

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

February 13, 2018
BOARD WORK SESSION

6:00 p.m.

AGENDA

- A. Call to Order
- B. Public Comment
- C. Update from Kalamazoo County
- D. Discussion on Street Lighting Upgrades
- E. Discussion on Sidewalk Funding
- F. Discussion of Employee Handbook Educational/Professional Development
- G. Closed Session re Litigation – Solarak
- H. Committee Updates and Other Business

REGULAR MEETING

7:15 p.m.

AGENDA

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Public Comment on Non-Agenda Items
- 4. Consent Agenda
 - a. Approval of January 9, 2018 Minutes
 - b. Receipts & Disbursements Report
 - c. Revenue/Expenditure Report
 - d. DDA Budget Amendment for Former Building Demolition
 - e. Employee Handbook Updates – Final Review
 - f.
 - g. Board/Committee Appointments – CIC, DDA, & Ad Hoc Committees for Open Space: Greenways, Non-motorized, Parks, Cemeteries
 - h. Zoning Ordinance Amendments – Second Reading (First Reading held 1-9-2018)
 - i. Cancel April 24th, 2018 Board Meeting Date
 - j. Public Works Department
 - i. Updates
 - ii. Budget Amendment Requests for Postage & Storm Sewer

5. 2018 Employee Recognitions

<u>Name</u>	<u>Position</u>	<u>Hired</u>	<u>Anniversary</u>
Marc Elliott	Public Works Director	2013	5
Deb Everett	HR/Former Clerk	1988	30
Rick Everett	Maintenance Director	2013	5
Mark Barnes	Fire Chief	2008	10
Joseph Keck	Firefighter	2008	10
John Godush	Firefighter	2013	5
Taylor Langer	Firefighter	2013	5
Jared Rice	Firefighter	2013	5

- 6. Consideration of 2018 Road Maintenance Projects
- 7. Drake Road Non-motorized Path - Consideration of Amtrak Contract for Review of Sidewalk Crossing
- 8. Other Township Business
- 9. Public Comment
- 10. Board Comments
- 11. 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)

Oshtemo Township
Conceptual Costs for replacing Cobra Head fixtures with LED

Consumers Energy may require an engineering study for total project costs

Mercury Vapor Cobrahead (MV)	Estimated Cost		Estimated Cost*	Estimated Monthly Savings	Estimated Payback Period
	Per Fixture	Number of Fixtures			
100W MV to 54W LED	\$ 75.00	0	\$ -		
175W MV to 54W LED	\$ 75.00	0	\$ -		
250W MV to 54W LED	\$ 75.00	0	\$ -		
** W MV to 72W LED	\$ 199.00	0	\$ -		
400W MV to 110W LED	\$ 181.00	0	\$ -		
** W MV to 213W LED	\$ 458.00	0	\$ -		
Totals			0 \$		
High Pressure Sodium Cobrahead (HPS)					
100W HPS to 54W LED	\$ 651.00	726	\$ 472,626.00	\$ 2,700.72	
150W HPS to 72W LED	\$ 775.00	38	\$ 29,450.00	\$ 216.22	
250W HPS to 110W LED	\$ 823.00	16	\$ 13,168.00	\$ 183.20	
400W HPS to 213W LED	\$ 1,105.00	19	\$ 20,995.00	\$ 296.02	
Totals		799	\$ 536,239.00		
Combined MV & HPS monthly savings:			\$ 536,239.00	\$ 3,396.16	13.19107463
Estimated Annual Savings:				\$ 40,753.92	

*These are only estimates and costs may vary based on each fixture. Fixture and labor costs are included in the above estimate, however this does not include any other removal costs or additional equipment costs due to center suspension lights, tree trimming, old poles in need of replacement, etc. A final proposal with survey will need to be completed to ensure project cost accuracy.



Memorandum

Date: 6 February 2018
To: Township Board Members
From: HR Committee
Subject: Educational/Professional Development Policy

Objective

Discussion with the Township Board to clarify Township Policy for Educational/Professional Development.

Background

Employee Handbook Policy No. 9.14 regarding reimbursement of tuition for education and professional development has not been utilized but a few times in recent (past 10 years) history.

A recent inquiry has prompted need for discussion and clarification on a couple of points. The HR Committee felt the clear intent of the policy should be discussed with the Township Board for direction.

Current policy requires:

"The course of study will be undertaken at an accredited institution of higher education in Kalamazoo County or other locality as specifically approved by the Township Board."

With the advent of long distance learning, the HR Committee felt this requirement should be discussed. Should policy suggest preference for Kalamazoo County, but leave some flexibility for other institutions?

"The course of study will relate to the employee's work for the Township and will contribute to the employee's ability to perform his or her duties."

Past and current interpretation is each "course" or "class" must directly relate to the employee's position. Clarity is needed on the intent of this policy statement; should the policy be revised to be expressly state that reimbursement for any courses/classes required for a degree program of study (prerequisites, electives) but not necessarily directly applicable to an employee's position be considered for reimbursement? If so, should there be an annual or employee dollar cap?

Information Provided

Employee Handbook Policy 9.14

Core Value Recognized

Professionalism (Employee Education) & Sustainability (Fiscal)

7275 W. Main Street
 Kalamazoo, MI 49009
 (269) 216-5220
 Fax (269) 375-7180
www.oshtemo.org

9.14 Educational and Professional Development:

The Township recognizes that employees may benefit from additional education and/or attendance at conferences, meetings, workshops and seminars. In order to encourage employees in this regard, the following policies are established.

9.14.1 Education:

The Township may reimburse employees, including Fire Department personnel, in whole or in part, for expenses of education under the following circumstances:

- A. A written request for reimbursement signed by the employee must be submitted to the employee's Department Head and the Personnel Director for approval in advance of attendance. The request must be submitted on the appropriate form, and must show:
1. The course of study will be undertaken at an accredited institution of higher education in Kalamazoo County or other locality as specifically approved by the Township Board.
 2. The course of study will relate to the employee's work for the Township and will contribute to the employee's ability to perform his or her duties.
 3. The employee agrees that no reimbursement will be made until after written evidence of successful completion of the course, with a grade of a "C" or better (2.0 on a 4.0 scale), has been submitted to a Township Official.
 4. The employee agrees that if his or her employment with the Township is terminated prior to the successful completion of the course, no reimbursement will be paid.
 5. The employee agrees that if his or her employment with the Township is terminated within one (1) year of the reimbursement, one-half (½) of the amount reimbursed must be repaid by the employee.

Revised - Effective 02/28/17

6. The employee has not been requested or required by the Township or any of its agents or employees to pursue the course of study for which the application for reimbursement is made.
 7. The amount the employee requests to be reimbursed.
- B. Reimbursement may include the expense of registration and tuition. Books will be the responsibility of the student. The total yearly amount of the reimbursement will be at the discretion of a Township Official, taking into account the availability of departmental funds.

Revised - Effective 02/28/17

9.14.3 Other:

Occasions may arise where a professional or educational activity is held which is not covered by the above policies. If an employee desires to attend such activities without using vacation time or without taking time off without pay and desires that the Township pay the cost of the same, a written request shall be submitted to the employee's Department Head and the Personnel Director in advance of attendance, setting out all of the reasons the employee believes that his or her request should be granted. The Personnel Director may grant such a request in whole or in part if it is determined that the activity will be of sufficient benefit to the Township to justify approval even though it is not required of the employee.

- A. In reviewing any requests submitted under these rules, the Township shall have complete and total discretion to grant or deny the same in whole or in part. By establishing these policies, the Township is not promising to grant any such request in whole or in part.

Revised - Effective 02/28/17

RECEIPTS & DISBURSEMENTS

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

RECEIPTS 12/29/2017-2/6/2017

Total \$ 121,625.44

DISBURSEMENTS

1/3, 1/17, 1/31

Payroll

\$ 330,855.75

1/5, 1/19, 2/2

Payables

\$ 1,132,114.07

Total \$ 1,132,114.07

Fund

Fund: 101 General Fund		
GL #:	101-000-23000	Planning Escrow 7,942.50
GL #:	101-000-24800	Rent Deposits 3,050.00
GL #:	101-001-44500	Other Tax Related Revenue 1,488.62
GL #:	101-001-47500	Miscellaneous 4,252.00
GL #:	101-001-61500	Planning Fees 1,350.00
GL #:	101-001-63400	Grave Openings 4,673.72
GL #:	101-001-64300	Sales of Lots 600.00
GL #:	101-001-69900	SMBA Facility Fee 20,000.00
GL #:	101-173-70200	Salaries 94.50
GL #:	101-191-73000	Postage 149.32
GL #:	101-191-80800	Precinct Workers 925.00
GL #:	101-249-70200	Salaries 395.37
GL #:	101-249-72800	Supplies 40.00
GL #:	101-249-93300	Equipment Maintenance 340.44
GL #:	101-506-95200	Road Project Costs 118.44
		Total For Fund 101 General Fund: 45,419.91
Fund: 107 Parks		
GL #:	107-751-46200	Grant Revenues 16,350.00
GL #:	107-751-47200	Rental Fee - Grange 870.00
GL #:	107-751-47300	Rental Fee - Oshtemo Community Center 2,075.00
GL #:	107-751-47400	Rental Fee - Twp Park Pavilion 250.00
GL #:	107-751-47500	Rental Fee - Flesher Pavilion 850.00
GL #:	107-756-70210	Salaries 168.68
		Total For Fund 107 Parks: 20,563.68
Fund: 206 Fire		
GL #:	206-001-47500	Miscellaneous 78.65
GL #:	206-001-48000	Federal Grant 19,873.80
GL #:	206-340-71800	Fire Dept Maintenance 56.23
		Total For Fund 206 Fire: 20,008.68
Fund: 207 Police		
GL #:	207-001-65000	Ordinance Violations-8th District Court 7,276.80
GL #:	207-001-65100	General Ordinance Violations 188.00
GL #:	207-001-65400	False Security Alarm Fines 975.00
GL #:	207-001-65600	Parking Violations 440.00
GL #:	207-001-65700	Rental Housing Inspection Applications 570.00
GL #:	207-001-65800	Sidewalk Permit/Inspection 100.00
		Total For Fund 207 Police: 9,549.80
Fund: 490 Sewer		
GL #:	490-000-65000	Mortgage/Contract/SAD/FF 9,992.50
GL #:	490-000-68000	Benefit Fees 8,000.00
GL #:	490-000-68500	Surcharge 7,040.87
		Total For Fund 490 Sewer: 25,033.37
Fund: 491 Water		
GL #:	491-000-68000	Benefit Fees 1,050.00
		Total For Fund 491 Water: 1,050.00
		Total Distributed Receipts: 121,625.44
		Grand Total: 121,625.44

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MISC 90051781	19 PROPS LLC 11 E. WATER ST. KALAMAZOO MI, 49007	01/04/2018 01/05/2018 / / 01/05/2018	05-13-430-041 000010031 0.0000	GEN N Y N	EASEMENT ACQUISITION, DRAKE ROAD NON-MOT	37,761.00 0.00 37,761.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-97600.NMDRTA	NON-MOTORIZED ESMT, PERMANENT/PERPETURAL	29,000.00	29,000.00
101-249-97600.NMDRTA	TEMPORARY GRADING/CONSTRUCTION EASMT.	2,600.00	2,600.00
101-249-97600.NMDRTA	LANDSCAPE REMOVAL COMPENSATION	6,161.00	6,161.00
		<u>37,761.00</u>	<u>37,761.00</u>

VENDOR TOTAL: 37,761.00

3e 90051771	3E Company General Post Office PO Box 5307 New York NY, 10087-5307	01/03/2018 01/05/2018 / / 01/05/2018	3EU0080676 000010139 0.0000	GEN N N N	SOFTWARE SUBSCRIPTION FOR HAZARDOUS COMM	1,900.00 0.00 1,900.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-80800	SOFTWARE SUBSCRIPTION FOR HAZARDOUS COMM	1,900.00	1,900.00

VENDOR TOTAL: 1,900.00

af 90051745	Accident Fund Dept 77125 PO Box 77000 Detroit MI, 48277-0125	01/02/2018 01/05/2018 / / 01/05/2018	9008859 0.0000	GEN N N N	2018 Insurance - 1st Installment	11,458.75 0.00 11,458.75
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-91100	Worker's Compensation	1,375.05
206-340-91200	General Insurance	10,083.70
		<u>11,458.75</u>

VENDOR TOTAL: 11,458.75

ars 90051967	Advanced Radiology Services PO Box 776446 Chicago IL, 60677-6446	01/31/2018 02/02/2018 / / 02/02/2018	Danto, Nicholas 000010221 0.0000	GEN N N N	NEW HIRE PHYSICAL	41.00 0.00 41.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-87100	NEW HIRE PHYSICAL	41.00	41.00

VENDOR TOTAL: 41.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
aflac 90051851	Aflac Attn: Remittance Processing Service 1932 Wynnton Rd Columbus GA, 31999-0797	01/16/2018 01/19/2018 / 01/19/2018	877309 0.0000	GEN N N N	Voluntary Insurance - February 2018	 1,018.00 0.00 1,018.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-26700	AFLAC Insurance	292.22
206-000-26700	AFLAC Insurance	725.78
		1,018.00

VENDOR TOTAL: 1,018.00

egan 90051773	Andy J Egan, Co., Inc. 2001 Waldorf NW Grand Rapids MI, 49544	01/03/2018 01/05/2018 / 01/05/2018	328624 000010141 0.0000	GEN N N N	BOILER CUT OFF	 548.57 0.00 548.57
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	BOILER CUT OFF VALVE 5-2	548.57	548.57
		548.57	

VENDOR TOTAL: 548.57

afp 90051815	Approved Fire Protection Company 2513 North Burdick Street Kalamazoo MI, 49007	12/31/2017 01/19/2018 / 01/19/2018	13864085&13938984 000010176 0.0000	GEN N N N	ANNUAL FIRE EXTINGUISHER TESTING	 2,488.75 0.00 2,488.75
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-93100	ANNUAL FIRE EXTINGUISHER TESTING	315.63	315.63
107-756-93100	ANNUAL FIRE EXTINGUISHER TESTING	228.63	228.63
206-340-93100	ANNUAL FIRE EXTINGUISHER TESTING	439.45	439.45
206-340-93300	ANNUAL FIRE EXTINGUISHER TESTING	1,265.04	1,265.04
107-756-76000	FIRE EXTINGUISHERS	240.00	240.00
		2,488.75	2,488.75

afp 90051908	Approved Fire Protection Company 2513 North Burdick Street Kalamazoo MI, 49007	01/24/2018 02/02/2018 / 02/02/2018	14085241 000010202 0.0000	GEN N N N	ABC FIRE EXTINGUISHER REFILL	 100.00 0.00 100.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93300	ABC FIRE EXTINGUISHER DRY CHEM. REFILL	100.00	100.00

VENDOR TOTAL: 2,588.75

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
ab 90051852	Arcadia Benefits Group, Inc 612 S. Park Street Kalamazoo MI, 49007	01/16/2018 01/19/2018 / / 01/19/2018	47209 0.0000	GEN N N N	FSA & HRA Participant Fees - January 201	155.00 0.00 155.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	HEALTH & LIFE INSURANCE	105.00
206-336-71600	Health & Life Insurance	50.00
		<u>155.00</u>

ab 90051968	Arcadia Benefits Group, Inc 612 S. Park Street Kalamazoo MI, 49007	01/31/2018 02/02/2018 / / 02/02/2018	47431 0.0000	GEN N N N	FSA & HRA Participant Fees - February 20	155.00 0.00 155.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	HEALTH & LIFE INSURANCE	105.00
206-336-71600	Health & Life Insurance	50.00
		<u>155.00</u>

VENDOR TOTAL: 310.00

arghaz 90051930	Argus-Hazco PO Box 33757 Detroit MI, 48232-3757	01/26/2018 02/02/2018 / / 02/02/2018	04139098 000010212 0.0000	GEN N N N	FAST ATTACK POWER CABLE	46.48 0.00 46.48
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93300	FAST ATTACK POWER CABLE	34.00	34.00
206-340-93300	FREIGHT	12.48	12.48
		<u>46.48</u>	<u>46.48</u>

VENDOR TOTAL: 46.48

att 90051840	AT&T PO Box 5080 Carol Stream IL, 06197-5080	01/16/2018 01/19/2018 / / 01/19/2018	269381851201 0.0000	GEN N N N	Telephone Service - January 2018	37.08 0.00 37.08
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-98100	Capital Outlay/Drake House	37.08

VENDOR TOTAL: 37.08

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
balkema 90051770	Balkema Excavating Inc 1500 River Street Kalamazoo MI, 49048	01/03/2018 01/05/2018 / / 01/05/2018	909700 000010147 0.0000	GEN N N N	EMERGENCY REPAIRS, STORM SEWER, ELKS PLA	12,035.73 0.00 12,035.73

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-506-95300	CONSTRUCTION SERVICES INVOICE	12,035.73	12,035.73

VENDOR TOTAL: 12,035.73

bwd 90051829	Best Way Disposal 2314 Miller Rd Kalamazoo MI, 49001	01/16/2018 01/19/2018 / / 01/19/2018	055022 0.0000	GEN N N N	Trash & Recycle fee Feb. 2018 to Apr. 20	1,037.75 0.00 1,037.75
Paid						

GL NUMBER	DESCRIPTION	AMOUNT
107-756-93100	Maintenance Services	192.00
206-340-93100	Building Maintenance	120.75
101-218-93100	Maintenance Services	360.00
107-756-97400	Capital Outlay/Improvements	365.00
		1,037.75

bwd 90051832	Best Way Disposal 2314 Miller Rd Kalamazoo MI, 49001	01/16/2018 01/19/2018 / / 01/19/2018	84570 0.0000	GEN N N N	Port-a-potties at Twp Park, Flesher Fiel	270.00 0.00 270.00
Paid						

GL NUMBER	DESCRIPTION	AMOUNT
107-756-93100	Maintenance Services	270.00

VENDOR TOTAL: 1,307.75

MISC 90051794	Bishop, Laurel 6647 West H Ave. Kalamazoo MI, 49009	01/10/2018 01/19/2018 / / 01/19/2018	01192018 0.0000	GEN N Y N	Rental Deposit Return	250.00 0.00 250.00
Paid						

GL NUMBER	DESCRIPTION	AMOUNT
101-000-24800	Rent Deposits	250.00

VENDOR TOTAL: 250.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
bcbs 90051970	Blue Cross Blue Shield of Michigan PO Box 674416 Detroit MI, 48267-4416	01/31/2018 02/02/2018 / / 02/02/2018	February2018 0.0000	GEN N N N	Health Insurance	24,790.58 0.00 24,790.58

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	HEALTH & LIFE INSURANCE	12,437.08
206-336-71600	Health & Life Insurance	7,410.22
101-000-27800	H/D/V INSURANCE	4,943.28
		<u>24,790.58</u>
		0.00

bcbs 90051758	Blue Cross Blue Shield of Michigan PO Box 674416 Detroit MI, 48267-4416	01/02/2018 01/05/2018 / / 01/05/2018	January2018 0.0000	GEN N N N	Health Insurance	25,127.09 0.00 25,127.09
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	HEALTH & LIFE INSURANCE	12,725.99
206-336-71600	Health & Life Insurance	7,410.22
101-000-27800	H/D/V INSURANCE	4,943.28
101-234-71600	COBRA Insurance	47.60
		<u>25,127.09</u>
		0.00

VENDOR TOTAL: 49,917.67

brady 90051833	Brady Joshua 4113 Aspen Drive Kalamazoo MI, 49006	12/31/2017 01/19/2018 / / 01/19/2018	12152017 0.0000	GEN N N N	Employee Reimbursement	12.99 0.00 12.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-80900	Desk Lamp	12.99

VENDOR TOTAL: 12.99

bronson 90051716	Bronson Healthcare Group PO Box 771904 Detroit MI, 48277-1904	12/28/2017 01/05/2018 / / 01/05/2018	70000432 000010132 0.0000	GEN N N N	NEW POC HIRES PHYSICALS	2,351.31 0.00 2,351.31
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-87100	NEW POC HIRES PHYSICALS	2,351.31	2,351.31

VENDOR TOTAL: 2,351.31

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
brown-1 90051855	Brown, Lois 23039 Paulson Gobles MI, 49055	01/17/2018 01/19/2018 / / 01/19/2018	01192018 0.0000	GEN N N N	Retiree Health Insurance Reimbursement	918.15 0.00 918.15

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-08300	Due From Retiree Medical Trust Fund	918.15

VENDOR TOTAL: 918.15

bs&a 90051858	BS&A Software 14965 Abbey Lane Bath MI, 48808	12/31/2017 01/19/2018 / / 01/19/2018	115555 000010183 0.0000	GEN N N N	BS&A CONSULTING 6 ON SITE VISITS	6,720.00 0.00 6,720.00
Paid						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-209-97000	BS&A CONSULTING 6 ON SITE VISITS	6,720.00	6,720.00

VENDOR TOTAL: 6,720.00

br 90051886	Building Restoration, Inc. 2423 Ravine Rd Kalamazoo MI, 49004-3509	01/24/2018 02/02/2018 / / 02/02/2018	15746 000010190 0.0000	GEN N N N	COST ESTIMATE FOR CARRIAGE BARN AT DRAKE	400.00 0.00 400.00
Paid						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-80800.DRFMP1	COST ESTIMATE FOR CARRIAGE BARN	400.00	400.00

VENDOR TOTAL: 400.00

canon 90051973	Canon Solutions America, Inc. 15004 Collections Center Drive Chicago, IL, 60693-0150	01/31/2018 02/02/2018 / / 02/02/2018	1621670 000010208 0.0000	GEN N N N	SCANNERS FOR M ELLIOTT, ORDINANCE ENFORC	2,547.00 0.00 2,547.00
Paid						

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-97000	SCANNERS FOR P WORKS ENFORCEMENT CLERK	2,547.00	2,547.00

VENDOR TOTAL: 2,547.00

02/08/2018 11:12 AM
 User: DFARMER
 DB: Oshtemo

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP
 EXP CHECK RUN DATES 01/01/2018 - 02/09/2018
 BOTH JOURNALIZED AND UNJOURNALIZED PAID

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
clatterbuc 90051861	CARL H. CLATTERBUCK AGENCY 141 East Michigan Avenue Suite 402 Kalamazoo MI, 49007	01/17/2018 01/19/2018 / / 01/19/2018	01022018 000010152 0.0000	GEN N N Y	PROSPECTIVE NEW HIRE BACKGROUND CHECK	100.00 0.00 100.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-87200	PROSPECTIVE NEW HIRE BACKGROUND CHECK	100.00	100.00

clatterbuc 90051860	CARL H. CLATTERBUCK AGENCY 141 East Michigan Avenue Suite 402 Kalamazoo MI, 49007	01/17/2018 01/19/2018 / / 01/19/2018	01032018 000010156 0.0000	GEN N N Y	PROSPECTIVE NEW HIRE BACKGROUND CHECK	100.00 0.00 100.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-87200	PROSPECTIVE NEW HIRE BACKGROUND CHECK	100.00	100.00

clatterbuc 90051876	CARL H. CLATTERBUCK AGENCY 141 East Michigan Avenue Suite 402 Kalamazoo MI, 49007	01/17/2018 01/19/2018 / / 01/19/2018	01152018 000010188 0.0000	GEN N N Y	PROSPECTIVE NEW EMPLOYEE BACKGROUND CHEC	100.00 0.00 100.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-87200	PROSPECTIVE NEW EMPLOYEE BACKGRND CHECK	100.00	100.00

VENDOR TOTAL: 300.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
ce-e 90051744	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	01/02/2018 01/05/2018 / / 01/05/2018	December 2017 0.0000	GEN N N	Grange & Station 3 Electric	266.14 0.00 266.14

Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-92100	grange electric 75%	199.61
206-340-92100	st 3 electric 25%	66.53
		266.14

ce-e 90051675	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	12/26/2017 01/05/2018 / / 01/05/2018	December 2017 0.0000	GEN N N	Flesher Field & Old Town Hall Electric	93.49 0.00 93.49
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-92100	Flesher Field Electric	52.04
107-756-92100	Old Town Hall Electric	41.45
		93.49

ce-e 90051676	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	12/26/2017 01/05/2018 / / 01/05/2018	December 2017 0.0000	GEN N N	Twp & FD Electric and Gas	3,673.33 0.00 3,673.33
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-218-92100	twp office electric	1,436.02
101-218-92300	twp office gas	307.59
206-340-92100	St 1 electric	1,133.85
206-340-92300	st 1 gas	584.54
101-218-92300	maint bldg	99.37
101-218-92100	maint/veh bldg	111.96
		3,673.33

ce-e 90051674	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	12/26/2017 01/05/2018 / / 01/05/2018	December 2017 0.0000	GEN N N	Drake House Electric and Gas	329.05 0.00 329.05
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-98100	drake house electric	132.53
107-756-98100	drake house gas	196.52
		329.05

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
ce-e 90051910	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	01/25/2018 02/02/2018 / / 02/02/2018	January 2018 0.0000	GEN N N N	OCC Electric and Gas - January 2018	428.60 0.00 428.60

Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-92100	occ electric	193.65
107-756-92300	occ gas	234.95
		<u>428.60</u>

ce-e 90051964	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	01/31/2018 02/02/2018 / / 02/02/2018	January 2018 0.0000	GEN N N N	Parks Electric & Gas	565.53 0.00 565.53
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-98100	drake house electric	181.75
107-756-98100	drake house gas	360.24
107-756-92100	old town hall electric	23.54
		<u>565.53</u>

ce-e 90051921	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	01/25/2018 02/02/2018 / / 02/02/2018	January 2018 0.0000	GEN N N N	FD Electric and Gas - January 2018	2,250.55 0.00 2,250.55
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-92100	st 2 electric	1,297.54
206-340-92300	st 2 gas	953.01
		<u>2,250.55</u>

ce-e 90051922	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	01/25/2018 02/02/2018 / / 02/02/2018	January 2018 0.0000	GEN N N N	10th Street Pump December 2017 & January	221.20 0.00 221.20
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
490-000-96400.N10THS	10th street pump electric	221.20

ce-e 90051932	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	01/29/2018 02/02/2018 / / 02/02/2018	January 2018 0.0000	GEN N N N	Flesher Field - January 2018	59.58 0.00 59.58
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BANK CODE: GEN

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

GL NUMBER	DESCRIPTION	AMOUNT
107-756-92100	Flesher Field Electric	59.58
ce-e 90051963	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45271-0309	01/31/2018 02/02/2018 / / 02/02/2018
		January 2018
		GEN Twp & FD Electric & Gas
		N 5,657.22
		N 0.00
		N 5,657.22

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-218-92100	twp office electric	2,118.59
101-218-92300	twp office gas	616.84
206-340-92100	St 1 electric	1,614.94
206-340-92300	st 1 gas	1,015.04
101-218-92300	maint bldg	142.61
101-218-92100	maint/veh bldg	149.20
		<u>5,657.22</u>
		0.00

VENDOR TOTAL: 13,544.69

ce-sl 90051834	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45274-0309	12/31/2017 01/19/2018 / / 01/19/2018	December	GEN N N N	Street lights	10,107.25 0.00 10,107.25
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-506-92600	Street Lighting	10,107.25
ce-sl 90051927	Consumers Energy Payment Center PO Box 740309 Cincinnati OH, 45274-0309	01/26/2018 02/02/2018 / / 02/02/2018
		January 2018
		GEN Street lights
		N 168.63
		N 0.00
		N 168.63

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-506-92600	Street Lighting - Parkview	61.20
101-506-92600	Street Lighting - Stadium	107.43
		<u>168.63</u>
		0.00

VENDOR TOTAL: 10,275.88

02/08/2018 11:12 AM
 User: DFARMER
 DB: Oshtemo

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP
 EXP CHECK RUN DATES 01/01/2018 - 02/09/2018
 BOTH JOURNALIZED AND UNJOURNALIZED PAID

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
conlife 90051853	Consumers Life Insurance Company PO Box 951914 Cleveland OH, 44193	01/16/2018 01/19/2018 / / 01/19/2018	019938352-2 0.0000	GEN N N N	Life and AD&D Insurance - February 2018	407.84 0.00 407.84

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	Health & Life Insurance	202.50
206-336-71600	Health & Life Insurance	205.34
		<u>407.84</u>
		0.00

VENDOR TOTAL: 407.84

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
cts 90051780	CTS Telecom Inc. PO Box 33772 Detroit MI, 48232-3772	01/04/2018 01/05/2018 / / 01/05/2018	10065972 0.0000	GEN N Y N	General Township line for January 2018	24.22 0.00 24.22

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-85300	Telephone	24.22

cts 90051774	CTS Telecom Inc. PO Box 33772 Detroit MI, 48232-3772	01/03/2018 01/05/2018 / / 01/05/2018	10065972 0.0000	GEN N Y N	FD Telephone Service for January 2018	271.10 0.00 271.10
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-85300	Portion of Main Service	103.76
206-340-85300	Station 3	24.22
206-340-85300	Station 3	24.22
206-340-85300	Station 2	24.22
206-340-85300	Station 3	23.67
206-340-85300	Station 2	23.67
206-340-85300	Station 2	23.67
206-340-85300	Station 2	23.67

271.10 0.00

cts 90051776	CTS Telecom Inc. PO Box 33772 Detroit MI, 48232-3772	01/03/2018 01/05/2018 / / 01/05/2018	10065972 0.0000	GEN N Y N	Parks Telephone Service for Jauary 2018	83.14 0.00 83.14
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-97400.GRNGHL	Grange installation/labor/service	83.14

cts 90051775	CTS Telecom Inc. PO Box 33772 Detroit MI, 48232-3772	01/03/2018 01/05/2018 / / 01/05/2018	10065972 0.0000	GEN N Y N	General Township Telephone Service for J	440.93 0.00 440.93
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-85300	Township portion of Main Service	290.53
101-249-85300	Telephone	24.22
101-249-85300	Telephone	24.22
101-249-85300	Telephone	24.22
101-249-85300	Telephone	24.22
101-249-85300	Telephone	29.85
101-249-85300	Telephone	23.67

440.93 0.00

VENDOR TOTAL: 819.39

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MISC 90051769	DANIELLE A BEURMANN 129 SOUTH DRAKE ROAD KALAMAZOO MI, 49009	01/03/2018 01/05/2018 / / 01/05/2018	0618355001 000010146 0.0000	GEN N Y N	EASEMENT ACQUISITION, DRAKE ROAD NON-MOT	50.00 0.00 50.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-97600.NMDRTA	PERMANENT EASEMENT, NON-MOTORIZED	50.00	50.00

VENDOR TOTAL: 50.00

dm 90051813	Des Moines Stamp 851 Sixth Ave PO Box 1798 Des Moines IA, 50306-1798	01/16/2018 01/19/2018 / / 01/19/2018	1111127 000010180 0.0000	GEN N N N	DIAS PLATE/MICKI MAXWELL	23.50 0.00 23.50
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	DIAS PLATE/MICKI MAXWELL	23.50	23.50

VENDOR TOTAL: 23.50

dss 90051965	Douglas Safety Systems LLC 2655 N. Meridian, Ste 6 Sanford, MI, 48657	12/31/2017 02/02/2018 / / 02/02/2018	41847 000010232 0.0000	GEN N N N	TURN OUT GEAR	9,109.48 0.00 9,109.48
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-76600	TURN OUT GEAR	9,109.48	9,109.48

dss 90051966	Douglas Safety Systems LLC 2655 N. Meridian, Ste 6 Sanford, MI, 48657	01/31/2018 02/02/2018 / / 02/02/2018	41914 000010192 0.0000	GEN N N N	TURNOUT GEAR	6,832.11 0.00 6,832.11
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
211-344-76600	TURNOUT GEAR FOR WALL, KUBACKI, TOEPPER	6,832.11	6,832.11

VENDOR TOTAL: 15,941.59

drug 90051887	Drug & Laboratory Disposal 411 Hercules Ave. Parchment MI, 49004	01/24/2018 02/02/2018 / / 02/02/2018	1801-00081 000010125 0.0000	GEN N Y N	REMOVAL OF WASTE FROM CAR WASH	1,201.50 0.00 1,201.50
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
900-728-97500	DISPOSAL OF WASTE FROM 6532 STADIUM DR	1,201.50	1,500.00

VENDOR TOTAL: 1,201.50

02/08/2018 11:12 AM
User: DFARMER
DB: Oshtemo

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTOMO TOWNSHIP
EXP CHECK RUN DATES 01/01/2018 - 02/09/2018
BOTH JOURNALIZED AND UNJOURNALIZED PAID
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		

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
evp 90051797	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	12/31/2017 01/19/2018 / / 01/19/2018	10511 000010159 0.0000	GEN N N N	VEHICLES 500, 511, & 521	85.00 0.00 85.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	INVOICE #S0010511 - 500	85.00	85.00

evp 90051798	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	12/31/2017 01/19/2018 / / 01/19/2018	10515 000010159 0.0000	GEN N N N	VEHICLES 500, 511, & 521	144.76 0.00 144.76
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	INVOICE #S0010515 - 511	144.76	144.76

evp 90051799	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	12/31/2017 01/19/2018 / / 01/19/2018	10517 000010159 0.0000	GEN N N N	VEHICLES 500, 511, & 521	1,250.55 0.00 1,250.55
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	INVOICE #S0010517 - 521	1,250.55	1,250.55

evp 90051800	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	12/31/2017 01/19/2018 / / 01/19/2018	10518 000010159 0.0000	GEN N N N	VEHICLES 500, 511, & 521	3,474.78 0.00 3,474.78
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	INVOICE #S0010518 - 521	3,474.78	3,474.78

evp 90051801	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	12/31/2017 01/10/2018 / / 01/10/2018	10519 000010159 0.0000	GEN N N N	VEHICLES 500, 511, & 521	1,455.46 0.00 1,455.46
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	INVOICE #S0010519 - 521	1,455.46	1,455.46

evp 90051906	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	01/24/2018 02/02/2018 / / 02/02/2018	10567 000010205 0.0000	GEN N N N	511 ANNUAL SERVICE	1,514.99 0.00 1,514.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	511 ANNUAL SERVICE	1,514.99	1,514.99

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
evp 90051907	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	01/24/2018 02/02/2018 / / 02/02/2018	10568 000010206 0.0000	GEN N N N	511 AIR LEAK	4,065.66 0.00 4,065.66

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	511 AIR LEAK	4,065.66	4,065.66

evp 90051905	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	01/24/2018 02/02/2018 / / 02/02/2018	10573 000010204 0.0000	GEN N N N	582 ANNUAL SERVICE	1,579.22 0.00 1,579.22
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	582 ANNUAL SERVICE	1,579.22	1,579.22

VENDOR TOTAL: 13,570.42

eps 90051837	Engineered Protections Systems, Inc 750 Front NW Suite 200 Grand Rapids MI, 49504-4400	01/16/2018 01/19/2018 / / 01/19/2018	A734979 0.0000	GEN N N N	Township Hall Video Service Feb.2018 to	120.75 0.00 120.75
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-218-93100	Maintenance Services	120.75

eps 90051839	Engineered Protections Systems, Inc 750 Front NW Suite 200 Grand Rapids MI, 49504-4400	01/16/2018 01/19/2018 / / 01/19/2018	A735176 0.0000	GEN N N N	Fire Station #3 Alarm System Monitoring	104.37 0.00 104.37
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-93100	Building Maintenance	104.37

eps 90051838	Engineered Protections Systems, Inc 750 Front NW Suite 200 Grand Rapids MI, 49504-4400	01/16/2018 01/19/2018 / / 01/19/2018	A736246 0.0000	GEN N N N	Grange Hall Security Service Feb.2018 to	180.00 0.00 180.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-93100	Building Maintenance	180.00

VENDOR TOTAL: 405.12

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
f&v 90051946	Fleis & Vandenbrink 2960 Lucerne Dr SE Grand Rapids MI, 49546	12/31/2017 02/02/2018 / / 02/02/2018	48263 000010233 0.0000	GEN N N N	2017 - SANITARY SEWER SURVEY & DESIGN, P	 26,419.65 0.00 26,419.65

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-82000.SANPH1	TOPOGRAPHIC SURVEY	24,671.01	24,671.01
490-000-82000.SANPH1	PRELIM DESIGN, PS LAYOUT	1,748.64	1,748.64
		<u>26,419.65</u>	<u>26,419.65</u>

VENDOR TOTAL: 26,419.65

foremost 90051878	Foremost Promotions 1270 Glen Ave Morestown NJ, 08057	12/31/2017 01/19/2018 / / 01/19/2018	419710 000010016 0.0000	GEN N N N	PUB ED SUPPLIES - HATS, STICKERS, BRACEL	 1,951.97 0.00 1,951.97

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-76100	HATS	860.00	1,032.00
206-340-76100	STICKERS	290.00	290.00
206-340-76100	BRACELETS	447.50	447.50
206-340-76100	SUCKERS - LOLLIPOPS	160.00	160.00
206-340-76100	BANNER	109.00	109.00
206-340-76100	FREIGHT	4.57	0.00
206-340-76100	FREIGHT	6.71	0.00
206-340-76100	FREIGHT	12.16	0.00
206-340-76100	FREIGHT	18.76	0.00
206-340-76100	FREIGHT	43.27	0.00
		<u>1,951.97</u>	<u>2,038.50</u>

VENDOR TOTAL: 1,951.97

genzink 90051859	Genzink Appraisal Company 1009 44TH STREET, SW SUITE 107 WYOMING MI, 49509-4480	12/31/2017 01/19/2018 / / 01/19/2018	4016-17 to 4030-17 000010182 0.0000	GEN N N Y	APARTMENT APPRAISALS & MARKET DATA	 21,682.00 0.00 21,682.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-209-80700	APARTMENT APPRAISALS & MARKET DATA	21,682.00	21,682.00

VENDOR TOTAL: 21,682.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
wingfoot 90051714	Goodyear Tire & Rubber Company 3407 E Cork Street Kalamazoo MI, 49001	12/28/2017 01/05/2018 / / 01/05/2018	157-1060929 000010130 0.0000	GEN N N N	521 - TIRES	 2,159.00 0.00 2,159.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	METAL VALVE STEM	36.88	36.88
206-340-86700	M&D-MRT-OUTSIDE	162.80	162.80
206-340-86700	GY 12R22.5 G182 RSD 16	1,945.32	1,945.32
206-340-86700	SHOP SUPPLIES FEE	14.00	14.00
		<u>2,159.00</u>	<u>2,159.00</u>

VENDOR TOTAL: 2,159.00

halli 90051766	Halli's Autocare 8688 West Main Street Kalamazoo MI, 49009	01/03/2018 01/05/2018 / / 01/05/2018	50250 0.0000	GEN N N N	Reissue of check #31116 - 508 COLORADO L	 436.10 0.00 436.10
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-75100	508 COLORADO LOF, REAR BRAKES	436.10

halli 90051767	Halli's Autocare 8688 West Main Street Kalamazoo MI, 49009	01/03/2018 01/05/2018 / / 01/05/2018	50267 0.0000	GEN N N N	Reissue of check #31116 - 505 CHEV LOF	 64.10 0.00 64.10
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-218-75100	LOF SEVICE AND ROTATE, BRAKE INSP	35.26
107-756-75100	LOF SEVICE AND ROTATE, BRAKE INSP	19.23
206-340-93100	LOF SEVICE AND ROTATE, BRAKE INSP	9.61
		<u>64.10</u>

0.00

VENDOR TOTAL: 500.20

hassel 90051704	Hasselbring Clark 5858 S Aurelius Lansing MI, 48911	12/28/2017 01/05/2018 / / 01/05/2018	INV98670 0.0000	GEN N N N	2017 - 4th Quarter Twp Color Copier fees	 2,596.47 0.00 2,596.47
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-93300	Base Rate: 12/08/2017 to 03/07/2018	554.00
101-249-93300	Overage Charge: 09/08/2017 to 12/07/2017	2,042.47
		<u>2,596.47</u>

0.00

VENDOR TOTAL: 2,596.47

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
hellwege 90051883	Hellwege, Edward 629 N Gremps St. Paw Paw MI, 49079	01/24/2018 02/02/2018 / / 02/02/2018	02022018 0.0000	GEN N N N	Mileage Reimbursement from 01/07/2018	92.11 0.00 92.11

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-87000	Mileage	92.11

VENDOR TOTAL: 92.11

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount Discount Net Amount
hp 90051850	Hopkins Propane 2701 12th Street Shelbyville MI, 49344	12/31/2017 01/19/2018 / / 01/19/2018	627 0.0000	GEN N N Y	Propane -Grange Hall. Invoice #229856 &	1,114.96 0.00 1,114.96

Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-92300	Station 3	524.65
107-756-92100	Grange Hall	590.31

1,114.96 0.00

VENDOR TOTAL: 1,114.96

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount Discount Net Amount
horton 90051854	Horton Robert 398 Valencia Cove Ellenton FL, 34222	01/17/2018 01/19/2018 / / 01/19/2018	01192018 0.0000	GEN N N N	RetireeHealth Insurance Reimbursement	154.47 0.00 154.47

Paid

GL NUMBER	DESCRIPTION	AMOUNT
249-000-08300	Due From Retiree Medical Trust Fund	154.47

VENDOR TOTAL: 154.47

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount Discount Net Amount
itr 90051971	I.T. Right PO Box 160 Bath MI, 48808	01/31/2018 02/02/2018 / / 02/02/2018	20153916 000010238 0.0000	GEN N N N	ANNUAL SMBA SEAT ACCESS	2,800.00 0.00 2,800.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-80500	SERVER SEAT	2,800.00	2,800.00

