



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

**Board of Trustees Regular Meeting Agenda  
Monday, September 25, 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, **September 25, 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/84623933493?pwd=L2NQWUWczUVFXRTZuRVdoeEx6K3ZtZz09>

**Meeting ID:** 846 2393 3493

**Passcode:** 557292

**Find your local number:**

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**Meeting ID:** 846 2393 3493

**Passcode:** 557292

**1 – Call to Order**

**2 – Pledge of Allegiance**

**3 – Roll Call of Board Members**

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

**5 – Public Comment on Agenda and Non-agenda Items** (Each person may use three (3) minutes for remarks. If your remarks extend beyond the 3 minutes, please provide your comments in writing 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 August 14, 2023, Board of Trustees Work Session
- B. Minutes of August 14, 2023, Board of Trustees Regular Meeting
- C. Minutes of August 28, 2023, Board of Trustees Regular Meeting
- D. Payment of bills in the amount of \$ 657,150.65

**Receipt of:**

- A. Treasurer Report — June 2023
- B. Monthly Fire Report—August 2023
- C. Introduction of new Fire Personnel
- D. Assessment and Tax Roll Audit- 2023

## 7 – Public Hearing/Presentation

None for this meeting.

## 8 – Old Business

## 9 New Business

- A. Request to Approve the purchase of an Updated GIS system.
- B. Request to Approve Master Plan's 63-day Comment Period
- C. Request to Approve the Hiring of 2 Battalion Chiefs
- D. Request to Approve Parchment Fire Contract Renewal  
Dec. 31, 2023, to July 1, 2024
- E. Request to Approve KABA 2024 Budget
- F. Request to Approve the Hiring of Part-Time Accreditation  
Support Manager
- G. Request to Approve 10 User Licenses – Laserfiche Avante  
System
- H. Request to Adopt Climate and Energy Resolution to  
Michigan Legislature

## 10 – Items Removed from the Consent Agenda

## 11 – Board Member Reports

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

## 12 – Attorney Report

## 13 – Public Comments

## 14 – Adjournment

Posted: September 22, 2023

Think Green

*Don Martin*  
Kalamazoo Township Supervisor

**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES - WORK SESSION**  
**Monday, August 14, 2023**

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Session on **Monday, August 14, 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 Mackie, Trustee Mark Miller, Trustee Clara Robinson, Trustee Ashley Glass, and Trustee Steven Leuty

**ABSENT:** None

**ALSO**

**PRESENT:** Police Chief Bryan Ergang, Rick Shaink, Fire Chief Jairus Baird, Attorney Roxanne Seeber, and Fire Marshal Todd Kowalski

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

**Item A DISCUSSION ON IT INFRASTRUCTURE UPGRADES**

Rick Shaink presented information regarding the VEEAM cloud-based backup solution for the Kalamazoo Township servers. The software will be used for day-to-day backups, restores, and disaster recovery.

Supervisor Martin asked about expectations after the three-year contract.

Mr. Shaink explained that there are two pieces: 1) software and maintenance purchase and 2) offsite cloud storage. There would be a continuance of the maintenance contract after three years.

Trustee Leuty asked if a Cisco vendor was involved.

Mr. Shaink said it is VEEAM software and a cloud-based server.

**Item B DISCUSSION ON EMPLOYEE RECOGNITION**

Trustee Glass said the ARPA committee discussed recognizing work done by administrative staff. They estimated 14 full-time and seven part-time staff, and the committee proposes to allocate up to \$99,700 from ARPA funds for a one-time lump sum bonus on November 17, 2023. A full-time employee would receive \$5,700, and a part-time employee would receive \$2,850. The total is just under 4% of the funding received.

Clerk Mackie asked for clarification that this is for administrative employees.

Trustee Glass said it was for full-time and part-time employees without wage changes. It does not include the fire department; their wages were restructured, and the police department wages are handled through their union.

Trustee Leuty clarified that this is only for admin and excludes fire. He said there are admins in the fire and police departments. He asked for a list of the people included.

Trustee Glass said fire and police admins were included, and she did not have the list.

Clerk Mackie clarified that this did not include sworn officers or firefighters; it is for admins.

Trustee Glass stated that this is for administrative, clerical, and maintenance staff.

Trustee Leuty asked if it included fire maintenance and the fire marshal.

Trustee Glass said no because they were involved in the restructuring.

Trustee Leuty said this was for first responders working during COVID; it was not for administrative staff or people who could work from home. The funding highlighted it is for people who were exposed.

Clerk Mackie said it was not about COVID; this is employee recognition.

Trustee Leuty said he heard two things, and it is important to note the distinction that this is recognition, not COVID.

Trustee Glass said this is an opportunity to recognize office staff.

Treasurer Miller said this was described as a bonus for the administrative staff during the committee meeting.

Trustee Robinson asked if there were specifications like years of service regarding who got what amount for a bonus or if it was the same across the board.

Trustee Glass said it was across the board; the committee thought it was the easiest and there would be fewer hurt feelings. There could be a discussion regarding a sliding scale.

Clerk Mackie said the committee discussed years of service, but there was no significant response to go that direction, but the Board can change it. The committee recommended a lump sum payment with the distinction of part-time versus full-time. She said another discussion included a retention bonus with payments over time, but the committee preferred a lump sum payment.

Trustee Robinson agreed that administrative staff are most unrecognized and agreed with recognition. She disagreed with amounts across the board and said other factors should be considered. Trustee Robinson does not want people to feel slighted or unrecognized; payments would work better for retention. She wants to remove COVID and recognize employees for the work they do.

Trustee Glass said she misspoke when saying COVID; it is not in the packet, and the county gave lump sum payments and believed the city also gave them. The committee felt the lump sum payment would be more impactful than smaller payments.

Trustee Miller agreed it would be easier to administer and more impactful as a lump sum payment.

Trustee Leuty is concerned that the bonus could create winners and losers. He said the fire marshal, fire maintenance, and paid-on-call firefighters were not part of the fire department restructuring, and he asked if the school crossing guards were in the bonus. Trustee Leuty agreed with the Clerk's past statements that everyone should be treated equally. He said that from another perspective, the taxpayers could see this negatively because the employees are compensated for their work.

Supervisor Martin said the past wage study is a good example; there were good intentions, but some employees got five cents, and others got two and a half dollars, which caused dissent. He said we need to treat people the same and not slight anyone.

Trustee Glass said she thought the paid on-call firefighter got a raise, and she asked for clarification.

Fire Chief Baird said the restructuring was for full-time firefighters, including benefits and a salary increase.

Clerk Mackie asked if all full-time firefighters received a raise in wages. Fire Chief Baird said no.

Trustee Robinson said the restructuring was setting a baseline for hiring purposes. It was an adjustment for some here and to hire firefighters and battalion chiefs.

Trustee Glass recalled a previous discussion about paid on-call but said this is for the administrative staff.

Trustee Miller asked the Supervisor to reiterate his earlier warning. He said reaching something that everyone will perceive as fair will be difficult. Trustee Miller asked Supervisor Martin if the proposal leans more towards or away from fairness.

Supervisor Martin answered no because a raise should be across the board. He said that some people were not included in the past because of their classifications. He stated that someone will feel slighted or left out, and money can create problems, and he urged caution.

Trustee Robinson supports recognizing employees but wants a list of recipients, so no one is left out. She said this can be a morale booster, but we must be inclusive.

Attorney Seeber said the Board cannot give bonuses to employees, but the Board can with ARPA funds. She said this is a one-time opportunity, and a count is a good idea for moving forward using classifications or employee numbers.

Supervisor Martin would like clarification of who and what departments would receive the bonus.

Clerk Mackie thinks this is a great opportunity and wants to move forward, but she thinks this item should be removed from the agenda for more clarification.

**Item C DISCUSSION ON FIRE DEPARTMENT VEHICLE UPDATES FOR RE-ORGANIZATION**

Fire Chief Baird stated this item is to outfit the existing vehicles for the Battalion Chief positions to meet requirements, including Sierra wireless updates, Self-Contained Breathing Apparatus (SCBA), radios, and pagers.

Treasurer Miller asked about account number clarification.

Supervisor Martin said they could check with Monica in accounts payable.

**Item D DISCUSSION ON FIRE DEPARTMENT EASTWOOD STATION REPAIRS & REPLACEMENTS**

Fire Chief Baird said this item is for building improvements to the Eastwood Station and residence. He described the required improvements and replacements.

Supervisor Martin asked why this is needed since there are no live-in battalion chiefs.

Fire Chief Baird said the intent is to have two people living in the station 24 hours a day, seven days a week. The house will serve as dormitory-style living quarters. There will be three rotating shifts, with people working 24-hour shifts.

Clerk Mackie asked if there was a dialogue with the building committee. Fire Chief Baird responded no; the following building committee meeting will include Eastwood Station.

Trustee Leuty said he asked about this item before the meeting and said these are mandatory repairs needed now.

**Item E DISCUSSION ON FIRE STATION LIVING EQUIPMENT UPDATES FOR RE-ORGANIZATION**

Fire Chief Baird said this item is for purchasing the appliances, furniture, and miscellaneous things needed so the firefighters can live, eat, and sleep in the facility. He read the list to the Board.

**Item F DISCUSSION ON SPECIAL ASSESSMENTS**

Treasurer Miller said this was added to the packet for the Board to review and discuss; she submitted it to Attorney Seeber.

Attorney Seeber said she only wants the Board to agree with the rates. The notices will be published in the last two weeks of August.

Treasurer Miller asked if the Board would vote on the resolutions in September like last year.

Attorney Seeber said it is always the first meeting in September; it gives time for the L4029. The two additional resolutions are recognition of the millage rate and bond money for the streets. She spoke with the assessor, and he said there was not a Headlee rollback this year.

**AGENDA DISCUSSION**

Supervisor Martin opened a discussion about the maintenance truck; he said there were three proposals for the maintenance truck. He recommends that the Board approve the Tapper bid because the truck is already built, and the township could get the truck six months ahead of the other bids. The current truck would be sold at the Schoolcraft auction, and the money would be used to purchase a blade.

Trustee Miller said there is a vehicle purchase policy that gives preference to electric vehicles, and if there is not one available, there has to be an explanation why not. He said he would vote no because the proposal does not include an explanation.

Supervisor Martin said the only electric vehicle truck is Ford, and they are having problems and recalling trucks. He said the township does not have the infrastructure for charging, and there is nothing on the market right now to fit the needs.

Trustee Miller said these were good arguments and one paragraph would have met the Board's requirements.

Trustee Leuty asked which budget would be used because the maintenance budget does not have the funds for buying a vehicle. He asked if this was a candidate for ARPA funds.

Supervisor Martin said the maintenance truck was presented to the ARPA committee, but the cost would come from the general fund.

Treasurer Miller said the 2023-2028 2023 CIP plan has a line for replacing a maintenance pickup truck snowplow for \$55,000, and the CIP for 2024-2029 2024 has a line for replacing a maintenance pickup truck for \$75,000. She asked if the line item for 2024 could be removed. Supervisor Martin replied yes. She said she checked and found that this truck comes in an electric version and can haul 10,000 pounds compared to the 12,000 pounds of the proposed vehicle. She inquired how long the maintenance truck would last. Supervisor Martin said the current truck has lasted 11 years. Treasurer Miller asked if this purchase could wait until next year so we can follow the green recommendation.

Supervisor Martin said the truck needs to tow more than 10,000 lbs.

Treasurer Miller said she would like to discuss the CIP; the general expense for the 2024 maintenance truck for \$75,000 could be removed. She said that in the fire capital projects 2024, the \$13 million to rebuild the Eastwood station should be moved out a couple of years because there is work to do before getting funding.

Supervisor Martin said that the building committee should meet first.

Treasurer Miller said it had been discussed in the building committee to move the project out a couple of years and the need to identify funding. She identified the Lakewood parking lot for \$75,000 in 2026, but the station is not in service.

Supervisor Martin said the Lakewood station is in service; it is not a live-in station. He said Lakewood is part of the township's ISO rating.

Treasurer Miller asked about the exterior maintenance for the Westwood station, \$50,000 for 2027. She wants to get ahead with maintenance before 2027.

Fire Chief Baird said that the building committee's goal is to look at all buildings and reevaluate. Westwood is 35 years younger than Northwood and Eastwood stations.

Treasurer Miller asked about the police capital projects FLOC LPR.

Police Chief Ergang said it is a license plate recognition system. It is a camera system with built-in license plate and vehicle recognition software. He said it had not been brought to the board because they were waiting for approval from the Kalamazoo County Road Commission, but the KCRC has approved the project county-wide. The city, county, Western, and Portage use the FLOC system. MDOT is not allowing use for engineering reasons; they were waiting due to the number of Mroutes in Kalamazoo Township.

Treasurer Miller spoke to the sewer improvement for 2024 for \$1.3 million. She reminded the Board that the township only brings in \$440,000 a year with the sewer surcharge. The Board needs to budget for it in 2024.

Supervisor Martin said the Board needs to look at changing the surcharge rates.

Treasurer Miller said she does not want to increase sewer surcharge rates but move the water surcharge rates.

Supervisor Martin does not want to raise rates but wants a system that works for the residents. He said the Texel and Eastwood areas should have been completed a year and a half ago. We are using temporary pumps; seven substations need to be rebuilt. It is on a timetable but needs to be done.

Treasurer Miller said they should look at unrestricted funds and budget for the upcoming jobs.

Trustee Glass asked if the sidewalk improvements are over-ambitious for 2024; should the improvement be spread out.

Treasurer Miller responded no, but we must budget and use unrestricted funds to manage.

Supervisor Martin agreed.

Trustee Glass said the sidewalks were listed at \$20,000 per year, but \$300,000 was approved. She did not see it included in the plan.

Trustee Leuty said there is \$390,000 for this year; it is committed for this year but can be used in 2024. The CIP is the best effort to take a picture of the future, and there is a placeholder for sewer variables change. The CIP is a snapshot.

Supervisor Martin said things change. We voted to fill ditches on Arlington; we have the bid and contractor. City water will be putting a line down Arlington, Commonwealth, and Pinehurst next year. He spoke with the road commission and found heavy equipment would tear up roads. He asked finance if it could be moved to 2024 and locked in because the city would tear it up.

#### **Item G PUBLIC COMMENT**

Mike Major, a maintenance employee, thanked the board for employee recognition. He appreciates Supervisor Martin's assistance in replacing the ¾ ton pickup with the HD ¾ ton model. He said the CIP 2024 line item would replace the F450 dump truck with IDrive, and the HD ¾ ton does not have an electric version.

Angie Ponzini, 2031 Skyline, asked Fire Chief Baird if the house was empty and if new purchases would be township-owned. Fire Chief Baird responded that the house was empty, and the previous occupants took the items they owned.

Nikki Leigh, 3306 Nazareth Road, said there would not be an infrastructure before a vehicle is purchased. She is tired of not getting an analysis and only getting opinions. She said the Board needs to take climate change seriously. Use heat pumps instead of boilers. The township needs to be leaders, not followers.

James Ferner, 525 N Berkley Street, asked the Board or a staff member to take notes from the public comments and respond to the residents, letting them know they have been heard. He emailed the Supervisor three months ago regarding traffic calming with the road commission; he would like an update. Mr Ferner said the four speed-limit signs are a first step, but speed enforcement is needed. He said he wrote the Supervisor a month ago about the open ditches and 5-foot pipe extension, asking about a new timeline, but he has not received a response. He heard about the water lines during this evening's meetings; he would like inquiries addressed in a timely manner. He invited the Board to look at the ditches and the hazardous situation.

**Adjourned at 6:55 until 7:30 p.m.**



**MINUTES PREPARED BY:**

Barbara Blankenship  
Elections Coordinator & Document Manager

Respectfully submitted,

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Lisa S. Mackie, Clerk  
Charter Township of Kalamazoo

Attested to by,

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Donald D. Martin, Supervisor  
Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
August 14, 2023**

The Regular Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* was held on **Monday, August 14, 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 Miller led the Pledge of Allegiance.

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

All present.

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

Trustee Glass asked that Agenda Item 9J be removed from the agenda.

Treasurer Miller asked that Agenda Item 9K be removed from the agenda.

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

Kenneth Free, 3210 E G Avenue, said his house is on the corner of G and Nazareth, and they have experienced bulk trash pickup issues for the last two years. He has made several calls to the township regarding the numerous times the trash was not picked up. He said there had been conflicting information regarding leaving the trash on G or Nazareth, and the latest issue was a mattress that sat out for a week. During a call, he was told that the mattress had to be wrapped in plastic; however, they did not pick up any trash left for pickup. Transporting the trash back and forth without proper service is time-consuming, and he is agitated with the service from the township and Republic.

Kenneth Weber, 901 James Boulevard, said that on October 20, 2020, he was crossing eastbound lanes of West Main and Clarendon. He was crossing West Main, and a car came from the Berkley light and hit him. The same thing happened two weeks later, but the car missed him. Crossing West Main safely from the south to the north on Clarendon is impossible. It is not possible to see oncoming traffic over the hill. It is a dangerous crossing; drivers are not going 35 miles an hour, and a change must be made.

Supervisor Martin said he would talk with him after the meeting.

James Ferner, 525 N Berkley Street, said the hill on South Arlington cannot be plowed because of the open ditch, and the taxpayers have paid for the snow plowing service. He asked the township to work with the road commission to start plowing again because the hill is slippery and dangerous during the winter. He also asked that someone contact him regarding a timeline to fix the ditches and remove the pipe extension.

Karl Freye, 1730 Academy Street, confirmed the road is treacherous during the winter and seconded Mr. Ferner's comments.

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

**Clerk Mackie moved, supported by Trustee Miller, to approve the Consent Agenda, which included action on the following items:**

**Approval of:**

- A. Minutes of July 24, 2023, Board of Trustee Regular Meeting
- B. Payment of bills in the amount of \$ 97,750.02

**Receipt of:**

- A. Check Disbursement - July 2023
- B. Check Register - July 2023
- C. Treasurer Report - May 2023
- D. Fire Report - June 2023
- E. KABA Report - July 2023
- F. 911 Report - July 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 PURCHASE OF A MAINTENANCE VEHICLE**

Supervisor Martin said this request is to approve the purchase of a maintenance vehicle; it is a three-quarter ton, with a 12,000-pound capacity for snow plowing here, the cemetery, golf course, and other lots. The bid is for \$53,497 from Tapper Inc.

**Supervisor Martin motioned to approve the purchase, Treasurer Miller seconded.**

Trustee Miller said he would vote no because the vehicle purchase policy concerning electric vehicle purchases was not followed. He said it is difficult to make changes, but purchasing is where the township can make a difference. He said this brings an awareness of the necessity to take climate change seriously.

Clerk Mackie agreed with Trustee Miller's concerns regarding not having the supporting documentation regarding an electric vehicle purchase; the vehicle purchase policy states it has to be done.

Supervisor Martin said he takes responsibility for the omission in the paperwork. He will modify the packet and cover sheet forms if it is a motorized purchase to check electric so this mistake will not be made in the future.

Trustee Leuty understands there is no electric vehicle available to meet needs but realizes that if it is not possible to purchase an electric vehicle, note it in the proposal.

Treasurer Miller did not have an opportunity to discuss this in the ARPA committee meeting, but there is approximately \$33,000 that has not been allocated. She asked the Board to consider the allocation of \$23,497 from ARPA funds and the remaining \$30,000 from the General Fund.

Trustee Robinson brought the earlier work session discussion to light and agreed that the electric vehicle policy requirements should be met with future vehicle purchases. She asked Treasurer Miller for ARPA funds clarification.

Clerk Mackie wants to allocate sooner rather than later. She asked Trustee Glass if there were other projects. She said if there were shortfalls with other projects after this was allocated, the Board would use general funds.

Trustee Glass said she is comfortable with the allocation.

**Supervisor Martin said the motion is to purchase this from Tappers for \$53,497, but \$23,497 is coming out of ARPA money if possible. Roll call vote (5 AYE - 2 NAY Trustee Glass & Trustee Miller), motion carried.**

**Item 9B            REQUEST TO APPROVE FIRE DEPARTMENT VEHICLE UPDATES FOR RE-ORGANIZATION**

Fire Chief Baird described the updates for three vehicles, including EMS equipment, Sierra Wireless, IT upgrades/updates, and SCBAs for the battalion chief roles.

**Trustee Miller motioned to authorize the fire department to purchase equipment for staffing re-organization for chief vehicles, not to exceed \$27,500, Trustee Glass supported. Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9C            REQUEST TO APPROVE FIRE DEPARTMENT EASTWOOD STATION REPAIRS & REPLACEMENTS**

Fire Chief Baird described the repairs and replacements needed for the Eastwood station and residence.

**Clerk Mackie moved to authorize the fire department to replace, fix, and repair needed items that are no longer usable and or non-functioning and a financing cost not to exceed \$34,000 from the fire capital, Treasurer Miller supported. Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9D            REQUEST TO APPROVE FIRE STATION LIVING EQUIPMENT UPDATES FOR RE-ORGANIZATION**

Fire Chief Baird described the equipment purchases for the former single-family residence to support 24-hour shifts.

**Trustee Robinson motioned to authorize the fire department to purchase equipment for staffing reorganization in order to outfit living quarters at Eastwood Fire Station not to exceed \$18,750, Trustee Miller supported. Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9E            REQUEST TO APPROVE CAPITAL IMPROVEMENT PLAN**

Trustee Leuty described the Capital Improvement Plan (CIP) process as the first step of the budgeting process. He said the CIP does not include road projects; street improvements are part of the Road Commission. Trustee Leuty said the funds for capital come from the general fund, which comes from property taxes and state revenue sharing. He said the miscellaneous general costs for this period are \$750,000. Trustee Leuty described projects in the capital plans, including \$15 million for fire capital projects, \$1.7 million for police capital projects, and \$5 million for sewer improvement capital costs. He said the CIP notes costs beyond the current cycle, including \$7.5 million for the fire department for four fire engines and two ladder truck replacements. He noted that the fire stations and administration building replacements are separate. Trustee Leuty said the maintenance truck line item needed to remain in the CIP.

**Trustee Leuty motioned to adopt the recommended Capital Improvement Plan, Trustee Miller seconded. Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9F            REQUEST TO APPROVE HIRING FULL-TIME TECHNICAL ANALYST**

Police Chief Ergang requested the Board approve the full-time technical analyst to assist with the township's IT needs.

**Trustee Leuty moved the approval of hiring Grant Beuschel as a full-time technical analyst for the IT department, Trustee Robinson supported. Roll call vote (7 AYE - 0 NAY), motion carried.**

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

Police Chief Ergang said this request is for persons hired to attend the fall academy.

Trustee Leuty asked for the names of the candidates.

Police Chief Ergang stated they were Evan Finch, Riley Coffey, and Sydney Plochocki.

**Clerk Mackie moved to approve the hiring of Evan Finch, Riley Coffey, and Sydney Plochocki as police office candidates, Treasurer Miller supported. Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9H      REQUEST TO APPROVE HIRING POLICE CADETS**

Police Chief Ergang said this request is to hire Haylee Mearing, Jenna Niles, and Supawit Chanson as new cadets for the police department.

**Trustee Miller motioned to approve the hiring of Haylee Mearing, Jenna Niles, and Supawit Chanson as police cadets, Trustee Robinson supported. Roll call vote (7 AYE - 0 NAY), motion carried.**

**Item 9I      REQUEST TO APPROVE IT INFRASTRUCTURE UPGRADES**

Police Chief Ergang said the request is for VEEAM backup software and a Palo Alto backup firewall solution to make the IT infrastructure more redundant and secure, which the ARPA committee approved for ARPA funding.

**Trustee Leuty moved approval of the purchase of the VEEAM backup solution, which is \$29,173, and the Palo Alto backup firewall, which is \$34,243, as well as any accompanying budget adjustments. So the total finance cost is 63,416, Treasurer Miller supported.**

Clerk Mackie clarified that this is coming from the ARPA Fund.

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

**Item 9J      REQUEST TO APPROVE RECOGNITION FOR ADMINISTRATIVE EMPLOYEES**

Item removed.

**Item 9K      REQUEST TO APPROVE SPECIAL ASSESSMENT**

Item removed.

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

None.

**Item 11      BOARD MEMBER REPORTS**

Trustee Glass had no report.

Trustee Leuty said KABA issued a permit for ALDI's on Gull Road to install 270 roof-mounted solar panels, a 25% increase in solar energy capacity installed in Kalamazoo Township. He said the Planning Commission met on August 3, and Hillside Gravel at 2702 Ravine Road had a positive annual review. There was a preliminary approval of the special venues and fill permit for 31,700 cubic yards of fill from the city of Kalamazoo side of Graphic Packaging Mill into the adjoining property on the township side. Consumers Concrete at 3809 East Michigan had a site plan review approved to change the orientation of a new concrete block facility. He said the commission also agreed to consider Master Plan's next steps, which will come to the Board after the 63-day comment period. The Planning Commission's October

meeting might be rescheduled. He said he enjoyed attending the swearing-in ceremony for new officers William Gaborek, Jacob Armock, the new cadets, and the candidates. He said the officers' families, township staff, the Supervisor, and the Clerk all showed their support.

Trustee Miller said the Inflation Reduction Act (IRA) is the most important piece of climate legislation in the United States, and many people do not know about it. WMUK radio has a series, 1A, doing a deep dive into the IRA provisions. He said he is electrifying his household and moving away from natural gas, and the IRA provides tax incentives/tax breaks. Trustee Miller said the Kalamazoo Regional Waste Water Commission, also known as the Regional Commission, met last Thursday; the commission is the townships and water customers. Trustee Miller said the commission filed suit against the city in 2014, which is still open; a hearing was scheduled but now is in a tolling agreement. He said a water agreement was reached with the city one and a half years ago. He said the Utility Policy Committee, consisting of four representatives from the townships and three representatives from the city, has been meeting regularly and is progressing with the contract's provisions. Trustee Miller said there are concurrent negotiations for a sewer contract.

Trustee Robinson said Comstock Township takes calls for other townships, and several calls have been received regarding the car wash. She said the Comstock Township front office thanked the township for cleaning it up. She said schools are opening soon, so be mindful of speed limits.

Clerk Mackie had no report and reported the open job positions posted on the KTWP.org website.

Treasurer Miller said positions are open in the Zoning Board of Appeals and Planning Commission; the application is on the website and can be submitted to Supervisor Martin. She thanked the residents for expressing their feelings to the Board.

Supervisor Martin said he met Jack Brown and another service representative from Republic regarding bulk, garbage, and yard-waste pickups. He said if there are other complaints regarding pickups, call his office or Lisa VanDyken. He responded to Mr. Ferner and Carl regarding his ongoing conversations with the road commission and a resolution. Supervisor Martin said he wants to get the speed down on the streets and make it safer for everyone.

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

Attorney Seeber reported that the special assessment public hearings are scheduled for the September 11, 2023, board meeting. She said Mark Holsomback is the new magistrate, and Judge Bell is now the civil circuit court judge.

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

None.

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

Angie Ponzini, 2031 Skyline, asked if adjustments have been made regarding staffing because the 2022 Fire Report shows fewer fire calls and more medical calls. She asked if and when the fire department assessment would be completed.

Supervisor Martin said the fire department assessment would be scheduled after the hiring has been completed.

Kenneth Weber, 901 James Boulevard, said a possible resolution at the West Main and Clarendon intersection would be a right-turn-only at the Clarendon stop signs.

Kenneth Free, 3210 E G Avenue, thanked the Board for the discussions regarding bulk pickup because it is a significant problem.

Mike Major, maintenance employee, thanked the Board for discussing the removed agenda item in the work session. He thanked the Board for the vehicle purchase and for making it safer for the maintenance staff.

**Item 15**      **ADJOURNMENT**

**Supervisor Martin adjourned at 8:38 p.m.**

**BOARD MEMBERS PRESENT:**

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

Respectfully submitted,

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

Attested to by,

**ABSENT:**

None

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

**ALSO PRESENT:**

Attorney Roxanne Seeber  
Fire Chief Jairus Baird  
Fire Marshal Todd Kowalski  
Police Chief Bryan Ergang

**MINUTES PREPARED BY:**

Barbara Blankenship  
Elections Coordinator & Document Manager

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
August 28, 2023**

The Regular Meeting of the Board of Trustees of the *Charter Township of Kalamazoo* was held on **Monday, August 28, 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 Robinson led the Pledge of Allegiance.

Supervisor Martin asked for a moment of silence for Kalamazoo Township Firefighter Mark Warnicke, who passed away on Friday, and Mr. Van Putten, who passed away on Saturday.

**Item 3            ROLL CALL OF BOARD MEMBERS**

All present.

**Item 4            ADDITIONS AND DELETIONS TO AGENDA**

Supervisor Martin asked to remove Agenda Item F from the agenda.

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

Angie Ponzini, 2031 Skyline, said she is a member of the ARPA committee, and this is a one-time gift to give to the community parks without cost to the taxpayers. She described the improvements needed in Rembrandt Park, Wilson Recreation Area, and Lakewood Park and shared opportunities for park events. She asked the Board to pass the parks proposal.

Kenneth Weber, 901 James Boulevard, spoke about the downhill between Berkley and Clarendon; he thinks the stoplight should be moved to Arlington.

Toni Kennedy, 1114 Arthur, said the ARPA committee did not discuss or approve the use of funds for the Eastwood Fire Department. She said she is concerned that items are added to the agenda without the committee's approval.

**Item 6            CONSENT AGENDA**

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

**Receipt of:**

- A. Treasurer Report — June 2023
- B. Fire Report -July 2023

Treasurer Miller shared that the reports are minimal, and a line stating "all balances are subject to reconciling items" is at the bottom of the May report; the line was not added to the June report but applied. She said June will be presented in its entirety, as well as July and August. She thanked everyone for their patience.

Trustee Leuty appreciated the information shared by Treasurer Miller, and he understands the required information in this report.

**Voice vote, motion carried.**



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

The Veterans Affairs Committee Chairman, Michael Fry, presented a PowerPoint regarding the Kalamazoo County Veterans Service Office and Veterans Millage.

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

None.

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

**Item 9A**           **REQUEST TO APPROVE THE USE OF ARPA FUNDS FOR EASTWOOD FIRE STATION**

Trustee Leuty submitted this item to discuss the remaining \$500,000 ARPA funds for the Eastwood Fire Station. He is confident with this request because in the previous Cobalt survey regarding the peoples' needs, the residents viewed fire support as the most important, and parks had the lowest response. At a minimum, Trustee Leuty wants to hear from the building committee before funds are allocated.

Trustee Miller thanked Trustee Leuty for the ARPA commitments and balance sheet, and he asked if the ARPA items on the agenda and incentive item that has not been returned to the Board were everything from the ARPA committee.

Trustee Glass said she believes it is everything.

Trustee Miller said he sees that this item is to approve \$500,000 for the Eastwood fire station and to step back on the ARPA items to review priorities. He asked if this was a motion for action.

Trustee Leuty said this is for a discussion and would like the Board to wait for the building committee's report. He would like the Board not to take action on the \$500,000 allocation.

Trustee Miller clarified there is no motion, and Trustee Leuty said this is not for a motion.

Trustee Glass said she is the chair of the ARPA committee; she said there was discussion regarding other items. The \$500,000 is not as specific for the parks because they cannot go to firms until the item is approved.

Trustee Robinson was glad this was a discussion. She understood the committee was charged with prioritization, research, and recommendations; many of the items researched by the committee came from the Board's ideas. Trustee Robinson said a \$500,000 allocation for the fire station would not get them to the amount required, and the previous sewer allocation affected everyone. She said that during COVID, people needed to get outside, and the parks have equipment issues. Trustee Robinson thanked the ARPA committee and Trustee Leuty.

Trustee Glass said the building committee had discussed all of the buildings' needs, and the new buildings will need to be bonded. She said the ARPA money would not used by the 2026 deadline if allocated for the buildings, and the funds should go to parks. She described some of the parks' needs and said ARPA funds were an opportunity to improve the parks.

Clerk Mackie said she is a member of the ARPA committee. She has talked with neighbors and residents and heard most about parks and sidewalk improvements.

