

**OSHTEMO CHARTER TOWNSHIP BOARD**  
**7275 West Main Street, Kalamazoo, MI 49009**  
**269.375.4260**

**October 13, 2015**  
**BOARD WORK SESSION**  
**5:00 p.m.**  
**AGENDA**

- A. Call to Order
- B. Public Comment
- C. Update from Kalamazoo County
- D. Discussion on Public Water and Public Sanitary Sewer Service
- E. Other Business

**REGULAR MEETING**  
**7:00 p.m.**  
**AGENDA**

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Citizen Comments on Non-Agenda Items
- 4. Consent Agenda
  - a. Approve Minutes – September 8, 2015, Regular Meeting, September 15, 2015, Joint Boards Meeting and September 22, 2015, Regular Meeting
  - b. Receipts & Disbursements Report
  - c. Survey, Sewer, & Water Engineering for Atlantic Avenue
- 5. Kalamazoo Area Building Authority 2015 Budget
- 6. Consideration of Western Michigan University Medical School Affiliation Agreement for the Oshtemo Fire and Rescue Department to Host First Year Medical Students
- 7. Consideration of KVIAA Amendment to Include Kalamazoo Township
- 8. Consideration of Rezoning Request on North 7<sup>th</sup> Street in Township Section 10 from Agriculture to Rural Residential – First Reading
- 9. Consideration of Public Informational Sign Ordinance – First Reading
- 10. Consideration of 2016 Budget - Set Public Hearing for November 10<sup>th</sup>, 2015
- 11. Consideration of the 2016-2021 Capital Improvement Plan (CIP)
- 12. Consideration of IFT Exemption for Woodsmiths Inc.
- 13. Consideration Regarding “Big Box” Stores Assessing Valuation
- 14. Consideration of Consumers Energy Contract Amendment for Streetlight Additions
- 15. Other Township Business
- 16. Board Member Comments
- 17. Adjournment

**Policy for Public Comment**  
**Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

- a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.
- b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be board discussion prior to call for a motion.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name; it is not required unless the speaker wishes to have their comment recorded in the minutes.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment or Citizen Comment on Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 5/9/2000)  
(revised 5/14/2013)

**Policy for Public Comment**  
**6:00 p.m. "Public Comment"/Portion of Township Board Meetings**

At the commencement of the meeting, the Supervisor shall poll the members of the public who are present to determine how many persons wish to make comments. The Supervisor shall allocate maximum comment time among persons so identified based upon the total number of persons indicating their wish to make public comments, but no longer than ten (10) minutes per person. Special permission to extend the maximum comment time may be granted in advance by the Supervisor based upon the topic of discussion.

While this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name; it is not required unless the speaker wishes to have their comment recorded in the minutes.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 2/27/2001)  
(revised 5/14/2013)

**RECEIPTS & DISBURSEMENTS**

**\*\* GENERAL, FIRE, SEWER & WATER FUNDS \*\***

**RECEIPTS 09/01/2015 thru 09/16/2015**

Spec Ex Use/Site Condo/Seeco	900.00
Spec Ex Use/Wahmhoff	300.00
Spec Ex Use/Burch	300.00
Admin Site Plan/Hazelhoff	250.00
Rezoning/Ashbrook	650.00
Land Division/Bomar	100.00
Land Divison/Ekema	100.00
Zoning Verification	50.00
Planning Escrow/Seeco	1,000.00
Planning Services/K Twp/Aug	2,610.00
Zoning Maps/Books	5.00
Copies	6.00
Ordinance/Parking Violations	125.00
Sidewalk Permits/Inspections	50.00
Rental Housing Inspection Fees	1,330.00
Rent Deposits	550.00
Grange Rental	590.00
OCC Rental	725.00
Park Pavilion Rental	235.00
Flesher Field Donations	
Pattison/Memorial Bench	45.00
Consumers Sunburst/Landscaping	7,139.72
Oshtemo Rotary/Memorial Tree	300.00
Grave Sales	750.00
Grave Openings	1,140.00
Foundations	634.84
Taxes from Auction	45.63
PMN Equipment Purchase	1,555.00
Solicitors License	30.00
Metal Bin Credit	393.40
KABA Start Up Reimbursement	4,338.00
AFLAC/Lorenz	189.06
Water Receipts	26,993.75
Sewer Receipts	30,251.48

**Total 83,681.88**

**DISBURSEMENTS**

9/16/2015	Payroll/Office	30,696.28
9/18/2015	Payables	161,982.50
9/30/2015	Payroll/Office/Trustees/FF	60,838.09
10/2/2015	Payables	116,650.68

**Total 370,167.55**

Vendor Code Vendor name Vendor Description Bank Invoice Description  
 Ref # Address City/State/Zip Post Date CK Run Date PO Hold Sep CK Disc. Date Disc. % Due Date 1099

al	A-1 Refrigeration Sales & Service	REPAIR DOGGIE FOUNTAIN @ FLESHER	GEN	REPAIR DOGGIE FOUNTAIN @ FLESHER	Gross Amount
90046081	6461 Valley Industrial Drive Kalamazoo MI, 49009	09/17/2015 140847 09/18/2015 000007647 / / 0.0000	N N N		89.24 0.00 89.24

Paid

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 107-756-93100 REPAIR DOGGIE FOUNTAIN 89.24 89.24

VENDOR TOTAL: 89.24

af	Accident Fund	insurance	GEN	insurance	Gross Amount
90046035	Dept 77125 PO Box 77000 Detroit MI, 48277-0125	09/16/2015 09062015 09/18/2015	N N		18,303.00 0.00 18,303.00

Paid

GL NUMBER DESCRIPTION AMOUNT  
 101-234-91100 Worker's Compensation 2,745.45  
 206-340-91200 General Insurance 15,557.55  
 18,303.00

VENDOR TOTAL: 18,303.00

apexcont	Apex Contractors, Inc.	FLESHER FIELD CONSTRUCTION PHASE 2	GEN	FLESHER FIELD CONSTRUCTION PHASE 2	Gross Amount
90046066	4101 27th Street Dorr MI, 49323-0010	09/17/2015 #7 09/18/2015 000006791 / / 0.0000	N N N		28,091.40 0.00 28,091.40

Paid

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 107-756-98200.FF2013 FLESHER FIELD CONSTRUCTION - PHASE 2 28,091.40 28,091.40

VENDOR TOTAL: 28,091.40

Vendor name: Approved Fire Protection Company  
 Address: 2513 North Burdick Street  
 City/State/Zip: Kalamazoo MI, 49007  
 Vendor Code: 90046082  
 Ref #: afp  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 144037  
 PO: 000007656  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: SERVICE CALL - FIRE EXTINGUISHER RECHAR

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
206-340-72800	SERVICE CALL	50.00	50.00	190.53	0.00	190.53
206-340-72800	10LB ABC RECHARGE	55.00	55.00			
206-340-72800	100PSI GUAGE	45.00	45.00			
206-340-72800	100PSI WET CHEM GUAGE	33.03	33.03			
206-340-72800	FUEL RECOVERY	7.50	7.50			
		190.53	190.53			
			VENDOR TOTAL:	190.53		

att	AT&T	DATE	AMOUNT	DESCRIPTION	GEN	AMOUNT
90046036	PO Box 5080	09/16/2015	269381851209	drake house phone	N	81.99
	Carol Stream IL, 06197-5080	09/18/2015	0.0000		N	0.00
		/ /			N	81.99
		09/18/2015			N	
			VENDOR TOTAL:	81.99		

bwd	Best Way Disposal	DATE	AMOUNT	DESCRIPTION	GEN	AMOUNT
90046037	2314 Miller Rd	09/16/2015	27447,57600,25801	dump day and garbages	N	3,769.55
	Kalamazoo MI, 49001	09/18/2015	0.0000		N	0.00
		/ /			N	3,769.55
		09/18/2015			N	
			VENDOR TOTAL:	3,769.55		

GL NUMBER	DESCRIPTION	AMOUNT	VENDOR TOTAL:
107-756-93100	Maintenance Services	290.00	
101-249-95900	Trash Collection	3,479.55	
		3,769.55	0.00
			VENDOR TOTAL:
			3,769.55

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP  
 EXP CHECK RUN DATES 09/18/2015 - 09/18/2015  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN

Vendor name: Bill's Lock Shop  
 Address: 604 South Westnedge Ave  
 City/State/Zip: Kalamazoo MI, 49009

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
bills	09/17/2015	92456	GEN	KEY COPIES	
90046083	09/18/2015	000007643	N		40.00
	/ /	0.0000	N		0.00
	09/18/2015		N		40.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-76000	COPIES OF MISC KEYS	40.00	40.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-234-71600	Blue Cross Blue Shield of Michigan		
206-336-71600	PO Box 674416		
101-000-27800	Detroit MI, 48267-4416		
	Health & Life Insurance	11,492.42	21,521.07
	H/D/V INSURANCE	5,724.44	0.00
		4,304.21	21,521.07
		21,521.07	

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90046038	Bronson Methodist Hospital		
	PO Box 4073		
	Kalamazoo MI, 49003-4073		
	PRE EMPLOYMENT DRUG SCREENING	47.00	47.00
		0.0000	0.00
		47.00	47.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	PRE EMPLOYMENT DRUG SCREENING	47.00	47.00

VENDOR TOTAL: 40.00

VENDOR TOTAL: 21,521.07

VENDOR TOTAL: 47.00

VENDOR TOTAL: 47.00



BANK CODE: GEN  
 Vendor name Consumers Life Insurance Company  
 Address PO Box 951914  
 City/State/zip Cleveland OH, 44193

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
conlife	09/17/2015	08282015	GEN	life and add	315.37
90046042	09/18/2015		N		
Paid	/ /	0.0000	N		0.00
	09/18/2015		N		315.37

GL NUMBER DESCRIPTION AMOUNT  
 101-234-71600 Health & Life Insurance 175.50  
 206-336-71600 Health & Life Insurance 139.87  
 315.37 0.00

VENDOR TOTAL: 315.37

GL NUMBER	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
dm	09/17/2015	1050518	GEN	BEN CLARK DIAS NAME PLATE	23.00
90046043	09/18/2015	000007626	N		
Paid	/ /	0.0000	N		0.00
	09/18/2015		N		23.00

GL NUMBER DESCRIPTION AMOUNT  
 101-249-72800 NAMEPLATE 23.00  
 23.00

VENDOR TOTAL: 23.00

GL NUMBER	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
eps	09/17/2015	a693664	GEN	alarm system	174.21
90046045	09/18/2015		N		
Paid	/ /	0.0000	N		0.00
	09/18/2015		N		174.21

GL NUMBER DESCRIPTION AMOUNT  
 101-218-93100 Maintenance Services 174.21  
 174.21

VENDOR TOTAL: 174.21

BANK CODE: GEN  
 Vendor name Post Date Invoice Bank Invoice Description Gross Amount  
 Address CK Run Date PO Hold Sep CK Discount  
 City/State/Zip Disc. Date Disc. % 1099 Net Amount

fac	Federal Appraisal & Consulting	09/17/2015	6501	GEN	APPRAISAL RETAINER FEE	5,000.00
90046086	460 US Highway 22 West Suite 403 Whitehouse Station NJ, 08889	09/18/2015	000007651	N		5,000.00
Paid		/ /	0.0000	N		0.00
		09/18/2015		N		5,000.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-209-80700	APPRAISAL RETAINER FEE RE COSTCO TAX CAS	5,000.00	5,000.00

VENDOR TOTAL: 5,000.00

hassel	Hasselbring Clark	09/17/2015	29206	GEN	copies & maint - twp	1,285.03
90046047	5858 S Aurelius Lansing MI, 48911	09/18/2015	0.0000	N		0.00
Paid		/ /		N		1,285.03
		09/18/2015		N		1,285.03

GL NUMBER	DESCRIPTION	AMOUNT
101-249-93300	Equipment Maintenance	1,285.03

VENDOR TOTAL: 1,285.03

iab	Interstate All Battery Center	09/17/2015	1901801013496	GEN	EMERGENCY SIGN BATTERIES	34.98
90046087	3515 Stadium Drive Kalamazoo MI, 49009	09/18/2015	000007639	N		0.00
Paid		/ /	0.0000	N		34.98
		09/18/2015		N		34.98

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	COMBO LIGHT BATTERY 5-2	19.99	19.99
206-340-93100	EXIT LIGHT BATTERY 5-1	14.99	14.99

VENDOR TOTAL: 34.98

VENDOR TOTAL: 34.98

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP  
 EXP CHECK RUN DATES 09/18/2015 - 09/18/2015  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

User: DeannaJ  
 DB: Oshtemo

BANK CODE: GEN  
 Vendor name: Iron Mountain  
 Address: PO Box 27128  
 City/State/Zip: New York NY, 10087-7128  
 Vendor Code: 90046088  
 Ref #: 90046088  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: lus0387  
 PO: 000007652  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: FILE STORAGE FEE FOR SEPT.

Gross Amount: 161.37  
 Discount: 0.00  
 Net Amount: 161.37

Paid

GL NUMBER: 101-250-95500  
 DESCRIPTION: SEPT FILE STORAGE FEE  
 AMOUNT: 161.37  
 AMT RELIEVED: 161.37

VENDOR TOTAL: 161.37

kcityt-w  
 90046039  
 Kalamazoo City Treasurer  
 415 E Stockbridge  
 Kalamazoo MI, 49001

Paid

GL NUMBER: 101-218-92000  
 107-756-92000  
 206-340-92000  
 107-756-98100  
 DESCRIPTION: Water - twp  
 Water - parks  
 Water  
 Capital Outlay/Drake House  
 AMOUNT: 92.21  
 137.61  
 146.15  
 36.02  
 411.99

VENDOR TOTAL: 411.99

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
kcrs	Kalamazoo County Road Commission	09/17/2015	51131/51156	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90046054	3801 E Kilgore Rd	09/18/2015	000006923	N		4,120.74
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		09/18/2015		N		4,120.74
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			4,120.74	4,120.74	
kcrs	Kalamazoo County Road Commission	09/17/2015	51132/51157/51177	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90046053	3801 E Kilgore Rd	09/18/2015	000006924	N		19,444.35
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		09/18/2015		N		19,444.35
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			19,444.35	19,444.35	
kcrs	Kalamazoo County Road Commission	09/17/2015	51133, 51158	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90046052	3801 E Kilgore Rd	09/18/2015	000006925	N		457.04
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		09/18/2015		N		457.04
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			457.04	457.04	
kcrs	Kalamazoo County Road Commission	09/17/2015	51134	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90046051	3801 E Kilgore Rd	09/18/2015	000006928	N		334.81
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		09/18/2015		N		334.81
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			334.81	334.81	
kcrs	Kalamazoo County Road Commission	09/17/2015	51135	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90046050	3801 E Kilgore Rd	09/18/2015	000006930	N		189.99
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		09/18/2015		N		189.99
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			189.99	189.99	

BANK CODE: GEN  
 Vendor name  
 Address  
 City/State/Zip  
 Vendor Code  
 Ref #  
 Post Date  
 CK Run Date  
 Disc. Date  
 Due Date  
 Invoice  
 PO  
 Disc. %  
 Invoice Description  
 Bank Hold  
 Sep CK  
 1099  
 Gross Amount  
 Discount  
 Net Amount

krcr  
 90046049  
 Kalamazoo County Road Commission  
 3801 E Kilgore Rd  
 Kalamazoo MI, 49001  
 GEN  
 2015 LOCAL ROAD PROJECT CONTRACT  
 51136  
 000006931  
 0.0000  
 251.11  
 0.00  
 251.11

Paid  
 GL NUMBER  
 101-506-95200  
 DESCRIPTION  
 BLANKET  
 AMOUNT  
 251.11  
 AMT RELIEVED  
 251.11

krcr  
 90046048  
 Kalamazoo County Road Commission  
 3801 E Kilgore Rd  
 Kalamazoo MI, 49001  
 GEN  
 2015 LOCAL ROAD PROJECT CONTRACT  
 51159  
 000006932  
 0.0000  
 905.38  
 0.00  
 905.38

Paid  
 GL NUMBER  
 101-506-95200  
 DESCRIPTION  
 BLANKET  
 AMOUNT  
 905.38  
 AMT RELIEVED  
 905.38

VENDOR TOTAL: 25,703.42

kct  
 90046089  
 Kalamazoo County Treasurer  
 201 West Kalamazoo Ave  
 Kalamazoo MI, 49007  
 GEN  
 RECORD 2 PP DENTON WATER INSTALL PAY MO  
 09182015  
 000007655  
 0.0000  
 17.00  
 0.00  
 17.00

Paid  
 GL NUMBER  
 101-805-82600  
 DESCRIPTION  
 RECORD DENTON WATER INSTALL PAY MORT AGR  
 AMOUNT  
 17.00  
 AMT RELIEVED  
 17.00

kct  
 90046055  
 Kalamazoo County Treasurer  
 201 West Kalamazoo Ave  
 Kalamazoo MI, 49007  
 GEN  
 JULY 2015 BOARD OF REVIEW/PRE  
 7/2015 BOR Refund GEN  
 000007625  
 0.0000  
 21.42  
 0.00  
 21.42

Paid  
 GL NUMBER  
 101-000-02000  
 DESCRIPTION  
 PRE FROM JULY 2014 BOARD OF REVIEW  
 AMOUNT  
 21.42  
 AMT RELIEVED  
 21.42

VENDOR TOTAL: 38.42

BANK CODE: GEN  
 Vendor name Kalamazoo Oil Company  
 Address 2601 N. Burdick Street  
 City/State/Zip Kalamazoo MI, 49007-1874  
 Vendor Code ko  
 Ref # 90046057  
 Post Date 09/17/2015  
 CK Run Date 09/18/2015  
 Disc. Date / /  
 Due Date 09/18/2015  
 Invoice 1524301  
 PO 0.0000  
 Disc. %  
 Sep CK 1099  
 Bank Hold Sep CK 1099  
 Invoice Description fd fuel  
 Gross Amount 2,385.66  
 Discount 0.00  
 Net Amount 2,385.66

Paid  
 GL NUMBER 206-340-86800  
 DESCRIPTION Fuel  
 AMOUNT 2,385.66

ko 90046058  
 Kalamazoo Oil Company  
 2601 N. Burdick Street  
 Kalamazoo MI, 49007-1874  
 Post Date 09/17/2015  
 CK Run Date 09/18/2015  
 Disc. Date / /  
 Due Date 09/18/2015  
 Invoice 1524301  
 PO 0.0000  
 Disc. %  
 Sep CK  
 Bank Hold  
 Invoice Description fuel - twp vehicles  
 Gross Amount 414.87  
 Discount 0.00  
 Net Amount 414.87

Paid  
 GL NUMBER 101-249-86800  
 DESCRIPTION Fuel, Oil & Grease  
 AMOUNT 69.07  
 GL NUMBER 107-756-86800  
 DESCRIPTION Fuel, Oil & Grease  
 AMOUNT 69.37  
 GL NUMBER 101-218-86800  
 DESCRIPTION Fuel, Oil & Grease  
 AMOUNT 169.97  
 AMOUNT 106.46  
 AMOUNT 414.87  
 0.00

kansas 90046090  
 Kansas City Life Co  
 PO Box 8858  
 Carol Stream IL, 60197-8858  
 Post Date 09/17/2015  
 CK Run Date 09/18/2015  
 Disc. Date / /  
 Due Date 09/18/2015  
 Invoice oct  
 PO 0.0000  
 Disc. %  
 Sep CK  
 Bank Hold  
 Invoice Description disability ins  
 Gross Amount 592.28  
 Discount 0.00  
 Net Amount 592.28

Paid  
 GL NUMBER 101-234-71600  
 DESCRIPTION Disability Insurance  
 AMOUNT 411.68  
 GL NUMBER 206-336-71600  
 DESCRIPTION Health & Life Insurance  
 AMOUNT 180.60  
 AMOUNT 592.28  
 0.00

VENDOR TOTAL: 2,800.53  
 VENDOR TOTAL: 592.28  
 VENDOR TOTAL: 592.28  
 VENDOR TOTAL: 0.00  
 VENDOR TOTAL: 592.28

BANK CODE: GEN  
 Vendor name Kelly White Design  
 Address P.O. Box 339606  
 City/State/zip Farmington Hills MI, 48334

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
kwhite	09/17/2015	3899	GEN	ONLINE CALENDAR RENEWAL	88.00
90046059	09/18/2015	000007631	N		0.00
	/ /	0.0000	N		88.00
Paid	09/18/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-80500	ONLINE CALENDAR RENEWAL OCT -SEPT	88.00	88.00
	VENDOR TOTAL:		88.00

ke	DESCRIPTION	AMOUNT	AMT RELIEVED
90046091	Kerwin Electric 7930 S. 8th Street Kalamazoo MI, 49009	3,390.00	3,390.00
Paid			

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-93100	REPAIR PARK ELECTRICAL FEED	3,390.00	3,390.00
	VENDOR TOTAL:		3,390.00

ke	DESCRIPTION	AMOUNT	AMT RELIEVED
90046092	Kerwin Electric 7930 S. 8th Street Kalamazoo MI, 49009	410.00	410.00
Paid			

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	TWO RECEIPTICLES INSTALLED 5-1 GARAGE	410.00	410.00
	VENDOR TOTAL:		410.00

Land	DESCRIPTION	AMOUNT	AMT RELIEVED
90046060	Land Matters LLC 0-11230 Tallmadge Woods Drive Grand Rapids MI, 49534	1,840.72	1,840.72
Paid			

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-97600	BLANKET PO	1,840.72	1,840.72
	VENDOR TOTAL:		1,840.72

BANK CODE: GEN  
 Vendor name Post Date Invoice Bank Invoice Description Gross Amount  
 Address CK Run Date PO Hold Discount  
 City/State/Zip Disc. Date Disc. % Sep CK Net Amount  
 1099

landuse	LandUse USA, LLC	09/17/2015	#2	GEN	DRAKE FARMSTEAD MASTER PLAN MARKET STUD	
90046061	6971 Westgate Drive	09/18/2015	000007305	N		2,000.00
	Laingsburg MI, 48848	/ /	0.0000	N		0.00
		09/18/2015		N		2,000.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-80800	DRAKE FARMSTEAD MASTER PLAN MARKET STUDY	2,000.00	2,000.00
	VENDOR TOTAL:		2,000.00

Paid

germay	Marc Germay	09/17/2015	09182015	GEN	record meetings	
90046046	1369 Concord Place Drive	09/18/2015		N		30.00
	Apt ID	/ /	0.0000	N		0.00
	Kalamazoo MI, 49009-1651	09/18/2015		Y		30.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-80800	Contracted Services	30.00
	VENDOR TOTAL:	30.00

Paid

MISC	Marilyn Smith	09/17/2015	08222015	GEN	rental deposit refund	
90046075	1246 Harrier Ridge	09/18/2015		N		250.00
	Kalamazoo MI, 49009	/ /	0.0000	Y		0.00
		09/18/2015		N		250.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-24800	Rent Deposits	250.00
	VENDOR TOTAL:	250.00

Paid

megee	Megee Print & Document Solutions	09/17/2015	64690	GEN	NEWSLETTERS - SEPT 2015	
90046064	509 Mills Street	09/18/2015	000007630	N		854.57
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		09/18/2015		Y		854.57

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-95700	NEWSLETTERS - SEPT 2015	854.57	854.57
	VENDOR TOTAL:		854.57

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
menards 90046095	Menards 6800 West Main Street Kalamazoo MI, 49009	09/17/2015 09/18/2015 / /	96783 000007606 0.0000	GEN N N N	LIGHT COVER AND BLEACH	13.44 13.44 0.00 13.44
Paid						
GL NUMBER 206-340-93100 107-756-76000	DESCRIPTION LIGHT COVER SODIUM HYPOCHLORITE		AMOUNT 10.47 2.97 13.44		AMT RELIEVED 10.47 2.97 13.44	
menards 90046093	Menards 6800 West Main Street Kalamazoo MI, 49009	09/17/2015 09/18/2015 / /	96925 000007605 0.0000	GEN N N N	HITCH BALL PLATE AND HOSE REPAIR	9.94 9.94 0.00 9.94
Paid						
GL NUMBER 101-218-76000 206-340-93100	DESCRIPTION HITCH BALL AND RECP PLATE HOSE REPAIR		AMOUNT 7.35 2.59 9.94		AMT RELIEVED 7.35 2.59 9.94	
menards 90046096	Menards 6800 West Main Street Kalamazoo MI, 49009	09/17/2015 09/18/2015 / /	97265 000007644 0.0000	GEN N N N	MISC SUPPLIES	33.33 0.00 33.33
Paid						
GL NUMBER 101-218-76000	DESCRIPTION WASP SPRAY, BOARDS, SCREWS, BATTERY		AMOUNT 33.33		AMT RELIEVED 33.33	
menards 90046094	Menards 6800 West Main Street Kalamazoo MI, 49009	09/17/2015 09/18/2015 / /	97356/93706 000007638 0.0000	GEN N N N	CORD, SPRINKLER, SANITIZING SUPPLIES	64.41 0.00 64.41
Paid						
GL NUMBER 206-340-93100 107-756-76000 206-340-93100	DESCRIPTION CORD, SPRINKLER SANITIZING SUPPLIES FOR GRANGE Building Maintenance		AMOUNT 78.25 7.97 (21.81) 64.41		AMT RELIEVED 78.25 7.97 0.00 86.22	

BANK CODE: GEN  
 Vendor name: MLive Media Group  
 Address: Dept 77571  
 City/State/Zip: PO Box 77000 Detroit MI, 48277-0571  
 Vendor Code: 90046056  
 Ref #: 90046056  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 08312015  
 PO: 0.0000  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: legal notices  
 Gross Amount: 605.58  
 Discount: 0.00  
 Net Amount: 605.58

Vendor Code	Ref #	Post Date	CK Run Date	Disc. Date	Due Date	Invoice	PO	Disc. %	Bank	Hold	Sep CK	1099	Invoice Description	Gross Amount	Discount	Net Amount
kg	90046056	09/17/2015	09/18/2015	/ /	09/18/2015	08312015		0.0000	GEN	N	N	N	legal notices	605.58	0.00	605.58
Paid																
GL NUMBER	101-249-90300	DESCRIPTION														
	101-805-90300	Legal Notices														
		AMOUNT														
		135.02														
		470.56														
		605.58														
VENDOR TOTAL:													121.12			

Vendor Code	Ref #	Post Date	CK Run Date	Disc. Date	Due Date	Invoice	PO	Disc. %	Bank	Hold	Sep CK	1099	Invoice Description	Gross Amount	Discount	Net Amount
culp	90046085	09/17/2015	09/18/2015	/ /	09/18/2015	09182015		0.0000	GEN	N	N	N	replacement payroll check	150.00	0.00	150.00
Paid																
GL NUMBER	101-000-00100	DESCRIPTION														
		Cash Balances														
		AMOUNT														
		150.00														
VENDOR TOTAL:													150.00			

Vendor Code	Ref #	Post Date	CK Run Date	Disc. Date	Due Date	Invoice	PO	Disc. %	Bank	Hold	Sep CK	1099	Invoice Description	Gross Amount	Discount	Net Amount
n&s	90046065	09/17/2015	09/18/2015	/ /	09/18/2015	09022015		0.0000	GEN	N	N	N	SEASONAL CONTRACT FOR CEMETERY MOWING	1,337.14	0.00	1,337.14
Paid																
GL NUMBER	101-218-93100	DESCRIPTION														
		SEASONAL MOWING, TRIM OF (3) CEMETERIES														
		AMOUNT														
		1,337.14														
VENDOR TOTAL:													1,337.14			

BANK CODE: GEN  
 Vendor name: Norma Reeves  
 Address: 2920 Crystal Lane Rm 9  
 City/State/zip: Kalamazoo MI, 49009  
 Vendor Code: MISC  
 Ref #: 90046069  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 09122015  
 PO: 0.0000  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: Y  
 1099: N  
 Invoice Description: rental deposit refund

GL NUMBER	DESCRIPTION	AMOUNT	Gross Amount	Discount	Net Amount
101-000-24800	Rent Deposits	250.00	250.00	0.00	250.00
Paid					
VENDOR TOTAL:		250.00			

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
office	Office Depot	09/17/2015	785420690001	GEN	COPY PAPER	
90046097	Dept .69-00827020	09/18/2015	000007636	N		109.95
	PO Box 183174	/ /	0.0000	N		0.00
	Columbus OH, 43218	09/18/2015		N		109.95
Paid						
GL NUMBER	DESCRIPTION				AMOUNT	AMT RELIEVED
101-249-72800	CASES COPY PAPER				109.95	109.95
office	Office Depot	09/17/2015	789989521001	GEN	COPY PAPER AND POP UP NOTES	
90046099	Dept .69-00827020	09/18/2015	000007637	N		83.96
	PO Box 183174	/ /	0.0000	N		0.00
	Columbus OH, 43218	09/18/2015		N		83.96
Paid						
GL NUMBER	DESCRIPTION				AMOUNT	AMT RELIEVED
101-249-72800	COPY PAPER				21.99	21.99
206-340-72800	COPY PAPER				21.99	21.99
101-249-72800	POP UP NOTES				39.98	39.98
					83.96	83.96
office	Office Depot	09/17/2015	791233593001	GEN	COPY PAPER FOR OFC AND FD	
90046098	Dept .69-00827020	09/18/2015	000007627	N		53.98
	PO Box 183174	/ /	0.0000	N		0.00
	Columbus OH, 43218	09/18/2015		N		53.98
Paid						
GL NUMBER	DESCRIPTION				AMOUNT	AMT RELIEVED
206-340-72800	COPY PAPER FOR FD				26.99	26.99
101-249-72800	COPY PAPER FOR OFC				26.99	26.99
					53.98	53.98
office	Office Depot	09/17/2015	791234067001	GEN	FLASH DRIVES (5)	
90046100	Dept .69-00827020	09/18/2015	000007628	N		29.95
	PO Box 183174	/ /	0.0000	N		0.00
	Columbus OH, 43218	09/18/2015		N		29.95
Paid						
GL NUMBER	DESCRIPTION				AMOUNT	AMT RELIEVED
101-249-72800	FLASH DRIVES (5)				29.95	29.95

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP  
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 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN

Vendor Code Vendor name Address City/State/Zip Post Date Invoice PO Disc. % Sep CK 1099 Invoice Description Bank Hold Gross Amount  
 Ref # City/State/Zip Disc. Date Due Date

VENDOR TOTAL:												277.84
p&n	90046067	Prein & Newhof	3355 Evergreen Drive NE	Grand Rapids MI, 49525	09/17/2015	31460,31420,31451	GEN	N	engineering fees			1,515.90
					/ /	0.0000	N					0.00
					09/18/2015		N					1,515.90
Paid												
GL NUMBER		DESCRIPTION							AMOUNT			
101-209-82000		Engineering Fees							691.00			
490-000-82000		Engineering Fees							824.90			
												1,515.90
p&n	90046068	Prein & Newhof	3355 Evergreen Drive NE	Grand Rapids MI, 49525	09/17/2015	31471	GEN	N	SUPPLEMENTAL SURVEY FOR N 10TH ST NON M			1,322.50
					09/18/2015	000007357	N					0.00
					/ /	0.0000	N					0.00
					09/18/2015		N					1,322.50
Paid												
GL NUMBER		DESCRIPTION							AMOUNT	AMT RELIEVED		
101-249-97600.NM10TH		Capital Outlay							1,322.50	1,322.50		
												2,838.40
rise	90046070	RI Stafford Excavating	PO Box 754	Richland MI, 49083	09/17/2015	1726	GEN	N	grave openings			2,250.00
					09/18/2015		N					0.00
					/ /	0.0000	N					0.00
					09/18/2015		Y					2,250.00
Paid												
GL NUMBER		DESCRIPTION							AMOUNT			
101-218-80800		Contracted Grave Openings							2,250.00			
												2,250.00
VENDOR TOTAL:												2,250.00

BANK CODE: GEN  
 Vendor name: Ridge Napa Auto Parts  
 Address: 1655 South Drake St  
 City/State/zip: Kalamazoo MI, 49006  
 Vendor Code: 90046103  
 Ref #: 90046103  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 248680  
 PO: 000007658  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: TRUCK WIRE KIT  
 Gross Amount: 29.99  
 Discount: 0.00  
 Net Amount: 29.99

Paid  
 GL NUMBER: 101-249-75100  
 DESCRIPTION: CONNECTOR WIRE KIT  
 AMOUNT: 29.99  
 AMT RELIEVED: 29.99

ridge: 90046101  
 Ridge Napa Auto Parts  
 1655 South Drake St  
 Kalamazoo MI, 49006  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 251216  
 PO: 000007661  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: 552 REPLACEMENT BATTERY  
 Gross Amount: 105.02  
 Discount: 0.00  
 Net Amount: 105.02

Paid  
 GL NUMBER: 206-340-86700  
 DESCRIPTION: 552 REPLACEMENT BATTERY  
 AMOUNT: 105.02  
 AMT RELIEVED: 105.02

ridge: 90046102  
 Ridge Napa Auto Parts  
 1655 South Drake St  
 Kalamazoo MI, 49006  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 252078  
 PO: 000007634  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: 4 20 AMP REPLACEMENT FUSES  
 Gross Amount: 18.36  
 Discount: 0.00  
 Net Amount: 18.36

Paid  
 GL NUMBER: 206-340-86700  
 DESCRIPTION: 20 AMP FUSES  
 AMOUNT: 18.36  
 AMT RELIEVED: 18.36

VENDOR TOTAL: 153.37

S & T Lawn Service  
 3393 South 6th Street  
 Kalamazoo MI, 49009  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 12280  
 PO: 000007228  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: DDA LAWN MAINT/OCC  
 Gross Amount: 248.00  
 Discount: 0.00  
 Net Amount: 248.00

Paid  
 GL NUMBER: 900-728-93300  
 DESCRIPTION: BLANKET PO/DDA LAWN MAINT/OCC  
 AMOUNT: 248.00  
 AMT RELIEVED: 248.00

VENDOR TOTAL: 248.00

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP  
 EXP CHECK RUN DATES 09/18/2015 - 09/18/2015  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN  
 Vendor name: Scott W Taylor  
 Address: PO Box 87  
 City/State/Zip: Comstock MI, 49041-0087

Vendor Code	Ref #	Post Date	Invoice	Bank	Invoice Description	Gross Amount
90046071		09/17/2015	various	GEN	WATER CONNECTION - CURB BOX INSTALATIO	12,818.87
		09/18/2015	000007633	N		0.00
		/ /	0.0000	N		12,818.87
		09/18/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
491-000-96600	5362 HARBORVIEW PASS (INV 3028)	1,553.91	1,553.91
491-000-96600	5374 HARBORVIEW PASS (INV 5374)	1,553.91	1,553.91
491-000-96600	2562 STONE VALLEY (INV 3030)	2,253.91	2,253.91
491-000-96600	2668 STONE VALLEY (INV 3031)	2,253.91	2,253.91
491-000-96600	2853 STONE VALLEY (INV 3034)	1,553.91	1,553.91
491-000-96600	2566 RAMBLEWOOD (INB 3035)	1,608.06	1,608.06
491-000-96600	1523 FORESTVIEW (INV 3041)	2,041.26	2,041.26
		<u>12,818.87</u>	<u>12,818.87</u>

Vendor name: Secant Technologies  
 Address: 6395 Technology Ave  
 City/State/Zip: Kalamazoo MI, 49009

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-80900	Computer Operations	1,141.91	
101-201-80500	Computer Support	941.91	
		<u>2,083.82</u>	<u>2,083.82</u>

Vendor Code	Ref #	Post Date	Invoice	Bank	Invoice Description	Gross Amount
90046072		09/17/2015	61783	GEN	computer support	2,083.82
		09/18/2015		N		0.00
		/ /	0.0000	N		2,083.82
		09/18/2015		N		

VENDOR TOTAL: 12,818.87  
 VENDOR TOTAL: 2,083.82

Vendor name Siegfried Crandall Bank Invoice Description  
 Address 246 E Kilgore Rd Hold  
 City/State/Zip Kalamazoo MI, 49002-5599 Sep CK  
 1099

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	1099		Net Amount
sc	09/17/2015	86685	GEN	computer support	1,647.11
90046073	09/18/2015	0.0000	N		0.00
	/ /		N		1,647.11
	09/18/2015		N		

Paid  
 GL NUMBER DESCRIPTION AMOUNT  
 101-201-80500 Computer Support 1,647.11

sc	09/17/2015	86764	GEN	accting support	3,900.00
90046074	09/18/2015	0.0000	N		0.00
	/ /		N		3,900.00
	09/18/2015		N		

Paid  
 GL NUMBER DESCRIPTION AMOUNT  
 101-223-82500 Accounting & Audit Fees 2,700.00  
 490-000-80800 Audit Fees 100.00  
 206-336-82500 Accounting & Audit Fees 500.00  
 491-000-80800 Audit Fees 100.00  
 107-756-82500 Accounting & Audit Fees 100.00  
 207-310-82500 Accounting & Audit Fees 100.00  
 249-371-82500 Accounting & Audit Fees 100.00  
 211-344-82500 Accounting & Audit Fees 100.00  
 900-728-82500 Accounting & Audit Fees 100.00

					3,900.00
					0.00

VENDOR TOTAL: 5,547.11

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
som	State of Michigan	09/17/2015	09182015	GEN	MOTION TO COMPEL INTERROG ANSWERS COPPE	50.00
90046104	Michigan Department of Treasury	09/18/2015	000007654	N		
	PO Box 30471	/ /	0.0000	Y		0.00
	Lansing MI, 48909	09/18/2015		N		50.00
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-249-96100	MOTION FEE TO COMPEL ANSWERS #15-004521	50.00	50.00			
som	State of Michigan	09/17/2015	09182015	GEN	MOTION TO COMPEL INTERROG ANSWERS - COP	50.00
90046105	Michigan Department of Treasury	09/18/2015	000007653	N		
	PO Box 30471	/ /	0.0000	Y		0.00
	Lansing MI, 48909	09/18/2015		N		50.00
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-249-96100	COMPEL MOTION INTERROG ANS #15-004520	50.00	50.00			
VENDOR TOTAL:						100.00

Vendor name: Steensma Lawn & Power  
 Address: 7561 Stadium Drive  
 City/State/Zip: Kalamazoo MI, 49009

Vendor Code: 90046106  
 Ref #: 90046106  
 Bank: GEN  
 Invoice Description: GAUGES FOR MOWERS AND BAR FOR TRIMMER  
 Hold: N  
 Sep CK: N  
 1099: N

Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015  
 Invoice: 276629  
 PO: 000007641  
 Disc. %: 0.0000

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-75300	GAUGES FOR MOWERS AND BAR FOR TRIMMER	25.97	25.97
107-756-75300	GAUGES FOR MOWERS AND BAR FOR TRIMMER	32.46	32.46
206-340-93100	GAUGES FOR MOWERS AND BAR FOR TRIMMER	6.49	6.49
Paid		64.92	64.92

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
slp 90046077	Steensma Lawn & Power 7561 Stadium Drive Kalamazoo MI, 49009	279196/276024	MOWER TIRE TUBE AND ANTISCALP WHEEL
Paid		0.00007568	25.71
		0.0000	0.00
		0.0000	25.71

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-75300	MOWER TIRE TUBE	21.95	21.95
101-218-75300	MOWER ANTISCALP KIT	39.64	39.64
101-218-75300	CREDIT FOR LINKS INV 276024	(55.88)	(55.88)
101-218-75300	tire/tube install/repair	20.00	0.00
Paid		25.71	5.71

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
vw 90046078	Verizon Wireless PO Box 15062 Albany NY, 12212-5062	287639	network fleet monthly fees - sept
Paid		0.0000	119.65
		0.0000	0.00
		0.0000	119.65

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-85300	Network Fleet Monthly Fees	119.65	119.65
Paid		119.65	119.65

VENDOR TOTAL: 90.63  
 VENDOR TOTAL: 119.65

User: DeannaJ  
 DB: Oshtemo  
 EXP CHECK RUN DATES 09/18/2015 - 09/18/2015  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

Vendor name: Viridis Design Group  
 Address: 313 N. Burdick Street  
 City/State/Zip: Kalamazoo MI, 49009

Vendor Code: 90046079  
 Ref #: 90046079  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015

Invoice Description: DRAKE ROAD FROM STADIUM TO W MAIN, NON-  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N

AMOUNT: 2,600.00  
 AMT RELIEVED: 2,600.00  
 GROSS AMOUNT: 3,200.00  
 DISCOUNT: 0.00  
 NET AMOUNT: 3,200.00

DESCRIPTION: PHASE 1A PRELIM DESIGN, STDM-DRIFTWOOD  
 PHASE 2A DESIGN STUDIES, DRIFTWD-W MAIN

GL NUMBER: 101-249-97600.WMSTDM  
 101-249-97600.WMSTDM

Walmart  
 PO Box 530932  
 Atlanta GA, 30353-0932

DESCRIPTION: 14 PIECE COOKING SET  
 CUP SET  
 PLASTIC CUP  
 DISH BRUSH  
 DRYING RACK  
 DISH TRAY  
 TAX

AMOUNT: 59.97  
 13.96  
 7.04  
 5.97  
 8.72  
 7.38  
 6.18

AMT RELIEVED: 59.97  
 13.96  
 7.04  
 5.97  
 8.72  
 7.38  
 6.18

VENDOR TOTAL: 109.22

GROSS AMOUNT: 109.22  
 DISCOUNT: 0.00  
 NET AMOUNT: 109.22

VENDOR TOTAL: 109.22

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP  
 EXP CHECK RUN DATES 09/18/2015 - 09/18/2015  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

User: DeannaJ  
 DB: Oshtemo

Vendor name: West Shore Fire  
 Address: 6620 Lake Michigan Drive  
 City/State/Zip: PO Box 188 Allendale MI, 49401

Vendor Code: wsf  
 Ref #: 90046107  
 Post Date: 09/17/2015  
 CK Run Date: 09/18/2015  
 Disc. Date: / /  
 Due Date: 09/18/2015

Invoice: 10084  
 PO: 000007663  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N

Invoice Description: SCBA MASKS AND FITTINGS

BANK CODE: GEN

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
211-344-98000	1-L, 1-M SCBA MASKS	518.00	518.00
211-344-98000	AERIAL BASKET FITTINGS	508.00	508.00
211-344-98800	SHIPPING	13.77	13.77
Paid		1,039.77	1,039.77
VENDOR TOTAL:		1,039.77	

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
winder 90046108	Winder Police Equipment 13200 Reeck Rd Southgate MI, 48195	20152345 000007650 0.0000	246.89 0.00 246.89
Paid		246.89	246.89
VENDOR TOTAL:		246.89	

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
zop 90046109	Zemlick Office Products 3773 Sky King Blvd Kalamazoo MI, 49009	0125873-001 000007645 0.0000	27.20 0.00 27.20
Paid		27.20	27.20
VENDOR TOTAL:		27.20	

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	PAID DATE STAMP	27.20	27.20
VENDOR TOTAL:		27.20	
TOTAL - ALL VENDORS:		161,982.50	

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
8th	8th District Court	09/30/2015	08262015	GEN	TICKET BOOKS #96601-96650- ORDINANCE EN	9.92
90046154	227 W Michigan	10/02/2015	000007670	N		0.00
	Kalamazoo MI, 49007	/ /	0.0000	N		9.92
		10/02/2015		N		

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-330-72800	TICKET BOOKS - 96601-96650	9.92	9.92

VENDOR TOTAL: 9.92

apex	DESCRIPTION	AMOUNT	AMT RELIEVED
90046155	Apex Software PO Box 100145 San Antonio TX, 78201-1445	289799	0.00
		000007665	0.00
		0.0000	0.00
			1,230.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-80500	ANNUAL MAINTENANCE RENEWAL 10/15 -10/16	1,230.00	1,230.00

VENDOR TOTAL: 1,230.00

BANK CODE: GEN  
 Vendor name: Arcadia Benefits Group, Inc  
 Address: 612 S. Park Street  
 City/State/Zip: Kalamazoo MI, 49007