VENDOR TOTAL: 2,800.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
icle 90051814	Institute of Cont Legal Education 1020 Greene Street Ann Arbor MI, 48109	01/16/2018 01/19/2018 / / 01/19/2018	73451 000010174 0.0000	GEN N N N	ICLE MEMBERSHIP 3/1/18 TO 2/28/19	895.00 0.00 895.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-250-95500	ICLE MEMBERSHIP 3/1/18 TO 2/28/19	895.00	895.00
VENDOR TOTAL:			895.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
iimc 90051759	Int'l Institute of Municipal Clerks 8331 Utica Ave Ste 200 Rancho Cucamonga CA, 91730	01/02/2018 01/05/2018 / / 01/05/2018	2018Membership 000010157 0.0000	GEN N N N	IIMC 2018 Membership fees	300.00 0.00 300.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-95800	D.Farmer Membership	200.00	
101-249-95800	A.McMillon Membership	100.00	
VENDOR TOTAL:			300.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
iron 90051805	Iron Mountain PO Box 27128 New York NY, 10087-7128	01/10/2018 01/19/2018 / / 01/19/2018	PPB5849 000010157 0.0000	GEN N N N	STORAGE FEE - 1/1/18 TO 1/31/18	135.00 0.00 135.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-250-95500	STORAGE FEE FROM 1/1/18 TO 1/31/18	135.00	135.00
VENDOR TOTAL:			135.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MISC 90051911	JAMES & LINDA WESSELDYK 229 S DRAKE RD KALAMAZOO MI, 49009	01/25/2018 02/02/2018 / / 02/02/2018	06-18-365-001 000010214 0.0000	GEN N Y N	EASEMENT FOR DRAKE ROAD SIDEWALK & TEMP	4,264.80 0.00 4,264.80

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-506-97600.NMDRTA	PERMANENT & TEMP SIDEWALK EASEMENTS	4,264.80	4,264.80
VENDOR TOTAL:			4,264.80

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
reitenour 90051705	Jerry Reitenour 9279 WEST XY AVENUE SCHOOLCRAFT MI, 49087	01/02/2018 01/05/2018 / / 01/05/2018	2018 0.0000	GEN N N Y	2018 Building Consultant	1,800.00 0.00 1,800.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
249-371-82400	Contracted Bldg Plan Review	1,800.00

VENDOR TOTAL: 1,800.00

MISC 90051768	JOHN E. THOMAS PROPERTIES LLC 5033 WEST MICHIGAN AVE KALAMAZOO MI, 49006	01/03/2018 01/05/2018 / / 01/05/2018	05-24-458-071 000010145 0.0000	GEN N Y N	EASEMENT ACQUISITION, DRAKE RD TRAILWAY	45,330.00 0.00 45,330.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-97600.NMDRTA	PERMANENT EASEMENT, TRAILWAY	38,800.00	38,800.00
101-249-97600.NMDRTA	TEMPORARY GRADING EASEMENT	1,100.00	1,100.00
101-249-97600.NMDRTA	PURCHASE AGRMT-LANDSCAPE AND TREE LOSS	5,430.00	5,430.00
		45,330.00	45,330.00

VENDOR TOTAL: 45,330.00

kcfca 90051830	Kal County Fire Chiefs Assoc 7275 West Main Attn Mark Barnes Kalamazoo MI, 49009	12/31/2017 01/19/2018 / / 01/19/2018	1705 0.0000	GEN N N N	2017 KCRCA MFR Course - TWO MEMBERS COUR	1,000.00 0.00 1,000.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-336-95900	COURSE FEES	500.00
206-336-95900	COURSE FEES	500.00
		1,000.00

kcfca 90051810	Kal County Fire Chiefs Assoc 7275 West Main Attn Mark Barnes Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	2018 000010166 0.0000	GEN N N N	2018 KALAMAZOO COUNTY FIRE CHIEF'S ASSOC	40.00 0.00 40.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-95900	2018 KCFCA DUES	40.00	40.00

VENDOR TOTAL: 1,040.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
kats 90051706	Kalamazoo Area Transportation Study 5220 Lovers Lane Suite 110 Portage MI, 49002	01/02/2018 01/05/2018 / / 01/05/2018	Dues18-9 0.0000	GEN N N	2018 Membership Dues	100.00 0.00 100.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-95800	2018 dues	100.00

VENDOR TOTAL: 100.00

kcityt 90051884	Kalamazoo City Treasurer 241 West South Street Kalamazoo MI, 49007	12/31/2017 02/02/2018 / / 02/02/2018	1000140989 000009993 0.0000	GEN N Y N	KLA GROUP MAPLE HILL ESTATES WATER EXTEN	30,853.88 0.00 30,853.88
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
491-000-96400.WTRKLA	PRESSURE REDUCTION STA -PUBLIC WATER SYS	30,853.88	30,853.88

VENDOR TOTAL: 30,853.88

kcityt-w 90051836	Kalamazoo City Treasurer 415 E Stockbridge Kalamazoo MI, 49001	12/31/2017 01/19/2018 / / 01/19/2018	December 2017 0.0000	GEN N N N	Water for Parks	175.29 0.00 175.29
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-98100	Drake House	34.23
107-756-92000	Flesher Field	141.06
		<u>175.29</u>

kcityt-w 90051835	Kalamazoo City Treasurer 415 E Stockbridge Kalamazoo MI, 49001	12/31/2017 01/19/2018 / / 01/19/2018	December 2017 0.0000	GEN N N N	Water for Twp Bldgs & FD	248.06 0.00 248.06
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-218-92000	twp office (75%)	102.32
206-340-92000	station 1 (25%)	34.11
206-340-92000	station 2	77.93
101-218-92000	Genessee Prairie	16.85
101-218-92000	West Oshtemo	16.85
		<u>248.06</u>

VENDOR TOTAL: 423.35

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
kcmca 90051924	Kalamazoo County Medical Control Au 1000 Oakland Drive Kalamazoo MI, 49008	01/26/2018 02/02/2018 / / 02/02/2018	2041 000010165 0.0000	GEN N N N	PCR	37.25 0.00 37.25

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-75500	PATIENT CARE RECORD NOTEPADS	37.25	45.00

VENDOR TOTAL: 37.25

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
kct 90051757	Kalamazoo County Treasurer 201 West Kalamazoo Ave Kalamazoo MI, 49007	01/02/2018 01/05/2018 / / 01/05/2018	01052018 000010135 0.0000	GEN N Y N	RECORD SEWER AGREEMENT FOR JAQUA 2777 SW	30.00 0.00 30.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-96400	SEWER FOR 2777 S 11TH STREET	30.00	30.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
kct 90051777	Kalamazoo County Treasurer 201 West Kalamazoo Ave Kalamazoo MI, 49007	01/04/2018 01/05/2018 / / 01/05/2018	01052018 000010149 0.0000	GEN N Y N	RECORD SEWER AGREEMENT FOR WILLIAMS 1869	30.00 0.00 30.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-96400	SEWER 1869 N 10TH STREET	30.00	30.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
kct 90051978	Kalamazoo County Treasurer 201 West Kalamazoo Ave Kalamazoo MI, 49007	01/31/2018 02/02/2018 / / 02/02/2018	02022018 000010244 0.0000	GEN N Y N	DEC BOARD OF REVEIW PRE GRANTED	2,160.27 0.00 2,160.27

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-96100	DEC BOARD OF REVEIW GRANTED PRE	2,160.27	2,160.27

VENDOR TOTAL: 2,220.27

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
kct-p 90051880	Kalamazoo County Treasurer -Police 201 West Kalamazoo Kalamazoo MI, 49007	01/18/2018 01/19/2018 / / 01/19/2018	23-0000004 000010189 0.0000	GEN N Y N	2018 POLICE CONTRACT - January 2018	98,578.00 0.00 98,578.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-310-80200	2018 POLICE CONTRACT	98,578.00	98,578.00

kct-p 90051951	Kalamazoo County Treasurer -Police 201 West Kalamazoo Kalamazoo MI, 49007	01/31/2018 02/02/2018 / / 02/02/2018	23-0000025 000010189 0.0000	GEN N Y N	2018 POLICE CONTRACT - February 2018	98,578.00 0.00 98,578.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-310-80200	2018 POLICE CONTRACT	98,578.00	98,578.00

VENDOR TOTAL: 197,156.00

ko 90051827	Kalamazoo Oil Company 2601 N. Burdick Street Kalamazoo MI, 49007-1874	12/31/2017 01/19/2018 / / 01/19/2018	1956-1736501 0.0000	GEN N N N	FD Vehicle Fuel	2,033.20 0.00 2,033.20
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-86800	Fuel	2,033.20

ko 90051826	Kalamazoo Oil Company 2601 N. Burdick Street Kalamazoo MI, 49007-1874	12/31/2017 01/19/2018 / / 01/19/2018	1958-1736501 0.0000	GEN N N N	Twp & FD Vehicle Fuel	306.94 0.00 306.94
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-86800	Fuel	54.73
101-249-86800	Fuel, Oil & Grease	30.10
107-756-86800	Fuel, Oil & Grease	149.28
101-218-86800	Fuel, Oil & Grease	72.83
		<u>306.94</u>
		0.00

VENDOR TOTAL: 2,340.14

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
krwvc 90051947	Kalamazoo Regional Water/Wastewater c/o Comstock Township PO Box 449 Comstock MI, 49041	01/31/2018 02/02/2018 / / 02/02/2018	02022018 000010237 0.0000	GEN N N N	2017-18 KRWWWC ADDITIONAL DUES	2,000.00 0.00 2,000.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-95800	ADD'L DUES FOR LAST QTR FISCAL YEAR	1,000.00	1,000.00
491-000-95800	ADD'L DUES FOR LAST QTR FISCAL YEAR	1,000.00	1,000.00
		<u>2,000.00</u>	<u>2,000.00</u>

VENDOR TOTAL: 2,000.00

K&Rinc 90051762	Kamminga & Roodvoets, Inc 3435 Broadmoor Ave., SE Grand Rapids, MI, 49512	01/03/2018 01/05/2018 / / 01/05/2018	11725 - 3 000009579 0.0000	GEN N N N	KL AVENUE & 8TH ST SANITARY SEWER EXTENS	476,650.53 0.00 476,650.53

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-96400.WWKlav	BASE PROJECT - KL AVENUE SANITARY SEWER	5,852.89	5,852.89
490-000-96400.WWKlav	ALT 1 - 8TH ST SANITARY SEWER	162,160.00	162,160.00
101-506-95200.KLSWRD	ROADWAY RECONSTRUCTION	260,000.00	260,000.00
490-000-96400.WWKlav	CONTINGENCY (BOARD APPROVED 5/9/17)	48,637.64	48,637.64
		<u>476,650.53</u>	<u>476,650.53</u>

VENDOR TOTAL: 476,650.53

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
kansas 90051760	Kansas City Life Co PO Box 8858 Carol Stream IL, 60197-8858	01/03/2018 01/05/2018 / / 01/05/2018	1280159 0.0000	GEN N N N	Ltd & Std Insurance - January 2018	703.38 0.00 703.38

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	Disability Insurance	414.27
206-336-71600	Health & Life Insurance	289.11
		703.38

kansas 90051969	Kansas City Life Co PO Box 8858 Carol Stream IL, 60197-8858	01/31/2018 02/02/2018 / / 02/02/2018	1283225 0.0000	GEN N N N	Ltd & Std Insurance - February 2018	721.17 0.00 721.17
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	Disability Insurance	432.06
206-336-71600	Health & Life Insurance	289.11
		721.17

VENDOR TOTAL: 1,424.55

MISC 90051885	KATHERINE KHAGHAN 465 DRAKE RD KALAMAZOO MI, 49009	01/24/2018 02/02/2018 / / 02/02/2018	06-19-105-002 000010193 0.0000	GEN N Y N	SIDEWALK EASEMENT ACQUISITION - DRAKE RD	86.40 0.00 86.40
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-506-97600.NMDRTA	EASEMENT ACQUISITION - SDWLK DRAKE EAST	86.40	86.40

VENDOR TOTAL: 86.40

kwhite 90051703	Kelly White Design P.O. Box 339606 Farmington Hills MI, 48334	12/28/2017 01/05/2018 / / 01/05/2018	4596 0.0000	GEN N N N	2018 Website Hosting: Jan-Dec	180.00 0.00 180.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-201-80500	Computer Support	180.00

VENDOR TOTAL: 180.00

02/08/2018 11:12 AM
 User: DFARMER
 DB: Oshtemo

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP
 EXP CHECK RUN DATES 01/01/2018 - 02/09/2018
 BOTH JOURNALIZED AND UNJOURNALIZED PAID

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MISC 90051822	Kokmeyer, Jeff & Gayle 8858 Pine Acres Dr. Kalamazoo MI, 49009	12/31/2017 01/19/2018 / / 01/19/2018	12242017 0.0000	GEN N Y N	Rental Deposit Return	175.00 0.00 175.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-24800	Rent Deposits	175.00

VENDOR TOTAL: 175.00

MISC 90051795	Kye, Lora 743 Dragonfly #188 Kalamazoo MI, 49009	01/10/2018 01/19/2018 / / 01/19/2018	01192018 0.0000	GEN N Y N	Rental Deposit Return	250.00 0.00 250.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-24800	Rent Deposits	250.00

VENDOR TOTAL: 250.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
lmm 90051983	Lake Michigan Mailers PO Box 19157 Kalamazoo MI, 49019-9157	02/05/2018 02/05/2018 / / 02/05/2018	387818 0.0000	GEN N N N	January 2018 Newsletter	7,214.82 0.00 7,214.82

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-95700	Newsletter	7,214.82

lmm 90051984	Lake Michigan Mailers PO Box 19157 Kalamazoo MI, 49019-9157	02/05/2018 02/05/2018 / / 02/05/2018	Prepaid Account 0.0000	GEN N N N	Additional funds added to Prepaid Account	2,500.00 0.00 2,500.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-73000	Postage	2,500.00

lmm 90051929	Lake Michigan Mailers PO Box 19157 Kalamazoo MI, 49019-9157	01/26/2018 02/02/2018 / / 02/02/2018	Pre-Paid Acct 0.0000	GEN N N N	Postage for Voter ID cards	3.48 0.00 3.48
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-191-73000	Postage - elections	3.48

lmm 90051742	Lake Michigan Mailers PO Box 19157 Kalamazoo MI, 49019-9157	12/29/2017 01/05/2018 / / 01/05/2018	Pre-Paid Acct 0.0000	GEN N N N	2017 election mail postage	135.87 0.00 135.87
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-191-73000	Postage - elections	12.67
101-191-73000	Postage - elections	123.20

135.87 0.00

lmm 90051928	Lake Michigan Mailers PO Box 19157 Kalamazoo MI, 49019-9157	01/26/2018 02/02/2018 / / 02/02/2018	Pre-Paid Acct 0.0000	GEN N N N	Postage for Treasurer's Office Summer ta	248.57 0.00 248.57
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-174-73000	Postage	248.57

VENDOR TOTAL: 10,102.74

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
Land 90051765	Land Matters LLC 0-11230 Tallmadge Woods Drive Grand Rapids MI, 49534	01/03/2018 01/05/2018 / / 01/05/2018	1727 (14-17) 0.0000	GEN N N N	Easement Acquisition Services, Phase 2 (229.00 0.00 229.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-97600.NMDRTA	Consultant's Est of Esmt Sub Services	229.00

Land 90051763	Land Matters LLC 0-11230 Tallmadge Woods Drive Grand Rapids MI, 49534	01/03/2018 01/05/2018 / / 01/05/2018	1729 (16-45) 0.0000	GEN N N N	Drake Road - Phase 2 - Progress Invoice	1,456.86 0.00 1,456.86
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-97600.NMDRTA	South Drake Phase 2 Transportation Alt.	1,456.86

Land 90051764	Land Matters LLC 0-11230 Tallmadge Woods Drive Grand Rapids MI, 49534	01/03/2018 01/05/2018 / / 01/05/2018	1737 (17-32) 0.0000	GEN N N N	Drake Road - Phase 2 - East Side - Progr	3,353.18 0.00 3,353.18
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-97600.NMDRTA	Capital Outlay	3,353.18

Land 90051892	Land Matters LLC 0-11230 Tallmadge Woods Drive Grand Rapids MI, 49534	12/31/2017 02/02/2018 / / 02/02/2018	1782 (16-45) 0.0000	GEN N N N	Drake Road - Phase 2 - Progress Invoice	853.30 0.00 853.30
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-97600.NMDRTA	South Drake Phase 2 Transportation Alt.	853.30

Land 90051890	Land Matters LLC 0-11230 Tallmadge Woods Drive Grand Rapids MI, 49534	12/31/2017 02/02/2018 / / 02/02/2018	1785 (17-32) 0.0000	GEN N N N	Drake Road - Phase 2 - East Side - Progr	696.53 0.00 696.53
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-97600.NMDRTA	Capital Outlay	696.53

VENDOR TOTAL: 6,588.87

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
life 90051949	Life EMS 1275 Cedar St NE Grand Rapids MI, 49503	01/31/2018 02/02/2018 / / 02/02/2018	18-3845 000010223 0.0000	GEN N N N	FLU SHOTS	156.00 0.00 156.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-87100	FLU SHOTS	156.00	156.00
VENDOR TOTAL:			156.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
Lifescan 90051803	Life Scan Wellness Centers 1011 N. Macdill Ave Tampa FL, 33607	12/31/2017 01/19/2018 / / 01/19/2018	01192018 000010057 0.0000	GEN N N Y	FIRE PERSONNEL PHYSICAL EXAMS	14,725.00 0.00 14,725.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-87100	FIRE PERSONNEL PHYSICAL EXAMS	14,725.00	14,725.00
VENDOR TOTAL:			14,725.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MISC 90051779	Lowe, Nita 41730 M 43 Paw Paw MI, 49079	01/04/2018 01/05/2018 / / 01/05/2018	12252017 000010126 0.0000	GEN N Y N	Rental Deposit Return for Stacy Smith	250.00 0.00 250.00

Paid

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

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
mcnally 90051713	McNally Elevator Company, Inc 223 W. Ransom St. Kalamazoo MI, 49007	12/28/2017 01/05/2018 / / 01/05/2018	46491 000010126 0.0000	GEN N N N	2018 ELEVATOR MAINTENANCE CONTRACT DEC 2	972.00 0.00 972.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-93100	ELEVATOR MAINTENANCE CONTRACT	972.00	972.00
VENDOR TOTAL:			972.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
menards 90051896	Menards 6800 West Main Street Kalamazoo MI, 49009	01/24/2018 02/02/2018 / / 02/02/2018	61570 000010153 0.0000	GEN N N N	LUBE, HINGE, HEATER, CAULK, MAGNET	110.20 0.00 110.20

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-76000	CHAIN LUBE	2.95	10.00
101-218-75300	CHUTE HINGE	13.07	13.07
101-218-75700	12# MAGNET	12.97	29.95
101-218-76000	WHITE CAULK	11.22	20.85
107-756-76000	HEATER	69.99	129.95
		<u>110.20</u>	203.82

menards 90051897	Menards 6800 West Main Street Kalamazoo MI, 49009	01/24/2018 02/02/2018 / / 02/02/2018	61786 000010153 0.0000	GEN N N N	HINGE project	8.96 0.00 8.96
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-75300	CHUTE HINGE	8.96	3.93

menards 90051920	Menards 6800 West Main Street Kalamazoo MI, 49009	01/25/2018 02/02/2018 / / 02/02/2018	62392 000010170 0.0000	GEN N N N	VEHICLE SUPPLIES & PAINT MARKERS	27.81 0.00 27.81
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-75700	VEHICLE SUPPLIES	22.82	20.00
206-340-72800	PAINT MARKERS	4.99	10.00
		<u>27.81</u>	30.00

VENDOR TOTAL: 146.97

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
mamc 90051824	MI Assoc of Municipal Clerks Betty Kennedy Village of North Branch North Branch MI, 48461-0704	01/16/2018 01/19/2018 / 01/19/2018	2018 0.0000	GEN N N	2018 Membership Dues: D. Farmer & A. Mc	120.00 0.00 120.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-95800	Education/Dues	120.00

mamc 90051746	MI Assoc of Municipal Clerks 120 North Washington Square Ste 110A Lansing MI, 48933	01/02/2018 01/05/2018 / 01/05/2018	Institute_Year1 0.0000	GEN N Y N	MAMC Clerks Institute Year 1 D.Farmer &	1,200.00 0.00 1,200.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-95800	Education/Dues	1,200.00

VENDOR TOTAL: 1,320.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
msop 90051677	Michigan Association of Planning 1919 West Stadium Blvd Suite 4 Ann Arbor MI, 48103	12/27/2017 01/05/2018 / / 01/05/2018	01052018 0.0000	GEN N N N	2018 Capital Improvement Program Trainin	75.00 0.00 75.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-805-95800	Education	75.00

msop 90051857	Michigan Association of Planning 1919 West Stadium Blvd Suite 4 Ann Arbor MI, 48103	01/17/2018 01/19/2018 / / 01/19/2018	28209 & 28210 0.0000	GEN N Y N	2018 Planning and Zoning Essentials - M.	200.00 0.00 200.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-805-95800	Education	200.00

msop 90051856	Michigan Association of Planning 1919 West Stadium Blvd Suite 4 Ann Arbor MI, 48103	01/17/2018 01/19/2018 / / 01/19/2018	3978 0.0000	GEN N N N	2018 Transportation Bonanza - J. Johnsto	70.00 0.00 70.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-805-95800	Education	70.00

msop 90051875	Michigan Association of Planning 1919 West Stadium Blvd Suite 4 Ann Arbor MI, 48103	01/17/2018 01/19/2018 / / 01/19/2018	APA-MI 000010186 0.0000	GEN N Y N	PLANNING COMMISSIONER TOOLKITS	100.00 0.00 100.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-805-72800	PLANNING COMMISSIONER TOOLKIT	100.00	100.00

VENDOR TOTAL: 445.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
mparks 90051707	Michigan Recreation & Parks Assoc PO Box 27609 Lansing MI, 48909	01/02/2018 01/05/2018 / / 01/05/2018	E10325 0.0000	GEN N N N	2018 mParks Conference	280.00 0.00 280.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
107-756-95800	Early Bird Education Package	270.00
107-756-95800	Offsite: OAC & Belle Isle	10.00
		<u>280.00</u>

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
mparks 90051879	Michigan Recreation & Parks Assoc PO Box 27609 Lansing MI, 48909	01/17/2018 01/19/2018 / / 01/19/2018	E10688 000010187 0.0000	GEN N N N	TRAILS SUMMIT	85.00 0.00 85.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-95800	TRAILS SUMMIT	85.00	85.00

VENDOR TOTAL: 365.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
mcp 90051982	Miller, Canfield, Paddock and Stone 277 S Rose St Ste 5000 Kalamazoo MI, 49007	01/31/2018 02/02/2018 / / 02/02/2018	1383335 0.0000	GEN N N Y	Legal Fees: Environmental Services - De	346.50 0.00 346.50

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-223-82600	Legal Fees	346.50

VENDOR TOTAL: 346.50

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. %	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
msc 90051950	Miner Supply Co., Inc. 922 47th Street SW Wyoming MI, 49509	01/31/2018 02/02/2018 / / 02/02/2018	485952 000010215 0.0000	GEN N N N	TOWELS AND LINERS	181.92 0.00 181.92

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	TOILET PAPER	46.26	46.26
206-340-93100	MULTIFOLD TOWELS	69.96	69.96
206-340-93100	33 GAL LINERS	65.70	65.70
		<u>181.92</u>	<u>181.92</u>

VENDOR TOTAL: 181.92

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	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 90051806	MLive Media Group Dept 77571 PO Box 77000 Detroit MI, 48277-0571	12/31/2017 01/19/2018 / 01/19/2018	2125712 0.0000	GEN N N N	November 2017 Legal Notices - missed art	234.84 0.00 234.84

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-90300	Repeal Ordinance 557 - missed	214.40
101-249-90300	Amendment to SAD 2004-1 - missed	20.44
		<u>234.84</u>

VENDOR TOTAL: 234.84

mrc 90051842	MRC Industries, Inc. 2538 South 26th Street Kalamazoo MI, 49048	12/31/2017 01/19/2018 / 01/19/2018	51075 0.0000	GEN N N N	Janitorial Services - December 2017	331.49 0.00 331.49
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-93100	Building Maintenance	36.93
101-218-93100	Maintenance Services	147.28
107-756-93100	Maintenance Services	147.28
		<u>331.49</u>

VENDOR TOTAL: 331.49

mcc 90051708	Municipal Code Corporation PO Box 2235 Tallahassee FL, 32316	12/28/2017 01/05/2018 / 01/05/2018	12700 0.0000	GEN N N Y	2018 Laserfiche Support Renewal	2,408.10 0.00 2,408.10
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-201-80500	Computer Support	2,408.10

VENDOR TOTAL: 2,408.10

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
nfpa 90051804	NFPA PO Box 9689 Manchester NH, 03108-9689	01/10/2018 01/19/2018 / / 01/19/2018	7042027X 000010162 0.0000	GEN N N N	MEMBERSHIP RENEWAL 2018	175.00 0.00 175.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-95900	NFPA MEMBERSHIP RENEWAL 2018	175.00	175.00

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
nfpa 90051925	NFPA PO Box 9689 Manchester NH, 03108-9689	01/26/2018 02/02/2018 / / 02/02/2018	7110235X 000010164 0.0000	GEN N N N	2018 SUBSCRIPTION RENEWAL	1,345.50 0.00 1,345.50

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-95900	2018 SUBSCRIPTION RENEWAL	1,345.50	1,345.50

VENDOR TOTAL: 1,520.50

Vendor Code Ref #	Vendor name Address City/State/Zip	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 90051817	Niewoonder & Sons, Inc 2319 N Drake Kalamazoo MI, 49006	12/31/2017 01/19/2018 / / 01/19/2018	198 000010178 0.0000	GEN N N N	LEAF REMOVAL CEMETERIES	2,500.00 0.00 2,500.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-93100	LEAF REMAOTAL FROM CEMETERIES	2,500.00	2,500.00

VENDOR TOTAL: 2,500.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
nu 90051808	Nye Uniform 1030 Scribner NW Grand Rapids MI, 49504	12/31/2017 01/19/2018 / / 01/19/2018	626214 000009933 0.0000	GEN N N N	2017 UNIFORMS - Megan Hamilton	573.28 0.00 573.28

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	COATS	243.99	243.99
206-336-72500	BELT	20.50	20.50
206-336-72500	S/S	99.00	93.00
206-336-72500	L/S	99.00	99.00
206-336-72500	PANTS	99.00	99.00
206-336-72500	Freight Charge	11.79	0.00
		<u>573.28</u>	555.49

nu 90051809	Nye Uniform 1030 Scribner NW Grand Rapids MI, 49504	12/31/2017 01/19/2018 / / 01/19/2018	634830 000010122 0.0000	GEN N N N	2017 WINTER COATS	413.28 0.00 413.28
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	STYLE S318Z SOFT SHELL LINER	199.00	200.00
206-336-72500	STYLE S588VT OUTERSHELL	199.98	200.00
206-336-72500	SHIPPING ESTIMATE	14.30	30.00
		<u>413.28</u>	430.00

nu 90051811	Nye Uniform 1030 Scribner NW Grand Rapids MI, 49504	12/31/2017 01/19/2018 / / 01/19/2018	634835 000010168 0.0000	GEN N N N	UNIFORM FOR CHIEF BARNES	171.63 0.00 171.63
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	TEXTROP 2 L/S SHIRT	139.50	139.50
206-336-72500	FREIGHT	8.29	8.29
206-336-72500	SEW ZIPPER IN SHIRT	22.50	22.50
206-336-72500	FREIGHT	1.34	1.34
		<u>171.63</u>	171.63

VENDOR TOTAL: 1,158.19

ocba 90051904	OCBA, Inc 521 S Riverview Dr Kalamazoo MI, 49004	12/31/2017 02/02/2018 / / 02/02/2018	51701.00-10 000009410 0.0000	GEN N N N	DESIGN ENGINEERING KL AVE NONMOTORIZED	7,631.48 0.00 7,631.48
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-97600.NMKLAV	DESIGN ENG. FOR KL AVE NONMOTORIZED	7,631.48	7,631.48

VENDOR TOTAL: 7,631.48

02/08/2018 11:12 AM
User: DFARMER
DB: Oshtemo

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP
EXP CHECK RUN DATES 01/01/2018 - 02/09/2018
BOTH JOURNALIZED AND UNJOURNALIZED PAID
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		

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
office 90051862	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / 01/19/2018	989570255-001 000010110 0.0000	GEN N N N	POP UP POST ITS, EXPANDING FOLDERS, GREE	63.05 0.00 63.05

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-250-72800	EXPANDING FOLDERS	19.68	19.68
101-250-72800	GREEN FLAGS	6.58	6.58
101-250-72800	POP UP POST ITS (24 PADS OF 100)	36.79	36.79
		<u>63.05</u>	<u>63.05</u>

office 90051863	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / 01/19/2018	989570381-001 000010101 0.0000	GEN N N N	PLANNING FILE CABINET LABEL HOLDERS	85.56 0.00 85.56
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-805-72800	PLANNING FILE CABINET LABEL HOLDERS	51.36	51.36
101-805-72800	PLANNING FILE CABINET LABEL HOLDERS	34.20	34.20
		<u>85.56</u>	<u>85.56</u>

office 90051864	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / 01/19/2018	989572514-001 000010103 0.0000	GEN N N N	COPY PAPER TWP (2)	79.98 0.00 79.98
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	COPY PAPER TWP (2)	79.98	79.98

office 90051865	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / 01/19/2018	989572514-001 000010117 0.0000	GEN N N N	COPY PAPER - 1 CASE	39.99 0.00 39.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-72800	COPY PAPER - 1 CASE	39.99	39.99

office 90051866	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / 01/19/2018	989617922-001 000010104 0.0000	GEN N N N	REPLACEMENT PORTABLE HEATER FOR LINDA	28.99 0.00 28.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
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BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
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101-249-72800	REPLACEMENT PORTABLE HEATER				28.99	28.99
office 90051867	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / / 01/19/2018	989618206-001 000010112 0.0000	GEN N N N	TONER FOR LG COLOR SCANNER	141.98 0.00 141.98

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-72800	GRAY TONER	70.99	70.99
101-201-72800	BLK PHOTO	70.99	70.99
		<u>141.98</u>	<u>141.98</u>

office 90051868	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / / 01/19/2018	990600452-001 000010120 0.0000	GEN N N N	WRITE ON WALL CALENDARS - 3 (DUSTY)	74.02 0.00 74.02
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	3 CALENDARS (32 X 48)	74.02	74.02

office 90051869	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / / 01/19/2018	991050128-001 000010134 0.0000	GEN N N N	LAMINATING SHEETS FOR F.D.	26.98 0.00 26.98
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-72800	LAMINATING SHEETS 25, 4X6	3.99	3.99
206-340-72800	LAMINATING SHEETS 50, 9X11	22.99	22.99
		<u>26.98</u>	<u>26.98</u>

office 90051870	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / / 01/19/2018	991050128-001 000010105 0.0000	GEN N N N	COPY PAPER	79.98 0.00 79.98
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	COPY PAPER	79.98	79.98

office 90051871	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	12/31/2017 01/19/2018 / / 01/19/2018	992577491-001 000010124 0.0000	GEN N N N	HANGING FILES & CALENDAR FOR NANCY, INDE	69.07 0.00 69.07
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Paid

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
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GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	GRAY FILES	13.99	13.99
101-249-72800	VIOLET FILES	13.99	13.99
101-249-72800	CALENDAR	14.99	14.99
101-249-72800	POCKET INDEX SHEETS	26.10	26.10
		69.07	69.07

office 90051872	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	01/17/2018 01/19/2018 / / 01/19/2018	9940907200-001 000010143 0.0000	GEN N N N	K BARNES MANILLA FOLDERS AND FASTENERS	33.78 0.00 33.78
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-72800	MANILLA FOLDERS	24.99	24.99
101-201-72800	FASTENERS	8.79	8.79
		33.78	33.78

office 90051873	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	01/17/2018 01/19/2018 / / 01/19/2018	994090720-001 000010138 0.0000	GEN N N N	PINK FOLDERS FOR NANCY	15.99 0.00 15.99
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Paid

office 90051874	Office Depot Dept .69-00827020 PO Box 183174 Columbus OH, 43218	01/17/2018 01/19/2018 / / 01/19/2018	994097930-001 000010144 0.0000	GEN N N N	K BARNES TONER - 2	253.98 0.00 253.98
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	PINK FILE FOLDERS	15.99	15.99
101-201-72800	K BARNES TONER	253.98	253.98

VENDOR TOTAL: 993.35

ofd 90051831	Oshtemo Fire Department 7275 West Main Kalamazoo MI, 49009	12/31/2017 01/19/2018 / / 01/19/2018	01192018 0.0000	GEN N N N	PEO Mileage Reimbursement from 09/21/201	78.65 0.00 78.65
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
207-320-87000	PEO Mileage	78.65

VENDOR TOTAL: 78.65

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
osh 90051802	Oshtemo Township 7275 West Main Street Kalamazoo MI, 49009	01/10/2018 01/19/2018 / / 01/19/2018	18-002 000010151 0.0000	GEN N N N	2017 BOARD OF REVIEW CHANGE	157.27 0.00 157.27

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-96100	TOWNSHIP/ADMIN	44.47	44.47
206-340-96100	FIRE	75.20	75.20
211-344-96100	FIRE EQUIP	18.80	18.80
207-310-96100	POLICE 2009	18.80	18.80
		157.27	157.27

VENDOR TOTAL: 157.27

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
od 90051816	Overhead Door Co of Kalamazoo 5291 Wynn Road Kalamazoo MI, 49048	12/31/2017 01/19/2018 / / 01/19/2018	INVOHD000153469 000010179 0.0000	GEN N N N	REPAIR 5-1 REAR DOOR	675.00 0.00 675.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	REPAIR REAR OVERHEAD DOOR	675.00	675.00

VENDOR TOTAL: 675.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
pncbank 90051710	PNC Bank PO Box 856177 Louisville KY, 40285	12/28/2017 01/05/2018 / / 01/05/2018	Amazon 000010128 0.0000	GEN N N N	10PK 8GB FLASH DRIVES	55.23 0.00 55.23

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	10 USB DRIVES 8G	46.99	46.99
101-249-72800	SHIPPING & HANDLING	8.24	8.24
		<u>55.23</u>	<u>55.23</u>

pncbank 90051681	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Amazon 000010121 0.0000	GEN N N N	TABLET READERS FOR BOARD PACKETS	149.94 0.00 149.94
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-191-97000	TABLET COVERS	149.94	149.94

pncbank 90051684	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Amazon 000010095 0.0000	GEN N N N	AMAZON - screen protectors	23.97 0.00 23.97
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-80900	IPHONE SCREEN PROTECTORS	23.97	23.97

pncbank 90051682	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Amazon 000010050 0.0000	GEN N N N	10PK 8GB FLASH DRIVES	55.08 0.00 55.08
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	10 USB DRIVES 8G	55.08	55.08

pncbank 90051914	PNC Bank PO Box 856177 Louisville KY, 40285	01/25/2018 02/02/2018 / / 02/02/2018	Amazon 000010150 0.0000	GEN N N N	OFFICE SUPPLIES - WET ERASE MARKERS	22.49 0.00 22.49
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	LIQUID CHALK MARKERS	13.99	13.99
101-249-72800	WET BRIGHT STICK WET ERASE FLUORESCENT	8.50	8.50
		<u>22.49</u>	<u>22.49</u>

pncbank 90051709	PNC Bank PO Box 856177 Louisville KY, 40285	12/28/2017 01/05/2018 / / 01/05/2018	Amazon 000010127 0.0000	GEN N N N	ORANGE CARDSTOCK	40.23 0.00 40.23
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BANK CODE: GEN

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

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	ORANGE CARDSTOCK	31.98	31.98
101-249-72800	SHIPPING AND HANDLING	8.25	8.25
		<u>40.23</u>	<u>40.23</u>

pncbank 90051685	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Amazon 0.0000	GEN N N N	10PK 8GB FLASH DRIVES	46.99 0.00 46.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-72800	10 USB DRIVES 8G	46.99

pncbank 90051711	PNC Bank PO Box 856177 Louisville KY, 40285	12/28/2017 01/05/2018 / / 01/05/2018	Amazon 000010123 0.0000	GEN N N N	MAINTENANCE KIT FOR LASERJET 4350	148.50 0.00 148.50
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-93300	LASERJET 4350 MAINTENANCE KIT	79.00	79.00
101-201-93300	LASERJET 4350 PRINTER TRAY	69.50	69.50
		<u>148.50</u>	<u>148.50</u>

pncbank 90051916	PNC Bank PO Box 856177 Louisville KY, 40285	01/25/2018 02/02/2018 / / 02/02/2018	Best Buy 000010089 0.0000	GEN N N N	IPAD	799.99 0.00 799.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-80900	IPAD	799.99	799.99

pncbank 90051683	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	CDW 000010066 0.0000	GEN N N N	COLOR PRINTER FOR HR DEPARTMENT	351.15 0.00 351.15
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-97000	COLOR PRINTER M452	336.11	349.99
101-201-97000	SHIPPING	15.04	15.04
		<u>351.15</u>	<u>365.03</u>

pncbank 90051945	PNC Bank PO Box 856177 Louisville KY, 40285	01/31/2018 02/02/2018 / / 02/02/2018	Citgo 000010219 0.0000	GEN N N N	DIESEL FUEL FOR TRACTOR	42.07 0.00 42.07
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Paid

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
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GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-86800	DIESEL FUEL FOR TRACTOR	42.07	42.07

pncbank 90051688	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Citgo 000010053 0.0000	GEN N N N	PNC - 9TH ST. CITGO GAS STATION	20.88 0.00 20.88
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86800	GAS	20.88	20.88

pncbank 90051689	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Field&Stream 000010056 0.0000	GEN N N N	FIELD & STREAM BOOTS FOR KECK	124.99 0.00 124.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	BOOTS	124.99	124.99

pncbank 90051918	PNC Bank PO Box 856177 Louisville KY, 40285	01/25/2018 02/02/2018 / / 02/02/2018	Field&Stream 000010171 0.0000	GEN N N N	FIELD AND STREAM - DUTY BOOTS	199.98 0.00 199.98
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	DUTY BOOTS FOR COLIN MORGAN	99.99	150.00
206-336-72500	DUTY BOOTS FOR GREG MCCOMB	99.99	150.00
		199.98	300.00

pncbank 90051917	PNC Bank PO Box 856177 Louisville KY, 40285	01/25/2018 02/02/2018 / / 02/02/2018	Galls 000010148 0.0000	GEN N N N	UNIFORM BOOTS	105.99 0.00 105.99
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	5.11 ATAC UNIFORM BOOTS SIZE 15	105.99	105.99

pncbank 90051693	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	GFS 000010118 0.0000	GEN N N N	GORDAN FOOD SERVICE - COFFEE FOR STATION	113.88 0.00 113.88
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-72800	COFFEE FOR STATION #2	113.88	113.88

pncbank 90051694	PNC Bank PO Box 856177	12/27/2017 01/05/2018	GFS 000010119	GEN N	GORDON FOOD SERVICE - COFFEE AND COFFE F	159.41
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BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
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	Louisville KY, 40285	/ /	0.0000	N		0.00
		01/05/2018		N		159.41

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-72800	COFFEE	113.88	113.88
206-340-72800	BOTTLE WATER	31.74	31.74
101-249-72800	COFFEE FILTER	13.79	13.79
		<u>159.41</u>	<u>159.41</u>

pncbank 90051915	PNC Bank PO Box 856177 Louisville KY, 40285	01/25/2018 02/02/2018 / / 02/02/2018	J. Wiley 0.0000	GEN N N N	2018 MFIA Winter Seminar	85.03 0.00 85.03
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-95900	Continuing Education - fire department	45.53	
206-336-87000	Mileage	39.50	
		<u>85.03</u>	

pncbank 90051692	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Kohls 000010083 0.0000	GEN N N N	KOHL'S	26.98 0.00 26.98
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	MATTRESS COVERS	26.98	26.98

pncbank 90051919	PNC Bank PO Box 856177 Louisville KY, 40285	01/25/2018 02/02/2018 / / 02/02/2018	Marathon 000010173 0.0000	GEN N N N	MARATHON - GAS FOR FIRE DEPT CANS	32.42 0.00 32.42
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86800	GASOLINE FOR DEPARTMENT CANS	32.42	90.00

pncbank 90051679	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Meijer 000010121 0.0000	GEN N N N	TABLET READERS FOR BOARD PACKETS	719.96 0.00 719.96
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-191-97000	SAMSUNG TAB A 16 GB TABLET	719.96	719.96

pncbank 90051695	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	Meijer 000010121 0.0000	GEN N N N	TABLET READERS FOR BOARD PACKETS	359.98 0.00 359.98
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Paid

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		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-191-97000	SAMSUNG TAB A 16 GB TABLET	359.98	359.98

pncbank	PNC Bank	12/27/2017	MEMA	GEN	2018 MEMA MEMBERSHIP	
90051678	PO Box 856177	01/05/2018	000010061	N		50.00
	Louisville KY, 40285	/ /	0.0000	N		0.00
		01/05/2018		N		50.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-336-95900	Continuing Education	50.00

pncbank	PNC Bank	01/25/2018	MMTA	GEN	MMTA 2018 Winter Workshop	
90051912	PO Box 856177	02/02/2018		N		148.00
	Louisville KY, 40285	/ /	0.0000	N		0.00
		02/02/2018		N		148.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-95800	Education/Dues - general	148.00

pncbank	PNC Bank	01/25/2018	MMTA 2018	GEN	2018 DUES FOR GRANT AND NANCY TO MMTA	
90051913	PO Box 856177	02/02/2018	000010136	N		100.00
	Louisville KY, 40285	/ /	0.0000	N		0.00
		02/02/2018		N		100.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-95800	MMTA 2018 DUES	100.00	100.00

pncbank	PNC Bank	12/27/2017	MTA	GEN	2017 MTA Policy Workshop - D.Bushouse, D	
90051697	PO Box 856177	01/05/2018		N		333.00
	Louisville KY, 40285	/ /	0.0000	N		0.00
		01/05/2018		N		333.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-95800	Education/Dues - general	333.00

pncbank	PNC Bank	12/27/2017	MTA	GEN	2017 MTA Policy Workshop - D. Farmer & L	
90051696	PO Box 856177	01/05/2018		N		291.00
	Louisville KY, 40285	/ /	0.0000	N		0.00
		01/05/2018		N		291.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-95800	Education/Dues - general	291.00

pncbank	PNC Bank	12/28/2017	NHC	GEN	NATURAL HEALTH CENTER - TRAINING SUPPLIE	
90051712	PO Box 856177	01/05/2018	000010133	N		35.83
	Louisville KY, 40285	/ /	0.0000	N		0.00
		01/05/2018		N		35.83