Supervisor Martin agrees that the buildings are needed, but he said we must service the community. He said that during COVID, everyone needed to get out, and the parks are used more now than before. He said the pickleball courts are a big success. He has talked with residents, and they want parks and sidewalks. Supervisor Martin said the Board needs to find ways to fund the buildings down the road, not today. He said he does not think \$500,000 is needed to fix parks, but they need repairs. He said sidewalks and sewers are more important.

Trustee Leuty said he compiled a list of improvements completed for the parks, and people need to know we have balanced needs and wants. He said no charge was identified for the ARPA committee, and he would like better communication. Trustee Leuty said some things could be done before the end date; architects could be hired to prepare for the future. He said he would like the Board to be fiscally responsible when using the funds.

**Item 9B**            **REQUEST TO APPROVE THE USE OF ARPA FUNDS OF \$20,000 FOR TOWNSHIP COMMUNITY SURVEY**

Trustee Glass said this request is for a new community survey; the previous one was completed in 2013.

**Trustee Glass motioned to approve the use of up to \$20,000 in ARPA funds to complete a 2023 Kalamazoo Township Community Survey for 3000 mailings, and the proposal is attached, Trustee Miller supported.**

Trustee Miller said he looks forward to seeing the results and trends; the information will be beneficial.

Trustee Leuty said he read and approved the proposal. He asked about the online survey noted, but it was not listed in the quote. Trustee Glass replied that there was no additional charge for the online portion. Trustee Leuty said he hoped the online data would be kept separate from the mailing data. He compared the quote from Kercher to the Kobalt's previous service.

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

**Item 9C**            **REQUEST TO APPROVE AN AMENDMENT FOR ADDITIONAL SALARY & AND BENEFITS COMPENSATION FOR SUPERVISOR, TREASURER, AND CLERK**

Treasurer Miller said that on February 27, 2023, the Board approved the salary increase and benefits for the supervisor, treasurer, and clerk. She said this request is for amending the 2023 budget.

**Treasurer Miller moved to accept the 2023 budget amendment to cover the additional salary and benefit compensation for clerk, supervisor, and treasurer, and the account numbers are included, Supervisor Martin supported.**

Trustee Leuty clarified that this is a formality to close the budget. Treasurer Miller said yes, and there will be more.

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

**Item 9D**            **REQUEST TO APPROVE THE HIRE OF 5 ON-CALL FIREFIGHTERS**

Fire Chief Baird requested authorization for the hiring of five paid on-call firefighters. He said the names were not included because he is waiting for a hiring condition to be met. He said there was no Board meeting before training on September 7, 2023.

Trustee Miller asked if this is for people who have been extended an offer.

Fire Chief Baird said yes, and the background check was completed, but he was awaiting the medical physical results.

**Trustee Miller moved to hire the five paid on-call firefighters with a start date of September 5, 2023, Trustee Glass supported.**

Clerk Mackie is concerned about approving this without names.

Supervisor Martin clarified the process. Past practice hiring is approved and then named after requirements are met.

Trustee Leuty said it was a good distinction; department heads responsible for hiring. The resolution says the Board receives public notification for the record.

Clerk Mackie asked Attorney Seeber for input.

Attorney Seeber said the Board is still under that resolution.

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

**Item 9E**            **REQUEST TO APPROVE THE ADDITION OF APPENDIX B IN THE EMPLOYEE HANDBOOK FOR FIRE DEPARTMENT EMPLOYEE BENEFITS**

Fire Chief Baird said this request is for an amendment to the employee handbook; there are adjustments for the 24-hour employees regarding the number of hours worked, when the shift starts and ends, and when a pay period starts and ends.

Trustee Glass asked about overtime changes.

Fire Chief Baird explained the changes.

**Trustee Miller motioned to accept the recommendation for addition of the employee handbook, Appendix B.1, as submitted, Trustee Robinson supported.**

Trustee Miller thanked Fire Chief Baird for his work getting the fire department to this point.

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

**Item 9F**            **REQUEST TO APPROVE THE HIRE OF A NEW FINANCE DIRECTOR**

Item removed.

**Item 9G**            **REQUEST TO APPROVE THE USE OF ARPA FUNDS FOR TOWNSHIP BEAUTIFICATION AND PARKS IMPROVEMENTS**

**Trustee Glass motioned to approve up to \$500,000 for the beautification and parks improvement, starting with the first three projects being in Wilson, Lakewood, and Rynbrandt; each project would come to the Board after it is worked out, Treasurer Miller supported.**

Trustee Miller asked if the committee is working to get bids to bring back to the Board, and he asked for a timeline so any leftover ARPA money could be reallocated before the end of the year.

Trustee Glass said that because it is earmarked, it should be okay. It does not have to be spent by year-end.

Supervisor Martin described the triangle on Nichols that would be bricked. He said that according to finance, we can earmark funds. He mentioned that Lakewood Park is part of the school system, and the township only owns the pavilion.

Trustee Leuty said the information is in the Parks and Recreation Master Plan. He asked if there were any grants. He said the Eastwood Neighborhood Association had helped, and volunteers can help with planting and litter cleanup. He reminded them to look at the township's limited maintenance staff availability. He said he shoveled and raked to supplement staff, and fire department staff volunteered to reroof pavilions in the past.

Supervisor Martin mentioned the possibility of purchasing the former Brucker School at 1428 Baker for a park.

Trustee Leuty counter motioned for \$250,000.

Supervisor Martin challenged the committee to get the best price they could.

Treasurer Miller said they could add if there were additional funds to use for building needs.

Trustee Leuty said he is concerned about contract availability

Supervisor Martin said if there were issues, it could be put in the general fund

Trustee Miller clarified that the vote was on the main motion

**Roll call vote (6 AYE - 1 NAY Trustee Leuty), motion carried.**

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

Supervisor Martin said that regarding Item 9F, an offer was made, and the employer countered, so the position has been reposted.

Treasurer Miller asked for the job description.

Supervisor Martin said it would be approved at the next meeting.

Trustee Robinson said the PAC had just amended the job description.

Supervisor Martin said he would send it to the Board.

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

Trustee Glass thanked the ARPA committee for their work. She thanked Michael Fry for his presentation and supported his work.

Trustee Leuty said he supported the parks and referred the Board to a Bridge magazine article about pet projects and issues. He said he wants to be fiscally responsible while advocating for parks.

Trustee Miller asked Trustee Glass about the native plants presentation. Trustee Glass said she must resubmit applications. Trustee Miller offered assistance.

Trustee Robinson said there was a PAC meeting last Monday, and they discussed ARPA, the fire department, and finance. She observed that the car wash was coming down on H and Gull. Trustee Robinson said that school started today. She wished everyone a safe and happy school year and reminded everyone to drive safely. She thanked Mr. Fry for his presentation, and she supported the initiative.

Clerk Mackie thanked ARPA committee members and Mr. Fry. She asked Mr. Fry for web and Facebook URLs. He said the website is [yesforvets.com](http://yesforvets.com), and Facebook is [yes4vets](https://www.facebook.com/yes4vets). Clerk Mackie said she is the Police Commissioner, and Police Chief Ergang reported that Kalamazoo Township received the 2023 MERS Impact Reward. She read the award to the Board.

Treasurer Miller said one of her favorite businesses is Native Connections; they are native plants and seed producers. She said she hopes the township will do more with native plants. Treasurer Miller said she appreciates Trustee Leuty pushing for funds for different needs. She said that at the Brownfield meeting, it was announced that Schupan is doing a \$20 million expansion at the MidLink facility.

Supervisor Martin thanked Mr. Fry for his presentation; this is as big as the 131 business southbound interchange.

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

Attorney Seeber had no report.

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

None.

**Item 14            PUBLIC COMMENTS**

Mike Boersma, Road Commission, said they are done with the chip seal, and the fog seal will be done soon. Lake Street is a big project with city water, road commission, and county for sidewalks; he hopes to be done by the first part of October. He said miles of signage have been put up for new bike routes.

Supervisor Martin said the road commission was paving to the Expo Center for the car show and leaving a wide ramp open for fire department access.

Angie Ponzini, 2031 Skyline, shared the American Rescue Act guiding principles. She thanked Supervisor Martin for the comments about the tennis courts. There have been no repairs to the tennis, but everyone enjoys them. She looks forward to the same activities at Wilson.

Toni Kennedy, 1114 Arthur Avenue, appreciated comments about Chief Baird. She told Trustee Leuty the committee kept minutes, and she read some minutes regarding Eastwood Fire Station and Chief Baird's input regarding funds. She said the committee is trying to do its due diligence.

Rosemary Knox, 1427 Woodrow, would love to see the fire station rebuilt. She is on the Eastwood Neighborhood Association, and she hears that they want park improvements so they can have events and family functions.

**Item 15            ADJOURNMENT**

**Supervisor Martin adjourned at 9:29 p.m.**

**BOARD MEMBERS PRESENT:**

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

Respectfully submitted,

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Lisa S. Mackie, Clerk

Attested to by,

**ABSENT:**

None

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Donald D. Martin, Supervisor

**ALSO PRESENT:**

- Attorney Roxanne Seeber
- Fire Chief Jairus Baird
- Fire Marshal Todd Kowalski

**MINUTES PREPARED BY:**

- Barbara Blankenship
- Elections Coordinator & Document Manager

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INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 EXP CHECK RUN DATES 09/26/2023 - 09/26/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: POOL

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93006 40011	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-276-932.00	09/20/2023 MONICAK LAND REPAIRS & MAINT	09/20/2023	57.84 57.84	57.84	Open	N 09/26/2023
17737 40012	LOWE'S COMPANIES, INC. TAX CORRECTION REFUND 101-276-932.00	09/20/2023 MONICAK LAND REPAIRS & MAINT	09/20/2023	(3.27) (3.27)	(3.27)	Open	N 09/20/2023
01909 40013	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-265-931.00	09/20/2023 MONICAK BUILDING REPAIRS & MAINT	09/20/2023	21.08 21.08	21.08	Open	N 09/20/2023
1496 40014	SHARP SHOP MISC SUPPLIES 101-265-740.00	09/20/2023 MONICAK OPERATING SUPPLIES	09/20/2023	98.94 98.94	98.94	Open	N 09/20/2023
3488 40015	KAL. COUNTY HEALTH & COMM SERVICES HHW - JULY 2023 226-527-811.00	09/20/2023 MONICAK PROFESSIONAL & CONTRACTUAL SVC	09/20/2023	823.55 823.55	823.55	Open	N 09/20/2023
54250 40016	ROAD COMMISSION OF KALAMAZOO COUNTY EASEMENT COSTS - SQUIRES ROAD 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	4,559.24 4,559.24	4,559.24	Open	N 09/20/2023
54247 40017	ROAD COMMISSION OF KALAMAZOO COUNTY LAKE ST RECONSTRUCT/DRAINAGE 883-520-973.00	09/20/2023 MONICAK CONSTRUCTION COSTS	09/20/2023	250,860.11 250,860.11	250,860.11	Open	N 09/20/2023
54226 40018	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - STEWART DR 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	5,087.44 5,087.44	5,087.44	Open	N 09/20/2023
54227 40019	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - WILLIS AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	29.22 29.22	29.22	Open	N 09/20/2023

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54228 40020	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - HUMPHREY 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	4,439.44 4,439.44	4,439.44	Open	N 09/20/2023
54229 40021	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - ELKERTON AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	6,255.91 6,255.91	6,255.91	Open	N 09/20/2023
54230 40022	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - STAMFORD AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	47,804.21 47,804.21	47,804.21	Open	N 09/20/2023
54231 40023	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - GRANDESSA DR 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	19,704.79 19,704.79	19,704.79	Open	N 09/20/2023
54232 40024	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - CLARK AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	5,641.03 5,641.03	5,641.03	Open	N 09/20/2023
54233 40025	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - IDA ST 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	5,141.41 5,141.41	5,141.41	Open	N 09/20/2023
54234 40026	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - SHAFFER ST 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	5,942.58 5,942.58	5,942.58	Open	N 09/20/2023
54235 40027	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - MEADOWCROFT LN 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	10,088.88 10,088.88	10,088.88	Open	N 09/20/2023
54236 40028	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - NICHOLS RD 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	18,596.95 18,596.95	18,596.95	Open	N 09/20/2023

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54237 40029	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - CARSTEN AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	13,039.08 13,039.08	13,039.08	Open	N 09/20/2023
54238 40030	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - WAYSIDE RD 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	2,945.52 2,945.52	2,945.52	Open	N 09/20/2023
54240 40031	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - WASHBURN AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	70,659.34 70,659.34	70,659.34	Open	N 09/20/2023
54241 40032	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - MOSEL AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	4,976.46 4,976.46	4,976.46	Open	N 09/20/2023
54242 40033	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - OLD RIVERVIEW DR 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	4,947.77 4,947.77	4,947.77	Open	N 09/20/2023
54243 40034	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - DARWOOD AVE 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	23,769.82 23,769.82	23,769.82	Open	N 09/20/2023
54244 40035	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - ROCK VALLEY DR 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	6,617.49 6,617.49	6,617.49	Open	N 09/20/2023
54245 40036	ROAD COMMISSION OF KALAMAZOO COUNTY FILL/SEAL - VLIET LN 101-446-969.00	09/20/2023 MONICAK ROAD MAINTENANCE	09/20/2023	7,493.06 7,493.06	7,493.06	Open	N 09/20/2023
19035 40037	SIGN IMPRESSIONS, INC. LETTERING 206-336-939.00	09/20/2023 MONICAK VEHICLE REPAIRS & MAINT	09/20/2023	225.00 225.00	225.00	Open	N 09/20/2023



INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
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082823 40038	GRAND VALLEY STATE UNIVERSITY HOUTMAN/PLOCHOCKI 266-320-960.01	09/20/2023 MONICAK	09/20/2023	3,400.00 3,400.00	3,400.00	Open	N 09/20/2023
090423 40039	BRONSON HEALTHCARE GROUP ACCT #700000115 101-200-914.00 207-301-812.00	09/20/2023 MONICAK	09/20/2023	886.61 311.00 575.61	886.61	Open	N 09/20/2023
1000526819 40040	ACCIDENT FUND INS CO OF AMERICA PAYMENT #4 101-200-913.00 206-336-913.00 207-301-913.00 267-301-913.00	09/20/2023 MONICAK	09/20/2023	42,643.50 1,705.74 15,351.66 25,554.94 31.16	42,643.50	Open	N 09/20/2023
4423C 40041	DECKER AGENCY PAYMENT #4 101-200-912.00 206-336-912.00 207-301-912.00	09/20/2023 MONICAK	09/20/2023	36,575.00 12,069.08 12,435.84 12,070.08	36,575.00	Open	N 09/20/2023
019596730 40042	XEROX CORPORATION CUSTOMER #724921614 101-200-811.00	09/20/2023 MONICAK	09/20/2023	359.38 359.38	359.38	Open	N 09/20/2023
207147253224 40043	CONSUMERS ENERGY ACCT #1000 0038 0319 101-200-921.00	09/20/2023 MONICAK	09/20/2023	3,999.14 3,999.14	3,999.14	Open	N 09/20/2023
0010728764 40044	MLIVE MEDIA GROUP NOTICES - CONSUMERS CONCRETE 701-000-240.00	09/20/2023 MONICAK	09/20/2023	403.80 403.80	403.80	Open	N 09/20/2023
99332 40045	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-747.00	09/20/2023 MONICAK	09/20/2023	82.38 82.38	82.38	Open	N 09/20/2023

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1901801034576 40046	INTERSTATE ALL BATTERY BATTERY 206-336-740.00	09/20/2023 MONICAK	09/20/2023	35.10	35.10	Open	N 09/20/2023
	OPERATING SUPPLIES			35.10			
1901801034573 40047	INTERSTATE ALL BATTERY BATTERY 206-336-740.00	09/20/2023 MONICAK	09/20/2023	55.00	55.00	Open	N 09/20/2023
	OPERATING SUPPLIES			55.00			
19126 40048	SIGN IMPRESSIONS, INC. NUMBERS FOR HELMETS 206-336-740.00	09/20/2023 MONICAK	09/20/2023	150.00	150.00	Open	N 09/20/2023
	OPERATING SUPPLIES			150.00			
LT49315 40049	CDW GOVERNMENT, INC. CUSTOMER #2250825 101-200-983.00	09/20/2023 MONICAK	09/20/2023	1,006.99	1,006.99	Open	N 09/20/2023
	CAPITAL OUTLAY - EQUIPMENT			1,006.99			
LT49315A 40050	CDW GOVERNMENT, INC. TAX EXEMPT #38-6006910 101-200-983.00	09/20/2023 MONICAK	09/20/2023	(57.00)	(57.00)	Open	N 09/20/2023
	CAPITAL OUTLAY - EQUIPMENT			(57.00)			
4570 40051	NITE BEAM PRODUCTS, LLC VESTS 207-301-748.00	09/20/2023 MONICAK	09/20/2023	345.00	345.00	Open	N 09/20/2023
	PERSONAL EQUIPMENT ALLOWANCE			345.00			
9373 40052	PORT53 TECHNOLOGIES, INC DUO ACCESS EDITION 101-200-811.00	09/20/2023 MONICAK	09/20/2023	1,710.00	1,710.00	Open	N 09/20/2023
	PROFESSIONAL & CONTRACTUAL SVC			1,710.00			
IN0255108 40053	KALAMAZOO LANDSCAPE SUPPLIES SOIL 101-276-932.00	09/20/2023 MONICAK	09/20/2023	33.50	33.50	Open	N 09/20/2023
	LAND REPAIRS & MAINT			33.50			
091723 40054	NORTHSIDE MINISTERIAL ALLIANCE MEMBERSHIP - ERGANG 207-301-732.00	09/20/2023 MONICAK	09/20/2023	100.00	100.00	Open	N 09/20/2023
	DUES/SUBS/PUBL			100.00			

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INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 EXP CHECK RUN DATES 09/26/2023 - 09/26/2023  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4084 40055	ROBERT LAMSON, LLC EVALUATION - GLASS 207-301-811.00	09/20/2023 MONICAK	09/20/2023	445.00 445.00	445.00	Open	N 09/20/2023
		PROFESSIONAL & CONTRACTUAL SVC		445.00			
8989 40056	MAGLOCLEN ANNUAL MEMBERSHIP 207-301-732.00	09/20/2023 MONICAK	09/20/2023	400.00 400.00	400.00	Open	N 09/20/2023
		DUES/SUBS/PUBL		400.00			
090623 40057	KATHLEEN FOLDENAUER TAILORING 207-301-748.00	09/20/2023 MONICAK	09/20/2023	40.00 40.00	40.00	Open	N 09/20/2023
		PERSONAL EQUIPMENT ALLOWANCE		40.00			
2510029-0 40058	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	09/20/2023 MONICAK	09/20/2023	100.21 100.21	100.21	Open	N 09/20/2023
		OFFICE SUPPLIES		100.21			
858739A 40059	NYE UNIFORM CO. UNIFORMS 207-301-748.00	09/20/2023 MONICAK	09/20/2023	1,766.61 1,766.61	1,766.61	Open	N 09/20/2023
		PERSONAL EQUIPMENT ALLOWANCE		1,766.61			
858759 40060	NYE UNIFORM CO. UNIFORMS 207-301-748.00	09/20/2023 MONICAK	09/20/2023	340.00 340.00	340.00	Open	N 09/20/2023
		PERSONAL EQUIPMENT ALLOWANCE		340.00			
858728 40061	NYE UNIFORM CO. UNIFORMS 207-301-748.00	09/20/2023 MONICAK	09/20/2023	157.25 157.25	157.25	Open	N 09/20/2023
		PERSONAL EQUIPMENT ALLOWANCE		157.25			
083123 40062	PORTAGE CLEANERS AND LAUNDRY CLEANING 207-301-748.00	09/20/2023 MONICAK	09/20/2023	769.87 769.87	769.87	Open	N 09/20/2023
		PERSONAL EQUIPMENT ALLOWANCE		769.87			
S0017809 40063	EMERGENCY VEHICLE PRODUCTS VEHICLE BUILD 810-440-983.05	09/20/2023 MONICAK	09/20/2023	2,763.41 2,763.41	2,763.41	Open	N 09/20/2023
		CAPITAL OUTLAY - VEHICLES		2,763.41			

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INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
23-1676 40064	DATAWORKS PLUS LLC ANNUAL MAINTENANCE 217-301-811.00	09/20/2023 MONICAK	09/20/2023	1,662.86	1,662.86	Open	N 09/20/2023
		PROFESSIONAL & CONTRACTUAL SVC		1,662.86			
091223 40065	KALAMAZOO COUNTY TREASURER 2ND QTR SUBPOENA BY MAIL 207-301-740.00	09/20/2023 MONICAK	09/20/2023	438.25	438.25	Open	N 09/20/2023
		OPERATING SUPPLIES		438.25			
06801 40066	MIDWAY CHEVROLET, INC. OIL CHANGE 207-301-939.00	09/20/2023 MONICAK	09/20/2023	69.65	69.65	Open	N 09/20/2023
		VEHICLE REPAIRS & MAINT		69.65			
26065847 40067	DORRANCE FORD OIL CHANGE 207-301-939.00	09/20/2023 MONICAK	09/20/2023	58.65	58.65	Open	N 09/20/2023
		VEHICLE REPAIRS & MAINT		58.65			
26065842 40068	DORRANCE FORD OIL CHANGE 207-301-939.00	09/20/2023 MONICAK	09/20/2023	58.45	58.45	Open	N 09/20/2023
		VEHICLE REPAIRS & MAINT		58.45			
26065532 40069	DORRANCE FORD REPAIR 207-301-939.00	09/20/2023 MONICAK	09/20/2023	531.25	531.25	Open	N 09/20/2023
		VEHICLE REPAIRS & MAINT		531.25			
TKPD-22-5 40070	THE ROSSOW GROUP, LLC ACCREDITATION SERVICES 207-301-811.00	09/20/2023 MONICAK	09/20/2023	3,750.00	3,750.00	Open	N 09/20/2023
		PROFESSIONAL & CONTRACTUAL SVC		3,750.00			
R27879 40071	MULDER'S LANDSCAPE SUPPLIES CRUSHED STONE 207-301-740.00	09/20/2023 MONICAK	09/20/2023	106.65	106.65	Open	N 09/20/2023
		OPERATING SUPPLIES		106.65			
R16301 40072	MULDER'S LANDSCAPE SUPPLIES CRUSHED STONE 207-301-740.00	09/20/2023 MONICAK	09/20/2023	71.10	71.10	Open	N 09/20/2023
		OPERATING SUPPLIES		71.10			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
425418 40073	APPLIED CONCEPTS, INC. K9 CAR BUILDS 810-440-983.00	09/20/2023 MONICAK	09/20/2023	4,301.60	4,301.60	Open	N 09/20/2023
		CAPITAL OUTLAY - EQUIPMENT		4,301.60			
359291 40074	ROE-COMM, INC. K9 CAR BUILDS 810-440-983.00	09/20/2023 MONICAK	09/20/2023	2,398.00	2,398.00	Open	N 09/20/2023
		CAPITAL OUTLAY - EQUIPMENT		2,398.00			
4372 40075	RHINO MEDIA PRODUCTIONS, LLC DIGITAL DEPLOYMENT PHASE II 207-301-811.00	09/20/2023 MONICAK	09/20/2023	6,000.00	6,000.00	Open	N 09/20/2023
		PROFESSIONAL & CONTRACTUAL SVC		6,000.00			
1615813 40076	MILLER, CANFIELD, PADDOCK LEGAL SUPPORT 207-301-827.00	09/20/2023 MONICAK	09/20/2023	1,368.00	1,368.00	Open	N 09/20/2023
		LEGAL SERVICES		1,368.00			
019596729 40077	XEROX CORPORATION CUSTOMER #724921614 207-301-811.00	09/20/2023 MONICAK	09/20/2023	449.74	449.74	Open	N 09/20/2023
		PROFESSIONAL & CONTRACTUAL SVC		449.74			
202300170 40078	ENVIRONMENTAL & OCCUPATIONAL ASBESTOS ANALYSIS 101-265-931.00	09/20/2023 MONICAK	09/20/2023	230.00	230.00	Open	N 09/20/2023
		BUILDING REPAIRS & MAINT		230.00			
091223 40132	JANET JOY ERLANDSON BACKGROUND INVESTIGATIONS 206-336-811.00	09/20/2023 MONICAK	09/20/2023	4,293.46	4,293.46	Open	N 09/20/2023
		PROFESSIONAL & CONTRACTUAL SVC		4,293.46			
20230814578 40133	STATE SYSTEMS - RADIO INC PAGER REPAIR 206-336-747.00	09/20/2023 MONICAK	09/20/2023	15.00	15.00	Open	N 09/20/2023
		SMALL TOOLS & EQUIPMENT		15.00			
30252926 40134	ABSOPURE WATER COMPANY ACCT #171123 206-336-740.00	09/20/2023 MONICAK	09/20/2023	14.00	14.00	Open	N 09/20/2023
		OPERATING SUPPLIES		14.00			

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INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
52766 40135	R.W. LAPINE, INC. A/C REPAIR - STA 4 206-336-931.00	09/20/2023 MONICAK	09/20/2023	278.52	278.52	Open	N 09/20/2023
	BUILDING REPAIRS & MAINT			278.52			
005554201091423 40136	CHARTER COMMUNICATIONS ACCT #005554201 206-336-922.01	09/20/2023 MONICAK	09/20/2023	109.99	109.99	Open	N 09/20/2023
	UTILITIES - CABLE/INTERNET			109.99			
005554101091423 40137	CHARTER COMMUNICATIONS ACCT #005554101 206-336-922.01	09/20/2023 MONICAK	09/20/2023	148.51	148.51	Open	N 09/20/2023
	UTILITIES - CABLE/INTERNET			148.51			
INV-5535 40138	GREAT LAKES UPFITTING IN CAR CAMERA REMOVAL 206-336-939.00	09/20/2023 MONICAK	09/20/2023	202.50	202.50	Open	N 09/20/2023
	VEHICLE REPAIRS & MAINT			202.50			
116062 40139	RESCUED METALS AND SUPPLY MOUNTS FOR VESTS 206-336-939.00	09/20/2023 MONICAK	09/20/2023	110.50	110.50	Open	N 09/20/2023
	VEHICLE REPAIRS & MAINT			110.50			
97043 40140	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	09/20/2023 MONICAK	09/20/2023	458.07	458.07	Open	N 09/20/2023
	BUILDING REPAIRS & MAINT			458.07			
332335 40141	NAPA AUTO PARTS MISC SUPPLIES 206-336-939.00	09/20/2023 MONICAK	09/20/2023	31.97	31.97	Open	N 09/20/2023
	VEHICLE REPAIRS & MAINT			31.97			
INV319191 40142	WITMER PUBLIC SAFETY MISC SUPPLIES 206-336-740.00	09/20/2023 MONICAK	09/20/2023	113.30	113.30	Open	N 09/20/2023
	OPERATING SUPPLIES			113.30			
30252990 40143	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	09/20/2023 MONICAK	09/20/2023	7.00	7.00	Open	N 09/20/2023
	OPERATING SUPPLIES			7.00			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
88972426 40144	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	09/20/2023 MONICAK	09/20/2023	27.90 27.90	27.90	Open	N 09/20/2023
88954325 40145	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	09/20/2023 MONICAK	09/20/2023	20.85 20.85	20.85	Open	N 09/20/2023
30252989 40146	ABSOPURE WATER COMPANY ACCT #172898 206-336-740.00	09/20/2023 MONICAK	09/20/2023	14.00 14.00	14.00	Open	N 09/20/2023
88963710 40147	ABSOPURE WATER COMPANY ACCT #172898 206-336-740.00	09/20/2023 MONICAK	09/20/2023	13.90 13.90	13.90	Open	N 09/20/2023
330210 40148	NAPA AUTO PARTS BATTERY WARRANTY 206-336-939.00	09/20/2023 MONICAK	09/20/2023	86.32 86.32	86.32	Open	N 09/20/2023
333886 40149	NAPA AUTO PARTS AUX BATTERY PARTS 206-336-939.00	09/20/2023 MONICAK	09/20/2023	321.79 321.79	321.79	Open	N 09/20/2023
017756 40150	MACQUEEN EMERGENCY TURNOUT GLOVES 811-440-983.00	09/20/2023 MONICAK	09/20/2023	1,326.17 1,326.17	1,326.17	Open	N 09/20/2023
845830 40151	NYE UNIFORM CO. UNIFORMS 206-336-748.00	09/20/2023 MONICAK	09/20/2023	814.06 814.06	814.06	Open	N 09/20/2023
359293 40152	ROE-COMM, INC. RADIOS/PAGERS 811-440-983.05	09/20/2023 MONICAK	09/20/2023	4,113.00 4,113.00	4,113.00	Open	N 09/20/2023

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EXP CHECK RUN DATES 09/26/2023 - 09/26/2023

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BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: POOL

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
359292							
40153	ROE-COMM, INC.	09/20/2023	09/20/2023	4,632.00	4,632.00	Open	N
	WIRELESS INSTALL	MONICAK					09/20/2023
	811-440-983.05	CAPITAL OUTLAY - VEHICLES		4,632.00			
52339							
40154	R.W. LAPINE, INC.	09/20/2023	09/20/2023	170.00	170.00	Open	N
	PREV MAINT - STA 1	MONICAK					09/20/2023
	206-336-931.00	BUILDING REPAIRS & MAINT		170.00			
# of Invoices:	89	# Due:	89	Totals:	657,210.92	657,210.92	
# of Credit Memos:	2	# Due:	2	Totals:	(60.27)	(60.27)	
Net of Invoices and Credit Memos:					657,150.65	657,150.65	

--- TOTALS BY FUND ---

101 - GENERAL	289,282.06	289,282.06
206 - FIRE	35,586.62	35,586.62
207 - POLICE	55,566.31	55,566.31
217 - LIVESCAN/SOR	1,662.86	1,662.86
226 - RUBBISH COLLECTION FUND	823.55	823.55
266 - LAW ENFORCEMENT TRAINING	3,400.00	3,400.00
267 - SWET	31.16	31.16
701 - TRUST & AGENCY	403.80	403.80
810 - POLICE CAPITAL IMPROVEMENT	9,463.01	9,463.01
811 - FIRE CAPITAL IMPROVEMENT	10,071.17	10,071.17
883 - SEWER IMPROVEMENT	250,860.11	250,860.11

--- TOTALS BY DEPT/ACTIVITY ---

000 - REVENUES	403.80	403.80
200 - GENERAL SERVICES_ADMIN	21,104.33	21,104.33
265 - MAINTENANCE	350.02	350.02
276 - CEMETERY	88.07	88.07
301 - POLICE	57,260.33	57,260.33
320 - STATE TRAINING MONEY	3,400.00	3,400.00
336 - FIRE	35,586.62	35,586.62
440 - CAPITAL IMPROVEMENT	19,534.18	19,534.18
446 - INFRASTRUCTURE MAINTENANCE	267,739.64	267,739.64
520 - SEWER IMPROVEMENT	250,860.11	250,860.11
527 - RUBBISH COLLECTION/DISPOSAL	823.55	823.55





CASH SUMMARY BY CLASSIFICATION:

FINANCIAL INSTITUTION	CLASSIFICATION	AMOUNT
MERCANTILE BANK	POOL	325,658.08
TOTAL POOLED INVESTMENTS**	POOL	21,351,753.77
FIRST NATIONAL BANK OF MICHIGAN	CURRENT TAX	562,858.32
MERCANTILE BANK	MRA	13,887.73
MERS OPEB TRUST	MERS	304,756.20
<b>TOTAL CASH SUMMARY BY CLASSIFICATION</b>		<b>\$ 22,558,914.10</b>

