522
Infrastructure	22,497,614
Accumulated depreciation	(17,905,533)
<b>Total</b>	<b>\$ 18,196,098</b>

Additional information on the Township's capital assets can be found in the footnotes to the financial statements.

**Debt.** The Township entered into a finance lease agreement with Xerox Copiers for two copiers in the administration and police departments. The total cost of the lease payments over five years is \$17,771.

In 2015, the Township issued bonds to finance the rehabilitation of Township roads in poor condition. The total amount of the issuance was \$9,750,000. As of year-end, the outstanding principal on the debt is \$4,950,000. The Township made principal payments on bonds outstanding totaling \$1,100,000 during the year.

Additional information on the Township's long-term debt can be found in the footnotes to the financial statements.

## Budgetary Highlights

Significant budget adjustments were made for the following:

Actual expenditures were less than budgeted amounts by \$12,243,947, primarily in the areas of general operating, public safety-police, capital improvements – fire, and capital improvements – sewer.

- General Operating \$(466,882) – in the departments of infrastructure maintenance, recreation, and planning/zoning,
- Public Safety – Police Operating \$(861,069) – due to the unavailability of viable candidates for the open police officer positions.
- Capital Improvements – Fire – \$(8,862,894) – Unable to construct the Eastwood fire station.
- Capital Improvements – Sewer – \$(1,805,669) – Unable to complete construction projects due to supply chain issue.

Significant budget adjustments were made for the following:

- \$80,000 increase in General Fund - Road Maintenance
- \$317,000 increase in Public Safety – Police Operating

## **Economic Factors and Next Year's Budgets and Rates**

The following factors were considered in preparing the Township's budget for the 2023 fiscal year:

- The Township plans to use revenues and provide for revenue replacement from ARPA funds to finance Township operations in 2023.
- The Township will update its financial software to the latest version of the Uniform Chart of Accounts as set forth by the Michigan Department of Treasury for the 2024 budget fiscal year.

## **Requests for Information**

This financial report is designed to provide a general overview of Kalamazoo Charter Township's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Director of Finance, Charter Township of Kalamazoo, 1720 Riverview Drive, Kalamazoo, MI 49004 or (269) 381-8080.

## **BASIC FINANCIAL STATEMENTS**

# KALAMAZOO CHARTER TOWNSHIP

## STATEMENT OF NET POSITION

DECEMBER 31, 2022

	<b>Governmental Activities</b>
<b>Assets</b>	
Cash and pooled investments	\$ 20,900,834
Receivables	
Accounts	309,160
Taxes and assessments	5,188,343
Leases	312,866
Due from other governments	635,314
Prepaid items	<u>100,694</u>
Total current assets	<u>27,447,211</u>
Noncurrent assets	
Capital assets:	
Land	649,931
Construction in progress	527,506
Depreciable capital assets, net	<u>17,018,661</u>
Total noncurrent assets	<u>18,196,098</u>
<b>Total assets</b>	<u>45,643,309</u>
<b>Deferred outflows</b>	
Deferred outflow related to pension	2,531,235
Deferred outflow related to OPEB	<u>298,702</u>
<b>Total deferred outflows</b>	<u>2,829,937</u>
<b>Liabilities</b>	
Accounts payable	312,115
Accrued payroll and benefits	162,949
Accrued interest payable	32,750
Current portion of long-term debt	<u>1,103,371</u>
Total current liabilities	<u>1,611,185</u>
Long-term liabilities	
Pension benefits	5,965,780
Post-employment benefits	1,927,676
Compensated absences	572,109
Unamortized bond premium	11,480
Long-term debt	<u>3,851,216</u>
Total long-term liabilities	<u>12,328,261</u>
<b>Total liabilities</b>	<u>13,939,446</u>
<b>Deferred inflows of resources</b>	
Deferred revenue - taxes	11,428,237
Pension related	472,305
OPEB related	1,428,145
Lease related	<u>312,866</u>
<b>Total deferred inflows of resources</b>	<u>13,641,553</u>
<b>Net position</b>	
Net investment in capital assets	18,191,511
Restricted for	
Fire protection	2,012,781
Transportation	280,054
Police services	494,040
Capital projects	2,649,144
Unrestricted	<u>(2,735,283)</u>
<b>Total net position</b>	<u>\$ 20,892,247</u>

The accompanying notes are an integral part of these financial statements.

# KALAMAZOO CHARTER TOWNSHIP

## STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2022

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Primary government</b>					
Governmental activities					
General government	\$ 2,129,260	\$ 727,049	\$ 47,304	\$ 181,915	\$ (1,172,992)
Public safety	8,432,360	690,932	155,092	-	(7,586,336)
Public works	1,178,406	493,061	-	-	(685,345)
Community and economic development	415,364	131,894	-	-	(283,470)
Culture and recreation	210,864	498	-	-	(210,366)
Interest on long-term debt	131,025	-	-	-	(131,025)
<b>Total primary government</b>	<b>\$ 12,497,279</b>	<b>\$ 2,043,434</b>	<b>\$ 202,396</b>	<b>\$ 181,915</b>	<b>(10,069,534)</b>
General revenues					
Property taxes					
General purpose					4,460,057
Specific purpose					3,566,854
State shared revenues					3,294,198
Unrestricted investment income (loss)					129,161
Miscellaneous					57,712
Total general revenues and transfers					11,507,982
Change in net position					1,438,448
<b>Net position, beginning of year</b>					19,453,799
<b>Net position, end of year</b>					<b>\$ 20,892,247</b>

The accompanying notes are an integral part of these financial statements.

# KALAMAZOO CHARTER TOWNSHIP

## GOVERNMENTAL FUNDS BALANCE SHEET

DECEMBER 31, 2022

	<u>General</u>	<u>American Rescue Plan Act</u>	<u>Fire Capital</u>	<u>Sewer Improvement</u>	<u>Road Bond</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
<b>Assets</b>							
Cash and pooled investments	\$ 9,211,766	\$ 2,233,444	\$ 2,254,169	\$ 3,877,210	\$ 972,904	\$ 2,351,341	\$ 20,900,834
Receivables							
Accounts	126,764	-	5,394	129,147	-	47,855	309,160
Taxes	3,703,335	-	296,357	7,838	697,020	483,793	5,188,343
Leases	312,866	-	-	-	-	-	312,866
Due from other governments	606,488	-	-	-	28,826	-	635,314
Prepaid items	94,443	-	-	2,813	-	3,438	100,694
<b>Total assets</b>	<u>\$ 14,055,662</u>	<u>\$ 2,233,444</u>	<u>\$ 2,555,920</u>	<u>\$ 4,017,008</u>	<u>\$ 1,698,750</u>	<u>\$ 2,886,427</u>	<u>\$ 27,447,211</u>
<b>Liabilities, deferred inflows of resources, and fund balances</b>							
<b>Liabilities</b>							
Accounts payable	\$ 166,385	\$ -	\$ -	\$ 8,923	\$ -	\$ 136,807	\$ 312,115
Accrued payroll and benefits	162,949	-	-	-	-	-	162,949
<b>Total liabilities</b>	<u>329,334</u>	<u>-</u>	<u>-</u>	<u>8,923</u>	<u>-</u>	<u>136,807</u>	<u>475,064</u>
<b>Deferred inflows of resources</b>							
Deferred revenue - taxes	6,512,120	2,198,450	543,139	21,821	1,204,710	947,997	11,428,237
Lease related	312,866	-	-	-	-	-	312,866
<b>Fund balances</b>							
Nonspendable							
Prepaid items	94,443	-	-	2,813	-	3,438	100,694
Restricted							
Public Safety	-	-	-	-	-	172,060	172,060
Public Works	-	-	-	-	-	280,054	280,054
Debt Service	-	-	-	-	494,040	-	494,040
Capital projects	-	-	2,012,781	-	-	636,363	2,649,144
Assigned							
Special revenue funds	-	34,994	-	-	-	-	34,994
Public Safety	79,859	-	-	-	-	-	79,859
Capital projects	-	-	-	3,983,451	-	709,708	4,693,159
Unassigned	6,727,040	-	-	-	-	-	6,727,040
<b>Total fund balances</b>	<u>6,901,342</u>	<u>34,994</u>	<u>2,012,781</u>	<u>3,986,264</u>	<u>494,040</u>	<u>1,801,623</u>	<u>15,231,044</u>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<u>\$ 14,055,662</u>	<u>\$ 2,233,444</u>	<u>\$ 2,555,920</u>	<u>\$ 4,017,008</u>	<u>\$ 1,698,750</u>	<u>\$ 2,886,427</u>	<u>\$ 27,447,211</u>

The accompanying notes are an integral part of these financial statements.