Paid

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
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GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-76000	ORG BULK BEET RT PWDR	35.83	35.83

pncbank 90051686	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	ParkingMobileApp N 0.0000 N	GEN N N N	Downtown Parking	3.85 0.00 3.85
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-87000	Mileage	3.85

pncbank 90051691	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	PremierSafety 000010087 0.0000 N	GEN N N N	ARGUS-HAZCO	752.06 0.00 752.06
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93300	MANUFACTURE REPAIR	752.06	752.06

pncbank 90051690	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	SpiritShoppe 000010062 0.0000 N	GEN N N N	THE SPIRIT SHOPPE	32.00 0.00 32.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	JACKET	20.00	20.00
206-336-72500	KNITTED HAT	12.00	12.00
		<u>32.00</u>	<u>32.00</u>

pncbank 90051687	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	USPS 000010111 0.0000 N	GEN N N N	CERT MAILING OF APPR, PREHEAR STATE TO M	26.60 0.00 26.60
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-209-80700	CERT MAIL OF APPR, PREH STATE-FOUNTAINS	26.60	26.60

pncbank 90051680	PNC Bank PO Box 856177 Louisville KY, 40285	12/27/2017 01/05/2018 / / 01/05/2018	VistaPrint 000010064 0.0000 N	GEN N N N	TWO "SCANNED" STAMPS	32.48 0.00 32.48
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-250-72800	TWO "SCANNED" STAMPS	32.48	32.48

VENDOR TOTAL: 5,489.96

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
p&n 90051743	Prein & Newhof 3355 Evergreen Drive NE Grand Rapids MI, 49525	01/02/2018 01/05/2018 / / 01/05/2018	42397 0.0000	GEN N N N	General Engineering	410.15 0.00 410.15

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-82000	Engineering Fees - General	72.50
491-000-82000	Engineering Fees	337.65
		<u>410.15</u>

p&n 90051952	Prein & Newhof 3355 Evergreen Drive NE Grand Rapids MI, 49525	12/31/2017 02/02/2018 / / 02/02/2018	42613 000010231 0.0000	GEN N N N	2017 - STORMWATER AND WASTERWATER ASSET	14,590.73 0.00 14,590.73
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-82000.SAWENG	CONSULTING SERVICES	14,590.73	14,590.73

p&n 90051953	Prein & Newhof 3355 Evergreen Drive NE Grand Rapids MI, 49525	01/31/2018 02/02/2018 / / 02/02/2018	42718 0.0000	GEN N N N	GIS Maintenance & Tech Support	119.00 0.00 119.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-805-80100	GIS Expense	119.00

p&n 90051954	Prein & Newhof 3355 Evergreen Drive NE Grand Rapids MI, 49525	01/31/2018 02/02/2018 / / 02/02/2018	42722 0.0000	GEN N N N	Deeds/Splits Processing	2,123.75 0.00 2,123.75
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-209-82000	Engineering Fees - Assessing	2,123.75

p&n 90051960	Prein & Newhof 3355 Evergreen Drive NE Grand Rapids MI, 49525	12/31/2017 02/02/2018 / / 02/02/2018	42728 000009551 0.0000	GEN N N N	ENGINEERING SRV, N 10TH ST SANITARY SEWE	855.35 0.00 855.35
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-96400.N10THS	INCR DUE TO CITY'S DELAYED ACCEPTANCE	855.35	855.35

p&n 90051955	Prein & Newhof 3355 Evergreen Drive NE Grand Rapids MI, 49525	01/31/2018 02/02/2018 / / 02/02/2018	42729 0.0000	GEN N N N	General Engineering	688.75 0.00 688.75
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Paid

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		

GL NUMBER	DESCRIPTION	AMOUNT
101-249-82000	Year End Budget Analysis	217.50
101-249-82000	Kellison Documentation Effort	471.25
		688.75

p&n	Prein & Newhof	12/31/2017	42732	GEN	CONSTRUCTION ENG, MAPLE HILL, 2ND AND J	
90051959	3355 Evergreen Drive NE	02/02/2018	000009547	N		95.00
	Grand Rapids MI, 49525	/ /	0.0000	N		0.00
		02/02/2018		N		95.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
491-000-96400.WTRKLA	CONSTRUCTION ENGINEEING & PROJ MGT	95.00	95.00

p&n	Prein & Newhof	12/31/2017	42733	GEN	ENG, KL AVE AND 8TH ST PUBLIC SANITARY	
90051958	3355 Evergreen Drive NE	02/02/2018	000009546	N		2,620.85
	Grand Rapids MI, 49525	/ /	0.0000	N		0.00
		02/02/2018		N		2,620.85

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-96400.WWKLAV	ENG DESIGN, CONSTRUCTION MANAGEMENT	2,620.85	2,620.85

p&n	Prein & Newhof	01/31/2018	42734	GEN	Sky King Meadows 3	
90051956	3355 Evergreen Drive NE	02/02/2018		N		1,100.25
	Grand Rapids MI, 49525	/ /	0.0000	N		0.00
		02/02/2018		N		1,100.25

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-23000	Planning Escrow	1,100.25

p&n	Prein & Newhof	01/31/2018	42736	GEN	Westgate Site Plan	
90051957	3355 Evergreen Drive NE	02/02/2018		N		393.20
	Grand Rapids MI, 49525	/ /	0.0000	N		0.00
		02/02/2018		N		393.20

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-23000	Planning Escrow	393.20

p&n	Prein & Newhof	12/31/2017	42739	GEN	2017 - EMERGENCY EVALUATION/REPAIR OF ST	
90051979	3355 Evergreen Drive NE	02/02/2018	000010030	N		544.75
	Grand Rapids MI, 49525	/ /	0.0000	N		0.00
		02/02/2018		N		544.75

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-82000	EMERGENCY RSP & CONST REPAIRS AT STM PS	544.75	544.75

p&n	Prein & Newhof	01/16/2018	42783	GEN	DDA CAR WASH DEMOLITION	
90051807	3355 Evergreen Drive NE	01/19/2018	000009819	N		606.00
	Grand Rapids MI, 49525	/ /	0.0000	N		0.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
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		01/19/2018		N		606.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
900-728-80800	DEMOLITION OF CAR WASH AT 6532 STADIUM	606.00	606.00

p&n	Prein & Newhof	02/02/2018	43036	GEN	STORMWATER AND WASTERWATER ASSET MANAGEM	
90051944	3355 Evergreen Drive NE	02/02/2018	000010231	N		16,449.73
	Grand Rapids MI, 49525	/ /	0.0000	N		0.00
		02/02/2018		N		16,449.73

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
490-000-82000.SAWENG	CONSULTING SERVICES	16,449.73	16,449.73

VENDOR TOTAL: 40,597.51

rise	RI Stafford Excavating	12/31/2017	1864	GEN	1 full burial.	
90051825	PO Box 754	01/19/2018		N		550.00
	Richland MI, 49083	/ /	0.0000	N		0.00
		01/19/2018		Y		550.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-218-80800	Full Burial	550.00

VENDOR TOTAL: 550.00

roe-com	Roe-Comm, Inc	12/28/2017	346797	GEN	501 RADIO	
90051715	1400 Ramona Ave	01/05/2018	000010131	N		1,232.00
	Portage MI, 49002	/ /	0.0000	N		0.00
		01/05/2018		N		1,232.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-80900	155-174MHZ 1/4 WAVE ANTENNA	28.00	28.00
206-340-80900	GPSB KIT 149-159	330.00	330.00
206-340-80900	C32SP-5SMARV	32.00	32.00
206-340-80900	SIERRA WIRELESS GX450 LTE	842.00	842.00
		1,232.00	1,232.00

VENDOR TOTAL: 1,232.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
secant 90051848	Secant Technologies 6395 Technology Ave Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	IPS001583 0.0000	GEN N N N	Computer Support - SecantCARE - January	166.50 0.00 166.50

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-201-80500	Computer Support	166.50

secant 90051849	Secant Technologies 6395 Technology Ave Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	IPS001583 0.0000	GEN N N N	Computer Support - SecantCARE - January	166.50 0.00 166.50
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-80900	Computer Operations	166.50

secant 90051847	Secant Technologies 6395 Technology Ave Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	IREC003069 0.0000	GEN N N N	Computer Support - January 2018 - FD	1,099.47 0.00 1,099.47
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-80900	Computer Operations	1,099.47

secant 90051846	Secant Technologies 6395 Technology Ave Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	IREC003069 0.0000	GEN N N N	Computer Support - January 2018 - Gen	849.47 0.00 849.47
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-201-80500	Computer Support	849.47

VENDOR TOTAL: 2,281.94

sellers 90051823	Sellers Roxie 4541 N 3rd Street Kalamazoo MI, 49009	12/31/2017 01/19/2018 / / 01/19/2018	12262017 0.0000	GEN N N N	Rental Deposit Return	125.00 0.00 125.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-24800	Rent Deposits	125.00

VENDOR TOTAL: 125.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
sc 90051845	Siegfried Crandall 246 E Kilgore Rd Kalamazoo MI, 49002-5599	12/31/2017 01/19/2018 / / 01/19/2018	94383 0.0000	GEN N N N	Computer Services - December 2017	840.00 0.00 840.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-201-80500	Computer Support	840.00

sc 90051844	Siegfried Crandall 246 E Kilgore Rd Kalamazoo MI, 49002-5599	12/31/2017 01/19/2018 / / 01/19/2018	94383 0.0000	GEN N N N	Computer Services - December 2017 - FD	153.68 0.00 153.68
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-80900	work on Wiley & Barnes computers	120.00
206-340-80900	speakers syba sound adapter	33.68
		153.68

0.00

sc 90051843	Siegfried Crandall 246 E Kilgore Rd Kalamazoo MI, 49002-5599	12/31/2017 01/19/2018 / / 01/19/2018	94474 0.0000	GEN N N N	Services - December 2017	210.00 0.00 210.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-223-82500	Accounting & Audit Fees	210.00

VENDOR TOTAL: 1,203.68

sbf 90051717	Specialy Business Forms Inc 815 E Crosstown Pkwy Kalamazoo MI, 49001-2505	12/28/2017 01/05/2018 / / 01/05/2018	0129208 000010129 0.0000	GEN N N N	*Service Completed in 2017* - 2018 PP ST	447.91 0.00 447.91
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-209-73000	2018 PP STMT FORMATTING AND PRINTING	447.91	447.91

VENDOR TOTAL: 447.91

st of mi 90051974	State of Michigan ,	01/31/2018 02/02/2018 / / 02/02/2018	L0043155228 000010243 0.0000	GEN N N N	SOM UNEMPLOYMENT INSURANCE EMPLOYER BILL	300.00 0.00 300.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-234-71600	UNEMPLOYMENT INSURANCE EMPLOYER BILLING	300.00	300.00

VENDOR TOTAL: 300.00

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
slp 90051772	Steensma Lawn & Power 7561 Stadium Drive Kalamazoo MI, 49009	01/03/2018 01/05/2018 / / 01/05/2018	485768 000010140 0.0000	GEN N N N	CHAIN SAW STARTER AND PTO DRIVESHAFT BEA	114.70 0.00 114.70

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-75300	PTO DRIVESHAFT BEARINGS	64.74	64.74
206-340-93100	PTO DRIVESHAFT BEARINGS	16.18	16.18
107-756-75300	ROTOR AND SPRING FOR STARTER	33.78	33.78
		<u>114.70</u>	<u>114.70</u>

slp 90051818	Steensma Lawn & Power 7561 Stadium Drive Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	487681 000010177 0.0000	GEN N N N	TRACTOR REPAIRS	19.91 0.00 19.91
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-75300	PTO SWITCH INV 487681	3.98	3.98
107-756-75300	PTO SWITCH INV 487681	13.94	13.94
206-340-93100	PTO SWITCH INV 487681	1.99	1.99
		<u>19.91</u>	<u>19.91</u>

slp 90051819	Steensma Lawn & Power 7561 Stadium Drive Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	487766 000010177 0.0000	GEN N N N	TRACTOR REPAIRS	46.81 0.00 46.81
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-75300	PLOW CHAIN FOR 505 INV 487766	9.36	9.36
107-756-75300	PLOW CHAIN FOR 505 INV 487766	32.77	32.77
206-340-93100	PLOW CHAIN FOR 505 INV 487766	4.68	4.68
		<u>46.81</u>	<u>46.81</u>

slp 90051877	Steensma Lawn & Power 7561 Stadium Drive Kalamazoo MI, 49009	01/17/2018 01/19/2018 / / 01/19/2018	487794 000010163 0.0000	GEN N N N	GAS CAP FOR FAN	35.09 0.00 35.09
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93300	GAS CAP FOR FAN	35.09	36.00

slp 90051820	Steensma Lawn & Power 7561 Stadium Drive Kalamazoo MI, 49009	01/16/2018 01/19/2018 / / 01/19/2018	488229 000010177 0.0000	GEN N N N	TRACTOR REPAIRS	66.95 0.00 66.95
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
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BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
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101-218-75700	BRACE AND SNOW PUSHER INV	488229			33.48	33.48
107-756-75700	BRACE AND SNOW PUSHER INV	488229			33.47	33.47
					66.95	66.95

slp	Steensma Lawn & Power	01/16/2018	488643	GEN	TRACTOR REPAIRS		
90051821	7561 Stadium Drive	01/19/2018	000010177	N		881.28	
	Kalamazoo MI, 49009	/ /	0.0000	N		0.00	
					01/19/2018	N	881.28

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-75300	TRACTOR SERVICE AND REPAIRS MINUS CREDIT	176.26	176.21
107-756-75300	TRACTOR SERVICE AND REPAIRS MINUS CREDIT	616.89	616.72
206-340-93100	TRACTOR SERVICE AND REPAIRS MINUS CREDIT	88.13	88.10
		881.28	881.03

VENDOR TOTAL: 1,164.74

taylor-g	Taylor, Grant	01/31/2018	02022018	GEN	Mileage Reimbursment for MMTA Workshop		
90051975	2928 Sunset Rd	02/02/2018		N		86.22	
	Kalamazoo, MI, 49009	/ /	0.0000	N		0.00	
					02/02/2018	N	86.22

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-249-87000	Mileage	86.22
		86.22

VENDOR TOTAL: 86.22

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
spirt 90051977	The Spirit Shoppe 4510 KL Avenue Kalamazoo MI,	12/31/2017 02/02/2018 / / 02/02/2018	13743 000010191 0.0000	GEN N N N	UNIFORMS FOR STAFF	247.00 0.00 247.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	INVOICE #13743	247.00	247.00

spirt 90051976	The Spirit Shoppe 4510 KL Avenue Kalamazoo MI,	12/31/2017 02/02/2018 / / 02/02/2018	14049 000010191 0.0000	GEN N N N	UNIFORMS FOR STAFF	84.00 0.00 84.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	INVOICE #14049	84.00	84.00

spirt 90051926	The Spirit Shoppe 4510 KL Avenue Kalamazoo MI,	01/26/2018 02/02/2018 / / 02/02/2018	14292 000010210 0.0000	GEN N N N	NAME EMBROIDERY FOR COATS	70.00 0.00 70.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	EMBROIDERY FOR WINTER COATS	70.00	70.00

VENDOR TOTAL: 401.00

thomson 90051812	Thomson West P.O. Box 6292 Carol Stream IL, 60197-6292	12/31/2017 01/19/2018 / / 01/19/2018	837475480 000010172 0.0000	GEN N N N	ON-LINE LIBRARY FOR DECEMBER, 2017	509.52 0.00 509.52
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Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-250-95500	ON-LINE LIBRARY FOR DECEMBER, 2017	509.52	509.52

VENDOR TOTAL: 509.52

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
unum-ltc 90051972	Unum Life Insurance Co PO Box 406990 Atlanta GA, 30384-6990	01/31/2018 02/02/2018 / / 02/02/2018	0150830-001 6 0.0000	GEN N N N	Long Term Care Insurance - February 2018	299.80 0.00 299.80

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	Health & Life Insurance	205.80
206-336-71600	Health & Life Insurance	94.00
		<u>299.80</u>

unum-ltc 90051778	Unum Life Insurance Co PO Box 406990 Atlanta GA, 30384-6990	01/04/2018 01/05/2018 / / 01/05/2018	0150830-001 6 0.0000	GEN N N N	Long Term Care Insurance - January 2018	299.80 0.00 299.80
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	Health & Life Insurance	205.80
206-336-71600	Health & Life Insurance	94.00
		<u>299.80</u>

VENDOR TOTAL: 599.60

vbcfftc 90051923	VanBuren Co. FF Training Committee Covert Twp Fire Dept. Attn: Jed Wild Covert MI, 49043	01/25/2018 02/02/2018 / / 02/02/2018	2018 0.0000	GEN N N N	Van Buren Co. Traning Committee MI Fire	100.00 0.00 100.00
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-336-95900	Continuing Education	100.00

VENDOR TOTAL: 100.00

vw 90051899	Verizon Wireless PO Box 15062 Albany NY, 12212-5062	12/31/2017 02/02/2018 / / 02/02/2018	9799624173 0.0000	GEN N N N	FD cell phones & USB units - December 20	495.73 0.00 495.73
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Paid

GL NUMBER	DESCRIPTION	AMOUNT
206-340-85300	FD Cell phones	156.30
206-340-85300	532, 582, 511, 521, 504 USB sticks	219.40
206-340-85300	552, 551, 500 USB sticks	120.03
		<u>495.73</u>

0.00

VENDOR TOTAL: 495.73

BANK CODE: GEN

Vendor Code Ref #	Vendor name Address City/State/Zip	Post Date CK Run Date Disc. Date Due Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
MISC 90051962	Versalle, Anna 139 Mandalay Dr. Kalamazoo MI, 49009	01/31/2018 02/02/2018 / / 02/02/2018	02022018 0.0000	GEN N Y N	Rental Deposit Return	500.00 0.00 500.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-24800	Rent Deposits	250.00
101-000-24800	Rent Deposits - Liquor Liability	250.00
		500.00
		0.00

VENDOR TOTAL: 500.00

viridis 90051761	Viridis Design Group 313 N. Burdick Street Kalamazoo MI, 49009	01/03/2018 01/05/2018 / / 01/05/2018	1424A-3 000009663 0.0000	GEN N N N	DRAKE ROAD FROM STADIUM TO W MAIN, NON-M	500.00 0.00 500.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-97600.WMSTDM	PHASE 1A PRELIM DESIGN, STDM-DRIFTWOOD	500.00	500.00

VENDOR TOTAL: 500.00

wsf 90051931	West Shore Fire 6620 Lake Michigan Drive PO Box 188 Allendale MI, 49401	01/26/2018 02/02/2018 / / 02/02/2018	15384 000010213 0.0000	GEN N N N	PURGE VALVE STEM	8.25 0.00 8.25

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93300	PURGE VALVE STEM	8.25	8.25

wsf 90051948	West Shore Fire 6620 Lake Michigan Drive PO Box 188 Allendale MI, 49401	01/31/2018 02/02/2018 / / 02/02/2018	15496 000010194 0.0000	GEN N N N	FIRE BOOTS	6,388.98 0.00 6,388.98

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
211-344-76600	FIRE DEX STRUCTURAL FIRE BOOTS #FDXL100	6,270.00	6,270.00
211-344-76600	ESTIMATED SHIPPING	118.98	320.00
		6,388.98	6,590.00

VENDOR TOTAL: 6,397.23

TOTAL - ALL VENDORS: 1,132,114.07

User: DFARMER

PERIOD ENDING 02/29/2016

DB: Oshtemo

% Fiscal Year Completed: 16.39

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 101 - General Fund					
Revenues					
Dept 001 - Revenue					
101-001-40100	Carryover	1,367,135.00	1,367,135.00	1,367,135.00	0.00
101-001-40300	Current Real Property Tax	728,000.00	728,000.00	728,000.00	0.00
101-001-40400	Street Lights Tax	142,000.00	142,000.00	142,000.00	0.00
101-001-40500	2010-1 Sidewalk	0.00	0.00	0.00	0.00
101-001-40700	Delq P.P. Tax	0.00	0.00	0.00	0.00
101-001-40900	Act 198 Tax Collection	1,000.00	1,000.00	1,000.00	0.00
101-001-43000	Payments in Lieu of Taxes	2,000.00	2,000.00	2,000.00	0.00
101-001-44500	Other Tax Related Revenue	0.00	0.00	(1,116.32)	100.00
101-001-44600	Penalties/Interest Taxes	0.00	0.00	0.00	0.00
101-001-44700	Property Tax Admin Fee	146,000.00	146,000.00	146,000.00	0.00
101-001-45200	Animal Licenses	200.00	200.00	200.00	0.00
101-001-45300	Manufactured Home Comm Fees	3,000.00	3,000.00	3,000.00	0.00
101-001-45400	Hawkers/Peddlers	130.00	130.00	130.00	0.00
101-001-47500	Miscellaneous	16,000.00	16,000.00	(41,052.22)	356.58
101-001-47600	Reimburse Revenue	0.00	0.00	0.00	0.00
101-001-47700	SRS-Right of Way	12,000.00	12,000.00	11,500.00	4.17
101-001-48000	Federal Grant	0.00	0.00	0.00	0.00
101-001-57400	SRS-Sales Tax Statutory	57,444.00	57,444.00	57,444.00	0.00
101-001-57500	SRS-Sales Tax Constitutional	1,726,834.00	1,726,834.00	1,726,834.00	0.00
101-001-57600	Other Grants	268,800.00	268,800.00	268,800.00	0.00
101-001-60500	Cable Fees	173,000.00	173,000.00	122,807.55	29.01
101-001-60700	Election Reimbursement	10,000.00	10,000.00	(237.55)	102.38
101-001-61400	Planning Escrow	0.00	0.00	(5,000.00)	100.00
101-001-61500	Planning Fees	21,500.00	21,500.00	14,925.00	30.58
101-001-61700	Metal Recycling Revenue	1,500.00	1,500.00	1,464.60	2.36
101-001-63400	Grave Openings	12,000.00	12,000.00	10,560.00	12.00
101-001-64300	Sales of Lots	2,500.00	2,500.00	1,810.00	27.60
101-001-64500	Monument Installations	0.00	0.00	0.00	0.00
101-001-64600	Transfer of Deed	0.00	0.00	0.00	0.00
101-001-65100	Interest 2014 Sidewalk Assmt	0.00	0.00	0.00	0.00
101-001-65200	Interest 2014-1 Road Assmts	0.00	0.00	0.00	0.00
101-001-66500	Interest Earned	6,000.00	6,000.00	4,754.60	20.76
101-001-67300	Sales-Fixed Assets	0.00	0.00	0.00	0.00
101-001-67600	Contribution-Other Funds	0.00	0.00	0.00	0.00
101-001-69900	SMBA Facility Fee	12,000.00	12,000.00	0.00	100.00
Total Dept 001 - Revenue		4,709,043.00	4,709,043.00	4,562,958.66	3.10
TOTAL REVENUES		4,709,043.00	4,709,043.00	4,562,958.66	3.10
Expenditures					
Dept 110 - Transfer to Other Funds					
101-110-96510	Transfer to Other fund	0.00	0.00	0.00	0.00
101-110-96520	Transfer to Revolving	0.00	0.00	0.00	0.00
101-110-96540	Transfer to Police Fund	20,000.00	20,000.00	20,000.00	0.00
101-110-96550	Transfer to Other Funds	6,000.00	6,000.00	6,000.00	0.00
101-110-96560	Transfer to Parks Fund	200,000.00	200,000.00	200,000.00	0.00
Total Dept 110 - Transfer to Other Funds		226,000.00	226,000.00	226,000.00	0.00
Dept 171 - Supervisor					
101-171-70200	Salaries	68,972.00	68,972.00	58,464.00	15.24
101-171-70300	Salary-Staff	48,800.00	48,800.00	47,043.11	3.60
101-171-71500	Payroll Taxes - FICA	9,500.00	9,500.00	8,632.79	9.13
101-171-72200	Pension Plan	9,500.00	9,500.00	9,009.40	5.16
Total Dept 171 - Supervisor		136,772.00	136,772.00	123,149.30	9.96
Dept 173 - Clerk					
101-173-70200	Salaries	68,972.00	68,972.00	58,464.00	15.24
101-173-70300	Salary-Staff	43,649.00	43,649.00	32,687.95	25.11
101-173-71500	Payroll Taxes - FICA	9,010.00	9,010.00	7,436.62	17.46
101-173-72200	Pension Plan	9,010.00	9,010.00	8,240.19	8.54
Total Dept 173 - Clerk		130,641.00	130,641.00	106,828.76	18.23
Dept 174 - Treasurer					
101-174-70200	Salaries	68,972.00	68,972.00	58,464.00	15.24
101-174-70300	Salary-Staff	12,658.00	12,658.00	12,590.72	0.53
101-174-71500	Payroll Taxes - FICA	6,530.00	6,530.00	5,761.44	11.77
101-174-72200	Pension Plan	6,530.00	6,530.00	6,106.99	6.48

User: DFARMER

PERIOD ENDING 02/29/2016

DB: Oshtemo

% Fiscal Year Completed: 16.39

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 101 - General Fund					
Expenditures					
101-174-73000	Postage	4,500.00	4,500.00	4,500.00	0.00
Total Dept 174 - Treasurer		99,190.00	99,190.00	87,423.15	11.86
Dept 175 - Trustees					
101-175-70200	Salaries	28,400.00	28,400.00	26,400.00	7.04
101-175-71500	Payroll Taxes - FICA	2,300.00	2,300.00	2,147.00	6.65
Total Dept 175 - Trustees		30,700.00	30,700.00	28,547.00	7.01
Dept 191 - Elections					
101-191-71500	Payroll Taxes - FICA	0.00	0.00	0.00	0.00
101-191-72200	Pension Plan	0.00	0.00	0.00	0.00
101-191-72800	Supplies	5,000.00	5,000.00	3,728.34	25.43
101-191-73000	Postage	5,000.00	5,000.00	4,000.00	20.00
101-191-80800	Precinct Workers	54,000.00	54,000.00	54,000.00	0.00
101-191-82600	Legal Fees	0.00	0.00	0.00	0.00
101-191-90300	Legal Notices	2,000.00	2,000.00	2,000.00	0.00
101-191-97000	Capital Outlay-Equipment	24,000.00	24,000.00	24,000.00	0.00
Total Dept 191 - Elections		90,000.00	90,000.00	87,728.34	2.52
Dept 201 - Information Technology					
101-201-72800	Supplies	2,000.00	2,000.00	2,000.00	0.00
101-201-80500	Computer Support	55,110.00	55,110.00	23,505.96	57.35
101-201-80800	Consultant/Special Projects	2,000.00	2,000.00	2,000.00	0.00
101-201-93300	Equipment Maintenance	2,500.00	2,500.00	(3,798.38)	251.94
101-201-97000	Capital Outlay	32,000.00	32,000.00	17,250.32	46.09
Total Dept 201 - Information Technology		93,610.00	93,610.00	40,957.90	56.25
Dept 209 - Assessing/Tax Records					
101-209-70200	Salaries	135,000.00	135,000.00	116,402.95	13.78
101-209-70300	Board of Review Salaries	2,500.00	2,500.00	2,500.00	0.00
101-209-71500	Payroll Taxes - FICA	10,000.00	10,000.00	8,604.00	13.96
101-209-72200	Pension Plan	10,000.00	10,000.00	9,260.16	7.40
101-209-72800	Supplies	3,000.00	3,000.00	(1,281.42)	142.71
101-209-73000	Postage	5,200.00	5,200.00	5,200.00	0.00
101-209-75100	Vehicle Gas & Maintenance	500.00	500.00	500.00	0.00
101-209-80700	Contracted Appeals	45,000.00	45,000.00	44,116.66	1.96
101-209-80900	Contracted/Clerical	0.00	0.00	0.00	0.00
101-209-82000	Engineering Fees	12,000.00	12,000.00	8,792.50	26.73
101-209-82600	Legal Fees	2,000.00	2,000.00	2,000.00	0.00
101-209-87000	Mileage	600.00	600.00	600.00	0.00
101-209-90300	Legal Notices	1,000.00	1,000.00	1,000.00	0.00
101-209-95800	Education/Dues	4,500.00	4,500.00	4,336.97	3.62
101-209-97000	Capital Outlay-Equipment	10,000.00	10,000.00	4,900.00	51.00
Total Dept 209 - Assessing/Tax Records		241,300.00	241,300.00	206,931.82	14.24
Dept 218 - Cemetery, Bldgs & Grounds					
101-218-72800	Supplies	1,500.00	1,500.00	1,500.00	0.00
101-218-75100	Vehicle Maintenance	4,500.00	4,500.00	4,455.86	0.98
101-218-75300	Grounds Maint Equipment	4,200.00	4,200.00	3,896.53	7.23
101-218-75700	Tools & Supplies	1,500.00	1,500.00	1,434.70	4.35
101-218-76000	Facility Supplies	3,200.00	3,200.00	2,948.74	7.85
101-218-76600	Expendable Supplies	3,800.00	3,800.00	3,099.27	18.44
101-218-80500	Contracted Snow Removal	1,000.00	1,000.00	1,000.00	0.00
101-218-80600	Contracted Lawn Maintenance	10,000.00	10,000.00	10,000.00	0.00
101-218-80700	Weed Ordinance Mowing	1,000.00	1,000.00	1,000.00	0.00
101-218-80800	Contracted Grave Openings	12,400.00	12,400.00	10,050.00	18.95
101-218-82000	Engineering Fees	0.00	0.00	0.00	0.00
101-218-86800	Fuel, Oil & Grease	1,800.00	1,800.00	1,697.78	5.68
101-218-92000	Water	2,000.00	2,000.00	1,831.16	8.44
101-218-92100	Electric	22,000.00	22,000.00	17,741.92	19.35
101-218-92300	Heat	7,000.00	7,000.00	4,987.27	28.75
101-218-93100	Maintenance Services	23,000.00	23,000.00	20,754.36	9.76
101-218-97400	Capital Outlay	17,500.00	17,500.00	17,500.00	0.00
Total Dept 218 - Cemetery, Bldgs & Grounds		116,400.00	116,400.00	103,897.59	10.74

User: DFARMER

PERIOD ENDING 02/29/2016

DB: Oshtemo

% Fiscal Year Completed: 16.39

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 101 - General Fund					
Expenditures					
Dept 223 - Finance & Legal					
101-223-82500	Accounting & Audit Fees	57,600.00	57,600.00	55,955.00	2.86
101-223-82600	Legal Fees	12,000.00	12,000.00	9,488.40	20.93
Total Dept 223 - Finance & Legal		69,600.00	69,600.00	65,443.40	5.97
Dept 234 - Insurance & Bonds					
101-234-71600	Health & Life Insurance	180,925.00	180,925.00	143,679.45	20.59
101-234-72500	Retiree Health Care	42,000.00	42,000.00	41,000.00	2.38
101-234-91100	Worker's Compensation	14,500.00	14,500.00	11,709.58	19.24
101-234-91200	General Insurance	33,000.00	33,000.00	24,718.13	25.10
Total Dept 234 - Insurance & Bonds		270,425.00	270,425.00	221,107.16	18.24
Dept 249 - General Twp Operations					
101-249-70200	Salaries	164,750.00	164,750.00	143,824.89	12.70
101-249-70210	Salary/Maint Person	0.00	0.00	0.00	0.00
101-249-70400	In Lieu Of Insurance	6,000.00	6,000.00	5,280.00	12.00
101-249-71500	Payroll Taxes - FICA	12,800.00	12,800.00	11,245.33	12.15
101-249-72200	Pension Plan	12,800.00	12,800.00	11,962.94	6.54
101-249-72800	Supplies	12,000.00	12,000.00	10,595.88	11.70
101-249-72900	Petty Cash	0.00	0.00	0.00	0.00
101-249-73000	Postage	12,000.00	12,000.00	10,000.00	16.67
101-249-75100	Vehicle Maintenance	1,500.00	1,500.00	1,500.00	0.00
101-249-80800	Contracted Services	4,500.00	4,500.00	2,600.00	42.22
101-249-82000	Engineering Fees	12,000.00	12,000.00	8,687.00	27.61
101-249-85300	Telephone	10,000.00	10,000.00	8,968.20	10.32
101-249-86800	Fuel, Oil & Grease	1,000.00	1,000.00	900.01	10.00
101-249-87000	Mileage	1,000.00	1,000.00	1,000.00	0.00
101-249-87200	New Hire Expenses	0.00	0.00	0.00	0.00
101-249-90300	Legal Notices	15,000.00	15,000.00	13,086.98	12.75
101-249-93300	Equipment Maintenance	6,000.00	6,000.00	6,081.30	(1.36)
101-249-95600	Household Hazard Waste	12,000.00	12,000.00	4,840.32	59.66
101-249-95700	Newsletter	6,000.00	6,000.00	6,000.00	0.00
101-249-95800	Education/Dues	13,000.00	13,000.00	12,268.05	5.63
101-249-95900	Trash Collection	33,000.00	33,000.00	33,000.00	0.00
101-249-96100	BOR/MTT Refunds	0.00	0.00	(3,774.11)	100.00
101-249-96200	Miscellaneous	0.00	0.00	0.00	0.00
101-249-96300	Contingency Items	8,000.00	8,000.00	6,197.04	22.54
101-249-97500	Capital Outlay / Buildings	15,000.00	15,000.00	15,000.00	0.00
101-249-97600	Capital Outlay	1,959,000.00	1,959,000.00	1,939,902.26	0.97
101-249-97700	Capital Outlay / Equipment	5,000.00	5,000.00	5,000.00	0.00
Total Dept 249 - General Twp Operations		2,322,350.00	2,322,350.00	2,254,166.09	2.94
Dept 250 - Legal					
101-250-70200	Salaries	230,600.00	230,600.00	194,983.46	15.45
101-250-71500	Payroll Taxes - FICA	14,430.00	14,430.00	11,921.49	17.38
101-250-72200	Pension Plan	18,500.00	18,500.00	16,936.42	8.45
101-250-72800	Supplies	1,200.00	1,200.00	1,200.00	0.00
101-250-80800	Contracted Legal Counsel/Temp Paraleg	1,200.00	1,200.00	(4,060.00)	438.33
101-250-83000	Departmental Billings	(95,000.00)	(95,000.00)	(95,000.00)	0.00
101-250-87000	Mileage	250.00	250.00	57.70	76.92
101-250-95500	Law Library/Archives	8,500.00	8,500.00	6,734.72	20.77
101-250-95800	Education/Dues	1,000.00	1,000.00	795.25	20.48
101-250-97000	Capital Outlay	8,000.00	8,000.00	8,000.00	0.00
Total Dept 250 - Legal		188,680.00	188,680.00	141,569.04	24.97
Dept 506 - Public Works					
101-506-70200	Salaries	0.00	0.00	0.00	0.00
101-506-71500	Payroll Taxes - FICA	0.00	0.00	0.00	0.00
101-506-72200	Pension Plan	0.00	0.00	0.00	0.00
101-506-72800	Supplies	0.00	0.00	0.00	0.00
101-506-73000	Postage	0.00	0.00	0.00	0.00
101-506-92600	Street Lighting	142,000.00	142,000.00	117,695.93	17.12
101-506-93100	Inspections/Permits	0.00	0.00	0.00	0.00
101-506-95200	Road Project Costs	350,000.00	350,000.00	346,394.80	1.03
101-506-95300	Storm Sewer Costs	0.00	0.00	0.00	0.00
101-506-95800	EDUCATION/DUES	0.00	0.00	0.00	0.00
101-506-97600	Capital Outlay	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 101 - General Fund					
Expenditures					
Total Dept 506 - Public Works		492,000.00	492,000.00	464,090.73	5.67
Dept 805 - Planning Dept					
101-805-70200	Salary	95,000.00	95,000.00	76,548.84	19.42
101-805-70300	SALARY-PC/ZBA	12,000.00	12,000.00	12,000.00	0.00
101-805-71500	Payroll Taxes - FICA	7,400.00	7,400.00	6,080.70	17.83
101-805-72200	Pension Plan	7,400.00	7,400.00	6,696.97	9.50
101-805-72800	Supplies	4,275.00	4,275.00	1,125.00	73.68
101-805-73000	Postage	0.00	0.00	0.00	0.00
101-805-80100	GIS Expense	5,000.00	5,000.00	5,000.00	0.00
101-805-80800	Consultants	25,000.00	25,000.00	25,000.00	0.00
101-805-81000	Escrow Refund	0.00	0.00	0.00	0.00
101-805-82000	Engineering Fees	1,000.00	1,000.00	942.00	5.80
101-805-82600	Legal Fees	20,000.00	20,000.00	20,000.00	0.00
101-805-87000	Mileage	300.00	300.00	300.00	0.00
101-805-90300	Legal Notices	20,000.00	20,000.00	17,349.35	13.25
101-805-95800	Education/Dues	4,000.00	4,000.00	4,000.00	0.00
Total Dept 805 - Planning Dept		201,375.00	201,375.00	175,042.86	13.08
TOTAL EXPENDITURES		4,709,043.00	4,709,043.00	4,332,883.14	7.99
Fund 101 - General Fund:					
TOTAL REVENUES		4,709,043.00	4,709,043.00	4,562,958.66	3.10
TOTAL EXPENDITURES		4,709,043.00	4,709,043.00	4,332,883.14	7.99
NET OF REVENUES & EXPENDITURES		0.00	0.00	230,075.52	100.00

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 107 - Parks					
Revenues					
Dept 000 - General					
107-000-66400	Interest on Investments	0.00	0.00	0.00	0.00
107-000-69900	Loan Proceeds	0.00	0.00	0.00	0.00
Total Dept 000 - General		0.00	0.00	0.00	0.00
Dept 751 - Parks Revenue					
107-751-40100	Carryover	0.00	0.00	0.00	0.00
107-751-46000	Donations - Restricted	30,000.00	30,000.00	30,000.00	0.00
107-751-46100	Donations - Unrestricted	0.00	0.00	0.00	0.00
107-751-46200	Grant Revenues	60,000.00	60,000.00	60,000.00	0.00
107-751-46300	Drake Farmstead Capital Campaign	0.00	0.00	0.00	0.00
107-751-47200	Rental Fee - Grange	5,000.00	5,000.00	5,000.00	0.00
107-751-47300	Rental Fee - Oshtemo Community Center	10,000.00	10,000.00	8,525.00	14.75
107-751-47400	Rental Fee - Twp Park Pavilion	8,000.00	8,000.00	7,675.00	4.06
107-751-47500	Rental Fee - Flesher Pavilion	0.00	0.00	0.00	0.00
107-751-47600	Rental Fee - Flesher Gazebo	0.00	0.00	0.00	0.00
107-751-66500	Interest Earned	100.00	100.00	100.00	0.00
107-751-67500	Transfer from General Fund	200,000.00	200,000.00	200,000.00	0.00
Total Dept 751 - Parks Revenue		313,100.00	313,100.00	311,300.00	0.57
TOTAL REVENUES		313,100.00	313,100.00	311,300.00	0.57
Expenditures					
Dept 756 - Parks Facilities					
107-756-70210	Salaries	51,821.00	51,821.00	47,454.28	8.43
107-756-71500	Payroll Taxes - FICA	4,100.00	4,100.00	3,766.11	8.14
107-756-72200	Pension Plan	4,145.00	4,145.00	3,970.33	4.21
107-756-72800	Program/Marketing Supplies	2,000.00	2,000.00	1,950.00	2.50
107-756-75100	Vehicle Maintenance	800.00	800.00	800.00	0.00
107-756-75300	Grounds Maint Equipment	2,800.00	2,800.00	990.23	64.63
107-756-75700	Tools & Supplies	300.00	300.00	300.00	0.00
107-756-76000	Facility Supplies	2,000.00	2,000.00	1,860.41	6.98
107-756-76600	Expendable Supplies	3,000.00	3,000.00	2,630.71	12.31
107-756-77000	Contribution to Oshtemo Parks & Rec F	0.00	0.00	0.00	0.00
107-756-80500	Contracted Snow Removal	2,000.00	2,000.00	2,000.00	0.00
107-756-80600	Contracted Lawn Maintenance	0.00	0.00	0.00	0.00
107-756-80800	Consultant	64,000.00	64,000.00	62,705.00	2.02
107-756-82500	Accounting & Audit Fees	1,100.00	1,100.00	1,000.00	9.09
107-756-82600	Legal Fees	3,500.00	3,500.00	3,457.00	1.23
107-756-86800	Fuel, Oil & Grease	2,800.00	2,800.00	2,668.90	4.68
107-756-92000	Water	1,000.00	1,000.00	866.14	13.39
107-756-92100	Electric	10,000.00	10,000.00	8,060.07	19.40
107-756-92300	Heat	2,000.00	2,000.00	1,338.22	33.09
107-756-93100	Maintenance Services	18,000.00	18,000.00	15,627.69	13.18
107-756-95800	Education/Dues	800.00	800.00	460.00	42.50
107-756-96300	Contingency Items	2,000.00	2,000.00	2,000.00	0.00
107-756-97100	Capital Outlay/Land	20,000.00	20,000.00	20,000.00	0.00
107-756-97400	Capital Outlay/Improvements	63,500.00	63,500.00	62,630.10	1.37
107-756-97500	Capital Outlay/Buildings	0.00	0.00	0.00	0.00
107-756-97700	Capital Outlay/Equipment	0.00	0.00	0.00	0.00
107-756-97900	Restricted Donation Expenditure	0.00	0.00	0.00	0.00
107-756-98000	Capital Outlay/Oshtemo Comm Center	0.00	0.00	0.00	0.00
107-756-98100	Capital Outlay/Drake House	31,200.00	31,200.00	30,009.47	3.82
107-756-98200	Grant Match/Parks	0.00	0.00	(27,519.02)	100.00
107-756-98300	Grant Match/ROW Projects	0.00	0.00	0.00	0.00
107-756-98400	ROW Projects/Maint	3,000.00	3,000.00	3,000.00	0.00
Total Dept 756 - Parks Facilities		295,866.00	295,866.00	252,025.64	14.82
TOTAL EXPENDITURES		295,866.00	295,866.00	252,025.64	14.82
Fund 107 - Parks:					
TOTAL REVENUES		313,100.00	313,100.00	311,300.00	0.57
TOTAL EXPENDITURES		295,866.00	295,866.00	252,025.64	14.82
NET OF REVENUES & EXPENDITURES		17,234.00	17,234.00	59,274.36	243.94