\*\*POOLED INVESTMENT DETAIL\*\*

FINANCIAL INSTITUTION	ACCOUNT TYPE	INTEREST RATE	MATURITY DATE	MARKET VALUE
ADVIA CREDIT UNION	Ultimate Savings	3.500%	NA	253,381.68
COMERICA	MM	3.720%	NA	137,182.35
COMERICA	Govt Sec.	2.500%	12/25/2042	85,020.96
COMERICA	Govt Sec.	0.550%	9/30/2024	471,595.00
CONSUMERS CU	MM	4.000%	NA	1,043,464.28
CONSUMERS CU	CD	2.227%	9/25/2023	509,679.24
FIRST NATIONAL BANK	CD #1	3.000%	9/12/2024	111,331.33
FIRST NATIONAL BANK	CD #2	1.500%	2/4/2024	326,965.63
FIRST NATIONAL BANK	CD #3	4.700%	10/23/2024	539,793.61
FIRST NATIONAL BANK	CD #4	1.500%	9/23/2023	516,877.54
FIRST NATIONAL BANK	CD #5	1.500%	9/25/2023	524,640.37
FIRST SOURCE BANK	MM	0.050%	NA	28.00
FLAGSTAR BANK	CD	4.850%	1/12/2024	516,742.70
HUNTINGTON BANK	MM	2.430%	2/16/2024	264,892.39
HUNTINGTON NATIONAL BANK	MM	2.529%	NA	5.24
HUNTINGTON NATIONAL BANK	Govt Sec.	4.199%	3/31/2025	521,072.23
HUNTINGTON NATIONAL BANK	MM	4.451%	NA	250,093.94
HUNTINGTON NATIONAL BANK - ARPA	MM	4.451%	NA	2,246,572.96
HUNTINGTON NATIONAL BANK - KTFO:fire station	MM	4.451%	NA	2,103,622.85
LAKE MICHIGAN CREDIT UNION	CD	4.650%	4/29/2024	549,970.70
MACCATAWA BANK	Max Savings	0.000%	NA	887.37
MERCANTILE BANK OF MI	CD	1.490%	12/6/2023	251,262.22
MERCANTILE BANK OF MI	ICS	2.230%	NA	2.09
MIBIA CLASS - COMMUNITY POLICING	INV POOL	5.021%	NA	6,326,085.81
MIBIA CLASS - ROAD DEBT SERVICE	INV POOL	5.021%	NA	781,001.58
MIBIA CLASS - KTFD	INV POOL	5.021%	NA	499,218.07
MIBIA CLASS - ARPA	INV POOL	5.021%	NA	499,565.11
MIBIA CLASS - SWET	INV POOL	5.021%	NA	4,843.62
SOUTHERN MICHIGAN BANK & TRUST	CD	4.100%	11/19/2024	256,360.45
SOUTHERN MICHIGAN BANK & TRUST	CD	4.250%	11/7/2023	520,222.75
SOUTHERN MICHIGAN BANK & TRUST	CD	4.650%	8/7/2025	508,863.18
STURGIS BANK & TRUST CO	CD	4.250%	9/16/2024	259,903.66
STURGIS BANK & TRUST CO	CD	5.000%	7/16/2024	250,000.00
PRIVATE BANK/CIBC	CD	5.200%	6/26/2024	111,955.64
PRIVATE BANK/CIBC	CD	4.350%	2/26/2025	108,649.22
<b>TOTAL FOR POOL INVESTMENT DETAIL</b>				<b>\$ 21,351,753.77</b>

CASH ALLOCATION BY FUND:

FUND DESCRIPTION	FUND NO.	AMOUNT
GENERAL FUND	101/206/207	8,915,261.73
LIVE SCAN	217	99,215.65
STREET LIGHTING	219	310,892.47
RECYCLING	226	389,721.94
DISASTER RESPONSE FUND	258	37.99
DRUG LAW ENFORCEMENT	265	102,156.65
LAW ENFORCEMENT TRAINING	266	16,761.70
SWET	267	(7,074.05)
COMMUNITY POLICING	272	832,306.85
AMERICAN RESCUE PLAN ACT (ARPA)	285	2,251,161.24
ROAD DEBT SERVICE (VOTED BOND)	301	554,855.20
BUILDING IMPROVEMENTS	402	403,725.59
REVOLVING LOAN	550	
GOLF COURSE	584	21,466.42
TRUST & AGENCY	701	278,164.09
MEDICAL REIMBURSEMENT ACCT	702	13,887.73
CURRENT TAX	704	562,858.32
OPEB TRUST FUND	737	304,756.20
POLICE CAPITAL IMPROVEMENT	810	581,934.64
FIRE CAPITAL IMPROVEMENT	811	2,502,153.22
STREET	812	39,956.60
WATER	871	560,160.11
SEWER FUND	883	3,824,553.81
<b>TOTAL CASH ALLOCATION BY FUND</b>		<b>\$ 22,558,914.10</b>

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

INC. NO	ADDRESS	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1784		CHEST PAIN		3						0
1785		DIABETIC PROBLEM				5				0
1786		FALL	1							1
1787		HEMORRHAGE/LACERATION				4				4
1788		GAS LEAK	6			8		3		17
1789		CONVULSIONS/SEIZURE		3						3
1790		CHEST PAIN				7				7
1791		CANCELLED EN ROUTE	1			3				4
1792		PREGNANCY/OB		2						2
1793		CARBON MONOXIDE				3				3
1794		WELFARE CHECK		3						3
1795		FALL				4				4
1796		CANCELLED EN ROUTE	2	4						6
1797		OVERDOSE/POISONING				5				5
1799		BREATHING PROBLEM				6				6
1800		FIRE ALARM	2			5				7
1801		OVERDOSE/POISONING		5						5
1802		BREATHING PROBLEM				4				4
1803		CANCELLED EN ROUTE	4							4
1804		HEMORRHAGE/LACERATION		2						2
1805		CANCELLED EN ROUTE	5							5
1806		UNKNOWN/PERSON DOWN				6				6
1807		BREATHING PROBLEM		3						3
1808		UNKNOWN/PERSON DOWN		3						3
1809		MOTOR VEHICLE ACCIDENT		4						4
1810		UNCONSCIOUS	5							5
1811		MOTOR VEHICLE ACCIDENT		4						4
1812		LIFT ASSIST		2						2
1813		CHEST PAIN		2						2
1814		BREATHING PROBLEM		2						2
1815		WIRES DOWN/ARCING		3						3
1816		UNKNOWN/PERSON DOWN		3						3
1817		BURNING COMPLAINT		2						2
1818		BREATHING PROBLEM		3						3
1819		MOTOR VEHICLE ACCIDENT					3			3
1820		CHEST PAIN		1						1

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

<b>SUB TOTAL</b>		<b>26</b>	<b>54</b>	<b>0</b>	<b>60</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>138</b>
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KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

INC. NO		TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1821		FIRE ALARM	3							3
1822		CHEST PAIN	5							5
1823		FIRE ALARM	4	2		5				11
1824		WIRES DOWN/ARCING				6				6
1825		FIRE ALARM	3	2						5
1826		CHEST PAIN				1				1
1827		BREATHING PROBLEM		4						4
1828		SMOKE INVESTIGATION	5	6		6				17
1829		UNCONSCIOUS				3				3
1830		UNKNOWN/PERSON DOWN		3						3
1831		ALTERED MENTAL STATUS	2							2
1832		UNKNOWN/PERSON DOWN		5						5
1833		BREATHING PROBLEM					2			2
1834		MOTOR VEHICLE ACCIDENT				5				5
1835		NOTHING FOUND/ARRIVAL		6			2			8
1836		LIFT ASSIST	9							9
1837		SMOKE INVESTIGATION	3			6			4	13
1838		ALTERED MENTAL STATUS					2			2
1839		CHEST PAIN		3						3
1840		BREATHING PROBLEM				5				5
1841		FALL		2						2
1842		CHEST PAIN	2							2
1843		UNKNOWN/PERSON DOWN		2						2
1844		FALL	8							8
1845		FALL	3							3
1846		ABDOMINAL PAIN	3							3
1847		FALL		2						2
1848		SMOKE INVESTIGATION		4						4
1849		UNKNOWN/PERSON DOWN		2						2
1850		SICK PERSON	1							1
1851		UNKNOWN/PERSON DOWN	3							3
1852		MOTOR VEHICLE ACCIDENT		3						3
1853		CONVULSIONS/SEIZURE		2						2
1854		STROKE		3						3
1855		BREATHING PROBLEM				5				5
1856		STROKE				6				6

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

<b>SUB TOTAL</b>		<b>80</b>	<b>105</b>	<b>0</b>	<b>108</b>	<b>9</b>	<b>3</b>	<b>4</b>	<b>301</b>
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KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

INC. NO	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1857	FALL		3						3
1858	UNKNOWN/PERSON DOWN		5						5
1859	CHEST PAIN		3						3
1861	BREATHING PROBLEM		4						4
1862	MOTOR VEHICLE ACCIDENT		2						2
1863	CANCELLED EN ROUTE	1							1
1864	ALTERED MENTAL STATUS	1							1
1865	ALTERED MENTAL STATUS	1							1
1866	MOTOR VEHICLE ACCIDENT		3						3
1867	FIRE ALARM	1			3				4
1868	UNKNOWN/PERSON DOWN		2						2
1869	UNKNOWN/PERSON DOWN		2						2
1870	UNCONSCIOUS		4						4
1871	EMS ALARM				7				7
1872	CONVULSIONS/SEIZURE				7				7
1873	CANCELLED EN ROUTE		5						5
1874	BREATHING PROBLEM				2				2
1875	ALTERED MENTAL STATUS	3							3
1876	BREATHING PROBLEM				1				1
1877	BREATHING PROBLEM	2			5				7
1878	LIFT ASSIST	3							3
1879	FALL		5						5
1880	UNKNOWN/PERSON DOWN		5						5
1881	FIRE ALARM	3	7						10
1882	WIRES DOWN/ARCING		8						8
1884	AID GIVEN - FIRE		3			MG			3
1885	AID GIVEN - FIRE		3			MG			3
1886	NOTHING FOUND/ARRIVAL	4	3			3			10
1887	WIRES DOWN/ARCING				4				4
1888	BREATHING PROBLEM					2			2
1889	WIRES DOWN/ARCING	5							5
1890	CHEST PAIN	2							2
1891	SMOKE INVESTIGATION		3						3
1892	CONVULSIONS/SEIZURE		3						3
1894	BURNING COMPLAINT		4						4
1895	MOTOR VEHICLE ACCIDENT				11				11

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

<b>SUB TOTAL</b>		<b>106</b>	<b>182</b>	<b>0</b>	<b>148</b>	<b>14</b>	<b>3</b>	<b>4</b>	<b>449</b>
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KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

INC. NO	TYPE OF CALL	STA. 1	STA. 2	STA. 3	STA. 4	COMSTK	OSH	CITY	TOTALS
1896	UNKNOWN/PERSON DOWN				7				7
1897	FIRE ALARM	2	2						4
1898	BREATHING PROBLEM	1	2						3
1899	BREATHING PROBLEM		2						2
1900	WIRES DOWN/ARCING		3						3
1901	WIRES DOWN/ARCING				8				8
1902	WIRES DOWN/ARCING	8							8
1903	ALTERED MENTAL STATUS				5				5
1904	EMS ALARM				4				4
1905	CHEST PAIN	1							1
1906	GAS LEAK	2			4				6
1907	UNKNOWN/PERSON DOWN				2				2
1908	CONVULSIONS/SEIZURE	1							1
1910	BACK PAIN	1							1
1911	UNCONSCIOUS				4				4
1912	ALTERED MENTAL STATUS	1							1
1913	NOTHING FOUND/ARRIVAL	3							3
1914	BREATHING PROBLEM	2							2
1915	UNKNOWN/PERSON DOWN				5				5
1916	BREATHING PROBLEM				4				4
1917	EMS ALARM				2				2
**1918**	VEHICLE FIRE				6				6
1919	BREATHING PROBLEM	1							1
1920	ALTERED MENTAL STATUS	2							2
1921	UNKNOWN/PERSON DOWN				5				5
1922	UNKNOWN/PERSON DOWN	1							1
1923	FALL				5				5
1924	PREGNANCY/OB	1							1
1925	STROKE		2						2
1926	CONVULSIONS/SEIZURE		5						5
1927	ALTERED MENTAL STATUS		4						4
1928	CANCELLED EN ROUTE		6						6
1929	UNKNOWN/PERSON DOWN		6						6
1930	UNCONSCIOUS		5						5
1931	CANCELLED EN ROUTE		1						1
1932	MOTOR VEHICLE ACCIDENT				9				9



KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

<b>SUB TOTAL</b>		<b>133</b>	<b>220</b>	<b>0</b>	<b>218</b>	<b>14</b>	<b>3</b>	<b>4</b>	<b>584</b>
<b>INC. NO</b>	<b>TYPE OF CALL</b>	<b>STA. 1</b>	<b>STA. 2</b>	<b>STA. 3</b>	<b>STA. 4</b>	<b>COMSTK</b>	<b>OSH</b>	<b>CITY</b>	<b>TOTALS</b>
1933	AID GIVEN - FIRE				3		MG		3
1934	CHEST PAIN		3						3
1935	CHEST PAIN		4						4
1936	BREATHING PROBLEM	3							3
1937	CONVULSIONS/SEIZURE		4						4
1938	PSYCHIATRIC PROBLEMS				7				7
1939	FALL	4							4
1940	BURNING COMPLAINT		5						5
1941	SMOKE INVESTIGATION	1	6			3		4	14
1942	BREATHING PROBLEM		6						6
1943	GAS LEAK	1			9				10
1944	FALL		5						5
1946	FALL	5							5
1947	HEMORRHAGE/LACERATION				5				5
1948	DIABETIC PROBLEM		4						4
1949	CANCELLED EN ROUTE				6				6
1950	EMS ALARM				4				4
1951	SMOKE INVESTIGATION	4	4			4			12
1952	WIRES DOWN/ARCING				2				2
1953	PREGNANCY/OB	8							8
1954	CONVULSIONS/SEIZURE		1						1
1955	MOTOR VEHICLE ACCIDENT		4						4
1956	NOTHING FOUND/ARRIVAL	1							1
1957	UNCONSCIOUS		4						4
1958	ALTERED MENTAL STATUS				1				1
1959	WIRES DOWN/ARCING		5						5
1960	ALTERED MENTAL STATUS		5						5
1961	FIRE ALARM	1			3				4
1962	FALL		1						1
1963	FIRE ALARM	4			4				8
1964	AID GIVEN - FIRE				6				6
1965	FIRE ALARM	4	3						7
1966	FIRE ALARM	4			5				9
1967	OVERDOSE/POISONING		3						3
1968	FALL	2							2

KALAMAZOO TOWNSHIP FIRE DEPARTMENT FIRE REPORT: AUGUST 2023

1969		CHEST PAIN		1						1
<b>TOTALS</b>			<b>175</b>	<b>288</b>	<b>0</b>	<b>273</b>	<b>21</b>	<b>3</b>	<b>8</b>	<b>760</b>

AID GIVEN - FIRE  
AID GIVEN - HAZMAT TEAM  
AID GIVEN - MEDICAL  
AID GIVEN - MOVE UP  
ABDOMINAL PAIN  
ALLERGIC REACTION/STINGS  
ALTERED MENTAL STATUS  
ANIMAL BITE  
ASSAULT  
ASSIST POLICE  
ATTEMPT SUICIDE  
BACK PAIN  
BREATHING PROBLEM  
BURNING COMPLAINT  
BURNS  
CANCELLED EN ROUTE  
CARBON MONOXIDE  
CARDIAC ARREST  
CHEST PAIN  
CHOKING  
CONVULSIONS/SEIZURE  
DIABETIC PROBLEM  
DUMPSTER FIRE  
ELEVATOR RESCUE  
EMS ALARM  
EYE INJURY  
EXTRICATION  
FALL  
FIRE ALARM  
FORCIBLE ENTRY  
GAS LEAK  
GRASS/BRUSH FIRE  
HAZMAT INVESTIGATION  
HEAD INJURY/PAIN  
HEAT EXHAUSTION  
HEMORRHAGE/LACERATION  
HIGH ANGLE RESCUE  
HYPOTHERMIA  
LIFT ASSIST  
MOTOR VEHICLE ACCIDENT  
NOTHING FOUND/ARRIVAL  
OVERDOSE/POISONING  
PREGNANCY/OB  
PSYCHIATRIC PROBLEMS  
SICK PERSON  
SMOKE INVESTIGATION  
STAB/GUNSHOT WOUND  
STROKE  
STRUCTURE FIRE  
TREE DOWN/REMOVAL  
UNCONSCIOUS  
UNKNOWN/PERSON DOWN  
VEHICLE FIRE  
WATER LEAK  
WATER RESCUE/DROWNING  
WELFARE CHECK  
WIRES DOWN/ARCING



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: September 25<sup>th</sup>, 2023

I am proud to introduce to the board the following 5 members who were added to the department as Paid-On-Call members with an effective start date of September 5, 2023.

- Todd Dunfield
- Anthony Tazelaar
- Allen Martensen
- Nathan Browder
- Shawn Keasal

I am also proud to announce the following two Battalion Chiefs who will be added to the department with an effective start date of September 27, 2023.

- Chris Weidemann
- Troy Cox



1720 Riverview Drive  
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Fax: (269) 381-3550  
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To: Kalamazoo Township Board  
From: Supervisor Martin  
Date: September 25<sup>th</sup>, 2023

I am proud to announce to the Kalamazoo Township Board the following based on the findings of the **State Tax Commission of the Michigan Department of Treasury**, our local unit is given the designation of substantially complaint. We were given a perfect score on the **Assessment Roll and Practices Audit for 2023**.

I would like to thank our **Assessor Dave Becker** for all his hard work and for doing such a great job!

Don Martin  
Supervisor



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

September 19, 2023

Don Martin, Supervisor  
Kalamazoo Township, Kalamazoo County  
1720 Riverview Drive  
Kalamazoo, MI 49004

Dear Don Martin,

Reason Consulting recently conducted an assessment roll and practices audit, as required by Public Act 660 of 2018, on behalf of the State Tax Commission in your local unit. The following is a summary of the audit findings:

<b>Substantial Compliance Review Item</b>	<b>Requirement Met (Yes/No)</b>
1. Does the local unit have properly developed and documented land value determinations?	Yes
2. Does the local unit have properly developed and documented Economic Condition Factors?	Yes
3. Does the local unit have less than 1% of parcels in override and less than 1% flat land values?	Yes
<b>Technical Compliance Review Item</b>	
4. Does the local unit use an STC approved computer-assisted mass appraisal system?	Yes
5. Does the local unit have and follow a policy detailing assessing office accessibility?	Yes
6. Does the local unit provide online access to assessing information?	Yes
7. Does the local unit provide contact information on notices to taxpayers?	Yes
8. Does the local unit ensure that support staff and Board of Review members are sufficiently trained?	Yes
9. Does the local unit comply to statute requirements in respect to any property tax administration fee?	Yes
10. Does the local unit conduct an annual personal property canvass?	Yes
11. Does the July and December Board of Review meetings comply with statutory authority?	Yes
12. Does the local unit have an adequate process for determining exemptions?	Yes

Technical Compliance Review Item	Requirement Met (Yes/No)
13. Does the local unit meet the requirements outlined in the STC publication "Supervising Preparation of the Assessment Roll"?	Yes
14. Does the local unit have proper Poverty Exemption guidelines, including an asset level test, and was the policy followed?	Yes
15. Has the local unit implemented CAMA Data Standards as currently adopted by the STC?	Yes

An electronic version of your PA 660 Audit with detailed comments regarding each item is available through your assessor's MiSuite portal.

Based on the findings of the audit, your local unit is given the designation of **substantially compliant**. We wish to congratulate your local unit on receiving a perfect score on the review and thank you for your cooperation throughout this process.

Sincerely,



David A. Buick, Executive Director  
State Tax Commission



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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9A 09252023

FOR MEETING DATE: September 25, 2023

SUBJECT: Approve the purchase of an updated GIS system

REQUESTING DEPARTMENT: Township

**SUGGESTED MOTION:**

To approve this proposal for the purchase upgrade of Arc Reader to ArcGIS online.

Financing Cost: \$8,700

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

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

Submitted by: Dave Becker

**Recommendation:**

Direction: 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 administrative 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.



September 8, 2023

Sent via email: drbecker@ktwp.org

Mr. Dave Becker, Assessor  
Charter Township of Kalamazoo  
1720 Riverview Drive  
Kalamazoo, MI 49004

RE: ArcGIS Online Map Migration Proposal

Dear Mr. Becker:

Thank you for the opportunity to submit this proposal for moving the Township's GIS from an ArcReader-based system to ArcGIS Online.

Compared to the current ArcReader mapping system, ArcGIS Online will provide improved speed and performance. ArcGIS Online also allows for remote data updating, saving time and money compared to transporting and updating the data via a physical hard drive. The potential of creating public-facing maps to help communicate with residents is also a significant added value compared to ArcReader. Since ArcGIS Online is the leading software program for web mapping, it will likely be familiar to users and potential new Township staff in the future.

We recommend the following scope for developing the ArcGIS Online system, which includes developing web maps to be used in place of the current ArcReader by Township staff, defining a process for annual parcel and utility data updates, and training for Township staff on the ArcGIS Online mapping interface.

1. Account Setup, and Data and Process Update Preparation: \$1,500  
We will assist the Township in creating an ArcGIS Online account and purchasing the correct licenses. We will develop a master list of GIS layers and maps which will be used by the Township within ArcGIS Online. The list will include data source, frequency of updating, and establish updating and editing procedures.
2. Web Map/App Creation: \$5,500  
We will develop the following web maps and applications to be used by the Township.
  - a. Assessing, Planning, and Code Enforcement (Police)  
This map will include the data that was previously provided in the Township's ArcReader map.
    - i. Sewer and water utilities
    - ii. Cadastral layers
    - iii. Current and historical imagery
    - iv. Reference layers (including zoning, floodplain, etc.)
  - b. Treasury  
This map will support treasury staff. Trash collection and other data can also be added to this map and shared with the public as desired.
    - i. Sewer and water utilities
    - ii. Current imagery
    - iii. Cadastral layers

- c. Fire
  - This map will support the fire department in their daily operations.
  - i. Address points
  - ii. Hydrants
  - iii. Water main diameters
  - iv. Roads with street name labels
  - v. Stormwater drains
  - vi. FEMA flood zones
  - vii. Readily available electrical and natural gas main locations
- d. Clerk
  - This map will support the clerks in their management of elections.
  - i. Precincts
  - ii. School Districts
  - iii. Library Districts
  - iv. County Commissioner Districts
  - v. State House Districts
  - vi. State Senate Districts
  - vii. US Congress Districts

- 3. Training \$1,000

We will provide instructional documents for Township Staff who will be using the ArcGIS Online Maps, particularly for specific tasks such as creating mailing lists from a parcel buffer.

- 4. Initial License Cost \$660

We recommend the Township purchase one Creator License (currently \$550/year) and one Viewer License (currently \$110/year).

The Creator License must be maintained yearly to keep the ArcGIS Online account active. This license will also be used by Prein&Newhof to create the initial maps, perform data updates, and create any maps as requested by the Township.

The Viewer License provides a log-in to view content published to the Township's ArcGIS Online organization. The viewer license allows users to interact with maps, view data, and use mapping applications. The Township can purchase additional viewer licenses in the future to provide more individualized ArcGIS Online experiences for different departments or different users.

Data shared publicly from the Township's ArcGIS Online account can be viewed without a license.

- 5. Annual Maintenance and Updates (based on current licensing and Esri pricing) *\$1,300/yr (est.)*

ArcGIS Online requires annual license costs and occasional costs to purchase "Credits" for the ArcGIS Online Organization.

- a. Licenses: We recommend the Township maintain one Creator License (currently \$550/year) and one Viewer License (currently \$110/year).

- b. Credits: Storing data (such as record plans, aerial imagery, and GIS layers) in ArcGIS Online requires credits. The Township will receive 500 credits per year through the Creator license, which should cover existing data and maps outlined in this proposal. Should storage or use needs change, additional credits can be purchased in 1,000 credit blocks for \$120.

Prein&Newhof will continue to update the Township's parcel information in the master Kalamazoo County GIS Database, which has been made available through the ArcReader. Each year, we will republish the updated data (including any other cadastral or utility updates) to the Township's ArcGIS Online system.

We propose to provide these services based on time and material for a total not to exceed cost of \$8,700. This excludes annual maintenance and update costs outlined in Scope Item #5.

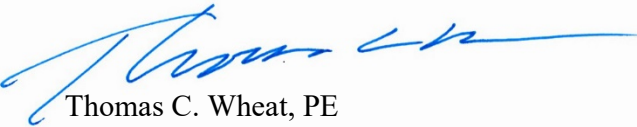
Please let us know if you have any questions as you consider this proposal.

Sincerely,

**Prein&Newhof**



Julie Feria, PE, GISP



Thomas C. Wheat, PE

JF/TCW/jf



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 9252023**

FOR MEETING DATE: 09/25/23

SUBJECT: Master Plan's 63-day Comment Period \_\_\_\_\_

REQUESTING DEPARTMENT: Planning and Zoning Department

**SUGGESTED MOTION: To open the 63-day public distribution and comment period for the 2023 Kalamazoo Township Master Plan.**

The Planning Commission has been working on the 2023 Master Plan document for over a year. The enclosed Plan is a thoughtful policy guiding document that is reflective of the Planning Commission's desired direction and dedication to the preservation and enhancement of the quality of life in Kalamazoo Township.

The 2023 Master Plan serves as a roadmap for the future of the Township, in terms of land uses/zoning, transportation, growth and development, and other important themes. The key themes represented in this Plan include:

- Supporting, incorporating, and encouraging aging in place principles.
- Expanding the Township's sidewalk and non-motorized network.
- Supporting the Township's four neighborhoods and their associated specific needs.
- Engaging in economic development initiatives and partnerships.
- Expanding and supporting the Township's attainable housing opportunities.

Authorizing the 63-day comment period is NOT an adoption of the Plan. The State requires 63 days of public participation. Upon a motion of approval for distribution, McKenna will notify all applicable entities that the Plan is available for public consumption and comment. The Plan will still be eligible for revisions and changes throughout this period.

Financing Cost: N/A

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

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

Submitted by:

*Danielle Bouchard*

Recommendation:

Direction: 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 administrative office **NO LATER THAN NOON WEDNESDAY PRECEDING THE NEXT REGULAR BOARD MEETING**. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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



# Kalamazoo Township 2023 Master Plan



DRAFT—August 30, 2023



# Kalamazoo Township 2023 Master Plan

DRAFT—August 30, 2023

Prepared with the assistance of:



124 E. Fulton Street, 6th Floor Suite B  
Grand Rapids, MI 49503  
T: 248.596.0920  
F: 248.596.0930  
[www.mcka.com](http://www.mcka.com)



# Acknowledgments

Kalamazoo Township is a community of engaged, passionate residents—we thank them for their time, ideas, and important input provided throughout the planning process. This plan has been shaped by their opinions and vision, championed by the Planning Commission, and thoughtfully considered by the Township Board.

## PLANNING COMMISSION

Fred Nagler, Chair

Denise Hartsough, Vice Chair

Christopher Mihelich, Secretary

Warren Cook

William Chapman

Steven Leuty, Trustee

Peter Morrison

## TOWNSHIP BOARD

Don Martin, Supervisor

Lisa Mackie, Clerk

Sherine Miller, Treasurer

Ashley Glass

Steven Leuty

Clara Robinson

## ADMINISTRATION

Don Martin, Supervisor

Roxanne Seeber, Township Attorney

Seth Koches, Township Attorney

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# Executive Summary

The Kalamazoo Township Master Plan is intended to serve as a policy-guiding document in the Township over the next 10, 15, and 20 years. This Plan provides the base guide for the future growth and development of the Township, in terms of rezonings, zoning ordinance provisions, and the overall look and feel of the built environment. It is the intent of this Plan to:

- Target growth and development to appropriate areas
- Encourage the redevelopment of underutilized residential, commercial, and industrial sites
- Protect the Township's environmental features and natural assets
- Support the highest and best land uses for each property in the Township
- Plan for and promote high quality building and site design with durable materials
- Ensure that the Township is supporting its residents

The major themes represented in this Plan derive from public engagement activities such as an online survey advertised to the public, public working session meetings (aside from the regularly scheduled Planning Commission meetings) and spreading the word on social media outlets. As such, these major themes discussed throughout this Plan include:

- Incorporating aging in place principles
- Expanding the Township's sidewalk and nonmotorized network
- Supporting each of the Township's four neighborhoods and their specific needs
- Engaging in economic development initiatives
- Expanding affordable and attainable housing opportunities

Kalamazoo Township is committed to maintaining its regional position as a great place to live, work, and recreate in Southwest Michigan.

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# Planning Context

Planning for the future change and continual development and redevelopment of a community and its resulting land uses is largely dependent on where the community is located. Understanding the regional location of a community and other existing conditions such as transportation systems, environmental features, demographics, and more helps to drive logical, pragmatic, and action-oriented implementation measures that can be used to steer the community into a sustainable future.

Not only is it imperative to understand regional location and existing conditions within a community, other elements such as regional development and planning trends - as well as broad development and planning trends - are significant foundations to the master planning process and subsequent implementation actions taken by a community. By analyzing both regional and broad planning trends, a community can proactively prepare for changing environments and seamlessly adapt to growth and development for years to come.

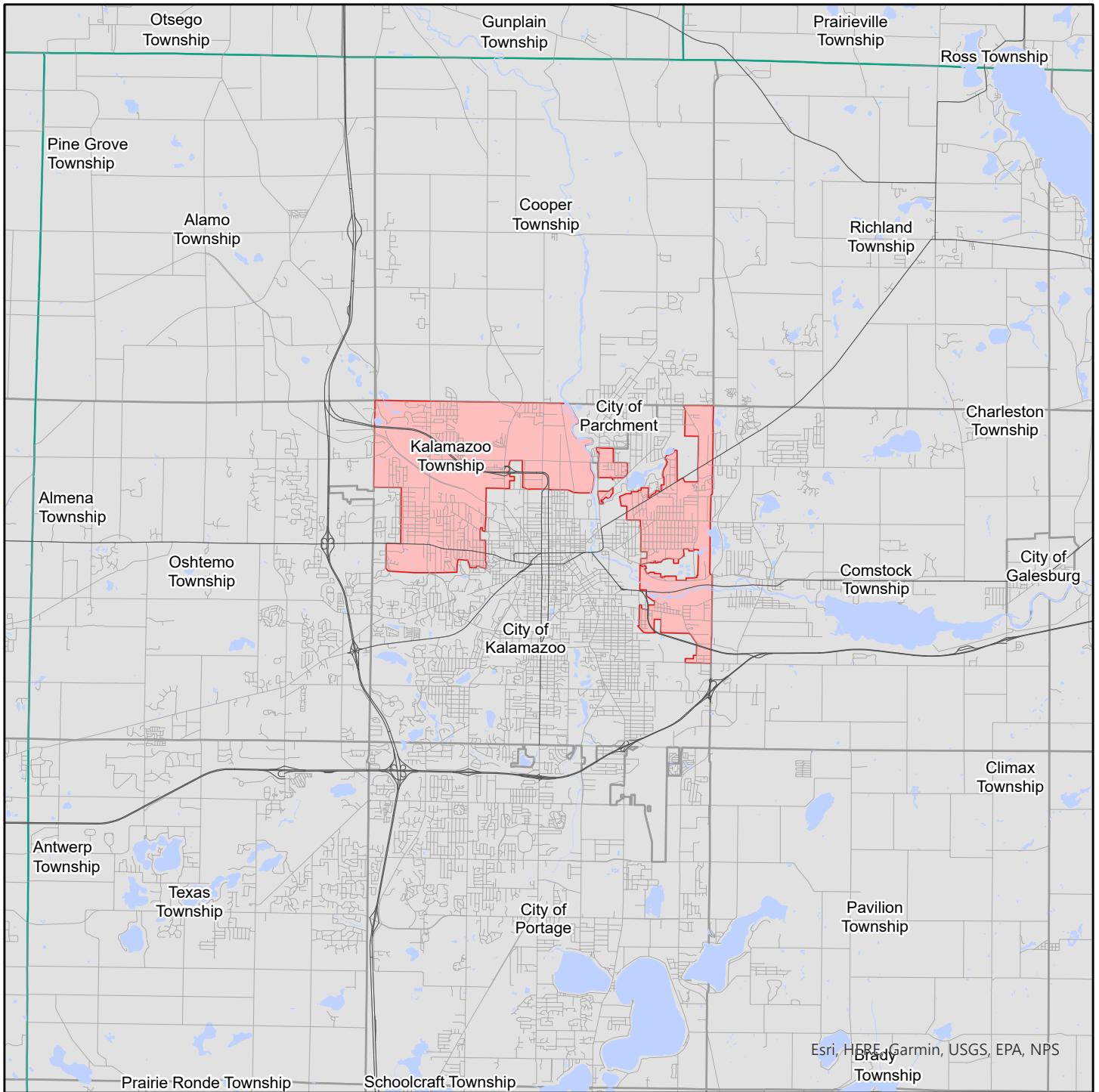
# Regional Snapshot

Covering just under 12 square miles, Kalamazoo Township is located in Kalamazoo County, Michigan, which is situated on the southwest corner of the State. Kalamazoo Township encompasses the suburban homes and neighborhoods on the fringes of the City of Kalamazoo. The Township is separated into four distinct neighborhoods, Lakewood, Eastwood, Westwood, and Northwood.