Vendor Code: ab  
 Ref #: 90046199  
 Post Date: 09/30/2015  
 CK Run Date: 10/02/2015  
 Disc. Date: / /  
 Due Date: 10/02/2015

Invoice: oct  
 PO: 0.0000  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N

Invoice Description: fsa fees  
 Gross Amount: 55.00  
 Discount: 0.00  
 Net Amount: 55.00

GL NUMBER: 101-234-71600  
 206-336-71600  
 DESCRIPTION: Health & Life Insurance - fsa fees  
 Health & Life Insurance - fsa fees  
 AMOUNT: 45.00  
 10.00  
 55.00

ab  
 90046200  
 Arcadia Benefits Group, Inc  
 612 S. Park Street  
 Kalamazoo MI, 49007  
 Paid

GL NUMBER: 101-234-71600  
 206-336-71600  
 DESCRIPTION: HEALTH & LIFE INSURANCE - hra fees  
 Health & Life Insurance - hra fees  
 AMOUNT: 40.00  
 30.00  
 70.00

asc  
 90046156  
 Argus Supply Company  
 1702 Momentum Place  
 Chicago IL, 60689-5317  
 Paid

DESCRIPTION: FIRE DEPARTMENT GAS MONITOR REPAIR  
 AMOUNT: 11.53  
 0.00  
 11.53

GL NUMBER: 206-340-93300  
 DESCRIPTION: SHIPPING  
 AMOUNT: 11.53  
 AMT RELIEVED: 11.53  
 VENDOR TOTAL: 11.53

BANK CODE: GEN  
 Vendor name: Bill's Lock Shop  
 Address: 604 South Westnedge Ave  
 City/State/zip: Kalamazoo MI, 49009  
 Vendor Code: 90046157  
 Ref #: 90046157  
 Post Date: 09/30/2015  
 CK Run Date: 10/02/2015  
 Disc. Date: / /  
 Due Date: 10/02/2015  
 Invoice: 92543  
 PO: 000007667  
 Disc. %: 0.0000  
 Bank: GEN  
 Hold: N  
 Sep CK: N  
 1099: N  
 Invoice Description: BEST KEY COPY  
 Gross Amount: 7.00  
 Discount: 0.00  
 Net Amount: 7.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-76000	BEST KEY COPY	7.00	7.00
VENDOR TOTAL: 7.00			

harvey	DESCRIPTION	AMOUNT	AMT RELIEVED
90046170	Bob Harvey 7070 North 6th Street Kalamazoo MI, 49009	70.00	70.00
VENDOR TOTAL: 70.00			

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-95900	Trash Collection	70.00	70.00
VENDOR TOTAL: 70.00			

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90046158	Campbell Murch Memorials PO Box 100 Mattawan MI, 49071	1,827.60	1,827.60
VENDOR TOTAL: 1,827.60			



Vendor Code Vendor name Address City/State/Zip Post Date CK Run Date Invoice PO Disc. Date Disc. % Due Date Bank Hold Sep CK 1099 Invoice Description Gross Amount Discount Net Amount

dm 90046162 Des Moines Stamp 851 Sixth Ave PO Box 1798 Des Moines IA, 50306-1798 09/30/2015 10/02/2015 1051877 000007681 / / 0.0000 2 DIAS NAMEPLATES FOR ASSESSOR AND PLA 43.50 0.00 43.50

Paid

GL NUMBER 101-249-72800

DESCRIPTION

AMOUNT AMT RELIEVED 43.50 43.50

VENDOR TOTAL: 43.50

driesenga 90046163 Driesenga & Associates, Inc 455 E 8th St Suite 100 Holland MI, 49423 09/30/2015 10/02/2015 83128 000006794 / / 0.0000 10/02/2015 BLANKET PO/MATERIALS TESTING & INSPECTI 28.75 0.00 28.75

Paid

GL NUMBER 107-756-98200

DESCRIPTION BLANKET PO/MATERIALS TESTING/INSPECTIONS

AMOUNT AMT RELIEVED 28.75 28.75

VENDOR TOTAL: 28.75

MISC 90046164 Elizabeth Flowers 225 Second St Vicksburg MI, 49097 09/30/2015 10/02/2015 10022015 0.0000 / / 10/02/2015 refund cemetary foundation 51.88 0.00 51.88

Paid

GL NUMBER 101-001-64500

DESCRIPTION Monument Installations

AMOUNT 51.88

VENDOR TOTAL: 51.88

Vendor name: Emergency Vehicle Products  
 Address: 2975 Interstate Pkwy  
 City/State/Zip: Kalamazoo MI, 49048-9600

Vendor Code: 90046165  
 Ref #: 90046165

Bank: GEN  
 Invoice Description: REPLACE 532 ALTERNATOR AND STABILIZER SW

Post Date: 09/30/2015  
 CK Run Date: 10/02/2015  
 Disc. Date: / /  
 Due Date: 10/02/2015

Invoice: 8571  
 PO: 000007694  
 Disc. %: 0.0000

Hold: Hold  
 Sep CK: Sep CK  
 1099: 1099

Gross Amount: 2,831.47  
 Discount: 0.00  
 Net Amount: 2,831.47

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	532 ALTERNATOR AND STABILIZER SWITCHES	2,831.47	2,831.47

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90046166	Emergency Vehicle Products	8572	
90046166	2975 Interstate Pkwy	000007695	
90046166	Kalamazoo MI, 49048-9600	/ /	
90046166	Kalamazoo MI, 49048-9600	0.0000	
90046166	Kalamazoo MI, 49048-9600	10/02/2015	
206-340-86700	REPLACE 551 TOUCHMASTER SIREN CONTROL	65.00	65.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	REPLACE 551 TOUCHMASTER SIREN CONTROL	65.00	65.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90046167	Emergency Vehicle Products	8574	
90046167	2975 Interstate Pkwy	000007688	
90046167	Kalamazoo MI, 49048-9600	/ /	
90046167	Kalamazoo MI, 49048-9600	0.0000	
90046167	Kalamazoo MI, 49048-9600	10/02/2015	
206-340-86700	521 BRAKE ADJUSTMENT	65.00	65.00

MISC	DESCRIPTION	AMOUNT	AMT RELIEVED
90046177	Janis Kissel	10022015	
90046177	937 Josiane Dr	10/02/2015	
90046177	Kalamazoo MI, 49009	/ /	
90046177	Kalamazoo MI, 49009	0.0000	
90046177	Kalamazoo MI, 49009	10/02/2015	
206-340-86700	refund rentals and deposits	1,195.00	1,195.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-000-24800	Rent Deposits	50.00	
107-751-47200	Rental Fee - Grange	1,145.00	
107-751-47200	Rental Fee - Grange	1,195.00	

VENDOR TOTAL:		2,961.47	
VENDOR TOTAL:		2,961.47	
VENDOR TOTAL:		1,195.00	

Vendor Code Vendor name Address City/State/zip Post Date Invoice Bank Invoice Description  
 Ref # Address CK Run Date PO Hold Sep CK Gross Amount  
 City/State/zip Disc. Date Disc. % Due Date 1099 Net Amount

off Jcroffroad 09/30/2015 38288 GEN FRONT AND REAR BUMPERS FOR NEW 573  
 90046171 9350 Shaver Road 10/02/2015 000007441 N 3,071.00  
 Portage MI, 49024 / / 0.0000 N 0.00  
 Paid 10/02/2015 N 3,071.00

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 211-344-97600 FRONT AND REAR BUMPERS FOR NEW 573 3,071.00 3,071.00

VENDOR TOTAL: 3,071.00

kct Kalamazoo County Treasurer 09/30/2015 09152015 GEN JULY 2015 BOARD OF REVIEW/PRE 33.25  
 90046172 201 West Kalamazoo Ave 10/02/2015 000007664 N 0.00  
 Kalamazoo MI, 49007 / / 0.0000 Y 0.00  
 Paid 10/02/2015 N 33.25

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 101-000-02000 PRE FROM JULY 2015 BOARD OF REVIEW 33.25 33.25

kct Kalamazoo County Treasurer 09/30/2015 10022015 GEN RECORD 2 PP DENTON WATER INSTALL PAY MO 17.00  
 90046175 201 West Kalamazoo Ave 10/02/2015 000007702 N 0.00  
 Kalamazoo MI, 49007 / / 0.0000 Y 0.00  
 Paid 10/02/2015 N 17.00

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 101-805-82600 RECORD BUSHOUSE WATER AGREEMENT 17.00 17.00

kct Kalamazoo County Treasurer 09/30/2015 s&z twighlight GEN RECORD S&Z TWILIGHT LLC DISCHARGE OF SE 14.00  
 90046174 201 West Kalamazoo Ave 10/02/2015 000007686 N 0.00  
 Kalamazoo MI, 49007 / / 0.0000 N 0.00  
 Paid 10/02/2015 N 14.00

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 101-805-82600 RECORD S&Z TWILIGHT LLC SEWER DISCHARGE 14.00 14.00

VENDOR TOTAL: 64.25

BANK CODE: GEN  
 Vendor name: Kalamazoo County Treasurer  
 Address: 201 West Kalamazoo  
 City/State/Zip: Kalamazoo MI, 49007  
 Vendor Code: Kalamazoo County Treasurer  
 Ref #: 90046173  
 Post Date: 09/30/2015  
 CK Run Date: 10/02/2015  
 Disc. Date: / /  
 Due Date: 10/02/2015

Vendor name	Bank	Invoice Description	Gross Amount
Kalamazoo County Treasurer	GEN	police contract	70,637.75
201 West Kalamazoo	N		0.00
Kalamazoo MI, 49007	N		70,637.75

Paid

GL NUMBER	DESCRIPTION	AMOUNT
207-310-80200	Protection Contract - KC	70,637.75
VENDOR TOTAL:		70,637.75

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90046176	Kendall Electric Inc	113.82	113.82
	PO Box 671121	140.83	140.83
	Detroit MI, 48267-1121	254.65	254.65
VENDOR TOTAL:		254.65	254.65

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90046178	L.L. Harris & Associates	755.00	755.00
	3503 Greenleaf Boulevard	0.00	0.00
	Kalamazoo MI, 49008	755.00	755.00
VENDOR TOTAL:		755.00	755.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-98200.GRNG15	GRANGE HALL PLAYGROUND	755.00	755.00
VENDOR TOTAL:		755.00	755.00

BANK CODE: GEN  
 Vendor name Lake Michigan Mailers  
 Address PO Box 19157  
 City/State/zip Kalamazoo MI, 49019-9157

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
90046179	09/30/2015	332736	GEN	general postage and election postage	3,000.00
	10/02/2015		N		0.00
	/ /	0.0000	N		3,000.00
	10/02/2015		N		

Paid  
 AMOUNT  
 2,000.00  
 1,000.00  
 3,000.00

VENDOR TOTAL: 3,000.00

GL NUMBER	DESCRIPTION	AMOUNT	GEN	BUSINESS CARDS 1000	FOR ASSESSOR AND P
101-191-73000	Postage - elections	2,000.00	N		158.40
101-249-73000	Postage	1,000.00	N		0.00
		3,000.00	Y		158.40

Paid  
 AMOUNT  
 79.20  
 79.20  
 158.40

VENDOR TOTAL: 158.40

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
90046183	09/30/2015	34476	GEN	AV APPLICATIONS/NOV ELECTION	827.28
	10/02/2015	000007701	N		0.00
	/ /	0.0000	N		827.28
	10/02/2015		N		

Paid  
 AMOUNT  
 393.12  
 65.00  
 369.16  
 827.28

VENDOR TOTAL: 827.28

BANK CODE: GEN  
 Vendor Code Vendor name Post Date Invoice Bank Invoice Description Gross Amount  
 Ref # Address CK Run Date PO Hold Sep CK Discount  
 City/State/zip Disc. Date Disc. % 1099 Net Amount

mmbj	Mika Meyers Becket & Jones PLC	09/30/2015	593748	GEN	btr park	
90046182	900 Monice Ave NW	10/02/2015		N		1,869.90
	Grand Rapids MI, 49503	/ /	0.0000	N		0.00
Paid		10/02/2015		Y		1,869.90

AMOUNT 1,869.90  
 VENDOR TOTAL: 1,869.90

mfe	Moses Fire Equipment	09/30/2015	15371	GEN	HELMET SHIELD REPLACEMENTS FOR 594 AND	
90046184	PO Box 690	10/02/2015	000007680	N		117.27
	Lawrence MI, 49064-0690	/ /	0.0000	N		0.00
Paid		10/02/2015		N		117.27

AMOUNT AMT RELIEVED  
 104.00 104.00  
 13.27 14.77  
 117.27 118.77

VENDOR TOTAL: 117.27

AMOUNT  
 80.00  
 0.00  
 80.00

VENDOR TOTAL: 80.00

carley	Nathan Carley	09/30/2015	3rd qtr	GEN	cell phone reimbursement - 3rd qtr	
90046159	8831 West H Avenue	10/02/2015		N		80.00
	Kalamazoo MI, 49009	/ /	0.0000	N		0.00
Paid		10/02/2015		N		80.00

ocba	OCBA, Inc	09/30/2015	41501-5	GEN	OSHTEMO DDA STREETSCAPE	
90046185	521 S Riverview Dr	10/02/2015	000007396	N		851.40
	Kalamazoo MI, 49004	/ /	0.0000	N		0.00
Paid		10/02/2015		N		851.40

AMOUNT AMT RELIEVED  
 851.40 851.40

VENDOR TOTAL: 851.40

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-97600	BLANKET	851.40	851.40

Vendor Code Vendor name Address City/State/zip Post Date Invoice Bank Invoice Description Gross Amount  
 Ref # CK Run Date PO Hold Sep CK Discount  
 Disc. Date Disc. % Due Date 1099 Net Amount

BANK CODE: GEN

VENDOR TOTAL:		851.40
oshfop	Oshtemo Friends of the Parks	09/30/2015 09302015 GEN transfer memorial donations
90046201	7275 West Main Street Kalamazoo MI, 49009	10/02/2015 / / 0.0000 N 70.00
		10/02/2015 / / 0.0000 N 0.00
		10/02/2015 / / 0.0000 N 70.00

Paid  
 GL NUMBER DESCRIPTION AMOUNT  
 107-751-46000 Donations - Restricted 70.00

VENDOR TOTAL: 70.00

od	Overhead Door Co of Kalamazoo	09/30/2015 141635 GEN REPAIR DOOR 4 STATION 5-2
90046186	5291 Wynn Road Kalamazoo MI, 49048	10/02/2015 000007677 N 329.00
		/ / 0.0000 N 0.00
		10/02/2015 / / 0.0000 N 329.00

Paid  
 GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 206-340-93100 REPAIR DOOR CABLES AND BOTTOM FIXTURE 329.00 329.00

VENDOR TOTAL: 329.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
pncbank	PNC Bank	09/30/2015	08202015	GEN	galls credit	(2.00)
90046218	PO Box 856177	10/02/2015		N		0.00
	Louisville KY, 40285	/ /	0.0000	N		(2.00)
Paid		10/02/2015		N		
GL NUMBER	DESCRIPTION				AMOUNT	
206-340-72800	Supplies				(2.00)	
pncbank	PNC Bank	09/30/2015	09032015	GEN	education exp - Ben	390.00
90046212	PO Box 856177	10/02/2015		N		0.00
	Louisville KY, 40285	/ /	0.0000	N		390.00
Paid		10/02/2015		N		
GL NUMBER	DESCRIPTION				AMOUNT	
101-805-95800	Education/Dues - planning				390.00	
pncbank	PNC Bank	09/30/2015	09172015	GEN	education expense	89.66
90046217	PO Box 856177	10/02/2015		N		0.00
	Louisville KY, 40285	/ /	0.0000	N		89.66
Paid		10/02/2015		N		
GL NUMBER	DESCRIPTION				AMOUNT	
206-336-95900	Continuing Education - fire department				89.66	
pncbank	PNC Bank	09/30/2015	9th st citgo	GEN	STATION 5-2 GAS CAN REFILL	17.65
90046202	PO Box 856177	10/02/2015	000007704	N		0.00
	Louisville KY, 40285	/ /	0.0000	N		17.65
Paid		10/02/2015		N		
GL NUMBER	DESCRIPTION				AMOUNT	
206-340-86800	STATION 5-2 GAS CAN REFILL				17.65	
pncbank	PNC Bank	09/30/2015	9th st citgo	GEN	FILLING OF STATION FUEL CANS	30.00
90046208	PO Box 856177	10/02/2015	000007674	N		0.00
	Louisville KY, 40285	/ /	0.0000	N		30.00
Paid		10/02/2015		N		
GL NUMBER	DESCRIPTION				AMOUNT	
206-340-86800	FILLING OF STATION FUEL CANS				30.00	

BANK CODE: GEN  
 Vendor name PNC Bank  
 Address PO Box 856177  
 City/State/zip Louisville KY, 40285

Vendor Code  
 Ref # 90046213  
 Post Date Invoice 09/30/2015  
 CK Run Date PO 10/02/2015  
 Disc. Date Disc. % / /  
 Due Date 10/02/2015

Invoice Description  
 Fred Pryor Seminar - Excel 2007-2010  
 Bank GEN  
 Hold N  
 Sep CK N  
 1099 N

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
206-336-95900	EXCEL 2007-2010: BEYOND THE BASICS	99.00	99.00	99.00	0.00	99.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
90046210	DOGIPOT RECEPTICAL FROM GLOBALINDUSTRI	79.95	79.95	79.95	0.00	79.95

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
107-756-76000	RECEPTICAL, LINERS, FREE SHIPPING	79.95	79.95	79.95	0.00	79.95

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
90046211	PICTURE FRAME FOR FIRE DEPARTMENT MEMB	26.49	26.49	26.49	0.00	26.49

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
206-340-72800	FRAME	24.99	24.99	24.99	0.00	24.99
206-340-72800	TAX	1.50	1.50	1.50	0.00	1.50
		26.49	26.49	26.49	0.00	26.49

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
90046203	MENARDS - FIRE DEPARTMENT SUPPLIES	67.65	67.65	67.65	0.00	67.65

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Gross Amount	Discount	Net Amount
206-340-72800	HOSE	44.97	44.97	44.97	0.00	44.97
206-340-72800	NOZZLE	12.98	12.98	12.98	0.00	12.98
206-340-72800	AIR BLOWER	3.98	3.98	3.98	0.00	3.98
206-340-72800	MALE PLUG ADAPTER	1.89	1.89	1.89	0.00	1.89
206-340-72800	TAX	3.83	3.83	3.83	0.00	3.83
		67.65	67.65	67.65	0.00	67.65

BANK CODE: GEN  
 Vendor Code Vendor name Post Date Invoice Bank Invoice Description Gross Amount  
 Ref # Address CK Run Date PO Hold Discount  
 City/State/Zip Disc. Date Disc. % Sep CK Net Amount  
 Due Date 1099

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold	Discount	Net Amount
City/State/Zip	Disc. Date	Disc. %	Sep CK			
	Due Date		1099			
pncbank	PNC Bank	09/30/2015	most dependable	GEN	VALVE FROM MOST DEPENDABLE FOUNTAINS	86.00
90046206	PO Box 856177	10/02/2015	000007613	N		
	Louisville KY, 40285	/ /	0.0000	N		0.00
Paid		10/02/2015		N		86.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-76000	VALVE BODY AND SHIPPING	86.00	86.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold	Discount	Net Amount
City/State/Zip	Disc. Date	Disc. %	Sep CK			
	Due Date		1099			
pncbank	PNC Bank	09/30/2015	nike.com	GEN	REPLACEMENT UNIFORM SHOES	95.40
90046215	PO Box 856177	10/02/2015	000007535	N		0.00
	Louisville KY, 40285	/ /	0.0000	N		95.40
Paid		10/02/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	REPLACEMENT UNIFORM SHOES.	95.40	135.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold	Discount	Net Amount
City/State/Zip	Disc. Date	Disc. %	Sep CK			
	Due Date		1099			
pncbank	PNC Bank	09/30/2015	office max	GEN	TAPE CARTRIDGES FOR FIRE DEPARTMENT	63.97
90046216	PO Box 856177	10/02/2015	000007657	N		0.00
	Louisville KY, 40285	/ /	0.0000	N		63.97
Paid		10/02/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-72800	TAPE CARTRIDGES	59.98	59.98
206-340-75500	PENS FOR EMS SUPPLIES	3.99	3.99
		63.97	63.97

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold	Discount	Net Amount
City/State/Zip	Disc. Date	Disc. %	Sep CK			
	Due Date		1099			
pncbank	PNC Bank	09/30/2015	office max & amaz	GEN	PRINTER TONER	192.97
90046207	PO Box 856177	10/02/2015	000007589	N		0.00
	Louisville KY, 40285	/ /	0.0000	N		192.97
Paid		10/02/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-80900	TONER - BLUE	100.98	100.98
206-340-80900	TONER - BLACK	91.99	91.99
		192.97	192.97

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold	Discount	Net Amount
City/State/Zip	Disc. Date	Disc. %	Sep CK			
	Due Date		1099			
pncbank	PNC Bank	09/30/2015	sheraton novi	GEN	CONFERENCE EXPENSE	781.25
90046209	PO Box 856177	10/02/2015	000007623	N		

BANK CODE: GEN  
 Vendor name: Louisville KY, 40285  
 Address: / / 0.0000  
 City/State/Zip: 10/02/2015

Vendor Code: PNC Bank  
 Ref #: 90046205  
 Invoice: stranco inc  
 Hold: 000007595  
 Sep CK: 0.0000  
 1099: 10/02/2015

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	GEN	ADDRESS SIGN NUMBERS	Gross Amount	Discount	Net Amount
101-209-95800	LODGING & MEALS	781.25	781.25	N		781.25		781.25
pncbank				GEN				
90046205	PO Box 856177			N				98.32
	Louisville KY, 40285			N				0.00
				N				98.32

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	GEN	ADDRESS SIGN NUMBERS	Gross Amount	Discount	Net Amount
101-249-72800	ADDRESS SIGN NUMBERS	98.32	98.32	N		98.32		98.32
pncbank				GEN				
90046204	PO Box 856177			N				28.52
	Louisville KY, 40285			N				0.00
				N				28.52

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	GEN	ADDRESS SIGN NUMBERS	Gross Amount	Discount	Net Amount
206-340-72800	TRUCK WINDOW SQUEEGES FOR 5-2 AND 5-3	28.52	28.52	N		28.52		28.52
pncbank				GEN				
90046214	PO Box 856177			N				15.00
	Louisville KY, 40285			N				0.00
				N				15.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	GEN	ADDRESS SIGN NUMBERS	Gross Amount	Discount	Net Amount
206-336-95900	WESTERN MI ASSOC. OF FIRE CHIEFS	15.00	15.00	N		15.00		15.00
				GEN				
				N				0.00
				N				15.00

VENDOR TOTAL: 2,159.83

BANK CODE: GEN  
 Vendor name: Ramona Lipsey  
 Address: 2951 Crystal Lane APT 108  
 City/State/Zip: Kalamazoo MI, 49009  
 Vendor Code: 90046180  
 Ref #: 90046180  
 Post Date: 09/30/2015  
 CK Run Date: 10/02/2015  
 Disc. Date: / /  
 Due Date: 10/02/2015  
 Invoice: 09262015  
 PO: 0.0000  
 Disc. %: 0.0000  
 Sep CK: 1099  
 Hold: N  
 Bank: GEN  
 Invoice Description: rental deposit refund  
 Gross Amount: 250.00  
 Discount: 0.00  
 Net Amount: 250.00

Paid  
 GL NUMBER: 101-000-24800  
 DESCRIPTION: Rent Deposits  
 AMOUNT: 250.00  
 VENDOR TOTAL: 250.00

ridge 90046189  
 Ridge Napa Auto Parts  
 1655 South Drake St  
 Kalamazoo MI, 49006  
 09/30/2015 244330 GEN FIRE DEPARTMENT OIL DRY  
 10/02/2015 000007691 N  
 / / 0.0000 N  
 10/02/2015 N  
 AMOUNT: 88.44  
 AMT RELIEVED: 88.44  
 Paid

ridge 90046187  
 Ridge Napa Auto Parts  
 1655 South Drake St  
 Kalamazoo MI, 49006  
 09/30/2015 253051 GEN 3- 3157NA REPLACEMENT BULBS  
 10/02/2015 000007687 N  
 / / 0.0000 N  
 10/02/2015 N  
 AMOUNT: 4.56  
 AMT RELIEVED: 4.56  
 Paid

ridge 90046188  
 Ridge Napa Auto Parts  
 1655 South Drake St  
 Kalamazoo MI, 49006  
 09/30/2015 253139 GEN OIL DRY  
 10/02/2015 000007693 N  
 / / 0.0000 N  
 10/02/2015 N  
 AMOUNT: 15.58  
 AMT RELIEVED: 15.58  
 Paid

ridge 90046188  
 Ridge Napa Auto Parts  
 1655 South Drake St  
 Kalamazoo MI, 49006  
 09/30/2015 253139 GEN OIL DRY  
 10/02/2015 000007693 N  
 / / 0.0000 N  
 10/02/2015 N  
 AMOUNT: 15.58  
 AMT RELIEVED: 15.58  
 Paid

GL NUMBER: 206-340-72800  
 DESCRIPTION: OIL DRY  
 AMOUNT: 15.58  
 AMT RELIEVED: 15.58  
 VENDOR TOTAL: 108.58

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP  
 EXP CHECK RUN DATES 10/02/2015 - 10/02/2015  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

User: Debe  
 DB: Oshtemo

Vendor Code Vendor name Address City/State/Zip Post Date Invoice Description Bank Hold Sep CK Gross Amount  
 Ref # City/State/Zip Disc. Date Disc. % Due Date 1099 Discount Net Amount

flahive Robert Flahive 9277 Greystone Road Kalamazoo MI, 49009 09/30/2015 3rd qtr cell phone reimbursement 90.00  
 90046168 9277 Greystone Road Kalamazoo MI, 49009 10/02/2015 0.0000 0.00  
 Paid 10/02/2015 0.0000 90.00

GL NUMBER 206-340-85300 DESCRIPTION Telephone AMOUNT 90.00

VENDOR TOTAL: 90.00

s&t S & T Lawn Service 3393 South 6th Street Kalamazoo MI, 49009 09/30/2015 9651 TRIMMING WORK AT STATION #5-2 535.00  
 90046190 3393 South 6th Street Kalamazoo MI, 49009 10/02/2015 000007698 0.0000 0.00  
 Paid 10/02/2015 0.0000 535.00

GL NUMBER 211-344-98000 DESCRIPTION BRUSH TRIMMING AMOUNT 535.00

VENDOR TOTAL: 535.00

secant Secant Technologies 6395 Technology Ave Kalamazoo MI, 49009 09/30/2015 61919 KATHY BARNES COMPUTER DIED 261.00  
 90046191 6395 Technology Ave Kalamazoo MI, 49009 10/02/2015 000007666 0.0000 0.00  
 Paid 10/02/2015 0.0000 261.00

GL NUMBER 101-201-80500 DESCRIPTION KATHY BARNES COMPUTER DIES AMOUNT 261.00

VENDOR TOTAL: 261.00

signart Signart 5757 East Cork Street Kalamazoo MI, 49048 09/30/2015 256 BANNER SWAP 380.00  
 90046192 5757 East Cork Street Kalamazoo MI, 49048 10/02/2015 000006308 0.0000 0.00  
 Paid 10/02/2015 0.0000 380.00

GL NUMBER 900-728-97500 DESCRIPTION BLANKET PO AMOUNT 380.00

VENDOR TOTAL: 380.00

Vendor Code Vendor name Address City/State/Zip Post Date Invoice Hold Sep CK Invoice Description Gross Amount  
 Ref # Bank Hold Sep CK Invoice Description Discount  
 1099 Net Amount

sbom	State Bar of Michigan	10022015	GEN	2015-2016 DUES					
90046193	PO Box 1406	10/02/2015	N	000007682					315.00
	Grand Rapids MI, 49501-1406	/ /	N	0.0000					0.00
		10/02/2015	N						315.00

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 101-250-95800 2015-2016 DUES 315.00 315.00

VENDOR TOTAL: 315.00

slp	Steensma Lawn & Power	291063	GEN	TWP HALL GENERATOR REPAIR					
90046194	7561 Stadium Drive	10/02/2015	N	000007669					154.75
	Kalamazoo MI, 49009	/ /	N	0.0000					0.00
		10/02/2015	N						154.75

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED  
 101-218-93100 TWP HALL GENERATOR REPAIR 154.75 154.75

VENDOR TOTAL: 154.75

hartleb	Ted Hartleb Agency	4th qtr	GEN	insurance					
90046169	5840 King Highway	10/02/2015	N						15,565.75
	Kalamazoo MI, 49048	/ /	N	0.0000					0.00
		10/02/2015	Y						15,565.75

GL NUMBER DESCRIPTION AMOUNT  
 206-340-91200 General Insurance 7,782.87  
 101-234-91200 General Insurance 7,782.88  
 15,565.75

VENDOR TOTAL: 15,565.75

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

time	Time Emergency Eqpt LLC	09/30/2015	114018	GEN	STANDPIPE EQUIPMENT	
90046195	2415 West Sunset Dr	10/02/2015	000007572	N		1,965.15
	Roscommon MI, 48653	/ /	0.0000	N		0.00
		10/02/2015		N		1,965.15

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
211-344-98000	NOZZLES	1,071.00	1,071.00
211-344-98000	GATED WYE	870.00	870.00
211-344-98000	1.5" X 2.5" INCREASER	24.15	24.15
		1,965.15	1,965.15

time	Time Emergency Eqpt LLC	09/30/2015	114058	GEN	HOSE AND NOZZLE EQUIPMENT	
90046196	2415 West Sunset Dr	10/02/2015	000007642	N		68.65
	Roscommon MI, 48653	/ /	0.0000	N		0.00
		10/02/2015		N		68.65

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
211-344-98000	2.5 X 2.5" GATED WYE	53.85	53.85
211-344-98000	shipping	14.80	14.80
		68.65	68.65

VENDOR TOTAL: 2,033.80

unum-ltc	Unum Life Insurance Co	09/30/2015	0150830-001 6	GEN	long term care	
90046219	PO Box 406990	10/02/2015		N		275.40
	Atlanta GA, 30384-6990	/ /	0.0000	N		0.00
		10/02/2015		N		275.40

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	Health & Life Insurance	200.40
206-336-71600	Health & Life Insurance	75.00
		275.40

VENDOR TOTAL: 275.40

BANK CODE: GEN  
 Vendor name Verizon Wireless  
 Address PO Box 15062  
 City/State/zip Albany NY, 12212-5062

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
vw	09/30/2015	9752194655	GEN	fd cell phones	182.90
90046197	10/02/2015	0.0000	N		0.00
	/ /		N		182.90
	10/02/2015		N		

Paid  
 GL NUMBER 206-340-85300  
 DESCRIPTION FD Cell phones  
 AMOUNT 182.90

VENDOR TOTAL: 182.90

zop	Post Date	Invoice	Bank	Invoice Description	Gross Amount
90046198	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
	09/30/2015	0126696-001	GEN	OFFICE SUPPLIES	120.90
	10/02/2015	000007685	N		0.00
	/ /	0.0000	N		120.90
	10/02/2015		N		

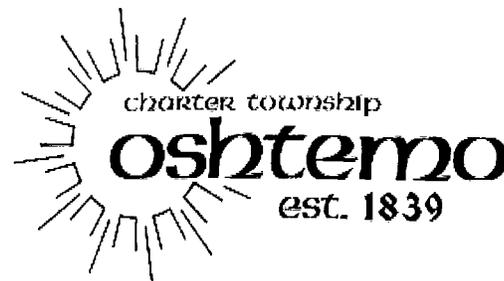
Paid  
 GL NUMBER  
 101-249-72800 REG HIGHLIGHTERS  
 101-249-72800 SLIM HIGHLIGHTERS  
 101-249-72800 VELCRO/HEAVY DUTY  
 101-249-72800 GOLD COLOR PAPER  
 101-249-72800 BANKER BOXES  
 101-250-72800 EXPANDING FILES  
 101-250-72800 MANILLA FILES  
 101-250-72800 APPT BOOK

AMOUNT	AMT RELIEVED
4.00	4.00
7.80	7.80
24.05	24.05
4.62	4.62
31.36	31.36
18.39	18.39
9.69	9.69
20.99	20.99
120.90	120.90

VENDOR TOTAL: 120.90

TOTAL - ALL VENDORS: 116,650.68

# Memo



**To:** Oshtemo Charter Township Board  
**From:** Marc Elliott, P.E.  
**Date:** October 9, 2015  
**Subject:** Contract Approval – Survey & Design of Atlantic Avenue Public Sewer Extension

## OBJECTIVE

The Board is asked to approve contracting with the Township's Engineer of Record, Prein&Newhof, for engineering survey and design services to extend public sanitary sewer into Atlantic Avenue (see attached Agreement). This specific item of work is to be financed within the original 2015 capital budget line item for public sewers. That is, the 2015 capital budget did not list this specific project, but did include capital sanitary sewer expenditures in 2015 for the construction of a 10<sup>th</sup> Street public sewer. The Board subsequently elected to delay the 10<sup>th</sup> Street Sewer Project for one year to further explore the possibility of including a companion non-motorized facility within the 10<sup>th</sup> St. project area.

## BACKGROUND

Oshtemo has had a long-standing capital plan to extend public sewers into Atlantic Avenue, which is currently without sewers. Both the Township's draft Capital Improvement Plan and draft 2016 Fiscal Budget has this project scheduled for 2016. In order for construction to proceed in a timely manner for project completion to occur in fiscal year 2016, it is incumbent to initiate data collection (professional survey) and preliminary engineering design this fall (fiscal year 2015).

## OTHER INFORMATION PROVIDED

In 2016 the Road Commission of Kalamazoo County is scheduled to mill and overlay 9<sup>th</sup> Street from N Avenue to Meridian. Sanitary sewer service into Atlantic Avenue is to be extended from an existing sanitary sewer main in 9<sup>th</sup> Street. As a consequence, Oshtemo has proceeded through its (draft) CIP and 2016 fiscal budgeting process to advance the schedule of the Atlantic Avenue sanitary extension. By scheduling the Atlantic Avenue sewer in advance and in collaboration with the RCKC's 9<sup>th</sup> Street roadway project, there will be both construction cost savings, and the avoidance of subsequently cutting into a newly resurfaced 9<sup>th</sup> Street. It is anticipated the 9<sup>th</sup> Street sewer utility trench and the utility-work roadway reconstruction would require closure of two the three lanes of 9<sup>th</sup> Street.

***The Board is asked to authorize the Supervisor to execute the work agreement with Prein&Newhof for an Atlantic Avenue Sanitary Sewer Extension and to adjust the 2015 budget as required to reflect this expenditure.***

# Prein&Newhof

Engineers ■ Surveyors ■ Environmental ■ Laboratory

September 14, 2015  
2150125

Mr. Marc Elliot  
Charter Township of Oshtemo  
7275 W. Main Street  
Kalamazoo, MI 49009

RE: Atlantic Avenue Sanitary Sewer Extension

Dear Mr. Elliot:

Thank you for contacting Prein&Newhof for engineering services. Our understanding is that you plan to extend sanitary sewer from 9<sup>th</sup> Street 1,300 feet easterly down Atlantic Avenue.

We propose to complete the following:

1. Topographic survey.
2. Establish R.O.W. limits.
3. Existing utility research.
4. Soil Borings.
5. Coordinate with Road Commission of Kalamazoo County.
6. Design the sanitary system, roadway grading, and pavement restoration.
7. Multiple copies of plans for municipality review as well as relevant permits.
8. Facilitate permitting through RCKC, SESC and MDEQ.
9. Prepare Specifications and bid package.

We will provide the above services for the lump sum price of \$15,750 for 1,300 feet of sewer. This proposal does not include any permit/application fees or construction services such as construction inspection, coordination, or staking.

If this proposal meets with your approval, please sign and date below returning one copy as acknowledgement of the attached Terms & Conditions as authorization to proceed. A faxed or emailed signed version of the proposal is sufficient for scheduling; however, please return an original signed version for our records. If you have any questions, please contact our office.

Sincerely,  
**Prein&Newhof**



Thomas C. Wheat, P.E.  
TCW:dlj  
APPROVED BY:

\_\_\_\_\_

Date \_\_\_\_\_

*Bill To/Ship To (if different than above)*

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Ph: \_\_\_\_\_

Fx: \_\_\_\_\_

Email: \_\_\_\_\_

7123 Stadium Drive Kalamazoo, MI 49009 t. 269-372-1158 f. 269-372-3411 www.preinnewhof.com

# Standard Terms & Conditions – Engineering

## A. Execution

If the attached proposal / agreement is not executed within thirty (30) days from the date of the proposal / agreement letter, Prein&Newhof reserves the right to revise fees and schedule commitments.

## B. Standard of Care

Prein&Newhof, Inc. ("Prein&Newhof") will provide professional engineering services for Client in connection with the Project. Prein&Newhof will perform such services as expeditiously as is consistent with the professional skill and care in the orderly progress of the work.

Nothing contained in this Agreement shall require Prein&Newhof to exercise professional skill and judgment greater than that which can be reasonably expected from other engineers performing similar services and practicing in the same or similar locality. The standard of care shall exclusively be judged as of the time the services are rendered and not according to later standards. Prein&Newhof makes no warranties, expressed or implied.

Client recognizes that actual conditions may vary from those encountered at test locations made by us or provided to us by others, and that our data, interpretations and recommendations are based solely on the information available to us. We will be responsible for our data, interpretations and recommendations, but shall not be responsible for the interpretation by others of the information developed. Unless specifically stated herein, plans prepared under this agreement are not intended for machine guidance use or purposes. No guarantee is made that the electronic data systems or file structure used by the firm will be compatible with the electronic systems used by the contractor. Client also recognizes that monitoring of construction by a qualified engineering firm is essential to verifying that designs are appropriate for actual site conditions.

## C Site Access Permission

In the event the project site is not owned by the client, the client must obtain all necessary permission for Prein&Newhof to enter and conduct investigations on the project site. It is assumed that the client possesses all necessary permits and licenses required for conducting the scope of work. Access negotiations may be performed at additional costs.

## D. Unanticipated Hazardous Materials

Sites may contain hazardous materials where there is no reason to believe they could or should be present. Prein&Newhof and the Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition that may require us to renegotiate the scope of our services or terminate our work. We and the Client also agree that the discovery of unanticipated hazardous materials may make it necessary for us to take immediate measures to protect health and safety. Client agrees to compensate us for any equipment decontamination or other costs incident to the discovery of unanticipated hazardous materials.

## E. Underground Utilities

In the execution of our work, we will take reasonable precautions to avoid damage or injury to underground utilities and other underground structures, including contacting the MISS-DIG system and reviewing utility drawings that are provided to us. The Client agrees to hold Prein&Newhof harmless for any damages to below ground structures that are not brought to our attention and correctly shown or described on documents that we are furnished.

## F. Public Liability Insurance

Prein&Newhof and our agents, staff and consultants employed by us are protected by worker's compensation insurance and we have coverage under public liability and property damage insurance policies which we deem to be adequate. Certificates verifying our coverage can be provided to the client upon request. Within the limits and conditions of such insurance, we agree to indemnify and save client harmless from and against any loss, damage or liability to the extent caused by any negligent acts by us, our agents, staff or consultants employed by us. We shall not be responsible for any loss, damage, or liability beyond the amounts, limits and conditions of such insurance. We shall not be responsible for any loss, damage or liability arising from any negligent acts by client, its agents, staff and other consultants employed by the client.

## G. Limitation of Professional Liability

Client and persons claiming through Client agree to limit the liability of Prein&Newhof its agents and employees, for all claims arising out of, in connection with, or resulting from, the performance of the services under this agreement to an amount of \$25,000 or the fee paid to us for professional services on this project, whichever is less.

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

Client further acknowledges that Prein&Newhof has not agreed to provide and is not responsible for safety precautions and programs in connection with the project or work, including but not limited to signs, markings, barricades, temporary or permanent traffic control marking or devices, or temporary or permanent warning signs, devices, or markings. Prein&Newhof's role in working with contractors hired directly by the client is that of observer and not as supervisor. Prein&Newhof shall not be responsible for limiting access to the project site or for the safety of anyone but Prein&Newhof employees, or our subcontractors.

#### **H. Ownership of Records**

All field notes, original laboratory reports, original maps, drawings, mylars, studies, tests or other work products or supporting documentation shall remain the property of and under the control of Prein&Newhof. The client or the client's representative is entitled to inspect all such documents and to receive copies of the same at the client's request and expense. The client shall pay for document review, copy charges, and associated expenses should the records be subpoenaed.

Any electronic media (e-mail or computer files) transmitted are only for the convenience of the recipient. Any conclusions or information obtained or derived from the data on the electronic media will be at the user's sole risk. Prein&Newhof's responsibility is limited to only the printed copies (also known as hard copies) that are delivered pursuant to the service under the agreement with the client.

#### **I. Terms of Payment**

Unless alternate terms are included within the proposal / agreement, the project will be invoiced on a monthly basis until the completion of the project. All monthly invoices are payable within 30 days of the date of the invoice. Should full payment of the invoice not be received within 30 days, the amount due shall bear a service charge of 1.5 percent per month or 18 percent per year plus the cost of collection, including reasonable attorney's fees. If the client has any objections to any invoice submitted by Prein&Newhof, the client must so advise Prein&Newhof in writing within 14 days of receipt of the invoice.

#### **J. Premature Project Termination**

If the project is terminated in whole or in part, Prein&Newhof shall be entitled to be paid for all services performed prior to our receiving or issuing written notice of such termination, including reimbursable expenses, and for any shut-down costs incurred. Shut-down costs may, at our discretion, include expenses incurred for completion of analysis and records necessary to document our files and to protect our professional reputation.

In addition to any other remedies Prein&Newhof may have, Prein&Newhof shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

#### **K. Extended Project Cost Increases**

Any projected cost estimates provided by Prein&Newhof for work to be performed over an extended period of time may be subject to periodic cost increases imposed by our suppliers and increases in billing rates. The time and amount of any increases are unknown and Prein&Newhof must pass these periodic price increases on to the client following consultation with the client.

#### **L. Consultation Beyond Scope of Work**

Consultation, including but not limited to expert witness testimony, initiated by the client or client's representatives with Prein&Newhof after completion of the work specified herein will be considered beyond the scope of work presented herein and will be billed separately.

#### **M. Non-scope Items**

Our scope of work does not include evaluations regarding environmental conditions or contamination, wetlands or the presence of endangered species at the property or the potential impact of these on the future use of the property.