User: DFARMER

PERIOD ENDING 02/29/2016

DB: Oshtemo

% Fiscal Year Completed: 16.39

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 206 - Fire					
Revenues					
Dept 001 - Revenue					
206-001-40100	Carryover	127,907.00	127,907.00	127,907.00	0.00
206-001-40200	Current Property Tax Levy	1,396,400.00	1,396,400.00	1,396,400.00	0.00
206-001-40900	Act 198 Tax Collection	1,870.00	1,870.00	1,870.00	0.00
206-001-43000	Payments in Lieu of Taxes	27,360.00	27,360.00	27,360.00	0.00
206-001-46000	Donations	0.00	0.00	0.00	0.00
206-001-47500	Miscellaneous	0.00	0.00	0.00	0.00
206-001-47600	KVIAA Assessments	544.00	544.00	544.00	0.00
206-001-47700	False Alarm Fines	3,000.00	3,000.00	3,000.00	0.00
206-001-47800	PEO Mileage Reimbursement	0.00	0.00	0.00	0.00
206-001-48000	Federal Grant	0.00	0.00	0.00	0.00
206-001-61000	Other Services Provided	800.00	800.00	800.00	0.00
206-001-66500	Interest Earned	1,500.00	1,500.00	1,264.66	15.69
206-001-67300	Transfer from Other Funds	6,000.00	6,000.00	6,000.00	0.00
Total Dept 001 - Revenue		1,565,381.00	1,565,381.00	1,565,145.66	0.02
TOTAL REVENUES		1,565,381.00	1,565,381.00	1,565,145.66	0.02
Expenditures					
Dept 336 - Administration					
206-336-70200	Salaries	381,619.00	381,619.00	323,764.59	15.16
206-336-70400	In Lieu Of Insurance	0.00	0.00	0.00	0.00
206-336-71500	Payroll Taxes - FICA	17,709.00	17,709.00	13,693.44	22.68
206-336-71600	Health & Life Insurance	76,936.00	76,936.00	62,912.30	18.23
206-336-72200	Pension Plan	17,709.00	17,709.00	15,354.01	13.30
206-336-72500	Clothing Allowance	8,902.00	8,902.00	4,911.10	44.83
206-336-72600	Retiree Health Care	16,800.00	16,800.00	16,800.00	0.00
206-336-82500	Accounting & Audit Fees	3,500.00	3,500.00	3,200.00	8.57
206-336-82600	Legal Fees	5,000.00	5,000.00	5,000.00	0.00
206-336-87000	Mileage	500.00	500.00	500.00	0.00
206-336-95500	Education Reimbursement	2,000.00	2,000.00	2,000.00	0.00
206-336-95900	Continuing Education	37,160.00	37,160.00	34,651.75	6.75
206-336-96100	Hazmat Fees	0.00	0.00	0.00	0.00
206-336-96300	Admin Contingency	5,000.00	5,000.00	5,000.00	0.00
Total Dept 336 - Administration		572,835.00	572,835.00	487,787.19	14.85
Dept 340 - Dept Operations					
206-340-70500	Fire Pay - On Call	84,411.00	84,411.00	73,561.41	12.85
206-340-70600	Relief Driver Pay	206,853.00	206,853.00	173,056.20	16.34
206-340-70700	Education & Training	25,500.00	25,500.00	20,653.55	19.01
206-340-70800	Work Detail Pay	4,202.00	4,202.00	3,873.51	7.82
206-340-70900	Station Staffing/Part Time	118,435.00	118,435.00	99,405.59	16.07
206-340-71000	Dispatcher Pay	0.00	0.00	0.00	0.00
206-340-71500	Payroll Taxes - FICA	6,931.00	6,931.00	5,645.30	18.55
206-340-71800	Fire Dept Maintenance	7,000.00	7,000.00	6,542.98	6.53
206-340-72200	Pension Plan	44,500.00	44,500.00	37,961.25	14.69
206-340-72800	Supplies	7,000.00	7,000.00	6,635.61	5.21
206-340-72900	Petty Cash	500.00	500.00	500.00	0.00
206-340-75500	EMS Supplies	3,000.00	3,000.00	2,082.44	30.59
206-340-75700	Tools & Supplies	3,000.00	3,000.00	3,000.00	0.00
206-340-76000	Training Supplies	4,000.00	4,000.00	3,463.20	13.42
206-340-76100	Public Education	5,000.00	5,000.00	1,254.00	74.92
206-340-76600	Equipment	27,900.00	27,900.00	25,494.95	8.62
206-340-80900	Computer Operations	51,270.00	51,270.00	45,624.24	11.01
206-340-85100	Radio Maintenance	5,000.00	5,000.00	2,808.10	43.84
206-340-85300	Telephone	11,600.00	11,600.00	9,569.37	17.51
206-340-86700	Vehicle Operations	71,552.00	71,552.00	54,618.94	23.67
206-340-86800	Fuel	35,000.00	35,000.00	33,075.23	5.50
206-340-87100	Physical Exams	11,076.00	11,076.00	4,339.00	60.83
206-340-87200	New Hire Expenses	0.00	0.00	0.00	0.00
206-340-91200	General Insurance	141,316.00	141,316.00	104,730.79	25.89
206-340-92000	Water	11,500.00	11,500.00	11,257.44	2.11
206-340-92100	Electric	18,000.00	18,000.00	11,248.47	37.51
206-340-92300	Heat	16,000.00	16,000.00	11,302.97	29.36
206-340-93100	Building Maintenance	22,000.00	22,000.00	18,277.17	16.92
206-340-93300	Equipment Maintenance	15,000.00	15,000.00	13,185.80	12.09
206-340-96100	BOR/MTT Refunds-Operations Fund	0.00	0.00	(4,830.07)	100.00
206-340-96200	Miscellaneous	0.00	0.00	0.00	0.00
206-340-96300	Operations Contingency	35,000.00	35,000.00	35,000.00	0.00
206-340-96500	Transfer to Fire Equipment	0.00	0.00	0.00	0.00
206-340-97000	Capital Outlay	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016		2016	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	AMENDED			
Fund 206 - Fire						
Expenditures						
	Total Dept 340 - Dept Operations	992,546.00	992,546.00		813,337.44	18.06
TOTAL EXPENDITURES		<u>1,565,381.00</u>	<u>1,565,381.00</u>		<u>1,301,124.63</u>	<u>16.88</u>
Fund 206 - Fire:						
TOTAL REVENUES		1,565,381.00	1,565,381.00		1,565,145.66	0.02
TOTAL EXPENDITURES		<u>1,565,381.00</u>	<u>1,565,381.00</u>		<u>1,301,124.63</u>	<u>16.88</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00		264,021.03	100.00

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 207 - Police Revenues					
Dept 000 - General					
207-000-40700	Delq P.P. Tax	0.00	0.00	0.00	0.00
Total Dept 000 - General		0.00	0.00	0.00	0.00
Dept 001 - Revenue					
207-001-40100	Carryover	352,931.00	352,931.00	352,931.00	0.00
207-001-40200	Current Property Tax Levy	729,047.00	729,047.00	729,047.00	0.00
207-001-43000	Payments in Lieu of Taxes	0.00	0.00	0.00	0.00
207-001-45200	Liquor License Fees	14,000.00	14,000.00	14,000.00	0.00
207-001-65000	Ordinance Violations-8th District Cou:	40,000.00	40,000.00	31,547.54	21.13
207-001-65100	General Ordinance Violations	5,000.00	5,000.00	5,000.00	0.00
207-001-65300	False Fire Alarm Fines	0.00	0.00	0.00	0.00
207-001-65400	False Security Alarm Fines	0.00	0.00	0.00	0.00
207-001-65600	Parking Violations	20,000.00	20,000.00	19,240.00	3.80
207-001-65700	Rental Housing Inspection Application:	0.00	0.00	0.00	0.00
207-001-65800	Sidewalk Permit/Inspection	1,500.00	1,500.00	1,400.00	6.67
207-001-66500	Interest Earned	600.00	600.00	455.55	24.08
207-001-67500	Transfer from General Fund	20,000.00	20,000.00	20,000.00	0.00
Total Dept 001 - Revenue		1,183,078.00	1,183,078.00	1,173,621.09	0.80
TOTAL REVENUES		1,183,078.00	1,183,078.00	1,173,621.09	0.80
Expenditures					
Dept 310 - POLICE CONTRACT ADMIN					
207-310-70200	Salary/Contract Administrator	23,407.00	23,407.00	22,408.00	4.27
207-310-71500	Payroll Taxes - FICA	1,885.00	1,885.00	1,808.57	4.05
207-310-72200	Pension Plan	1,885.00	1,885.00	1,845.04	2.12
207-310-72800	Supplies	1,000.00	1,000.00	1,000.00	0.00
207-310-80200	Protection Contract - KC	1,025,890.00	1,025,890.00	769,417.51	25.00
207-310-80300	KCSD Satellite Office	11,000.00	11,000.00	11,000.00	0.00
207-310-82500	Accounting & Audit Fees	900.00	900.00	800.00	11.11
207-310-82600	Legal Fees-8th District Court	18,000.00	18,000.00	18,000.00	0.00
207-310-96100	BOR/MTT Refunds	1,000.00	1,000.00	1,000.00	0.00
207-310-96200	Miscellaneous	0.00	0.00	0.00	0.00
207-310-97000	Capital Outlay	30,000.00	30,000.00	30,000.00	0.00
Total Dept 310 - POLICE CONTRACT ADMIN		1,114,967.00	1,114,967.00	857,279.12	23.11
Dept 320 - PARKING VIOLATIONS ENFORCEMENT					
207-320-71500	Payroll Taxes - FICA	915.00	915.00	852.34	6.85
207-320-72200	Pension Plan	1,810.00	1,810.00	1,753.59	3.12
207-320-72800	Supplies	500.00	500.00	500.00	0.00
207-320-80900	Parking Enforcement Officers	20,000.00	20,000.00	18,953.81	5.23
207-320-82600	Legal Fees-Parking Enforcement	500.00	500.00	500.00	0.00
207-320-87000	PEO Mileage	6,000.00	6,000.00	6,000.00	0.00
Total Dept 320 - PARKING VIOLATIONS ENFORCEMENT		29,725.00	29,725.00	28,559.74	3.92
Dept 330 - GEN ORDINANCE ENFORCEMENT					
207-330-70200	Salaries	26,626.00	26,626.00	22,110.50	16.96
207-330-71500	Payroll Taxes - FICA	2,130.00	2,130.00	1,786.33	16.13
207-330-72200	Pension Plan	2,130.00	2,130.00	1,949.37	8.48
207-330-72800	Supplies	3,500.00	3,500.00	3,402.00	2.80
207-330-82600	Legal Fees	4,000.00	4,000.00	4,000.00	0.00
Total Dept 330 - GEN ORDINANCE ENFORCEMENT		38,386.00	38,386.00	33,248.20	13.38
TOTAL EXPENDITURES		1,183,078.00	1,183,078.00	919,087.06	22.31
Fund 207 - Police:					
TOTAL REVENUES		1,183,078.00	1,183,078.00	1,173,621.09	0.80
TOTAL EXPENDITURES		1,183,078.00	1,183,078.00	919,087.06	22.31
NET OF REVENUES & EXPENDITURES		0.00	0.00	254,534.03	100.00

User: DFARMER

PERIOD ENDING 02/29/2016

DB: Oshtemo

% Fiscal Year Completed: 16.39

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 211 - Fire Equipment					
Revenues					
Dept 001 - Revenue					
211-001-40100	Carryover	118,845.00	118,845.00	118,845.00	0.00
211-001-40200	Current Property Tax Levy	349,100.00	349,100.00	349,100.00	0.00
211-001-43000	Payments in Lieu of Taxes	6,840.00	6,840.00	6,840.00	0.00
211-001-47500	Miscellaneous	1,000.00	1,000.00	1,000.00	0.00
211-001-48000	Federal Grant	0.00	0.00	0.00	0.00
211-001-66500	Interest Earned	915.00	915.00	579.07	36.71
211-001-67300	Sales-Fixed Assets	0.00	0.00	0.00	0.00
211-001-67700	Transfer from Operating	0.00	0.00	0.00	0.00
Total Dept 001 - Revenue		476,700.00	476,700.00	476,364.07	0.07
TOTAL REVENUES		476,700.00	476,700.00	476,364.07	0.07
Expenditures					
Dept 344 - Expenditures					
211-344-76600	Personal Protective Equipment	0.00	0.00	0.00	0.00
211-344-82500	Accounting & Audit Fees	900.00	900.00	800.00	11.11
211-344-96100	BOR/MTT Refunds	0.00	0.00	(1,207.57)	100.00
211-344-97600	Vehicle	0.00	0.00	0.00	0.00
211-344-98000	Equipment & Facilities	456,700.00	456,700.00	443,866.34	2.81
211-344-98800	Contingency	19,100.00	19,100.00	19,100.00	0.00
Total Dept 344 - Expenditures		476,700.00	476,700.00	462,558.77	2.97
TOTAL EXPENDITURES		476,700.00	476,700.00	462,558.77	2.97
Fund 211 - Fire Equipment:					
TOTAL REVENUES		476,700.00	476,700.00	476,364.07	0.07
TOTAL EXPENDITURES		476,700.00	476,700.00	462,558.77	2.97
NET OF REVENUES & EXPENDITURES		0.00	0.00	13,805.30	100.00

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 249 - Building					
Revenues					
Dept 000 - General					
249-000-47600	Reimburse Revenue	0.00	0.00	0.00	0.00
Total Dept 000 - General		0.00	0.00	0.00	0.00
Dept 001 - Revenue					
249-001-40100	Carryover	49,085.00	49,085.00	49,085.00	0.00
249-001-47500	Miscellaneous	0.00	0.00	0.00	0.00
249-001-61000	Bldg Permits & Other	0.00	0.00	0.00	0.00
249-001-61100	Bldg Services/Other Twps	0.00	0.00	0.00	0.00
249-001-61200	Bldg Plan Review Fee	0.00	0.00	0.00	0.00
249-001-61300	Rental Housing Application Fees	0.00	0.00	0.00	0.00
249-001-61700	Electrical Permits	0.00	0.00	0.00	0.00
249-001-61800	Mechanical Permits	0.00	0.00	0.00	0.00
249-001-61900	Electrical Plan Review Fee	0.00	0.00	0.00	0.00
249-001-62000	Mechanical Plan Review Fee	0.00	0.00	0.00	0.00
249-001-62100	KABA Reimbursement	0.00	0.00	0.00	0.00
249-001-66400	Interest on Investments	800.00	800.00	648.76	18.91
Total Dept 001 - Revenue		49,885.00	49,885.00	49,733.76	0.30
TOTAL REVENUES		49,885.00	49,885.00	49,733.76	0.30
Expenditures					
Dept 371 - Bldg Dept					
249-371-70200	Salaries/Clerical	26,625.00	26,625.00	21,686.57	18.55
249-371-70300	Building Board of Appeals	0.00	0.00	0.00	0.00
249-371-70400	In Lieu Of Insurance	0.00	0.00	0.00	0.00
249-371-71500	Payroll Taxes - FICA	2,130.00	2,130.00	1,753.96	17.65
249-371-71600	Health & Life Insurance	0.00	0.00	0.00	0.00
249-371-72200	Pension Plan	2,130.00	2,130.00	1,992.46	6.46
249-371-72500	Retiree Health Care	0.00	0.00	0.00	0.00
249-371-72800	Supplies	0.00	0.00	0.00	0.00
249-371-75100	Vehicle Gas & Maintenance	0.00	0.00	0.00	0.00
249-371-80500	Computer Support	0.00	0.00	0.00	0.00
249-371-80800	Contracted Inspections	0.00	0.00	0.00	0.00
249-371-81100	Electrical Inspector	0.00	0.00	0.00	0.00
249-371-81200	Mechanical Inspector	0.00	0.00	0.00	0.00
249-371-81300	SMBA Start Up	0.00	0.00	0.00	0.00
249-371-82000	Engineering Fees	0.00	0.00	0.00	0.00
249-371-82200	Electrical Plan Review Fee	0.00	0.00	0.00	0.00
249-371-82300	Mechanical Plan Review Fee	0.00	0.00	0.00	0.00
249-371-82400	Contracted Bldg Plan Review	0.00	0.00	(1,800.00)	100.00
249-371-82500	Accounting & Audit Fees	0.00	0.00	(100.00)	100.00
249-371-82600	Legal Fees	4,000.00	4,000.00	4,000.00	0.00
249-371-85000	Depreciation Expense	0.00	0.00	0.00	0.00
249-371-85300	Telephone	0.00	0.00	0.00	0.00
249-371-87000	Mileage	0.00	0.00	0.00	0.00
249-371-92100	Electric	0.00	0.00	0.00	0.00
249-371-92300	Heat	0.00	0.00	0.00	0.00
249-371-95600	Indirect Costs	0.00	0.00	0.00	0.00
249-371-95800	Education/Dues	0.00	0.00	0.00	0.00
249-371-96200	Miscellaneous	0.00	0.00	0.00	0.00
249-371-96300	Contingency Items	0.00	0.00	0.00	0.00
249-371-97600	Capital Outlay	15,000.00	15,000.00	9,110.63	39.26
249-371-97700	Capital Outlay / Vehicle	0.00	0.00	0.00	0.00
Total Dept 371 - Bldg Dept		49,885.00	49,885.00	36,643.62	26.54
TOTAL EXPENDITURES		49,885.00	49,885.00	36,643.62	26.54
Fund 249 - Building:					
TOTAL REVENUES		49,885.00	49,885.00	49,733.76	0.30
TOTAL EXPENDITURES		49,885.00	49,885.00	36,643.62	26.54
NET OF REVENUES & EXPENDITURES		0.00	0.00	13,090.14	100.00

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 490 - Sewer					
Revenues					
Dept 000 - General					
490-000-40100	Carryover	1,600,000.00	1,600,000.00	1,600,000.00	0.00
490-000-65000	Mortgage/Contract/SAD/FF	39,000.00	39,000.00	34,621.50	11.23
490-000-66400	Interest on Investments	1,000.00	1,000.00	444.41	55.56
490-000-66600	Interest on Assessments	0.00	0.00	0.00	0.00
490-000-67900	Assessment Revenue	0.00	0.00	0.00	0.00
490-000-68000	Benefit Fees	100,000.00	100,000.00	92,000.00	8.00
490-000-68100	Curb Box Fee	0.00	0.00	0.00	0.00
490-000-68200	Debt Proceeds	0.00	0.00	0.00	0.00
490-000-68300	Debt Service Connection Charges	0.00	0.00	0.00	0.00
490-000-68500	Surcharge	30,000.00	30,000.00	21,890.38	27.03
490-000-69600	Miscellaneous Revenue	0.00	0.00	(55,089.29)	100.00
490-000-69900	Transfer In	0.00	0.00	0.00	0.00
Total Dept 000 - General		1,770,000.00	1,770,000.00	1,693,867.00	4.30
TOTAL REVENUES		1,770,000.00	1,770,000.00	1,693,867.00	4.30
Expenditures					
Dept 000 - General					
490-000-70200	Salaries/Clerical	0.00	0.00	0.00	0.00
490-000-71500	Payroll Taxes - FICA	0.00	0.00	0.00	0.00
490-000-72200	Pension Plan	0.00	0.00	0.00	0.00
490-000-80800	Audit Fees	1,300.00	1,300.00	1,200.00	7.69
490-000-81000	Legal Fees	0.00	0.00	0.00	0.00
490-000-82000	Engineering Fees	15,000.00	15,000.00	(3,706.64)	124.71
490-000-95800	Professional Fees	20,600.00	20,600.00	20,400.00	0.97
490-000-96200	Miscellaneous	3,100.00	3,100.00	3,100.00	0.00
490-000-96300	Refunds to Developers	0.00	0.00	0.00	0.00
490-000-96400	Construction Costs	1,730,000.00	1,730,000.00	1,730,000.00	0.00
490-000-97000	Bond Principal	0.00	0.00	0.00	0.00
490-000-97200	LTD Payment - Balkema	0.00	0.00	0.00	0.00
490-000-97500	Bond Interest	0.00	0.00	0.00	0.00
490-000-99100	Principial Payment - National City	0.00	0.00	0.00	0.00
490-000-99500	Interest Payment - National City	0.00	0.00	0.00	0.00
490-000-99600	Debt Service	0.00	0.00	0.00	0.00
Total Dept 000 - General		1,770,000.00	1,770,000.00	1,750,993.36	1.07
TOTAL EXPENDITURES		1,770,000.00	1,770,000.00	1,750,993.36	1.07
Fund 490 - Sewer:					
TOTAL REVENUES		1,770,000.00	1,770,000.00	1,693,867.00	4.30
TOTAL EXPENDITURES		1,770,000.00	1,770,000.00	1,750,993.36	1.07
NET OF REVENUES & EXPENDITURES		0.00	0.00	(57,126.36)	100.00

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 491 - Water					
Revenues					
Dept 000 - General					
491-000-40100	Carryover	30,300.00	30,300.00	30,300.00	0.00
491-000-65000	Mortgage/Contract/SAD/FF	28,000.00	28,000.00	28,000.00	0.00
491-000-66400	Interest on Investments	1,500.00	1,500.00	1,170.88	21.94
491-000-66600	Interest on Assessments	0.00	0.00	0.00	0.00
491-000-67900	Assessment Revenue	0.00	0.00	0.00	0.00
491-000-68000	Benefit Fees	45,000.00	45,000.00	42,375.00	5.83
491-000-68100	Curb Box Fees	42,000.00	42,000.00	39,950.00	4.88
491-000-68500	Surcharge	70,000.00	70,000.00	44,371.75	36.61
491-000-69000	Water Extension	0.00	0.00	0.00	0.00
491-000-69600	Miscellaneous Revenue	0.00	0.00	0.00	0.00
491-000-69900	Indirect Cost Reimbursement	0.00	0.00	0.00	0.00
Total Dept 000 - General		216,800.00	216,800.00	186,167.63	14.13
TOTAL REVENUES		216,800.00	216,800.00	186,167.63	14.13
Expenditures					
Dept 000 - General					
491-000-70200	Salaries/Clerical	0.00	0.00	0.00	0.00
491-000-71500	Payroll Taxes - FICA	0.00	0.00	0.00	0.00
491-000-72200	Pension Plan	0.00	0.00	0.00	0.00
491-000-80800	Audit Fees	1,200.00	1,200.00	1,100.00	8.33
491-000-82000	Engineering Fees	5,000.00	5,000.00	4,863.90	2.72
491-000-82600	Legal Fees	0.00	0.00	(693.00)	100.00
491-000-95100	Water Hook-ups - City of Kalamazoo	0.00	0.00	0.00	0.00
491-000-95800	Professional Fees	20,600.00	20,600.00	20,600.00	0.00
491-000-96200	Miscellaneous	0.00	0.00	0.00	0.00
491-000-96300	Contingency Items	0.00	0.00	0.00	0.00
491-000-96400	Construction Costs	160,000.00	160,000.00	160,000.00	0.00
491-000-96600	Curb Box Installations	30,000.00	30,000.00	27,673.89	7.75
Total Dept 000 - General		216,800.00	216,800.00	213,544.79	1.50
TOTAL EXPENDITURES		216,800.00	216,800.00	213,544.79	1.50
Fund 491 - Water:					
TOTAL REVENUES		216,800.00	216,800.00	186,167.63	14.13
TOTAL EXPENDITURES		216,800.00	216,800.00	213,544.79	1.50
NET OF REVENUES & EXPENDITURES		0.00	0.00	(27,377.16)	100.00

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2016 AMENDED BUDGET NORMAL		
Fund 900 - DDA Fund					
Revenues					
Dept 001 - Revenue					
900-001-40100	Carryover	0.00	0.00	0.00	0.00
900-001-40300	Current Real Property Tax	78,000.00	78,000.00	78,000.00	0.00
900-001-47500	Miscellaneous	0.00	0.00	0.00	0.00
900-001-66500	Interest Earned	400.00	400.00	222.14	44.47
Total Dept 001 - Revenue		78,400.00	78,400.00	78,222.14	0.23
TOTAL REVENUES		78,400.00	78,400.00	78,222.14	0.23
Expenditures					
Dept 728 - Economic Development					
900-728-70300	Salaries-Staff	2,000.00	2,000.00	2,000.00	0.00
900-728-72800	Supplies	500.00	500.00	500.00	0.00
900-728-73000	Postage	500.00	500.00	481.54	3.69
900-728-80100	Community Events	0.00	0.00	(750.00)	100.00
900-728-80800	Consultants	30,000.00	30,000.00	29,782.71	0.72
900-728-82500	Accounting & Audit Fees	2,000.00	2,000.00	1,900.00	5.00
900-728-82600	Legal Fees	3,000.00	3,000.00	3,000.00	0.00
900-728-90300	Legal Notices	500.00	500.00	500.00	0.00
900-728-93300	Repairs and Maintenance	5,000.00	5,000.00	4,240.00	15.20
900-728-97500	Capital Outlay/Obligated Projects	34,900.00	34,900.00	34,900.00	0.00
900-728-97600	Capital Outlay/Land Acquisition	0.00	0.00	0.00	0.00
Total Dept 728 - Economic Development		78,400.00	78,400.00	76,554.25	2.35
TOTAL EXPENDITURES		78,400.00	78,400.00	76,554.25	2.35
Fund 900 - DDA Fund:					
TOTAL REVENUES		78,400.00	78,400.00	78,222.14	0.23
TOTAL EXPENDITURES		78,400.00	78,400.00	76,554.25	2.35
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,667.89	100.00
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		10,362,387.00	10,362,387.00	10,097,380.01	2.56
TOTAL EXPENDITURES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		10,345,153.00	10,345,153.00	9,345,415.26	9.66
NET OF REVENUES & EXPENDITURES		17,234.00	17,234.00	751,964.75	4,263.26

Memo



To: Oshtemo Charter Township Board
From: Julie Johnston, AICP
Date: February 6, 2018
Mtg. Date: February 13, 2018
Subject: DDA Budget Amendment

OBJECTIVE

The Oshtemo Township Downtown Development Authority (DDA) requests a \$40,000 budget amendment for the demolition of the car wash located at 6532 Stadium Drive.

BACKGROUND

In 2017, the DDA entered into an agreement with the Oshtemo United Methodist Church to demolish the vacant car wash at 6532 Stadium Drive, which is owned by the Church. A letter of agreement was signed indicating the DDA would cover the costs of the demolition in exchange for property owned by the Church. This property exchange would provide additional square footage to the lot owned by the DDA at the northwest corner of Stadium Drive and 9th Street.

In the fall of 2017, the DDA completed an environmental review and a bid process for the demolition and restoration of the site. Unfortunately, the price quotes that were received were significantly higher than expected and a decision was made to reject all bids. Based on feedback from the companies that submitted a bid, costs were high due to the requirement of asphalt at a time of year when asphalt plants were about to close. In addition, the unknown barrels and tubs of environmental liquid contaminants found in the building contributed to higher costs.

In an effort to reduce bid costs, the DDA decided to contract with Drug & Laboratory Disposal, Inc. to remove all of the unknown liquids from the car wash. It was also decided to place the repaving of the site on hold until the summer of 2018. A re-bid process was conducted in January and the demolition bid prices were closer to the original estimates anticipated for a project of this type.

The DDA would like to move forward with the demolition. However, funds for the demolition were not allocated in 2018 as this was an anticipated 2017 project. At this time, the DDA would like to allocate \$40,000 to their 2018 budget from their fund balance of approximately \$718,485 to cover the costs for the demolition.

INFORMATION PROVIDED

2018 DDA Budget

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2017 AMENDED BUDGET	2017 ACTIVITY THRU 09/15/2017	2018 REQUESTED BUDGET
DOWNTOWN DEVELOPMENT AUTHORITY (DDA) ESTIMATED REVENUES					
900-001-40100		Carryover	51,950	0	48,000
900-001-40300		Current Real Property Tax	126,900	66,675	132,000
	43,000	Personal Property Tax Reimbursement			
	89,000	Real Property Tax			
900-001-66500		Interest Earned	400	960	400
TOTAL DDA ESTIMATED REVENUES			179,250	67,635	180,400

DOWNTOWN DEVELOPMENT AUTHORITY (DDA) APPROPRIATIONS					
900-728-70300		Salaries-Staff	2,000	500	2,000
900-728-72800		Supplies	500		500
900-728-73000		Postage	500		500
900-728-80100		Community Events	750		750
900-728-80800		Consultants	125,000	5,198	45,000
	35,000	Market Study			
	10,000	Corner (Citgo) Streetscape Contract Documents Streetscape and related work			
900-728-80800.NMS9TH		Consultants			27,000
	27,000	South 9th Street Non-motorized, Erie to Prairie Ridge Elementary (Safe Routes To School Grant)			
900-728-82500		Accounting & Audit Fees	2,000	1,000	2,000
900-728-82600		Legal Fees	2,000	98	2,000
900-728-90300		Legal Notices	500		500
900-728-93300		Repairs and Maintenance	6,000	1,420	6,000
	4,000	Lawn care & maintenance			
	2,000	Miscellaneous			
900-728-97500		Capital Outlay/Obligated Projects	40,000		38,150
	10,000	Grants/Loan Program			
	28,150	Corner Site Improvements/Parking/Loan			
900-728-97500.NMSTDM		Capital Outlay/Obligated Projects			56,000
	56,000	Stadium Dr Non-motorized, South 8th to South 11th (Design, Easements)			
TOTAL DDA APPROPRIATIONS			179,250	8,216	180,400

TOTAL DDA ESTIMATED REVENUES	179,250	67,635	180,400
TOTAL DDA APPROPRIATIONS	179,250	8,216	180,400

RECOMMENDATION

TO: Township Board
FROM: Human Resources Committee
DATE: February 13, 2018
SUBJECT: Recommendations for *Employee Handbook* Revisions

As a result of its meeting of January 11, 2018, the Human Resources Committee recommends the following attached revisions to the *Employee Handbook*, which are coded for your review.

1.2 **Availability of *Employee Handbook*:**

All employees, including full-time, part-time, **seasonal**, all firefighting personnel and new employees, shall have available to them at any time on the Township's Web Server, located on the T Drive under the heading, "Township Employee Forms Folder," a copy of the *Oshtemo Charter Township Employee Handbook*. All employees shall acknowledge that they have received notification of the availability and location of the *Employee Handbook* on the T Drive and acknowledge that they have read and familiarized themselves with the same.

Employees with any questions regarding the *Employee Handbook*, including interpretation or applicability are directed to contact the Township Supervisor as **Head of Personnel Director**.

All revisions to the *Employee Handbook* will be sent to all employees electronically, via e-mail or Tex.com, in the form of a memo with the attached revisions which will require each employee to reply electronically via e-mail or **Tex.com messaging system** that he/she has received, read and familiarized himself/herself with any changes in the *Employee Handbook* within seven (7) days of receipt.

1.3 Definitions:

The words and phrases defined below have the following meanings for the *Oshtemo Charter Township Employee Handbook*:

Applicant: A person who has completed an application for employment or promotion, with the Township.

Board: The Oshtemo Township Board consisting of elected Supervisor, Clerk, Treasurer and Trustees.

Classification of Employees:

Employee: An individual employed by the Township whether full-time, part-time, temporary, **seasonal** or volunteer. It does not include those individuals providing services through contractual agreement with the Township, or on an independent contractor basis. Persons appointed to the Planning Commission, Zoning Board of Appeals, Building/Fire Code Board of Appeals or Board of Review are not considered employees of the Township.

Elected Officials: Elected officials, to the extent permitted under the laws of the State of Michigan, will be treated as employees under these policies **and Department Heads where applicable**. However, as elected officials, the Township recognizes its limited ability to exercise the same degree of control and authority as it would over an employee who is not an elected official.

Department Head: An individual employed by the Township, whether full-time, part-time or temporary, appointed by the Township Board as a Department Head. Appointed Department Heads include: Assessor, Attorney, Fire Chief, Maintenance Director, **Ordinance Enforcement Officer**, Parks Director, Planning Director and Public Works Director.

Revised Sec. 1.3 Elected Officials and Department Head- Effective 05/05/15

Deleted Sec. 1.3 Chief Personnel Officer - Effective 02/28/17

Revised Sec. 1.3 Employee, Elected Officials and Department Head - Effective _____

Exempt: A Township employee who, because of his/her duties, responsibilities and salary, is exempt from the overtime provision of the Michigan Minimum Wage law. Exempt employees are divided into two (2) categories:

- A. Executive: Elected Supervisor, Clerk, Treasurer and Trustees.
- B. Professional: Those persons whose primary duties are to perform work requiring advanced knowledge in a field of science or learning that must be customarily acquired by a long course of specialized intellectual instruction.

Full-Time: A full-time employee is an employee who is normally scheduled to work a minimum of thirty-two (32) hours or more per week. Full-time employees are eligible for fringe benefits as expressed and provided by the terms of this *Handbook* and the contract between the Township and any company through which the Township provides fringe benefits.

Human Resources Committee: A committee appointed by the Township Board for a two or four-year term, which shall consist of three (3) Township Board members.

Minimum Qualifications: Minimum hiring or promotion standards for each position established by the Township Board must be met by an applicant prior to placement of the applicant in the position. Those standards include education, training, licenses or certifications, and experience in other Township positions or in positions outside Township employment.

Revised Sec. 1.3 Exempt Para B - Effective 01/13/09

Revised Sec. 1.3 Exempt Para B - Effective 06/24/14

Revised Sec. 1.3 Exempt Para B Deleted - Effective 05/05/15

Revised Sec. 1.3 Exempt, Para C - Effective 04/28/09

Revised Sec. 1.3 Exempt, Para C - Effective 06/24/14

Revised Sec. 1.3 Exempt Para C Changed to B - Effective 05/05/15

Revised Sec. 1.3 Full-Time - Effective 10/13/09

Revised Sec. 1.3 Human Resources Committee - Effective 06/24/14

Revised Sec. 1.3 Exempt Para - Effective -04/26/16

Nonexempt: A Township employee who, because of his/her duties and responsibilities and salary, is not exempt from the overtime provisions of the Michigan Minimum Wage Law. A nonexempt employee must receive the minimum overtime compensation as provided by state statute.

Paid On-Call: Fire Department personnel responding to emergencies or duties assigned by the Fire Chief.

Part-Time: A part-time employee is an employee who is normally scheduled to work less than thirty-two (32) hours per week. Part-time employees are not entitled to fringe benefits except where expressly provided by the terms of this *Handbook* and the contract between the Township and any company through which the company provides fringe benefits.

Personnel Director: The Township Supervisor or his/her designee with duties and responsibilities as outlined in a written memorandum to staff.

Temporary or Seasonal: A temporary or seasonal employee is an employee who works for a specific length of time, usually not more than one hundred twenty (120) days or works on a seasonal basis. Temporary or seasonal employees are not entitled to any of the Township benefits.

Township Official: The elected Supervisor, Clerk and Treasurer.

Variable-Hour: A variable-hour employee is an employee who is not scheduled to work a set number of hours, or days, per week, or per month, but is called in to work in case of illness, emergencies, vacations, and/or leaves of absence. Variable-hour employees are not entitled to any of the Township fringe benefits.

Volunteer: An individual working with the Township who receives no compensation or benefits for duties and services performed.

Revised Sec. 1.3 Part-Time – Effective 10/13/09
Revised Section 1.3 Irregular Changed to Variable-Hour – Effective 05/05/15
Revised Sec. 1.3 Temporary or Seasonal – Effective 04/28/09
Revised Sec. 1.3 Volunteer – Effective 05/05/15
Added Sec. 1.3 Personnel Director/Revised Township Administrator – Effective 02/28/17
Revised Sec. 1.3 On-Call & Volunteer – Effective _____

2.3 Residency Requirement:

All **Paid On-Call** Fire Department personnel must live within one (1) mile of the Oshtemo Charter Township border. All full-time Fire Department personnel must live within twenty (20) miles of the Oshtemo Charter Township border. There is no residency requirement for other Township personnel except for elected officials who are required to live within the Township.

2.4 **Recruiting:**

- A. As Personnel Director of the Township, the Township Supervisor shall be responsible for recruiting all Township personnel.
- B. In order to attract qualified applicants for full-time, part-time, **seasonal** and temporary openings, the following procedures will be followed:
 - 1. Notice of the vacant or new position will be **posted distributed internally on the Township Hall bulletin board and the Fire Department bulletin board in Fire Station 1.**
 - 2. Concurrent with the public posting, positions shall be **posted on Township notice board, advertised on-line or in a local newspapers** and if applicable, technical or professional publications.

The Township Supervisor or his/her designee shall be responsible for composing the job notices and advertisements. Posted job notices shall contain the job title, job summary, minimum qualifications and the phrase, "an equal opportunity employer **by choice.**" **Minorities are encouraged to apply.**

2.5 Applications:

- A. Persons desiring employment with the Township must complete an application which is submitted to the Township Supervisor **or his/her designee**. Applications are available through the Township Office **and on-line**.
- B. The Township reserves the right to require an applicant to provide written verification of the applicant's minimum qualifications required for the position he or she is seeking.
- C. Fire Department application forms shall be obtained at the Township Hall, **or on-line website applications are also available**. Application forms may be accompanied by a resumé, at the applicant's discretion. Applications will be reviewed by the Fire Chief and the Township Supervisor.

2.6 Screening:

Following the deadlines for submission of applications, the Township Supervisor, with assistance in some cases from Department Heads, shall determine which applicants appear to meet the position's minimum qualifications as determined by the Township Board. Further screening may include checking references, qualifications, criminal background checks, driving records, and verifying past employment. Applicants may be requested to show proof of any education, license or certification or other minimum qualifications during the screening process. **The Township may require applicants who have received conditional offers of employment to submit to drug screen and/or background check.**

Revised - Effective _____

2.11 Personnel Records:

- A. A personnel file shall be maintained for each employee containing information necessary for effective personnel administration. A personnel file shall contain: application or resumé, beneficiary information, **benefit documents**, new hire reports, disciplinary history, commendations, records of training, doctors' notes for sick leave, record of pre-employment physical examination and any other physical examination required for employment purposes, record of positions held, record of leaves, information required for insurance purposes and retirement information.
- B. Employees are requested to notify the ~~Township Supervisor and the Township Clerk~~ **Personnel Director or his/her designee** of any changes in their dependent status, i.e.: marriage, birth of children, etc., **their address**, and the address and telephone number of a person to notify in case of an emergency, within five (5) working days after such change occurs.
- C. The personnel files are maintained by the Personnel Director **or his/her designee**.
- D. Access to personnel files is restricted. Upon written request, employees are given the opportunity to periodically review their own personnel files in accordance with state statutes. Employees shall receive copies of any additions to their files. Information contained in the employee's personnel file will be released to others only upon the employee's written authorization or as otherwise provided by law.
- E. Personnel files may not be removed from the Township office.
- F. Individual personnel files shall be kept for at least six (6) years after termination of employment.

3.0 **EMPLOYMENT**

3.1 **Orientation:**

- A. ~~All employees on~~ Before the first day of employment all employees shall complete the necessary employment forms.
- B. The ~~Township Supervisor~~ Personnel Director or his/her designee will review general work rules and policies with the employee. Each new employee will review the *Oshtemo Charter Township Employee Handbook* and sign a statement indicating that he or she has received a copy and has read it and understood it. Any questions regarding the personnel policies and procedures will be answered at this time.

4.3 **Absence:**

- A. Employees are expected to be conscientious about reporting for work on time and ~~using sick leave recording~~ PTO. An employee is considered absent if he or she is not present for work during the prescribed work hours.
- B. An absence may be excused or unexcused.
- C. If the Township Supervisor determines that the employee's absence is due to illness, injury, or some other reasonable cause, the absence is excused, and the employee's time of absence will be charged to an appropriate leave, if there is accumulated unused leave time available.
- D. If the Township Supervisor determines that the employee's absence is unexcused, the employee will not be paid for the time not worked.
- E. If an employee is absent for three (3) consecutive days without notifying the Township, such absence shall be considered a voluntary resignation, unless the absence is due to extenuating circumstances beyond the control of the employee and the employee's excuse is acceptable to the Township Supervisor.
- F. Excessive absenteeism will not be tolerated.
- G. An employee who is not able to report for work due to illness, injury, or any other reason shall be expected to notify a Township Official by 8:15 a.m. In the case of a Fire Department employee scheduled to work other than the normal Township business hours, he or she shall notify the Fire Department Officer in Charge ~~within fifteen no later than thirty~~ (15 30) minutes ~~of prior to~~ his or her scheduled work hours.
- H. If an employee is absent for more than one (1) day, he or she shall be expected to call in each day that he or she is absent, unless the employee is on an approved leave for a specified period of time.

Revised - Effective 02/28/17

Revised - Effective _____

4.6 **Inclement Weather:**

When inclement weather occurs, it is the responsibility of the Township Supervisor, Clerk and Treasurer to ~~insure~~ ensure the safety and well-being of Township employees.

If inclement weather should occur during office hours, the Township Supervisor, Clerk or Treasurer shall have the authority to close the office and send employees home. If all three (3) officials are present in the office, the decision will be made from a joint discussion. If all three (3) officials are not present, the official(s) making the decision shall attempt to notify those not present at the time of closing.

If inclement weather should occur before or during office hours, the Township Supervisor, Clerk and Treasurer shall communicate and make a decision regarding delaying the opening of or closing the office. If a decision is made to delay opening or close the office, Department Heads will be notified and will notify their staff pursuant to calling tree or electronic notification.

~~Supervisor will contact Fire Chief, Planning Director and Maintenance Dept. Head.~~

~~Clerk will contact Building Official, Township Attorney and Deputy Clerk.~~

~~Treasurer will contact Assessor, Deputy Treasurer and Trustees.~~

Every attempt should be made to make a decision by 6:00 a.m., and Department Heads notified by 6:30 a.m.