From a regional perspective, Kalamazoo Township is located just 22 miles west of Battle Creek, approximately 50 miles south of the City of Grand Rapids, approximately 50 miles east of the shore of Lake Michigan, about 140 mile west of the City of Detroit, and about 150 miles northeast of the City of Chicago.

Kalamazoo Township is largely accessible by the State's highway system, including State Highway 343, known as Gull Road, and West Main Street. The Township is also located within close proximity to US-131 and I-94, between Detroit and Chicago.

In conjunction with the Township's prime location within close proximity to larger urban centers, Lake Michigan, and other scenic locations in the State, Kalamazoo Township is also located on the Kalamazoo River. The Kalamazoo River serves as the separating border between some of the Township's four major neighborhoods.



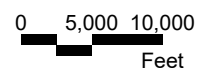
# Regional Location

Kalamazoo Charter Township,  
Kalamazoo County, MI

April 15, 2022

## LEGEND

- Kalamazoo Township
- Surrounding Municipalities
- Counties
- Bodies of Water



Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Kalamazoo County 2021. McKenna 2022.





# Broader Development and Planning Trends

Kalamazoo Township should also consider broad planning and development trends that are occurring at the national, and even international, level. By analyzing these important trends, the Township can effectively and proactively plan for the future of the community, as well as get ahead of upcoming trends and important quality of life considerations to ensure Master Plan relevancy, longevity, and applicability. In turn, this will help the Township to attract and retain residents and businesses and continue into an ongoing sustainable future.

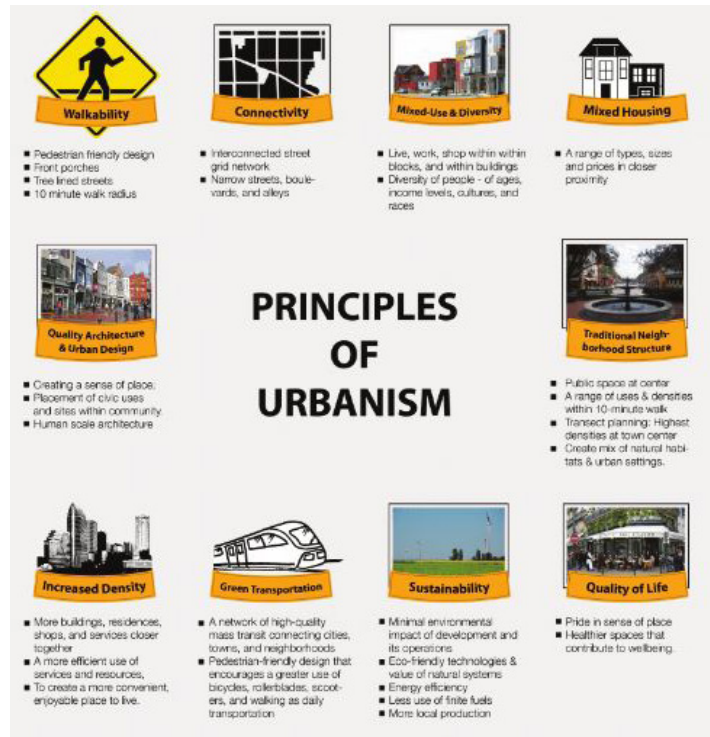
## New Urbanism

An important best planning practice to consider throughout the implementation of this Plan and long after, is the concept of new urbanism. New urbanism refers to the planning and development approach that brings communities back to the basics—walkable blocks, accessible streets, mixed uses, accessible public spaces, and human-scaled design. By bringing communities back to the organic fundamentals of how towns originated, residents and businesses begin to thrive. The New Urbanism movement focuses on ensuring communities are providing a sense of place for everyone.

## AARP Livability Guidelines

Additionally, according to the American Association of Retired Persons (AARP), communities should examine current policies and planning practices that shift toward livability. In this context, livability is an overarching term meaning the “high-level performance measure of neighborhood design factors that are critical to high quality of life for people of all ages.” Planning for all ages is a sound method of planning for people with all abilities. To achieve livability, a community must work toward the following four goals:

1. Compactness (walkable, less automobile dependent)
2. Integration of land uses (residential development within close proximity to places of employment, and neighborhood commercial nodes)
3. Housing diversity (varying types of housing for all ages and incomes)
4. Transportation options (easily available bike infrastructure, sidewalks, ridesharing, etc.)



## COMPACTNESS

As briefly described above, compactness is an integral component of a livable community. On a broad spectrum, compactness simply means the close proximity of varying land uses. For example, in a compact community, residents would live within walking distance to work, school, and entertainment options such as parks, restaurants, and shopping. Compact communities tend to have successful businesses and higher property values. Given that the Township of Kalamazoo Township is a geographically small community, compactness can be achieved through mixed-use development, walkable neighborhoods, and road corridors fitted with pedestrian infrastructure and protected crossings, and a walkable Community Business District.

## INTEGRATION OF LAND USES

As the title suggests, integration of land uses describes the planning practice to encourage a variety of uses within close proximity of one another. For example, residents in a livable community may live within biking distance to work or school, as well as shopping centers or grocery stores. Integrated land uses encourage live, work, play opportunities within the same area. Additionally, these areas should be close to public transit, outdoor recreation options, and more. As mentioned above, compactness and the integration of land uses are closely related with one another.

## HOUSING DIVERSITY

A popular topic and crisis across the nation, housing diversity is one of the many methods used to create a livable community with high quality of life. Housing diversity encourages a varied choice of housing stock and price points. For the Township of Kalamazoo Township, this could be applicable by means of promoting mixed use development with upper floor residential units, as well as multi-family units, two-family units and duplexes, townhomes, and single-family homes and neighborhoods—types of residential units typically called “missing middle housing.” While the Township of Kalamazoo Township is largely built-out, housing diversity can be implemented during redevelopment processes of vacant or obsolete storefronts or homes, or retrofitting of underutilized areas such as large parking lots. According to the AARP livable communities report, land value is increased when higher-density development is permitted.

## TRANSPORTATION OPTIONS

A livable community includes the accessibility of a multitude of transit options for people with all different types of physical capabilities and ages. In this context, transportation options include automobiles, bikes, walking, buses, ridesharing, and more.

Although this is a small sample and brief overview of some of the broad overarching trends in planning and development, Kalamazoo Township can implement each of these core principles noted in this section in a variety of ways with each development, redevelopment, and zoning ordinance review and/or update. This plan is also meant to be utilized as a guide to assist Kalamazoo Township to move toward these core planning principles, in a pragmatic sense that is applicable to the Township goals.

## Covid-19 Impacts

In addition to the New Urbanism and AARP best practices are outlined above, Kalamazoo Township should take consider new trends in planning as a result of the Covid-19 pandemic. While the nation has seen shifts in how people work, shop, and play over recent years, the Covid-19 pandemic has exacerbated these trends in many ways and a multitude of the emerging societal trends that arose as a result of the pandemic are likely here to stay. Some of these trends include:

- Social districts and social distancing in public spaces
- Outdoor seating and dining opportunities
- Increased usage of parks, trails, and other outdoor activities
- Increased need for curbside pickup, drive-through, and walk-up window infrastructure
- Increased working from home and telecommuting
- Online ordering, deliveries, and online shopping

Moving into the projected duration of this Master Plan, Kalamazoo Township should continue to implement and consider the Covid-19 implications as noted above.

## RRC Best Practices

An important best practice in master planning is to comply with and exceed recommendations and expectations for the Michigan Economic Development Corporation's (MEDC) Redevelopment Ready Communities (RRC) program. This program is a Statewide initiative designed to assist local communities with economic development growth and incentives, business attraction and retention, and overall best practices for community planning. The RRC program recommends that a community master plan should be the following:

- Reflects the community's desired direction for the future
- Identifies strategies for priority redevelopment areas
- Addresses land use and infrastructure, including complete streets
- Includes a zoning plan
- Establishes goals, implementation actions, timelines and responsible parties
- Is accessible online
- Assesses implementation recommendations annually

This Master Plan update is designed to align with RRC best practices to not only meet the MEDC's guidelines, but also to enhance the Township's eligibility to obtain RRC certification, if desired during the life of this Plan.

# Kalamazoo Township Today

The Charter Township of Kalamazoo is an inner ring suburb, defined as a post-World War II community adjacent to a central city. It particularly developed between 1950 and 1969, a time in which the primary mode of transportation was the automobile. There are also outer ring suburbs. Oshtemo and Texas Townships and the southern half of the city of Portage are examples of outer ring suburbs.

Rings of growth around a city are a function of urban sprawl. The phenomenon of sprawl is brought about by economic growth of metropolitan areas creating movements of population and business toward the outer edges of metropolitan areas, along with the demands for newer and larger housing and cheaper land for business development. The addition of newer and larger housing causes deterioration of aged and obsolete housing in the central city and inner ring suburbs. Simply put, the supply of newer and larger housing absorbs more than the growth of households in the metropolitan area.

The Kalamazoo Township Master Plan provides a roadmap for the future development of the Township and is a rewrite of the current Master Plan, which was adopted in 2017. The changes in the Township's demographics, acknowledgement of advances in technology, community-building, and other important sectors, and comments received during public input have led to a revised vision for the future changes within Kalamazoo Township.

# People

## Community Profile

### POPULATION TRENDS

Changes in the number of people in an area provides as an important indicator of community health; examining these trends is an integral tool in community planning. Table 1 shows the relative populations of the Township of Kalamazoo Township from years 2010 to 2019 in comparison with other surrounding communities.

As noted in Table 1, the total population in the Township of Kalamazoo has generally increased over the 9-year sample period. Likewise with the Kalamazoo County and neighboring communities as a whole, it appears that population trends show a general growth of the area. In particular, Texas Charter Township experienced the most growth between 2010 and 2019, while Kalamazoo Township experienced the least growth out of the sample communities.

The planning implications to encourage a steady population increase may include exploring and continuing options for economic development tools, working to diversify the housing stock where applicable, and exploring opportunities to redevelop priority sites to achieve the four livability goals discussed in the prior section.

**Table 1. Population Change, 2010-2019**

Community	2010	2019	Total Change 2010-2019	% Change 2010-2019
<b>Kalamazoo Township</b>	<b>21,791</b>	<b>22,608</b>	<b>↑ 817</b>	<b>↑ 0.5%</b>
Oshtemo Township	20,789	22,961	↑ 2,172	↑ 1.3%
Texas Township	13,983	16,871	↑ 2,888	↑ 2.4%
Comstock Township	14,633	15,531	↑ 898	↑ 0.8%
City of Kalamazoo	74,318	76,201	↑ 1,883	↑ 0.3%
Kalamazoo County	247,246	265,066	↑ 17,820	↑ 0.9%

Demographic analysis, or the study of the characteristics of the population, is a fundamental element of master planning. Future growth and development require consideration of how many people will need Township services, how much housing is affordable, how many new houses will be built, and other vital signs. By understanding these existing conditions and past trends, the Township can then appropriately anticipate and plan for the future needs of the community.

The comprehensive data source for the Township of Kalamazoo Township is the U.S. Census in 2010, Esri 2019 Forecasts (utilizing Census data), as well as the 2000 U.S. Census and the 2014-2019 American Community Survey 5-Year Estimates, and the 2020 U.S. Census. This analysis compares Kalamazoo Township to several surrounding communities and Kalamazoo County, where appropriate. Differences in demographics may indicate issues or areas in which land use planning and public policies are warranted; may identify strengths or assets that can be further developed; or may identify weaknesses or issues that need to be addressed.

## AGE DISTRIBUTION TRENDS

The age of a community’s population has implications for planning and development, whether it is a need for housing alternatives, an increased or decreased need for schools, or services for empty nesters and older residents. In the Township of Kalamazoo Township, the median age of residents is 34.3 years old. This younger median age can indicate that many Township residents are currently in the “family forming” years, likely with young or school-aged children. The planning implications for a median age of this group include increased public school and daycare enrollment, needs for entertainment opportunities such as bars, restaurants, breweries, and movie theaters, increased usage of Township parks and recreation facilities, increased usage of sidewalks and bike trails, and more.

Age structure (analyzing which proportions of a municipality’s populations are in which stages of life) gives a nuanced view of the makeup of a community. The table below describes the age distribution trends in the Township of Kalamazoo for the year 2019. As the table indicates, the age bracket with the highest population concentration in the Township is the 20-24 age group. This is likely due to the Township’s location within close proximity to Western Michigan University, which is located primarily within the City of Kalamazoo.

**Table 2. Population by Age, 2019**

Age Bracket	Percentage of Population
0-4	6.3%
5-9	5.5%
10-14	5.6%
15-19	5.5%
20-24	12.7%
25-29	7.6%
30-34	7.7%
35-39	6.3%
40-44	7.3%
45-49	5.7%
55-59	4.7%
60-64	4.8%
65-69	4.1%
70-74	3.7%
75-79	2.4%
80-84	1.6%
85+	1.9%



## RACE AND ETHNICITY

The table below describes the racial and ethnic composition of Kalamazoo Township residents. By understanding the racial and ethnic fabric of a Township, decision-makers can adequately plan and address the needs of different population groups. As the table below indicates, the population of “White Alone” exceeds the percentages of all other races at 69% of the total population of the Township. However, it should be noted that the Township, in general, has grown in diversity over the sample period from 2010-2020.

**Table 3. Racial Distribution, 2010, 2020**

Race/Ethnicity	2010 Percentage of Population	2020 Percentage of Population	Percent Change 2010-2020
White Alone	76%	69%	↓ 7%
Black Alone	16%	17%	↑ 1%
American Indian Alone	0.4%	0.1%	↓ 0.3%
Asian Alone	1.4%	0.2%	↓ 1.2%
Pacific Islander Alone	0.01%	0.03%	↑ 0.02%
Some Other Race	2%	2.7%	↑ 0.7%
Two or More Races	4%	7.8%	↑ 3.8%
Hispanic Origin	4.6%	6.5%	↑ 1.9%

## HOUSING PROFILE

The quality, affordability, location, and availability of a community’s housing stock has a significant impact on the vitality and livability of the community as a whole. The following analysis of trends relating to the number of housing units, the amount of owner-occupied, rental, and vacant units, and households by type helps evaluate the health of the Township of Kalamazoo Township’s housing stock.

Table 5 provides more information on the types of available housing in the Township, and how the housing types have changed over a seven-year time period. As a result, the Township’s housing stock has remained relatively consistent over the sample period from 2010 to 2019. The largest variation during the sample period is the loss of 2.6% of manufactured units and the increase of 3.2% in 2-4 unit homes. This can be due to the Township’s commitment to address the “missing middle” housing gap in recent years. The increase in two-family and multi-family units can attribute to the Township’s population growth.

**Table 4. Housing Units, 2010-2019**

Housing Type	2010 Percentage	2019 Percentage	Percent Change 2010-2019
Single Family Detached	66.4%	66%	↓ 0.4%
Single Family Attached	2.9%	2.6%	↓ 0.3%
2-4 Attached	2.6%	5.8%	↑ 3.2%
Multi-Family (5+ Units)	19.5%	21%	↑ 1.5%
Manufactured Units	7.1%	4.5%	↓ 2.6%

In addition to the number of housing units in the Township over a given period of time, it is also significant to understand the year residential structures were built. Construction year data helps provide insight on the age of the current housing stock in the Township. Table 5 provides more information on the year homes were constructed; and, as indicated, the time period with the greatest number of homes being built in the Township of Kalamazoo Township was 1940 to 1959, which reflects the postwar housing construction boom, as many communities experienced across the Country.

Throughout the duration of this Master Plan, the Township should continue to be mindful of the aging housing stock, which can have implications on planning such as code enforcement, redevelopment incentives and initiatives, housing assistance programs, and more.

**Table 5. Year Structure Built, 2019**

Year	Number of Structures Built
2014 or Later (less than 9 years old)	42
2010 to 2013 (10–13 years old)	119
2000 to 2009 (14–23 years old)	375
1980 to 1999 (24–43 years old)	2,092
1960 to 1979 (44–63 years old)	2,313
1940 to 1959 (64–83 years old)	3,240
1939 or earlier (84+ years old)	844





### HOUSING TENURE

Housing tenure describes how housing is occupied—by the owner, by a renter, or whether it is vacant. According to Table 6, the housing tenure with the highest share of residents is owner-occupied housing (66.3%), with a small smattering of vacant homes. This data is consistent with the housing type data, in that 2–4 unit family home construction has risen, and multi-family developments have decreased (and those are often the housing types that are occupied by renters).

Additionally, Table 6 concludes that Kalamazoo Township has one of the higher rates of home ownership among the sample communities. Some of the planning implications to consider in analyzing housing tenure data is whether to address aging housing stock, ensure that housing stock diversity is appropriately balanced, that adequate rental housing is available to meet the local demand, and more.

**Table 6. Housing Tenure, 2019**

	<b>Kalamazoo Township</b>	<b>Oshtemo Township</b>	<b>Comstock Township</b>	<b>Texas Township</b>	<b>City of Kalamazoo</b>	<b>Kalamazoo County</b>
Owner Occupied	<b>64.3%</b>	52%	69%	93%	44%	64%
Renter Occupied (2019)	<b>35.7%</b>	48%	31%	7%	56%	36%

### HOUSEHOLDS

In the Township of Kalamazoo Township, the 2019 average household size was 2.33 persons and the average family size was 2.95 persons. Of this information, combined with the age distribution, it is likely that the Township of Kalamazoo Township is comprised largely of older 2-person families that no longer have children living in their homes, or older residents living in their adult child’s home.

# Economic Profile

This section describes the employment distribution, income, and other economic data for the Kalamazoo Township. It also includes a Tapestry Segmentation profile, which summarizes the segments, based on demographics and socioeconomic factors, that can be found in the Township.

The following table addresses the employment sector of the residents in the Township. This is not an analysis of what kinds of jobs are available or what businesses are located within the community, but rather in what occupations residents are employed, regardless of where they work. Major occupational sectors for residents of Kalamazoo Township include

**Table 7. Employed Population by Industry, 2019**

Industry	Number of 16+ Labor Force
Agriculture, forestry, fishing, hunting, and mining	112
Construction	508
Manufacturing	1,500
Wholesale trade	204
Retail trade	1,150
Transportation, warehousing, and utilities	361
Information	179
Finance and insurance, real estate, rental, and leasing	846
Professional, scientific, and management, administrative and waste management	1,342
Educational services, and health care and social assistance	3,419
Arts, entertainment, and recreation, and accommodation, and food service	1,255
Other services	526
Public administration	287

## INCOME AND UNEMPLOYMENT

In the Township of Kalamazoo Township, the median household income in the year 2019 was approximately \$58,681, according to the Esri 2019 Estimates; the median home value was \$163,047. Additionally, only 3.6% of Kalamazoo Township’s residents were unemployed in 2019.

Some of the planning implications due to the income and poverty data noted above include housing affordability, education and lifelong learning / training, availability of transportation options, availability of recreation options, relationships with local large employers, and more.



## COMMUTING

An indication of this area’s economic position relative to the surrounding region can be illustrated in travel time to work for residents. Table 8 further outlines the time residents, age 16 and older, spend traveling to their place of employment, as well as which places of work can be reached in that radius.

**Table 8. Commuting Destinations, 2018**

Travel Time to Work	Places of Work within this Commute Radius	% of Population
Less than 10 minutes	Kalamazoo Township /City of Kalamazoo	14%
10-24 minutes	Oshtemo Township/Portage	17%
25-44 minutes	City of Battle Creek/ Three Rivers/Paw Paw	34%
45-59 minutes	Grand Rapids/ Benton Harbor/Holland	4%
60 + minutes	Lansing/South Bend	4%

Table 8 above indicates that the highest percentage of residents in the Township of Kalamazoo Township have commuting times around 25-44 minutes. This can indicate that many people who live in the Township travel to places such as Battle Creek, Three Rivers, and Paw Paw for work.

However, it is also important to note that over 30% of the Township’s population commutes between 0-24 minutes. This can also indicate that many of the Township’s commute needs are currently being met in that many residents likely have the opportunity to both live and work in the Township. Commute data is significant when planning for future transportation systems (both motorized and nonmotorized), business and economic development projects and programs, corridor enhancements, and more.

# Tapestry Segmentation Profile

Tapestry segmentation profiles provide an accurate, detailed description of America's neighborhoods, classifying them into unique segments based not only on demographics, but also socioeconomic characteristics. For the Township of Kalamazoo Township, there are three major segments which can provide information about the neighborhoods and its residents.

## “TRADITIONAL LIVING”

This profile is largely comprised of families living in single-family homes and neighborhoods. Many individuals in this group tend to live multiple generations in the same community. Further, this segment of individuals are most likely to be employed in the manufacturing, retail trade, and healthcare sectors. This group is also likely to be cost and budget conscious and are proficient with the internet and electronics. In terms of budget index, Traditional Living groups have a higher than average budget for transportation, healthcare, entertainment and recreation, and food. In this group, a near even amount of individuals own and rent their homes.

## “COLLEGE TOWNS”

In this group, over half of residents are either enrolled in college or work for a college or the services that support it. This group is comprised of mostly younger people with a median age of 24.5 years old. Most of this group has limited income and tends to shop for discounts and thrifty purchases. Further, this group tends to live in non-family households with roommates and are not likely to own their own homes. This group is more likely to spend their income and earnings on entertainment, clothing, food, and other similar items. College Towns individuals are also more likely to spend time outdoors and enjoy hiking, biking, and exercise.

## “RUSTBELT TRADITIONS “

This Tapestry Segmentation profile comprises the highest percentage of residents in the Township of Kalamazoo Township. Rustbelt Traditions have an average household size of approximately 2.47 people, a median age of 39 years old, and a median household income of \$51,800. A majority of Rustbelt Traditions homes are located in older industrial cities surrounding the Great Lakes. Additionally, this group is likely to have low unemployment rates, are family-oriented consumers, and live in modest single-family homes.



## Community Conversations

Kalamazoo Township advertised a survey online to the public in spring and summer 2022. The survey received 166 responses. Key points from the survey include:

### STAKEHOLDER IDENTIFICATION

- 94% residents of the Township
- 85% live in Westwood
- 33% have lived in the Township for 21+ years
- 26% have lived in the Township for 0-5 years
- 24% of respondents are 35-44 years old
- 23% of respondents are 70+ years old

### KEY TAKEAWAYS: STAKEHOLDER IDENTIFICATION

Many people live in the Township for a long period of time, which indicates the Township is a desirable place to live with amenities people enjoy. Further, the Township has an influx of newcomers of “family forming” ages.

### TOWNSHIP IMPRESSIONS

#### What people like the most about Kalamazoo Township (in descending order)

1. Balance between urban and rural landscape
2. Close proximity to other urban centers
3. Close proximity to natural features
4. Short travel times to work or other destinations
5. Close access to major thoroughfares
6. Quality and/or affordable housing
7. Parks and trails system
8. Schools

### **What should change from its current condition in the Township (in descending order)**

1. Not enough sidewalks
2. Too much speeding
3. Not enough affordable housing or newer housing
4. Not enough parks, bike trails, bike paths
5. Not enough quality of life options for seniors
6. Not enough code enforcement
7. Roads are in poor condition
8. Too much traffic congestion
9. Not enough environmental preservation
10. Not enough commercial businesses and/or entertainment opportunities
11. Too many vacant commercial and industrial sites

### **Neighborhood Conditions**

- Speeding requires major change
- Sidewalks requires major change
- Accessibility and noise require no change
- Bike facilities require no change

### **Paying for Improvements**

- 49% would pay more taxes for improved or more sidewalks
- A near even percentage of respondents said they would pay more taxes for improved parks (26%) as well as would not pay more taxes for improved parks (27%)

### **Township Identity**

- 48.6% of respondents noted that Township events (such as parades and festivals) require no change
- 50% of respondents noted that neighborhood associations require no change
- 26% of respondents selected that government transparency and community outreach from Township staff requires major change
- 19% of respondents would like a central gathering place in their neighborhood for events, concerts, private parties, and other events



## KEY TAKEAWAYS: TOWNSHIP IMPRESSIONS

- The Township should incorporate preservation of existing established neighborhoods in the Master Plan, keeping land uses balanced between suburban/rural.
- Targeting commercial, residential, and industrial development to strategic areas
- Focus on redevelopment rather than sprawl
- Continue efforts to expand the sidewalk system
- Focus on complete streets and identify unsafe road corridors or intersections to assess opportunities for improvements (e.g., traffic calming, light signal timing, crosswalks, etc.)
- Continue efforts for the Township to keep a transparent presence on upcoming projects, events, agendas, etc.

## HOUSING

### Housing Needs

- 61% said that current housing options meet their needs
- 17% said housing does not meet their needs due to high costs

### Enforcement Efforts

- 51% would like more ordinance enforcement
- 46% would like the Township to maintain current level of enforcement

### Housing Stock

- 47% would support the Township exploring options to expand housing stock
- 18% not be supportive
- 23% have no opinion

### New Housing Types

	I love it	It is ok	Neutral/No Opinion	I do not like it	I really do not like it
Single family homes on large lots	31%	28%	26%	7%	8%
Single family neighborhoods on smaller lots	23%	36%	32%	9%	1%
Accessory dwelling units	21%	25%	24%	17%	13%
Townhomes	16%	37%	21%	16%	10%
Cottage courts/ bungalow courts	27%	25%	27%	12%	10%
Duplexes/triplexes	16%	28%	20%	24%	12%
Condos	11%	36%	30%	13%	11%
Apartments	8%	20%	22%	27%	23%

## KEY TAKEAWAYS: HOUSING

- Generally, the public would be supportive of the Township adding more types of housing, including bungalow courts, accessory dwelling units, and others. This may also help to address high housing cost concerns.
- The Township should explore options for refined code enforcement procedures.
- Aging in place should be addressed in the master plan, and how the Township can help.

## TRANSPORTATION

### Getting around the Township

- 61% would like to walk more to access their destination (using sidewalks)
- 52% would like to use their bike more to access their destination

### Safety along W. Main

- Generally, people feel safe biking along W. Main
- People feel less safe walking along W. Main

### Safety Along Gull Road

- Generally, people feel fairly safe walking and biking along Gull Road

### Kalamazoo Metro

- 0% said the Metro currently meets their needs
- 56% do not use the Metro
- 21% have no opinion
- 7% said bus stop times do not work with their personal schedule
- 5% said the bus system does not provide stops near where they need to go

### New Stop Suggestions

- K-Pep
- Connections to the Route 14 bus (along Cherokee)
- Westwood Fire Station
- Near senior housing complexes





## KEY TAKEAWAYS: TRANSPORTATION

- This data shows additional support for more sidewalks and a connected sidewalk system
- More bike infrastructure would also generally be supported
- Of those who do ride the Metro, their needs are generally not being met
- In general, some of the Township’s major corridors provide the perception of safety for both biking and pedestrian activities. Although, this is slightly contradictory to previous results in that residents noted that speeding is the biggest issue. This usually creates unsafe perceptions for bikers and pedestrians.

## PARKS AND TRAILS

- In general, people are less satisfied with the Township’s current parks and trails system

### New Park Amenities

	I would like more of these	Neutral/No opinion	I do not see a need for more of these
Playgrounds	34%	55%	11%
Ballfields/courts	31%	55%	14%
Outdoor nature programs	64%	31%	5%
Kalamazoo River recreation	57%	38%	5%
Natural woodlands/greenspaces	67%	30%	3%
Dog parks	26%	57%	18%
Splash pads	29%	52%	19%

### New Park Location Suggestions

- Westwood
- Trails connections from Lakewood
- Links from West Main to Linden Grove
- Bike facilities along all major roads
- More trails to connect neighborhoods

## KEY TAKEAWAYS: PARKS AND TRAILS

- Generally, people are less satisfied with the current parks and trails system
- Respondents would like to see more River recreation, natural woodlands/greenspace (passive recreation), and outdoor nature programs



# Place

## Planning Framework—Neighborhoods, Nodes, and Corridors

A major component of a community master plan is to identify existing land use patterns. To make informed decisions regarding the future of land uses in Kalamazoo Township, it is critical to have a clear understanding of existing land uses and the relationships between those land uses. Documenting the existing land use framework not only identifies the locations of particular land use activities, but also highlights the areas with future growth potential and areas where land use conflicts may exist.

A key element to consider when determining the future fabric of a community is the identification of where current activities (such as residential, commercial, industrial, and recreational) take place. This existing conditions and land use analysis will help to determine what areas and corridors should be preserved, redeveloped, or intensified.

This Master Planning process has also identified other existing conditions factors that helped determine not only the Future Land Use Plan, but also the overarching goals, objectives, and recommendations, as described in the next section—specifically neighborhoods, nodes, and corridors.



## Neighborhoods

Kalamazoo Township is comprised of four distinct neighborhoods, each with unique qualities and characteristics.

### LAKWOOD

Lakewood is the smallest and least populated neighborhood in the Township. It is bordered by the City of Kalamazoo on the west, and Sprinkle Road (Comstock Township) on the east. The north and south boundaries are less well defined but generally follow East Michigan Avenue on the north and Business Route 94 on the south—although the neighborhood extends south to the city limits as far as Miller Road.

Lakewood's northern and southern halves exhibit very different land use patterns. The northern half -- from the Kalamazoo River north—contains a great deal of undeveloped open space that is partially floodplain, while the southern half consists of a mix of low density residential development interspersed with commercial and industrial uses as well as the Kalamazoo County Fair Grounds. This area has poorly drained soils subject to seasonal flooding from both the Kalamazoo River and Davis Creek as well as large areas of regulated wetlands.

### EASTWOOD

The Eastwood neighborhood is defined as those parcels within the Eastwood Fire District. The area is bounded by the City of Kalamazoo on the west, south and north and by Comstock Township on the east. The neighborhood includes most of the Ascension/Borgess Hospital campus. Commercial development has expanded in a discontinuous manner along Gull Road; and in half-mile segments at the extreme eastern and western ends of East Main Street. South of Main Street between Nazareth Road and East Michigan, and extending into Comstock Township to the east, is the largest gravel mine in the Township.

### NORTHWOOD

The Northwood neighborhood is defined as those properties within the Northwood Fire District as well as the small, non-contiguous residential plat—Barclay Hills, east of the Kalamazoo River. The neighborhood's southern boundary is the City of Kalamazoo and the Westwood neighborhood boundary. Its north side is Cooper Township (G Avenue) and its eastern side the City of Parchment (Kalamazoo River), the City of Kalamazoo and the Barclay Hills area to Mt. Olivet Road. The western side of the neighborhood is sometimes described as Ravine Road or alternatively the north-south half-section line running through the middle of Section 5 and 8.