# KALAMAZOO CHARTER TOWNSHIP

## RECONCILIATION OF FUND BALANCE ON THE BALANCE SHEET FOR GOVERNMENTAL FUNDS TO NET POSITION OF GOVERNMENTAL ACTIVITIES ON THE STATEMENT OF NET POSITION

DECEMBER 31, 2022

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<b>Fund balances - total governmental funds</b>	<b>\$ 15,231,044</b>
Amounts reported for <i>governmental activities</i> in the statement of net position are different because	
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the funds.	
Add - land	649,931
Add - construction in progress	527,506
Add - capital assets (net of accumulated depreciation)	17,018,661
Certain liabilities, deferred outflows, and deferred inflows are not due and payable in the current period and therefore are not reported in the funds.	
Deduct - post-employment benefits	(1,927,676)
Deduct - deferred inflows on OPEB	(1,428,145)
Add - deferred outflows on OPEB	298,702
Deduct - pension benefits	(5,965,780)
Deduct - deferred inflows on pension	(472,305)
Add - deferred outflows on pension	2,531,235
Deduct - compensated absences payable	(572,109)
Deduct - bonds payable	(4,954,587)
Deduct - unamortized bond premium	(11,480)
Deduct - accrued interest on bonds payable	<u>(32,750)</u>
<b>Net position of governmental activities</b>	<b>\$ <u>20,892,247</u></b>

The accompanying notes are an integral part of these financial statements.



# KALAMAZOO CHARTER TOWNSHIP

## GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>General</u>	<u>American Rescue Plan Act</u>	<u>Fire Capital</u>	<u>Sewer Improvement</u>	<u>Road Bond</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
<b>Revenues</b>							
Property taxes	\$ 5,324,123	\$ -	\$ 509,147	\$ 1,939	\$ 1,268,454	\$ 923,248	\$ 8,026,911
Licenses and permits	439,378	-	-	-	-	-	439,378
Federal	16,500	181,915	-	-	-	-	198,415
State	3,296,154	-	-	-	-	92,533	3,388,687
Charges for services	1,101,546	-	17,545	401,615	-	91,446	1,612,152
Fines	4,276	-	-	-	-	-	4,276
Interest	55,702	34,932	17,642	33,266	8,127	14,424	164,093
Miscellaneous	62,522	-	26,594	-	-	12,699	101,815
<b>Total revenues</b>	<u>10,300,201</u>	<u>216,847</u>	<u>570,928</u>	<u>436,820</u>	<u>1,276,581</u>	<u>1,134,350</u>	<u>13,935,727</u>
<b>Expenditures</b>							
Current							
General government	1,897,933	-	-	-	-	-	1,897,933
Public safety	6,954,171	-	-	-	-	127,984	7,082,155
Public works	286,185	-	-	143,282	-	766,623	1,196,090
Community and economic development	129,179	-	-	-	-	-	129,179
Culture and recreation	30,229	-	-	-	-	167,957	198,186
Debt service							
Principal	1,492	-	-	-	1,100,000	-	1,101,492
Interest	178	-	-	-	142,500	-	142,678
Capital outlay	188,637	-	395,607	23,400	-	384,938	992,582
<b>Total expenditures</b>	<u>9,488,004</u>	<u>-</u>	<u>395,607</u>	<u>166,682</u>	<u>1,242,500</u>	<u>1,447,502</u>	<u>12,740,295</u>
Revenues over (under) expenditures	<u>812,197</u>	<u>216,847</u>	<u>175,321</u>	<u>270,138</u>	<u>34,081</u>	<u>(313,152)</u>	<u>1,195,432</u>
Other financing sources (uses)							
Transfers in	181,915	-	-	-	-	318,690	500,605
Transfers out	(318,690)	(181,915)	-	-	-	-	(500,605)
Total other financing sources (uses)	<u>(136,775)</u>	<u>(181,915)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>318,690</u>	<u>-</u>
Net changes in fund balances	675,422	34,932	175,321	270,138	34,081	5,538	1,195,432
<b>Fund balances, beginning of year</b>	<u>6,225,920</u>	<u>62</u>	<u>1,837,460</u>	<u>3,716,126</u>	<u>459,959</u>	<u>1,796,085</u>	<u>14,035,612</u>
<b>Fund balances, end of year</b>	<u>\$ 6,901,342</u>	<u>\$ 34,994</u>	<u>\$ 2,012,781</u>	<u>\$ 3,986,264</u>	<u>\$ 494,040</u>	<u>\$ 1,801,623</u>	<u>\$ 15,231,044</u>

The accompanying notes are an integral part of these financial statements.

# KALAMAZOO CHARTER TOWNSHIP

## RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2022

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<b>Net changes in fund balances - total governmental funds</b>	<b>\$ 1,195,432</b>
<p>Amounts reported for <i>governmental activities</i> in the statement of activities are different because</p>	
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense.</p>	
Add - capital outlay	1,054,911
Deduct - depreciation expense	(914,809)
Deduct - net book value of disposed assets	(8,455)
<p>Repayment of bond or note principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.</p>	
Add - principal payments on debt	1,103,175
Add - premium amortized on bonds	6,115
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds.</p>	
Add - decrease in OPEB liability	411,144
Deduct - increase in deferred inflows related to OPEB	(312,547)
Deduct - decrease in deferred outflows related to OPEB	(2,618)
Deduct - increase in pension liability	(2,846,034)
Add - decrease in deferred inflows related to pension	144,662
Add - increase in deferred outflows related to pension	1,619,302
Deduct - increase in compensated absences	(17,367)
Add - decrease in accrued interest	<u>5,537</u>
<b>Change in net position of governmental activities</b>	<b><u>\$ 1,438,448</u></b>

The accompanying notes are an integral part of these financial statements.

**KALAMAZOO CHARTER TOWNSHIP**  
**FIDUCIARY FUNDS**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**DECEMBER 31, 2022**

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	Other Post-employment Benefits <u>Trust</u>	Custodial <u>Funds</u>
<b>Assets</b>		
Cash and pooled investments	\$ -	\$ 4,643,150
Investments	<u>304,756</u>	<u>-</u>
<b>Total assets</b>	<u>304,756</u>	<u>4,643,150</u>
<b>Liabilities</b>		
Accounts payable	-	34,725
Accrued liabilities	-	323,514
Due to other governmental units	-	4,082,302
Deposits held on behalf of South West Enforcement Team (S.W.E.T.)	<u>-</u>	<u>202,609</u>
<b>Total liabilities</b>	<u>-</u>	<u>4,643,150</u>
<b>Net position</b>		
Restricted for other post-employment benefits	304,756	-
Restricted for other governments	<u>-</u>	<u>-</u>
<b>Total net position</b>	<u>\$ 304,756</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

**KALAMAZOO CHARTER TOWNSHIP**  
**FIDUCIARY FUNDS**  
**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**  
**FOR THE YEAR ENDED DECEMBER 31, 2022**

	Other Post-employment Benefits <u>Trust</u>	Custodial <u>Funds</u>
<b>Additions</b>		
Contributions:		
Employer	\$ 100,000	\$ -
Property taxes collected for other governments	-	24,611,736
Deposits held for S.W.E.T.	-	202,609
Investment earnings (loss)	<u>(31,383)</u>	<u>-</u>
<b>Total Additions</b>	<u>68,617</u>	<u>24,814,345</u>
<b>Deductions</b>		
Property taxes distributed to other governments	-	24,611,736
Deposits distributed to S.W.E.T.	<u>-</u>	<u>202,609</u>
<b>Total deductions</b>	<u>-</u>	<u>24,814,345</u>
Net increase	68,617	-
<b>Net position, beginning of year</b>	<u>236,139</u>	<u>-</u>
<b>Net position, end of year</b>	<u>\$ 304,756</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2022

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Charter Township of Kalamazoo (the "Township") conform to generally accepted accounting principles as applicable to governments. The following is a summary of the significant policies.

#### ***Reporting Entity***

These financial statements present only the Township. Management has determined there are no other entities for which the Township is financially accountable. Blended component units, although legally separate entities are, in substance, part of the Township's operations, so data from these units are combined with data of the primary government. The Township has no blended component units. Discretely presented component units are reported in separate columns in the financial statements to emphasize they are legally separate from the Township. The Township has no discretely presented component units.

#### ***Joint Venture***

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

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

#### ***Government-wide and Fund Financial Statements***

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable. Currently, the Township does not report any business-type activities or component units.

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

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

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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#### ***Measurement Focus, Basis of Accounting, and Financial Statement Presentation***

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

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

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

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

The Township reports the following major governmental funds:

The *General Fund* is the general operating fund of the Township. It is used to account for all financial resources, except those required to be accounted for in another fund.

The *American Rescue Plan Act (ARPA)*, a special revenue fund, accounts for the revenues and expenditures related to the grant funds.

The *Fire Capital Fund*, a capital projects fund, accounts for the construction or purchase of major fire improvements. Revenues are primarily derived from special tax assessments.