It is the responsibility of each employee to ~~insure~~ ensure his or her Department Head has his/her current telephone number.

The Clerk shall notify local radio and television stations of the status of the office for the day.

Unless otherwise stated, if the office is closed for the day or balance of the day, any meeting scheduled for that day or evening will be cancelled.

If the office opening is delayed, meetings scheduled for the remainder of that day will be held as scheduled.

The **Paid On-Call Fire** personnel have no set or established hours. When an alarm is received, it is up to the discretion of each person to determine if he or she is able to respond. To be paid, he or she must first respond and then must be either at the scene of the incident or at a station to be eligible for pay.

All essential personnel (full-time Fire Department personnel and maintenance personnel) who must report to work during an office closure shall receive PTO time equivalent to the time the office is closed.

Compensation for non-essential personnel who are scheduled to work or on vacation and cannot report to work due to inclement weather shall be paid for time the office is closed, not to exceed 24 hours in any given year.

5.6 Relief Time:

The following guidelines shall be followed for Relief Time:

- A. Exempt employees: Exempt employees, as defined by the Fair Labor Standards Act, shall be allowed Relief Time as defined herein. "Relief Time" shall mean time off from work in consideration for time worked in addition to the exempt employee's normal schedule work week, but only to the extent that the additional time worked is necessary to attend required meetings, respond to urgent situations, or complete approved work projects which cannot be completed within the normal work schedule. Relief Time shall be used within the following guidelines:
1. Relief Time is not intended to extend PTO time. It is intended to provide some relief for additional time worked.
 2. It is preferable that the Relief Time be used within the same week or pay period that the additional time is worked.
 3. If Relief Time cannot be taken within the same week or pay period, employees may accrue Relief Time with the approval of their immediate supervisor.
 - a. Accrued Relief Time and Relief Time used will be logged in a spreadsheet by the employee and have immediate supervisor approval.
 - b. Accrued Relief Time will not exceed 40 hours at any one time.
 4. Relief Time may be used within the employee's normal work schedule with approval from his/her immediate supervisor.
 5. No more than 8 hours office/16 hours Fire Department of Relief Time may be taken within a pay period.

6. There shall be no pay-off of Relief Time at the time of termination of employment.
 7. Relief Time will not be recorded in the BS&A Timesheet or Payroll system; nor will it be recorded as PTO or Sick Time. Employees may note Relief Time used in the "Notes" section of their Timesheet.
 8. Time logged into the BS&A Timesheet system will be the definitive record of employee hours worked.
- B. Hourly **and non-exempt** employees: Hourly **and non-exempt** employees shall be paid time and a half for all overtime in accordance with the Fair Labor Standards Act. No Relief Time shall be allowed.

Revised Sec. 5.6 Paragraph B - Effective 1/22/08
Revised Sec. 5.6 Paragraph B - Effective 3/25/08
Revised Sec. 5.6 Paragraph B 3 - Effective 10/28/08
Revised Sec. 5.6 Paragraph B - Effective 10/13/09
Revised Sec. 5.6 Paragraphs B & C - Effective 4/26/11
Revised Sec. 5.6 - Effective 7/14/15
Revised Sec. 5.6 Paragraph B - Effective _____

6.5 Personal Telephone Calls and E-Mail Usage:

Employees are permitted to make or receive brief personal telephone calls and/or write or respond to personal e-mail. While such actions are permitted, employees are asked to exercise discretion and keep such actions to a minimum, on the basis of both frequency and duration. ~~If a long distance call is necessary, the employee is required to bill the call to their home telephone or calling card.~~ However, employees who use public facilities and equipment ~~should~~ shall have no expectation of privacy since all public records are subject to review by the public or Township personnel under the Michigan Freedom of Information Act.

Revised Sec. 6.5 - Effective: _____

6.8 Dress Code:

An employee shall be appropriately dressed according to the nature of his or her job. If a uniform is required, it will be outlined by the department's standard operating procedures. Personnel will dress business casual, with the exception of dress-down Friday. The definition of business casual is dress shirts, blouses, Polo shirts with collars or mock turtlenecks, sweaters, sport coats and blazers, cotton slacks, and dresses, capris, ~~skirts (within two and one half (2½) inches from the knee),~~ and tie or slip-on shoes. The definition of dress-down Friday shall include jeans, ~~long shorts, eulottes/eity walking shorts (within two and one half (2½) inches from the knee),~~ and a blouse/shirt. The following items will be inappropriate for business casual: denim jeans (of any color), tee shirts, tank tops, ~~sports attire (spandex, leggings, jogging or warm-up suits),~~ and beach sandals/flip flops. ~~Clothing with printed advertisements or messages are inappropriate at all times. The following items will be inappropriate at all times: shorts and miniskirts greater than two and one half (2½) inches (width of a dollar bill) from the knee, tank tops or midriff shirts, or t-shirts with printed advertisements or messages.~~

6.14 On-the-Job Accidents/Injuries

Employees shall complete a “Work-Related Incident Report” form, or notify the ~~Oshtemo Township Clerk Personnel Director or his/her designee~~ to facilitate form completion, for all on-the-job accidents and injuries regardless of type of injury. Form is available on the ~~“T” drive~~ T Drive under “Employee Information,” “Office Forms,” or the ~~Fire Department’s L Drive~~, or by request from ~~Clerk’s Personnel Director’s~~ office. The completed form should be submitted to the ~~Clerk Personnel Director or his/her designee~~.

A. For injuries requiring emergency medical treatment:

- ◆ Employee seeks treatment at Bronson Hospital, the Township’s designated ER facility, 601 John Street, Kalamazoo, Michigan. (location map on the T Drive or at Fire Department’s L Drive). Employee notifies hospital ER this is an on-the-job injury related to his/her work at Oshtemo Township.
- ◆ If an employee is working out of the area, go to the nearest ER or immediate care facility.
- ◆ As soon as possible after receiving emergency treatment, employee completes “Work-Related Incident Report” and submits same to Clerk.

B. For injuries requiring non-emergency medical treatment:

- ◆ Employee/Patient contacts Township occupational health physician or physician’s assistant, currently:
 - (1) Bronson ProHealth, 6789 Elm Valley Drive, Kalamazoo, MI, off South 9th Street, South of I-94, Mondays, Wednesdays and Fridays, 7 a.m.-noon, phone (269) 341-8938, or if closed,
 - (2) Bronson Prompt Care at 820 John Street, Mondays through Fridays, 7 a.m.-5 p.m. or after hours, seek treatment at, ~~the~~
 - (3) Emergency Room facility. The Township requires employees to seek treatment through Bronson ProHealth for the first treatment visit. Phone nurse will “triage” situation.

(Note: if ER deemed necessary during phone conversation, nurse will recommend patient go directly to Bronson ER. (location map on the T Drive or Fire Department's L Drive).

- ◆ Employee notifies **Clerk Personnel Director** if he/she has scheduled a non-emergency medical appointment for an on-the-job injury.
- ◆ If employee is out of the area, call the **Clerk Personnel Director** who (via Bronson ProHealth) will provide physician or physician's assistant's name for that area.

For first visit for each injury, blood and alcohol tests will be administered. These test provide employee and employer protection.

For **Workmen's Worker's** Compensation purposes, a Bronson ProHealth "Case Manager" will be assigned. The Case Manager's role is to keep the Township informed.

7.2 **Discharge:**

- A. Department Heads may only be discharged by the Township Board upon the Township Supervisor's recommendation. All other Township employees can be discharged by the Township Supervisor acting as the Personnel Director, but only with the concurrence of the employee's Department Head or the Human Resources Committee.

- B. An employee who is discharged will be given a written notice by the Township Supervisor indicating the effective date of the discharge. *The employee will be requested to participate in an Exit Interview per Section 7.5. If the employee refuses, he/she will be asked to sign a copy of his/her notice of discharge to be placed in the employee's file.*

*Revised - Effective 06/24/14
Revised - Effective 02/28/17
Revised - Effective _____*

7.4 Final Compensation:

- A. Final paychecks for regular employees who have resigned or have retired will contain, in addition to compensation owed for time worked, compensation for unused ~~vacation~~ PTO days accrued to the effective date of termination.
- B. Reimbursement of monies paid to the employee for educational expenses, or classes paid for by the Township, will be deducted from the employee's final compensation in accordance with the Educational Assistance Program outlined in Section 9.14.1.A.
- C. Reimbursement of all monies paid to the employee, or all monies paid for the employee to receive a credential or certification, will be deducted from the employee's final compensation if the employee is terminated or leaves employment with the Township within one (1) year of the Township making such an expenditure. ~~The Personnel Director may waive this reimbursement due to extenuating circumstances.~~
- D. Employees who have been terminated by Oshtemo Charter Township will not receive compensation for unused ~~vacation~~ PTO days.
- E. Employees will receive their final paycheck as soon as the amount can be determined. ~~The final paycheck will either be mailed to the address given at the Exit Interview or may be picked up at the Township Hall, at the employee's option.~~

8.0 **TRAVEL POLICY**

8.1 **Mileage:**

- A. **If a Township vehicle is unavailable and** employees **who** are required to use their personal vehicles for Township business, **they** will be reimbursed at the mileage rate currently in effect as outlined in Appendix D.
- B. All travel must have the prior approval of a Township Official.
- C. No employee or official shall be reimbursed for travel from his or her home to his or her place of regular employment.

8.3 Meals:

Reimbursement for meals shall be on the following schedule:

- A. Breakfast, lunch, and dinner will only be paid for travel associated with overnight stays (excluding alcohol beverages). First travel day will not provide breakfast, and return travel day will not provide dinner.
- B. Lunch only will be paid for travel associated with local, off-site seminars (within seventy-five (75) miles of Oshtemo Charter Township Hall), and only if lunch is not included with the seminar.
- C. Using either a credit card log or employee reimbursement log, an expense report must be filled out to receive reimbursement for expenses. All receipts must be itemized and submitted with the expense report to be paid.
- D. Maximum reimbursement for meals associated with an overnight stay will be ~~ten dollars (\$10.00) for breakfast, fifteen dollars (\$15.00) for lunch and twenty-five dollars (\$25.00) for dinner plus tips~~ a daily per diem of ~~seventy-five dollars (\$75.00)~~. Meal receipts must be itemized. Snacks and beverages not with a meal are not covered.

8.4 Gratuities and Other Expenses:

- A. It is recognized that gratuities are a necessary expense of doing business. Reimbursement shall be granted, but in no case shall it exceed ~~fifteen~~ **twenty** percent (~~15~~ 20%) of a valid charge.
- B. Reimbursement for other expenses, such as parking, baggage handling, tolls, taxies and public transportation will be allowed. Under no circumstances will expenses of a personal nature be included in a charge against public funds. Receipts are required.
- C. Reimbursement for the use of taxies or other forms of public transportation shall be limited to trips necessary for the conduct of official Township business. Receipts are required.
- D. All receipts must be itemized and submitted for reimbursement. Reimbursement may be paid for employees who have lost a receipt at the discretion of a Township Official.

Revised - Effective 10/13/09
Revised - Effective 02/28/17
Revised - Effective _____

9.8 **Funeral Leave:**

- A. Full-time employees shall be granted three (3) days paid leave in the event of the death of a member of the employee's immediate family. For this policy, immediate family shall be defined to include **someone's spouse, parents and grandparents, children and grandchildren, brothers and sisters, mother-in-law and father-in-law, brothers-in-law and sisters-in-law, daughters-in-law and sons-in-law. Adopted, half, and step members are also included in immediate family.** ~~the employee's father, mother, son, daughter, stepson, stepdaughter, spouse, brother, sister, grandchild, brother in law, sister in law, father in law, mother in law and grandparents.~~
- B. Full-time employees shall be granted one-half (½) day paid leave in the event of the death of any other relative of the employee. Other relatives shall be aunts, uncles, ~~or~~ **nieces and nephews.**
- C. **Part-time employees working a minimum of twenty (20) hours per week may have one-half (½) of the funeral leave of full-time employees as set forth above.**
- D. At the discretion of the Township **Supervisor Personnel Director**, additional time may be granted.

9.9 Workers Compensation Insurance:

All employees are covered by workers compensation for disability or death as a result of accidental injuries or occupational disease suffered in the course of employment. All injuries, even minor ones, must be reported immediately to the employee's Immediate Supervisor, and all employees must complete a Work-Related Incident Report form. Please see Section 6.14.

9.10 Jury Duty/Court Appearances/Depositions:

- A. An employee who is called by notice or subpoena to report for jury duty on a day he or she is regularly scheduled to work shall receive his or her normal rate of pay for time served. ~~Any money received as jury duty pay, or witness fee (including mileage), shall be a credit against the normal compensation paid by the Township.~~

Should an employee be excused from jury duty prior to 3 2 p.m., he or she shall return to work to complete his or her normal work day.

- B. An employee who is required by law or by the Township to attend a court hearing or a deposition on a Township-related matter shall receive his or her normal rate of pay for the time involved.
- C. Fire Department personnel and other appointed non-salaried part-time officials are entitled to reimbursement for income lost due to appearance in court or for depositions in response to a subpoena or summons issued in a case in which they are a witness or a party because of their presence or activities while engaged in Township duties. Income for this purpose is defined as lost wages, salary or loss of self-employment income and is limited to a maximum of the equivalent of the Township Supervisor's daily rate of pay. Determination of the amount of self-employment income actually lost shall be made in the sole discretion of the Township Board following such substantiation as the employee may offer and/or following such report as the Fire Chief or Township Supervisor may make to the Township Board in the matter. Any money received as a witness fee shall be a credit on the reimbursement hereunder.

9.13 Memberships and Publications:

Upon request of the employee, a Township Official may approve professional memberships and publications which will contribute to the employee's professional development, and which may be paid by the Township. ~~For the first year, newly-hired Department Heads Employees may join an Oshtemo community service organization, to assist with their transition into the community, and the cost up to \$500.00 (for the first year only) will be paid by the Township, and the Township will reimburse the employee up to one-half (½) of the cost of joining such an organization.~~

*Revised - Effective 09/23/08
Revised - Effective 02/28/17
Revised - Effective _____*

9.14.1 Education:

The Township may reimburse employees, ~~including Fire Department personnel,~~ in whole or in part, for expenses of education under the following circumstances:

- A. A written request for reimbursement signed by the employee must be submitted to the employee's Department Head and the Personnel Director ~~or his/her designee~~ for approval in advance of attendance. The request must be submitted on the appropriate form, and must show:
1. The course of study will be undertaken at an accredited institution of higher education in Kalamazoo County or other locality as specifically approved by the Township Board.
 2. The course of study will relate to the employee's work for the Township and will contribute to the employee's ability to perform his or her duties.
 3. The employee agrees that no reimbursement will be made until after written evidence of successful completion of the course, with a grade of a "C" or better (2.0 on a 4.0 scale), has been submitted to ~~a Township Official~~ ~~the Personnel Director or his/her designee.~~
 4. The employee agrees that if his or her employment with the Township is terminated prior to the successful completion of the course, no reimbursement will be paid.
 5. The employee agrees that if his or her employment with the Township is terminated within one (1) year of the reimbursement, one-half (1/2) of the amount reimbursed must be repaid by the employee.

6. The employee has not been requested or required by the Township or any of its agents or employees to pursue the course of study for which the application for reimbursement is made.
 7. The amount the employee requests to be reimbursed.
- B. Reimbursement may include the expense of registration and tuition. Books will be the responsibility of the student. The total yearly amount of the reimbursement will be at the discretion of ~~a Township Official~~ the Personnel Director or his/her designee, taking into account the availability of departmental funds.

9.16 Part-Time Employee's Benefits:

Part-time employees and Paid On-Call Firefighters are eligible to become enrolled in the Township pension plan, workers compensation insurance and educational and professional development under Section 9.14. Paid On-Call Firefighters are eligible for life insurance. Part-time employees, except Paid On-Call Firefighters, are entitled to holiday pay as provided in Appendix A and to vacation leave as provided in Appendix B. They receive no other fringe benefits. Paid On-Call Firefighters who are disabled and unable to perform their full duties may, if permitted in writing by their physician, perform limited light-duty work, including dispatch but at dispatcher's work detail pay rate. Temporary or seasonal employees are not entitled to participate in employee benefits.

Revised Sec. 9.16 - Effective 4/28/09

Revised Sec. 9.16 - Effective _____

9.18 Retiree Benefits:

Retirees who retire prior to January, 2012 shall be eligible for health insurance benefits provided they meet the provisions of the Township Health Insurance Plan Ordinance in effect at the time of their retirement. ~~Employees who become disabled prior to retirement and who are not otherwise a qualifying retiree under the Health Insurance Plan Ordinance do not qualify for this benefit.~~ All full-time employees will be enrolled in the Municipal Employees Retirement System (MERS) Defined Health Benefit Plan.

Memo



To: Oshtemo Charter Township Board
From: Julie Johnston, AICP
Date: February 6, 2018
Mtg. Date: February 13, 2018
Subject: Zoning Ordinance Amendments – 2nd Reading

OBJECTIVE

Second reading and final approval of the following amendments to the Township Zoning Ordinance:

- a. Section 11.000: Definitions – an amendment to Section 11.237: Building official
- b. Section 60.000: Special Exception Uses – an amendment to Section 60.400: Planned unit development
- c. Section 68.000: Off-Street Parking of Motor Vehicles – an amendment to Section 68.300: Off-Street parking and site circulation requirements
- d. Section 67.600: Access Management Guidelines (removed)

BACKGROUND

Section 11.000 Definitions

Staff conducted a complete review of both the Zoning and General Ordinances to eliminate any specific language related to a particular Building Authority. Within the Zoning Ordinance, the definition section still referred to the Kalamazoo Area Building Authority. The Planning Commission is recommending a language change to something less specific that will still describe the Building Authority but will not address a particular organization.

Section 60.400 Planned Unit Development

The Planning Commission requested changes to the PUD approval process that would require a public hearing at the time of concept plan approval. The current ordinance requirements place the public hearing at site plan approval, which is late in the process as the Planning Commission has already approved a concept plan for which all site plans must conform. Giving public notice at the time of site plan does not allow neighboring property

owners and residents the opportunity to weigh in on the concept plan, which governs the development after its approval by the Township.

The enclosed recommended amendments would change this process and require the special exception use public hearing at the same time the concept plan is reviewed.

In addition, based on Township Board changes at the January 9, 2018 meeting, street trees have been added to the concept plan requirements and a mailing to property owners within 300 feet of the subject site has been added to the PUD site plan review requirements.

Section 68.000 Off-Street Parking and Section 67.600 Access Management Guidelines

The requested changes to the Off-Street Parking Ordinance include the following:

1. The use of concrete, or similar material, as opposed to asphalt, will be required for all accessible spaces.
2. Amendments are recommended to Section 68.300 that reduce and re-organize the current Ordinance language into a more user-friendly configuration. Anything not related to parking lots and circulation aisles, like drive-through windows, has been moved to its own section of the code.
3. Section 68.300 will now include requirements for site circulation. The current ordinance does not specifically mention circulation aisles on site, which does not give staff the regulatory leverage to require certain pavement widths outside of parking lot areas. Per the Township Board's request, the width of these circulation aisles will be explored by the Planning Commission for a possible future recommended Ordinance change.
4. Bicycle parking will be reviewed by the Planning Commission as part of special exception uses. For example, requiring bicycle parking within larger PUD projects may be warranted.
5. Subsection I of Section 68.300 indicates a regulation related to shared access reduction under Section 67.600, which is the Access Management Guidelines of the Zoning Ordinance. The current regulations under Section 67.600 are:

67.600 - Shared access reduction schedule.

1. *When a driveway is established to serve two or more parcels, lots, or building sites, and where such parcels, lots, or building sites are not served by any other access point, the total parcel, lot, or building site size and road frontage required by the Township Zoning Ordinance shall be reduced by ten percent.*
2. *When a frontage road or service drive is established on a parcel, lot, or building site, the total parcel, lot, or building site size, road frontage, and number of parking spaces required shall be reduced by ten percent.*
3. *When a cross parking arrangement or agreement has been reached (and written evidence thereof in existence) regarding two or more parcels, lots, or building sites, the number of parking spaces required for each of the parcels, lots, or building sites in question shall be reduced by ten percent.*

The revised ordinance would eliminate subsection 1, which allows a reduction in parcel size or frontage. To our knowledge, this regulation has not been employed anywhere within the Township. In addition, tracking this requirement overtime could be tremendously difficult as sites redevelop and parcel lines change. Future Planning staff may believe lots to be nonconforming because of the reduction in lot size or frontage requirements. Finally, the use of a parking reduction seems an adequate incentive to encourage shared access.

The remaining subsections 2 and 3 would then be moved to the Off-Street Parking Ordinance. A new subsection 68.303 titled Shared Access Reduction would be created.

INFORMATION PROVIDED

Redlined Ordinance Amendments
Proposed Ordinance

11.000 - Definitions

11.237 - Building official.

The designated ~~Building Official(s) appointed and/or employed by the Kalamazoo Area Building Authority (KABA)~~ **agency of the Township appointed** to administer and enforce the State Construction Code, pursuant to Public Act 230 of 1972, as thereafter amended.

60.400 - Planned unit development.

60.450 - Approval process and documentation requirement.

A. *Application requirements:* The application for approval of a planned unit development shall be made according to the procedures for Special Exception Uses set forth in SECTION 60.200 and the application guidelines for planned unit developments set forth in this section.

B. *Approval process:* The following approval process shall apply to a Planned Unit Development application:

1. *Optional pre-application review(s):* Informal pre-application review(s) is encouraged and may be scheduled with the Planning Department **and/or the Planning Commission** at which the project concept may be reviewed by the applicant, Township staff, and Township consultants.

2. **Special exception use /** ~~Conceptual plan review:~~ A planned unit development shall undergo a ~~mandatory Conceptual Plan review by the Planning Commission.~~ **The Planning Commission shall hold a public hearing on a planned unit development application in accordance with the special exception use provisions set forth in this Zoning Ordinance. The mandatory Conceptual Plan shall be presented as part of the special exception use** review by the Planning Commission. The review is intended to provide an indication of the issues and concerns that must be resolved prior to ~~review~~ **the submittal** of the **individual project or overall planned unit development** site plan(s) ~~by the Planning Commission.~~ Conceptual Plan approval shall not constitute an approval of a detailed site plan but shall be deemed an expression of approval of the **overall layout of the planned unit development and should be used** as a guide to the preparation of the site plan. A request for modification to the approved Conceptual Plan shall be submitted to the Planning Commission for review in the same manner as the original Conceptual Plan was submitted and reviewed.

3. ~~Special exception use permit/~~**Site plan review:** Following Conceptual Plan review, **individual project or overall** a planned unit development **site plan(s)** shall undergo a final review by the Planning Commission. **Notice of the request shall be sent by mail within 15 days prior to the Planning Commission meeting to property owners within 300 feet of the boundaries of the planned unit development.** The detailed site plan shall conform to the approved Conceptual Plan and incorporate any revisions or recommendations made by the Planning Commission at the Conceptual Plan review. If a detailed site plan is not submitted for review within six months of Conceptual Plan approval, the Planning Commission may require a resubmission of the Conceptual Plan for further review and possible revision. Site plan review shall be subject to all appropriate sections of the Zoning Ordinance. ~~The Planning Commission shall hold a public hearing on a planned unit development application in accordance with the Special Exception Use provisions set forth in SECTION 60.200.~~

C. *Optional pre-application review(s) requirements:* The applicant shall present the following information on the proposed planned unit development for a pre-application review with the Township Planning Department and applicable Township consultants:

1. Sketch plan of the proposed layout.

2. An accurate legal description of the development site.
 3. The names and addresses of all current owners of the development site.
 4. The total acreage.
 5. The number of acres to be developed by use.
 6. The total number of acres of open space.
 7. The number of acres to be preserved as open space.
 8. The number and type of residential units.
 9. The details of the nonresidential land use.
 10. The details of the pedestrian and vehicular circulation system.
 11. The location and dimensions of known natural features.
- D. *Conceptual plan review requirements:* Engineering details of Conceptual Plans are not required to be developed beyond a level of detail required to determine the feasibility of the proposed layout. The Conceptual Plan, drawn to a reasonable scale, shall provide the following information:
1. Boundaries of the planned unit development.
 2. A general location map showing the existing zoning designations, **and** uses, **and** ownerships of the planned unit development and all land within one-quarter mile.
 3. The topography of the site and its relationship to adjoining land.
 4. The location of existing streets adjacent to the planned unit development with an indication of how they will connect with the proposed circulation system for the proposed development. **In addition, an indication if streets are planned to be public or private.**
 5. The pedestrian and vehicular circulation system and related parking facilities proposed within the planned unit development.
 6. ~~Delineation of proposed residential and nonresidential areas indicating for each such area its size, number and composition of buildings, dwelling unit density, building envelopes, building location and height, and orientation of units.~~ **Delineation of proposed residential areas indicating area size and dwelling unit density. Delineation of proposed nonresidential areas indicating area size, number of buildings, building envelopes, building location and orientation.**
 7. The interior open space system and park/recreation areas.
 8. **Location of** proposed landscaping, **landscaped buffer areas**, including greenbelts, berms and/or screening, **and placement of required trees adjacent to rights-of-way per the Landscape Ordinance.**
 9. **General arrangement of** the overall storm water **management** drainage system.

10. ~~The public facilities to serve the planned unit development, such as sewage disposal, water supply, refuse disposal, etc.~~ **Location of the public sanitary sewer and water systems intended to serve the overall development.**

11. In addition, the following documentation shall accompany the Conceptual Plan:

- a. The name, address and telephone number of:
 - i. All persons with an ownership interest in the land on which the planned unit development will be located together with a description of the nature of each entity's interest.
 - ii. All engineers, attorneys, architects or registered land surveyors associated with the planned unit development.
 - iii. The developer or proprietor of the planned unit development.
 - iv. Any person(s) authorized to represent the owner in the review process.
- b. An accurate legal description of the planned unit development, including appropriate tax identification numbers.
- c. The total acreage of the planned unit development.
- d. The number and type of units to be developed.
- e. A general statement as to how common open space and park/recreation areas are to be owned and maintained.
- f. If the development is to be constructed in phases, a general indication of how the sequence of phases is to proceed.
- g. A narrative describing how the planned unit development is supported by the Township's Master Plan, the capacity and availability of necessary public facilities to the development, and the impact the development will have on adjoining properties.

E. *Site plan review requirements:* The following information shall be included on, or attached to, all site plans:

1. An update of the approved Conceptual Plan pursuant to the informational requirements set forth in this Section.
2. Easements, deed restrictions, and other documents pertaining to the open space system and park/recreation areas.
3. If condominium ownership is proposed, all documentation required by the condominium regulations of the Township.
4. Engineering plans presented in sufficient detail to indicate compliance with the engineering standards adopted by the Township, including the cross sections of proposed streets, drive aisles, paved areas, and on-site drainage, including retention and/or detention areas.

68.000 - Off-Street Parking of Motor Vehicles

68.300 - Requirements for parking spaces, parking lots and drive-through windows. **Off-Street Parking and Site Circulation Requirements**

Requirements for all parking spaces, ~~and~~ parking lots **and circulation aisles** (except those for single- and two-family dwellings, for mobile homes or single- or two-family dwellings in a mobile home subdivision, or for farms) ~~and drive-through windows~~ shall be as follows:

- A. *Space size.* Each automobile parking space shall not be less than 200 square feet nor less than ten feet wide exclusive of driveway and aisle space. For parking lots with over 100 spaces, minor adjustments of the dimensions prescribed in this Section may be authorized by the reviewing body for up to 25 percent of the required spaces, provided the design remains consistent with generally recognized design standards for off-street parking facilities.
- B. **Circulation and Parking Aisle width.** Aisles shall be 24 feet wide for two-way traffic and 20 feet wide for one-way traffic. Consideration will be given to alternate widths for one-way aisles in conjunction with angled parking other than 75 to 90 degrees.
- C. *Pavement.* All off-street parking facilities, including private drives thereto, shall be constructed of materials which will have a paved surface resistant to erosion. Use of ~~pervious pavement~~ **permeable materials, similar to a paved surface**, is encouraged.
- D. **Accessible accommodations. Any barrier free parking spaces or accessible loading aisles between said spaces shall be designed and constructed in accordance with the Americans with Disabilities Act of 1990, using the 2010 or most recent design standards. Barrier free parking spaces, accessible loading aisles between said spaces, and ramps shall be constructed of aggregate cement concrete or a similar, pre-approved hard-surface alternate, subject to Township Staff approval. Flexible paving is not allowed.**
- D. ~~Drainage.~~ Drainage shall be provided in accordance with SECTION 78.500.
- E. ~~Lighting.~~ Lighting shall be designed in compliance with the lighting objectives and standards set forth in SECTION 78.700.
- F. ~~Landscape.~~ Landscaping shall be provided in accordance with SECTION 75.000.
- G. ~~Drive through windows.~~ A minimum of five 10-foot by 20-foot stacking spaces, measured from the serving window, for food service establishments and a minimum of three 10-foot by 20-foot stacking spaces for all other drive-through establishments for vehicles awaiting service shall be on-site and designed and located so as not to block or impede pedestrian and/or vehicle circulation on the site or on any adjacent sidewalk or street. Stacking spaces shall not be considered parking spaces.
- H. **E. Backing into or from a street is prohibited.** All trucks and vehicles shall enter and exit the lot, parcel, or site using forward movement from and to the abutting street.

- I. ~~Shared access reduction schedule.~~ Reduction of required spaces is permitted in accordance with SECTION 67.600. (MOVE TO 68.303)
- J. **F. Bicycle parking.** Provision of parking facilities for bicycles is **strongly** encouraged and may be required **as part of Special Exception Use approval.**
- K. **G. Maximum number of spaces.** To minimize excessive areas of pavement which detract from the aesthetics of an area and contribute to high rates of stormwater runoff, no parking lot shall have parking spaces totaling more than 110% of the minimum parking space requirements except as may be approved by the reviewing body
- H. Additional Parking Allowance.** In granting any additional space, the reviewing body shall determine that the parking is necessary, based upon documented evidence of actual use and demand provided by the applicant. The reviewing body shall also consider impacts on the property and surrounding properties including any natural features thereon. Use of pervious pavement is encouraged. ~~The foregoing~~ **This allowance** shall apply only to those parcels, lots or building sites with a minimum of 50 parking spaces as required by Sections 68.302 and 68.400.

68.301 - Loading and unloading.

Space for all necessary loading and unloading operations for any commercial, industrial or other use must be provided in addition to the required off-street parking space. All loading and unloading operations must be carried on entirely within the side or rear yard of the lot, parcel or building site, on a paved surface and shall not interfere with pedestrian or vehicular movement.

68.302 - Mixed uses in the same building or joint use of facilities.

In the case of mixed uses in the same building or common parking facilities for several uses in the same vicinity, the total parking space requirement is the sum of the individual requirements for each use at the same time of day. The maximum joint requirements will be less than the total individual requirements if the peak needs for the uses occur at distinctly different times of the day.

68.303 – Shared access reduction. (MOVED FROM 67.600)

- A. When a frontage road or service drive is established on a parcel, lot, or building site, the total number of parking spaces required may be reduced by ten percent.**
- B. When a cross parking arrangement or agreement has been reached (and written evidence thereof in existence) regarding two or more parcels, lots, or building sites, the number of parking spaces required for each of the parcels, lots, or building sites in question may be reduced by ten percent.**

68.304. - Drive through windows.

A minimum of five 10-foot by 20-foot stacking spaces, measured from ~~the serving window~~ **each individual point of service**, for food service establishments and a minimum of three 10-foot by 20-foot stacking spaces **per window** for all other drive-through establishments for vehicles awaiting service shall be on-site and designed and located so as not to block or impede pedestrian and/or vehicle circulation on the site or on any adjacent sidewalk or street. Stacking spaces shall not be considered parking spaces.

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. ____

Adopted: _____, 2018

Effective: _____, 2018

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend the Oshtemo Charter Township Zoning Ordinance by the revision of Section 11.000 Definitions, Subsection 11.237; the amendment of Section 60.000 Special Exception Uses, Subsection 60.400 Planned Unit Development, by the amendment of Subsection 60.450, portions of Paragraphs B and D; the amendment of Section 67.000 Access Management Guidelines by the removal of Subsection 67.600; the amendment of Section 68.000 Off-Street Parking of Motor Vehicles by the amendment of Subsection 68.300, Paragraphs B, C and D and deletion of old Subsections D, E, F and G, with the balance in alphabetical order, and the addition of Subsections 68.303 and 68.304. This Ordinance repeals all Ordinances or parts of Ordinances in conflict.

THE CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN
ORDAINS:

SECTION I. AMENDMENT OF ZONING ORDINANCE COMPILED SECTION 11.000 DEFINITIONS, SUBSECTION 11.237. Section 11.000 Definitions, Subsection 11.237 Building Official is amended to read as follows:

11.000 DEFINITIONS

11.237 Building official.

The designated ~~Building Official(s) appointed and/or employed by the Kalamazoo Area Building Authority (KABA)~~ **agency of the Township appointed** to administer and enforce the State Construction Code, pursuant to Public Act 230 of 1972, as thereafter amended.

SECTION II. AMENDMENT OF ZONING ORDINANCE COMPILED SECTION 60.000 SPECIAL EXCEPTION USES, SUBSECTION 60.400 PLANNED UNIT DEVELOPMENT, SUBSECTION 60.450 APPROVAL PROCESS AND DOCUMENTATION REQUIREMENT, PORTIONS OF PARAGRAPHS B AND D. Section 60.000 Special Exception Uses, Subsection 60.400 Planned Unit Development, Subsection 60.450 Approval Process and Documentation Requirement, portions of Paragraphs B and D are amended to read as follows:

60.000 SPECIAL EXCEPTION USES

60.400 Planned unit development.

60.450 Approval process and documentation requirement.

B. *Approval process:* The following approval process shall apply to a Planned Unit Development application:

1. Optional pre-application review(s): Informal pre-application review(s) is encouraged and may be scheduled with the Planning Department **and/or the Planning Commission** at which the project concept may be reviewed by the applicant, Township staff, and Township consultants.

2. **Special exception use /** Conceptual plan review: ~~A planned unit development shall undergo a mandatory Conceptual Plan review by the Planning Commission.~~ **The Planning Commission shall hold a public hearing on a planned unit development application in accordance with the special exception use provisions set forth in this Zoning Ordinance. The mandatory Conceptual Plan shall be presented as part of the special exception use** review by the Planning Commission. The review is intended to provide an indication of the issues and concerns that must be resolved prior to review **the submittal of the individual project or overall planned unit development site plan(s)** ~~by the Planning Commission.~~ Conceptual Plan approval shall not constitute an approval of a detailed site plan but shall be deemed an expression of approval of the **overall layout of the planned unit development and should be used** as a guide to the preparation of the site plan. A request for modification to the approved Conceptual Plan shall be submitted to the Planning Commission for review in the same manner as the original Conceptual Plan was submitted and reviewed.

3. ~~Special exception use permit/~~Site plan review: Following Conceptual Plan review, **individual project or overall a planned unit development site plan(s)** shall undergo a final review by the Planning Commission. **Notice of the request shall be sent by mail within 15 days prior to the Planning Commission meeting to property owners within 300 feet of the boundaries of the planned unit development.** The detailed site plan shall conform to the approved Conceptual Plan and incorporate any revisions or recommendations made by the Planning Commission at the Conceptual Plan review. If a detailed site plan is not submitted for review within six months of Conceptual Plan approval, the Planning Commission may require a resubmission of the Conceptual Plan for further review and possible revision. Site plan review shall be subject to all appropriate sections of the Zoning Ordinance. ~~The Planning Commission shall hold a public hearing on a planned unit development application in accordance with the Special Exception Use provisions set forth in SECTION 60.200.~~

D. *Conceptual plan review requirements:* Engineering details of Conceptual Plans are not required to be developed beyond a level of detail required to determine the feasibility of the proposed

layout. The Conceptual Plan, drawn to a reasonable scale, shall provide the following information:

2. A general location map showing the existing zoning designations, **and** uses, **and** ownerships of the planned unit development and all land within one-quarter mile.
4. The location of existing streets adjacent to the planned unit development with an indication of how they will connect with the proposed circulation system for the proposed development. **In addition, an indication if streets are planned to be public or private.**
6. Delineation of proposed residential and nonresidential areas indicating for each such area its size, number and composition of buildings, dwelling unit density, building envelopes, building location and height, and orientation of units. **Delineation of proposed residential areas indicating area size and dwelling unit density. Delineation of proposed nonresidential areas indicating area size, number of buildings, building envelopes, building location and orientation.**
8. **Location of proposed landscaping, landscaped buffer areas**, including greenbelts, berms and/or screening, **and placement of required trees adjacent to rights-of-way per the Landscape Ordinance.**
9. **General arrangement of the overall storm water management** drainage system.
10. The public facilities to serve the planned unit development, such as sewage disposal, water supply, refuse disposal, etc. **Location of the public sanitary sewer and water systems intended to serve the overall development.**
11. In addition, the following documentation shall accompany the Conceptual Plan:
 - a. The name, address and telephone number of:
 - i. All persons with an ownership interest in the land on which the planned unit development will be located together with a description of the nature of each entity's interest.
 - ii. All engineers, attorneys, architects or registered land surveyors associated with the planned unit development.
 - iii. The developer or proprietor of the planned unit development.
 - iv. Any person(s) authorized to represent the owner in the review process.
 - b. An accurate legal description of the planned unit development, including appropriate tax identification numbers.
 - c. The total acreage of the planned unit development.

- d. The number and type of units to be developed.
- e. A general statement as to how common open space and park/recreation areas are to be owned and maintained.
- f. If the development is to be constructed in phases, a general indication of how the sequence of phases is to proceed.
- g. A narrative describing how the planned unit development is supported by the Township's Master Plan, the capacity and availability of necessary public facilities to the development, and the impact the development will have on adjoining properties.

SECTION III. AMENDMENT OF ZONING ORDINANCE COMPILED SECTION 67.000 ACCESS MANAGEMENT GUIDELINES, BY THE REMOVAL OF SUBSECTION 67.600 SHARED ACCESS REDUCTION SCHEDULE. Section 67.000 Access Management Guidelines, Subsection 67.600 Shared access reduction schedule is eliminated.

SECTION IV. AMENDMENT OF ZONING ORDINANCE COMPILED SECTION 68.000 OFF-STREET PARKING OF MOTOR VEHICLES, SUBSECTION 68.300, PARAGRAPHS B, C, D AND F, OLD SUBSECTIONS D, E, F AND G ARE DELETED AND THE BALANCE ARE ALPHABETICAL AND ADDITION OF SUBSECTIONS 68.303 AND 68.304. Section 68.000 Off-Street Parking of Motor Vehicles, Subsection 68.300, Paragraphs B, C and D are amended, Old Paragraphs D, E, F and G are deleted and the remaining Paragraphs are alphabetized and Subsections 68.303 and 68.304 are added to read as follows:

68.000 OFF-STREET PARKING OF MOTOR VEHICLES

68.300 Requirements for parking spaces, parking lots and drive-through windows. **Off-Street Parking and Site Circulation Requirements.**

Requirements for all parking spaces, ~~and~~ parking lots **and circulation aisles** (except those for single- and two-family dwellings, for mobile homes or single- or two-family dwellings in a mobile home subdivision, or for farms) ~~and drive-through windows~~ shall be as follows:

- B. **Circulation and Parking Aisle width.** Aisles shall be 24 feet wide for two-way traffic and 20 feet wide for one-way traffic. Consideration will be given to alternate widths for one-way aisles in conjunction with angled parking other than 75 to 90 degrees.
- C. **Pavement.** All off-street parking facilities, including private drives thereto, shall be constructed of materials which will have a paved surface resistant to erosion. Use of ~~pervious pavement~~ **permeable materials, similar to a paved surface,** is encouraged.
- D. **Accessible accommodations. Any barrier free parking spaces or accessible loading aisles between said spaces shall be designed and constructed in accordance with the Americans with Disabilities Act of 1990, using the 2010 or most recent design standards. Barrier free parking spaces, accessible loading aisles between said spaces, and ramps shall be constructed of aggregate cement concrete or a similar, pre-approved hard-**

surface alternate, subject to Township Staff approval. Flexible paving is not allowed.

- ~~D. — *Drainage.* Drainage shall be provided in accordance with SECTION 78.500.~~
- ~~E. — *Lighting.* Lighting shall be designed in compliance with the lighting objectives and standards set forth in SECTION 78.700.~~
- ~~F. — *Landscape.* Landscaping shall be provided in accordance with SECTION 75.000.~~
- ~~G. — *Drive through windows.* A minimum of five 10-foot by 20-foot stacking spaces, measured from the serving window, for food service establishments and a minimum of three 10-foot by 20-foot stacking spaces for all other drive-through establishments for vehicles awaiting service shall be on-site and designed and located so as not to block or impede pedestrian and/or vehicle circulation on the site or on any adjacent sidewalk or street. Stacking spaces shall not be considered parking spaces.~~
- ~~H. — **E. Backing into or from a street is prohibited.** All trucks and vehicles shall enter and exit the lot, parcel, or site using forward movement from and to the abutting street.~~
- ~~I. — *Shared access reduction schedule.* Reduction of required spaces is permitted in accordance with SECTION 67.600. (MOVE TO 68.303)~~
- ~~J. — **F. Bicycle parking.** Provision of parking facilities for bicycles is **strongly** encouraged and may be required **as part of Special Exception Use approval.**~~
- ~~K. — **G. Maximum number of spaces.** To minimize excessive areas of pavement which detract from the aesthetics of an area and contribute to high rates of stormwater runoff, no parking lot shall have parking spaces totaling more than 110% of the minimum parking space requirements except as may be approved by the reviewing body.~~
- H. *Additional Parking Allowance.* In granting any additional space, the reviewing body shall determine that the parking is necessary, based upon documented evidence of actual use and demand provided by the applicant. The reviewing body shall also consider impacts on the property and surrounding properties including any natural features thereon. Use of pervious pavement is encouraged. The foregoing **This allowance** shall apply only to those parcels, lots or building sites with a minimum of 50 parking spaces as required by Sections 68.302 and 68.400.**

68.303 Shared access reduction.

- A. When a frontage road or service drive is established on a parcel, lot, or building site, the total number of parking spaces required may be reduced by ten percent.**
- B. When a cross parking arrangement or agreement has been reached (and written evidence thereof in existence) regarding two or more parcels, lots, or building sites, the number of parking spaces required for each of the parcels, lots, or building sites in question may be reduced by ten percent.**

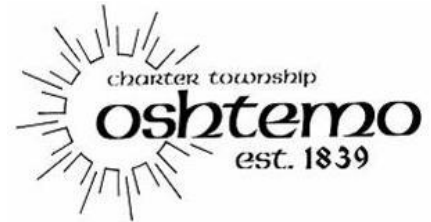
68.304. Drive through windows.