The majority of the developed land in Northwood lies in the level areas between Westnedge and Douglas avenues north of the line of Allen Street and along the primary county roads. There are several mobile home parks on Douglas Avenue north of the US-131 Business Loop. Douglas Avenue itself is a commercial corridor; North Burdick and North Pitcher streets are industrial corridors and Mosel Avenue has a mix of commercial and industrial areas. West of Douglas Avenue the land is characterized as having steep slopes and is moderately covered by wood lots. The area north of Mosel between Douglas and Westnedge possess severe developmental limitations due to extensive areas of muck soils. The areas between the north-south railroad line and the Kalamazoo River also have limited developmental possibilities due to wetlands and the potential for flooding. North Burdick Street between the City limits and Mosel Avenue has become a corridor for marijuana industries as long vacant industrial buildings have been adapted to this new use. North Pitcher Street south of Mosel and into the City has become an industrial redevelopment area for the Graphic Packaging Corporation.

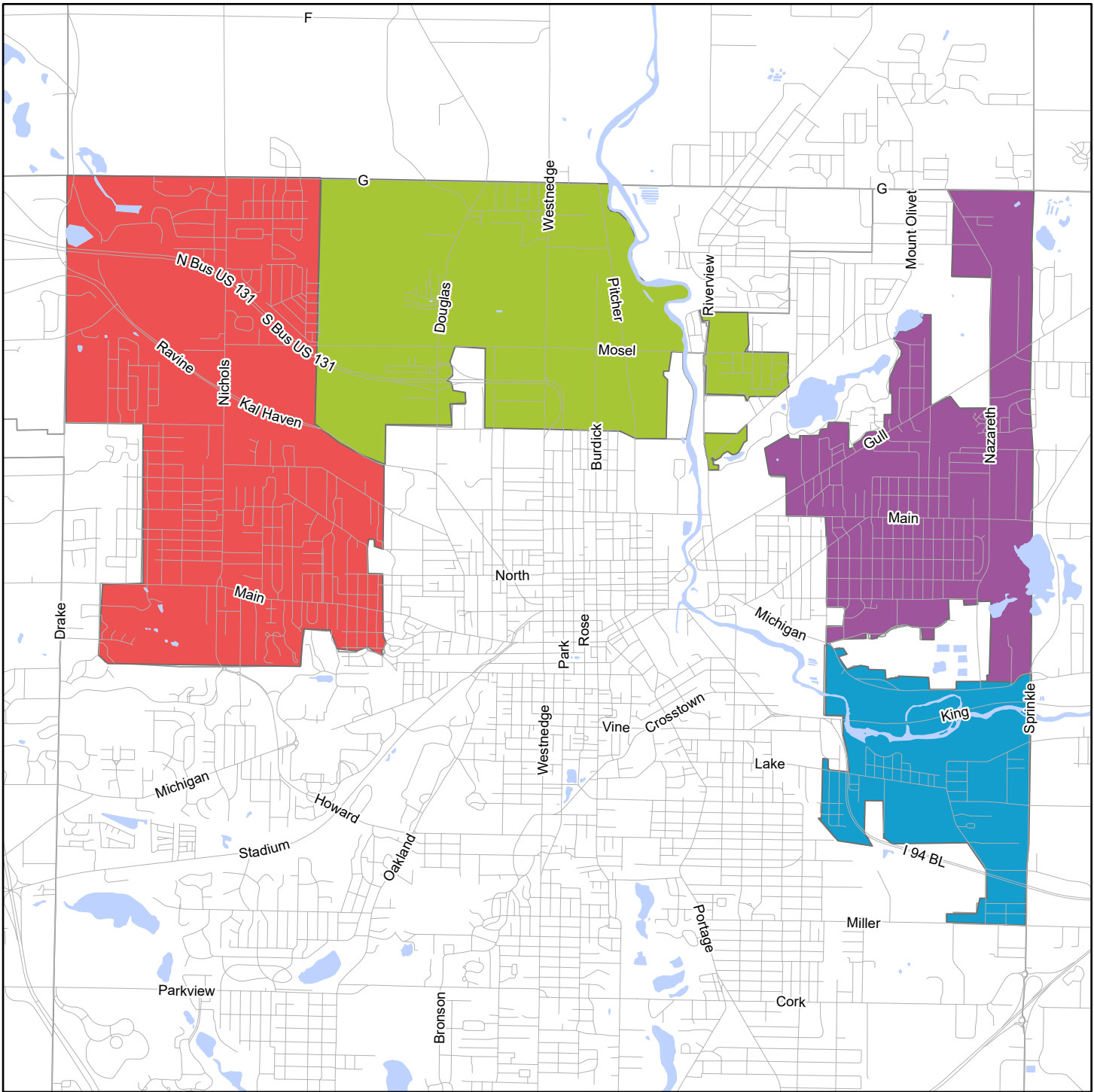
## WESTWOOD

The Westwood neighborhood is defined as those properties within the Westwood Fire District. The southern, southeastern and southwestern edges are bordered by the City of Kalamazoo; the neighborhood's western boundary is Oshtemo Township; and its northern boundary is generally Ravine Road but the west halves of township sections 5 and 8 north of Ravine Road are sometimes considered to be part of Westwood.

Westwood south of Ravine Road is now almost completely fully developed. The neighborhood is primarily single family residential with commercial uses confined to the West Main Street (M-43) corridor and the Nichols/Ravine roads intersection. Industrial uses are confined to the Ravine Road corridor with the primary use being gravel mines between Ravine Road and the US-131 Business Loop. The Kalsec Planned Unit Development of mixed commercial/industrial/residential uses occupies the extreme southwest corner of the neighborhood south of West Main.

The only area having significant wetlands is the area around Twin Lakes in Section 6. Due to the small size of platted lots, storm water runoff is a concern for commercial development and redevelopment along West Main.





# Nighborhood Boundaries

Kalamazoo Charter Township  
Kalamazoo County, MI

July 6, 2023

## LEGEND

- Westwood Neighborhood
- Northwood Neighborhood
- Lakewood Neighborhood
- Eastwood Neighborhood



0 1,500 3,000  
Feet

Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Kalamazoo County 2022. McKenna 2022.



# Corridors

## WEST MAIN

Currently, West Main is largely commercial in nature. However, the Township’s current zoning notes that the corridor is zoned for multiple family residential and single and two family residential. West Main is a heavily traveled corridor that is comprised of four lanes, two travel lanes both eastbound and westbound. Speed limits are relatively steady at 35 miles per hour. According to the Michigan Traffic Crash Facts, West Main is one of the top corridors in the Township with the most traffic accidents reported. Closer to the City of Kalamazoo limits, West Main includes higher density commercial land uses.



## EAST MAIN

Additionally, East Main is largely commercial in nature with residential uses mixed in. The Township zoning map notes multifamily and single and two family uses on the west end of East Main, toward the City of Kalamazoo limits. Traveling further east, there are more intense general commercial land uses toward Comstock Township. This corridor is also heavily traveled by many motorists and is generally comprised of three lanes.



## GULL ROAD

Along with East and West Main, Gull Road is one of the Township’s most significant corridors. According to the Township zoning map, Gull Road is comprised of several zoning districts, ranging from multifamily, to single family, to local commercial. The corridor is generally high traffic volume and higher traffic speeds and is constructed as a five-lane thoroughfare. Gull Road can also be referred to as M-43, which indicates MDOT jurisdiction.





## MOSEL AVENUE

Mosel Avenue is one of the Township's primary industrial corridors. It is a main thoroughfare in the Township that runs east-west and provides direct access to BL-131. In general, the western portion of Mosel Avenue is comprised of residential zoning and the eastern portion is comprised of general commercial and industrial land uses.



## NICHOLS ROAD

Nichols Road is one of the Township's primary north-south corridors and is mainly comprised of residential land uses, with some commercial. The residential uses along Nichols Road can be described as higher density, small lot single family neighborhoods with older housing stock. Traveling north, Nichols Road is comprised of less dense large lot single family homes and neighborhoods.



## NAZARETH ROAD

Another one of the Township's main north-south thoroughfares, Nazareth Road is located toward the easternmost portion of the Township. The land uses along Nazareth range from residential, to commercial. In general, the residential uses along this corridor are comprised of larger lot single family homes and neighborhoods.



## LAKE STREET

The Lake Street corridor provides relatively greater transportation use to access County Services (i.e., County Jail, Sheriff Dept, Animal Control, Household Hazardous Waste Center, Expo Center and Fairgrounds), as well as many small businesses located between Olmstead Road and Sprinkle Road. Lake Street also provides feeder access to Sprinkle Road and BL-94, a Metro bus line, Kalamazoo Probation Enhancement Program (KPEP) facilities (located on Olmstead Road, south of Lake Street), and the neighboring governmental units of Comstock Twp and City of Kalamazoo.



## Natural Features

Kalamazoo Township encompasses a wide variety of physical resources and landscape features. The quantity and quality of these natural attributes have been and will continue to be a determining factor in the types of recreational patterns and land uses that occur in the neighborhoods.

### TOPOGRAPHY

While topography in the Township is generally level or rolling, several areas exist in the Township where the slopes of the terrain are in excess of five percent. Land with slopes less than five percent is generally considered desirable for development, requiring minimal, if any, grading. Land areas with slopes ranging from five to twelve percent can be developed with careful grading and conservation measures. Land areas with slopes in excess of twelve percent should not be developed except for recreational and open space activities.

In the Lakewood neighborhood, the dominant physical characteristic is the Kalamazoo River and the adjacent low-lying floodplain. The Michigan Department of Natural Resources has classified the river as a second quality warm water mainstream. Davis Creek flows into the river from the south. Lakewood's terrain is generally flat to gently rolling with higher elevations occurring in the southern portions of the neighborhood.

The Eastwood neighborhood is generally flat to gently rolling with the exception of the southern portion. That portion of Eastwood has steep slopes down to the Kalamazoo River floodplain.

The western portion of the Northwood neighborhood is rolling with steep slopes. Ravines and sharp relief, the result of post-glacial activity, are found in this area. The portion of Northwood east of Douglas Avenue is a wide flat floodplain of the Kalamazoo River.

Most of the Westwood neighborhood is gently rolling, although some severe slopes occur on both sides of Ravine Road, again due to post-glacial moraines and run-off channels. A natural drainage area exists in the extreme southern portion of the neighborhood.



## GEOLOGY AND SOILS

With the extension of municipal sanitary sewer and municipal water through most of the Township, soils are of less significance for development purposes other than for possible storm water runoff impacts. Well-drained soils are found in the western half of the northeastern quarter of the Township. These soils are typically sands and gravels. The moraines of Westwood/Northwood along Ravine Road and Eastwood between Nazareth and Sprinkle roads are prime sources for sand and gravel mining.

Soils with marginal natural drainage are buildable but require close attention to storm water runoff. These soils are found primarily in the transition zones between the moraines and floodplains.

Poorly drained soils are primarily mucks and silts. These are found in the Kalamazoo River floodplains in both Northwood and Lakewood. Characteristics of muck-type soils are instability, high water table and poor percolation. According to the USDA Soil Conservation Service, muck soils have severe limitations for building site development. These limitations include: flooding, ponding, and cutbanks caving. They are also subject to frost action.

## WATER RESOURCES AND WETLANDS

The largest body of water in Kalamazoo is the Kalamazoo River which traverses the Township in two places. The River flows from the east through the north side of the Lakewood neighborhood to the City. It then re-enters the Township from the south along Riverview Drive running along the east side of the Northwood neighborhood and exits on the north into Cooper Township.

The River provides recreational opportunities to the community. At one time, the Kalamazoo River was so heavily polluted it could not serve that purpose. There are still contaminants affecting the waters but water quality has improved enough for some limited recreational purposes such as boating and fishing, although health warnings remain in effect for eating fish from the River. The only other sizable bodies of water are the Consumers Sand and Gravel Company pit in the southeastern quadrant of Nazareth Road and East Main, and the Twin Lakes in the extreme northwest quarter of Section 6 along Ravine Road.

Land areas along the Kalamazoo River are designated floodplains. These areas are subject to a one-percent chance of major flooding every year as calculated by the Federal Emergency Management Agency and the National Flood Insurance Program. Because floodplains are also subject to seasonal flooding and serve as both wildlife refuges and recreational areas, development should be discouraged.

Regarding floodplain areas in the Township, the Lakewood Neighborhood is located within both wetland and floodplain areas, especially those properties located immediately north and south of the River along Lake Drive and Michigan Avenue. Any new development or redevelopment projects or opportunities within the Lakewood Neighborhood should be reviewed with environmental considerations to the River. Additionally, any new work within this area should involve the Michigan Department of Environmental, Great Lakes, and Energy (EGLE). If any FEMA grant funding, project funding, and/or administration opportunities become available to assist property owners in this area, the Township is likely to facilitate.

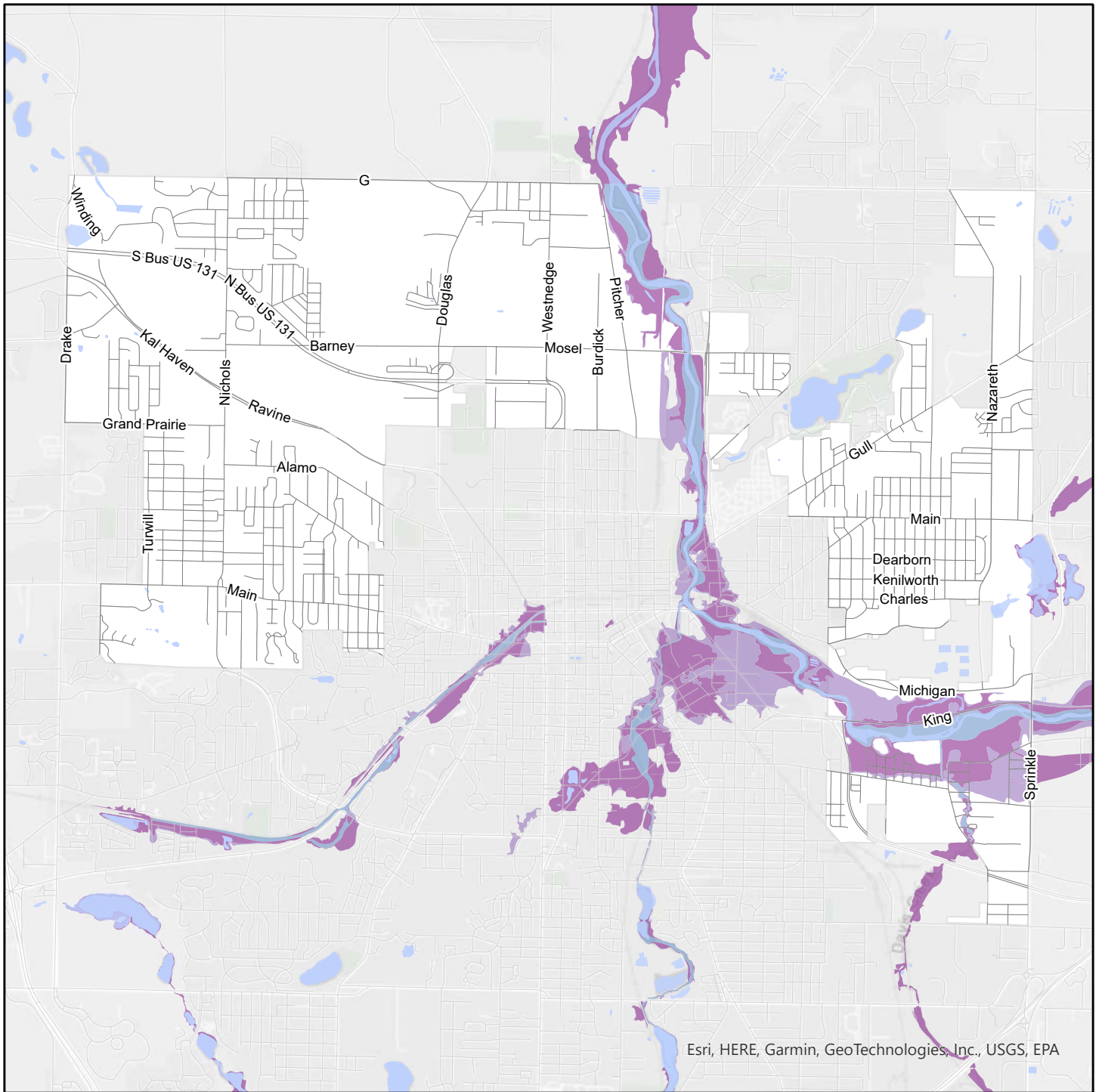
Some wetland areas occur within the Township. Wetlands are associated with poor soil conditions and seasonal standing water. Wetlands provide excellent retention areas for storm water and for ground water recharge.

The Kalamazoo County Drain Commissioner's office has identified wellhead protection areas within Kalamazoo Township. These are found:

- In Section 6 along US-131 Business Loop and east of Nichols Road,
- In Section 1 along Nazareth Road and to the east,
- In Sections 13 and 14 in the southern undeveloped portion of Eastwood, and
- In Section 24 east of Olmstead, and along the line of Davis Creek.

## AGRICULTURAL LANDS

Most agricultural land in Kalamazoo Township is located north of Mosel/Barney between North Westnedge and Douglas Avenues. These lands are used mostly for truck farming and greenhouses.



# Floodplain

Kalamazoo Charter Township  
Kalamazoo County, MI

June 20, 2022

## LEGEND

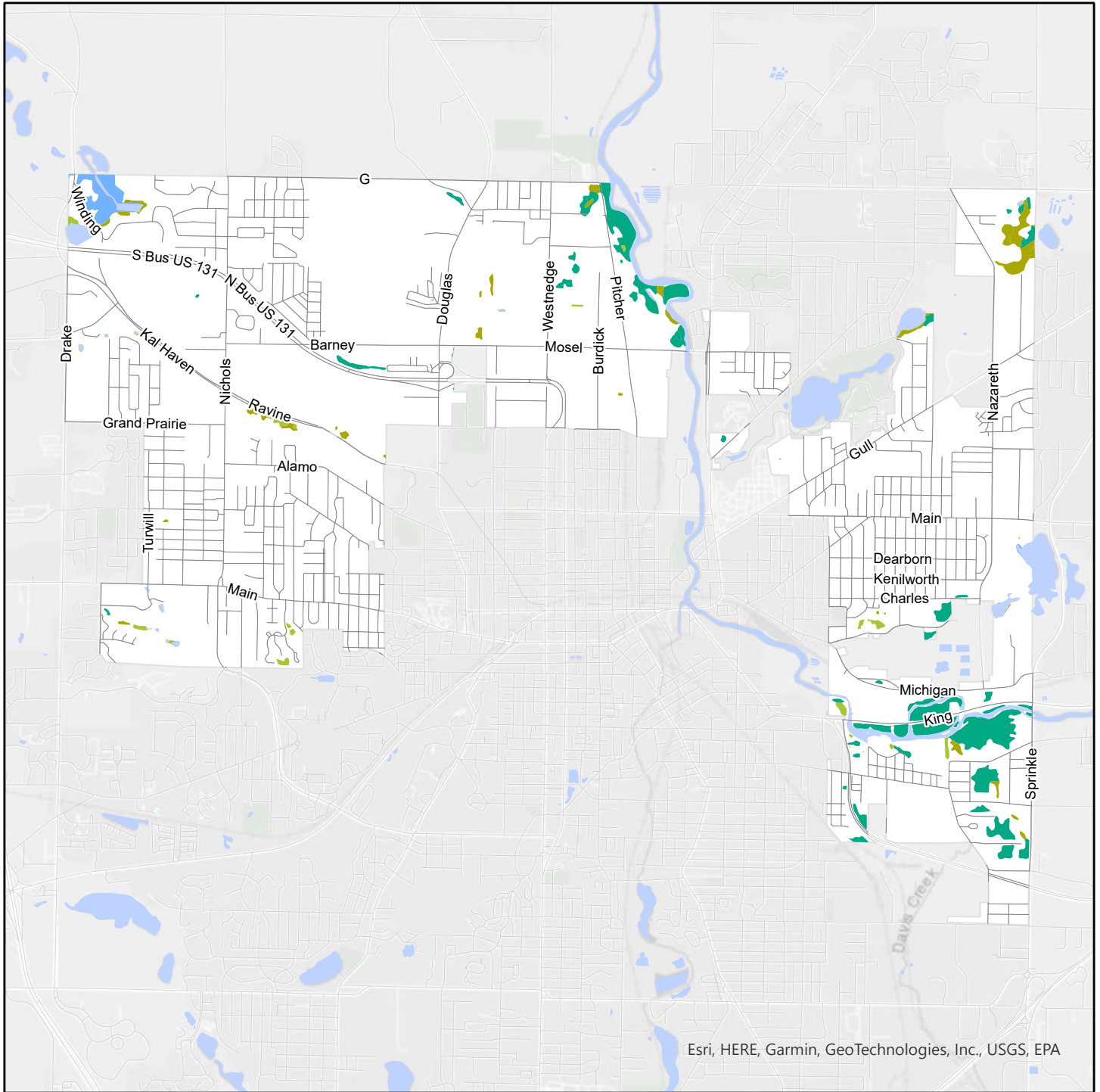
- 1% Annual Chance Flood Hazard
- 0.2% Annual Chance Flood Hazard
- Regulatory Floodway
- Bodies of Water



0 1,500 3,000  
Feet

Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Kalamazoo County 2022. McKenna 2022.





Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA

# Wetlands

Kalamazoo Charter Township  
Kalamazoo County, MI

June 20, 2022

## LEGEND

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Bodies of Water



0 1,500 3,000  
Feet

Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Kalamazoo County 2022. McKenna 2022.





## Environmental Conditions

### PFAS CONSIDERATIONS

The most critical environmental issue for Kalamazoo Township is the PFAS groundwater contamination event, identified in 2018 from the discovery of drinking water contamination in the City of Parchment’s well-fields. There is also evidence of PFAS contamination in the Lakewood Neighborhood.

Per- and polyfluoroalkyl substances (PFAS) are a group of man-made chemicals that includes PFOA, PFOS, GenX, and many other chemicals. PFAS have been manufactured and used in a variety of industries around the globe, including in the United States since the 1940s. PFOA and PFOS have been the most extensively produced and studied of these chemicals. Both chemicals are very persistent in the environment and in the human body—meaning they don’t break down and they can accumulate over time. There is evidence that exposure to PFAS—through such activities as gardening, or other contact with soils for persons living in PFAS-contaminated areas—can lead to adverse human health effects.

The source of the PFAS contamination in the City of Parchment and Kalamazoo Township (as well as neighboring Cooper Township) seems to have been an industrial landfill used by the former Parchment Paper Company. This area is located in Cooper Township and is adjacent to the Parchment well field.

In 2019 it was discovered that PFAS in groundwater has spread to private wells in the north central portion of Kalamazoo Township. The immediate response was to connect the Parchment water supply system to the City of Kalamazoo’s system. Residents on private wells have been issued bottled water until they can be connected to a municipal water system.

### LUST SITES

Leaking Underground Storage Tank (LUST) sites are a continuing concern. If left untreated, these sites have the potential to cause significant environmental problems through off-site migration of contaminants. Typically, these tanks contain residual amounts of petroleum based substances which can leach into the groundwater supply. These leaks frequently develop into underground plumes of contamination that have the potential to degrade the groundwater supply beyond the source point.

One option for dealing with LUSTs is to prepare a Remedial Action Plan (RAP) in conjunction with the Michigan Department of Environment Great Lakes & Energy (former MDEQ) to mitigate existing contamination or future threats of such contamination.

## **KALAMAZOO RIVER**

Other key environmental issues include:

- floodplain management (particularly in Lakewood),
- PCB contaminants remaining in the river and adjacent remediation sites
- accessibility/aesthetics improvements along the riverfront.

These issues will be discussed in the implementation section.

## **BROWNFIELD AUTHORITY**

Kalamazoo Township has chosen to participate in the Kalamazoo County Brownfield Redevelopment Authority to assist in the remediation of contaminated sites and provide financial incentives for redevelopment of such properties.

Kalamazoo Township is faced with the problem of how to reutilize vacant or underused industrial properties. In many cases, these properties have been abandoned by previous owners, and have been forfeited to the State or the Township. The lack of reinvestment may be due, in part, to the fear of potential liability on the part of any new owner. In other cases, current owners avoid marketing such properties for fear of triggering “due diligence” research that may reveal unanticipated problems.

Michigan has been a national leader in building mechanisms to encourage redevelopment of brownfield sites and buildings. The state has gone to great lengths to provide incentives for the redevelopment of brownfields. These efforts include a general relaxation of liability laws to protect innocent investors, along with an assortment of financial incentives including: site assessment and remediation grants, and the Clean Michigan Initiative (CMI). Further assistance is possible through federal grants.

# Existing Land Uses and Character

Kalamazoo Township generally consists of seven land uses. Differing from zoning districts, land uses describe the overarching character of an area and how the land is occupied, that which are then specified further into zoning districts with corresponding regulations. The existing land uses represented in Kalamazoo Township include:

## SINGLE AND TWO FAMILY RESIDENTIAL

Single- and two-family homes occupy the majority of the Township’s total land area. Single- and two-family residential areas typically include residential neighborhoods with detached one-family homes constructed on small-to-medium size lots. In each of the Township’s four neighborhoods, single- and two-family residential land uses are the most prominent residential land uses.



## MULTI-FAMILY RESIDENTIAL

This classification includes land areas that are occupied by predominately residential structures containing dwelling units for three or more households. The Multiple Family classification includes apartments and attached condominiums. Multi-Family Residential land uses are generally found on the southern portion of the Westwood neighborhood and central areas of the Eastwood Neighborhood, along Gull Road. Multi-family residential land uses are typically situated near common community nodes or hubs, where public amenities are located.



## LOCAL COMMERCIAL

Local Commercial land uses are located all throughout the Township. In general, Local Commercial land uses are comprised of smaller scale and less intense commercial uses such as corner stores, personal services such as salons and medical offices, and other similar type uses. Local Commercial land uses are intended to serve the immediate adjacent populations. These establishments typically are not planned to accommodate regional sales or distribution.





## GENERAL COMMERCIAL

General Commercial land uses are those that are commercial in nature, but are intended to serve a larger more regional population. Examples of General Commercial land uses include big box stores, grocery stores, regional shopping facilities, and other similar uses. General Commercial land uses are located along the Township's major thoroughfares and typically experience higher traffic volumes.



## LIGHT INDUSTRIAL

This category includes manufacturing, warehousing, assembly, fabrication facilities, and other non-manufacturing industrial and utility uses. Kalamazoo Township has a vast amount of light industrial land uses located throughout the Township, but mostly in the Lakewood Neighborhood area. The existing light industrial businesses include warehousing, processing, packaging, wholesale establishments, and more.



## GENERAL INDUSTRIAL

General Industrial land uses typically includes all industrial land uses of higher intensity and potential nuisances. These include outdoor storage uses, heavy manufacturing, and other similar uses. General Industrial uses are generally concentrated in clusters within close access to highways and expressways.



## PUBLIC/SEMI PUBLIC

Public/Semi Public uses are comprised of parks and planned greenspace (such as in the floodplain areas), schools, municipal buildings such as the Township Library or Township Hall, and other municipally-owned lots. These land uses are generally intended to provide a public service.

The map on the following page includes the existing land uses in the Township of Kalamazoo Township.

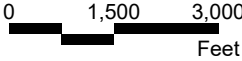
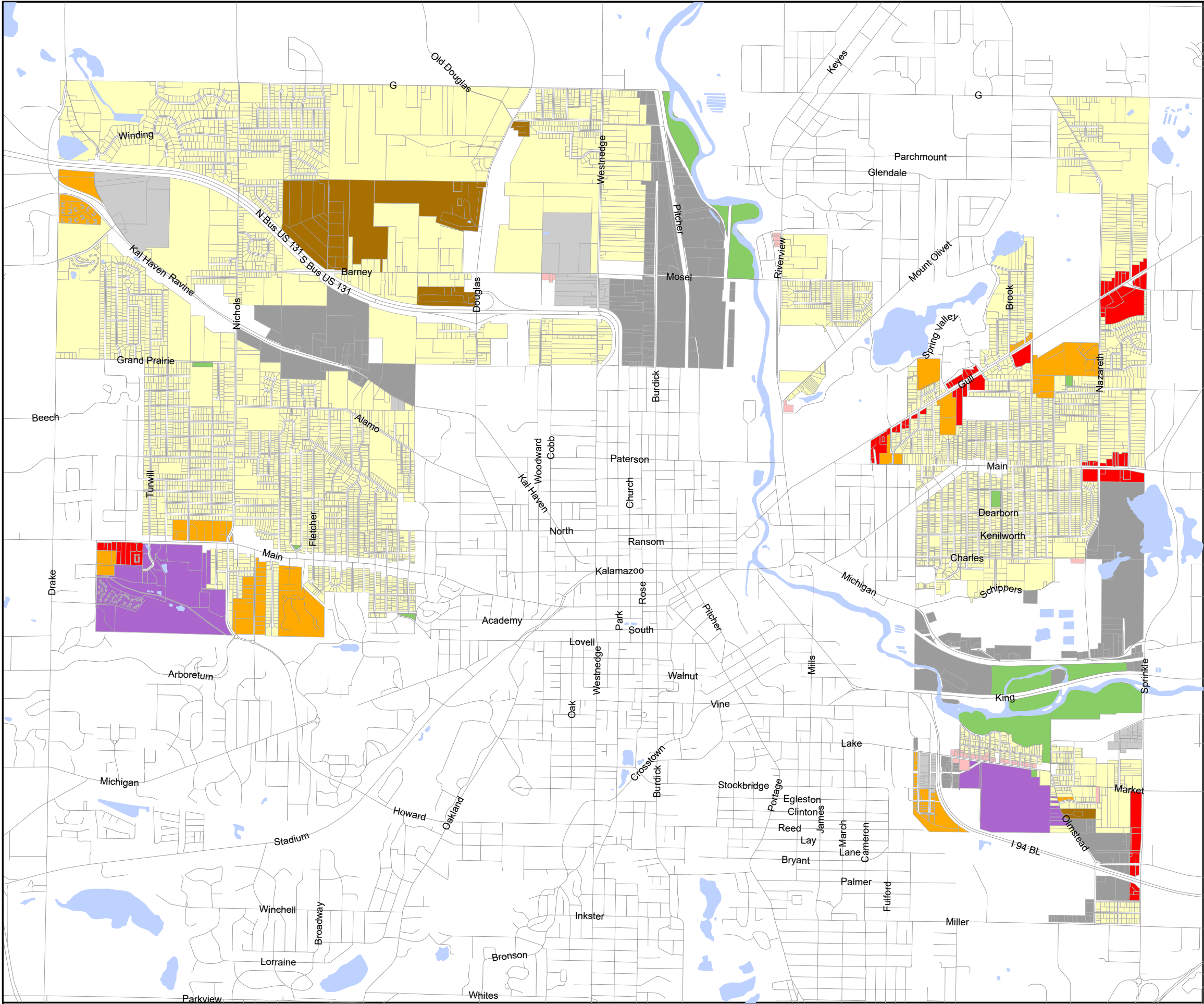
# Existing Land Use

Kalamazoo Township, Michigan

July 6, 2023

## LEGEND

- Single & Two-Family Residential
- Multiple Family Residential
- Mobile Home Park
- Local Commercial
- General Commercial
- Light Industrial
- General Industrial
- PUD Planned Unit Development



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: Kalamazoo Township Master Plan, McKenna 2022.