2016 KABA BUDGET TO KABA BOARD - Draft 2.0

	Oct '12 - DEC 12	Jan 13 - Dec 13	AUG 2013 - July 14 Actual	Jan 14 - Jul 14 15 Actual	AUG 2014 - July 15 Actual	Jan 15 - Jul 15 2013 Budget	2014 Budget	2015 calculated budget	2015 Budget	2016 calculated budget	2016 proposed budget	COMMENTS ERH RECOMMENDED	
<b>REVENUE</b>													
000-070 · ACCOUNT RECEIVABLES	0	1,290	72,342	0			0	0	0			0	
000-475 · MISCELLANEOUS	300	5	0	0			0	0	0				
000-580 · CONTRIBUTIONS LOCAL UNITS	40,580	0	0	0			0	0				0	
000-610 · BUILDING PERMITS / OTHER	71,556	226,575	593,226	358,486	482,110	291,197	300,000	335,000	504,242	505,000	433,899	433,000	USE 90% AUG 2014 - July 15 Actual
000-613 · ELECTRICAL PERMITS	21,229	56,782	119,412	79,530	122,656	66,503	65,000	88,000	105,299	105,000	110,390	111,000	USE 90% AUG 2014 - July 15 Actual
000-617 · MECHANICAL PERMITS	24,895	52,835	105,062	62,705	129,490	67,942	65,000	88,000	83,444	83,500	116,541	117,000	USE 90% AUG 2014 - July 15 Actual
000-618 · PLUMBING PERMITS	8,287	26,521	66,053	37,265	72,980	41,437	37,690	45,000	58,206	58,000	65,682	66,000	USE 90% AUG 2014 - July 15 Actual
000-664 · INTEREST ON INVESTMENTS	138	397	1,500	1,133	2,348	1,430	1,424	800	1,725	1,500	2,113	2,000	USE 90% AUG 2014 - July 15 Actual
<b>Total Income</b>	<b>166,966</b>	<b>364,405</b>	<b>\$883,753</b>	<b>\$539,117</b>	<b>\$809,583</b>	<b>\$468,508</b>	<b>\$469,114</b>	<b>\$556,800</b>	<b>\$752,915</b>	<b>\$753,000</b>	<b>\$728,625</b>	<b>\$729,000</b>	
<b>EXPENSE</b>													
371-226 · DUE TO KABA MEMBERS	5,703	34,200	\$23,737	\$23,737			\$0	\$0	\$121,057	\$121,057	\$0	\$0	0
371-701 · BUILDING OFFICIAL SALARY	6,248	42,012	\$63,816	\$35,250	\$72,649	\$43,390	\$57,789	\$68,813	\$62,817	\$63,000	\$75,860	\$76,000	\$60,000 FOR 2 MONTHS + \$80,000 FOR 10 MONTHS, raise to BO rate in Feb 2016
371-702 · SALARIES / CLERICAL	6,248	42,012	\$80,455	\$44,951	\$100,115	\$57,360	\$67,086	\$68,813	\$92,037	\$92,000	\$123,427	\$124,000	ADD OFFICE MANAGER / EXEC SECY POSITION @ \$45,760 , TF = \$40,227 - \$19.34/ hr) 4% raise + \$1 incr based on GC comments + \$18.00 / HR FOR KL \$37,440, ERH proposed incr to \$17.00 + \$1 incr based on GC comments
371-703 · SALARY (DIRECTOR)	14,400	43,938	\$72,600	\$43,269	\$67,212	\$35,481	\$60,000	\$75,000	\$61,500	\$61,500	\$65,000	\$65,000	\$2,500 / payperiod *26 payperiods. Bring KABA TO ENHANCED EFFICIENCY WITH STRONGER TEAM
371-704 · BUILDING BOARD OF APPEALS	2,610	0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000	\$3,000	\$2,000	\$2,000	BASED ON HIRING 2, SEPARATE CONSULTANTS IN 2012 FIRE SAFETY \$1810, Struct eng \$450. we raised boa fee to \$750 to cover KABA BOA member service
371-715 · Employer SS & Medicare	0	22,280	-\$3,060	\$4,267	\$10,630	\$8,658	\$9,414	\$14,150	\$17,034	\$17,100	\$29,369	\$29,500	BASED UPON 2014 CLERICAL + Building Off BUDGET *11% (B)MARTLEW
371-717 · HOSPITALIZATION INSURANCE	1,232	9,654	\$11,755	\$8,206	\$17,876	\$10,051	\$10,885	\$18,177	\$25,930	\$26,000	\$20,399	\$41,925	BASED UPON NEW BCBS RATES & same medical package. JR / MA IN LIEU OF BENES (\$55 / pay period) ERH WITH 5 EMPLOYEES. Seed money of \$1355*3
371-719 · PENSION	0	0	\$4,710	\$5,235	\$9,589	\$5,666	\$3,108	\$6,500	\$9,291	\$13,000	\$11,957	\$12,000	BUILD OFF+ADMIN EMPLOYEE SALARY*6.0%
371-720 LTD / STD	0	0	\$0	\$1,358	\$2,942	\$1,584	\$0	\$0	\$2,300	\$2,300	\$2,300	\$2,300	SUNLIFE QUOTE. WAS TOGETHER WITH LIFE INS IN 2013 GL
371-726 · RESOURCE MATERIALS EXPENSE					\$24,539	\$2,669				\$500	\$500		
371-728 · OFFICE SUPPLIES	1,030	2,704	\$339	\$5,137	\$8,620	\$5,308	\$1,431	\$6,180	\$11,000	\$10,000	\$8,620	\$9,000	Use AUG 14 TO JULY 15 Actual
371-730 · POSTAGE & MAILING	35	303	\$31	\$393	\$5,768	\$2,676	\$650	\$650	\$750	\$750	\$1,762	\$1,800	Use AUG 14 TO JULY 15 Actual
371-751 · VEHICLE GAS AND MAINTENANCE	923	4,850	\$606	\$4,162	\$24,559	\$11,706	\$13,000	\$7,275	\$9,674	\$13,000	\$5,768	\$5,800	Use AUG 14 TO JULY 15 Actual
371-806 · Computer operations	9,439	8,351	\$1,617	\$11,718	\$40,725	\$27,193	\$14,500	\$26,596	\$30,366	\$15,000	\$24,559	\$24,500	Use AUG 14 TO JULY 15 Actual
371-808 · CONTRACTED BLDG INSPECTIONS	3,315	22,553	\$2,352	\$37,523	\$38,700	\$13,417	\$117,375	\$97,044	\$54,182	\$54,000	\$64,620	\$65,000	USE ACTUAL JAN 15 - JUL 15 /7*12
371-811 · ELECTRICAL INSPECTOR	5,940	6,435	\$1,125	\$18,600	\$22,249	\$19,125	\$19,652	\$40,942	\$41,000	\$38,649	\$39,000	\$39,000	USE ACTUAL JAN 15 - JUL 15 /7*12
371-812 · MECHANICAL INSPECTOR	1,620	21,015	\$2,058	\$16,065	\$0	\$0	\$22,725	\$19,158	\$32,448	\$32,500	\$46,617	\$47,000	USE ACTUAL JAN 15 - JUL 15 /7*12
371-813 · PLUMBING INSPECTION	2,655	16,530	\$1,744	\$32,505	\$2,000	\$2,000	\$11,565	\$15,629	\$22,627	\$23,000	\$23,000	\$23,000	USE ACTUAL JAN 15 - JUL 15 /7*12
371-818 · BUILDING INSPECTOR JERRY										\$67,700	\$70,408	\$70,408	\$63,000+(1175*4)+(67,700*.04)
371-820 · ON-LINE PERMIT FEES TO BS&A				\$64	\$5,567	\$5,124		\$596	\$1,312	\$1,300	\$300	\$300	BASED ON BS&A INV 097348 \$328 / QUARTER
371-825 · CONTRACTED BUILD PLAN REV					\$14,940	\$0				\$2,000	\$2,000		
371-826 · ACCOUNTING & AUDIT FEES	2,500	5,919	\$765	\$5,985	\$8,131	\$455	\$4,000	\$9,185	\$9,000	\$9,000	\$7,000	\$7,000	BASED ON HISTORY
371-827 · LEGAL SERVICES	0	0	\$0	\$2,925	\$14,940	\$0	\$11,000	\$11,000	\$16,000	\$16,000	\$21,600	\$22,000	
371-831 · LIABILITY INSURANCE	5,869	855	\$0	\$0	\$5,302	\$3,491	\$5,500	\$7,217	\$7,139	\$7,200	\$8,131	\$8,271	actual premium for 2015 as per G Lansky
371-853 · TELEPHONES	692	3,016	\$300	\$2,792	\$3,052	\$2,227	\$3,516	\$3,516	\$4,500	\$4,500	\$5,302	\$5,500	BASED ON HISTORY
371-870 · MILEAGE	307	3,448	\$341	\$731	\$26,000	\$14,000	\$900	\$4,100	\$2,000	\$2,000	\$3,052	\$3,000	BASED ON AUG 2013 - JULY 2014 + TRAVEL TO POTENTIAL NEW MEMBERS
371-871 · OFFICE RENTAL	0	0	\$8,000	\$12,000	\$473	\$0	\$8,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	New Lease Cost, however, new offices may not be available to KABA for a longer period based on Oshemo Board decisions. Keep this budget number although other options may be considered. Cochran wants \$18,000 additional added.
371-902 PROMOTIONAL DEVELOPMENT	0	0	0	\$222	\$20,828	\$14,813	0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	RECRUITING NEW KABA MEMBERS & MEETINGS WITH BUILDERS
371-903 · Recruiting/staffing ads/activity	966	689	\$0	\$0	\$128	\$51	\$500	\$2,000	\$1,000	\$1,000	\$3,000	\$3,000	To accommodate potential growth of the organization
371-955 · BANKING CHARGES				\$100	\$1,040	\$1,040	\$0	\$0	\$100	\$100	\$100	\$100	Strive to be \$0
371-958 · DUES					\$0	\$0				\$1,040	\$1,040		MML, ICC
371-959 · Training / Education	0	0	\$0	\$4,083	\$9,345	\$0		\$4,600	\$15,000	\$15,000	\$5,000	\$5,000	BO ICC CONF \$3,000, BO COCM 2 CONF \$1,000, TF, KC 1 COURSE \$300 EA, + ADDITIONAL TRAINING TO ENHANCE OUR EMPLOYEE BREADTH OF KNOWLEDGE AS PER BOARD GUIDANCE
371-963 · CONTINGENCY ITEMS	380	0	\$0	\$0	\$0	\$0	\$41,139	\$13,603	\$193,365	\$193,500	\$0	\$0	Contingency items will be extracted from Net Position
371-976 · CAPITAL OUTLAY	34,190	17,026	\$0	\$5,704	\$0	\$0	\$50,000	\$31,742	\$21,485	\$21,350	\$21,833	\$22,000	3% of budgeted expenses as per Director Martlew
<b>Total Expense</b>	<b>107,332</b>	<b>309,295</b>	<b>\$273,292</b>	<b>\$303,242</b>	<b>\$663,666</b>	<b>\$357,761</b>	<b>\$533,709</b>	<b>\$548,696</b>	<b>\$761,300</b>	<b>\$752,600</b>	<b>\$704,965</b>	<b>\$732,444</b>	

Estimated Increase (Decrease) in Unrestricted Net Position	\$121,457		\$ (3,444)
Unrestricted Net Position at 12/31/14		\$497,756	
Unrestricted Net Position at 12/31/15 (Estimate)	\$619,213		\$618,813
Unrestricted Net Position at 12/31/16 (Estimate)			\$615,369

## **KABA 2015 HIGHLIGHTS AND DISCUSSION OF 2016 APPROVED BUDGET**

### **KABA 2015 HIGHLIGHTS**

- KABA will be debt free by the end of 2015 as we will have paid off all the startup fees received from our charter township members. This is quite an accomplishment as the original township leaders envisioned having to allocate funds to KABA for numerous years after start-up
- KABA REVENUE ESTIMATE FOR FY 2015 - \$818,940 vs. Budget \$753,000 – 109% of budget
- KABA EXPENSES ESTIMATE FOR FY 2015 - \$652,241 vs. Budget \$753,000 – 87% of budget
- KABA BUDGETED REVENUE ESTIMATE FOR FY 2016 - \$729,000. BUDGETED EXPENSES FY 2016 SLIGHTLY HIGHER THAN REVENUE as we increase our staffing to optimize operations in anticipation of new member expansion in 2016.

### **Oshtemo Township 2015 KABA HIGHLIGHTS**

- YTD Oshtemo has accounted for \$253,238 of KABA'S YTD Revenue of \$638,371 or 39.7% of the total KABA Revenue. 733 permits have been issued in Oshtemo Township or 38.9% of all permits issued, YTD.

**We thank the Oshtemo Township Board, all Oshtemo Township employees and of course the Citizens of Oshtemo for their support in making KABA a success!**



2015 MONTHLY KABA PERMITS BY JURISDICTION

2015 SEPTEMBER

SEPTEMBER 2014, PREV YEAR MONTH

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE	REVENUE SEPT 2014	% PREV YEAR MONTH	PERMITS SEPT 2014	% 2014 - YTD	
COMSTOCK	BUILDING	21	\$ 19,263					
	ELECTRICAL	9	\$ 1,800					
	MECHANICAL	10	\$ 1,925					
	PLUMBING	5	\$ 1,757					
	SPECIAL							
	TOTAL COMSTOCK	45	\$ 24,745					
	COOPER	BUILDING	16	\$ 14,033				
		ELECTRICAL	20	\$ 4,828				
		MECHANICAL	5	\$ 821				
		PLUMBING	1	\$ 205				
SPECIAL								
TOTAL COOPER	42	\$ 19,887						
KALAMAZOO	BUILDING	11	\$ 10,265					
	ELECTRICAL	12	\$ 1,922					
	MECHANICAL	11	\$ 1,706					
	PLUMBING	2	\$ 200					
	SPECIAL	1	\$ 45					
TOTAL KALAMAZOO	37	\$ 14,138						
OSHTENO	BUILDING	25	\$ 31,412					
	ELECTRICAL	25	\$ 5,712					
	MECHANICAL	33	\$ 4,683					
	PLUMBING	18	\$ 3,898					
	SPECIAL							
TOTAL OSHTENO	101	\$ 45,705						
<b>TOTAL KABA</b>	<b>SEPTEMBER</b>	<b>225</b>	<b>\$ 104,475</b>	<b>\$ 77,162</b>	<b>135%</b>	<b>258</b>	<b>87%</b>	
TOTAL BUILDING		73	\$ 74,973					
TOTAL ELECTRICAL		66	\$ 14,262					
TOTAL MECHANICAL		59	\$ 9,135					
TOTAL PLUMBING		26	\$ 5,060					
TOTAL SPECIAL		1	\$ 45					

**KALAMAZOO AREA BUILDING AUTHORITY**

**Profit & Loss**

January through September 2015

Jan - Sep 15

Income	
371-475 · MISCELLANEOUS	665.10
371-810 · BUILDING PERMITS / OTHER	399,661.00
371-611 · BUILDING PLAN REVIEW FEE	-1,052.00
371-613 · ELECTRICAL PERMITS	96,587.50
371-617 · MECHANICAL PERMITS	94,748.50
371-618 · PLUMBING PERMITS	53,900.00
371-664 · INTEREST ON INVESTMENTS	1,429.98
<b>Gross Income</b>	<b>645,940.08</b>
Expense	
371-701 · BUILDING OFFICIAL SALARY	65,283.10
371-702 · SALARIES/CLERICAL	70,951.93
371-703 · SALARY (DIRECTOR)	44,942.22
371-715 · EMPLOYER SS & MEDICARE	12,009.23
371-717 · HOSPITALIZATION INSURANCE	16,046.46
371-718 · EMPLOYEEAFTER TAX 401 A	-1,748.76
371-719 · PENSION CONTRIBUTION	6,892.24
371-722 · LTD / STD	2,036.52
371-726 · RESOURCE MATERIALS EXPENSE	2,732.35
371-728 · OFFICE SUPPLIES	7,192.20
371-730 · POSTAGE & MAILING	1,066.34
371-751 · VEHICLE GAS AND MAINTENANCE	3,298.50
371-805 · COMPUTER SUPPORT	7,515.47
371-806 · COMPUTER OPERATIONS	7,400.55
371-808 · BUILDING INSPECTOR - MIKE	2,790.00
371-811 · ELECTRICAL INSPECTOR - TOM	1,395.00
371-812 · MECHANICAL INSPECTOR - JOHN	19,845.00
371-813 · PLUMBING INSPECTOR - JOHN	25,807.50
371-814 · BUILDING INSPECTOR - STEVE ROY	50,085.00
371-815 · ELECTRICAL INSPECTOR - DOUG	27,100.00
371-816 · MECHANICAL INSPECTOR - TOM	12,015.00
371-817 · ELECTRICAL INSPECTOR - DAVID	1,080.00
371-818 · BUILDING INSPECTOR - JERRY	33,764.36
371-824 · CONTRACTED PLUMB REVIEW FEE	225.00
371-825 · CONTRACTED BUILD PLAN REV FEE	2,000.00
371-826 · ACCOUNTING & AUDIT FEES	6,416.32
371-827 · LEGAL SERVICES	0.00
371-831 · LIABILITY INSURANCE	455.00
371-853 · TELEPHONES	4,365.50
371-870 · MILEAGE	2,896.89
371-871 · OFFICE RENTAL	14,000.00
371-903 · RECRUITING/STAFFING AD/ACTIVITY	14,835.79
371-955 · BANKING CHARGES	156.00
371-958 · DUES	1,040.00
371-959 · TRAINING & EDUCATION	3,670.29
371-962 · MISC	242.50
<b>Total Expense</b>	<b>469,802.50</b>
<b>Fund Balance</b>	<b>(176,137.56)</b>

**KALAMAZOO AREA BUILDING AUTHORITY**  
**Profit & Loss**  
**September 2015**  
**Sep 15**

Income	
371-610 · BUILDING PERMITS / OTHER	69,313.00
371-611 · BUILDING PLAN REVIEW FEE	-168.00
371-613 · ELECTRICAL PERMITS	14,457.00
371-617 · MECHANICAL PERMITS	9,205.00
371-618 · PLUMBING PERMITS	5,896.00
<b>Gross Income</b>	<b>98,703.00</b>
Expense	
371-702 · SALARIES/CLERICAL	6,516.15
371-703 · SALARY (DIRECTOR)	4,730.76
371-715 · EMPLOYER SS & MEDICARE	868.63
371-717 · HOSPITALIZATION INSURANCE	1,543.08
371-718 · EMPLOYEEAFTER TAX 401 A	-184.08
371-719 · PENSION CONTRIBUTION	626.64
371-722 · LTD / STD	226.28
371-726 · RESOURCE MATERIALS EXPENSE	62.95
371-728 · OFFICE SUPPLIES	80.99
371-730 · POSTAGE & MAILING	161.12
371-751 · VEHICLE GAS AND MAINTENANCE	254.41
371-806 · COMPUTER OPERATIONS	300.00
371-808 · BUILDING INSPECTOR - MIKE	1,560.00
371-812 · MECHANICAL INSPECTOR - JOHN	2,745.00
371-813 · PLUMBING INSPECTOR - JOHN	2,767.50
371-814 · BUILDING INSPECTOR - STEVE ROY	6,487.50
371-815 · ELECTRICAL INSPECTOR - DOUG	3,645.00
371-816 · MECHANICAL INSPECTOR - TOM	1,620.00
371-818 · BUILDING INSPECTOR - JERRY	6,028.84
371-826 · ACCOUNTING & AUDIT FEES	716.14
371-853 · TELEPHONES	396.33
371-870 · MILEAGE	585.00
371-959 · TRAINING & EDUCATION	804.36
<b>Total Expense</b>	<b>42,542.60</b>
<b>Fund Balance</b>	<b>56,160.40</b>



# Memo



**To:** Libby Heiny-Cogswell, Supervisor and Oshtemo Township Board  
**From:** Mark Barnes, Fire Chief  
**CC:** James Porter, Legal Counsel  
**Date:** September 16, 2015  
**Re:** WMED Medical School Affiliation Agreement

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For years your fire department had partnered with Michigan State University's medical school residency program held at WMU. Now that WMU has its own medical school, we are forming a new partnership at their request.

Attached is a proposed affiliation agreement between Oshtemo Township and Western Michigan University's, Homer Stryker School of Medicine (WMed). Unlike the previous MSU system, WMed is nationally accredited and this agreement is a key component of their obtaining and maintaining that accreditation. Thus the reason for an uptick in formality.

Should you approve this relationship as requested, Oshtemo Fire and Rescue would host half of the first year medical students for a 4-hour orientation to pre-hospital care. Portage Public Safety, Fire Division has accepted the other half.

Each student will learn the role of medical first responders in the layered pre-hospital care system. This includes a demonstration of our medical equipment and related vehicles. Should there be a response during their brief visit, they will participate in that call to the level that they are trained and currently certified.

In addition, they will be introduced to the components of technical rescue provided inclusively by the fire service. After their visit with us, students will participate in a two-day orientation program with Life EMS Ambulance, our local advanced life support provider and one more half day with a home health care provider.

This year's class consists of 54 medical students. WMed intends to continuously increase their enrollment until 2018 when they reach their peak of 84.

Mr. Geoff Lansky, our insurance agent, has been contacted to insure that we have the proper coverages for this activity.

In addition, Mr. Porter has reviewed the document and had all of his inquires satisfactorily addressed.

There are fifteen fire / rescue agencies in Kalamazoo County. We are honored to have been chosen by WMed to administer to these future physicians and to continue to support our local medical school program.



**AFFILIATION AGREEMENT  
BETWEEN  
WESTERN MICHIGAN UNIVERSITY HOMER STRYKER M.D. SCHOOL OF  
MEDICINE  
AND  
OSHTEMO TOWNSHIP**

This Affiliation Agreement is made effective as of **August 1, 2015** (the “Effective Date”) by and between Western Michigan University Homer Stryker M.D. School of Medicine (“WMed”), a Michigan nonprofit corporation, and Oshtemo Township (“Oshtemo Township”).

Background

WMed conducts undergraduate medical education programs for medical students and desires access to Oshtemo Township’s Fire Department operations in which students can obtain broader clinical learning experiences pursuant to the requirements of the Liaison Committee on Medical Education (“LCME”).

TERMS AND CONDITIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the parties agree as follows:

ARTICLE 1– ORGANIZATION

1.1 EMS Operations, Patient Care and Compliance. Oshtemo Township shall retain sole responsibility, authority and accountability for its emergency operations and related patient care provided during its fire department operations, and Oshtemo Township shall determine which operations shall be included in the programs under this Agreement. Oshtemo Township shall be responsible for compliance with all pertinent provisions of federal, state and local statutes, rule, regulations and ordinances applicable to Oshtemo Township in connection with the terms of this Agreement.

1.2 Separate Entities. The parties shall not be deemed partners, nor shall the relationship between them be considered a joint venture by virtue of the terms of this Agreement. It is expressly understood that this Agreement does not constitute Oshtemo Township as an agent of WMed nor WMed as an agent of Oshtemo Township. Neither party shall have the power or authority to bind the other party or contract in the name of the other party.

1.3 Independent Contractors. It is the intention of the parties that, in carrying out their obligations under this Agreement, WMed and Oshtemo Township shall at all times be acting as and be deemed to be independent contractors.

1.4 Operational Sites. The terms of this Agreement shall apply to all fire department sites operated or controlled by Oshtemo Township.

1.5 Responsibility for Learning Environment of WMed and Oshtemo Township.

(a) WMed and Oshtemo Township shall share the responsibility to provide a supportive learning environment that provides physical and psychological safety that promotes teamwork and respect for all learners in a high-quality learning environment enables students to learn the art and science of medicine, and apply that learning in a monitored and mentored setting, within an institution committed to: competence-based education, evaluation and practice; support for the professional and personal development of learners, faculty and staff; and educational and clinical excellence through continuous improvement and innovation.

(b) WMed and Oshtemo Township are committed to providing an environment that promotes teaching and learning, service, research and discovery, and excellence in the practice of medicine and clinical care. WMed and Oshtemo Township shall work together to assure conduct and behaviors of faculty and staff in their interactions with learners exemplifying mutual respect and high standards of professionalism. All persons shall respect each person's worth and dignity, and contribute to a positive learning environment. Based on their roles in the educational process and their inherently unequal positions in relationship to students, all instructional personnel – including employed and volunteer faculty, residents, fellows, and others – shall treat students with professionalism, dignity, and respect, being mindful of the potential impact of their actions on students' professional futures.

## ARTICLE 2– RESPONSIBILITIES OF WMED

2.1 General Responsibilities of WMed. In implementing and conducting this Agreement, WMed shall be solely responsible for, and shall have complete control over:

(a) the overall design, policies, management, and evaluation of a coherent and coordinated undergraduate medical student curriculum;

(b) Student admission decisions, grade assignment and grievance, determination of academic standing, promotion, evaluation, graduation, and related ramifications, and eligibility for assignments.

2.2 Educational Goals. WMed agrees to establish the educational goals and objectives of WMed programs for undergraduate medical education programs in a manner consistent with the standards and requirements set forth by WMed and the LCME. **Oshtemo Township will provide for up to two (2) students per day, 4 days per week.** Each half-day session is a minimum of three hours. Medical students will spend time at Oshtemo Township during designated electives as mutually agreed by WMed and Oshtemo Township.

2.3 Scheduling of Students. WMed agrees to:

(a) cooperate with Oshtemo Township in coordinating and reviewing working schedules of Students while at Oshtemo Township.

(b) provide the names of Students, their level of training, and their assignments to Oshtemo Township sufficiently in advance to allow for convenient planning of duty schedules; and

(c) assign Students for rotation at Oshtemo Township facilities beginning on the Effective Date.

2.4 Student Records. WMed agrees to maintain records and reports concerning the education of Students and of Students' time spent in the activities at Oshtemo Township, as may be required by WMed and/or for compliance with the regulations, guidelines, and policies of that affect Oshtemo Township.

2.5 Requirements for Students. WMed shall require assigned Students to:

(a) Comply with WMed policies, Oshtemo Township rules and regulations, state and federal laws and regulations, requirements of the LCME, and the ethical standards of the American Medical Association; this includes requiring students to complete the Oshtemo Township Risk Acknowledgement Form for participation in fire department operations.

(b) Participate, to the extent scheduled or otherwise requested by Oshtemo Township and approved by WMed, in activities and assignments that are of educational value and that are appropriate to the course and scope of WMed educational program, consistent with the requirements of the LCME; and

(c) Cooperate in the timely preparation and maintenance of an appropriate medical record for each patient in whose care the Student participates, using forms or electronic systems provided by Oshtemo Township. The medical record shall, at all times, remain the property of Oshtemo Township.

2.6 WMed Coordinator. WMed agrees to designate a member of WMed faculty to arrange for supervision, provide coordination, oversight and direction of Student educational activities and assignments while at Oshtemo Township. The faculty member must be certified by the appropriate specialty board and shall possess suitable equivalent qualifications as an instructor, clinician, and administrator, as determined by WMed.

2.7 WMed Faculty. WMed agrees to designate WMed faculty members to provide supervision and management of Student's work while at Oshtemo Township facilities. Supervisory faculty must qualify for, obtain and maintain a faculty appointment with WMed in accordance with WMed academic review and appointment procedures.

2.8 WMed Compliance Program. WMed shall provide Oshtemo Township with a copy of WMed Code of Conduct and compliance requirements and assign a WMed representative to work with Oshtemo Township regarding any corporate compliance issues. All WMed faculty and Students are expected to comply with the requirements of WMed and Oshtemo Township compliance programs.

2.9 Employment Status of Students.

2.9.1 Medical Students Are Not Employees. It is mutually understood and agreed that medical students assigned to a clinical education rotation as part of WMed's undergraduate medical education program are students of WMed and are not employees of Oshtemo Township

or WMed. As such, the medical students shall not receive compensation or be eligible for benefits, and may be asked to sign a waiver acknowledging that they are not employees for purposes of compensation, worker's compensation, withholding, social security or any purpose.

### ARTICLE 3 – RESPONSIBILITIES OF OSHTEMO TOWNSHIP

3.1 Oshtemo Township Participation. Oshtemo Township agrees to maintain adequate staff, facilities, and WMed faculty (as needed) at its premises and assure WMed faculty and Student access to appropriate resources to meet the educational goals and objectives of the WMed educational programs as agreed and in a manner consistent with the standards and requirements established by WMed and LCME.

3.2 Control over Academic Affairs. Oshtemo Township agrees to assure the primacy of WMed over academic affairs including Student education programs and the education and assessment of Students, and the appointment and assignment of faculty members with responsibility for Student education.

3.3 Exposure to Hazards. Oshtemo Township agrees to be responsible for providing initial on-site treatment (comparable to that provided for Oshtemo Township employees) for a Student exposed to an infectious or environmental hazard including needle stick injury or other occupational hazard or injury at Oshtemo Township. The Student shall be required to comply with the policy and protocol of Oshtemo Township and report any such event to their clinical instructor or supervisor. WMed Student and Resident Affairs will be notified of any such exposure or injury in a timely manner and responsible for arranging follow-up health services. The costs of treatment are the responsibility of the student.

3.4 Quality Assurance Programs. As appropriate, Oshtemo Township shall conduct formal quality assurance programs.

3.4.1 Instruction of Students. All Students shall receive instruction from Oshtemo Township for its quality assurance/performance improvement and risk management programs. To the degree possible and in conformance with state law, Students shall participate in appropriate components of Oshtemo Township quality assurance/performance improvement and risk management programs.

3.4.2 Records for Quality Assurance Program. Oshtemo Township shall maintain a medical records system adequate to support quality-assurance/performance improvement activities.

3.5 Compliance with Laws and LCME Requirements. Oshtemo Township agrees to comply with all applicable laws, regulations, and LCME requirements. Oshtemo Township shall notify WMed within five days of receipt of notice that Oshtemo Township is not in compliance with any such laws, regulations, or requirements. Oshtemo Township agrees to permit inspection of its clinical and related facilities by individuals charged with the responsibility for accreditation of WMed and WMed programs.

3.6 Prior Notice Regarding Misconduct. With respect to any professional services performed by Students under this Agreement, Oshtemo Township agrees to inform WMed as follows:

(a) Immediately upon initiation of an investigation of a WMed faculty member or Student upon actual knowledge by Oshtemo Township and if permitted under applicable law, or upon the occurrence of a material event involving misconduct or liability and a WMed faculty member or Student;

(b) Within five days after receipt of service of a complaint, summons, or notice of a claim naming or involving a WMed faculty member or Student;

(c) Prior to making or accepting a settlement offer in any lawsuit or legal claim in which a WMed faculty member or Student has been named or in which a settlement is being proposed on their behalf; or

(d) Prior to making a report to the National Data Bank or the Medical Board of Michigan in which a WMed faculty member or Student is named.

3.7 Disciplinary Action. Oshtemo Township agrees to cooperate with and assist WMed in investigating facts that may serve as a basis for taking any corrective action against a WMed faculty member or Student as provided under WMed policies, which may include restrictions on participation at Oshtemo Township and dismissal from WMed. WMed may but is not required to consult with Oshtemo Township concerning any corrective action against a WMed faculty member or Student. Oshtemo Township agrees to abide by WMed corrective action against a WMed faculty member or Student. Notwithstanding the foregoing, Oshtemo Township shall have the right, for good cause and after consultation with WMed, to prohibit further attendance at Oshtemo Township of any Student provided that Oshtemo Township will not take any action against Students in an arbitrary or capricious manner.

3.8 Oshtemo Township Compliance Program. Oshtemo Township shall provide WMed with a copy of Oshtemo Township corporate compliance program or any such plan or program that describes Oshtemo Township's plan for ensuring ethical and legal compliance with all federal and state laws. Oshtemo Township shall not require any WMed faculty or Student conduct of professional behavior in a manner that would contradict the requirements of WMed policies and compliance program.

3.9 Students. Oshtemo Township agrees:

(a) to designate, in consultation with WMed, a person to coordinate Students duty schedules and activities while at Oshtemo Township,

(b) to protect the health and safety of Students on rotation at Oshtemo Township facilities,

(c) that during the period in which a Student is assigned to Oshtemo Township, the Student shall be under the direction and supervision of WMed faculty.

3.10 Level of Training. Oshtemo Township acknowledges that all Students are in training and shall not be asked to render care beyond the scope of their medical training or abilities.

#### ARTICLE 4-- FACILITIES AND SERVICES

4.1 Facilities. Oshtemo Township agrees to provide a safe and secure physical environment that meets the needs of WMed and any requirements established by applicable accrediting bodies, and as may be required in this Agreement.

4.2 Electronic Records. Oshtemo Township agrees to provide appropriate access for Students and WMed faculty and staff to electronic health record systems and health information resources that document each patient's care and facilitate education and performance improvement activities.

4.3 Amenities. Oshtemo Township shall assure that all Students and WMed faculty and staff have appropriate space and access for personal storage and lockers, shared or individual workspace and learning space, classrooms, respite space, security services, and parking.

4.4 Orientation. Oshtemo Township, in collaboration with WMed, agrees to provide appropriate orientation for all WMed faculty and Students, who shall have access to Oshtemo Township.

4.5 Patient Confidentiality. WMed shall require the medical students, residents, fellows and faculty of WMed to respect the confidentiality of patient information and records and all Hospital information to which they have access.

4.5.1 HIPAA. The parties agree to comply with the provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). Oshtemo Township shall provide training to the Students and WMed faculty on Oshtemo Township's compliance programs for HIPAA and advise them of the importance of complying with Oshtemo Township's policies and procedures relative to HIPAA.

4.5.2 Educational Use of Information. The parties acknowledge that WMed and its faculty may use patients' personal health information for educational purposes, provided that all such information shall be appropriately redacted to remove all data that may be used to connect such information back to the patient to whom it relates.

#### ARTICLE 5-- INSURANCE AND INDEMNIFICATION

5.1 Insurance By Oshtemo Township. Oshtemo Township, at its sole cost, shall provide insurance coverage for its activities in connection with this Agreement by maintaining the following insurance coverages:

- (a) Professional Medical Liability Insurance with limits of \$1,000,000 per occurrence and a general aggregate of \$3,000,000.
- (b) Comprehensive General Liability Insurance (contractual liability included) with a limit of \$ 1,000,000 per occurrence, and a general aggregate of \$3,000,000.
- (c) Workers' Compensation Insurance in a form and amount covering Oshtemo Township's full liability as required by law under the Workers' Compensation Insurance.

(d) Such other insurance in such amounts that from time to time may be reasonably required by the mutual consent of the parties against other insurable risks relating to performance.

If such insurance under (a) or (b) is a claims-made policy, it shall be required to continue for three (3) years following termination of this Agreement. The insurance shall have a retroactive date prior to or coinciding with the effective date of this Agreement.

5.2 Insurance by WMed. WMed, at its sole cost, shall provide insurance coverage for its activities in connection with this Agreement by maintaining the following insurance coverages:

(a) Professional Medical Malpractice Insurance with limits of \$2.5 million per occurrence and \$5 million aggregate.

(b) Comprehensive General Liability Insurance with limits of \$1 million per occurrence and \$2 million aggregate.

(c) Workers' Compensation Insurance covering WMed full liability as required by law under the Workers' Compensation Insurance with a limit of \$500,000 per accident or injury from disease.

(d) Umbrella liability insurance with limits of \$5 million per occurrence and \$5 million aggregate.

(e) Such other insurance in such amounts from time to time may be reasonably required by the mutual consent of the parties against other insurable risks relating to performance.

5.3 Coverage Limitations. The coverages required under Sections 5.1 and 5.2 above shall not in any way limit the liability of Oshtemo Township or WMed. All policies shall be endorsed to include the other party as an additional insured entity and shall provide for thirty (30) days' advance written notice to the other party of any modification, change, or cancellation of any of the above insurance coverages. Such a provision, however, shall only apply in proportion to and to the extent of the negligent acts or omissions of such party, its officers, agents, and/or employees. Each party agrees to furnish the other party with certificates of insurance evidencing compliance with all requirements.

5.4 Indemnification by Oshtemo Township. Oshtemo Township shall defend, indemnify and hold harmless WMed, its members, directors, officers, faculty, employees, agents and Students from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for personal injury or death or damage to property arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Oshtemo Township, its directors, officers, employees, or agents, and except to the extent covered by the insurance of WMed.

5.5 Indemnification by WMed shall defend, indemnify and hold harmless Oshtemo Township, its directors, officers, physicians, employees and agents from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for personal injury or damage to property arising out of the performance of this Agreement but only in proportion to and

to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of WMed, its members, directors, officers, employees, agents or Students, and except to the extent covered by the insurance of Oshtemo Township.

5.6 Waiver of Subrogation. Oshtemo Township and WMed hereby waive all rights of recovery which either might otherwise have against the other, and its members, directors, officers, faculty, employees, agents and Students, for any loss which is covered by a policy of insurance, notwithstanding that such loss may result from the negligence or fault of one of them, or its members, directors, officers, faculty, employees, agents and Students. The parties agree to acquire policies of insurance containing standard waiver of subrogation clauses or endorsements so long as such clauses or endorsements are generally available in the insurance industry.

5.7 Cooperation. Oshtemo Township and WMed agree to cooperate with each other in the timely investigation and disposition of audits, peer review matters, substantive adverse events, disciplinary actions and third-party liability claims arising out of any services provided under this Agreement or in the operation of the Program. The parties shall notify one another as soon as possible of any adverse event that may result in liability to the other party. It is the intention of the parties to fully cooperate in the disposition of all such audits, actions or claims. Such cooperation may include sharing records, timely notice, joint investigation, defense, disposition of claims of third parties arising from services performed under this Agreement, and making witnesses available. WMed shall be responsible for corrective action of Students in accordance with WMed applicable policies and procedures.

To the extent allowed by law, Oshtemo Township and WMed shall have reasonable and timely access to the medical records, charts, and/or quality assurance data of the other party relating to any claim or investigation related to services provided pursuant to this Agreement; provided, however, that nothing shall require either Oshtemo Township or WMed to disclose any peer review documents, records or communications that are privileged.

#### ARTICLE 6- TERM AND TERMINATION

6.1 Term. This Agreement shall commence as of the Effective Date and continue for an initial term of five (5) years. Thereafter, this Agreement shall automatically renew for consecutive additional terms of five (5) years each, unless terminated by either party pursuant to the terms of this Agreement.

6.2 Termination Without Cause. Notwithstanding any other provision to the contrary, this Agreement may be terminated without cause at any time by either party upon 120 days' prior written notice to the other party or upon completion of the Students' rotation for the current academic year, whichever is greater.

6.3 Termination Upon Default. In the event either party is in material breach or default of this Agreement, which is not cured within thirty (30) days after the non-defaulting party gives written notice, then this Agreement may be terminated by written notice to the defaulting party. Upon such breach or default, the non-defaulting party shall have all remedies for such default including damages and specific performance to require compliance with the terms of this

Agreement, and the non-defaulting party shall be entitled to reimbursement of its reasonable attorney fees. Upon termination of this Agreement, the programs provided for in this Agreement shall continue for the remainder of the Student rotation for the current academic year, and the Students shall be allowed to complete such rotation without negative effect on the schedule or quality of their education during such period.

#### ARTICLE 7 – GENERAL PROVISIONS

7.1 Entire Agreement. This Agreement is the final agreement of the parties with respect to its subject matter and supersedes any prior understandings or agreements, oral or written, with respect thereto. This Agreement will be binding upon and inure to the benefit of the parties, and their respective successors and assigns.

7.2 No Amendment or Assignment. No change, modification, termination or amendment of this Agreement shall be valid or binding unless such change, modification or amendment is in writing and signed by both parties. Neither party can assign this Agreement without the prior written consent of the other party.

7.3 Governing Law. This Agreement and the rights of the parties under this Agreement will be governed by, interpreted, and enforced in accordance with the laws of the State of Michigan, without regard to conflict or choice of laws principles.

7.4 Severability. If any provision of this Agreement is held to be illegal, invalid, or unenforceable under applicable law, such provision will be fully severable, and this Agreement will be construed and enforced as if such illegal, invalid, or unenforceable provision had never comprised a part of this Agreement, and the remaining provisions of this Agreement will remain in full force and effect and will not be affected by the illegal, invalid, or unenforceable provision or by its severance from this Agreement. Furthermore, in lieu of such illegal, invalid, or unenforceable provision, there will be added automatically as a part of this Agreement a provision as similar in terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid and enforceable.

7.5 Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy and all of which, when taken together, will be deemed to constitute one and the same document, and will be effective when counterparts have been signed by each party and delivered to the other party. A manual signature on this Agreement whose image has been transmitted electronically will constitute an original signature for all purposes.

7.6 Notices. All notices, demands, and requests required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed given (a) when personally delivered to the party to be given such notice or other communication, (b) on the business day that such notice or other communication is sent by facsimile, which facsimile shall promptly be confirmed by written notice by U.S. Mail, (c) on the third business day following the date of deposit in the U.S. mail if such notice or other communication is sent by certified or registered mail with return receipt requested and postage thereon fully prepaid, or (d) on the business day

following the day such notice or other communication is sent by reputable overnight courier, to the following, or to such other address as the parties may designate in writing:

If to WMed: Western Michigan University  
School of Medicine  
1000 Oakland Drive  
Kalamazoo, MI 49008-8010  
Attn: Thomas E. Zavitz, MSA, FACMPE  
Associate Dean for Administration and Finance

If to Oshtemo Township: Oshtemo Township  
7275 West Main Street  
Kalamazoo, MI 49009  
Attn: \_\_\_\_\_  
Fax: \_\_\_\_\_

IN WITNESS WHEREOF, the parties have caused this Affiliation Agreement to be executed by their duly authorized representatives as of the Effective Date.

WMed: WESTERN MICHIGAN UNIVERSITY HOMER STRYKER M.D.  
SCHOOL OF MEDICINE

By:   
Thomas E. Zavitz, MSA, FACMPE, Associate Dean

Oshtemo Township: OSHTEMO TOWNSHIP

By: \_\_\_\_\_

Its: \_\_\_\_\_



# Memo



7

**To:** Libby Heiny-Cogswell Supervisor and Township Board.  
**From:** Mark Barnes, Fire Chief  
**CC:**  
**Date:** October 8, 2015  
**Re:** Change to Kalamazoo Valley Intergovernmental Ambulance Agreement

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Attached is a brief letter (1 page) from Kalamazoo Township asking to join the existing Kalamazoo Valley Intergovernmental Ambulance Agreement (KVIAA). Per the requirements of the agreement, all existing signatories must agree to allow the entrance of any additional governmental units. Those units are:

1. City of Kalamazoo
2. Cooper Township
3. City of Parchment
4. Oshtemo Township

Also attached to this memo is a resolution (4 pages) that, if approved by four units and Life EMS, would allow this cooperative merger.

The oversight board and Life EMS have evaluated the impact to the current EMS system should this be approved and find it to be beneficial to the existing partners and Kalamazoo Township. Geographically, K-Twp has been a wedge in the KVIAA metro coverage area. It borders the west, north and east side of the City of Kalamazoo and thus creates an island of area between the City and the three other partners.

Operationally, this has forced both ALS providers (Life EMS and Price Care) to attempt to staff and stage units to provide coverage. At times, this has created a doubling of coverage and at other times a lack of coverage. Neither are beneficial to the community. One is costly and a waste of a limited critical emergency response resources while the other is detrimental to the patient needing rapid care.

The oversight board has recommended the welcoming of Kalamazoo Township and their citizens into this agreement. Kalamazoo County Medical Control Authority has also evaluated this proposal and supports its implementation.

**Recommendation:**

That Oshtemo Township support and sign the inclusion of Kalamazoo Township into the Kalamazoo Valley Intergovernmental Ambulance Agreement.

Charter  
**Township**  
of Kalamazoo

1720 Riverview Drive  
Kalamazoo, Michigan 49004-1099  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
[www.kalamazootownship.org](http://www.kalamazootownship.org)

September 16, 2015

Kalamazoo Valley Intergovernmental Ambulance Agreement Oversight Board  
c/o Fire Chief Mark Barnes  
7275 West Main St.  
Kalamazoo, MI 49009

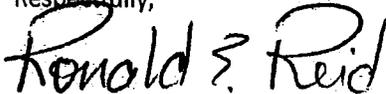
Dear Chief Barnes,

I would like to start by thanking you and the members of the oversight board for the sharing of valuable information regarding the Kalamazoo Valley Intergovernmental Ambulance Agreement with us.

As a result of a long and thorough research effort, the Charter Township of Kalamazoo would like to formally request your consideration to become a partner in the Kalamazoo Valley Intergovernmental Ambulance Agreement effective October 30, 2015.

We understand that this is a large commitment for all agencies involved and look forward to your response. Please feel free to contact me if you have any questions or concerns.

Respectfully,



Ronald E. Reid  
Supervisor

**KALAMAZOO VALLEY INTERGOVERNMENTAL AMBULANCE AGREEMENT**

This Agreement is made between the COOPER CHARTER TOWNSHIP, the OSHTEMO CHARTER TOWNSHIP, the KALAMAZOO CHARTER TOWNSHIP, the CITY OF PARCHEMENT, the CITY OF KALAMAZOO (hereinafter the "Municipalities") and Life EMS of Kalamazoo, Inc., a Michigan Corporation (hereinafter "Life EMS").