A minimum of five 10-foot by 20-foot stacking spaces, measured from ~~the serving window~~ **each individual point of service**, for food service establishments and a minimum of three 10-foot by 20-foot stacking spaces **per window** for all other drive-through establishments for vehicles awaiting service shall be on-site and designed and located so as not to block or impede pedestrian and/or vehicle circulation on the site or on any adjacent sidewalk or street. Stacking spaces shall not be considered parking spaces.

SECTION VI.

EFFECTIVE DATE AND REPEAL. All Ordinances or parts of Ordinances inconsistent with this amendment are hereby repealed. This Ordinance shall take effect upon publication after adoption in accordance with State law.

DUSTY FARMER, CLERK
OSHTEMO CHARTER TOWNSHIP



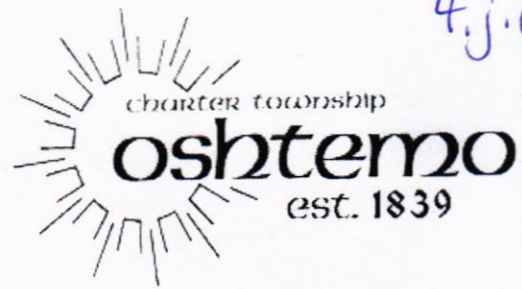
Memorandum

Date: 8 February 2018
To: Township Board Members
From: Supervisor Heiny-Cogswell
Subject: MTA Conference/Board Meeting Conflict

Objective

Cancel the April 24th Board meeting due to the MTA Conference April 23-26.

4.j.(1)



Memo

To: Oshtemo Charter Township Board
From: Marc Elliott, P.E., Director of Public Works
Date: February 8, 2018
Subject: Public Works Update (Information Items Only)

OBJECTIVE

This Public Works Update is to inform the Board of meaningful accomplishments, notable expenditures or emerging issues which may be forthcoming.

UPDATE SUMMARIES

Final Payment, N 10th St Sanitary Sewer (\$43,287.30). In late November we received email from City representatives that the City accepted O&M responsibility for Oshtemo's new 10th St sanitary sewer pump station. We therefore proceeded with closing the contract with Balkema (see attached). We understand the City's delay in their acceptance testing was due to (1) new staffing and (2) new instrumentation which the City specified. The City experienced challenges with integrating new sensor controls into the station's automated operation, remote monitoring and two-way communication with the City's control center.

Bat Habitat Survey, Drake Road Non-Motorized (\$1,100). The Northern Indiana Bat is a threatened species with protection requirements that preserves breeding success. Habitat trees need to be identified and removed in advance of nesting. Once identified, any trees required to be removed for the Drake Road non-motorized project will need to be taken down in advance of bidding the larger project. Two Bids were received with MacGregor being the lowest cost.

Consumers Energy Utility Relocation, Drake Road Non-Motorized (\$6,778). The Drake Road project requires select street lighting support guy wires be removed or relocated where they are in conflict with the non-motorized facility. CE determined that they can avoid guy replacement by stringing a lighter wire between the poles.

RCKC Plan Review Fees, Drake Road Non-Motorized (\$1,845.03 & \$7,564.32). Per the non-motorized facility agreement with RCKC, on-going plan review fees are being paid for the separate segments of this construction project.

MDOT Bridge Replacement, KL Ave Non-Motorized Planning. Oshtemo was unexpectedly informed in early 2017 that MDOT would be replacing the two bridges for US 131 over KL Ave. rather than the scheduled deck replacement.

- *Letter, Heiny-Cogswell to Latham*. Please know that the Township had in-hand, preliminary design plans for our non-motorized facility under the existing bridge which had been MDOT approved. However MDOT subsequently seemed indifferent towards accommodating our and RCKC facility needs under the new bridge (see letter).
- *MDOT email, Pfeiffer (1/10/18), Bridge Design Changes*. Fortunately productive discussions eventually took place and design changes were consented to (see attached email) -- at a ridiculously modest cost of \$15,000 for a \$13 million project.

- *OCBA (1/20/18), Expanded Consulting Services - Cost Additions (\$10,000)*. Unfortunately, the referenced discussions and meetings with MDOT, RCKC, Oshtemo and various design consultants were not without cost to the Township (see quote).
- *MDOT email, Gehrcke (2/6/18) Sheet Pile Wall – request for local contribution towards US 131 bridge replacement*. The engineered solution to accommodate Oshtemo's planned non-motorized facility is a \$135,000 sheet pile wall. The wall will extend through the earth embankment adjacent the new headwalls for the two new bridge structures. By all reasonable judgement, the sheet pile wall should be constructed, concurrent with the new bridges, as each span is removed. In consideration of the federal policy towards "complete streets," Oshtemo is arguing that the sheet pile wall should be an obligation of the bridge project. MDOT clearly has a different opinion (see email). I am quite frankly gobsmacked that MDOT's default position was to prepare their bridge design without the wall, apparently assuming the mechanically pile-driven wall would be constructed by others, at some future date, with full traffic loads overhead. In summary, Board Members are advised to be prepared to consider in the very near future whether to participate in the US 131 bridge(s) replacement project.

INFORMATION PROVIDED

Pay Request #6 - Final, Balkema Excavating, Inc., N 10h St Sanitary Sewer Extension
 Bat Habitat Survey, King & MacGregor, Drake Rd. Non-Motorized
 Consumers Energy, Street Light Relocation (Overhead Lines), Drake Rd. Non-Motorized
 RCKC Plan Review (Drake Rd. Non-Motorized):
 Invoice, Misc 2017-134 (Stadium to W Michigan)
 Invoice, Misc 2017-135 (Green Meadows to W. Michigan)

MDOT Bridge (US 131):
 Letter, Heiny-Cogswell (11/29/17)
 MDOT email, Pfeiffer (1/10/18) Bridge Project
 OCBA (1/20/18), Expanded Services related to bridge (KL Non-Motorized)
 MDOT email, Gehrcke (2/6/18) Sheet Pile Wall

Contractor's Application For Payment No. 6 & Final

To (Owner):	Charter Township of Oshkono	Application Period:	9/1/17 - 11/24/17
Project:	10th Street Sanitary Sewer Extension	Via (Engineer):	December 15, 2017
Owner's Contract No.:		Contract:	Prelin&Newhof
Contractor's Project No.:		Engineer's Project No.:	2080826

Application for Payment

Change Order Summary

Approved Change Orders		Deductions	
Number	Additions		
1	\$ 29,121.93		
2	\$ 5,427.28		
TOTALS		\$ 34,549.21	\$ 34,549.21
NET CHANGE BY CHANGE ORDER			\$ 34,549.21

1. ORIGINAL CONTRACT PRICE \$ 1,553,400.44
2. Net change by Change Orders \$ 34,549.21
3. CURRENT CONTRACT PRICE (Line 1 ± 2) \$ 1,587,949.65
4. TOTAL COMPLETED AND STORED TO DATE ("Total Paid to Date" on Progress Estimate) \$ 1,549,616.18
5. RETAINAGE:
 - None/Final Payment \$ -
 - AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5) \$ 1,549,616.18
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) \$ 1,506,328.87
8. AMOUNT DUE THIS APPLICATION \$ 43,287.30
9. BALANCE TO FINISH, PLUS RETAINAGE (Current Contract Price - Amount Eligible to Date) \$ -

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: *[Signature]* Date: 12-20-17

Payment of: \$43,287.30 (Line 8 or other - attach explanation of other amount)

is recommended by: *[Signature]* (Engineer) Date: 12-21-17

Payment of: \$43,287.30 (Line 8 or other - attach explanation of other amount)

is approved by: *[Signature]* (Owner) Date: 2/6/17

Approved by: _____ (Funding Agency (if applicable)) Date: _____

Progress Estimate

Contractor's Application

For (Project):		Application Number: 6		& Final							
10th Street Sanitary Sewer Extension		Application Date: December 15, 2017									
Application Period:		Quantity This Period		\$ From This Application							
9/1/17 - 11/24/17											
ITEM		BID		INSTALLED							
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Quantity From Previous Application	\$ From Previous Application	Quantity This Period	\$ From This Application	Total Quantity	Total Paid to Date
Sanitary Sewer											
1	8" Sanitary Sewer ø/d less than 16'	2585	LF	\$35.00	\$90,475.00	2760	\$96,600.00			2760.00	\$96,600.00
2	8" Sanitary Sewer ø/d 16-20'	2190	LF	\$38.00	\$83,220.00	1740	\$66,120.00			1740.00	\$66,120.00
3	8" Sanitary Sewer over 20' deep	370	LF	\$50.00	\$18,500.00	568	\$28,400.00			568.00	\$28,400.00
4	8" Sub (complete)	67	LF	\$50.00	\$3,350.00	52	\$2,600.00			52.00	\$2,600.00
5	Standard 4' Manhole to 10'	15	EA	\$3,275.00	\$49,125.00	17	\$55,675.00			17.00	\$55,675.00
6	Polymer 4' Manhole	1	EA	\$4,500.00	\$4,500.00	1	\$4,500.00			1.00	\$4,500.00
7	Standard 4' MH Add'l Depth over 10'	80	VF	\$82.00	\$6,560.00	95.58	\$7,837.56			95.58	\$7,837.56
8	Standard 4' Drop Manhole to 10'	5	EA	\$4,000.00	\$20,000.00	3	\$12,000.00			3.00	\$12,000.00
9	Standard 4' Drop MH Add'l Depth over 10'	46	VF	\$82.00	\$3,772.00	34.53	\$2,831.46			34.53	\$2,831.46
10	6" Sanitary Service Lead	2078	LF	\$35.00	\$72,730.00	2049	\$71,715.00			2049.00	\$71,715.00
11	6" Property Line Riser	63	EA	\$375.00	\$23,625.00	66	\$24,750.00			66.00	\$24,750.00
12	Connect to Sanitary Sewer Manhole	2	EA	\$3,500.00	\$7,000.00	2	\$7,000.00			2.00	\$7,000.00
Pump Station & Force Main											
13	Pump Station Site Clearing & Grading	1	LS	\$3,500.00	\$3,500.00	1	\$3,500.00			1.00	\$3,500.00
14	Pump Station Site Improvements (access drive pavement, drainage, turf restoration, landscaping, etc.)	1	LS	\$13,000.00	\$13,000.00	1.00	\$13,000.00			1.00	\$13,000.00
15	Pump Station - Complete	1	LS	\$122,000.00	\$122,000.00	0.99	\$120,780.00	0.01	\$1,220.00	1.00	\$122,000.00
16	Standby Generator Set & Auto Transfer Switch	1	LS	\$16,000.00	\$16,000.00	1.00	\$16,000.00			1.00	\$16,000.00
17	6-Inch Force Main HDPE	501	LF	\$25.00	\$12,525.00	513	\$12,825.00			513.00	\$12,825.00
18	6" 45° Bend (FM)	3	EA	\$330.00	\$990.00	2	\$660.00			2.00	\$660.00
19	Forcemain Drop Connection	1	LS	\$2,000.00	\$2,000.00	1	\$2,000.00			1.00	\$2,000.00
Pavement/Pavement Restoration											
20	Pavement Removal (including drives)	23050	SY	\$2.50	\$57,625.00	23000	\$57,500.00			23000.00	\$57,500.00
21	Machine Grading Modified	52.85	STA	\$2,000.00	\$105,700.00	52.85	\$105,700.00			52.85	\$105,700.00
22	Gravel MDOT 22A (8")	10100	TON	\$11.00	\$111,100.00	10861.14	\$119,472.54			10861.14	\$119,472.54
23	Gravel MDOT 23A (shoulder - 6")	820	TON	\$14.00	\$11,480.00	931.78	\$13,044.92	218.22	\$3,055.08	1150.00	\$16,100.00
24	Roadway & Driveway Saw Cut	830	LF	\$5.00	\$4,150.00	727	\$3,635.00			727.00	\$3,635.00
25	Bituminous Pavement 2C Modified (Base)	4325	TON	\$47.00	\$203,275.00	3833	\$180,151.00			3833.00	\$180,151.00
26	Bituminous Pmnt 13A Modified - (Top)	2720	TON	\$53.00	\$144,160.00	3194.41	\$169,303.73			3194.41	\$169,303.73
27	Concrete Curb, Remove & Replace (if required)	600	LF	\$25.00	\$15,000.00	377.5	\$9,437.50			377.50	\$9,437.50
28	Bit. Driveway Replacement	1300	SY	\$20.50	\$26,650.00	1079.7	\$22,133.85			1079.70	\$22,133.85
29	Gravel Driveway Replacement	150	SY	\$6.00	\$900.00	159.5	\$957.00			159.50	\$957.00
30	Relocate Mailbox/Sign	28	EA	\$70.00	\$1,960.00	28	\$1,960.00			28.00	\$1,960.00
31	Reconstruct/Relocate/Adjust MH	3	EA	\$100.00	\$300.00	3	\$300.00			3.00	\$300.00

Progress Estimate

Contractor's Application

ITEM		BID						INSTALLED					
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Quantity From Previous Application	\$ From Previous Application	Quantity This Period	\$ From This Application	Total Quantity	Total Paid to Date		
32	Reconstruct/Relocate/Adjust Valve Box	3	EA	\$75.00	\$225.00	3	\$225.00			3.00	\$225.00		
33	Driveway Culvert New or Replacement (as required)	520	LF	\$25.00	\$13,000.00	392	\$9,800.00			392.00	\$9,800.00		
34	Driveway Culvert End-Section Replacement (as required)	28	EA	\$85.00	\$2,380.00	20	\$1,700.00			20.00	\$1,700.00		
35	Pavement Marking - Yellow Lane Line (Waterbourne)	6894	LF	\$0.11	\$758.34	6894	\$758.34			6894.00	\$758.34		
36	Pavement Marking - Yellow Lane Line Dashed (Waterbourne)	2100	LF	\$0.11	\$231.00	2100	\$231.00			2100.00	\$231.00		
37	Pavement Marking - White Lane Line (Waterbourne)	9115	LF	\$0.11	\$1,002.65	9115	\$1,002.65			9115.00	\$1,002.65		
38	Pavement Marking - 24" Stop Bar (Cold Plastic)	30	LF	\$12.00	\$360.00	27	\$324.00			27.00	\$324.00		
39	Pavement Markings - "Only", arrows (Cold Plastic)	1	LS	\$2,410.00	\$2,410.00	1	\$2,410.00			1.00	\$2,410.00		
Miscellaneous													
40	Subbase Undercutting Type II - if necessary	2000	CY	\$10.00	\$20,000.00	959.4	\$9,594.00			959.40	\$9,594.00		
41	Special Backfill - utility trench - if necessary	1000	CY	\$12.00	\$12,000.00								
42	Remove/Replace Topsoil	52.85	STA	\$350.00	\$18,497.50	52.85	\$18,497.50			52.85	\$18,497.50		
43	Seed, Fertilize & Mulch	52.85	STA	\$150.00	\$7,927.50	52.85	\$7,927.50			52.85	\$7,927.50		
44	Soil Erosion & Sedimentation Control	1	LS	\$5,500.00	\$5,500.00	1	\$5,500.00			1.00	\$5,500.00		
45	Leaching Basin	2	EA	\$3,500.00	\$7,000.00								
46	12-Inch Storm	67	LF	\$30.00	\$2,010.00								
47	Rip Rap	10	SY	\$75.00	\$750.00	99	\$7,425.00			99.00	\$7,425.00		
48	Traffic Control (including barricades and signage)	1	LS	\$5,500.00	\$5,500.00	1	\$5,500.00			1.00	\$5,500.00		
49	Monument Preservation	2	EA	\$500.00	\$1,000.00	2	\$1,000.00			2.00	\$1,000.00		
Base Bid Subtotal					\$1,335,723.99		\$1,304,284.55		\$4,275.08		\$1,308,559.63		
ALTERNATE BID													
Pavement/Pavement Restoration													
1	Pavement Removal	575	SY	\$7.00	\$4,025.00	400	\$2,800.00			400.00	\$2,800.00		
2	Machine Grading Modified	24.45	STA	\$2,200.00	\$53,790.00	24.45	\$53,790.00			24.45	\$53,790.00		
3	Gravel MDOT 22A (8")	802	TON	\$12.00	\$9,624.00	802	\$9,624.00			802.00	\$9,624.00		
4	Gravel MDOT 23A (shoulder - 6")	345	TON	\$14.00	\$4,830.00	141.89	\$1,986.46	203.11	\$2,843.54	345.00	\$4,830.00		
5	Roadway & Driveway Saw Cut	240	LF	\$5.00	\$1,200.00	240	\$1,200.00			240.00	\$1,200.00		
6	Mill Reveal Edge	510	LF	\$4.10	\$2,091.00	500	\$2,050.00			500.00	\$2,050.00		
7	Bituminous Pavement 2C Modified (Base)	300	TON	\$56.00	\$16,800.00	311.92	\$17,467.52			311.92	\$17,467.52		

ITEM		BID				INSTALLED					
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Quantity From Previous Application	\$ From Previous Application	Quantity This Period	\$ From This Application	Total Quantity	Total Paid to Date
8	Bituminous Pmnt 13A Modified - (Top)	1312	TON	\$53.00	\$69,536.00	1188.83	\$63,007.99			1188.83	\$63,007.99
9	Concrete Curb, Remove & Replace (if required)	105	LF	\$32.00	\$3,360.00	105	\$3,360.00			105.00	\$3,360.00
10	Concrete Driveway Replacement	920	SF	\$6.50	\$5,980.00	825.75	\$5,367.38			825.75	\$5,367.38
11	Bit. Driveway Replacement	275	SY	\$34.50	\$9,487.50	275	\$9,487.50			275.00	\$9,487.50
12	Gravel Driveway Replacement	25	SY	\$6.00	\$150.00	25	\$150.00			25.00	\$150.00
13	Relocate Mailboxes/Signs	16	EA	\$75.00	\$1,200.00	16	\$1,200.00			16.00	\$1,200.00
14	Relocate/Adjust MH/CB	9	EA	\$190.00	\$1,710.00	7	\$1,330.00			7.00	\$1,330.00
15	Relocate/Adjust Valve Box	6	EA	\$100.00	\$600.00	6	\$600.00			6.00	\$600.00
16	Driveway Culvert New or Replacement (as required)	74	LF	\$30.00	\$2,220.00	60	\$1,800.00			60.00	\$1,800.00
17	Driveway Culvert End-Section Replacement (as required)	6	EA	\$110.00	\$660.00	4	\$440.00			4.00	\$440.00
18	Pavement Marking - Yellow Lane Line (Regular Dry)	6190	LF	\$0.11	\$680.90	6190	\$680.90			6190.00	\$680.90
19	Pavement Marking - White Lane Line (Regular Dry)	3905	LF	\$0.11	\$429.55	3905	\$429.55			3905.00	\$429.55
20	Pavement Markings - "Only", arrows (Cold Plastic)	1	LS	\$2,410.00	\$2,410.00						
Miscellaneous											
21	Remove/Replace Topsoil	24.45	STA	\$500.00	\$12,225.00	24.45	\$12,225.00			24.45	\$12,225.00
22	Seed, Fertilize & Mulch	24.45	STA	\$150.00	\$3,667.50	24.45	\$3,667.50			24.45	\$3,667.50
23	Soil Erosion & Sedimentation Control	1	LS	\$5,500.00	\$5,500.00	1	\$5,500.00			1.00	\$5,500.00
24	Traffic Control (including barricades and signage)	1	LS	\$5,500.00	\$5,500.00	1	\$5,500.00			1.00	\$5,500.00
Alternate Bid Subtotal					\$217,676.45		\$203,663.80		\$2,843.54		\$206,507.34
Change Order No. 1											
1	Remove & replace storm previously buried at 1837 N 10th, 1903 N 10th, 54' S of MH #6 & Twillingate	1	LS	\$4,901.10	\$4,901.10	1	\$4,901.10			1.00	\$4,901.10
2	Staking Miscommunication	1	LS	\$3,118.16	\$3,118.16	1	\$3,118.16			1.00	\$3,118.16
3	Move catch basin to better fit road widening	1	LS	\$3,181.23	\$3,181.23	1	\$3,181.23			1.00	\$3,181.23
4	1040 bolt down castings, rings & 1040 storm lids	1	LS	\$1,827.56	\$1,827.56	1	\$1,827.56			1.00	\$1,827.56
5	Adjust lift station top elev. to fit future pathway to accommodate the larger Easterly slope.	1	LS	\$4,496.38	\$4,496.38	1	\$4,496.38			1.00	\$4,496.38
6	Additional cost for RCKC HMA placement order	1	LS	\$5,500.00	\$5,500.00	1	\$5,500.00			1.00	\$5,500.00
7	Polymer MH additional cost (bid error allowed)	1	LS	\$6,097.50	\$6,097.50	1	\$6,097.50			1.00	\$6,097.50
Change Order No. 1 Subtotal							\$29,121.93				\$29,121.93
Change Order No. 2											
1	MDOT Signal Detector Puck	1	LS	\$4,486.98	\$4,486.98			1.00	\$4,486.98	1.00	\$4,486.98
2	Provide & install auxiliary generator output relays	1	LS	\$940.30	\$940.30			1.00	\$940.30	1.00	\$940.30
Change Order No. 2 Subtotal									\$5,427.28		\$5,427.28
Contract Totals					\$1,553,400.44		\$1,537,070.28		\$12,545.90		\$1,549,616.18



King & MacGregor
Environmental,
Inc.

2520 Woodmeadow SE
Grand Rapids, MI 49546
Phone: 616/957-1231
Fax: 616/957-2198

43050 Ford Road, Suite 130
Canton, MI 48187
Phone: 734/354-0594
Fax: 734/354-0593

162 Kuivila Road
Crystal Falls, MI 49920
Phone: 906/367-0171

email: kme@king-macgregor.com

November 7, 2017

Sent Via E-mail

Mr. Tim Britain
Viridis Design Group
313 N. Burdick Street
Kalamazoo, MI 49007

Re: Proposal for Professional Services – Bat Habitat Survey
Drake Rd – Oshtemo

Dear Mr. Britain:

Thank you for the opportunity for King & MacGregor Environmental, Inc. (KME), to submit the following proposal for professional services regarding bat habitat on the above-referenced site.

BASIC SERVICES

Bat Habitat Survey

KME will conduct a bat habitat survey on the above-referenced project site for potential habitat of the Northern long-eared and Indiana bat. KME will provide a written report including photographic documentation. If any threatened or endangered species and/or potential habitat are identified within the project area, KME will coordinate with the client to determine whether (or to what extent) the proposed project will impact the habitat or the species.

EXTRA SERVICES

Services in addition to those described above are considered Extra Services and are to be compensated at the hourly rates noted, and for related reimbursable expenses in accordance with the hourly rates and mileage charges. For example, wetland boundary flagging, GPS location of the wetland boundary flags, seeking MDEQ confirmation of our wetland boundary flagging, attending any meetings beyond those meetings referenced above, mitigation design, preparation of mitigation plans (grading and planting plans), regulatory agency coordination, and/or additional threatened/endangered species studies are considered Extra Services. Any application fees shall be the responsibility of the client.

REMUNERATION

The client shall compensate KME for the Basic Services described herein on an hourly labor basis for all hours worked (including travel time) at an hourly rate as described in the attached Fee Schedule with a not-to-exceed labor estimate of \$1,000.

Reimbursable expenses are excluded from the basic compensation as described above. The client shall, in addition to payment for the Basic Services, provide reimbursement for expenditures made in the interest of the project. Mileage charges shall be \$0.70 per mile. A budget of \$100 in expenses is estimated for this project. All agency application fees and expenses shall be the responsibility of the client.

KME will initiate the Basic Services described within two weeks of receipt of a client-signed copy of this proposal, weather permitting.

Payment of fees does not guarantee agency confirmation of any KME wetland boundary determination, issuance of any regulatory agency permits, or site plan approvals for which application may be made.

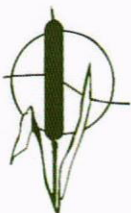
Payments on account of services rendered shall be made monthly in proportion to services performed upon receipt of invoice. Balances remaining unpaid after 30 days are subject to a monthly finance charge of 1% (12% annually) until paid. KME reserves the right to suspend work on the project at such time as payment for services has become delinquent for 60 days through no fault of KME. In the event KME shall be successful in any suit for damages for breach of this agreement, including non-payment of invoices, KME shall be entitled to recover, as part of damages, reasonable legal costs and expenses for bringing and maintaining any such related legal action.

CONDITIONS OF AGREEMENT

Please be advised the information provided by KME regarding wetland boundaries is an estimate of the wetland boundary. The ultimate decision on wetland boundary locations and jurisdiction thereof rests with the Michigan Department of Environmental Quality (MDEQ), and, in some cases, the Federal government. As a result, there may be adjustments to boundaries based upon review of a regulatory agency. An agency determination can vary, depending on various factors including, but not limited to, the experience of the agency representative making the determination and the season of the year. In addition, the physical characteristics of the site can change with time, depending on the weather, vegetation patterns, drainage, activities on adjacent parcels or other events. Any of these factors or others can change the nature and extent of wetlands on the site. Wetland evaluations performed outside the growing season from late-October until late-April may not be consistent with the official MDEQ wetland assessment program and therefore are subject to increased potential for change than those performed during the growing season.

This proposal remains in effect for a period of sixty (60) days. If accepted within this period, it shall become the agreement signed by the other. This agreement shall not be enforceable by either party until each party has in its possession a copy of this agreement signed by the other. The information, surveys, documents and all services furnished by the client or others retained by the client shall be provided at the client's expense; the client warrants the accuracy of such information and shall indemnify and hold KME harmless from all expenses, claims and/or liability resulting from the use of such information. The liability of KME under terms of this agreement shall be limited to the estimated fee. The client may terminate or suspend services under this agreement at any time upon paying all sums due. The information contained in this proposal may be proprietary and shall not be disclosed to any parties outside of the client's staff or be duplicated, used, or disclosed in whole or part for any purpose other than to evaluate the proposal. Should the proposal be accepted, the client shall have the right to duplicate, use, or disclose the information to the extent provided through a written agreement with KME. This agreement shall be governed exclusively by the laws applicable to the State of Michigan.

This document may serve as an agreement between us. Please indicate your acceptance of the Basic Services by signing in the space provided below and returning one signed copy for our files.



Mr. Tim Britain
Proposal for Services –Bat Habitat Survey, Drake Rd

November 7, 2017
Page 3 of 4

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

Sincerely,



King & MacGregor Environmental, Inc.
John R. Vigna

Enclosure: Fee Schedule

ACCEPTED BY:

Date _____



Fee Schedule

Professional Services

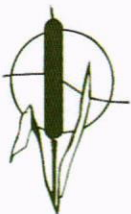
Sr. Principal.....	\$225
Principal.....	\$195
Regulatory Specialist.....	\$150
Biologist/Botanist.....	\$120
Licensed Landscape Architect.....	\$115
Technical Staff.....	\$60-\$90
Administrative Staff.....	\$50

Reimbursable Expenses

Mileage.....	\$0.70/mile
Travel & Meals.....	Cost
Postage.....	Cost
Reproduction/Printing (when outsourced).....	Cost + 10%
Subcontract Services.....	Cost + 10 %

Please note that Professional Services for Expert Witness Testimony and Litigation Support are subject to a surcharge of 1.5 times our standard billing rates.

Effective March 1, 2016





A CMS Energy Company

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

February 6, 2018

NOTIFICATION #(s):

1042502932

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

REFERENCE: THDPY18 DRAKE RD (ST LIGHTS), KALAMAZOO

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.

The estimated cost for your energy request is as follows:

Non Refundable Electric Facilities:	\$ 6,778.00
OH Electric Service Installation Fee:	
UG Electric Service Installation Fee:	
Excess Footage Charge:	
Winter Construction Costs:	\$ -
Additional Costs - See Invoice:	
Total Estimated Cost:	\$ 6,778.00
Less Prepayment Received:	\$ -
Total Estimated Cost Due:	\$ 6,778.00

Costs may also result from practical difficulties encountered during construction and additional payment may be required if:

- Work presently designed is done outside normal business hours.
- Change to the location of the service entrance.
- Changes to the design or route.
- Other construction delays.

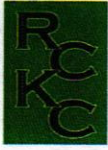
If applicable, enclosed is an estimated invoice that is valid for 60 days from the date of this letter and is subject to change thereafter. This cost estimate includes only work required for Consumers Energy and does not reflect any work or costs that may be required by other parties, including other utilities. Once we receive your payment and any required easements, contracts, permits or inspections we can proceed with your request.

CONTACT OUR SECURE CREDIT/DEBIT CARD PAYMENT CENTER @ 1-866-329-9593 TO PAY "FEE FREE" WITH YOUR VISA OR MASTERCARD OR MAKE A PAYMENT ONLINE AT: www.consumersenergy.com AND CLICK "MAKE PAYMENT" TO USE THE GUEST PAY FEATURE.

Please review all attached materials carefully and direct inquiries for your request to:

ANDRE D TAYLOR at (269) 337-2245

*** INVOICE ***



Road Commission of Kalamazoo County
3801 East Kilgore Road
Kalamazoo, MI 49001
www.kalamazoo-countyroads.com
Phone: 269-381-3171

112

Oshtemo Township
7275 West Main Street
Kalamazoo, MI 49009

Invoice Number Misc 2017-134
Invoice Date 01/28/2018
Work Order Number 35 014 (140039)

Drake Road - Stadium to W Michigan Ave
Oshtemo Township non-motorized trail
RCKC charges January thru December 2017

Project administration and review per contract

Labor	RCKC Engineer	Jan - Dec 2017	959.33
Fringe 71.37%			780.61
		Subtotal	1,739.94
Overhead 6.04%			105.09
Current Charges			1,845.03
Customer Share - 100%			1,845.03
Advance Deposit Applied			0.00
Total Amount Due			1,845.03

To invoice RCKC labor in 2017
based on agreement signed February 17, 2015

Your Local Road Professionals

*** INVOICE ***



Road Commission of Kalamazoo County
3801 East Kilgore Road
Kalamazoo, MI 49001
www.kalamazoocountyroads.com
Phone: 269-381-3171

112

Oshtemo Township
7275 West Main Street
Kalamazoo, MI 49009

Invoice Number Misc 2017-135
Invoice Date 01/28/2018
Work Order Number 35 015 (140040)

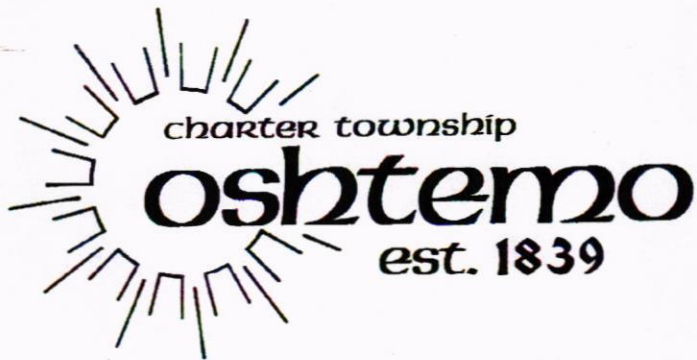
Drake Road - GreenMeadow to W Main
Oshtemo Township non-motorized trail
RCKC charges January thru December 2017

Project administration and review per contract

Labor	RCKC Engineer	Jan - Dec 2017	3,933.10
Fringe 71.37%			3,200.36
		Subtotal	7,133.46
Overhead 6.04%			430.86
Current Charges			7,564.32
Customer Share - 100%			7,564.32
Advance Deposit Applied			0.00
Total Amount Due			7,564.32

To invoice RCKC labor in 2017
based on agreement signed February 17, 2015

Your Local Road Professionals



7275 W. MAIN STREET, KALAMAZOO, MI 49009-9334
269-216-5220 Fax 375-7180 TDD 375-7198
www.oshtemo.org

November 29, 2017

Mr. Jason Latham
Southwest Region Director
Michigan Department of Transportation
1501 E. Kilgore Road
Kalamazoo, MI 49001

Re: Bridge Replacement, US 131 over KL Avenue

Dear Jason:

Please know that I have heard disturbing descriptions of the above referenced project. Specifically, I understand the proposed MDOT bridge changes will now preclude Oshtemo from developing an AASHTO compliant Non-Motorized facility. The KL Avenue facility is one that Oshtemo has been working towards since 2013. In that year we requested the Road Commission of Kalamazoo County (as the eligible Act 51 agency) to include a KL Avenue Trailway as part of their regional (illustrative) Transportation Improvement Plan (TIP). My casual recollection is that there has been at least two pedestrian fatalities along KL Avenue subsequent to Oshtemo's initiation of our efforts to develop this facility.

The following year (2014) we engaged the services of VIRIDIS to prepare preliminary concept plans and facilitate our community outreach efforts. We have currently engaged the services of OCBA to complete the engineering design. Please note that we also collaboratively hired the engineering services of Wightman and Associates in conjunction with the RCKC. Wightman was the engineer chosen by RCKC to design their TIP-approved 2017 KL Avenue Roadway improvements. By jointly engaging a single design firm to lead the roadway improvements, Oshtemo hoped to achieve a modicum of assurance that the ROW remaining could partially accommodate the proposed non-motorized facility. RCKC could not accommodate our facility fully within the limits of the existing ROW. Through this collaboration we hoped to understand the extent to which RCKC would allow the Trailway to occupy portions of the ROW outside of the pavement limits RCKC would reserve for existing and future roadway expansions.

By the spring of this year we had a preliminary design in place for an AASHTO compliant non-motorized facility. The facility would be constructed behind the existing northern most bridge piers, to include a retaining wall through the existing embankment/revetment. Approximately in this same timeframe we learned that MDOT no longer proposed to repair the bridge deck, but now hoped to proceed with a full bridge replacement in 2019-20. The two existing 5-span bridges are proposed to be replaced with two new 2-span bridges. On May 12th, our staff, along with our engineering consultants and RCKC staff, met with MDOT staff to review the proposed trail and road layouts. During this meeting, the MDOT staff stated that the layouts would work with their preliminary design. MDOT staff also informed the RCKC staff that the new bridge layout could accommodate a three lane road.

On August 22nd, our engineering consultants received plans from MDOT staff showing that the revised three-lane road and trail laid out well with the new bridge design. However, on August 26th, a second meeting with MDOT, RCKC, Oshtemo, and consulting engineers took place where MDOT informed our design team that the revised bridge design would no longer accommodate the trail. During this meeting, MDOT staff insisted that the design team would have only one week to make any revisions to the road and trail layout and that MDOT would not be making any changes to their designs. Our engineering staff scrambled to develop possible alternatives for layouts but a phone conference call on October 3rd ended in frustration as MDOT again refused to discuss any changes to the bridge design due to their schedule. Over the past few weeks, RCKC and Oshtemo professionals considered all practical options to work within the structural limits specified by MDOT representatives. This was found to be unworkable within established design standards.

Because our original Trailway design had been reviewed and approved by MDOT as early as May of this year, it was difficult to understand the resistance exhibited by MDOT bridge engineers towards our facility. It wasn't until the November 6th meeting that it was revealed that the reason for the constrained structural limits was because new piles were proposed to encroach upon the trailway location. The proposed pile encroachment under the trailway largely precludes the facility's original design, and may yet threaten some aspects of the KL Avenue roadway and existing underground utilities.

What has particularly frustrated local participants is their collective belief that no consideration of bridge design changes have ever been considered. To quote MDOT:

"We need the county/township to work within what is given. Unless the region can come [SIC] across additional money, this is what we need to proceed with."

The RCKC and Oshtemo have worked to figure this out and on November 13th submitted our proposed accommodations which include:

- roadway center turn lane width reduced from 11.5 to 11 ft
- roadway shoulder width reduced to non-standard 3 ft
- shoulder width which perpetually precludes striping a 4-ft shoulder for non-motorized use
- addition of curb and gutter to accommodate the reduced shoulder
- elevation of the trailway 18-inches to reduce the retaining wall encroachment/height
- reduce the minimum facility separation distance from 6-ft to 4-ft
- addition of 1-ft high curb and gutter to accommodate the elevated trail
- addition of a guardrail with rear-backboard to provide safety-separation of the elevated roadway from motor vehicle traffic
- reduce the minimum non-motorized facility width from 10-ft to 8-ft for about 80 feet on the NE corner
- addition of trailway striping to reduce the safe passage-way to 8-ft—striping used to identify and visually enforce the 2-ft safety offset
- addition of approach warning signage to notify users of the reduced trailway width ahead where the facility is "pinched" between the guardrail and retaining wall

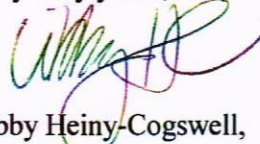
My staff's impression is that this project is being driven by budget and timing constraints. This is surprising for the 2019/20 project is not part of the approved Kalamazoo Area Transportation Study's TIP. Regardless, the current design is apparently fixed; even ahead of basic funding approval. Effective regional planning and interjurisdictional collaboration is important and necessarily time consuming – it requires listening and a mind-set to consider multiple needs. Complete Streets is a policy at National, State and Regional levels. There should be little doubt of the necessity of a full-service non-motorized facility given the proximity of two WMU campuses and the adjacent, densely populated student housing.

MDOT has stated in their review that no environmental or social justice mitigation is required for this project. However, we understand only the construction phase of the bridge project was considered, not the resultant corridor below the bridge throughout the bridge's life expectancy. During our May 12th meeting, MDOT staff acknowledged that there is evidence that citizens are crossing over the top of US 131 on foot instead of walking along KL Avenue and that there have been at least two deaths in recent years along KL Avenue. MDOT staff has also stated that they will not accommodate KL Avenue traffic during construction, to include emergency vehicles and first responders. The exclusion of emergency access may have cascading consequences due to the primary nature of this corridor to provide timely response. We understand this travel corridor restriction will collide against traffic delays associated with local roadway projects scheduled for Drake Road and Stadium Drive.

Since this is a major commitment of public infrastructure dollars for a facility that will define the local transportation corridor for the next 70 years or more, it is incumbent that it be done with a proper consideration of competing needs, and that the needed financing be committed towards a complete project.

Thank you for your time and consideration. Oshtemo asks for your assistance in this important transportation matter. Could we sit down to discuss this further? We would like the TSC office to formally acknowledge that the local-facility engineering details which we submitted were developed by RCKC/Oshtemo at the direct request of the MDOT design team. We would further like it stated by MDOT that these design exceptions were necessitated by causes other than MDOT budget or schedule drivers. We also request assurances be provided in writing that the offered non-motorized facility design elements are MDOT (TA program) approved design exceptions that will not affect our ability to access TA funding assistance in the future to complete the non-motorize facility.

Very truly yours,



Libby Heiny-Cogswell,
Supervisor
OSHTEMO CHARTER TOWNSHIP

ME:mee

cc: Jonathon Start, Executive Director, Kalamazoo Area Transportation Study
Joanna Johnson, Executive Director, Road Commission of Kalamazoo County

Subject: FW: FW: KL Bridge Project Coordination

From: "Pfeiffer, Pete (MDOT)" <PfeifferP@michigan.gov>
Date: Wed, Jan 10, 2018 at 11:01 AM -0500
Subject: FW: KL Bridge Project Coordination
To: "Libby Heiny-Cogswell" <libbyhc@oshtemo.org>

Hi Libby,

In follow up to our phone call moments ago, I am forwarding you the following email from MDOT's bridge designer which highlights modifications to MDOT's bridge design that allow for a full 14' width NMP between KL Avenue and MDOT's north bridge abutment and slope paving. If you need anything further please ask.

From: Occhiuto, Charles (MDOT)
Sent: Wednesday, December 27, 2017 8:59 AM
To: Pfeiffer, Pete (MDOT) <PfeifferP@michigan.gov>; Halloran, Mike (MDOT) <HalloranM@michigan.gov>; Liu, Zhizhen (MDOT) <Liuz@michigan.gov>; O'Neill, Michelle (MDOT) <ONeillM@michigan.gov>
Cc: Gehrcke, Rachel (MDOT) <GehrckeR@michigan.gov>
Subject: RE: KL Bridge Project Coordination

Pete, Mike,

We have investigated your request to lower the north footing by one foot. In doing so, the fill slope will be reduced by 2 horizontal feet. The only disadvantage is the additional cost of \$15,000. This will allow the sidewalk path to increase from 12 to 14 feet in width at the NE quadrant.

This should meet all requests from the city and county.

Please let us know if you would like us to proceed in this direction.

Thanks

Chuck

Confidentiality Notice: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information, or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of the e-mail message is strictly prohibited. If you have received this message in error, please notify me by e-mail reply, and delete the original message from your system.



20 January 2018

Marc Elliott
Public Works Director
Charter Township of Oshtemo
7275 West Main Street
Kalamazoo, Michigan 49009

Re: Oshtemo Township KL Avenue Non-Motorized Pathway

Dear Marc:

O'Boyle, Cowell, Blalock & Associates, Inc. (OCBA) respectfully submits this proposal to request additional compensation for professional services related to the design and construction document phases of the KL Avenue Non-Motorized Pathway. Our request for additional compensation is based on changes in both the scope and complexity of the project as required by the Michigan Department of Transportation (MDOT) and which were not included in the original master plan or construction documents.