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# Existing Transportation System

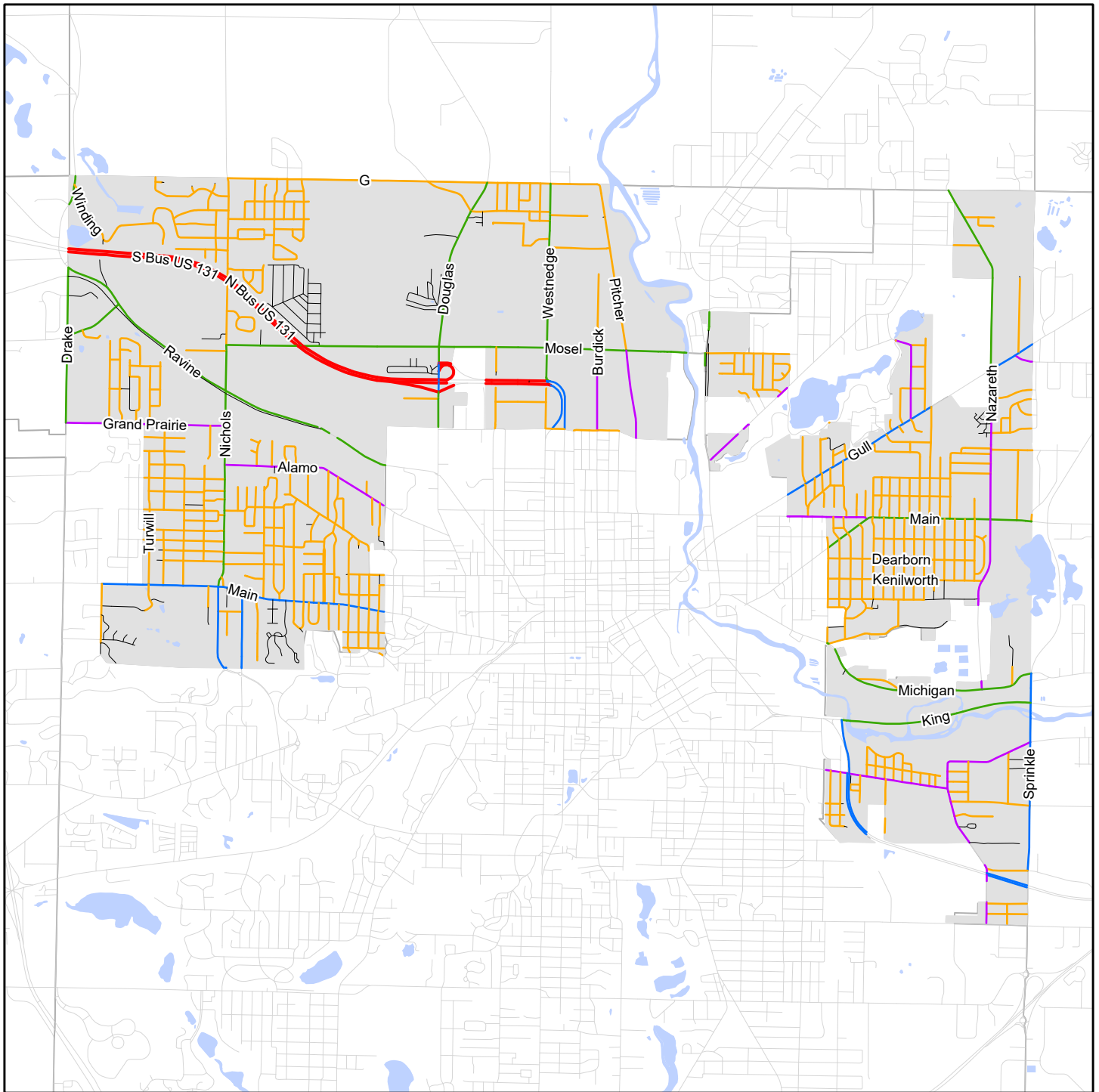
From a regional perspective, Kalamazoo Township is situated approximately one mile north of I-94, and one mile east of US-131 with business loops from both crossing the Township. The US-131 business route has no access to/from the south on US-131, is limited access and there is only one interchange in the Township. The I-94 business loop is restricted access (no driveways) has four at-grade intersections in the Township and has no direct access to/from the west on I-94—although access to/from the west can be obtained via US-131 and on surface streets. The Township is also crossed by State Routes M-343 (West Main and Gull Road) and M-96 (King Highway).

## ROAD CLASSIFICATION SYSTEM

There are several classifications of roads within Kalamazoo Township. The following classifications are designed by the Federal Highway Administration and are referred to as the National Functional Classification, or NFC. Higher functions emphasize mobility and lower functions represent more property access.

In Kalamazoo Township, the following functional road classifications are represented (in descending order of function):

- Freeways and expressways: access-controlled designed for the unimpeded movement of large volumes of traffic (e.g., BUS US-131)
- Principal arterial: a road in which carries the major portion of trips entering and leaving urban areas and outlying rural and recreation areas (e.g., East and West Main, Sprinkle, and Gull Road)
- Minor arterial: a street that accommodates traffic, usually having origin and destination within the community, carries vehicles to and from the expressway (e.g., Ravine Road, Douglas Avenue, Mosel Avenue)
- Major collector: a road in which serves major intercounty travel corridors and traffic generators (e.g., Grand Prairie, Alamo Avenue)
- Local: a low volume and low traffic speed road that is a way used primarily for access to adjacent properties (e.g., G Avenue, Dearborn Avenue, Kenilworth Avenue)
- Unclassified: a street with low impact traffic and low speed limits. These are typically private roads and residential streets (e.g., Old Farm Road, Red Maple Lane)
- Road classifications are important aspects to any community. In many circumstances, a particular road classification can dictate how and where state and federal road improvement project dollars are spent. Further, road classifications can indicate various traffic patterns such as traffic volumes and speed limits.



# Transportation Network

Kalamazoo Charter Township  
Kalamazoo County, MI

April 26, 2022

## LEGEND

- Unclassified
- Freeways & Expressways
- Principal Arterial
- Minor Arterial
- Major Collector
- Local



Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Kalamazoo County 2022. McKenna 2022.



## PUBLIC TRANSPORTATION

Public transportation service is provided to the Township through the Kalamazoo Metro System. The system provides seven scheduled bus service routes through Kalamazoo Township that include:

- Alamo/Grand Prairie/Drake
- West Main
- Solon/Kendall
- Riverview/Mt. Olivet/Mosel/G Avenue
- Gull Road
- East Main
- Lake Street

All of these connect to the iconic train station in downtown Kalamazoo which is an intermodal station for rail passenger services, inter-city bus service and limo service to the Kalamazoo/Battle Creek International Airport.

## RAIL FREIGHT SERVICE

Rail freight service is available from the north-south rail line between Pitcher and Burdick streets. This line runs between Grand Rapids to the north and Indianapolis to the south. The current short-haul operator of record is Grand Elk Railroad. Passenger rail service is provided in the City of Kalamazoo at the intermodal station, with service on the east-west MDOT-owned line, via AMTRAK. That line connects Detroit and Chicago.

## NON-MOTORIZED TRANSPORTATION

Non-motorized transportation consists primarily of sidewalks and bicycle routes. The majority of the residential subdivisions have sidewalks on at least one side of the streets. Further, the Township has been committed to promoting and establishing sidewalks on both sides of the street along major thoroughfares and popular pedestrian routes to connect residents to commercial hubs and frequent destinations such as schools, parks, and municipal buildings.

Most of Kalamazoo Township's sidewalk infrastructure was constructed in the 1950s. After decades of limited development of new sidewalks, significant improvements have occurred during the last eight years.

In the mid-2010s, Kalamazoo Township installed sidewalks on the east side of Drake Road (between Grand Prairie Road to Kalamazoo Central High School), in partnership with neighboring jurisdictions. Kalamazoo Township also installed a new sidewalk on the north side of Grand Prairie Road and improved deficiencies for the existing sidewalk on the south side of the road in order to connect Indian Prairie Elementary and Kalamazoo Central High schools, Stroud Family Park, the Grand Prairie Golf Course, and the Kalamazoo River Valley Trailway.



In June 2015, the Kalamazoo Township Board of Trustees adopted a Complete Streets Ordinance, which reflects the community’s commitment to supporting a network of transportation elements for safely driving, walking, bicycling, and other means to move within the township.

In February 2015, a voter-approved Transportation Bond financed \$10 million worth of road and non-motorized transportation improvements. In partnership with the Road Commission of Kalamazoo County, the bond primarily funded road and road drainage improvements from 2015—2018. A portion of the bond funding also supported many non-motorized improvement projects, including:

- 44 “orphaned sidewalks” (existing sidewalks that do not reach streets) installed to connect existing sidewalks to roadways and to replace curb and gutter barriers with ADA-compliant ramps.
- Over 100, “spot” repairs, each consisting of typically 1-7 concrete slabs, of existing, high-use sidewalks.
- 4+ miles of signed, bicycle routes on E. Main Street and Drake Road, as well as bicycle boulevards through Eastwood and Westwood.
- 2.8 miles of new sidewalks installed adjacent to primary and other busy roads, including portions of Grand Prairie Road, Nazareth Road, Sunnyside Drive, Kendall Avenue, Olmstead Road, and West Main Street/M-43 (between Solon and Sabin Streets).

Kalamazoo Township aims to continue incremental progress toward addressing the needs identified in its Non-motorized Transportation Master Plan, which was adopted in 2021.

## TOWNSHIP BICYCLE ROUTES

An alternative bike route has been signed parallel to West Main Street through the Westwood neighborhood and a few of the county primary roads have been striped for bike lanes, although there are no pavement markings or signs designating them as such.

The Kalamazoo River Valley Trail (KRVT) is a Kalamazoo County Park, free to all to use. It features a multi-purpose, 10-foot wide paved asphalt surface for non-motorized transportation and recreation. The Kalamazoo River Valley Trail is planned to encompass 35 miles of trail throughout Kalamazoo County. Kalamazoo will be a regional hub, connecting Battle Creek to Lake Michigan, D Avenue to Portage, Augusta to Gull Lake, and eventually Lake Michigan to Lake Huron. This existing trail and planned trails in other counties will connect more than 140 miles of trails, connecting the Battle Creek Linear Park, Kal-Haven Trail and Portage Bicentennial Park Trail.

Currently, 22 miles of the KRVT are complete. One stretch begins at 10th Street, heading east from the Kal-Haven Caboose and stretching 4.8 miles to Westnedge Ave. Another section connects 35th St. in Galesburg to D Avenue, traveling through River Oaks County Park, Mayors’ Riverfront Park, Verburg Park, along Riverview Dr., and then north along Markin Glen County Park and the Kalamazoo Nature Center. These two segments are connected by a signed route through downtown Kalamazoo between Westnedge Avenue and Harrison Street.



## Overall Existing Land Use Themes / Summary

Through analyzing the Township's existing conditions such as demographic information, natural features, brownfield sites, transportation network, and more, the following overall land use themes have been identified:

- 1 A majority of the Township's existing land use fabric is comprised of residential land uses, ranging in density, but largely single-family in nature. Recognizing that each of the Township's four major neighborhoods have different needs, a key focus of this Plan will include the identification of prime areas to target preservation or redevelopment.
- 2 The Township has a sizeable amount of wetlands and floodplains, especially in the Lakewood neighborhood. This Plan should also focus on preservation of the Kalamazoo River as well as addressing environmental concerns that may arise from development in floodplain areas.
- 3 Given the Township's demographic makeup and commitment to provide a welcoming environment for all residents, this Plan will explore themes and ideas pertaining to aging in place and encouraging amenities to residents and visitors of all ages.
- 4 The Township is highly committed to enhancing the Townshipwide sidewalk system. Over the course of this Master Plan and beyond, the Township will continue efforts to expand the sidewalk network and create a well-connected system.
- 5 Demographic information indicates that much of the Township's housing stock is comprised of older homes, ages ranging from approximately 30 to 70 years old. Efforts to revitalize these older home, as well as identifying new innovative housing options, should be explored throughout this Plan.

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# Kalamazoo Township Tomorrow

This Section describes the planned future conditions of the Township of Kalamazoo, through the duration of this Master Plan. The goals, objectives, and recommendations listed in this Plan derive from the high-level existing conditions analysis, feedback from Township staff and officials, stakeholder and public input, analysis of current planning trends, and more.

The primary purpose of this Section is to determine the goals and objectives of this Plan and itemize and prioritize the implementation steps for how to achieve them. The Future Land Use Plan is also a significant component of this Section, that which describes the future fabric and planned land use of each parcel of land within the Township.



# Vision Statement

Kalamazoo Township is a safe and stable community, which has proven to be a great place to live and work. Its location, surrounding the City of Kalamazoo and important regional natural features such as the Kalamazoo River and mature growth forests and trees, gives the Township an excellent balance between natural and suburban landscape.

This Plan intends to protect, preserve, and support the Township's long-standing neighborhoods, while also providing the tools for growth and development in logical, practical, and incremental ways. Kalamazoo Township will retain its identity as a community of four (4) unique neighborhoods, each with commercial destinations, and industrial centers.

This Plan will also proactively incorporate improvements in sustainability, enhancements as a destination place, increasing economic development, emphasizing livability elements, and strengthening other areas that can have a positive impact on the Township's fiscal environment.

# Goals and Objectives

The following section describes the overarching goals and objectives of this Plan. The goals are used to describe the general guidelines and direction for Kalamazoo Township, and what the Master Plan hopes to achieve. The objectives define general strategies used to achieve the overarching goals, all of which is further detailed and described in Section IV, “Implementing Viable Change”.

## Goal #1 Community Image

The Township will work with its residents to establish a sense of community and belonging through activities, events, and placemaking.

### OBJECTIVES

- Continue to strengthen community and neighborhood pride through improvements aimed at enhancing the Township’s physical and social conditions.
- Establish a neighborhood identity unique to each of the Township’s four distinct neighborhoods.
- Formally establish neighborhood associations/organizations where they currently do not exist.
- Work alongside each neighborhood association/organization on enhancement efforts such as:
  - » Sidewalk, bike path, and park maintenance and connections
  - » Mitigating blight or vacancy issues
  - » Targeting specific sites for redevelopment opportunities
  - » Establishing continual communication to ensure each neighborhood’s needs are being met
  - » Establishing a schedule for community events and festivals
- Establish an area in the Township that may be best suited for a community gathering space, and subsequently, associated programming.





## Goal #2 Housing and Families

The Township will work to enhance existing housing conditions, while preserving established neighborhoods.

### OBJECTIVES

- Encourage residential developments that which are needed by persons of all abilities, ages, and backgrounds.
- Retrofit underutilized or vacant lots, commercial areas, or parking lots for unique, modern, and creative housing options, while expanding the Township's housing stock, where appropriate.
- Create and increase efforts that provide opportunities to enhance and revitalize vacant, underutilized, or aging housing stock where needed.



## Goal #3 Neighborhoods

The Township will continue to advance each of the four (4) major neighborhoods.

### OBJECTIVES

- Maintain the Township's place in Kalamazoo County that provides safe, attractive, and vibrant neighborhoods that can accommodate residents at all stages of life.
- Maintain and enhance the sidewalk system within and between neighborhoods.
- Promote safer neighborhoods by assisting neighborhood organizations and encouraging more interaction between neighborhood residents.
- Enhance (as needed) existing infrastructure, such as roads, water, sewer, internet, etc. within each of the Township's four (4) neighborhoods.
- Promote new amenities in each neighborhood, such as new parks and trails, community centers, senior programs, and others.



## Goal #4 Land Use and Economic Development

Land use and economic development decisions will be made to appropriately position the Township into a vibrant, diverse, and sustainable future.

### OBJECTIVES

- Land Use decisions should be based on the Quality of Life indicators that underly this plan.
- Land use decisions must recognize the rights of private property owners, as well as those of neighboring owners and the interests of the Township’s residents and businesses.
- Ensure that all community commercial nodes in the Township are accessible to patrons of all ages, backgrounds, incomes, and physical abilities—for both motorized and nonmotorized travelers.
- Support a wide variety of shopping and retail diversity in the Township.
- Continue to support and foster relationships with local commercial business owners and industrial business owners to maintain their presence in the Township.
- Keep abreast of upcoming trends in planning and economic development to ensure the Township is updated on updated policies and best practices, especially in light of the Covid-19 pandemic.
  - » Work with applicable local and State agencies to develop redevelopment strategies, where applicable.

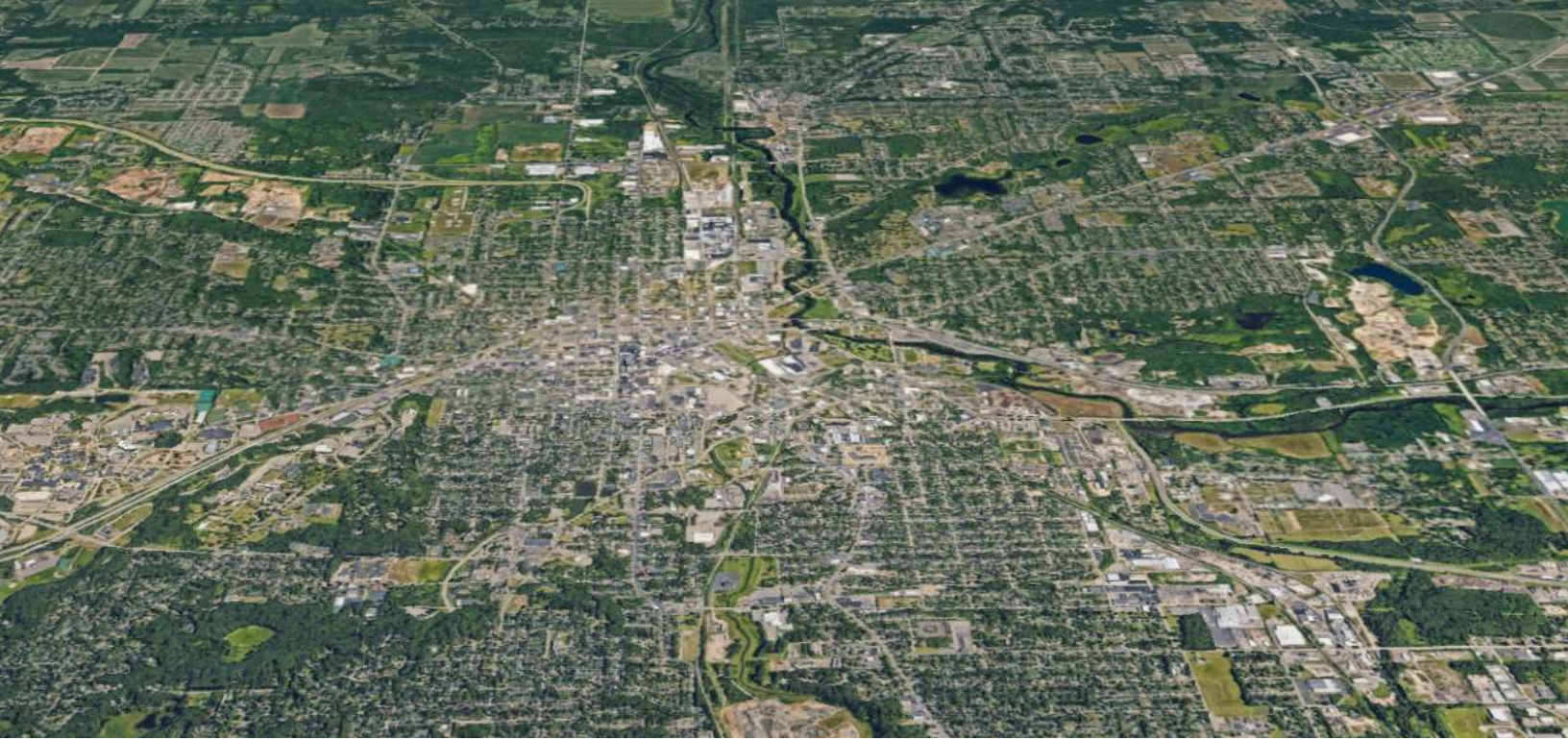


## Goal #5 Sustainability and Beautification

The Township will continue to be mindful of local and nationwide trends pertaining to best practices in sustainability.

### OBJECTIVES

- Ensure that each new and existing development in the Township is well-landscaped with visually pleasing and welcoming elements.
- Encourage sustainability elements throughout the Township, such as:
  - » Encouraging native plantings that utilize less water and maintenance resources
  - » Limiting development within the Township's floodplain areas
  - » Addressing any pollution or clean-up activities in the Kalamazoo River
  - » Limiting the amount of unnecessary pavement within new developments
  - » Encouraging new developments within the Township to be constructed with LEED design
- Continue to implement the Township's Non-Motorized Plan and advocate for new sidewalk and bike network connections.
- Continue to keep abreast of new technologies and best practices relating to sustainability.
- Encourage renewable energy and resources whenever feasible to reduce carbon footprint per development.
- Target specific road corridors in the Township best suited for beautification and safety elements, which may include:
  - » Vegetation along roadways
  - » Street trees/complete streets
  - » Pedestrian crossings and crosswalks
  - » Bike infrastructure (e.g., separated pathways, bike lanes, paved shoulders, etc.)
  - » Traffic signal timing
  - » Correcting unsafe intersections (high accident volumes)
  - » Assessing walkability
- Work with local and State agencies to address vacant and blighted properties.
- Work on efforts to preserve the Kalamazoo River.
- Encourage opportunities for better and more efficient public transportation



# Future Land Use Plan

Based on a comprehensive planning process, the Future Land Use plan serves as a guide for the community's vision of the next 10 to 15 years. It is based on an analysis of land use issues facing the Township, existing uses and conditions, demographic and housing statistics, physical constraints and resources, community infrastructure, circulation patterns, community engagement, and the goals and objectives of this plan.

Through land use planning and zoning controls, the Township intends to ensure that the character of neighborhoods is preserved, that economic development is encouraged, and that the designated mixed use areas become vibrant and exciting places to be.

This Future Land Use plan constitutes the development policy of the Township, and as the Township moves into the future, the plan should be updated to address how development and physical change have impacted the infrastructure and existing conditions.

## EXISTING & PLANNED CHARACTER

# Single Family Residential

The Single Family Residential future land use designation is planned to encompass the Township's existing established neighborhoods characterized by larger lot sizes and lower density. These areas are comprised of primarily single-family homes located setback from adjacent roadways. Single Family Residential areas are planned to be preserved with existing characteristics but can be enhanced with sidewalk infrastructure and bike paths.

### APPROPRIATE LAND USES

Appropriate uses include dwelling units matching the character and density of the surrounding uses, schools, parks, and other compatible municipal and civic uses. Planned unit developments are discouraged.

### STREETS AND TRANSPORTATION

Residential streets should be designed for slow traffic and easy pedestrian and bicycle usage. However, they should form a connected, logical pattern with as many connections to the existing street system as possible, including connections to neighborhoods in the surrounding areas. Cul-de-sac are discouraged, except where they already exist, or where there are no realistic alternatives.

### BUILDING AND SITE DESIGN

New homes should be designed with quality materials and should be consistent with surrounding homes in terms of scale, massing, and site design. Further, all new developments should preserve existing mature trees and natural vegetation as much as possible.



### APPROPRIATE ZONING DISTRICTS

**R-1** Single Family Residential

# Single and Two Family Residential

The Single & Two Family Residential future land use designation is designed to include the Township’s medium density residential uses. This includes existing single-family neighborhoods, residential corridors, and higher density housing, but not quite multi-family, such as “missing middle” housing types including duplexes, triplexes, and fourplexes. Single & Two Family Residential land uses encompass a majority of the Township’s residential landscape and are generally consistent with higher density homes placed on smaller lots.

Gross acreage is used in order to incentivize the creation of compact developments that retain important natural features such as wetlands, woodlands, and topographical changes. Neighborhoods should be designed with connected street patterns, including connections to existing neighborhoods where possible, and should have amenities (such as parks and schools) within their boundaries. Businesses and retail should be within walking distance, along major corridors.

## APPROPRIATE LAND USES

Typical uses include residential dwelling units, schools, parks, open space, and other compatible municipal or civic uses.

## STREETS AND TRANSPORTATION

Streets should follow a connected pattern that respects topography and natural features, and therefore may not constitute a true “grid.” Streets should feature elements such as sidewalks, pedestrian scale lighting, and a tree canopy.

## BUILDING AND SITE DESIGN

Sites should be designed to give homes a front and back yard, while maintaining a human, walkable scale that promotes social interaction and reduces unnecessary and unused lawn space.

## EXISTING & PLANNED CHARACTER



*Note: Neighborhoods constructed with street trees, sidewalks, and street lights.*

## APPROPRIATE ZONING DISTRICTS

**R-2** Single and Two Family Residential



# Multi-Family Residential

This designation is characterized by high density residential neighborhoods and multi-family complexes, though slightly lower densities may be appropriate. Gross acreage is used in order to incentivize the creation of compact developments that retain important natural features such as wetlands, woodlands, and topographical changes. New neighborhoods are encouraged to contain a variety of housing types, to allow for a variety of price points and to create increased density without impacting the character of existing adjacent neighborhoods.

Neighborhoods should be designed with connected street patterns, including connections to existing neighborhoods where possible, and should have amenities (such as parks and schools) within close proximity their boundaries. Businesses and retail should be within walking distance, along major corridors, or within “Neighborhood Nodes” designed to serve surrounding neighborhoods.

## APPROPRIATE LAND USES

Typical uses include residential dwelling units, schools, parks, open space, and other compatible municipal or civic uses. Retail and other amenities should be located within nearby “Neighborhood Nodes”, that may or may not be built as part of the same development.

## STREETS AND TRANSPORTATION

Streets should follow a connected pattern that respects topography and natural features, and therefore may not constitute a true “grid.” Streets should feature elements such as sidewalks, pedestrian scale lighting, and a tree canopy.

## BUILDING AND SITE DESIGN

Sites should be designed to give homes a front and back yard (or, in the case of multifamily buildings, nearby usable green space), while maintaining a human, walkable scale that promotes social interaction and reduces unnecessary and unused lawn space.

Buildings should be designed with energy saving, quality materials and consistent with architectural styles common in the general area. Alternative architectural styles may be appropriate in some neighborhoods, provided that the unique design enhances the general character of the area. Buildings should include front (street) entrances to encourage connection to the street, and garages should be located in rear yards to the extent possible.

## EXISTING CHARACTER



## PLANNED CHARACTER



## APPROPRIATE ZONING DISTRICTS

- RM-1** Multiple Family Residential
- RM-3** Residential Restricted

# Manufactured Housing Community

Manufactured Housing Community District is intended to provide for the location and regulation of mobile home parks and ancillary facilities. It is intended that manufacturing housing communities be provided with necessary community services in a setting that provides a high quality of life for residents. Manufactured Housing Community areas should be located in areas where they will be compatible (in terms of scale, density, and design) with adjacent uses.

## APPROPRIATE LAND USES

Appropriate land uses include manufactured homes and associated facilities such as a club house, park amenities, office buildings, and other similar structures.

## STREETS AND TRANSPORTATION

Streets should follow a connected pattern with low speeds and low traffic volumes. Manufactured Housing Communities should be located within reasonable proximity to major Township roads and thoroughfares.

## BUILDING AND SITE DESIGN

Sites should be designed to give homes a front and back yard and/or usable greenspace. Homes should be constructed from energy saving, high quality materials to promote and preserve quality of life.

## EXISTING & PLANNED CHARACTER



## APPROPRIATE ZONING DISTRICTS

**MHP** Mobile Home Park

# Neighborhood Commercial

The Neighborhood Commercial areas are a lower intensity commercial district intended to serve 1-3 neighborhoods and provide services, small-scale retail, and amenities. The Neighborhood Commercial district should provide amenities to the surrounding residential areas in a human scale and walkable format, while keeping a “small town”, rather than “urban” character.

## APPROPRIATE LAND USES

Low-intensity businesses such as small retail stores, personal services, small offices (including medical offices).

## STREETS AND TRANSPORTATION

All streets lined with Neighborhood Node uses should have sidewalks or bike paths on both sides. Streets should be Neighborhood Connectors (see Corridor Design Plan). On-street parking is encouraged where possible. Bike racks, street trees, benches, trash cans, and other streetscaping should also be included.

## BUILDING AND SITE DESIGN

Buildings should be built with high-quality materials and should be architecturally compatible with surrounding neighborhoods. Buildings should be constructed with storefront-style first floors, although the use may not necessarily be retail. Individual buildings are encouraged, even if they do not have side yards, rather than large, wide buildings that take up entire lots.

Parking areas should be located in the side or rear yards for buildings. Large areas of parking should be broken up with landscaped islands and trees. Parking space requirements may vary based on the location of the development and availability of shared parking.

## EXISTING CHARACTER



## PLANNED CHARACTER



*Note: high quality building materials, modern design, sidewalks to parking areas, and landscaping*

## APPROPRIATE ZONING DISTRICTS

**C-1** Local Commercial

# Mixed Use Node

This future land use district is designed for areas which, slowly over time, will transition into walkable mixed-use nodes. The new nodes should have a newly built street grid, lined with multi-family or office buildings and interspersed with retail and small pocket parks. Most notably, the West Main Corridor is planned for Mixed Use Node land uses. Mixed Use Node areas are planned to be constructed with a traditional urban format and mixed-use buildings, such as bottom floor commercial space and top floor apartments or offices.

Further, large redevelopment areas, such as the current gravel mine operations, can become prime locations for future mixed-use nodes. These areas could potentially be redeveloped into “Lifestyle Centers.” A lifestyle center is a mixed-use commercial development that combines traditional shopping activities with leisure and living amenities.

## APPROPRIATE LAND USES

In the short term, the existing uses should stay and prosper to the extent possible. Over time, they should be replaced with mixed use buildings and neighborhoods that make more efficient use of space and provide a high quality of life with energy saving infrastructure incorporated into the design.

## STREETS AND TRANSPORTATION

In the short term, the existing uses should stay and prosper to the extent possible. Over time, they should be replaced with mixed use buildings and neighborhoods that make more efficient use of space and provide a high quality of life.

## BUILDING AND SITE DESIGN

Buildings should have little to no front setback, although small, landscaped areas in front of residential buildings are encouraged. Redeveloped sites should be built out as full neighborhoods, with residential units, employment opportunities, retail, amenities, and park space.

If any new parking lots are constructed, they should be at the backs of sites and should be open to the public, with attractive landscaping and screening. Wayfinding signage should promote parking areas to visitors.

## EXISTING CHARACTER



## PLANNED CHARACTER



*Note: Upper floor residential units, walkable storefronts, decorative elements, and human-scale buildings.*

## APPROPRIATE ZONING DISTRICTS

**RM-2** Multiple Family/Mixed Use

# Corridor Mixed Use

This future land use district is designed for areas which, slowly over time, will transition into walkable mixed-use nodes, in appropriate areas. The new nodes should have a newly built street grid, lined with multi-family or office buildings and interspersed with retail and small pocket parks. Most notably, the West Main Corridor is planned for Corridor Mixed Use land uses. While traditional mixed-use developments are appropriate, a mix of single uses are also encouraged in this area. For example, missing middle housing, single family homes, and other housing types can be constructed adjacent to retail shops, corner stores, small office buildings, and other lower intensity commercial uses.

## APPROPRIATE LAND USES

In the short term, the existing uses should stay and prosper to the extent possible. Over time, they should be replaced with mixed use buildings and neighborhoods that make more efficient use of space and provide a high quality of life.

## STREETS AND TRANSPORTATION

Within the new developments, streets should be focused on pedestrian and non-motorized access.

## BUILDING AND SITE DESIGN

Buildings should have little to no front setback, although small, landscaped areas in front of residential buildings are encouraged. Redeveloped sites should be built out as full neighborhoods, with residential units, employment opportunities, retail, amenities, and park space.

If any new parking lots are constructed, they should be at the backs of sites and should be open to the public, with attractive landscaping and screening. Wayfinding signage should promote parking areas to visitors.

## EXISTING CHARACTER



## PLANNED CHARACTER



*Note: High quality building materials, street lights, sidewalks, street trees, minimal parking areas, and greenspace*

## APPROPRIATE ZONING DISTRICTS

**RM-2** Multiple Family/Mixed Use

# General Commercial

General Commercial areas are designated for higher intensity commercial uses. In Kalamazoo Township, the General Commercial land uses are concentrated along the Township’s major road corridors, such as East Main, Gull Road, and West Main. Further, some General Commercial land uses are concentrated along Sprinkle Road bordering with Comstock Township. In these areas, majority of the existing and planned General Commercial structures include big box stores, shopping malls, large grocery stores, restaurants, and retail centers.