**WHEREAS**, in order to provide more responsive, reliable and cost-effective ambulance and other emergency services, the Municipalities requested proposals for an intergovernmental ambulance agreement, seeking a single provider for emergency services for their residents; and

**WHEREAS**, the Municipalities pursuant to the authority granted by 1951 Public Act 35, as amended (being MCL 124.1 et seq.) and 2011 Public Act 258 (being MCL 124.111 et seq.) are interested in sharing oversight responsibilities for the provision of these services; and

**WHEREAS**, Life EMS has presented a signed proposal in response to the request for proposals (RFP) prepared by the Municipalities that fully addresses all issues related to the provision of and payment for ambulance and other emergency services; and

**WHEREAS**, the Municipalities wish to enter into an Agreement with Life EMS, and have designated the proposed agreement as the Kalamazoo Valley Intergovernmental Ambulance Agreement; and

**WHEREAS**, the Municipalities and Life EMS wish to supplement the proposal signed by Life EMS in response to the request for proposals in order to create a binding agreement that describes the obligations and responsibilities that the Municipalities have to each other, and more fully details the obligations and responsibilities of Life EMS to the Municipalities, both collectively and as individual governmental entities.

**IT IS NOW THEREFORE AGREED AS FOLLOWS:**

1. This Agreement and the RFP signed by Life EMS as submitted via correspondence dated May 29, 2014 from Mark Meijer, President, Life EMS, to Terry Emig, Chief, Cooper Charter Township Fire Department, constitute a single Agreement that shall be known as the Kalamazoo Valley Intergovernmental Ambulance Agreement (KVIAA).
2. All references to the Kalamazoo Valley Intergovernmental Ambulance Agreement and to the local governmental entities in the RFP submitted and signed by Life EMS shall be deemed to refer to all municipalities that are a party to this Agreement, including any other municipality who becomes a party to the Agreement subsequent to the date of its execution, as further described below.
3. Any party to this Agreement, including Life EMS, may terminate its participation by providing 180 days written notice to all other parties at any time after the initial four-year

term of this Agreement has expired. This notice, and all other notices under this Agreement, shall be sent to the following persons:

CHARTER TOWNSHIP OF COOPER: Township Supervisor  
1590 West 'D' Avenue  
Kalamazoo, MI 49009

CHARTER TOWNSHIP OF OSHTEMO: Township Supervisor  
7275 W. Main St.  
Kalamazoo, MI 49009

CHARTER TOWNSHIP OF KALAMAZOO: Township Supervisor  
1720 Riverview Dr.  
Kalamazoo, MI 49004

CITY OF PARCHMENT: Office of the City Manager  
650 S. Riverview  
Parchment, MI 49004

CITY OF KALAMAZOO: Office of the City Manager  
241 W. South St.  
Kalamazoo, MI 49007

LIFE EMS LIFE, EMS  
Mark Meijer  
517 W. North St.  
Kalamazoo, MI 49007

4. Approval must be obtained from each municipality that is a signatory to this Agreement and from Life EMS before any other governmental unit can become a party to this Agreement. Any municipality that becomes a party to this Agreement after its effective date shall be an equal partner, and shall have the same status under its terms as those municipalities that are initial signatories.

5. Any modification in the terms of this Agreement, including fees, must be approved by Life EMS and by three-fourths of the municipalities who are at that time a party to this Agreement.

6. In the event of a conflict between this Agreement and the RFP signed by Life EMS, the terms of this Agreement shall control.

7. It is understood and agreed that the KVIAA oversight Board, as referenced in the RFP, is an oversight body only, and its members have no authority to bind any party to this Agreement.

8. The KVIAA Oversight Board has the authority to make recommendations to the Municipalities then participating in this Agreement that a default be declared, as provided for in

the RFP. A formal notice of default shall be sent to Life EMS if approved by the appropriate official or body of at least three-fourths of the Municipalities that are parties to this Agreement at that time.

9. Any local ordinance referenced in the RFP signed by Life EMS that is specific to any one municipality shall be applicable only to that municipality, and shall not be in any way binding upon the other Municipalities that are a party to this Agreement.

10. Because response times to calls for the services provided by Life EMS is a critical component of this Agreement, the performance measures and penalties for failure to meet those measures are set forth in Exhibit A to this Agreement.

11. This Agreement may be executed in five or more counterparts, each of which shall be deemed to be an original when signed by the duly authorized representative of any party. While each such document shall be deemed to be an original, all such documents together shall constitute one and the same Agreement.

COOPER CHARTER TOWNSHIP

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

OSHTEMO CHARTER TOWNSHIP

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

KALAMAZOO CHARTER TOWNSHIP

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

CITY OF PARCHMENT

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

CITY OF KALAMAZOO

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

LIFE EMS OF KALAMAZOO, INC.

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Attydocs\agreements\kzoovalleyintergovt-ambulance-agt

# Memo



**To:** Oshtemo Charter Township Board  
**From:** Marc Elliott, P.E.  
**Date:** October 9, 2015  
**Subject:** Contract Approval – Survey & Design of Atlantic Avenue Public Sewer Extension

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## **OBJECTIVE**

The Board is asked to approve contracting with the Township's Engineer of Record, Prein&Newhof, for engineering survey and design services to extend public sanitary sewer into Atlantic Avenue (see attached Agreement). This specific item of work is to be financed within the original 2015 capital budget line item for public sewers. That is, the 2015 capital budget did not list this specific project, but did include capital sanitary sewer expenditures in 2015 for the construction of a 10<sup>th</sup> Street public sewer. The Board subsequently elected to delay the 10<sup>th</sup> Street Sewer Project for one year to further explore the possibility of including a companion non-motorized facility within the 10<sup>th</sup> St. project area.

## **BACKGROUND**

Oshtemo has had a long-standing capital plan to extend public sewers into Atlantic Avenue, which is currently without sewers. Both the Township's draft Capital Improvement Plan and draft 2016 Fiscal Budget has this project scheduled for 2016. In order for construction to proceed in a timely manner for project completion to occur in fiscal year 2016, it is incumbent to initiate data collection (professional survey) and preliminary engineering design this fall (fiscal year 2015).

## **OTHER INFORMATION PROVIDED**

In 2016 the Road Commission of Kalamazoo County is scheduled to mill and overlay 9<sup>th</sup> Street from N Avenue to Meridian. Sanitary sewer service into Atlantic Avenue is to be extended from an existing sanitary sewer main in 9<sup>th</sup> Street. As a consequence, Oshtemo has proceeded through its (draft) CIP and 2016 fiscal budgeting process to advance the schedule of the Atlantic Avenue sanitary extension. By scheduling the Atlantic Avenue sewer in advance and in collaboration with the RCKC's 9<sup>th</sup> Street roadway project, there will be both construction cost savings, and the avoidance of subsequently cutting into a newly resurfaced 9<sup>th</sup> Street. It is anticipated the 9<sup>th</sup> Street sewer utility trench and the utility-work roadway reconstruction would require closure of two of the three lanes of 9<sup>th</sup> Street.

***The Board is asked to authorize the Supervisor to execute the work agreement with Prein&Newhof for an Atlantic Avenue Sanitary Sewer Extension and to adjust the 2015 budget as required to reflect this expenditure.***

# Memo



**To:** Oshtemo Charter Township Board  
**From:** Julie Johnston, AICP  
**Date:** October 13, 2015  
**Subject:** Rezoning Request

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## OBJECTIVE

MarBo Investments, Inc. is seeking Township Board approval for the rezoning of six acres of property from AG: Agricultural District to RR: Rural Residential. The property is located at the very northwest end of 7<sup>th</sup> Street. It has 200 feet of frontage along 7<sup>th</sup> Street and continues approximately 400 feet to the north past where the road ends.

## BACKGROUND

The applicant owns approximately 80 acres of farmland across two parcels along the western edge of the north-south line formed by 7<sup>th</sup> Street, beginning approximately 2,500 feet to the north of West Main Street. The applicant wishes to transfer 5.97 acres of this land to the ownership of a relative in order for a new single family home to be built. Initially, the applicant pursued a simple land division, seeking to establish a new parcel for this purpose. In review of the land division application, it came to our attention that zoning ordinance requirements could not be met under the existing zoning of the property.

The two parcels in question are zoned AG: Agricultural District, which has a minimum size of 40 acres for any new parcel. The request for a 5.97 acre lot would not be allowed within this District. In order to facilitate the desired land division, the requested 5.97 acre portion of the subject property must be rezoned to RR: Rural Residential *before* the land division can be approved. Additionally, to ensure that the remaining agriculturally zoned parcels do not fall below the 40 acre threshold as a result of any division, the applicant has also applied to combine the two pre-existing 40 acre AG parcels into one 74.03 acre property if the rezoning and subdivision is approved.

The zoning surrounding the subject property is quite different east of 7<sup>th</sup> Street. In fact, 7<sup>th</sup> Street acts as a demarcation line in both the Zoning Map and Future Land Use Map with regard to residential densities. East of the site are properties zoned as R-2: Residence District, including a small portion of the Country Trails Homesites subdivision. R-2 allows lots as small as 10,560 square feet if sewer and water are available. Agricultural zoned land is located to the north, south, and west and is primarily owned by the applicant. As proposed, the six acre piece of land subject to the rezoning request does meet all of the dimensional requirements for a new parcel in the Rural Residential zoning classification.

The Future Land Use Map indicates the subject property is within an area that is intended to shift towards RR: Rural Residential. Properties located to the west of 7<sup>th</sup> Street are planned for RR and properties to the east of are indicated as low density residential. As described in the Master Plan, Rural Residential includes developments such as low-density housing on scattered sites.

**INFORMATION PROVIDED**

Due to the RR: Rural Residential requirement of 200 feet of frontage along a public right-of-way, only one division with one home is requested.

The requested rezoning of 5.97 acres meets the RR: Rural Residential lot size requirements of 1.5 acres.

The request for RR: Rural Residential has already occurred along 7<sup>th</sup> Street. Three parcels to the south of this location are zoned RR.

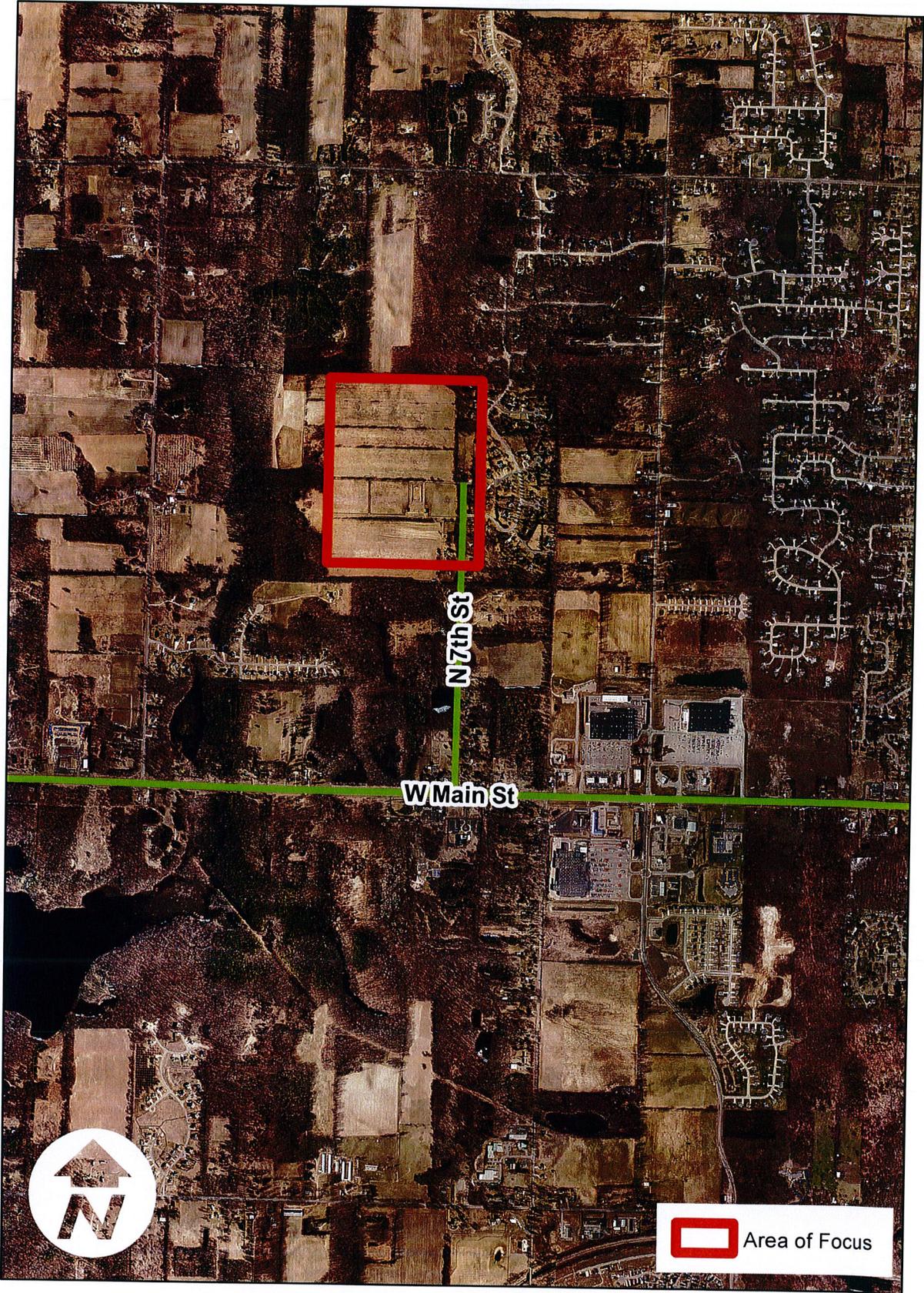
The Future Land Use Map for the Township supports the rezoning to RR: Rural Residential.

The applicant has already made an application for the land combination of the two existing 40 acre parcels to ensure the ordinance requirements of AG: Agricultural District are not violated.

**STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE**

The Planning Commission and staff recommend a motion of approval from the Township Board for the rezoning of the 5.97 acres from AG: Agricultural District to RR: Rural Residential District, as described in the attached Ordinance.

# MarBo Rezoning Area of Focus



0 1,250 2,500 5,000  
Feet

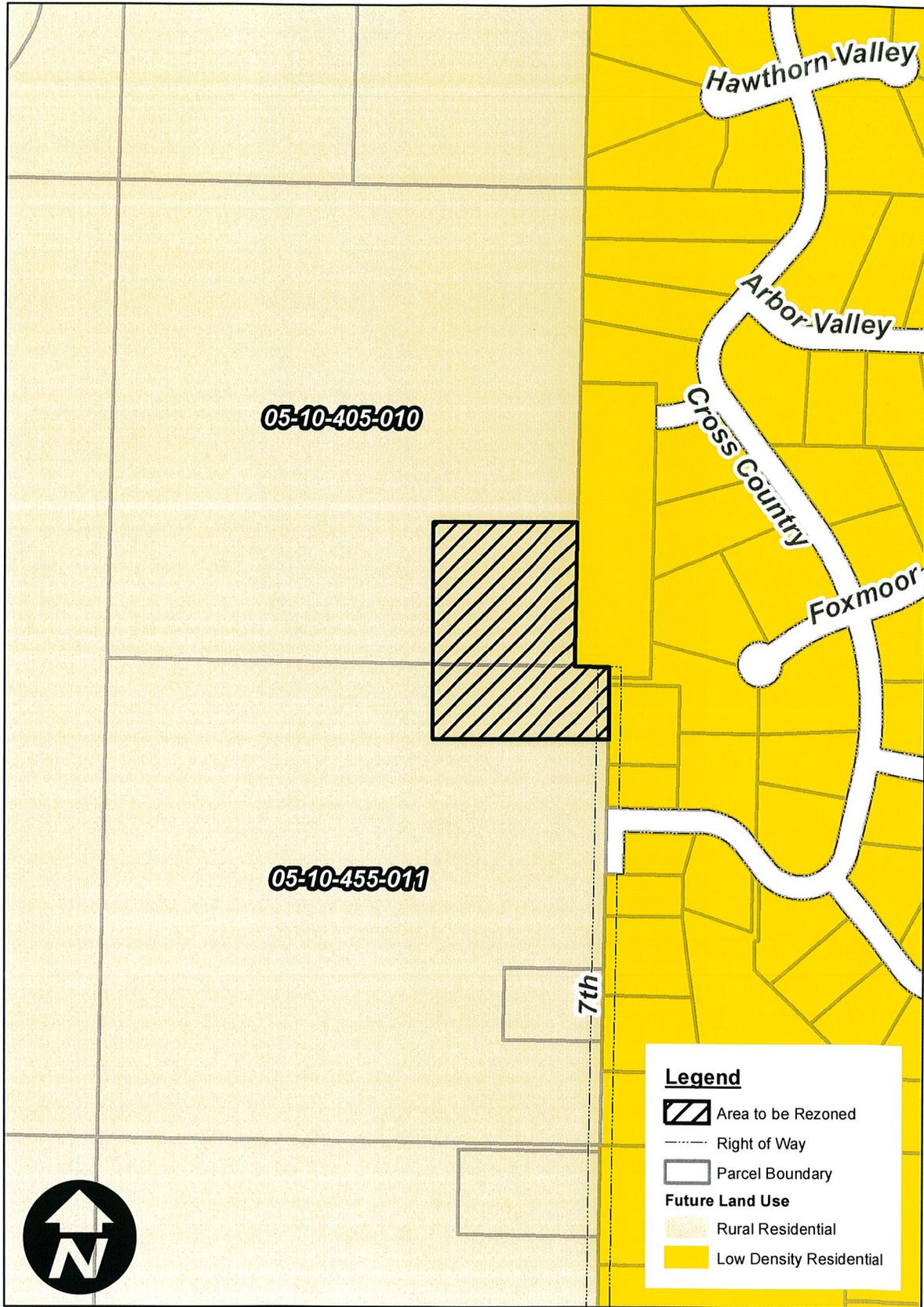
 Area of Focus

# Proposed MarBo Rezoning



1 inch = 400 feet

# Proposed Rezoning and Future Land Use Plan



1 inch = 400 feet

OSHTEMO CHARTER TOWNSHIP PLANNING COMMISSION

RECOMMENDATION OF THE OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION RESULTING FROM A PUBLIC HEARING  
CONDUCTED SEPTEMBER 24, 2015.

The Oshtemo Charter Township Planning Commission hereby recommends APPROVAL of the following amendment of the Oshtemo Charter Township Zoning Ordinance:

The rezoning of 5.97 acres from "AG" Agricultural District to "RR" Rural Residential District located in the southeast quarter of Section 10, described as follows:

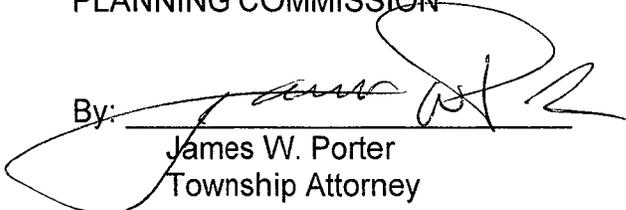
A parcel of land being the east 400.00 feet of the south 400.00 feet of the northwest quarter of the southeast quarter, and the east 400.00 feet of the north 200.00 feet of the southwest quarter of said southeast quarter, and the north 200.00 feet of the west 100.65 feet of the southeast quarter of said southeast quarter, all being located in Section 10, Town 02 South, Range 12 West, Oshtemo Township, Kalamazoo County, Michigan.

Generally described as that land beginning (in the center of the road) 200 feet south of the end of North 7<sup>th</sup> Street, west 500 feet, north 600 feet, east 400 feet, south 400 feet, east 100.65 feet to the center of North 7<sup>th</sup> Street, south 200 feet to place of beginning.

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

Date: September 24, 2015

By: \_\_\_\_\_

  
James W. Porter  
Township Attorney

Final Action by Oshtemo Charter Township Board

\_\_\_\_\_ APPROVED \_\_\_\_\_

\_\_\_\_\_ DENIED \_\_\_\_\_

\_\_\_\_\_ REFERRED BACK TO PLANNING COMMISSION

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. \_\_\_\_

Adopted: \_\_\_\_\_, 2015

Effective: \_\_\_\_\_, 2015

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend the Oshtemo Charter Township Zoning Ordinance, by the rezoning of a parcel of land located in Land Section 10 from “AG” Agricultural District classification to the “RR” Rural Residential District zoning classification. The Ordinance repeals all Ordinances or parts of Ordinances in conflict.

THE CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I. AMENDMENT OF LAND SECTION 10. The Oshtemo Charter

Township Zoning Ordinance is hereby amended to rezone approximately 5.97 acres from “AG” Agricultural District to “RR” Rural Residential District located in the southeast quarter of Section 10, described as follows:

A parcel of land being the east 400.00 feet of the south 400.00 feet of the northwest quarter of the southeast quarter, and the east 400.00 feet of the north 200.00 feet of the southwest quarter of said southeast quarter, and the north 200.00 feet of the west 100.65 feet of the southeast quarter of said southeast quarter, all being located in Section 10, Town 02 South, Range 12 West, Oshtemo Township, Kalamazoo County, Michigan.

Generally described as that land beginning (in the center of the road) 200 feet south of the end of North 7<sup>th</sup> Street, west 500 feet, north 600 feet, east 400 feet, south 400 feet, east 100.65 feet to the center of North 7<sup>th</sup> Street, south 200 feet to place of beginning.

SECTION II. EFFECTIVE DATE AND REPEAL. All Ordinances or parts of Ordinances inconsistent with this amendment are hereby repealed. This Ordinance shall take effect in accordance with state law.

DEBORAH L. EVERETT, Clerk  
OSHTEMO CHARTER TOWNSHIP

OSHTEMO CHARTER TOWNSHIP PLANNING COMMISSION

RECOMMENDATION OF THE OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION RESULTING FROM A PUBLIC HEARING  
CONDUCTED SEPTEMBER 24, 2015.

The Oshtemo Charter Township Planning Commission hereby recommends  
APPROVAL of the following amendment of the Oshtemo Charter Township Zoning  
Ordinance:

The rezoning of 5.97 acres from "AG" Agricultural District to "RR" Rural  
Residential District located in the southeast quarter of Section 10, described as  
follows:

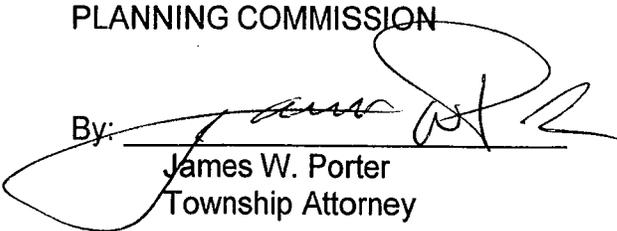
A parcel of land being the east 400.00 feet of the south 400.00 feet of the  
northwest quarter of the southeast quarter, and the east 400.00 feet of the  
north 200.00 feet of the southwest quarter of said southeast quarter, and  
the north 200.00 feet of the west 100.65 feet of the southeast quarter of  
said southeast quarter, all being located in Section 10, Town 02 South,  
Range 12 West, Oshtemo Township, Kalamazoo County, Michigan.

Generally described as that land beginning (in the center of the road) 200  
feet south of the end of North 7<sup>th</sup> Street, west 500 feet, north 600 feet, east  
400 feet, south 400 feet, east 100.65 feet to the center of North 7<sup>th</sup> Street,  
south 200 feet to place of beginning.

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

Date: September 24, 2015

By: \_\_\_\_\_

  
James W. Porter  
Township Attorney

Final Action by Oshtemo Charter Township Board

\_\_\_\_\_ APPROVED \_\_\_\_\_

\_\_\_\_\_ DENIED \_\_\_\_\_

\_\_\_\_\_ REFERRED BACK TO PLANNING COMMISSION

# Memo



**To:** Oshtemo Charter Township Board  
**From:** James W. Porter *JWP*  
**Date:** October 5, 2015  
**Subject:** Proposed Public Informational Sign Ordinance

---

**OBJECTIVE**

To adopt a Township Ordinance which authorizes the Township to install public informational signs within the public right-of-way.

**BACKGROUND**

We had requested of the Kalamazoo County Road Commission permission to install neighborhood watch signs within the road right-of-way. That request was rebuffed and in Ms. Johnson's letter to me, specifically pointed out that the Township had not taken formal steps to enact an Ordinance to authorize such signs. This proposed Ordinance would remedy that deficiency.

**INFORMATION PROVIDED**

Attached hereto a copy of the proposed Public Informal Sign Ordinance. In addition, I have attached a copy of MCL 42.16 which specifically authorizes a township board of a charter township to exercise power to establish, vacate, use, control and regulate the use of the streets, alleys, bridges and public places of the township, and such regulation is deemed a matter of "local concern." The statute goes on further to say that such power over the public streets, alleys, bridges and public places includes the authority to license and regulate or prohibit the placing of signs upon streets of the township.

This is not a close call, and if the Township Board wishes to exercise its authority in this area, it is fully authorized to do so pursuant to the Michigan Constitution, Article VII, Section 29 and MCL 42.16 as set forth above.

**STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE**

To approve for first reading the proposed Public Informational Sign Ordinance and set second reading for October 27, 2015.

WestlawNext™

**42.16. Regulation of use of streets, alleys, bridges, and public places; record of ordinances**

Michigan Compiled Laws Annotated Chapter 42. Charter Townships (Approx 2 pages)

Michigan Compiled Laws Annotated  
Chapter 42. Charter Townships  
the Charter Township Act (Refs & Annos)

Validity

**M.C.L.A. 42.16****42.16. Regulation of use of streets, alleys, bridges, and public places;  
record of ordinances**

Currentness

Sec. 16. Except insofar as limited by state law and the provisions of this act, the township board shall have power to establish and vacate and use, and to control and regulate the use of the streets, alleys, bridges, and public places of the township and the space above and beneath them, such regulation of its streets, alleys, bridges, and public places shall be deemed a matter of local concern. Nothing in this act shall be construed to repeal or nullify the provisions of Act No. 221 of the Public Acts of 1937. <sup>1</sup> Any ordinance concerning the operation of motor vehicles on any road, street or highway shall not become effective until 30 days after approval by the commissioner of the Michigan state police. A record of all ordinances so approved by the commissioner shall be kept on file in his office. Such power shall include, but not be limited to, the proper policing and supervision thereof; to the licensing and regulation, or the prohibition of the placing of signs, awnings, awning posts, and other things which are of such nature as to impede or make dangerous the use of sidewalks or streets, upon or over the sidewalks or streets of the township; and the licensing and regulation of the construction and use of openings in the sidewalks or streets, and of all vaults, structures, and excavations under the same.

**Notes of Decisions containing your search terms (0)**[View all 2](#)**Footnotes**

1 M.C.L.A. §§ 750.497 to 750.498a.

**M. C. L. A. 42.16, MI ST 42.16**

The statutes are current through P.A.2015, No. 130, of the 2015 Regular Session, 98th Legislature.

**End of Document**

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OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. \_\_\_\_\_

Adopted: \_\_\_\_\_, 2015

Effective: \_\_\_\_\_, 2015

THE CHARTER TOWNSHIP ORDINANCE

KALAMAZOO COUNTY, MICHIGAN

ORDAINS:

**SECTION I. TITLE OF ORDINANCE.**

This Ordinance shall be known and may be cited as the "Oshtemo Charter Township Public Informational Sign Ordinance."

**SECTION II. PURPOSE.**

The purpose of this Ordinance is to establish and provide for the permitting and regulation of public informational signs within the Township's public streets, alleys, bridges and public places in a manner consistent with Article 7, Section 29 of the Michigan Constitution of 1963 and Michigan Compiled Laws 42.16.

**SECTION III. DEFINITIONS.**

- A. Public Information Sign. A sign advising a driver, bicyclist or pedestrian of information which may be of interest such as political boundaries, landmarks, historical markers or public facilities.
- B. Emergency Service Sign. A sign advising and directing a driver, bicyclist or pedestrian to facilities providing emergency service or assistance such as hospitals, emergency service facilities, county or local agencies.
- C. Public Transportation Sign. A sign advising and directing a driver, bicyclist or pedestrian to facilities providing commercial travel services such as airports, railroads, bus stations/bus stops, and park-and-ride facilities.

- D. Neighborhood Watch Sign. A sign identifying an area or neighborhood with an active Neighborhood Watch Program.

**SECTION IV. PERMISSIBLE SIGNS.**

The following Public Informational Signs shall be allowed within the public right-of-way:

Signs for:

- Public Facilities
- Parks
- Trails
- Watersheds
- Drug Free Zones
- Neighborhood Watch
- Adopt a Road Program
- Emergency Services
- Public Transportation
- School/University
- Historic Markers
- Other signs deemed as public informational signs by the Township.

**SECTION V. PERMITTING.**

Unless otherwise provided for by this Section, all signs permitted under this Ordinance shall require a permit. No sign shall be installed until and unless a permit has been issued by the Township.

A permit issued pursuant to this Section becomes null and void if work has not commenced within 180 days of issuance. If work authorized by a permit is suspended or abandoned for more than 180 days, the permit must be renewed with an additional payment of one-half of the original fee as provided on the fee schedule adopted by the resolution of the Township Board.

Before issuing a permit, the Township shall coordinate the location and permitting of the sign with the Kalamazoo County Road Commission's permit agent for the Township.

Signs permitted under this Ordinance which are to be installed on behalf of the Township shall not require a permit. All other regulations shall apply.

**SECTION VI.        REGULATIONS.**

All Public Information Signs shall comply with the following and shall be fabricated from a single sheet of .080 thickness of 5052 H38 aluminum:

- ◆ Shall be installed in a manner consistent with the installation provisions of Uniform System of Traffic Control Devices Manual as adopted by the State Highway Commissioner pursuant to MCL 257.608;
- ◆ Shall be designed in a manner so as not to imitate or resemble a traffic control device.
- ◆ Shall not hide from view or interfere with the effectiveness of any traffic control device or railroad sign.
- ◆ Shall not contain any blinking, oscillating or rotating lights.
- ◆ Shall not be placed closer than 10 feet of the traveled portion of the highway or closer than 10 feet either side of a traffic light and signal.
- ◆ Shall not interfere with the clear view area at intersections.
- ◆ Shall not exceed 24 inches in width by 18 inches in height.

**SECTION VII.        MAINTENANCE.**

All signs erected pursuant to this Ordinance shall be properly maintained. Exposed sign surfaces shall be clearly visible. Defective, worn or damaged signs or parts thereof shall be replaced.

**SECTION VIII.        RULE OF CONSTRUCTION.**

Any word or term not defined herein shall be considered to be defined in accordance with its common or standard definition.

**SECTION IX. SEVERABILITY.**

This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared to be severable. If any part, sentence, paragraph, section, subsection, phrase or clause is adjudged unconstitutional or invalid, it is hereby declared that the remainder of this Ordinance shall not be affected thereby.

**SECTION X. ADMINISTRATIVE LIABILITY.**

No officer, agent, or employee of Oshtemo Charter Township, or member of the Township Board shall render him/herself personally liable for any damage that may accrue to any person as a result of any act, decision, or other consequence or occurrence arising out of the discharge of his/her duties and responsibilities pursuant to this Ordinance.

**SECTION XI. REPEAL.**

All Ordinances or parts thereof which are in conflict in whole or in part with any of the provisions of this Ordinance as of the effective date of this Ordinance are hereby repealed to the extent of such conflict, except that terms defined herein for purposes of interpretation, administration and enforcement of this Ordinance only will in no way, manner or form repeal, notify or otherwise change the definition of any such terms as used in other Ordinances of Oshtemo Charter Township.

**SECTION XII. EFFECTIVE DATE.**

This Ordinance shall take effect upon publication after adoption in accordance with State law. All Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance are hereby repealed.

Deborah L. Everett  
Oshtemo Charter Township Clerk

OSHTEMO CHARTER TOWNSHIP PLANNING COMMISSION

RECOMMENDATION OF THE OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION RESULTING FROM A PUBLIC HEARING  
CONDUCTED SEPTEMBER 24, 2015.

The Oshtemo Charter Township Planning Commission hereby recommends APPROVAL of the following amendment of the Oshtemo Charter Township Zoning Ordinance:

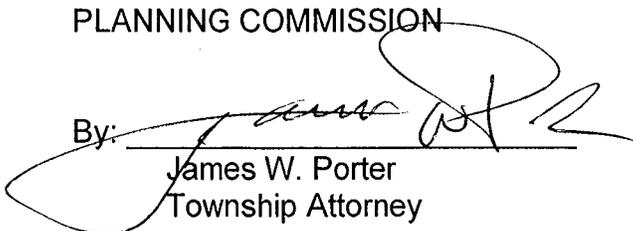
The rezoning of 5.97 acres from "AG" Agricultural District to "RR" Rural Residential District located in the southeast quarter of Section 10, described as follows:

A parcel of land being the east 400.00 feet of the south 400.00 feet of the northwest quarter of the southeast quarter, and the east 400.00 feet of the north 200.00 feet of the southwest quarter of said southeast quarter, and the north 200.00 feet of the west 100.65 feet of the southeast quarter of said southeast quarter, all being located in Section 10, Town 02 South, Range 12 West, Oshtemo Township, Kalamazoo County, Michigan.

Generally described as that land beginning (in the center of the road) 200 feet south of the end of North 7<sup>th</sup> Street, west 500 feet, north 600 feet, east 400 feet, south 400 feet, east 100.65 feet to the center of North 7<sup>th</sup> Street, south 200 feet to place of beginning.

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

Date: September 24, 2015

By: 

James W. Porter  
Township Attorney

Final Action by Oshtemo Charter Township Board

\_\_\_\_\_ APPROVED \_\_\_\_\_

\_\_\_\_\_ DENIED \_\_\_\_\_

\_\_\_\_\_ REFERRED BACK TO PLANNING COMMISSION

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. \_\_\_\_

Adopted: \_\_\_\_\_, 2015

Effective: \_\_\_\_\_, 2015

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend the Oshtemo Charter Township Zoning Ordinance, by the rezoning of a parcel of land located in Land Section 10 from “AG” Agricultural District classification to the “RR” Rural Residential District zoning classification. The Ordinance repeals all Ordinances or parts of Ordinances in conflict.

THE CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I. AMENDMENT OF LAND SECTION 10. The Oshtemo Charter

Township Zoning Ordinance is hereby amended to rezone approximately 5.97 acres from “AG” Agricultural District to “RR” Rural Residential District located in the southeast quarter of Section 10, described as follows:

A parcel of land being the east 400.00 feet of the south 400.00 feet of the northwest quarter of the southeast quarter, and the east 400.00 feet of the north 200.00 feet of the southwest quarter of said southeast quarter, and the north 200.00 feet of the west 100.65 feet of the southeast quarter of said southeast quarter, all being located in Section 10, Town 02 South, Range 12 West, Oshtemo Township, Kalamazoo County, Michigan.

Generally described as that land beginning (in the center of the road) 200 feet south of the end of North 7<sup>th</sup> Street, west 500 feet, north 600 feet, east 400 feet, south 400 feet, east 100.65 feet to the center of North 7<sup>th</sup> Street, south 200 feet to place of beginning.

SECTION II. EFFECTIVE DATE AND REPEAL. All Ordinances or parts of Ordinances inconsistent with this amendment are hereby repealed. This Ordinance shall take effect in accordance with state law.

DEBORAH L. EVERETT, Clerk  
OSHTEMO CHARTER TOWNSHIP

2015 10-13  
#10



**DRAFT**

**Budget**  
**Fiscal Year**  
**2016**

**with 2016-2021 Capital Improvement Plan**

**Revenue Budget Summary  
Fiscal 2016 Budget**

<b>General Fund</b>	Carryover	1,367,135
	Real Property Tax (.9765)	728,000
	Streetlight Tax (.3 mil)	142,000
	State Sales Tax (statutory)	57,444
	State Sales Tax (constitutional)	1,726,834
	Property Tax Admin Fee	146,000
	PILOT/ PA 198	3,000
	Cable Fees	173,000
	METRO Act Revenue	12,000
	Planning/Cemetery Fees	36,000
	Other State Grants	268,800
	Indirect Costs	28,000
	Interest Earned	6,000
	Other Sources	14,830
<b>Parks</b>	Carryover	0
	Rental Fees	23,000
	MNRTF Grant	60,000
	Misc Donations	30,000
	Interest	100
	Transfer from General Fund	200,000
<b>Police Fund</b>	Carryover	352,931
	Real Property Tax	729,047
	Violations	65,000
	Permits	1,500
	Transfer from General Fund	20,000
	Liquor License Fees	14,000
	Interest	600
<b>Fire Operating Fund</b>	Carryover	127,907
	Real Property Tax	1,396,400
	Pilot/PA 198	29,230
	Transfer from General Fund	6,000
	Interest Earned	1,500
	Other Sources	4,344
<b>Fire Equipment Fund</b>	Carryover	118,845
	Real Property Tax	349,100
	PILOT	6,840
	Interest Earned	915
	Other	1,000
<b>Building Department</b>	Carryover	49,085
	Interest Earned	800
<b>Sewer</b>	Carryover	1,600,000
	Mortgage/Contracts/SAD/FF	39,000
	Benefit Fees/Surcharge	130,000
	Interest Earned	1,000
<b>Water</b>	Carryover	30,300
	Mortgage/Contracts/SAD/FF	28,000
	Benefit Fees/Surcharge	115,000
	Curb Box Fees	42,000
	Interest Earned	1,500
<b>Retiree Medical Trust</b>	Carryover	18,000
<b>DDA</b>	Real Property Tax	78,000
	Interest Earned	400
<b>SoDA</b>	Real Property Tax	4,700
	<b>Total Revenue</b>	<b>10,385,087</b>

**Expenditures Summary  
Fiscal 2016 Budget**

<b>General Fund</b>		
	Transfers	226,000
	Supervisor	136,772
	Clerk	130,641
	Treasurer	99,190
	Trustees	30,700
	Elections	90,000
	Information Technology	93,610
	Assessing	241,300
	Cemeteries, Buildings, Grounds	116,400
	Legal & Finance	69,600
	Insurance	270,425
	General Operations	2,322,350
	Legal	188,680
	Roads/Street Lights	492,000
	Planning	201,375
	<b>Total General Fund</b>	<b>4,709,043</b>
<b>Parks</b>		
	Parks	295,866
	<b>Total Parks Fund</b>	<b>295,866</b>
<b>Police</b>		
	Police Administration	1,114,967
	Parking Violations Enforcement	29,725
	Ordinance Enforcement	38,386
	<b>Total Police Fund</b>	<b>1,183,078</b>
<b>Fire Operating Fund</b>		
	Fire Administration	572,835
	Department Operations	992,546
	<b>Total Fire Operating Fund</b>	<b>1,565,381</b>
<b>Fire Equipment &amp; Facilities</b>		
	Equipment & Facilities	476,700
	<b>Total Fire Equip/Facilities Fund</b>	<b>476,700</b>
<b>Building Department</b>		
	Special Projects	49,885
	<b>Total Building Dept Fund</b>	<b>49,885</b>
<b>Sewer</b>		
	Sewer Projects	1,770,000
	<b>Total Sewer Fund</b>	<b>1,770,000</b>
<b>Water</b>		
	Water Projects	216,800
	<b>Total Water Fund</b>	<b>216,800</b>
<b>Retiree Medical Trust</b>		
	Retiree Medical Premium Reimbursement	18,000
	<b>Total Retiree Medical Fund</b>	<b>18,000</b>
<b>Downtown Development Authority</b>		
	Development	78,400
	<b>Total DDA Fund</b>	<b>78,400</b>
<b>South Drake Corridor Improvement Authority</b>		
	Improvements	4,700
	<b>Total SoDA Fund</b>	<b>4,700</b>
	<b>Total All Funds</b>	<b>10,367,853</b>

**Planned Expenditures Comparison  
By Fund  
Fiscal 2016 Budget**

	<b>2015</b>	<b>2016</b>	<b>Variance</b>	
General	4,444,711	4,709,043	264,332	6%
Parks	684,770	295,866	-388,904	-131%
Police	984,653	1,183,078	198,425	17%
Building Department	19,800	49,885	30,085	60%
Fire Operations	1,551,243	1,565,381	14,138	1%
Fire Equipment & Facilities	263,550	476,700	213,150	45%
Sewer	1,344,500	1,770,000	425,500	24%
Water	96,600	216,800	120,200	55%
Retiree Medical Trust	18,000	18,000	0	0%
Downtown Development Authority	74,297	78,400	4,103	5%
South Drake Corridor Improvement Authority		4,700	4,700	100%
<b>Totals</b>	<b>9,482,124</b>	<b>10,367,853</b>	<b>885,729</b>	<b>9%</b>

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 001-Revenue				
101-001-40100	Carryover	1,667,750		1,367,135
101-001-40300	Current Real Property Tax	702,833	712,541	728,000
101-001-40400	Street Lights Tax	139,027	139,054	142,000
101-001-40500	2010-1 Sidewalk			
101-001-40700	Delq P.P. Tax			
101-001-40900	Act 198 Tax Collection	1,075	1,061	1,000
101-001-43000	Payments in Lieu of Taxes	2,000	2,409	2,000
101-001-44500	Other Tax Related Revenue		1,245	
101-001-44600	Penalties/Interest Taxes			
101-001-44700	Property Tax Admin Fee	20,765	20,081	146,000
101-001-45200	Animal Licenses	200	142	200
101-001-45300	Trailer Park Fees	4,000	2,271	3,000
101-001-45400	Hawkers/Peddlers	70	180	130
101-001-47500	Miscellaneous	16,000	17,898	16,000
101-001-47600	Reimburse Revenue			
101-001-47700	SRS-Right of Way	13,000	11,261	12,000
101-001-48000	Federal Grant			
101-001-57400	SRS-Sales Tax Statutory	57,444	28,722	57,444
101-001-57500	SRS-Sales Tax Constitutional	1,727,897	778,722	1,726,834
101-001-57600	Other State Grants			268,800
101-001-60500	Cable Fees	173,000	71,782	173,000
101-001-60700	Election Reimbursement	8,500		10,000
101-001-61400	Planning Escrow		11,500	
101-001-61500	Planning Fees	54,500	45,855	21,500
101-001-61600	Zoning Maps/Books		18	
101-001-61700	Metal Recycling Revenue	3,500	1,213	1,500
101-001-63400	Grave Openings	12,400	14,755	12,000
101-001-64300	Sales of Lots	2,500	2,100	2,500
101-001-64500	Monument Installations		(602)	
101-001-64600	Transfer of Deed			
101-001-66500	Interest Earned	6,000	4,550	6,000
101-001-67300	Sales-Fixed Assets			
101-001-67600	Contribution-Other Funds			
101-001-69900	KABA Facility Fee	12,000	12,000	12,000
Totals for dept 001-Revenue		4,624,461	1,878,758	4,709,043
<b>TOTAL ESTIMATED REVENUES</b>		<b>4,624,461</b>	<b>1,878,758</b>	<b>4,709,043</b>

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 110-Transfer to Other Funds				
101-110-96510	Transfer to Other fund			
101-110-96520	Transfer to Revolving			
101-110-96540	Transfer to Police Fund	99,650	99,650	20,000
101-110-96550	Transfer to Other Funds	606,000	606,000	6,000
101-110-96560	Transfer to Parks Fund	239,000	239,000	200,000
Totals for dept 110-Transfer to Other Funds		944,650	944,650	226,000

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 171-Supervisor				
101-171-70200	Salary	66,300	68,611	68,972
101-171-70300	Salary-Staff	52,000	10,347	48,800
101-171-71500	Payroll Taxes - FICA	9,500	5,772	9,500
101-171-72200	Pension Plan	9,500	6,533	9,500
Totals for dept 171-Supervisor		137,300	91,263	136,772

BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP

Fund: 101 General Fund

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 173-Clerk				
101-173-70200	Salary	66,300	51,650	68,972
101-173-70300	Salary-Staff	39,500	48,922	43,649
101-173-71500	Payroll Taxes - FICA	8,500	7,285	9,010
101-173-72200	Pension Plan	8,500	7,664	9,010
Totals for dept 173-Clerk		122,800	115,521	130,641