The expanded scope of the design was triggered late in the process by MDOT's decision to remove and replace the US-131 overpass at KL Avenue instead of just repairing the overpass deck as previously reported. MDOT's unwillingness to work with Oshtemo Township and the Road Commission of Kalamazoo County (RCKC) has required multiple concepts plans and coordination meetings to re-align the pathway to their new overpass design.

OCBA and Wightman and Associates, Inc. (W&A) have both worked with MDOT on behalf of Oshtemo Township and RCKC to find a creative solution for the pathway and roadwork within MDOT's stringent parameters. It has been the goal of the design team to work within our existing fee budget and absorb the shifts in scope that are inevitable in a project that is as complex as the KL Avenue Non-Motorized Pathway project. However, we have reached a point at which we clearly have expended all of our fees to date and must request additional to cover our costs of completing the project. Therefore, we are requesting additional compensation in the amounts listed below by design team member.

OCBA Landscape Architects:	\$2,600.00
<u>Wightman & Associates:</u>	<u>\$7,400.00</u>
Total Additional Compensation Requested:	\$10,000.00

W&A has kept a log of their hours separated out by path or road work and have submitted an additional fees request to RCKC for the road portion of the additional scope work.

If the above request meets your approval, please sign and date a copy and return it to our office as a record of our agreement.

We appreciate the opportunity to provide this proposal for your consideration. Please do not hesitate to call if you have questions or need additional information.

20 January 2018
Oshtemo Township KL Avenue Non-Motorized Pathway
page 2

Sincerely,

O'BOYLE, COWELL, BLALOCK & ASSOCIATES, INC.



Rachel L. Hughes-Nilsson, LLA
Associate

Approved by:

Signature

Date

Subject: FW: KL Sheet Piling Wall

From: Gehrcke, Rachel (MDOT) [<mailto:GehrckeR@michigan.gov>]

Sent: Tuesday, February 06, 2018 11:00

To: Jamie Baker <jbaker@oshtemo.org>; Halloran, Mike (MDOT) <HalloranM@michigan.gov>; Liu, Zhizhen (MDOT) <Liuz@michigan.gov>; Pfeiffer, Pete (MDOT) <PfeifferP@michigan.gov>; O'Neill, Michelle (MDOT) <ONeillM@michigan.gov>; Occhiuto, Charles (MDOT) <OCCHIUTO@michigan.gov>

Subject: KL Sheet Piling Wall

Hi all,

The cost estimates for the retaining wall options for the path along KL Ave are:

Concrete Fascia Option (including sheeting, concrete, steel reinforcement and shear studs): \$135,245

Steel Cap Option (including sheeting and steel channel placed over the sheeting sections): \$131,733

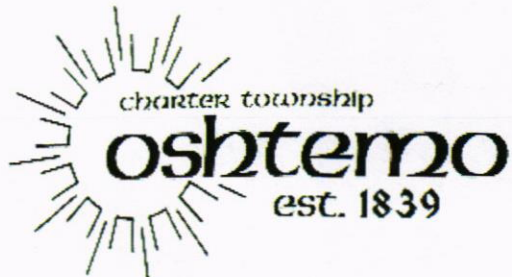
A reminder that this is just our engineer estimate for the cost.

Thanks!

Rachel

Confidentiality Notice: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information, or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of the e-mail message is strictly prohibited. If you have received this message in error, please notify me by e-mail reply, and delete the original message from your system.

4/5, 111



Memo

To: Oshtemo Charter Township Board
From: Marc Elliott, P.E., Director of Public Works
Date: February 7, 2018
Subject: Departmental Budget Amendment Request

OBJECTIVE

Budget amendments are requested to address additional operation and capital project needs which were unknown or unanticipated during development of the 2018 budget; \$500 for mail & postage, and \$11,000 for storm sewer costs.

BACKGROUND

Departmental Postage and Mailing Expenses. In 2018 the Public Works was created as a new "budget department" to better capture and segregate public works operational expenditures. Having no history as an operating unit, the expense category of mailing and postage was overlooked. The department has begun to mail mandatory sewer connection notification, and we anticipate posting neighborhood announcements for resident out-reach meetings as the sanitary sewer construction projects mature. Therefore a request is being made to add \$500.00 as a new departmental expense item for mailing and postage (see attached request form).

Resolution of Storm Sewer Issue. Members will recall that an emergency response was taken late last year to investigate a flooding incident at the south end of Maple Hill Drive. [We discovered and repaired a stormwater pumping force main that a third-party contractor had cut and capped.] The force main is now repaired. Working with Prein&Newhof we propose to develop an operation/maintenance strategy to include additional structural improvements, plus additional tasks toward the goal of creating a Kalamazoo County Drainage District that would assume all future O&M responsibilities. The cost estimate to pursue this task is \$11,000. Because there is no category in the 2018 budget for this work, we request that \$11,000 be added as a new departmental expense for storm sewer costs (see attached request form).

INFORMATION PROVIDED

- Budget Amendment Request – Public Works Postage
- Budget Amendment Request – Public Works, Storm Water Costs

- Supplemental:
- November 16, 2017, Emergency Response Construction Observations

BUDGET AMENDMENT or JOURNAL CORRECTION REQUEST

Date 7-Feb-18

AMOUNT

M Elliott/Public Works	
Postage & Mail Expense	\$500
pending	
Amendment	
General Fund Reserves 101-001-401	\$500
101-506-73000 - postage & mailing	\$500
Y	

Person/Department

Item Requested (supplies, salary, engineering cost, etc)

Board Authorization (pending or date approved; NA if not required)

BUDGET AMENDMENT or ADJUSTMENT (select one)

Budget Line Source (GL # and description from where funds are requested)

Add more lines if necessary

Budget Line Expenditure (GL # and description of expenditure)

Supervisor Review (Y, N, NA)

Explanation:

The expense category of mailing and postage was overlooked when creating the new department. Known expenses are mandatory sewer connection notifications, and mailed invites to neighborhood out-reach meetings for planned sanitary sewer extensions.

BUDGET AMENDMENT or JOURNAL CORRECTION REQUEST

Date 7-Feb-18

	AMOUNT
M Elliott/Public Works	
Storm Sewer Costs	\$11,000
pending	
Amendment	
101-001-40100 (General Fund Reserves)	\$11,000
101-506-95300 - Storm Sewer Costs	\$11,000
Y	

Person/Department

Item Requested (supplies, salary, engineering cost, etc)

Board Authorization (pending or date approved; NA if not required)

BUDGET AMENDMENT or ADJUSTMENT (select one)

Budget Line Source (GL # and description from where funds are requested)

Add more lines if necessary

Budget Line Expenditure (GL # and description of expenditure)

Supervisor Review (Y,N, NA)

Explanation:

Requested amendment is to develop a storm sewer operation/maintenance strategy at Maple Hill Dr, to include additional structural improvements, plus tasks toward the goal of creating a Kalamazoo County Drainage District to assume future O&M responsibilities.

Elks Plat Storm Water Summary

November 16, 2017

Balkema started excavating an area in the grassy median between Wendy's and Burger King to expose the storm water pressure main. Based on work from Clean Earth last week, we identified the break in the pressure main to be at the location spray painted green in the picture below.



The blue line is approximately the Wendy's – Burger King property line

Suspected break in pressure main. The pressure main is on Wendy's property, but just off of the property line.

During excavation, we discovered that the storm water pressure main had been cut and capped on both ends to make room for the Wendy's storm water catch basin, as shown below. For perspective, the picture is looking down into a hole that is about 4 feet deep. The pipe was likely cut and capped in 2016 when Wendy's completed a renovation of the Wendy's store and site.



Clean out installed to make future maintenance easier.

We ran the pump again to test the new section of pipe and there were no leaks. The wet well was pumped down and the wet well pump was left in automatic mode.

Memo



To: Oshtemo Charter Township Board
From: Marc Elliott, P.E., Director of Public Works
Date: February 12, 2018
Subject: 2018 Roadway Maintenance Projects – Cost Table Correction

OBJECTIVE

The purpose of this memo is to correct a tabulation error present in the graphic figure of Recommended Projects and associated Oshtemo Costs for 2018 pavement maintenance that was included in the Board's February 13th meeting packet. Actual project costs are greater and therefore the request of 2018 budget amendment is also corrected.

BACKGROUND

Mr. Mark Worden of RCKC identified an error in the Board's packet of recommended projects and the associated cost tabulation. Specifically, the true quoted cost for the H Avenue HMA Overlay is \$222,181. In his email, Mr. Worden provided the following recommendation:

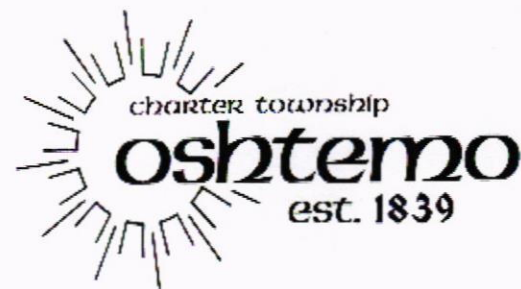
“Simplest fix [is] maybe to delete Crystal Lane.”

Accepting this recommendation will require adding \$7,143 to the currently approved budget of \$265,301. As noted, in the original memo, due to RCKC's historically conservative cost estimates the actual costs are anticipated to be less than this new total amount.

INFORMATION PROVIDED

Budget Amendment, Road Project Cost (rev 1)
2018 Roadway Project Illustration (rev 1)

6.



Memo

To: Oshtemo Charter Township Board
From: Marc Elliott, P.E., Director of Public Works
Date: February 7, 2018
Subject: 2018 Roadway Maintenance Projects

OBJECTIVE

To authorize supervisor to contract with the Road Commission of Kalamazoo County (RCKC) to proceed with the herein identified 2018 pavement maintenance projects for local public roads in Oshtemo. Because the contract amount exceeds the approved budgeted amount by \$2,620, the board shall also amend the budget by this amount.

BACKGROUND

At the January 9th Board Meeting a commitment was made for Oshtemo to match the offered "PAR" dollars from the RCKC for roadway projects. The RCKC PAR dollars are required to be matched one to one. RCKC had requested a commitment be made by January 20th so that uncommitted funds could be redistributed to other communities. The Board also had an opportunity to review a preliminary project list. It was noted, however, that RCKC's draft list had not been fully vetted by staff or considered by the Township's Capital Improvement Committee.

Today a revised project list is provided herein which all parties believe is a better prioritization of available maintenance dollars. Most importantly, this revision was able to rely upon additional field inspections and the most current PASER pavement ratings (which were unavailable for the January 9th funding commitment).

While a budget amendment of \$2620 is required to meet the required contract amount commitment, please know that RCKC has historically been conservative in its cost estimates. Actual expenditure are expected to be less.

INFORMATION PROVIDED

- Budget Amendment, Road Project Costs
- 2018 Roadway Project Illustration
- 2018 PASER Pavement Ratings
- Sanitary Sewer Extensions (anticipated phasing with new road construction)
- Detailed 2018 Roadway Project Descriptions and Cost Estimates

BUDGET AMENDMENT or JOURNAL CORRECTION REQUEST

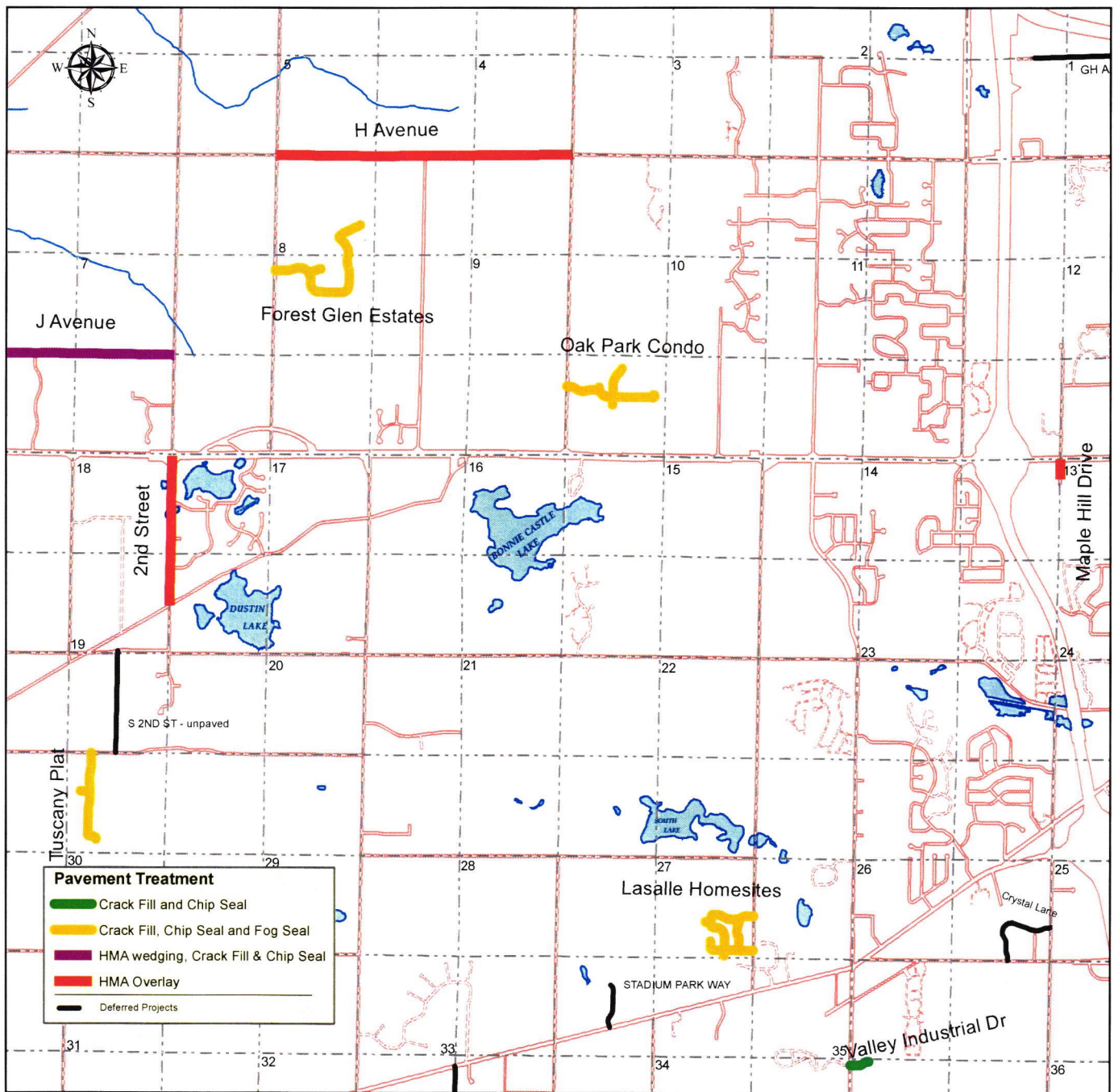
Date 8-Feb-18

<u>Person/Department</u>	<u>AMOUNT</u>
M Elliott/Public Works	
Road Project Costs (rev 1)	\$7,143
pending	
Amendment	
101-001-40100 (General Fund Reserves)	\$7,143
101-506-95200.RDMAIN (Road Project Costs)	\$7,143
Y	

Explanation:

Following a detailed consideration of project selections, coupled with RCKC cost estimates, the ideal project mix exceeds the approved budget of by \$7,143 (less than 3%). Being historically conservative in cost estimating, the budget change is more an accommodation to contract requirements than an anticipated true expenditure.

REPLACEMENT
2.12.2018



2018 Roadway Maintenance Projects (rev 1)

Considered but Deferred

Stadium Park Way	Crack Fill and Chip Seal	18,928
2nd Street	HMA Overlay - convert from gravel	133,061
5th & Gibbs St	HMA Overlay	179,123
GH Avenue	HMA Overlay	97,503

SUM: \$409,687

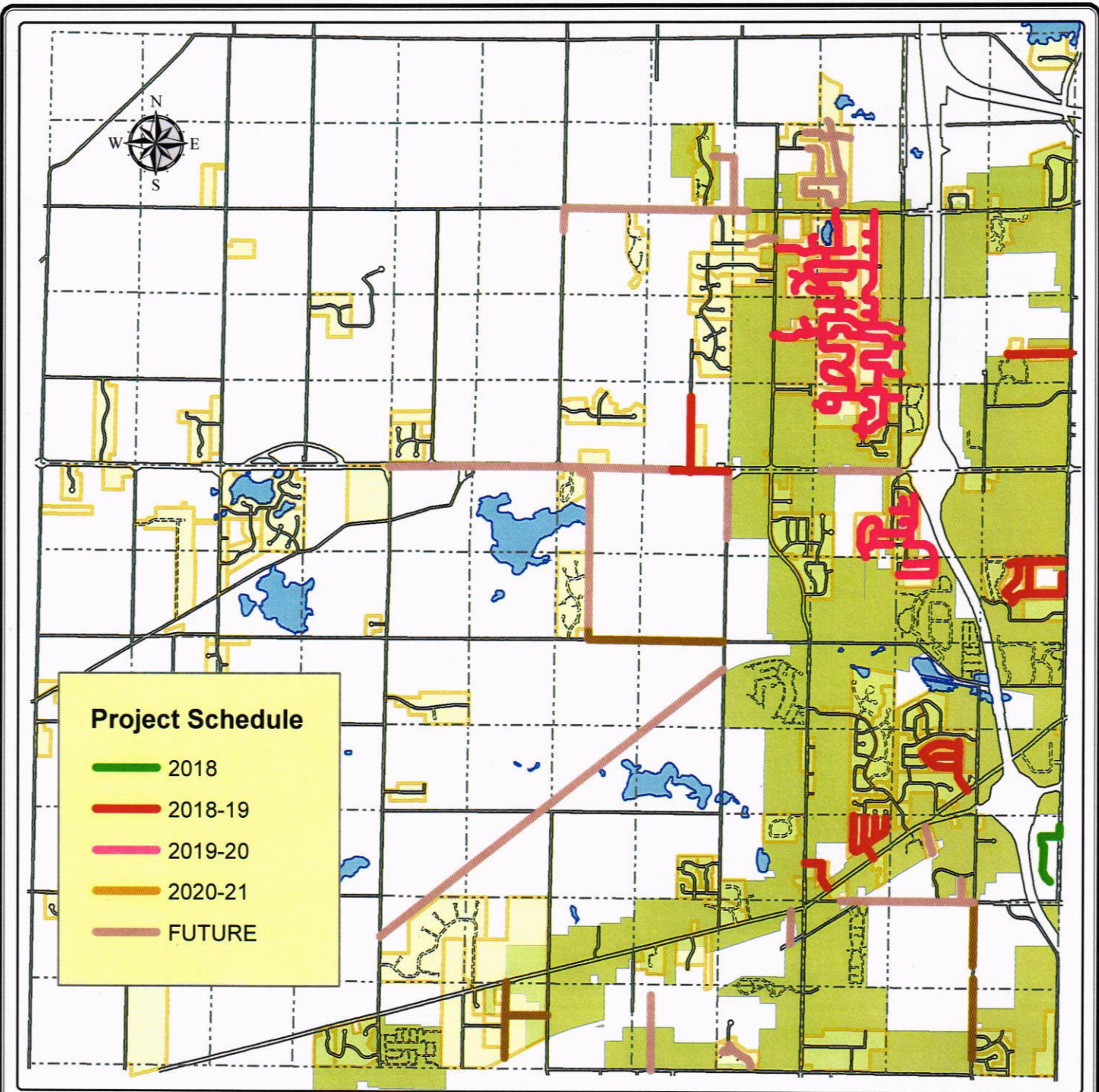
Description	Treatment	Length	Cost
2nd Street	HMA Overlay	3868	110,575
Forest Glen Estates	Crack Fill, Chip Seal and Fog Seal	4863	51,423
H Avenue	HMA Overlay	7879	222,181
J Avenue	HMA wedging, Crack Fill & Chip Seal	5538	52,503
Lasalle Homesites	Crack Fill, Chip Seal and Fog Seal	4458	67,438
Maple Hill Drive	HMA Overlay	510	21,694
Oak Park Condo	Crack Fill, Chip Seal and Fog Seal	3333	38,871
Rose Arbor Plats	Crack Fill, Chip Seal and Fog Seal	3110	41,272
Tuscany Plat	Crack Fill, Chip Seal and Fog Seal	2608	29,401
Valley Industrial Dr	Crack Fill and Chip Seal	610	12,961

SUM: \$537,744
 RCKC PAR: \$265,301
 OSH: \$272,443

Recommendation:

Project Length = 7.0 mi

Date: 2/12/2018



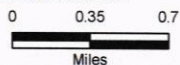
Phased Extensions of Public Sanitary Sewer

Assumes USDA Financing (2019-2021)
through the Rural Development Program



This map is for reference purposes only. While it is intended to be an accurate graphic representation, its accuracy cannot be guaranteed. Any conclusions or information derived from this map are at the users sole risk.

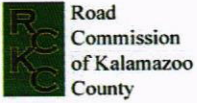
Date: 2/2/2018



- Plats and Condos
- Sewer Service Available

Preliminary Engineering Report
(Final Phasing As Submitted)

Charter Township of Oshtemo
Kalamazoo Co., Michigan



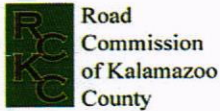
Road Commission of Kalamazoo County
 3801 East Kilgore Road
 Kalamazoo, MI 49001
 www.kalamazoocountyroads.com

2018 Project Estimate
 VALID FOR 30 DAYS

Date Prepared: 12/26/17
 Township: Oshtemo
 Location: 2nd Street-Almena Drive To M-43
 Project Description: HMA Overlay
 Estimator: Mark Worden
 Length: .73 Miles

Total Area	Length	Width	Conv Factor
10,315	3,868	24	9
	0	0	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking		3,868	lin ft	0.10	387	no charge
Engineering/Material Testing		3	lump	250.00	750	
Traffic Control		1	lump	1000.00	1,000	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling	2 inches	10,315	sq yd	1.75	18,051	
Dust Control			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course	2 inches	1,289	ton	62.00	79,918	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill			lbs		0	
KCRC Equipment			hour			
KCRC Labor/Fringe			hour			
Contractor Equipment/Labor			hour			
25B Slag	20#/square yard		ton		0	
HFRS-2M (emulsion)	.40 gallon/square yard		gallon		0	
Vacuum Sweeping	2X		hour		0	
Traffic Control			lump		0	
Project Restoration		1.00	lump	4000	4,000	
				Estimated Total Cost	\$103,719	
				Overhead Costs	6.61%	\$6,856
				Total Estimated Project Cost	\$110,575	



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2018 Project Estimate
VALID FOR 30 DAYS

Date Prepared: 1/22/18
 Township: Oshtemo
 Location: **Highland View Drive-3rd Street To 4696' East of 3rd Street, Kullenbrooke Drive-Highland View Drive To 436 East of Highland View Drive, (Forest Glen Estates)**
 Project Description: Crack Fill, Chip Seal and Fog Seal
 Estimator: Mark Worden
 Length: 0.92 Mile

Total Area	Length	Width	Conv Factor
16,874	4,863	28	9
	7,850	2	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	no charge
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking			lin ft		0	no charge
Engineering/Material Testing			lump		0	
Traffic Control			lump		0	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling			sq yd		0	
Dust Control/ Dust Stop			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course			ton		0	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill		3,684	lbs	1.60	5,894	
KCRC Equipment		6.85	hour	943.09	6,461	
KCRC Labor/Fringe		6.71	hour	721.98	4,846	
Contractor Equipment/Labor		6.84	hour	315.00	2,154	
Aggregate	20#/square yard	168.74	ton	37.00	6,243	
HFRS-2M (emulsion)	.40 gallon/square yard	6918.34	gallon	2.03	14,044	
Vacuum Sweeping	2X	4.00	hour	250.00	1,000	
Fog Seal	0.15 gal per syd	2531.10	gallon	3.00	7,593	
Project Restoration			lump		0	
Estimated Total Cost					\$48,235	
Overhead Costs				6.61%	\$3,188	
Total Estimated Project Cost					\$51,423	



Road
Commission
of Kalamazoo
County

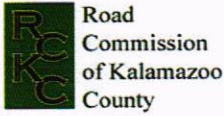
Road Commission of Kalamazoo County
3801 East Kilgore Road
Kalamazoo, MI 49001
www.kalamazoocountyroads.com

2018 Project Estimate
VALID FOR 30 DAYS

Date Prepared: 12/26/17
 Township: Oshtemo
 Location: H Avenue- 3rd Street To 6th Street
 Project Description: HMA Overlay
 Estimator: Mark Worden
 Length: 1.48 Miles

Total Area	Length	Width	Conv Factor
20,877	7,829	24	9
	0	0	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking		7,829	lin ft	0.10	783	no charge
Engineering/Material Testing		5	lump	250.00	1,250	
Traffic Control		1	lump	1000.00	1,000	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling	2 inches	20,877	sq yd	1.75	36,535	
Dust Control			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course	2 inches	2,610	ton	62.00	161,820	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill			lbs		0	
KCRC Equipment			hour			
KCRC Labor/Fringe			hour			
Contractor Equipment/Labor			hour			
25B Slag	20#/square yard		ton		0	
HFRS-2M (emulsion)	.40 gallon/square yard		gallon		0	
Vacuum Sweeping	2X		hour		0	
Traffic Control			lump		0	
Project Restoration		1.00	lump	7800	7,800	
Estimated Total Cost					\$208,405	
Overhead Costs				6.61%	\$13,776	
Total Estimated Project Cost					\$222,181	



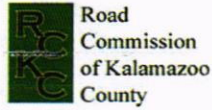
Road Commission of Kalamazoo County
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2018 Project Estimate
VALID FOR 30 DAYS

Date Prepared: 12/22/17
 Township: Oshtemo
 Location: J Avenue - Vankal Street to 2nd Street
 Project Description: HMA wedging, Crack Fill and Chip Seal
 Estimator: Mark Worden
 Length: 1.05 Miles

Total Area	Length	Width	Conv Factor
13,537	5,538	22	9
	0	0	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	no charge
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking		5,538	lin ft	0.15	831	no charge
Engineering/Material Testing			lump		0	
Traffic Control			lump			
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling			sq yd		0	
Dust Control/ Dust Stop			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course			ton		0	
HMA Wedging, Mix Type 36A		185.00	ton	75.00	13,875	
Crack Fill		4,405	lbs	1.60	7,048	
RCKC Equipment		5.72	hour	943.09	5,393	
RCKC Labor/Fringe		5.60	hour	721.98	4,045	
Contractor Equipment/Labor		5.71	hour	315.00	1,798	
Aggregate	20#/square yard	135.37	ton	37.00	5,009	
CRS-2M (emulsion)	.50 gallon/square yard	6768.50	gallon	1.60	10,830	
Vacuum Sweeping	2X	5.00	hour	250.00	1,250	
Fog Seal	0.1 Gal per SYD		gallon		0	
Project Restoration			lump		0	
Estimated Total Cost					\$49,248	
Overhead Costs				6.61%	\$3,255	
Total Estimated Project Cost					\$52,503	



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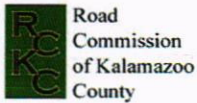
2018 Project Estimate
VALID FOR 30 DAYS

Date Prepared: 1/22/18
 Township: Oshtemo
 Location: **ST Charles Street- 573' West of Belle Chase Boulevard to 8th Street, Baton Rouge Street-Belle Chase Boulevard To 8th Street, Belle Chase Boulevard-206 South ST Charles Street To Baton Rouge Street, Bayou Vista Street-ST Charles Street To Baton Rouge Street, Cajun Drive-175' West of Belle Chase Boulevard To Belle Chase Boulevard (Lasalle Homesites)**
 Project Description: Crack Fill, Chip Seal and Fog Seal
 Estimator: Mark Worden
 Length: 0.84 Mile

Total Area	Length	Width	Conv Factor
14,742	4,458	28	9
	7,850	1	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	no charge
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking			lin ft		0	no charge
Engineering/Material Testing			lump		0	
Traffic Control			lump		0	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling		1,818	sq yd	4.00	7,272	
Dust Control/ Dust Stop			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course			ton		0	
HMA Wedging, Mix Type 36A		200	ton	75.00	15,000	
Crack Fill		3,799	lbs	1.60	6,078	
KCRC Equipment		5.38	hour	943.09	5,070	
KCRC Labor/Fringe		5.27	hour	721.98	3,802	
Contractor Equipment/Labor		5.37	hour	315.00	1,690	
Aggregate	20#/square yard	147.42	ton	37.00	5,455	
HFRS-2M (emulsion)	.40 gallon/square yard	6633.90	gallon	2.03	13,467	
Vacuum Sweeping	2X	4.00	hour	250.00	1,000	
Fog Seal	0.15 gal per syd	2211.30	gallon	2.00	4,423	
Project Restoration			lump		0	

Estimated Total Cost		\$63,257
Overhead Costs	6.61%	\$4,181
Total Estimated Project Cost		\$67,438



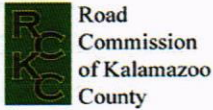
Road Commission of Kalamazoo County
 3801 East Kilgore Road
 Kalamazoo, MI 49001
 www.kalamazooountyroads.com

2018 Project Estimate
 VALID FOR 30 DAYS

Date Prepared: 1/23/18
 Township: Oshtemo
 Location: **Maple Hill Drive-510'South of M-43 To M-43**
 Project Description: HMA Overlay
 Estimator: Mark Worden
 Length: .11 Miles

Total Area	Length	Width	Conv Factor
2,572	510	30	9
	7,850	1	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking		510	lin ft	0.10	51	no charge
Engineering/Material Testing		1	lump	250.00	250	
Traffic Control		1	lump	1000.00	1,000	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling	1 1/2 inches	2,572	sq yd	1.25	3,215	
Dust Control			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course	1 1/2 inches	244	ton	65.00	15,883	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill			lbs		0	
KCRC Equipment			hour			
KCRC Labor/Fringe			hour			
Contractor Equipment/Labor			hour			
25B Slag	20#/square yard		ton		0	
HFRS-2M (emulsion)	.40 gallon/square yard		gallon		0	
Vacuum Sweeping	2X		hour		0	
Traffic Control			lump		0	
Project Restoration			lump		0	
Estimated Total Cost					\$20,349	
Overhead Costs				6.61%	\$1,345	
Total Estimated Project Cost					\$21,694	



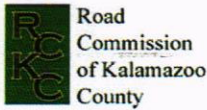
Road Commission of Kalamazoo County
 3801 East Kilgore Road
 Kalamazoo, MI 49001
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2018 Project Estimate
 VALID FOR 30 DAYS

Date Prepared: 1/22/18
 Township: Oshtemo
 Location: ST.James Avenue-6th Street To LA Jessica Circle, LA Jessica Circle-ST.James Avenue To 1588' East of ST.James Avenue,LA Lisa Lane-233 South of LA Jessica Circle To LA Jessica Circle, LA Lisa Lane- LA Jessica Circle To 865' North of LA Jessica Circle (Oak Park)
 Project Description: Crack Fill, Chip Seal and Fog Seal
 Estimator: Mark Worden
 Length: 0.63 Mile

Total Area	Length	Width	Conv Factor
11,242	3,333	28	9
	7,850	1	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	no charge
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking			lin ft		0	no charge
Engineering/Material Testing			lump		0	
Traffic Control			lump		0	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling			sq yd		0	
Dust Control/ Dust Stop			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course			ton		0	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill		2,841	lbs	1.60	4,546	
KCRC Equipment		6.05	hour	943.09	5,704	
KCRC Labor/Fringe		5.93	hour	721.98	4,278	
Contractor Equipment/Labor		6.03	hour	315.00	1,901	
Aggregate	20#/square yard	112.42	ton	37.00	4,160	
HFRS-2M (emulsion)	.40 gallon/square yard	4834.06	gallon	2.03	9,813	
Vacuum Sweeping	2X	4.00	hour	250.00	1,000	
Fog Seal	0.15 gal per syd	1686.30	gallon	3.00	5,059	
Project Restoration			lump		0	
Estimated Total Cost					\$36,461	
Overhead Costs				6.61%	\$2,410	
Total Estimated Project Cost					\$38,871	



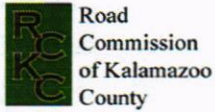
Road Commission of Kalamazoo County
 3801 East Kilgore Road
 Kalamazoo, MI 49001
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2018 Project Estimate
 VALID FOR 30 DAYS

Date Prepared: 1/22/18
 Township: Oshtemo
 Location: **Antiqua Circle-** 11th Street To 368' East of Tropicana Street, **Tropicana Street-** Brandy Avenue To Antiqua Circle, **Brandy Avenue-**Tropicana Street To Fountain Square Drive, **Fountain Square Drive-**183 South of Brandy Avenue To Sweet Briar Drive, **Caribia Avenue-**Fountain Square Drive To 203' East of Fountain Square Drive (Rose Arbor)
 Project Description: Crack Fill, Chip Seal and Fog Seal
 Estimator: Mark Worden
 Length: 0.58 Mile

Total Area	Length	Width	Conv Factor
10,548	3,110	28	9
	7,850	1	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	no charge
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking			lin ft		0	no charge
Engineering/Material Testing			lump		0	
Traffic Control			lump		0	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling			sq yd		0	
Dust Control/ Dust Stop			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course			ton		0	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill		4,123	lbs	1.60	6,597	
KCRC Equipment		5.44	hour	943.09	5,131	
KCRC Labor/Fringe		5.33	hour	721.98	3,848	
Contractor Equipment/Labor		5.43	hour	315.00	1,710	
Aggregate	20#/square yard	105.48	ton	37.00	3,903	
HFRS-2M (emulsion)	.40 gallon/square yard	5801.40	gallon	2.03	11,777	
Vacuum Sweeping	2X	4.00	hour	250.00	1,000	
Fog Seal	0.15 gal per syd	1582.20	gallon	3.00	4,747	
Project Restoration			lump		0	
Estimated Total Cost					\$38,713	
Overhead Costs				6.61%	\$2,559	
Total Estimated Project Cost					\$41,272	



Road Commission of Kalamazoo County
 3801 East Kilgore Road
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2018 Project Estimate
 VALID FOR 30 DAYS

Date Prepared: 12/21/17
 Township: Oshtemo
 Location: (*Tuscany Plat*) **Toscana Street** - Mirabella Avenue to L Avenue, **Mirabella Avenue** - Toscana Street to 252' east of Toscana Street, **Calabria Avenue** - 261' west of Toscana Street to Toscana Street
 Project Description: Crack Fill, Chip Seal and Fog Seal
 Estimator: Mark Worden
 Length: 0.49 Mile

Total Area	Length	Width	Conv Factor
9,566	2,608	30	9
	0	0	
	0	0	
	785	10	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	no charge
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking			lin ft		0	no charge
Engineering/Material Testing			lump		0	
Traffic Control			lump		0	
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling			sq yd		0	
Dust Control/ Dust Stop			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course			ton		0	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill		3,458	lbs	1.60	5,533	
KCRC Equipment		3.98	hour	943.09	3,756	
KCRC Labor/Fringe		3.90	hour	721.98	2,817	
Contractor Equipment/Labor		3.97	hour	315.00	1,252	
Aggregate	20#/square yard	95.66	ton	37.00	3,539	
HFRS-2M (emulsion)	.40 gallon/square yard	3826.40	gallon	2.03	7,768	
Vacuum Sweeping	2X	4.00	hour	250.00	1,000	
Fog Seal	0.15 gal per syd	1434.90	gallon	3.00	1,913	
Project Restoration			lump		0	
Estimated Total Cost					\$27,578	
Overhead Costs				6.61%	\$1,823	
Total Estimated Project Cost					\$29,401	



Road Commission of Kalamazoo County

Road Commission of Kalamazoo County
 3801 East Kilgore Road
 Kalamazoo, MI 49001
 www.kalamazooountyroads.com

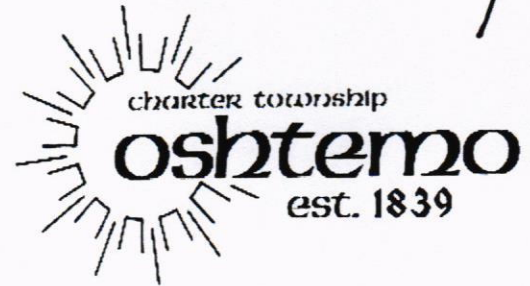
2018 Project Estimate
VALID FOR 30 DAYS

Date Prepared: 12/11/17
 Township: Oshtemo
 Location: **Valley Industrial Drive-9th Street To 610' East of 9th Street**
 Project Description: Crack Fill/Chip Seal/Fog Seal
 Estimator: Mark Worden
 Length: 0.11 Mile

Total Area	Length	Width	Conv Factor
2,770	610	28	9
	7,850	1	
	0	0	
	0	0	

Description of charge	Application Rate	Estimated Quantities	Units of measure	Estimated Unit Cost	Estimated Total	Notes
Pulverization			sq yd		0	no charge
Monument Preservation			each		0	no charge
Remove High Shoulders			station		0	no charge
Replace Culvert (<42" DIA.)			each		0	no charge
Tree Removal			each		0	no charge
Pavement Marking			lin ft		0	no charge
Engineering/Material Testing			lump		0	
Traffic Control			lump			
Sanitary/Storm Sewer Manhole Adjustment			each		0	
22A Gravel			ton		0	
Cold Milling			sq yd		0	
Dust Control/ Dust Stop			gallon		0	
Concrete Driveway Adjustments			each		0	
HMA Driveway Adjustments			each		0	
13A Modified HMA Base Course			ton		0	
13A Modified HMA Wearing Course			ton		0	
23A Gravel (shoulder material)			ton		0	
Placement of Gravel Shoulders			station		0	
36A Modified HMA Wearing Course			ton		0	
HMA Wedging, Mix Type 36A			ton		0	
Crack Fill		1,000	lbs	1.60	1,600	
RCKC Equipment		2.81	hour	943.09	2,646	
RCKC Labor/Fringe		2.75	hour	721.98	1,984	
Contractor Equipment/Labor		2.80	hour	315.00	882	
Aggregate	20#/square yard	27.70	ton	37.00	1,025	
CRS-2M (emulsion)	.40 gallon/square yard	1108.00	gallon	1.60	1,773	
Vacuum Sweeping	2X	4.00	hour	250.00	1,000	
Fog Seal	0.15 Gal per SYD	415.50	gallon	3.00	1,247	
Project Restoration			lump		0	
Estimated Total Cost					\$12,157	
Overhead Costs				6.61%	\$804	
Total Estimated Project Cost					\$12,961	

Memo



To: Oshtemo Charter Township Board
From: Marc Elliott, P.E., Director of Public Works
Date: February 7, 2018
Subject: Amtrak, Contract for Review of Sidewalk Crossing

OBJECTIVE

In order to meet grant funded, 2018 construction schedules, Board members shall discuss a \$84,180 Amtrak contract for the railroad agency to review the engineered design plans we have submitted for that portion of the Drake Road sidewalk that will occupy the Amtrak right-of-way (ROW), and cross the single-track, high speed rail line.

BACKGROUND

Based on an application prepared by Oshtemo, MDOT has offered \$375,000 in grant funding to the City of Kalamazoo (acting as Oshtemo's Agent) to construct a non-motorized facility on the Oshtemo side of Drake Road, between W. Michigan and Green Meadows Dr. An authorized Act 51 Agent (the City acting on the Township's behalf) was required in order to receive the "Safety Project" funding that was requested.

Over the past year Oshtemo has expended \$103,000 to purchase permanent and temporary construction easements for this project, plus associated ROW acquisition services from MDOT certified acquisition specialists. Portions of the project area (i.e. north of KL Ave.) include ROW which is under the control of the Road Commission of Kalamazoo County. To facilitate project fruition, in 2015 Oshtemo executed agreements with both the City and RCKC, consenting to be responsible for all project costs. In the same timeframe a field inspection of the rail crossing was hosted by the project's design consultants (VIRIDIS Design) with representatives of Amtrak, MDOT & Oshtemo.

By October 2017 the required land acquisitions and detailed design reviews by all participating agencies, and utilities were completed and approved—but for Amtrak. Repeated status inquiries to Amtrak from the design team the next three months did yield Amtrak reports of their having successfully completed a series of at least three separate in-house reviews of the plan. Amtrak's deliberations culminated in the Township receiving (in the City's name) a design review service contract for \$84,810 (see attached).

Having been taken aback by the requested review fee, inquiries were made with Amtrak, plus several discussions were pursued with the grant makers for the MDOT Safety Project as well as the MDOT rail safety division. Supervisor Heiny-Cogswell additionally contacted Congressman Upton's office for consult and guidance. Although the collective opinion was the monetary request seemed excessive, there is no expectation of any relief from Amtrak.

Importantly, MDOT has indicated the non-motorized project will not receive grant funding unless the rail crossing issue is resolved and included in the work. Please be aware that work within 10 feet of the rails is expected to be completed by Amtrak as a force account (at Oshtemo's expense). As noted, MDOT's rail safety division has approved the current "switch-back" design. However it's been speculated that Amtrak's agenda is to require additional safety enhancements. Should these include pedestrian signal lights or gates, the added crossing costs could range 100-150 thousand dollars.

AMTRAK DESIGN PHASE COST ESTIMATE
CITY OF KALAMAZOO
SHARED USE PATH RAILROAD CROSSING AT SOUTH DRAKE ROAD
OVER AMTRAK OWNED MICHIGAN LINE, MP 147.33
OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MI

NATIONAL RAILROAD PASSENGER CORPORATION
OFFICE OF THE CHIEF ENGINEER
DATE : OCTOBER 16, 2017
BY: KATHY HAYWOOD

	QUANTITY	UNITS	UNIT COST	TOTAL
ENGINEERING				
Project Initiation and Development				
Meetings and Plan Review	10	MD	\$1,200	\$12,000
Document Control	3	MD	\$900	\$2,700
Force Account Preparation	2	MD	\$1,200	\$2,400
Structures				
Meetings and Plan Review	3	MD	\$1,200	\$3,600
Track				
Meetings and Plan Review	3	MD	\$1,200	\$3,600
Clearance				
Meetings and Plan Review	3	MD	\$1,200	\$3,600
Communications and Signals				
Meetings and Plan Review	6	MD	\$1,200	\$7,200
Division				
Meetings and Plan Review	6	MD	\$1,200	\$7,200
Force Account Preparation	2	MD	\$1,200	\$2,400
Site Inspection	2	MD	\$1,200	\$2,400
C&S Circuit Design Allowance	1	LS	\$30,000	\$30,000
SUB TOTAL				\$77,100
CONTINGENCY (10%)				\$7,710
TOTAL				\$84,810

Amtrak's Design Phase Cost Estimate is based on review of the final plan design submission. The actual number of engineering review man-days is contingent upon the number and complexity of design submittals throughout the design phase of the project. The information was provided by MDOT on a June 2, 2017 conference call & Viridis Design Group in an email dated June 9, 2017. The above rates are current and include fully allocated additives for vacation and paid holidays, force account insurance, employee benefits and overhead. Overhead rates will change annually, effective with expenses incurred January 1st each year, and fringe benefit rates are subject to change quarterly. This is only an estimate. Final billing will be based on the actual labor, material, and equipment costs incurred.