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

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

Additionally, the Township reports the following fund types:

The *Nonmajor Special Revenue Funds* are used to account for the proceeds of specific revenue sources (other than permanent trusts or major capital projects) that are legally restricted to expenditures for specified purposes because of legal or regulatory provisions or administrative requirements.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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The *Nonmajor Capital Projects Funds* are used to account for the outlays related to restricted or assigned fund balance for special capital outlays.

The *Fiduciary Funds* are used to account for the operations of the Township's Other Post-employment Benefits Plan for which assets are held in trust, and for the collection and disbursement of taxes and other funds that are collected on behalf of outside governments or other parties.

#### ***Budgets and Budgetary Accounting***

Comparisons to budget are presented for the general and special revenue funds. General and special revenue funds adopt a legal budget with remaining funds maintaining budgets as a management control device. The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The Township Superintendent submits to the Township Board a proposed operating budget for the fiscal year commencing the following January 1.
2. Public hearings are conducted to obtain taxpayer comments.
3. Prior to January 1, the budget is legally enacted through passage of a resolution.
4. Budgets for the general and special revenue funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Annual budgets lapse at fiscal year-end.

The appropriated budget is prepared by fund, activity, department, and line items. The Director of Finance is authorized to transfer budgeted amounts between line items within an activity; however, any revisions that alter the total expenditures of an activity must be approved by the Board of Trustees. The legal level of budgetary control is the activity level. Supplemental appropriations were made during the year.

#### ***Cash and Pooled Investments***

For the purpose of the statement of cash flows, the Township's cash and pooled investments are considered to be cash equivalents because the balances are readily available similar to a demand deposit account. Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired.

#### ***Investments***

Investments are stated at fair value at the balance sheet date. Pooled investment income is proportionately allocated to all funds.

State statutes and Township policy authorize the Township to invest in:

- a. Bond, securities, other obligations and repurchase agreements of the United States, or an agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts or depository receipts of a qualified financial institution.
- c. Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- d. Bankers' acceptances of United States banks.
- e. Obligations of the State of Michigan and its political subdivisions that, at the time of purchase that are rated as investment grade by at least one standard rating service.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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- f. Mutual funds registered under the Investment Company Act of 1940 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.
- g. External investment pools as authorized by Public Act 20 as amended.
- h. The OPEB Trust may also invest in corporate debt and equity securities.

#### ***Receivables and Payables***

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds".

#### ***Prepaid Items***

Certain payments to vendors represent costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The Township follows the consumption method of accounting for prepaid items.

#### ***Capital Assets***

Capital assets, which include land, buildings and equipment, vehicles, improvements, and infrastructure assets, are reported in the governmental activities column in the government-wide financial statements.

Capital assets are defined by the government as assets with an initial, individual cost of more than \$2,000 (\$10,000 for infrastructure assets) and an estimated useful life in excess of one year. Such assets are valued at cost where historical records are available and at estimated historical cost where no historical records exist. Donated capital assets are valued at acquisition value (the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction) on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

Depreciation on capital assets is computed using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Building and structures	40-60
Land and building improvements	10-30
Vehicles	5-10
Equipment	3-15
Infrastructure	25-75

#### ***Deferred outflows/inflows of resources***

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The Township may report certain pension or other post-employment benefits related costs as deferred outflows. The pension and other post-employment benefits are discussed in Note 8 and Note 9.



# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has items that qualify for reporting in this category. The governmental funds and governmental activities report deferred revenues from property taxes levied for the following year. The Township may also report deferred inflows related to certain pension and other post-employment benefits items. The pension and other post-employment benefits are discussed in Note 8 and Note 9. The Township may also report deferred inflows related to leases. The leases are discussed in Note 6.

#### ***Long-Term Obligations***

In the government-wide financial statements, the long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position. Bond premiums and discounts, are deferred and amortized over the life of the related bonds using the effective interest method.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures/expenses regardless of fund or activity.

#### ***Compensated Absences***

It is the Township's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Accumulated compensated absences of governmental funds is recorded on the statement of net position and not on the governmental fund balance sheets because the balance is not expected to be liquidated with expendable available financial resources. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

#### ***Pension***

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position the Municipal Employees Retirement System (MERS) of Michigan and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported to MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

#### ***Other Post-employee Benefits (OPEB)***

For purposes of measuring the net OPEB liability and deferred inflows and outflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Charter Township of Kalamazoo Retiree Health Care Plan (RHCP) and additions to/deductions from RHCP's fiduciary net position have been determined on the same basis as they are reported by RHCP. For this purpose, RHCP recognized benefit payments when due and payable in accordance with the benefit terms.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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#### ***Net Position and Fund Balance Reporting***

In the fund financial statements, governmental funds may report fund balance in the following five categories:

1. Non-spendable - the related asset's form does not allow expenditure of the balance. The assets are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact. Nonspendable fund balance would be equal to inventory, prepaid items, non-current financial assets, and the nonspendable portion of endowments.
2. Restricted - the related assets can only be spent for the specific purposes stipulated by constitution, external resource providers, or as identified in enabling legislation.
3. Committed - the related assets can only be spent for a specific purpose identified by formal resolution of the governing board.
4. Assigned - the related assets can only be spent for a specific purpose identified by management as authorized by the governing board.
5. Unassigned - is the residual classification and includes all spendable amounts not contained in the other classifications.

#### ***Net Position and Fund Balance Flow Assumptions***

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position/fund balance and unrestricted – net position/fund balance, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to use restricted resources first, then unrestricted resource as they are needed. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

#### ***Minimum Unrestricted Fund Balance – General Fund***

The fund balance of the Township's General Fund has been accumulated to provide stability and flexibility to respond to unexpected adversity and/or opportunities. The Township's basic goal is to limit expenditures to anticipated revenue in order to maintain a balanced budget. It is the goal of the Township to achieve and maintain an unrestricted fund balance in the General Fund not less than 35% of its operating expenditures for its Administrative (101), Fire (206) and Police (207) funds. Fund balance can be used to balance the operating budget. If unassigned fund balance is expected to fall below the goal or has a deficiency, the Director of Finance will provide the Township board procedures for replenishing fund balance as well as a timeline to replenish the funds.

#### ***Property Taxes***

Township property taxes and special tax assessments attach as an enforceable lien on property as of December 1 of each year and are due without penalty on or before February 14. Tax bills include the Township's own property taxes and taxes billed on behalf of other taxing units. Real property taxes not collected as of March 1 are turned over to the county for collection, which advances the Township 100% of the delinquent real property taxes. Collection of delinquent personal property taxes remains the responsibility of the Township Treasurer. The December 1 levy is recorded as a receivable and unearned revenue at the end of the year and is intended to fund expenditures of the following year.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

All trade and property tax receivables are shown as net of allowance for uncollectible amounts. The Township considers all accounts receivable to be fully collectible; accordingly, no allowance for uncollectible amounts is recorded.

#### ***Interfund Transactions***

During the course of normal operations, the Township has numerous transactions between funds. Transactions that constitute reimbursement to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as a reduction of expenditures/expenses in the fund that is reimbursed. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

#### ***Risk Management***

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions and employee injuries (workers' compensation), as well as medical benefits provided to employees. The government has purchased commercial insurance for all claims. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

## **2. STATUTORY COMPLIANCE**

Michigan law provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Township's actual expenditures and budgeted expenditures for the budgeted funds have been shown on a departmental basis. The approved budgets of the Township for these budgeted funds were adopted at the department level.

During the year ended December 31, 2022, the following department expenditures were in excess of the amount appropriated.

	<u>Amended Budget</u>	<u>Actual</u>	<u>Over Budget</u>
Clerk	\$ 193,725	\$ 193,936	\$ 211
Fire Protection	2,032,063	2,035,107	3,044
Debt Service	1,405	1,492	87
Capital Outlay	133,000	188,637	55,637
Transfers out	223,115	318,690	95,575

## **3. CASH AND INVESTMENTS**

The captions on the financial statements relating to cash and pooled investments and investments are as follows:

	<u>Primary Government</u>	<u>Fiduciary Funds</u>	<u>Total</u>
Cash and pooled investments	\$20,900,834	\$4,643,150	\$25,543,984
Investments	-	304,756	304,756
	<b>\$20,900,834</b>	<b>\$4,947,906</b>	<b>\$25,848,740</b>

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

The cash and investments making up the above balances are as follows:

Deposits	\$21,231,486
Investments	<u>4,617,254</u>
Total	<u><b>\$25,848,740</b></u>

The deposits are in financial institutions located in Michigan in varying amounts. State policy limits the Treasurer's investing options to financial institutions located in Michigan. All accounts except as noted are in the name of the Township and a specific fund or common account. They are recorded in Township records at fair value. Interest is recorded when earned.

*Custodial Credit Risk - Deposits.* Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned. State law does not require, and the Township does not have, a policy for deposit custodial credit risk. As of year-end, \$10,164,688 of the Township's bank balance of \$23,233,902 was exposed to custodial credit risk because the balance was uninsured and uncollateralized.