## APPROPRIATE LAND USES

Higher intensity commercial businesses such as retail stores, personal services, small offices (including medical offices), restaurants (both sit-down and fast food with drive through), schools, and more. The sales of those establishments within General Commercial areas should include the sale of goods and services that can benefit the community on a wider scale.

## STREETS AND TRANSPORTATION

General Commercial land uses in Kalamazoo Township are typically surrounded by major arterial and principal arterial roads, which are characterized with higher volumes of traffic, heavier vehicles, and faster speeds. General Commercial streets should allow for regional connectivity as well as pedestrian connectivity and protected pedestrian crossings on both sides of the road. Roadside landscaping and other beautification elements should be considered in these areas due to the high volumes of both motorists and pedestrians traveling to these areas.

## BUILDING AND SITE DESIGN

Buildings should be constructed of high-quality materials which wrap around the entire building and feature attractive signage. Robust landscaping should be installed throughout the site. Commercial buildings should be supported by sufficient but not overly excessive parking areas. Parking areas may be located in the front, side, or rear yards for buildings. Large areas of parking should be broken up with landscaped islands and trees.

## EXISTING CHARACTER



## PLANNED CHARACTER



## APPROPRIATE ZONING DISTRICTS

**C-2** Commercial Corridor

# Business

Business is intended for office, manufacturing, and research and development business uses that are in close proximity to residential. They should be designed and operated to be respectful of their surroundings, with minimal truck traffic, noise, odor, dust, or outdoor storage/operations.

## APPROPRIATE LAND USES

Appropriate uses include office, light manufacturing, artisan production, food and beverage production, and research and development uses. Further, flexible work and manufacturing spaces such as maker-spaces are encouraged in Light Industrial areas. Parking areas and loading zones are properly buffered and landscaped.

## STREETS AND TRANSPORTATION

Streets should be designed in a pattern that allows access from residential areas but does not encourage cut-through traffic by employees and trucks. Within the Light Industrial district, the streets should be designed to be sufficient for business-traffic. Non-motorized and transit connections are encouraged but are only necessary along major corridors.

## BUILDING AND SITE DESIGN

Buildings should be constructed of high-quality materials which wrap around the entire building and feature attractive signage. Robust landscaping should be installed throughout the site, especially adjacent to residential areas.

Commercial buildings should be supported by sufficient but not overly excessive parking areas. Parking areas may be located in the front, side, or rear yards for buildings. Large areas of parking should be broken up with landscaped islands and trees.

## EXISTING CHARACTER



## PLANNED CHARACTER



### APPROPRIATE ZONING DISTRICTS

**I-1** Light Industrial

# General Industrial

This designation provides an exclusive area for medium to high intensity Industrial uses, as well as large corporate campuses, which are vital to the Township’s economy. Large plants that involve manufacturing products, stamping, and machine operations are well-supported here. Industrial areas have heavy buffers and deep setbacks to minimize impacts to adjoining properties.

## APPROPRIATE LAND USES

Examples include large plants that involve manufacturing products, stamping, and machine operations. Large institutional operations and large corporate campuses are also encouraged to locate within General Industrial districts.

## STREETS AND TRANSPORTATION

Roads in the industrial areas should be designed to be sufficient for truck traffic, without making them unsafe for pedestrians or bicyclists. New road connections should be built as needed to connect the industrial districts with arterial roads without disturbing residential areas.

## BUILDING AND SITE DESIGN

Buildings in this district should be designed to be long-lasting and to support efficient industrial and/or business practices. High-quality appearance is encouraged; however, sites should be designed to minimize off-site impacts and reduce pollution and site contamination to the extent possible.

Parking lots should be sufficient to support employee parking and truck maneuvering but should not be excessively large.

## EXISTING CHARACTER



## PLANNED CHARACTER



## APPROPRIATE ZONING DISTRICTS

**I-2** General Industrial



## Public/Semi-Public

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These facilities are planned to remain in place. If renovated or expanded, they should strive to enhance the character of the surrounding area. If they are re-located or removed, redevelopment should proceed consistent with the immediately adjacent areas.



## Park/Open Space

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These areas encompass the Township's existing parks facilities and floodplain areas. The Township's existing parks facilities should be preserved in perpetuity, with periodic improvements and upgrades to park infrastructure and amenities. Further, the Township should advocate for additional parks facilities to be included with the development of new residential neighborhoods (of all densities) if/when applicable.

In terms of floodplain, the majority of the Township's floodplain areas are located in the Lakewood neighborhood, surrounding Lake Street just south of the Kalamazoo River. Floodplain areas are to be preserved and reuse of occupied private properties should be discouraged wherever practical.



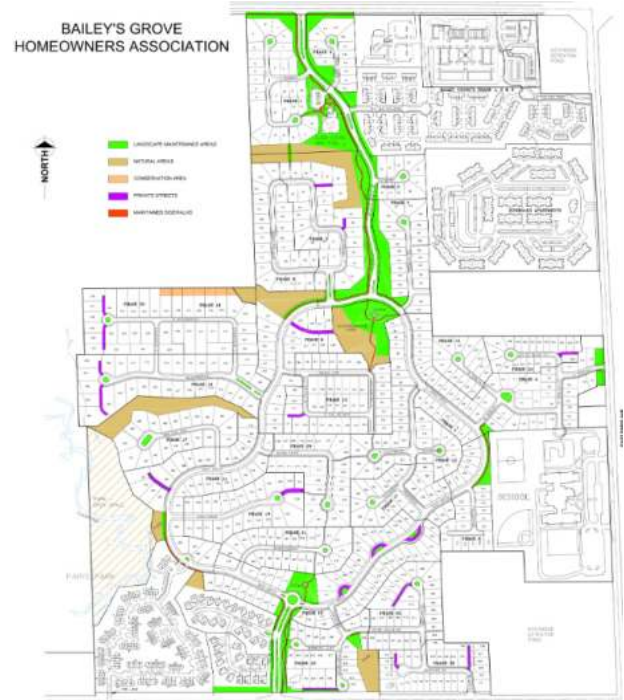
# Mixed Use Node / Residential Hatching

## APPROPRIATE LAND USES

In certain circumstances, either a mixed-use node or residential land use may be appropriate. These areas are represented in a purple and yellow hatching on the Future Land Use map. The primary intent of the hatching is to demonstrate that the future land use fabric of these areas could either become mixed use in nature, residential in nature, or residential of mixed densities (most commonly implemented as a planned unit development). The areas planned with mixed use and residential hatching are the current gravel mine operations. It is anticipated that one day, in the far future, these properties will be mined out of useful material and will need to be restored back to buildable land. As such, it is important to acknowledge a future land use plan for these properties. Depending on the surrounding land uses, economic impacts, housing needs, and other factors, a mixed-use node or residential designation would be most appropriate. Further, redeveloping these sites into planned unit developments may accommodate mixed density residential developments. This can include phases of several various residential typologies ranging in density.

## STREETS AND TRANSPORTATION

In any case, whether future development include commercial and/or residential uses, the streets should be connected to one another, and residential developments should have multiple points of ingress and egress. All streets should connect back to arterial roads and cul-de-sacs are discouraged.



*Bailey's Grove, pictured above, located in Kentwood, MI includes several different housing typologies within a phased development. This includes single family homes, condos, and apartment units. The development is also supported by walking trails, clubhouse, and community pool.*

## APPROPRIATE ZONING DISTRICTS

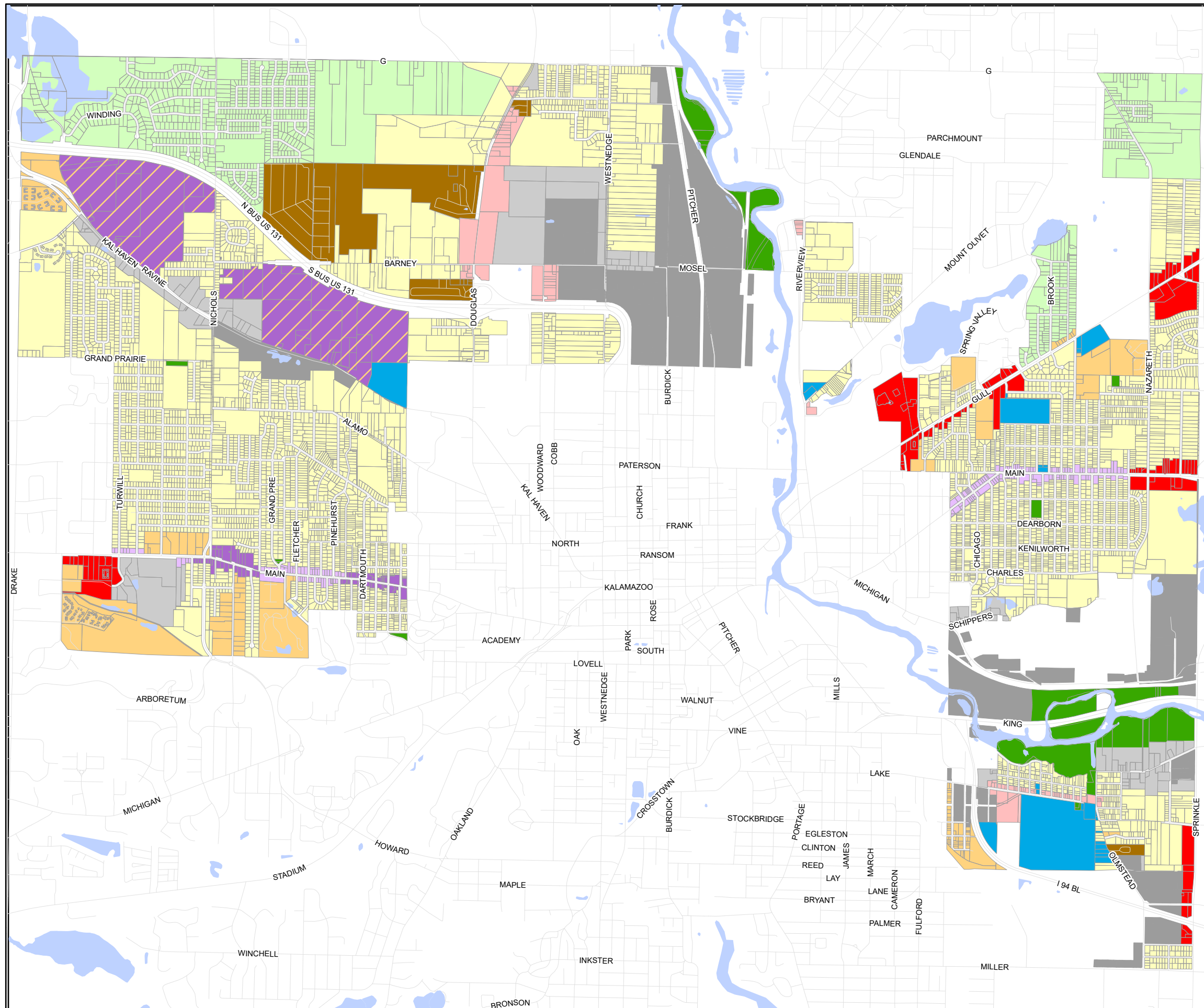
- R-2** Single & Two Family Residential
- RM-1** Multiple Family Residential
- RM-2** Multiple Family/Mixed Use

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# Future Land Use

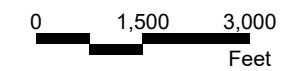
Kalamazoo Charter Township  
Kalamazoo County, MI

July 14, 2023



## LEGEND

- Single Family Residential
- Single & Two Family Residential
- Multi-Family Residential
- Manufactured Housing Community
- Neighborhood Commercial
- General Commercial
- Business
- General Industrial
- Public/Semi-Public
- Mixed Use Node
- Corridor Mixed use
- Park/Open Space
- Mixed Use/Residential Hatching



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: Kalamazoo County 2022. McKenna 2022.

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# Land Use Themes and Frameworks

## Redevelopment Sites & Mechanisms

One of the major themes represented in this Plan is the identification and revitalization of prime redevelopment sites. While the Township is generally supportive and in favor of new development, it is recognized that many existing sites are prime locations for redevelopment opportunities. Throughout the duration of this Plan, the Township can initiate conversations with local and State economic development agencies to identify and market vacant or underutilized sites to potential developers. Further, Kalamazoo Township should initiate discussions with the Kalamazoo County Brownfield Redevelopment Authority and the Kalamazoo County Land Bank to assess options for brownfield sites within the Township.

Over previous decades, strip mall and strip center development has dominated the streetscape in many communities in Michigan. These developments are characterized by deep front yard setbacks and large underutilized street-facing parking lots. This design not only discourages walking, biking, and accessibility, but also may serve as an environmental and physical challenge given the expansive areas of asphalt and lack of vegetation.

To address this, many communities have introduced the concept of Liner Buildings in their redevelopment efforts to revitalize suburban development. Liner Buildings are a great way to help convert strip malls into a pedestrian-scaled area by replacing a part of the large surface parking lot with buildings that “line” the edge of the former parking lot. These buildings should be typically close to the street and accessible to sidewalks and bike infrastructure. By exploring the Liner Building, underutilized strip malls and strip centers can be redeveloped into walkable small-scale commercial nodes. This type of redevelopment can be an excellent mechanism to implement the Mixed-Use Node Future Land Use designation.

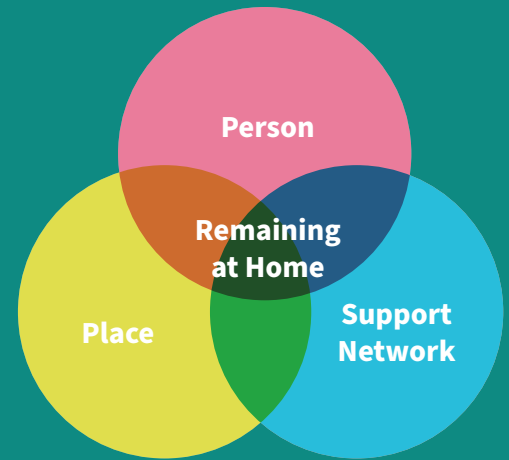
Further, the Township can pursue the certification process to become Redevelopment Ready. This is a program available and hosted by the Michigan Economic Development Corporation (MEDC) that assists communities with becoming ripe for redevelopment. Some of the tools the MEDC offers through this certification program include:

- Technical assistance
- Creating clear development policies and procedures
- Targeting specific sites prime for redevelopment
- Creating public/private partnerships
- Developing site packages and marketing
- Assistance with match funding

# Aging in Place & Disability Advocates

As described earlier in this Plan, the AARP advertises several “Livability Guidelines” that assist communities in planning for an aging population. Nationwide trends are shifting toward a general aging population as the baby boomer generation continues to age. Some of the tools and resources that can be utilized by Kalamazoo Township to promote aging in place include:

- Developing programs or incentives to assist with renovating existing homes to accommodate ADA compliance
  - » Promote universal design principles and standards
- Establish a network “hub” for seniors to utilize that will connect them with appropriate local organizations that specialize senior programming
- Actively involving seniors and older adults in planning processes involving aspects such as physical design and social support
- Actively seeking and supporting affordable housing options available for older adults
  - » Initiate conversations with providers of federally assisted housing projects
  - » Seek out collaborative opportunities for rehabilitation of housing stock
  - » Encourage energy-efficient homes
  - » Allow other housing typologies such as accessory dwelling units, smaller homes, and minimal parking requirements
  - » Support age friendly housing, such as cohousing, senior housing, and others.
- Creating a robust public transportation system and identifying the inefficiencies that exist
  - » Ensure that public transit stops are located within or near senior living complexes
  - » Seek public funding for specialized transportation
- Supporting a mix of land uses that include residential within close proximity to small local commercial nodes and centers
  - » Create design standards
  - » Encouraging community hubs to serve as one-stop resource centers
  - » Support a robust parks and recreation network



## SUCCESSFUL COMPONENTS FOR AGING IN PLACE

### Person

- Finances
- Activities of Daily Living
- Preventative Healthcare
- Medical Care
- Spirituality
- Self Worth
- Recreation

### Place

- Your Residence of Choice
- Home Modification
- Community Environment

### Support Network

- Community Involvement
- Continuing Education
- Transportation
- Family, Friends, Community



## CASE STUDY

While a vastly different economic, demographic, and geographic makeup than Kalamazoo Township, The World Health Organization (WHO) recognizes the City of Portland, Oregon as an age-friendly community, the only city in the United States to participate in the Global Age Friendly Cities Project. Through this process, several important factors to aging in place were identified. These various projects and considerations can be implementable in other communities across the nation, such as Kalamazoo Township:

- Barrier-free access to all municipal buildings and parks
- Inclusive pedestrian paths, such as with tactile markings for the visually impaired
- Improved access to signage for public transportation
- Age friendly employers and business awards
- Zoning incentives for accessible housing

- Supporting the economic well-being of caregivers
  - » Support the federal, state, and local policies that overcome discrimination, especially in terms of the definition of family
- Seeking out policies and planning responses that address the needs of seniors
- Supporting age-friendly infrastructure in all public spaces, such as:
  - » Park pavilions for seating and shade
  - » Nonmotorized pathway material that is not prone to cracks and holes
  - » Wide barrier-free playground equipment

In addition to the Township's commitment to assisting aging in place efforts and initiatives, throughout the duration of this Plan, the Township will embark on an intentional effort to provide resources and advocate for folks with disabilities in the Township. Some of the ways the Township can advocate include:

- Encouraging ADA accessibility best practices in building and site design. This would be above and beyond what is required by the Michigan Building Code and other legal requirements.
- Continuing to ensure that all new development or redevelopment activities include external infrastructure that supports those with disabilities. This can include:
  - » A connected sidewalk network
  - » Ramps
  - » Safe crosswalks
  - » High quality pavement materials
  - » Appropriate exterior lighting, especially for night and early morning hours
  - » Handrails on both sides of all steps, decks, porches, and/or stoops
  - » Adequate snow/ice removal from walkways, parking lots, steps, and public spaces
  - » Enforcing the resurfacing and/or restriping of parking lots
- Continuing to implement other Township plans, such as the Nonmotorized Plan, that identifies sidewalk connection and maintenance priorities.
- Establishing open communication and partnerships with local transit authorities to ensure that folks with disabilities have access to public transportation opportunities.
- Supporting programming funding efforts for disability advocates.

# Non-Motorized Transportation Framework

The Kalamazoo Township Planning Commission and Township Board recently adopted the Kalamazoo Township Non-Motorized Plan in Summer 2021. Some of the key highlights of the Plan include the following themes:

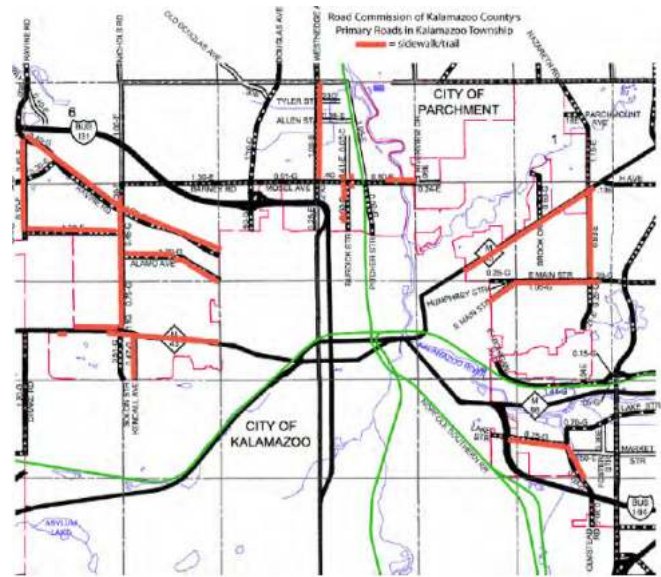
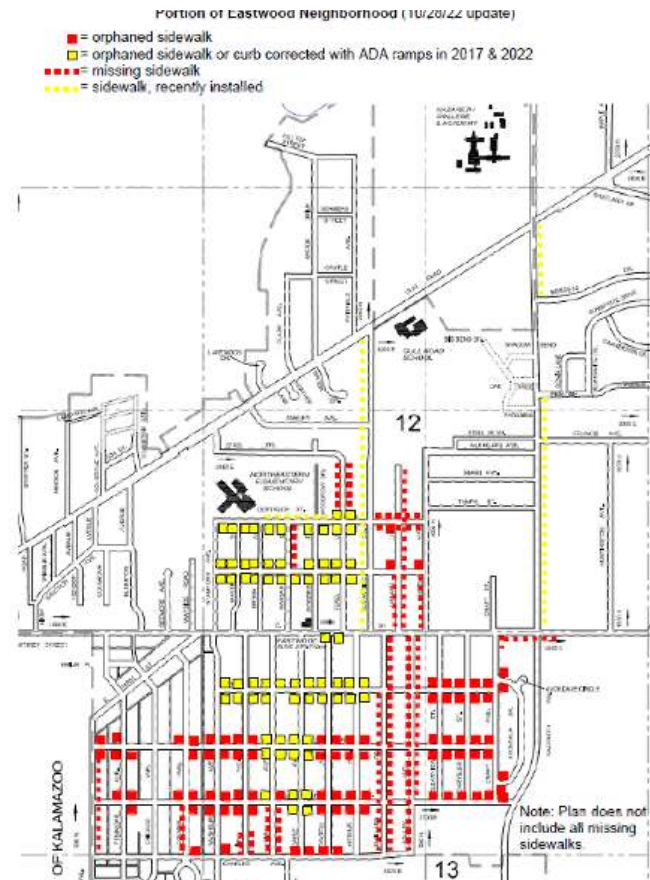
- Maintaining the Township’s current sidewalk infrastructure, such as repair of deficient slabs and ensuring ADA compliance
- Education and enforcement tools to reduce barriers to sidewalk use
- Expanding the Township’s sidewalk system and identifying gaps in the system
- Identifying priority connections for non-motorized trails
- Expanding the Township’s non-motorized network (including bike lanes and trails)

In the Kalamazoo Township Non-Motorized Plan, some of the important implementation priorities mentioned include:

- Advance and securing funding for Safe Routes to Schools
- Improving access to the Kalamazoo River Valley Trail
- Assessing opportunities and potentially working alongside road jurisdictions and entities to construct sidewalks (or other types of bike infrastructure such as bike lanes) along the Township’s major road corridors and County primary roads
- Seeking out local grant funding for sidewalk and nonmotorized expansion projects
- Establishing partnerships with neighboring communities, such as the City of Kalamazoo, for sidewalk projects along the Township’s border

Throughout the duration of this Plan, careful consideration should be given to identifying opportunities to implement the Township’s Nonmotorized Plan. In more immediate years, the Township should work to implement the high priority projects the Nonmotorized Plan lists. For example, from 2015 through 2022, the township installed a total of 195 ADA sidewalk ramps to improve orphaned corners.

Further, while implementing sidewalk infrastructure projects, the Township should consider high priority bike infrastructure projects, such as shared use paths, bike lanes, shared bike lanes, and others. These types of bike infrastructure projects can potentially be implemented in conjunction with the Kalamazoo County Road Commission’s Strategic Road Improvements Schedule, or as funding becomes available through grants or other resources. As the Non-Motorized Plan explains, the Township’s highest priorities for bike



network connections are located along the Township’s primary roads. Additional expansion areas to consider can include:

- Connections to major bike networks such as the KVRT
- Connections to existing Township bike facilities
- Connections between neighborhoods
- Connections to local commercial centers and community hubs such as schools, churches, parks, and other similar facilities

## Sustainability and Resiliency

In recent years, there has been a renewed emphasis on the concept of sustainability— i.e., the ability of communities to maintain themselves economically, environmentally, and socially in the years to come. This section includes ways in which Kalamazoo Township and its citizens intend to work to protect the environmental and historical resources of the community. Further, with the changing climates, increased risk of flooding, extreme heat and cold weather events, and increased vulnerability of utility lines due to increasing tree diseases and high wind events, and other factors, addressing sustainability and resiliency in the Master Plan is now more important than ever. Kalamazoo Township is taking action to address these growing issues by establishing the Climate Committee. The Climate Committee was developed in response to the Township’s adopted Climate Emergency Action Plan.

### CONSTRUCTION TECHNIQUES

The United States Green Building Council’s Leadership in Energy and Environmental Design (LEED) program certifies new construction and renovations as environmentally sustainable. The organization uses checklists of building techniques to grade construction projects and assign “Silver,” “Gold,” or “Platinum” designations to them.

Kalamazoo Township is well-positioned to attract developments looking to attain LEED status, by promoting sustainable design elements such as bike racks, sidewalks, reduced parking, and more.

The table below lists a variety of construction materials, designs, and techniques that can reduce a community’s environmental impact and improve its sustainability for the future. Some are expensive and technical, while others are simple, easy, and cost little-to-nothing. Picking just a few of the most feasible for a project can go a long way in reducing the project’s environmental impact. Further, some techniques can be implemented inexpensively by homeowners if they are given the tools to execute them.

#### Site Design

- Minimize disturbed area
- Maximize permeable surfaces
- Effective stormwater management
- Increase development density (where appropriate)

#### Landscaping

- Plant more trees/replace trees when removed
- Green roofs
- Maximize permeable surfaces
- Encourage native plants and plants that require less water

## Water

- Rainwater harvesting
- Effective stormwater management
- High-efficiency fixtures

## Building Materials

- Recycled materials
- Efficient construction management (reduce over-ordering)
- Environmentally-safe materials
- On-site waste reduction

## Energy/HVAC

- Energy-efficient appliances
- Efficient hot water distribution
- Pipe insulation
- Combustion venting
- Moisture control
- Room-by-room controls
- Enhanced insulation
- South-facing windows
- Solar panels
- Geothermal energy

## ENERGY CONSUMPTION

With energy costs rising, one of the most important contributors to community sustainability is conservation. There are many ways to do so, ranging from expensive and complex technology to simple, everyday solutions.

## HOME ENERGY CONSERVATION

The simplest and easiest way to save energy at home is simply to use the heat and air conditioning less, with proper building insulation. This is easier said than done for many families, especially in Michigan winters. However, simple home remedies such as putting fans in the windows on hot days and dressing in layers on cold days can help reduce energy bills. Many families already practice these techniques as part of their everyday life.

Construction techniques can also help. Quality materials, such as insulation and windows, are important, but design elements can also be important, such as large windows, especially on southern building exposures, to allow sunlight to heat (and light) the home. Finished basements are also a useful feature because they tend to stay cool on hot summer days.

There are also more technical and complex solutions. These are not feasible for many families, but they should not be discouraged, and indeed can be encouraged through zoning and other measures. Green roofs not only manage storm water, they also serve to cool the home in the summer. Solar panels can dramatically reduce a family's electricity bill and can even, in some cases, be a source of income.

Geothermal heating and cooling systems can be especially effective in small towns and rural communities, because large lots mean piping can be laid horizontally through the ground, reducing the cost as compared to the vertical systems necessary in more dense areas. Furthermore, systems have been developed that allow river or stream water to be used as a natural cooling agent.

## TRANSPORTATION

Most people use a large amount of energy in getting from place to place, and with fuel prices rising, this is increasingly becoming a budgetary strain on families, especially in communities where residents drive a long distance to reach jobs, shopping, or school. For that reason, it is important for communities to be walkable and bikeable. The creation of additional non-motorized transportation options, as described elsewhere in this Plan, will allow residents of the Township to save on gas.

Another way that transportation resources can be saved is through improved communications technology. With better internet and wireless communication services, Township residents can use technology to commute, shop, and communicate, and will not have to drive as often, or as far.

## DEVELOPMENT PATTERNS

The patterns of growth and development in a community are also a key element of sustainability. Kalamazoo Township is perfectly situated in Kalamazoo County as a prime balance of urban and natural landscape. To support future development, Kalamazoo should reflect a partnership with neighboring communities to encourage sustainable growth patterns.

## EDUCATION AND IMPLEMENTATION

Many ways to improve community sustainability are simple, but not widely implemented because people are unaware or do not understand their benefits. Thus, education about sustainability is important. A marketing or educational campaign explaining the impact of various practices, not only on the environment, but also on the family budget, could be effective. Setting up a community garden, with or without composting, often results in other people starting their own backyard garden.

Federal grants are available for energy efficiency upgrades by homeowners and landlords. Other communities have found success with these programs. Many property owners would like to improve the efficiency of their properties but are unable to afford the upfront costs. This is especially true of seasonal residents, who worry about the cost of heating a home that they do not live in in the winter. Grant programs can offset those costs.

Other, more complex, sustainability initiatives such as solar or wind power installations built by the Township are possible, but not necessarily economically practical in the short term. However, the Township can make a big difference with simple transportation improvements such as sidewalks, street lighting, and bike lanes.

# Zoning Plan

The table below shows the Kalamazoo Charter Township Zoning Districts that would appropriately implement the vision of the Future Land Use Categories. Rezoning requests should be reviewed against this table to determine whether the requested district is supported by this Plan. In some cases, a new zoning district may be the most effective way to implement the vision of the Future Land Use Plan.

Future Land Use Categories	Zoning Districts
Single Family Residential	R-1 Single Family Residential
Single & Two Family Residential	R-2 Single & Two Family Residential RM-3 Residential Restricted
Multi-Family Residential	RM-1 Multiple Family Residential RM-3 Residential Restricted
Manufactured Housing Community	MHP Mobile Home Park
Neighborhood Commercial	C-1 Local Commercial
General Commercial	C-2 Commercial Corridor
Business	I-1 Light Industrial C-2 Commercial Corridor
General Industrial	I-2 General Industrial
Public/Semi-Public	All Districts
Mixed Use Node	New District
Corridor Mixed Use	RM-2 Multiple Family/Mixed Use
Park/Open Space	All Districts

## Housing and Residential Zoning Recommendations

This plan also envisions that the Township’s residential zoning districts be realigned in the following way, in order to more clearly implement the vision of the three residential Future Land Use categories.

- Constantly monitor market trends to determine if the minimum lot size is appropriate and responsive to the housing market and best development and planning practices, especially for the R-1 and R-2 Districts where many non-conforming lot sizes exist.
- Simplify and combine the RM-1 and RM-3 Districts.
- Permit senior housing and independent living communities in the RM-1 District.
- Research and analyze mechanisms to promote aging in place.
- Limit neighborhoods with cul-de-sac designs.
- Incorporate recreation space (active or passive) with new residential developments (such as single-family neighborhoods, multi-family complexes, etc.).

## Industrial Zoning Recommendations

One of the primary goals for the Business Future Land Use category is to offer more flexibility for business and property owners in the Township. These areas, over time, can become a mix of higher intensity commercial uses and lower intensity industrial uses. Innovative land uses such as “maker spaces” are appropriate here. Some of the proposed revisions to I-1 District include:

- Allow all commercial uses permitted in the C-2 District to promote development flexibility.
- Permit maker spaces in the I-1 District and develop supplementary district standards.
- Permit trade schools in the I-1 District.
- Prohibit higher intensity industrial uses in the I-1 District, such as:
  - » Salvage yards
  - » Freight yards and truck terminals
  - » Mineral and soil extraction
  - » Marijuana growing, processing, and provisioning centers
- Include standards for high quality building and site design in the I-1 and I-2 Industrial Districts.
- Revise the buffer measuring methods for marijuana facilities to ensure that the boundary is clear and comprehensive.

## Commercial Zoning Recommendations

The following recommendations pertain to commercial zoning districts in Kalamazoo Township:

- Target higher intensity commercial uses (e.g., big box stores) along major Township corridors, such as Gull Road.
- Provide further distinction between the types of commercial uses permitted in the C-1 and C-2 Districts.
- Prohibit “owner-occupied residential uses in combination with a principal permitted use” in the C-2 District.
- Continue to monitor market trends to encourage high quality building materials and site design for all commercial districts.
- Permit hospitals (subject to special land use approval) and other similar medical facilities in the C-2 District.

# Mixed Use Zoning Recommendations

In order to promote mixed use development in the Mixed Use and Neighborhood Commercial Areas, the following changes to the Zoning Ordinance are recommended.