**DESIGN PHASE AGREEMENT
BETWEEN
NATIONAL RAILROAD PASSENGER CORPORATION AND
CITY OF KALAMAZOO
FOR THE DESIGN OF A SHARED USE PATH RAILROAD CROSSING AT SOUTH
DRAKE ROAD IN OSHTEMO TOWNSHIP, MI**

This Design Phase Agreement (“Agreement”) effective this ____ day of _____, 2018, is made by and between **National Railroad Passenger Corporation**, a corporation organized under 49 U.S.C. §24101 *et seq* and the laws of the District of Columbia, with its principal place of business located at 1 Massachusetts Avenue, N.W., Washington, DC 20001 (“Amtrak”) and **City of Kalamazoo**, with its principal place of business located at _____ (“City”) (hereinafter collectively referred to as the “Parties” or in the singular as “Party,” as the context requires).

WHEREAS, Amtrak owns, maintains, and operates intercity passenger rail service over, certain railroad right-of-way which extends between Porter, IN and Kalamazoo, MI and is part of the rail line known as the “Michigan Line”; and

WHEREAS, other railroads also use such railroad right-of-way to provide commuter rail service and freight rail services; and

WHEREAS, City proposes to design and ultimately construct a shared use (including pedestrian and bicycles) path immediately adjacent to Drake Road across Amtrak’s property and operations at railroad milepost 147.33 (the “Project”); and

WHEREAS, due to the proximity of the Project to Amtrak’s property and operations, City desires input from Amtrak on the potential impact of the Project on Amtrak’s property and operations; and

WHEREAS, construction of the Project will require City and its contractors to enter onto, over, under and/or adjacent to Amtrak’s property, will require various assistance from Amtrak and may require alterations to Amtrak’s facilities; and

WHEREAS, the Parties agree that protection of Amtrak’s property and operations is a paramount public safety concern; and

WHEREAS, all work arising out of or connected with the Project must be closely and safely integrated with Amtrak’s operations so as not to impede or interfere with said safe operations; and

WHEREAS, City has requested that Amtrak perform various services as set forth herein during the design phase of the Project; and

WHEREAS, Amtrak is willing to perform certain services as set forth herein; and

WHEREAS, City is responsible for funding the entire cost of the Project, including the cost of Amtrak’s services to be provided in connection with the Project; and

WHEREAS, the Parties have agreed to set forth in detail the work, material, equipment and labor for the services to be performed by Amtrak during the design phase of the Project, and

the costs thereof; and

WHEREAS, the Parties agree to carry out their responsibilities in connection with the design phase of the Project in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, for good and valuable consideration each to the other in hand paid, the receipt and sufficiency of which is hereby acknowledged, and for and in consideration of the promises and the mutual covenants herein contained, and with the intent to be legally bound hereby, the Parties agree as follows:

1. **Recitals.**
The recitals set forth above in the WHEREAS clauses of this Agreement are incorporated by reference into the terms of this Agreement as if set forth fully herein.
2. **Services to be Performed by Amtrak.**
Amtrak agrees to perform (or have performed by third parties) the following services so as to facilitate progression of the design phase of the Project by City: (a) review City's or its contractor's plans, drawings, and specifications ("Documents") for impact on Amtrak's property and/or operations; (b) perform inspection services, as required; (c) perform services required for the protection of railroad traffic, such as flagging and/or controlled track outages, as may be necessary; (d) prepare estimates of Amtrak's costs for services to be performed by Amtrak during the construction phase of the Project; (e) attend meetings; (f) perform environmental reviews, if necessary; and (g) perform such additional related services as set forth herein or as may be agreed to by the Parties. These services are hereinafter collectively referred to as the "Services".
3. **Cost Estimate.**
An estimate of Amtrak's costs in support of the design phase of the Project is attached hereto as Exhibit A. The provision of an estimate does not, however, limit City's obligation to reimburse Amtrak for all costs actually incurred by Amtrak in connection with the design phase of the Project.
4. **Billable Costs.**
 - (a) City agrees to reimburse Amtrak for all costs incurred by Amtrak in connection with the design phase of the Project. Such costs shall include, but not be limited to, the following:
 - (i) Direct labor and management costs for all assigned Amtrak employees for actual hours worked while performing Services under this Agreement, including but not limited to: any adjustments, allowances and arbitrary hours (e.g., time paid for hours not worked) in accordance with the then current existing labor agreements; travel costs; overnight accommodations (including boarding and lodging); travel time and mandatory rest time as the result of performing work hereunder; and Amtrak's overhead rates, as set forth in Exhibit B hereof ("Overhead Schedule").
 - (ii) Costs for all materials and supplies required for performance of the Services. Any materials and supplies issued from Amtrak's inventory shall be charged at Amtrak's inventory cost in effect at the time the material or supplies are issued, plus any actual shipping/transportation costs and shipping/ transportation

cost additives. Any materials and supplies which are procured by Amtrak, but which are not issued from Amtrak's inventory, shall be charged at Amtrak's actual cost incurred. Material handling and General and Administrative (G&A) overhead rates as set forth in the Overhead Schedule will be added to the cost of all materials and supplies.

(iii) Costs for all third party contract services and for any related additional insurance. Costs will be billed at actual cost incurred, plus the G&A overhead rates as set forth in the Overhead Schedule.

(iv) Costs for equipment, vehicles, work trains, wire trains, rolling stock and any other such items which are leased by Amtrak and required for performance of the Services shall be charged at the actual cost of the lease, plus the G&A overhead rates as set forth in the Overhead Schedule.

(v) For Amtrak-owned equipment, vehicles, work trains and rolling stock, reimbursement shall be at the rates published in "Amtrak Rental Rates for Railroad Equipment", as amended periodically, plus the G&A overhead rates as set forth in the Overhead Schedule. For Amtrak-owned equipment, vehicles, work trains, wire trains and rolling stock not specifically itemized therein, reimbursement shall be based on a comparable market rate, plus the G&A overhead rates as set forth in the Overhead Schedule. Vehicles/equipment obtained through a General Services Administration (GSA) Schedule shall be construed as Amtrak-owned.

(vi) Mobilization and demobilization costs and the cost of training of Amtrak employees to the extent required for the Project. Amtrak shall be reimbursed for the actual costs, plus the applicable overhead rates as set forth in the Overhead Schedule.

(vii) Retroactive wage and benefit costs (i.e., adjustments made subsequent to performance of the Services) which shall be reimbursed based on the actual cost, plus all associated current overhead rates as set forth in the Overhead Schedule. City's obligation to reimburse Amtrak for such retroactive costs shall survive termination of this Agreement.

(viii) Other actual costs not included in any other provision of this Agreement, necessary to effectively perform Services under this Agreement shall be charged at actual costs, plus Amtrak's overhead rates as set forth in the Overhead Schedule.

(b) The overhead rates referred to herein are computed in accordance with Amtrak's accounting policies and procedures. These rates are updated periodically by Amtrak and will be made available to City, upon request. The applicable billable overhead rates shall be the rates in effect (i) at the time of performance with respect to Services performed by Amtrak forces, and (ii) as of the date Amtrak receives the invoice from its contractors with respect to services provided by Amtrak contractors.

5. **Payments.**

(a) Prior to initiation of any Services by Amtrak, City shall remit payment to Amtrak in the amount of \$84,810, which represents the amount of Amtrak's cost estimate for the design phase of the Project. Such advance deposit shall be applied to Amtrak's costs as

they are incurred. If, during the course of the design phase of the Project, the cost estimate needs to be increased, City shall remit an additional amount to Amtrak representing the amount by which the estimate was increased. Upon completion of the design phase of the Project, Amtrak shall return to City (upon its request) any portion of the advance deposit (if any) that has not been expended by Amtrak, provided that City has paid all prior invoices.

(b) As the design phase of the Project progresses, Amtrak will issue monthly statements that shall include Amtrak's Summary Invoice Page followed by the Billing Substantiation Report. The Billing Substantiation Report will include the Labor Cost Report which lists the hours, payroll amounts, and dates and names of agreement-covered employees who provided services in support of the design phase of the Project. Amtrak shall also provide copies of material invoices, third party service invoices, a report of materials issued from inventory, railroad equipment utilization pricing statement and a statement of other costs and charges. Amtrak will not be required to provide an independent field verification voucher to substantiate costs.

(c) Payments of Amtrak invoices are due within thirty (30) days of receipt of invoice by City. Payments not made by City by the due date shall be subject to an interest charge of one and one-half percent (1.5%) per month. Payments shall be made in full without deduction, setoff or counterclaim. Nonpayment of invoices pursuant to the terms of this Agreement shall constitute a material breach of the Agreement and, in addition to any other right or remedy to which Amtrak may be entitled as a result of such breach, Amtrak may elect to cease any and all performance under this Agreement. City will be responsible for any and all costs incurred by Amtrak as a result of City's breach, including, without limitation, collection costs and attorneys' fees.

(d) If City objects to any charges identified on a monthly statement, it shall notify Amtrak of its objection in writing within thirty (30) days of receipt of said statement. Within thirty (30) days thereafter, Amtrak will provide City with additional documentation and/or explanation as required, to support the accuracy of the charges. The objection shall be considered resolved unless City provides additional written objection within thirty (30) days of receipt of such additional documentation and/or explanation from Amtrak. If Amtrak finds an adjustment is due, Amtrak will issue a credit memo in the amount of the adjustment. If, after reviewing the additional information provided by City, the billing dispute is still not resolved, either Party may pursue any right or remedy as specified in this Agreement.

6. **Schedule.**

(a) Amtrak and City agree to cooperate and to require their respective contractor(s) to cooperate so as to coordinate their respective schedules in an effort to not delay the Project. However, City acknowledges that Amtrak has workforce and other resource constraints and other work commitments and demands, that only limited track outages are available, and that these outages must be shared and/or rationed among all potential projects (including other Amtrak, state, municipal, commuter and third party projects) in the vicinity of the Project area. These restrictions may prevent Amtrak from performing the Services according to City's schedule and may prevent City from gaining access to Amtrak's property according to such schedule.

(b) Amtrak and City agree that the continuity and on-time performance of Amtrak rail service during all phases of the Project is of primary importance. Amtrak will not be expected to disrupt the operations of any trains or grant track outages that disrupt train operations in furtherance of this Project. All City activities with the potential to disrupt train operations shall be subject to Amtrak review and approval.

(c) In no event shall Amtrak be liable for any costs or damages or other consequences attributable to Project delays of any sort.

7. **Review of Documents.**

(a) City shall submit all Documents relating to the Project to Amtrak for its review and approval. City agrees to incorporate into the construction plans for the Project all Amtrak comments, which final construction plans shall, upon Amtrak's written approval, constitute the "Approved Project Plans". Any changes to the Approved Project Plans, whether prior to the commencement of construction or after construction has commenced, must be reviewed and approved by Amtrak in writing prior to the commencement of the construction activities impacted by the change. City agrees that Amtrak shall have a minimum of thirty (30) working days to review any Documents presented for Amtrak's review.

(b) Any review of such Documents by Amtrak shall be for the purpose of examining the general arrangement, design and details of the Project for potential impact on Amtrak's operations and/or property. No review, correction or approval of Documents by Amtrak shall relieve City and its officers, directors, employees, agents, servants, contractors, subcontractors, design professionals or any other person acting for or by permission of City (collectively referred to hereafter as "City Parties") from the entire responsibility for errors or omissions in such Documents or for the adequacy thereof. Amtrak assumes no responsibility for and makes no representations or warranties, express or implied, as to the design, workmanship or adequacy of the Documents or the Project.

8. **Permit to Enter.**

If entry on, over or under Amtrak's right-of-way or other property is required for purposes of this Project by City or its contractors, City agrees that the entity seeking entry must notify Amtrak at least thirty (30) working days in advance and must execute the then-current version of Amtrak's "Temporary Permit to Enter Upon Property" form prior to any such entry. A copy of the current version of such form is attached hereto and incorporated herein as Exhibit C.

9. **Safety and Security Requirements.**

(a) City shall require that when any work is being done on, over, under or adjacent to Amtrak's right-of-way by anyone other than Amtrak forces, all operations affecting Amtrak property, facilities or the safe and uninterrupted operation of its trains shall be carried out in accordance with the then-current version of Amtrak's "Specifications Regarding Safety and Protection of Railroad Traffic and Property," the current version of which is attached to the Temporary Permit to Enter Upon Property as Attachment A. Compliance with such specifications shall be at no cost to Amtrak.

(b) City shall, at its sole cost, comply with all Amtrak security requirements while performing work in connection with this Project. Such requirements may include:

conducting of background investigations on contractor personnel who meet certain criteria, participation in safety training, wearing of appropriate identification, and the barring from Amtrak property of personnel who have been convicted or found not guilty by reason of insanity of certain disqualifying criminal offenses.

10. **Risk of Liability; Indemnification.**

(a) **City's Obligations.** City hereby releases and agrees to defend, indemnify and hold harmless Amtrak and any other affected railroad, as well as their respective officers, directors, employees, agents, successors, assigns and subsidiaries (collectively "the Indemnified Parties"), irrespective of negligence or fault on the part of the Indemnified Parties, from and against any and all losses and liabilities, penalties, fines, forfeitures, demands, claims, causes of action, suits, costs (including cost of defense and attorneys' fees), which any of the Indemnified Parties may hereafter incur, be responsible for, or pay as a result of either or both of the following:

- (i) injury, death, disease, or occupational disease to any person (excluding only employees of Amtrak to the extent Amtrak has coverage under the force account insurance maintained by Amtrak as described in Section 11(d) of this Agreement, and only to the limits of ten million dollars (\$10,000,000)), and/or
- (ii) damage (including environmental contamination and loss of use) to or loss of any property, including property of Amtrak,

arising out of, or in any degree directly or indirectly caused by or resulting from activities of, or work performed by Amtrak and/or the City Parties and/or arising out of any act or omission of Amtrak and/or the City Parties related to, or in connection with this Agreement, including without limitation, any failure of City to perform or comply with any of City's obligations hereunder. The foregoing obligation shall not be limited by the existence of any insurance policy or by any limitation on the amount or type of damages, compensation, or benefits payable by or for City or any contractor, or subcontractor, and shall survive termination of this Agreement for any reason.

(b) **City's Contractors' Obligations.** If any of City's contractors' work is to be performed on, over or under Amtrak property, it will be necessary for such contractors to execute Amtrak's then-current "Temporary Permit to Enter Upon Property" form, as set forth in Section 8 of this Agreement. The permit contains the relevant indemnification obligations. City shall ensure that such contractors execute the permit.

(c) **City's Design Contractors' Obligations.** City agrees to have its contractors who perform design or engineering functions in support of the Project execute a copy of the certificate attached hereto as Exhibit D and return the certificate to Amtrak at the address listed in Section 16 hereof. (Contractors who perform design or engineering functions are referred to as "consultants" in Exhibit D.) This certificate contains the relevant indemnification obligations. Amtrak will not review the Documents until it has received an executed copy of such certificate. The additional indemnification obligations of City's contractors who enter on, above or below Amtrak's property are set forth in the Temporary Permit to Enter Upon Property as provided in Sections 8 and 10(b) above.

11. **Insurance**

(a) City shall provide and maintain in effect during the course of the design phase of the Project, at its sole cost and expense, the insurance coverage specified below. City shall submit to Amtrak certificates of insurance evidencing the required insurance, prior to

commencement of Operations. As used in this Section 11(a), "Operations" shall mean activities or work performed by or on behalf of City on, under or over Amtrak property. In addition, City agrees to provide certified copies of the insurance policies for the required insurance within thirty (30) days of Amtrak's written request. All insurance shall be procured from insurers authorized to do business in the jurisdiction(s) where the Operations are to be performed. The insurance shall provide for thirty (30) days prior written notice to Amtrak in the event coverage is substantially changed, canceled or non-renewed. All insurance shall remain in force until all Operations are satisfactorily completed (unless otherwise noted below), all City and City contractors and subcontractors personnel and equipment have been removed from Amtrak's property, and any work has been formally accepted. City may provide for the insurance coverages with such deductibles or retained amounts as Amtrak may approve from time to time, except, however, that City shall, at its sole expense, pay for all claims and damages which fall within such deductible or retained amount on the same basis as if there were full commercial insurance in force in compliance with these requirements. City will provide the following insurance prior to entering on, under or over Amtrak property:

(i) **Workers' Compensation Insurance** complying with the requirements of the statutes of the jurisdiction(s) in which the Operations will be performed, covering all employees of City. Employer's Liability coverage with limits of not less than one million (\$1,000,000) each accident or illness shall be included. A waiver of subrogation in favor of Amtrak and its subsidiaries and their respective agents, officers, directors and employees is required. In the event the Operations are to be performed on, over, or adjacent to navigable waterways, a U.S. Longshoremen and Harbor Workers' Compensation Act Endorsement and Outer Continental Lands Act Endorsement are required.

(ii) **Commercial General Liability (CGL) Insurance** covering liability of City with respect to all operations to be performed and all obligations assumed by City under the terms of the Agreement. Products-completed operations, independent contractors and contractual liability coverages are to be included, with the contractual exclusion related to construction/demolition activity within fifty (50) feet of the railroad deleted and no exclusions for Explosion/Collapse/ Underground (X-C-U) applicable or added. Coverage for punitive damages is also required to be included. The policy shall name National Railroad Passenger Corporation and, as appropriate, WTC and all commuter agencies and railroads that operate over the property or tracks at issue as additional insureds with respect to the operations to be performed. In addition, the policy shall include an ISO endorsement Form CG 24 17 10 01 or its equivalent providing contractual liability coverage for railroads listed as additional insureds. Coverage for such additional insureds shall be primary and non-contributory with respect to any other insurance the additional insureds may carry. Claims made policies are not acceptable.

Coverage under this policy shall have limits of liability of not less than two million dollars (\$2,000,000) each occurrence and in the annual aggregate, combined single limit, for bodily injury (including disease or death), personal injury and property damage (including loss of use) liability. Such coverage may be provided by a combination of a primary CGL policy and a following form excess or umbrella liability policy.

The insurance required in this paragraph may be provided using an Owner Controlled Insurance Program or Contractor Controlled Insurance Program.

(iii) **Automobile Liability Insurance** covering the liability of City arising out of the use of any vehicles which bear, or are required to bear, license plates according to the laws of the jurisdiction in which they are to be operated, and which are not covered under City's CGL insurance. The policy shall name National Railroad Passenger Corporation and, as appropriate WTC and all commuter agencies and railroads that operate over the property or tracks at issue as additional insureds with respect to the operations to be performed. Coverage under this policy shall have limits of liability of not less than one million dollars (\$1,000,000) each occurrence, combined single limit, for bodily injury (including disease or death), personal injury and property damage (including loss of use) liability.

(iv) **Professional Liability Insurance** covering the liability of City for any and all errors or omissions committed by City in the performance of the Operations, regardless of the type of damages. The coverage shall be maintained during the term of the Operations, and for at least three (3) years following completion thereof. The policy shall have a retroactive date that precedes any design work on the Project and shall have limits of liability of not less two million dollars (\$2,000,000) per claim and two million dollars (\$2,000,000) in the annual aggregate.

(b) City's Contractor's Insurance. City shall ensure that all of its contractors provide and maintain in effect during the course of the design phase of the Project, at no cost to Amtrak, insurance as specified in Attachment B of the Temporary Permit to Enter Upon Property or City may, at its option, provide the insurance coverage for any or all of City's contractors, meeting the requirements of Attachment B, provided the evidence of insurance submitted by City to Amtrak so stipulates. City shall require all of City's contractors to provide Amtrak with a certificate of insurance evidencing the insurance coverage required hereunder.

(c) Additional Insurance for City's Contractors who Perform Design or Engineering Functions. City shall require its contractors who perform design or engineering functions to provide and maintain in effect during the Project professional liability insurance as set forth in Exhibit D hereof. Such contractors shall provide Amtrak with a certificate of insurance evidencing the insurance coverage required hereunder. Amtrak will not progress the Services until it has received such certificates.

(d) Amtrak's Insurance. In the event that Amtrak performs any force account work hereunder, Amtrak shall maintain in effect, during the period of performance under this Agreement, force account insurance issued to Amtrak and covering liabilities for bodily injury, including death and property damage, imposed upon Amtrak with respect to the Services to be performed pursuant to this Agreement. The limits of liability shall not be less than ten million dollars (\$10,000,000) per occurrence. The cost of this force account insurance is reflected in Exhibit A hereof. Amtrak reserves the right to self-insure for this coverage.

12. **Environmental Matters.**

(a) City (and its contractors and agents) shall not disturb the soil or perform any

environmental or geotechnical testing on any Amtrak property for any reason without (i) notifying Amtrak of its desire to do so; (ii) discussing the nature and extent of the proposed soil disturbance or testing with the Amtrak Environmental and Sustainability Group; (iii) presenting a proposed testing and sample collection and analysis plan to Amtrak for its review and approval; (iv) obtaining the express permission of Amtrak to conduct the agreed-to soil disturbance or testing; and (v) indicating if any such test results require either notification or submission to a federal, state or local regulatory agency. Amtrak shall have the right, but not the obligation, to be present at any and all such soil disturbance or testing activities and to take split samples.

(b) City shall immediately provide Amtrak with a copy of the test results at no cost to Amtrak.

(c) Any contractor engaged by City to perform such soil disturbance or testing shall execute Amtrak's then-current Temporary Permit to Enter Upon Property before performing any such activities.

(d) City, its contractors and agents shall comply with all applicable federal, state, and local laws, regulations, ordinances, and orders concerning the environment and/or waste generation and disposal. At all times, they shall employ Best Management Practices (BMPs) in connection with the performance of their work. As used herein, the term "BMPs" means effective, practical, structural and/or nonstructural methods which prevent and/or reduce the movement of sediment, nutrients, pesticides and other pollutants from the land to surface and/or ground water, and/or which otherwise protect air, soil and water quality from potential adverse effects.

(e) If the soil disturbance or the environmental or geotechnical tests performed in connection with this Project (whether performed during the design or construction phase of the Project) indicate contamination of Amtrak property (or property adjoining Amtrak property) at levels requiring reporting, further investigation, testing, monitoring and/or remediation ("Environmental Activities"), all such Environmental Activities shall be at the sole cost and expense of City, regardless of the extent thereof, and regardless of whether any action of City (or its contractors or agents) caused or contributed to the contamination or condition.

(f) City shall promptly inform Amtrak of all communications with any governmental authority relating to any such Environmental Activities, and Amtrak shall be invited to attend any relevant meetings. City shall provide Amtrak with all plans and/or submissions for any such Environmental Activities and Amtrak shall have the right to approve such plans and/or submissions prior to their implementation. City will promptly provide Amtrak with a copy of any waste manifests, and such waste manifests shall in no event identify Amtrak as a generator. Amtrak reserves the right to require City to provide to Amtrak a copy of the results of any further tests conducted by or for City on any such wastes. Amtrak also reserves the right to review and approve the disposal site for any such wastes. City (and its contractors and agents) shall dispose of all waste and contamination using their own EPA generator number(s). In no event shall Amtrak be identified as the generator. City will promptly provide Amtrak with a copy of any waste manifests.

(g) Amtrak retains the right to alter, suspend, cancel or otherwise modify City's work schedule pending the resolution of any of the above environmental issues. Amtrak shall not be held responsible for any claims related to any such changes in City's schedules,

including without limitation, claims related to damages resulting from any such delays or cancellations.

(h) Amtrak may notify City of any known or suspected noncompliance with the foregoing provisions and the action to be taken. City shall, after receipt of such notice, promptly take corrective action in accordance with all applicable federal, state and local requirements. If City fails or refuses to comply promptly, Amtrak may issue an order stopping all or part of the Project work until satisfactory corrective action has been taken. In addition, Amtrak may immediately undertake necessary corrective actions; the cost and expense of all such actions shall be borne by City. No claims by City for reimbursement related to costs and expenses charged to City for corrective actions undertaken by Amtrak, nor time lost due to any such orders, shall be made the subject of a claim for excess costs or damages by City.

(i) The foregoing environmental obligations shall survive termination of this Agreement.

13. **Compliance with Laws and Standards; Permits, Licenses, Approvals.**

(a) City and its contractors shall perform all work hereunder in compliance with all federal, state and local laws, regulations and requirements including, but not limited to, the Americans with Disabilities Act of 1990.

(b) City and its contractors shall perform all work in accordance with Amtrak's standards, including but not limited to, the following:

(i) Amtrak Engineering Practices 3014 - Maintenance and Protection of Railroad Traffic during Contractor Operations;

(ii) Amtrak Engineering Practices 01141A Safety and Protection of Railroad Traffic and Property;

(iii) Amtrak Engineering Practices Section 01142A - Submission Documentation Required for Amtrak Review and Approval of Plans for Bridge Erection, Demolition and Other Crane/Hoisting Operations Over Railroad Right-Of-Way;

(iv) Amtrak Engineering Practices 3016 - Storm Water Drainage and Discharge from Adjacent Property onto Amtrak Right-Of-Way;

(v) Amtrak Engineering Specification No. 150 - Stormwater Management Policy; and

(vi) Amtrak Standard Track Plan - Minimum Roadway Clearances Dwg. Nos. 70050.0001.08 & 70050.002.08.

These standards, copies of which have been provided to City, shall be incorporated into any specifications for the Project.

(c) City shall secure and pay for all permits, fees, licenses, easements, approvals, or inspections which may be required in connection with the Project.

14. **Qualifications of City and its Contractors.**

(a) City and its contractors shall ensure that all employees, contractors, subcontractors, and agents possess the experience, knowledge and character necessary to qualify them individually for the particular duties they perform.

(b) With respect to Communications and Signals (C&S) design, Amtrak will provide a list of those contractors pre-qualified by Amtrak to perform C&S design work affecting Amtrak property. City shall furnish for Amtrak's review resumes of individuals who will be performing these design functions. Amtrak reserves the right to reject resumes that do not support Amtrak's qualification requirements.

15. **Non Performance of Construction Activities.**

Following completion of all design phase activities as described herein, City and Amtrak may, subject to their mutual agreement, enter into a construction phase agreement setting forth their roles and responsibilities during the construction phase of the Project. Neither City nor its contractors shall perform any construction activities related to the Project affecting Amtrak's operations or its property until: (a) a construction phase agreement has been fully executed, (b) Amtrak has approved the Documents in writing, (c) the advance deposit for the construction phase of the Project has been received by Amtrak, (d) Amtrak's forces are available to support the Project, (e) a Temporary Permit to Enter Upon Property has been executed, (f) all required insurance certificates have been provided, (g) all real estate agreements (including, but not limited to, any licenses, permanent or temporary easements) required by Amtrak have been fully executed, and (h) Amtrak has given its authorization to proceed with construction as it relates to and/or affects Amtrak's operations or property.

16. **Notices.**

Any request, demand, authorization, direction, notice, consent, waiver, or other document provided or permitted by this Agreement to be made, given or furnished to the other Party shall be in writing and shall be delivered by hand or by certified mail, return receipt requested or by overnight delivery service, in an envelope addressed as follows:

If to City:

If to Amtrak:
National Railroad Passenger Corporation
30th Street Station
2955 Market Streets, Box 46
Philadelphia, PA 19104
Attn: Chief Engineer

17. **Dispute Resolution.**

In the event that good faith negotiation and agreement of both Parties does not resolve a claim or dispute, either Party may pursue any right or remedy available to it by law or may propose a method of alternative dispute resolution. Arbitration of a dispute may be agreed upon by the Parties; however, neither Party will be required to submit to arbitration.

18. **Labor Rights.**

This Agreement shall not require Amtrak to contravene the provisions of its labor agreements. In the event of a conflict or inconsistency between this Agreement and such labor agreements, the labor agreements shall control as to such provisions. Any delay in the progress of the Project relating to such conflict or inconsistency shall not create any liability for or additional cost to Amtrak.

19. **City's Representations and Warranties.**

City represents and warrants that it has the authority to enter into this Agreement and that the execution and delivery of this Agreement by City and the performance by City of its obligations to be performed hereunder have been duly authorized by all necessary and appropriate corporate or other action. The foregoing representations and warranties shall survive termination of this Agreement.

20. **Entire Agreement.**

This Agreement constitutes the entire agreement between the Parties as to scope and subject matter. All prior discussions and understandings concerning such scope and subject matter are superseded by this Agreement. This Agreement or any part hereof may not be changed, amended or modified, except by written agreement of the Parties.

City hereby represents and warrants to Amtrak that there are no Project funding related requirements, whether federal, state, county or local, that apply to Amtrak. City shall indemnify, defend and hold harmless the Indemnified Parties (as defined in Section 10 above), irrespective of negligence or fault on the part of the Indemnified Parties, from and against any and all losses, liabilities, penalties, fines, forfeitures, demands, claims, causes of action, suits, costs (including cost of defense and attorneys fees), which any of the Indemnified Parties may incur, be responsible for, or pay as a result of the breach of the foregoing representation and warranty. In addition, City shall be responsible for performing any and all Project funding related requirements that apply to Amtrak and are not expressly set forth in this Agreement, even if those requirements would be read into this Agreement by applicable law, regulation, rule of construction or by operation of law. The foregoing representations, warranties and obligations shall survive termination of this Agreement for any reason.

In the event of a conflict between any prior agreements or documents and the terms of this Agreement, the terms of this Agreement shall take precedence for purposes of the Project and the Services to be performed hereunder.

21. **Successors and Assigns.**

Except as otherwise provided by this Agreement, this Agreement shall inure to the benefit of and be binding upon the successors and assigns of the Parties hereto, except that neither Party shall assign or transfer this Agreement or any of its rights or obligations hereunder to any person, firm, or corporation without obtaining the prior written consent of the other Party, which consent shall not be unreasonably withheld.

22. **Miscellaneous.**

(a) No failure on the part of either Party to exercise, and no delay in exercising, any right, power or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any

other right, power or remedy. The remedies of the Parties provided herein are cumulative and not exclusive of any remedies provided for by law.

(b) Nothing in this Agreement shall be deemed to create any right in any person not a Party hereto other than permitted successors and assigns of a Party hereto, and this Agreement shall not be construed in any respect to be a contract in whole or in part for the benefit of a third party except as aforesaid.

(c) If any provision of this Agreement shall be determined to be invalid, illegal or unenforceable in any respect, such determination shall not affect any other provision hereof.

(d) The headings contained in this Agreement are for convenience only and shall not be interpreted to limit, control, or affect the meaning or construction of the provisions of this Agreement. This Agreement shall be deemed to have been jointly prepared by the Parties. This Agreement has been negotiated by the Parties and their respective counsel and shall be interpreted fairly in accordance with its terms and without any strict construction in favor of or against either Party.

(e) This Agreement shall be governed by and construed under the laws of the District of Columbia, excluding that portion of District of Columbia law relating to the application of laws of another jurisdiction. Each Party agrees that all legal proceedings in connection with any dispute arising under or relating to this Agreement shall be brought in the United States District Court for the District of Columbia. City hereby accepts the jurisdiction of the United States District Court for the District of Columbia and agrees to accept service of process as if it were personally served within the District of Columbia.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their proper officials, pursuant to due and legal action authorizing the same to be done, as of the day and year first above written.

NATIONAL RAILROAD PASSENGER CORPORATION

By: _____

Name: Richard H. Anderson

Title: President and Chief Executive Officer

CITY OF KALAMAZOO

By: _____

Name: _____

Title: _____

Engineer's Opinion of Costs

Project Number: 127385 Estimate Number: 1: Drake Road Safety Grant Project Type: Safety Location: Oshtemo Township Kalamazoo County / City of Kalamazoo Description: 10' non-motorized shared use path from Green Meadow Dr to West Michigan Ave	Project Engineer: City of Kalamazoo Date Created: 2/12/2016 Date Edited: 7/14/2017 Fed/State #: Fed Item: Control Section: HSIP 39609
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Line	Pay Item	Description	Quantity	Units	Unit Price	Total
Category: 0001 Participating						
0001	1500001	Mobilization, Max	1.000	LSUM	\$70,000.00	\$70,000.00
0002	2020004	Tree, Rem, 6 inch to 18 inch	19.000	Ea	\$250.00	\$4,750.00
0003	2020006	Stump, Rem, 19 inch to 36 inch	3.000	Ea	\$175.00	\$525.00
0004	2040020	Curb and Gutter, Rem	967.000	Ft	\$14.00	\$13,538.00
0005	2040021	Curb, Rem	156.000	Ft	\$8.00	\$1,248.00
0006	2040040	Gutter, Rem	324.000	Ft	\$15.00	\$4,860.00
0007	2040050	Pavt, Rem	782.000	Syd	\$10.00	\$7,820.00
0008	2040055	Sidewalk, Rem	81.000	Syd	\$8.00	\$648.00
0009	2040080	Exploratory Investigation, Vertical	15.000	Ft	\$25.39	\$380.85
0010	2050023	Granular Material, CI II	1,060.000	Cyd	\$21.00	\$22,260.00
0011	2050041	Subgrade Undercutting, Type II	500.000	Cyd	\$14.00	\$7,000.00
0012	2057002	_ Station Grading	33.000	Sta	\$1,600.00	\$52,800.00
0013	2080020	Erosion Control, Inlet Protection, Fabric Drop	22.000	Ea	\$80.00	\$1,760.00
0014	2080036	Erosion Control, Silt Fence	2,545.000	Ft	\$1.75	\$4,453.75
0015	3020016	Aggregate Base, 6 inch	3,178.000	Syd	\$6.00	\$19,068.00
0016	4037050	_ Dr Structure Cover, ADA Compliant	1.000	Ea	\$1,000.00	\$1,000.00
0017	5010025	Hand Patching	56.000	Ton	\$175.00	\$9,800.00
0018	5010061	HMA Approach	85.000	Ton	\$150.00	\$12,750.00
0019	6020015	Conc Base Cse, Nonreinf, 6 inch	227.000	Syd	\$26.00	\$5,902.00
0020	8010005	Driveway, Nonreinf Conc, 6 inch	50.000	Syd	\$35.00	\$1,750.00
0021	8020023	Curb and Gutter, Conc, Det C4	642.000	Ft	\$20.00	\$12,840.00
0022	8020050	Driveway Opening, Conc, Det M	118.000	Ft	\$17.00	\$2,006.00
0023	8020060	Valley Gutter, Conc	19.000	Ft	\$20.00	\$380.00

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0024	8027001	_ Concrete Header Curb	133.000	Ft	\$15.00	\$1,995.00
0025	8030036	Sidewalk Ramp, Conc, 6 inch	2,087.000	Sft	\$8.00	\$16,696.00
0026	8030044	Sidewalk, Conc, 4 inch	2,551.000	Sft	\$5.00	\$12,755.00
0027	8037001	_ Curb Ramp Opening, Conc	295.000	Ft	\$14.00	\$4,130.00
0028	8037001	_ Detectable Warning Surface, Cast Iron	232.000	Ft	\$40.00	\$9,280.00
0029	8060040	Shared use Path, HMA	475.000	Ton	\$80.00	\$38,000.00
0030	8080011	Fence, Chain Link, 48 inch	640.000	Ft	\$40.00	\$25,600.00
0031	8100371	Post, Steel, 3 lb	290.000	Ft	\$5.50	\$1,595.00
0032	8100402	Sign, Type III, Erect, Salv	7.000	Ea	\$37.00	\$259.00
0033	8100403	Sign, Type III, Rem	8.000	Ea	\$7.50	\$60.00
0034	8100404	Sign, Type IIIA	20.000	Sft	\$15.00	\$300.00
0035	8100405	Sign, Type IIIB	30.000	Sft	\$16.00	\$480.00
0036	8107001	_ Timber Wall, Rem	275.000	Ft	\$20.00	\$5,500.00
0037	8107051	_ Misc Appurtenances, Rem, Salv, Install	1.000	LSUM	\$15,000.00	\$15,000.00
0038	8107052	_ Segmental Block Retaining Wall	6,084.000	Sft	\$42.00	\$255,528.00
0039	8110042	Pavt Mrkg, Ovly Cold Plastic, 12 inch, White	120.000	Ft	\$5.00	\$600.00
0040	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	79.000	Ft	\$12.00	\$948.00
0041	8110069	Pavt Mrkg, Ovly Cold Plastic, Railroad Sym	2.000	Ea	\$350.00	\$700.00
0042	8110237	Pavt Mrkg, Waterborne, 12 inch, White	820.000	Ft	\$1.50	\$1,230.00
0043	8120022	Barricade, Type III, High Intensity, Lighted, Furn	10.000	Ea	\$60.00	\$600.00
0044	8120023	Barricade, Type III, High Intensity, Lighted, Oper	10.000	Ea	\$1.00	\$10.00
0045	8120140	Lighted Arrow, Type C, Furn	1.000	Ea	\$300.00	\$300.00
0046	8120141	Lighted Arrow, Type C, Oper	1.000	Ea	\$5.00	\$5.00
0047	8120170	Minor Traf Devices	1.000	LSUM	\$15,000.00	\$15,000.00
0048	8120211	Pavt Mrkg, Longit, Greater than 6 inch Width, Rem	318.000	Ft	\$0.60	\$190.80
0049	8120250	Plastic Drum, High Intensity, Furn	151.000	Ea	\$25.00	\$3,775.00
0050	8120251	Plastic Drum, High Intensity, Oper	151.000	Ea	\$0.50	\$75.50
0051	8120350	Sign, Type B, Temp, Prismatic, Furn	187.000	Sft	\$5.00	\$935.00
0052	8120351	Sign, Type B, Temp, Prismatic, Oper	187.000	Sft	\$0.50	\$93.50
0053	8127050	_ Pedestrian Type II Barricade, Temp	20.000	Ea	\$100.00	\$2,000.00

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0054	8127050	_ Tubular Marker Post	17.000	Ea	\$100.00	\$1,700.00
0055	8137021	_ River Rock, 6 inch	30.000	Cyd	\$100.00	\$3,000.00
0056	8150001	Site Preparation, Max	1.000	LSUM	\$5,000.00	\$5,000.00
0057	8150002	Watering and Cultivating, First Season, Min	1.000	LSUM	\$6,000.00	\$6,000.00
0058	8150003	Watering and Cultivating, Second Season, Min	1.000	LSUM	\$6,000.00	\$6,000.00
0059	8151938	Juniperus chinensis 'Pfitzeriana Compacta', #3 cont.	26.000	Ea	\$40.00	\$1,040.00
0060	8160028	Mulch Blanket, High Velocity	1,000.000	Syd	\$1.00	\$1,000.00
0061	8167002	_ Slope Restoration, General	33.000	Sta	\$500.00	\$16,500.00
0062	8190025	Conduit, DB, 1, 1/2 inch	150.000	Ft	\$9.66	\$1,449.00
0063	8190140	Conduit, Rem	45.000	Ft	\$1.11	\$49.95
0064	8190244	Hh, Adj	7.000	Ea	\$318.83	\$2,231.81
0065	8190260	Hh, Round	1.000	Ea	\$1,026.39	\$1,026.39
0066	8197050	_ Monitoring Well, Adjust	3.000	Ea	\$1,200.00	\$3,600.00
0067	8200100	Pedestal, Alum	2.000	Ea	\$562.76	\$1,125.52
0068	8200105	Pedestal, Fdn	5.000	Ea	\$674.86	\$3,374.30
0069	8200106	Pedestal Fdn, Rem	1.000	Ea	\$169.49	\$169.49
0070	8200121	Pushbutton and Sign	1.000	Ea	\$477.00	\$477.00
0071	8200122	Pushbutton, Rem	3.000	Ea	\$74.18	\$222.54
0072	8200123	Pushbutton Pedestal, Alum	3.000	Ea	\$487.00	\$1,461.00
0073	8200124	Pushbutton Pedestal, Rem	1.000	Ea	\$50.21	\$50.21
0074	8200128	Push Button Station and Sign	4.000	Ea	\$862.91	\$3,451.64
0075	8200180	TS, Pedestrian, Bracket Arm Mtd, Rem	2.000	Ea	\$87.00	\$174.00
0076	8200240	Pedestrian Signal System, Accessible	1.000	Ea	\$3,952.33	\$3,952.33
0077	8200336	TS, Pedestrian, One Way Bracket Arm Mtd (LED) Countdown	1.000	Ea	\$1,003.37	\$1,003.37
0078	8200339	TS, Pedestrian, Two Way Bracket Arm Mtd (LED) Countdown	1.000	Ea	\$1,492.28	\$1,492.28
0079	8200345	TS, Pedestrian, One Way Pedestal Mtd (LED) Countdown	2.000	Ea	\$1,047.44	\$2,094.88
0080	8260070	Tracer Wire	350.000	Ft	\$0.50	\$175.00
0081	8507060	_ Railroad Protection, Railroad Crossing	5,000.000	Dir	\$1.00	\$5,000.00

Category 0001 Total: \$744,001.11

Category: 0003 Non-Participating

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0082	8150511	Berberis thunbergii 'Crimson Pygmy', #3 cont.	10.000	Ea	\$40.00	\$400.00
0083	8152650	Pennisetum alopecuroides, #2 cont.	20.000	Ea	\$35.00	\$700.00
0084	8153170	Rhus aromatica, #3 cont.	12.000	Ea	\$40.00	\$480.00

Category 0003 Total: \$1,580.00

Estimate Total: \$745,581.11