#### Investments

The Township chooses to disclose its investments by type. As of year-end, the Township had the following investments:

	<u>Maturity</u>	<u>Fair Value</u>	<u>Rating</u>	<u>Source</u>
Federated Hermes	N/A	\$ 131,166	N/A	N/A
FNMA REMIC Pools	2042	94,007	Aaa	Moody's
FHLB Bonds	2024	464,340	Aaa	Moody's
MERS Retiree Health Vehicle Fund	N/A	304,756	N/A	N/A
CLASS – Michigan Investment Pool	N/A	3,622,985	AAA	S&P
Total		<u><b>\$4,617,254</b></u>		

The Township categorizes its fair value measurements of investments within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Township has the following recurring fair value measurements as of year-end.

- The Township does not have any investments that are valued using quoted market prices (Level 1 inputs).
- MI Class Investment Pool and MERS investments are valued using a pricing model utilizing observable fair value measures of fund/pool investments and other observable inputs to determining the fair value of the securities making up the of investments fund/pool (Level 2 inputs). The U.S. agency pools and bonds are valued using observable fair values of similar assets (Level 2 inputs).
- The Township does not have any investments that report fair value based on significant unobservable inputs (Level 3 inputs).

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2022

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### ***Investment and deposit risk***

*Interest Rate Risk.* State law and Township policy limit the allowable investments and the maturities of some of the allowable investments as identified in Note 1, the summary of significant accounting policies. The Township's investment policy does not have specific limits in excess of state law on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Credit Risk.* State law limits investments to specific government securities, certificates of deposits and bank accounts with qualified financial institutions, commercial paper with specific maximum maturities and ratings when purchased, bankers acceptances of specific financial institutions, qualified mutual funds and qualified external investment pools as identified in Note 1, the summary of significant accounting policies. The investment policy does not have specific limits in excess of state law on investment credit risk. The rating for each investment is identified above for investments held at year-end.

*Custodial Credit Risk - Investments.* For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State law does not require, and the Township does not have, a policy for investment custodial credit risk. The above investment securities were uninsured, unregistered and held by the counterparty for the Township. For the above funds on deposit with MERS and MI Class investments, the Township's custodial credit risk exposure cannot be determined because the Township's participation in the pools/funds do not consist of specifically identifiable securities.

*Concentration of Credit Risk.* State law limits allowable investments but does not limit concentration of credit risk as identified in Note 1, the summary of significant accounting policies. The Township's investment policy does not have specific limits in excess of state law on concentration of credit risk. All investments held at year-end are reported above.

### **4. INTERFUND TRANSACTIONS**

Transfers in and out for the year consisted of transfers from the general fund to various nonmajor funds, and moving ARPA funds to the general fund where they were expended.

Transfers are used to (1) move unrestricted revenues collected in the general fund to finance capital and other various programs accounted for in other funds in accordance with budgetary authorizations and (2) move allocated cost of general operations to applicable funds.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2022

### 5. CAPITAL ASSETS

Capital asset activity for the year was as follows:

	Balance January 1, 2022	Additions	Deletions	Balance December 31, 2022
<b>Governmental Activities</b>				
<b>Capital assets, not being depreciated</b>				
Land	\$ 649,931	\$ -	\$ -	\$ 649,931
CIP	159,814	367,692	-	527,506
Total capital assets, not being depreciated	809,745	367,692	-	1,177,437
<b>Capital assets, being depreciated</b>				
Buildings and improvements	3,899,755	153,000	-	4,052,755
Equipment	3,212,151	170,849	242,697	3,140,303
Vehicles	4,870,152	363,370	-	5,233,522
Infrastructure	22,497,614	-	-	22,497,614
Total capital assets, being depreciated	34,479,672	687,219	242,697	34,924,194
Less accumulated depreciation for				
Buildings and improvements	2,470,152	123,320	-	2,593,472
Equipment	1,857,467	312,551	234,242	1,935,776
Vehicles	3,398,758	210,437	-	3,609,195
Infrastructure	9,498,589	268,501	-	9,767,090
Total accumulated depreciation	17,224,966	914,809	234,242	17,905,533
<b>Net capital assets, being depreciated</b>	17,254,706	(227,590)	8,455	17,018,661
<b>Governmental Activities capital assets, net</b>	<b>\$18,064,451</b>	<b>\$140,102</b>	<b>\$8,455</b>	<b>\$18,196,098</b>

Depreciation expense was charged to functions/programs of the primary government as follows:

<b>Governmental Activities</b>	
General government	\$ 123,861
Public safety	509,769
Public works	268,501
Community and economic development	12,678
<b>Total depreciation expense - governmental activities</b>	<b>\$914,809</b>

### 6. LEASES

The Township has entered into a finance lease as lessee for two copiers. The future minimum payments are as follows:

Year ending December 31,	
2023	\$3,554
2024	1,232
Total minimum lease payments	4,786
Less amount representing interest	199
Present value of minimum lease payments	<b>\$4,587</b>

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

Asset	
Equipment	\$15,396
Less accumulated depreciation	<u>11,291</u>
Total	<u><b>\$ 4,105</b></u>

The Township has entered into lease arrangements as lessor with two companies to lease a portion of the Township's land for the purpose of cellular services. Both leases have an initial term of five years with renewal terms of up to four additional five-year terms with a three percent increase each year. The first lease is in the third renewal term and the second lease is in the second renewal term.

2022 is the first year of implementation of the new guidance under GASB Statement 87. The Township has recognized a total deferred inflow of resources of \$312,866 in the current fiscal year along with the corresponding lease receivable of the same amount. The Township recognized a total of \$34,343 in lease revenue and no interest revenue for the current fiscal year.

The Township also leases space for tower space which has been assigned to the Kalamazoo County Consolidated Dispatch Authority. The Township is currently in the initial ten-year term of the lease and has two five-year renewal terms available. The Township can terminate the lease at any time with 90 days' notice to the lessor. No receivable or deferred inflow has been recorded for this lease because of the assignment to another party.

## 7. LONG-TERM DEBT

The government issues bonds to provide for the acquisition and construction of major capital projects. General obligation bonds are direct obligations and pledge the full faith and credit of the government. Long-term obligations include compensated absences. Compensated absences are typically liquidated with funds from the General Fund.

The following is a summary of the debt transactions of the Township for the year ended December 31, 2022:

	<b>Balance January 1, 2022</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance December 31, 2022</b>	<b>Due Within One Year</b>
<b>Governmental Activities</b>					
\$9,750,000 General Obligation Bonds of 2015; due in annual installments of \$1,100,000 to \$1,350,000 plus interest at 2.0-3.0% through 2026*	\$6,050,000	\$ -	\$1,100,000	\$4,950,000	\$1,100,000
Bond premium	17,595	-	6,115	11,480	4,892
Financing lease – Xerox Copiers	7,762	-	3,175	4,587	3,371
Accrued employee benefits	554,742	483,401	466,034	572,109	-
<b>Total Governmental Activities</b>	<b>\$6,630,099</b>	<b>\$ 483,401</b>	<b>\$1,575,324</b>	<b>\$5,538,176</b>	<b>\$1,108,263</b>

\* Indicates public offering for GASB 88 purposes.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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The annual requirements to amortize all debt outstanding (excluding bond discount, bond premium, leases, and accrued employee benefits) as of December 31, 2022 are as follows:

Year Ending December 31	Governmental Activities	
	Principal	Interest
2023	\$ 1,100,000	\$ 118,625
2024	1,200,000	91,250
2025	1,300,000	58,375
2026	1,350,000	20,250
Total	<b>\$4,950,000</b>	<b>\$288,500</b>

#### 8. PENSION PLANS

##### Defined Contribution Pension Plan

The Township maintains a defined contribution pension plan administered by the Municipal Employees Retirement System (MERS) of Michigan, that covers elected officials, paid on-call firefighters, and substantially all full-time employees except police. The Township's contributions for each employee (and investment earnings allocated to the employee's account) are fully vested on the day the employee is eligible to participate in the plan, which occurs after 48 months of service except for paid on-call firefighters who are immediately vested. The Township contributes 6.20 to 12 percent of each eligible employee's salary to the plan. Paid on-call firefighters are required to contribute 6.20 percent. All other employees are permitted to make voluntary contributions up to applicable Internal Revenue Code limits. Plan provision and contribution requirements are established and may be amended by the Township Board. The Township's contribution for 2022 was \$211,833 and the employees' contribution was \$46,158. The Township recognized forfeiture income of \$2,227 during the year. At December 31, 2022, the Township reported an accrued liability of \$6,906 as part of the contributions to the plan.

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

##### Deferred Compensation Plan

The Township offers employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The Plan, available to all Township employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. All Assets of the plan are held in trust for employees and the related assets and liabilities are not included in this report.