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 174-Treasurer				
101-174-70200	Salary	66,300	51,000	68,972
101-174-70300	Salary-Staff	14,000	5,877	12,658
101-174-71500	Payroll Taxes - FICA	6,500	4,124	6,530
101-174-72200	Pension Plan	6,500	5,062	6,530
101-174-73000	Postage	4,500	2,945	4,500
Totals for dept 174-Treasurer		97,800	69,008	99,190

BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP

Fund: 101 General Fund

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<hr/>				
APPROPRIATIONS				
Dept 175-Trustees				
101-175-70200	Salary	28,400	17,250	28,400
101-175-71500	Payroll Taxes - FICA	2,300	1,320	2,300
Totals for dept 175-Trustees		<hr/> 30,700	<hr/> 18,570	<hr/> 30,700

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 191-Elections				
101-191-71500	Payroll Taxes - FICA		6	
101-191-72200	Pension Plan		1	
101-191-72800	Supplies	1,000	3,279	5,000
101-191-73000	Postage	1,000	2,000	5,000
101-191-80800	Precinct Workers	8,500	10,954	54,000
101-191-82600	Legal Fees			
101-191-90300	Legal Notices	500		2,000
101-191-97000	Capital Outlay-Equipment	2,900	1,076	24,000
Totals for dept 191-Elections		13,900	17,316	90,000

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 201-Information Technology				
101-201-72800	Supplies	2,000	1,270	2,000
101-201-80500	Computer Support	52,310	53,004	55,110
101-201-80800	Consultant/Special Projects	2,000		2,000
101-201-93300	Equipment Maintenance	5,000		2,500
101-201-97000	Capital Outlay	20,000	5,779	32,000
Totals for dept 201-Information Technology		81,310	60,053	93,610

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 209-Assessing/Tax Records				
101-209-70200	Salaries/Clerical	105,000	80,897	135,000
101-209-70300	Board of Review Salaries	2,500	1,671	2,500
101-209-71500	Payroll Taxes - FICA	8,600	6,050	10,000
101-209-72200	Pension Plan	8,600	7,512	10,000
101-209-72800	Supplies	2,000	1,948	3,000
101-209-73000	Postage	5,200	3,827	5,200
101-209-75100	Vehicle Gas & Maintenance	500		500
101-209-80700	Contracted Appeals	45,000	35,812	45,000
101-209-80800	Contract Appraiser			
101-209-80900	Contracted/Clerical			
101-209-82000	Engineering Fees	12,000	7,698	12,000
101-209-82600	Legal Fees	2,000		2,000
101-209-87000	Mileage	600	407	600
101-209-90300	Legal Notices		661	1,000
101-209-95800	Education/Dues	3,500	2,782	4,500
101-209-97000	Capital Outlay-Equipment	5,000		10,000
Totals for dept 209-Assessing/Tax Records		200,500	149,265	241,300

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 218-Cemetery, Bldgs & Grounds				
101-218-72800	Supplies	1,500	403	1,500
101-218-75100	Vehicle Maintenance	4,500	922	4,500
101-218-75300	Grounds Maint Equipment	4,200	1,200	4,200
101-218-75700	Tools & Supplies	1,500	163	1,500
101-218-76000	Facility Supplies	3,200	2,098	3,200
101-218-76600	Expendable Supplies	3,800	1,655	3,800
101-218-80500	Contracted Snow Removal	1,000		1,000
101-218-80600	Contracted Lawn Maintenance	10,000		10,000
101-218-80700	Weed Ordinance Mowing	1,000		1,000
101-218-80800	Contracted Grave Openings	12,400	12,720	12,400
101-218-82000	Engineering Fees			
101-218-86800	Fuel, Oil & Grease	2,800	699	1,800
101-218-92000	Water	2,000	805	2,000
101-218-92100	Electric	17,000	14,347	22,000
101-218-92300	Heat	7,000	3,315	7,000
101-218-93100	Maintenance Services	22,000	19,484	23,000
101-218-97200	ARRA Project Expenses			
101-218-97400	Capital Outlay	33,000	1,282	17,500
Totals for dept 218-Cemetery, Bldgs & Grounds		126,900	59,093	116,400

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 223-Finance & Legal				
101-223-82500	Accounting & Audit Fees	57,800	38,456	57,600
101-223-82600	Legal Fees	15,000	(138)	12,000
Totals for dept 223-Finance & Legal		72,800	38,318	69,600

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 234-Insurance & Bonds				
101-234-71600	Health & Life Insurance	165,800	127,279	180,925
101-234-72500	Retiree Health Care	38,000		42,000
101-234-91100	Worker's Compensation	15,000	13,377	14,500
101-234-91200	General Insurance	36,000	31,281	33,000
Totals for dept 234-Insurance & Bonds		254,800	171,937	270,425

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 249-General	Twp Operations			
101-249-70200	Salaries	161,500	91,310	164,750
101-249-70210	Salary/Maint Person			
101-249-70400	In Lieu Of Insurance	3,000	3,150	6,000
101-249-71500	Payroll Taxes - FICA	13,000	6,684	12,800
101-249-72200	Pension Plan	13,000	6,730	12,800
101-249-72800	Supplies	12,000	7,025	12,000
101-249-72900	Petty Cash			
101-249-73000	Postage	12,000	10,321	12,000
101-249-75100	Vehicle Maintenance	1,500	589	1,500
101-249-80800	Contracted Services	9,500	7,550	4,500
101-249-82000	Engineering Fees	12,000	837	12,000
101-249-85300	Telephone	9,000	6,905	10,000
101-249-86800	Fuel, Oil & Grease	1,000	463	1,000
101-249-87000	Mileage	1,000	1,144	1,000
101-249-90300	Legal Notices	15,000	11,408	15,000
101-249-93300	Equipment Maintenance	8,000	5,583	6,000
101-249-95600	Household Hazard Waste	12,000	7,578	12,000
101-249-95700	Newsletter	15,000	2,564	6,000
101-249-95800	Education/Dues	12,000	11,173	13,000
101-249-95900	Trash Collection	30,000	26,091	33,000
101-249-96100	BOR/MTT Refunds		2,338	
101-249-96200	Miscellaneous		343	
101-249-96300	Contingency Items	11,649		8,000
101-249-97500	Capital Outlay / Buildings			15,000
101-249-97600	Capital Outlay	1,419,360	84,741	1,959,000
101-249-97700	Capital Outlay / Equipment	28,000	29,024	5,000
Totals for dept 249-General Twp Operations		1,799,509	323,551	2,322,350

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 250-Legal				
101-250-70200	Salaries	226,000	173,389	230,600
101-250-71500	Payroll Taxes - FICA	14,200	11,511	14,430
101-250-72200	Pension Plan	18,100	15,783	18,500
101-250-72800	Supplies	1,200	779	1,200
101-250-80800	Contracted Legal Counsel/Temp Par	1,200	665	1,200
101-250-83000	Departmental Billings	(94,000)	14,168	(95,000)
101-250-87000	Mileage	250	136	250
101-250-95500	Law Library/Archives	11,000	6,818	8,500
101-250-95800	Education/Dues	1,000	425	1,000
101-250-97000	Capital Outlay	8,000	90	8,000
Totals for dept 250-Legal		186,950	223,764	188,680

BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP  
Fund: 101 General Fund

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
APPROPRIATIONS				
Dept 506-Roads & Street Lighting				
101-506-92600	Street Lighting	139,075	80,643	142,000
101-506-93100	Inspections/Permits			
101-506-95200	Road Project Costs	200,000	109,377	350,000
Totals for dept 506-Roads & Street Lighting		339,075	190,020	492,000

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 805-Planning Dept				
101-805-70200	Salary	115,000	94,475	95,000
101-805-70300	SALARY-PC/ZBA	12,000	5,275	12,000
101-805-71500	Payroll Taxes - FICA	9,900	6,924	7,400
101-805-72200	Pension Plan	9,900	7,557	7,400
101-805-72800	Supplies	3,867	79	4,275
101-805-73000	Postage			
101-805-80100	GIS Expense	8,000	3,322	5,000
101-805-80800	Consultants	15,000		25,000
101-805-81000	Escrow Refund			
101-805-82000	Engineering Fees	1,000	4,092	1,000
101-805-82600	Legal Fees	20,000	1,078	20,000
101-805-87000	Mileage	300		300
101-805-90300	Legal Notices	17,000	5,802	20,000
101-805-95800	Education/Dues	3,500	2,019	4,000
Totals for dept 805-Planning Dept		215,467	130,623	201,375
<b>TOTAL APPROPRIATIONS</b>		<b>4,624,461</b>	<b>2,602,952</b>	<b>4,709,043</b>

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 751-Parks Revenue				
107-751-40100	Carryover	(180)		
107-751-46000	Donations - Restricted	5,000	7,440	30,000
107-751-46100	Donations - Unrestricted			
107-751-46200	Grant Revenues	317,000	170,568	60,000
107-751-47200	Rental Fee - Grange	4,000	4,590	5,000
107-751-47300	Rental - Oshtemo Community Center	10,000	7,313	10,000
107-751-47400	Park Reservation Fee	5,000	5,350	8,000
107-751-66500	Interest Earned	200	106	100
107-751-67500	Transfer from General Fund	239,000	239,000	200,000
Totals for dept 751-Parks Revenue		580,020	434,367	313,100
<b>TOTAL ESTIMATED REVENUES</b>		<b>580,020</b>	<b>434,367</b>	<b>313,100</b>

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 756-Parks Facilities				
107-756-70210	Salaries	46,500	28,509	51,821
107-756-71500	Payroll Taxes - FICA	3,750	2,181	4,100
107-756-72200	Pension Plan	3,550	1,527	4,145
107-756-72800	Supplies	1,920	764	2,000
107-756-75100	Vehicle Maintenance	800	604	800
107-756-75300	Grounds Maint Equipment	2,300	2,205	2,800
107-756-75700	Tools & Supplies	300	68	300
107-756-76000	Facility Supplies	2,000	1,258	2,000
107-756-76600	Expendable Supplies	2,500	2,780	3,000
107-756-80500	Contracted Snow Removal			2,000
107-756-80600	Contracted Lawn Maintenance			
107-756-80800	Consultant	64,200	16,938	64,000
107-756-82500	Accounting & Audit Fees	1,000	1,150	1,100
107-756-82600	Legal Fees	3,500		3,500
107-756-86800	Fuel, Oil & Grease	3,700	1,210	2,800
107-756-92000	Water	2,000	401	1,000
107-756-92100	Electric	10,000	7,414	10,000
107-756-92300	Heat	2,000	981	2,000
107-756-93100	Maintenance Services	18,000	13,518	18,000
107-756-95800	Education/Dues			800
107-756-96300	Contingency Items			2,000
107-756-97100	Capital Outlay/Land	35,000	35,000	20,000
107-756-97400	Capital Outlay/Improve	22,000	11,025	63,500
107-756-97500	Capital Outlay/Buildings			
107-756-97700	Capital Outlay/Equipment			
107-756-97900	Restricted Donation Expenditure		41	
107-756-98000	Capital Outlay/Oshtemo Comm Cente	750		
107-756-98100	Capital Outlay/Drake House	9,000	12,858	31,200
107-756-98200	Grant Match/Parks	485,000	210,895	
107-756-98300	Grant Match/ROW Projects			
107-756-98400	ROW Projects/Maint	5,000		3,000
Totals for dept 756-Parks Facilities		724,770	351,327	295,866
<b>TOTAL APPROPRIATIONS</b>		<b>724,770</b>	<b>351,327</b>	<b>295,866</b>

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 001-Revenue				
207-001-40100	Carryover	161,749		352,931
207-001-40200	Current Property Tax Levy	701,404	715,446	729,047
207-001-43000	Payments in Lieu of Taxes			
207-001-45200	Liquor License Fees	14,000		14,000
207-001-65000	Ordinance Violations-8th District	40,000	36,658	40,000
207-001-65100	General Ordinance Violations	5,000	4,696	5,000
207-001-65600	Parking Violations	25,000	6,740	20,000
207-001-65700	Rental Housing Inspection Applica			
207-001-65800	Sidewalk Permit/Inspection		800	1,500
207-001-66500	Interest Earned	600	1,020	600
207-001-67500	Transfer from General Fund	99,650	99,650	20,000
Totals for dept 001-Revenue		1,047,403	865,010	1,183,078
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,047,403</b>	<b>865,010</b>	<b>1,183,078</b>

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 310-POLICE CONTRACT ADMIN				
207-310-70200	Salary/Contract Administrator	20,400	8,233	23,407
207-310-71500	Payroll Taxes - FICA	1,100	630	1,885
207-310-72200	Pension Plan	1,100	329	1,885
207-310-72800	Supplies		162	1,000
207-310-80200	Protection Contract - KC	903,403	709,302	1,025,890
207-310-80300	KCSD Satellite Office			11,000
207-310-82500	Accounting & Audit Fees	1,500	1,000	900
207-310-82600	Legal Fees-8th District Court	18,000	22	18,000
207-310-96100	BOR/MTT Refunds	1,000		1,000
207-310-96200	Miscellaneous			
207-310-97000	Capital Outlay	5,000	8,988	30,000
Totals for dept 310-POLICE CONTRACT ADMIN		951,503	728,666	1,114,967

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 320-PARKING VIOLATIONS ENFORCEMENT				
207-320-71500	Payroll Taxes - FICA	2,500	321	915
207-320-72200	Pension Plan	2,700	655	1,810
207-320-72800	Supplies	500	3	500
207-320-80900	Parking Enforcement Officers	20,750	8,533	20,000
207-320-82600	Legal Fees-Parking Enforcement	550		500
207-320-87000	PEO Mileage	13,000	4,153	6,000
Totals for dept 320-PARKING VIOLATIONS ENFORCEMENT		40,000	13,665	29,725

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 330-GEN ORDINANCE ENFORCEMENT				
207-330-70200	Salaries/Clerical	45,000	31,494	26,626
207-330-71500	Payroll Taxes - FICA	3,600	2,403	2,130
207-330-72200	Pension Plan	3,600	1,260	2,130
207-330-72800	Supplies	1,200	939	3,500
207-330-82600	Legal Fees	2,500		4,000
Totals for dept 330-GEN ORDINANCE ENFORCEMENT		55,900	36,096	38,386
<b>TOTAL APPROPRIATIONS</b>		<b>1,047,403</b>	<b>778,427</b>	<b>1,183,078</b>

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
ESTIMATED REVENUES				
Dept 001-Revenue				
206-001-40100	Carryover	155,000		127,907
206-001-40200	Current Property Tax Levy	1,352,676	1,370,826	1,396,400
206-001-40900	Act 198 Tax Collection	2,367	1,870	1,870
206-001-43000	Payments in Lieu of Taxes	30,000		27,360
206-001-46000	Donations			
206-001-47500	Miscellaneous			
206-001-47600	KVIAA Assessments		544	544
206-001-47700	False Alarm Fines	2,900		3,000
206-001-47800	PEO Mileage Reimbursement		4,153	
206-001-48000	Federal Grant			
206-001-61000	Other Services Provided	800	12,547	800
206-001-66500	Interest Earned	1,500	1,522	1,500
206-001-67300	Transfer from Other Funds	6,000	6,000	6,000
Totals for dept 001-Revenue		1,551,243	1,397,462	1,565,381
TOTAL ESTIMATED REVENUES		1,551,243	1,397,462	1,565,381

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 336-Administration				
206-336-70200	Salaries	384,292	294,816	381,619
206-336-70400	In Lieu Of Insurance			
206-336-71500	Payroll Taxes - FICA	30,743	21,317	17,709
206-336-71600	Health & Life Insurance	76,369	60,194	76,936
206-336-72200	Pension Plan	30,743	39,568	17,709
206-336-72500	Clothing Allowance	11,350	(8,948)	8,902
206-336-72600	Retiree Health Care	17,400		16,800
206-336-82500	Accounting & Audit Fees	3,500	3,425	3,500
206-336-82600	Legal Fees	5,000		5,000
206-336-87000	Mileage	500	16	500
206-336-95500	Education Reimbursement	3,000		2,000
206-336-95900	Continuing Education	31,675	22,258	37,160
206-336-96300	Admin Contingency	6,666	51	5,000
Totals for dept 336-Administration		601,238	432,697	572,835

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 340-Dept Operations				
206-340-70500	Fire Pay - On Call	120,384	59,819	84,411
206-340-70600	Relief Driver Pay	203,907	153,948	206,853
206-340-70700	Education & Training	24,994	15,476	25,500
206-340-70800	Work Detail Pay	5,151	4,775	4,202
206-340-70900	Station Staffing/Part Time	81,965	78,501	118,435
206-340-71000	Dispatcher Pay			
206-340-71500	Payroll Taxes - FICA	6,690	5,674	6,931
206-340-71800	Fire Dept Maintenance	7,000	1,769	7,000
206-340-72200	Pension Plan	44,200	30,390	44,500
206-340-72800	Supplies	7,000	4,775	7,000
206-340-72900	Petty Cash	500	186	500
206-340-75500	EMS Supplies	3,000	3,986	3,000
206-340-75700	Tools & Supplies	4,000	489	3,000
206-340-76000	Training Supplies	4,000	688	4,000
206-340-76100	Public Education	5,000	393	5,000
206-340-76600	Expendable Equipment	20,000	16,810	27,900
206-340-80900	Computer Operations	23,972	31,534	51,270
206-340-85100	Radio Maintenance	5,000	5,268	5,000
206-340-85300	Telephone	12,580	12,108	11,600
206-340-86700	Vehicle Operations	70,000	74,863	71,552
206-340-86800	Fuel	35,000	18,396	35,000
206-340-87100	Physical Exams	11,000	390	11,076
206-340-91200	General Insurance	137,662	120,745	141,316
206-340-92000	Water	11,000	5,848	11,500
206-340-92100	Electric	18,000	15,995	18,000
206-340-92300	Heat	16,000	10,206	16,000
206-340-93100	Building Maintenance	22,000	15,368	22,000
206-340-93300	Equipment Maintenance	15,000	6,270	15,000
206-340-96100	BOR/MTT Refunds-Operations Fund		5,333	
206-340-96200	Miscellaneous			
206-340-96300	Operations Contingency	35,000	4,128	35,000
206-340-96500	Transfer to Fire Equipment			
206-340-97000	Capital Outlay		2,204	
Totals for dept 340-Dept Operations		950,005	706,335	992,546
<b>TOTAL APPROPRIATIONS</b>		<b>1,551,243</b>	<b>1,139,032</b>	<b>1,565,381</b>

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 001-Revenue				
211-001-40100	Carryover	30,820		118,845
211-001-40200	Current Property Tax Levy	338,169	343,282	349,100
211-001-43000	Payments in Lieu of Taxes	7,000		6,840
211-001-47500	Miscellaneous		651	1,000
211-001-48000	Federal Grant		27,569	
211-001-66500	Interest Earned		1,350	915
211-001-67300	Sales-Fixed Assets			
211-001-67700	Transfer from Operating			
Totals for dept 001-Revenue		375,989	372,852	476,700
<b>TOTAL ESTIMATED REVENUES</b>		<b>375,989</b>	<b>372,852</b>	<b>476,700</b>

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 344-Expenditures				
211-344-82500	Accounting & Audit Fees	1,000	900	900
211-344-96100	BOR/MTT Refunds		1,333	
211-344-97600	Vehicle	128,000	131,183	
211-344-98000	Equipment & Facilities	145,370	100,127	456,700
211-344-98800	Contingency	20,000	1,468	19,100
Totals for dept 344-Expenditures		294,370	235,011	476,700
<b>TOTAL APPROPRIATIONS</b>		294,370	235,011	476,700

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BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP  
Fund: 249 Building

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 001-Revenue				
249-001-40100	Carryover	33,560		49,085
249-001-47500	Miscellaneous			
249-001-61000	Bldg Permits & Other			
249-001-61100	Bldg Services/Other Twps			
249-001-61200	Bldg Plan Review Fee			
249-001-61300	Rental Housing Application Fees			
249-001-61700	Electrical Permits			
249-001-61800	Mechanical Permits			
249-001-61900	Electrical Plan Review Fee			
249-001-62000	Mechanical Plan Review Fee			
249-001-62100	KABA Reimbursement			
249-001-66400	Interest on Investments	800	596	800
Totals for dept 001-Revenue		<u>34,360</u>	<u>596</u>	<u>49,885</u>
<b>TOTAL ESTIMATED REVENUES</b>		<u>34,360</u>	<u>596</u>	<u>49,885</u>

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 371-Bldg Dept				
249-371-70200	Salaries/Clerical	13,000		26,625
249-371-70300	Building Board of Appeals			
249-371-70400	In Lieu Of Insurance			
249-371-71500	Payroll Taxes - FICA	1,040		2,130
249-371-71600	Health & Life Insurance			
249-371-72200	Pension Plan	520		2,130
249-371-72500	Retiree Health Care			
249-371-72800	Supplies			
249-371-75100	Vehicle Gas & Maintenance			
249-371-80500	Computer Support			
249-371-80800	Contracted Inspections		90	
249-371-81100	Electrical Inspector			
249-371-81200	Mechanical Inspector			
249-371-81300	KABA Contractural Agreement			
249-371-82000	Engineering Fees			
249-371-82200	Electrical Plan Review Fee			
249-371-82300	Mechanical Plan Review Fee			
249-371-82400	Contracted Bldg Plan Review	1,800		
249-371-82500	Accounting & Audit Fees	1,000	500	
249-371-82600	Legal Fees	2,000		4,000
249-371-85000	Depreciation Expense			
249-371-85300	Telephone			
249-371-87000	Mileage			
249-371-92100	Electric			
249-371-92300	Heat			
249-371-95600	Indirect Costs			
249-371-95800	Education/Dues			
249-371-96200	Miscellaneous			
249-371-96300	Contingency Items			
249-371-97600	Capital Outlay	15,000	22,487	15,000
249-371-97700	Capital Outlay / Vehicle			
Totals for dept 371-Bldg Dept		34,360	23,077	49,885
<b>TOTAL APPROPRIATIONS</b>		<b>34,360</b>	<b>23,077</b>	<b>49,885</b>

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
ESTIMATED REVENUES				
Dept 000-General				
490-000-40100	Carryover	612,500		1,600,000
490-000-65000	Mortgage/Contract/SAD/FF	11,000	55,078	39,000
490-000-66400	Interest on Investments	1,000	1,837	1,000
490-000-66600	Interest on Assessments			
490-000-67900	Assessment Revenue			
490-000-68000	Benefit Fees	90,000	89,880	100,000
490-000-68100	Curb Box Fee		(2,000)	
490-000-68500	Surcharge	30,000	(2,210)	30,000
490-000-69600	Miscellaneous Revenue		602	
490-000-69900	Transfer In	600,000	600,000	
Totals for dept 000-General		1,344,500	743,187	1,770,000
TOTAL ESTIMATED REVENUES		1,344,500	743,187	1,770,000

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BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP  
 Fund: 490 Sewer

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
APPROPRIATIONS				
Dept 000-General				
490-000-80800	Audit Fees	1,500	1,050	1,300
490-000-81000	Legal Fees	10,000		
490-000-82000	Engineering Fees	63,000	11,395	15,000
490-000-95800	Professional Fees	20,000	19,807	20,600
490-000-96200	Miscellaneous		(1,341)	3,100
490-000-96300	Refunds to Developers			
490-000-96400	Construction Costs	1,250,000	20,025	1,730,000
490-000-97000	Bond Principal			
490-000-97200	LTD Payment - Balkema			
490-000-97500	Bond Interest			
490-000-99100	Principial Payment - National Cit			
490-000-99500	Interest Payment - National City			
Totals for dept 000-General		1,344,500	50,936	1,770,000
TOTAL APPROPRIATIONS		1,344,500	50,936	1,770,000

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000-General				
491-000-40100	Carryover			30,300
491-000-65000	Mortgage/Contract/SAD/FF	23,000		28,000
491-000-66400	Interest on Investments	1,500	1,173	1,500
491-000-66600	Interest on Assessments			
491-000-67900	Assessment Revenue		8,143	
491-000-68000	Benefit Fees	26,000	30,744	45,000
491-000-68100	Curb Box Fees	30,000	61,250	42,000
491-000-68500	Surcharge	70,000	48,075	70,000
491-000-69000	Water Extension			
491-000-69600	Miscellaneous Revenue		40	
491-000-69900	Indirect Cost Reimbursement			
Totals for dept 000-General		150,500	149,425	216,800
<b>TOTAL ESTIMATED REVENUES</b>		<b>150,500</b>	<b>149,425</b>	<b>216,800</b>

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 000-General				
491-000-80800	Audit Fees	1,600	950	1,200
491-000-82000	Engineering Fees	10,000	362	5,000
491-000-82600	Legal Fees	5,000	5,429	
491-000-95100	Water Hook-ups - City of Kalamazo			
491-000-95800	Professional Fees	20,000	16,500	20,600
491-000-96200	Miscellaneous		612	
491-000-96300	Contingency Items	25,000		
491-000-96400	Construction Costs			160,000
491-000-96600	Curb Box Installations	35,000	41,569	30,000
Totals for dept 000-General		96,600	65,422	216,800
<b>TOTAL APPROPRIATIONS</b>		<b>96,600</b>	<b>65,422</b>	<b>216,800</b>

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BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP  
Fund: 736 Retiree Medical Trust Fund  
Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
ESTIMATED REVENUES				
Dept 001-Revenue				
736-001-40100	Carryover	18,000		18,000
736-001-66500	Interest Earned		4,060	
Totals for dept 001-Revenue		18,000	4,060	18,000
TOTAL ESTIMATED REVENUES		18,000	4,060	18,000

BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP

Fund: 736 Retiree Medical Trust Fund

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
APPROPRIATIONS				
Dept 234-Insurance & Bonds				
736-234-72500	Insurance Premiums	18,000	12,238	18,000
736-234-80800	Administrative Costs			
Totals for dept 234-Insurance & Bonds		18,000	12,238	18,000

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BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP

User: Debe

Fund: 900 DDA Fund

DB: Oshtemo

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
ESTIMATED REVENUES				
Dept 001-Revenue				
900-001-40100	Carryover			
900-001-40300	Current Real Property Tax	73,997	78,442	78,000
900-001-47500	Miscellaneous			
900-001-66500	Interest Earned	300	700	400
Totals for dept 001-Revenue		<u>74,297</u>	<u>79,142</u>	<u>78,400</u>
TOTAL ESTIMATED REVENUES		74,297	79,142	78,400

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BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP

User: Debe

Fund: 900 DDA Fund

DB: Oshtemo

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 728-Economic	Development			
900-728-70300	Salary-Staff	2,000	1,000	2,000
900-728-72800	Supplies	1,000		500
900-728-73000	Postage	500		500
900-728-80800	Consultants	38,297	29,517	30,000
900-728-82500	Accounting & Audit Fees	1,500	1,400	2,000
900-728-82600	Legal Fees	5,000	698	3,000
900-728-90300	Legal Notices	1,000		500
900-728-93300	Repairs and Maintenance	5,000	2,792	5,000
900-728-97500	Capital Outlay/Obligated Projects	20,000	3,701	34,900
900-728-97600	Capital Outlay/Land Acquisition			
Totals for dept 728-Economic Development		74,297	39,108	78,400
<b>TOTAL APPROPRIATIONS</b>		74,297	39,108	78,400
ESTIMATED REVENUES - ALL FUNDS		9,800,773	5,902,036	10,385,087
APPROPRIATIONS - ALL FUNDS		9,810,004	5,297,530	10,367,853
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(9,231)	604,506	17,234

BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP  
Fund: 247 TAX INCREMENT FINANCE AUTHORITY (SoDA)

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
ESTIMATED REVENUES				
Dept 001-Revenue				
247-001-40100	Carryover			
247-001-40300	Current Real Property Tax			4,700
247-001-47500	Miscellaneous			
247-001-66500	Interest Earned			
Totals for dept 001-Revenue				4,700
TOTAL ESTIMATED REVENUES				4,700

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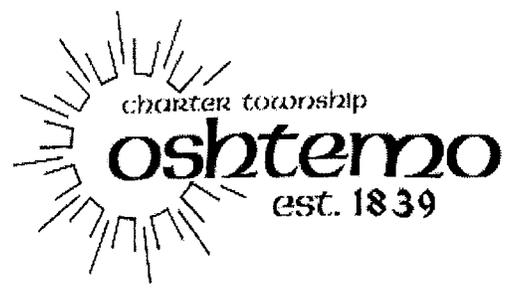
DB: Oshtemo

BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP  
Fund: 247 TAX INCREMENT FINANCE AUTHORITY (SoDA)

Calculations as of 09/30/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	2015 ACTIVITY THRU 09/30/15	2016 REQUESTED BUDGET
APPROPRIATIONS				
Dept 728-Economic Development				
247-728-70300	Salary-Staff			
247-728-72800	Supplies			
247-728-73000	Postage			
247-728-80800	Consultants			
247-728-82500	Accounting & Audit Fees			
247-728-82600	Legal Fees			
247-728-90300	Legal Notices			
247-728-93300	Repairs/Maintenance			
247-728-97500	Capital Outlay/Obligated Projects			4,700
247-728-97600	Capital Outlay/Land Acquisition			
Totals for dept 728-Economic Development				4,700
TOTAL APPROPRIATIONS				4,700

# Memo



**To:** Oshtemo Charter Township Board  
**From:** James W. Porter *JWP*  
**Date:** October 5, 2015  
**Subject:** Pedrolini-Smith LLC, Owner of Woodsmiths Inc. IFT Exemption Certificate Applic.

---

## OBJECTIVE

To assist the Pedrolini-Smith LLC, Owner of Woodsmiths Inc. in acquiring an Industrial Facilities Tax Exemption Certificate. The request is consistent with the Township's adopted policy regarding IFT's.

## BACKGROUND

Pedrolini-Smith LLC, Owner of Woodsmiths Inc. established an Industrial Exemption District in August of 1989. The applicant is now requesting a new certificate of exemption for \$267,633, \$85,000 of which is for a new SNX 512A CNC Router, and the balance is for real property improvements. For the Township's IFT Policy, the applicant would receive a 12-year one-half abatement on its taxes for new land and building improvements and 6-year one-half abatement on its personal property.

## INFORMATION PROVIDED

Attached for your review a copy of:

1. Letter to Kenneth C. Smith;
2. Application for Industrial Facilities Tax Exemption Certificate;
3. Drawing of Proposed Building and Roof Addition;
4. IFT Letter Agreement;
5. Affidavit of Fees;
6. Notice of Hearing on the Issuance of Industrial Facilities Tax Exemption Certificate; and
7. Proposed Excerpt of Minutes of Regular Board Meeting Held October 13, 2015.

## STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE

For the Board to approve the Resolution contained in the Excerpt of Minutes for the Board meeting held October 13, 2015. This Resolution would approve the IFT for the real and personal property improvements being made to the subject premises.



TOWNSHIP ATTORNEY'S OFFICE  
7275 WEST MAIN STREET  
KALAMAZOO, MI 49009-9334

269-375-7195 FAX: 269-375-7180

[iposhtwp@oshtemo.org](mailto:iposhtwp@oshtemo.org)

October 5, 2015

Mr. Kenneth C. Smith  
Woodsmiths, Inc.  
1180 South 8<sup>th</sup> Street  
Kalamazoo, MI 49009

Re: Application for Industrial Facilities Tax Exemption Certificate

Dear Mr. Smith:

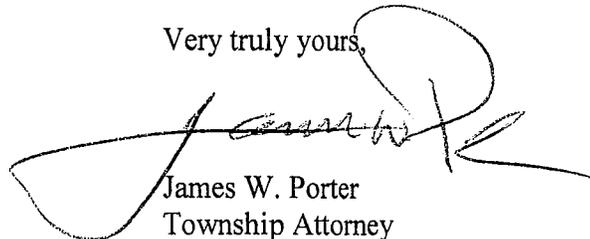
We have received your Application for an Industrial Facilities Tax Exemption Certificate. I understand that there will be land and building improvements of \$182, 633 and machinery, equipment, furniture and fixtures improvements of \$85,000. In order to continue to move the process of your IFT application along, I need some input and verification from you.

I have enclosed for your review copies of the Legal Description of the proposed tax abatement area and the Application for Industrial Facilities Tax Exemption Certificate. It is my understanding that the SNX 512A CNC Router is the only piece of machinery being purchased for \$85,000 and that there are no other items. Please confirm as I need that information to complete the Financial Statement, Form 3222, for the Department of Treasury. Also enclosed is an IFE Letter Agreement which I would ask that you review, complete and return to my office.

Please note that the fee for processing this Application is \$750. You may remit that fee to my office when you return the documents. I am also enclosing for your signature the Industrial Facilities Exemption Certificate Affidavit of Fees.

If you have any questions, please do not hesitate to contact me. You should have received a Notice that this matter has been placed on the Township Board Meeting Agenda for October 13, 2015.

Very truly yours,



James W. Porter  
Township Attorney

JWP/kkb  
Enclosures

LEGAL DESCRIPTION OF PROPOSED TAX ABATEMENT AREA AT  
1180 SOUTH 8<sup>TH</sup> STREET, KALAMAZOO, MICHIGAN 49009

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ¼ OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 12 WEST; THENCE NORTH 00°10'00" WEST ALONG THE EAST LINE OF SAID SECTION 22, 883.97' TO THE POINT OF BEGINNING; THENCE SOUTH 89°54'32" WEST PARALLEL WITH THE SOUTH LINE OF SAID SECTION 22, 1051.89' TO THE SOUTHERLY RIGHT-OF-WAY LINE OF CONSOLIDATED RAIL CORPORATION; THENCE NORTH 51°18'08" EAST ALONG SAID SOUTHERLY LINE, 863.45'; THENCE 459.63' ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 3745.00' LONG CHORD OF 459.62' AND BEARING OF NORTH 54°49'06" EAST TO THE EAST LINE OF SAID SECTION 22; THENCE SOUTH 00°10'00" EAST ALONG SAID EAST LINE, 803.00' TO THE POINT OF BEGINNING.

SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE EAST 33.00'. ALSO SUBJECT TO A UTILITY EASEMENT AS RECORDED IN LIBER 805, PAGE 1422 OF KALAMAZOO COUNTY RECORDS; CONTAINS 10.00 ACRES MORE OR LESS.

PARCEL NO. 3905-22-485-013

COMMONLY KNOWN AS: 1180 SOUTH 8<sup>TH</sup> STREET, KALAMAZOO, MI 49009

SUBJECT TO SURVEY.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD OR OTHERWISE.

# Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

**INSTRUCTIONS:** File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit
STC Use Only	
Application Number	Date Received by STC

## APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) <b>Pedrolini-Smith LLC, Owner: Woodsmiths, Inc./Occupant</b>		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) <b>337110</b>	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) <b>1180 S 8th Street</b>		1d. City/Township/Village (indicate which) <b>Oshtemo</b>	1e. County <b>Kalamazoo</b>
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located <b>Kalamazoo</b>	3b. School Code <b>39010</b>
4. Amount of years requested for exemption (1-12 Years) <b>12 yrs</b>			

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

We are putting an addition on the current building used for Architectural Millwork Manufacturing located at 1180 S. 8th. The addition will consist of a 3000 sq ft steel building to be used as a warehouse and for staging of materials, and a 2700 sq ft canopy for unloading. This expansion will free up space on the existing shop floor to allow for increased production and growth.

6a. Cost of land and building improvements (excluding cost of land) .....	▶ <b>\$182,633</b>
* Attach list of improvements and associated costs.	
* Also attach a copy of building permit if project has already begun.	
6b. Cost of machinery, equipment, furniture and fixtures .....	▶ <b>\$85,000</b>
* Attach itemized listing with month, day and year of beginning of installation, plus total	
6c. Total Project Costs .....	▶ <b>\$267,633.00</b>
* Round Costs to Nearest Dollar	
Total of Real & Personal Costs	

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	10.15.15	12.31.15	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	12.1.2015	12.1.2015	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption.    Yes    No

9. No. of existing jobs at this facility that will be retained as a result of this project. <b>11</b>	10. No. of new jobs at this facility expected to create within 2 years of completion. <b>4-5</b>
--	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land) .....	_____
b. TV of Personal Property (excluding inventory) .....	_____
c. Total TV .....	_____

12a. Check the type of District the facility is located in:  
 Industrial Development District       Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) <b>8.22.1989</b>	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

**APPLICANT CERTIFICATION - complete all boxes.**

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name <b>Ken Smith</b>	13b. Telephone Number <b>269.372.6432</b>	13c. Fax Number <b>269.372.7001</b>	13d. E-mail Address <b>ken@the-woodsmiths.com</b>
14a. Name of Contact Person <b>Same</b>	14b. Telephone Number	14c. Fax Number	14d. E-mail Address
▶ 15a. Name of Company Officer (No Authorized Agents) <b>Kenneth C. Smith</b>			
15b. Signature of Company Officer (No Authorized Agents) <i>Kenneth C. Smith</i>		15c. Fax Number	15d. Date <b>9.22.15</b>
▶ 15e. Mailing Address (Street, City, State, ZIP Code) <b>1180 S. 8th Street, Kalamazoo, MI 49009</b>		15f. Telephone Number <b>269.372.6432</b>	15g. E-mail Address

**LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.**

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury  
State Tax Commission  
PO Box 30471  
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

<b>STC USE ONLY</b>				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

New Addition Building Costs for Pedrolini Smith Building, Occupied by Woodsmiths, Inc  
9.22.15

Steel Building	\$49,808.00
Concrete Footings & Walls	\$19,907.00
Concrete Flatwork	\$27,800.00
Steel Anchors	\$330.00
Excavation	\$6700.00
Insulation	\$3272.00
Doors	\$10,121.00
Electrical	\$7200.00
In Floor Heat	\$7495.00
Erection Labor	\$20,000
<u>Contingency Allowance 20%</u>	<u>\$30,000</u>

**Total Building Costs**                      **\$182,633.00**

Newly Proposed Machinery

SNX 512A CNC Router                      \$85,000



## IFE LETTER AGREEMENT

Per P.A. 334 of 1993

### INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE – LETTER OF AGREEMENT

This Agreement between PEDROLINI-SMITH LLC, OWNER OF WOODSMITHS INC., hereinafter referred to as the “Company.” OSHTEMO CHARTER TOWNSHIP is for the purpose of fulfilling the requirements of P.A. 198, as amended, in P.A. 224, Section 22. In consideration of approval of this Exemption Certificate, PEDROLINI-SMITH LLC, OWNER OF WOODSMITHS INC. understands that through its investment of building improvements and additional machinery and equipment, and OSHTEMO CHARTER TOWNSHIP, by its investment of the IFE, are mutually investing in and benefitting from this economic development project, and, furthermore, agree that it is projected the IFE will allow for the creation of \_\_\_\_ ( ) to \_\_\_\_ ( ) new jobs at the Companies’ business within the next \_\_\_\_ ( ) years, and furthermore, agree to the following:

1. If, during the term of the Industrial Facilities Exemption Certificate granted, pursuant to the aforementioned application, the Township shall determine it necessary to request that the State Tax Commission revoke the Certificate pursuant to Section 15 of the Act, and the State Tax Commission shall thereafter issue an Order granting such revocation, the Companies shall, if the Order was entered in a calendar year subsequent to the calendar year in which the Township’s request for revocation was made, forthwith pay to the Township a sum equivalent to the difference between (1) the real and personal property taxes that would have been paid for the real and personal property covered by the Industrial Facilities Exemption Certificate if no such Certificate had been in effect from the date of the Township’s request for revocation of the Certificate; and (2) the Industrial Facilities tax paid or payable by the Companies for such real

and personal property from the date of the Township's request for revocation of the Certificate.

2. Any payment received by the Township pursuant to Paragraph 1 above shall be distributed to itself and other affected local taxing units in proportion to the real and personal property tax levied by or for each taxing unit.
3. That should the Michigan Department of Treasury, subsequent to the date of this Agreement, issue guidelines and/or regulations mandating more favorable terms to property owners than those set forth herein, the parties agree to consider in good faith modification to this Agreement that are consistent with those guidelines and/or regulations.

This Agreement is assignable and transferable by either party with advance written consent. The Agreement may only be altered upon mutual consent of both parties.

PEDROLINI-SMITH LLC  
Owner of WOODSMITHS INC.

OSHTEMO CHARTER TOWNSHIP

By: \_\_\_\_\_  
Kenneth C. Smith

By: \_\_\_\_\_  
Elizabeth Heiny-Cogswell

Its: Managing Director

Its: Supervisor

Dated: \_\_\_\_\_, 2015

Dated: \_\_\_\_\_, 2015

**INDUSTRIAL FACILITIES EXEMPTION APPLICATION**

**AFFIDAVIT OF FEES**

We swear and affirm by our signatures below that no payment of any kind in excess of the fee allowed by P.A. 198 of 1974, as amended by P.A. 323 of 1996, has been made or promised in exchange for favorable consideration of an Exemption Certification Application.

PEDROLINI-SMITH LLC  
Owner of WOODSMITHS INC.

OSHTEMO CHARTER TOWNSHIP

By: \_\_\_\_\_  
Kenneth C. Smith

By: \_\_\_\_\_  
Elizabeth Heiny-Cogswell

Its: Managing Director

Its: Supervisor

Dated: \_\_\_\_\_, 2015

Dated: \_\_\_\_\_, 2015

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

NOTICE OF HEARING ON THE ISSUANCE OF  
INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE

TO: Elizabeth Heiny-Cogswell, Supervisor and Assessing Officer of Oshtemo Charter Township, 7275 West Main Street, Kalamazoo, Michigan 49009

Kristine Biddle, Assessing Officer of Oshtemo Charter Township, 7275 West Main Street, Kalamazoo, Michigan 49009

Kalamazoo County Board of Commissioners, c/o Timothy Snow, Clerk, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan 49007

Kalamazoo County School District No. 1, Board of Education, c/o Dr. Michael Rice, Superintendent, Administration Building, 1220 Howard Street, Kalamazoo, Michigan 49001

Kalamazoo Valley Community College, Board of Trustees, c/o Dr. Marilyn J. Schlack, President, 6767 West O Avenue, Kalamazoo, Michigan 49009

Kalamazoo Regional Educational Service Agency - KRESA, Board of Education, c/o Dr. David Campbell, Superintendent, 1819 Milham Road, Portage, Michigan 49002

Kalamazoo Public Library, c/o Ann Rohrbaugh, Director, 315 South Rose Street, Kalamazoo, Michigan 49007

Kenneth C. Smith, Managing Director, Woodsmiths, Inc., 1180 South 8<sup>th</sup> Street, Kalamazoo, Michigan 49009

Pedrolini-Smith LLC, Owner, Woodsmiths, Inc., 1180 South 8<sup>th</sup> Street, Kalamazoo, Michigan 49009

and Residents and Taxpayers of Oshtemo Charter Township

PLEASE TAKE NOTICE that, on the Township's initiative and upon the request of Pedrolini-Smith LLC, Owner of Woodsmiths, Inc., 1180 South 8<sup>th</sup> Street, Kalamazoo, Michigan 49009, Oshtemo Charter Township established an Industrial Development District on August 22, 1989, consisting of the following described real property in Land Section 22, at 1180 South 8<sup>th</sup> Street, Kalamazoo, Michigan, within the Township:

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ¼ OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 12 WEST; THENCE NORTH 00°10'00" WEST ALONG THE EAST LINE OF SAID SECTION 22, 883.97' TO THE POINT OF BEGINNING; THENCE SOUTH 89°54'32" WEST PARALLEL WITH THE SOUTH LINE OF AID SECTION 22, 1051.89' TO THE SOUTHERLY RIGHT-OF-WAY LINE OF CONSOLIDATED RAIL CORPORATION; THENCE NORTH 51°18'08" EAST ALONG SAID SOUTHERLY LINE, 863.45'; THENCE 459.63' ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 3745.00' LONG CHORD OF 459.62' AND BEARING OF NORTH 54°49'06" EAST TO THE EAST LINE OF SAID SECTION 22; THENCE SOUTH 00°10'00" EAST ALONG SAID EAST LINE, 803.00' TO THE POINT OF BEGINNING.

SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE EAST 33.00'. ALSO SUBJECT TO A UTILITY EASEMENT AS RECORDED IN LIBER 805, PAGE 1422 OF KALAMAZOO COUNTY RECORDS; CONTAINS 10.00 ACRES MORE OR LESS.

PARCEL NO. 3905-22-485-013

COMMONLY KNOWN AS: 1180 SOUTH 8<sup>TH</sup> STREET, KALAMAZOO, MI 49009

SUBJECT TO SURVEY.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD OR OTHERWISE.

PLEASE TAKE FURTHER NOTICE that Kenneth C. Smith on behalf of Pedrolini-Smith LLC, Owner, Woodsmiths Inc., 1180 South 8<sup>th</sup> Street, Kalamazoo, MI 49009, has filed an application for an Industrial Facilities Tax Exemption Certificate with land and building cost of \$182,633, as well as machinery, equipment, furniture and fixtures of \$85,000, for a total project cost of \$267,633.00.

PLEASE TAKE FURTHER NOTICE that a public hearing on the issuance of the Industrial Facilities Tax Exemption Certificate will be conducted by the Oshtemo Charter Township Board on Tuesday, October 13, 2015, commencing at 7:00 p.m. or as soon thereafter

as this matter may be heard, the same to be held at the Oshtemo Charter Township Hall, 7275 West Main Street, Kalamazoo, Michigan, within the Township.

Oshtemo Charter Township will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon seven (7) days' notice to the Oshtemo Charter Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Oshtemo Charter Township by writing or calling the Township.

All interested persons are invited to be present at the aforesaid time and place to comment upon the issuance of an Industrial Facilities Tax Exemption Certificate.

DEBORAH L. EVERETT, Clerk  
Oshtemo Charter Township  
7275 West Main Street  
Kalamazoo, Michigan 49009  
(269) 375-4260

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

**EXCERPT OF MINUTES OF REGULAR BOARD MEETING  
HELD OCTOBER 13, 2015**

**RESOLUTION FOR PEDROLINI-SMITH LLC  
OWNER OF WOODSMITHS INC.  
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATION**

WHEREAS, Pedrolini-Smith LLC, Owner of Woodsmiths, Inc. of 1180 South 8<sup>th</sup> Street, Kalamazoo, Michigan, within the Township, have applied under the provisions of 1974 PA 198, as amended (MCL 207.551 et seq), for an Industrial Facilities Exemption Certificate with respect to its proposed land and building cost located upon the following described property in Land Section 22, in Oshtemo Charter Township:

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ¼ OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 22, TOWNSHIP 2 SOUTH, RANGE 12 WEST; THENCE NORTH 00°10'00" WEST ALONG THE EAST LINE OF SAID SECTION 22, 883.97' TO THE POINT OF BEGINNING; THENCE SOUTH 89°54'32" WEST PARALLEL WITH THE SOUTH LINE OF AID SECTION 22, 1051.89' TO THE SOUTHERLY RIGHT-OF-WAY LINE OF CONSOLIDATED RAIL CORPORATION; THENCE NORTH 51°18'08" EAST ALONG SAID SOUTHERLY LINE, 863.45'; THENCE 459.63' ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 3745.00' LONG CHORD OF 459.62' AND BEARING OF NORTH 54°49'06" EAST TO THE EAST LINE OF SAID SECTION 22; THENCE SOUTH 00°10'00" EAST ALONG SAID EAST LINE, 803.00' TO THE POINT OF BEGINNING.

SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE EAST 33.00'. ALSO SUBJECT TO A UTILITY EASEMENT AS RECORDED IN LIBER 805, PAGE 1422 OF KALAMAZOO COUNTY RECORDS; CONTAINS 10.00 ACRES MORE OR LESS.

PARCEL NO. 3905-22-485-013

COMMONLY KNOWN AS: 1180 SOUTH 8<sup>TH</sup> STREET, KALAMAZOO, MI  
49009

SUBJECT TO SURVEY.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF  
RECORD OR OTHERWISE.

WHEREAS, the real property improvements are to commence on or about October 15, 2015, and are due to be completed on or about December 31, 2015; and

WHEREAS, the said real property improvements are located within an "Industrial Development District" created by the Township Board of the Charter Township of Oshtemo on August 22, 1989, in accordance with said Act 198 as amended; and

WHEREAS, a public hearing on the application for an IFT Certificate were conducted on October 13, 2015, and

WHEREAS, that the proposed real property improvements are calculated to have the reasonable likelihood to create new employment for approximately six to ten new employees as a result of this project and not merely the transferring of employment from one or more local governmental units of the State to Oshtemo Charter Township; and

WHEREAS, the aggregate state equalized value of real and personal property exempt from ad valorem taxes under 1974 PA 198, as amended, including the requested exemption of said Pedrolini-Smith LLC, Owner of Woodsmiths Inc., does not exceed five (5%) percent of the sum of the state equalized valuation of the Charter Township of Oshtemo and the aggregate state equalized valuation exempt from ad valorem taxes under said Act for real and personal property

will not have the effect of substantially impeding the operation of any local government unit nor of impairing the financial soundness of any affected taxing unit.

NOW, THEREFORE, BE IT RESOLVED that the requested Industrial Facilities Exemption Certificate be hereby approved to become effective December 30, 2015, and that, accordingly, for the next twelve (12) years, the Industrial Facilities Tax upon new land improvements and buildings shall be determined by multiplying one-half ( $\frac{1}{2}$ ) of the total mills levied as ad valorem taxes for each of said twelve (12) years and by all taxing units within which such facility is situated by the state equalized valuation of the facility, excluding the land which shall be separately assessed and taxed in accordance with the general ad valorem tax law.

BE IT RESOLVED that the requested Industrial Facilities Exemption Certificate be hereby approved to become effective December 30, 2015, and that, accordingly, for the next six (6) years, the Industrial Facilities Tax upon personal property shall be determined by multiplying one-half ( $\frac{1}{2}$ ) of the total mills levied as ad valorem taxes for each of said six (6) years and by all taxing units within which such facility is situated by the state equalized valuation of the facility, excluding the land which shall be separately assessed and taxed in accordance with the general ad valorem tax law.

IT IS FURTHER RESOLVED that Pedrolini-Smith LLC, Owner of Woodsmiths Inc. shall pay an application fee in the amount of \$750.00 to the Township, which fee does not exceed the actual cost of processing the application or two (2%) percent of the total property taxes abated under this Act, whichever is less.

BE IT FURTHER RESOLVED that the Township Clerk forward the application of said Pedrolini-Smith LLC, Owner of Woodsmiths Inc. together with the within Resolution and any

other necessary supporting documents, to the Michigan State Tax Commission for approval and the issuance of an Industrial Facilities Exemption Certificate in accordance with said 1974 PA 198, as amended.

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

Upon roll call vote, the following voted "Aye":

The following voted "Nay":

The following abstained:

The Supervisor declared the motion carried and the Resolution adopted.

\_\_\_\_\_  
Deborah L. Everett, Clerk  
Oshtemo Charter Township

\*\*\*\*\*

CERTIFICATE

The undersigned, as Clerk of Oshtemo Charter Township, certifies that the foregoing Resolution was duly adopted by the Township Board at a regular meeting of the Township Board held on October 13, 2015, at which meeting a quorum was present as set forth in the aforesaid Excerpt of a portion of the minutes of said meeting upon a roll call vote; that first class mail written notice was sent to said applicant and to each taxing unit having ad valorem tax jurisdiction over said land and facility, and the meeting was noticed and held in compliance with the Michigan Open Meetings Act as required by law and statute provided.

\_\_\_\_\_  
Deborah L. Everett, Clerk  
Oshtemo Charter Township

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

**RESOLUTION IN SUPPORT OF**  
**SENATE BILL NO. 524**

**October 13, 2015**

WHEREAS, Oshtemo Charter Township has multiple large retail stores, otherwise known as big-box stores, within its jurisdiction; and

WHEREAS, recent rulings by the Michigan Tax Tribunal has valued these big-box stores based upon the sales of properties of similar size which have been vacant and abandoned, or used for a different purpose, commonly known as “dark-store assessing; and

WHEREAS, the decisions of the Michigan Tax Tribunal have resulted in a loss of millions of dollars of taxable value to the Township’s tax roll; and

WHEREAS, the result of the “dark-store assessing” has placed an undue burden to maintain Township, police, and fire services onto the other retailers and the general public in the community; and

WHEREAS, the Michigan Tax Tribunal decisions have not only resulted in the loss of millions of dollars, but have prompted other retailers to seek unfair reductions in their taxable value, such as a newly-built, 161,000 square foot facility in Oshtemo Township, for which the retailer paid \$17,565,000 in land and building cost and yet is appealing its 2015 assessment, requesting a true cash value of \$4,000,000, or only 22.8% of its actual value.

# Memo



**To:** Oshtemo Charter Township Board  
**From:** Nancy Culp  
**Date:** October 6, 2015  
**Subject:** Streetlights

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I have received the plans back from Consumers for the proposed streetlights on South 6<sup>th</sup> Street by the fire station and one east of the US 131 bridge on KL Avenue. We need board authorization for the streetlights to be installed. All the parcels in the surrounding area (w/in 300ft) are already being assessed streetlights.





**CEM Support Center**

Consumers Energy, CEM Support Center, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

August 17, 2015

NOTIFICATION #:  
1030626027 1030626026

NANCY CULP  
OSHTEMO TOWNSHIP  
7275 W MAIN ST  
KALAMAZOO, MI 49009-8210

REFERENCE: 3500 S 6TH ST, OSHTEMO

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). In conjunction with the work, a non-refundable payment of \$100.00 per luminaire is required.

A monthly energy charge associated with this lighting installation for 1 Luminaire(s) is approximately \$11.75. This charge is subject to change based on current rates. After the installation is complete, you will begin receiving a separate monthly bill for the above energy charge. You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:

Installation Charge (\$100.00 per Luminaire): \$ 200.00

Additional Costs

**Total Estimated Cost:** \$ 200.00

Less Prepayment Received: \$ -

**Total Estimated Cost Due:** \$ 200.00

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully. Contact the Consumers Energy Customer Energy Specialist or Representative assigned to your notification with any questions about your request at: 269-337-2333 .

Sent on behalf of,  
JOSEPH S MALIKOWSKI  
Consumers Energy Customer Energy Specialist

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
8500	<u>100</u>	<u>HPS</u>	<u>Cobrahead</u>	<u>Non-Cutoff</u>	<u>Install</u>	5263 KL AVE
8500	<u>100</u>	<u>HPS</u>	<u>Cobrahead</u>	<u>Non-Cutoff</u>	<u>Install</u>	3500 S 6TH ST



# **Oshtemo Charter Township**

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***2016-2021***

***Capital***

***Improvement***

***Plan***

**Adopted by Township Board: October 13<sup>th</sup>, 2015**

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## ACKNOWLEDGMENTS

### **CHARTER TOWNSHIP OF OSHTEMO BOARD OF TRUSTEES**

Elizabeth Heiny-Cogswell, Supervisor  
Deborah Everett, Clerk  
Nancy Culp, Treasurer  
Nancy Carr, Trustee  
Dusty Farmer, Trustee  
Zak Ford, Trustee  
Grant Taylor, Trustee

### **OTHER OSHTEMO BOARDS AND COMMISSIONS**

Planning Commission  
Zoning Board of Appeals  
Downtown Development Authority  
Capital Improvement Committee  
South Drake Road Corridor Improvement Authority  
Friends of the Parks

### **OTHERS CONTRIBUTING TO THIS REPORT**

Mark Barnes, Fire Chief  
Steve Bryer, Siegfried Crandell, CPA  
Ben Clark, GIS Mapping  
Marc Elliott, P.E., Public Works Director  
Rick Everett, Maintenance Supervisor  
Cathy Harrell, Township Assessor  
Karen High, Parks Director  
Gregory Milliken, AICP, Planning Director  
Jim Porter, Township Attorney

## PLAN NARRATIVE

With the passage of the Michigan Planning Enabling Act (MPEA - PA 33 of 2008, as amended), communities with public water or sewer are required to prepare Capital Improvement Plans (CIPs). More specifically, Planning Commissions are charged with the task of adopting CIP documents—unless such responsibility was removed by the legislative body—as a method of better connecting the group that establishes a community’s Master Plan with its implementation.

Traditionally the Oshtemo Township Board has engaged in capital improvement planning as a part of the overall annual budgeting process. Along with these past perennial capital planning efforts, the Township also developed 20 year sewer and water plans, a long term fire equipment plan, a comprehensive non-motorized plan, a five year park plan, and the overarching Township Master Plan. Strategically developing these various planning documents has enabled Oshtemo Township to create the building blocks necessary to compile a comprehensive Capital Improvement Plan for the period spanning 2016 to 2021. Working closely with Township staff, the Board this year has created a plan that draws not only from numerous capital planning documents, but also includes a strategic five year financial analysis completed in 2014, offering in-depth descriptions of the entirety of the Township’s capital projects.

Prompted not only by the 2008 MPEA requiring that certain communities engage in capital improvement planning, Oshtemo has also experienced a population increase, documented in the 2010 census, which has made comprehensive capital planning a necessity if the Township is to continue to meet the needs of its residents. Benefitting not only from an increase in constitutionally mandated state revenue sharing as a result of this population growth, the Township Board and staff alike have also implemented numerous cost saving strategies, enabling the Township to not only save for larger capital projects, but also making more funds available to provide grant matches. Since 2010, numerous capital projects have been successfully completed, including extensive park redevelopments and expansions of the Township’s non-motorized transportation network, improving connectivity near major population centers and along key traffic corridors. Although much has been accomplished in Oshtemo with regards to the successful implementation of past capital projects, the Township is eager to achieve all of its goals, and this five year plan is an important stepping stone to do just that.

In this document, the details of the CIP are described and additional information is provided regarding the process and rationale for the selections. Then, tables are provided detailing the specifics of the CIP for the next six years along with maps and information on all proposed projects.

## GENERAL OVERVIEW

The purpose of the Capital Improvement Plan is to develop an intermediate action plan for achieving key objectives in the community. The Township created this Plan in compliance with the MPEA to further implement the vision identified in the Township's Master Plan. These capital projects are one of the primary means by which the Township can influence and effect the vision of the community without complete reliance on the private sector. Indeed, capital investments for infrastructure extensions (roads and utilities) often become the backbone that encourages private investment and redevelopment within areas articulated in the community's Master Plan.

With a vision, however, come expectations and costs. The Master Plan identifies the vision, but the means necessary to achieve it are left mostly unstated. The CIP assigns costs to the vision, quantifies the expectations, and presents an annual plan for getting closer to the desired end goal. It is then utilized by the Township Board during the annual budget preparation process to ensure resources are allocated in a manner consistent with the vision of the community.

Capital projects are projects that do not occur on an annual basis. They are large expenditures that are either financed over several years or paid for after several years of saving. They can include vehicle purchases, infrastructure projects, construction or acquisition, or other substantial purchases or maintenance projects. By planning ahead over the course of six years, the Township can ensure that its resources are being used most efficiently, adequate funds are being saved for desired future projects, and any emergency expenditures that may arise throughout the year can be accommodated without sacrificing future goals.

By scheduling these projects over a six year span and laying them out prior to and during the budgeting process, their implementation is more easily realized, their financing is secured, and the Township is better prepared to capitalize on future funding opportunities.

In that sense, this really is a PLAN, and it is best viewed as such. It is not a mandate, and these are not requirements. As a plan, it sets forth a guide for achieving certain objectives. It will be updated annually and future designations can be changed as the objectives evolve and their costs are reevaluated. As will be illustrated, adequate funds are not available to support all projects in the CIP. Therefore alternative revenue sources will need to be found in the later years of the CIP's timeframe to support the desired goals, or projects will need to be dropped or shifted.

## **CAPITAL IMPROVEMENTS IN THE TOWNSHIP**

When considering capital improvements in the Township, there are several broad categories within which the vast majority of projects will fit. Organizing them into the categories listed below is beneficial not only for the purpose of developing the list of capital projects but also for considering the funding sources.

- General Projects
- Non-motorized Facilities
- Roads
- Parks
- Fire Equipment
- Sanitary Sewer
- Water

## **SOURCES OF FUNDS**

One of the unique elements of capital improvement planning is that projects in different categories have different rules in terms of how they can be funded, and the various funds that are used have different rules in terms of the types of projects that they can be applied to.

Capital improvements for the Fire Department are primarily funded through a special assessment along with grants obtained for specific equipment purchases. The special assessment is levied Township-wide at 2.50 mills. This represents a consistent, annual source of revenue for this department and is spent on both operating and capital expenses. Traditionally, about 80% is spent on operating and 20% on capital expenses. However, depending on the year and the particular associated capital expenses, the percentage may shift. The primary focus of the capital funds has been on vehicle expenses – maintenance and replacement. Building maintenance and expansion is also covered by the capital funds, but little funding remains after the vehicle program is considered. Because this is a dedicated millage, these funds cannot be used for other projects outside the fire department.

The Park Fund does not have a dedicated revenue stream other than fees collected for the rental of facilities in the parks, such as pavilions, the Community Center, and the Grange Hall. Primary sources of revenue for the parks include transfers from the General Fund and grants. The Parks Committee is hoping to kick off a capital campaign in 2016 with a goal of raising approximately \$1.5 million in order to create another source of revenue for the parks.

Sanitary sewer and water projects are the two most complicated categories with regards to funding. Fees are paid when properties connect to the utility networks which are then used to pay

for the infrastructure. In addition, a surcharge is added to monthly utility bills and collected by the Township to defray the significant maintenance costs associated with the systems.

The Sewer and Water Funds are built up through these fees as well as through transfers from the General Fund, which primarily occurs in anticipation of a substantial infrastructure project. As connections are made to the new infrastructure, the fund is replenished, and a new project can be proposed and implemented.

One of the issues is whether or not property owners should be required to connect to utility services when new infrastructure is provided. Some properties may be adequately served by pre-existing private water and/or on-site septic systems. Unfortunately, the safety and adequacy of existing systems is undetermined. Typically the private user/owner is solely responsible for a private drinking well or septic system once their use is permitted by Kalamazoo County. Currently there is no further public oversight unless a third-party complaint or interest is raised. Despite the lack of assessment of private systems, many view connecting to a newly available public system as unnecessary and overly burdensome. But without requiring service use (e.g. connections) either immediately or within some finite timeframe, some utility projects may never be able to recoup their public funding, and the community is deprived of both the benefits of the system and the ability to re-invest captured connection fees towards new projects.

General Fund projects include buildings and grounds, non-motorized facilities, roads, and other capital projects. Although primarily financed through the General Fund, such projects may also rely upon grants, donations, and special assessments. In terms of roads, the Road Commission of Kalamazoo County (RCKC) receives roadway maintenance funds from the State of Michigan based on the number and use of the roads in the Township. For Primary Roads, the costs for improvement and maintenance are borne by the RCKC. A portion of the state funding may be used to maintain Local Roads. RCKC has established a self-described PAR Fund whereby they will participate in the maintenance and improvement of Local Roads if the offered PAR funds are matched dollar for dollar by the Township. Drawing from the General Fund, the Township has traditionally exceeded the minimum required matched necessary to secure the offered PAR funding.

## **PROJECTING FUTURE FUNDS**

It is challenging to accurately project what future revenues will be available for Oshtemo over the next six years, even within such a seemingly brief time frame. While the economy appears to be recovering from the 2008 economic downturn and is stabilizing, property values, which dictate property tax revenue for the Township, remain volatile. State revenue sharing, another important source of Township funding, is dependent upon the amount of sales tax revenue

taken in by the State of Michigan, which is in turn greatly influenced by prevailing economic conditions in the state.

Nonetheless, the CIP tables provide an estimate of future revenues for the next six years using reasonable assumptions for each of the principle revenue sources, the largest of which is revenue sharing, followed by property taxes. In consultation with the Township Assessor, data indicates that taxable values in the Township have increased between 1.5% and 2.5% in recent years and it has been determined that future taxable property values be forecasted as increasing by 2% per year for the five year period covered by this plan.

Grants are challenging to forecast because it is unknown whether the application will be successful. Where it is anticipated that grants will be sought for certain projects, those requests and fund amounts were noted in the projection.

Other revenue sources were projected over the course of the next six years using reasonable projections based on recent trends and conservative assumptions.

## **USES OF FUNDS**

To determine the projects identified in the CIP, the Township's departments were asked to submit projects and proposals for the period from 2016 to 2021. These ideas were then presented at a joint meeting of all board and commission members in the Township in May of 2015, which was a public meeting open to the community. Members were given an opportunity to suggest additional project ideas and provide input regarding priorities. (See appendix A for a summary of those results.) Project ideas were then narrowed down and prioritized based on availability of existing resources, existing conditions, and coordination with other projects.

Proposed projects for the 2016-2021 Capital Improvement Plan are presented in the tables beginning on page 12. A description of each project is then provided, beginning on page 18.

## **CAPITAL IMPROVEMENT PLAN GOALS**

The selection of Capital Improvement Plan projects are guided by the goals and objectives presented in the Township Master Plan as well as the other plans and reports of the community including the Non-Motorized Plan, Parks and Recreation Master Plan, and other strategic documents of the Township. These documents represent the Township vision and were prepared following a community-oriented process. By relying on those established goals to guide project implementation, a connection between the vision and its implementation is maintained, and the community remains a part of the planning process throughout.

## TOWNSHIP REVENUES

As described above, revenues are collected in a variety of different ways and from different revenue sources. The Table below shows the total projected revenues from each fund for the six-year capital planning period.

	2016	2017	2018	2019	2020	2021
<i>General Fund</i>	\$3,341,908	\$3,683,441	\$3,111,634	\$3,443,043	\$3,709,610	\$3,968,274
<i>Park Fund</i>	\$113,100	\$ 463,333	\$304,167	\$390,000	\$400,000	\$25,000
<i>Police Fund</i>	\$810,147	\$818,600	\$833,500	\$848,700	\$864,200	\$880,000
<i>Fire Fund</i>	\$ 357,855	\$ 364,100	\$ 371,200	\$ 378,500	\$ 385,900	\$ 393,500
<i>Sewer Fund</i>	\$ 170,000	\$ 181,600	\$ 186,800	\$ 192,200	\$ 197,700	\$ 203,400
<i>Water Fund</i>	\$ 186,500	\$ 196,600	\$ 202,300	\$ 208,200	\$ 214,300	\$ 220,500
<i>DDA</i>	\$78,400	\$80,100	\$81,700	\$83,300	\$85,000	\$86,700
<i>SODA</i>	\$4,700	\$7,100	\$10,700	\$16,100	\$17,700	\$19,500
<b>TOTAL</b>	<b>\$5,062,610</b>	<b>\$5,794,874</b>	<b>\$5,102,001</b>	<b>\$5,560,043</b>	<b>\$5,874,410</b>	<b>\$5,796,874</b>

## TOTAL EXPENDITURES

A variety of expenditures are presented and described in this plan. In addition to the capital expenses, there are also operating expenses associated with most of the funds, particularly the General Fund. The table below presents the total expenditures for each year assigned to each fund. This presents a summary of how funds are proposed to be spent year to year and fund by fund.

	2016	2017	2018	2019	2020	2021
<i>General Fund</i>	\$4,483,043	\$4,176,143	\$2,758,107	\$3,370,990	\$3,878,849	\$4,442,064
<i>Park Fund</i>	\$295,866	\$ 662,950	\$474,958	\$ 327,026	\$623,156	\$73,156
<i>Police Fund</i>	\$1,183,078	\$1,787,700	\$1,223,300	\$1,260,000	\$1,297,800	\$1,336,700
<i>Fire Fund</i>	\$ 476,700	\$2,255,000	\$264,600	\$580,000	\$10,000	\$500,000
<i>Sewer Fund</i>	\$1,770,000	\$1,085,464	\$1,654,091	\$1,517,008	\$ 162,722	\$1,812,022
<i>Water Fund</i>	\$216,800	\$ 77,250	\$79,567	\$1,537,954	\$516,954	\$541,954
<i>DDA</i>	\$78,400	\$13,904	\$14,319	\$14,747	\$15,188	\$15,641
<i>SODA</i>	\$4,700	--	--	--	--	--
<b>TOTAL</b>	<b>\$8,508,587</b>	<b>\$10,058,411</b>	<b>\$6,468,942</b>	<b>\$8,967,725</b>	<b>\$6,504,669</b>	<b>\$8,954,631</b>

## FUND BALANCES

In the table below, the fund balance that remains at the end of each projected budget year is presented based on the forecasted revenues and expenditures in the 2016-21 planning period. It is a reflection of the difference between the proposed revenues and proposed expenditures. The Plan starts with a total fund balance in all funds combined of \$6,688,257.

At this point, it is good to remind readers that this is a document that will be reviewed and updated on an annual basis. Therefore, where funds illustrate substantial balances – either positive or negative – those situations will be evaluated and amended as the respective budget year approaches.

This summary table shows where there are funds that have additional money available for investment or transfer to other funds. Those funds with a negative balance show a need to review the proposed projects for that year, explore alternative funding opportunities, or consider transfer of money from other funds, if possible.

The table shows clearly that the proposed projects in the CIP have costs in total that exceed the revenues anticipated to be generated in the program years. Sewer and water projects in particular will require supplemental revenue sources in order to be implemented as proposed.

	2016	2017	2018	2019	2020	2021
<i>General Fund</i>	\$2,110,102	\$1,372,400	\$1,540,927	\$1,451,980	\$1,094,741	\$500,951
<i>Park Fund</i>	\$17,234	\$42,617	\$36,826	\$240,800	\$185,644	\$237,488
<i>Police Fund</i>	\$115,722	-\$753,378	-\$1,043,178	-\$1,354,478	-\$1,688,078	-\$2,044,778
<i>Fire Fund</i>	\$926,312	-\$964,588	-\$857,988	-\$1,059,488	-\$683,588	-\$790,088
<i>Sewer Fund</i>	\$8,623	-\$895,241	-\$2,362,532	-\$3,387,340	-\$3,352,362	-\$5,260,984
<i>Water Fund</i>	\$851,223	\$970,573	\$1,093,306	-\$236,448	-\$539,102	-\$860,556
<i>DDA</i>	\$555,440	\$621,635	\$689,017	\$757,570	\$827,382	\$898,441
<i>SODA</i>	--	\$7,100	\$17,800	\$33,900	\$51,600	\$71,100
<b>TOTAL</b>	<b>\$4,584,656</b>	<b>\$401,118</b>	<b>-\$885,822</b>	<b>-\$1,434,528</b>	<b>-\$4,103,763</b>	<b>-\$7,248,426</b>

## CAPITAL IMPROVEMENT PLAN SUMMARY TABLES

The tables below present the six year Capital Improvement Plan (CIP) for Oshtemo Township from 2016 – 2021. The tables present projected revenues and sources along with operating and capital expenditures on an annual basis illustrating a potential budget framework for years to come. The proposed capital projects identified in the tables that follow are then described in additional detail in the pages that follow. A separate table is provided for each fund category.

General Fund - 101						
Projected Revenues and Expenditures 2016-2021						
	2016	2017	2018	2019	2020	2021
<b>Revenues:</b>						
Property taxes	728,000.00	742,600.00	757,500.00	772,700.00	788,200.00	804,000.00
Licenses and permits	194,500.00	194,500.00	194,500.00	194,500.00	194,500.00	194,500.00
Capital grants	278,800.00	627,200.00	69,600.00	387,000.00	666,000.00	936,000.00
State grants/revenue sharing	1,797,278.00	1,785,341.00	1,749,634.00	1,741,643.00	1,706,810.00	1,672,674.00
Interest and rentals	18,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Other	325,330.00	331,800.00	338,400.00	345,200.00	352,100.00	359,100.00
<b>Total</b>	<b>3,341,908.00</b>	<b>3,683,441.00</b>	<b>3,111,634.00</b>	<b>3,443,043.00</b>	<b>3,709,610.00</b>	<b>3,968,274.00</b>
<b>Expenditures:</b>						
Operating expenditures	2,085,043.00	2,147,593.00	2,212,018.00	2,278,376.00	2,346,725.00	2,417,124.00
Capital expenditures:						
<b>NON-MOTORIZED FACILITIES</b>						
Drake Road Shared Use Pathway - Stadium to Driftwood	597,000.00	-	-	-	-	-
Drake Road Shared Use Pathway - Driftwood to West Main Street	896,000.00	-	-	-	-	-
Facilities Maintenance, Repair and Reconstruction	160,000.00	80,000.00	40,000.00	20,000.00	20,000.00	20,000.00
North 10th Street Sidewalk and Shared Use Path Grant & Design	30,000.00	-	-	-	-	-
KL Avenue Facilities	60,000.00	900,000.00	-	-	-	-
Village Area Streetscape Improvements	216,000.00	-	-	-	-	-
Stadium Drive - 9th Street to 11th Street	-	-	116,000.00	-	-	-
North 10th Street Non-Motorized Facility	-	-	-	645,000.00	-	-
9th Street Non-Motorized Facility, KL Avenue to West Main Street	-	-	-	-	500,000.00	-
KL Avenue Facility, Copper Beech to 9th Street	-	-	-	-	610,000.00	-
9th Street Non-Motorized Facility, KL Avenue to Merician Avenue	-	-	-	-	-	1,050,000.00
11th Street Sidewalk	-	-	-	-	-	510,000.00
Quail Run Drive Sidewalk, 9th Street to Stadium Drive	-	-	-	-	-	43,320.00
<b>IT</b>	17,000.00	24,000.00	24,000.00	74,000.00	49,000.00	24,000.00
<b>ANNUAL LOCAL ROAD IMPROVEMENTS</b>	350,000.00	350,000.00	350,000.00	350,000.00	350,000.00	350,000.00
<b>GENERAL PROJECTS</b>						
Maintenance Facility Study	10,000.00	-	-	-	-	-
Township Hall Office Furnishings	5,000.00	-	-	-	-	-
Election Equipment	24,000.00	-	-	-	-	25,000.00
Community Survey	-	15,000.00	-	-	-	-
Genesee Prairie, Hill, & West Oshtemo Cemeteries	-	50,000.00	-	-	-	-
Geographic Information System (GIS) Software	-	5,000.00	-	-	-	-
Township Hall Office Equipment	8,000.00	-	12,000.00	-	-	-
<b>FACILITIES EQUIPMENT FUND</b>						
Equipment Replacement For HVAC, Generators, Mechanical, Miscellaneous	-	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Facilities Replacement and Maintenance	-	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
<b>Total expenditures</b>	<b>4,458,043.00</b>	<b>3,591,593.00</b>	<b>2,774,018.00</b>	<b>3,387,376.00</b>	<b>3,895,725.00</b>	<b>4,459,444.00</b>
<b>Transfers:</b>						
Police Fund	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
Fire Operations	6,000.00	-	-	-	-	-
Parks Fund	200,000.00	225,000.00	165,000.00	141,000.00	168,000.00	100,000.00
<b>Total transfers</b>	<b>226,000.00</b>	<b>245,000.00</b>	<b>185,000.00</b>	<b>161,000.00</b>	<b>188,000.00</b>	<b>120,000.00</b>
<b>Fund Balance:</b>						
Net change in fund balance	(1,342,135.00)	(153,152.00)	152,616.00	(105,333.00)	(374,115.00)	(611,170.00)
Beginning fund balance (Estimated)	3,477,237.00	2,135,102.00	1,981,950.00	2,134,566.00	2,029,233.00	1,655,118.00
Ending fund balance	2,135,102.00	1,981,950.00	2,134,566.00	2,029,233.00	1,655,118.00	1,043,948.00
Ending fund balance as a % of operating expenditures	102%	92%	96%	89%	71%	43%

Park Fund - 107						
Projected Revenues and Expenditures 2016-2021						
	2016	2017	2018	2019	2020	2021
<b>Revenues:</b>						
State grants	60,000.00	438,333.00	279,167.00	365,000.00	375,000.00	-
Interest and rentals	23,100.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
Other	30,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
<b>Total</b>	<b>113,100.00</b>	<b>463,333.00</b>	<b>304,167.00</b>	<b>390,000.00</b>	<b>400,000.00</b>	<b>25,000.00</b>
<b>Expenditures:</b>						
Operating expenditures	122,166.00	66,950.00	68,958.00	71,026.00	73,156.00	73,156.00
Capital expenditures:						
Greenway Corridor Acquisition	20,000.00	20,000.00	150,000.00	-	-	-
Grange Hall Improvements	-	320,000.00	-	-	-	-
Improvements	63,500.00	-	-	-	-	-
Drake Farmstead Master Plan Implementation Phase 1	-	-	250,000.00	-	-	-
Drake Farmstead Master Plan Implementation Phase 2	-	-	-	250,000.00	-	-
Drake Farmstead Master Plan Implementation Phase 3	-	-	-	-	250,000.00	-
Phase 3 of Flesher Field	-	250,000.00	-	-	-	-
Drake Farmstead Early Action Implementation	20,200.00	-	-	-	-	-
Drake House Renovation - OHS Projects	6,000.00	6,000.00	6,000.00	6,000.00	-	-
Park Consultant	64,000.00	-	-	-	-	-
Greenway Corridor Trail Construction Phase 1	-	-	-	-	300,000.00	-
<b>Total expenditures</b>	<b>295,866.00</b>	<b>662,950.00</b>	<b>474,958.00</b>	<b>327,026.00</b>	<b>623,156.00</b>	<b>73,156.00</b>
<b>Transfers:</b>						
From General Fund	200,000.00	225,000.00	165,000.00	141,000.00	168,000.00	100,000.00
<b>Total transfers</b>	<b>200,000.00</b>	<b>225,000.00</b>	<b>165,000.00</b>	<b>141,000.00</b>	<b>168,000.00</b>	<b>100,000.00</b>
<b>Fund Balance:</b>						
Net change in fund balance	17,234.00	25,383.00	(5,791.00)	203,974.00	(55,156.00)	51,844.00
Beginning fund balance (Estimated)	-	17,234.00	42,617.00	36,826.00	240,800.00	185,644.00
Ending fund balance	17,234.00	42,617.00	36,826.00	240,800.00	185,644.00	237,488.00

Police Fund - 207						
Projected Revenues and Expenditures 2016-2021						
	2016	2017	2018	2019	2020	2021
<b>Revenues:</b>						
Licenses and permits	1,500.00	500.00	500.00	500.00	500.00	500.00
Ordinance and parking violations	65,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
State grants	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00
Interest	600.00	500.00	500.00	500.00	500.00	500.00
Other (Assessment)	729,047.00	743,600.00	758,500.00	773,700.00	789,200.00	805,000.00
<b>Total</b>	<b>810,147.00</b>	<b>818,600.00</b>	<b>833,500.00</b>	<b>848,700.00</b>	<b>864,200.00</b>	<b>880,000.00</b>
<b>Expenditures:</b>						
Operating expenditures	1,153,078.00	1,187,700.00	1,223,300.00	1,260,000.00	1,297,800.00	1,336,700.00
Capital expenditures:						
Police Facilities Study	20,000.00	-	-	-	-	-
Police Facilities	-	1,000,000.00	-	-	-	-
<b>Total expenditures</b>	<b>1,173,078.00</b>	<b>2,187,700.00</b>	<b>1,223,300.00</b>	<b>1,260,000.00</b>	<b>1,297,800.00</b>	<b>1,336,700.00</b>
<b>Transfers:</b>						
From General Fund	20,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
<b>Total transfers</b>	<b>20,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>
<b>Fund Balance:</b>						
Net change in fund balance	(342,931.00)	(1,269,100.00)	(289,800.00)	(311,300.00)	(333,600.00)	(356,700.00)
Beginning fund balance (Estimated)	468,653.00	125,722.00	(1,143,378.00)	(1,433,178.00)	(1,744,478.00)	(2,078,078.00)
Ending fund balance	125,722.00 *	(1,143,378.00) *	(1,433,178.00) *	(1,744,478.00) *	(2,078,078.00) *	(2,434,778.00)
		* Additional funding will be needed				

Fire Capital Fund - 211						
Projected Revenues and Expenditures 2016-2021						
	2016	2017	2018	2019	2020	2021
<b>Revenues:</b>						
Grants	-	-	-	-	-	-
Interest	915.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Other (miscellaneous)	7,840.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
Other (special assessment)	349,100.00	356,100.00	363,200.00	370,500.00	377,900.00	385,500.00
<b>Total</b>	<b>357,855.00</b>	<b>364,100.00</b>	<b>371,200.00</b>	<b>378,500.00</b>	<b>385,900.00</b>	<b>393,500.00</b>
<b>Expenditures:</b>						
Operating expenditures	14,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Capital expenditures:						
Fire Station 2 Repairs	40,500.00	-	-	-	-	-
Fire Station 3 Repairs	20,200.00	-	-	-	-	-
Replace and upgrade audio visual equipment	27,000.00	-	-	-	-	-
2010 PEO Car	40,000.00	-	-	-	-	-
Replace Key Secure Boxes	8,000.00	-	-	-	-	-
Trench Equipment and Deployment Trailer	198,000.00	-	-	-	-	-
Replace skid pump on brush truck	15,000.00	-	-	-	-	-
Hose and appliances	73,000.00	-	-	-	-	-
Computer replacements	6,000.00	-	-	-	-	-
2001 Brush Truck	-	45,000.00	-	-	-	-
1999 Pierce Pumper	-	400,000.00	-	-	-	-
2011 Pierce Support Vehicle (Refurbishment)	-	-	45,000.00	-	-	-
2008 Pierce Engine (Refurbishment)	-	-	80,000.00	-	-	-
First Response EMSs (3)	-	-	120,000.00	-	-	-
Replace Mobild Data Terminals	-	-	9,600.00	-	-	-
2005 Dodge Pickup	-	-	-	45,000.00	-	-
2003 Quint Engine	-	-	-	525,000.00	-	-
Thermal Imaging Cameras	-	-	-	-	-	90,000.00
1994 Pierce Engine	-	-	-	-	-	400,000.00
<b>Total expenditures</b>	<b>441,700.00</b>	<b>455,000.00</b>	<b>264,600.00</b>	<b>580,000.00</b>	<b>10,000.00</b>	<b>500,000.00</b>
<b>Fund Balance:</b>						
Net change in fund balance	(83,845.00)	(90,900.00)	106,600.00	(201,500.00)	375,900.00	(106,500.00)
Beginning fund balance (Estimated)	1,045,157.00	961,312.00	870,412.00	977,012.00	775,512.00	1,151,412.00
Ending fund balance	961,312.00	870,412.00	977,012.00	775,512.00	1,151,412.00	1,044,912.00

Sewer Fund - 490						
Projected Revenues and Expenditures 2016-2021						
	2016	2017	2018	2019	2020	2021
<b>Revenues:</b>						
Special assessment	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Interest	1,000.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
Other (Surcharge & Assessments)	169,000.00	174,100.00	179,300.00	184,700.00	190,200.00	195,900.00
<b>Total</b>	<b>170,000.00</b>	<b>181,600.00</b>	<b>186,800.00</b>	<b>192,200.00</b>	<b>197,700.00</b>	<b>203,400.00</b>
<b>Expenditures:</b>						
Operating expenditures	40,000.00	97,850.00	100,785.00	103,808.00	106,922.00	106,922.00
Capital expenditures:						
N 10th Sanitary Sewer	1,250,000.00	-	-	-	-	-
Atlantic Avenue Sanitary Sewer	450,000.00	-	-	-	-	-
Pump Stations Retrofit	30,000.00	-	-	-	-	-
Fairlane Plat Sanitary Sewer	-	775,800.00	-	-	-	-
KL Avenue Sanitary Sewer, 8th Street to 9th Street	-	92,414.00	677,706.00	-	-	-
KL Avenue Sanitary, 8th St to approx. 5000 ft west	-	119,400.00	875,600.00	-	-	-
Skyridge Plat Sanitary Sewer & Pump Station	-	-	-	1,413,200.00	-	-
South 11th Street, Parkview Avenue to N Avenue	-	-	-	-	55,800.00	406,000.00
Beech Street Sanitary Sewer	-	-	-	-	-	400,000.00
Whitegate Farms Plat Sanitary Sewer	-	-	-	-	-	899,100.00
<b>Total expenditures</b>	<b>1,770,000.00</b>	<b>1,085,464.00</b>	<b>1,654,091.00</b>	<b>1,517,008.00</b>	<b>162,722.00</b>	<b>1,812,022.00</b>
<b>Transfers:</b>						
From General Fund	-	-	-	-	-	-
<b>Total transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance:</b>						
Net change in fund balance	(1,600,000.00)	(903,864.00)	(1,467,291.00)	(1,324,808.00)	34,978.00	(1,608,622.00)
Beginning fund balance (Estimated)	1,608,623.00	8,623.00	(895,241.00)	(2,362,532.00)	(3,687,340.00)	(3,652,362.00)
Ending fund balance	8,623.00 *	(895,241.00) *	(2,362,532.00) *	(3,687,340.00) *	(3,652,362.00) *	(5,260,984.00)
* Transfers, bonding, assessments, mandatory connections, or other funding will be needed for sewer and water funds						

Water Fund - 491						
Projected Revenues and Expenditures 2016-2021						
	2016	2017	2018	2019	2020	2021
<b>Revenues:</b>						
Special assessment	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Interest	1,500.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Other (Surcharges, Assessments & Benefit Fees)	185,000.00	190,600.00	196,300.00	202,200.00	208,300.00	214,500.00
<b>Total</b>	<b>186,500.00</b>	<b>196,600.00</b>	<b>202,300.00</b>	<b>208,200.00</b>	<b>214,300.00</b>	<b>220,500.00</b>
<b>Expenditures:</b>						
Operating expenditures	56,800.00	77,250.00	79,567.00	81,954.00	81,954.00	81,954.00
Capital expenditures:						
Atlantic Avenue Public Water	160,000.00	-	-	-	-	-
West Main Street, East of 6th Public Water	-	-	-	436,000.00	-	-
West Main St. Water Extension, 2nd to 4th Streets	-	-	-	460,000.00	-	-
J Ave and 2nd St. Public Water	-	-	-	560,000.00	-	-
Oshtemo Trace Public Water	-	-	-	-	145,000.00	-
Chadd Ford Way Public Water	-	-	-	-	80,000.00	-
Maple Hill Estates Public Water	-	-	-	-	210,000.00	-
South 11th Street Public Water, Parkview to N Avenue	-	-	-	-	-	160,000.00
Frie & Gibs Public Water	-	-	-	-	-	300,000.00
<b>Total expenditures</b>	<b>216,800.00</b>	<b>77,250.00</b>	<b>79,567.00</b>	<b>1,537,954.00</b>	<b>516,954.00</b>	<b>541,954.00</b>
<b>Fund Balance:</b>						
Net change in fund balance	(30,300.00)	119,350.00	122,733.00	(1,329,754.00)	(302,654.00)	(321,454.00)
Beginning fund balance (Estimated)	881,523.00	851,223.00	970,573.00	1,093,306.00	(236,448.00)	(539,102.00)
Ending fund balance	851,223.00	970,573.00	1,093,306.00	(236,448.00)	(539,102.00)	(860,556.00)
* Transfers, bonding, assessments, mandatory connections, or other funding will be needed for sewer and water funds						

DDA - 900						
Projected Revenues and Expenditures 2016-2021						
<b>Revenues:</b>	2016	2017	2018	2019	2020	2021
Property tax captures	78,000.00	79,600.00	81,200.00	82,800.00	84,500.00	86,200.00
Grants	-	-	-	-	-	-
Interest	400.00	500.00	500.00	500.00	500.00	500.00
Total	<u>78,400.00</u>	<u>80,100.00</u>	<u>81,700.00</u>	<u>83,300.00</u>	<u>85,000.00</u>	<u>86,700.00</u>
<b>Expenditures:</b>						
Operating expenditures	13,500.00	13,904.00	14,319.00	14,747.00	15,188.00	15,641.00
Capital expenditures:						
<b>GENERAL PROJECTS</b>						
Grants Loan Program	10,000.00	-	-	-	-	-
Village Area Streetscape Improvements	54,900.00	-	-	-	-	-
Total expenditures	<u>78,400.00</u>	<u>13,904.00</u>	<u>14,319.00</u>	<u>14,747.00</u>	<u>15,188.00</u>	<u>15,641.00</u>
<b>Fund Balance:</b>						
Net change in fund balance	-	66,196.00	67,381.00	68,553.00	69,812.00	71,059.00
Beginning fund balance (Estimated)	555,440.00	555,440.00	621,636.00	689,017.00	757,570.00	827,382.00
Ending fund balance	555,440.00	621,636.00	689,017.00	757,570.00	827,382.00	898,441.00

SODA - 247						
Projected Revenues and Expenditures 2016-2021						
	2016	2017	2018	2019	2020	2021
<b>Revenues:</b>						
Property tax captures	4,700.00	7,100.00	10,700.00	16,100.00	17,700.00	19,500.00
Grants	-	-	-	-	-	-
Interest	-	-	-	-	-	-
<b>Total</b>	<b>4,700.00</b>	<b>7,100.00</b>	<b>10,700.00</b>	<b>16,100.00</b>	<b>17,700.00</b>	<b>19,500.00</b>
<b>Expenditures:</b>						
Operating expenditures	-	-	-	-	-	-
Capital expenditures:						
<b>GENERAL PROJECTS</b>	4,700.00	-	-	-	-	-
<b>Total expenditures</b>	<b>4,700.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance:</b>						
Net change in fund balance	-	7,100.00	10,700.00	16,100.00	17,700.00	19,500.00
Beginning fund balance (Estimated)	-	-	7,100.00	17,800.00	33,900.00	51,600.00
Ending fund balance	-	7,100.00	17,800.00	33,900.00	51,600.00	71,100.00

## CAPITAL EXPENDITURES

### General Expenditures

The General Fund is the largest of all the revenue funds for the Township. Most capital projects are paid for from the General Fund. This table, arranged in order of project year, describes those projects that do not fit clearly into other, more traditional project-based categories.