- Create a new Zoning District to implement the vision of the Mixed Use Node Future Land Use Category.
- Allow residential units on upper floors within the Mixed Use Node District by right.
- Development proposals within the Mixed Use Node category should generally contain a residential use, plus one or more of the following.
  - » Retail Space
  - » Office Space
  - » Institutional or Research Space
- Consider new street and road connections with each proposed mixed use development. The Township’s Corridor Improvement Authority can utilize funding to assist developers with financial burdens related to this requirement. Grid-like street patterns here are encouraged, to create a small, walkable space with a variety of uses.
- Encourage redevelopment opportunities to reenergize underutilized commercial spaces and vacant storefronts/strip mall centers.
- Prior to the creation of the new Mixed Use Zoning District, rezoning proposals within the Mixed Use Future Land Use Category should be evaluated against the following criteria:
  - » Whether or not the proposal advances the implementation of the Master Plan’s major themes, such as aging in place, promoting walkability, encouraging business and “missing middle” residential development, and more. Only rezoning requests that further the implementation of those plans should be approved.
  - » Single use developments may be appropriate in some areas designated as Mixed Use, such as those designated for Corridor Mixed Use in the Future Land Use map.
- Promote for high quality building and site design in all mixed use districts.
- Eliminate minimum unit size for residential units in all residential districts. These standards shall rely on the Michigan Building Code for livable spaces.



# Promoting Connectivity

In order to create a connected and safe community, the following changes to the Zoning Ordinance are recommended:

- Enhance standards for new roads in the Township, and make sure the standards apply to both public and private roads. Examples of enhanced standards could include the following, but should be somewhat flexible based on the context of the road.
  - » Required sidewalks.
  - » Required curb and gutter.
  - » Required street trees.
  - » Required lighting.
- Require stub streets at the edges of development, to connect to new development. Do not make this requirement dependent on the approval of the neighboring property.
- Restrict cul-de-sacs to only situations where stub street requirements are met elsewhere in the development.
- Continue to advocate for new sidewalk connections and establishing sidewalks with all new development and redevelopment opportunities. Kalamazoo Township makes it a priority to close the gaps in the sidewalk network and continue to work toward a connected Townshipwide system. The goal is to provide safe transportation alternatives and additional opportunities for health and fitness activities in the Township.

# Implementing Viable Change

A Master Plan is at its strongest and most actionable when specific implementation tasks and strategies are included, described in detail, programmed into a timeframe, and clearly marked by which organization will be responsible for leading or supporting each item. Below is an Action Plan that should be implemented by the Township. Further, the next section of this chapter includes potential resources for the Township and its partners to utilize in implementing the Action Plan.

# Action Plan

The Action Plan table below describes the step-by-step actions that can be taken by Township officials, staff, and partners to achieve the goals and objectives, strategies, and future land use as described in this Plan.

## GOAL #1 RESIDENTIAL AND NEIGHBORHOODS

Objectives	Implementation Measures	Time Frame
Maintain the Township's place in Kalamazoo County that provides <b>safe, attractive, and vibrant neighborhoods that can accommodate residents at all stages of life.</b>	Continue to plan for the Township's aging population and implement the AARP livability guidelines as described in this Plan.	Ongoing ●
	Prioritize livability principles and research potential funding sources that could be utilized to achieve these goals.	Ongoing ●
	Preserve and maintain the Township's successful residential neighborhoods. Including code enforcement procedures, sidewalk connectivity, mechanisms for redevelopment, and others.	Ongoing ●
	Seek out State and federal designations to promote aging in place, such as the Age Friendly Communities designation. These programs can be utilized to assist with funding opportunities to implement age friendly infrastructure and projects.	5-10 years ●
<b>Encourage residential developments</b> which are needed by persons of all abilities, ages, and backgrounds.	Ensure all proposed residential developments and redevelopments are inclusive for all individuals. Such as implementing universal design standards.	Ongoing ●
<b>Update the Township's Zoning Ordinance</b> to reflect the housing and residential goals in this Plan.	Assess the Township's multi-family districts to identify areas for clarification and consolidation.	1-3 years ●
<b>Retrofit</b> underutilized or vacant commercial areas, parking lots, or industrial areas for unique, modern, and creative housing options.	Identify underutilized parking commercial parking areas in the Township.	1-3 years ●
	Determine and identify diverse housing types that should be added to the Township's housing stock (ex. two-family developments, townhomes, duplex, quadplex, etc.).	1-3 years ●
	Prioritize the retrofitting of the underutilized parking areas to those areas that are within close proximity to neighborhoods, schools, parks, and other community hubs.	1-3 years ●
	Research and seek potential funding or economic development incentives to encourage the retrofitting of those underutilized areas.	5-6 years ●

Objectives	Implementation Measures	Time Frame
<p><b>Maintain and enhance the several small-scale neighborhood nodes</b> as walkable service nodes that serve the immediate community.</p>	Identify the neighborhood nodes that which contain the most pedestrian traffic and crossings.	1-3 years ●
	Prioritize the neighborhood nodes that need sidewalk enhancements (ex. those adjacent to schools, neighborhoods, Township Hall, parks, etc.).	1-3 years ●
	Engage the County Road Commission and MDOT (as needed) on the implementation of fitting major corridors with sidewalk facilities (or enhance existing sidewalk facilities) and pedestrian crosswalks to increase pedestrian safety.	5-10 years ●
	Research and seek funding opportunities for pedestrian and other nonmotorized enhancements to ensure safe and accessible travel to neighborhood nodes, as well as from one neighborhood to another.	5-10 years ●
	Ensure neighborhood nodes are welcoming and inclusive for individuals of all backgrounds.	1-3 years ●
<p>Create and increase Townshipwide efforts that provide opportunities to <b>enhance and revitalize vacant, underutilized, or aging housing stock</b> where needed.</p>	Revisit and update (as needed) the Township's code enforcement procedure to ensure it's a comprehensive and effective process.	1-3 years ●
	Create and provide programs or assistance for homeowners to update and maintain aging homes.	5-6 years ●
	Identify areas where vacant homes are located and prioritize revitalization efforts.	5-10 years ●

## GOAL #2 COMMERCIAL AND ECONOMIC DEVELOPMENT

Objectives	Implementation Measures	Time Frame
Ensure that all <b>community commercial nodes in the Township are accessible</b> to patrons of all ages, backgrounds, incomes, and physical capabilities—for both motorized and nonmotorized travelers.	Identify the gaps in the Township’s bike and pedestrian transportation system and update the Non-Motorized Plan as needed.	1-3 years ●
	Identify intersections and sidewalk stretches that may be cumbersome for individuals with disabilities to travel.	1-3 years ●
	Determine that each crosswalk and sidewalk is safe and accessible for individuals with varying mobility needs.	5-7 years ●
Support and <b>create a wide variety of commercial and business diversity</b> in the Township.	Continue to foster relationships with current business owners.	Ongoing ●
	Identify the gaps in the Township’s retail market.	5-7 years ●
	Identify potential locations for new businesses (ex. vacant buildings, underutilized parking areas, outlots, etc.)	1-3 years ●
	Provide programs or research economic development incentives for new retail businesses.	5-7 years ●
	Assist and encourage local businesses to grow with the shift in consumer trends (ex. online shopping availability, outdoor dining establishments/opportunities)—especially in light of the Covid-19 pandemic.	Ongoing ●
	Ensure that commercial land uses are not over-allocated in the Township.	Ongoing ●
	Offer flexible permitted uses in applicable commercial and industrial districts to spur new development and investment in the Township.	
Continue to support and foster <b>relationships with local commercial business owners and industrial business owners</b> to maintain their presence in the Township.	Continue to be available for business owners and assist them with growth and maintenance where applicable.	Ongoing ●

### GOAL #3 TRANSPORTATION

Objectives	Implementation Measures	Time Frame
<b>Maintain the current transportation system</b> in the Township of Kalamazoo Township to ensure all roadways are safe, accessible, and high-quality.	Continue working relationships with local road agencies to maintain road network.	Ongoing ●
	Identify and prioritize roadways that are in need of repair as needed.	Ongoing ●
	Seek funding opportunities to accomplish road repairs.	Ongoing ●
	Correct high accident intersections.	Ongoing ●
Continue to <b>foster relationships with local road agencies</b> to maintain and enhance State and County roadways, where applicable.	Schedule regular meetings to discuss current and future road enhancement or repair projects.	Ongoing ●
Assess current public transit routes and stops, and <b>explore opportunities for future enhancements to the public transportation system</b> in the Township—especially to popular employment centers and residential hubs.	Foster relationships with local public transit agencies.	Ongoing ●
	Assess current public transit routes in the Township.	1-3 years ●
	Identify areas where public transit stops may be needed (ex. near major residential developments, multi-family developments, grocery stores, municipal buildings, large area employment centers, etc.).	5-7 years ●
	Work with public transit agencies to determine feasibility of new stops or routes.	7-10 years ●
Plan for and <b>assess opportunities for nonmotorized transportation alternatives</b> , such as widened paved shoulders, bike lanes, bike routes, and others.	Identify the routes in the Township utilized by cyclists traveling at faster speeds and/or by commuters.	1-3 years ●
	Assess the applicability of fitting those identified routes with widened paved shoulders (at least 4 feet), separated bike lanes, or special pavement markings.	5-7 years ●
	Seek funding opportunities and create a fundraising plan that can be used to implement bike infrastructure on popular cycling routes.	5-7 years ●
Continue to <b>support newly emerging transportation technology</b> in the Township.	Ensure that the Township is well-connected to changing trends in transportation by means such as supporting ridesharing and carpooling application technology.	Ongoing ●

## GOAL #4 RECREATION

Objectives	Implementation Measures	Time Frame
<b>Maintain and preserve the Township's existing parkland</b> and outdoor recreation resources.	Continue to upkeep and allocate staff and financial resources to preservation of existing Township parkland and outdoor recreation.	Ongoing ●
	Assess and prioritize which parks are in need of equipment and other upgrades or enhancements.	1-3 years ●
	Continually implement the goals and recommendations as listed in the current Kalamazoo Township Recreation 5 Year Plan.	Ongoing ●
	Review and update the Kalamazoo Township Parks and Recreation 5 Year Plan every 5 years as needed.	Ongoing ●
Assess and <b>prioritize areas that which may be revitalized for outdoor recreation</b> , such as parks, ball fields, playgrounds, dog parks, and more.	Assess which lots/properties in the Township can be utilized for future public recreational uses and expansion to the Township's park system.	5-7 years ●
Target and <b>prioritize areas and corridors for nonmotorized trails</b> .	Prioritize ideal routes for separated pathways/nonmotorized trails (typically at least 8 feet wide) from the Township's Non-Motorized Plan.	Ongoing ●
	Consider allocating CIP funds for trails and other outdoor recreation opportunities (including maintenance).	Ongoing ●
	Seek other State, Federal, and local funding opportunities for separated pathway/nonmotorized trail development and create a fundraising plan.	Ongoing ●

## GOAL #5 SUSTAINABILITY & BEAUTIFICATION

Objectives	Implementation Measures	Time Frame
Ensure <b>that each new and existing development in the Township is well-landscaped</b> with visually pleasing and welcoming decorative elements.	Upkeep and maintain Township records on property landscaping or nuisance violations.	Ongoing ●
	Assist property owners with beautification programs and measures as applicable.	Ongoing ●
	Ensure that newly proposed developments, or renovations to existing developments are compliant with the Township's landscaping and screening ordinances and promote high-quality landscaping in the Township.	Ongoing ●
Encourage <b>sustainability elements</b> throughout the Township.	Ensure that all new developments in the Township include sustainable elements such as native plantings, permeable pavement and parking lots, LED lights, and more.	Ongoing ●
	Promote Townshipwide recycling opportunities.	Ongoing ●
Incorporate <b>Townshipwide beautification elements</b> whenever feasible.	Target certain corridors to enhance beautification measures, such as street trees, landscaping elements, decorative elements such as banners and lamp posts, planter baskets, and more.	1-3 years ●
	Consider funding opportunities for said beautification measures.	5-7 years ●
	Identify Township gateways and include decorative elements into Township gateways to create a unique sense of character and identity into various neighborhoods.	7-10 years ●

# Resources







235 East Main Street, Suite 105  
Northville, Michigan 48167  
**T:** 248-596-0920  
**F:** 248-596-0930  
**[www.mcka.com](http://www.mcka.com)**

John Jackson, AICP . . . . .President  
Danielle Bouchard, AICP. . .Project Manager  
Erin Raine. . . . .Graphic Designer





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:** 9C 09252023

FOR MEETING DATE: September 25th, 2023

SUBJECT: Approve hiring 2 Battalion Chiefs

REQUESTING DEPARTMENT: Fire Department

SUGGESTED MOTION: Approve the hiring of Chris Weidemann and Troy Cox as Battalion Chiefs.

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

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

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

Other comments or notes: \_\_\_\_\_

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 ADMINISTRATIVE 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.



**AGREEMENT FOR THE EXTENSION OF FIRE CONTRACT  
BETWEEN THE CITY OF PARCHMENT AND THE CHARTER TOWNSHIP  
OF KALAMAZOO**

This agreement made \_\_\_\_\_, by and between the Charter Township of Kalamazoo (Township), and the City of Parchment (City) both in Kalamazoo County, Michigan.

WHEREAS MCL 41.806 provides that “(i)f a township board, or the township boards of adjoining townships acting jointly, have organized and are maintaining a police or fire department, the board, or boards acting jointly, may also contract with townships, villages, or cities that also maintain a police or fire department or with any other person, organization, or group to provide police or fire apparatus, equipment, or personnel or police or fire protection within the City”; and

WHEREAS, the City of Parchment and the Charter Township of Kalamazoo contracted for the provision of fire protection services in the City of Parchment by the Charter Township of Kalamazoo Fire Department via fire services contract attached hereto as Exhibit A, the expiration date of which is December 31, 2023 (“existing contract”); and

WHEREAS it is the desire of the City of Parchment and the Charter Township of Kalamazoo to extend the existing fire services contract for the provision of fire services and protection within the boundaries of the City of Parchment by the Charter Township of Kalamazoo Fire Department up to July 1, 2024.

NOW, THEREFORE, it is agreed as follows:

1. The existing fire services contract is renewed and extended from January 1, 2024 at 12:01 a.m. to June 30, 2024 at 11:59 p.m.
2. The rights, obligations, conditions, terms, and responsibilities of the City of Parchment and the Charter Township of Kalamazoo and its fire department as established in the attached contract are retained, renewed and extended to June 30, 2024 with the following two modifications which are agreed to by the City of Parchment and the Charter Township of Kalamazoo:
  - a. Expiration date: The expiration date of the renewed and extended contract is June 30, 2024 at 11:59 p.m.; and
  - b. Consideration for services: From and after January 1, 2024 until the expiration date of this contract renewal and extension, and in consideration of fire protection services provided by the Kalamazoo Charter Township Fire Department, the City of Parchment agrees to provide a total monthly operating payment of \$6,100 (six thousand one hundred dollars) for each month commencing on the first day of each month for fire protection services for the following month.
3. This agreement, upon execution, will become effective on the 1st day of January, 2024 at 12:01 a.m. by and between the Charter Township of Kalamazoo (Township), and the City of Parchment (City) both in Kalamazoo County, Michigan and shall be effective for a six-month period ending July 1, 2024 at 11:59 p.m.
4. Provision for early termination. Either party may request early termination of this agreement upon 60 days’ written notice to the other as follows: The City Manager of Parchment or the Supervisor of Kalamazoo shall, at the direction of the council or board deliver a written notice to his or her counterpart of an intended termination. This contract shall continue as written during the 60-day termination period unless modified by mutual agreement.

IN WITNESS WHEREOF City of Parchment and the Charter Township of Kalamazoo have executed this Agreement by authority of its City Council and Township Board, respectively this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

CHARTER TOWNSHIP OF  
KALAMAZOO

CITY OF PARCHMENT

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

\_\_\_\_\_  
Nancy R. Stoddard, City Manager

\_\_\_\_\_  
Lisa Mackie, Clerk

\_\_\_\_\_  
Shannon Stutz, Clerk



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

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9E 09252023

FOR MEETING DATE: 09/25/2023

SUBJECT: 2024 KABA Budget

REQUESTING DEPARTMENT: Trustee Leuty

**SUGGESTED MOTION:**

Move adoption of the 2024 KABA budget

Financing Cost: NA

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

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

The KABA budget approval process is a two-step process, Firstly, the KABA Board reviews and approves the 2024 KABA Budget. Secondly, each of KABA’s local government members reviews and approves the budget.

Submitted by: Trustee Leuty as the Township’s KABA representative.

**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 NO LATER THAN NOON ON 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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**KALAMAZOO AREA BUILDING AUTHORITY  
2024 BUDGET**

(Board Approved: 09.19.23)

<b>INCOME</b>		
4010	BUILDING PERMITS	404,607.00
4015	SPECIAL PERMITS	8,169.00
2020	ELECTRICAL PERMITS	141,192.00
4030	MECHANICAL PERMITS	153,060.00
4040	PLUMBING PERMITS	53,868.00
4600	INVESTMENT INCOME	120.00
<b>Subtotal Income</b>		<u>761,016.00</u>
	RETAINED EARNINGS (Proposed at 12/31/2023)	430,887.69
<b>TOTAL INCOME</b>		<b><u>1,191,903.69</u></b>
 <b>EXPENSE</b>		
6010	ADVERTISING & MARKETING	2,000.00
6200	BANK FEES	890.00
6450	DUES & SUBSCRIPTIONS	720.00
6501, 03, 05	PAYROLL - WAGES	320,883.67
6510	PAYROLL TAXES	25,017.61
6511	LIFE/AD&D/STD/LTD	4,536.00
6512	401(a)	17,670.95
6513	HEALTH INSURANCE	58,515.98
6700	GENERAL INSURANCE	14,102.59
6800	LEGAL FEES	12,000.00
6810	COMPUTER SUPPORT (EXTERNAL)	17,995.00
6820	ACCOUNTING SERVICES	15,984.50
7100	OFFICE EQUIPMENT	5,867.00
7110	OFFICE SUPPLIES	3,000.00
7115	POSTAGE	2,400.00
7120	WATER COOLER	80.00
7125	COMPUTER (HARDWARE/SOFTWARE)	8,965.29
7130	RESOURCE MATERIALS	1,000.00
	MORTGAGE	19,200.00
7420	LAWN CARE/SNOW REMOVAL	7,100.00
7450	MAINTENANCE & REPAIRS - OFFICE	13,120.00
7500	UTILITIES	4,700.00
7550	TRASH REMOVAL	780.00
7600	SECURITY (OFFICE)	540.00
7610	TELEPHONE - OFFICE	3,600.00
7611	TELEPHONE - CELLULAR	2,400.00
7700	BUILDING BOARD OF APPEALS	375.00
7701	AT-LARGE/ALTERNATE BOARD MEMBER	900.00
7710	CONTRACTED BUILDING INSPECTOR	5,000.00
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00
7800	MILEAGE REIMBURSEMENT	15,600.00
7810	TRAINING EXPENSE	1,600.00
7920	CAPITAL OUTLAY	7,000.00
7999	MISC	2,000.00
<b>TOTAL EXPENSE</b>		<b><u>725,743.59</u></b>
 <b>NET POSITION</b>		 <b>466,160.10</b>

## KALAMAZOO AREA BUILDING AUTHORITY BUDGET COMPARISON

2024 to 2023

INCOME	2024	2023	Diff
4010 BUILDING PERMITS	404,607.00	330,489.00	74,118.00
4015 SPECIAL PERMITS	8,169.00	8,121.00	48.00
4020 ELECTRICAL PERMITS	141,192.00	115,882.00	25,310.00
4030 MECHANICAL PERMITS	153,060.00	130,578.00	22,482.00
4040 PLUMBING PERMITS	53,868.00	61,051.00	(7,183.00)
4600 INVESTMENT INCOME	120.00	120.00	-
<b>Subtotal Income</b>	<b>761,016.00</b>	<b>646,241.00</b>	<b>114,775.00</b>
NET RETAINED EARNINGS (Proposed at 12/31 of previous year)	430,887.69	201,028.32	229,859.37
<b>TOTAL INCOME</b>	<b>1,191,903.69</b>	<b>847,269.32</b>	<b>344,634.37</b>
<b>EXPENSE</b>			
6010 ADVERTISING & MARKETING	2,000.00	2,000.00	-
6200 BANK FEES	890.00	890.00	-
6450 DUES & SUBSCRIPTIONS	720.00	720.00	-
6501, 03, 05 PAYROLL - WAGES	320,883.67	295,194.88	25,688.79
6510 PAYROLL TAXES	25,017.61	23,052.42	1,965.19
6511 LIFE/AD&D/STD/LTD	4,536.00	4,454.04	81.96
6512 401(a)	17,670.95	16,281.77	1,389.18
6513 HEALTH INSURANCE	58,515.98	56,354.11	2,161.87
6700 GENERAL INSURANCE	14,102.59	13,254.25	848.34
6800 LEGAL FEES	12,000.00	12,000.00	-
6810 COMPUTER SUPPORT (EXTERNAL)	17,995.00	61,400.00	(43,405.00)
6820 ACCOUNTING SERVICES	15,984.50	14,984.50	1,000.00
7100 OFFICE EQUIPMENT	5,867.00	5,867.00	0.00
7110 OFFICE SUPPLIES	3,000.00	3,000.00	-
7115 POSTAGE	2,400.00	1,950.00	450.00
7120 WATER COOLER	80.00	80.00	-
7125 COMPUTER (HARDWARE/SOFTWARE)	8,965.29	6,806.00	2,159.29
7130 RESOURCE MATERIALS	1,000.00	1,000.00	-
7400 RENT EXPENSE / MORTGAGE	19,200.00	19,200.00	-
7420 LAWN CARE/SNOW REMOVAL	7,100.00	3,945.00	3,155.00
7450 MAINTENANCE & REPAIRS - OFFICE	13,120.00	83,120.00	(70,000.00)
7500 UTILITIES	4,700.00	4,300.00	400.00
7550 TRASH REMOVAL	780.00	780.00	-
7600 SECURITY (OFFICE)	540.00	540.00	-
7610 TELEPHONE - OFFICE	3,600.00	3,600.00	-
7611 TELEPHONE - CELLULAR	2,400.00	2,400.00	-
7700 BUILDING BOARD OF APPEALS	375.00	375.00	-
7701 AT-LARGE/ALTERNATE BOARD MEMBER	900.00	900.00	-
7710 CONTRACTED BUILDING INSPECTOR	5,000.00	5,000.00	-
7711 CONTRACTED ELECTRICAL INSPECTOR	53,400.00	53,400.00	-
7712 CONTRACTED MECHANICAL INSPECTOR	45,600.00	45,600.00	-
7713 CONTRACTED PLUMBING INSPECTOR	31,200.00	31,200.00	-
7800 MILEAGE REIMBURSEMENT	15,600.00	13,664.00	1,936.00
7810 TRAINING EXPENSE	1,600.00	1,600.00	-
7920 CAPITAL OUTLAY	7,000.00	7,000.00	-
7999 MISC	2,000.00	2,000.00	-
<b>TOTAL EXPENSE</b>	<b>725,743.59</b>	<b>797,912.97</b>	<b>(72,169.38)</b>
<b>NET POSITION</b>	<b>466,160.10</b>	<b>49,356.35</b>	<b>416,803.75</b>

**KALAMAZOO AREA BUILDING AUTHORITY  
2023 BUDGET & YTD ACTUALS**

		Budget	Actuals
			As of 8/31/23
<b>INCOME</b>			
4010	BUILDING PERMITS	330,489.00	407,542.00
4015	SPECIAL PERMITS	8,121.00	6,975.00
2020	ELECTRICAL PERMITS	115,882.00	88,712.00
4030	MECHANICAL PERMITS	130,578.00	100,598.00
4040	PLUMBING PERMITS	61,051.00	56,060.00
4100	ZONING ADMINISTRATION	0.00	6,968.75
4600	INVESTMENT INCOME	120.00	1,309.15
4700	OTHER INCOME	0.00	68.60
<b>Subtotal Income</b>		<u>646,241.00</u>	<u>668,233.50</u>
	RETAINED EARNINGS	(Actual - As of 12/31/22) 306,067.61	(Actual - As of 08/31/23) 452,916.93
<b>TOTAL INCOME</b>		<b>952,308.61</b>	<b>1,121,150.43</b>
<b>EXPENSE</b>			
6010	ADVERTISING & MARKETING	2,000.00	-
6200	BANK FEES	890.00	477.00
6450	DUES & SUBSCRIPTIONS	720.00	-
6501, 03, 05	PAYROLL - WAGES	295,194.88	182,101.83
6510	PAYROLL TAXES	23,052.42	14,986.32
6511	LIFE/AD&D/STD/LTD	4,454.04	2,971.68
6512	401(a)	16,281.77	11,231.11
6513	HEALTH INSURANCE	56,354.11	39,583.74
6550	PREHIRING EXPENSE	-	-
6700	GENERAL INSURANCE	13,254.25	8,182.07
6800	LEGAL FEES	12,000.00	1,050.00
6810	COMPUTER SUPPORT (EXTERNAL)	61,400.00	22,481.73
6820	ACCOUNTING SERVICES	14,984.50	12,064.00
7100	OFFICE EQUIPMENT	5,867.00	3,433.14
7110	OFFICE SUPPLIES	3,000.00	2,390.71
7115	POSTAGE	1,950.00	1,226.35
7120	WATER COOLER	80.00	16.69
7125	COMPUTER (HARDWARE/SOFTWARE)	6,806.00	30,411.74
7130	RESOURCE MATERIALS	1,000.00	(252.00)
	MORTGAGE	19,200.00	-
7420	LAWN CARE/SNOW REMOVAL	3,945.00	2,857.50
7450	MAINTENANCE & REPAIRS - OFFICE	83,120.00	33,920.50
7500	UTILITIES	4,300.00	3,251.12
7550	TRASH REMOVAL	780.00	445.27
7600	SECURITY (OFFICE)	540.00	360.00
7610	TELEPHONE - OFFICE	3,600.00	2,261.97
7611	TELEPHONE - CELLULAR	2,400.00	1,482.72
7700	BUILDING BOARD OF APPEALS	375.00	-
7701	AT-LARGE/ALTERNATE BOARD MEMBER	900.00	150.00
7710	CONTRACTED BUILDING INSPECTOR	5,000.00	-
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00	41,700.00
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00	38,200.00
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00	24,350.00
7715	CONTRACTED ZONING ADMINISTRATOR	-	6,360.00
7721	PLAN REVIEW - ELECTRICAL	-	2,500.00
7722	PLAN REVIEW - MECHANICAL	-	3,325.00
7723	PLAN REVIEW - PLUMBING	-	675.00
7800	MILEAGE REIMBURSEMENT	13,664.00	8,775.08
7830	INTEREST EXPENSE	-	4,150.39
7810	TRAINING EXPENSE	1,600.00	-
7920	CAPITAL OUTLAY	7,000.00	-
7999	MISC	2,000.00	-
<b>TOTAL EXPENSE</b>		<u>797,912.97</u>	<u>507,120.66</u>
<b>NET POSITION</b>		<b>154,395.64</b>	<b>614,029.77</b>



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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9F 09252023

FOR MEETING DATE: September 25, 2023

SUBJECT: Hiring Part-Time Accreditation Support Manager

REQUESTING DEPARTMENT: Police Department

**SUGGESTED MOTION:**

Approve the hiring of Joe McDonnell as the part-time Accreditation Support Manager.

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

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

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

This position is funded by the COPS CPD Accreditation Support Grant, and the position was previously approved by the Board of Trustees in October 2021.

Submitted by: Bryan N. Ergang, Chief of Police

**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 **NO LATER THAN NOON ON 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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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 9G 9252023

FOR MEETING DATE: 09/25/2023

SUBJECT: 10 User Licenses - LaserFiche Avante System

REQUESTING DEPARTMENT: Clerk

**SUGGESTED MOTION:**

Approve 10 user licenses for LaserFiche Avante System to be utilized by Police Department, Fire Department, and Administration

Financing Cost: \$9,150

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

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

Submitted by: Clerk Mackie

**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 NO LATER THAN NOON ON 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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781 Elmgrove Rd. • Rochester, NY 14624  
(855) GEN-CODE • (585) 328-1810  
FAX (585) 328-8189

**CHANGE ORDER #KA3920\_09112023**  
**LASERFICHE AVANTE SYSTEM – ADDITIONAL PRODUCT**

**Client Name:** Charter Township of Kalamazoo  
**Address:** 1720 Riverview Dr.  
Kalamazoo, MI 49004

**Contact Person:** Barbara Blankenship  
**Account Executive:** Bryan Fatka  
**Date:** 09-11-2023

Line Item Description	Model #	Quantity	Unit Price	Total
<b>Base Software</b>				
Avante Named Full User with Snapshot, Web Access & Email	MNF16	10	\$600.00	\$6,000.00
<b>Base Software Subtotal</b>				<b>\$6,000.00</b>
<b>Add-Ons/Plug-Ins</b>				
Avante Standard Audit Trail	MATM16	10	\$75.00	\$750.00
Avante Laserfiche Connector	MCNC16	10	\$25.00	\$250.00
Avante Forms	MFRM16	10	\$50.00	\$500.00
<b>Add-Ons/Plug-Ins Subtotal</b>				<b>\$1,500.00</b>
<b>Support</b>				
LSAP Avante Named Full User with Snapshot, Web Access & Email	MNF16B	10	\$120.00	\$1,200.00
LSAP Avante Standard Audit Trail	MATM16B	10	\$15.00	\$150.00
LSAP Avante Laserfiche Connector	MCNC16B	10	\$5.00	\$50.00
LSAP Avante Forms	MFRM16B	10	\$10.00	\$100.00
<b>Support Subtotal</b>				<b>\$1,500.00</b>
<b>Professional Services</b>				
Remote Services		1	\$150.00	\$150.00
<b>Professional Services Subtotal</b>				<b>\$150.00</b>
<b>Grand Total</b>				<b>\$9,150.00</b>

*LSAP/SAAS fees shown herein are for a full year LSAP/SAAS. As applicable, LSAP/SAAS will be prorated to align with the existing LSAP/SAAS anniversary date for the main system. Therefore, the LSAP/SAAS amount on your invoice may be less than the amount shown here.*

*Remote Services include but are not necessarily limited to the following services: software order processing; project management; software implementation such as modification of server to reflect new license levels; installation or modification of server; client or scanning software; installation and/or configuration of add-on products, such as WebLink, Quick Fields or Workflow and configuration of hardware, such as scanners.*

**LSAP/SAAS:** 2<sup>nd</sup> year forward for this component is estimated to be: \$1,500.00\*  
\*subject to change based upon the then-current support prices for that year

**Payment Terms:** 100% on delivery of software and/or services.

**Price Validity:** Price is valid for 90 days from 09-11-2023

**(Client please fill out) Invoice for this Change Order to be sent to: Email:** \_\_\_\_\_

**Department:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**CHANGE ORDER**

This Change Order is subject to ICC Community Development Solutions Terms & Conditions and to the License Agreements for the software referred to above, all of which are available at <https://icc-cds.com/terms-conditions/> and are incorporated herein by reference, and client authorizes ICC-CDS to proceed with the project.

The prices and specifications in this Change Order are satisfactory and are hereby accepted. All work is to be performed under the same terms and conditions as specified in the original contract unless otherwise specified.

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

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Name** \_\_\_\_\_ **Title** \_\_\_\_\_

## CHANGE ORDER

### APPENDIX A – RECOMMENDED SERVER/WORKSTATION SPECIFICATIONS

*Please click on the below links to view current specifications:*

[Laserfiche Avante Minimum Recommended Hardware Specs](#)

[Laserfiche Default Ports](#)

[Virtualization Considerations for Laserfiche](#)





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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** \_\_\_\_\_

FOR MEETING DATE: \_\_\_\_\_

SUBJECT: \_\_\_\_\_

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

SUGGESTED MOTION:

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

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

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

Other comments or notes:

Submitted by: \_\_\_\_\_

Manager's Recommendation:

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

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