##### MERS Defined Benefit Plan

###### Plan Description

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



# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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#### **Benefits Provided**

Pension benefits approved by the Township Board are provided to full-time sworn police officers and dispatcher. Eligible employees participate in a defined benefit plan which includes a multiplier of 2.50 times final average compensation, vesting period of 10 years, normal retirement age is 60, early retirement at 53 with 25 years of service (unreduced), 50 with 25 years of service (reduced) and 55 with 15 years of service (reduced). Benefits are calculated using highest 3 years of consecutive compensation and includes a non-compounding cost of living adjustment of 1.0 percent.

Membership of the defined benefit plans consisted of the following at the date of the latest actuarial valuation (December 31, 2021):

Active plan members	32
Inactive employees entitled but not yet receiving benefits	17
Inactive employees or beneficiaries currently receiving benefits	<u>20</u>
Total	<u><u>69</u></u>

#### **Contributions**

The Township is required to contribute at an actuarially determined rate, which for the current year was 17.5% of annual covered payroll. Contributions are determined based on participating employees. Participating employees are required to contribute 16.40% of gross wages to the Plan. The contribution requirements of the Township are established and may be amended by the MERS Retirement Board. The contribution requirements of employees are established and may be amended by labor agreements. At December 31, 2022, the Township reported an accrued liability of \$71,437 as part of the contributions to the plan.

#### **Net Pension Liability**

The employer's net pension liability was measured as of December 31, 2022, and the total pension liability used to calculate the net pension liability at December 31, 2022 was determined by an annual actuarial valuation as of December 31, 2021 (which included roll forward procedures to December 31, 2022).

The total pension liability in the December 31, 2021 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation: 2.5%

Salary Increases: base wage inflation of 3.00% in the long-term (plus merit and longevity from 0 to 6.7% based on age)

Investment rate of return: 7.00%, net of investment expense, including inflation

Mortality rates used for non-disabled plan member were based on a weighted blend of MP-2019 mortality tables of a 50% Male and 50% Female blend. Mortality rates used for disabled plan member were based on a blend of MP-2019 disabled retiree mortality tables of a 50% Male and 50% Female blend of disabled retirees

The actuarial assumptions used in the valuation were based on the results of the most recent actuarial experience study.

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>	<u>Expected Money Weighted Rate of Return*</u>
Global Equity	60.0%	4.50%	2.70%
Global Fixed Income	20.0%	2.00%	0.40%
Private investments	20.0%	7.00%	1.40%
Inflation			2.50%
Administrative fee			0.25%
Discount rate			7.25%

Discount rate. The discount rate used to measure the total pension liability is 7.25% (7.60% in the prior year). The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

#### Changes in the Net Pension Liability

	<u>Increase (Decrease)</u>		
	<u>Total Pension Liability</u>	<u>Plan Fiduciary Net Position</u>	<u>Net Pension Liability</u>
	<u>(a)</u>	<u>(b)</u>	<u>(a)-(b)</u>
Balance at December 31, 2021	\$17,474,727	\$14,354,981	\$3,119,746
Changes for the Year:			
Service cost	351,551	-	351,551
Interest	1,225,795	-	1,225,795
Change in benefits	16,855	-	16,855
Differences between expected and actual experience	(398,840)	-	(398,840)
Change in assumptions	750,110	-	750,110
Contributions: employer	-	633,141	(633,141)
Contributions: employee	-	-	-
Net investment income (loss)	-	(898,046)	898,046
Benefit payments, including refunds	(1,485,993)	(1,485,993)	-
Administrative expense	-	(26,377)	26,377
Other changes	609,281	-	609,281
Net changes	1,068,759	(1,777,275)	2,846,034
Balance at December 31, 2022	<u>\$18,543,486</u>	<u>\$12,577,706</u>	<u>\$5,965,780</u>

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

#### Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the employer, calculated using the discount rate of 7.25%, as well as what the employer's Net Pension Liability would be using a discount rate that is 1 percentage point lower (6.25%) or higher (8.25%) than the current rate.

	1% Decrease	Current Discount rate	1% Increase
Total pension liability	\$20,990,775	\$18,543,486	\$16,524,331
Fiduciary net position	12,577,706	12,577,706	12,577,706
Net pension liability	<b>\$ 8,413,069</b>	<b>\$ 5,965,780</b>	<b>\$ 3,946,625</b>

#### Pension Expense and Deferred Outflows of Resources Related to Pensions

For the year ended December 31, 2022 the employer recognized pension expense of \$1,715,209. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences in experience	\$ 39,139	\$472,305
Differences in assumptions	1,299,201	-
Excess (deficit) investment returns	1,192,895	-
Total	<b>\$2,531,235</b>	<b>\$472,305</b>

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

2023	\$ 600,141
2024	334,919
2025	508,203
2026	557,122
2027	58,545
Thereafter	-
Total	<b>\$2,058,930</b>

## 9. OTHER POST-EMPLOYMENT BENEFITS

**Plan Description.** The Township administers the Charter Township of Kalamazoo Retiree Health Care Plan (the Retiree Health Plan), a single-employer defined benefit healthcare plan that is used to provide postemployment benefits other than pensions (OPEB) for all eligible retirees and their spouses. The Township Board of Trustees has authority to make amendments to the plan.

**Benefits Provided.** The plan provides medical, dental and prescription coverage provided through a third-party insurer, and the full cost of benefits is covered by the plan.

Township officers and employees:

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

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

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

Police officers (with 25 years of service, retiring after attaining age of 53:

Shall be entitled to continuation of coverage subject to employer/employee 80%/20% cost sharing for him/her and his/her eligible dependents until eligible for Medicare; supplemental coverage will continue beyond date of Medicare eligibility only during such period of continued cover, if under "Old Formula" (below) employee qualifies for coverage past employee's 65<sup>th</sup> birthday.

Police officers (with 25 years of service, retiring before age of 53) – "Old Formula":

Retiree – Four and one-quarter months for each complete year of continuous Township service.

Dependent – Three months for each complete year of continuous Township service.

Membership of the Plan consisted of the following at the date of the latest actuarial valuation (December 31, 2022):

Inactive employees or beneficiaries receiving benefits	17
Active plan members	<u>62</u>
Total	<u>79</u>

#### **Contributions**

The Plan was established and is being funded under the authority of the Township and under agreements with unions representing various classes of employees. The Plan's funding policy is that the Township will contribute at least \$100,000 to the trust annually and continue to pay benefits from general operating funds until the plan is fully funded. There are no long-term contracts for contributions to the Plan. The Plan has no legally required reserves.

#### **Net OPEB Liability**

The employer's net OPEB liability was measured as December 31, 2022, and the total OPEB liability used to calculate the net OPEB liability was determined by an annual actuarial valuation as of that date.

The total OPEB liability in the December 31, 2022 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation: 2.50%

Salary increases: 3.5% (for purpose of allocating liability)

Investment rate of return: 7.00%, net of investment expense, including inflation

20-year Aa Municipal bond rate: 4.31% (S&P Municipal Bond 20-Year High Grade Rate Index)

Healthcare cost trend rates:

Pre-Medicare - 7.25% graded down by .25% per year to an ultimate rate of 4.5%;

Medicare eligible – 5.5% graded down by .25% per year to an ultimate rate of 4.5%;

Dental – 3.0% per annum

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

Mortality rates: Public General and Public Safety 2010 Employee and Healthy Retiree, Headcount weighted, MP-2021 Improvement Scale

An actuarial experience study is not required because the plan has fewer than 100 participants.

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

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Expected Rate of Return</u>
Global Equity	60.00%	4.50%
Global fixed income	20.00%	2.00%
Private investments	20.00%	7.00%

The sum of each target allocation times its a long- term expected real rate, plus inflation, is 7.00%.

Discount rate. The discount rate used to measure the total OPEB liability was 7.00%. The projection of cash flows used to determine the discount rate assumes that the employer will contribute at least \$100,000 to the trust annually and continue to pay benefits from general operating funds until the plan is fully funded. Based on this assumption, the OPEB plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current plan members. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year the benefit payments were not projected to be covered by the projected assets, projected benefits were discounted at a discount rate reflecting a 20 year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate was that yields the same present value of benefits is calculated. The discount rate is used to determine the total OPEB liability. As of December 31, 2021 the discount rate used to value OPEB liabilities was 7.35%.