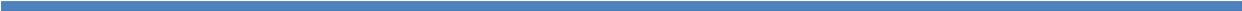
<p><b><i>IT</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$43,000  <b>Twp Share:</b> \$43,000 / 100%  <b>Funding Source:</b> General Fund (\$37,000), Fire Operations Fund (\$6,000)</p>	<p><b>Description:</b> Computer replacements (seven), Apex Assessing Software Version 6 upgrade, and presentation systems upgrade for the meeting rooms.</p>
<p><b><i>Facility Needs Study (Phase II)</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$150,000  <b>Twp Share:</b> \$150,000 / 100%  <b>Funding Source:</b> General Fund, Fire Fund, Police Fund, Building Fund</p>	<p><b>Description:</b> A comprehensive architectural study to provide adequate police, Fire Station 1, and Township Hall building maintenance as well as adequate space for the Kalamazoo Area Building Authority into the next decade and beyond. Future police space will be used by either an Oshtemo force or a contracted police service, as determined by the Township Board.</p>
<p><b><i>Township Hall Office Furnishings</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$5,000  <b>Twp Share:</b> \$5,000 / 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Two rotating cabinet files for the assessing department property files; other miscellaneous office equipment</p>

<p><b><i>Digitization of Legal Records</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$9,800  <b>Twp Share:</b> \$9,800 / 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Convert existing hard copies of legal records to an electronic format.</p>
<p><b><i>Election Equipment</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$24,000  <b>Twp Share:</b> Approximately 58% (\$14,000)  <b>Funding Source:</b> General Fund, State Grant</p>	<p><b>Description:</b> Equipment necessary to conduct elections in the Township.</p>
<p><b><i>Community Survey</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$15,000  <b>Twp Share:</b> \$15,000 / 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Objective, random, statistically useful survey of the community on multiple topics and issues. Previous survey conducted in 2013.</p>
<p><b><i>IT</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$24,000  <b>Twp Share:</b> \$24,000 / 100%  <b>Funding Source:</b> General Fund, Fire Fund</p>	<p><b>Description:</b> Computer replacements (seven), software licensing</p>

<p><b><i>Genesee Prairie, Hill, &amp; West Oshtemo Cemeteries</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$50,000  <b>Twp Share:</b> \$50,000 / 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Improve cemetery drives, road gravel or crushed asphalt product</p>
<p><b><i>Geographic Information System (GIS) Software</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$5,000  <b>Twp Share:</b> \$5,000 / 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Add 'Spatial Analyst' extension to GIS mapping product; update GIS shared licensing system.</p>
<p><b><i>Facilities Needs Study (Phase III)</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$3,000,000  <b>Twp Share:</b> \$3,000,000 / 100%  <b>Funding Source:</b> Police Fund, General Fund, Fire Fund, Building Fund</p>	<p><b>Description:</b> Development of construction documents, as determined by the Phase II study, and commencement of construction of police and Kalamazoo Area Building Authority facilities as well as maintenance for Fire Station 1.</p>
<p><b><i>IT</i></b></p> <p><b>Project Year:</b> 2018  <b>Project Cost:</b> \$24,000  <b>Twp Share:</b> \$24,000 / 100%  <b>Funding Source:</b> General Fund, Fire Fund</p>	<p><b>Description:</b> Computer replacements (seven), software licensing</p>

<p><b><i>Township Hall Office Equipment</i></b></p> <p><b>Project Year:</b> 2018  <b>Project Cost:</b> \$12,000  <b>Twp Share:</b> \$12,000 / 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Central copier/scanner replacement (estimated six year useful life)</p>
<p><b><i>IT</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$74,000  <b>Twp Share:</b> \$74,000 /100%  <b>Funding Source:</b> General Fund, Fire Fund</p>	<p><b>Description:</b> Server replacements (four), computer replacements (seven), software licensing</p>
<p><b><i>IT</i></b></p> <p><b>Project Year:</b> 2020  <b>Project Cost:</b> \$49,000  <b>Twp Share:</b> \$49,000 /100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Large meeting room audio/visual upgrades, computer replacements (seven), software licensing</p>
<p><b><i>Election Equipment</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$25,000  <b>Twp Share:</b> \$25,000 / 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Equipment necessary to conduct elections in the Township.</p>

<p><b><i>IT</i></b></p> <p><b>Project Year:</b> 2021 <b>Project Cost:</b> \$24,000 <b>Twp Share:</b> \$24,000 /100% <b>Funding Source:</b> General Fund, Fire Fund</p>	<p><b>Description:</b> Computer replacements (seven), software licensing</p>
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## Maintenance Replacements

The Maintenance Department is responsible for maintaining all Township owned buildings and grounds. This encompasses a substantial amount of mechanical equipment and infrastructure as well as maintenance vehicles and other assets. The established philosophy in regards to this infrastructure and equipment is to maintain it and run it to failure. Thus, it is impossible to predict when a furnace or a mower or a truck may need to be replaced. Therefore, the Maintenance Department has estimated a need over the course of the six year planning period of approximately \$50,000 for replacement of equipment and \$50,000 for capital maintenance at Township facilities. These funds will not necessarily be budgeted in a particular year but will be held in reserve and used via the Township emergency purchasing policy.

<p><b><i>Facilities Equipment Fund (HVAC, Vehicles, Equipment)</i></b></p> <p><b>Project Years:</b> 2015-2021  <b>Project Cost:</b> \$50,000 Estimate  <b>Twp Share:</b> \$50,000 / 100%  <b>Funding Source:</b> General Fund, Fire Fund (use Township policy for emergency purchasing)</p>	<p><b>Description:</b> Periodic equipment replacement under intentional and economical “run to failure” approach for 51 HVAC units, 6 generators, 6 facilities mechanicals, 4 licensed vehicles, 6 grounds maintenance vehicles and misc. powered and attached equipment.</p>
<p><b><i>Facilities Capital Replacements</i></b></p> <p><b>Project Years:</b> 2015-2021  <b>Project Cost:</b> \$50,000 Estimate  <b>Twp Share:</b> \$50,000 / 100%  <b>Funding Source:</b> General Fund, Fire Fund (use Township policy for emergency purchasing)</p>	<p><b>Description:</b> Facilities replacement and maintenance: pavement, fencing, painting, carpet</p>

## Non-Motorized Facilities

In 2013, the Township adopted amendments to the Non-Motorized Plan. Since that time, efforts have been taken to implement the plan, starting with the sidewalk and pathway built along North Drake Road. The goal is to build a network of non-motorized facilities along major roadways in the Township connecting neighborhoods and other population centers to existing non-motorized facilities, activity centers, and planned facilities in surrounding communities. Township funds are provided from the General Fund. In several cases, however, the Township will seek grant funding MDOT to assist with funding challenges. Maps are provided following the tabular project listing to illustrate the proposed improvements, the proposed project year, and how these proposed improvements tie into the existing and planned system.

<p><b>North 10<sup>th</sup> Street Non-Motorized Facility Preliminary Steps</b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$30,000  <b>Twp Share:</b> 100%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Design and grading of a non-motorized facility along 10th Street, to be completed in conjunction with sewer and roadway improvements. This step will determine the design and location of a non-motorized facility to connect West Main Street and the neighborhoods along 10th Street to the Kal-Haven and Kalamazoo River Valley Trails.</p>
<p><b>Drake Road Shared Use Pathway – Stadium to Driftwood</b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$597,000  <b>Twp Share:</b> +/-40% (\$238,800)  <b>Funding Source:</b> General Fund, MDOT</p>	<p><b>Description:</b> Just over a 1.00 mile stretch of 10 foot wide pathway connecting Stadium Drive non-motorized facilities to pathway on Arboretum Drive that extends east into the City of Kalamazoo and WMU. Funding for pathway being sought from MDOT through Transportation Alternatives (TA) program as well as through Safety funds.</p>

<p><b><i>Drake Road Shared Use Pathway – Driftwood to West Main Street</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$896,000  <b>Twp Share:</b> +/-40% (\$358,400)  <b>Funding Source:</b> General Fund, MDOT</p>	<p><b>Description:</b> Approximately 0.75 mile stretch of non-motorized facility completing the connection between Stadium Drive and West Main Street. Final design has not been determined and may vary along route between a five foot sidewalk and a 10 foot shared use pathway. Funding being sought from MDOT through TA program.</p>
<p><b><i>Facilities Maintenance, Repair, and Reconstruction</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$160,000  <b>Township Share:</b> 0%  <b>Funding Source:</b> Special Assessments</p>	<p><b>Description:</b> A number of developer-built sidewalks have been identified as non-compliant with approved plans. Since large portions of these facilities are adjacent to privately owned property, it is anticipated that the Township will need to leverage its authority to effect corrective actions. Given the conditions of these facilities, they require reconstruction, rather than repair.</p>
<p><b><i>Village Area Streetscape Improvements</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$270,900  <b>Twp Share:</b> 80% / \$216,000  <b>Funding Source:</b> General Fund, DDA</p>	<p><b>Description:</b> The Road Commission of Kalamazoo County (RCKC) will be undertaking resurfacing work on 9<sup>th</sup> Street in 2016. Improvements to the 9<sup>th</sup> Street / Stadium Drive intersection are part of this effort. This is the ideal time for the DDA to facilitate the beginnings of their Streetscape Plan within the Village Core. This initial phase may include the development of any needed infrastructure and possible aesthetic elements to improve the appearance of the intersection.</p>

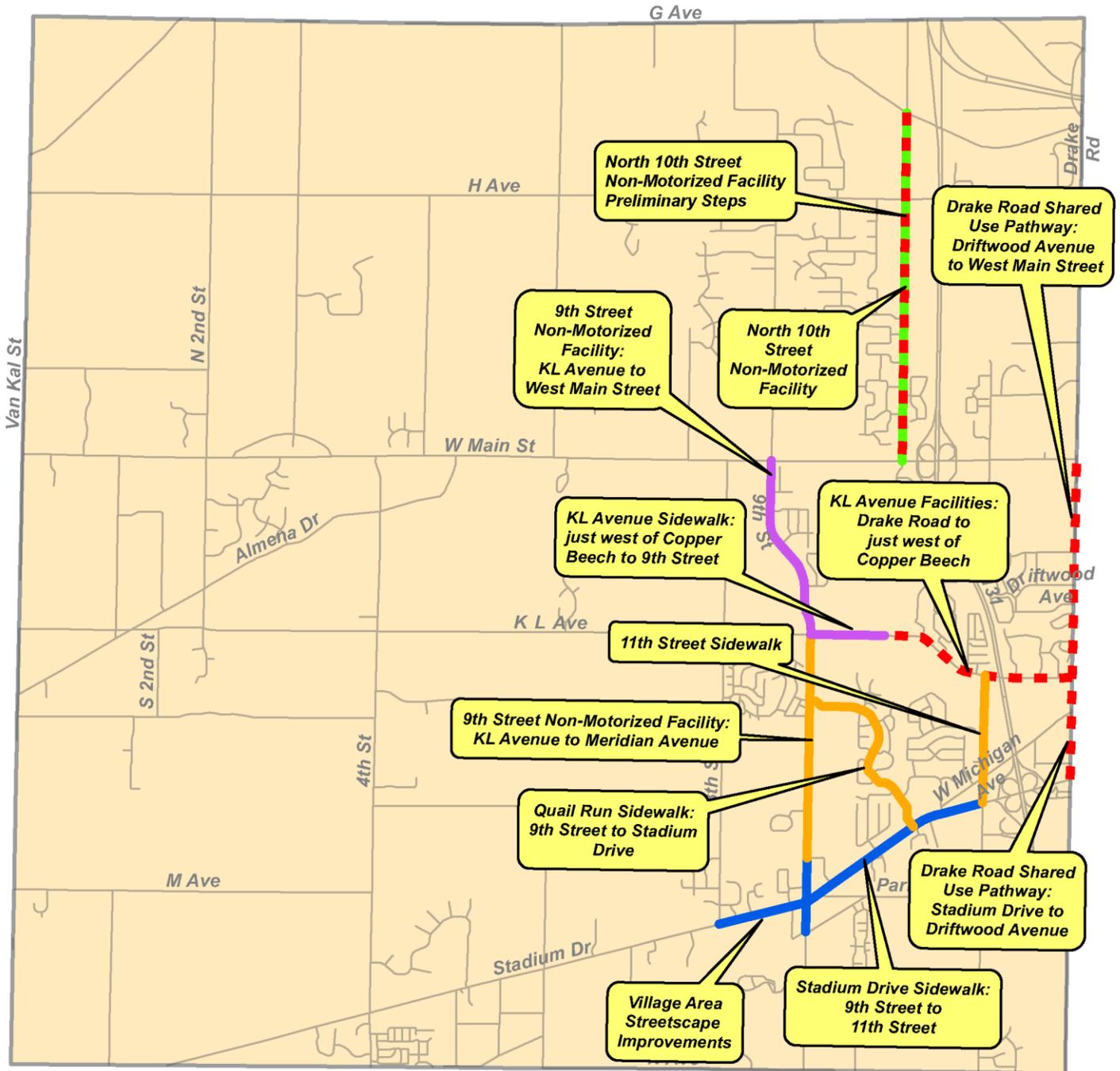
<p><b><i>KL Avenue Facilities</i></b></p> <p><b>Project Year:</b> 2016-2017  <b>Project Cost:</b> \$60,000 (2016), \$900,000 (2017)  <b>Twp Share:</b> 100% (\$960,000)  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Approximately 1.15 miles of facilities on KL Avenue from Drake Road west to the proposed Charter School adjacent to Copper Beech Apartments. The design and planning stage will take place in 2016 with construction commencing in 2017. It is unlikely MDOT funds will be available.</p>
<p><b><i>Facilities Maintenance, Repair, and Reconstruction</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$80,000  <b>Township Share:</b> 0%  <b>Funding Source:</b> Special Assessments</p>	<p><b>Description:</b> A continuation of Township-leveraged action to effect the reconstruction of non-complying developer-built sidewalks.</p>
<p><b><i>Stadium Drive Sidewalk, 9<sup>th</sup> Street to 11<sup>th</sup> Street</i></b></p> <p><b>Project Year:</b> 2018  <b>Project Cost:</b> \$116,000  <b>Twp Share:</b> +/- 40% (\$46,400)  <b>Funding Source:</b> General Fund, DDA, MDOT</p>	<p><b>Description:</b> Just over 1.00 mile of sidewalk on Stadium Drive. Existing sidewalk / asphalt path is already located on portions of the north side of Stadium Drive in this area. The existing facility is incomplete and in need of repair. The new facility will be complete and connect the Village Area and 9<sup>th</sup> Street facilities to Stadium Drive and the new connections being made over US-131.</p>
<p><b><i>Facilities Maintenance, Repair, and Reconstruction</i></b></p> <p><b>Project Year:</b> 2018  <b>Project Cost:</b> \$40,000  <b>Township Share:</b> 0%  <b>Funding Source:</b> Special Assessments</p>	<p><b>Description:</b> Ongoing maintenance and repair to public sidewalks in the Township.</p>

<p><b><i>North 10<sup>th</sup> Street Non-Motorized Facility</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$645,000  <b>Twp Share:</b> +/- 30% (\$193,500)  <b>Funding Source:</b> General Fund, MDOT, MDNR</p>	<p><b>Description:</b> Approximately 2.00 miles in length, the proposed project would connect West Main Street and its pathway as well as the neighborhoods along 10<sup>th</sup> Street to the Kal-Haven and Kalamazoo River Valley Trails. The exact design or location has not been determined, and the additional time for the project will allow for finalization of the design and funding sources.</p>
<p><b><i>Facilities Maintenance, Repair, and Reconstruction</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$20,000  <b>Township Share:</b> 0%  <b>Funding Source:</b> Special Assessments</p>	<p><b>Description:</b> Ongoing maintenance and repair for public sidewalks in the Township</p>
<p><b><i>9<sup>th</sup> Street Non-motorized Facility, KL Avenue to West Main Street</i></b></p> <p><b>Project Year:</b> 2020  <b>Project Cost:</b> \$500,000  <b>Twp Share:</b> +/- 40% (\$200,000)  <b>Funding Source:</b> General Fund, MDOT</p>	<p><b>Description:</b> Just over 1.00 mile of non-motorized facility along 9<sup>th</sup> Street from KL Avenue north to West Main Street. In conjunction with KL Avenue project, it will create a loop from the West Main Street pathway via KL Avenue to Drake Road connecting the density of population on Drake Road to West Main Street opportunities. Design and funding have not yet been determined.</p>
<p><b><i>KL Avenue Facility, Copper Beech to 9<sup>th</sup> Street</i></b></p> <p><b>Project Year:</b> 2020  <b>Project Cost:</b> \$610,000  <b>Twp Share:</b> +/- 40% (\$244,000)  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Less than 0.50 mile of non-motorized facility extending west from the proposed Charter School to 9<sup>th</sup> Street. This will provide a non-motorized connection from Drake Road to 9<sup>th</sup> Street. Design and funding have not yet been determined.</p>

<p><b><i>Facilities Maintenance, Repair, and Reconstruction</i></b></p> <p><b>Project Year:</b> 2020  <b>Project Cost:</b> \$20,000  <b>Township Share:</b> 0%  <b>Funding Source:</b> Special Assessments</p>	<p><b>Description:</b> Ongoing maintenance and repair for public sidewalks in the Township</p>
<p><b><i>9<sup>th</sup> Street Non-motorized Facility, KL Avenue to Meridian Avenue</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$1,050,000  <b>Twp Share:</b> +/- 40% (\$420,000)  <b>Funding Source:</b> General Fund, MDOT</p>	<p><b>Description:</b> Approximately 1.25 miles of non-motorized facility finishing the connection along 9<sup>th</sup> Street from Stadium Drive to West Main Street. With existing facilities on 9<sup>th</sup> Street, this will allow non-motorized users to travel to the southern boundary of the Township and into Texas Township and Kalamazoo Valley Community College. Design and Funding have not yet been determined.</p>
<p><b><i>11<sup>th</sup> Street Sidewalk</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$510,000  <b>Twp Share:</b> +/- 40% (\$204,000)  <b>Funding Source:</b> General Fund, MDOT</p>	<p><b>Description:</b> Approximately 0.75 mile of non-motorized facility connecting KL Avenue and its facility to Stadium Drive and its facility. Not only is this an important link, but it is densely populated with multi-family housing. Design and funding have not yet been determined.</p>
<p><b><i>Quail Run Drive Sidewalk, 9<sup>th</sup> Street to Stadium Drive</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$43,320  <b>Twp Share:</b> 0% (\$0)  <b>Funding Source:</b> Special Assessment</p>	<p><b>Description:</b> Over 1.00 mile of sidewalk along Quail Run Drive serving the many residents of this community. Quail Run Drive is the primary artery that serves the neighborhood and connects Stadium Drive and 9<sup>th</sup> Street and would provide non-motorized connection to the pathways that exist on those corridors. Design has not yet been determined. Funding likely to be through special assessment from those benefitting from the facility.</p>

<p><b><i>Facilities Maintenance, Repair, and Reconstruction</i></b></p> <p><b>Project Year:</b> 2021 <b>Project Cost:</b> \$20,000 <b>Township Share:</b> 0% <b>Funding Source:</b> Special Assessments</p>	<p><b>Description:</b> Ongoing maintenance and repair for public sidewalks in the Township</p>
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# CIP Non-motorized Projects

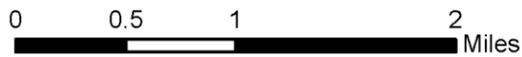


## Legend

### Non-motorized CIP Projects

#### Estimated Schedule

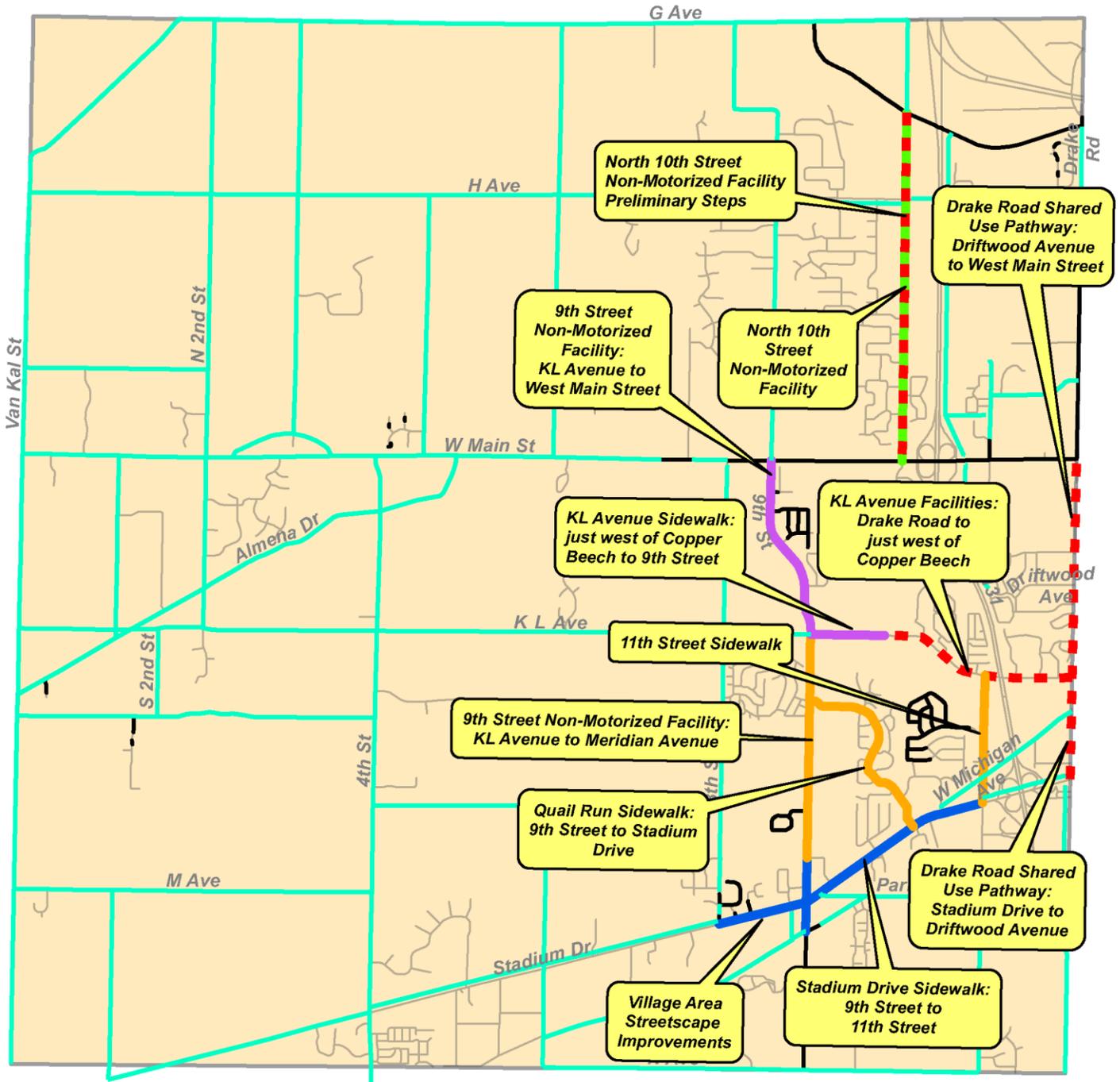
- 2016
- 2018
- 2019
- 2020
- 2021



Map Date: 9/10/2015



# CIP Non-motorized Projects and 2012 Non-motorized Plan



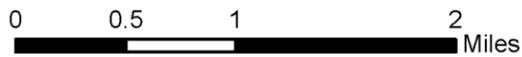
## Legend

-  Existing Non-motorized Facility
-  2012 Non-motorized Plan

## Non-motorized CIP Projects

### Estimated Schedule

-  2016
-  2018
-  2019
-  2020
-  2021



Map Date: 9/10/2015



## Road Improvements

Primary Roads in the Township are maintained and improved by the Road Commission of Kalamazoo County (RCKC) at their expense. Local Roads in the Township are also maintained and improved by the RCKC, but the cost is shared by the Township. PAR funds are collected by the RCKC and dedicated to be used in the Township based on the amount of road mileage. However, to be used, the dollars must be matched. The Township has traditionally over-matched the available funds, committing around \$200,000 a year to the maintenance and improvement of Local Roads. As a result, the Pavement Surface Evaluation and Rating (PASER) score of roads in the community exceeds the average rating for the County as a whole.

<p><b><i>Annual Local Road Improvements</i></b></p> <p><b>Project Year:</b> 2016-2021  <b>Project Cost:</b> \$300,000-\$325,000  <b>Twp Share:</b> \$200,000 / 60-67%  <b>Funding Source:</b> General Fund</p>	<p><b>Description:</b> Maintenance and improvement of Local Roads in the Township. The RCKC receives PAR funds for such projects, but to be spent in the Township, the jurisdiction must match such funds. Oshtemo has traditionally contributed more than the match, or around \$200,000 a year resulting in above average roadways for the County.</p>
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## Parks

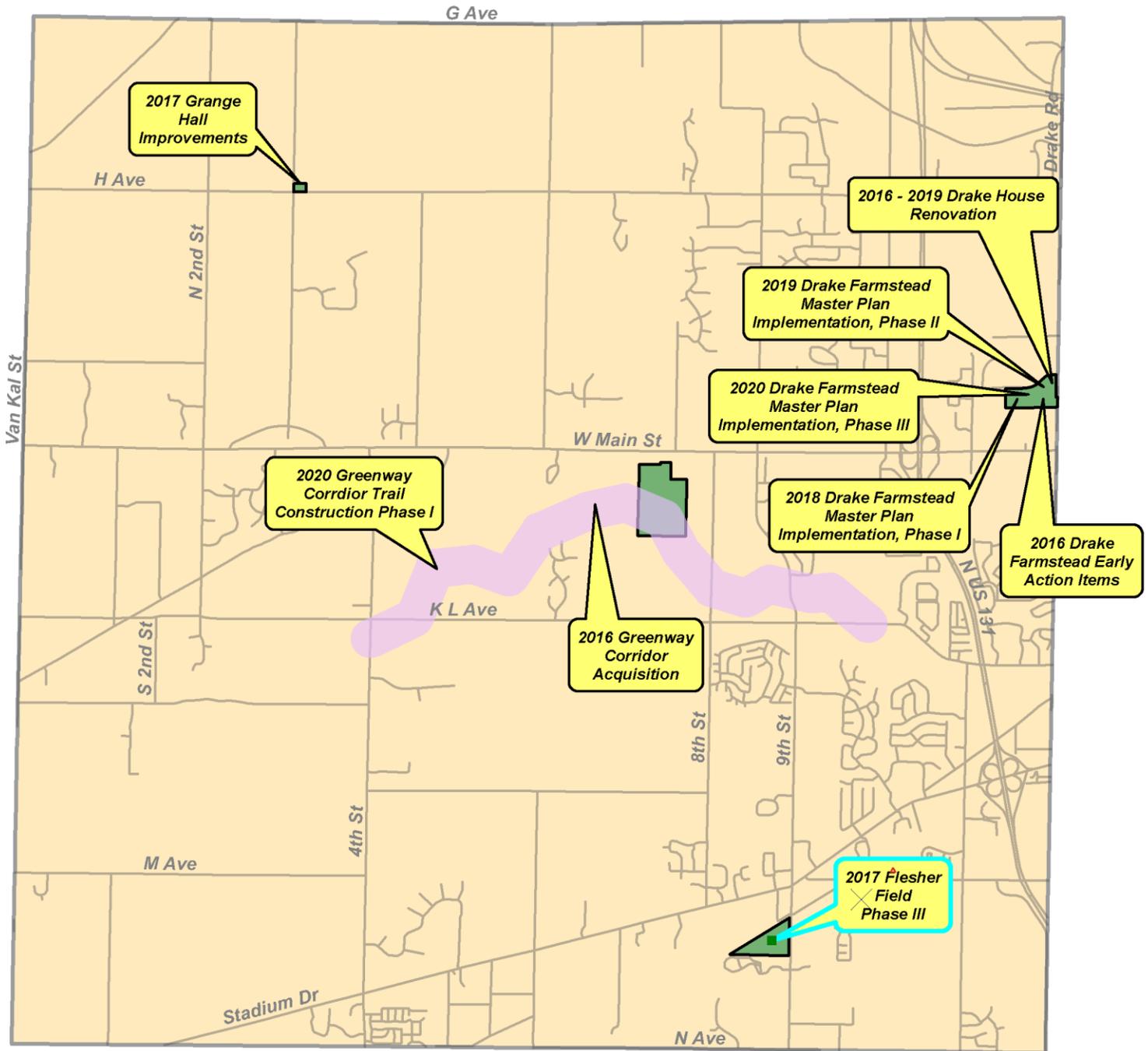
The Parks Fund is a separate reserve from the General Fund. Revenues are primarily generated through rental of park facilities, transfers from the General Fund, and grant resources. As indicated below, several major projects identified in the CIP are predicated on obtaining grants from a State agency. The ability to proceed with the stated project will depend on the success obtaining the grant. A map is provided following the table illustrating the location of various proposed projects.

<p><b><i>Parks Consultants</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$64,000  <b>Twp Share:</b> 100%  <b>Funding Source:</b> Park Fund</p>	<p><b>Description:</b> Greenway Corridor planning, \$5,000; Land Acquisition, \$1,000; Capital Campaign consultant, \$50,000; Flesher Field Phase 3 application, \$4,000; Drake Farmstead Early Action Items, \$4,000.</p>
<p><b><i>Drake Farmstead Early Action Items</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$20,200  <b>Twp Share:</b> 100%  <b>Funding Source:</b> Park Fund</p>	<p><b>Description:</b> Restore the trees lining the driveway to the Drake Farmstead. Begin removal of vegetation at the corner of Drake Road and Croyden Avenue to allow for future planning.</p>
<p><b><i>Greenway Corridor Acquisition</i></b></p> <p><b>Project Year:</b> 2016-2018  <b>Project Cost:</b> \$20,000 (2016), \$20,000 (2017), \$150,000 (2018)  <b>Twp Share:</b> 100% (2016), 100% (2017), 33% (2018)  <b>Funding Source:</b> Park Fund, MNRTF</p>	<p><b>Description:</b> Acquire corridors through natural areas for a future east – west non-motorized trail connection.</p>

<p><b><i>Drake House Renovation</i></b></p> <p><b>Project Year:</b> 2016-2019  <b>Project Cost:</b> \$48,000 (\$12,000/year)  <b>Twp Share:</b> 50% / \$6,000/year  <b>Funding Source:</b> Park Fund, Oshtemo Historic Society match</p>	<p><b>Description:</b> Provide Township match for the Oshtemo Historical Society’s continued renovations to the historic house. Anticipated work items include floor and woodwork refinishing, fireplace and kitchen renovations, exterior repairs, etc.</p>
<p><b><i>General Parks Improvements</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$63,500  <b>Twp Share:</b> 100%  <b>Funding Source:</b> Park Fund</p>	<p><b>Description:</b> Various improvements for the Township’s parks: \$500 for trail signs, \$3,000 for fencing, \$5,000 for asphalt, \$3,000 for site furnishings, \$2,000 for plantings, and \$50,000 for Parks Capital Campaign.</p>
<p><b><i>Phase 3 of Flesher Field</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$250,000  <b>Twp Share:</b> \$62,500 / 25%  <b>Funding Source:</b> Park Fund, MNRTF</p>	<p><b>Description:</b> Build a splash pad adjacent to the new playground. Improve the playing field by raising the elevation of the low area and reseeding. Restore the wooded area by removing invasive exotic species and planting native trees, shrubs, and wildflowers. Improve the trails and add trail map signs.</p>
<p><b><i>Grange Hall Improvements</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$320,000  <b>Twp Share:</b> \$80,000 / 25%  <b>Funding Source:</b> Park Fund, Private Donations</p>	<p><b>Description:</b> Bring existing building to code by providing barrier free access. Includes a small addition with an elevator, new stairs at front and rear, and a barrier free restroom. Through 2014, Township has replaced roof, windows, siding, a/c, and furnace and expanded parking and playground area. Funded construction</p>

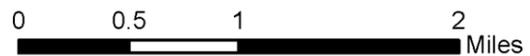
<p><b><i>Drake Farmstead Master Plan Implementation Phase 1</i></b>  <b>Project Year:</b> 2018  <b>Project Cost:</b> \$250,000  <b>Twp Share:</b> \$83,333 / 33%  <b>Funding Source:</b> Park Fund, Private donations</p>	<p><b>Description:</b> With leadership and oversight from Oshtemo Historical Society volunteers, continue restoration of the historic house as an educational and recreational asset. Focus on restoration of the house and begin improvements to the 26 acre site.</p>
<p><b><i>Drake Farmstead Master Plan Implementation Phase 2</i></b>  <b>Project Year:</b> 2019  <b>Project Cost:</b> \$250,000  <b>Twp Share:</b> \$83,333 / 33%  <b>Funding Source:</b> Park Fund, Private donations</p>	<p><b>Description:</b> Continue restoration of the historic house and construction of site improvements as recommended in the master plan, including vehicular and pedestrian circulation, parking, barrier free access, and outdoor event space.</p>
<p><b><i>Drake Farmstead Master Plan Implementation Phase 3</i></b>  <b>Project Year:</b> 2020  <b>Project Cost:</b> \$250,000  <b>Twp Share:</b> \$83,333 / 33%  <b>Funding Source:</b> Park Fund, Private donations</p>	<p><b>Description:</b> Continue restoration of the historic house and construction of site improvements as recommended in the master plan, including a barn for indoor special event space.</p>
<p><b><i>Greenway Corridor Trail Construction Phase 1</i></b>  <b>Project Year:</b> 2020  <b>Project Cost:</b> \$300,000  <b>Twp Share:</b> \$75,000 / 25%  <b>Funding Source:</b> Park Fund, MNRTF</p>	<p><b>Description:</b> Construct the first leg of an approximately 3 mile paved trail connecting 9<sup>th</sup> Street to Township Park, the Anderson Arboretum, and the KL Avenue Preserve.</p>

# CIP Parks Projects



## Legend

-  Greenway Conceptual Location (not to scale)
-  Township Park



Map Date: 9/30/2015



## Fire Equipment and Facilities

The Fire Department has prepared a summary document describing the capital expenditures proposed for 2016-2021 and other potential expenses that may arise over that period. Most funds dedicated to capital expenses are directed toward maintenance / replacement of the department's vehicle fleet and major equipment. However, the department also operates and maintains three buildings, and capital improvements will be needed in the near future to ensure those facilities continue to serve the residents of the community at the desired level.

<p><b>Fire Station #2 Repairs</b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$40,500  <b>Twp Share:</b> \$40,500 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> 3500 S. 6<sup>th</sup> Street. Station 2 serves the south half of the Township. 2016 repair projects include wall repairs and painting, window replacement, and addition of doorbell system.</p>
<p><b>Fire Station #3 Repairs</b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$20,200  <b>Twp Share:</b> \$20,200 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> 3270 N. 3<sup>rd</sup> Street. Station 3 is the smallest and oldest facility in the system and is unstaffed. Nonetheless, it is consistently utilized and likely will be staffed sometime in the future. Maintenance work includes resealing drives, replacing concrete aprons, replacing plumbing fixtures, replacing furnaces, and upgrading security monitoring.</p>
<p><b>Trench Rescue Equipment and Deployment Trailer</b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$198,000  <b>Twp Share:</b> 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> The Fire Department's current trench rescue equipment, purchased in 1994, not only lacks important safety features now commonplace in modern gear, but has also begun to fail during training exercises. The replacement equipment, owing to added features, is also heavier than the existing tools, necessitating a new, heavier-duty trailer</p>

<p><b><i>Replace Key Secure Boxes</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$8,000  <b>Twp Share:</b> \$8,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> This system allows only those with proper code to access the master key. It records who and when the key is used and flashes a light anytime the key is removed, insuring it is immediately returned to the locked system. There are 10 units, replacement of which costs \$800 each.</p>
<p><b><i>Replace Hoses and Appliances</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$73,000  <b>Twp Share:</b> \$73,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> As new apparatuses are put into service, existing gear is typically transferred to the new piece of equipment. Some of the current hoses and appliances, however, are on their second or third such transfer, meaning that some items are 25 or more years old.</p>
<p><b><i>Visual Aid Equipment, Fire Station #2</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$27,000  <b>Twp Share:</b> \$27,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> The existing A/V equipment at Station #2, except for the projector, is original to the building and has become obsolete. The proposed new equipment will include new capabilities such as videoconferencing and will be professionally installed and arranged, improving safety, prolonging equipment life, and accommodating for future additions.</p>
<p><b><i>2010 PEO Car</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$40,000  <b>Twp Share:</b> \$40,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Unit 504 – 2010 Ford Explorer. Primarily used in the Township’s parking enforcement program (fire lanes and handicap parking). Also provides transport for trainings, meetings, and emergency response.</p>

<p><b>2001 Brush Truck</b></p> <p><b>Project Year:</b> 2017 <b>Project Cost:</b> \$45,000 <b>Twp Share:</b> \$45,000 / 100% <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Unit 571 – 2001 Chevy S-10 Pickup. The small truck is designed to enter wooded areas during wildland fires. Also used for traffic control.</p>
<p><b>Brush Pump Skid Unit</b></p> <p><b>Project Year:</b> 2017 <b>Project Cost:</b> \$15,000 <b>Twp Share:</b> \$15,000 / 100% <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> “Skid Pumps” are self-contained pumping units that can conveniently be slid into and out of the bed of a standard pick-up truck. Reaching the end of its anticipated life expectancy, it is appropriate to replace the existing unit along with the 2001 Brush Truck, the vehicle in which it is typically mounted.</p>
<p><b>1999 Pierce Pumper</b></p> <p><b>Project Year:</b> 2017 <b>Project Cost:</b> \$400,000 <b>Twp Share:</b> \$400,000 / 100% <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Engine 521 – 1999 Pierce Pumper. This versatile vehicle provides both fire and rescue functions, and therefore has a heavy workload. Maintenance costs and downtime have increased substantially in recent years thus decreasing reliability.</p>
<p><b>2011 Pierce Support Vehicle (Mid-Life Refurbishment)</b></p> <p><b>Project Year:</b> 2018 <b>Project Cost:</b> \$45,000 <b>Twp Share:</b> \$45,000 / 100% <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Rescue 582 – 2011 Pierce. Vehicle carries the majority of the technical rescue equipment as well as support tools. It also provides electrical generation and lighting for night operations. Refurbishment allows for extended life of the vehicle.</p>

<p><b><i>2008 Pierce Engine (Mid-Life Refurbishment)</i></b></p> <p><b>Project Year:</b> 2018  <b>Project Cost:</b> \$80,000  <b>Twp Share:</b> \$80,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Engine 511 – 2008 Pierce. This engine is first out for all reported structure fires. It is holding up well and refurbishment may be able to be delayed. Refurbishment allows for extended life of the vehicle.</p>
<p><b><i>First Response EMS (x3)</i></b></p> <p><b>Project Year:</b> 2018  <b>Project Cost:</b> \$120,000  <b>Twp Share:</b> \$120,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Three 2008 Yukons. These vehicles primarily deploy for emergency medical events as well as traffic control. All three will be individually evaluated and considered for replacement in 2018.</p>
<p><b><i>Replace Mobile Data Terminals (MDTs)</i></b></p> <p><b>Project Year:</b> 2018  <b>Project Cost:</b> \$9,600  <b>Twp Share:</b> \$9,600 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> These laptop sized computers are in the primary apparatus. They communicate directly with our dispatch center to receive alarm information. It also displays exactly where the unit is located. Additionally, they hold critical building information and are used for on-scene research for incidents such as hazardous materials. Eight units total are replaced for \$1,200 each.</p>
<p><b><i>2005 Dodge Pickup</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$45,000  <b>Twp Share:</b> \$45,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Car 503 – 2005 Dodge 1 Ton Pickup. This utility vehicle is used to tow and carry equipment, transport members, and serve as a command vehicle for duty chiefs during nights and weekends.</p>

<p><b>2003 Quint Engine</b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$525,000  <b>Twp Share:</b> \$525,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Engine 532 – 2003 Quint. The vehicle’s performance has been dwindling and maintenance costs have been increasing. The company that manufactured the engine is now out of business. Thus replacement is recommended.</p>
<p><b>Replace Thermal Imaging Cameras</b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$90,000  <b>Twp Share:</b> \$90,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> A Thermal Imaging Camera (TIC) is a type of thermographic camera used in firefighting. By rendering infrared radiation as visible light, these cameras allow firefighters to see areas of heat through smoke, darkness, or heat-permeable barriers. All six units are proposed for replacement at \$15,000 each.</p>
<p><b>1994 Engine</b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$400,000  <b>Twp Share:</b> \$400,000 / 100%  <b>Funding Source:</b> Fire Fund</p>	<p><b>Description:</b> Engine 513 – 1994 Pierce. Engine responds from Station 3 and fills in for other engines when they are out of service for maintenance or repairs.</p>

## Sanitary Sewer

Although operated by the City of Kalamazoo, the public sanitary sewer system is owned and constructed by the Township and therefore any extensions are paid for by the Township via the Sewer Fund. As discussed previously, these costs are recovered by the Township through benefit and connection fees. The projects proposed in the following six year period represent a continuing effort to locate major sanitary service mains on section line roads. The Township's management strategy is to be prepared to serve sewer systems that may be privately extended into adjacent, emerging development areas. In addition, sewer projects are identified that begin the task of providing public sanitary sewer service into established neighborhoods to replace aging and failing private septic systems.