#### Changes in the Net OPEB Liability

	<u>Increase (Decrease)</u>		
	<u>Total OPEB Liability</u>	<u>Plan Fiduciary Net Position</u>	<u>Net OPEB Liability</u>
	<u>(a)</u>	<u>(b)</u>	<u>(a)-(b)</u>
Balance at 12/31/21	\$2,574,959	\$236,139	\$2,338,820
Changes for the Year:			
Service cost	79,543	-	79,543
Interest	191,377	-	191,377
Differences between expected and actual experience	(508,034)	-	(508,034)
Change in assumptions	(3,971)	-	(3,971)
Contributions to OPEB trust	-	100,000	(100,000)
Contributions/benefit from general operating funds	-	101,442	(101,442)
Net investment income (loss)	-	(30,836)	30,836
Benefit payments, including refunds	(101,442)	(101,442)	-
Administrative expense	-	(547)	547
Other	-	-	-
Net changes	(342,527)	68,617	(411,144)
Balance at 12/31/22	<b>\$2,232,432</b>	<b>\$304,756</b>	<b>\$1,927,676</b>

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED DECEMBER 31, 2022

#### Sensitivity of the Net OPEB Liability to changes in the discount rate.

The following presents the net OPEB liability of the employer, calculated using the discount rate of 7.00%, as well as what the employer's net OPEB liability would be using a discount rate that is 1 percentage point lower (6.00%) or higher (8.00%) than the current rate.

	1% Decrease	Current Discount rate	1% Increase
Total OPEB liability	\$2,415,948	\$2,232,432	\$2,068,099
Fiduciary net position	304,756	304,756	304,756
Net OPEB liability	<b>\$2,111,192</b>	<b>\$1,927,676</b>	<b>\$1,763,343</b>
Plan fiduciary position as a percentage of the total OPEB liability		13.65%	

#### Sensitivity of the Net OPEB Liability to changes in the healthcare cost trend rates.

The following presents the net OPEB liability of the employer, calculated using the healthcare cost trend rate of 7.25% graded down 0.25% per year to 4.5%, as well as what the employer's net OPEB liability would be using a healthcare cost trend rate that is 1 percentage point lower (6.25%) or 1% higher (8.25%) than the current rate.

	1% Decrease	Current healthcare cost trend rate	1% Increase
Total OPEB liability	\$2,024,866	\$2,232,432	\$2,477,650
Fiduciary net position	304,756	304,756	304,756
Net OPEB liability	<b>\$1,720,110</b>	<b>\$1,927,676</b>	<b>\$2,172,894</b>

#### OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB Plan

For the year ended December 31, 2022 the employer recognized OPEB expense of \$105,463. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences in experience	\$263,081	\$ 540,388
Changes in assumptions	-	887,757
Excess(deficit) investment returns	35,621	-
Total	<b>\$298,702</b>	<b>\$1,428,145</b>

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

2023	\$ (144,993)
2024	(144,992)
2025	(145,157)
2026	(143,093)
2027	(153,464)
Thereafter	(397,744)
Total	<b><u>\$(1,129,443)</u></b>

# CHARTER TOWNSHIP OF KALAMAZOO

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2022

### 10. CONTINGENT LIABILITIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by the grantor agencies, principally the federal and state government. Any disallowed claims, including amounts already collected, may constitute a liability to the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the Township expects such amounts, if any, to be immaterial.

### 11. NET INVESTMENT IN CAPITAL ASSETS

The composition of net investment in capital assets as of December 31, 2022, is as follows:

	<b>Governmental Activities</b>
Capital assets	
Capital assets not being depreciated	\$ 1,177,437
Capital assets, net of accumulated depreciation	17,018,661
Total capital assets	18,196,098
Related debt	
Capital leases	(4,587)
Net investment in capital assets	<b>\$18,191,511</b>

### 12. TAX ABATEMENTS

The Township entered into property tax abatement agreements with local businesses under the Plant Rehabilitation and Industrial Development Districts Act, (known as the Industrial Facilities Exemption) PA 198 of 1974, as amended, provides a tax incentive to manufacturers to enable renovation and expansion of aging facilities, assist in the building of new facilities, and to promote the establishment of high-tech facilities. An Industrial Facilities Exemption (IFE) certificate entitles the facility to exemption from ad valorem real and/or personal property taxes for a term of 12 years for real property and 6 years for personal property as determined by the local unit of government. The agreements entered into by the Township include claw back provisions should the recipient of the tax abatement cease operations and no successor employer is providing employment during the term of the abatement. The IFT is computed at half the local property tax millage rate. This amounts to a reduction in property taxes of approximately 50%.

For the year ended December 31, 2022 the Township abated property tax revenues of approximately \$4,287.

### 13. COMMITMENTS

The Township has various ongoing construction projects with total estimated commitments of approximately \$3,650,000 outstanding at December 31, 2022.

### 14. RESTATEMENT OF NET POSITION

The beginning of year net position was adjusted by \$200,704 to properly reflect the capital asset additions relating to the prior year and by \$461,930 to properly reflect the pension liability for the prior year.

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## **REQUIRED SUPPLEMENTARY INFORMATION**

# KALAMAZOO CHARTER TOWNSHIP

## GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2022

	Budget Amounts		Actual	Variance
	Original	Final	Amount	Positive (Negative)
<b>Revenues</b>				
Property taxes	\$ 5,293,903	\$ 5,293,903	\$ 5,324,123	\$ 30,220
Licenses and permits	489,500	489,500	439,378	(50,122)
Federal	221,000	221,000	16,500	(204,500)
State	2,620,228	3,094,728	3,296,154	201,426
Charges for services	1,007,397	1,007,397	1,101,546	94,149
Fines	4,500	4,500	4,276	(224)
Interest	10,000	10,000	55,702	45,702
Miscellaneous	13,300	13,300	62,522	49,222
<b>Total revenues</b>	<u>9,659,828</u>	<u>10,134,328</u>	<u>10,300,201</u>	<u>165,873</u>
<b>Expenditures</b>				
Current				
General government				
Township board	102,800	101,800	90,730	11,070
Supervisor	38,100	38,600	35,263	3,337
Manager	221,935	221,835	212,122	9,713
Administrative services	577,839	582,589	442,398	140,191
Assessor	223,880	247,680	245,508	2,172
Clerk	154,950	193,725	193,936	(211)
Finance	286,465	286,465	248,553	37,912
Information technology	123,085	118,085	86,799	31,286
Treasurer	48,540	48,540	42,235	6,305
Maintenance	299,270	299,695	268,379	31,316
Cemetery	35,930	35,680	32,010	3,670
Public Safety				
Police protection	5,374,298	5,670,298	4,806,944	863,354
Fire protection	1,962,063	2,032,063	2,035,107	(3,044)
Code enforcement	108,212	116,712	112,120	4,592
Public works				
Infrastructure maintenance	320,000	400,500	286,185	114,315
Community and economic development				
Planning and zoning	171,390	164,835	129,179	35,656
Culture and recreation				
Parks and golf course	34,300	39,800	30,229	9,571
Debt Service				
Principal	1,405	1,405	1,492	(87)
Interest and fees	265	180	178	2
Capital outlay	<u>110,000</u>	<u>133,000</u>	<u>188,637</u>	<u>(55,637)</u>
<b>Total expenditures</b>	<u>10,194,727</u>	<u>10,733,487</u>	<u>9,488,004</u>	<u>1,245,483</u>
Revenues over (under) expenditures	<u>(534,899)</u>	<u>(599,159)</u>	<u>812,197</u>	<u>1,411,356</u>
Other financing sources (uses)				
Transfers in	-	-	181,915	181,915
Transfers out	<u>(203,115)</u>	<u>(223,115)</u>	<u>(318,690)</u>	<u>(95,575)</u>
Total other financing sources (uses)	<u>(203,115)</u>	<u>(223,115)</u>	<u>(136,775)</u>	<u>86,340</u>
Net changes in fund balances	(738,014)	(822,274)	675,422	1,497,696
<b>Fund balances, beginning of year</b>	<u>6,225,920</u>	<u>6,225,920</u>	<u>6,225,920</u>	<u>-</u>
<b>Fund balances, end of year</b>	<u>\$ 5,487,906</u>	<u>\$ 5,403,646</u>	<u>\$ 6,901,342</u>	<u>\$ 1,497,696</u>

# KALAMAZOO CHARTER TOWNSHIP

## AMERICAN RESCUE PLAN ACT FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2022

	Budget Amounts		Actual	Variance
	<u>Original</u>	<u>Final</u>	<u>Amount</u>	<u>Positive (Negative)</u>
<b>Revenues</b>				
Federal	\$ -	\$ -	\$ 181,915	\$ 181,915
Investment earnings	-	-	34,932	34,932
<b>Total revenues</b>	-	-	216,847	216,847
<b>Expenditures</b>				
Current				
General government	-	-	-	-
Revenues over (under) expenditures	-	-	216,847	216,847
<b>Other financing sources (uses)</b>				
Transfers out	-	-	(181,915)	(181,915)
Net changes in fund balances	-	-	34,932	34,932
<b>Fund balances, beginning of year</b>	62	62	62	-
<b>Fund balances, end of year</b>	<u>\$ 62</u>	<u>\$ 62</u>	<u>\$ 34,994</u>	<u>\$ 34,932</u>

# KALAMAZOO CHARTER TOWNSHIP

## DEFINED BENEFIT PENSION PLAN SCHEDULE OF CHANGES IN EMPLOYERS NET PENSION LIABILITY AND RELATED RATIOS

FOR THE YEAR ENDED DECEMBER 31, 2022

	2015	2016	2017	2018	2019	2020	2021	2022
<b>Total pension liability</b>								
Service cost	\$ 246,772	\$ 249,075	\$ 258,547	\$ 270,325	\$ 243,525	\$ 255,235	\$ 315,591	\$ 351,551
Interest	855,303	916,469	998,036	1,044,156	1,101,472	1,138,288	1,154,468	1,225,795
Changes in benefit terms	-	(9,555)	(17,082)	(14,947)	(35,847)	(111,574)	(45,746)	16,855
Difference between expected and actual experience	-	79,189	(213,149)	(13,823)	(166,007)	(52,269)	58,709	(398,840)
Changes in assumptions	-	530,931	-	-	-	488,918	644,476	750,110
Benefit payments including employee refunds	(339,834)	(383,830)	(424,372)	(487,117)	(624,611)	(752,979)	(821,039)	(1,485,993)
Other	-	-	-	-	-	-	-	609,281
<b>Net change in total pension liability</b>	<u>762,241</u>	<u>1,382,279</u>	<u>601,980</u>	<u>798,594</u>	<u>518,532</u>	<u>965,619</u>	<u>1,306,459</u>	<u>1,068,759</u>
<b>Total pension liability, beginning of year</b>	<u>10,413,846</u>	<u>11,176,087</u>	<u>12,558,366</u>	<u>13,160,346</u>	<u>13,958,940</u>	<u>14,477,472</u>	<u>15,443,091</u>	<u>17,474,727</u>
<b>Total pension liability, end of year</b>	<u>\$ 11,176,087</u>	<u>\$ 12,558,366</u>	<u>\$ 13,160,346</u>	<u>\$ 13,958,940</u>	<u>\$ 14,477,472</u>	<u>\$ 15,443,091</u>	<u>\$ 16,749,550</u>	<u>\$ 18,543,486</u>
<b>Plan fiduciary net position</b>								
Contributions-employer	\$ 360,234	\$ 370,953	\$ 379,573	\$ 411,289	\$ 389,278	\$ 354,338	\$ 390,059	\$ 633,141
Contributions-employee	-	-	-	-	68,011	69,840	150,087	-
Net investment income	547,289	(140,110)	1,031,054	1,322,517	(438,876)	1,425,286	1,472,114	(898,046)
Benefit payments including employee refunds	(339,834)	(383,830)	(424,372)	(487,117)	(624,611)	(752,979)	(821,039)	(1,485,993)
Administrative expense	(20,166)	(20,232)	(20,338)	(20,919)	(21,722)	(24,562)	(23,301)	(26,377)
<b>Net change in plan fiduciary net position</b>	<u>547,523</u>	<u>(173,219)</u>	<u>965,917</u>	<u>1,225,770</u>	<u>(627,920)</u>	<u>1,071,923</u>	<u>1,167,920</u>	<u>(1,777,275)</u>
<b>Plan fiduciary net position, beginning of year</b>	<u>8,619,076</u>	<u>9,166,599</u>	<u>8,993,380</u>	<u>9,959,297</u>	<u>11,185,067</u>	<u>10,557,147</u>	<u>11,629,070</u>	<u>14,354,981</u>
<b>Plan fiduciary net position, end of year</b>	<u>\$ 9,166,599</u>	<u>\$ 8,993,380</u>	<u>\$ 9,959,297</u>	<u>\$ 11,185,067</u>	<u>\$ 10,557,147</u>	<u>\$ 11,629,070</u>	<u>\$ 12,796,990</u>	<u>\$ 12,577,706</u>
<b>Employer net pension liability</b>	<u>\$ 2,009,488</u>	<u>\$ 3,564,986</u>	<u>\$ 3,201,049</u>	<u>\$ 2,773,873</u>	<u>\$ 3,920,325</u>	<u>\$ 3,814,021</u>	<u>\$ 3,952,560</u>	<u>\$ 5,965,780</u>
<b>Plan fiduciary net position as a percentage of the total pension liability</b>	82%	72%	76%	80%	73%	75%	76%	68%
<b>Covered employee payroll</b>	\$ 2,225,472	\$ 2,276,321	\$ 2,223,101	\$ 2,273,545	\$ 2,012,606	\$ 1,972,451	2,164,544	2,123,903
<b>Employer's net pension liability as a percentage of covered employee payroll</b>	90%	157%	144%	122%	195%	193%	183%	281%

# KALAMAZOO CHARTER TOWNSHIP

## DEFINED BENEFIT PENSION PLAN SCHEDULE OF EMPLOYER CONTRIBUTIONS

FOR THE YEAR ENDED DECEMBER 31, 2022

	2015	2016	2017	2018	2019	2020	2021	2022
Actuarial determined contributions	\$ 370,953	\$ 379,573	\$ 411,289	\$ 389,278	\$ 356,986	\$ 390,920	\$ 370,884	\$ 633,141
Contributions in relation to the actuarially determined contribution	<u>370,953</u>	<u>379,573</u>	<u>411,289</u>	<u>389,278</u>	<u>356,986</u>	<u>390,920</u>	<u>370,884</u>	<u>633,141</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered employee payroll	\$ 2,225,472	\$ 2,276,321	\$ 2,223,101	\$ 2,273,545	\$ 2,012,606	\$ 1,972,451	\$ 2,164,544	\$ 2,123,903
Contributions as a percentage of covered employee payroll	16.7%	16.7%	18.5%	17.1%	17.7%	19.8%	17.1%	29.8%
<b>Notes to schedule</b>								
Actuarial cost method	Entry Age							
Amortization method	Level percentage of payroll, open							
Remaining amortization period	17 years							
Asset valuation method	5 year smoothed							
Inflation	2.50%							
Salary increases	3.00% (3.75% for 2015 through 2019)							
Investment rate of return	7.00% (7.35% through 2021, 7.75% for 2019)							
Retirement age	Varies depending on plan adoption							
Mortality table	50% female/ 50% male MP-2019							

### Notes to required supplementary information

#### Budgets and Budgetary Accounting

The Township adopts annual budgets for the general and special revenue funds following the GAAP basis of accounting. Unexpended appropriations lapse at year-end.

#### Pension Schedules

Pension schedules are being accumulated prospectively until ten years of data is presented.

#### Prior Period Adjustment

Beginning total pension liability for 2022 was increased by \$725,177 to utilize rolled forward information provided by the actuary. Beginning fiduciary net position for 2022 was increased by \$1,557,991 to utilize financial information for the same period as that used for the total pension liability.

# KALAMAZOO CHARTER TOWNSHIP

## DEFINED BENEFIT OPEB PLAN SCHEDULE OF CHANGES IN EMPLOYERS NET OPEB LIABILITY AND RELATED RATIOS

FOR THE YEAR ENDED DECEMBER 31, 2022

	2018	2019	2020	2021	2022
<b>Total OPEB liability</b>					
Service cost	\$ 135,506	\$ 139,571	\$ 129,864	\$ 87,697	\$ 79,543
Interest	93,757	95,769	105,834	189,112	191,377
Difference between expected and actual experience	(46,967)	(35,658)	377,798	(46,550)	(508,034)
Changes in assumptions	-	(23,598)	(1,147,885)	(91,674)	(3,971)
Benefit payments including employee refunds	(110,177)	(128,395)	(96,113)	(97,752)	(101,442)
<b>Net change in total OPEB liability</b>	72,119	47,689	(630,502)	40,833	(342,527)
<b>Total OPEB liability, beginning of year</b>	3,044,820	3,116,939	3,164,628	2,534,126	2,574,959
<b>Total OPEB liability, end of year</b>	<u>\$ 3,116,939</u>	<u>\$ 3,164,628</u>	<u>\$ 2,534,126</u>	<u>\$ 2,574,959</u>	<u>\$ 2,232,432</u>
<b>Plan Fiduciary Net Position</b>					
Contributions-employer	\$ -	\$ -	\$ 205,652	\$ 197,752	\$ 201,442
Contributions-employee	-	-	-	-	-
Net investment income	-	-	1,197	25,781	(30,836)
Benefit payments including employee refunds	-	-	(96,113)	(97,752)	(101,442)
Administrative expense	-	-	(2)	(376)	(547)
Other	-	-	-	-	-
<b>Net change in plan fiduciary net position</b>	-	-	110,734	125,405	68,617
<b>Plan fiduciary net position, beginning of year</b>	-	-	-	110,734	236,139
<b>Plan fiduciary net position, end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 110,734</u>	<u>\$ 236,139</u>	<u>\$ 304,756</u>
<b>Employer net OPEB liability</b>	<u>\$ 3,116,939</u>	<u>\$ 3,164,628</u>	<u>\$ 2,423,392</u>	<u>\$ 2,338,820</u>	<u>\$ 1,927,676</u>
<b>Plan fiduciary net position as a percentage of the total OPEB liability</b>	0.0%	0.0%	4.4%	9.2%	13.7%
<b>Covered employee payroll</b>	\$ 3,383,428	\$ 3,231,324	\$ 3,436,792	\$ 3,526,987	\$ 3,772,958
<b>Employer's net OPEB liability as a percentage of covered employee payroll</b>	92.1%	97.9%	70.5%	66.3%	51.1%

### Notes to schedule:

The OPEB schedules are being accumulated prospectively until 10 years of information is presented.