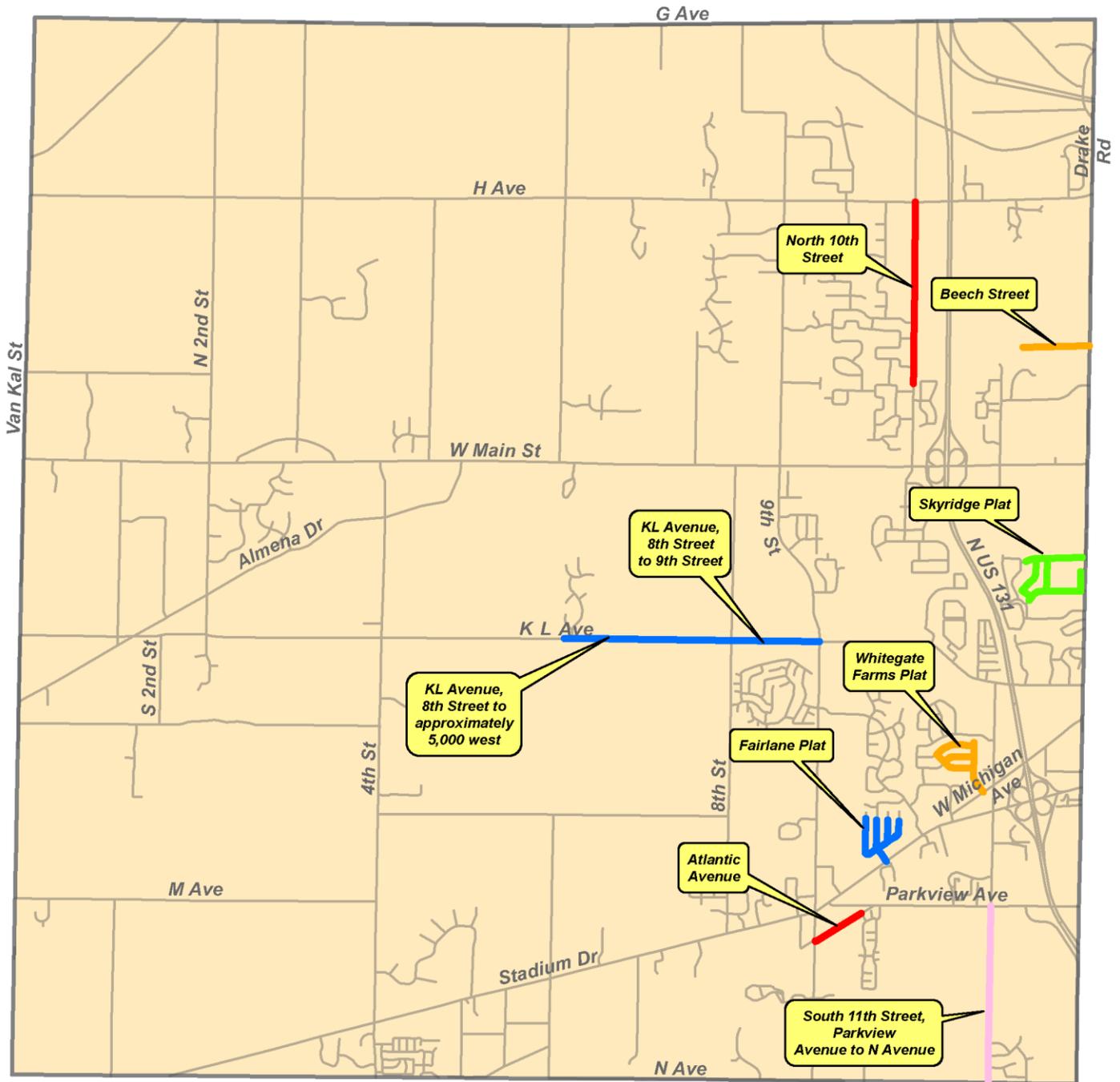
It should be noted that this list of sanitary projects is narrowed from a 2014 list of thirty one projects, which included sewers in 25+ year old neighborhoods of Westport, Country Trail, etc. The Township identified this larger need from multiple citizen requests and review with health department officials. These projects can be added back into the current 6-year capital plan if a different sanitary management policy is adopted. For example, if the policy for mandatory connections is reinstated, the revenue from connections would provide sufficient funding to pursue these additional public sewer extension projects. Lack of a funding strategy is a problem at this time.

<p><b><i>Pump Stations Retrofit</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$30,000  <b>Twp Share:</b> 100%  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> The City of Kalamazoo is changing the preferred instrumentation used to control and monitor pump station levels within the sanitary sewer network. This retrofit will consist of the replacement of sensors at the stations.</p>
<p><b><i>North 10<sup>th</sup> Street Sanitary Sewer</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$1,250,000  <b>Twp Share:</b> \$1,250,000 / 100%  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Approximately 1 mile sanitary sewer service extension within North 10<sup>th</sup> Street, extending from West H Avenue to approximately 2500 ft. north of West Main Street. Project will include a 200 GPM sewerage pump station. This extension will coincide with the 10<sup>th</sup> Street non-motorized project.</p>

<p><b><i>Atlantic Avenue Sanitary Sewer</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$450,000  <b>Twp Share:</b> \$450,000 / 100%  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Approximately 1600 ft. of public sanitary sewer service extension in Atlantic Avenue; extended out from 9<sup>th</sup> Street concurrent with RCKC 9<sup>th</sup> Street paving project.</p>
<p><b><i>Fairlane Plat Sanitary Sewer</i></b></p> <p><b>Project Year:</b> 2017  <b>Project Cost:</b> \$775,800  <b>Twp Share:</b> \$775,800 / 100%  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Approximately 0.9 miles of public sewers to be extended into a 60-year old neighborhood to replace aged and failing private septic systems.</p>
<p><b><i>KL Avenue Sanitary Sewer, 8<sup>th</sup> Street to 9<sup>th</sup> Street</i></b></p> <p><b>Project Year:</b> 2017-18  <b>Project Cost:</b> \$770,120  <b>Twp Share:</b> \$92,414 / 100% (2017);          \$677,706 / 100% (2018)  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Approximately 3900 linear feet of extension of a critical main-line gravity sewer planned to collect the future sanitary sewer flows generated west of 9<sup>th</sup> Street, for township parcels located north of Stadium Drive, up to and including West Main Street.</p>
<p><b><i>KL Avenue Sanitary Sewer, 8<sup>th</sup> Street to approximately 5000 feet west</i></b></p> <p><b>Project Year:</b> 2017-18  <b>Project Cost:</b> \$995,000  <b>Twp Share:</b> \$119,400 / 100% (2017);          \$875,600 / 100% (2018)  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Extension of major gravity sewer main/interceptor to the approximate limits of gravity flow. This sewer main will become the route that receives future sanitary sewer pump station flows that will eventually service West Main Street, West of 8<sup>th</sup> Street.</p>

<p><b><i>Skyridge Plat Sanitary Sewer &amp; Pump Station</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$1,413,200  <b>Twp Share:</b> \$1,413,200 / 100%  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Extend approximately 1.2 miles of gravity sewer to service outlots fronting Drake Road at Skyridge Church and to serve the surrounding 50 year old residential plats defined by Skyridge, Driftwood, Westview and Mandalay. This project will also include a sanitary sewer pump station (size to be determined).</p>
<p><b><i>South 11<sup>th</sup> Street Sanitary Sewer, Parkview to N Avenue</i></b></p> <p><b>Project Year:</b> 2020-21  <b>Project Cost:</b> \$461,800  <b>Twp Share:</b> \$55,800 / 100% (2020);  \$406,000 / 100% (2021)  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Approximately 0.5 miles of public sanitary sewer necessary to complete the public sewer system in South 11<sup>th</sup> Street, between Parkview and N Avenues.</p>
<p><b><i>Beech Street Sanitary Sewer</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$400,000  <b>Twp Share:</b> \$400,000 / 100%  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Install approximately 0.4 Mile of gravity sanitary sewer in Beech Street.</p>
<p><b><i>Whitegate Farms Plat Sanitary Sewer</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$899,100  <b>Twp Share:</b> \$899,100 / 100%  <b>Funding Source:</b> Sewer Fund</p>	<p><b>Description:</b> Extend approximately 1 mile of gravity sanitary sewers to service the 50-year old Whitegate Farms residential area defined by the plat streets of Whitegate Lane, Powderhorn, Lamplighter and Castleton Lane.</p>

# CIP Sanitary Sewer Projects

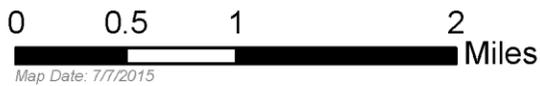


## Legend

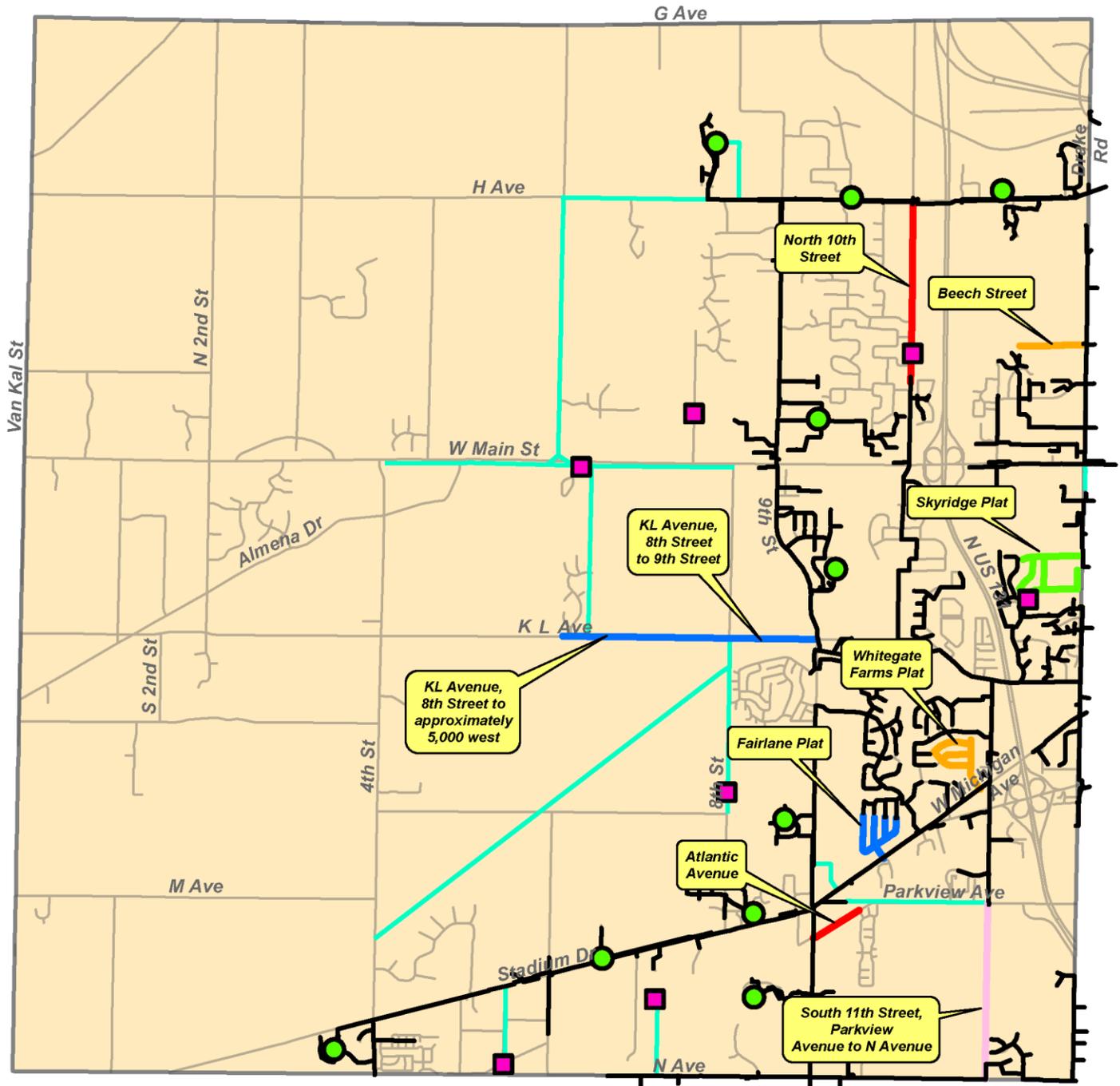
### CIP Sanitary Sewer Projects

Estimated Project Year

- 2016
- 2017
- 2019
- 2020
- 2021



# CIP Sanitary Sewer Projects and 2011 Master Plan



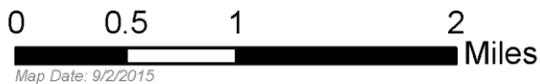
## Legend

- Planned Sanitary Pump Station
- Existing Sanitary Pump Station
- Existing Sewer

## CIP Sanitary Sewer Projects

Estimated Project Year

- 2016
- 2017
- 2019
- 2020
- 2021
- Master Plan Sanitary Sewer



Map Date: 9/2/2015



Sources:  
 Oshtemo Township GIS  
 Michigan Geographic Framework  
 2011 Oshtemo Master Plan

## Water

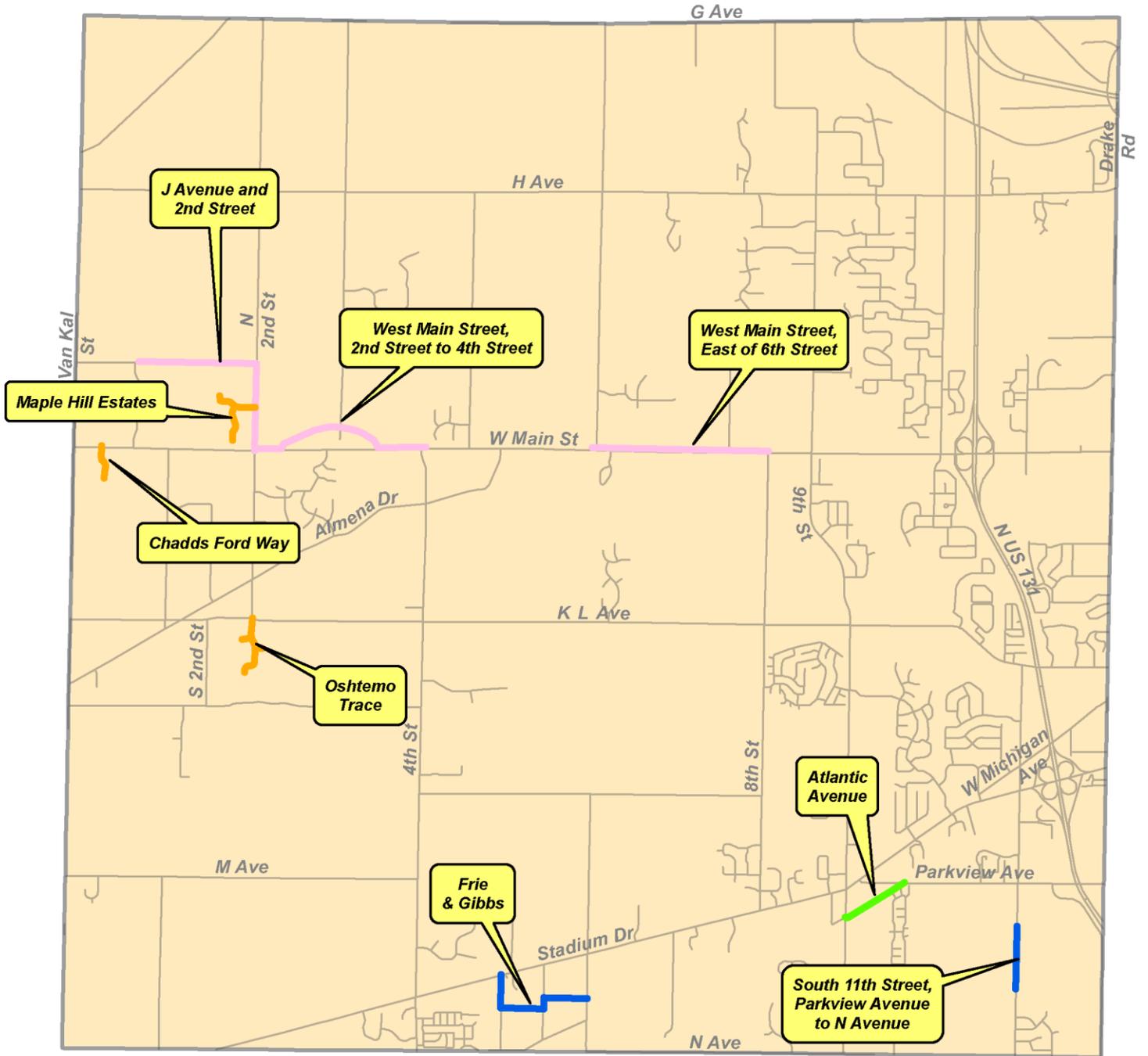
Similar to the sewer system, expansions to the public water system are constructed and paid for by the Township via the Township's Water Fund. This fund is reimbursed through benefit and connection fees. Projects proposed in this six year capital period focus on closing gaps, completing loops, and providing service to neighborhoods not otherwise served by public water. It's noted that public water service has been greatly extended to the west along West Main Street and KL Avenue, beyond the nominal growth and development fringe. This expanded public water service area was undertaken to address private well health and safety concerns related to groundwater contaminants released at the former KLA Land Fill. (Land fill closure is complete and groundwater remediation is proceeding under EPA/MDEQ oversight.)

<p><b><i>Atlantic Avenue Public Water</i></b></p> <p><b>Project Year:</b> 2016  <b>Project Cost:</b> \$160,000  <b>Twp Share:</b> \$160,000  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Public water extension of approximately 1900 ft. of 12-inch main to complete the water loop between 9<sup>th</sup> Street and Parkview Avenue.</p>
<p><b><i>West Main Street, East of 6<sup>th</sup> Street, Public Water</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$436,000  <b>Twp Share:</b> \$436,000  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Approximately one-mile extension of 12-inch public water main to complete the missing sections of water service on the north side of West Main Street, extending from Menards to 6<sup>th</sup> Street.</p>
<p><b><i>West Main Street Water Extension, 2<sup>nd</sup> Street to 4<sup>th</sup> Street</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$460,000  <b>Twp Share:</b> \$460,000  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Approximately 5800 feet of 12-inch public water main to be installed along the West Main Street corridor to complete missing sections of dual-side service between 6<sup>th</sup> Street and Wickford Drive.</p>

<p><b><i>J Avenue and 2<sup>nd</sup> Street Public Water</i></b></p> <p><b>Project Year:</b> 2019  <b>Project Cost:</b> \$560,000  <b>Twp Share:</b> \$560,000 / 100%  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Approximately 1.2 miles of 12-inch public water extension to complete the J Avenue water loop with West Main Street, via 2<sup>nd</sup> Street and VanKal Street.</p>
<p><b><i>Oshtemo Trace Public Water</i></b></p> <p><b>Project Year:</b> 2020  <b>Project Cost:</b> \$145,000  <b>Twp Share:</b> \$145,000  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Extension of about 1900 feet of public water to serve the Oshtemo Valley residential plat.</p>
<p><b><i>Chadds Ford Way Public Water</i></b></p> <p><b>Project Year:</b> 2020  <b>Project Cost:</b> \$80,000  <b>Twp Share:</b> \$80,000 / 100%  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Extension of about 900 feet of public water to serve the Chadds Ford residential plat.</p>
<p><b><i>Maple Hill Estates Public Water</i></b></p> <p><b>Project Year:</b> 2020  <b>Project Cost:</b> \$210,000  <b>Twp Share:</b> \$210,000 / 100%  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Extension of about 1300 feet of public water into Maple Hill Estates (Lisa Drive, Rosemary Lane, Josiane Drive).</p>

<p><b><i>South 11<sup>th</sup> Street Public Water, Parkview to N Avenue</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$160,000  <b>Twp Share:</b> \$160,000 / 100%  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Approximately 2000 feet of 12-inch public water main to complete the access to public water along South 11<sup>th</sup> Street, south of Parkview. This project is timed to coordinate with a proposed sanitary sewer extension.</p>
<p><b><i>Frie &amp; Gibbs Public Water</i></b></p> <p><b>Project Year:</b> 2021  <b>Project Cost:</b> \$300,000  <b>Twp Share:</b> \$300,000  <b>Funding Source:</b> Water Fund</p>	<p><b>Description:</b> Extend approximately 0.75 miles of public water main to complete a water service loop from South 6<sup>th</sup> Street, via Frie &amp; Gibbs Avenue and 5<sup>th</sup> Street to Stadium Drive.</p>

# CIP Water System Projects

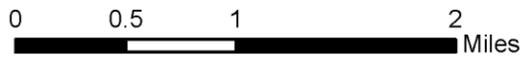


## Legend

### CIP Water Projects

#### Estimated Schedule

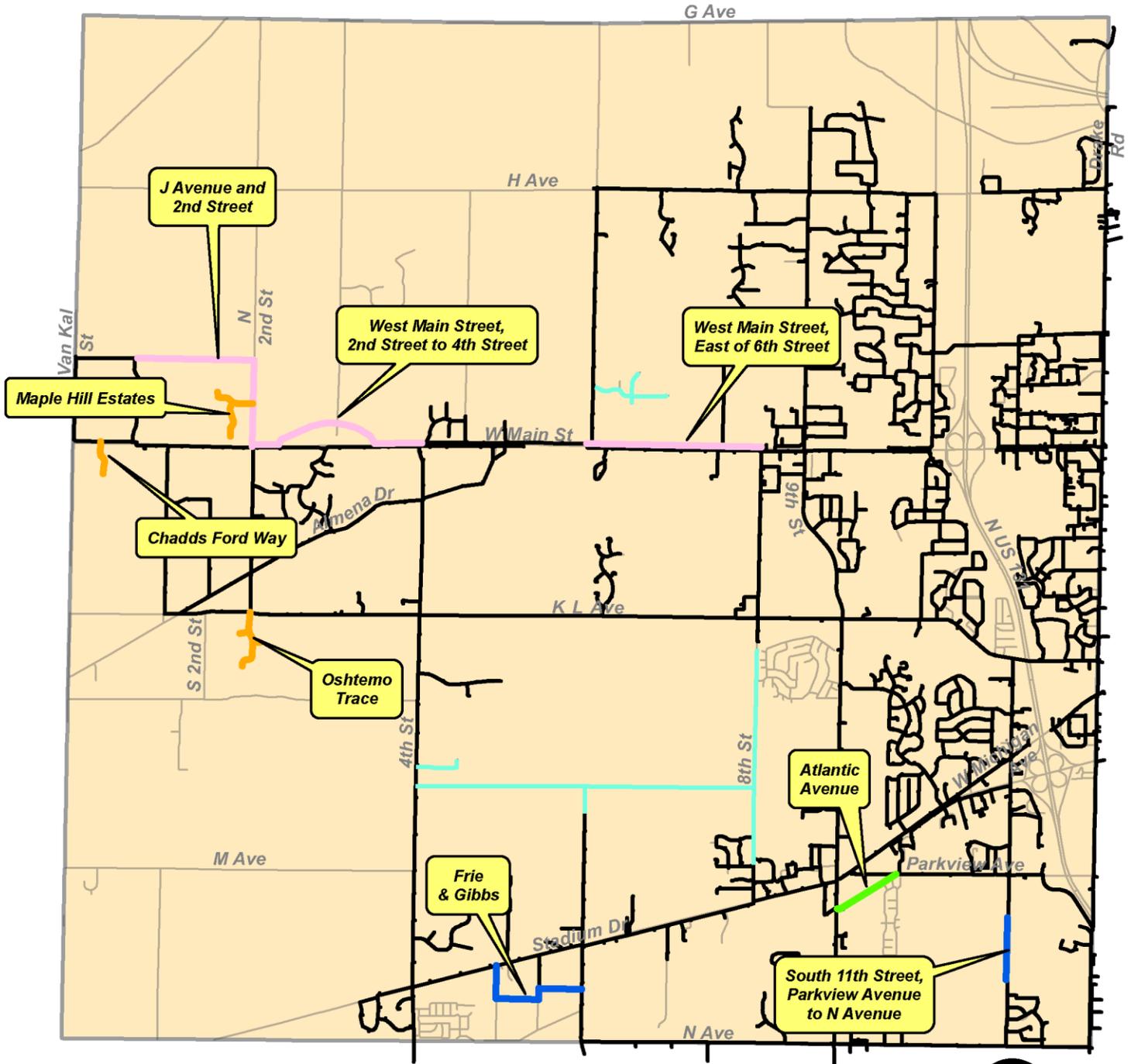
- 2016
- 2019
- 2020
- 2021



Map Date: 9/10/2015



# CIP Water System Projects and 2011 Master Plan



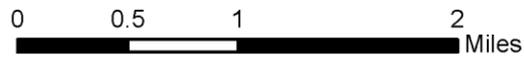
## Legend

- Existing Water Network
- Master Plan Water Projects

## CIP Water Projects

### Estimated Schedule

- 2016
- 2019
- 2020
- 2021



Map Date: 9/10/2015



## APPENDICES

Appendix A: Summary of Results from Joint Meeting Discussion

**Results of Prioritization Exercise - May 19, 2015 Joint Board and Commission Meeting**

	Bd/Comm			Staff			Public			Total		
	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total
<b>WATER PROJECTS</b>												
S 11th Street Water, ParkviewAve. to N Avenue	4	1	5	3	1	4	0	0	0	7	2	9
Atlantic Avenue Water	5	0	5	3	0	3	0	0	0	5	3	8
W. Main St. Water, 2nd Street to 4th Street	3	0	3	2	0	2	0	0	0	3	2	5
Chadd's Ford Way Water	1	0	1	1	1	2	0	0	0	2	1	3
West Main Street, East of 6th Street Water	1	0	1	1	0	1	1	0	1	2	1	3
J Avenue and 2nd Street Water	1	1	2	0	0	0	0	0	0	1	1	2
Oshemo Trace Water	1	0	1	1	0	1	0	0	0	1	1	2
Frie & Gibbs Water	1	0	1	0	0	0	0	0	0	1	0	1
Maple Hill Estates Water	1	0	1	0	0	0	0	0	0	0	1	1
S. 8th St. Water, Amtrak to St. Charles St.	0	0	0	0	0	0	0	0	0	0	0	0
ML Avenue Water	0	0	0	0	0	0	0	0	0	0	0	0
Oak Park Water	0	0	0	0	0	0	0	0	0	0	0	0
Wendalyn Way Water	0	0	0	0	0	0	0	0	0	0	0	0
None	0	0	0	0	0	0	0	0	0	0	0	0
All	0	0	0	0	0	0	0	0	0	0	0	0

Legend: Req.=Votes that were required in that section; Other=Votes that could be cast in any section; Total=sum of required and other votes. Projects in Italics identify those that were added at the meeting.

**Results of Prioritization Exercise - May 19, 2015 Joint Board and Commission Meeting**

	Bd/Comm			Staff			Public			Total		
	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total
<b>SEWER PROJECTS</b>												
N. 10th St. Sewer – West Main St. to H Ave.	8	0	8	2	0	2	0	0	0	10	0	10
W. Main St. Sewer & Pump Station – 6th St. to 7th St.	1	0	1	1	1	2	0	0	0	2	1	3
All	2	0	2	1	1	2	0	0	0	3	0	3
KL Avenue – 8th Street to 9th Street	1	0	1	1	0	1	0	0	0	1	1	2
Fairlane Plat Sanitary	1	0	1	1	0	1	0	0	0	1	1	2
Country Club East Sanitary Sewer	1	1	2	0	0	0	0	0	0	1	1	2
S. 11th Street Sewer – Parkview to N Avenue	0	0	0	0	0	0	1	1	1	1	0	1
KL Avenue – 8th St. to Approx. 5000 ft. W.	0	0	0	0	0	0	1	1	1	0	0	1
8th St. Sewer & Pump Station – ML Ave. to Amtrak	1	0	1	0	0	0	0	0	0	1	0	1
Atlantic Avenue Sanitary Sewer	1	0	1	0	0	0	0	0	0	1	0	1
Skyridge Plat Sanitary Sewer	1	0	1	0	0	0	0	0	0	0	1	1
Beech Street Sanitary Sewer	1	0	1	0	0	0	0	0	0	0	1	1
West Port North Sanitary Sewer	1	0	1	0	0	0	0	0	0	1	0	1
Country Club South Sanitary Sewer	1	0	1	0	0	0	0	0	0	0	1	1
Country Club West Sanitary Sewer	0	0	0	0	0	0	1	1	1	0	1	1
Parkview Ave. Sewer – W. of Atlantic to 11th St.	0	0	0	0	0	0	0	0	0	0	0	0
Amtrak / Stratford Hills Sanitary Sewer Extension	0	0	0	0	0	0	0	0	0	0	0	0
O'Park St. Sanitary Extension and Force Main	0	0	0	0	0	0	0	0	0	0	0	0
W. H Ave Sanitary Sewer – 6th St. to Savannah Pump Station	0	0	0	0	0	0	0	0	0	0	0	0
Chime Street Sanitary	0	0	0	0	0	0	0	0	0	0	0	0
Whitegate Farms Plat Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
Meadowbrook Hills Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
West Port Trails Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
West Port East Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
West Port South Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
West Port West Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
Breckenridge East Sanitary Sewer – 10th St. Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
Country Trail & West Pine Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
Frie & Gibbs Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
Plainview Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
Twelve Oaks Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
West Main Focus Area (South) Sanitary Sewer	0	0	0	0	0	0	0	0	0	0	0	0
None	0	0	0	0	0	0	0	0	0	0	0	0

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Results of Prioritization Exercise - May 19, 2015 Joint Board and Commission Meeting

	Bd/Comm			Staff			Public			Total		
	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total
<b>FIRE PROJECTS</b>												
All	8	3	11	4	1	5	1	1		13	4	17
2003 Quint	4		4			0	1	1		5	0	5
1999 Engine	2	1	3			0		0		2	1	3
2010 PEO Car	1		1	1	1			0		1	1	2
2008 Command Car	1	1				0		0		0	1	1
AED's	1	1				0		0		0	1	1
2008 EMS SUV (both)	1	1				0		0		0	1	1
2008 Engine (Mid-Life Refurbishment)		0		1	1			0		1	0	1
Mobile Computers	1	1				0		0		0	1	1
Thermal Imaging Cameras	1	1				0		0		0	1	1
2012 Aerial (Mid-Life Refurbishment)	1		1			0		0		1	0	1
2001 Brush		0				0		0		0	0	0
2011 Rescue (Mid-Life Refurbishment)		0				0		0		0	0	0
2005 Dodge Pickup		0				0		0		0	0	0
1994 Engine		0				0		0		0	0	0
None			0			0		0		0	0	0
<b>GENERAL PROJECTS</b>												
IT Annual Replacements & Maintenance	9	9		3	3			0		0	12	12
<i>Maintenance Garage</i>	8	8		1	1		1	1		0	10	10
<i>Expanding Police Office Area</i>	3	3		2	2		2	2		0	7	7
Replace & Upgrade A/V Equipm't. in Meeting Rm.	4	4		2	2			0		0	6	6
<i>Expanding Covered Parking</i>	3	3		1	1			0		0	4	4
Genesee Cemetery Expansion	2	2				0		0		0	2	2
<i>Enforcement Tools</i>	2	2				0		0		0	2	2
Equipment Fund -HVAC, Vehicles, Equipment		0			0		1	1		0	1	1

Legend: Req.=Votes that were required in that section; Other=Votes that could be cast in any section; Total=sum of required and other votes. Projects in Italics identify those that were added at the meeting.

Results of Prioritization Exercise - May 19, 2015 Joint Board and Commission Meeting

	Bd/Comm			Staff			Public			Total		
	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total	Req.	Other	Total
<b>NON-MOTORIZED IMPROVEMENT PROJECTS</b>												
Stadium Dr., Village Area Focus Area Sidewalk & Streetscape Project Implementation	6	7	13	1	1			0		6	8	14
Drake Road Shared Use Path – Stadium Dr. to Green Meadow	4	2	6	3	3	6		0		7	5	12
Drake Road Shared Use Pathway/Green Meadow to W Main	4	4		6	6		1	1		1	10	11
KL Avenue Sidewalk – Drake Rd. to Just West of Copper Beech Apartments	4	5	9	1	1		1	1		5	6	11
<i>9th St. - Stadium to West Main</i>	5	5		1	1		1	1		0	7	7
N 10th Sidewalk/Shared Use Path – W. Main St. to Kal Haven Trailhead	3	3		1	2	3		0		1	5	6
<i>KL Avenue – 9th to Copper Beech</i>	3	3		1	1		1	1		1	4	5
Quail Run Dr. Sidewalk – 9th St. to Stadium Dr.	3	3				0		0		0	3	3
Stadium Drive – 9th Street to 11th Street	2	2				0		0		2	0	2
None			0			0		0		0	0	0
<b>ROAD IMPROVEMENTS PROJECTS</b>												
<i>Bus Stops/Shelters</i>	10	10		1	1		1	1		0	12	12
<i>Traffic Study - Village Area</i>	3	3		1	1		1	1		0	5	5
Annual Local Road Improvements	3	3		1	1			0		0	4	4
9th Street Commercial Access Drive	2	2		1	1			0		0	3	3
<i>Paved Shoulders</i>	3	3				0		0		0	3	3
<b>PARKS PROJECTS</b>												
Grange Hall Improvements	3	7	10	2	2		1	1		4	9	13
Greenway Corridor Acquisition	3	3	6	2	1	3	1	1		6	4	10
Phase 3 of Flesher Field	6		6	1	1	2		0		7	1	8
<i>Stadium/9th St. (Citgo) Public Space</i>	1	5	6			0		0		1	5	6
Drake Farmstead Master Plan Implementation, Ph 1	1	1		1	3	4		0		2	3	5
Township Park Natural Area Restoration	1	1		1	1			0		2	0	2
Drake Farmstead Master Plan Implementation, Ph 2	1	1				0		0		0	1	1
Greenway Corridor Trail Construction Phase 1		0				0		0		0	0	0
None			0			0		0		0	0	0

Legend: Req.=Votes that were required in that section; Other=Votes that could be cast in any section; Total=sum of required and other votes. Projects in Italics identify those that were added at the meeting.

Appendix B: Fire Department Capital Improvement Plan



Capital Improvement  
Program (CIP)  
2016 - 2021



By

*Oshtemo Fire and Rescue Staff*  
*Mark L. Barnes, CFO*

## INTRODUCTION



This is primarily a maintenance budget designed to continue the same level of service that we are currently providing. There is a valid point that replacing old with new does make an incremental improvement. However, in this case, we are not suggesting expanding into new mission(s), adding additional buildings or apparatus.

Predictions of serviceability and reliability are typically based in history since that is the most available factor. We have followed that principle in the development of this document.

## VEHICLES

The departmental goal is to insure that Oshtemo maintains a fleet of vehicles capable of providing reliable and mission essential emergency response. Each year during the budgeting process this projected plan will be re-evaluated and revised to reflect the vehicle's current performance and the department's need. Because a unit has reached its anticipated replacement benchmark, and thus appears in this document, does not insure that it will be proposed for replacement that year. The life expectancy of a number of these units are predicted to be extended beyond their chronological benchmark.

The plan also provides a mid-life expectancy refurbishment for the larger fire apparatus to insure mechanical reliability, functionality and visual acceptance (rust removal). Mileage on a fire apparatus (engines, ladder truck...) is a poor indicator of survivability. These units often work their hardest when not moving.

2016



### Trench Rescue Equipment and Deployment Trailer

Our current trench rescue equipment was purchased in 1994 which is when OFD began providing trench rescue services to Kalamazoo County and SW Michigan. These tools are now 21 years old. They have failed during training exercises and they lack important safety features found in today's equipment.

The equipment was originally carried on a medium duty rescue truck. Since 2011 the equipment has been stored on a donated trailer from Emergency Management. Because of upgrades, replacement equipment will weigh more than our current equipment exceeding the rated capacity of our current trailer.

We have applied for a federal grant to replace this equipment for the past three years. That worthy attempt has not been successful.

Trailer, on-board generator, lights and all tools - \$198,000.

2017

Unit 504 - 2010 Ford Explorer – civilian duty.

2010 Parking Enforcement Officer (PEO) car. The vehicle is primarily used in the Township's parking enforcement program to insure access for emergency vehicles (fire lanes) and accessibility for civilians (handicap parking). It also responds to EMS needs and other emergencies. Plus it functions as transportation for offsite trainings and meetings.

Miles: 102,282 (10/2/15). Replacement: \$40,000.



Brush Truck 571 – 2001 Chevrolet S-10 Pickup

This small pickup is designed to enter wooded areas as we combat wildland fires. It is also used for traffic control at accidents scenes or when we need to divert traffic for power lines down or tree removal. *It is possible that this replacement may continue to be pushed into the future.*

Projected replacement \$45,000.



\*\*\*\*\*



Engine 521 - 1999 Pierce pumper.

This vehicle is designed to be the “little engine that could.” It carries a scaled down capacity to perform both fire and rescue functions. It is deployed first out to vehicular accidents and all other technical rescue events. Because of its versatility, it provides both rescue and firefighting capability and thus responds as a mutual aid truck when we backfill neighboring communities.

Partially because of its heavy use, this vehicle is beginning to increase in maintenance costs and down time which reduces its reliability. The graph below depicts expenditures on this truck over the past five years.



Projected replacement \$400,000.

2018



First Response EMS – 2008 Yukon

There is one of these assigned to station 1 and 2 (identical units) and one as a command vehicle. Their primary deployment is for emergency medical service (EMS) events thus saving wear on our larger fire apparatus. Members can become certified to respond this vehicle sooner in their career than a large pumper thus improving their value. The vehicles are also used for traffic control. *These vehicles will be individually evaluated in 2018.*

Projected replacement \$40,000 x 3 = \$120,000.

\*\*\*\*\*



Engine 511 – 2008 Pierce – Refurbishment

This engine is first out for all reported fires. *We are currently predicting that because it is holding up so well, we will be able to push this planned refurbishment into the future.*

Projected refurbishment: \$80,000.  
(20% of replacement cost)

\*\*\*\*\*

Rescue 582 – 2011 Pierce – Refurbishment

This “toolbox on wheels” carries the majority of our technical rescue equipment as well as support tools for firefighting. It also provides on-scene electrical generation and substantial lighting for night operations.

Projected refurbishment: \$45,000.  
(20% of replacement cost)



2019



Car 503 - 2005 Dodge 1 Ton pickup

This utility vehicle is used to tow our trench rescue trailer, carry equipment / supplies, transport members and acts as a command vehicle for the duty chiefs.

Projected replacement cost \$45,000

\*\*\*\*\*

Engine 532 – 2003 Quint

A calculated decision was made in 2014 to not spend \$105,000 for a mid-life refurbishment. This vehicle’s performance has not been stellar and continues to dwindle. In January 2014, the company that manufactured this apparatus went out of business. Oshtemo’s maintenance costs are continuing to grow and reliability is shrinking. Body decay continues to propagate.

Projected replacement cost \$525,000



2020

No replacements or refurbishments planned at this time.

## 2021

Engine 513 – 1994 Pierce (27 years old).



This high tenured engine has proven to be a workhorse for Oshtemo. Its last few years have been to respond from our station 3 and to fill-in for other engines when they were out of service for maintenance / repairs. It was refurbished in 2011 which allowed the rig to continue serving us for this extended period of time.

Projected replacement cost \$400,000

## FACILITIES - 2016

In 2014, Schley Architects was commissioned to evaluate station's two and three. They assessed their current condition and provided a plan to insure proper life cycle of these important facilities. That resulted in a list of short and long term needs which are reflected in this document. The costs provided are derived from the architectural report. We believe that we will be able to accomplish a number of them at a lesser cost without compromising integrity of the component.

There were additional long term repairs not depicted in this document. We have approached this maintenance task in a building block fashion. Funding additional steps will be undertaken once the first steps have been successfully completed.

### FIRE STATION 2 – 3500 S. 6<sup>TH</sup> STREET



This building was constructed in 2000. It serves the southern half of the Township and is home to our training room. It also provides voting space. 2016 projects total \$40,500.

1. Minor repair of wall dings and painting in exercise room, sleeping area, and corridor. \$4,000
2. Window replacement, including repair of damaged interior finishes. \$34,000
3. Addition of new doorbell system to be heard in all spaces of the building. \$2,500

### FIRE STATION 3 – 3270 N. 3<sup>RD</sup> STREET



This is the smallest and oldest facility in our possession. The Township has looked forward to realize that someday Oshtemo's growth will include a need to staff this single bay garage. That will require additional space to allow for an expanded footprint. In 2014 a neighboring dilapidated home and adjacent 5 acres became available. It was purchased and set aside.

These items represent a continued effort to save this aging building. 2016 projects total \$20,200.

1. Reseal asphalt drives. \$6,400
2. Replacement of cracked and heaving concrete aprons at the overhead door openings. \$4,000
3. Replacement of plumbing fixtures. \$4,100
4. Two furnaces replaced. \$5,200
5. Upgrade security monitoring to include monitoring of temperature. \$500

## FIRE STATION 1 – 7275 WEST MAIN STREET

Oshtemo's headquarters emergency response facility has arrived at its expected useful life. Call volume has necessitated a change in the deployment of staffing. An evolution in apparatus mission and size has outgrown the building's current accommodations. Finally, today's standards for the hardening of critical infrastructure are not met. These important factors make this facility functionally obsolete for its current mission.



In addition, the Township has identified additional space needs such as those for KABA, Law Enforcement, grounds maintenance and the need of an ADA approved polling place. These joint needs are planned to be part of the facility evaluation and needs study (programming) in 2015 which has not been completed at the drafting of this document. Therefore, future expenditures are unknown at this time.

## EQUIPMENT

Equipment consists of all items not classified as a vehicle or facility or something permanently attached to either. Examples include emergency response appliances such as hose and nozzles, self-contained breathing apparatus (SCBA), cardiac defibrillators and portable radio equipment. Administrative support equipment would include things like computers, major software purchases or audio visual equipment.

Life expectancy is rather difficult to predict for these smaller, portable items and therefore is not projected past a couple of years. In addition, some equipment is not immediately mission critical so they are not projected and are then replaced when they fail. An example would be a copy / printer which we believe can be researched and replaced within a short window.

### 2016

Replace Key Secure System.

This system allows only those with proper code to access the master key. It records who and when the key is used and flashes a light anytime the key is removed. That insures accountability of a critical tool and that when a key is used, it is immediately returned to the locked system.



Cost: 10 units @ \$800 each = \$8,000.

\*\*\*\*\*

Replace Hose and Appliances



Historically when new apparatus are put into service the existing equipment is moved from the old apparatus to the new unit. Some equipment is on its second or third apparatus making it 25+ years old.

Cost: \$73,000.

\*\*\*\*\*

Visual Aid Equipment – Fire Station #2.



Secant Technologies has presented a quote to upgrade the audio visual equipment in our multi use training room. The current equipment is original to the building except for the projector which had been replaced once in 15 years. In addition to replacing the equipment, there would also be a rack system installed where all the components would be securely positioned replacing a haphazard shelving system. That would improve ventilation and safety of the equipment. This proposal calls for a new electronic screen and HD projector to be installed. The system will be ready to accept video conferencing equipment and is expandable to fit future needs.



We are hoping to coordinate this work with similar work anticipated by the Township. This might provide an improvement in cost due to a simultaneous purchase.

Cost: \$27,000. .

2017

Replace brush truck skid unit.



These complete units are referred to as “skid pumps” because they can be slid into and out of the back of a standard commercial pickup truck.

Replacement of this unit corresponds with the replacement of the 2001 Chevrolet S-10 mini brush truck which carries it. The current pump is reaching its useful life expectancy.

Cost: \$15,000.

2018

Replace Mobile Data Terminals (MDTs)



These laptop sized computers are in our primary apparatus. They communicate directly with our dispatch center to receive alarm information. It also displays exactly where the unit is located. Additionally, they hold critical building information and are used for on-scene research for incidents like hazardous materials spills.

Cost: 8 units @ \$1,200 each = \$9,600.

2021

Replace Thermal Imaging Cameras.



A Thermal Imaging Camera (TIC) is a type of thermographic camera used in firefighting. By rendering infrared radiation as visible light, these cameras allow firefighters to see areas of heat through smoke, darkness, or heat-permeable barriers.

Six units @ \$15,000 each = \$90,000

*End of Document*