# KALAMAZOO CHARTER TOWNSHIP

## DEFINED BENEFIT OPEB PLAN SCHEDULE OF EMPLOYER CONTRIBUTIONS

FOR THE YEAR ENDED DECEMBER 31, 2022

	2018	2019	2020	2021	2022
Actuarially determined contributions	\$ 378,551	\$ 403,436	\$ 420,187	\$ 347,789	\$ 343,111
Contributions in relation to the actuarially determined contribution	110,177	128,395	205,652	197,752	201,442
Contribution excess (deficiency)	\$ (268,374)	\$ 4,410	\$ (214,535)	\$ (150,037)	\$ (141,669)
Covered employee payroll	\$ 3,383,428	\$ 3,231,324	\$ 3,436,792	\$ 3,526,987	\$ 3,772,958
Contributions as a percentage of covered employee payroll	3.26%	7.33%	5.98%	5.61%	5.34%

### Notes to schedule

Actuarial cost method	Entry Age
Amortization method	Level percentage of payroll, open
Remaining amortization period	13 years
Asset valuation method	Market value
Salary increases	3.5% (for purpose of allocating liability)
Investment rate of return	7.0% (7.35% in 2021)
Mortality	Public General and Public Safety 2010 Employee and Healthy Retiree, Headcount weighted
Medical inflation rate	Pre-Medicare: 7.25% graded down .25% per year to rate of 4.5%
	Medicare eligible: 5.55% graded down .25% per year to rate of 4.5%
	Dental: 3% per annum

## DEFINED BENEFIT OPEB PLAN SCHEDULE OF INVESTMENT RETURNS

FOR THE YEAR ENDED DECEMBER 31, 2022

	2020	2021	2022
Annual money-weighted rate of return net of investment expense	3.78%	13.98%	-7.42%

GASB Statement No. 74 was implemented for the fiscal year ended December 31, 2020 as that is the first year a trust was established. Data will be added as information is available until 10 years of such data is available.

## **COMBINING FUND FINANCIAL STATEMENTS**



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# KALAMAZOO CHARTER TOWNSHIP

## NONMAJOR GOVERNMENTAL FUNDS COMBINING BALANCE SHEET

DECEMBER 31, 2022

	Special Revenue Funds					
	<u>SWET Grant</u>	<u>Police Training</u>	<u>Drug Enforcement</u>	<u>Street Lighting</u>	<u>Recycling</u>	<u>Disaster Contingency</u>
<b>Assets</b>						
Cash and pooled investments	\$ (20,085)	\$ 20,984	\$ 101,954	\$ 306,887	\$ 439,701	\$ 49,247
Receivables						
Accounts	22,085	-	-	-	-	-
Taxes	-	-	-	118,819	276,162	-
Prepaid items	-	-	-	-	-	-
<b>Total assets</b>	<u>\$ 2,000</u>	<u>\$ 20,984</u>	<u>\$ 101,954</u>	<u>\$ 425,706</u>	<u>\$ 715,863</u>	<u>\$ 49,247</u>
<b>Liabilities, deferred inflows of resources, and fund balances</b>						
<b>Liabilities</b>						
Accounts payable	\$ 2,000	\$ -	\$ -	\$ 18,963	\$ 57,389	\$ 125
<b>Deferred inflows of resources</b>						
Deferred revenue - taxes	-	-	-	218,338	566,825	-
<b>Fund balances</b>						
Nonspendable						
Prepays	-	-	-	-	-	-
Assigned	-	20,984	101,954	188,405	91,649	49,122
<b>Total fund balances</b>	<u>-</u>	<u>20,984</u>	<u>101,954</u>	<u>188,405</u>	<u>91,649</u>	<u>49,122</u>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<u>\$ 2,000</u>	<u>\$ 20,984</u>	<u>\$ 101,954</u>	<u>\$ 425,706</u>	<u>\$ 715,863</u>	<u>\$ 49,247</u>

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**Capital Projects Funds**

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<u>Police Capital</u>	<u>Streets</u>	<u>Water</u>	<u>Building and Grounds</u>	<u>Total</u>
\$ 725,385	\$ 38,817	\$ 478,499	\$ 209,952	\$ 2,351,341
-	-	25,770	-	47,855
88,812	-	-	-	483,793
<u>-</u>	<u>-</u>	<u>3,438</u>	<u>-</u>	<u>3,438</u>
<u>\$ 814,197</u>	<u>\$ 38,817</u>	<u>\$ 507,707</u>	<u>\$ 209,952</u>	<u>\$ 2,886,427</u>
<u>\$ 15,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 43,330</u>	<u>\$ 136,807</u>
<u>162,834</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>947,997</u>
-	-	3,438	-	3,438
<u>636,363</u>	<u>38,817</u>	<u>504,269</u>	<u>166,622</u>	<u>1,798,185</u>
<u>636,363</u>	<u>38,817</u>	<u>507,707</u>	<u>166,622</u>	<u>1,801,623</u>
<u>\$ 814,197</u>	<u>\$ 38,817</u>	<u>\$ 507,707</u>	<u>\$ 209,952</u>	<u>\$ 2,886,427</u>

# KALAMAZOO CHARTER TOWNSHIP

## NONMAJOR GOVERNMENTAL FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2022

	Special Revenue Funds					
	<u>SWET Grant</u>	<u>Police Training</u>	<u>Drug Enforcement</u>	<u>Street Lighting</u>	<u>Recycling</u>	<u>Disaster Contingency</u>
<b>Revenues</b>						
Property taxes	\$ -	\$ -	\$ -	\$ 204,469	\$ 565,561	\$ -
State	89,861	2,672	-	-	-	-
Charges for services	-	-	-	-	-	-
Investment earnings	-	-	-	2,117	2,069	-
Miscellaneous	-	2,699	-	-	-	-
<b>Total revenues</b>	<u>89,861</u>	<u>5,371</u>	<u>-</u>	<u>206,586</u>	<u>567,630</u>	<u>-</u>
<b>Expenditures</b>						
Current						
Public safety	89,861	38,123	-	-	-	-
Public works	-	-	-	224,935	529,231	1,439
Culture and recreation	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-
<b>Total expenditures</b>	<u>89,861</u>	<u>38,123</u>	<u>-</u>	<u>224,935</u>	<u>529,231</u>	<u>1,439</u>
Revenues over (under) expenditures	-	(32,752)	-	(18,349)	38,399	(1,439)
Other financing sources (uses)						
Transfers in	-	40,000	-	-	-	-
Net changes in fund balances	-	7,248	-	(18,349)	38,399	(1,439)
<b>Fund balances, beginning of year</b>	<u>-</u>	<u>13,736</u>	<u>101,954</u>	<u>206,754</u>	<u>53,250</u>	<u>50,561</u>
<b>Fund balances, end of year</b>	<u>\$ -</u>	<u>\$ 20,984</u>	<u>\$ 101,954</u>	<u>\$ 188,405</u>	<u>\$ 91,649</u>	<u>\$ 49,122</u>

<b>Capital Projects Funds</b>				
<b><u>Police Capital</u></b>	<b><u>Streets</u></b>	<b><u>Water</u></b>	<b><u>Building and Grounds</u></b>	<b><u>Total</u></b>
\$ 153,218	\$ -	\$ -	\$ -	\$ 923,248
-	-	-	-	92,533
-	-	91,446	-	91,446
5,973	330	3,935	-	14,424
<u>10,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,699</u>
<u>169,191</u>	<u>330</u>	<u>95,381</u>	<u>-</u>	<u>1,134,350</u>
-	-	-	-	127,984
-	-	11,018	-	766,623
-	-	-	167,957	167,957
<u>384,938</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>384,938</u>
<u>384,938</u>	<u>-</u>	<u>11,018</u>	<u>167,957</u>	<u>1,447,502</u>
(215,747)	330	84,363	(167,957)	(313,152)
<u>-</u>	<u>-</u>	<u>-</u>	<u>278,690</u>	<u>318,690</u>
(215,747)	330	84,363	110,733	5,538
<u>852,110</u>	<u>38,487</u>	<u>423,344</u>	<u>55,889</u>	<u>1,796,085</u>
<u>\$ 636,363</u>	<u>\$ 38,817</u>	<u>\$ 507,707</u>	<u>\$ 166,622</u>	<u>\$ 1,801,623</u>